

VILLAGE OF HASTINGS-ON-HUDSON 2008-2009 BUDGET



WM. LEE KINNALLY
Mayor

DANIELLE GOODMAN
JEREMIAH QUINLAN

Trustees

PETER SWIDERSKI
DIGGITT MCLAUGHLIN

FRANCIS A. FROBEL
Village Manager

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VILLAGE OF HASTINGS ON HUDSON
NEW YORK

March 18, 2008

*Honorable Wm. Lee Kinnally, Jr., Mayor
and Honorable Board of Trustees
Village of Hastings-on-Hudson
Municipal Building
Hastings-on-Hudson, New York 10706*

Dear Mayor Kinnally and Members of the Board of Trustees:

I hereby submit for Board of Trustees consideration the 2008-09 Village Manager's General Fund Budget that totals \$12,408,688. At this spending level the budget would require an estimated tax rate of \$210.93. Village assessed values have experienced a slight increase of .25%.

The budget reflects a comprehensive review of all departmental operations and spending priorities. Given the nearly flat lined assessed values and the increasing reliance upon the property tax as the major source for funding the Village's budget, several worthy programs for improved or expanded services are not presented for approval. This is a disappointment to me given the strong arguments offered by the departments for additional funding, but I realize that taxpayers are already burdened with state, town, school, county, and federal taxes. Village taxes, while small in comparison, offer the greatest potential for local control. We are sensitive to this and appreciate the support of Village taxpayers in providing funds for the delivery of necessary municipal services.

The proposed budget (general fund, library, pool, and Draper Park) translates into an overall increase of \$433,972. This represents a 3.3% increase in expenditures and requires a 6.6% increase in local property taxes.

BUDGET OVERVIEW: EXPENDITURES

The Village Budget is more than a financial plan. It is an economic, social and community plan of action for the future. The budget establishes and sets the quantity of governmental service for an entire year and it puts in motion a future course of action. The budget is the single most important policy statement and management tool developed by public officials.

By general category, listed below are some significant aspects this budget proposes.

** **Personnel Wages and Salaries:** The budget provides for the agreed upon wage adjustment for the members of the Hastings-on-Hudson Police Benevolent Association. The wages contained herein reflect the final year of a four-year contract. The budget includes funds to cover the wage costs for the workers of Local 456 (Highway Department Workers) for the fourth year of their contract. The budget also provides for a cost of living adjustment for those employees not represented by a labor organization.*

We are exploring the feasibility to supplement our financial operations through the use of part time, or on call support. This position would be established to assist in transitioning the part-time treasurer out of financial oversight responsibilities.

** **Special Projects:** This budget does not include dedicated funding for the commencement of any specific new large scale program or projects. Staff focus will continue to be on the completion of several projects started in previous fiscal years. These now include, Sugar Pond, Quarry Trail, neighborhood sidewalk repair and installation, Community Development Block Grant administration, waterfront study, clean-up and monitoring clean-up and testing (both land and water) at both the Tappan Terminal and Arco sites.*

BUDGET OVERVIEW: REVENUES

As mentioned, the Village's assessed taxable property base experienced a nearly negligible increase of .25%. While that is helpful, it does not significantly change the need to seek out alternatives toward increasing non taxable sources of revenue.

In addition to this, challenges by non residential property owners through the tax certiorari proceeding, works to reduce the value of their properties and hence the tax obligation. This effectively causes a shift to occur in the tax burden. Remember, the Village needs to raise money to provide public service, the goal is to have the basis of that payment fairly appropriated among the various classes of property, any change causes the amount owed by some to increase, while other classes go down. In last year's message I noted that without growth in the value of property (land and buildings) the only viable source for revenue is the property tax. This discouraging trend will have increasingly chilling consequences upon our ability to expand services, hire necessary workers and continue to improve upon the quality of life in the Village. Increased taxes will have a disproportionate negative impact upon property owners as local tax becomes over burdensome and consumes a greater portion of their disposable income. In the short term this statement remains true for the Village. While residential development on Route 9A was approved, building permits have not yet been issued. The vision needed to pull out of this

financial restriction is possible, but relief is into the future. The waterfront holds the greatest potential for strengthening the economic health of the Village, but that opportunity is years into the future.

Staff had the responsibility to seek out the means to off set certain expenditures that were specific to the service provided. For example, most recent the cost to pick up commercial rubbish, street opening permits, fingerprinting, and several other minor costs were raised. The goal is to have the cost to provide the service covered by the user, rather than the general taxpayer.

Among the largest revenue accounts the significant changes are as listed below:

*	Sales Tax and Utilities	<i>Remain at</i>	\$ 1,220,000
*	Safety Inspection Fees	<i>Remain at</i>	\$ 60,000
*	Parking Permits and Meters	<i>Remain at</i>	\$ 305,000
*	Mortgage Tax	<i>Remain at</i>	\$ 275,000
*	State Highway Aid	<i>Remain at</i>	\$ 75,000
*	State Aid Per Capita	<i>Increased by</i>	\$ 2,160
*	Refuse Removal Fee	<i>Increased by</i>	\$ 10,000
*	Fire District	<i>Increased by</i>	\$ 38,703
*	Community Center Rental	<i>Increased by</i>	\$ 5,000
*	Day Camp	<i>Increased by</i>	\$ 16,000
*	Interest Earnings	<i>Decreased by</i>	\$ 20,000
*	Surplus	<i>Decreased by</i>	\$ 160,000

Decrease in reliance upon fund balance to offset taxes is proposed. Recommend \$200,000 to be used in FY09. A goal was not to rely on reserve account, however, because of insignificant growth in assessed values, it is necessary to use a portion of this “rainy day” fund to balance the budget.

*	Capital Project	<i>Estimated cost</i>	\$ 50,000
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Driveway and ground improvements at the Village Hall/Library facilities. Seek funds to resurface and replace steps leading from Maple Avenue to rear entrance to Village Hall. Additionally want to re-landscape grounds surrounding Village Hall with new plantings, trim back overgrown vegetation and replacement of green areas.

May need to borrow funds to accomplish this work, which could be done in phases. Use of remaining funds in earlier capital budget for improvements to Village Hall could also be used.

Special Project

Contained within the operating budget is \$15,000 which is the required match for the Village's share of the recently awarded Hudson River Valley Greenway Grant. This grant was awarded with the intent of assisting the Village in the development of a comprehensive plan. The Comprehensive Plan Committee in the discharge of their responsibilities over the past several months has been gathering data and has made great progress toward completing some of the initial work required in the drafting of the plan. Recent experience in neighboring communities reveals that a \$30,000 program should provide sufficient funding for a significant portion of the tasks. While much work has been completed from the time the Village accepted the advisory committees report on the comprehensive plan process last April, we believe that over the course of the next fiscal year sufficient funds are provided to assist the committee in the event an outside consulting services will be necessary in the completion of several sections of the comprehensive plan.

Once the original \$15,000 allocation has been expended, the Village will be in a position to apply for additional monies to help offset the cost any additional costs.

Community Services

Contained this year in the budget for the community services portion of the budget is a breakout of what was once contained as a single line item entitled contractual supervision of J.H.C.C. Next years budget relies on a few months of experience in offering several programs to the youth and the community under this budget line item. This budget has been arranged to break out the individual costs for after school activities, summer programming and general supervision at the community center. Once we have had a full year of experience we will be able to determine the level of support and participation by those young persons availing themselves of this wonderful opportunity and we will be in a better position to budget accordingly.

Given the increasing popularity of programming at the community center we anticipate the continuing need to provide additional hours of operation. Our experience thus far has been extremely positive as witnessed by a high level of attendance at all programs.

Electricity

All municipal facilities have felt the adverse impact of the recommended anticipated 17% increase in the cost to provide electrical service. This problem has been further exacerbated by the yet to be stabilized use and historic trends of the community center facility. We are hopeful that by participating in the energy audit additional means of cost-saving measures can be provided to the Village with the resulting reduction in kilowatt hours used. If the cost to provide electricity continues to rise at the current rate it will be doubly important to make the necessary capital investment to curtail energy consumption.

Communications

The budget reflects the reduced cost to provide telephone services to the various facilities. This is a direct result of the action the Board of Trustees took several months ago to support the staff recommendation to purchase and transfer to a new telephone system. Already we are realizing the savings anticipated through this modification. This savings should amount to nearly \$20,000 of cost avoidance through ownership of the phone system.

Water

Throughout the budget all the various facilities containing line items for water service has increased to reflect the rising expense to provide water. This is additionally noticeable in the cost for the hydrant rental and reflects the placement of sprinkler systems in several of the public grounds and parks.

Natural Gas

It appears the cost to provide heating source energy for the various facilities has stabilized. The one footnote to this statement is our experience at the community center which does not reflect a one continuous year of operation and does reflect the cost to heat it the building during construction. We believe next year after some additional experience we will be able to better budget this expense.

Diesel/Unleaded Gal

The greatest adverse impact on this budget for next fiscal year is the cost of motor fuel. The current year's budget underestimated the rapid increase in the cost of motor fuel. The budget for next year reflects a continuing increase in the unit cost to buy motor fuel for the police department, and the central garage, fire and ambulance and the parks departments. While we believe the cost may have peaked we have allowed for an increase in the cost to provide these necessary fuels.

Pool Fund: *The cost to operate the community pool will go up slightly next fiscal year.*

Library Fund: *The Library Fund budget is offered at \$776,900. This represents an increase of \$27,596.*

Draper Park: *The Draper Park Fund is level funded for next fiscal year. The budget provides for tree maintenance and upkeep as needed to the property.*

Capital Outlay: *The budget also calls for funds for repairs to the Hook and Ladder Fire House. Proposed for next year is continuation of the work to the outside of the building, brick repointing, gutter replacement, fire escape repairs, window and window sill replacement and slate roof repairs.*

Fire Dept. Projects: *Capital Outlay is \$20,000 for bunker/turnout gear replacement.*

Police: Request includes capital outlay funding for the purchase of replacement of mobile video recorders and of in-car computers.

Closing Comments

Many persons are owed a note of thanks for the skillful and conscientious manner they went about the task of developing the budget. Each department prepared a financial plan based upon their needs, with a sensitive awareness of the difficult financial straits the Village is operating in. Numbers were checked for accuracy and completeness. Any error found in this document is my responsibility. The Department Heads and I stand prepared to discuss the budget's financial and service level implications during the scheduled Public Hearing and Budget Work Sessions. Staff is prepared to make sure the Board of Trustees receive the quality information needed to set priorities, make judgments and choose among alternatives.

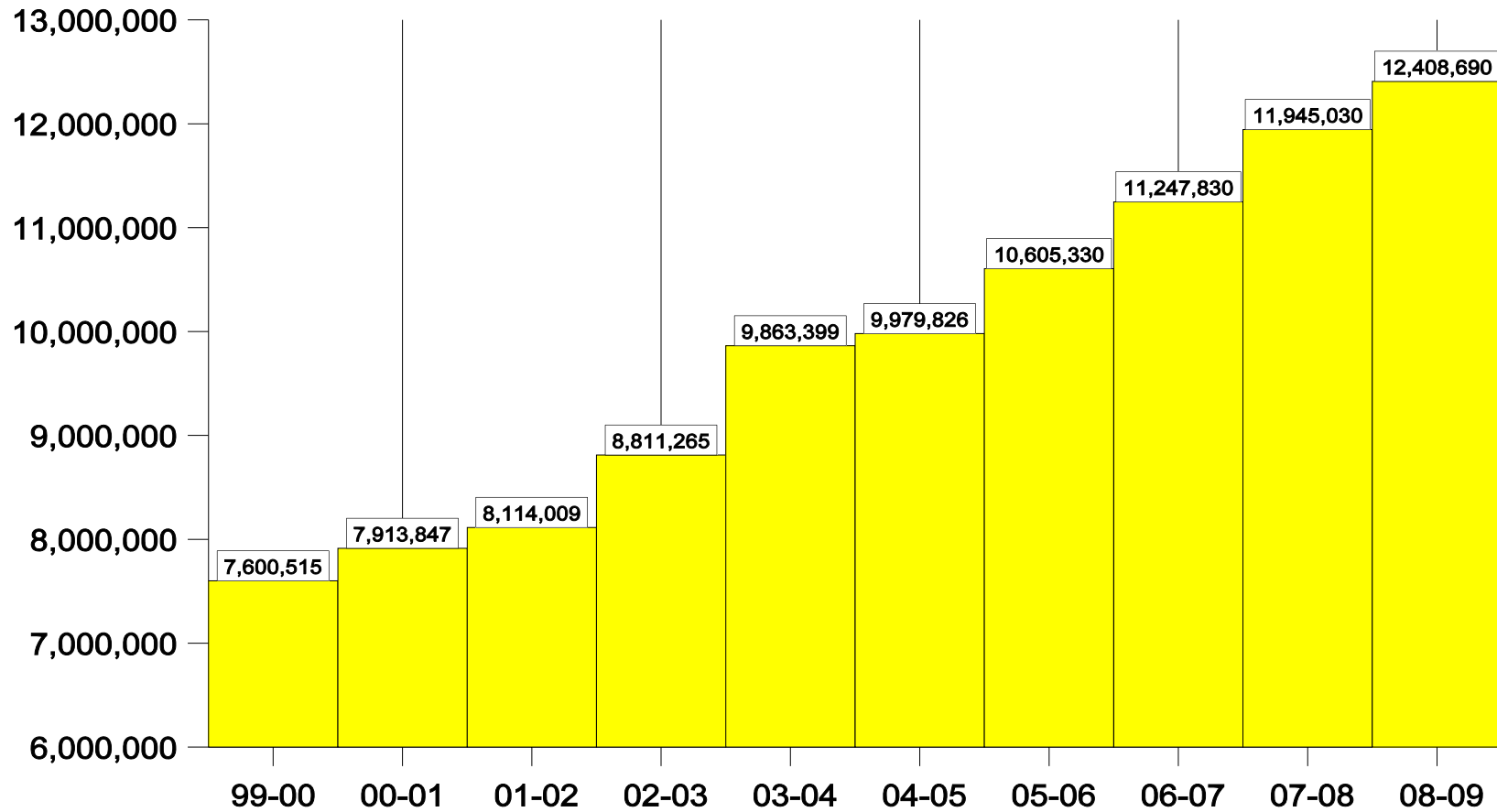
Respectfully submitted,

A handwritten signature in black ink, appearing to read "Francis A. Frobel". The signature is written in a cursive, flowing style.

Francis A. Frobel
Village Manager

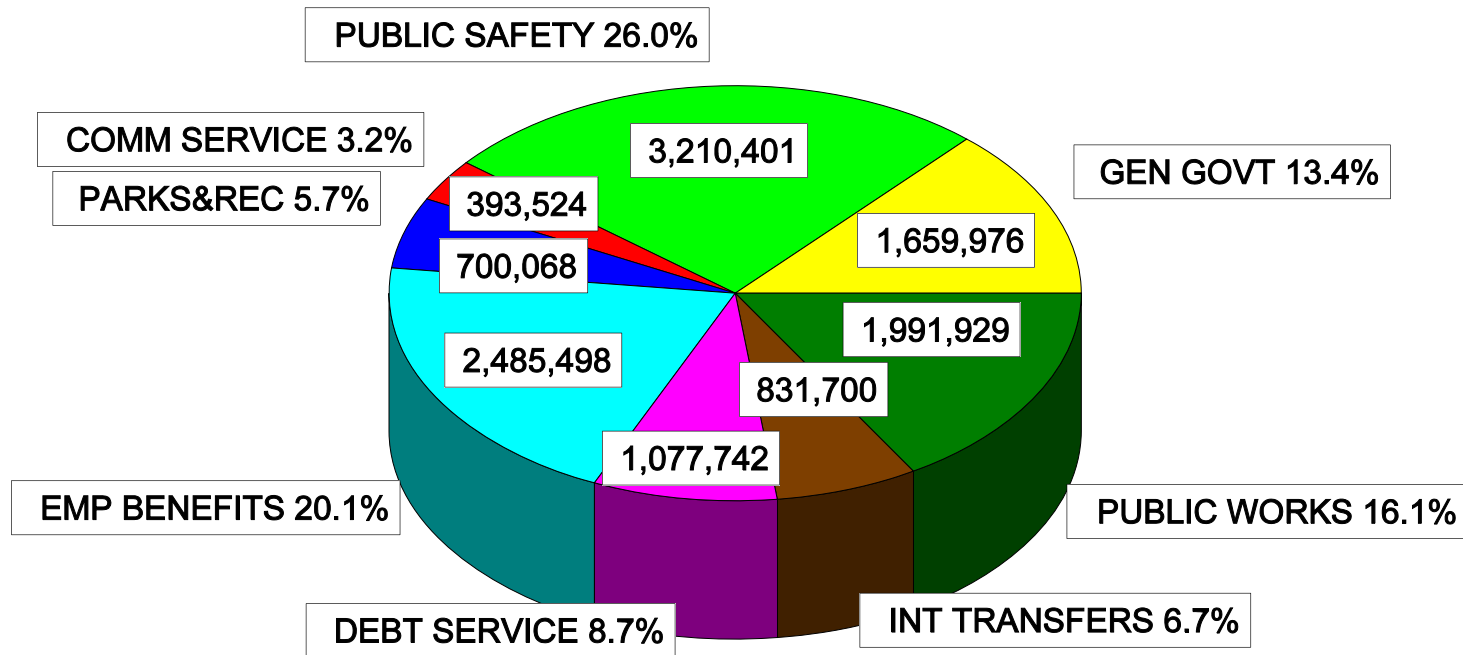
GENERAL FUND

Revenues / Expenditures

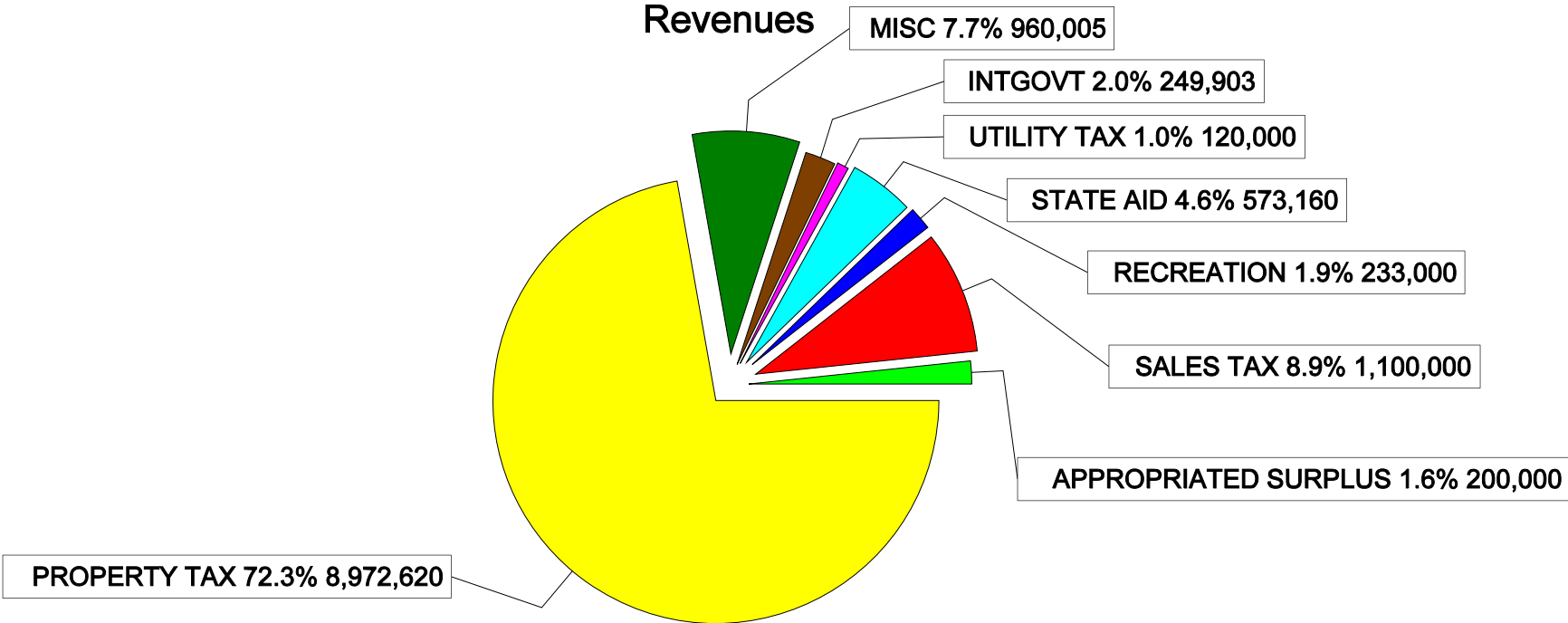


GENERAL FUND

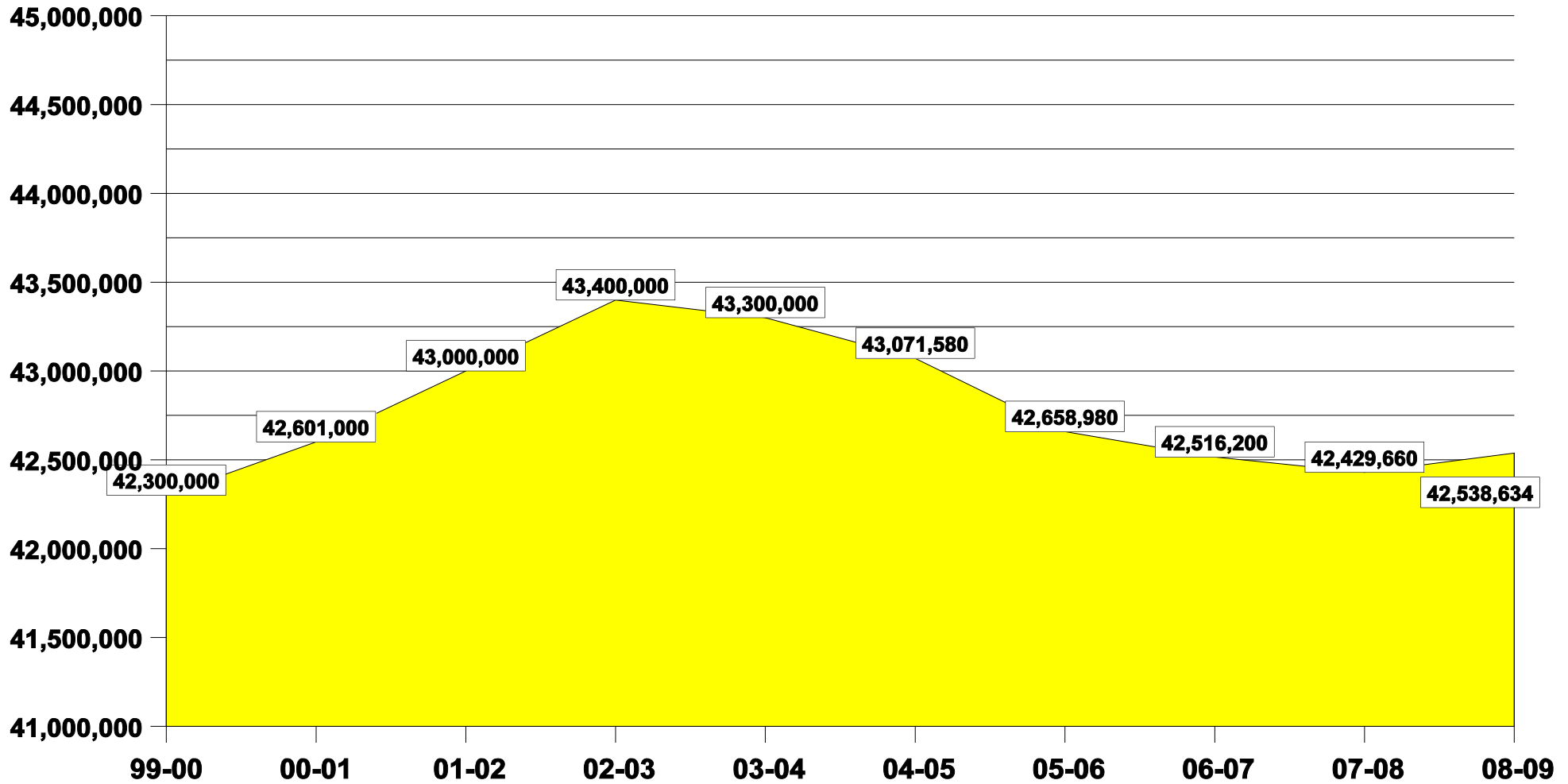
Expenditures by Function



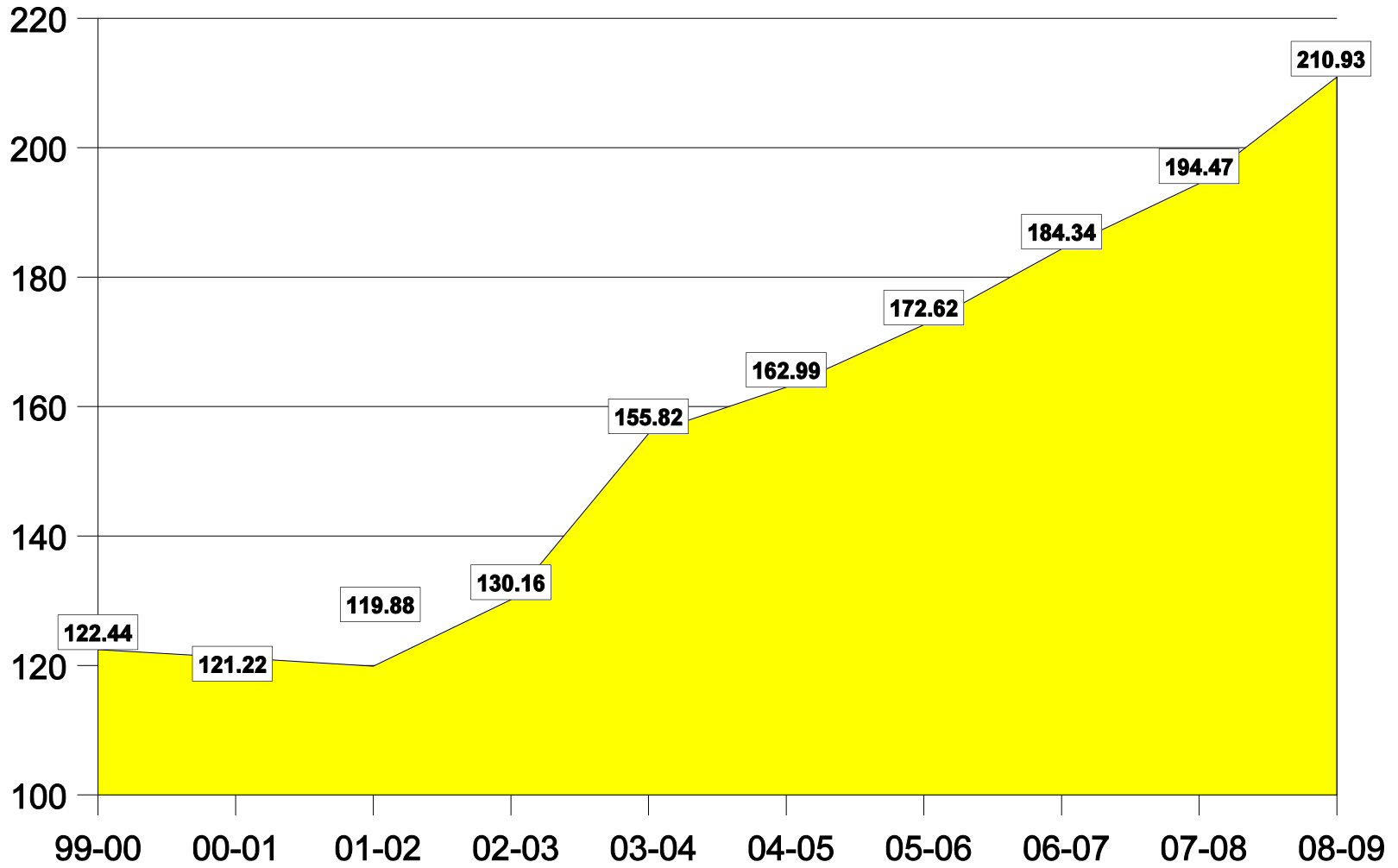
GENERAL FUND



ASSESSMENT INFORMATION



PROPERTY TAX INFORMATION



ASSESSMENTS VS TAX RATES



AUTHORIZED PERSONNEL

Mayor and Board of Trustees

Mayor (1)	\$ 4,800
Trustees (4)	2,400

Village Court

Village Justice (1)	20,000
Acting Justice (1)	4,800
Court Clerk (1)	38,939
Asst. Court Clerk (1)	26,447

Village Manager

Village Manager (1)	150,696
Secretary (1)	56,420

Village Treasurer

Payroll Clerk (1)	48,369
Bookkeeper (1) pt	16.15/hr

Communication/Technology Department

Technology Director/Deputy Treasurer	59,055
Cable TV Director	31,050

Assessor

Village Assessor (1) pt	17,500
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Village Clerk

Village Clerk/Deputy Manager (1)	90,983
Deputy Clerk/Receiver of Taxes	33,200
Clerk (1) pt	12.70/hr

Police Department

Police Chief (1)	130,603
Lieutenant (1)	109,719
Sergeants (4)	101,669

Police Department (cont.)

Detectives (2)	\$101,669
Police Gr. 1 (13)	91,338
Gr. 2 (0)	75,668
Gr. 3 (0)	60,000
Gr. 4 (0)	44,331
Gr. 5 (0)	28,662
Police Matron (1) pt	10.00/hr
Meter Man (1) pt	12.42/hr.
PEO (2) pt.	12.42/hr.

Building Department

Building Inspector	96,462
Dep. Inspector (1) pt	19,756
Fire Inspector (1) pt	17,006
Bldg Dept Asst (1)	54,977
Maintenance Man (1)	34,155

Public Works

Superintendent (1)	103,190
Lead Mechanic (1)	79,000
Mechanic Helper (1)	59,560
Hvy MEO (1)	65,610
Hvy MEO II (0)	64,298
MEO (5)	63,682
Laborer 1 (5)	59,560
Laborer 2 (1)	47,329
Laborer 3 (1)	30,262
Skilled Laborer (1)	29.62/hr

Parks and Recreation

Superintendent (1)	92,840
Recreation Supervisor (1)	53,174
Recreation Assistant (1)	36,512
Recreation Assistant (1) pt	10.00-20.00/hr
Parks Foreman (1)	50,000
Seasonal (All Programs)	7.15-20.00/hr

Community Services

Youth Service Director (1)	80,246
Youth Advocate (1)	47,017
YES Director (1) pt	17,115
Senior Outreach (1) pt	17,653
Village Planner (1)	79,115

Fire Department

Fire Department Secretary (1)	33,567
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Library

Library Director (1)	85,000
Librarian II (1)	60,000
Librarian II (1)	52,000
Librarian II (1) pt	30,500
Librarian I (3) pt	20.00-21.50/hr
Clerk (1)	33,000
Clerks (11) pt	11.00-22.00/hr
Pages (5) pt	8.00-10.00/hr
Custodian (1) pt	13.50/hr

TOTAL FULL-TIME

General Government	9
Public Safety	21
Public Works	17
Community Service	3
Parks and Recreation	6
Library	4
	<hr/>
	60

TOTAL PART-TIME/SEASONAL 204

ALL DEPARTMENTS 264

SUMMARY OF ALL OPERATING BUDGETS

MEANS OF FINANCING

PROPERTY TAX	8,972,620
STATE AID	575,360
SALES TAX	1,100,000
RE-APPROPRIATED SURPLUS	212,500
OTHER	2,682,108
TOTAL \$	13,542,588

ESTIMATED REQUIREMENTS

GENERAL FUND	12,408,688
POOL FUND	326,000
LIBRARY FUND	776,900
DRAPER FUND	31,000
TOTAL \$	13,542,588

FRINGE BENEFITS ALLOCATIONS

	<u>PERSONAL SERVICES</u>	<u>FRINGE BENEFITS</u>	<u>TOTAL COST</u>
GENERAL GOVERNMENT SUPPORT SERVICES	681,034	311,323	992,357
PUBLIC SAFETY-POLICE	2,621,097	1,198,189	3,819,286
PUBLIC SAFETY-FIRE	50,574	23,119	73,693
PUBLIC WORKS	1,372,394	627,366	1,999,760
COMMUNITY SERVICES	225,581	103,120	328,701
PARKS & RECREATION	486,468	222,380	708,848
TOTALS	5,437,148	2,485,498	7,922,646

LIBRARY	394,160	105,000	499,160
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POOL	139,803	11600	151,403
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SECTION C

GENERAL FUND

GENERAL FUND SUMMARY

<u>ESTIMATED REQUIREMENT</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
GENERAL GOVERNMENT SUPPORT SERVICES	1,659,976	100,709	
PUBLIC SAFETY	3,241,401	75,719	
PUBLIC WORKS	1,991,929	112,950	
COMMUNITY SERVICES	393,524	45,415	
PARKS AND RECREATION	700,068	17,576	
EMPLOYEE BENEFITS	2,485,498	45,498	
DEBT SERVICE	1,104,592	7,713	
INTERFUND TRANSFERS POOL FUND	0	0	
INTERFUND TRANSFERS CAPITAL FUND	75,000	0	
INTERFUND TRANSFERS LIBRARY FUND	756,700	27,896	
TOTALS \$	12,408,688	433,476	

MEANS OF FINANCING

PROPERTY TAX (\$210.93 PER \$1,000)	8,972,620	730,883	
UTILITY GROSS RECEIPT TAX	120,000	0	
STATE AID	573,160	9,180	
SALES TAX	1,100,000	0	
INTER- GOVERNMENTAL CHARGES	249,903	38,703	
CULTURE AND RECREATION	233,000	26,000	
MISCELLANEOUS	960,005	(41,290)	
APPROPRIATED SURPLUS	200,000	(160,000)	
INTERFUND TRANSFER (DEBT SERVICE)	0	(170,000)	
TOTALS \$	12,408,688	433,476	

GENERAL FUND

DETAILED REVENUE SUMMARY

<u>ESTIMATED REQUIREMENT</u>	<u>RECEIVED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
IN LIEU OF TAXES	45,000	45,000	45,000	0	
PROPERTY TAX	7,831,722	8,241,737	8,972,620	730,883	
PROPERTY SALES / PENALTIES	23,422	30,000	30,000	0	
NON-PROPERTY TAX ITEMS	142,814	120,000	120,000	0	
DEPARTMENTAL INCOME	10,013	15,030	15,030	0	
PUBLIC SAFETY	52,796	64,500	68,000	3,500	
TRANSPORTATION	236,733	305,000	305,000	0	
CULTURE & RECREATION	155,598	207,000	233,000	26,000	
HOME & COMMUNITY SERVICE	37,666	39,500	49,500	10,000	
INTER-GOVERNMENTAL CHARGE	238,787	211,200	249,903	38,703	
USE MONEY & PROPERTY	115,198	104,675	84,675	(20,000)	
LICENSES & PERMITS	140,997	110,900	115,800	4,900	
FINES & FORFEITED BAIL	215,502	220,000	220,000	0	
SALES & COMPENSATION	7,704	12,000	12,000	0	
MISCELLANEOUS	30,189	0	0	0	
UNCLASSIFIED	2,397	15,000	15,000	0	
STATE AND FEDERAL AID	588,076	563,980	573,160	9,180	
APPROPRIATED SURPLUS		360,000	200,000	(160,000)	
SALES TAXES	1,017,036	1,100,000	1,100,000	0	
RESERVE FOR PY ENCUMBRANCES		39,690	0	(39,690)	
INTERFUND TRANSFER-(DEBT SERVICE)		170,000	0	(170,000)	
TOTALS \$	10,891,650	11,975,212	12,408,688	433,476	

GENERAL GOVERNMENT SUPPORT SERVICES

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A1010 BOARD OF TRUSTEES	9,600	9,800	9,800	0	
A1020 MAYOR	4,800	4,900	4,900	0	
A1110 VILLAGE COURT	137,756	131,386	131,286	(100)	
A1230 VILLAGE MANAGER	213,106	218,973	219,016	43	
A1325 TREASURER	107,469	103,369	103,369	0	
A1355 ASSESSMENT	17,500	17,600	17,600	0	
A1410 VILLAGE CLERK	171,738	165,669	177,170	11,501	
A1420 LAW	173,069	110,437	117,500	7,063	
A1440 ENGINEER	640	2,500	2,500	0	
A1450 ELECTION	2,813	3,910	3,910	0	
A1620 MUNICIPAL BUILDING	81,382	104,419	104,270	(149)	
A1650 CENTRAL COMMUNICATION	173,298	208,883	199,055	(9,828)	
A1900 SPECIAL ITEMS	296,050	477,421	569,600	92,179	
TOTAL \$	1,389,221	1,559,267	1,659,976	100,709	

EXPENDITURES BY OBJECT

1 PERSONAL SERVICES	631,255	660,694	681,034	20,340	
2 EQUIPMENT	34,248	41,796	50,000	8,204	
3 CAPITAL OUTLAY	1,054	7,500	7,500	0	
4 CONTRACTUAL EXPENSE	722,664	849,277	921,442	72,165	
TOTAL \$	1,389,221	1,559,267	1,659,976	100,709	

BOARD OF TRUSTEES (A-1010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	9,600	9,600	9,600	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	200	200	0	
TOTALS \$	9,600	9,800	9,800	0	

PROGRAM DESCRIPTION

The Board of Trustees is the legislative body of the Village. The Board establishes policy, enacts laws, approves contracts, adopts the Village budget, and engages in other activities as required by State or local law. The Board is composed of a Mayor and four Trustees elected at large for two year staggered terms. Personal services represents the Trustees' salaries at \$2400/ year.

Contractual expenses within this program include travel and other miscellaneous expenses. Recently enacted state law requires the members of the Planning Commission and the Zoning Board of Appeals to participate in a minimum of four hours per year of training and continuing education. The Board of Trustees has self-improved a similar requirement upon newly elected members of the Board of Trustees. The budget offers funding to permit that opportunity.

MAYOR (A-1020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	4,800	4,800	4,800	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	100	0	
TOTALS \$	4,800	4,900	4,900	0	

PROGRAM DESCRIPTION

The Mayor is the policy leader of the Village and is the head of the Village Government. The Mayor presides over meetings and public hearings of the Board of Trustees and represents the Village before the State and Federal governments.

Personal services represent the Mayor's salary at \$ 4,800/year.

Contractual expenses within this program include travel.

VILLAGE COURT (A-1110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	98,375	98,086	98,086	0	
2 EQUIPMENT	349	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	39,032	33,300	33,200	(100)	
TOTALS \$	137,756	131,386	131,286	(100)	

PROGRAM DESCRIPTION

All judicial functions at local Village government level are vested in the Village Court which is presided over by an elected Village Justice assisted by an appointed Acting Village Justice. The clerical functions of the Court are handled by a Court Clerk and an Assistant Court Clerk. Contractual expenses are for stenographic, interpreter and jurors fees, supplies, materials for the Court, computer and processing of parking tickets. A portion of the fees collected by the Village Court are retained by the Village to cover a portion of the court expense.

VILLAGE MANAGER (A-1230)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	200,351	207,116	207,116	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	12,755	11,857	11,900	43	
TOTALS \$	213,106	218,973	219,016	43	

PROGRAM DESCRIPTION

The Village Manager is appointed by and is directly responsible to the Village Board of Trustees. He is the Chief Executive Officer of the Village and is responsible for administrative affairs, keeping the Board of Trustees advised on administrative and fiscal matters, properly executing all policies established by the Trustees, and enforcing local laws.

The Manager's budget includes the salaries of the Village Manager and a Secretary shared with the Mayor and Board of Trustees and the Village Planner.

Contractual expenses are for conferences, supplies and the Village Manager's library of professional and training materials for use by all departments.

TREASURER (A-1325)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	63,819	63,369	63,369	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	43,650	40,000	40,000	0	
TOTALS \$	107,469	103,369	103,369	0	

PROGRAM DESCRIPTION

This function is responsible for exercising control over various financial aspects of Village operations through the accounting process. The Treasurer supervises the treasury and fixed accounts of the Village. The duties include the handling of all investments of public funds, administering of the Village debts, and arrangement of Village bond sales. The program is staffed by the Assistant Treasurer, Payroll Clerk, and a Bookkeeper assigned part-time at approximately twenty (20) hours per week. Contractual expenses is for outside independent audits, implementation of GASB 34, quarterly audit of accounts and maintenance of office equipment. It is recommended that the position of treasurer continue to remain vacant for a duration of the budget cycle. Treasury duties presently are shared among the manager, deputy manager, and deputy treasurer. Presently staff is exploring the need for retaining supplemental part-time (on call) staff to assist in offering oversight with regard to financial management.

ASSESSMENT (A-1355)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	17,500	17,500	17,500	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	100	0	
TOTALS \$	17,500	17,600	17,600	0	

PROGRAM DESCRIPTION

This program is responsible for conducting field inspections on properties and making recommendations as to a fair and equitable assessment of all taxable properties in the Village.

In addition, the Assessor appears at hearings of the Board of Assessment Review and Small Claims filings.

Personal services are budgeted to account for the part-time Assessor at \$17,500.

Contractual expenses represent supplies and materials.

VILLAGE CLERK (A-1410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	128,983	123,883	135,578	11,695	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	42,755	41,786	41,592	(194)	
TOTALS \$	171,738	165,669	177,170	11,501	

PROGRAM DESCRIPTION

The Village Clerk is responsible for the custody of all records and papers of the Village, official reports and communications, supervising Village elections, and maintaining all minutes and proceedings of the Board of Trustees and other Boards and Commissions.

This program is staffed by the Village Clerk (also Deputy Village Manager), a Deputy Receiver of Taxes and a part-time office clerk.

Contractual expenses are for office supplies, postage, printing, legal advertising and reproduction supplies.

LAW (A-1420)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	173,069	110,437	117,500	7,063	
TOTALS \$	173,069	110,437	117,500	7,063	

PROGRAM DESCRIPTION

This program provides all legal services for the Village. The part-time Village Attorney serves on a retainer as legal advisor to the Board, Village Manager, and all departments and offices of the Village; represents the Village in all lawsuits filed by or against the Village; and provides an attorney for the prosecution of violations of local laws and codes.

The District Attorney's office provides prosecution services for all other violations.

Contractual expenses represent the Village Attorney and staff (\$72,500) and special outside counsel fees (\$45,000) as needed.

ENGINEER (A-1440)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	640	2,500	2,500	0	
TOTALS \$	640	2,500	2,500	0	

PROGRAM DESCRIPTION

This program represents outside engineering review and services for Village Departments as needed.

Over the course of the past year engineering services were requested for construction of a retaining wall adjacent to the Hook and Ladder Building.

ELECTION (A-1450)

<u>CLASSIFICATION</u>	<u>EXPENDED 2004-05</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	1,730	3,080	3,080	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,083	830	830	0	
TOTALS \$	2,813	3,910	3,910	0	

PROGRAM DESCRIPTION

This program provides for the conduct of elections under the supervision of the Village Clerk. This includes recruiting and training election inspectors, setting up voting machines, and canvassing of votes.

Contractual expenses represent printing costs and voting machine rentals.

MUNICIPAL BUILDING (A1620)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	18,338	43,155	42,850	(305)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	1,054	7,500	7,500	0	
4 CONTRACTUAL EXPENSES	61,990	53,764	53,920	156	
TOTALS \$	81,382	104,419	104,270	(149)	

PROGRAM DESCRIPTION

The program represents the maintenance, repair and operations of the Municipal Building. Capital outlay is recommended at \$7,500 to continue maintenance on the building and heating system. Contractual expenses are for utilities and maintenance supplies. This budget reflects the elimination of outside cleaning services. Higher Utility costs for electricity has caused the budget to increase. The full time position of Building Maintenance Worker is now a part of the budget and is reflected herein for a full year. This person is available during the normal operational hours to perform minor plumbing and electrical repair, carpentry, and mechanical improvements. These tasks are accomplished throughout the Village owned properties. He also performs custodial service at the Community Center. We have two the part time employees whom empty the trash cans and fill the paper goods in the Village Hall and the Library, while the new employee is responsible for custodial tasks in the Village Hall and the Community Center.

CENTRAL COMMUNICATION & TECHNOLOGY (A1650)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	87,759	90,105	99,055	8,950	
2 EQUIPMENT	33,899	41,796	50,000	8,204	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	51,640	76,982	50,000	(26,982)	
TOTALS \$	173,298	208,883	199,055	(9,828)	

PROGRAM DESCRIPTION

The program represents all communication services for the Village as well as maintenance, support and upgrades to all department computer systems. It also administers WHOH-TV Channel 75 & WHOH-AM 1620 AM radio. Personal Services represents a Technology Director and Cable TV Station Director. Equipment represents the purchase of new computers, upgrades to the current systems as well as purchase of new software and annual maintenance of existing software. Contractual expenses are for telephone costs, Internet, and communications improvements, including the third budget cycle for the cost of the new telephone system for the entire Village network purchased in 2007. The Village has relayed savings through the purchase of a new telephone system.

SPECIAL ITEMS (A-1900)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A1910.4 UNALLOCATED INSURANCE	254,721	235,000	235,000	0	
A1920.4 MUNICIPAL ASSOC DUES	9,698	8,000	9,600	1,600	
A1930.0 JUDGEMENT & CLAIMS	1,653	88,489	75,000	(13,489)	
A1950.4 TAXES ON VILLAGE PROPERTY	19,280	28,000	25,000	(3,000)	
A1980.4 PROVISION FOR UN-COLLECTED TAXES	0	5,000	5,000	0	
A1960.4 NEWSLETTER	5,888	5,000	10,000	5,000	
A19825 EMPLOYEE TUITION PROGRAM	0	5,000	5,000	0	
A1990.4 CONTINGENCY	0	97,932	200,000	102,068	
A1970.4 E T P A	4,810	5,000	5,000	0	
TOTALS \$	296,050	477,421	569,600	92,179	

PROGRAM DESCRIPTION

This budget represents various expenses applicable Village-wide. The provision for uncollected taxes is \$25,000 to contribute to the reserve fund established in 1992. ETPA is budgeted at \$ 5,000 as payment to N.Y.S. Housing and Community Renewal as required by law. The contingency fund is budgeted at \$200,000 and represents 1.6% of the General Fund Budget. The cost of the annual report (calender) is reflected in the amount along with an employee tuition reimbursement program. New this year is an employee assistance program designed to promote a referral service for personal needs comforting our employees and their families.

PUBLIC SAFETY

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A3120 POLICE	2,339,730	2,477,449	2,557,878	80,429	
A3150 JAIL	1,420	1,200	1,200	0	
A3310 TRAFFIC CONTROL	784	500	500	0	
A3320 ON STREET PARKING	32,644	50,924	50,924	0	
A34101 FIRE DEPT ALARM	0	2,500	3,500	1,000	
A34102 HOOK AND LADDER	38,393	75,250	55,250	(20,000)	
A34103 FIRE DEPT OTHER	253,743	219,594	206,400	(13,194)	
A34104 HYDRANT RENTAL	120,261	110,000	120,000	10,000	
A34105 FIRE PREVENTION	34,523	40,990	57,674	16,684	
A3620 SAFETY INSPECTION	166,776	172,925	172,925	0	
A4540 AMBULANCE	9,493	14,350	15,150	800	
TOTAL \$	2,997,767	3,165,682	3,241,401	75,719	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	2,429,656	2,573,994	2,671,671	97,677	
2 EQUIPMENT	24,173	35,200	51,600	16,400	
3 CAPITAL OUTLAY	63,249	85,500	20,000	(65,500)	
4 CONTRACTUAL EXPENSE	480,689	470,988	498,130	27,142	
TOTAL \$	2,997,767	3,165,682	3,241,401	75,719	

POLICE (A3120)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	2,200,664	2,320,185	2,401,078	80,893	
2 EQUIPMENT	3,286	8,600	25,000	16,400	
3 CAPITAL OUTLAY	26,987	25,500	0	(25,500)	
4 CONTRACTUAL EXPENSES	108,793	123,164	131,800	8,636	
TOTALS \$	2,339,730	2,477,449	2,557,878	80,429	

PROGRAM DESCRIPTION

The Police Department is the law enforcement section of the Village government. Primary activities include the prevention and detection of crime, enforcement of the traffic laws, answering calls for assistance and other special assignments. The Village continues to have one of the lowest crime rates in Westchester county according to FBI statistics.

Authorized staffing includes one (1) Chief, one (1) Lieutenant, four (4) Sergeants, two (2) Detectives, and thirteen (13) Police Officers. Also included is the cost of the school crossing guard program at five (5) locations.

Increased personnel costs represent current contractual obligations.

Equipment purchases police car video recorders (\$15,000); and police car mobile computers (\$20,000).

Contractual expenses include vehicle maintenance and operation, teletype expenses, travel, tuition, office supplies, officer uniforms, physicals, training and leased vehicles for the Chief and Detectives.

JAIL (A-3150)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	1,420	1,000	1,000	0	
2 EQUIPMENT	0	100	100	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	100	0	
TOTALS \$	1,420	1,200	1,200	0	

PROGRAM DESCRIPTION

Funding for this program represents the cost of a Matron and food for prisoners.

TRAFFIC CONTROL (A-3310)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	784	500	500	0	
TOTALS \$	784	500	500	0	

PROGRAM DESCRIPTION

This program provides expenses relating to signs and line painting for traffic and parking. All crosswalks are painted when needed. Plans include selecting an outside painting contractor to perform the work for the Village. Use of the Village's line stripping machine and has proven to be unreliable. To employ an outside vendor we can be assured of the work being done in a timely manner.

ON -STREET PARKING (A-3320)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	29,543	47,824	47,824	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	3,101	3,100	3,100	0	
TOTALS \$	32,644	50,924	50,924	0	

PROGRAM DESCRIPTION

This program is responsible for the enforcement of parking, maintenance of meters and collections.

It is staffed by a part-time meter repairman and two part-time Parking Enforcement Officers.

Capital outlay includes a request for funds to continue the process of retro-fitting the mechanical and electronic parking meters with a new coin receptor. Ease of collecting the coins will result with the modifications to the meters. The user will not experience any change in the use of the meter, it only affects the speed and security of the collection process.

FIRE DEPARTMENT-ALARM (A-3410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	2,500	3,500	1,000	
TOTALS \$	0	2,500	3,500	1,000	

PROGRAM DESCRIPTION

This program is responsible for the maintenance of the fire alarm and emergency siren system.

HOOK AND LADDER (A-3411)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	3,716	2,000	2,000	0	
3 CAPITAL OUTLAY	1,725	40,000	20,000	(20,000)	
4 CONTRACTUAL EXPENSE	32,952	33,250	33,250	0	
TOTALS \$	38,393	75,250	55,250	(20,000)	

PROGRAM DESCRIPTION

This program provides maintenance of the Village owned Hook and Ladder Building which is Village owned. Capital outlay provides for building maintenance. Much work needs to be undertaken to preserve the historic 1927 building. Brick repointing, roof repair and fire escape iron work are needed. Contractual expenses represent utility costs and building maintenance. Staff continues to work to preserve the structure. Most recently engineering work was undertaken to determine the cause for the sinking of the floor.

FIRE DEPARTMENT -OTHER (A3412)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	14,856	20,000	20,000	0	
3 CAPITAL OUTLAY	34,537	20,000	0	(20,000)	
4 CONTRACTUAL EXPENSES	204,350	179,594	186,400	6,806	
TOTALS \$	253,743	219,594	206,400	(13,194)	

PROGRAM DESCRIPTION

This program represents expenses for fire suppression activities.

Equipment expenditures represent continuation of our program to upgrade fire equipment.

Contractual expenses are for equipment maintenance, the allocation of fire contract (Donald Park District) funds, the annual inspection and miscellaneous supplies.

HYDRANT RENTAL (A-3413)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	120,261	110,000	120,000	10,000	
TOTALS \$	120,261	110,000	120,000	10,000	

PROGRAM DESCRIPTION

This program represents the rental of 225 hydrants from United Water Company for fire suppression activities.

FIRE PREVENTION (A-3414)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	32,222	33,790	50,574	16,784	
2 EQUIPMENT	0	2,000	2,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	2,301	5,200	5,100	(100)	
TOTALS \$	34,523	40,990	57,674	16,684	

PROGRAM DESCRIPTION

This program is responsible for inspection and enforcement of the Fire Prevention Code as well as coordination of the Life Safety Inspection Program (LSIP).

It is staffed by a part-time Fire Inspector and a secretary shared with the Recreation Department.

Over one hundred (100) inspections were completed in 2006.

Equipment is for updated manuals and updated equipment for fire prevention/detection.

Contractual expenses represent fire prevention supplies and materials.

SAFETY INSPECTION (A-3620)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	165,807	171,195	171,195	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	969	1,730	1,730	0	
TOTALS \$	166,776	172,925	172,925	0	

PROGRAM DESCRIPTION

This department is responsible for the administration and enforcement of all building, housing and fire codes and provides staff assistance to the Planning and Zoning Boards. It is staffed by the Building Inspector, Deputy Building Inspector (part-time) and a Secretary shared with the Public Works Department.

Contractual expenses represent office supplies and travel.

AMBULANCE SERVICE (A-4540)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER 'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	2,315	2,500	2,500	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	7,178	11,850	12,650	800	
TOTALS \$	9,493	14,350	15,150	800	

PROGRAM DESCRIPTION

This program provides emergency medical response and rescue activities.

Contractual expenses represent fuel, medical supplies, clothing replacement and building rental.

Equipment purchase is for replacement oxygen bottles.

PUBLIC WORKS

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A5010 ADMINISTRATION	120,850	121,805	117,505	(4,300)	
A5110 STREET MAINTENANCE	248,250	375,375	386,180	10,805	
A5132 GARAGE	226,861	213,360	248,300	34,940	
A5142 SNOW REMOVAL	100,110	77,000	88,000	11,000	
A5182 STREET LIGHTING	115,111	105,500	123,980	18,480	
A8120 SANITARY SEWER	2,967	7,350	10,350	3,000	
A8140 STORM SEWER	19,173	15,200	22,700	7,500	
A8160 REFUSE COLLECTION	747,388	785,868	815,069	29,201	
A8170 STREET CLEANING	72,727	70,391	72,715	2,324	
A8560 SHADE TREES	146,211	107,130	107,130	0	
TOTAL \$	1,799,648	1,878,979	1,991,929	112,950	

EXPENDITURES BY OBJECT

1 PERSONAL SERVICES	1,138,203	1,329,474	1,372,394	42,920	
2 EQUIPMENT	0	0	3,500	3,500	
3 CAPITAL OUTLAY	9,225	13,400	9,500	(3,900)	
4 CONTRACTUAL EXPENSE	652,220	536,105	606,535	70,430	
TOTAL \$	1,799,648	1,878,979	1,991,929	112,950	

PUBLIC WORKS ADMINISTRATION (A-5010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	120,415	120,965	116,665	(4,300)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	435	840	840	0	
TOTALS \$	120,850	121,805	117,505	(4,300)	

PROGRAM DESCRIPTION

This program provides for the general direction, coordination and supervision of the various activities of the Department of Public Works. It is administered by the Superintendent of Public Works.

A total of seventeen (17) full-time and five (5) summer employees and three (3) seasonal worker are assigned to the Public Works function and are reflected (as assigned) to the various section of the budget.

Personal services include contractual longevity payments. Last year's budget added one additional employee. The new worker, Skilled Laborer, who's responsibility includes carpentry, catch basin construction and sign placement. Contractual expenses include conferences and supplies.

STREET MAINTENANCE (A-5110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	212,720	336,290	342,035	5,745	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	35,530	39,085	44,145	5,060	
TOTALS \$	248,250	375,375	386,180	10,805	

PROGRAM DESCRIPTION

This program provides for all street maintenance activities (other than snow removal) on the Village's 35 miles of streets. Primary activities include street patching, cleaning, catch basin cleaning and repair, emergency tree removal and special maintenance tasks as required. Contractual expenses include patching materials, truck repairs and supplies.

CENTRAL GARAGE (A-5132)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	131,955	138,210	143,050	4,840	
2 EQUIPMENT	0	0	3,500	3,500	
3 CAPITAL OUTLAY	9,225	10,400	6,500	(3,900)	
4 CONTRACTUAL EXPENSES	85,681	64,750	95,250	30,500	
TOTALS \$	226,861	213,360	248,300	34,940	

PROGRAM DESCRIPTION

This program is responsible for the preventative maintenance of all Village departments and school district vehicles (cost reimbursement basis).

Personal service represents the Village Mechanic and a Mechanic's Helper.

The contractual expense represents testing costs under the CDL program, the vehicle maintenance program, central gasoline purchases and fuel for heating the facility.

Work continues to make improvements to the highway yard. The employee locker room, improved ventilation, interior painting and fencing of the dumpster area are ongoing projects.

SNOW REMOVAL (A-5142)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	31,426	25,000	25,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	68,684	52,000	63,000	11,000	
TOTALS \$	100,110	77,000	88,000	11,000	

PROGRAM DESCRIPTION

This program provides for all snow removal activities. All streets within the Village receive service on a priority basis, with the most heavily traveled streets and hills receiving first attention.

Primary activities are plowing, sanding, salting, hauling snow, and major clearance as needed.

The contractual expenses budgeted include 1,300 tons of salt (\$50,000), equipment repairs (\$8,500) and equipment rental for snow removal when necessary (\$4,500).

Employees are assigned to this program on a seasonal basis and the personal service line represents overtime only. These same employees are responsible for trash and recycling services during the normal work week and perform winter storm related work as needed.

STREET LIGHTING (A-5182)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	26,922	20,000	26,980	6,980	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	3,000	3,000	0	
4 CONTRACTUAL EXPENSES	88,189	82,500	94,000	11,500	
TOTALS \$	115,111	105,500	123,980	18,480	

PROGRAM DESCRIPTION

This program is responsible for the operation and maintenance of all Village street lights accomplished through contract with New York Power Authority for power and Village forces for maintenance activities. Contractual expenses include cost of electricity power, maintenance of vehicles and street lighting fixtures. The equivalent of .5 employee is assigned to this function. Our on going replacement of street lights with energy efficient fixtures will save in power costs over the long term.

SANITARY SEWER SYSTEM (A-8120)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	862	5,000	5,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	2,105	2,350	5,350	3,000	
TOTALS \$	2,967	7,350	10,350	3,000	

PROGRAM DESCRIPTION

This program is responsible for maintenance and repairs to the Village's sanitary sewer system.

Activities include cleaning or repair of sewer mains as required and unplugging sewer laterals on an emergency basis. The Village responds to sewer line backups in the public right of way.

Contractual expenses represent materials and supplies for repairs as necessary.

Employees are assigned to perform this service as needed.

STORM SEWERS (A-8140)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	4,879	5,000	7,500	2,500	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	14,294	10,200	15,200	5,000	
TOTALS \$	19,173	15,200	22,700	7,500	

PROGRAM DESCRIPTION

This program is responsible for maintaining the Village's storm sewer system. Activities include cleaning storm sewers on a periodical basis and maintenance activities as necessary.

Contractual expenses include maintenance supplies and annual rental of a vacuum truck.

Our workers are developing the necessary skills to build catch basin, pave roadways and perform construction work. The skilled laborer has had a positive influence on expanding the level of service provided as part of the street maintenance department.

REFUSE REMOVAL (A-1860)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	546,486	612,618	637,449	24,831	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	200,902	173,250	177,620	4,370	
TOTALS \$	747,388	785,868	815,069	29,201	

PROGRAM DESCRIPTION

This program is responsible for the collection and disposal of refuse pick-up in the Village on a one weekly basis, weekly recycling pick-up, weekly bulk pick-up year round, a Saturday truck for bulk and garbage parked at the highway department yard and the Village's yard waste collection program.

It is expected that the Village will collect approximately 4,575 tons of refuse and dispose of approximately 1,614 tons of recyclable materials in 2008-2009. These numbers have remained steady over the past several years.

Major contractual expenses include garbage/bulk disposal fees, equipment operation and maintenance, and supplies. Nine (9) full-time employees are assigned to this function.

The Village continues to be the leading recycling community in Westchester since 1994. The Village currently recycles a high percentage of its waste, saving taxpayers the tipping fee.

STREET CLEANING (A-8170)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	62,538	66,391	68,715	2,324	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	10,189	4,000	4,000	0	
TOTALS \$	72,727	70,391	72,715	2,324	

PROGRAM DESCRIPTION

This program is responsible for cleaning activities on the Village's 35 miles of streets and public parking lots. All village streets and parking lots are on a scheduled cleaning program.

Contractual expenses represents equipment maintenance and purchase of leaf bags, distributed to resident property owners, for recycling.

One (1) full-time employee is assigned to this function.

SHADE TREES (A-8560)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	146,211	107,130	107,130	0	
TOTALS \$	146,211	107,130	107,130	0	

PROGRAM DESCRIPTION

This program is responsible for general maintenance, removal and replacement of shade trees along Village streets and in Village parks. This program also provides brush clean-up when necessary.

Contractual expenses provide for the maintenance of public property by contract, planting of trees by outside contract, tree trimming as necessary and supplies.

COMMUNITY SERVICES

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A4020 REGISTRAR	59	50	50	0	
A6610 SENIOR OUTREACH	16,072	17,753	17,753	0	
A4210 YOUTH SERVICES PROGRAM	139,140	193,853	204,613	10,760	
A6326 YOUTH EMPLOYMENT	16,536	17,043	17,043	0	
A7510 HISTORIAN	0	250	250	0	
A7550 CELEBRATIONS	12,818	10,650	12,000	1,350	
A8010 ZONING	11,390	9,000	9,000	0	
A8020 PLANNING	86,079	99,510	132,815	33,305	
TOTAL \$	282,094	348,109	393,524	45,415	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	216,755	231,581	225,581	(6,000)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSE	65,339	116,528	167,943	51,415	
TOTAL \$	282,094	348,109	393,524	45,415	

REGISTRAR (A-4020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	59	50	50	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	0	0	0	
TOTALS \$	59	50	50	0	

PROGRAM DESCRIPTION

This program provides for the registration for birth and death certificates as required by State law.

SENIOR OUTREACH (A6610)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER 'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	16,072	17,653	17,653	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	100	0	
TOTALS \$	16,072	17,753	17,753	0	

PROGRAM DESCRIPTION

This program, initiated in 1991-92, is staffed by a part-time Senior Outreach Worker and provides counseling and assistance to senior citizens on issues relating to housing, landlord/tenant relations, transportation, health and taxes. New to the program in 2006 was the Villages participation in the Senior Citizens Rent Increase Exemption Program and the Disability Rent Increase Exemption Program. Both of these programs are intended to assist persons meeting age, income, and disability criteria.

The Senior Outreach Worker continues in an effort to seek out programs to benefit and address quality of life issues for the Village's senior population.

The Board appointed Senior Citizen's Advisory Committee has resulted with increased activity in the awareness and program development for our aging population.

YOUTH SERVICES PROGRAM (A4210)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER 'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	124,184	127,263	127,263	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	14,956	66,590	77,350	10,760	
TOTALS \$	139,140	193,853	204,613	10,760	

PROGRAM DESCRIPTION

This program, under the general direction of the Youth Council, develops and coordinates youth activities within the Village in cooperation with community organizations, School District and the Recreation Department.

Program expenditures include the Youth Advocate program and other youth related activities.

The program is staffed by a Director, Youth Advocate and other seasonal or part-time staff as necessary.

Approximately 70% of the program is funded by New York State grants, the balance paid by the Village through the operating budget.

Plans included expanding the hours of operation in the new Community Center. This facility will be used by all age groups.

YOUTH EMPLOYMENT SERVICE (A-6326)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	16,536	17,043	17,043	0	
TOTALS \$	16,536	17,043	17,043	0	

PROGRAM DESCRIPTION

This program provides job referral services for the youth in the community and is under the general direction of the Director of the Youth Services Program. The program includes a part-time counselor working at the High School during the school year to match interviewed students with employment opportunities.

HISTORIAN (A-7510)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	250	250	0	
TOTALS \$	0	250	250	0	

PROGRAM DESCRIPTION

This program provides information services regarding the history of Hastings-on-Hudson.

CELEBRATIONS (A-7550)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	12,818	10,650	12,000	1,350	
TOTALS \$	12,818	10,650	12,000	1,350	

PROGRAM DESCRIPTION

This program covers expenses associated with special activities and celebrations. This year we have budgeted to assist in offsetting costs allocated with the "Half Moon" Quadricentennial Planning Committee's work. A series of activities are being planned to occur throughout 2009, beginning with a "First Night" celebration.

ZONING (A-8010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	11,390	9,000	9,000	0	
TOTALS \$	11,390	9,000	9,000	0	

PROGRAM DESCRIPTION

This program represents expenses associated with the Zoning Board of Appeals.

Contractual expenses cover advertising, the cost for printing and outside stenographic services for public hearings.

Recently enacted State Law, and adoption by the Board of Trustees, require four hours mandatory training for the approved members on the board. Funds are included to offset any expenses with the requirement.

PLANNING (A-8020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	76,440	86,615	80,615	(6,000)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	9,639	12,895	52,200	39,305	
TOTALS \$	86,079	99,510	132,815	33,305	

PROGRAM DESCRIPTION

This program represents expenses associated with the Planning Board and Director of Planning. The Director serves as the advisor to the Planning Board, Trustees, and Village Manager on numerous planning related issues. Most recently the Director has focused attention on the update to the Local Waterfront Redevelopment Plan, the Community Development Block Grant Program, the Comprehensive Plan and the development of Kinnally Cove. These specialized projects are in addition to the day to day planning activities and the many land use applications presently before the Planning Board for consideration. Like the Zoning Board, the Planning Board is now required to pursue continuing education in land use principles. The State Law required the members to experience at least four hours of training to improve upon their skills and knowledge base of land use law.

PARKS AND RECREATION

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER 'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A7020 REC. ADMINISTRATION	301,124	303,710	293,468	(10,242)	
A7110 PARKS	55,765	74,640	75,600	960	
A7140 PARKS & PLAYGROUNDS	42,429	59,420	66,598	7,178	
A7145 COMMUNITY CENTER	39,914	64,020	83,700	19,680	
A7310 AFTER SCHOOL PROG	14,170	18,000	18,000	0	
A7311 DAY CAMP	117,573	107,162	107,162	0	
A7320 ATHLETICS	55,095	55,540	55,540	0	
TOTAL \$	626,070	682,492	700,068	17,576	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	483,505	494,902	486,468	(8,434)	
2 EQUIPMENT	3,829	14,000	14,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSE	138,736	173,590	199,600	26,010	
TOTAL \$	626,070	682,492	700,068	17,576	

RECREATION ADMINISTRATION (A-7020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	267,110	264,140	253,868	(10,272)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	34,014	39,570	39,600	30	
TOTALS \$	301,124	303,710	293,468	(10,242)	

PROGRAM DESCRIPTION

Personal Services represent the Superintendent of Recreation and Parks, one (1) Recreation Supervisor, one (1) Recreation Assistant, and a part-time secretary.

Field work is performed by a parks working foreman and a laborer, reflected in the Parks Department.

Part-time secretarial expenses for pool/day camp permits are also included.

Contractual expenses represent operation and maintenance of parks buildings, mini-bus program expenses, office supplies, rental of copy equipment, special programs, postage, brochures, and program development.

PARKS (A-7110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	27,242	31,340	30,000	(1,340)	
2 EQUIPMENT	2,747	3,000	3,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	25,776	40,300	42,600	2,300	
TOTALS \$	55,765	74,640	75,600	960	

PROGRAM DESCRIPTION

This program under the direction of the Superintendent of Parks and Recreation provides for maintenance and improvements to the Village's 175 acre parks system. Maintenance activities are performed by Parks and Recreation and Public Works Department personnel.

Contractual expense include maintenance supplies, fertilization, aeration of parks and tree removal.

The increase represents additional tree removal costs.

PLAYGROUNDS AND PARKS (A-7140)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	28,062	42,320	45,498	3,178	
2 EQUIPMENT	0	2,000	2,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	14,367	15,100	19,100	4,000	
TOTALS \$	42,429	59,420	66,598	7,178	

PROGRAM DESCRIPTION

This program provides for the overall direction of all Parks and Playgrounds programs. It is staffed by seasonal employees for playground supervision, ice-skating, tennis, summer pre-school, and several sports camps.

Contractual expenses are for recreation supplies and portable toilets for Uniontown, Reynolds and Waterfront parks.

JAMES V HARMON COMMUNITY CENTER (A-7145)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	5,150	10,000	10,000	0	
2 EQUIPMENT	0	5,000	5,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	34,764	49,020	68,700	19,680	
TOTALS \$	39,914	64,020	83,700	19,680	

PROGRAM DESCRIPTION

This program relates to all activities and events at the James V. Harmon Community Center.

Personal services represent part-time supervision for afternoon and evening teen activities on a year-round basis.

Contractual expenses represent building maintenance, energy costs, senior citizen programs, teen dances and events.

AFTER SCHOOL PROGRAMS (A-7310)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	10,900	16,000	16,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	3,270	2,000	2,000	0	
TOTALS \$	14,170	18,000	18,000	0	

PROGRAM DESCRIPTION

This self-sustaining program offers after school activities in the fall and spring for eight (8) week seasons. Personal service costs represent instructors and a supervisor. Contractual expenses are for program supplies.

DAY CAMP (A-7311)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER 'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	101,618	90,162	90,162	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	15,955	17,000	17,000	0	
TOTALS \$	117,573	107,162	107,162	0	

PROGRAM DESCRIPTION

This program is responsible for providing a variety of group activities for six (6) weeks during the summer. It is staffed by a Recreation Assistant (Director), Assistant Director, Nurse, two (2) Head Counselors, one (1) Office Assistant, four (4) specialists, forty (40) counselors, and maintenance personnel. The increase represents increased personnel costs for staff. Contractual expenses include supplies, programs, special events and trips.

ATHLETICS (A-7320)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	43,423	40,940	40,940	0	
2 EQUIPMENT	1,082	4,000	4,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	10,590	10,600	10,600	0	
TOTALS \$	55,095	55,540	55,540	0	

PROGRAM DESCRIPTION

This activity covers all athletic programs sponsored by the department including the Turkey Trot, open gyms, youth basketball, T-ball, floor hockey, men's and women's softball, over-40 men's softball, Punt-Pass-Kick, soccer and fall track, spring, summer and fall baseball, golf lessons for adults and youth, and vacation sports camps.

Equipment purchases are for the youth football program for grades 1 - 6.

Contractual expenses represent athletic supplies.

EMPLOYEE BENEFITS (A-9000)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
9.08 FIRE SERVICE AWARDS	106,319	110,000	110,000	0	
10.8 POLICE RETIREMENT	326,001	350,000	322,866	(27,134)	
15.8 STATE RETIREMENT	167,333	190,000	217,929	27,929	
30.8 SOCIAL SECURITY	363,359	360,000	370,000	10,000	
40.8 WORKERS COMP.	213,173	250,000	250,000	0	
50.8 UNEMPLOYMENT INS	43	5,000	5,000	0	
60.8 HEALTH INSURANCE	1,034,076	1,175,000	1,209,703	34,703	
TOTAL \$	2,210,304	2,440,000	2,485,498	45,498	

PROGRAM DESCRIPTION

This program covers direct employee benefit expenses attributable to the General Fund. Program costs reflect notifications from New York State of retirement and workers' compensation rates for 2008-09, and anticipated rates for health insurance and social security.

Overall the cost of providing health care has risen faster than the cost of living. Much has been written about the problem, but little has been accomplished to effectively stem the cost. Employee awareness and cost sharing will help but unless systemic changes are made, these costs will continue to rise. For next fiscal year we have anticipated a 5% rate increase for the cost of medical and dental insurance.

INTERFUND TRANSFERS (A-9550)

<u>CLASSIFICATION</u>	<u>EXPENDED</u> <u>2006-07</u>	<u>BUDGET</u> <u>2007-08</u>	<u>MANAGER 'S</u> <u>RECOMMENDED</u> <u>2008-09</u>	<u>INCREASE</u> <u>(DECREASE)</u>	<u>ADOPTED</u>
A9512.0 TRANSFER TO LIBRARY FUND	711,696	728,804	756,700	27,896	
A9550.9 TRANSFER TO CAPITAL FUND	75,000	75,000	75,000	0	
A9551.0 TRANSFER TO DEBT SERVICE FUND	0	0	0	0	
TOTAL \$	786,696	803,804	831,700	27,896	

PROGRAM DESCRIPTION

This program represents the transfer of funds from the General Fund to other designated funds.

The transfer to the Library Fund of \$756,700 will provide funding to maintain quality service and includes the repayment of debt applicable to the Library addition. (See Library Budget).

The library is now open to the public on Fridays year round.

DEBT SERVICE (A-9700)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A9710.6 SERIAL BOND PRIN	493,565	637,397	667,397	30,000	
A9710.7 SERIAL BOND INT	455,617	459,482	410,345	(49,137)	
A9720.6 STATUARY BOND PRINCIPAL	0	0	0	0	
A9720.7 INTEREST ON STATUARY BOND	0	0	0	0	
A9730.6 BANS	0	0	26,850	26,850	
A9730.7 INTEREST ON BANS	0	0	0	0	
A97406 CAPITAL NOTES PRIN	0	0	0	0	
A97407 CAPITAL NOTES INTEREST	0	0	0	0	
TOTAL \$	949,182	1,096,879	1,104,592	7,713	

PROGRAM DESCRIPTION

This program provides for the redemption of debt from the General Fund and is within the guidelines of the Village financial policies. The Villages's debt payment very near to the self-imposed limitation. While the Village's capital needs to continue to grow, we have reached a point whereby the limit of our borrowing capacity is evident.

SECTION D

CHEMKA POOL

The Pool Fund is presented as a self-sustaining fund for operational purposes.

SWIMMING POOL (C7110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	129,598	129,039	139,803	10,764	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	41,368	43,450	47,150	3,700	
C93700 DEBT SERVICE	128,299	129,911	127,447	(2,464)	
C9000 EMPLOYEE BENEFITS	11,600	11,600	11,600	0	
TOTALS \$	310,865	314,000	326,000	12,000	

PROGRAM DESCRIPTION

This program is responsible for the operation of the Village's swimming pool under the direction of the Superintendent of Parks and Recreation and the Recreation Supervisor/Pool Director, assisted by part-time employees as required.

Personal costs represent seasonal employees: two (2) Assistant Directors, Forty (40) lifeguards, Six (6) cashiers, and maintenance personnel.

Contractual expenses include pool supplies, chemicals, and maintenance activities.

SWIMMING POOL (C7110) C9000 EMPLOYEE BENEFITS

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
SOCIAL SECURITY	9,100	9,100	9,100	0	
NYS RETIREMENT	0	0	0	0	
WORKERS' COMPENSATION	2,500	2,500	2,500	0	
HEALTH INSURANCE	0	0	0	0	
TOTALS \$	11,600	11,600	11,600	0	

DEBT SERVICE

SERIAL PRINCIPAL	26,076	61,598	61,598	0	
SERIAL INTEREST	102,223	68,313	65,849	(2,464)	
TOTALS \$	128,299	129,911	127,447	(2,464)	

SWIMMING POOL REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
C1031 AQUATIC PROGRAMS	2,100	16,000	20,000	4,000	
C2025 POOL MEMBER FEES	279,617	255,000	262,000	7,000	
C2026 GUEST FEES	23,161	21,000	22,000	1,000	
C2030 CAMP CHARGES	20,000	20,000	20,000	0	
C2401 INTEREST EARNINGS	4,514	2,000	2,000	0	
TOTALS \$	329,392	314,000	326,000	12,000	

LIBRARY FUND

The Library Fund is included in this budget for informational purposes.

The expenditures of this Fund are determined by the amount budgeted in the General Fund and independently generated revenue. The expenditure of these monies is under the direction of the Library Board of Trustees.

LIBRARY FUND SUMMARY

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L7410 LIBRARY	534,805	563,600	586,060	22,460	
L9000 BENEFITS	96,948	97,725	105,000	7,275	
L9710 DEBT SERVICE	85,407	86,479	84,840	(1,639)	
L1900 CONTINGENCY	0	1,500	1,000	(500)	
TOTALS \$	717,160	749,304	776,900	27,596	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	369,524	379,000	394,160	15,160	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	347,636	370,304	382,740	12,436	
TOTALS \$	717,160	749,304	776,900	27,596	

REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
APPROPRIATED SURPLUS	0	0	0	0	
L2082 FINE & FEES	14,441	18,000	18,000	0	
L2082 XEROX	0	300	0	(300)	
L2401 INTEREST	0	0	0	0	
L2810 TRANSFERS FROM GENERAL FUND	711,696	728,804	756,700	27,896	
L3000 STATE AID	2,480	2,200	2,200	0	
TOTALS \$	728,617	749,304	776,900	27,596	

LIBRARY (L7410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	369,524	379,000	394,160	15,160	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	165,281	184,600	191,900	7,300	
TOTALS \$	534,805	563,600	586,060	22,460	
EMPLOYEE BENEFITS	96,948	97,725	104,500	6,775	
DEBT SERVICE	85,407	86,479	84,840	(1,639)	
CONTINGENCY	0	1,500	1,500	0	
TOTAL BUDGET	717,160	749,304	776,900	27,596	

PROGRAM DESCRIPTION

This program is under the direction of the Library Board appointed by the Village Trustees.

Library staff include one (1) Librarian/Director, three and one quarter (3.25) librarians, one (1) full time clerk and eighteen (18) part time clerks, pages and custodial help.

Personal Services are increased to account for staff raises and additional hours of library service.

Contractual expenses include utilities and building maintenance.

Debt Service is budgeted at \$84,840 for payment of a serial bond for the

Library Addition/Renovation Project of 2001-2002.

LIBRARY BENEFITS (L9000)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L9010.8 NYS RETIREMENT	21,708	20,500	20,500	0	
L9030.8 SOCIAL SECURITY	28,205	26,500	26,500	0	
L9040.8 WORKERS' COMP.	4,000	4,000	4,000	0	
L9045.8 HEALTH INSURANCE	43,035	46,725	54,000	7,275	
L9050.8 UNEMPLOYMENT INS.	0	0	0	0	
L1990.4 CONTINGENCY	0	1,500	1,000	(500)	
TOTALS \$	96,948	99,225	106,000	6,775	

PROGRAM DESCRIPTION

This program covers employee benefit costs applicable to Library operations and a contingent account for unforeseen expenses.

LIBRARY DEBT SERVICE (L9710)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER'S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L9710.6 SERIAL BOND PRINCIPAL	17,359	41,005	41,005	0	
L9710.7 SERIAL BOND INTEREST	68,048	45,474	43,835	(1,639)	
TOTALS \$	85,407	86,479	84,840	(1,639)	

PROGRAM DESCRIPTION

Debt Service for the \$1.5 million Library Addition/Renovation project.

SECTION F

DRAPER PARK

DRAPER PARK (D7110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	18,398	31,000	31,000	0	
TOTALS \$	18,398	31,000	31,000	0	

REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2006-07</u>	<u>BUDGET 2007-08</u>	<u>MANAGER ' S RECOMMENDED 2008-09</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
INTEREST EARNINGS	20,266	8,000	8,000	0	
GROUND RENT	5,608	8,500	8,500	0	
RENTAL REAL PROPERTY	1,951	1,800	1,800	0	
FEES	0	200	200	0	
APPROPRIATED SURPLUS	0	12,500	12,500	0	
TOTALS \$	27,825	31,000	31,000	0	

PROGRAM DESCRIPTION

This program provides for the operation and maintenance of the 9.9 Acre Draper Park, acquired in 1989.

Expenses represent grounds maintenance, insurance, taxes and supplies. Periodically an outside architect is hired to review the exterior of the properties owned by the Village at the park.