



# Village of Hastings-on-Hudson 2004 - 2005 BUDGET



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**VILLAGE OF HASTINGS ON HUDSON**  
NEW YORK

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February 27, 2004

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

*Ladies and Gentlemen:*

*I am herewith transmitting for your review and consideration my budget recommendations for 2004-2005. These proposals are based upon a comprehensive analysis of all departmental operating requirements for the coming year. I have been able to maintain the quality of village services, provide for necessary capital improvements and am recommending several operational and capital initiatives.*

*The budget proposals presented are predicated upon a property tax rate of \$ 162.99/m of assessed value, an increase of \$ 8.29/m or 5.36% above the 2003-04 rate. This represents an increase of \$140.10 per year for the average assessment of 16,900.*

## **NEW INITIATIVES**

*I am recommending several new initiatives which I believe are necessary and worthy of consideration by the Board:*

- \$2 Million Street Resurfacing Bond** - *The severe winters over the past several years have wreaked havoc on our streets. A \$200,000 annual commitment over ten years will provide the necessary funding to improve our streets system.*
- \$1 Million Sidewalk and Curb Bond** - *A \$100,000 annual commitment will improve our sidewalks and curbs and allow new construction to enhance pedestrian safety in the Village.*
- Full-Time Village Planner** - *Funding is provided for a full-time staff position to administer the planning functions and coordinate the re-development of our waterfront.*
- Full-Time Youth Advocate** - *Funding is provided for a second Youth Advocate to assist the Director of Youth Services with counseling of students, program administration and program development. With a growing school population, a second MSW is required to relieve the caseload of the Director. Up until the mid-90's, we had two full-time MSW's.*
- Technology Assistants** - *Funding is provided for part-time personnel in Central Communications and Technology to develop software programs, database collection and assist with the development of our GIS system.*

*My recommendations for the all funds operating budgets are in the amount of \$10,952,126. This represents an increase of \$ 106,428 or 0.98% from the current authorized budget. The General Fund has increased \$ 72,378 (0.73 %); the Pool Fund has increased \$11,200 (4.07 %); the Library Fund has increased \$22,850 (3.59 %); and the Draper Park Fund has no increase from the current budget.*

## **GENERAL FUND**

### **REVENUES**

*General Fund revenues are projected at \$9,979,826, an increase of \$ 72,378 or .73 %, based upon a proposed real property tax rate of \$ 162.99 per \$1,000 assessed valuation.*

*Real property tax receipts are estimated at \$ 7,020,146, an increase of \$ 311,277 or 4.64%. Total assessed value is approximately \$43.071 Million, a decrease of \$200,000 from 2003. While exact figures will not be available until the final assessment roll is filed on April 1, 2004, Special Franchise assessments have decreased over \$400,000 in the past two years.*

*Major revenue changes include an increase in Sales Tax (+ \$65,000), decreased revenue from the Invest in Kids Program (- \$16,600), an increase in Mortgage Tax receipts (+\$40,000), an increase in available surplus (+\$350,000) and removal of a one-time revenue source from the Debt Service Fund (- \$576,000).*

### **APPROPRIATIONS**

*The proposed General Fund budget of \$9,979,826 equals projected revenues. A description of each program along with an explanation of major changes is included in the budget detail. However, the following is a brief summary of the more significant highlights by function and includes comments and observations to expedite the Board's review:*

***General Government Support Services** is budgeted at \$1,454,070 an increase of \$86,259. Major changes include an increase in legal fees (+\$9,000), an increase in maintenance of the Municipal Building (+35,200), increased technology expenditures for part-time assistants and software upgrades (+\$19,000), and a decrease in Liability Insurance (-\$38,000). The recommended Contingency Fund of \$ 225,000 (+\$66,300) represents only 2.25 % of the General Fund Budget.*

**Public Safety** is budgeted at \$2,647,945, an increase of \$101,181. The overall increase represents personnel costs due to negotiated settlements in the Police Department offset by reductions in equipment purchases in the Fire Department. Recommended equipment expenditures include two (2) Police Vehicles (\$47,100), a replacement Defibrillator (\$5,000), and continued improvements to the Hook and Ladder Building (\$21,600).

**Public Works** budgets total \$1,706,278 an increase of \$114,080. The increase is due to negotiated contract settlements, replacement of two (2) garage doors (+\$8,400), increased recycling cost due to closure of the Quarry (+\$30,900) and increases associated with tree removal and lawn maintenance (+\$23,900).

**Community Services** is budgeted at \$338,275, an increase of \$37,900. The proposed budget includes funding for a full time Village Planner (+\$32,350), an increase in outside planning services as needed (+\$2,000), funding for full time Youth Advocate (+\$21,500) offset by reductions in other budget lines (-\$15,000). The Celebrations budget of \$20,000, a reduction of \$3,000, provides funds for Village-wide events and supports the Downtown Partnership.

**Parks and Recreation** is budgeted at \$542,529, a decrease of \$6,375. The budget represents reductions in Day Camp expenses for busing (-\$14,000), a reduction of equipment and supplies for athletics (-\$5,000) and includes funding for Sports Camps (+\$15,000).

**Employee Benefits** are estimated at \$1,940,000, an increase of \$165,000. An increase in Police Retirement costs (+\$30,000), Employee Retirement costs (+\$25,000), Health Insurance (+ \$70,000), Workers' Compensation (+\$25,000) and Social Security (+\$25,000). Unemployment insurance is expected to decrease (-\$10,000).

**Interfund Transfers** total \$ 713,000 a decrease of \$398,201 from the current budget. Funding for Library operations is recommended at \$638,000, an increase of \$25,000 . The contribution to the Capital Fund for street resurfacing is \$75,000, in addition to the recommended bond to be considered.

**Debt Service** is budgeted at \$637,729 a decrease of \$27,466. Debt service cost represents 6.39% of the general fund and is within the Village's adopted financial policies and guidelines limit.

### ***POOL FUND***

*The proposed Pool Fund budget of \$286,300 is an increase of \$11,200 from the current budget. The budget provides for continuation of the expanded pool season through the week after Labor Day, expanded pool hours of operation and new programs for membership.*

*Pool revenues are sufficient to support the recommended budget.*

### ***LIBRARY FUND***

*The proposed Library Fund budget of \$660,000, an increase of \$22,850, will require a General Fund contribution of \$ 638,000. The major components of the increase is for staff salary raises, employee benefits and increased book and audio visual purchases.*

### ***DRAPER PARK FUND***

*The proposed Draper Fund budget of \$26,000 is a self-supporting fund and does not require any General Fund contribution.*



## **CAPITAL FUND**

*The following projects and equipment purchases are listed for informational purposes and represent financing from other funds, proceeds from borrowing and grant receipts. All projects/equipment recommended will be considered by the Board on an individual basis during the fiscal year.*

<i>1. Replacement of two (2) Police Vehicles</i>	\$	47,100	(1)
<i>2. Street Resurfacing</i>		275,000	(1) (8)
<i>3. Hook and Ladder Building Repairs</i>		22,000	(1)
<i>4. Hazmat Equipment</i>		121,000	(3)
<i>5. Ambulance Replacement</i>		140,000	(3) (8)
<i>6. Development Kinnally Cove</i>		250,000	(2)(4)
<i>7. Sugar Pond Restoration</i>		180,000	(3) (8)
<i>8. Community Center Renovation</i>		3,000,000	(4)
<i>9. Quarry Trail Project</i>		160,000	(4)
<i>10. Sprinkler System - Waterfront Park</i>		4,000	(5)
<i>11. Municipal Building Plaza - Phase II</i>		75,000	(6)
<i>12. Zinsser Bridge Reconstruction</i>		250,000	(7)
<i>13. Sidewalks and Curbs</i>		100,000	(8)
<i>14. Dump Truck Replacement</i>		110,000	(8)
<i>15. Backhoe Replacement</i>		48,000	(8)
<i>16. One (1) Ton Pick-Up Truck 4x4</i>		21,000	(8)
<i>13. Boulanger Plaza Renovation</i>		<u>200,000</u>	<u>(6)</u>
<i>Total</i>	\$	5,003,100	

- (1) Funding provided in budget*
- (2) Grant funding requested*
- (3) Grant funding to be requested*
- (4) Partial grant funds awarded*
- (5) Betterment Fund*
- (6) Bonds Previously issued*
- (7) Estimated Local share*
- (8) Bond to be issued*



## **CONCLUSION**

*As has been my practice in past years, I am filing this proposed 2004-2005 budget prior to the legally required filing date of March 20 to allow a comprehensive review and informed discussion by the Board and public.*

*While the work of the management team is crucial to the development of the proposed budget, I especially want to recognize the contributions of the Deputy Village Manager for her analysis of departmental operating and capital requests in providing this budget. In addition, her coordination of the bond refinancing in 2003 saved the Village over \$75,000 in interest payments for the coming fiscal year.*

*As I have indicated in previous messages, the budget review and adoption process is one of the most important tasks facing the Mayor and Board of Trustees. Your decisions during this process are critical to the quality of life of our community.*

*I look forward to working with you and discussing these issues in the weeks ahead.*

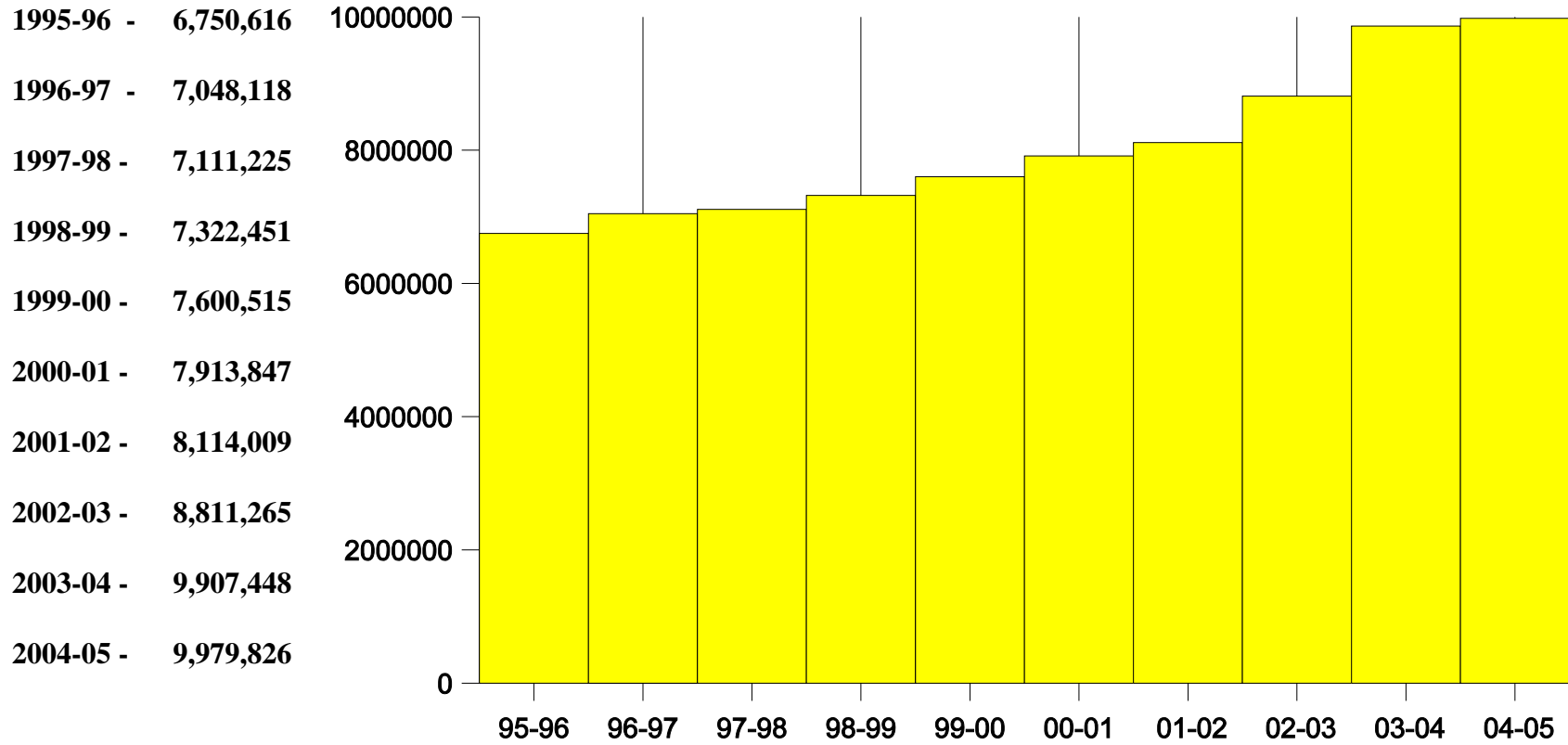
*Respectfully submitted,*



*Neil P. Hess  
Village Manager*

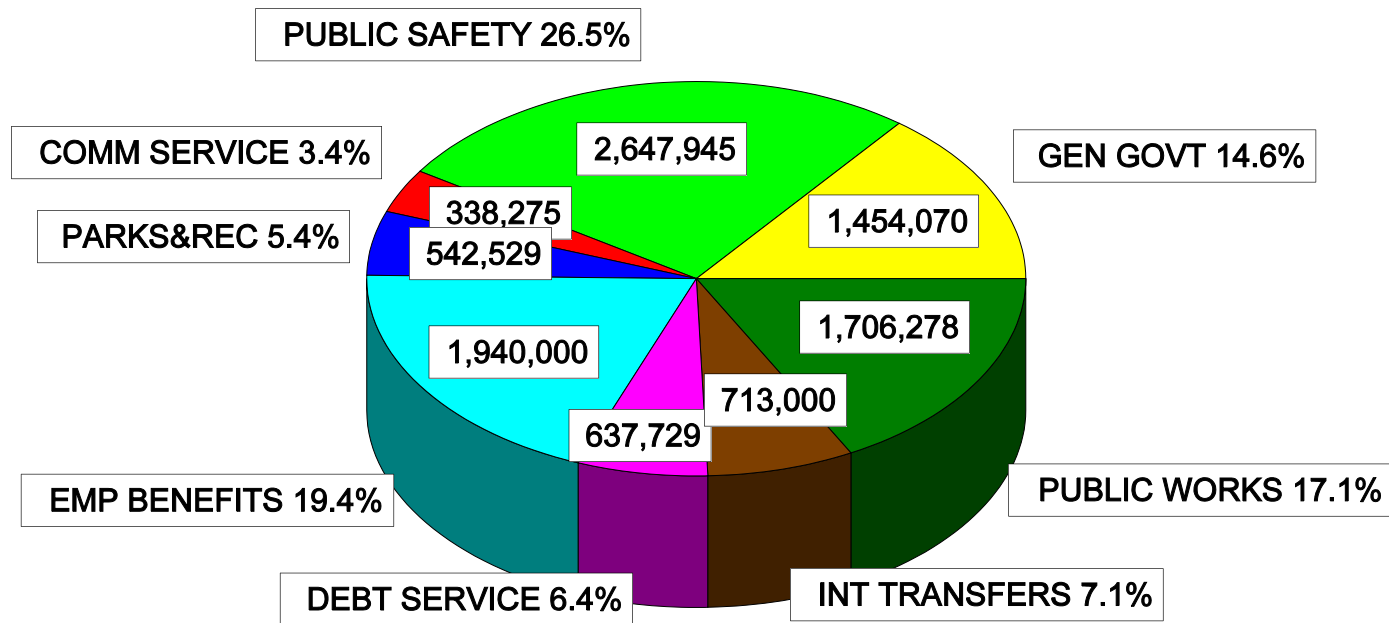
# GENERAL FUND

## Revenues / Expenditures

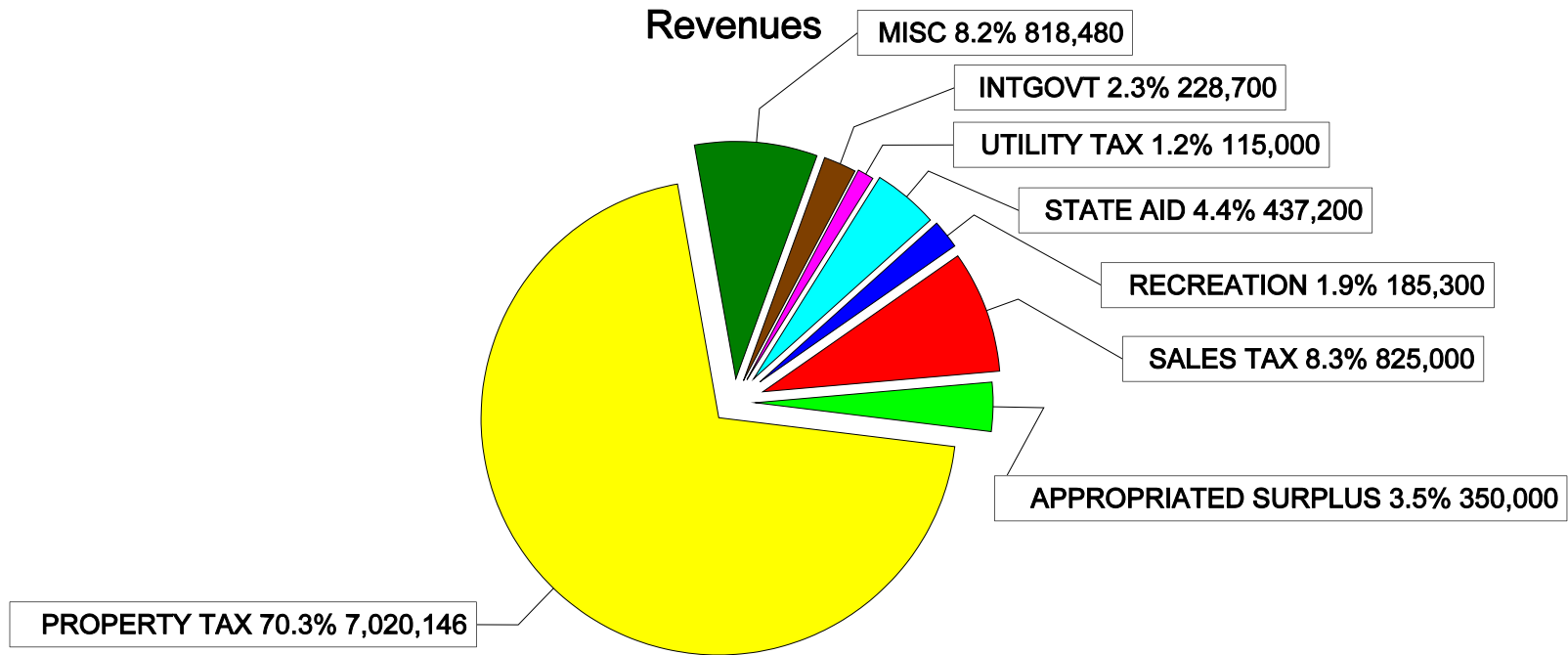


# GENERAL FUND

## Expenditures by Function

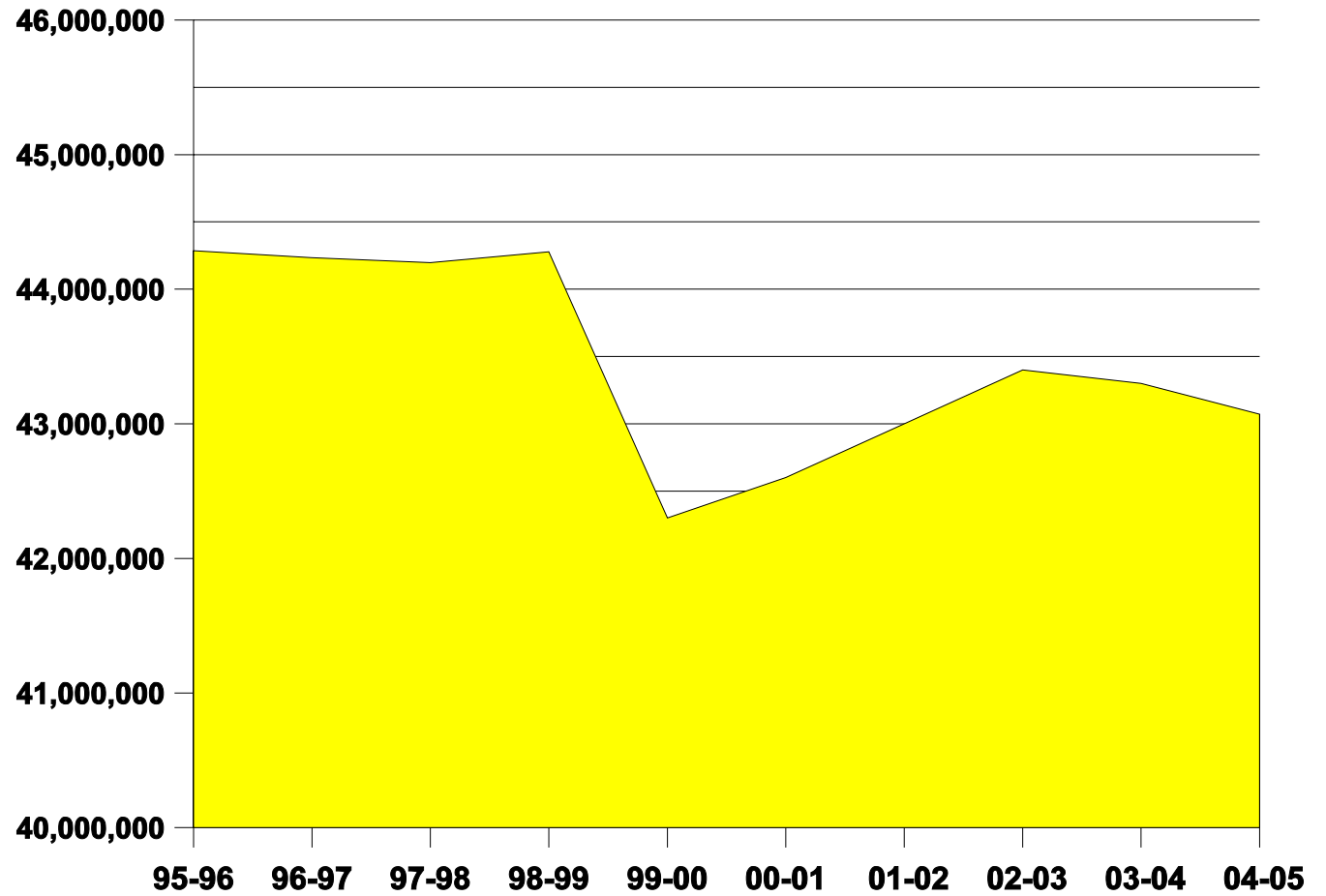


# GENERAL FUND

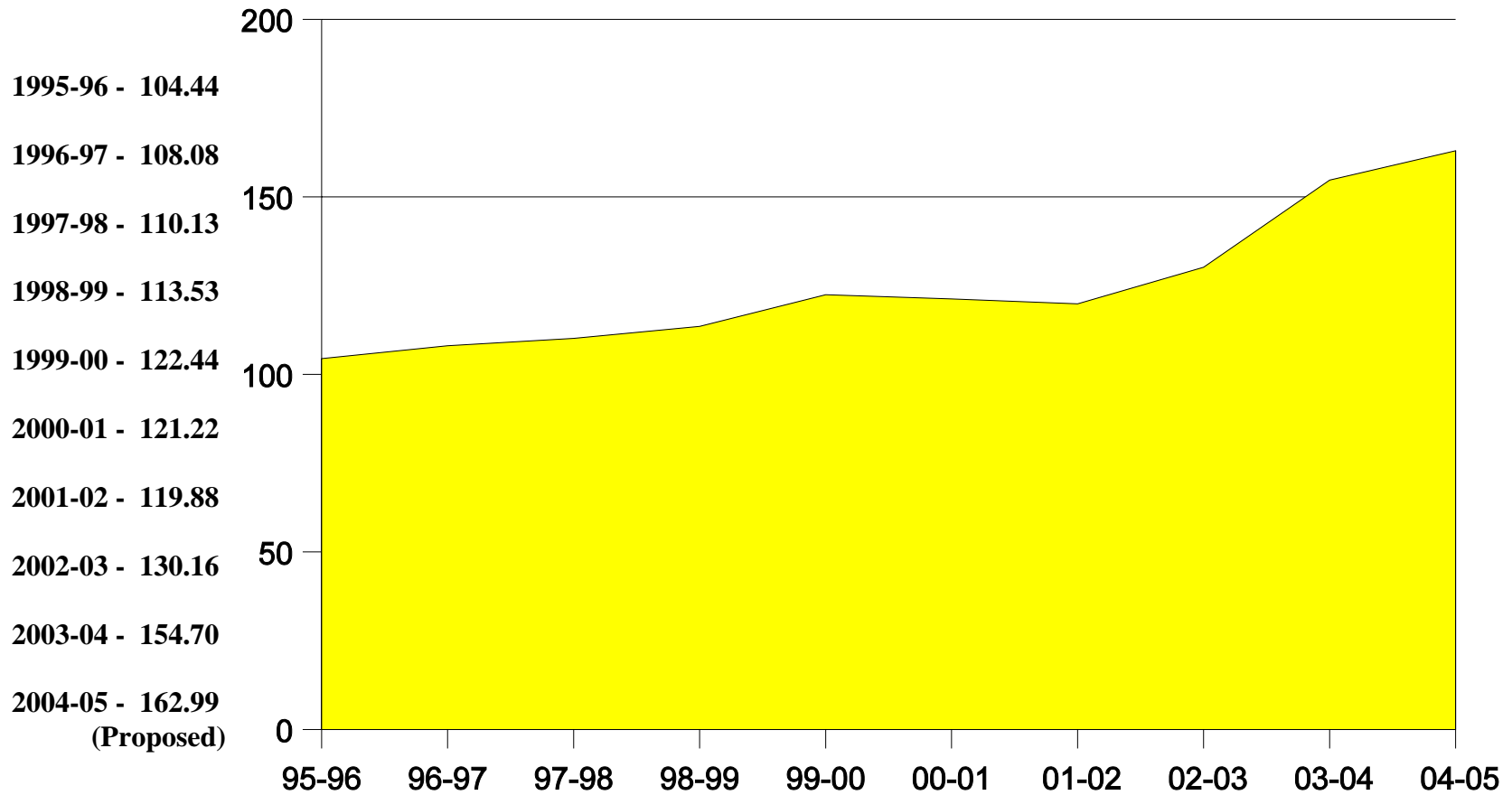


# ASSESSMENT INFORMATION

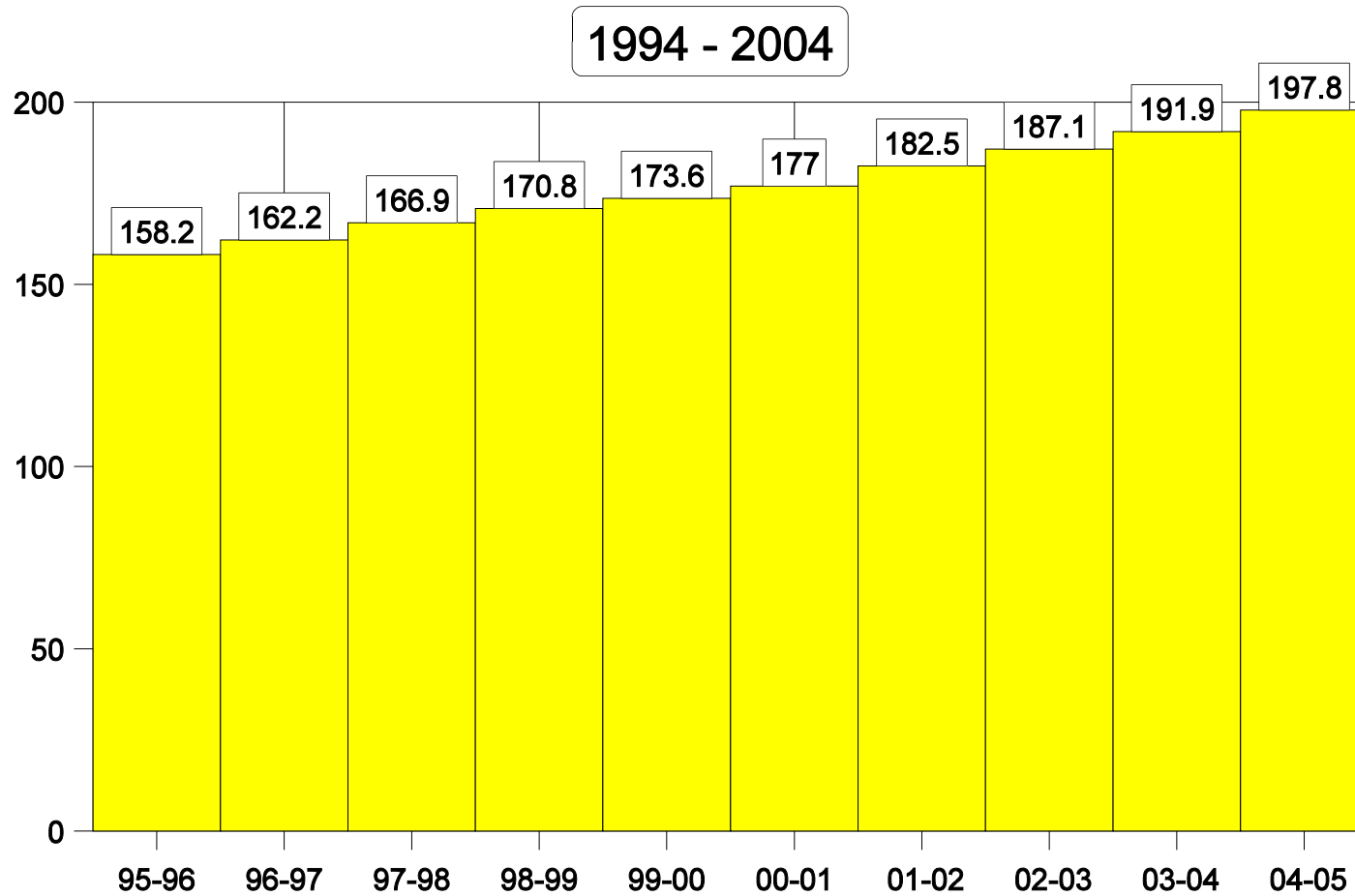
94-95	44,165,241
95-96	44,284,974
96-97	44,234,001
97-98	44,198,000
98-99	44,278,515
99-00	42,300,000
00-01	42,601,000
01-02	43,000,000
02-03	43,400,000
03-04	43,300,000
04-05	43,071,584



# PROPERTY TAX INFORMATION



# Consumer Price Index



**Consumer Price Index - All Urban Consumers**  
**Annual Percentage NY - NJ Area**



## AUTHORIZED PERSONNEL

### Mayor and Board of Trustees

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

### Village Court

Village Justice (1)	12,500
Acting Justice (1)	4,800
Court Clerk (1)	33,750
Asst. Court Clerk (1)	22,700

### Village Manager

Village Manager/Treasurer (1)	150,900
Secretary (1)	48,450

### Village Treasurer

Deputy Village Treasurer (1)	42,700
Payroll Clerk (1)	40,600
Bookkeeper (1) pt	11.50/hr

### Assessor

Village Assessor (1) pt	17,000
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### Village Clerk

Village Clerk (1)	77,000
Clerk (1) pt	13.65/hr
Clerk (1) pt	10.92/hr

### Police Department

Police Chief (1)	100,000
Lieutenant (1)	93,788
Sergeants (4)	86,908

### Police Department (cont.)

Detectives (2)	\$ 86,908
Police Gr. 1 (8)	78,076
Gr. 2 (0)	64,682
Gr. 3 (3)	51,288
Gr. 4 (1)	37,894
Gr. 5 (1)	24,500
Police Matron (1) pt	8.00/10.00
Meter Man (1) pt	13.32/hr.
PEO (1)	24,500

### Building Department

Building Inspector	46,000
Dep. Inspector (1) pt	16,670
Fire Inspector (1) pt	14,220
Bldg Dept Asst (1)	47,850

### Public Works

Superintendent (1)	88,300
Lead Mechanic (1)	69,179
Mechanic Helper (1)	52,155
Hvy MEO (1)	57,453
Hvy MEO II (0)	56,304
MEO (5)	55,765
Laborer 1 (8)	52,155
Laborer 2 (0)	41,445
Laborer 3 (1)	26,500
Skilled Laborer (1)	25.93/hr

**Parks and Recreation**

Superintendent (1)	75,700
Recreation Leader (1)	42,500
Recreation Assistant (1)	31,350
Recreation Assistant (1)	28,950
Skilled Laborer (1)	53,943
Seasonal (All Programs)	6.00-20.00/hr

**Community Services**

Youth Service Director (1)	68,250
Youth Advocate (1) *	42,000
YES Director (1) pt	18,430
Senior Outreach (1) pt	15,200
Village Planner (1) *	75,000

**Library**

Library Director (1)	60,610
Librarian II (1)	48,250
Librarian II (1)	46,000
Librarian I (1)	32,000
Librarian I (1) pt	15.75-18.50/hr
Clerks (7) pt	10.00-17.50/hr
Pages (6) pt	6.50-8.75/hr
Custodian (1) pt	11.15/hr

**TOTAL FULL-TIME**

<b>General Government</b>	<b>8</b>
<b>Public Safety</b>	<b>21</b>
<b>Public Works</b>	<b>17</b>
<b>Community Service</b>	<b>3</b>
<b>Parks and Recreation</b>	<b>5</b>
<b>Library</b>	<b><u>4</u></b>
	<b>57</b>

**TOTAL PART-TIME/SEASONAL 204**

**ALL DEPARTMENTS 261**

\* Recommended

SUMMARY OF ALL OPERATING BUDGETS

MEANS OF FINANCING

PROPERTY TAX	7,014,146
STATE AID	439,600
SALES TAX	825,000
RE-APPROPRIATED SURPLUS	363,500
OTHER	2,309,880
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<b>TOTAL \$</b>	<b>10,952,126</b>

ESTIMATED REQUIREMENTS

GENERAL FUND	9,979,826
POOL FUND	286,300
LIBRARY FUND	660,000
DRAPER FUND	26,000
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<b>TOTAL \$</b>	<b>10,952,126</b>

**FRINGE BENEFITS ALLOCATIONS**

	<b><u>PERSONAL SERVICES</u></b>	<b><u>FRINGE BENEFITS</u></b>	<b><u>TOTAL COST</u></b>
GENERAL GOVERNMENT SUPPORT SERVICES	573,095	248,928	822,023
PUBLIC SAFETY-POLICE	2,060,970	895,196	2,956,166
PUBLIC SAFETY-FIRE	28,695	12,464	41,159
PUBLIC WORKS	1,202,483	522,306	1,724,789
COMMUNITY SERVICES	200,485	87,082	287,567
PARKS & RECREATION	400,649	174,025	574,674
<b>TOTALS</b>	<b>4,466,377</b>	<b>1,940,000</b>	<b>6,406,377</b>

LIBRARY	308,400	81,500	<b>389,900</b>
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POOL	139,300	0	<b>139,300</b>
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SECTION C

GENERAL FUND

GENERAL FUND SUMMARY

<u>ESTIMATED REQUIREMENT</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
GENERAL GOVERNMENT SUPPORT SERVICES	1,454,070	86,259	
PUBLIC SAFETY	2,647,945	101,181	
PUBLIC WORKS	1,706,278	114,080	
COMMUNITY SERVICES	338,275	37,900	
PARKS AND RECREATION	542,529	(6,375)	
EMPLOYEE BENEFITS	1,940,000	165,000	
DEBT SERVICE	637,729	(27,466)	
INTERFUND TRANSFERS POOL FUND	0	0	
INTERFUND TRANSFERS CAPITAL FUND	75,000	(423,201)	
INTERFUND TRANSFERS LIBRARY FUND	638,000	25,000	
<b>TOTALS \$</b>	<b>9,979,826</b>	<b>72,378</b>	

MEANS OF FINANCING

PROPERTY TAX ( \$162.98 PER \$1,000 )	7,020,146	311,277	<b>7,014,146</b>
UTILITY GROSS RECEIPT TAX	115,000	0	
STATE AID	437,200	(2,900)	
SALES TAX	825,000	65,000	
INTER- GOVERNMENTAL CHARGES	228,700	0	
CULTURE AND RECREATION	185,300	(9,200)	
MISCELLANEOUS	818,480	(65,799)	
APPROPRIATED SURPLUS	350,000	350,000	<b>356,000</b>
INTERFUND TRANSFER (DEBT SERVICE)	0	(576,000)	
<b>TOTALS \$</b>	<b>9,979,826</b>	<b>72,378</b>	<b>9,979,826</b>

GENERAL FUND

DETAILED REVENUE SUMMARY

<u>ESTIMATED REQUIREMENT</u>	<u>RECEIVED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
IN LIEU OF TAXES	45,000	45,000	45,000	0	
PROPERTY TAX	5,191,645	6,708,869	7,020,146	311,277	<b>7,014,146</b>
PROPERTY SALES / PENALTIES	15,109	17,500	17,500	0	
NON-PROPERTY TAX ITEMS	108,620	115,000	115,000	0	
DEPARTMENTAL INCOME	14,193	12,050	15,050	3,000	
PUBLIC SAFETY	44,482	42,500	42,500	0	
TRANSPORTATION	211,139	290,000	290,000	0	
CULTURE & RECREATION	165,511	194,500	185,300	(9,200)	
HOME & COMMUNITY SERVICE	36,828	39,500	39,500	0	
INTER-GOVERNMENTAL CHARGE	216,202	228,700	228,700	0	
USE MONEY & PROPERTY	38,695	58,780	60,530	1,750	
LICENSES & PERMITS	95,985	94,400	96,400	2,000	
FINES & FORFEITED BAIL	204,082	185,000	185,000	0	
SALES & COMPENSATION	17,327	12,000	12,000	0	
MISCELLANEOUS	7,922	0	0	0	
UNCLASSIFIED	22,268	15,000	15,000	0	
STATE AND FEDERAL AID	426,529	440,100	437,200	(2,900)	
APPROPRIATED SURPLUS	0	0	350,000	350,000	<b>356,000</b>
SALES TAXES	739,760	760,000	825,000	65,000	
RESERVE FOR PY ENCUMBRANCES	0	72,549	0	(72,549)	
INTERFUND TRANSFER-(DEBT SERVICE)	0	576,000	0	(576,000)	
<b>TOTALS \$</b>	<b>7,601,297</b>	<b>9,907,448</b>	<b>9,979,826</b>	<b>72,378</b>	<b>9,979,826</b>



GENERAL GOVERNMENT SUPPORT SERVICES

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A1010 BOARD OF TRUSTEES	9,600	9,800	9,800	0	
A1020 MAYOR	4,839	4,900	4,900	0	
A1110 VILLAGE COURT	106,904	110,150	112,150	2,000	
A1230 VILLAGE MANAGER	158,551	163,956	164,060	104	
A1325 TREASURER	180,412	195,305	195,305	0	
A1355 ASSESSMENT	17,000	17,600	17,600	0	
A1410 VILLAGE CLERK	141,466	150,725	150,900	175	
A1420 LAW	115,127	91,000	100,000	9,000	
A1440 ENGINEER	0	2,500	2,500	0	
A1450 ELECTION	7,392	7,375	7,655	280	
A1620 MUNICIPAL BUILDING	67,921	63,300	108,700	45,400	
A1650 CENTRAL COMMUNICATION	85,743	106,500	100,000	(6,500)	
A1900 SPECIAL ITEMS	293,047	444,700	480,500	35,800	
<b>TOTAL \$</b>	<b>1,188,002</b>	<b>1,367,811</b>	<b>1,454,070</b>	<b>86,259</b>	

EXPENDITURES BY OBJECT

1 PERSONAL SERVICES	551,457	563,066	573,095	10,029	
2 EQUIPMENT	36,385	35,000	43,200	8,200	
3 CAPITAL OUTLAY	0	0	30,000	30,000	
4 CONTRACTUAL EXPENSE	600,160	769,745	807,775	38,030	
<b>TOTAL \$</b>	<b>1,188,002</b>	<b>1,367,811</b>	<b>1,454,070</b>	<b>86,259</b>	

BOARD OF TRUSTEES ( A-1010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	
<b>TOTALS \$</b>	<b>9,600</b>	<b>9,800</b>	<b>9,800</b>	<b>0</b>	

PROGRAM DESCRIPTION

The Board of Trustees is the legislative body of the Village. The Board establishes policy, approves contracts, 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 overlapping terms.

Personal services represents Trustees salaries at \$ 2400/ year.

Contractual expenses within this program include travel and other miscellaneous expenses.

MAYOR (A-1020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	39	100	100	0	
<b>TOTALS \$</b>	<b>4,839</b>	<b>4,900</b>	<b>4,900</b>	<b>0</b>	

PROGRAM DESCRIPTION

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

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

Contractual expenses within this program include travel.

VILLAGE COURT (A-1110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	78,562	81,450	81,450	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	28,342	28,700	30,700	2,000	
<b>TOTALS \$</b>	<b>106,904</b>	<b>110,150</b>	<b>112,150</b>	<b>2,000</b>	

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.

VILLAGE MANAGER (A-1230)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	156,060	160,656	160,660	4	
2 EQUIPMENT	56	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	2,435	3,300	3,400	100	
<b>TOTALS \$</b>	<b>158,551</b>	<b>163,956</b>	<b>164,060</b>	<b>104</b>	

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 all administrative affairs, keeping the Board of Trustees advised on administrative and fiscal matters, for properly executing all policies established by the Trustees and for enforcing all laws and ordinances.

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

Contractual expenses are for conferences, supplies and the Village legal library.

TREASURER (A-1325)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	149,172	154,305	154,305	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	31,240	41,000	41,000	0	
<b>TOTALS \$</b>	<b>180,412</b>	<b>195,305</b>	<b>195,305</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program is responsible for exercising control over various financial aspects of Village operations through the accounting process. The Treasurer supervises the treasury and 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 Treasurer ( also Village Manager ), Deputy Village 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.

ASSESSMENT (A-1355)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	17,000	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	
<b>TOTALS \$</b>	<b>17,000</b>	<b>17,600</b>	<b>17,600</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program is responsible for making field inspections on taxable properties and making recommendations as to a fair and equitable assessment of the inspected properties. In addition, the Assessor appears at hearings of the Board of Assessment Review and Small Claims filings.

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

Contractual expenses represent supplies and materials.



VILLAGE CLERK (A-1410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	108,688	111,075	111,100	25	
2 EQUIPMENT	374	1,000	1,000	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	32,404	38,650	38,800	150	
<b>TOTALS \$</b>	<b>141,466</b>	<b>150,725</b>	<b>150,900</b>	<b>175</b>	

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.

Equipment is budgeted at \$1000 for a replacement printer.

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

LAW (A-1420)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</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	115,127	91,000	100,000	9,000	
<b>TOTALS \$</b>	<b>115,127</b>	<b>91,000</b>	<b>100,000</b>	<b>9,000</b>	

PROGRAM DESCRIPTION

This program provides all legal services for the Village. The part-time Village Attorney serves 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 a prosecutor for the prosecution of violations of local laws and local codes.

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

Contractual expenses represents the Village Attorney and staff (\$40,000) and special counsel fees (\$60,000) as required.

ENGINEER (A-1440)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	2,500	0	
<b>TOTALS \$</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	

PROGRAM DESCRIPTION

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

ELECTION ( A-1450)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	5,500	5,680	5,680	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,892	1,695	1,975	280	
<b>TOTALS \$</b>	<b>7,392</b>	<b>7,375</b>	<b>7,655</b>	<b>280</b>	

PROGRAM DESCRIPTION

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

Contractual expenses represent printing costs, building rentals and voting machine rentals.

MUNICIPAL BUILDING (A1620)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	22,075	18,000	18,000	0	
2 EQUIPMENT	0	0	1,200	1,200	
3 CAPITAL OUTLAY	0	0	30,000	30,000	
4 CONTRACTUAL EXPENSES	45,846	45,300	59,500	14,200	
<b>TOTALS \$</b>	<b>67,921</b>	<b>63,300</b>	<b>108,700</b>	<b>45,400</b>	

PROGRAM DESCRIPTION

The program represents the maintenance, repair and operations of the Municipal Building.

Contractual expenses are for utilities, maintenance supplies and outside cleaning services. Increases are due to the need for an auxiliary heating unit in the Police Locker Room and expected increases in utility costs.

Capital outlay is recommended at \$30,000 to make exterior repairs to the parapet and cornice (\$24,000) and improvements to the heat distribution system (\$6,000).

It is staffed by a Seasonal Employee position for minor maintenance.

CENTRAL COMMUNICATION & TECHNOLOGY (A1650)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	10,000	10,000	
2 EQUIPMENT	35,955	34,000	41,000	7,000	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	49,788	72,500	49,000	(23,500)	
<b>TOTALS \$</b>	<b>85,743</b>	<b>106,500</b>	<b>100,000</b>	<b>(6,500)</b>	

PROGRAM DESCRIPTION

The program represents the Central Village Communication services as well as maintenance, support and upgrades to all department computer systems. It also administers WHoH-TV Channel 75 & WHoH-AM 1620 AM radio.

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, communications improvements and our continuing GIS development.

It is recommended that part-time Technology Assistants (\$10,000) be authorized for the development of software programs, database development and to work on our GIS system.

SPECIAL ITEMS (A-1900)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A1910.4 UNALLOCATED INSURANCE	222,935	213,000	175,000	(38,000)	
A1920.4 MUNICIPAL ASSOC DUES	7,517	6,000	7,500	1,500	
A1930.0 JUDGEMENT & CLAIMS	12,723	5,000	5,000	0	
A1950.4 TAXES ON VILLAGE PROPERTY	28,648	18,000	28,000	10,000	
A1980.4 PROVISION FOR UN-COLLECTED TAXES	0	25,000	25,000	0	
A1960.4 NEWSLETTER	13,688	9,000	5,000	(4,000)	
A19825 EMPLOYEE TUITION PROGRAM	2,686	5,000	5,000	0	
A1990.4 CONTINGENCY	0	158,700	225,000	66,300	
A1970.4 E T P A	4,850	5,000	5,000	0	
<b>TOTALS \$</b>	<b>293,047</b>	<b>444,700</b>	<b>480,500</b>	<b>35,800</b>	

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 \$225,000 and represents only 2.25% of the General Fund Budget.

PUBLIC SAFETY

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A3120 POLICE	1,748,992	1,884,240	2,058,000	173,760	
A3150 JAIL	201	1,000	1,000	0	
A3310 TRAFFIC CONTROL	616	500	500	0	
A3320 ON STREET PARKING	35,258	39,100	40,000	900	
A34101 FIRE DEPT ALARM	0	2,500	2,500	0	
A34102 HOOK AND LADDER	49,905	54,700	54,700	0	
A34103 FIRE DEPT OTHER	213,072	296,699	221,400	(75,299)	
A34104 HYDRANT RENTAL	101,549	110,000	110,000	0	
A34105 FIRE PREVENTION	29,812	34,375	35,345	970	
A3620 SAFETY INSPECTION	116,407	110,800	111,650	850	
A4540 AMBULANCE	5,911	12,850	12,850	0	
<b>TOTAL \$</b>	<b>2,301,723</b>	<b>2,546,764</b>	<b>2,647,945</b>	<b>101,181</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	1,834,284	1,946,415	2,089,665	143,250	
2 EQUIPMENT	42,178	44,750	41,350	(3,400)	
3 CAPITAL OUTLAY	64,376	124,049	73,700	(50,349)	
4 CONTRACTUAL EXPENSE	360,885	431,550	443,230	11,680	
<b>TOTAL \$</b>	<b>2,301,723</b>	<b>2,546,764</b>	<b>2,647,945</b>	<b>101,181</b>	



POLICE (A3120)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	1,657,481	1,770,740	1,912,750	142,010	
2 EQUIPMENT	6,008	5,000	4,500	(500)	
3 CAPITAL OUTLAY	0	19,500	47,100	27,600	
4 CONTRACTUAL EXPENSES	85,503	89,000	93,650	4,650	
<b>TOTALS \$</b>	<b>1,748,992</b>	<b>1,884,240</b>	<b>2,058,000</b>	<b>173,760</b>	

PROGRAM DESCRIPTION

The Police Department is the law enforcement arm of the Village government. Primary activities include the prevention and detection of crime, enforcement of the traffic laws, answering all 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 represents current contractual obligations.

Equipment purchases ( \$4,500 )is for a replacement Defibrillator.

Capital Outlay is budgeted at \$47,100 to replace two (2) Police vehicles.

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

JAIL ( A-3150)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	114	800	800	0	
2 EQUIPMENT	0	0	100	100	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	87	200	100	(100)	
<b>TOTALS \$</b>	<b>201</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	616	500	500	0	
<b>TOTALS \$</b>	<b>616</b>	<b>500</b>	<b>500</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides expenses relating to signs and line painting for traffic and parking.

All crosswalks are painted twice a year.

ON -STREET PARKING (A-3320)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	33,755	37,000	36,900	(100)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,503	2,100	3,100	1,000	
<b>TOTALS \$</b>	<b>35,258</b>	<b>39,100</b>	<b>40,000</b>	<b>900</b>	

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 a full-time Parking Enforcement Officer.

FIRE DEPARTMENT-ALARM (A-3410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	2,500	0	
<b>TOTALS \$</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	1,049	2,000	2,000	0	
3 CAPITAL OUTLAY	25,512	22,000	21,600	(400)	
4 CONTRACTUAL EXPENSES	23,344	30,700	31,100	400	
<b>TOTALS \$</b>	<b>49,905</b>	<b>54,700</b>	<b>54,700</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides maintenance of the Hook and Ladder Building which is Village owned.

Capital outlay provides for replacement of the truck room floor.

Contractual expenses represent utility costs and building maintenance.

FIRE DEPARTMENT -OTHER ( A3412)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	31,017	33,000	30,000	(3,000)	
3 CAPITAL OUTLAY	38,864	82,549	5,000	(77,549)	
4 CONTRACTUAL EXPENSES	143,191	181,150	186,400	5,250	
<b>TOTALS \$</b>	<b>213,072</b>	<b>296,699</b>	<b>221,400</b>	<b>(75,299)</b>	

PROGRAM DESCRIPTION

This program represents expenses for suppression activities.

Equipment expenditures represent continuation of our program to upgrade fire equipment, and will provide for additional masks and lenses, air bottles, and bunker gear.

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	101,549	110,000	110,000	0	
<b>TOTALS \$</b>	<b>101,549</b>	<b>110,000</b>	<b>110,000</b>	<b>0</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	27,400	28,075	28,695	620	
2 EQUIPMENT	642	2,250	2,250	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,770	4,050	4,400	350	
<b>TOTALS \$</b>	<b>29,812</b>	<b>34,375</b>	<b>35,345</b>	<b>970</b>	

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 2003.

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	115,534	109,800	110,520	720	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	873	1,000	1,130	0	
<b>TOTALS \$</b>	<b>116,407</b>	<b>110,800</b>	<b>111,650</b>	<b>720</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	0	0	0	0	
2 EQUIPMENT	3,462	2,500	2,500	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	2,449	10,350	10,350	0	
<b>TOTALS \$</b>	<b>5,911</b>	<b>12,850</b>	<b>12,850</b>	<b>0</b>	

PROGRAM DESCRIPTION

This program provides emergency medical response and rescue activities.

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

Equipment purchases is for replacement oxygen bottles.

PUBLIC WORKS

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A5010 ADMINISTRATION	101,764	106,010	107,060	1,050	
A5110 STREET MAINTENANCE	265,878	311,615	335,970	24,355	
A5132 GARAGE	168,792	169,720	184,360	14,640	
A5142 SNOW REMOVAL	113,643	75,000	77,000	2,000	
A5182 STREET LIGHTING	81,023	102,100	95,000	(7,100)	
A8120 SANITARY SEWER	19,557	7,350	7,350	0	
A8140 STORM SEWER	13,585	13,500	13,500	0	
A8160 REFUSE COLLECTION	668,203	678,960	731,885	52,925	
A8170 STREET CLEANING	58,035	61,443	63,753	2,310	
A8560 SHADE TREES	74,077	66,500	90,400	23,900	
<b>TOTAL \$</b>	<b>1,564,557</b>	<b>1,592,198</b>	<b>1,706,278</b>	<b>114,080</b>	

EXPENDITURES BY OBJECT

1 PERSONAL SERVICES	1,083,904	1,150,478	1,202,483	52,005	
2 EQUIPMENT	0	1,500	0	(1,500)	
3 CAPITAL OUTLAY	8,680	3,000	11,400	8,400	
4 CONTRACTUAL EXPENSE	471,973	437,220	492,395	55,175	
<b>TOTAL \$</b>	<b>1,564,557</b>	<b>1,592,198</b>	<b>1,706,278</b>	<b>114,080</b>	

PUBLIC WORKS ADMINISTRATION (A-5010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	101,400	105,750	106,300	550	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	364	260	760	500	
<b>TOTALS \$</b>	<b>101,764</b>	<b>106,010</b>	<b>107,060</b>	<b>1,050</b>	

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 eighteen (18) full-time, three (3) seasonal employees and five (5) summer employees are assigned to the Public Works function.

Personal services represent contractual longevity payments.

Contractual expenses include conferences and supplies.

STREET MAINTENANCE (A-5110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	233,341	273,015	295,395	22,380	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	32,537	38,600	40,575	1,975	
<b>TOTALS \$</b>	<b>265,878</b>	<b>311,615</b>	<b>335,970</b>	<b>24,355</b>	

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.

While twelve (12) employees can be assigned to this function at various times, this program includes six (6) equivalent employees, seasonal help and summer employees.

Contractual expenses include patching materials, truck repairs and supplies.

CENTRAL GARAGE (A-5132)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	103,766	118,470	125,210	6,740	
2 EQUIPMENT	0	1,500	0	(1,500)	
3 CAPITAL OUTLAY	8,680	0	8,400	8,400	
4 CONTRACTUAL EXPENSES	56,346	49,750	50,750	1,000	
<b>TOTALS \$</b>	<b>168,792</b>	<b>169,720</b>	<b>184,360</b>	<b>14,640</b>	

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.

Capital Outlay is for the replacement of two (2) garage doors.

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

SNOW REMOVAL (A-5142)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	61,722	25,000	25,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	51,921	50,000	52,000	2,000	
<b>TOTALS \$</b>	<b>113,643</b>	<b>75,000</b>	<b>77,000</b>	<b>2,000</b>	

PROGRAM DESCRIPTION

This program provides for all snow removal activities. All streets within the Village receive attention 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 (\$39,000), equipment repairs (\$8,500) and equipment rental for snow removal when necessary ( \$4,500 ).

Ten employees are assigned to this program on a seasonal basis and the personal service line represents overtime only.



STREET LIGHTING (A-5182)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	11,592	16,100	16,100	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	3,000	3,000	0	
4 CONTRACTUAL EXPENSES	69,431	83,000	75,900	(7,100)	
<b>TOTALS \$</b>	<b>81,023</b>	<b>102,100</b>	<b>95,000</b>	<b>(7,100)</b>	

PROGRAM DESCRIPTION

This program is responsible for the operation and maintenance of all Village street lights accomplished through contract with PASNY for power and Village forces for maintenance activities.

Contractual expenses include PASNY power, maintenance of vehicles and street lighting fixtures.

The equivalent of .5 employee is assigned to this function. Our continuing replacement of street lights with energy efficient fixtures will save an additional \$5,000 in power costs.

SANITARY SEWER SYSTEM ( A-8120)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	6,666	5,000	5,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	12,891	2,350	2,350	0	
<b>TOTALS \$</b>	<b>19,557</b>	<b>7,350</b>	<b>7,350</b>	<b>0</b>	

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.

Contractual expenses represents materials and supplies for repairs as necessary.

The equivalent of .10 employee is assigned to this function.

STORM SEWERS ( A-8140)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	5,702	5,000	5,000	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	7,883	8,500	8,500	0	
<b>TOTALS \$</b>	<b>13,585</b>	<b>13,500</b>	<b>13,500</b>	<b>0</b>	

PROGRAM DESCRIPTION

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

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

The equivalent of .10 full time employee is assigned to this function.

REFUSE REMOVAL (A-1860)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	504,618	544,700	564,725	20,025	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	163,585	134,260	167,160	32,900	
<b>TOTALS \$</b>	<b>668,203</b>	<b>678,960</b>	<b>731,885</b>	<b>52,925</b>	

PROGRAM DESCRIPTION

This program is responsible for the rear yard collection and disposal of refuse pick-up in the village on a one (1) day per week basis, weekly recycling pick-up, weekly bulk pick-up year round, a Saturday truck for bulk and garbage and the Village's yard waste collection program.

It is expected that the Village will collect approximately 3,900 tons of refuse and will recycle approximately 4,400 tons in 2004-2005.

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 approximately 55% of its waste saving taxpayers \$105,000 per year.

STREET CLEANING (A-8170)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	55,097	57,443	59,753	2,310	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	2,938	4,000	4,000	0	
<b>TOTALS \$</b>	<b>58,035</b>	<b>61,443</b>	<b>63,753</b>	<b>2,310</b>	

PROGRAM DESCRIPTION

This program is responsible for cleaning activities on the Village's 35 miles of streets.

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	74,077	66,500	90,400	23,900	
<b>TOTALS \$</b>	<b>74,077</b>	<b>66,500</b>	<b>90,400</b>	<b>23,900</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A4020 REGISTRAR	31	40	35	(5)	
A6610 SENIOR OUTREACH	15,123	15,300	15,300	0	
A4210 YOUTH SERVICES PROGRAM	152,176	167,785	172,800	5,015	
A6326 YOUTH EMPLOYMENT	14,400	13,750	15,290	1,540	
A7510 HISTORIAN	0	250	250	0	
A7550 CELEBRATIONS	16,255	23,000	20,000	(3,000)	
A8010 ZONING	7,011	9,000	9,000	0	
A8020 PLANNING	52,021	71,250	105,600	34,350	
<b>TOTAL \$</b>	<b>257,017</b>	<b>300,375</b>	<b>338,275</b>	<b>37,900</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	155,332	156,640	200,485	43,845	
2 EQUIPMENT	0	1,500	0	(1,500)	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSE	101,685	142,235	137,790	(4,445)	
<b>TOTAL \$</b>	<b>257,017</b>	<b>300,375</b>	<b>338,275</b>	<b>37,900</b>	

REGISTRAR (A-4020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	31	40	35	(5)	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	0	0	0	
<b>TOTALS \$</b>	<b>31</b>	<b>40</b>	<b>35</b>	<b>(5)</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	15,123	15,200	15,200	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	0	100	100	0	
<b>TOTALS \$</b>	<b>15,123</b>	<b>15,300</b>	<b>15,300</b>	<b>0</b>	

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.

YOUTH SERVICES PROGRAM (A4210)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	97,732	98,750	110,250	11,500	
2 EQUIPMENT	0	1,500	0	(1,500)	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	54,444	67,535	62,550	(4,985)	
<b>TOTALS \$</b>	<b>152,176</b>	<b>167,785</b>	<b>172,800</b>	<b>5,015</b>	

PROGRAM DESCRIPTION

This program, under the general direction of the Youth Council, develops and coordinates youth activities within the Village in cooperation with other organizations, the 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 65% of the program is funded by New York State grants.

YOUTH EMPLOYMENT SERVICE (A-6326)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	14,400	13,750	15,290	1,540	
<b>TOTALS \$</b>	<b>14,400</b>	<b>13,750</b>	<b>15,290</b>	<b>1,540</b>	

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.

HISTORIAN (A-7510)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</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	
<b>TOTALS \$</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>0</b>	

PROGRAM DESCRIPTION

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

CELEBRATIONS (A-7550)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	16,255	23,000	20,000	(3,000)	
<b>TOTALS \$</b>	<b>16,255</b>	<b>23,000</b>	<b>20,000</b>	<b>(3,000)</b>	

PROGRAM DESCRIPTION

This program covers expenses associated with special activities, celebrations, and the Downtown Partnership.

ZONING (A-8010)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</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	7,011	9,000	9,000	0	
<b>TOTALS \$</b>	<b>7,011</b>	<b>9,000</b>	<b>9,000</b>	<b>0</b>	

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 hearings.

PLANNING (A-8020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	42,446	42,650	75,000	32,350	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	9,575	28,600	30,600	2,000	
<b>TOTALS \$</b>	<b>52,021</b>	<b>71,250</b>	<b>105,600</b>	<b>34,350</b>	

PROGRAM DESCRIPTION

This program represents expenses associated with the Planning Board.

Expenses represent funding for a full time Planning Consultant (75,000) and other consulting services as necessary for the LWRP and planning activities. (\$30,600)

PARKS AND RECREATION

EXPENDITURES BY PROGRAM

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A7020 REC. ADMINISTRATION	240,959	243,304	244,184	880	
A7110 PARKS	36,893	36,700	39,100	2,400	
A7140 PARKS & PLAYGROUNDS	55,535	61,000	76,000	15,000	
A7145 COMMUNITY CENTER	31,603	37,300	37,300	0	
A7310 AFTER SCHOOL PROG	10,455	11,000	11,700	700	
A7311 DAY CAMP	93,027	110,400	96,400	(14,000)	
A7320 ATHLETICS	43,068	49,200	37,845	(11,355)	
<b>TOTAL \$</b>	<b>511,540</b>	<b>548,904</b>	<b>542,529</b>	<b>(6,375)</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	383,455	387,804	400,649	12,845	
2 EQUIPMENT	5,649	6,100	4,500	(1,600)	
3 CAPITAL OUTLAY	0	5,000	5,000	0	
4 CONTRACTUAL EXPENSE	122,436	150,000	132,380	(17,620)	
<b>TOTAL \$</b>	<b>511,540</b>	<b>548,904</b>	<b>542,529</b>	<b>(6,375)</b>	



RECREATION ADMINISTRATION (A-7020)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	203,829	199,404	199,404	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	5,000	5,000	0	
4 CONTRACTUAL EXPENSES	37,130	38,900	39,780	880	
<b>TOTALS \$</b>	<b>240,959</b>	<b>243,304</b>	<b>244,184</b>	<b>880</b>	

PROGRAM DESCRIPTION

Personal Services represent the Superintendent of Recreation and Parks, one (1) Senior Recreation Leader, one (1) Recreation Assistant, a secretary shared with the Fire Department and a Laborer.

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	20,433	18,500	22,000	3,500	
2 EQUIPMENT	391	600	0	(600)	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	16,069	17,600	17,100	(500)	
<b>TOTALS \$</b>	<b>36,893</b>	<b>36,700</b>	<b>39,100</b>	<b>2,400</b>	

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.

Three (3) seasonal employees are assigned to this program.

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

PLAYGROUNDS AND PARKS (A-7140)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	43,585	45,000	60,000	15,000	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	11,950	16,000	16,000	0	
<b>TOTALS \$</b>	<b>55,535</b>	<b>61,000</b>	<b>76,000</b>	<b>15,000</b>	

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, the Tiny Tot and Sports camps and the Skateboard Park.

Contractual expenses are for recreation supplies and portable toilets for Uniontown, Reynolds and Waterfront parks. The increase represents seasonal employees for the Sports Camp.

JAMES V HARMON COMMUNITY CENTER (A-7145)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	4,570	5,500	5,500	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	27,033	31,800	31,800	0	
<b>TOTALS \$</b>	<b>31,603</b>	<b>37,300</b>	<b>37,300</b>	<b>0</b>	

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, Senior Citizen programs, teen dances and events.

AFTER SCHOOL PROGRAMS ( A-7310)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	8,834	9,000	9,700	700	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	1,621	2,000	2,000	0	
<b>TOTALS \$</b>	<b>10,455</b>	<b>11,000</b>	<b>11,700</b>	<b>700</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	74,594	79,900	79,900	0	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	18,433	30,500	16,500	(14,000)	
<b>TOTALS \$</b>	<b>93,027</b>	<b>110,400</b>	<b>96,400</b>	<b>(14,000)</b>	

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, an Office Assistant, four (4) Specialists, forty (40) counselors, and maintenance personnel.

Contractual expenses include supplies, programs, special events and trips.

Decrease costs are due to removal of bus expenses of the camps from last summer.

ATHLETICS (A-7320)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	27,610	30,500	24,145	(6,355)	
2 EQUIPMENT	5,258	5,500	4,500	(1,000)	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	10,200	13,200	9,200	(4,000)	
<b>TOTALS \$</b>	<b>43,068</b>	<b>49,200</b>	<b>37,845</b>	<b>(11,355)</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
9.08 FIRE SERVICE AWARDS	109,440	110,000	110,000	0	
10.8 POLICE RETIREMENT	1,670	185,000	215,000	30,000	
15.8 STATE RETIREMENT	32,972	210,000	235,000	25,000	
30.8 SOCIAL SECURITY	294,161	300,000	325,000	25,000	
40.8 WORKERS COMP.	183,220	200,000	225,000	25,000	
50.8 UNEMPLOYMENT INS	3,792	15,000	5,000	(10,000)	
60.8 HEALTH INSURANCE	733,184	755,000	825,000	70,000	
<b>TOTAL \$</b>	<b>1,358,439</b>	<b>1,775,000</b>	<b>1,940,000</b>	<b>165,000</b>	

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 during 2004-05, and anticipated rates for health insurance and social security.



INTERFUND TRANSFERS (A-9550)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A9512.0 TRANSFER TO LIBRARY FUND	595,000	613,000	638,000	25,000	
A9550.9 TRANSFER TO CAPITAL FUND	2,092	498,201	75,000	(423,201)	
A9551.0 TRANSFER TO DEBT SERVICE FUND	0	0	0	0	
<b>TOTAL \$</b>	<b>597,092</b>	<b>1,111,201</b>	<b>713,000</b>	<b>(398,201)</b>	

PROGRAM DESCRIPTION

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

The contribution to the Capital Fund of \$75,000 is for the street resurfacing program.

The transfer to the Library Fund of \$638,000 will provide funding to maintain quality service and includes the repayment of debt applicable to the Library addition. (See Library Budget).

DEBT SERVICE (A-9700)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
A9710.6 SERIAL BOND PRIN	385,000	385,000	425,000	40,000	
A9710.7 SERIAL BOND INT	242,212	220,502	154,856	(65,646)	
A9720.6 STATUARY BOND PRINCIPAL	0	0	0	0	
A9720.7 INTEREST ON STATUARY BOND	0	0	0	0	
A9730.6 BANS	0	46,860	46,860	0	
A9730.7 INTEREST ON BANS	0	12,833	11,013	(1,820)	
A97406 CAPITAL NOTES PRIN	0	0	0	0	
A97407 CAPITAL NOTES INTEREST	0	0	0	0	
<b>TOTAL \$</b>	<b>627,212</b>	<b>665,195</b>	<b>637,729</b>	<b>(27,466)</b>	

PROGRAM DESCRIPTION

This program provides for the redemption of debt from the General Fund and is within the guidelines of the Village financial policies.

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	\$109,183	\$127,500	\$139,300	11,800	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	138,477	116,850	44,500	(72,350)	
C93700 DEBT SERVICE	0	0	102,500	102,500	
C9000 EMPLOYEE BENEFITS	24,300	30,750	0	(30,750)	
<b>TOTALS \$</b>	<b>271,960</b>	<b>275,100</b>	<b>286,300</b>	<b>11,200</b>	

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 who is assisted by part-time employees as required.

This program is staffed by the Pool Director (Senior Recreation Leader), Assistant Director, twenty (20) lifeguards, two (2) cashiers, three (3) swim team coaches, and maintenance personnel.

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

Employee benefits have been removed from this fund.

SWIMMING POOL (C7110) C9000 EMPLOYEE BENEFITS

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
SOCIAL SECURITY	9,000	9,500	0	(9,500)	
NYS RETIREMENT	800	1,750	0	(1,750)	
WORKERS' COMPENSATION	10,000	15,000	0	(15,000)	
HEALTH INSURANCE	4,500	4,500	0	(4,500)	
<b>TOTALS \$</b>	<b>24,300</b>	<b>30,750</b>	<b>0</b>	<b>(30,750)</b>	

DEBT SERVICE

BAN PRINCIPAL	0	0	80,000	80,000	
BAN INTEREST	0	0	22,500	22,500	
<b>TOTALS \$</b>	<b>0</b>	<b>0</b>	<b>102,500</b>	<b>102,500</b>	

SWIMMING POOL REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
C1081 APPROPRIATED SURPLUS	0	0	0	0	
C2025 POOL MEMBER FEES	256,886	255,000	265,250	10,250	
C2026 GUEST FEES	13,645	19,100	20,000	900	
C2401 INTEREST EARNINGS	1,285	1,000	1,050	50	
<b>TOTALS \$</b>	<b>271,816</b>	<b>275,100</b>	<b>286,300</b>	<b>11,200</b>	

SECTION E

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L7410 LIBRARY	435,676	453,800	481,900	28,100	
L9000 BENEFITS	57,722	76,000	81,500	5,500	
L9710 DEBT SERVICE	122,867	106,350	92,820	(13,530)	
L1900 CONTINGENCY	0	1,000	3,780	2,780	
<b>TOTALS \$</b>	<b>616,265</b>	<b>637,150</b>	<b>660,000</b>	<b>22,850</b>	

EXPENDITURE BY OBJECT

1 PERSONAL SERVICES	299,866	290,800	308,400	17,600	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	316,399	346,350	351,600	5,250	
<b>TOTALS \$</b>	<b>616,265</b>	<b>637,150</b>	<b>660,000</b>	<b>22,850</b>	

REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
APPROPRIATED SURPLUS	0	2,050	0	(2,050)	
L2082 FINE & FEES	17,304	19,500	19,500	0	
L2082 XEROX	170	0	0	0	
L2401 INTEREST	11	200	100	(100)	
L2810 TRANSFERS FROM GENERAL FUND	595,000	613,000	638,000	25,000	
L3000 STATE AID	2,480	2,400	2,400	0	
<b>TOTALS \$</b>	<b>614,965</b>	<b>637,150</b>	<b>660,000</b>	<b>22,850</b>	

LIBRARY (L7410)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
1 PERSONAL SERVICES	299,866	290,800	308,400	17,600	
2 EQUIPMENT	0	0	0	0	
3 CAPITAL OUTLAY	0	0	0	0	
4 CONTRACTUAL EXPENSES	135,810	163,000	173,500	10,500	
<b>TOTALS \$</b>	<b>435,676</b>	<b>453,800</b>	<b>481,900</b>	<b>28,100</b>	
EMPLOYEE BENEFITS	57,722	76,000	84,280	8,280	
DEBT SERVICE	122,867	106,350	92,820	(13,530)	
CONTINGENCY	0	1,000	1,000	0	
<b>TOTAL BUDGET</b>	<b>616,265</b>	<b>637,150</b>	<b>660,000</b>	<b>22,850</b>	

PROGRAM DESCRIPTION

This program is under the direction of the Library Board appointed by the Village Board of Trustees. Library staff includes a Director, three (3) Librarians, part-time clerks, pages and custodial help. Personal Services are increased to account for staff raises. Contractual expenses include utilities, book and periodical purchases and building maintenance. Debt Service is budgeted at \$ 92,820 for payment of the note applicable to the Library Addition/Renovation Project.



LIBRARY BENEFITS (L9000)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L9010.8 NYS RETIREMENT	2,000	15,000	15,000	0	
L9030.8 SOCIAL SECURITY	22,895	22,500	23,500	1,000	
L9040.8 WORKERS' COMP.	1,500	4,000	4,000	0	
L9045.8 HEALTH INSURANCE	31,327	34,500	39,000	4,500	
L9050.8 UNEMPLOYMENT INS.	0	0	0	0	
L1990.4 CONTINGENCY	0	1,000	3,780	2,780	
<b>TOTALS \$</b>	<b>57,722</b>	<b>77,000</b>	<b>85,280</b>	<b>8,280</b>	

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 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER ' S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
L9710.6 SERIAL BOND PRINCIPAL	75,000	75,000	75,000	0	
L9710.7 SERIAL BOND INTEREST	47,867	31,350	17,820	(13,530)	
<b>TOTALS \$</b>	<b>122,867</b>	<b>106,350</b>	<b>92,820</b>	<b>(13,530)</b>	

PROGRAM DESCRIPTION

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

SECTION F

DRAPER PARK

DRAPER PARK (D7110)

<u>CLASSIFICATION</u>	<u>EXPENDED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</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	33,562	29,500	26,000	(3,500)	
<b>TOTALS \$</b>	<b>33,562</b>	<b>29,500</b>	<b>26,000</b>	<b>(3,500)</b>	

REVENUES

<u>CLASSIFICATION</u>	<u>RECEIVED 2002-03</u>	<u>BUDGET 2003-04</u>	<u>MANAGER'S RECOMMENDED 2004-05</u>	<u>INCREASE (DECREASE)</u>	<u>ADOPTED</u>
INTEREST EARNINGS	17,989	20,000	8,000	(12,000)	
GROUND RENT	7,500	7,500	8,500	1,000	
RENTAL REAL PROPERTY	1,801	1,800	1,800	0	
FEES	0	200	200	0	
APPROPRIATED SURPLUS	0	0	7,500	7,500	
<b>TOTALS \$</b>	<b>27,290</b>	<b>29,500</b>	<b>26,000</b>	<b>(3,500)</b>	

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.