

**VILLAGE OF PORT CHESTER  
BOARD OF TRUSTEES  
Meeting, Monday, September 16, 2013  
Regular Meeting: 6:00 P.M.  
PROPOSED EXECUTIVE SESSION 6:00-7:00 P.M.  
VILLAGE JUSTICE COURTROOM  
350 North Main Street  
Port Chester, New York  
AGENDA**

**TIME: 6:00 P.M. to 7:00 P.M.**

	<b>PROPOSED MOTION FOR EXECUTIVE SESSION</b>	<b>ACTION</b>
1	Consultation with legal counsel regarding Police Department matters.	

**TIME: 7:00 P.M.**

<b>I</b>	<b>PUBLIC COMMENTS</b>	<b>ACTION</b>
<b>II</b>	<b>PRESENTATION</b>	<b>ACTION</b>
1	Presentation from the Beautification Commission	
2	Report from Joe Dichter special counsel on Sewer Rent Project.	
<b>III</b>	<b>RESOLUTIONS</b>	<b>ACTION</b>
	<b>Administration</b>	
1	Set a Public Hearing to extend and / or modify the Amnesty Program.	
2	Acceptance of Integrated Technical Systems, Inc. (ITS) Proposal for RFP #2013-4 (Parking Pay Stations)	
3	Joint effort with Port Chester Industrial Development Agency for Technical Assistance, Financial Services and other Economic Development.	
4	Re-affirming Rules and Regulations of the Port Chester Police Department 1990-03-28.	
5	License Agreement with 110 Westchester Ave.	
	<b>Finance</b>	
6	Year End Budget Modifications & Adjustments FY 2012-2013.	

<b>IV</b>	<b>REPORT OF THE VILLAGE MANAGER</b>	
<b>V</b>	<b>CORRESPONDENCE</b>	<b>ACTION</b>
1	From Julitza Martinez concerning crosswalk in front of 50 South Main Street.	
2	From Port Chester-Rye Union Free School District for use of fire truck at their annual homecoming activities from 6:45 p.m. to 11:00 p.m.	
3	From Putnam Engine & Hose Co. No. 2 the election of new member Marcelo Pereira	
4	From Vincent De Marr, Jr. resigning from the Board of Ethics.	
<b>VI</b>	<b>MINUTES</b>	
1	Minutes from August 1, 2013	
2	Minutes from August 5, 2013	
3	Minutes from August 19, 2013	
4	Minutes from August 20, 2013	
5	Minutes from August 28, 2013	
<b>VII</b>	<b>PUBLIC COMMENTS AND BOARD COMMENTS</b>	<b>ACTION</b>

**TIME:** \_\_\_\_\_

**PROPOSED MOTION  
FOR  
EXECUTIVE SESSION**

# **PUBLIC COMMENTS**

# **PRESENTATION**

August 6, 2013

The Honorable Garry Brown  
Chairman  
New York Public Service Commission  
Three Empire State Plaza  
Albany, NY 12223

**Re: Village of Port Chester and United Water Westchester Joint Petition  
to the Public Service Commission, Case No.: 13-W-0312**

Dear Chairman Brown:

I would like to express my strong support for the Village of Port Chester and United Water Joint Petition to the Public Service Commission requesting authorization for use of utility assets for the non-utility purpose of billing for sewer rents. In these times of fiscal constraints on the ability of municipalities to meet the needs of its citizens, this is just the type of private/public partnership that fosters sound regulatory reform and serves the public interest. Given that Port Chester has in place a Master Plan to begin upgrading the sanitary system, I would request the Commission to act quickly and favorably on the Joint Petition.

I represent the 91<sup>st</sup> Assembly District in Westchester County which includes the Village of Port Chester. I serve on the Assembly's Committee on Corporations, Authorities and Commissions. Prior to serving in the NYS Assembly, I served as the Mayor of the City of Rye for twelve years from 1998 to 2009. Consequently, I am sensitive to the needs of the Village of Port Chester and its desire to equitably spread the costs of its sewer system usage, upkeep and maintenance.

The General Municipal Law unequivocally grants the Village of Port Chester the right to base its sewer rent charges on water consumption. See, Gen. Mun. Law §451. The fact that the data on water usage resides with United Water Westchester does not alter the right granted by the Legislature. The Public Service Law provision on sale of customer lists would not be violated under the arrangement set forth in the Joint Petition. Here, the Village of Port Chester and United Water Westchester have created a framework under which they can achieve the desired result in a manner that benefits all parties and their respective customers. The intent of the

parties is to embark upon a partnership wherein United Water utilizes water consumption data already in its possession to bill and collect sewer rent on behalf of the Village of Port Chester. As such, the proposed framework is sensitive to consumer privacy concerns in that United Water will undertake the billing. Additionally, the ratepayers of United Water Westchester will benefit from lower costs due to this new additional revenue source.

This venture can only be seen as a win-win for the Village of Port Chester and its citizens and United Water Westchester and its customers. The Joint Petition is deserving of the full support of the Commission on an expedited basis.

Sincerely,

Steven Otis

**STAFF OF THE DEPARTMENT OF PUBLIC SERVICE**  
**INTERROGATORY/DOCUMENT REQUEST**  
United Water Westchester, Inc.

Request No.: STAFF-1 KAM-1  
Requested By: Kevin A. Manz  
Date of Request: August 22, 2013  
Response Due: September 1, 2013  
Witness: Michael J. Pointing  
Subject: UWW Port Chester Proposal

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The bottom of page 4 of the joint petition states that "Given this express statutory grant of authority to base its (the Village's) sewer rents upon water consumption data, UWW and the Village request approval of this transaction solely for the purpose of implementing, billing and collecting sewer rent." The joint petition continues on page 5 to describe the transaction and use of utility assets for non-regulated purpose and states that "The Village requested that UWW either provide the water consumption data to it or for UWW to use the data internally to undertake the analysis, billing and collection of sewer rents on its behalf."

Please clarify the transaction and agreement that United Water Westchester, Inc. and the Village of Port Chester are requesting approval for on Pages 4 - 5 in their joint petition as it pertains to the determination of the Village's sewer revenue requirement and rate design.

In other words, will the Village be independently providing the sewer rent charges to UWW, so UWW can simply input the customer and volumetric charges into its billing system to generate bills based on a resident's water meter reading, or will UWW be taking some role in analyzing and determining the Village's sewer revenue requirement, rate design, and developing the sewer rent charges?

Response:

Under this agreement, United Water Westchester Inc. ("UWW") will play no role in the formulation of the Village's revenue

requirements or rate design. UWW will simply take the rate structure created and provided by the Village and generate bills based on a resident's water meter reading.

**SANITARY SEWER SERVICE BILLING  
AND COLLECTION AGREEMENT**

**THIS SANITARY SEWER SERVICE BILLING AND COLLECTION**

**AGREEMENT** made and executed September 4, 2013 (the " Agreement") by and between the Village of Port Chester (the "Village") and United Water Westchester ("UWW").

**RECITALS**

A. The Village operates a Sanitary Sewer System and has adopted sewer rent charges for use of the system by its customers based upon the consumption of water supplied by UWW.

B. UWW is willing to utilize the water consumption data of customers to assist the Village in billing for use of the Village's sewer system.

C. UWW has agreed to bill and collect sewer rates from Users and pay the collected amounts over to the Village pursuant to the terms of this Agreement.

NOW, THEREFORE, in consideration of the respective representations and agreements contained herein, the parties hereto agree as follows:

**Section 1. Billing and Collection of Sewer Rates.** UWW agrees that it will, on behalf of the Village, bill and collect for sanitary sewer service from Users in the Village's Service Area.

*a. Establishment of Rates.* Such billing shall be at rates established from time to time by the Village.

*b. Frequency of Billing.* A separate sewer only invoice shall be issued to the Village's customer with the same frequency as the UWW billings for water services for such Users, but not less frequent than every 3 months, or at such intervals as the Village and UWW shall agree.

*c. Invoice Payment Options.* UWW shall accept payment from the Village's customers by allowing the following payment options: mail, direct debit, APS/Check Free Payment Locations (as similarly available to UWW water customers), and via credit card over the telephone or online at [www.unitedwater.com](http://www.unitedwater.com) (UWW charges a convenience fee for the credit card payment option).

*d. Collections.* UWW will also focus on aged receivables management and provide the following services: automated outbound payment reminder messages; issuing late notices for delinquent customers; implementing late fees for the sewer invoice in accordance with the Village's existing Ordinance; facilitating Lien Sales and providing required data to the Village for execution of the Lien Sales.

*e. Transition Costs.* Port Chester shall reimburse UWW for its actual costs in the amount of Eighty Seven Thousand Five Hundred Sixty-Six (\$87,566.00) Dollars. It is agreed that this is a one-time fee for transition costs intended to

enable interface of the Customer Contact and Billing Services with Port Chester sewer billing. The Transitions Costs will be a one-time cost that will be payable in quarterly installments over the course of this Billing and Collection Agreement.

*f. Annual Base Maintenance and Support Fee.* The annual fee for the provision of the within customer care and billing services is determined to be Two Hundred Forty One Thousand Twenty Seven (\$241,027.00) Dollars. This fee shall be payable by Port Chester to UWW in quarterly installments. The Base Maintenance and Support Fee will increase or decrease annually in an amount equal to the rate of inflation. In addition, if UWW shall undertake billing and collection for other municipalities and achieves economies of scale, then the fee to Port Chester shall be reduced proportionately.

*g. Miscellaneous.* With respect to all such billings and invoices, the time limits for payment of such bills, the resolution of disputes, disagreements or other complaints, the testing of meters for accuracy and all other matters relating to billing and collection, the Village and UWW shall work together to develop such policies and the Village shall adopt such ordinances, rules, regulations and policies as shall be necessary to assure compliance of the provisions of this Section 1. Such policies adopted by the Village shall specify that such delinquent account shall constitute a lien in favor of the Village against the premises served as provided by law. UWW shall also transmit bills including final bills for property title transfers

and corrected bills as a result of re-reads. These bills shall be issued in the required format and in line with all Village Ordinance requirements. All rates collected by the UWW for the Village from users shall be paid to the Village. UWW agrees to work cooperatively with the Village in the collection of delinquent accounts of Users.

**Section 2. Customer Service.** UWW will provide a dedicated toll free number for the Village's customers. With the exception of major holidays, the customer service center will be open and available to the Village's customers Monday to Friday from 8:00 a.m to 4:30p.m for all billing and customer service-related issues. The Village's customers will also have access to the self-service phone system. This self-service phone system will be available 24 hours a day, 7 days a week, 365 days per year. Additionally, through this self-service phone system, customers may complete their transaction in either English or Spanish. UWW will also make available, on an as needed basis, a mass notification outbound calling system for delivery of important messages.

**Section 3. Consumer Privacy and Confidentiality of Information.** The Village and UWW are mindful of the importance of consumer privacy and confidentiality of consumer information. Data pertaining to the water customers of UWW shall not be shared with the Village except to the extent necessary for collections related to non-payment of sewer rents. To the extent data is shared with the Village by

UWW, the Village agrees not to resell such data or list and to adhere to the security guidelines set forth in Exhibit A to the extent permitted by applicable law.

**Section 4. Term.** The term of this Agreement shall be 5 years. The Village may terminate this Agreement effective upon an annual anniversary date on 120 days' notice. Thereafter, either party may terminate this Agreement upon 120 days' notice to the other party. In the event the Village terminates this agreement prior to full payment of the Transition Costs in Section 1(e), the balance of the Transition Costs will be due upon the effective date of cancellation.

**Section 5. Notices.** All notices or other communications hereunder shall be sufficiently given and shall be deemed given when dispatched by regular or certified mail, postage prepaid, or by hand delivery, addressed as follows:

If to UWW:

If to Village:

The parties may, by notice given hereunder, designate any further or different address to which subsequent notices or other communications may be sent.

**Section 6. Governing Law.** This Agreement shall be construed in all respects in accordance with the laws of the State.

**Section 7. Severability.** In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable the remaining valid provisions hereof provided the intent of this Agreement can still be met without such invalid provision.

**Section 8. Binding Effect.** The covenants herein contained shall bind, and the Benefits shall inure to, the respective successors and assigns of the parties hereto.

**Section 9. Captions.** The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

**Section 10. Entire Agreement.** Except as otherwise indicated in this Agreement, this Agreement constitutes the entire agreement between the parties and there are no other representations, warranties, promises, guarantees or agreements, oral or written, express or implied, between the parties hereto with respect to this Agreement.

**Section 11. Amendment.** This Agreement may not be amended, changed, modified, altered, assigned or terminated early without the written consent of both parties hereto.

**Section 12. Exhibits.** Exhibit A is attached hereto and incorporated herein as though fully set forth herein.

**Section 13. Assignment.** This Agreement and the rights and obligations of a party hereto may not be assigned without the written acceptance of the other party hereto.

**Section 14. Waiver.** The waiver by either party hereto of a breach or violation of any provision of this Agreement shall not be a waiver of any subsequent breach of the same or any other provision of this Agreement.

**Section 15. Parties.** This Agreement shall only be enforceable by the parties hereto and their successors in interest by virtue of an assignment and no other person shall have the right to enforce the provisions contained herein.

**Section 16. Effective Date.** This Agreement shall be effective as of the date set forth in the first paragraph hereof.

IN WITNESS WHEREOF, the Village of Port Chester and United Water Westchester have caused these presents to be signed by their respective duly authorized officers all as of the day and year first written above.

Village of Port Chester

By: \_\_\_\_\_

United Water Westchester

By: \_\_\_\_\_

DRAFT

# RESOLUTIONS

RESOLUTION  
SETTING A PUBLIC HEARING FOR PROPOSED INTERIM LOCAL LAW  
FURTHER MODIFYING THE AMNESTY PERIOD WITH REGARD TO THE  
AMNESTY PROGRAM

On motion of TRUSTEE        seconded by TRUSTEE        ,        the        following  
resolution was adopted by the Board of Trustees of the Village of Port Chester, New  
York:

**RESOLVED**, that the Village of Port Chester Board of Trustees hereby sets a  
public hearing to consider the advisability adopting a local law further modifying the  
amnesty period with regard to the amnesty program.

Approved as to Form:

\_\_\_\_\_  
Village Attorney, Anthony Cerreto

ROLL CALL

**AN INTERIM LOCAL LAW FURTHER MODIFYING THE AMNESTY PERIOD OF  
THE PERMIT AMNESTY PROGRAM**

**SECTION 1: Purpose and Intent.**

Pursuant to Local Law No. 4 of 2012, the prior Board of Trustees adopted an interim local law establishing a permit amnesty program to all properties within the Village of Port Chester under certain terms and conditions. The local law provided for a time period to make application for such amnesty from October 1, 2012 to December 31, 2012. This time period, described under said local law as the Amnesty Period, was extended by Local Law No. 1 of 2013 to April 31, 2013, and again by Local Law No. 10 of 2013 to October 31, 2013, all in order to provide more opportunity for individuals to learn and participate and thereby more fully satisfy the Board's intentions in establishing the amnesty program. The current Board of Trustees believes that a further, and final extension of the amnesty period is necessary so as to conclude the amnesty program and the limited remedial relief conferred under same.

**SECTION 2.** Section 2 of Local Law No. 4 of 2012 is further modified so that the amnesty period for the Permit Amnesty Program shall be deemed to expire on September 30, 2014.

**SECTION 3: Effective Date**

This local law shall be effective upon due publication and filing with the Secretary of State.



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

*Choose a Department*

**Village BOT Meeting Date:**

**Item Type:** *Choose an item.*

Description	Yes	No	Description	Yes	No
Fiscal Impact			Public Hearing Required		
Funding Source:			BID #		
Account #:			<b>Strategic Plan Priority Area</b>		
Agreement			<b>Manager Priorities</b>		
Strategic Plan Related					

**Sponsor's Name:** *Select Sponsor's Name.*

<b>Heading Title</b> <i>(Will appear as indicated below on Agenda)</i>

*****Summary



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**Proposed Action**

*Select a Proposed Action*

**Attachments**

**RESOLUTION  
DIGITAL PAYMENT TECHNOLOGIES PARKING SYSTEM PROJECT AND  
MAINTENANCE AGREEMENT**

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, The FY 2013-2014 Adopted Budget called for the implementation of an expansion of Digital Parking Systems throughout the Village; and

WHEREAS, The Village Traffic Commission, DPW and Manager's office developed, and appropriately publicized a Request for Proposals so as to foster competition for the professional services required therein; and

WHEREAS, the Village Manager recommends that the Board moves forward with this proposal which meets the specifications as set forth in the bid documents and comes within the budgeted amount of \$600,000. Now, therefore, be

RESOLVED, that the Village Manager is hereby authorized to enter into an agreement not to exceed \$600,000 for the purchase, installation and maintenance of up to 43 Digital Payment Technologies Multi Space Parking Pay Stations from Integrated Technical Systems, Inc. (ITS).

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony M. Cerreto  
Village Attorney

ROLL CALL

AYES:  
NOES:  
ABSENT:

DATE:



# VILLAGE OF PORT CHESTER

## OFFICE OF THE VILLAGE MANAGER

### MEMORANDUM

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TO: Mayor and Board of Trustees

FROM: Christopher Ameigh, Administrative Aide

THRU: Christopher D Steers, Village Manager

DATE: September 16<sup>th</sup>, 2013

RE: RFP for Digital Payment Technologies Multi Space parking Pay Stations System

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As you are aware Friday 8/30/13 was the closing date for submissions for the RFP for our Digital Payment Technologies Multi Space Parking Pay Stations System. As a designated lead on the project, I prepared the RFP which was published in the Newspapers posted on the Website, listed on Bid Net, forwarded to the manufacturer for distribution amongst licensed dealers and providers, and made available at Village Hall Offices.

On Friday 8/30/13 at 10:00 AM the sole submitted RFP response was opened in the presence of the Village Clerk Janusz Richards and Jackie Johnson. Attached you will find the proposal from Integrated Tech Solutions (ITS) and an outline of their ability to meet the requirements of the RFP.

Through the process it was discovered that the Digital Payment Technology brand units requested in the RFP are distributed by a sole provider in our region. These units were specifically requested in an effort to ensure that our newest units remain fully compatible with our existing stock of pay station units. This decision was made as a result of a proven track record of reliability and ease of use. **The cost of the proposed 43 units with installation will range from \$533,458 to \$558,914** depending on the final ratio of solar to AC powered units, solar representing the higher cost. Maintenance is included with a two (2) year warranty.

Our previous provider Cincinnati Time Recorder Inc. (CTR) was also a sole provider until their license to provide the preferred Units ended. The sole responder, ITS, is also the sole license holder for our region and thus the only organization qualified to perform the requirements of the RFP. Despite the limited response, the RFP process proved a useful exercise in that it provided evidence that the needs of the Village's parking payment system can be met going forward.

In sum, the Proposer appears to have met the submittal requirements. The next recommended step is to have a conference with a representative of ITS to discuss the terms of several open ended areas of the RFP including the design of Solar VS AC power options. This will be accomplished by staff and representatives of ITS.

CC: Tony Cerreto, Village Attorney; The Traffic Commission C/O Sgt. Charles Vacarro; Janusz Richards, Village Clerk; Maryanne Veltri, office Assistant; File

## Ameigh, Chris

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**From:** Bill Geraghty <bill.geraghty@digitalpaytech.com>  
**Sent:** Wednesday, September 11, 2013 6:14 PM  
**To:** Ameigh, Chris  
**Cc:** jyorlano@integrated-tec.com  
**Subject:** Digital Payment Technologies & ITS

Chris,

I understand from Joe Yorlano that you are looking for some type of written confirmation from Digital Payment Technologies that Integrated Technical Systems (ITS) is our sole distributor, service provider and system integrator for the tri-state area. Please accept this email as that confirmation.

ITS has been successfully servicing dozens of other communities in the area for many years now, and also currently supports a large group of other Westchester County municipalities.

I hope this information is helpful. Please let me know if I can be of any further assistance or if additional documentation is required. Thank you

Sincerely,

**Bill Geraghty, CAPP**  
Northeast Regional Sales Manager  
Digital Payment Technologies  
(917) 923-8717  
[bill.geraghty@digitalpaytech.com](mailto:bill.geraghty@digitalpaytech.com)



## Introductory Letter

Office of the Village Manager  
c/o Chris Ameigh  
222 Grace Church Street  
Port Chester, New York 10573  
914-939-2200

Re: Contract #2013-4 – Digital Payment Technologies Multi Space Parking Pay Stations System

August 27, 2013

Dear Mr. Ameigh:

Please find enclosed our response to your Bid Request for Multi-Space Parking Meters. We believe that our proposal responses are thorough and complete.

Our response will show that we have a thorough understanding of what we believe are the expectations of the Village of Port Chester and we feel that we are substantially compliant with your requirements.

For over 40 years, ITS's success has come from our focus on providing our thousands of clients quality products at reasonable prices and being there when they need us. As technology has emerged, we have become system integrators in the Fire & Life Safety, Security and Parking Control arenas with an emphasis on a consultative approach. Our award winning technicians are factory trained and certified to provide the best support available in the market today.

Upon your review, if anyone has any further comments, concerns, or questions, please do not hesitate to contact us. We would like to thank you for allowing us the opportunity and the privilege to submit a proposal.



The Contact individuals for this project who are authorized by Integrated Technical Systems, Inc. (ITS), to represent the company in any negotiations and/or contract signings that may result from negotiations are as follows:

Michael L. Salamone, P.E.  
President  
Integrated Technical Systems, Inc.  
8 Capital Drive  
Wallingford, CT 06492  
P – 203-265-8111  
F – 203-949-4710  
[msalamone@integrated-tec.com](mailto:msalamone@integrated-tec.com)

Joseph G. Yorlano  
Director of Sales  
Integrated Technical Systems, Inc.  
9 Whippany Rd. Bldg. A-1 Suite 6  
Whippany, NJ 07981  
P – 973-585-6796  
F – 973-585-6797  
[jyorlano@integrated-tec.com](mailto:jyorlano@integrated-tec.com)

Regards,

*Joseph G. Yorlano*

Joseph G. Yorlano  
Director of Sales



# EXECUTIVE SUMMARY

## Executive Summary

Integrated Technical Systems, Inc. is pleased to propose the Digital Payment Technologies Corp. (DPT), LUKE II pay station to address the Village of Port Chester's request for multi-space parking meters. We are confident this product exceeds the specifications outlined in the RFP and provides the best solution for parking management within the Village. The LUKE II work seamlessly with the existing 29 LUKE I meters currently installed within the Village.

Thousands of DPT pay stations have been deployed in more than 250 municipalities throughout North America. Our units have helped improve service to consumers, enhance operational efficiency, maximize revenues, and deliver a superior return on investment.

### **Service to Consumers**

LUKE II pay stations can be configured to support a complete array of payment options that make the parking experience more convenient for the consumer: bills, coins, credit cards, contactless payments (RFID), coupons, mobile phone payments, smart cards, and value cards. They are easy to use and allow consumers to interact in a number of languages using a large color LCD screen. In Pay-by-Space and Pay-by-License Plate deployments, which LUKE II supports in addition to Pay-and-Display, consumers are also able to extend a parking transaction at any pay station or by using their mobile phone without the inconvenience of having to return to their original parking location, which encourages compliance, promotes extended patronage of local businesses, and increases revenues.

### **Enhanced Operational Efficiency**

DPT's parking solutions enhance operational efficiency in a number of ways:

- Concrete operational benefits actually observed by some municipalities when deploying DPT parking solutions include a:

Thirty-three percent productivity increase for meter operations staff.

Thirteen percent decrease in out-of-service meter complaints.

### **Highlights**

- *Widely deployed and proven solution*
- *Superior service to consumers via intuitive interface and convenient payment options*
- *Enhanced operational efficiency*
- *Best-in-class security – PCI compliant and PA-DSS certified*
- *Pay-by-Space, Pay-and-Display, and Pay-by-License Plate in one unit offering maximum flexibility*
- *Integration with leading enforcement handheld systems*
- *Maximized revenues without the need to raise rates*
- *Superior return on investment*
- *Open architecture – facilitates integration with leading complementary solutions and additional third-party applications and services*

will

Twenty-five percent reduction in meter hooding time.

Six-figure reduction in maintenance and collections costs.

- Real-time authorization of all transactions in a PCI compliant and PA-DSS certified environment reduces the costs associated with credit card processing and the risk of bad debt.
- Less maintenance and fewer collection resources required than an equivalent deployment of single-head meters.
- Remote configuration of pay stations by client personnel eliminates the need to frequently visit each unit to implement a rate or policy change.
- LUKE II units are able to proactively notify collections or maintenance staff when an action is required.
- Enforcement operations are greatly improved: efficiency and productivity can be improved 10-fold by using DPT solutions in conjunction with license plate recognition (LPR) enforcement. Even without LPR, there are significant improvements.
- The same unit can be configured to operate in Pay-and-Display, Pay-by-Space or Pay-by-License Plate mode without the need to purchase any additional hardware.

### ***Maximized Revenues***

Universities and municipalities are frequently under pressure to generate more revenue, but this must carefully be balanced with public perception. DPT pay stations have helped some universities and municipalities increase their parking revenues by as much as 80 percent without increasing rates. The LUKE II pay station's multiple convenient payment options, including bills and cashless payments, encourage compliance and allow consumers to purchase longer parking permits. DPT's pay stations also eliminate revenue leakage associated with "time left on the meter" for the next consumer when Pay-by-Space or Pay-by-License Plate operational modes are configured. Additionally, LUKE II supports more diverse and customizable rate structures (for example, hourly, daily, special event parking) than single-head meters and competing products, which have proved instrumental in promoting consumer adoption and increased revenues.

### ***Complete and Integrated Parking Management***

Parking is more than pay stations, and DPT knows that complete and integrated parking management yields superior results. To that end, DPT has built its solutions around an open system architecture that allows integration with complementary best-in-class technology partners. A complete integration with leading space sensor, Pay-by-Phone, smart card, credit card processing, enforcement handheld, and LPR platforms allows DPT to consolidate payment information in its PCI compliant and PA-DSS certified Enterprise Management System (EMS), a

Web-based software management tool, to conveniently present it to enforcement, accounting, citation management, or other applications.

Consumers and clients alike benefit from DPT's integrated parking management approach:

- Consumers can, for example, enjoy the convenience of paying for parking with their mobile phone – they can even be directed to available parking monitored by space sensors by using a Smartphone application.
- Clients can increase operational efficiency by retrieving space payment data from DPT's EMS directly on a wireless handheld enforcement device, without ever having to visit the pay stations. This can also be compared with occupancy information from space sensors and automatically uploaded to a citation management system. Vehicle-mounted LPR systems can query the list of license plates that have been paid for at DPT pay stations in real-time while traveling at 50+ mph.

The list of applications beneficial to both consumers and clients is extensive.

DPT continues to partner and integrate with the best and most innovative vendors, servicing every aspect of the parking operation, and because DPT's system architecture is open and extensible, the possibilities for customization and expansion are virtually limitless.







## **SOLUTION OVERVIEW and DETAILED SPECIFICATIONS**

### **Solution Overview**

The LUKE II is the next generation pay station from DPT. It follows on the heels of the hugely successful LUKE multi-space meter launched in 2004. Both models are built upon the success and experience gained from the Intella-Pay pay stations deployed throughout North America for the last 14 years. LUKE II takes the key benefits of its predecessor and of the Intella-Pay – ease of use, security and flexibility – and adds unmatched technical capabilities and improved flexibility, services, and features. The pay station has been specifically designed to offer robust security by way of separate compartments for maintenance and collections, superior efficiency, and multiple audit abilities.

Through the ability to integrate with products and services from best-in-class technology partners, LUKE II also provides you with a solid foundation on which to build a secure and expandable parking solution that can grow and evolve with your operation.

Key components of the DPT solution include:

- The LUKE II pay station
- BackOffice Support System (BOSS)
- EMS online management system

Each of these components will be briefly discussed. Additional details can be found in the product brochures contained in the appendices.

### **LUKE II Pay Station**

LUKE II delivers a visually distinctive design and exterior finish that will enhance the Village's landscape. Some of the outstanding features and benefits of the pay station include:

- Instantly recognizable
- Separate maintenance and cash vault compartments
- Optional coin escrow
- 12- or 38-key alphanumeric keypad
- Multilingual support

- Multiple payment methods: coin, bill, credit cards, smart cards, cell phone, coupons, campus cards
- Support for Pay-and-Display, Pay-by-Space, and Pay-by-License Plate
- Remote configuration and rate updates
- Color screen to deliver information services such as local maps, special events, and advertising
- Ease of collection
- Comprehensive management reports
- Modular design allows for quick and easy maintenance, upgrades, and component replacement
- Robust cabinet design to support the highest levels of physical security – enhanced locking mechanism and electronic lock support
- AC or solar power
- PCI compliant and PA-DSS validated credit card data security

More details on the LUKE II pay station can be found within the RFP technical responses. – LUKE II Brochure also contains additional information about the pay station.

#### BOSS Management Software

All pay stations in the field are supported by best-in-class BOSS. The BOSS software will allow the Borough to:

- Create multiple rate structures (hourly, daily, incremental, blended, special events, different vehicle types)
- Create space-specific rates
- Update rates, configuration settings, and parking permit headers and footers remotely
- Customize prompts in multiple languages
- Generate industry-leading reports for operations and accounting departments remotely and in real-time

#### EMS

To leverage the power of the LUKE II technology to deliver advanced Web-based real-time applications, DPT is pleased to include EMS. EMS is an Internet-based portal that facilitates the

networking of all pay stations so that the Village can manage its parking operations in real-time from any Internet-enabled computer. The EMS Server is located off-site and is accessible through the Internet from anywhere that an Internet browser is installed.

Highlights of the EMS solution include:

- Real-time credit card processing
- Real-time reporting
- Real-time text messages sent to any e-mail-enabled device (computer, PDA), cell phone, and pager
- Add time capability in Pay-by-Space and Pay-and-Display environments
- Digital API for third-party technology integration (that is, enforcement handheld devices and accounting systems)

Together, these components offer the most powerful multi-space parking solution in the industry.

## Detailed System Specifications

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### I. HARDWARE

#### Cabinet & Pedestal

The cabinet and pedestal is 12 gauge zinc-coated cold rolled steel with no pry points. The anchor bolts are not exposed outside the pedestal. The surface finish is a powder-coated paint that is electro-statically charged and baked on. The unit is available in a variety of colors with option for customized decals. The cabinet has an aesthetically pleasing design that is easily recognizable as parking related.

#### Visually Pleasing Design

LUKE II's unique appearance is designed specifically for multi-space on-street parking meter use, but it can also be used in off-street locations. The theme for the mechanical design was "retro-inspired, contemporary." The result is a look which is instantly recognizable as parking related, but with all the capabilities required for modern, on-street parking including a full numeric keypad and a standard full color 640 x 480 resolution screen that delivers information such as local maps, special events, and advertising.

Please refer to **Off-Street Implementation Guide** for samples of signage and decals that may be used so assist the paying public. The Village may then use these samples to develop its own concepts for soliciting bids for signage production and installation. ITS can also provide additional pricing on custom decals for the pay station itself.

## Physical Security and Lock

The LUKE II cabinet is made of 12 gauge zinc-coated cold rolled steel. There are separate compartments for maintenance and collections. There is no access to the money in the cash box when the pay station is open for maintenance or collections.

LUKE II is vandal-resistant with recessed hinges. Locks have programmable keys. There is also an option for electronic locks for maintenance and cash vault compartments. No locks are exposed beyond the flush mount of the cabinet.

LUKE II payment stations have vibration and shock sensing audible alarms with a stand-alone power source. Cash Status, Audit Report, Stall Reports and Revenue Reports are all printable at the LUKE II payment station without opening the cabinet door. Reports access is password protected.

## LCD DISPLAY

LUKE II uses a Lexan cover for the instruction and LCD message display. With its full color 640 x 480 resolution screen, LUKE II's screen instructions are bright and easy to read in various lighting conditions and view angles. The software also features time of day controls to automatically switch from a blue text/white background mode, which is easier to read in bright lighting conditions, to a white text/blue background mode, which is easier to read in low light conditions. The sleep timer can be enabled in BOSS to determine the duration of the pay station's LCD screen to stay on with full power. The LCD screen also has backlit capabilities to determine when the backlight is activated to save energy.

The introductory and closing pay station display messages can accommodate client-specific messages. The introductory message can accommodate optional photos, graphics and flexible screen formatting. Remote updating of this message is not currently available, but it is on the development roadmap and is expected to be included in a short-term software release. If an introductory graphic screen is used, the operator may determine if this screen should appear at the end of every transaction, how long it should appear and whether an **Exit Intro Screen On Key-Press** operation should be enabled so that the parker can quickly get to the rate selection screen. The introductory graphic may be changed at any time by the V as the graphic is a simple .BMP file loaded onto the pay station.

## KEYPAD

The unit has a full 38-key alphanumeric keypad. When a key is pressed an audible indication is given to provide feedback to the customer. The keypad is vandal resistant, weather proof and corrosion resistant. It is modular and can be easily unplugged and removed with basic tools for easy servicing. The keypad will be used to turn the pay station on when it is in sleep mode.

## RECEIPT/TICKET CUP

The receipt/ticket cup is protected by a sliding door.

## **COIN SLOT**

LUKE II supports an automatic coin shutter that opens for coin insertion but not for non-metallic objects. The coin slot accepts all U.S. and Canadian coins through a single slot.

## **COIN ACCEPTOR**

Is capable of accepting nickels, dimes, quarters and dollars (both Susan B. and Sacagawea)  
All excess coins are channeled to a coin compartment for subsequent removal. LUKE II has an available coin escrow to allow consumers to cancel the transaction at any time and have funds returned. Unit rejects fraudulent and foreign coins immediately through coin return cup  
Is modular in construction for easy removal with basic tools

## **CASH VAULT COMPARTMENT**

### **Coin Canister**

All denominations of coins are held in a securely stainless steel coin canister separate from the maintenance compartment. The coin canister is secure when removed and has a minimum capacity of 1000 coins. There is a separate key to open it. Maintenance personnel without keys are not able to remove the coin canister. The unit supports a built-in sensor that sends a notification to the back-office software indicating the unit's removal and insertion.

### **Bill Stacker**

All denominations of bills are held in their own metal vault. The bill stacker has a minimum capacity of 1000 notes. The bill stacker vault is a self sustaining lockable unit. A key is required to open the unit after it is removed from the bill acceptor. The bill stacker is modular and can be easily unplugged and removed with basic tools for easy servicing.

## **BILL ACCEPTOR**

The bill acceptor electronically accepts \$1, \$5, \$10, \$20 and \$50 dollar bills or any combination thereof. The ability to determine what bills are accepted is configurable in the Back Office Software (BOSS) and is loaded onto the pay station manually or remotely through a wireless connection. The bill acceptor is 4-way and accepts bills in any direction. It has an acceptance rate of 98% for street quality bills and returns all rejected bills. The bill acceptor is programmable on-site for any new bank notes issued by the US Mint. It is modular and can be easily unplugged and removed with basic tools for easy servicing. Maintenance personnel are able to clear jams without the use of special tools and without accessing the bill storage compartment, within 5 seconds of opening the pay station.

## **CREDIT CARD READER and OPERATION – PCI COMPLIANCE**

The Credit Card (CC) reader is flush mounted with no part of the reader protruding outside of the cabinet. The CC reader only partially ingests the card, so that the parking customer maintains

control of the card at all times. The CC reader accepts and processes Visa, MasterCard, Amex, Diner's Card, Discover or Smartcards or any combination thereof and is configurable via back office software. The CC reader is modular and can be easily unplugged and removed with basic tools for easy servicing. The CC reader reads track 1,2 and 3 of all mag-stripe cards conforming to ISO 7810 and 7811. The CC reader can read and write to chip based smart cards conforming to ISO 7810 and 7816. The CC reader is able to read and write to PXT Payments and/or POM chip-based cards.

## CREDIT CARD TRANSACTION PROCESS

The software provided with this solution will provide management control and reporting of credit card process via the internet. The system will allow for both offline batch credit card processing and online real-time credit card processing.

There is a simple, one-step process to automatically transfer credit card data to the clearinghouse. No duplicate checks or transfer of data between files or spreadsheets are required.

The system processes and reconciles transactions with a PCI compliant credit card processor or gateway.

The LUKE II pay station itself is PA-DSS validated.

Credit card/smart card transactions that are declined automatically populate a file of bad credit/smart cards to prevent future acceptance of bad credit cards/smart cards.

The LUKE II is capable of being used as a smart card reload station with the ability to check card balances.

The software provided with this solution will allow for the manual entry of cards into a bad credit/smart card file. Bad credit cards/smart cards are prevented from use in any payment machine in the network.

**The proposed solution meets the Payment Card Industry (PCI) Compliance standards as Service Provider and Payment Application Data Security Standards (PA-DSS) for all hardware and software proposed. With this submittal we are supplying a letter from a qualified Payment Application Security Professional (QPASP) confirming the successful completion of meeting latest standards. Our solution also appears on the Visa Website as being current for both compliant Service Providers and Application Vendors. More of these standards may be found at [www.pcisecuritystandards.org](http://www.pcisecuritystandards.org)**

## PRINTER

The printer is a high quality thermal printer with a simple paper path and reliable cutting edge. The paper rolls can be easily removed and replaced in less than 60 seconds. The printer is modular and can be easily unplugged and removed with basic tools for easy servicing. The payment machine allows for report and receipt printing in the field. The payment machine has the capacity of producing at least 2500 tickets/reports prior to replacing a print roll.

## RECEIPT PAPER

The receipt paper has the capability to be pre-printed with customized messages on the back and logo watermarks on the front of the receipt. The tickets are heat, fade and curl resistant and are capable of being left on a vehicle dashboard for extended periods of time. The paper is 100% recyclable.

## **POWER OPERATION and RECHARGING SYSTEM**

The pay station operates on battery power with either an A/C or solar recharging system for the battery.

The battery is at a minimum of a 12 Volt, 33 amp hour, sealed Gel Cell

A battery voltage check system is integrated into the pay station cabinet and the voltage of the battery can be determined in less than 5 seconds either by accessing the pay station or by reviewing real time updates over the Internet.

A battery voltage check system is integrated into the pay station cabinet and the voltage of the battery can be determined in less than 5 seconds either by accessing the pay station or by reviewing real-time updates over the Internet.

When a change is required, battery swap-out may be conducted with no tools and very little effort. Within 60 seconds. All clock, calendar, audit information, and RAM will be maintained during this process.

With the addition of DPT's EMS, the parking operator can also be proactively notified if voltage to the pay station is running low for any reason. This notification may be provided to one or more Borough workers via e-mail or cell phone/pager text message. This capability ensures every LUKE II pay station is kept operational 24/7.

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## **ELECTRICAL and ELECTRONIC COMPONENTS**

All major components are modular and may be easily unplugged and removed with basic tools for servicing.

All electronic connection plugs are physically differentiated and only fit one way.

## **TEMPERATURE SPECIFICATIONS**

-40 degrees F to 140 degrees F in AC operated environments with an optional heater

-4 degrees F to 140 degrees F in non-AC environments; up to 95% humidity (non-condensing)

## **CPU/BLACK BOX**

The CPU is specifically designed for operation with the LUKE II pay station, is custom designed, built and supported by the manufacturer.

The CPU contains Flash memory that can record a minimum of 10,000 transactions to allow data to be preserved when power has been removed.

The CPU does not require a battery backup to preserve memory.

The CPU is modular and can be easily unplugged and removed with basic tools for easy servicing.

The LUKE II pay station has a bad card maintenance list that can store up to 16,000 card numbers for offline processing.

To enable seamless additional application integration, the pay station operating system is Microsoft Windows CE-based.

The pay station is able to automatically adjust its internal clock for Daylight Savings Time changes.

LUKE II is able to be configured for multiple languages.

## SERVICEABILITY

All parts and components are vandal proof and weather resistant. They are modular, removable and replaceable on-site. All wiring is secure within the pay station to prohibit any potential of it becoming entangled in the door mechanism.

All internal devices are modular and are constructed to provide easy servicing. The only tools utilized to remove components are a Philips #2 screwdriver, Flat Head #3 screwdriver and a nut driver #8.

LUKE II has been designed with an internal rain guard and weather stripping to seal against moisture and dust.

For temperature conditions, LUKE can operate between -40° F and +131° F in AC operated environments with an optional heater. For non-AC environments, the operating range for LUKE is -4° F to +131° F. DPT is continually evaluating new components to increase the temperature range provided and will update its components when these are approved. It should be noted, however, that changes to any components may result in higher pricing of the product in the future. The current humidity specification is 95 percent relative humidity.

## DIAGNOSTICS

LUKE II has built in diagnostics software. The unit is able to report and send alarm messages out for the following situations:

- a. **Coin Only - if the bill or card slots are inoperable.**
- b. **Bill Only - if the coin and card slots are inoperable**
- c. **Card Only - if the coin or bill slots are inoperable.**
- d. **Card Error - if the card is inserted improperly or is defective.**
- e. **Out of Order - if the coin, bill and card slots are inoperable**
- f. **Rush Hour/No Parking - See Time Limit (the unit must reject payments during these times.)**
- g. **Out of Service - No Parking**
- h. **Over Payment - Exact Change Only**

## ONLINE COMMUNICATIONS

The LUKE II pay station can provide remote communications capabilities through direct Ethernet connection, GSM/GPRS cellular, CDMA cellular, 802.11b/g wireless, and MetroMesh Wi-Fi (for example, Tropos Networks or Strix Systems).

**\*Please be aware that certain competitive products offer a much narrower scope of communications options. In fact, one competitor provides only cellular communications with only one cell carrier available.**

## Wireless Two-Way Communication System

To provide EMS functionality, wireless networking needs to be implemented. Communication to the EMS network can be done either wireless via 802.11b/g (Wi-Fi), GSM/GPRS (cell phone network) or hard wired using Ethernet. This sets the standard for reliability, data integrity, and operational capabilities that no other existing solutions can match. EMS and the DPT pay stations also work with the latest innovations in metro Wi-Fi technology as demonstrated by our successful deployments in Houston, TX and Redwood City, CA, where all pay stations are networked over either a Tropos Networks or Strix Systems Wi-Fi network.

All data communicated between each pay station and the EMS Server is secured with a 128-bit SSL security protocol.

Another benefit to DPT's wireless functionality is evidenced in cutting-edge software technology recently released. Third-party enforcement companies can obtain space valid and expiry times from DPT's EMS for wireless communication so that enforcement can be enabled without having to go to the pay station to generate a report. Several leading enforcement companies such as mPay2Park, Complus Data Innovations, Duncan Solutions, ParkTrak, and T2 have developed or are in the process of developing such integrated applications with EMS.

In reviewing alternative proposals, ITS would highly recommend the Village ensures all vendors have proven field integrations with the network provider selected.

DPT has installations that may be referenced to support the pay stations' ability to work with all of communications network configurations discussed.

Using LUKE II's EMS remote management system, the pay station will "push" information out through these remote connections rather than require operators to "pull" information by dialing up each pay station. As a result, each transaction is sent from LUKE II as soon as it is completed, which means up-to-the-second reporting rather than historical data only. All of this information can be found through a password-protected Internet portal containing up-to-date status information on every pay station in the field. This means that Village personnel with password access can obtain information about the status of their equipment from any Internet-enabled computer in the world.

In addition, through the remote communications infrastructure, LUKE II has the option to do real-time credit card processing with direct deposit into the Village's bank accounts when LUKE II's EMS remote management system is put in place. This capability would eliminate any credit card fraud and potential revenue losses. **LUKE II's transaction time for Internet credit card processing is approximately five seconds.**

With the remote communications option, the LUKE II pay station also has the ability to send out a number of proactive alarms to pagers, mobile phones and e-mail.

## II. SOFTWARE

### PAYMENT OPTIONS

The pay station supports the following payment options:

- **U.S. and Canadian bills:** The denominations accepted are configurable for each pay station.
- **U.S. and Canadian coins:** The denominations accepted are configurable for each pay station.
- **Credit cards:** Type of credit cards accepted is configurable for each pay station.
- **Smart cards:** Are configurable for each pay station:
- PXT Payments and/or POM chip-based smart cards
- **Magnetic stripe-based value cards:**
- Blackboard, TotalCard, Nuvision
- **Cell phone payment:** The solution has an option of paying for parking with cell phone in a Pay-by-Space deployment.

The pay station has the ability to allow for adding time to the existing time purchased in either Pay-by-Space or Pay-and-Display deployment. For Pay-by-Space and Pay-and-Display deployment, a PIN number printed on the ticket must be entered when adding time to ensure that only the original parker can add time.

The consumer is able to pay for any space from any pay station provided the pay stations are online (communicating to the central server).

#### 1. Pay-by-Phone Integration

The solution has an option to pay for parking with a cell phone in a Pay-by-Space or Pay-by-License Plate deployment.

If the initial payment was made at the pay station, the consumer has the ability to add time through the cell phone.

If the initial payment was made through the cell phone, the consumer has the ability to add time at the pay station.

If payment was made through the cell phone, the system has the ability to notify the consumer through the cell phone prior to expiration of the parking time.

For enforcement purposes, the enforcement officer is able to print a report at a pay station for valid spaces paid for regardless if they were paid for at the pay station or by cell phone.

## **2. Extend-by-Phone**

The system enables consumers to receive text message (SMS) reminders of parking expiry on their mobile phone for transactions initiated at the pay station.

When operating in Pay-by-Space or Pay-by-License Plate mode and when online credit card authorization is used, the system provides a means for consumers to extend parking transactions initiated at a pay station by sending a text message from their mobile phone.

- Parking extensions of this nature are reflected in pay station stall or license plate enforcement reports and information presented to enforcement devices and license plate recognition systems.
- No pre-registration (Web or telephone system) is required for consumers to benefit from text message reminders or extensions. They are able to select this option by providing their mobile phone number at the pay station.
- Parking extensions are charged to the credit card originally used at the pay station.
- The text message sent by consumers to extend time is simple and devoid of cryptic syntax. Ideally, the consumer only has to send the number of minutes to add to the parking session.

## **3. Pay-by-License Plate**

The Pay-by-License Plate system proposed fully integrates with the supplied License Plate Recognition (LPR) enforcement system. Current License Plate Recognition System partners include Genetec and Tannery Creek.

The pay station system back-end is able to accept Pay-by-Phone payments and provide the information to the LPR enforcement system.

The parking equipment is capable of transferring data in real-time between the pay stations, the central server system, and the LPR enforcement system.

The pay station supports license plate entry through an alphanumeric keypad.

## **4. Enforcement**

At the pay station, the enforcement officer is able to:

- Generate Valid Stall reports within the entered stall range regardless of how (pay station or cell phone) and at which machine the spaces were paid for. The report clearly displays the expiration time for each valid space.
- Generate an Expired Stall report within entered stall range which clearly displays the spaces that have not been paid.

The central server system is able to integrate with one or more of the leading mobile enforcement providers for real-time stall information. Existing partners currently include: mPay2Park, Complus Data Innovations, T2 and ParcTrax.

## 5. Space Sensor Integration

The proposed solution provides the ability for utilizing in-ground space sensors or camera technology that is wirelessly connected to the Internet to deliver real-time information that includes:

- Reporting of physical occupancy versus paid occupancy by area and time of day.
- Proactive enforcement for situations when a car has parked and payment has not been made.

## DATA MANAGEMENT

### EMS

To leverage the power of the LUKE II technology to deliver advanced Web-based real-time applications, ITS is pleased to include EMS. EMS is an Internet-based portal that facilitates the networking of all pay stations so that the University can manage its parking operations in real-time from any Internet-enabled computer. The EMS Server can be located off-site or on-site, and is accessible through the Internet from anywhere that an Internet browser is installed (that is, computer, Internet Café, Palm Pilot).

Highlights of the EMS solution include:

- Real-time credit card processing
- Real-time reporting
- Real-time intelligent dispatching to any Web-enabled device (computer, PDA), cell phone, and pager
- Add time capability in a Pay-by-Space environment
- DPT Web Services for third-party technology integration (that is, enforcement handheld devices and accounting systems)

Together, these components offer the most powerful multi-space parking solution in the industry.

LUKE II records all transactions in a local database on each LUKE II controller box and also records transactions on the EMS. All data is protected from tampering within the controller box by using 2048-bit RSA data encryption. Each credit card, coin and/or bill transaction has detailed information that includes the time and date, type of transaction, amount, excess payment, stall number, machine number, lot location, and whether the transaction was processed in real-time or offline. Reports may then be generated from this transaction data to compare against banking reports where credit card funds are deposited.

For cash transactions, similar data is recorded locally and on the EMS Server. Audit reports are manually generated at the pay station when cash is collected so an accurate audit check can be made against the cash collected and the transaction data recorded. These reports are then automatically communicated to EMS for ongoing online access. Maintenance and space usage reports are currently not available.

All reporting data is exportable to a CSV (comma-separated value) file for importing into an external database or spreadsheet file. Using DPT's Web Services, the Village can develop an interface with EMS that can automatically re-format this data in any way it needs.

To provide EMS functionality, wireless networking needs to be implemented. All wireless communications is via TCP/IP encrypted with 128-bit SSL. The wireless communication provides real-time reporting of activity by the minute as well as the ability to process credit cards in real-time. In reviewing alternative proposals, ITS would highly recommend the Village ensures all vendors have proven field integrations with the network provider selected.

Once the parker swipes their credit card at the pay station, the EMS Server receives the transaction and securely connects to the merchant processor the parking operator has selected. The merchant processor will either authorize or decline the transaction.

## **Management Software Capabilities**

The management software has the following capabilities:

- Ability to set up unlimited amount of pay stations at unlimited amount of lots (depending only on available computer memory).
- Password access at the pay station for collection and service personnel.
- The ability to set sleep timer mode for the pay station.
- The ability to configure pay station to operate in Pay by Stall (with a minimum of 99999 stalls) and/or Pay and Display mode.
- Enable/disable additional time to be added to paid stalls.
- Ability to configure credit cards that will be accepted.
- Enable online "real-time" credit card authorization (with Ethernet connection or modem option).
- Enable/disable issuance of printed refund slip.
- Enable/disable issuance of refund slip for cancelled payment.
- Allow a 4 line custom message on introduction LCD screen.
- Allow a 4 line custom message on exit screen.
- Allow a 4 line custom message on receipt header.
- Allow a 4 line custom message on receipt footer.
- Allow a 4 line custom message on refund receipt.
- Allow configuration of special stalls (in Pay by Stall mode) for exclusion from transient parking on specified days and times.

## Standard Rate Capabilities

Standard rate capabilities include:

- Rates by the minute, hour, day, week, and month
- Special event pricing
- Different values can be assigned to different hourly increments ( e.g.: first hour @ \$2.00 - each additional hour at \$1.00)
- Progressive, regressive, flat, evening and early bird rates
- Programmable minimum and maximum time periods
- Ability to pre set special rate structures up to a year in advance
- One-step uploads of bad credit card file
- Incremental rates with minimum increment being 5 minutes
- Ability to provide monthly passes
- Rate descriptions must be user configurable up to 20 characters in length
- The pay station must be able to display rates and instructions in multiple languages.
- Rates must have the option to add up to two tax rates to the transaction price and these taxes must be itemized on the receipt and on management reports.

## Reports

The payment station or remote management software will issue a report with the following information:

- Machine serial number
- Date and time of collection
- Date and time of previous collection
- Total amount of money in the collection
- Total amount of bills by denomination
- Total amount in coins
- Total amount of credit card payments by credit card type
- Total number of tickets issued
- Total amount of refunds issued
- Total amount of change issued
- Payment Station firmware version
- Stall reports showing valid stalls, unpaid stalls or paid since last report stalls

The payment station or remote management software will issue a report with the history of the machine with the following information:

Transaction details:

- Date of the transactions with “from” and “to” parameters
- Total deposits
- Overpayments
- Total transactions
- First transaction number
- Last transaction number

Transaction detail will have the capability of providing the following information at the pay station or remote management software:

- Today's total
- Last 24 hours total
- Yesterday's total
- This months total
- Last months total
- This years total
- Last years total
- 3<sup>rd</sup> year back
- 4<sup>th</sup> year back
- 5<sup>th</sup> year back
- History total since commissioning of pay station

The pay station and remote management software will also provide the ability to monitor at a minimum the following parts and systems and communicate any malfunctions or supply requirements through email or cell phone:

Critical Alarms:

- alarm on
- shutdown due to low battery power
- shock from being bumped, tilted or shaken

Major Alarms:

- coin jam
- bill acceptor jam
- bill acceptor unable to stack
- battery voltage low
- printer paper low
- printer lever disengaged
- printer paper out

The alarms will be transmitted within 10 seconds of the event occurring at the pay station.

## REVENUE AUDIT CAPABILITIES

LUKE II records all transactions in a local database on each LUKE II controller box and also records transactions on the EMS. All data is protected from tampering within the controller box by using 2048-bit RSA data encryption. Each credit card, coin and/or bill transaction has detailed information that includes the time and date, type of transaction, amount, excess payment, stall number, machine number, lot location, and whether the transaction was processed in real-time or offline. Reports may then be generated from this transaction data to compare against banking reports where credit card funds are deposited.

For cash transactions, similar data is recorded locally and on the EMS Server. Audit reports are manually generated at the pay station when cash is collected so an accurate audit check can be made against the cash collected and the transaction data recorded. These reports are then automatically communicated to EMS for ongoing online access. Maintenance and space usage reports are currently not available.

All reporting data is exportable to a CSV (comma-separated value) file for importing into an external database or spreadsheet file. Using DPT's Web Services, the Village can develop an interface with EMS that can automatically re-format this data in any way it needs

EMS shows the number of coins stored in the coin canister and bills in the bill stacker; however, no alarm is provided when the coin levels or bill levels reaches a certain point. This feature is part of the product development roadmap and will be made available on a future release.

**Company Profile & Statement of Qualifications**

## Integrated Technical Systems, Inc. (ITS) Profile

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After nearly 40 years in business, ITS has become a leader in electronic and computerized control systems. Our team continues to strive for progress and growth, insuring that we will remain at the technological peak of systems integration.

Over the past 10 years integrated control systems have grown from traditional mechanical and relay based products, to modern printed circuit board and computerized systems. ITS has grown and changed with the industry we serve to become the largest systems integrator of its type. Utilizing the most advanced technology to develop and implement solutions for our customers.

ITS will help you determine the areas of your current operation which can be strengthened. We will work with you to develop a solution to increase revenue generation and enhance security & safety of your operation.

Our corporate values have grown from the specialized needs of our customers. Among our local offices in the New England and NY/NJ Tri-State area, the ITS team consists of over 25 employees and 15 technicians. The first and most important responsibility of all ITS team members is to provide quality, responsive service at all levels.

From Gated Parking Revenue Control Systems and Multi-Space Parking Pay Stations to Building Security and Fire Detection, ITS can develop and install a system which will help you monitor and manage your operations or facility. ITS is dedicated to the design, implementation and support of all your facility control systems, and has been integrating technology to provide the most efficient and effective solutions for our clients since the 1970's.

Responsive service and our commitment to the best products and technology available continue to help us grow with our customers, as our history of achievement helps propel us to new heights.

Integrated Technical Systems, Inc. (ITS) will meet the Village's requirements for installation supervision and training. ITS is the local distributor that can provide installation, training, parts, and warranty service. ITS has offices in Connecticut and NJ, where parts are warehoused for the LUKE system. ITS has technicians covering the Northeast, who each carry major components on their trucks and in most situations our response time is within one business day. Routine service calls will be completed Monday through Friday within 24hrs following placement of service request.

In addition to providing installation, training, and warranty service; ITS will offer toll free, 24/7 customer support to provide the Village with the best service offering in the industry.

## Manufacturer Profile

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Founded in 1997 as Digital Pioneer Technologies, DPT has grown to become a recognized, leading provider of automated payment solutions to the North American parking industry, with a strong and consistent focus on technology leadership, customer service, and the provision of total business solutions.

The company's specific business is designing, manufacturing, selling, and supporting complete parking solutions for public and private parking lots, garages, and streets. DPT's LUKE II and SHELBY multi-space pay stations interface with the optional Web-based EMS, a sophisticated back-end parking management platform that provides real-time information on all aspects of parking operations, as well as sophisticated reporting and analytics, and remote pay station configuration.

### **Highlights**

- *Leading provider of automated payment solutions to the North American parking industry*
- *Manufactures highly advanced LUKE II and SHELBY Pay-and-Display, Pay-by-Space, and Pay-by-License Plate pay stations*
- *Web-based EMS provides real-time remote management capabilities*
- *Accredited PCI Level 1 Service Provider*
- *RADIUS – advanced power management system*
- *Pioneer of license plate-enabled parking*

DPT has a long history of innovation, including industry-first capabilities such as real-time credit card processing, PCI compliance, and Wi-Fi support. DPT's products continue to leverage technological advances such as Pay-by-Phone support, solar power, and advanced coupons, to improve operator and consumer convenience.

DPT is a trusted name in the parking industry with more than 8,000 pay stations deployed in 250 cities across North America including Anchorage, AK; Ann Arbor, MI; Charlotte, NC; Chattanooga, TN; Delray Beach, FL; Fort Lauderdale, FL; Glendale, CA; Miami, FL; Milwaukee, WI; New York, NY; Redwood City, CA; Riverside, CA; Seattle, WA; Tampa, FL; Vancouver, BC; Ventura, CA; West Hollywood, CA; and White Rock, BC. DPT's groundbreaking moment occurred in 2006 when it phased in a deployment of the LUKE pay stations in the City of Houston to total over 1,000 units.

DPT has also solidified partnerships with companies in the parking industry to offer complementary products in the areas of enforcement, citation management, credit card processing, occupancy sensors, and license plate recognition, as well as an extensive network of certified local service companies.

The original foundation of DPT's product lineup is the off-street Intella-Pay pay station. DPT incorporated a number of innovative features in these machines, including Pay-by-Phone integration, audit function, and smart card support. These innovations have cemented DPT as a leader in the development of parking management technologies.

In 2004, DPT leveraged its years of experience in parking meter technology by introducing the LUKE pay station for the on-street municipal market. LUKE takes the key benefits of the Intella-Pay—ease of use, security, and flexibility—and adds unmatched technical capabilities, enhanced physical design, and improved flexibility and services.

In 2005, the off-street SHELBY pay station was unveiled to package the new technical advancements delivered by LUKE into a robust cabinet design. The first SHELBY installation took place at California State University, Long Beach, and involved the deployment of 20 pay stations providing new capabilities that included hopper change support. Since that time, over 500 SHELBY units have been installed throughout North America. All these pay stations products act in synergy with the EMS back-end in order to deliver a complete parking solution to clients.

DPT's parking solutions exceed common industry standards for payment security. In April 2007, DPT delivered on its promise to provide its clients with the highest levels of credit card data security in the industry by successfully completing its security audit and achieving full certification as a Level 1 Service Provider under the PCI Data Security Standard (<http://www.pcisecuritystandards.org/>).

In April 2009, DPT began shipping the LUKE pay station to include the new RADIUS power management system. RADIUS reduces the power consumption of these electronic meters by up to 75 percent so the meters can more efficiently operate with solar technology in low light conditions and still be configured with all of the latest technological capabilities.

In 2010, DPT launched its license plate-enabled parking (LEP) solution. Rounding out existing Pay-by-Space and Pay-and-Display capabilities, LEP adds Pay-by-License Plate parking to the pay station and enables applications that benefit both consumers and parking operators. Enforcement via license plate recognition, advanced mobile phone options, citation payment at the pay station, and reserved parking by license plate are congruent ecosystems of advanced parking technology delivered by DPT.

In 2011, DPT launched the LUKE II, the next generation pay station. Built for both on- and off-street environments, LUKE II offers a variety of features to enhance physical security, improve monitoring and reporting, and increase consumer convenience and satisfaction. Among its many features are separate maintenance and collection compartments, coin escrow to refund change upon a cancelled transaction, an enhanced locking mechanism, and electronic lock support. LUKE II retains the iconic look of its predecessor and supports multiple operational modes such as Pay-by-Space, Pay-and-Display, and Pay-by-License Plate in one unit.

## Statement of Quality

Integrated Technical Systems, Inc. (ITS) is pleased to propose the LUKE II pay station to address the Village of Port Chester's need for a Multi-Space Parking Pay Station. In preparing this submission, ITS has provided the Village with a solution and level of support that will establish it as another flagship installation for the LUKE II pay station.

Our proposal includes all installation, training, support, and equipment required to service the required Multi-Space Parking Pay Stations. Options have also been quoted to provide connectivity to all units through our Enterprise Management System (EMS) that delivers real-time credit card processing, monitoring, alarming, and reporting.

DPT has amassed 14 years experience in the design, manufacture, and distribution of highly advanced multi-space parking pay stations and software management solutions, which, over the years, have consistently undergone improvements to usability and features. DPT products are widely used throughout North America by numerous cities, universities, parks and recreation facilities, transportation facilities, and private parking operators.

Many vendors claim to support the technologies and standards outlined within the Village's RFP, but DPT is one of the few manufacturers that has proven success with all of the technologies the Village is interested in supporting either now or in the future. Specific examples include:

**Three-in-one** – DPT provides a unique value proposition by enabling Pay-by-License Plate, Pay-by-Space, and Pay-and-Display operational modes in a single pay station with superb power management characteristics. In addition, DPT's integration with leading LPR systems now enables a level of enforcement automation that could not have been achieved previously. This, combined with a seamless integration with Pay-by-Phone systems, achieves a new level of simplicity in parking for the consumer and parking operator.

**Contactless payments** – In addition to contactless credit cards, near-field communications (NFC) payment methods are trending through Europe. DPT is quick to seize the opportunity and integrate this unique technology in its pay stations deployed in North America. LUKE II is equipped to adopt NFC payment capabilities such as those found in the latest Smartphones, as well as other emerging contactless payment methods, providing another convenient payment method to the consumer. Consumers can use NFC-enabled phones and contactless credit cards such as Visa PayWave, MasterCard PayPass, and American Express ExpressPay to quickly, securely, and conveniently complete parking transactions at the LUKE II.

**PCI compliance** – DPT is the only multi-space vendor that appears on Visa's published lists as being a PCI Compliant Level 1 Service Provider and manufacturer of Payment Application Data Security Standard (PA-DSS) validated products.

**Pay-by-Phone integration** – DPT has extensive experience in integrating its technology with third-party cell phone payment technologies. DPT pay stations are currently in operation with mPay2Park, Park Mobile and Pay By Phone systems. Transaction data is received from these

systems and this information is then provided in real-time for enforcement, transaction, and revenue reporting.

**Enforcement integration** – Digital API incorporated into DPT’s EMS Internet-based portal allows for third-party technology integration, such as a handheld enforcement device, to pull space expiry times from the EMS in real-time and so improve quality of citations and efficiency of enforcement operations. Enforcement manufacturers such as mPay2Park, Complus Data Innovations, ParkTrak, and T2 Systems have already developed integrations with DPT EMS data on their handheld devices.

**License plate recognition enforcement systems** – DPT works with leading license plate recognition (LPR) system suppliers Genetec and Tannery Creek Systems to offer real-time integration between DPT and each supplier’s systems.

**Digital API** – Digital API is an application program interface (API) that is incorporated into EMS. The application allows for a higher degree of integration with third-party software such as enforcement, accounting, and monitoring systems, and facilitates the seamless flow of data between in-house systems and the EMS. By developing an open platform for integration, Digital API provides accessibility to the wealth of information and functionality stored in the EMS.

DPT’s integrated technology allows consumers enjoy the convenience of paying for parking with their mobile phone – they can even be directed to available parking monitored by space sensors by using a Smartphone application. Parking operators can increase operational efficiency by retrieving space payment data from our backend directly on a wireless handheld enforcement device, without ever having to visit the pay stations. This can also be compared with occupancy information from space sensors and automatically uploaded to a citation management system.

**Platform for the future** – LUKE II is built on an industry standard operating system that enables the product to take advantage of industry standard technologies that can provide new features in the future such as extending parking meter time via a cell phone text message reminder and multi-screen advertising that may provide new benefits to the Village. Most alternative suppliers have built their products on proprietary platforms that limit the ability to take advantage of new technologies that may emerge in the market.

# Product Installation, Training, Service & Support

## Delivery and Installation

The objective for the Village of Port Chester is to have the meters delivered for installation as soon as possible after the contract award, so that all the units can be installed and operational shortly thereafter. Once the equipment arrives and is tested at our New Jersey facility, on-site installation could take place within one week.

In the period of time between when the order is placed and the arrival of the equipment, there are several checklist items to be completed as part of the Implementation process. The general outline of these activities includes:

### Installation & Implementation Process

- Finalize pay station site selection and Pay-by-Space numbering sequence when applicable
- Test wireless or cellular coverage at site locations
- Rate table decisions – important to determine before signage completed
- Signage preparation
- Finalize communications methods and costs
- 
- Credit card merchant account processor setup
- Pay-by-Space numbers painted on all spots (when applicable) – every space must have a unique number when considering all lots under use
- Documenting employee procedures for operating
- Cellular account set up
- Site preparation for installation – concrete pads, conduit
- Pay stations on-site
- Pay stations installed
- All appropriate signage is installed subject to Council-approved communications plan.  
Signage covered until go live day

## TRAINING

The specific training schedule will be determined by the number of people and functional areas involved in the overall management of the parking operations. The general outline of the training activities includes:

### BOSS and EMS Software Overview

Training will be attended by any pay station administrators responsible for creating pay station configurations and rates as well as processing credit card payments and generating accounting reports.

### *Software installation:*

- Installing software

- Backing up data

*Software overview and configuration setup:*

- Review BOSS menu structure
- Setup of user permissions
- Setup of global settings
- Create basic lot setting
- LCD screen messages
- Header and footer messages
- Pay-and-Display, Pay-by-Space
- Payment options
- Machine setup

*Rate tables:*

- Rate table configurations
- Fixed rate
- Hourly rate
- Daily rate
- Add time functionality

*Accounting on reporting:*

- Reporting
- Transaction reports

*EMS (Where applicable)*

- Accessing the application
- Setting up users and notifications
- Reviewing EMS features

LUKE II Hardware Overview

The people who should attend are listed below:

*Hardware review – attended by all maintenance personnel:*

- Keys and locks
- Keypad
- Coin acceptor/changer
- Powering
- Remote connectivity
- Printer
- Entering the Service Menu
- Reports at the station
- BOSS Data Key

- Operations
- Loading new rates
- Obtaining transaction data
- Maintenance
- Changing paper
- Cleaning printer
- Cleaning coin changer

*Collections review – attended by all collections personnel:*

- Collecting money
- Entering service mode
- Audit report generation

*Enforcement review – attended by all enforcement personnel:*

- Entering service mode
- Generating and reviewing Pay-by-Space reports (when applicable)

#### **Review**

- Any items that require further review are handled during this time period.

A detailed schedule for administering the training program and ongoing refresher training will be determined in consultation with the Village and may result in additional costs. ITS can provide regular product manual updates and online Webinars to educate clients on the features contained in new releases. In many cases, these free Webinars and manual updates provide clients with additional training required. However, in situations where staff changes are necessitated, additional training can be arranged.

## **TECHNICAL SUPPORT**

Technical support technicians will be dispatched out of our Whippany, NJ location, at 9 Whippany Road in Whippany, NJ. Nevertheless, most technicians actually are dispatched from their homes in the morning and we do have technicians who reside in your area. Normal service hours are Monday through Friday, 8AM-5PM, however night and weekend service is available and rates will be quoted for after hours in this proposal.

### **Primary Point of Contact**

Mr. Mike Sosnovich  
Technical Services Manager  
Integrated Technical Systems, Inc.

1-800-487-6290

[msosnovich@integrated-tec.com](mailto:msosnovich@integrated-tec.com)

## Secondary Point of Contact

Mr. Al Eggenberger  
Project Implementation manager  
Integrated Technical Systems, Inc.

917-680-1068  
[aeggenberger@integrated-tec.com](mailto:aeggenberger@integrated-tec.com)

## After Hours Contact

Mr. Mike Sosnovich  
Technical Services Manager  
Integrated Technical Systems, Inc.

1-800-487-6290  
[msosnovich@integrated-tec.com](mailto:msosnovich@integrated-tec.com)

ITS will also submit as part of our proposal, an Off Street Implementation Guide, which will help the Village in its preparation for implementation of the Multi-Space Meters. The Implementation Guide will provide insight on topics such as Public Relations Strategy, Web-site Updates, Signage, Installation Logistics, Meter Greeters and a Kickoff Event. In addition, Sales and Technical personnel from ITS will be available for consultation regarding system operation, system modifications and management strategies during the weeks and months following the implementation of the system, as most systems need to be “tweaked” to accommodate unique operating circumstances that may arise after the system has been in operation for awhile.

We cannot stress enough the importance of local support and service. Unlike single meter heads, Multi-Space meters are much more technologically advanced, and are able to provide the benefits of on-line credit-card processing and remote monitoring, configuration and reporting capabilities. The Multi-Space meters are also able to provide technologically advanced features like Pay By Cell Phone and Pay By License Plate and can interface with 3<sup>rd</sup> party web applications to enhance their available features and revenue generating services.

To realize the full benefit of these technological advances over single head meters, the Multi-Space meters will require the benefit of having local service and support available from a vendor who can work with this technology to insure optimal performance and minimize downtime.

Integrated Technical Systems, Inc. (ITS) will meet the Village's requirements for service and support.. ITS is the local distributor that will provide installation supervision, training, parts, and warranty service. ITS has offices in Connecticut and NJ, where parts are warehoused for the LUKE II system. ITS has over fifteen technicians covering the Northeast, who each carry all major components on their trucks and in most situations our response time is within one business day. Routine service calls will be completed Monday through Friday within 24hrs following placement of service request.

In addition to the installation, training, and warranty service, ITS will offer toll free, 24/7 customer support to provide the Village with the best service offering in the industry.

ITS encourages the Village to contact the references contained in this proposal. These references will provide further evidence of Digital Payment Technologies (DPT) commitment to product quality, technical advancement, and superior customer service. They also show that ITS, as a local distributor, offers our customers the highest service excellence and peace of mind that their systems will always be maintained.

## References

### **INTEGRATED TECHNICAL SYSTEMS LOCAL REFERENCES:**

City of Asbury Park  
One Municipal Plaza  
Asbury Park, NJ 07712  
Gene Dello  
State Legislative Delegate  
732-684-2431  
100 LUKE Meters  
Total Volume: \$1.3M  
Staged Deployment – Began May 2011, Last Install October, 2011 (Replaced Metric)

City of White Plains Parking Authority  
7-11 S. Broadway #102  
White Plains, NY 10601  
John Larson  
Commissioner  
914-422-1232  
150 LUKE Meters  
Total Volume: \$2M  
Staged Deployment – Began 2005, Last Install 2012

City of New Rochelle,  
515 North Avenue  
New Rochelle, NY 10801  
George Rainone  
Public Properties and Parking Manager  
914-654-2189  
14 LUKE Meters, 25 SHELBY Meters  
Total Volume: \$550K  
Staged Deployment – Began 2007, Last Install 2011

Village of Larchmont  
DPW  
2015 W. Boston Post Rd.  
Larchmont, NY 10538  
Rick Vetere  
General Foreman  
914-834-6965  
6 LUKE Meters  
Total Volume: \$105K  
Deployed – 2010

Village of Scarsdale  
Village Hall  
1001 Post Rd.  
Scarsdale, NY 10583  
Rita Azrelyant  
914-722-1109  
5 LUKE Meters, 3 SHELBY Meters  
Total Volume: \$145K  
Staged Deployment – Began 2009, Last Install 2011

Borough of Stone Harbor  
Public Works Building  
8018 Third Avenue  
Stone Harbor, NJ 08247  
Grant Russ  
Supervisor Public Works  
609-368-7311  
4 LUKE Meters  
Total Volume: \$48K  
Deployed – 2011, 2012 (Replaced Metric)

Park America, Inc.  
One Bala Avenue  
Suite 500  
Bala Cynwyd, PA 19004  
Les Weitzman  
610-617-2100  
2 Locations: Edison, NJ, Howell NJ  
3 SHELBY Meters, 2 LUKE II Meters  
Total Volume: \$70K

Borough of Red Bank, NJ  
Gary Watson  
Assistant Administrator  
Director of Public Utilities  
75 Chestnut Street  
Red Bank, NJ 07701  
732-530-2770  
14 LUKE II Meters  
Total Volume: \$188K  
Deployed: 2012

Ebonnie S. Duncan  
Morgan State University  
Business & Auxiliary Services  
Montebello Complex, D-201  
1700 E. Cold Spring Ln.

Baltimore, MD 21251  
2 LUKE II Meters  
Total Volume \$23K  
Deployed July 2012

Borough of Belmar, NJ  
Robbin Kirk  
Chief Municipal Finance Officer  
Borough of Belmar  
601 Main Street, P.O. Box A  
Belmar, NJ 07719  
732-681-3700 Ext. 246  
[rkirk@boro.belmar.nj.us](mailto:rkirk@boro.belmar.nj.us)  
20 LUKE II Meters

Town of Millburn  
Sgt David M. Bonney  
Traffic Bureau/IT Supervisor  
Millburn Police Department  
435 Essex Street  
Millburn, NJ 07041  
973-564-7033 Direct  
973-564-7758 Fax  
[dbonney@millburntp.org](mailto:dbonney@millburntp.org)  
8 LUKE II Meters + mPay2Park (Replaced Metric)

Town of Mamaroneck  
740 West Boston Post Rd.  
Mamaroneck, NY 10543  
Louis Martirano  
Superintendent of Highways  
914-381-7825  
2 LUKE Meters  
Total Volume: \$33K  
Deployed – 2009

Village of Croton-on-Hudson  
1 Van Wyck Street  
Croton-on-Hudson, NY 10520  
Janine King  
Assistant Village Manager  
914-271-4848  
6 LUKE Meters  
Total Volume: \$105K  
Deployed - 2009

NJ Transit  
1 Penn Plaza East  
Newark, NJ 07105  
Jim Lothian  
973-491-7000

2 Locations:

Edison Train Station – 3 SHELBY Meters  
Total Volume: \$65K  
Deployed - 2010

Little Silver Train Station – 2 SHELBY Meters  
Total Volume: \$37K  
Deployed – 2010

American University  
4400 Massachusetts Avenue, NW  
Washington, DC 20016-8068  
Dan Krusemark  
Assistant Coordinator of Parking & Records Management  
202-885-3068  
6 SHELBY Meters, 1 LUKE Meter  
Total Volume: \$120K  
Staged Deployment – Began 2009, Last Install 2011

City of Cambridge  
81 Hawthorne Avenue  
Department of Traffic, Parking & Transportation  
344 Broadway  
Cambridge, MA 02139  
Tel: 617-349-4722  
Attn: Brad Gerratt  
12 LUKE & LUKE II Meters  
Total Volume \$170K  
Last Deployed 2012

**New Clients to be Deployed:**

Temple University  
Office of Parking Services  
Main Campus  
Karen Sherlock  
Director of Parking Services  
215-204-1431  
2 LUKE II Meters  
Total Volume: \$25K

City of Long Branch, NJ  
Howard Woolley  
Business Administrator  
City of Long Branch  
344 Broadway  
Long Branch, NJ 07740  
732-571-5645  
[hwoolley@ci.long-branch.nj.us](mailto:hwoolley@ci.long-branch.nj.us)

35 LUKE II Meters

## **NATIONAL MANUFACTURER REFERENCES**

### **Municipalities and State Entities**

- ***Ann Arbor Downtown Development Authority, MI***

*Joseph Morehouse, Deputy Executive Director, DDA*

*Tel: 734-997-1309*

*Fax: 734-997-1491*

*E-mail: [jmorehouse@a2dda.org](mailto:jmorehouse@a2dda.org)*

*Installation Date: Spring 2009*

*Type of Pay Station: LUKE, solar-powered*

*Number of Pay Stations: 75*

*Payment Options: Credit cards, coins, Pay-by-Phone*

*Connection Type: CDMA*

*EMS Services: Reporting, real-time credit card processing, alarming*

DPT was awarded a five-year contract through Traffic and Safety Inc. to supply LUKE pay stations for deployment throughout the Ann Arbor Downtown Development Authority, MI, in 2008. To date, there are 75 units deployed citywide, with a further 75 units per year growth to complete the five-year contract.

Ann Arbor's LUKE solar-powered on-street pay stations accept credit cards, coins, and Pay-by-Phone. The pay stations also offer on-screen payment instructions in multiple languages, as well as remote back-end system management through DPT's Internet-based EMS. EMS

enables the city's officials to remotely update all pay stations, in real-time, with new rate and configuration information.

The success of this citywide implementation has also been attributed to the key role that Republic Parking Systems has played in operating Ann Arbor's on- and off-street parking.

- **City of Houston, TX**

*Liliana L. Rambo, CAPP*

*Tel: 713-853-8276*

*Fax: 713-853-8913*

*Installation Date: September 2006*

*Type of Pay Station: LUKE, solar-powered and some AC-powered*

*Number of Pay Stations: 1,000*

*Payment Options: Credit cards, bills, coins*

*Connection Type: 802.11g Wi-Fi network*

*EMS Services: Reporting, real-time credit card processing, remote updates*

DPT was awarded a three-year contract by Affiliated Computer Services, Inc. (ACS) to supply 750 LUKE pay stations for deployment throughout the City of Houston, TX, in September 2006. There is an option to supply a further 500 LUKes before the end of the contract to make up a city-wide total of 1,500 stations.

This project also represents the first municipal parking meter system in the U.S. that does not rely on a cellular network, but instead communicates exclusively using a dedicated 802.11b/g Wi-Fi network. The City of Houston will evaluate the performance of this Wi-Fi system to determine if it can be expanded to assist public safety and public service employees to improve the accuracy and timeliness of their duties.

At the conclusion of the trial, the LUKE pay station was rated the highest by both city officials and the public.

Houston's LUKE solar-powered on-street pay stations accept credit cards, paper currency, coins, and Pay-by-Phone. The pay stations also offer on-screen payment instructions in multiple languages, as well as remote back-end system management through DPT's Internet-based EMS. EMS enables City of Houston officials to remotely update all pay stations, in real-time, with new rate and configuration information.

The successful awarding of the contract caps a two-year evaluation period by the City of Houston to investigate general system integrators, on-street pay station manufacturers, and Wi-Fi network suppliers for its on-street parking system.

▪ **City of Glendale, CA**

*Tad Dombroski, Parking Manager*

*Tel: 818-548-3960*

*Fax: 818-409-7027*

*Installation Date: October 2008*

*Type of Pay Station: LUKE, AC-powered*

*Number of Pay Stations: 75*

*Payment Options: Credit cards, coins*

*Connection Type: GSM*

*EMS Services: Real-time remote updates, real-time credit card processing, real-time reporting*

DPT was awarded a three-year contract to supply the City of Glendale with up to 75 LUKE pay stations in August 2008. Within two months, the units were deployed on Brand Boulevard and throughout the downtown area for both on- and off-street implementation.

Glendale's LUKE AC-powered on-street pay stations accept credit cards and coins. The pay stations also offer on-screen payment instructions as well as remote back-end system management through DPT's Internet-based EMS. EMS enables City officials to remotely update all pay stations, in real-time, with new rate and configuration information, and also facilitates real-time credit card processing and reporting.

Phase 1 of the City's project was implemented along several blocks of Brand Boulevard to assist in the overall management of parking and traffic flow. Prior to the installation of the DPT parking meters, there had been no pay parking on Brand for more than 30 years. As part of its Mobility Plan, the City wanted to increase available occupancy on Brand Boulevard by implementing pay parking while encouraging patrons to take advantage of the off-street garages in the area by offering 90 minutes of free parking. Almost immediately after the launch of the project, the City showed that parking levels on Brand had normalized close to the optimal occupancy of 85 percent and the parking meters provided a strong revenue source.

▪ **MTA Metro-North Railroad, New York, NY**

*Philip Petillo, Assistant Director, Operations and  
Parking Services Business Development,  
Facilities & Marketing Department*

*Tel: 212.340.4934*

*Fax: 212.340.3165*

*E-mail: [petillo@mnr.org](mailto:petillo@mnr.org)*

*Installation Date: February 2010*

*Type of Pay Station: SHELBY, AC-powered*

*Number of Pay Stations: 56 installed to date (project completion will equal 90 units at 34 stations by the end of 2010)*

*Payment Options: Bills, credit/debit cards, coins*

*Connection Type: GSM*

*EMS Services: Real-time credit card processing, real-time data integration*

MTA Metro-North Railroad (MNR) and its private parking operator, LAZ Parking (LAZ), after running a trial of various vendors, including VenTek (current supplier of electronic meters), selected the SHELBY pay station as its preferred multi-space meter for use at a total of 34 rail stations parking facilities. SHELBY is based on the LUKE platform, and due to the system flexibility, provides change as well. To date, 56 pay stations have been installed to provide a wide range of payment options in a quick transaction mode with proven reliability. MNR and LAZ are expected to continue to install DPT products for a total of 90 meters at 34 stations located on the Hudson and Harlem lines. The SHELBY meters allow users to pay with bills, coins, and debit/credit cards authorized in real-time, and their networking capability will allow consumers to pay at any SHELBY meter within the parking facility. MNR and LAZ intend to take advantage of the full color screen in the future for the public's benefit.

These pay stations are connected to DPT's EMS, the online management system that delivers a range of real-time services, and are monitored for performance, enforcement, and financial data.

▪ ***City of West Hollywood, CA***

*8300 Santa Monica Blvd*

*West Hollywood, CA, 90069-4314*

*Jackie Rocco, Parking Operations Manager*

*Tel: 323-848-6426*

*Rod Marquez, Assistant to the Parking Manager*

*Tel: 323-848-6400*

*Long Thu, Manager of Parking Operations & Collections*

*Tel: 323-848-6830*

*Installation Date: 2003*

*Type of Pay Station: LUKE and SHELBY, solar-powered*

*Number of Pay Stations: 13*

*Payment Options: Credit cards, coins*

*Connection Type: GSM*

*EMS Services: Pay-by-Phone, real-time credit card processing, add time at any pay station*

In early 2005, the City of West Hollywood and DPT implemented nine LUKE pay stations during an on-street trial evaluation. At the end of the trial, the City of West Hollywood released an RFP calling for the purchase of additional pay stations to replace all its existing single-head meters with multi-space technology. The solar-powered pay stations are fully configured to accept payment in coin and credit cards with real-time online authorization, as well as an integrated cell phone payment system. This parking application now allows consumers to pay for and add time to any space from any pay station. After all RFP responses were evaluated, DPT was selected along with two other vendors for oral presentations by a neutral evaluation committee. DPT was officially awarded the contract and is currently rolling out additional machines for on-street and off-street applications.

▪ **Redwood City, CA**

*Christian Hammack, Assistant Engineer II*

*Tel: 650-780-7378*

*Fax: 650-780-7309*

*Installation Date: 2007*

*Type of Pay Station: LUKE, solar-powered*

*Number of Pay Stations: 42*

*Payment Options: Credit cards, coins, bills*

*Connection Type: Wi-Fi MetroMesh network*

*EMS Services: Real-time credit card processing, real-time remote updates, Pay-by-Phone, add time at any pay station*

DPT was selected by Redwood City, California, to supply 42 Wi-Fi-based pay stations for the City's downtown core. The LUKE pay station was chosen to provide city consumers with a range of payment options and conveniences while helping to facilitate the implementation of Dr. Donald Shoup's revolutionary plan for urban revitalization. Dr. Shoup is a professor of urban planning at the University of California, Los Angeles (UCLA) and author of the book *The High Cost of Free Parking*.

"In Redwood City, we have a challenge," says Redwood City's downtown development coordinator, Dan Zack. "We have a downtown core that suffers from gridlock as people circle the area looking for available on-street parking. The irony is that there are stalls sitting empty only blocks away."

Redwood City's LUKE on-street pay stations are connected to DPT's EMS via a Wi-Fi MetroMesh network. This Wi-Fi connectivity enables the City to offer new capabilities such as real-time credit card authorization, Pay-by-Phone integration, and the ability to add time at any pay station.

"They're all connected and share information with each other," notes Zack.

DPT's EMS provides Redwood City with the ability to closely monitor vacancy rates and ensure that parking availability is maintained at an optimum level. If rate changes are required, updates to all of the pay stations may be made immediately via the Internet.

▪ **City of Milwaukee, WI**

*Cindy DeAngelos, Parking Finance Manager*

*Tel: 414-286-2404*

*Paul Klajbor, Administrative Services Manager*

*Tel: 414-286-3271*

*Fax: 414 286-3344*

*Installation Date: June 2007*

*Type of Pay Station: LUKE, AC-powered*

*Number of Pay Stations: 175 installed with 53 additional pay stations recently ordered*

*Payment Options: Credit cards, coins*

*Connection Type: GSM*

*EMS Services: Real-time credit card processing, real-time data integration*

The City of Milwaukee has installed 175 LUKE pay stations in its downtown corridor and recently placed an order for an additional 53 LUKE pay stations for installation in 2010. "The LUKE meters will allow users to pay with coins, debit, and credit cards authorized in real-time, and their networking capability will allow consumers to pay at any LUKE meter. The City intends to take advantage of the full colored screen to provide the public useful information on current events in the area," stated Paul Klajbor, Administrative Services Manager.

Milwaukee's pay stations are connected to an enterprise version of DPT's EMS, the online management system that delivers a range of real-time services that is hosted by the city itself. The first of its kind in the industry, the enterprise server option allows the city to maintain tighter control over its data.

Milwaukee intends to develop several new applications in-house using Digital API, an application that enables real-time exchange of data between EMS and third-party technologies. This data exchange will assist in areas such as enforcement and maintenance.

▪ **Chattanooga Area Regional Transit Authority (CARTA)**

*Kirk Shore*

*Tel: 423-413-4385*

*Installation Date: 2006*

*Type of Pay Station: LUKE and SHELBY*

*Number of Pay Stations: 43*

*Payment Options: Credit cards, coins, bills*

*Connection Type: CDMA*

*EMS Services: Online credit card processing, reporting,*

CARTA chose DPT after an extensive RFP process in early 2006. The rollout called for off-street and on-street pay stations spread throughout the City utilizing Pay-by-Space and Pay-and-Display modes. As of September 2007, CARTA has deployed 29 on-street and 14 off-street pay stations and is constantly adding more at a rate of six every few months. CARTA appreciates the ability to consolidate all its parking operations under one system and has drastically reduced its operational overhead.

▪ **City of White Rock, White Rock, BC**

*Matthew Green, Pay Parking Manager*

*Tel: 604-541-2284*

*Installation Date: 2004/2005*

*Type of Pay Station: LUKE, AC- and solar-powered*

*Number of Pay Stations: 37*

*Payment Options: Credit cards, coins*

*Connection Type: CDMA*

*EMS Services: Real-time credit card processing, add time at any pay station, Pay-by-Phone*

DPT was awarded the White Rock contract after an RFP process involving the City of White Rock and the consulting arm of KPMG. DPT began installation of the first of five phases in November 2004.

The total implementation involved 37 LUKE pay stations configured in a Pay-by-Space mode to accept coins and credit cards. Nine of the units are AC powered and 28 are solar powered. All of the units are connected wirelessly via CDMA cellular modems to enable connectivity to DPT's

EMS service. This real-time connectivity provides consumers in White Rock with three key benefits:

1. The ability to purchase a parking permit and add time for any parking space in White Rock at any machine.
2. Enables real-time authorization of consumers' credit cards
3. The ability to pay for parking by cell phone.

White Rock utilizes three real-time EMS services—real-time credit card authorization, monitoring and alarming, and reporting and remote rate configuration. The LUKE pay stations are replacing current pay stations in parking lots, individual meters in parking lots and on-street individual meters.

In 2006, the City of White Rock was recognized by the provincial government for the innovation of its parking program and the use of the LUKE parking meter. The City received the Innovative Idea Award from the Government Finance Officers' Association (GFOA) of British Columbia in recognition of its waterfront pay parking technology and practices.

▪ **City of Fort Lauderdale, FL**

*Diana Alacorn, Assistant Parking Director*

*Tel: 954-828-3793*

*Installation Date: 2005*

*Type of Pay Station: LUKE, AC- and solar-powered*

*Number of Pay Stations: 30*

*Payment Options: Credit cards, coins, bills*

*Connection Type: GSM*

*EMS Services: Real-time credit card processing, reporting, real time updates*

After an extensive RFP process, DPT was selected as the preferred choice for the City of Fort Lauderdale's prestigious Los Olas street project. Upon successful completion of a 90-day evaluation, the City replaced the current Parkeon multi-space meters with DPT's LUKE pay station. The City chose the LUKE because of the pay station's advanced features and DPT's corporate vision and outstanding customer service. Features such as immediate real-time authorization, meter aesthetics, ease of maintenance as well as more advanced features such as screen display, meter networking, and reporting played an integral role in the selection process.

▪ **Anchorage Community Development Authority, AK**

*Rick Onstott, Work City of Anchorage Parking Director*

*Tel: 907-297-4404*

*E-mail: [rickonstott@acda-ap.com](mailto:rickonstott@acda-ap.com)*

*Installation Date: July 2008*

*Type of Pay Station: LUKE, AC-powered*

*Number of Pay Stations: 23 with a further three orders pending*

*Payment Options: Coins, bills, credit cards*

*Connection Type: GSM*

*EMS Services: Real-time credit card process, reporting, custom cards, Digital API*

Anchorage has a total of 23 LUKE Pay-by-Space pay stations, which are deployed both on- and off-street in eight surface lots covering approximately 700 spaces. The machines are integrated with T2 Systems for enforcement. Anchorage has partnered with DPT for two years and is in the process of ordering three new LUKE pay stations to accommodate its parking expansions. The

City recently introduced Pay-by-Phone through Verrus and that feature is being very well received.

Anchorage's revenues have increased by over 30 percent from its previous otter box parking, and its customer experience is more positive with lower disputes over citations. The Motorola MC75 handheld gives real-time space status, and the ability to take pictures and upload them into the Flex system empowers the City for seamless adjudication. In addition, Anchorage's administrative costs are lower due to having the system located in one central database.

## **Universities**

- ***University of California at Santa Barbara, Santa Barbara, CA***

*Tana Lucido, Assistant to the Director of Transportation*

*Tel: 805-893-8731*

*Fax: 805-893-3108*

*Installation Date: June 2003*

*Type of Pay Station: LUKE, AC- and solar-powered (switched from Intella-Pay to LUKE)*

*Number of Pay Stations: 89*

*Payment Options: Credit cards, coins, bills, campus cards, coupons*

*Connection Type: Ethernet/Wi-Fi*

*EMS Services: Pay-by-Phone, add time at any pay station, real-time credit card processing, campus cards*

UCSB currently operates 89 AC- and solar-powered pay stations on its campus with more than 26,000 transactions generated per month. The university has a networked system that encompasses over 6,000 parking spaces that allow consumers to pay for their space and add time to their current space from any location on campus. Methods of payment include cash (bills/coin), offline credit card, offline campus access card, coupons for the TAP program, and an integrated cell phone payment system.

UCSB undertook extensive research to evaluate alternatives for parking management technology. The finalists included Lexis, Guardian Technologies, Parkeon/Schlumberger and DPT. DPT was eventually selected as it was the only company that could integrate with the existing parking system and was able to customize its software to meet all the needs of the university (for example, campus cards and cell phone payment system).

UCSB is currently adding more machines and migrating from the EMS monthly software solution to the hosted EMS model to eliminate the monthly reoccurring fees.

▪ **California State University, Long Beach, CA**

*Brian Dunaway, Planner/Estimator/Scheduler*

*Tel: 562-522-6132*

*Alan Moore, Assistant Director of Parking and Transportation*

*Tel: 562-619-8847*

*Installation Date: January 2005*

*Type of Pay Station: SHELBY, solar-powered*

*Number of Pay Stations: 29*

*Payment Options: Credit cards, coins, bills, change dispenser, campus cards*

*Connection Type: Wi-Fi*

*EMS Services: Real-time credit card processing, campus cards, real-time reporting, real-time updates*

CSU Long Beach has to date installed 29 SHELBY pay stations on its campus. The university went through an RFP process and DPT was selected based its product functionalities and capabilities. CSU Long Beach pay stations communicate on the university's internal campus Wi-Fi backbone. The pay stations accept payment in credit card real-time, coins, and bills, and dispense change in a replenishing format. The university also has its own on-site server that runs all the real-time EMS features described in the RFP response.

▪ **University of California at Los Angeles, Los Angeles, CA**

*Devron Carter, Operations Manager*

*Tel: 310-466-9950*

*Fax: 310-825-8709*

*Installation Date: July 2004*

*Type of Pay Station: LUKE and SHELBY, AC- and solar-powered*

*Number of Pay Stations: 36*

*Payment Options: Credit cards, coins, bills*

*Connection Type: Ethernet*

*EMS Services: Real-time credit card processing, real-time reporting*

UCLA currently has 36 LUKE and SHELBY pay stations deployed. The pay stations communicate via the campus Internet to enable real-time credit card processing. The university also utilizes DPT's EMS online access for real-time reporting and intelligent dispatching. UCLA

currently has several other locations that use existing pay stations from other vendors with plans to replace all of these with pay stations from DPT.

UCLA is currently adding more machines and migrating from the EMS monthly software solution to the hosted EMS model to eliminate the monthly re-occurring fees.

- **Texas A&M University, TX**

*Dell Hamilton, Parking Services Manager*

*Tel: 979-862-3439*

*Fax: 979-862-2095*

*E-mail: [deh@tamu.edu](mailto:deh@tamu.edu)*

*Installation Date: 2007 to 2010*

*Type of Pay Station: LUKE and SHELBY, AC- and solar-powered*

*Number of Pay Stations: 15*

*Payment Options: Credit cards, coins, bills, Pay-by-Phone*

*Connection Type: Ethernet, cellular*

*EMS Services: Real-time credit card processing, real-time reporting, real-time updates*

Texas A&M University currently has 15 LUKE and SHELBY pay stations deployed. The university utilizes DPT's EMS online services for real-time credit card processing, real-time reporting, and intelligent dispatching. The university chose the DPT suite of products because of reliability and excellent customer service and reseller support.

- **University of Michigan**

*Diane DeLaTorre, Associate Director*

*Tel: 734-763-2241*

*Fax: 734-936-7645*

*E-mail: [dianemd@unich.edu](mailto:dianemd@unich.edu)*

*Installation Date: Numerous between 2004 and present*

*Type of Pay Station: LUKE with RADIUS, SHELBY*

*Number of Pay Stations: 14*

*Payment Options: Credit cards, coins, bills, Pay-by-Phone*

*Connection Type: CDMA*

*EMS Services: Real-time credit card processing, real-time reporting, real-time updates*

The equipment is used to control approximately 830 parking spaces in 13 locations. We utilize most features of the equipment including multiple payment methods (coins, bills, and credit cards), add time feature, optional receipts, coupons, refunds, and programming to control times payment is accepted. Plans are pending to implement Pay-by-Phone. The equipment is very reliable and reporting is highly accurate. We use solar power to operate the equipment at several locations; this has proven to be highly efficient. The user interface is clear and user-friendly. We worked with DPT to successfully develop an incremental rate structure, which we prefer. Overall, we are very satisfied with the equipment and ongoing support.

## Warranties

Integrated Technical Systems, Inc. guarantees for a period of one (1) year from the date of installation to repair and/or replace any part or modular component determined to be defective in material or workmanship under normal use and service at no additional cost to the Village of Port Chester. This warranty includes Parts and Software and Labor.

### **Extended Warranty Options:**

Upon the expiration of the initial one year warranty, the Village will have the option of purchasing an extended Parts & Software Warranty or entering into an annual Service Agreement with ITS that covers all Parts, Software and Labor.

An extended Parts & Software Warranty can be purchased for **\$895/unit/year**.

A Service Agreement that covers all Parts, Software and Labor can be purchased for **\$1,595/unit/year**

Should the Village opt for the Parts Only extended warranty, or forego any additional warranties or service contracts, ITS can provide service at an hourly rate of **\$135/hour** during normal service hours. Evening and weekend service rates are \$198/hour with a two hour minimum and a \$75 vehicle charge.



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Manager**

**Village BOT Meeting Date:** September 16,  
 2013

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID #		
Account #:			<b>Strategic Plan Priority Area</b>		
			Business & Economic Development		
Agreement	x		<b>Manager Priorities</b>		
Strategic Plan Related	x		Choose a Manager Priority		

**Sponsor's Name:** Christopher D. Steers, Village Manager

**Heading Title**  
*(Will appear as indicated below on Agenda)*

JOINT EFFORT WITH PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY  
 FOR TECHNICAL ASSISTANCE, FINANCIAL SERVICES AND OTHER ECONOMIC  
 DEVELOPMENT SERVICES

**Summary**

**Background:**

The Village of Port Chester and the Port Chester Industrial Development Agency share the mission of promoting economic development in the Village.

The parties have identified the need for an outside firm with a demonstrated track record to provide technical assistance, financial services and economic development services on an as-needed, proactive basis.

Such services would enable the Village to undertake its due diligence for the evaluation of economic/real estate development projects.

The Board conducted interviews with the three proposers. References have been checked for the recommended proposer which not only has performed work nationwide, but also has significant experience working for municipalities in Westchester County

Reflecting the common course of the Village and IDA, the Agency will share equally in the expense. The Agency will take action at their next meeting.

<b>Proposed Action</b>
------------------------

That the Board of Trustees adopt the Resolution

<b>Attachments</b>
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<b>Request for Proposals (RFP)</b> <b>Proposal from National Development Council</b>
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JOINT EFFORT WITH PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY FOR  
TECHNICAL ASSISTANCE, FINANCIAL SERVICES AND ECONOMIC DEVELOPMENT  
SERVICES

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the  
following resolution was adopted by the Board of Trustees of the Village of Port Chester, New  
York:

WHEREAS, in cooperation with the Port Chester Industrial Development Agency, a joint  
Request for Proposals was issued for technical assistance, financial services and economic  
development services to assist in any economic/real estate development projects; and

WHEREAS, interviews were conducted of the three proposers; and

WHEREAS, such retainer will enable the Village to provide technical assistance and  
expert resources assistance appropriate to undertake its due diligence for the evaluation of  
economic/real estate development projects. NOW, therefore, be it

RESOLVED, that the Village Manager be and is hereby authorized to negotiate and enter  
into an agreement with the Port Chester Industrial Development Agency and the National  
Council for Community Development, Inc. d/b/a National Development Council, 708 Third  
Avenue, Suite 710, New York, New York 10017 to provide technical assistance, financial  
services and economic development services, for an all-inclusive flat fee not to exceed \$60,000  
annually; and be it further

RESOLVED, that the Manager be authorized to enter into an agreement with the Agency  
to facilitate the equal sharing of the cost for such services.

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony M. Cerreto, Village Attorney



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Manager**

**Village BOT Meeting Date:** September 16,  
 2013

**Item Type:** Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact		x	Public Hearing Required		x
Funding Source:			BID #		
Account #:			<b>Strategic Plan Priority Area</b>		
			Public Safety		
Agreement			<b>Manager Priorities</b>		
Strategic Plan Related			Choose a Manager Priority		

**Sponsor's Name:** Christopher D. Steers, Village Manager

**Heading Title**  
*(Will appear as indicated below on Agenda)*

CLARIFYING, CONFIRMING AND RATIFYING THE RULES AND REGULATIONS OF  
 THE PORT CHESTER POLICE DEPARTMENT

**Summary**

**Background:**

The Port Chester Police Department was established by a special law enacted by the State Legislature that is codified in the Village Charter. A subsequent special law was adopted by the State Legislature, codified as Unconsolidated Laws, Section 5711-q providing uniform provisions for the governance and administration of village police departments in Westchester County. In 1975, the Village adopted a local law providing for a village manager form of government.

In 1990, the Board adopted Rules and Regulations for the Police Department. However, the implementing resolution did not specify the source of authority for them.

A question has arisen as to the Village Manager's authority over the Chief of Police.

The recommended resolution would address this issue by clarifying, confirming and ratifying the Board's 1990 resolution and the intent to delegate to the Village Manager day-to-day operational authority over the Police Chief (or Acting thereof).

That the Board of Trustees adopt the Resolution

<b>Attachments</b>
<b>Resolution</b>

CLARIFYING, CONFIRMING AND RATIFYING THE RULES AND REGULATIONS OF THE PORT CHESTER POLICE DEPARTMENT

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Village of Port Chester Police Department was established by enactment of the State Legislature, Laws of 1903, Chapter 285, which is codified in the Village Charter; and

WHEREAS, the State Legislature subsequently enacted the Westchester Police Act, codified as Unconsolidated Laws, Section 5711-q, which provides uniform provisions for the governance and administration of village police departments in Westchester County; and

WHEREAS, pursuant to Local Law No. 1 of 1975, after a mandatory referendum, the Village of Port Chester adopted a village manager form of government; and

WHEREAS, by resolution on March 28, 1990, the Board of Trustees adopted Rules and Regulations of the Village of Port Chester Police Department; and

WHEREAS, the Board did not specify the source of the authority in adopting said resolution; and

WHEREAS, Unconsolidated Laws, Section 5711-q(8) provides that a village board of trustees may make, adopt and enforce such Rules and Regulations; and

WHEREAS, a question has arisen as to the Village Manager's authority over the Chief of Police. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby clarifies, confirms and ratifies the Board's resolution of March 28, 1990 and that the Rules and Regulations of the Police Department are promulgated under the authority of the Westchester Police Act, Unconsolidated Laws, Section 5711-q(8) and be it further

RESOLVED, that it is the intent of the Board that it delegate to the Village Manager day-to-day operational authority over the Police Chief (or Acting thereof); and be it further

RESOLVED, that a copy of this resolution be appended to the Rules and Regulations Book for distribution to all members of the Police Department.

APPROVED:

---

Anthony M. Cerreto, Village Attorney

March 28, 1990

WHEREAS, the Board of Trustees, having determined that a parking emergency exists on the residential streets of the Village; and

WHEREAS, the Board of Trustees is considering legislation to address the problem and has scheduled a public hearing on this matter for May 2, 1990. Now therefore, be it

RESOLVED, that a moratorium is hereby declared in all residential zoning districts on the issuance of any building permits for any lot in a residential district which does not fully comply with the requirements of 98-14 of the Village Code, and there is a further moratorium on the consideration of any subdivision applicaton whether pending or hereafter filed during the moratorium period; and be it further

RESOLVED, that this moratortium shall expire on the earlier of May 15, 1990, the effective date of the adoption of the proposed parking limitation scheduled for public hearing on May 2, 1990 or the rejection thereof.

ROLL CALL

AYES: Trustees Terenzi, McMahon, Giorgi, Branca, Rende, Gianfrancesco and Mayor Iasillo

NOES: None

ABSENT: None

\* \* \* \* \*

On motion of Trustee Branca, seconded by Trustee McMahon, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, this Board of Trustees has been presented with proposed rules and regulations which, if adopted, are to be applicable to the Port Chester Police Department, effective with this adoption; and

WHEREAS, the Mayor and Board of Trustees had appointed a Public Safety Committee consisting of three Trustees, whose Chairman was Trustee Branca, to review and make recommendations on a set of rules and regulations for the Police Department; and

WHEREAS, these rules and regulations have been submitted to the Police Benevolent Association for their review and comments; and

WHEREAS, the Public Safety Committee reviewed the recommendations of the staff, Police Chief and the PBA and incorporated suggestions they felt desirable into the rules and regulations; and

WHEREAS, after a year of study, the Public Safety Committee reported favorably to the Board of Trustees on the final draft of the rules and regulations. Now, therefore, be it

RESOLVED, that the final revision of the Port Chester Police Department Rules and Regulations favorably reported to the Board of Trustees be, and the same hereby are, adopted effective immediately.

ROLL CALL

AYES: Trustees Terenzi, McMahon, Giorgi, Branca, Rende, Gianfrancesco and Mayor Iasillo

NOES: None

ABSENT: None

\* \* \* \* \*

The Board of Trustees then reviewed the Stipulation regarding the Village of Port Chester with Westchester Avenue Marina Realty, Inc.

Bruno Gioffre appearing, on behalf of Westchester Avenue Marina, stated that he has read the stipulation but requested that the Board of Trustees hold



Department of Police  
Port Chester, New York

JOHN M. GROSSE  
Chief of Police

May 2, 1989

The Honorable Peter Iasillo  
Mayor of the Village of Port Chester  
10 Pearl Street  
Port Chester, New York 10573

Dear Mayor Iasillo:

Re: Rules and Regulations of the Port Chester Police Department  
Revision Draft

Enclosed please find a copy of the Rules and Regulations of the Port Chester Police Department now in effect and a copy of the most recent draft of the proposed revision of these Rules and Regulations.

The existing Rules and Regulations were adopted by the Board of Trustees on July 15, 1948, a copy of which was issued to each recruit upon their appointment to the Police Department. However, during the ensuing years, some material became outdated and distribution of copies became lax.

On February 14, 1989, a typewritten copy of the existing Rules and Regulations was issued to every member of the Department.

On or about October 8, 1987, a draft of the Revised Rules and Regulations was distributed to the Captain and Supervisory Officers and a copy was posted on the Bulletin Board. Copies were also distributed to Village Manager, Michael D. Ritchie, Village Attorney, George O'Hanlon, P.B.A. President Fred Bellantoni, and one copy was mailed to the New York State Division of Criminal Justice Services. A letter accompanied the copies distributed requesting comments, suggestions, deletions, or changes they proposed to assist in preparing a Revised Rules and Regulations for the Department.

Response was slow in reaching my desk and after several reminder notices, several very general and quite vague comments were submitted.

A meeting was scheduled with a committee representing the Village and the P.B.A. to discuss the Rules and Regulations Revisions.

The meeting was held on January 14, 1988 at the Office of the Village Manager and was attended by the following officials and officers:

Michael D. Ritchie, Village Manager  
John M. Grosse, Chief of Police  
Fred Bellantoni, P.B.A. President  
Carl Verrastro, Police Lieutenant  
James Ladeairous, Police Sergeant  
Joseph Ferretti, Police Officer


During the meeting various sections of the Rules and Regulations were discussed and suggested changes were proposed for consideration.

The copy enclosed is the most recent draft of the document reflecting recent review. Most of the changes suggested were incorporated in the document, although some suggestions were reworded, modified or not included at all.

The Revised Rules and Regulations are now submitted for your review, consideration and approval. A copy is also being provided to the PBA. Additional comments by them is encouraged.

I will be available to discuss this matter at your convenience

Respectfully submitted,

  
\_\_\_\_\_  
John M. Grosse  
Chief of Police

JMG/kd

cc: Trustee Gianfrancesco P.B.A. President F. Bellantoni  
Trustee Branca Village Manager Michael D. Ritchie  
Trustee Giorgi Village Attorney George O'Hanlon  
Trustee McMahon Corporation Counsel W. H. Stephens  
Trustee Rende Village Clerk Richard Falanka ✓  
Trustee Terenzi

MASTER REVISION OF POLICE DEPARTMENT RULES AND REGULATIONS

ADOPTED BY BOARD OF TRUSTEES  
MARCH 28, 1990

**RULES AND REGULATIONS  
OF THE VILLAGE OF PORT CHESTER POLICE DEPT.**

The charter of the Village of Port Chester, New York delegates the authority to, and affixes the responsibility upon the Chief of Police for the day to day functioning and operation of the Police Department. Accordingly, the Rules and Regulations contained herein are adopted for the government discipline, administration and disposition of the Police Department, Village of Port Chester, N.Y., its Police Force and the members thereof.

It is recognized that the Rules and Regulations cannot hope to prescribe the specific conduct or action in each situation encountered by the individual Police Officers, nor is this the intent. The primary purpose is to set forth the duties and rules of conduct of Police Officers to assure that service to the community be performed in a professional manner for the good of the community.

In any Police Department the qualities to be desired certainly include emphasis on appearance, courtesy and service. These have become almost traditional with the Village of Port Chester Police Department.

To discharge adequately the responsibilities of the Department, there must be both individual capacity and personal interest in public service on the part of each department member. The effectiveness of such service will be measured in terms of alertness, intelligence, and integrity.

We are mindful of the magnitude of this responsibility and should continually strive to improve the standards of the department.

ARTICLE I

100.00 THE RULES AND REGULATIONS BOOK

This book is an official publication of the Port Chester Police Department. It is issued with authority of the Board of Trustees and contains the Rules and Regulations of this department. These Rules and Regulations are established to prescribe the duties and conduct of members of the Police Department.

101.00 ISSUANCE OF THE RULES AND REGULATIONS BOOK

Every Police Officer upon being issued the Book of Rules and Regulations shall sign a dated form indicating that a copy has been received. Police Officers are required to read the Rules and Regulations within 30 days of receiving it. At the end of this period the Police Officer will be required to sign an additional form certifying having read the Rules and Regulations and understands the responsibility to comply with them.

102.00 SECURITY OF BOOK OF RULES AND REGULATIONS

Officers will keep their Book of Rules and Regulations secure. Any information which could hamper the departments operation will be kept strictly confidential. Loss of the Book or any of its parts shall immediately be reported to a Supervisor.

103.00 UPDATE OF BOOK OF RULES AND REGULATIONS

Officers shall be responsible for updating their copy by making revisions and/or additions as directed. Officers shall be responsible for familiarizing themselves with all the revisions or additions to the Book of Rules and Regulations. Rules and Regulations books shall be subject to periodic inspections to ensure compliance.

104.00 MAINTENANCE OF THE BOOK OF RULES AND REGULATIONS

Officers shall keep their copy in good condition and repair.

105.00 KNOWLEDGE OF CONTENTS OF RULES AND REGULATIONS BOOK

It will be the responsibility of every member of the Department to have knowledge of all the provisions of the Rules and Regulations.

If there are any provisions of the Rules and Regulations not understood by an officer, the officer shall direct their questions in writing to their supervisor for clarification. The supervisor will then respond promptly in writing to the request for clarification.

ARTICLE II

200.00 POLICE DEPARTMENT JURISDICTION

The Jurisdiction of the Police Department of the Village of Port Chester, New York, extends over the territory embraced within the boundaries of said Village as they now exist or may be hereafter established by Law.

201.00 POLICE HEADQUARTERS

The Headquarters of the Port Chester Police Department are established in Police Headquarters building at 350 North Main Street, Port Chester, New York.

ARTICLE III

300.00 ORGANIZATION - ADMINISTRATION AND CONTROL

301.00 CHIEF OF POLICE

The Chief of Police shall be the Chief Executive Officer of the Police Department. He shall be subject to the orders of the Village Manager and is subject to his direction and approval of regulation of operations and practices. He shall be responsible for the prevention of Crime and the preservation of order within the Village, and for the enforcement of all State and Local Laws within his jurisdiction. He shall have direct supervision over the entire Police Department and shall have power to issue orders to his subordinates as he may deem proper. He shall be responsible for the good order, efficiency and discipline of the Police Force under his command and for the enforcement of these rules. He shall perform such other duties prescribed by the Village Manager. He shall set an example of sobriety, discretion, industry, neatness and promptness, to the men under his command.

302.00 CAPTAIN OF POLICE

The Captain of Police shall loyally assist the Chief of Police, shall be the commander of the Patrol Division and shall be responsible for matters related to the instruction of Lieutenants, Sergeants and Police Officers, in their duties, within the Patrol Division, shall enforce obedience and discipline, and shall report promptly and completely orally and in writing, to the Chief of Police, any violations of these Rules and Regulations and any other dereliction on the part of any member of the force. He shall set an example of sobriety, discretion, industry, neatness, and promptness to the men under his command. He shall analyze Criminal and Incident reports daily to determine trends as a basis for deployment of Patrol personnel and direction of Patrol. He shall perform such other duties as maybe prescribed by the Chief of Police.

303.00 POLICE LIEUTENANT

- .01 Police Lieutenant shall during his tour of duty work toward the preservation of peace, the prevention of crime and the enforcement of Federal, State, County Laws and the Local Laws of the Village of Port Chester, N.Y.
- .02 He is responsible with exacting the proper performance of Patrol and other Police Duty by his subordinates.

- .03 He shall loyally assist the Chief of Police and Captain of Police and instruct the Police Officers in the discharge of their duties.
- .04 He shall set an example of sobriety, discretion, industry, neatness and promptness to the Officers under his supervision.
- .05 He shall have general supervision and direction of all Officers assigned to his detail.
- .06 He shall inspect the members of his detail each day, with special reference to neatness, cleanliness of attire and person, fitness for duty, regularity of uniform and equipment, and particular attention to condition of equipment.
- .07 Shall read, or have read, appropriate information, the daily police blotter and other related information and communicate to all members of his detail calling attention to those cases of special or immediate importance.
- .08 Shall investigate the circumstances of arrests made by members of his detail and will determine that such action is justifiable.
- .09 Shall require a report to be made on matters on which action is taken by the department during his tour of duty.
- .10 Shall not permit members, on duty or off, or citizens to congregate unnecessarily in Headquarters. Shall not permit members or citizens in Desk area or other rooms except those regularly assigned. Shall not permit unnecessary congregating in the lobby or corridors of Police Headquarters.
- .11 Shall render all necessary or desirable assistance to the members of all other bureaus.
- .12 Shall notify the Chief of Police, Captain of Police and Detective Lieutenant, and shall take personal charge of any unusual occurrence or scene of a serious crime. In case of riot or other emergencies, the Supervisory Lieutenant shall immediately proceed to the scene and direct the protection of property and preservation of peace.
- .13 Shall actively engage in motor patrol for controlling and effectively supervising the patrol officers in the performance of their duties

- .14 Shall make inspections of Village during his tour of duty to observe conditions, and the manner in which patrol is being performed.
- .15 Shall be responsible for inventory and inspection of police equipment assigned to each patrol vehicle.
- .16 Shall carefully study and thoroughly understand the Rules and Regulations of the Department and it shall be the duty of the Lieutenant to report through proper channels violations of the Rules and Regulations or any improper conduct of any member of the Department which may come to his attention.

304.00 POLICE SERGEANT

- .01 Police Sergeant is responsible with exacting the proper performance of Patrol and other Police Duty by his subordinates.
- .02 He will loyally assist the Chief, Captain and Lieutenants and instruct the Patrol Officers in the discharge of their duties.
- .03 He shall set an example of sobriety, discretion, industry, neatness and promptness to the men under his supervision.
- .04 He shall report to his Lieutenant of Police any dereliction of duty on the part of a Police Officer.
- .05 He shall instruct his members in their duties and in the proper method of investigation and reporting and shall assist subordinates when necessary.
- .06 Shall carefully study and thoroughly understand the Rules and Regulations of the Department and it shall be the duty of the Sergeant to report through proper channels, violations of the Rules and Regulations or any improper conduct of any member of the Department which may come to his attention.

305.00 DETECTIVE BUREAU COMMANDER

- .01 The Detective Bureau Commander shall be responsible for matters pertaining to the operation of the Detective Bureau.
- .02 He shall be responsible for the diligent investigation of all major crimes and for further investigation of all Felony and serious Misdemeanor cases.
- .03 He will have the responsibility of planning, organizing and directing the activities of assigned personnel and will maintain harmonious relationship with other Divisions, Law Enforcement Agencies and other Governmental Agencies.
- .04 He shall promptly obey and transmit all orders from the Chief of Police insuring uniform interpretation and full compliance.
- .05 He shall exercise authority commensurate with his responsibility and be accountable to the Chief of Police.

- .06 His hours of duty shall be in accordance with the needs of the Detective Bureau and shall be available for duty in cases of special need or emergency.
- .07 He shall analyze crime and incident reports daily to determine trends as a basis for deployment of personnel and direction of activities.
- .08 He shall inspect time and activity reports of assigned personnel to insure proper direction and control.
- .09 He shall be diligent in enforcing the observance of high ethical standards in the conduct of assigned personnel in this division.
- .10 He shall collaborate with other division heads and staff officers for the purpose of:
  - a. Improving efficiency and cooperation in areas of mutual responsibility.
  - b. Insuring the proper and economical use of Police Department property and equipment.
  - c. Disseminate important information to other divisions which will assist the other divisions in the prevention of crime or the arrest of the persons responsible.
- .11 He shall at all times be aware of the affairs of the Bureau and be assured that the duties of his subordinates are properly discharged.
- .12 He shall be responsible for the maintenance of proper records and reports of the Bureau.
- .13 He may assign any member of the division to special investigation when required. He shall keep the Chief of Police informed of such special assignments.
- .14 He shall insure prompt reporting to proper authorities of any violation of Law or other matters in the jurisdiction of such other authorities.
- .15 He shall maintain files on general intelligence. The files will contain information on known and suspected members of criminal organizations, their activities, place of residence, associates, and other pertinent data. He shall forward to proper agencies information of violation of law outside the jurisdiction of the department.

306.00 DESK OFFICERS

The Desk Officers shall be designated by the Chief of Police.

The post of the Desk Officer shall contain the area of the complaint desk, squad room and cell blocks.

- .01 Desk Officer shall be in full charge in the absence of Superior Officers and if he is necessarily absent, shall place in charge a competent member of the Department, who shall exercise all his powers and perform all his duties, and be held to a like responsibility.
- .02 Desk Officer shall not leave his post without proper authorization except for:
  - a) Personal necessity
  - b) Official Duty within Headquarters.
  - c) Urgent police duties
  - d) Meal period
- .03 When a Desk Officer leaves his post, he shall place a competent member of the force in charge. When a Desk Officer is relieved, he shall advise his relief as to where he may be located during his time away from the Desk.
- .04 A member relieving the Desk Officer shall note same, with time of relief, on the time sheet and initial same.
- .05 Desk Officer shall be responsible, during his tour of duty for all telephone, teletype, and radio messages received and the necessary proper action thereon.
- .06 Desk Officer shall be responsible for the transmitting of all orders and instructions from competent authority, affecting any member of the force or Department.
- .07 Desk Officer shall examine available reports and records submitted by the previous tour and take necessary corrective action when necessary.
- .08 Desk Officer shall not permit any person behind the desk except a superior officer, or other member of the Department in the line of duty or as otherwise directed by the Chief of Police.

- .09 The Desk Officer shall inspect the roster and check that all officers are accounted for according to the working/duty schedule.
- .10 Desk Officers shall be responsible for the safekeeping of all prisoners and the treatment accorded them during his tour of duty and make periodic checks of the cell block area as required by State Law and Department procedures.
- .11 During his tour of duty, the Desk Officer is responsible for proper receipt and follow up where necessary of all complaints and messages.
- .12 The Desk Officer may assign personnel to specific duties. He shall inform the patrol officer of such assignments.
- .13 The Desk Officer shall complete all necessary forms and records during his tour of duty.
- .14 In the absence of the patrol supervisor assigned to his tour, the Desk Officer shall hold roll call. He shall inspect personnel coming on duty placing emphasis on appearance, equipment, and fitness for duty.
- .15 Desk Officers will devote full time to the duties of the office. The Desk Officer is the direct supervisor of the officer or officers assigned to Communications section.
- .16 The Desk Officer will stop all civilians at the desk and inquire as to their business. He will direct them to the proper division and announce their visit and obtain permission before the person is permitted to proceed.
- .17 When a member of the Department makes an arrest, the Desk Officer will insure that all procedures are properly complied with and that necessary forms and records are properly prepared. The Desk Officer may assign another officer to assist the arresting officer as may be required.

- .18 The Desk Officer shall, at all times, in their dealing with members of the department and the public, display an example of intelligence, efficiency, and shall advise and instruct the men under them to do the same, in the performance of their duty.
- .19 It shall be the duty of the Desk Officer that no person shall unnecessarily congregate in the desk area or in Police Headquarters.
- .20 The Desk Officer shall require from subordinates the proper attitude of respect and obedience at all times, and shall on and occasions maintain the proper decorum as a supervising officer.
- .21 The Desk Officer shall be observant, discreet and logical in the performance of his duty. The Desk Officer shall obey strictly and execute promptly, all lawful orders issued by their superiors.
- .22 The Desk Officer shall perform such other duties as may be prescribed by proper authority.
- .23 When a burglary or other serious crime is committed or a serious accident occurs under circumstances which indicate that the police officer on post might have prevented it, the Desk Officer shall immediately notify Patrol Supervisor, to investigate whether the patrolman on post was negligent in discovering or preventing the incident.
- .24 The Desk Officer shall make prompt, accurate and necessary entries of the official business in incident log, and in other departmental records in the manner prescribed for making and keeping such records
- .25 During his tour of duty, a Desk Officer is responsible for the receipt of all telephone messages received by him, and the necessary action thereon. He shall call the attention of the Patrol Supervisor to all matters of importance, such as unusual occurrences and important messages, or conditions requiring his attention.
- .26 A Desk Officer shall notify the Chief of Police and the Division Commander concerned, to all matters of importance, such as unusual occurrences and important messages or conditions requiring their attention.

ARTICLE IV

400.00 DUTIES OF SUPERVISORY PERSONNEL

GENERAL DUTIES

A supervisory member will be responsible for the enforcement of all laws and ordinances, Department Rules and Regulations, orders, procedures, discipline punctuality and attendance, appearance, good order and efficiency of members within his assigned jurisdiction.

A Supervisory member shall:

- .01 Perform specific duties and functions as assigned by the Chief of Police.
- .02 Obey all lawful orders.
- .03 Perform assigned tasks.
- .04 Provide leadership and guidance in developing loyalty and dedication to the police profession.
- .05 Train, direct, supervise and evaluate members in their assigned duties. Recommend remedial or disciplinary action for inefficient, incompetent or unsuitable members.
- .06 Communicate orders, information and instructions.
- .07 Inform his relief of all necessary police matters.
- .08 At established intervals inspect personnel, vehicle and equipment.
- .09 Report to his superior officer absentees and any deficiencies in men and equipment.
- .10 Insure that Department resources are used effectively.
- .11 Insure that recovered property is handled in accordance with Department orders.
- .12 Account for all monies and valuables received, processed and disbursed in conformance with department orders.

- .13 Appear as soon as possible at the scene of any Village emergency or any arrest involving the use of physical force or firearms or the commission of a felony or that results in any personal injury and advise the Desk Officer immediately of the circumstances.
- .14 Inquire into the circumstances of arrests by persons made in their command to assure that all persons are handled in conformance with Department policy and orders.
- .15 Know and conform to the current bail provisions of the Criminal Procedure Law, State of New York.
- .16 Report promptly matters of police importance to his superior officers.
- .17 Insure that all appropriate Village Departments are informed of emergencies which require their attention
- .18 Direct activities of subordinate members for the purpose of achieving the objectives of the Police Department.
- .19 Perform those duties of the members of the Force that are applicable to him.
- .20 When in uniform, maintain a professional bearing and render professional courtesy to superior officers.
- .21 Maintain a professional attitude and bearing and be respectful to fellow members of the Department and to all persons with whom he has contact.

ARTICLE V

500.00 **AUTHORITY AND COMMAND**

- .01 Command is exercised by virtue of office, or special assignment of Officers who are eligible by law to exercise command. Subject to direction from higher command, a Commanding Officer has direct control over all members and employees within his command.
- .02 When officers of equal rank are present, and in the performance of the same operation, the senior ranking officer shall be in command, unless otherwise directed.
- .03 A member who succeeds to any command or duty, stands in regards to his duties, in the same situation as his predecessor. The member relieved shall turn over to his successor all orders relating to that position in force at the time, and all funds and properties pertaining to it. He shall receive, upon request, receipts showing the condition of each article so transmitted.
- .04 An Officer relieving or temporarily filling the position of a superior, in an acting capacity, shall be vested with all the authority and responsibilities of the superior, but the acting Officer shall not interfere with, countermand, or modify the orders previously issued by the superior, except in extreme emergency.
- .05 Members acting in the capacity of a higher rank shall be accorded the same obedience and respect as the permanent ranking officer.
- .06 Should an order conflict with any previous order issued by any other ranking officer or with any Department order or provision of the Rules and Regulations, the member to whom such order is issued shall respectfully call attention to the conflict. Responsibility for countermanding the original order then rests with the individual issuing the second order. If so directed, the latter command shall be obeyed.
- .07 Issuance of orders to a subordinate does not relieve a Ranking Officer from the responsibility to see that the orders are obeyed.

- .08 Adherence to the Chain of Command, shall not be by-passed except in an emergency.
- .09 Ranking Officers may exercise command over subordinates not of their regular command whenever, in his judgment, such action is necessary in order not to jeopardize the policy, purpose, or the reputation of the Department.
- .10 Ranking Officers in command of the various branches of the Department shall establish methods, techniques and procedures best suited for the accomplishment of the functional objectives of their particular bureaus. Such procedures and techniques shall not be in conflict with the law, or any rule or order of the Department.
- .11 Whenever authority is delegated to a member of the Department, he shall be held accountable for the proper use of such authority.
- .12 In order to maintain a proper chain of command, a member will, as a general rule, be required to take direct orders from, and be responsible to, one Ranking Officer. Ranking Officers, however, shall exercise direct command over lower ranks outside their usual command in all situations where the police purpose or the reputation of the Department is jeopardized; or if no other provision is made for personnel temporarily unsupervised. If a Ranking Officer requires a subordinate, not of his command, to leave a regular assignment, the Ranking Officer so directing will inform the subordinate's superior as soon as possible.

ARTICLE VI

600.00 PATROL DIVISION OFFICERS

A member of the Patrol Force shall be responsible for the diligent and conscientious performance of the duties imposed upon them by law, by the Rules and Regulations, Police Procedures of the Department and the lawful orders of their Superior Officers. He shall act to prevent crime, protect life and property, preserve the peace, enforce the laws, arrest violators, maintain good community relations, and to adhere to Department Rules and Regulations, Department orders, and prescribed procedures.

A Member of the Patrol Force shall:

- .01 Hold himself in readiness at all times to answer calls and obey orders.
- .02 Be held accountable for the good order of his post to which his assigned.
- .03 Constantly and alertly patrol their areas, giving particular attention to those locations most vulnerable to the commission of crime.
- .04 Not leave their posts until and unless regularly relieved except in cases authorized by these Rules and Regulations or pursuant to orders of their Superior Officers.
- .05 Communicate from the patrol call box on their post with Headquarters at least once during each hour of their tour of duty and in such manner at other times as supervisory officers shall direct.
- .06 Thoroughly acquaint themselves with their assigned area of patrol, and do all in their power to prevent any breach of peace, or violation of law.
- .07 Familiarize themselves with the location of all police, fire, and other communication facilities in the Village.

- .08 Regularly check the security of the business places on their posts after closing hours.
- .09 Continually inspect their patrol areas carefully noting any condition requiring police attention and shall take whatever action is necessary in the situation.
- .10 Take reports of current complaints, and all matters of police interest relating to their post, and give proper attention to same.
- .11 Record and refer all occurrences or information received which may be of interest to any branch of the department or other agency, or upon which the officer may be required to report, and promptly transmit same.
- .12 Give particular attention to premises or places where narcotics, dangerous drugs, liquor, vice or gambling laws may be violated, and shall do all in their power to prevent such activity reporting their observations and action taken to their Supervising Officers.
- .13 Carefully observe conditions which could lead to the development of crime or criminal opportunities, take such preventive action as the condition may indicate, and report their observations, actions, or recommendations to their Supervising Officers.
- .14 Upon completion of his tour of duty submit any reports that are required as a result of assignments directed to him during his tour of duty. Such reports shall be completed and submitted before he leaves the Port Chester Headquarters Building.

ARTICLE VII

700.00    **DETECTIVES**

- .01    Members assigned as Detectives will hold the permanent rank of patrolman until tenure is attained according to State Law.
- .02    Members of the Detective Division shall be under the direction of the Detective Bureau Commander. They are charged particularly with the investigation of criminal cases in the Village, the arresting of criminal offenders, locating of missing persons, and recovery of lost and stolen property. They shall have the responsibility of all conditions pertaining to or relating toward the fostering of criminal activity.
- .03    They shall acquire a thorough knowledge of the Penal Law and Code of Criminal Procedure Law and the elements that constitute criminal acts in violation of various sections thereof; and shall have a thorough knowledge of the rules of evidence. They shall familiarize themselves with the criminal element, acquiring knowledge of their practices, association and hang-outs, and acquaint themselves with various methods adopted by criminals in the commission of crimes and evading detection.
- .04    They shall follow up on each case assigned to them until there is a final official disposition of the case. They shall interview and advise complainants as directed by Detective Commander, of the status of the case under investigation in which the complainant is concerned.
- .05    They shall cooperate with all members of the Department in the prevention and detection of crime, the arrest of criminals and the enforcement of all laws.
- .06    They shall be assigned hours of duty by the Detective Commander. At the completion of each tour, they shall submit necessary reports of their activities and supplement any follow up reports on assigned cases. They shall keep their Commanding Officer advised of assigned cases.

- .07 A Detective although detailed to a special duty in the prevention and detection of crime shall not be relieved of the responsibility of taking prompt action in the matter of any violation of the Laws or Rules and Regulations coming to his attention.
- .08 Detectives, unless otherwise directed, will wear dress shirts, tie and jacket, on daylight tour, out of Village investigations, for Court appearances, and appearances before official government agencies. On night tours on duty Detectives must be neatly attired including wearing of a business type jacket or otherwise at the direction of the Chief of Police, or his designee. These provisions will not apply to Detectives on special details requiring other attire

ARTICLE VIII

800.00 YOUTH OFFICER

- .01 Youth Officer directly responsible to Chief of Police.

801.00 DUTIES

- .01 The planning and efficient operation of programs designed for the prevention of Juvenile Delinquency and waywardness of minors.
- .02 To redirect delinquent youth, promote moral and physical welfare of youth, stimulate and coordinate activities serving youth.
- .03 To maintain close rapport with the community institutions for youth, Social Service agencies, schools, churches, and Family Court, giving special attention to cases involving:
  - Persons In Need of Supervision (P.I.N.S.)
  - Runaways
  - Missing Children
  - Homeless Children
  - Abandoned Children
  - Abused Children
- .04 To assist in the investigation of complaints involving juveniles or other youth matters within the scope of Family Court.
- .05 To conduct programs and lectures at schools, churches, and civic associations, to inform the community concerning activities and problems of youth.
- .06 To patrol areas and supervising places where delinquency is likely to occur, such as street corners, school yards, dances, parties and shopping centers within the Village.
- .07 To enforce all laws including laws specifically related to youth.

- .08 To assist in investigations where juveniles are victims of criminal acts or are perpetrators of criminal acts.
- .09 To give special and sustained attention to the vicinity of schools for the purpose of preventing such crimes of Child Molestation of children, sale of narcotics or pornographic material, assaults and other crimes impairing the health, welfare and morals of youth.
- .10 To develop liaison with civic and religious organizations within Village of Port Chester, which will assist the Department with youth programs and activities.
- .11 To develop liaison with surrounding Police Departments and any agencies involved in youth activities.
- .12 To develop and foster relationships as well as resources within Federal, State and Local agencies.
- .13 To develop within the Port Chester Police Department an interest in the Youth of the community by the members of the Police Force to assist in the implementation of youth programs.
- .14 To develop an open line of communication with the Patrol and Detective Division for sharing information regarding youth activities or crime problems involving them.
- .15 To develop educational and enforcement activities regarding substance abuse by youth.
- .16 To process referrals of Juvenile Delinquents to Family Court for adjudication.
- .17 To initiate youth programs that bring Police Officers into direct contact with the young people of the community and their parents.
- .18 To assist the Chief of Police in any and all other activities as assigned.
- .19 The Youth Officer shall prepare reports of his activities and keep records of the Youth Bureau Referrals, interviews, arrests and follow ups of youth involvement and offenses. Reports will be submitted to the Chief of Police each month.

ARTICLE IX

900.00 DUTIES OF MEMBERS OF THE FORCE

**GENERAL DUTIES**

A member of the force will be responsible at all times while in their area of jurisdiction for the prevention of crime, enforcement of all laws and ordinances, preservation of the public peace, protection of life and property, arrest and prosecution of law violators and professional adherence to Department Rules and Regulations.

**SPECIAL DUTIES**

A member of the force shall:

- .01 Know and conform to Department Rules and Regulations orders and procedures.
- .02 Perform assigned duties in a professional manner.
- .03 Obey all lawful orders.
- .04 Shall report for duty punctually.
- .05 Be in attendance for those hours specifically assigned and will be considered on duty at all times for the purpose of rendering emergency police service.
- .06 Have a residence as provided in the laws of the State of New York and of the Village of Port Chester, New York.
- .07 Report immediately any incapacity or inability to perform Department duties in the manner prescribed by the Rules and Regulations.
- .08 When in uniform, maintain a professional bearing and render professional courtesy to superior officers.

- .09 Report any change of address, telephone number, or other matter affecting the administration of the Department, as soon as possible.
- .10 Receive, record and service immediately all complaints and requests for service. Refer and transfer complaints and requests only in accordance with Department orders.
- .11 Possess a valid New York Operator's or Chauffeur's license. If suspended or revoked, immediately report same to the Chief of Police.
- .12 Remain on his duty assignment and leave only for a police or personal necessity. If required to leave, he will record the time of departure and the reason and report this information to the Desk Officer as soon as possible.
- .13 Provide security and care for prisoners and others delivered to his custody.
- .14 Search of prisoners must be conducted according to Departmental procedures and State Laws.
- .15 Help secure medical attention for all sick and injured persons.
- .16 When assigned to a motor vehicle, inspect it for damage and defects and report to a supervisory officer any defects observed or incurred.
- .17 When operating a motor vehicle, use skill, good judgment and due regard for the safety of persons and property and obey all traffic regulations. On emergency assignments all reasonable precautions should be taken to avoid accident or injury to other persons or vehicles.
- .18 If loss or theft of an assigned Department firearm occurs, report it immediately to the Supervisory Officer and Chief of Police.

- .19 Wear the regulation uniform in the prescribed manner when assigned to uniform duty.
- .20 Report immediately the loss or damage of any departmental equipment.
- .21 Register with the Department all personal handguns and in the event of loss, immediately report same to the Department.
- .22 Notify the fire department when a fire is discovered Assist and cooperate with the fire department.
- .23 Attend court promptly when required or ordered.
- .24 Report the reason for Court absence or tardiness to the Chief of Police through the Desk Officer.
- .25 Appear in Local Justice Court in the regulation uniform or suitable business suit. For appearance in other Courts suitable business attire unless otherwise directed.
- .26 When subpoenaed or requested to testify in behalf of the defense in any criminal prosecution, or in behalf of the plaintiff or defendant in a civil matter in which the Village, Town, County or State is a party thereto, report immediately the receipt of such subpoena or request, to the Chief of Police, before appearing at any hearing, or before entering into any discussion of the matter with anyone other than the legal representatives of the Village, Town, County, State.
- .27 Report to the Chief of Police any charges of a criminal nature involving the officer and offenses with which the officer has been charged except minor traffic offenses.

- .28 Give evidence before a Grand Jury when requested, in accordance with the law.
- .29 Obey the laws and ordinances which he is obligated to enforce.
- .30 When leaving the Police Force shall return their shields and all other property belonging to the Village of Port Chester, to their Superior Officer and a sum equal to the fair market value, as determined from time to time by the Police Chief, shall be withheld from pay or compensation due them until this rule is complied with.
- .31 During tour of duty, not be in a public eating place in uniform for a meal or coffee break at the same time with another police officer in uniform and on duty without having first obtained authorization from supervisory officer.

ARTICLE X

1000.00 **RULES OF CONDUCT**

A member of the Department found guilty of any of the following acts will be considered in violation of the Rules and Regulations which govern the Police Department of the Village of Port Chester, New York, and shall be subject to disciplinary action:

- .01 Failure to perform a duty.
- .02 Disobedience of a lawful order.
- .03 Insubordination or disrespect toward a Superior Officer.
- .04 Inattention to duty.
- .05 Lounging or sleeping on duty.
- .06 Being absent from duty without proper authorization.
- .07 Leaving duty assignment without being properly relieved or without proper authorization.
- .08 Incompetency or inefficiency in the performance of duty.
- .09 While on duty, entering an tavern, liquor store or bar, except when it is necessary for inspection or for the immediate performance of a police duty, without first notifying Police Headquarters.
- .10 Drinking alcoholic beverage while on duty except on rare occasions with knowledge of Chief of Police, Detective Lieutenant, when necessary during undercover or circumstances critical to investigative procedures.
- .11 Drinking alcoholic beverages in a public place while in uniform or any part thereof, whether on duty or off duty.
- .12 Conviction of any Misdemeanor or Felony.

- .13 Disorderly conduct.
- .14 Officers shall maintain a level of moral conduct in their personal and business affairs which is keeping with the highest standards of the law enforcement profession. Officers shall not participate in any incident involving moral turpitude which impairs their ability to perform as law enforcement officers or causes the Department to be brought into disrepute.
- .15 Failure to treat any person civilly and respectfully.
- .16 Willful maltreatment of any person.
- .17 Knowingly make a false report, written or oral.
- .18 Failure to wear the regulation uniform when on duty or on official business.
- .19 Failure to maintain a neat and clean appearance of self, uniform and equipment.
- .20 Receiving or attempting to receive a fee, gift, present or other thing of value from a person under arrest or from someone else on behalf of the arrested person.
- .21 Receiving, soliciting or attempting to solicit a bribe in any form.
- .22 Publicly criticizing the official actions of a Department member or the action of any Judge, Justice or other officer of any court.
- .23 Disseminating or releasing any information contained in a Department record except in conformance with Department orders or due process of law.
- .24 Failure to identify self by name, rank and shield number when requested in a polite manner.

- .25 Failure to seize, record, process and properly dispose of recovered or prisoner's property in conformance with Department orders.
- .26 Failure to notify a superior officer that a member of the Department is in violation of crimes against the State of New York.
- .27 Deliberate violation of Civil Service laws or Regulations pertaining to police management and control.
- .28 Possessing or transporting while on duty or on departmental property any intoxicated liquor, illegal drugs or narcotics, except in connection with police business or in accordance with departmental orders.
- .29 Defacing or neglecting to protect and preserve Department property.
- .30 Failure to obey Department orders concerning off duty employment.
- .31 Allowing the publication of any photograph of oneself in the regulation uniform which advertises any commodity or commercial enterprise without permission of the Chief of Police.
- .32 Communicating or corresponding with other police agencies or individuals concerning police matters except as provided by Department procedures.
- .33 Failure to keep Department vehicle in public view while assigned to general patrol duty except when authorized by the Chief of Police or supervisory officer.
- .34 Permitting any person not on official police business to ride in a Department vehicle unless specifically authorized by a Superior Officer or the Chief of Police.
- .35 Riding in or on a non-department vehicle during duty hours except when in pursuit of official business otherwise authorized by supervisory officer.
- .36 Operating a Department vehicle without proper authorization or on other than official business.

- .37 Pulling, pushing or towing any vehicle with a Department vehicle except as authorized by the Chief of Police.
- .38 Altering Department equipment in any way except as authorized by the Chief of Police,
- .39 While on duty, carrying of any rifle, shotgun, machine gun, gasgun, or substitution for a regulation service revolver, any weapon or adding a concealed auxiliary handgun, not authorized by the Chief of Police.
- .40 Unlawful or unnecessary use or display of weapon.
- .41 Failure to report the discharge of a weapon orally and immediately to Supervisor or Desk Officer. A written report of the circumstances shall be made to the Chief or Police without unnecessary delay.
- .42 Selling, giving, lending or disposing of a dangerous weapon as outlined in Section 265.05 of the Penal Law of the State of New York contrary to the provisions of section 265.10 of the Penal Law and the Rules and Regulations of the Department.
- .43 Giving an opinion as to amount to fine or degree of penalty to a violator or a suspect.
- .44 Giving an opinion as to bail except by those specifically authorized to admit to bail.
- .45 Failure to take, record and act upon complaints received except as prescribed by department orders.
- .46 Removing, altering, changing, defacing, any official Department record, notice or memorandum, except as provided by Department orders.
- .47 Displaying in any manner non-departmental or departmental posters or pictures in or on any Department property or equipment except in conformance with Department orders.

- .48 Obligating the Department financially in any manner except as authorized by the Chief of Police or Village Manager.
- .49 There shall be no endorsement of any bondsman, lawyer, under-taker, physician, hospital, towing, repair or other professional or commercial service.
- .50 Failure to report any information or knowledge of a crime or criminal activity.
- .51 Failure to obtain official permission from the Chief of Police to participate in public discussions of police or Department business.
- .52 Entering any police lock-up except on official police business.
- .53 Associating or fraternizing with known criminal or persons of ill repute except in the immediate discharge of official duties or with the authorization of the Chief of Police.
- .54 Soliciting or accepting a gift, present, reward, gratuity or other thing of value for any service rendered as a Department member, excluding gifts received from relatives or close friends upon appropriate occasions.
- .55 Seeking or soliciting contributions of any kind from anyone by any means, for any purpose, under any circumstances, including collections for charitable purposes by an member, group of members or their agents, except as specifically authorized by the Board of Trustees.
- .56 Accepting any food or beverage or other valuable consideration without cost or at reduced cost at any time because of his official position as a member of the Department.
- .57 Receiving any gift, present or gratuity from any subordinate intending to influence favorable treatment.
- .58 Failure to submit a written report that he is under investigation by any other law enforcement agency to the Chief of Police within 24 hours of becoming aware of such investigation.

- .59 Refusal to sign a waiver of immunity against subsequent criminal prosecution upon being called before a grand jury to testify concerning the conduct of his office or the performance of his official police duties.
- .60 Refusal to answer any relevant questions concerning the conduct of his office or the performance of his official police duties before a grand jury.
- .61 Affiliation with any organization or body, the constitution or regulations of which would in any way exact prior consideration, and prevent him from performing his departmental duties. However, membership in any union or other organization in connection with and relating solely to approved secondary employment of members of the Department and required membership in military reserve units are specifically excepted from this regulation.
- .62 No member or members of the Department shall initially contact the Board of Trustees or Village Manager on police problems except through regular channels or by permission of the Chief of Police.
- .63 No member of the Department shall use habit forming or dangerous drugs or narcotics unless properly prescribed by a dentist or physician. In such instance the Chief of Police will be notified orally or in writing of such need.
- .64 No member of the Department shall engage in illegal gambling anywhere.
- .65 All members of the Department shall be fit for duty and capable of performing tasks related to his or her police responsibility.

ARTICLE XI

1100.00 ABSENCES FROM DUTY

1101.00 SICK LEAVE

- .01 If any member of the department is unable, by reason of his sickness, to report for duty as scheduled or ordered, he shall notify the Desk Officer as soon as possible before his scheduled tour of duty commences.
- .02 He shall give the nature of his illness, his location, telephone number, and the name and address of attending physician.
- .03 A member of the Police Department on Sick Leave shall not engage in any other form of employment during his sick leave.
- .04 The Chief of Police or Superior Officer may obtain the services of a Physician to investigate promptly and report upon the sickness of any member of the Police Dept.
- .05 A member of the Department shall report sick only when suffering from an illness which would prevent the proper performance of duty. He shall not feign sickness, nor deceive or attempt to deceive a physician or Superior Officer concerning his medical condition.
- .06 A member of the Police Department on Sick Leave who can engage in limited work, or light duty shall make this known to the Chief of Police for appropriate assignment to duty.

- .07 A member reporting sick shall notify the Desk Officer of any scheduled appearances in Court, or before any agency, in order that he may arrange for adjournments that may be necessary.
- .08 When a member is suspected of intoxication or similar illness, he shall promptly be examined by a Physician to determine the course of the alleged illness and the fitness of the member affected to perform their duty. Having determined this, the Physician shall prepare a full report to be transmitted to the Chief of Police.
- .09 A member of the Department who has reported sick is subject to a visit by a Supervisory Officer. The Chief of Police may also require him to submit a certificate from his physician regarding the alleged illness.

1102.00 DISABILITY LEAVE

Injuries or illnesses which are determined to have occurred while on duty or job related will be referred to as a Job Related Disability.

- .01 A member of the department who is injured while on duty shall report the injury to the Desk Officer as soon as possible.
- .02 He shall submit a detailed report to the Chief of Police describing the circumstances of the incident causing the injury, extent of injury, name of physician providing treatment, and the location of the medical facility where treatment was received.
- .03 Supervisor on duty at the time of the injury to the Police Officer shall promptly investigate the incident or accident causing the injury, and submit a complete report to the Chief of Police.
- .04 The injured member and his Supervisor shall complete and submit any reports required by Compensation, Insurance Carriers or by the Chief of Police.
- .05 A member on Disability Leave shall not engage in any other form of employment during his disability.
- .06 A member on Disability Leave shall present himself or herself for such reasonable medical examinations related to the disability as the Chief of Police shall direct.

## ARTICLE XII

### 1200.00 CHARGES AND TRIALS

#### 1201.00 COMPLAINTS

All complaints against members of the Police Force made at Headquarters, whether by members of the force or citizens, shall be reported to the Captain or Chief of Police.

#### 1202.00 DISCIPLINARY PROCEDURE

- .01 The superior officer of any member or members of the Port Chester Police Department who shall determine that such member or members are in neglect or dereliction in the performance of official duty, or violation of the rules and regulations, or disobedience, or incompetency to perform official duty, or an act of delinquency, seriously affecting his or their general character or fitness for office shall promptly investigate the same and if, after review, shall determine it is warranted shall cause charges to be prepared and filed with the Clerk of the Village of Port Chester. The Chief of Police, Village Manger or any member of the Board of Trustees may also bring charges by filing the same with the Village Clerk.
- .02 On filing of charges with the Village Clerk he shall promptly give notice of same to the Board of Trustees who shall set a date for a hearing on the same and the Clerk shall give not less than 5 days written notice thereof to the member or members charged together with a copy of the charges filed.
- .03 In no event shall such charges be brought more than ninety days after the time when the facts upon which such charges are based are known to the Port Chester Board of Trustees.

#### 1203.00 HEARING OF THE CHARGES

- .01 The member of members charged shall have the right to a public hearing, to be represented by counsel at such hearing. Any person who shall have preferred such charges or any part of the same shall not sit as a member of the Board of Trustees upon such hearing or trial.

- .02 Any and all witnesses produced upon trial shall testify under oath.
- .03 The Board of Trustees shall have the power to suspend without pay, pending the trial of charges, any member of such police force. If any member of such police force so suspended shall not be convicted by such Board of the charges preferred, or if on review his conviction shall be reversed, then, notwithstanding such charges and suspension, he shall be entitled to receive full pay from the date of suspension to the date of reinstatement less the amount of compensation, if any, received by him from any other employment or occupation during the period beginning with such date of suspension to the date of his reinstatement and he shall be entitled to an order as provided in the civil practice act to enforce the payment thereof.
- .04 Any member of such force found guilty upon charges, after five days written notice and an opportunity to be heard in his defense, of neglect or dereliction in the performance of official duty, or violation of rules and regulations, or disobedience, or incompetency to perform official duty, or an act of delinquency seriously affecting his general character or fitness for office, may be punished by such Board of Trustees before which such charges are tried, by reprimand, forfeiture and the withholding of salary or compensation for a specified time not exceeding twenty days and the withholding of salary or compensation during such suspension, or by dismissal from the department.
- .05 Review of convictions. The conviction of any member of such police force shall be subject to review, as provided in article seventy-eight of the civil practice law and rules by the Supreme Court in this judicial district on the ground that said conviction is illegal, provided the proceeding is commenced within sixty days after the conviction.

SEPARABILITY CLAUSE

In the event that any section or part of these Rules and Regulations are determined to be illegal or invalid, it shall not affect any other section or part hereof. Remaining sections or parts shall be in full force and effect.

ARTICLE	I	100	RULES AND REGULATIONS BOOK
		101	ISSUANCE
		102	SECURITY
		103	UPDATE
		104	MAINTENANCE
		105	KNOWLEDGE
ARTICLE	II	200	JURISDICTION
		201	POLICE HEADQUARTERS
ARTICLE	III	300	ORGANIZATION - ADMINISTRATION AND CONTROL
		301	CHIEF OF POLICE
		302	CAPTAIN OF POLICE
		303	POLICE LIEUTENANT
		304	POLICE SERGEANT
		305	DETECTIVE BUREAU COMMANDER
		306	DESK OFFICERS
ARTICLE	IV	400	DUTIES OF SUPERVISORY PERSONNEL
ARTICLE	V	500	AUTHORITY AND COMMAND
ARTICLE	VI	600	PATROL OFFICERS (Patrolmen and Patrolwomen)
ARTICLE	VII	700	DETECTIVES
ARTICLE	VIII	800	YOUTH OFFICER
ARTICLE	IX	900	DUTIES OF MEMBERS OF THE FORCE
ARTICLE	X	1000	RULES OF CONDUCT
ARTICLE	XI	1100	ABSENCES FROM DUTY
		1101	SICK LEAVE
		1102	DISABILITY LEAVE
ARTICLE	XII	1200	CHARGES AND TRIALS
		1201	COMPLAINTS
		1202	DISCIPLINARY PROCEDURE
		1203	HEARING OF THE CHARGES



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Office of the Village Attorney**

Village BOT Meeting Date: September 16,  
 2013

Item Type: Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact		x	Public Hearing Required		x
Funding Source:			BID #		
Account #:			<b>Strategic Plan Priority Area</b> Business & Economic Development		
Agreement		x	<b>Manager Priorities</b>		
Strategic Plan Related		x	N/A		

Sponsor's Name: Christopher D. Steers, Village Manager

**Heading Title**  
*(Will appear as indicated below on Agenda)*

REVOCABLE LICENSE AGREEMENT FOR ACCESS TO EAST BROADWAY  
 MUNICIPAL PARKING LOT

**Summary**

**Background:**

The applicants are seeking to lease 110 Westchester Avenue which has been vacant for some time.

In order to improve the marketability of the property, the owners have proposed a pedestrian bridge and walkway that will enhance access from the second floor to the abutting Village parking lot on East Broadway.

The means of providing access to the lot, which is fenced, is through a revocable license agreement.

The proposed agreement provided through a security gate and appropriate signage would be in place. Access would be prohibited between 11:00 p.m and 8:00 a.m. the next day. The owners would provide general liability Insurance naming the Village as an additional insured and indemnify the Village. The term is for one year which may be renewed. Notwithstanding, the Village may revoke the license on thirty days notice.

<b>Proposed Action</b>
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That the Board of Trustees adopt the Resolution

<b>Attachments</b>
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<b>Proposed License Agreement</b>
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REVOCABLE LICENSE AGREEMENT FOR ACCESS TO  
EAST BROADWAY MUNICIPAL PARKING LOT

On motion of TRUSTEE \_\_\_\_\_, seconded by TRUSTEE \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, Chung Hwan Kim and Chang Hwan Kim own property at 110 Westchester Avenue, Port Chester, also known as Section 142.30, Block 2, Lot 55 on the Tax Map of the Town of Rye; and

WHEREAS, in order to improve marketability of the Subject Premises, the owners have proposed a pedestrian bridge and walkway that will enhance access from the second floor to the abutting Village parking lot on East Broadway; and

WHEREAS, the owners obtained conditional site plan approval from the Planning Commission subject to, among other things, obtaining a revocable license agreement from the Board of Trustees; and

WHEREAS, the Board finds that the proposed access to the lot would not only enhance downtown redevelopment opportunities in accordance with the Village's Comprehensive Plan but also encourage the most desirable use of land and buildings in the retail shopping district and thereby increase the Village's tax base. Now, therefore, be it

RESOLVED, that the Village Manager be and is hereby authorized to enter into a Revocable License Agreement with Chung Hwan Kim and Chang Hwan Kim, 335 Strawtown Road, West Nyack, New York 10994, to access the Village's East Broadway parking lot, in the form annexed hereto.

APPROVED AS TO FORM:

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Anthony M. Cerreto, Village Attorney

## REVOCABLE LICENSE AGREEMENT

THIS AGREEMENT (the “Agreement”) dated as of September , 2013, is entered into by and between the VILLAGE OF PORT CHESTER, a municipal corporation duly organized under the laws of the State of New York, with offices at 222 Grace Church Street, Port Chester, New York 10573 (the “Village”) and CHUNG HWAN KIM and CHANG HWAN KIM, 335 Strawtown Road, West Nyack, New York 10994, (the “Licensee”) , a

WHEREAS, the Licensee owns property located at 110 Westchester Avenue, Port Chester, New York, also known and designated as Section 142.30, Block 2, Lot 55 on the Tax Map of the Town of Rye, New York, (“the Subject Premises); and

WHEREAS, in order to improve marketability of the Subject Premises, the Licensee has proposed a pedestrian bridge and walkway that will enhance access from the second floor to the abutting Village-owned, 14-space parking lot on East Broadway; and

WHEREAS, on July 29, 2013 the Licensee obtained conditional site plan approval from the Village Planning Commission subject to, among other things, obtaining a revocable licensee agreement from the Village Board of Trustees; and

WHEREAS, the Board finds that the proposed access by the Licensee would enhance downtown redevelopment opportunities in accordance with the Village’s Comprehensive Plan; and

WHEREAS, the Board further finds that such action would further encourage the most desirable use of land and buildings in the retail shopping district and thereby increase the Village’s tax base.

NOW, THEREFORE, and in consideration of the promises and the mutual covenants hereinafter contained, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto covenant, agree and bind themselves as follows:

1. Grant of License: Subject and pursuant to the terms and conditions contained within this Agreement, the Village, as Licensor, hereby grants to the Licensor, a revocable license (the “License”) to access the East Broadway Parking Lot from the Subject Premises.

2. Intended Use: The License herein granted shall solely be for the purpose of facilitating enhanced access for the second floor tenant and/or/business invitees to the East Broadway Lot at the location shown in the annexed approved site plan from the Village’s Planning Commission . Such grant of access does not constitute and is not in satisfaction of any ingress/egress requirements of the New York State Fire Prevention and Building Code.

3. Construction of Access Point. At its own cost and expense, the Licensee will design, construct and maintain a connection to the municipal parking lot by installing a security gate in the fence currently enclosing the parking lot. All such work shall be undertaken in accordance with plans approved by the Village. On the termination and/or revocation of the licensee, the Licensee shall remove said gate and restore the fence to its original condition and a cash bond in the amount of \$500.00 shall be posted to secure the Licensee's future compliance with said requirement.

4. Operation of Access Point. The access point will be closed each day from 11:00 p.m. to 8:00 a.m. the next succeeding day. The Licensee shall ensure the closure of the gate by lock or keyless device approved by the Village. A copy of said keys or code shall be provided and provided to the Village upon completion of the security gate.

5. Notice. The Licensee shall post an informational signage at the access point delineating line of ownership and responsibilities.

6. License Term: Unless sooner terminated as provided herein, this Licensee is for a term of one year commencing from the date of this Agreement.

7. Annual License Fee: \$100.00.

8. Renewal: Sixty (60) days prior to the expiration of the License Term, and subject to the consent of the Village Manager, the Licensee may renew this Agreement on the same terms and conditions as the original Agreement.

9. Indemnity: The Licensee does hereby protect, defend, indemnify and hold harmless the Village against any and all claims, costs, judgments, liens or actions, including reasonable attorney's fees and costs of defense, for damage to property or injury to persons suffered on, or resulting or arising from the Licensee's activities, actions, malfeasance or omissions of the Licensee or any officer, employee, director, agent or contractor of the Licensee. The provisions of this paragraph shall survive the expiration or termination of this Agreement. The Licensee further agrees to protect, defend, indemnify and hold harmless the Village against any and all claims, costs, judgments, liens or actions, notices, including reasonable attorney's fees and costs of defense, for claims, judgments, actions and any related liens associated with the Licensee's business activities as same may affect the Village, including, but not limited to any action or dispute that may give rise to a lien against same.

10. Insurance. At all times throughout the term of this Agreement, the Licensee shall maintain, at its own cost and expense, insurance against loss or losses from liabilities imposed by law or assumed in any written contract and arising from personal injury and death or damage to the property of others caused by any accident or occurrence, with limits of not less than \$1,000,000 (one million dollars per accident or occurrence on account of personal injury, including death resulting therefrom, and \$1,000,000 (One million) per accident or occurrence and

\$2,000,000 (two million dollars) aggregate, on account of damage to the property of others, excluding liability imposed upon the Licensee by the Worker's Compensation Law which shall be pursuant to statutory requirements, including liquor liability, together with an umbrella excess liability policy of not less than \$5,000,000 (five million dollars), protecting the Village against any loss or liability or damage for personal injury or property damage. All such insurance shall name the Village as an additional named insured. Such insurance shall be primary and non-contributory with no recourse against the Village. Any deductibles shall be assumed by the Licensee. All such insurance shall be procured and maintained by insurance companies authorized to write insurance in New York and have an A.M. Best rating of at least A-. All certificates of insurance and policies shall be subject to the review and approval of the Village Attorney.

11. Compliance: The Licensee shall at all times comply with all applicable federal, state and local laws and regulations.

12. Interest Conferred: Licensee affirms that this Agreement authorizes the Licensee to access the municipal parking lot and for no other purpose. The parties agree that the provisions of this Agreement do not constitute a lease and the rights of the Licensee are not those of a tenant. No leasehold or ownership interest in the premises is hereby conferred upon the Licensee. Licensee acknowledges that the Board's grant of a license is a discretionary action and that it has no entitlement to of a license or cause to make claim in the event such grant is withheld in the future.

13. Emergency. The Village reserves its right to close the access point in the event of an emergency or other exigent situation and will provide such notice to the Licensee as circumstances may permit.

14. Revocation: At the sole discretion of the Village, this Agreement and the license issued thereunder may be revoked on thirty (30) days notice to the Licensee based on breach of the agreement, by public necessity or threat to the public safety, health or general welfare of village residents.

15. Effective Date: This agreement shall be effective upon the filing of a permit to undertake the site work authorized by the site plan approval.

16. Notices: All notices and communications pursuant to this Agreement shall be given by the parties in writing and be deemed properly served if given by personal delivery or by certified mail addressed to the parties at the address indicated in the Agreement or as the same may be later changed Notice shall be deemed given when it is personally received or if by certified mail, on the fifth day after being posted or the date of actual receipt, whichever is earlier.

IF TO VILLAGE:

Village of Port Chester  
Christopher D. Steers, Village Manager  
222 Grace Church Street  
Port Chester, N.Y, 10573

IF TO LICENSEE:

Chung Hwan Kim and Chang Hwan Kim  
335 Strawtown Road  
West Nyack, New York 10994

17. Assignment: The license issued under this Agreement is personal to the Licensee and shall not be assigned or transferred; it does not run with the land.

18. Compliance: The Licensee acknowledges and agrees to comply with all applicable federal, state and local laws and regulations as a condition of this Agreement.

19. Governing Law/Dispute Resolution: This Agreement shall be governed by the laws of the State of New York. Any dispute between the parties shall be resolved through adjudication in a court of competent jurisdiction in the State.

20. Severability: Should any provision or paragraph of this Agreement be determined to be invalid, unconstitutional or otherwise unlawful, such determination shall not affect the validity of the remaining provisions or paragraphs of this Agreement which shall remain in full force in effect.

21. Entire Agreement/Amendments: This Agreement represents the entire agreement between the parties and any prior understandings between them are of no force and effect. Any amendments to this Agreement shall be in writing.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

VILLAGE OF PORT CHESTER

By: \_\_\_\_\_  
Christopher D. Steers, Village Manager

By: \_\_\_\_\_

CHUNG HWAN KIM  
CHANG HWAN KIM

Approved as to Form:

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Anthony Cerreto  
Village Attorney



VILLAGE OF  
**PORT CHESTER**

222 Grace Church Street, Port Chester, New York 10573

**AGENDA MEMO**

**Choose a Department**

Village BOT Meeting Date: 9-16-13

Item Type: Resolution

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source:			BID #		
Account #: various			<b>Strategic Plan Priority Area</b> Enhance Organization		
Agreement		x	<b>Manager Priorities</b> N/A		
Strategic Plan Related		x			

**Sponsor's Name:** Leonie Douglas, Village Treasurer

**Heading Title**

***YEAR-END BUDGET MODIFICATIONS & ADJUSTMENTS-FY 2012-13***

**Summary**

**Background:**

Year-End Budget Modifications & Adjustments

**Proposed Action**

That the Board of Trustees adopt the Resolution

**Attachments**

**Rev - Exp Comparison Control Report Parameters**

RESOLUTION

On motion of TRUSTEE , seconded by TRUSTEE , the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, New York State Law requires that all Budget be balance at the end of the fiscal year; and

WHEREAS, certain appropriation line items in the 2012-2013 Fiscal Year General Fund Budget have been over expended and others under expended; and

WHEREAS, the Village of Port Chester is required to make all necessary adjustments to the Budget. The actual expenditures exceeded budget by \$1,034,494 of which \$124,800 was for Workers Compensation Section 32 Settlements. Now therefore be it

RESOLVED, that the Board of Trustees of the Village of Port Chester hereby authorizes the Village Treasurer to reduce the Workers Comp Reserves by the \$124,800 expended for workers comp section 32 settlement in the General Fund, and be it further

RESOLVED, that the Board of Trustees of the Village of Port Chester does also hereby authorizes the Treasurer to make all necessary modifications, adjustments and amendments of the FY 2012-13 General Fund Budget. The amendments are as follows:

**INCREASE ESTIMATED REVENUES:**

**Appropriated Fund Balance**

1.1.4995 Appropriated Fund Balance \$1,034,494.00

**INCREASE APPROPRIATIONS:**

**Refunds on Real Property Tax**

1.1960.480 Refunds on Real Prop Tax \$146,276.06

**NYS Employee Benefits-ERS**

1.9000.801 State Retirement-ERS \$118,430.00

**NYS Employee Benefits-PFRS**

1.9010.801 State Retirement-PFRS \$280,509.00

**Workers Compensation**

1.9040.803 Workers Compensation \$446,635.71

**Elections**

1.1450.100 Personnel Services \$29,134.66

1.1450.423	Election Insp/Techs	\$13,508.57
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**BUDGET TRANSFERS:**

**From:**

Contingency		
1.1990.400	Contingent A/c	\$102,013.00

**To:**

**Elections**

1.1450.423	Election Insp/Techs	\$8,021.43
1.1450.424	Election Rentals	\$6,341.88
1.1450.425	Election Moving	\$1,395.00
1.1450.476	Election Publications of Notices	\$5,782.42

**Hospital & Medical Insurance**

1.9060.807	Hospital & Medical Ins.	\$80,472.27
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ROLL CALL

AYES:

NOES:

ABSENT:

DATE:

## Rev/Exp Comparison Control Report Parameters

Report ID:	001				
Year:	2012	Include Beg. Encumbrance:	Yes		
Period:	6	To:	5	Apply to Prior Years:	Yes
Description:	Display	Apply % to Original Budget:	No		
Spacing:	Single	Print Parent Account:	No		
Acct Status:	Active	Use Alt Fund:	No		
Suppress Zero Accts.:	All	Grand Totals on Separate Page:	No		
Summary Only:	No	Include Req:	No		

Account Table: 001 FUND 001 GENERAL FUND

Rule No.	Component	From	To	Acct Type	From	To
1	FUND	001	001			

Alt. Sort Table:

Sort:	Sort	Subtotal	Page Break	Subheading
1	Fund	Yes	No	Yes
2	Type	Yes	No	Yes
3	Dept	Yes	Yes	Yes
4	Group	Yes	No	Yes

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type R</b>	<b>Revenue</b>								
<b>Dept 0001</b>	.								
<b>Group</b>									
001.0001.1001	REAL PROPERTY TAXES	21,896,467.00	21,896,467.00	(21,814,719.02)	0.00	81,747.98	(99.63)	(21,988,637.64)	(23,188,624.68)
001.0001.1081	P I L O T	684,000.00	684,000.00	(730,063.83)	0.00	(46,063.83)	(106.73)	(585,596.66)	(506,405.76)
001.0001.1087	SDWLK BETTERMENT PROG- PH 1	10,000.00	10,000.00	(9,825.85)	0.00	174.15	(98.26)	(58,383.82)	(17,780.81)
001.0001.1088	SDWLK BETTERMENT PROG- PH 2	30,000.00	30,000.00	(142,113.66)	0.00	(112,113.66)	(473.71)	(134,689.38)	0.00
001.0001.1090	INT & PEN - REAL PROP TAX	14,000.00	14,000.00	(65,148.28)	0.00	(51,148.28)	(465.34)	(38,996.31)	(33,248.28)
001.0001.1120	SALES TAX REVENUE	3,650,000.00	3,650,000.00	(3,943,685.00)	0.00	(293,685.00)	(108.05)	(3,819,260.00)	(3,700,373.00)
001.0001.1128	GROSS RECEIPTS - ELECTRIC	340,000.00	340,000.00	(357,701.86)	0.00	(17,701.86)	(105.21)	(359,864.56)	(384,516.49)
001.0001.1129	GROSS RECEIPTS - TELEPHONE	18,000.00	18,000.00	(23,875.22)	0.00	(5,875.22)	(132.64)	(27,037.15)	(21,980.86)
001.0001.1130	GROSS RECEIPTS - WATER	51,000.00	51,000.00	(59,622.96)	0.00	(8,622.96)	(116.91)	(56,880.97)	(53,294.89)
001.0001.1131	GROSS RECEIPTS TAX - CABLE TV	320,000.00	320,000.00	(411,303.89)	0.00	(91,303.89)	(128.53)	(399,389.80)	(389,246.39)
001.0001.1256	ZONING BOOKS & MAPS FEES	200.00	200.00	(185.00)	0.00	15.00	(92.50)	(225.00)	(125.00)
001.0001.1257	DOG LICENSE FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,001.33)
001.0001.1258	CAFE LICENSE	900.00	900.00	(1,400.00)	0.00	(500.00)	(155.56)	(900.00)	(575.00)
001.0001.1260	REGISTRAR OF VITAL STATISTICS	15,000.00	15,000.00	(15,665.00)	0.00	(665.00)	(104.43)	(15,170.00)	(15,465.00)
001.0001.1520	POLICE REPORT FEES	4,000.00	4,000.00	(8,387.26)	0.00	(4,387.26)	(209.68)	(10,899.30)	(5,080.93)
001.0001.1522	REIMB PRISONER TRANS FEES	60,000.00	60,000.00	(43,990.59)	0.00	16,009.41	(73.32)	(75,539.53)	(73,159.89)
001.0001.1524	D W I REIMBURSEMENT	4,000.00	4,000.00	(3,720.00)	0.00	280.00	(93.00)	(3,498.34)	0.00
001.0001.1525	TOWING & ABANDONED VEHICLE CHG	5,000.00	5,000.00	(10,105.00)	0.00	(5,105.00)	(202.10)	(8,165.00)	(7,380.00)
001.0001.1540	FIRE INSPECTION FEES	120,000.00	120,000.00	(112,387.00)	0.00	7,613.00	(93.66)	(13,770.00)	(103,305.00)
001.0001.1543	STOP WORK ORDER FEE	2,000.00	2,000.00	(12,994.00)	0.00	(10,994.00)	(649.70)	(704.00)	(3,300.00)
001.0001.1560	SAFETY INSPECT/BLDG PERMITS	150,000.00	150,000.00	(414,294.00)	0.00	(264,294.00)	(276.20)	(195,453.83)	(524,221.27)
001.0001.1561	SAFETY INSPECTION/SEARCHES	15,000.00	15,000.00	(108,718.00)	0.00	(93,718.00)	(724.79)	(33,855.00)	(15,768.00)
001.0001.1562	SAFETY INSPECT/CO TEMPORARY	1,000.00	1,000.00	(22,772.00)	0.00	(21,772.00)	(2,277.20)	(1,015.00)	(2,325.00)
001.0001.1563	SAFETY INSPECTION/OCCUPANCY	10,000.00	10,000.00	(55,089.00)	0.00	(45,089.00)	(550.89)	(13,674.00)	(6,000.00)
001.0001.1565	RE-INSPECTION FEES (BUILDING PERMITS)	0.00	0.00	(750.00)	0.00	(750.00)	0.00	(400.00)	0.00
001.0001.1740	PARKING METER FEES	850,000.00	850,000.00	(879,602.19)	0.00	(29,602.19)	(103.48)	(906,084.74)	(806,130.62)
001.0001.1741	DECAL FEES	70,000.00	70,000.00	(70,523.00)	0.00	(523.00)	(100.75)	(83,283.50)	(50,411.00)
001.0001.2000	YOUTH BASEBALL PROGRAMS	0.00	0.00	(2,040.00)	0.00	(2,040.00)	0.00	(3,120.00)	0.00
001.0001.2002	SOFTBALL FEES	15,000.00	15,000.00	(1,900.00)	0.00	13,100.00	(12.67)	(9,500.00)	(12,700.00)
001.0001.2004	INSTRUCTIONAL PROGRAMS	9,000.00	9,000.00	(12,345.00)	0.00	(3,345.00)	(137.17)	(13,928.00)	(12,710.00)

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type R</b>	<b>Revenue</b>								
<b>Dept 0001</b>	<b>.</b>								
<b>Group</b>									
001.0001.2005	BOCCE	500.00	500.00	(800.00)	0.00	(300.00)	(160.00)	(1,000.00)	(400.00)
001.0001.2008	DAY CAMP FEES	95,000.00	95,000.00	(99,276.67)	0.00	(4,276.67)	(104.50)	(98,630.00)	(96,364.00)
001.0001.2009	CUB CAMP FEES	6,000.00	6,000.00	(4,275.00)	0.00	1,725.00	(71.25)	(4,370.00)	(8,100.00)
001.0001.2011	PARK FEES-RECREATION	10,000.00	10,000.00	(7,212.50)	0.00	2,787.50	(72.13)	(7,415.00)	(7,006.00)
001.0001.2013	REC BROCHURE ADVERTISEMENTS	800.00	800.00	0.00	0.00	800.00	0.00	(300.00)	(650.00)
001.0001.2014	SOCCER REVENUE	25,000.00	25,000.00	(35,213.00)	0.00	(10,213.00)	(140.85)	(35,550.50)	(36,707.00)
001.0001.2019	IIIC-1 LOCAL NUTRITION CONTRIB	15,000.00	15,000.00	(15,819.50)	0.00	(819.50)	(105.46)	(15,063.00)	(13,892.72)
001.0001.2020	IIIC-2 LOCAL NUTRITION CONTRIB	1,400.00	1,400.00	(1,217.00)	0.00	183.00	(86.93)	(1,430.50)	(1,672.00)
001.0001.2021	IIIB - LOCAL NUTRITION CONTRIB	1,000.00	1,000.00	(1,353.00)	0.00	(353.00)	(135.30)	(1,182.00)	(1,176.00)
001.0001.2022	SNAP - LOCAL NUTRITION CONTRIB	1,400.00	1,400.00	(2,228.00)	0.00	(828.00)	(159.14)	(2,220.50)	(1,964.00)
001.0001.2040	MARINA CHARGES	40,000.00	40,000.00	(42,500.00)	0.00	(2,500.00)	(106.25)	(45,975.00)	(54,210.00)
001.0001.2081	AT&T/BELL CELL TOWER LEASE	68,000.00	68,000.00	(76,000.08)	0.00	(8,000.08)	(111.76)	(74,666.72)	(67,999.92)
001.0001.2082	NEXTEL - H/S ANTENNA LEASE	33,700.00	33,700.00	(37,172.88)	0.00	(3,472.88)	(110.31)	(36,090.21)	(35,039.01)
001.0001.2110	BOARD OF APPEALS	10,000.00	10,000.00	(9,950.00)	0.00	50.00	(99.50)	(15,890.00)	(4,600.00)
001.0001.2111	SPEC EXCEPTION USE	500.00	500.00	(3,200.00)	0.00	(2,700.00)	(640.00)	(800.00)	(2,500.00)
001.0001.2112	SUBDIVISION	500.00	500.00	(4,250.00)	0.00	(3,750.00)	(850.00)	0.00	(1,250.00)
001.0001.2113	SITE APPLICATIONS	15,000.00	15,000.00	(20,040.00)	0.00	(5,040.00)	(133.60)	(8,365.00)	(15,010.00)
001.0001.2114	MAP CHANGE	0.00	0.00	(1,195.00)	0.00	(1,195.00)	0.00	0.00	0.00
001.0001.2115	PLANNING FEES	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00	(60,009.06)	(17,562.50)
001.0001.2120	ARCHITECTURAL BOARD OF REVIEW	3,000.00	3,000.00	(5,905.00)	0.00	(2,905.00)	(196.83)	(5,425.00)	(3,785.00)
001.0001.2121	ENVIRONMENTAL FEES	1,000.00	1,000.00	(2,671.00)	0.00	(1,671.00)	(267.10)	(1,625.00)	(950.00)
001.0001.2130	REFUSE & GARBAGE CHARGES	60,000.00	60,000.00	(22,626.50)	0.00	37,373.50	(37.71)	(45,003.00)	(79,777.40)
001.0001.2131	SCRAP METAL RECOVERY	18,000.00	18,000.00	(13,430.00)	0.00	4,570.00	(74.61)	(16,173.00)	(33,577.00)
001.0001.2132	GREEN WASTE TIP FEES	420,000.00	420,000.00	(555,222.43)	0.00	(135,222.43)	(132.20)	(428,408.63)	(444,785.10)
001.0001.2165	ETPA CHARGES	4,500.00	4,500.00	(4,210.00)	0.00	290.00	(93.56)	(4,100.00)	(4,410.00)
001.0001.2262	FIRE PROTECTION/RYE BROOK	914,992.00	914,992.00	(914,991.97)	0.00	0.03	(100.00)	(890,070.00)	(872,617.99)
001.0001.2302	SNOW REMOVAL OTHER GOVERN	4,000.00	4,000.00	(7,759.00)	0.00	(3,759.00)	(193.98)	(7,630.00)	(7,394.00)
001.0001.2303	SNOW REMOVAL NY STATE	25,000.00	25,000.00	(20,829.60)	0.00	4,170.40	(83.32)	(29,152.15)	(20,486.40)
001.0001.2304	GASOLINE-OTHER GOVERNMENT	0.00	0.00	(36,529.03)	0.00	(36,529.03)	0.00	0.00	0.00
001.0001.2305	DIESEL-OTHER GOVERNMENT	0.00	0.00	(28,977.23)	0.00	(28,977.23)	0.00	0.00	0.00
001.0001.2401	INTEREST EARNINGS	5,000.00	5,000.00	(13,394.14)	0.00	(8,394.14)	(267.88)	(12,960.32)	(25,113.31)

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001 GENERAL FUND</b>									
<b>Type R Revenue</b>									
<b>Dept 0001 .</b>									
<b>Group</b>									
001.0001.2409	RENTS - VILLAGE HALL (HORTON)	190,000.00	190,000.00	(200,837.38)	0.00	(10,837.38)	(105.70)	(196,950.68)	(256,420.82)
001.0001.2410	RENTAL OF REAL PROPERTY	10,000.00	10,000.00	(1,635.00)	0.00	8,365.00	(16.35)	(829.95)	(345.00)
001.0001.2411	PARK PROPERTY RENTAL	0.00	0.00	(3,393.47)	0.00	(3,393.47)	0.00	(1,852.76)	0.00
001.0001.2412	YACHT CLUB RENT	16,166.00	16,166.00	(16,166.65)	0.00	(0.65)	(100.00)	(15,000.00)	(15,000.00)
001.0001.2503	ROOMING HOUSE BUSINESS LICENSE	1,000.00	1,000.00	(660.00)	0.00	340.00	(66.00)	(1,600.00)	0.00
001.0001.2506	HAWKER & PEDDLER	7,000.00	7,000.00	(3,400.00)	0.00	3,600.00	(48.57)	(3,250.00)	(6,950.00)
001.0001.2511	TAXI OWNER'S LIC FEE	30,000.00	30,000.00	(32,100.00)	0.00	(2,100.00)	(107.00)	(28,382.00)	(30,711.00)
001.0001.2512	TAXI COMPANY'S LIC FEE	2,000.00	2,000.00	(1,200.00)	0.00	800.00	(60.00)	(1,970.00)	(1,840.00)
001.0001.2540	BINGO/RECEIPTS	1,500.00	1,500.00	(1,802.94)	0.00	(302.94)	(120.20)	(1,826.06)	(1,610.35)
001.0001.2541	BINGO/LICENSES	350.00	350.00	(308.00)	0.00	42.00	(88.00)	(382.50)	(375.00)
001.0001.2542	GAMES OF CHANCE	20.00	20.00	(80.00)	0.00	(60.00)	(400.00)	(80.00)	(55.00)
001.0001.2545	DANCING/ENT LICENSES	9,000.00	9,000.00	(10,550.00)	0.00	(1,550.00)	(117.22)	(11,200.00)	(9,400.00)
001.0001.2546	AUTO DEV/LAUNDRY LICENSES	4,000.00	4,000.00	(3,375.00)	0.00	625.00	(84.38)	(4,825.00)	(900.00)
001.0001.2547	AMUSEMENT DEV/VIDEO LICENSES	2,500.00	2,500.00	(1,850.00)	0.00	650.00	(74.00)	(3,200.00)	(3,450.00)
001.0001.2589	MISC DOCUMENT COPY FEES	1,000.00	1,000.00	(1,113.02)	0.00	(113.02)	(111.30)	(1,577.22)	(1,444.18)
001.0001.2590	PERMITS/ELECTRICAL	10,000.00	10,000.00	(17,619.00)	0.00	(7,619.00)	(176.19)	(12,800.00)	(10,250.00)
001.0001.2591	PERMITS/PLUMBING	12,000.00	12,000.00	(19,568.00)	0.00	(7,568.00)	(163.07)	(17,406.00)	(12,971.00)
001.0001.2592	PERMITS/DEMOLITION	2,000.00	2,000.00	(22,840.00)	0.00	(20,840.00)	(1,142.00)	(1,855.00)	(3,915.00)
001.0001.2593	PERMITS/SIGNS	1,000.00	1,000.00	(1,225.00)	0.00	(225.00)	(122.50)	(1,929.00)	(1,480.00)
001.0001.2594	PERMITS/SIDEWALK OBSTRUCTION	10,000.00	10,000.00	(69,425.00)	0.00	(59,425.00)	(694.25)	(56,994.00)	(43,800.00)
001.0001.2595	PERMITS/CURB CUTS	60.00	60.00	(240.00)	0.00	(180.00)	(400.00)	(120.00)	(440.00)
001.0001.2596	PERMITS/STREET OPENINGS	40,000.00	40,000.00	(36,287.00)	0.00	3,713.00	(90.72)	(46,975.00)	(71,520.00)
001.0001.2597	PERMITS/SEWER CONNECTION	16,000.00	16,000.00	0.00	0.00	16,000.00	0.00	(21,000.00)	(600.00)
001.0001.2598	PERMITS/ROLL-OFF BOXES	1,000.00	1,000.00	(930.00)	0.00	70.00	(93.00)	(1,240.00)	(3,230.00)
001.0001.2599	PERMITS/SIDEWALK OPENINGS	2,500.00	2,500.00	(14,050.90)	0.00	(11,550.90)	(562.04)	(7,454.20)	(13,865.00)
001.0001.2600	ALARM PERMITS	21,000.00	21,000.00	(24,090.00)	0.00	(3,090.00)	(114.71)	(23,830.00)	(23,840.00)
001.0001.2601	ALARM PERMIT - FINES	10,000.00	10,000.00	(12,390.00)	0.00	(2,390.00)	(123.90)	(16,190.00)	(16,200.00)
001.0001.2602	FILMING PRODUCTION PERMITS	1,500.00	1,500.00	(2,430.00)	0.00	(930.00)	(162.00)	(2,550.00)	(2,450.00)
001.0001.2603	PERMITS/FIRE SPRINKLER	0.00	0.00	(100.00)	0.00	(100.00)	0.00	0.00	(925.00)
001.0001.2610	FINES FEES & FORFIETED BAIL	2,200,000.00	2,200,000.00	(1,922,394.72)	0.00	277,605.28	(87.38)	(2,142,654.26)	(1,685,286.57)
001.0001.2611	BAIL RELATED FORFEITURES	0.00	0.00	(22,557.04)	0.00	(22,557.04)	0.00	0.00	0.00
001.0001.2613	USE OF DEFERRED REV - DEA	0.00	66,527.65	(66,527.65)	0.00	0.00	(100.00)	(24,010.07)	(62,142.00)
001.0001.2614	JUSTICE CT CNTY	4,000.00	4,000.00	(4,275.00)	0.00	(275.00)	(106.88)	(4,700.00)	(5,175.00)

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type R</b>	<b>Revenue</b>								
<b>Dept 0001</b>	.								
<b>Group</b>									
001.0001.2614	TRANSLATOR								
001.0001.2615	FINES & PENALTIES - CODE ENFRM	0.00	0.00	(2,550.00)	0.00	(2,550.00)	0.00	(11,325.00)	(11,025.00)
001.0001.2665	SALE OF SURPLUS EQUIPMENT	15,000.00	15,000.00	(11,557.00)	0.00	3,443.00	(77.05)	0.00	(2,250.00)
001.0001.2680	INSURANCE RECOVERIES	16,000.00	16,000.00	(108,808.27)	0.00	(92,808.27)	(680.05)	(22,176.20)	(23,975.47)
001.0001.2681	WORKERS COMP RECOVERIES	50,000.00	50,000.00	(105,793.78)	0.00	(55,793.78)	(211.59)	(59,536.71)	(169,852.08)
001.0001.2690	OTHER COMPENSATION FOR LOSS	0.00	0.00	(282.34)	0.00	(282.34)	0.00	0.00	0.00
001.0001.2700	MEDICARE PART D REIMBURSEMENT	0.00	0.00	(97,302.66)	0.00	(97,302.66)	0.00	(85,307.80)	(76,295.59)
001.0001.2701	REFUNDS OF PRIOR YEARS EXPEND	0.00	0.00	(600.00)	0.00	(600.00)	0.00	0.00	0.00
001.0001.2705	GIFTS & DONATIONS	0.00	25,000.00	(26,000.00)	0.00	(1,000.00)	(104.00)	(9,231.60)	(3,809.00)
001.0001.2772	MISCELLANEOUS REV	0.00	0.00	(3,033.60)	0.00	(3,033.60)	0.00	78,860.54	(8,374.18)
001.0001.2773	POLICE - FINGERPRINTING/MISC	0.00	0.00	(4,147.44)	0.00	(4,147.44)	0.00	(1,740.00)	(1,715.00)
001.0001.3001	STATE PER CAPITA AID	391,000.00	391,000.00	(399,935.00)	0.00	(8,935.00)	(102.29)	(399,935.00)	(408,097.00)
001.0001.3005	MORTGAGE TAX	170,000.00	170,000.00	(228,802.93)	0.00	(58,802.93)	(134.59)	(228,902.40)	(171,634.57)
001.0001.3060	STATE AID FOR RECORDS MGMT.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(8,000.00)
001.0001.3315	NAVIGATION LAW ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,654.03)
001.0001.3389	NYS OTHER PUBLIC SAFETY ITEMS	0.00	0.00	(12,488.36)	0.00	(12,488.36)	0.00	(2,334.60)	(4,996.95)
001.0001.3776	STATE - SNAP NUTRITION PROGRAM	32,614.00	32,614.00	(30,443.84)	0.00	2,170.16	(93.35)	(31,290.79)	(20,514.23)
001.0001.3778	NUTRITION	3,380.00	3,380.00	0.00	0.00	3,380.00	0.00	0.00	0.00
001.0001.3802	TRANSPORTATION GRANT WEST.CNTY HOUSING CODE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	(35,000.00)	0.00
001.0001.3820	YOUTH & REC SERVICE PROGRAMS	7,941.00	7,941.00	(6,213.00)	0.00	1,728.00	(78.24)	(21,217.00)	0.00
001.0001.3821	YOUTH ADVOCATE P C SCHOOLS	0.00	0.00	(2,799.80)	0.00	(2,799.80)	0.00	0.00	0.00
001.0001.3824	SPEC.CITIZENS - RYE BROOK CONT	0.00	0.00	0.00	0.00	0.00	0.00	(2,000.00)	0.00
001.0001.3826	COUNTY BUS SHELTER PROGRAM	0.00	0.00	(5,851.44)	0.00	(5,851.44)	0.00	(4,517.15)	(3,955.70)
001.0001.3989	OTHER HOME & COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,494.75)
001.0001.4389	OTHER PUBLIC SAFETY	17,200.00	17,200.00	(18,609.81)	0.00	(1,409.81)	(108.20)	(17,857.29)	(11,393.93)
001.0001.4771	FEDERAL NUTRITION - 3C-1	42,346.00	42,346.00	(52,278.00)	0.00	(9,932.00)	(123.45)	(32,707.28)	(35,304.65)
001.0001.4772	FEDERAL COMMODITY FUND - 3C-1	26,466.00	26,466.00	(12,948.85)	0.00	13,517.15	(48.93)	(21,923.48)	(15,539.64)



# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1010</b>	<b>BOARD OF TRUSTEES</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1010.0100	PERSONNEL SERVICES	31,200.00	31,200.00	26,946.66	0.00	4,253.34	86.37	31,360.00	21,427.50
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>31,200.00</b>	<b>31,200.00</b>	<b>26,946.66</b>	<b>0.00</b>	<b>4,253.34</b>	<b>86.37</b>	<b>31,360.00</b>	<b>21,427.50</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1010.0403	EDUCATION & TRAINING	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00
001.1010.0406	OFFICE SUPPLIES	1,000.00	1,000.00	1,832.63	0.00	(832.63)	183.26	185.84	1,219.34
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>1,832.63</b>	<b>0.00</b>	<b>1,667.37</b>	<b>52.36</b>	<b>185.84</b>	<b>1,219.34</b>
<b>Total Dept 1010</b>	<b>BOARD OF TRUSTEES</b>	<b>34,700.00</b>	<b>34,700.00</b>	<b>28,779.29</b>	<b>0.00</b>	<b>5,920.71</b>	<b>82.94</b>	<b>31,545.84</b>	<b>22,646.84</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1110</b>	<b>VILLAGE JUSTICE</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1110.0100	PERSONNEL SERVICES	601,346.00	608,678.00	612,127.25	0.00	(3,449.25)	100.57	459,814.79	461,252.95
001.1110.0101	PERSONNEL - OVERTIME	15,000.00	15,000.00	12,678.13	0.00	2,321.87	84.52	26,577.45	29,395.18
001.1110.0105	OUT OF TITLE	0.00	0.00	1,989.23	0.00	(1,989.23)	0.00	5,941.55	2,920.79
001.1110.0111	PERSONNEL - PART TIME	43,704.00	43,704.00	19,348.50	0.00	24,355.50	44.27	54,798.00	57,774.00
001.1110.0197	VACATION BUYOUT-PS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	59.49
001.1110.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,156.20
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>660,050.00</b>	<b>667,382.00</b>	<b>646,143.11</b>	<b>0.00</b>	<b>21,238.89</b>	<b>96.82</b>	<b>547,131.79</b>	<b>574,558.61</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.1110.0200	EQUIPMENT	7,000.00	7,000.00	7,967.87	0.00	(967.87)	113.83	3,203.03	5,000.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>7,967.87</b>	<b>0.00</b>	<b>(967.87)</b>	<b>113.83</b>	<b>3,203.03</b>	<b>5,000.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1110.0400	CONTRACTUAL EXPENSE	1,300.00	1,300.00	1,363.01	0.00	(63.01)	104.85	968.68	661.50
001.1110.0403	EDUCATION & TRAINING	7,250.00	7,250.00	9,125.37	0.00	(1,875.37)	125.87	6,922.76	6,105.55
001.1110.0406	OFFICE SUPPLIES	6,500.00	6,500.00	6,600.97	0.00	(100.97)	101.55	5,170.79	4,252.88
001.1110.0407	INTERPRETER	40,000.00	40,000.00	37,950.00	0.00	2,050.00	94.88	40,875.00	50,775.00
001.1110.0408	O/S COURT REPORTER	35,000.00	35,000.00	33,750.00	0.00	1,250.00	96.43	35,393.00	39,825.50
001.1110.0410	PRINTING	3,000.00	3,000.00	2,668.66	0.00	331.34	88.96	1,662.08	1,460.27
001.1110.0411	COMPUTER SERVICES	5,000.00	5,000.00	5,906.25	0.00	(906.25)	118.13	4,812.50	2,343.75
001.1110.0462	SOFTWARE & SYSTEMS SUPPORT	1,200.00	1,200.00	950.00	0.00	250.00	79.17	2,186.23	800.00
001.1110.0491	TICKET COLLECTING CHARGES	170,000.00	170,000.00	208,026.46	0.00	(38,026.46)	122.37	220,818.01	179,586.74
001.1110.0492	AUDITORS FEES	1,200.00	1,200.00	1,200.00	0.00	0.00	100.00	1,200.00	1,200.00
001.1110.0499	JURY TERM	600.00	600.00	0.00	0.00	600.00	0.00	0.00	0.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>271,050.00</b>	<b>271,050.00</b>	<b>307,540.72</b>	<b>0.00</b>	<b>(36,490.72)</b>	<b>113.46</b>	<b>320,009.05</b>	<b>287,011.19</b>
<b>Total Dept 1110</b>	<b>VILLAGE JUSTICE</b>	<b>938,100.00</b>	<b>945,432.00</b>	<b>961,651.70</b>	<b>0.00</b>	<b>(16,219.70)</b>	<b>101.72</b>	<b>870,343.87</b>	<b>866,569.80</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1210</b>	<b>M A Y O R</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1210.0100	PERSONNEL SERVICES	12,633.00	12,633.00	12,681.47	0.00	(48.47)	100.38	12,730.05	14,466.70
001.1210.0111	PERSONNEL - PART TIME	20,000.00	20,000.00	7,525.00	0.00	12,475.00	37.63	5,370.00	840.00
001.1210.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,202.36
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>32,633.00</b>	<b>32,633.00</b>	<b>20,206.47</b>	<b>0.00</b>	<b>12,426.53</b>	<b>61.92</b>	<b>18,100.05</b>	<b>16,509.06</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1210.0400	CONTRACTUAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,863.01
001.1210.0403	EDUCATION & TRAINING	1,500.00	1,500.00	3,140.79	0.00	(1,640.79)	209.39	230.00	230.00
001.1210.0406	OFFICE SUPPLIES	2,500.00	2,500.00	2,747.81	0.00	(247.81)	109.91	1,466.84	1,414.32
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>5,888.60</b>	<b>0.00</b>	<b>(1,888.60)</b>	<b>147.22</b>	<b>1,696.84</b>	<b>9,507.33</b>
<b>Total Dept 1210</b>	<b>M A Y O R</b>	<b>36,633.00</b>	<b>36,633.00</b>	<b>26,095.07</b>	<b>0.00</b>	<b>10,537.93</b>	<b>71.23</b>	<b>19,796.89</b>	<b>26,016.39</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1230</b>	<b>VILLAGE MANAGER</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1230.0100	PERSONNEL SERVICES	195,000.00	288,921.00	285,632.10	0.00	3,288.90	98.86	243,782.38	254,500.09
001.1230.0101	PERSONNEL - OVERTIME	0.00	0.00	2,062.06	0.00	(2,062.06)	0.00	0.00	0.00
001.1230.0108	PERSONNEL - SEASONAL	0.00	0.00	0.00	0.00	0.00	0.00	1,098.00	33,007.50
001.1230.0197	VACATION BUYOUT-PS	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>195,000.00</b>	<b>288,921.00</b>	<b>287,694.16</b>	<b>0.00</b>	<b>1,226.84</b>	<b>99.58</b>	<b>247,380.38</b>	<b>287,507.59</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1230.0400	CONTRACTUAL EXPENSE	5,000.00	5,000.00	11,801.00	0.00	(6,801.00)	236.02	11,462.07	4,905.07
001.1230.0403	EDUCATION & TRAINING	3,500.00	3,500.00	725.00	0.00	2,775.00	20.71	2,292.00	2,779.00
001.1230.0406	OFFICE SUPPLIES	2,000.00	2,000.00	4,142.76	0.00	(2,142.76)	207.14	2,355.32	2,192.22
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>10,500.00</b>	<b>10,500.00</b>	<b>16,668.76</b>	<b>0.00</b>	<b>(6,168.76)</b>	<b>158.75</b>	<b>16,109.39</b>	<b>9,876.29</b>
<b>Total Dept 1230</b>	<b>VILLAGE MANAGER</b>	<b>205,500.00</b>	<b>299,421.00</b>	<b>304,362.92</b>	<b>0.00</b>	<b>(4,941.92)</b>	<b>101.65</b>	<b>263,489.77</b>	<b>297,383.88</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1240</b>	<b>HUMAN RESOURCES</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1240.0100	PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89,732.24
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>89,732.24</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1240.0400	CONTRACTUAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	5,234.10
001.1240.0403	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	415.08
001.1240.0404	EMPLOYEE TRAINING- VILLAGE WIDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,518.43
001.1240.0406	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	218.66	1,195.28
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,218.66</b>	<b>8,362.89</b>
<b>Total Dept 1240</b>	<b>HUMAN RESOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,218.66</b>	<b>98,095.13</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1320</b>	<b>FINANCE DEPARTMENT</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1320.0100	PERSONNEL SERVICES	293,327.00	296,721.00	298,501.18	0.00	(1,780.18)	100.60	265,938.52	260,892.93
001.1320.0101	PERSONNEL - OVERTIME	2,000.00	2,000.00	2,512.99	0.00	(512.99)	125.65	1,966.47	3,190.28
001.1320.0111	PERSONNEL - PART TIME	22,000.00	22,000.00	21,271.50	0.00	728.50	96.69	33,039.75	45,912.00
001.1320.0197	VACATION BUYOUT-PS	4,770.00	4,770.00	4,769.23	0.00	0.77	99.98	4,292.31	4,384.62
001.1320.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	58,682.20
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>322,097.00</b>	<b>325,491.00</b>	<b>327,054.90</b>	<b>0.00</b>	<b>(1,563.90)</b>	<b>100.48</b>	<b>305,237.05</b>	<b>373,062.03</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.1320.0200	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	1,379.97	1,008.69
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,379.97</b>	<b>1,008.69</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1320.0400	CONTRACTUAL EXPENSE	5,000.00	10,000.00	5,000.00	0.00	5,000.00	50.00	430.14	337.07
001.1320.0403	EDUCATION & TRAINING	7,000.00	7,000.00	6,932.12	0.00	67.88	99.03	2,116.42	1,841.38
001.1320.0406	OFFICE SUPPLIES	5,500.00	5,500.00	5,116.16	0.00	383.84	93.02	5,493.09	5,028.31
001.1320.0411	COMPUTER SERVICES	17,000.00	17,000.00	9,531.25	0.00	7,468.75	56.07	14,718.75	13,906.25
001.1320.0422	LEASE & MAINTENANCE CONTRACTS	2,000.00	2,000.00	1,436.51	0.00	563.49	71.83	1,902.50	1,954.74
001.1320.0462	SOFTWARE & SYSTEMS SUPPORT	26,000.00	26,692.00	23,648.20	3,021.00	22.80	88.60	20,902.40	20,081.50
001.1320.0477	BOND/BAN FILING FEES	10,000.00	10,000.00	12,560.87	0.00	(2,560.87)	125.61	14,701.98	8,450.00
001.1320.0492	AUDITORS FEES	43,300.00	43,300.00	37,550.00	0.00	5,750.00	86.72	39,000.00	36,201.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>115,800.00</b>	<b>121,492.00</b>	<b>101,775.11</b>	<b>3,021.00</b>	<b>16,695.89</b>	<b>83.77</b>	<b>99,265.28</b>	<b>87,800.25</b>
<b>Total Dept 1320</b>	<b>FINANCE DEPARTMENT</b>	<b>437,897.00</b>	<b>446,983.00</b>	<b>428,830.01</b>	<b>3,021.00</b>	<b>15,131.99</b>	<b>95.94</b>	<b>405,882.30</b>	<b>461,870.97</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1350</b>	<b>A S S E S S M E N T</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1350.0445	TAX COLLECTION FEE	115,000.00	115,000.00	111,139.39	0.00	3,860.61	96.64	111,578.16	115,975.26
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>115,000.00</b>	<b>115,000.00</b>	<b>111,139.39</b>	<b>0.00</b>	<b>3,860.61</b>	<b>96.64</b>	<b>111,578.16</b>	<b>115,975.26</b>
<b>Total Dept 1350</b>	<b>A S S E S S M E N T</b>	<b>115,000.00</b>	<b>115,000.00</b>	<b>111,139.39</b>	<b>0.00</b>	<b>3,860.61</b>	<b>96.64</b>	<b>111,578.16</b>	<b>115,975.26</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1410</b>	<b>VILLAGE CLERK</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1410.0100	PERSONNEL SERVICES	142,062.00	143,116.00	172,033.60	0.00	(28,917.60)	120.21	160,661.02	168,983.30
001.1410.0101	PERSONNEL - OVERTIME	1,000.00	1,000.00	3,351.66	0.00	(2,351.66)	335.17	172.76	1,056.24
001.1410.0111	PERSONNEL - PART TIME	20,000.00	20,000.00	26,881.25	0.00	(6,881.25)	134.41	0.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>163,062.00</b>	<b>164,116.00</b>	<b>202,266.51</b>	<b>0.00</b>	<b>(38,150.51)</b>	<b>123.25</b>	<b>160,833.78</b>	<b>170,039.54</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.1410.0200	EQUIPMENT	7,400.00	7,400.00	8,024.98	0.00	(624.98)	108.45	0.00	0.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>7,400.00</b>	<b>7,400.00</b>	<b>8,024.98</b>	<b>0.00</b>	<b>(624.98)</b>	<b>108.45</b>	<b>0.00</b>	<b>0.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1410.0400	CONTRACTUAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,306.42
001.1410.0403	EDUCATION & TRAINING	1,250.00	1,250.00	1,853.71	0.00	(603.71)	148.30	261.30	1,459.52
001.1410.0405	DECALS	1,000.00	1,000.00	477.61	0.00	522.39	47.76	180.00	175.00
001.1410.0406	OFFICE SUPPLIES	4,000.00	4,000.00	7,860.90	0.00	(3,860.90)	196.52	5,711.28	4,645.63
001.1410.0407	INTERPRETER	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
001.1410.0411	CODE BOOK SUBSCRIPTIONS	12,000.00	12,000.00	7,161.57	0.00	4,838.43	59.68	10,831.91	12,401.24
001.1410.0422	LEASE & MAINTENANCE CONTRACTS	500.00	500.00	0.00	0.00	500.00	0.00	431.31	385.10
001.1410.0476	PUBLICATION OF NOTICES	20,000.00	20,000.00	28,219.34	0.00	(8,219.34)	141.10	21,407.70	22,393.53
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>39,250.00</b>	<b>39,250.00</b>	<b>45,573.13</b>	<b>0.00</b>	<b>(6,323.13)</b>	<b>116.11</b>	<b>38,823.50</b>	<b>54,766.44</b>
<b>Total Dept 1410</b>	<b>VILLAGE CLERK</b>	<b>209,712.00</b>	<b>210,766.00</b>	<b>255,864.62</b>	<b>0.00</b>	<b>(45,098.62)</b>	<b>121.40</b>	<b>199,657.28</b>	<b>224,805.98</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1420</b>	<b>LAW DEPARTMENT</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1420.0100	PERSONNEL SERVICES	190,821.00	191,936.00	192,889.35	0.00	(953.35)	100.50	172,329.93	131,264.99
001.1420.0111	PERSONNEL - PART TIME	0.00	0.00	0.00	0.00	0.00	0.00	4,998.00	0.00
001.1420.0197	VACATION BUYOUT-PS	5,000.00	5,000.00	4,960.53	0.00	39.47	99.21	4,960.53	15,087.93
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>195,821.00</b>	<b>196,936.00</b>	<b>197,849.88</b>	<b>0.00</b>	<b>(913.88)</b>	<b>100.46</b>	<b>182,288.46</b>	<b>146,352.92</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1420.0400	CONTRACTUAL EXPENSE	30,000.00	30,000.00	15,392.90	0.00	14,607.10	51.31	97,638.09	112,103.03
001.1420.0401	SPECIALIZED LITIGATION	0.00	0.00	5,158.50	0.00	(5,158.50)	0.00	41,841.39	62,505.77
001.1420.0403	EDUCATION & TRAINING	2,000.00	2,000.00	967.19	0.00	1,032.81	48.36	514.00	25.00
001.1420.0406	OFFICE SUPPLIES	2,000.00	2,000.00	2,499.55	0.00	(499.55)	124.98	1,092.72	478.68
001.1420.0468	LABOR COUNSEL	70,000.00	70,000.00	90,404.55	0.00	(20,404.55)	129.15	140,315.19	237,524.38
001.1420.0493	CONTRACTUAL PROSECUTORIAL SERVICES	90,000.00	90,000.00	84,637.00	0.00	5,363.00	94.04	0.00	0.00
001.1420.0498	LAW BOOKS/COMPUTER RESOURCES	7,500.00	7,500.00	3,326.71	0.00	4,173.29	44.36	5,401.26	6,048.18
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>201,500.00</b>	<b>201,500.00</b>	<b>202,386.40</b>	<b>0.00</b>	<b>(886.40)</b>	<b>100.44</b>	<b>286,802.65</b>	<b>418,685.04</b>
<b>Total Dept 1420</b>	<b>LAW DEPARTMENT</b>	<b>397,321.00</b>	<b>398,436.00</b>	<b>400,236.28</b>	<b>0.00</b>	<b>(1,800.28)</b>	<b>100.45</b>	<b>469,091.11</b>	<b>565,037.96</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1440</b>	<b>ENGINEERING</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1440.0400	CONTRACTUAL EXPENSE	75,000.00	90,943.90	90,182.69	777.41	(16.20)	99.16	123,268.35	83,303.96
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>75,000.00</b>	<b>90,943.90</b>	<b>90,182.69</b>	<b>777.41</b>	<b>(16.20)</b>	<b>99.16</b>	<b>123,268.35</b>	<b>83,303.96</b>
<b>Total Dept 1440</b>	<b>ENGINEERING</b>	<b>75,000.00</b>	<b>90,943.90</b>	<b>90,182.69</b>	<b>777.41</b>	<b>(16.20)</b>	<b>99.16</b>	<b>123,268.35</b>	<b>83,303.96</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1450</b>	<b>E L E C T I O N S</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1450.0100	PERSONNEL SERVICES	0.00	0.00	29,134.66	0.00	(29,134.66)	0.00	0.00	24,845.04
001.1450.0101	PERSONNEL - OVERTIME	3,000.00	3,000.00	3,196.62	0.00	(196.62)	106.55	0.00	1,394.74
001.1450.0111	PERSONNEL - PART TIME	15,000.00	15,000.00	860.00	0.00	14,140.00	5.73	0.00	71.25
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>18,000.00</b>	<b>18,000.00</b>	<b>33,191.28</b>	<b>0.00</b>	<b>(15,191.28)</b>	<b>184.40</b>	<b>0.00</b>	<b>26,311.03</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1450.0400	CONTRACTUAL EXPENSE	34,250.00	34,250.00	11,869.00	9,644.00	12,737.00	34.65	9,780.00	50,581.73
001.1450.0406	OFFICE SUPPLIES	750.00	750.00	29,287.57	6.40	(28,543.97)	3,905.01	0.00	168.90
001.1450.0410	PRINTING	15,000.00	15,000.00	10,550.00	0.00	4,450.00	70.33	0.00	7,134.35
001.1450.0423	ELEC INSP/TECHS	15,000.00	15,000.00	36,530.00	0.00	(21,530.00)	243.53	0.00	43,115.00
001.1450.0424	ELECTION RENTALS	2,000.00	2,000.00	2,341.88	6,000.00	(6,341.88)	117.09	0.00	1,967.76
001.1450.0425	ELECTION MOVING	10,000.00	10,000.00	9,745.00	1,650.00	(1,395.00)	97.45	0.00	12,285.00
001.1450.0476	PUBLICATION OF NOTICES	5,000.00	5,000.00	13,368.83	0.00	(8,368.83)	267.38	0.00	1,337.30
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>82,000.00</b>	<b>82,000.00</b>	<b>113,692.28</b>	<b>17,300.40</b>	<b>(48,992.68)</b>	<b>138.65</b>	<b>9,780.00</b>	<b>116,590.04</b>
<b>Total Dept 1450</b>	<b>E L E C T I O N S</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>146,883.56</b>	<b>17,300.40</b>	<b>(64,183.96)</b>	<b>146.88</b>	<b>9,780.00</b>	<b>142,901.07</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1460</b>	<b>RECORDS MANAGEMENT</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1460.0111	PERSONNEL - PART TIME	7,000.00	7,000.00	7,835.00	0.00	(835.00)	111.93	5,258.75	5,407.50
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>7,835.00</b>	<b>0.00</b>	<b>(835.00)</b>	<b>111.93</b>	<b>5,258.75</b>	<b>5,407.50</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1460.0400	CONTRACTUAL EXPENSE	9,500.00	9,500.00	2,295.39	0.00	7,204.61	24.16	5,134.52	3,768.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>9,500.00</b>	<b>9,500.00</b>	<b>2,295.39</b>	<b>0.00</b>	<b>7,204.61</b>	<b>24.16</b>	<b>5,134.52</b>	<b>3,768.00</b>
<b>Total Dept 1460</b>	<b>RECORDS MANAGEMENT</b>	<b>16,500.00</b>	<b>16,500.00</b>	<b>10,130.39</b>	<b>0.00</b>	<b>6,369.61</b>	<b>61.40</b>	<b>10,393.27</b>	<b>9,175.50</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1620</b>	<b>BUILDINGS - VILLAGE OWNED</b>								
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.1620.0200	EQUIPMENT	0.00	0.00	0.00	3,876.00	(3,876.00)	0.00	0.00	13,910.34
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,876.00</b>	<b>(3,876.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>13,910.34</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1620.0400	CONTRACTUAL EXPENSE	15,000.00	15,000.00	20,791.10	0.00	(5,791.10)	138.61	12,424.02	15,939.61
001.1620.0413	LIGHT AND POWER	28,000.00	28,000.00	20,969.25	0.00	7,030.75	74.89	21,172.94	26,828.23
001.1620.0415	WATER CHARGES	2,300.00	2,300.00	1,860.21	0.00	439.79	80.88	1,437.14	1,989.26
001.1620.0416	HEATING FUEL	23,000.00	23,000.00	28,182.66	0.00	(5,182.66)	122.53	20,556.17	23,995.89
001.1620.0417	BLDG REPAIRS & MAINTENANCE	47,000.00	47,000.00	77,335.01	119.99	(30,455.00)	164.54	61,984.34	66,605.21
001.1620.0422	LEASE & MAINTENANCE CONTRACTS	6,500.00	6,500.00	6,646.48	0.00	(146.48)	102.25	6,547.20	4,419.83
001.1620.0446	POSTAGE-350 NO MAIN ST	4,000.00	4,000.00	4,000.00	0.00	0.00	100.00	4,000.00	3,995.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>125,800.00</b>	<b>125,800.00</b>	<b>159,784.71</b>	<b>119.99</b>	<b>(34,104.70)</b>	<b>127.01</b>	<b>128,121.81</b>	<b>143,773.03</b>
<b>Total Dept 1620</b>	<b>BUILDINGS - VILLAGE OWNED</b>	<b>125,800.00</b>	<b>125,800.00</b>	<b>159,784.71</b>	<b>3,995.99</b>	<b>(37,980.70)</b>	<b>127.01</b>	<b>128,121.81</b>	<b>157,683.37</b>

# VILLAGE OF PORT CHESTER

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Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1621</b>	<b>BUILDINGS-220/222 GRACE CHURCH</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1621.0100	PERSONNEL SERVICES	49,949.00	50,960.00	53,196.82	0.00	(2,236.82)	104.39	48,762.25	47,575.13
001.1621.0111	PERSONNEL - PART TIME	28,000.00	28,000.00	33,397.50	0.00	(5,397.50)	119.28	33,810.00	30,011.25
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>77,949.00</b>	<b>78,960.00</b>	<b>86,594.32</b>	<b>0.00</b>	<b>(7,634.32)</b>	<b>109.67</b>	<b>82,572.25</b>	<b>77,586.38</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.1621.0200	EQUIPMENT	4,000.00	4,000.00	18,930.00	0.00	(14,930.00)	473.25	2,383.00	8,011.14
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>18,930.00</b>	<b>0.00</b>	<b>(14,930.00)</b>	<b>473.25</b>	<b>2,383.00</b>	<b>8,011.14</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1621.0400	CONTRACTUAL EXPENSE	20,000.00	20,000.00	15,892.74	0.00	4,107.26	79.46	26,151.57	35,593.08
001.1621.0401	MATERIALS & SUPPLIES	12,000.00	12,000.00	13,290.25	0.00	(1,290.25)	110.75	13,061.14	17,062.73
001.1621.0413	LIGHT AND POWER	95,000.00	95,000.00	81,114.16	0.00	13,885.84	85.38	79,326.96	99,677.68
001.1621.0414	NATURAL GAS CHARGES	22,500.00	22,500.00	18,034.66	0.00	4,465.34	80.15	20,369.64	22,585.85
001.1621.0415	WATER CHARGES	7,800.00	7,800.00	7,060.71	0.00	739.29	90.52	6,251.63	4,812.09
001.1621.0417	BLDG REPAIRS & MAINTENANCE	40,000.00	40,000.00	23,978.78	0.00	16,021.22	59.95	32,502.24	48,114.93
001.1621.0439	POSTAGE - 222 GRACE CHURCH ST.	15,000.00	15,000.00	15,534.84	0.00	(534.84)	103.57	15,000.00	15,000.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>212,300.00</b>	<b>212,300.00</b>	<b>174,906.14</b>	<b>0.00</b>	<b>37,393.86</b>	<b>82.39</b>	<b>192,663.18</b>	<b>242,846.36</b>
<b>Total Dept 1621</b>	<b>BUILDINGS-220/222 GRACE CHURCH</b>	<b>294,249.00</b>	<b>295,260.00</b>	<b>280,430.46</b>	<b>0.00</b>	<b>14,829.54</b>	<b>94.98</b>	<b>277,618.43</b>	<b>328,443.88</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1640</b>	<b>CENTRAL GARAGE</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.1640.0100	PERSONNEL SERVICES	256,485.00	261,679.00	266,585.72	0.00	(4,906.72)	101.88	238,068.32	271,210.48
001.1640.0101	PERSONNEL - OVERTIME	18,000.00	18,000.00	12,271.36	0.00	5,728.64	68.17	5,760.54	14,549.56
001.1640.0105	OUT OF TITLE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	24,933.56
001.1640.0111	PERSONNEL - PART TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,258.00
001.1640.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,899.84
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>279,485.00</b>	<b>284,679.00</b>	<b>278,857.08</b>	<b>0.00</b>	<b>5,821.92</b>	<b>97.95</b>	<b>243,828.86</b>	<b>341,851.44</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.1640.0250	OTHER EQUIPMENT	8,000.00	8,000.00	5,625.05	0.00	2,374.95	70.31	909.35	389.80
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>5,625.05</b>	<b>0.00</b>	<b>2,374.95</b>	<b>70.31</b>	<b>909.35</b>	<b>389.80</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1640.0405	TIRES	50,000.00	50,000.00	61,457.90	0.00	(11,457.90)	122.92	47,447.85	42,798.52
001.1640.0406	OFFICE SUPPLIES	5,000.00	5,000.00	3,304.70	0.00	1,695.30	66.09	4,131.96	1,587.16
001.1640.0411	COMPUTER SERVICES	2,000.00	2,000.00	625.00	0.00	1,375.00	31.25	2,007.50	3,103.17
001.1640.0413	LIGHT AND POWER	20,000.00	20,000.00	17,953.95	0.00	2,046.05	89.77	16,669.35	22,244.29
001.1640.0415	WATER CHARGES	1,750.00	1,750.00	1,342.85	0.00	407.15	76.73	1,587.17	1,521.91
001.1640.0416	HEATING FUEL	12,000.00	12,000.00	15,538.12	0.00	(3,538.12)	129.48	9,028.12	14,584.27
001.1640.0417	BLDG REPAIRS & MAINTENANCE	22,000.00	22,000.00	20,409.59	0.00	1,590.41	92.77	20,162.53	23,063.11
001.1640.0418	TRANSPORTATION	300.00	300.00	286.40	0.00	13.60	95.47	211.94	263.87
001.1640.0420	GASOLINE USAGE	180,000.00	180,000.00	207,106.31	0.00	(27,106.31)	115.06	151,840.09	120,808.74
001.1640.0421	MOTOR OIL & LUBRICANTS	40,000.00	40,000.00	28,490.25	0.00	11,509.75	71.23	32,239.67	21,299.31
001.1640.0431	PARTS FOR VEHICLE EQUIP	170,000.00	170,000.00	166,635.02	0.00	3,364.98	98.02	181,690.31	153,539.73
001.1640.0432	COLLISION & PAINTING CHARGES	18,000.00	18,000.00	9,816.68	0.00	8,183.32	54.54	9,828.65	9,271.61
001.1640.0444	UNIFORMS	3,200.00	3,200.00	5,025.85	0.00	(1,825.85)	157.06	3,960.47	4,373.38
001.1640.0462	SOFTWARE & SYSTEMS SUPPORT	5,200.00	5,200.00	1,548.75	0.00	3,651.25	29.78	1,548.75	4,343.74
001.1640.0503	DIESEL FUEL	172,500.00	172,500.00	194,490.20	0.00	(21,990.20)	112.75	166,435.92	145,748.49
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>701,950.00</b>	<b>701,950.00</b>	<b>734,031.57</b>	<b>0.00</b>	<b>(32,081.57)</b>	<b>104.57</b>	<b>648,790.28</b>	<b>568,551.30</b>
<b>Total Dept 1640</b>	<b>CENTRAL GARAGE</b>	<b>989,435.00</b>	<b>994,629.00</b>	<b>1,018,513.70</b>	<b>0.00</b>	<b>(23,884.70)</b>	<b>102.40</b>	<b>893,528.49</b>	<b>910,792.54</b>

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1650</b>	<b>CENTRAL COMMUNICATIONS SYSTEM</b>								
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.1650.0200	EQUIPMENT	15,000.00	15,366.60	20,415.44	366.60	(5,415.44)	132.86	14,867.72	11,937.04
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>15,000.00</b>	<b>15,366.60</b>	<b>20,415.44</b>	<b>366.60</b>	<b>(5,415.44)</b>	<b>132.86</b>	<b>14,867.72</b>	<b>11,937.04</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1650.0400	CONTRACTUAL EXPENSE	20,000.00	20,000.00	27,370.00	0.00	(7,370.00)	136.85	17,488.00	16,320.00
001.1650.0402	VOICE & DATA SYSTEMS	110,000.00	110,000.00	113,933.53	0.00	(3,933.53)	103.58	116,562.11	110,079.11
001.1650.0462	WEBSITE - SYSTEMS SUPPORT	15,000.00	17,480.50	9,060.00	2,480.50	5,940.00	51.83	9,270.00	11,598.83
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>145,000.00</b>	<b>147,480.50</b>	<b>150,363.53</b>	<b>2,480.50</b>	<b>(5,363.53)</b>	<b>101.95</b>	<b>143,320.11</b>	<b>137,997.94</b>
<b>Total Dept 1650</b>	<b>CENTRAL COMMUNICATIONS SYSTEM</b>	<b>160,000.00</b>	<b>162,847.10</b>	<b>170,778.97</b>	<b>2,847.10</b>	<b>(10,778.97)</b>	<b>104.87</b>	<b>158,187.83</b>	<b>149,934.98</b>

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1910</b>	<b>I N S U R A N C E</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1910.0400	CONTRACTUAL EXPENSE	500,000.00	500,000.00	584,272.22	0.00	(84,272.22)	116.85	574,379.10	490,880.89
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>584,272.22</b>	<b>0.00</b>	<b>(84,272.22)</b>	<b>116.85</b>	<b>574,379.10</b>	<b>490,880.89</b>
<b>Total Dept 1910</b>	<b>I N S U R A N C E</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>584,272.22</b>	<b>0.00</b>	<b>(84,272.22)</b>	<b>116.85</b>	<b>574,379.10</b>	<b>490,880.89</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1920</b>	<b>MUNICIPAL ASSOCIATION DUES</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1920.0400	CONTRACTUAL EXPENSE	12,000.00	12,000.00	12,279.00	0.00	(279.00)	102.33	10,823.00	11,948.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>12,000.00</b>	<b>12,000.00</b>	<b>12,279.00</b>	<b>0.00</b>	<b>(279.00)</b>	<b>102.33</b>	<b>10,823.00</b>	<b>11,948.00</b>
<b>Total Dept 1920</b>	<b>MUNICIPAL ASSOCIATION DUES</b>	<b>12,000.00</b>	<b>12,000.00</b>	<b>12,279.00</b>	<b>0.00</b>	<b>(279.00)</b>	<b>102.33</b>	<b>10,823.00</b>	<b>11,948.00</b>

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1930</b>	<b>JUDGEMENTS &amp; CLAIMS</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1930.0400	CONTRACTUAL EXPENSE	50,000.00	50,000.00	38,341.40	0.00	11,658.60	76.68	206,197.07	52,427.78
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>38,341.40</b>	<b>0.00</b>	<b>11,658.60</b>	<b>76.68</b>	<b>206,197.07</b>	<b>52,427.78</b>
<b>Total Dept 1930</b>	<b>JUDGEMENTS &amp; CLAIMS</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>38,341.40</b>	<b>0.00</b>	<b>11,658.60</b>	<b>76.68</b>	<b>206,197.07</b>	<b>52,427.78</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1950</b>	<b>TAXES AND ASSESSMENTS</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1950.0479	TAXES-VILLAGE PROPERTY	120,000.00	120,000.00	108,153.39	0.00	11,846.61	90.13	101,713.61	97,319.48
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>120,000.00</b>	<b>120,000.00</b>	<b>108,153.39</b>	<b>0.00</b>	<b>11,846.61</b>	<b>90.13</b>	<b>101,713.61</b>	<b>97,319.48</b>
<b>Total Dept 1950</b>	<b>TAXES AND ASSESSMENTS</b>	<b>120,000.00</b>	<b>120,000.00</b>	<b>108,153.39</b>	<b>0.00</b>	<b>11,846.61</b>	<b>90.13</b>	<b>101,713.61</b>	<b>97,319.48</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1960</b>	<b>REFUNDS ON REAL PROPERTY TAX</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1960.0480	REFUNDS ON REAL PROP TAX	55,000.00	55,000.00	201,276.06	0.00	(146,276.06)	365.96	81,282.12	12,905.87
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>55,000.00</b>	<b>55,000.00</b>	<b>201,276.06</b>	<b>0.00</b>	<b>(146,276.06)</b>	<b>365.96</b>	<b>81,282.12</b>	<b>12,905.87</b>
<b>Total Dept 1960</b>	<b>REFUNDS ON REAL PROPERTY TAX</b>	<b>55,000.00</b>	<b>55,000.00</b>	<b>201,276.06</b>	<b>0.00</b>	<b>(146,276.06)</b>	<b>365.96</b>	<b>81,282.12</b>	<b>12,905.87</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1980</b>	<b>METROPOLITAN COM TRANSP (MTA)</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1980.0474	MTA PAYROLL TAX	55,000.00	55,000.00	49,355.77	0.00	5,644.23	89.74	50,472.87	51,734.41
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>55,000.00</b>	<b>55,000.00</b>	<b>49,355.77</b>	<b>0.00</b>	<b>5,644.23</b>	<b>89.74</b>	<b>50,472.87</b>	<b>51,734.41</b>
<b>Total Dept 1980</b>	<b>METROPOLITAN COM TRANSP (MTA)</b>	<b>55,000.00</b>	<b>55,000.00</b>	<b>49,355.77</b>	<b>0.00</b>	<b>5,644.23</b>	<b>89.74</b>	<b>50,472.87</b>	<b>51,734.41</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1989</b>	<b>SCHOOL-SHARED STUDIO SERVICE</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1989.0400	CONTRACTUAL EXPENSE	41,500.00	41,500.00	41,809.00	0.00	(309.00)	100.74	41,500.00	40,000.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>41,500.00</b>	<b>41,500.00</b>	<b>41,809.00</b>	<b>0.00</b>	<b>(309.00)</b>	<b>100.74</b>	<b>41,500.00</b>	<b>40,000.00</b>
<b>Total Dept 1989</b>	<b>SCHOOL-SHARED STUDIO SERVICE</b>	<b>41,500.00</b>	<b>41,500.00</b>	<b>41,809.00</b>	<b>0.00</b>	<b>(309.00)</b>	<b>100.74</b>	<b>41,500.00</b>	<b>40,000.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 1990</b>	<b>CONTINGENT ACCOUNT</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.1990.0400	CONTRACTUAL EXPENSE	235,000.00	102,013.00	0.00	0.00	102,013.00	0.00	0.00	0.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>235,000.00</b>	<b>102,013.00</b>	<b>0.00</b>	<b>0.00</b>	<b>102,013.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Dept 1990</b>	<b>CONTINGENT ACCOUNT</b>	<b>235,000.00</b>	<b>102,013.00</b>	<b>0.00</b>	<b>0.00</b>	<b>102,013.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3120</b>	<b>POLICE DEPARTMENT</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.3120.0100	PERSONNEL SERVICES	6,028,301.00	6,028,301.00	6,066,597.59	0.00	(38,296.59)	100.64	5,974,098.42	5,980,557.26
001.3120.0101	PERSONNEL - OVERTIME	450,000.00	450,000.00	559,030.39	0.00	(109,030.39)	124.23	500,108.54	528,369.04
001.3120.0102	LONGEVITY	80,000.00	80,000.00	82,425.00	0.00	(2,425.00)	103.03	73,189.36	79,925.00
001.3120.0105	OUT OF TITLE	18,000.00	18,000.00	14,301.97	0.00	3,698.03	79.46	20,015.73	19,651.01
001.3120.0106	HOLIDAY PAY	185,000.00	185,000.00	167,938.24	0.00	17,061.76	90.78	176,260.25	179,137.84
001.3120.0124	SICK INCENTIVE	20,000.00	20,000.00	12,594.10	0.00	7,405.90	62.97	13,708.32	13,258.44
001.3120.0125	OVERTIME - VILLAGE COURT	15,000.00	15,000.00	7,804.68	0.00	7,195.32	52.03	4,787.48	12,748.56
001.3120.0126	OVERTIME - COUNTY COURT	30,000.00	30,000.00	15,822.96	0.00	14,177.04	52.74	25,369.76	16,239.68
001.3120.0143	IN SERVICE TRAINING	150,000.00	150,000.00	70,885.96	0.00	79,114.04	47.26	111,114.52	199,309.59
001.3120.0196	DEDICATED ENTERTAINMT ENFORCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,398.92
001.3120.0197	VACATION BUYOUT-PS	47,000.00	47,000.00	54,721.59	0.00	(7,721.59)	116.43	57,506.68	54,156.04
001.3120.0198	SUPER HOLIDAY PAY	33,000.00	33,000.00	34,509.51	0.00	(1,509.51)	104.57	30,630.79	29,129.67
001.3120.0199	FINAL RETIREMENT PAYOUT	130,000.00	130,000.00	126,167.76	0.00	3,832.24	97.05	168,704.88	112,106.22
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>7,186,301.00</b>	<b>7,186,301.00</b>	<b>7,212,799.75</b>	<b>0.00</b>	<b>(26,498.75)</b>	<b>100.37</b>	<b>7,155,494.73</b>	<b>7,230,987.27</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.3120.0200	EQUIPMENT	20,000.00	79,667.30	45,595.30	29,492.83	4,579.17	57.23	25,841.21	76,348.38
001.3120.0203	VEHICLES	0.00	52,332.80	19,676.20	32,899.60	(243.00)	37.60	19,676.20	0.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>20,000.00</b>	<b>132,000.10</b>	<b>65,271.50</b>	<b>62,392.43</b>	<b>4,336.17</b>	<b>49.45</b>	<b>45,517.41</b>	<b>76,348.38</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3120.0402	TELEPHONE	25,000.00	25,000.00	24,934.68	0.00	65.32	99.74	30,223.71	24,758.63
001.3120.0403	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	221.02
001.3120.0404	PD-HEALTH CLUB REIMBURSEMENT	15,000.00	15,000.00	19,234.77	0.00	(4,234.77)	128.23	19,757.94	15,481.64
001.3120.0405	TIRES	0.00	0.00	0.00	0.00	0.00	0.00	356.14	0.00
001.3120.0406	OFFICE SUPPLIES	15,300.00	15,300.00	14,642.55	0.00	657.45	95.70	14,921.16	18,325.32
001.3120.0409	SERVICE SUPPLIES	13,500.00	33,624.00	29,749.46	0.00	3,874.54	88.48	13,674.83	40,351.35
001.3120.0411	COMPUTER SERVICES	20,000.00	21,000.00	23,093.75	0.00	(2,093.75)	109.97	26,687.50	26,951.25
001.3120.0412	MEDICAL SERVICES	2,500.00	2,500.00	6,768.86	0.00	(4,268.86)	270.75	3,240.34	2,293.00
001.3120.0418	TRANSPORTATION	450.00	450.00	513.95	0.00	(63.95)	114.21	258.92	360.51
001.3120.0422	LEASE & MAINTENANCE CONTRACTS	16,000.00	16,000.00	11,650.20	0.00	4,349.80	72.81	11,696.72	19,299.01
001.3120.0428	INVESTIGATIONS	6,000.00	6,000.00	10,817.00	0.00	(4,817.00)	180.28	1,103.98	7,440.00
001.3120.0430	IN SERVICE TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00
001.3120.0431	PARTS FOR VEHICLE EQUIP	67,000.00	67,000.00	69,473.09	0.00	(2,473.09)	103.69	76,370.85	71,750.57
001.3120.0432	COLLISION & PAINTING CHARGES	18,000.00	18,000.00	4,857.15	0.00	13,142.85	26.98	10,617.19	8,132.88
001.3120.0435	VEHICLE TOW CHARGES	2,000.00	2,000.00	1,100.00	0.00	900.00	55.00	1,384.00	0.00
001.3120.0441	POLICE SCHOOLING	10,000.00	10,000.00	9,692.80	0.00	307.20	96.93	3,458.35	8,165.08
001.3120.0442	PROFESSIONAL	15,000.00	15,000.00	18,459.34	0.00	(3,459.34)	123.06	13,510.79	15,397.87

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3120</b>	<b>POLICE DEPARTMENT</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3120.0442	DEVELOPMENT								
001.3120.0444	UNIFORMS	90,000.00	90,000.00	90,722.53	0.00	(722.53)	100.80	82,873.69	87,727.65
001.3120.0482	RADIO REPAIRS	7,500.00	7,500.00	4,130.89	0.00	3,369.11	55.08	5,440.71	4,804.13
001.3120.0491	TICKET PRINTING CHARGES	7,500.00	7,500.00	3,939.79	0.00	3,560.21	52.53	3,978.45	9,370.75
001.3120.0497	911/NIXLE	7,000.00	7,000.00	7,685.00	0.00	(685.00)	109.79	0.00	2,105.34
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>337,750.00</b>	<b>358,874.00</b>	<b>351,465.81</b>	<b>0.00</b>	<b>7,408.19</b>	<b>97.94</b>	<b>319,855.27</b>	<b>362,936.00</b>
<b>Total Dept 3120</b>	<b>POLICE DEPARTMENT</b>	<b>7,544,051.00</b>	<b>7,677,175.10</b>	<b>7,629,537.06</b>	<b>62,392.43</b>	<b>(14,754.39)</b>	<b>99.38</b>	<b>7,520,867.41</b>	<b>7,670,271.65</b>

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3127</b>	<b>POLICE DEPT CIVILIAN PERSONNEL</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.3127.0100	PERSONNEL SERVICES	138,640.00	141,375.00	139,919.40	0.00	1,455.60	98.97	136,082.80	185,019.89
001.3127.0101	PERSONNEL - OVERTIME	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	632.18	99.51
001.3127.0110	PARK PATROL - PART TIME	12,000.00	12,000.00	14,876.04	0.00	(2,876.04)	123.97	13,097.53	15,810.99
001.3127.0111	PERSONNEL - PART TIME	87,000.00	87,000.00	61,218.00	0.00	25,782.00	70.37	84,949.50	43,072.00
001.3127.0112	SCHOOL CROSSING GUARDS	86,000.00	86,000.00	94,286.25	0.00	(8,286.25)	109.64	97,150.75	92,089.00
001.3127.0138	COURT SECURITY - PART TIME	49,000.00	49,000.00	49,959.00	0.00	(959.00)	101.96	43,102.50	48,678.00
001.3127.0197	VACATION BUYOUT-PS	0.00	0.00	0.00	0.00	0.00	0.00	1,543.37	1,543.37
001.3127.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,047.49
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>373,640.00</b>	<b>376,375.00</b>	<b>360,258.69</b>	<b>0.00</b>	<b>16,116.31</b>	<b>95.72</b>	<b>376,558.63</b>	<b>411,360.25</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3127.0400	CONTRACTUAL EXP - AUXILIARY	3,000.00	3,000.00	1,682.50	0.00	1,317.50	56.08	0.00	0.00
001.3127.0444	UNIFORMS - PEO	1,500.00	1,500.00	1,216.03	0.00	283.97	81.07	1,728.76	559.87
001.3127.0565	UNIFORMS - PARK PATROL	750.00	750.00	828.00	0.00	(78.00)	110.40	0.00	0.00
001.3127.0566	UNIFORMS - COURT SECURITY	350.00	350.00	565.90	0.00	(215.90)	161.69	0.00	74.28
001.3127.0567	UNIFORMS - AUXILIARY POLICE	2,500.00	2,500.00	2,025.83	0.00	474.17	81.03	0.00	216.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>8,100.00</b>	<b>8,100.00</b>	<b>6,318.26</b>	<b>0.00</b>	<b>1,781.74</b>	<b>78.00</b>	<b>1,728.76</b>	<b>850.15</b>
<b>Total Dept 3127</b>	<b>POLICE DEPT CIVILIAN PERSONNEL</b>	<b>381,740.00</b>	<b>384,475.00</b>	<b>366,576.95</b>	<b>0.00</b>	<b>17,898.05</b>	<b>95.34</b>	<b>378,287.39</b>	<b>412,210.40</b>

# VILLAGE OF PORT CHESTER

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<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3150</b>	<b>VILLAGE JAIL</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3150.0484	JAIL - FOOD	3,000.00	3,000.00	1,981.50	0.00	1,018.50	66.05	2,137.25	1,890.75
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>1,981.50</b>	<b>0.00</b>	<b>1,018.50</b>	<b>66.05</b>	<b>2,137.25</b>	<b>1,890.75</b>
<b>Total Dept 3150</b>	<b>VILLAGE JAIL</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>1,981.50</b>	<b>0.00</b>	<b>1,018.50</b>	<b>66.05</b>	<b>2,137.25</b>	<b>1,890.75</b>

# VILLAGE OF PORT CHESTER

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<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3320</b>	<b>STREET PARKING</b>								
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.3320.0201	PARKING	5,000.00	7,728.32	13,660.50	10,728.32	(16,660.50)	176.76	1,108.22	0.00
	METERS/PAYSTATIONS EQPT								
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>5,000.00</b>	<b>7,728.32</b>	<b>13,660.50</b>	<b>10,728.32</b>	<b>(16,660.50)</b>	<b>176.76</b>	<b>1,108.22</b>	<b>0.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3320.0400	METER/PAYSTATIONS	58,750.00	58,750.00	87,111.45	0.00	(28,361.45)	148.27	47,285.15	37,032.81
	MAINTENANCE								
001.3320.0401	MATERIALS & SUPPLIES	24,000.00	24,000.00	20,884.98	6,500.00	(3,384.98)	87.02	26,401.03	2,624.12
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>82,750.00</b>	<b>82,750.00</b>	<b>107,996.43</b>	<b>6,500.00</b>	<b>(31,746.43)</b>	<b>130.51</b>	<b>73,686.18</b>	<b>39,656.93</b>
<b>Total Dept 3320</b>	<b>STREET PARKING</b>	<b>87,750.00</b>	<b>90,478.32</b>	<b>121,656.93</b>	<b>17,228.32</b>	<b>(48,406.93)</b>	<b>134.46</b>	<b>74,794.40</b>	<b>39,656.93</b>

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3410</b>	<b>FIRE DEPARTMENT</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.3410.0100	PERSONNEL SERVICES	856,530.00	856,530.00	753,832.88	0.00	102,697.12	88.01	805,786.72	756,619.52
001.3410.0101	PERSONNEL - OVERTIME	150,000.00	150,000.00	242,540.80	0.00	(92,540.80)	161.69	230,212.48	333,200.87
001.3410.0102	LONGEVITY	20,500.00	20,500.00	13,475.00	0.00	7,025.00	65.73	11,550.00	19,250.00
001.3410.0106	HOLIDAY PAY	31,000.00	31,000.00	23,750.07	0.00	7,249.93	76.61	30,073.84	21,876.96
001.3410.0111	CLEANERS - PART TIME	15,000.00	15,000.00	13,381.20	0.00	1,618.80	89.21	15,292.80	15,166.80
001.3410.0114	FIREMEN CLERK DUTY	4,000.00	4,000.00	1,361.48	0.00	2,638.52	34.04	3,999.84	3,999.84
001.3410.0123	I. T. STIPEND	2,000.00	2,000.00	1,999.92	0.00	0.08	100.00	1,999.92	1,076.88
001.3410.0143	IN SERVICE TRAINING	52,000.00	52,000.00	27,000.78	0.00	24,999.22	51.92	18,554.79	42,087.76
001.3410.0144	EMPLOYEES UNIFORM ALLOWANCE	6,000.00	6,000.00	5,535.00	0.00	465.00	92.25	5,000.00	5,000.00
001.3410.0145	EMT STIPEND	6,000.00	6,000.00	1,000.00	0.00	5,000.00	16.67	2,000.00	1,000.00
001.3410.0198	SUPER HOLIDAY PAY	6,000.00	6,000.00	4,543.81	0.00	1,456.19	75.73	1,986.05	3,823.15
001.3410.0199	FINAL RETIREMENT PAYOUT	100,000.00	100,000.00	226,335.38	0.00	(126,335.38)	226.34	0.00	52,601.32
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>1,249,030.00</b>	<b>1,249,030.00</b>	<b>1,314,756.32</b>	<b>0.00</b>	<b>(65,726.32)</b>	<b>105.26</b>	<b>1,126,456.44</b>	<b>1,255,703.10</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.3410.0200	EQUIPMENT	75,000.00	75,000.00	17,385.79	2,347.00	55,267.21	23.18	57,781.28	18,013.47
001.3410.0201	SMALL TOOLS & SUPPLIES	13,000.00	13,000.00	5,793.00	1,984.00	5,223.00	44.56	11,735.25	8,639.15
001.3410.0202	FIRE HOUSE SUPPLIES	8,000.00	8,000.00	3,568.25	0.00	4,431.75	44.60	5,034.30	6,518.91
001.3410.0252	HOSE REPLACEMENT PROGRAM	20,000.00	20,782.50	5,633.00	6,602.50	8,547.00	27.10	5,386.95	6,402.65
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>116,000.00</b>	<b>116,782.50</b>	<b>32,380.04</b>	<b>10,933.50</b>	<b>73,468.96</b>	<b>27.73</b>	<b>79,937.78</b>	<b>39,574.18</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3410.0400	CONTRACTUAL EXPENSE	1,000.00	1,000.00	395.00	0.00	605.00	39.50	395.00	141.00
001.3410.0403	EDUCATION & TRAINING	5,000.00	5,000.00	750.00	0.00	4,250.00	15.00	200.00	2,562.23
001.3410.0404	HEALTH CLUB REIMBURSEMENT	1,800.00	1,800.00	750.00	0.00	1,050.00	41.67	500.00	954.74
001.3410.0406	OFFICE SUPPLIES	5,000.00	5,000.00	2,093.17	0.00	2,906.83	41.86	1,059.58	2,690.77
001.3410.0411	COMPUTER SERVICES	1,200.00	1,200.00	1,875.00	0.00	(675.00)	156.25	562.50	843.75
001.3410.0413	LIGHT AND POWER	40,000.00	40,000.00	33,037.12	0.00	6,962.88	82.59	33,150.80	42,849.32
001.3410.0414	NATURAL GAS CHARGES	15,000.00	15,000.00	12,845.16	0.00	2,154.84	85.63	10,193.75	12,976.44
001.3410.0415	WATER CHARGES	3,500.00	3,500.00	4,147.16	0.00	(647.16)	118.49	5,653.03	3,162.80
001.3410.0416	HEATING FUEL	15,000.00	15,000.00	28,762.35	0.00	(13,762.35)	191.75	15,539.20	16,976.05
001.3410.0417	BLDG REPAIRS & MAINTENANCE	35,000.00	40,000.00	21,526.89	7,600.00	10,873.11	53.82	37,885.84	30,480.42
001.3410.0419	FIRE HYDRANTS	202,000.00	202,000.00	229,810.16	0.00	(27,810.16)	113.77	216,972.83	202,138.38
001.3410.0422	LEASE & MAINTENANCE CONTRACTS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	140.00
001.3410.0429	CHIEF'S ASSOCIATION FEE/EMERGENCY PLAN	1,200.00	1,200.00	955.00	0.00	245.00	79.58	1,254.50	850.54
001.3410.0430	FIRE INSPECTION	16,000.00	16,000.00	12,922.97	0.00	3,077.03	80.77	13,013.41	14,274.53

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3410</b>	<b>FIRE DEPARTMENT</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3410.0431	PARTS FOR VEHICLE EQUIP	42,000.00	42,000.00	41,302.45	0.00	697.55	98.34	40,570.44	52,847.66
001.3410.0432	COLLISION & PAINTING CHARGES	22,000.00	22,000.00	13,688.60	0.00	8,311.40	62.22	6,408.00	18,369.08
001.3410.0442	VOLUNTEER TRAINING	11,000.00	11,000.00	2,213.96	0.00	8,786.04	20.13	6,245.50	1,882.60
001.3410.0443	PAID UNIFORM ALLOWANCE/MAINT	11,700.00	11,830.00	7,199.80	2,730.00	1,900.20	60.86	5,470.75	6,206.64
001.3410.0444	UNIFORMS VOLUNTEER	3,000.00	3,000.00	3,631.78	0.00	(631.78)	121.06	3,483.30	1,936.47
001.3410.0445	TURNOUT GEAR - VOLUNTEER	75,000.00	75,601.00	47,537.70	4,273.00	23,790.30	62.88	62,655.45	32,819.27
001.3410.0447	TURNOUT GEAR - PAID	10,000.00	10,000.00	8,175.35	0.00	1,824.65	81.75	7,132.00	9,517.30
001.3410.0451	SCOTT AIR PAC MAINTENANCE PRGM	15,000.00	15,000.00	19,942.47	0.00	(4,942.47)	132.95	7,085.38	17,995.47
001.3410.0452	HOSE & LADDER TESTING	15,000.00	15,000.00	11,646.40	0.00	3,353.60	77.64	11,435.20	11,439.63
001.3410.0481	PHYSICALS	12,000.00	12,000.00	8,730.50	0.00	3,269.50	72.75	23,705.00	15,327.52
001.3410.0482	RADIO CONTRACT & REPAIRS	28,200.00	28,200.00	9,921.34	15,120.00	3,158.66	35.18	11,022.36	24,335.32
001.3410.0504	FIRE PREVENTION	7,400.00	7,400.00	5,267.00	0.00	2,133.00	71.18	7,149.89	597.87
001.3410.0511	HEPATITUS B VACCINATIONS	11,500.00	11,500.00	1,125.00	0.00	10,375.00	9.78	2,619.00	2,235.00
001.3410.0512	REHABILITATION	4,500.00	4,500.00	2,288.21	0.00	2,211.79	50.85	1,378.03	1,555.82
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>611,000.00</b>	<b>616,731.00</b>	<b>532,540.54</b>	<b>29,723.00</b>	<b>54,467.46</b>	<b>86.35</b>	<b>532,740.74</b>	<b>528,106.62</b>
<b>Total Dept 3410</b>	<b>FIRE DEPARTMENT</b>	<b>1,976,030.00</b>	<b>1,982,543.50</b>	<b>1,879,676.90</b>	<b>40,656.50</b>	<b>62,210.10</b>	<b>94.81</b>	<b>1,739,134.96</b>	<b>1,823,383.90</b>

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3510</b>	<b>ANIMAL CONTROL</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3510.0400	CONTRACTUAL EXPENSE	16,000.00	16,000.00	8,364.98	0.00	7,635.02	52.28	15,999.96	15,999.96
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>16,000.00</b>	<b>16,000.00</b>	<b>8,364.98</b>	<b>0.00</b>	<b>7,635.02</b>	<b>52.28</b>	<b>15,999.96</b>	<b>15,999.96</b>
<b>Total Dept 3510</b>	<b>ANIMAL CONTROL</b>	<b>16,000.00</b>	<b>16,000.00</b>	<b>8,364.98</b>	<b>0.00</b>	<b>7,635.02</b>	<b>52.28</b>	<b>15,999.96</b>	<b>15,999.96</b>

# VILLAGE OF PORT CHESTER

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Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3620</b>	<b>BUILDING DEPARTMENT</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.3620.0100	PERSONNEL SERVICES	366,972.00	328,692.00	271,753.87	0.00	56,938.13	82.68	230,352.56	153,728.14
001.3620.0101	PERSONNEL - OVERTIME	12,000.00	12,000.00	14,472.65	0.00	(2,472.65)	120.61	27,433.45	12,373.34
001.3620.0105	OUT OF TITLE	0.00	0.00	0.00	0.00	0.00	0.00	527.50	0.00
001.3620.0108	PERSONNEL - SEASONAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77,340.00
001.3620.0111	PERSONNEL - PART TIME	42,000.00	42,000.00	56,247.00	0.00	(14,247.00)	133.92	38,801.00	2,887.50
001.3620.0197	VACATION BUYOUT-PS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
001.3620.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	85,650.88	115,688.57
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>421,972.00</b>	<b>383,692.00</b>	<b>342,473.52</b>	<b>0.00</b>	<b>41,218.48</b>	<b>89.26</b>	<b>382,765.39</b>	<b>362,017.55</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.3620.0200	EQUIPMENT	0.00	0.00	0.00	5,837.00	(5,837.00)	0.00	0.00	0.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,837.00</b>	<b>(5,837.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3620.0400	CONTRACTUAL EXPENSE	45,000.00	45,000.00	60,710.00	0.00	(15,710.00)	134.91	73,970.00	15,340.00
001.3620.0403	EDUCATION & TRAINING	2,500.00	2,500.00	2,690.68	0.00	(190.68)	107.63	2,593.49	1,107.30
001.3620.0406	OFFICE SUPPLIES	5,000.00	5,000.00	7,903.28	0.00	(2,903.28)	158.07	5,935.94	2,710.97
001.3620.0411	COMPUTER SERVICES	1,000.00	1,000.00	2,437.50	0.00	(1,437.50)	243.75	468.75	2,697.50
001.3620.0422	LEASE & MAINTENANCE CONTRACTS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	118.62	282.27
001.3620.0440	POSTAGE - BUILDING DEPARTMENT	2,500.00	2,500.00	2,499.20	0.00	0.80	99.97	2,500.00	2,500.00
001.3620.0462	SOFTWARE & SYSTEMS SUPPORT	2,000.00	2,000.00	3,580.83	0.00	(1,580.83)	179.04	3,204.50	0.00
001.3620.0485	CODE ENFORCEMENT	5,000.00	5,000.00	4,999.18	0.00	0.82	99.98	1,505.02	747.75
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>64,500.00</b>	<b>64,500.00</b>	<b>84,820.67</b>	<b>0.00</b>	<b>(20,320.67)</b>	<b>131.50</b>	<b>90,296.32</b>	<b>25,385.79</b>
<b>Total Dept 3620</b>	<b>BUILDING DEPARTMENT</b>	<b>486,472.00</b>	<b>448,192.00</b>	<b>427,294.19</b>	<b>5,837.00</b>	<b>15,060.81</b>	<b>95.34</b>	<b>473,061.71</b>	<b>387,403.34</b>

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 3989</b>	<b>CODE ENFORCEMENT DEPT.</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.3989.0100	PERSONNEL SERVICES	525,309.00	478,628.00	456,186.40	0.00	22,441.60	95.31	413,517.71	455,727.32
001.3989.0101	PERSONNEL - OVERTIME	20,000.00	20,000.00	78,824.50	0.00	(58,824.50)	394.12	65,487.24	29,731.15
001.3989.0111	PERSONNEL - PART TIME	32,000.00	32,000.00	44,012.50	0.00	(12,012.50)	137.54	28,752.50	40,750.00
001.3989.0197	VACATION BUYOUT-PS	5,000.00	5,000.00	5,423.08	0.00	(423.08)	108.46	2,711.54	9,300.00
001.3989.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	37,184.31
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>582,309.00</b>	<b>535,628.00</b>	<b>584,446.48</b>	<b>0.00</b>	<b>(48,818.48)</b>	<b>109.11</b>	<b>510,468.99</b>	<b>572,692.78</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.3989.0200	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	1,496.60	0.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,496.60</b>	<b>0.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.3989.0400	CONTRACTUAL EXPENSE	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00	0.00	450.00
001.3989.0403	EDUCATION & TRAINING	3,000.00	3,000.00	1,946.66	0.00	1,053.34	64.89	2,783.00	1,884.80
001.3989.0406	OFFICE SUPPLIES	7,500.00	7,500.00	16,875.45	79.80	(9,455.25)	225.01	13,070.39	8,622.42
001.3989.0410	PRINTING	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00	0.00	0.00
001.3989.0411	COMPUTER SERVICES	1,500.00	1,500.00	4,718.75	0.00	(3,218.75)	314.58	3,593.75	1,781.25
001.3989.0440	POSTAGE - CODE ENFORCEMENT DPT	2,500.00	2,500.00	2,499.21	0.00	0.79	99.97	2,000.00	2,000.00
001.3989.0462	SOFTWARE & SYSTEMS SUPPORT	2,000.00	2,000.00	3,580.83	0.00	(1,580.83)	179.04	3,204.50	0.00
001.3989.0485	CODE ENFORCEMENT	3,000.00	3,000.00	3,000.00	808.00	(808.00)	100.00	2,272.74	1,637.05
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>23,500.00</b>	<b>23,500.00</b>	<b>36,620.90</b>	<b>887.80</b>	<b>(14,008.70)</b>	<b>155.83</b>	<b>26,924.38</b>	<b>16,375.52</b>
<b>Total Dept 3989</b>	<b>CODE ENFORCEMENT DEPT.</b>	<b>605,809.00</b>	<b>559,128.00</b>	<b>621,067.38</b>	<b>887.80</b>	<b>(62,827.18)</b>	<b>111.08</b>	<b>538,889.97</b>	<b>589,068.30</b>

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<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 4540</b>	<b>A M B U L A N C E</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.4540.0436	AMBULANCE-VOLUNTEER	275,834.00	275,834.00	261,723.00	0.00	14,111.00	94.88	261,723.00	261,723.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>275,834.00</b>	<b>275,834.00</b>	<b>261,723.00</b>	<b>0.00</b>	<b>14,111.00</b>	<b>94.88</b>	<b>261,723.00</b>	<b>261,723.00</b>
<b>Total Dept 4540</b>	<b>A M B U L A N C E</b>	<b>275,834.00</b>	<b>275,834.00</b>	<b>261,723.00</b>	<b>0.00</b>	<b>14,111.00</b>	<b>94.88</b>	<b>261,723.00</b>	<b>261,723.00</b>

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 5010</b>	<b>STREET ADMINISTRATION</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.5010.0100	PERSONNEL SERVICES	162,398.00	164,271.00	163,517.32	0.00	753.68	99.54	139,251.59	160,195.38
001.5010.0197	VACATION BUYOUT-PS	4,425.00	4,425.00	4,423.08	0.00	1.92	99.96	0.00	0.00
001.5010.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47,000.79
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>166,823.00</b>	<b>168,696.00</b>	<b>167,940.40</b>	<b>0.00</b>	<b>755.60</b>	<b>99.55</b>	<b>139,251.59</b>	<b>207,196.17</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.5010.0200	EQUIPMENT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.5010.0403	EDUCATION & TRAINING	750.00	750.00	1,558.00	0.00	(808.00)	207.73	0.00	0.00
001.5010.0406	OFFICE SUPPLIES	1,000.00	1,000.00	767.74	0.00	232.26	76.77	320.24	850.85
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>1,750.00</b>	<b>1,750.00</b>	<b>2,325.74</b>	<b>0.00</b>	<b>(575.74)</b>	<b>132.90</b>	<b>320.24</b>	<b>850.85</b>
<b>Total Dept 5010</b>	<b>STREET ADMINISTRATION</b>	<b>171,573.00</b>	<b>173,446.00</b>	<b>170,266.14</b>	<b>0.00</b>	<b>3,179.86</b>	<b>98.17</b>	<b>139,571.83</b>	<b>208,047.02</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 5110</b>	<b>STREET MAINTENANCE</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.5110.0100	PERSONNEL SERVICES	645,868.00	660,051.00	666,332.59	0.00	(6,281.59)	100.95	588,313.16	609,176.59
001.5110.0101	PERSONNEL - OVERTIME	40,000.00	40,000.00	27,949.97	0.00	12,050.03	69.87	17,694.16	32,108.40
001.5110.0105	OUT OF TITLE	6,000.00	6,000.00	3,359.96	0.00	2,640.04	56.00	2,692.76	6,796.91
001.5110.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48,795.57
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>691,868.00</b>	<b>706,051.00</b>	<b>697,642.52</b>	<b>0.00</b>	<b>8,408.48</b>	<b>98.81</b>	<b>608,700.08</b>	<b>696,877.47</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.5110.0201	SMALL TOOLS & SUPPLIES	2,100.00	2,100.00	3,082.48	0.00	(982.48)	146.78	1,595.10	2,482.48
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>2,100.00</b>	<b>2,100.00</b>	<b>3,082.48</b>	<b>0.00</b>	<b>(982.48)</b>	<b>146.78</b>	<b>1,595.10</b>	<b>2,482.48</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.5110.0400	CONTRACTUAL EXPENSE	0.00	0.00	35,104.38	0.00	(35,104.38)	0.00	0.00	5,200.00
001.5110.0401	MATERIALS & SUPPLIES	60,000.00	60,000.00	56,232.91	1,289.00	2,478.09	93.72	63,820.05	75,201.81
001.5110.0444	UNIFORMS	25,000.00	25,000.00	17,205.35	0.00	7,794.65	68.82	11,700.63	22,050.03
001.5110.0472	TREES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,408.66
001.5110.0481	PHYSICALS	750.00	750.00	0.00	0.00	750.00	0.00	0.00	1,150.42
001.5110.0482	RADIO CONTRACT & REPAIRS	5,000.00	5,000.00	2,986.25	0.00	2,013.75	59.73	4,789.50	126.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>90,750.00</b>	<b>90,750.00</b>	<b>111,528.89</b>	<b>1,289.00</b>	<b>(22,067.89)</b>	<b>122.90</b>	<b>80,310.18</b>	<b>123,136.92</b>
<b>Total Dept 5110</b>	<b>STREET MAINTENANCE</b>	<b>784,718.00</b>	<b>798,901.00</b>	<b>812,253.89</b>	<b>1,289.00</b>	<b>(14,641.89)</b>	<b>101.67</b>	<b>690,605.36</b>	<b>822,496.87</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 5140</b>	<b>SNOW REMOVAL</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.5140.0101	PERSONNEL - OVERTIME	80,000.00	80,000.00	51,578.09	0.00	28,421.91	64.47	21,248.00	102,665.16
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>51,578.09</b>	<b>0.00</b>	<b>28,421.91</b>	<b>64.47</b>	<b>21,248.00</b>	<b>102,665.16</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.5140.0201	SMALL TOOLS & SUPPLIES	300.00	300.00	0.00	0.00	300.00	0.00	0.00	162.66
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>300.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>162.66</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.5140.0400	CONTRACTUAL EXPENSE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	1,400.00	33,916.00
001.5140.0487	SNOW - SAND & SALT	100,000.00	100,000.00	64,938.48	0.00	35,061.52	64.94	13,725.75	114,499.05
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>105,000.00</b>	<b>105,000.00</b>	<b>64,938.48</b>	<b>0.00</b>	<b>40,061.52</b>	<b>61.85</b>	<b>15,125.75</b>	<b>148,415.05</b>
<b>Total Dept 5140</b>	<b>SNOW REMOVAL</b>	<b>185,300.00</b>	<b>185,300.00</b>	<b>116,516.57</b>	<b>0.00</b>	<b>68,783.43</b>	<b>62.88</b>	<b>36,373.75</b>	<b>251,242.87</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 5180</b>	<b>STREET &amp; TRAFFIC LIGHTING</b>								
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.5180.0200	EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	4,800.00
001.5180.0201	SMALL TOOLS & SUPPLIES	35,000.00	35,000.00	22,973.76	0.00	12,026.24	65.64	17,798.58	41,853.81
001.5180.0238	TRAFFIC SIGNAL MAINTENANCE	30,000.00	30,000.00	22,500.00	0.00	7,500.00	75.00	30,250.00	25,425.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>70,000.00</b>	<b>70,000.00</b>	<b>45,473.76</b>	<b>0.00</b>	<b>24,526.24</b>	<b>64.96</b>	<b>48,048.58</b>	<b>72,078.81</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.5180.0413	LIGHT AND POWER	310,000.00	310,000.00	330,067.05	0.00	(20,067.05)	106.47	297,903.75	294,891.87
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>310,000.00</b>	<b>310,000.00</b>	<b>330,067.05</b>	<b>0.00</b>	<b>(20,067.05)</b>	<b>106.47</b>	<b>297,903.75</b>	<b>294,891.87</b>
<b>Total Dept 5180</b>	<b>STREET &amp; TRAFFIC LIGHTING</b>	<b>380,000.00</b>	<b>380,000.00</b>	<b>375,540.81</b>	<b>0.00</b>	<b>4,459.19</b>	<b>98.83</b>	<b>345,952.33</b>	<b>366,970.68</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 5190</b>	<b>STREET CLEANING</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.5190.0100	PERSONNEL SERVICES	61,444.00	62,688.00	63,668.42	0.00	(980.42)	101.56	61,856.36	61,259.25
001.5190.0101	PERSONNEL - OVERTIME	5,000.00	5,000.00	3,775.58	0.00	1,224.42	75.51	3,770.91	5,121.70
001.5190.0197	VACATION BUYOUT-PS	0.00	0.00	0.00	0.00	0.00	0.00	2,211.54	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>66,444.00</b>	<b>67,688.00</b>	<b>67,444.00</b>	<b>0.00</b>	<b>244.00</b>	<b>99.64</b>	<b>67,838.81</b>	<b>66,380.95</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.5190.0434	REPLACEMENT BROOMS-SWEEPER	10,000.00	10,000.00	11,699.00	0.00	(1,699.00)	116.99	15,455.00	9,336.95
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>11,699.00</b>	<b>0.00</b>	<b>(1,699.00)</b>	<b>116.99</b>	<b>15,455.00</b>	<b>9,336.95</b>
<b>Total Dept 5190</b>	<b>STREET CLEANING</b>	<b>76,444.00</b>	<b>77,688.00</b>	<b>79,143.00</b>	<b>0.00</b>	<b>(1,455.00)</b>	<b>101.87</b>	<b>83,293.81</b>	<b>75,717.90</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 6720</b>	<b>NUTRITION PRGM - III C 1</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.6720.0100	PERSONNEL SERVICES	0.00	0.00	(172.50)	0.00	172.50	0.00	15,742.50	13,972.50
001.6720.0111	PERSONNEL - PART TIME	13,650.00	13,650.00	13,305.00	0.00	345.00	97.47	0.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>13,650.00</b>	<b>13,650.00</b>	<b>13,132.50</b>	<b>0.00</b>	<b>517.50</b>	<b>96.21</b>	<b>15,742.50</b>	<b>13,972.50</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.6720.0200	EQUIPMENT	2,500.00	2,500.00	1,436.20	0.00	1,063.80	57.45	922.61	2,200.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>1,436.20</b>	<b>0.00</b>	<b>1,063.80</b>	<b>57.45</b>	<b>922.61</b>	<b>2,200.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.6720.0401	MATERIALS & SUPPLIES	6,000.00	6,000.00	7,023.25	0.00	(1,023.25)	117.05	6,391.18	7,167.37
001.6720.0426	NUTRITION FOOD CONTRACT	100,245.00	100,245.00	95,769.39	0.00	4,475.61	95.54	95,203.88	100,504.24
001.6720.0459	AGING - ARTS WORKSHOPS	10,000.00	10,000.00	11,172.27	0.00	(1,172.27)	111.72	7,963.10	9,118.16
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>116,245.00</b>	<b>116,245.00</b>	<b>113,964.91</b>	<b>0.00</b>	<b>2,280.09</b>	<b>98.04</b>	<b>109,558.16</b>	<b>116,789.77</b>
<b>Total Dept 6720</b>	<b>NUTRITION PRGM - III C 1</b>	<b>132,395.00</b>	<b>132,395.00</b>	<b>128,533.61</b>	<b>0.00</b>	<b>3,861.39</b>	<b>97.08</b>	<b>126,223.27</b>	<b>132,962.27</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 6730</b>	<b>S N A P &amp; NUTRITION RECREATION</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.6730.0100	PERSONNEL SERVICES	85,686.00	87,421.00	88,696.38	0.00	(1,275.38)	101.46	95,572.49	94,538.30
001.6730.0101	PERSONNEL - OVERTIME	400.00	400.00	2,405.59	0.00	(2,005.59)	601.40	0.00	0.00
001.6730.0111	PERSONNEL - PART TIME	9,464.00	9,464.00	11,469.75	0.00	(2,005.75)	121.19	0.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>95,550.00</b>	<b>97,285.00</b>	<b>102,571.72</b>	<b>0.00</b>	<b>(5,286.72)</b>	<b>105.43</b>	<b>95,572.49</b>	<b>94,538.30</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.6730.0401	MATERIALS & SUPPLIES	2,000.00	2,000.00	1,664.85	104.00	231.15	83.24	1,323.51	1,185.10
001.6730.0426	NUTRITION FOOD CONTRACT	30,000.00	30,000.00	29,288.79	0.00	711.21	97.63	32,377.55	38,727.52
001.6730.0490	BUS RENTALS	13,000.00	13,000.00	11,825.00	0.00	1,175.00	90.96	10,675.00	10,700.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>45,000.00</b>	<b>45,000.00</b>	<b>42,778.64</b>	<b>104.00</b>	<b>2,117.36</b>	<b>95.06</b>	<b>44,376.06</b>	<b>50,612.62</b>
<b>Total Dept 6730</b>	<b>S N A P &amp; NUTRITION RECREATION</b>	<b>140,550.00</b>	<b>142,285.00</b>	<b>145,350.36</b>	<b>104.00</b>	<b>(3,169.36)</b>	<b>102.15</b>	<b>139,948.55</b>	<b>145,150.92</b>

# VILLAGE OF PORT CHESTER

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Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 6740</b>	<b>NUTRIT PRGM-HOME DVLD -III C 2</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.6740.0100	PERSONNEL SERVICES	0.00	0.00	(111.00)	0.00	111.00	0.00	8,900.88	8,745.93
001.6740.0111	PERSONNEL - PART TIME	9,620.00	9,620.00	8,722.79	0.00	897.21	90.67	0.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>9,620.00</b>	<b>9,620.00</b>	<b>8,611.79</b>	<b>0.00</b>	<b>1,008.21</b>	<b>89.52</b>	<b>8,900.88</b>	<b>8,745.93</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.6740.0401	MATERIALS & SUPPLIES	1,000.00	1,000.00	475.00	0.00	525.00	47.50	1,410.64	1,137.06
001.6740.0426	NUTRITION FOOD CONTRACT	22,000.00	22,000.00	18,557.37	0.00	3,442.63	84.35	12,429.72	18,637.06
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>19,032.37</b>	<b>0.00</b>	<b>3,967.63</b>	<b>82.75</b>	<b>13,840.36</b>	<b>19,774.12</b>
<b>Total Dept 6740</b>	<b>NUTRIT PRGM-HOME DVLD - III C 2</b>	<b>32,620.00</b>	<b>32,620.00</b>	<b>27,644.16</b>	<b>0.00</b>	<b>4,975.84</b>	<b>84.75</b>	<b>22,741.24</b>	<b>28,520.05</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 6750</b>	<b>NUTRITION PRGM-TRANSP -III B</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.6750.0100	PERSONNEL SERVICES	45,314.00	46,232.00	46,650.97	0.00	(418.97)	100.91	74,610.42	71,980.95
001.6750.0101	PERSONNEL - OVERTIME	400.00	400.00	810.00	0.00	(410.00)	202.50	305.68	0.00
001.6750.0111	PERSONNEL - PART TIME	26,000.00	26,000.00	26,600.00	0.00	(600.00)	102.31	0.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>71,714.00</b>	<b>72,632.00</b>	<b>74,060.97</b>	<b>0.00</b>	<b>(1,428.97)</b>	<b>101.97</b>	<b>74,916.10</b>	<b>71,980.95</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.6750.0466	CALL A CAB	3,380.00	3,380.00	1,150.00	0.00	2,230.00	34.02	3,375.00	0.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>3,380.00</b>	<b>3,380.00</b>	<b>1,150.00</b>	<b>0.00</b>	<b>2,230.00</b>	<b>34.02</b>	<b>3,375.00</b>	<b>0.00</b>
<b>Total Dept 6750</b>	<b>NUTRITION PRGM-TRANSP - III B</b>	<b>75,094.00</b>	<b>76,012.00</b>	<b>75,210.97</b>	<b>0.00</b>	<b>801.03</b>	<b>98.95</b>	<b>78,291.10</b>	<b>71,980.95</b>

# VILLAGE OF PORT CHESTER

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7110</b>	<b>PARKS</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.7110.0100	PERSONNEL SERVICES	120,009.00	122,403.00	123,657.50	0.00	(1,254.50)	101.02	129,227.33	134,648.54
001.7110.0101	PERSONNEL - OVERTIME	30,000.00	30,000.00	15,837.76	0.00	14,162.24	52.79	13,362.84	26,805.91
001.7110.0108	PERSONNEL - SEASONAL	60,000.00	60,000.00	122,896.50	0.00	(62,896.50)	204.83	162,535.19	131,682.00
001.7110.0109	PERSONNEL - PARK ATTENDANTS	50,000.00	50,000.00	55,278.00	0.00	(5,278.00)	110.56	93,090.00	86,930.50
001.7110.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76,110.61
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>260,009.00</b>	<b>262,403.00</b>	<b>317,669.76</b>	<b>0.00</b>	<b>(55,266.76)</b>	<b>121.06</b>	<b>398,215.36</b>	<b>456,177.56</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.7110.0200	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,360.00
001.7110.0250	OTHER EQUIPMENT	20,000.00	20,000.00	22,551.33	0.00	(2,551.33)	112.76	17,510.15	9,711.54
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>22,551.33</b>	<b>0.00</b>	<b>(2,551.33)</b>	<b>112.76</b>	<b>17,510.15</b>	<b>12,071.54</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.7110.0400	CONTRACTUAL EXPENSE	42,000.00	53,190.87	29,779.24	0.00	23,411.63	55.99	19,017.20	40,771.57
001.7110.0401	MATERIALS	40,000.00	40,000.00	51,853.18	0.00	(11,853.18)	129.63	41,208.15	43,320.82
001.7110.0413	LIGHT AND POWER	28,000.00	28,000.00	26,270.29	0.00	1,729.71	93.82	20,388.05	28,213.46
001.7110.0414	NATURAL GAS CHARGES	7,000.00	7,000.00	3,802.12	0.00	3,197.88	54.32	3,582.33	4,041.77
001.7110.0415	WATER CHARGES	21,000.00	21,000.00	20,676.85	0.00	323.15	98.46	18,319.64	19,721.90
001.7110.0417	BLDG REPAIRS & MAINTENANCE	10,000.00	10,000.00	6,850.31	0.00	3,149.69	68.50	3,180.46	1,769.33
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>148,000.00</b>	<b>159,190.87</b>	<b>139,231.99</b>	<b>0.00</b>	<b>19,958.88</b>	<b>87.46</b>	<b>105,695.83</b>	<b>137,838.85</b>
<b>Total Dept 7110</b>	<b>PARKS</b>	<b>428,009.00</b>	<b>441,593.87</b>	<b>479,453.08</b>	<b>0.00</b>	<b>(37,859.21)</b>	<b>108.57</b>	<b>521,421.34</b>	<b>606,087.95</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7230</b>	<b>MARINA</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.7230.0400	CONTRACTUAL EXPENSE	5,500.00	5,500.00	5,286.00	0.00	214.00	96.11	7,586.00	4,539.50
001.7230.0401	MATERIALS	2,500.00	2,500.00	6,216.72	0.00	(3,716.72)	248.67	3,464.76	3,812.48
001.7230.0417	MARINA REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.92
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>11,502.72</b>	<b>0.00</b>	<b>(3,502.72)</b>	<b>143.78</b>	<b>11,050.76</b>	<b>8,400.90</b>
<b>Total Dept 7230</b>	<b>MARINA</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>11,502.72</b>	<b>0.00</b>	<b>(3,502.72)</b>	<b>143.78</b>	<b>11,050.76</b>	<b>8,400.90</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7310</b>	<b>RECREATION / YOUTH PROGRAMS</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.7310.0100	PERSONNEL SERVICES	115,034.00	117,348.00	121,172.49	0.00	(3,824.49)	103.26	115,874.23	172,040.71
001.7310.0101	PERSONNEL - OVERTIME	9,500.00	9,500.00	14,447.51	0.00	(4,947.51)	152.08	12,829.90	12,952.39
001.7310.0107	PROGRAM ASSISTANTS - SEASONAL	3,500.00	3,500.00	2,775.00	0.00	725.00	79.29	5,442.00	3,447.00
001.7310.0197	VACATION BUYOUT-PS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,956.78
001.7310.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	30,998.38	0.00	(30,998.38)	0.00	0.00	86,171.74
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>128,034.00</b>	<b>130,348.00</b>	<b>169,393.38</b>	<b>0.00</b>	<b>(39,045.38)</b>	<b>129.95</b>	<b>134,146.13</b>	<b>279,568.62</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.7310.0200	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	4,070.47	0.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,070.47</b>	<b>0.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.7310.0400	CONTRACTUAL EXPENSE	1,500.00	1,500.00	699.55	0.00	800.45	46.64	0.00	120.00
001.7310.0401	MATERIALS & SUPPLIES	300.00	300.00	108.25	0.00	191.75	36.08	147.41	389.68
001.7310.0403	EDUCATION & TRAINING	800.00	800.00	305.00	0.00	495.00	38.13	318.00	512.00
001.7310.0406	OFFICE SUPPLIES	4,000.00	4,000.00	3,450.28	0.00	549.72	86.26	3,196.37	2,819.86
001.7310.0410	PRINTING	7,000.00	7,000.00	6,870.00	0.00	130.00	98.14	6,866.00	6,662.00
001.7310.0411	COMPUTER SERVICES	600.00	600.00	531.25	0.00	68.75	88.54	531.25	291.25
001.7310.0432	DAY CAMP	57,000.00	57,000.00	53,523.60	0.00	3,476.40	93.90	39,593.27	41,116.83
001.7310.0434	YOUTH SERVICE - READING	11,000.00	11,000.00	5,810.00	0.00	5,190.00	52.82	6,740.00	7,360.00
001.7310.0435	REC SERVICE - PERFORMING ARTS	11,000.00	11,000.00	4,511.04	0.00	6,488.96	41.01	10,881.80	10,090.58
001.7310.0437	COUNCIL OF THE ARTS	32,000.00	32,000.00	32,000.00	0.00	0.00	100.00	32,000.00	32,000.00
001.7310.0439	POSTAGE -	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00	1,000.00	993.28
001.7310.0455	HANDICAP CONSORTIUM	22,600.00	22,600.00	21,829.00	0.00	771.00	96.59	21,829.00	21,829.00
001.7310.0460	YOUTH BASEBALL LEAGUES	20,000.00	20,927.54	16,484.69	0.00	4,442.85	78.77	16,767.14	20,000.00
001.7310.0490	NEW YOUTH PROGRAMS	13,000.00	13,000.00	12,149.26	0.00	850.74	93.46	6,371.91	14,003.23
001.7310.0502	SOCCER	31,000.00	31,000.00	31,648.00	0.00	(648.00)	102.09	29,103.15	29,369.06
001.7310.0509	SPECIAL CITIZEN CAMP	16,000.00	16,000.00	14,879.69	0.00	1,120.31	93.00	14,361.92	16,323.52
001.7310.0510	COLUMBUS PARK PLAYGROUND	4,000.00	4,000.00	2,646.38	0.00	1,353.62	66.16	4,702.66	2,909.63
001.7310.0514	CUB CAMP	3,400.00	3,400.00	2,957.58	0.00	442.42	86.99	2,729.72	2,873.43
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>236,200.00</b>	<b>237,127.54</b>	<b>211,403.57</b>	<b>0.00</b>	<b>25,723.97</b>	<b>89.15</b>	<b>197,139.60</b>	<b>209,663.35</b>
<b>Total Dept 7310</b>	<b>RECREATION / YOUTH PROGRAMS</b>	<b>364,234.00</b>	<b>367,475.54</b>	<b>380,796.95</b>	<b>0.00</b>	<b>(13,321.41)</b>	<b>103.63</b>	<b>335,356.20</b>	<b>489,231.97</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7330</b>	<b>REC:SUMMER &amp; PART-TIME HELP</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.7330.0149	COLUMBUS SPRAY PARK - P/T	15,000.00	15,000.00	14,464.50	0.00	535.50	96.43	14,177.00	14,214.50
001.7330.0150	DAY CAMP PERSONNEL	77,000.00	77,000.00	69,689.86	0.00	7,310.14	90.51	70,100.27	73,271.84
001.7330.0151	BASKETBALL	1,000.00	1,000.00	918.00	0.00	82.00	91.80	962.00	963.50
001.7330.0152	SPECIAL CITIZENS DAY CAMP	10,500.00	10,500.00	10,500.00	0.00	0.00	100.00	10,500.00	10,500.00
001.7330.0170	YOUTH SOCCER-ALL 4 SEASONS	25,000.00	25,000.00	20,499.00	0.00	4,501.00	82.00	21,790.13	26,875.00
001.7330.0172	NEW YOUTH PROGRAMS	10,000.00	10,000.00	5,485.75	0.00	4,514.25	54.86	5,351.00	3,116.25
001.7330.0174	CUB CAMP - P/T	6,300.00	6,300.00	5,419.76	0.00	880.24	86.03	4,555.13	8,468.15
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>144,800.00</b>	<b>144,800.00</b>	<b>126,976.87</b>	<b>0.00</b>	<b>17,823.13</b>	<b>87.69</b>	<b>127,435.53</b>	<b>137,409.24</b>
<b>Total Dept 7330</b>	<b>REC:SUMMER &amp; PART-TIME HELP</b>	<b>144,800.00</b>	<b>144,800.00</b>	<b>126,976.87</b>	<b>0.00</b>	<b>17,823.13</b>	<b>87.69</b>	<b>127,435.53</b>	<b>137,409.24</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7410</b>	<b>LIBRARY</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.7410.0400	CONTRACTUAL EXPENSE	884,732.00	907,732.00	907,731.92	0.00	0.08	100.00	884,731.92	869,732.04
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>884,732.00</b>	<b>907,732.00</b>	<b>907,731.92</b>	<b>0.00</b>	<b>0.08</b>	<b>100.00</b>	<b>884,731.92</b>	<b>869,732.04</b>
<b>Total Dept 7410</b>	<b>LIBRARY</b>	<b>884,732.00</b>	<b>907,732.00</b>	<b>907,731.92</b>	<b>0.00</b>	<b>0.08</b>	<b>100.00</b>	<b>884,731.92</b>	<b>869,732.04</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7550</b>	<b>CELEBRATIONS</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.7550.0550	MEMORIAL DAY	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00	1,000.00	1,000.00
001.7550.0551	4TH OF JULY	5,000.00	5,000.00	5,000.00	0.00	0.00	100.00	5,000.00	5,000.00
001.7550.0552	COLUMBUS DAY	2,500.00	2,500.00	2,500.00	0.00	0.00	100.00	2,500.00	2,500.00
001.7550.0553	DECEMBER HOLIDAY EVENTS	1,500.00	1,500.00	1,013.52	0.00	486.48	67.57	1,579.41	1,881.41
001.7550.0554	EASTER EGG HUNT	1,000.00	1,000.00	475.14	0.00	524.86	47.51	1,242.76	1,039.38
001.7550.0555	SPECIAL EVENTS	8,500.00	8,500.00	1,636.00	0.00	6,864.00	19.25	1,434.99	2,871.50
001.7550.0556	HALLOWEEN	2,500.00	2,500.00	2,497.30	0.00	2.70	99.89	2,511.23	3,020.99
001.7550.0557	CONCERT EXPENSES	6,000.00	6,000.00	4,329.58	0.00	1,670.42	72.16	3,015.25	4,980.00
001.7550.0559	VETERANS DAY	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00	1,000.00	1,000.00
001.7550.0562	PORT CHESTER DAY	12,000.00	12,000.00	8,744.23	0.00	3,255.77	72.87	14,157.12	12,162.72
001.7550.0564	HISTORICAL SOCIETY	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
001.7550.0568	WATERFRONT	5,000.00	5,000.00	2,435.00	0.00	2,565.00	48.70	2,990.00	4,145.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>46,500.00</b>	<b>46,500.00</b>	<b>30,630.77</b>	<b>0.00</b>	<b>15,869.23</b>	<b>65.87</b>	<b>36,430.76</b>	<b>39,601.00</b>
<b>Total Dept 7550</b>	<b>CELEBRATIONS</b>	<b>46,500.00</b>	<b>46,500.00</b>	<b>30,630.77</b>	<b>0.00</b>	<b>15,869.23</b>	<b>65.87</b>	<b>36,430.76</b>	<b>39,601.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7620</b>	<b>ADULT RECREATION</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.7620.0456	MEN'S SOFTBALL	15,000.00	15,000.00	6,305.00	0.00	8,695.00	42.03	8,890.00	13,315.00
001.7620.0459	SENIOR PROGRAMS	1,500.00	1,500.00	1,650.00	0.00	(150.00)	110.00	1,275.00	425.00
001.7620.0558	MIDDLE SCHOOL LIGHTS	10,000.00	10,000.00	5,057.90	0.00	4,942.10	50.58	4,142.77	9,039.20
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>26,500.00</b>	<b>26,500.00</b>	<b>13,012.90</b>	<b>0.00</b>	<b>13,487.10</b>	<b>49.11</b>	<b>14,307.77</b>	<b>22,779.20</b>
<b>Total Dept 7620</b>	<b>ADULT RECREATION</b>	<b>26,500.00</b>	<b>26,500.00</b>	<b>13,012.90</b>	<b>0.00</b>	<b>13,487.10</b>	<b>49.11</b>	<b>14,307.77</b>	<b>22,779.20</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 7630</b>	<b>ADULT REC-SUMMER&amp;PART-TIME</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.7630.0161	SOFTBALL	4,200.00	4,200.00	4,236.00	0.00	(36.00)	100.86	4,935.00	4,260.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>4,236.00</b>	<b>0.00</b>	<b>(36.00)</b>	<b>100.86</b>	<b>4,935.00</b>	<b>4,260.00</b>
<b>Total Dept 7630</b>	<b>ADULT REC-SUMMER&amp;PART-TIME</b>	<b>4,200.00</b>	<b>4,200.00</b>	<b>4,236.00</b>	<b>0.00</b>	<b>(36.00)</b>	<b>100.86</b>	<b>4,935.00</b>	<b>4,260.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 8010</b>	<b>COMMISSIONS</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.8010.0115	PLANNING COMMISSION	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	1,220.39	2,565.96
001.8010.0116	RECREATION COMMISSION	400.00	400.00	997.95	0.00	(597.95)	249.49	1,005.95	721.89
001.8010.0117	PARKS COMMISSION	900.00	900.00	763.38	0.00	136.62	84.82	692.74	573.80
001.8010.0118	TRAFFIC COMMISSION	400.00	400.00	286.27	0.00	113.73	71.57	276.43	91.59
001.8010.0119	ARCHITECTURAL COMMISSION	2,000.00	2,000.00	1,772.16	0.00	227.84	88.61	2,250.89	922.09
001.8010.0121	TAXI COMMISSION	700.00	700.00	0.00	0.00	700.00	0.00	0.00	0.00
001.8010.0122	ZONING BOARD	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	468.33	1,074.60
001.8010.0139	WATERFRONT COMMISSION	2,000.00	2,000.00	679.54	0.00	1,320.46	33.98	0.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>13,400.00</b>	<b>13,400.00</b>	<b>4,499.30</b>	<b>0.00</b>	<b>8,900.70</b>	<b>33.58</b>	<b>5,914.73</b>	<b>5,949.93</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.8010.0400	CONTRACTUAL EXPENSE	3,000.00	3,000.00	3,720.00	0.00	(720.00)	124.00	415.00	93.00
001.8010.0406	OFFICE SUPPLIES	700.00	700.00	482.84	0.00	217.16	68.98	475.79	288.32
001.8010.0462	SOFTWARE & SYSTEMS SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	1,129.00	0.00
001.8010.0498	ZONING, VEH & TRAFFIC BOOKS	600.00	600.00	1,606.84	0.00	(1,006.84)	267.81	377.00	0.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>4,300.00</b>	<b>4,300.00</b>	<b>5,809.68</b>	<b>0.00</b>	<b>(1,509.68)</b>	<b>135.11</b>	<b>2,396.79</b>	<b>381.32</b>
<b>Total Dept 8010</b>	<b>COMMISSIONS</b>	<b>17,700.00</b>	<b>17,700.00</b>	<b>10,308.98</b>	<b>0.00</b>	<b>7,391.02</b>	<b>58.24</b>	<b>8,311.52</b>	<b>6,331.25</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 8020</b>	<b>PLANNING &amp; DEVELOPMENT</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.8020.0100	PERSONNEL SERVICES	166,000.00	166,000.00	169,406.44	0.00	(3,406.44)	102.05	88,598.38	45.55
001.8020.0197	VACATION BUYOUT-PS	0.00	0.00	4,230.77	0.00	(4,230.77)	0.00	0.00	0.00
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>166,000.00</b>	<b>166,000.00</b>	<b>173,637.21</b>	<b>0.00</b>	<b>(7,637.21)</b>	<b>104.60</b>	<b>88,598.38</b>	<b>45.55</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.8020.0200	EQUIPMENT	5,000.00	5,000.00	4,609.00	0.00	391.00	92.18	4,348.74	0.00
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>4,609.00</b>	<b>0.00</b>	<b>391.00</b>	<b>92.18</b>	<b>4,348.74</b>	<b>0.00</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.8020.0400	CONTRACTUAL EXPENSE	0.00	2,500.00	2,191.30	3,540.00	(3,231.30)	87.65	35,809.26	1,267.50
001.8020.0401	CONSULTANTS	10,000.00	10,000.00	14,972.50	0.00	(4,972.50)	149.73	73,510.00	41,589.17
001.8020.0403	EDUCATION & TRAINING	3,000.00	3,000.00	3,597.39	0.00	(597.39)	119.91	174.15	0.00
001.8020.0406	OFFICE SUPPLIES	2,000.00	2,000.00	2,295.42	0.00	(295.42)	114.77	1,333.25	124.98
001.8020.0411	COMPUTER SERVICES	1,000.00	1,000.00	2,106.62	0.00	(1,106.62)	210.66	1,031.25	0.00
001.8020.0440	POSTAGE - PLANNING DEPARTMENT	300.00	300.00	300.00	0.00	0.00	100.00	0.00	150.00
001.8020.0462	SOFTWARE & SYSTEMS SUPPORT	4,500.00	4,500.00	3,830.84	0.00	669.16	85.13	13,917.38	0.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>20,800.00</b>	<b>23,300.00</b>	<b>29,294.07</b>	<b>3,540.00</b>	<b>(9,534.07)</b>	<b>125.73</b>	<b>125,775.29</b>	<b>43,131.65</b>
<b>Total Dept 8020</b>	<b>PLANNING &amp; DEVELOPMENT</b>	<b>191,800.00</b>	<b>194,300.00</b>	<b>207,540.28</b>	<b>3,540.00</b>	<b>(16,780.28)</b>	<b>106.81</b>	<b>218,722.41</b>	<b>43,177.20</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 8050</b>	<b>E T P A</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.8050.0400	CONTRACTUAL EXPENSE	5,400.00	5,400.00	4,210.00	0.00	1,190.00	77.96	4,350.00	4,410.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>5,400.00</b>	<b>5,400.00</b>	<b>4,210.00</b>	<b>0.00</b>	<b>1,190.00</b>	<b>77.96</b>	<b>4,350.00</b>	<b>4,410.00</b>
<b>Total Dept 8050</b>	<b>E T P A</b>	<b>5,400.00</b>	<b>5,400.00</b>	<b>4,210.00</b>	<b>0.00</b>	<b>1,190.00</b>	<b>77.96</b>	<b>4,350.00</b>	<b>4,410.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 8120</b>	<b>SANITARY &amp; STORM SEWERS</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.8120.0101	PERSONNEL - OVERTIME	0.00	0.00	8,061.60	0.00	(8,061.60)	0.00	11,984.39	15,318.98
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>8,061.60</b>	<b>0.00</b>	<b>(8,061.60)</b>	<b>0.00</b>	<b>11,984.39</b>	<b>15,318.98</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.8120.0400	CONTRACTUAL EXPENSE	0.00	0.00	18,000.00	0.00	(18,000.00)	0.00	25,969.97	105,714.81
001.8120.0401	MATERIALS & SUPPLIES	0.00	0.00	2,139.46	0.00	(2,139.46)	0.00	20,434.27	2,982.65
001.8120.0413	LIGHT AND POWER	0.00	0.00	5,260.56	0.00	(5,260.56)	0.00	5,902.25	6,006.97
001.8120.0417	BLDG REPAIRS & MAINTENANCE	0.00	0.00	13,353.06	0.00	(13,353.06)	0.00	6,703.56	13,552.34
001.8120.0475	STORMWATER	0.00	0.00	7,463.72	0.00	(7,463.72)	0.00	3,218.75	1,100.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>46,216.80</b>	<b>0.00</b>	<b>(46,216.80)</b>	<b>0.00</b>	<b>62,228.80</b>	<b>129,356.77</b>
<b>Total Dept 8120</b>	<b>SANITARY &amp; STORM SEWERS</b>	<b>0.00</b>	<b>0.00</b>	<b>54,278.40</b>	<b>0.00</b>	<b>(54,278.40)</b>	<b>0.00</b>	<b>74,213.19</b>	<b>144,675.75</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 8160</b>	<b>REFUSE &amp; RECYCLING</b>								
<b>Group 1</b>	<b>PERSONAL SERVICES</b>								
001.8160.0100	PERSONNEL SERVICES	1,051,070.00	1,072,240.00	1,086,804.49	0.00	(14,564.49)	101.36	1,013,075.85	1,037,807.85
001.8160.0101	PERSONNEL - OVERTIME	74,000.00	74,000.00	85,107.71	0.00	(11,107.71)	115.01	63,235.18	64,007.52
001.8160.0106	HOLIDAY PAY	75,000.00	75,000.00	64,839.84	0.00	10,160.16	86.45	59,204.45	69,715.42
001.8160.0108	PERSONNEL - SEASONAL	50,000.00	50,000.00	102,546.00	0.00	(52,546.00)	205.09	86,781.00	99,864.00
001.8160.0197	VACATION BUYOUT-PS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,130.70
001.8160.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	45,463.67	55,752.58
<b>Total Group 1</b>	<b>PERSONAL SERVICES</b>	<b>1,250,070.00</b>	<b>1,271,240.00</b>	<b>1,339,298.04</b>	<b>0.00</b>	<b>(68,058.04)</b>	<b>105.35</b>	<b>1,267,760.15</b>	<b>1,330,278.07</b>
<b>Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>								
001.8160.0237	WORK BARRELS	4,000.00	4,000.00	3,034.00	0.00	966.00	75.85	2,430.00	3,254.40
001.8160.0250	OTHER EQUIPMENT	20,000.00	20,000.00	9,518.30	5,395.00	5,086.70	47.59	10,916.17	11,553.97
<b>Total Group 2</b>	<b>EQUIPMENT &amp; CAPITAL OUTLAY</b>	<b>24,000.00</b>	<b>24,000.00</b>	<b>12,552.30</b>	<b>5,395.00</b>	<b>6,052.70</b>	<b>52.30</b>	<b>13,346.17</b>	<b>14,808.37</b>
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.8160.0401	MATERIALS & SUPPLIES	2,000.00	2,000.00	1,692.51	0.00	307.49	84.63	692.00	1,882.99
001.8160.0403	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	1,900.00	0.00
001.8160.0418	TRANSPORTATION	400.00	400.00	227.54	0.00	172.46	56.89	223.15	246.43
001.8160.0481	PHYSICALS	500.00	500.00	0.00	0.00	500.00	0.00	0.00	475.00
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>2,900.00</b>	<b>2,900.00</b>	<b>1,920.05</b>	<b>0.00</b>	<b>979.95</b>	<b>66.21</b>	<b>2,815.15</b>	<b>2,604.42</b>
<b>Total Dept 8160</b>	<b>REFUSE &amp; RECYCLING</b>	<b>1,276,970.00</b>	<b>1,298,140.00</b>	<b>1,353,770.39</b>	<b>5,395.00</b>	<b>(61,025.39)</b>	<b>104.29</b>	<b>1,283,921.47</b>	<b>1,347,690.86</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 8180</b>	<b>TRANSFER STATION</b>								
<b>Group 4</b>	<b>CONTRACTUAL EXPENSE</b>								
001.8180.0448	DUMP FEES - SOLID WASTE	400,000.00	400,000.00	341,305.57	0.00	58,694.43	85.33	354,294.46	380,213.05
001.8180.0449	DUMP FEES - ORGANIC WASTE	290,000.00	290,000.00	248,663.86	0.00	41,336.14	85.75	223,453.87	278,616.66
<b>Total Group 4</b>	<b>CONTRACTUAL EXPENSE</b>	<b>690,000.00</b>	<b>690,000.00</b>	<b>589,969.43</b>	<b>0.00</b>	<b>100,030.57</b>	<b>85.50</b>	<b>577,748.33</b>	<b>658,829.71</b>
<b>Total Dept 8180</b>	<b>TRANSFER STATION</b>	<b>690,000.00</b>	<b>690,000.00</b>	<b>589,969.43</b>	<b>0.00</b>	<b>100,030.57</b>	<b>85.50</b>	<b>577,748.33</b>	<b>658,829.71</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9000</b>	<b>NYS EMPLOYEES RETIREMENT SYSTM</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9000.0801	STATE RETIREMENT	829,519.00	829,519.00	947,949.00	0.00	(118,430.00)	114.28	695,379.00	1,040,744.00
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>829,519.00</b>	<b>829,519.00</b>	<b>947,949.00</b>	<b>0.00</b>	<b>(118,430.00)</b>	<b>114.28</b>	<b>695,379.00</b>	<b>1,040,744.00</b>
<b>Total Dept 9000</b>	<b>NYS EMPLOYEES RETIREMENT SYSTM</b>	<b>829,519.00</b>	<b>829,519.00</b>	<b>947,949.00</b>	<b>0.00</b>	<b>(118,430.00)</b>	<b>114.28</b>	<b>695,379.00</b>	<b>1,040,744.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9010</b>	<b>NYS PD &amp; FIRE RETIREMENT SYSTM</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9010.0801	STATE RETIREMENT	1,944,016.00	1,944,016.00	2,224,525.00	0.00	(280,509.00)	114.43	1,545,170.00	1,302,688.00
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>1,944,016.00</b>	<b>1,944,016.00</b>	<b>2,224,525.00</b>	<b>0.00</b>	<b>(280,509.00)</b>	<b>114.43</b>	<b>1,545,170.00</b>	<b>1,302,688.00</b>
<b>Total Dept 9010</b>	<b>NYS PD &amp; FIRE RETIREMENT SYSTM</b>	<b>1,944,016.00</b>	<b>1,944,016.00</b>	<b>2,224,525.00</b>	<b>0.00</b>	<b>(280,509.00)</b>	<b>114.43</b>	<b>1,545,170.00</b>	<b>1,302,688.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9020</b>	<b>LOCAL POLICE PENSION FUND</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9020.0825	POLICE PENSION FUND	7,500.00	7,500.00	6,720.00	0.00	780.00	89.60	6,160.00	7,280.00
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>6,720.00</b>	<b>0.00</b>	<b>780.00</b>	<b>89.60</b>	<b>6,160.00</b>	<b>7,280.00</b>
<b>Total Dept 9020</b>	<b>LOCAL POLICE PENSION FUND</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>6,720.00</b>	<b>0.00</b>	<b>780.00</b>	<b>89.60</b>	<b>6,160.00</b>	<b>7,280.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9030</b>	<b>SOCIAL SECURITY</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9030.0802	SOCIAL SECURITY	816,465.00	821,215.00	858,498.47	0.00	(37,283.47)	104.54	796,897.61	889,033.16
001.9030.0810	MEDICARE (EMPLOYER SHARE)	216,991.00	218,102.00	218,509.30	0.00	(407.30)	100.19	208,868.96	222,051.26
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>1,033,456.00</b>	<b>1,039,317.00</b>	<b>1,077,007.77</b>	<b>0.00</b>	<b>(37,690.77)</b>	<b>103.63</b>	<b>1,005,766.57</b>	<b>1,111,084.42</b>
<b>Total Dept 9030</b>	<b>SOCIAL SECURITY</b>	<b>1,033,456.00</b>	<b>1,039,317.00</b>	<b>1,077,007.77</b>	<b>0.00</b>	<b>(37,690.77)</b>	<b>103.63</b>	<b>1,005,766.57</b>	<b>1,111,084.42</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9040.0803	WORKERS COMPENSATION	1,500,000.00	1,500,000.00	1,946,635.71	0.00	(446,635.71)	129.78	1,612,890.46	1,382,861.33
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>1,500,000.00</b>	<b>1,500,000.00</b>	<b>1,946,635.71</b>	<b>0.00</b>	<b>(446,635.71)</b>	<b>129.78</b>	<b>1,612,890.46</b>	<b>1,382,861.33</b>
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>1,500,000.00</b>	<b>1,500,000.00</b>	<b>1,946,635.71</b>	<b>0.00</b>	<b>(446,635.71)</b>	<b>129.78</b>	<b>1,612,890.46</b>	<b>1,382,861.33</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9050</b>	<b>STATE UNEMPLOYMENT INSURANCE</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9050.0805	UNEMPLOYMENT INSURANCE	80,000.00	80,000.00	56,874.80	0.00	23,125.20	71.09	83,483.83	68,745.42
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>56,874.80</b>	<b>0.00</b>	<b>23,125.20</b>	<b>71.09</b>	<b>83,483.83</b>	<b>68,745.42</b>
<b>Total Dept 9050</b>	<b>STATE UNEMPLOYMENT INSURANCE</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>56,874.80</b>	<b>0.00</b>	<b>23,125.20</b>	<b>71.09</b>	<b>83,483.83</b>	<b>68,745.42</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9060</b>	<b>HOSPITAL &amp; MEDICAL INSURANCE</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9060.0807	HOSPITAL & MEDICAL INSURANCE	3,201,700.00	3,201,700.00	3,310,277.19	0.00	(108,577.19)	103.39	3,156,482.09	2,919,960.16
001.9060.0809	HOSPITAL & MEDICAL BUYOUT	123,000.00	123,000.00	139,721.12	0.00	(16,721.12)	113.59	127,042.55	123,384.82
001.9060.0811	MEDICARE REIMBURSEMENT	140,000.00	140,000.00	148,774.40	0.00	(8,774.40)	106.27	139,453.50	134,759.20
001.9060.0813	EMPLOYEE ASSISTANCE PROGRAM	6,400.00	6,400.00	6,400.00	0.00	0.00	100.00	5,600.00	5,600.00
001.9060.0818	SELF PAY MEDICAL INSURANCE	0.00	0.00	3,373.38	0.00	(3,373.38)	0.00	15,898.38	4,074.88
001.9060.0821	SELF-PAY FINGER PRINT	0.00	0.00	(686.00)	0.00	686.00	0.00	0.00	(476.38)
001.9060.0822	HEALTH CLUB REIMBURSEMENT	0.00	0.00	2,151.94	0.00	(2,151.94)	0.00	0.00	0.00
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>3,471,100.00</b>	<b>3,471,100.00</b>	<b>3,610,012.03</b>	<b>0.00</b>	<b>(138,912.03)</b>	<b>104.00</b>	<b>3,444,476.52</b>	<b>3,187,302.68</b>
<b>Total Dept 9060</b>	<b>HOSPITAL &amp; MEDICAL INSURANCE</b>	<b>3,471,100.00</b>	<b>3,471,100.00</b>	<b>3,610,012.03</b>	<b>0.00</b>	<b>(138,912.03)</b>	<b>104.00</b>	<b>3,444,476.52</b>	<b>3,187,302.68</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9070</b>	<b>LIFE/DENTAL/VISION INSURANCE</b>								
<b>Group 8</b>	<b>EMPLOYEE BENEFITS</b>								
001.9070.0804	LIFE INSURANCE	27,000.00	27,000.00	50,087.20	0.00	(23,087.20)	185.51	41,467.16	21,174.76
001.9070.0808	DENTAL INSURANCE	150,000.00	150,000.00	140,042.82	0.00	9,957.18	93.36	132,218.98	132,864.91
001.9070.0812	VISION PLAN	12,000.00	12,000.00	11,371.75	0.00	628.25	94.76	10,043.00	9,834.75
001.9070.0819	SELF-PAY DENTAL INSUR.(RET)	0.00	0.00	(1,641.93)	0.00	1,641.93	0.00	(1,876.40)	(3,089.61)
<b>Total Group 8</b>	<b>EMPLOYEE BENEFITS</b>	<b>189,000.00</b>	<b>189,000.00</b>	<b>199,859.84</b>	<b>0.00</b>	<b>(10,859.84)</b>	<b>105.75</b>	<b>181,852.74</b>	<b>160,784.81</b>
<b>Total Dept 9070</b>	<b>LIFE/DENTAL/VISION INSURANCE</b>	<b>189,000.00</b>	<b>189,000.00</b>	<b>199,859.84</b>	<b>0.00</b>	<b>(10,859.84)</b>	<b>105.75</b>	<b>181,852.74</b>	<b>160,784.81</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9080</b>	<b>RETIRED FIRE DISABLED BENEFIT</b>								
<b>Group 9</b>	<b>TRANSFERS</b>								
001.9080.0826	SEC. 207A PAYMENTS	45,600.00	45,600.00	20,876.04	0.00	24,723.96	45.78	46,884.17	47,658.73
<b>Total Group 9</b>	<b>TRANSFERS</b>	<b>45,600.00</b>	<b>45,600.00</b>	<b>20,876.04</b>	<b>0.00</b>	<b>24,723.96</b>	<b>45.78</b>	<b>46,884.17</b>	<b>47,658.73</b>
<b>Total Dept 9080</b>	<b>RETIRED FIRE DISABLED BENEFIT</b>	<b>45,600.00</b>	<b>45,600.00</b>	<b>20,876.04</b>	<b>0.00</b>	<b>24,723.96</b>	<b>45.78</b>	<b>46,884.17</b>	<b>47,658.73</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9720</b>	<b>BOND ANTICIPATION NOTES</b>								
<b>Group 6</b>	<b>PRINCIPAL ON INDEBTEDNESS</b>								
001.9720.0699	PRIN BAN FY 2010-11	400,000.00	400,000.00	400,000.00	0.00	0.00	100.00	400,000.00	0.00
<b>Total Group 6</b>	<b>PRINCIPAL ON INDEBTEDNESS</b>	<b>400,000.00</b>	<b>400,000.00</b>	<b>400,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>400,000.00</b>	<b>0.00</b>
<b>Group 7</b>	<b>INTEREST ON INDEBTEDNESS</b>								
001.9720.0797	INT BAN FY 2010-11	16,000.00	16,000.00	16,000.00	0.00	0.00	100.00	20,000.00	0.00
<b>Total Group 7</b>	<b>INTEREST ON INDEBTEDNESS</b>	<b>16,000.00</b>	<b>16,000.00</b>	<b>16,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>20,000.00</b>	<b>0.00</b>
<b>Total Dept 9720</b>	<b>BOND ANTICIPATION NOTES</b>	<b>416,000.00</b>	<b>416,000.00</b>	<b>416,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>420,000.00</b>	<b>0.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9900</b>	<b>TRANSFERS TO OTHER FUNDS</b>								
<b>Group 9</b>	<b>TRANSFERS</b>								
001.9900.0900	TRANSFERS TO CAPITAL	50,000.00	72,500.00	67,360.01	0.00	5,139.99	92.91	30,479.70	233,833.00
001.9900.0903	TRANSFER TO T/A	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00
<b>Total Group 9</b>	<b>TRANSFERS</b>	<b>50,000.00</b>	<b>72,500.00</b>	<b>67,360.01</b>	<b>0.00</b>	<b>5,139.99</b>	<b>92.91</b>	<b>60,479.70</b>	<b>233,833.00</b>
<b>Total Dept 9900</b>	<b>TRANSFERS TO OTHER FUNDS</b>	<b>50,000.00</b>	<b>72,500.00</b>	<b>67,360.01</b>	<b>0.00</b>	<b>5,139.99</b>	<b>92.91</b>	<b>60,479.70</b>	<b>233,833.00</b>

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

Fiscal Year: 2012 Period From: 6 To: 5

Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9901</b>	<b>TRANSFERS TO DEBT SERVICE</b>								
<b>Group 6</b>	<b>PRINCIPAL ON INDEBTEDNESS</b>								
001.9901.0600	SERIAL BOND PRIN 2001 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	255,000.00
001.9901.0602	SERIAL BOND PRIN 2002 SERIES	345,000.00	345,000.00	345,000.00	0.00	0.00	100.00	330,000.00	320,000.00
001.9901.0603	SERIAL BOND PRIN 2003 SERIES	295,000.00	295,000.00	295,000.00	0.00	0.00	100.00	285,000.00	270,000.00
001.9901.0604	SERIAL BOND PRIN 2004 SERIES	215,000.00	215,000.00	215,000.00	0.00	0.00	100.00	205,000.00	195,000.00
001.9901.0605	SERIAL BOND PRIN 2005 SERIES	220,000.00	220,000.00	220,000.00	0.00	0.00	100.00	210,000.00	200,000.00
001.9901.0606	SERIAL BOND PRIN 2006 SERIES	125,000.00	125,000.00	125,000.00	0.00	0.00	100.00	120,000.00	190,000.00
001.9901.0607	SERIAL BOND PRIN 2007 SERIES	325,000.00	325,000.00	325,000.00	0.00	0.00	100.00	310,000.00	300,000.00
001.9901.0608	SERIAL BOND PRIN 2010A SERIES	200,000.00	200,000.00	200,000.00	0.00	0.00	100.00	196,000.00	0.00
001.9901.0609	SERIAL BOND PRIN 2009 SERIES	200,000.00	200,000.00	200,000.00	0.00	0.00	100.00	195,000.00	176,081.00
001.9901.0611	SERIAL BOND PRIN 2011 REFUNDING	315,000.00	315,000.00	315,000.00	0.00	0.00	100.00	300,000.00	0.00
001.9901.0612	SERIES BOND PRIN 2012 REFUNDING	100,000.00	100,000.00	100,000.00	0.00	0.00	100.00	0.00	0.00
001.9901.0695	SERIAL BOND PRIN 1995 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	135,000.00
001.9901.0696	SERIAL BOND PRIN 1996 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	165,000.00	160,000.00
001.9901.0698	SERIAL BOND PRIN 1998 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	380,000.00
<b>Total Group 6</b>	<b>PRINCIPAL ON INDEBTEDNESS</b>	<b>2,340,000.00</b>	<b>2,340,000.00</b>	<b>2,340,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>2,316,000.00</b>	<b>2,581,081.00</b>
<b>Group 7</b>	<b>INTEREST ON INDEBTEDNESS</b>								
001.9901.0700	SERIAL BOND INT 2001 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	171,885.00
001.9901.0702	SERIAL BOND INT 2002 SERIES	6,900.00	6,900.00	6,900.00	0.00	0.00	100.00	204,565.00	217,565.00
001.9901.0703	SERIAL BOND INT 2003 SERIES	20,963.00	20,963.00	20,962.50	0.00	0.50	100.00	258,570.65	271,098.75
001.9901.0704	SERIAL BOND INT 2004 SERIES	94,875.00	94,875.00	94,875.00	0.00	0.00	100.00	102,225.00	109,225.00
001.9901.0705	SERIAL BOND INT 2005 SERIES	161,033.00	161,033.00	161,032.50	0.00	0.50	100.00	169,632.50	177,832.50
001.9901.0706	SERIAL BOND INT 2006 SERIES	104,014.00	104,014.00	104,013.80	0.00	0.20	100.00	108,913.80	117,213.80
001.9901.0707	SERIAL BOND INT 2007 SERIES	217,682.00	217,682.00	217,681.26	0.00	0.74	100.00	229,181.26	240,618.76
001.9901.0709	SERIAL BOND INT 2009 SERIES	90,839.00	90,839.00	90,838.76	0.00	0.24	100.00	97,038.76	109,544.78

# VILLAGE OF PORT CHESTER

## Rev/Exp Comparison Control Report

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Account No.	Description	Original Budget	Adjusted Budget	Actual Rev / Exp	Encumbered	Available Balance	Percent Exp. Balance	2011 Rev / Exp	2010 Rev / Exp
<b>Fund 001</b>	<b>GENERAL FUND</b>								
<b>Type E</b>	<b>Expense</b>								
<b>Dept 9901</b>	<b>TRANSFERS TO DEBT SERVICE</b>								
<b>Group 7</b>	<b>INTEREST ON INDEBTEDNESS</b>								
001.9901.0731	SERIAL BOND INT 2011 REFUNDING	87,894.00	87,894.00	87,893.76	0.00	0.24	100.00	96,893.79	0.00
001.9901.0732	SERIES BOND INT 2012 REFUNDING	220,784.00	220,784.00	220,782.83	0.00	1.17	100.00	0.00	0.00
001.9901.0781	SERIAL BOND INT 2010 SERIES	119,925.00	119,925.00	119,925.01	0.00	(0.01)	100.00	123,845.00	130,468.63
001.9901.0795	SERIAL BOND INT 1995 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,628.13
001.9901.0796	SERIAL BOND INT 1996 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	4,290.00	12,740.00
001.9901.0798	SERIAL BOND INT 1998 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,580.00
<b>Total Group 7</b>	<b>INTEREST ON INDEBTEDNESS</b>	<b>1,124,909.00</b>	<b>1,124,909.00</b>	<b>1,124,905.42</b>	<b>0.00</b>	<b>3.58</b>	<b>100.00</b>	<b>1,395,155.76</b>	<b>1,577,400.35</b>
<b>Total Dept 9901</b>	<b>TRANSFERS TO DEBT SERVICE</b>	<b>3,464,909.00</b>	<b>3,464,909.00</b>	<b>3,464,905.42</b>	<b>0.00</b>	<b>3.58</b>	<b>100.00</b>	<b>3,711,155.76</b>	<b>4,158,481.35</b>
<b>Total Type E</b>	<b>Expense</b>	<b>35,679,672.00</b>	<b>35,856,139.33</b>	<b>36,890,633.31</b>	<b>165,271.95</b>	<b>(1,199,765.93)</b>	<b>102.89</b>	<b>34,635,402.07</b>	<b>35,606,632.51</b>
<b>Total Fund 001</b>	<b>GENERAL FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>1,127,373.88</b>	<b>165,271.95</b>	<b>(1,292,645.83)</b>	<b>0.00</b>	<b>(264,250.17)</b>	<b>142,878.12</b>
<b>Grand Total</b>		<b>0.00</b>	<b>0.00</b>	<b>1,127,373.88</b>	<b>165,271.95</b>	<b>(1,292,645.83)</b>	<b>0.00</b>	<b>(264,250.17)</b>	<b>142,878.12</b>

NOTE: One or more accounts may not be printed due to Account Table restrictions.

REPORT  
OF  
THE VILLAGE MANAGER



# VILLAGE OF PORT CHESTER

## OFFICE OF THE VILLAGE MANAGER

### MEMORANDUM

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TO: Mayor and the Board of Trustees

FROM: Christopher D. Steers, Village Manager

DATE: September 16<sup>th</sup>, 2013

RE: Updates

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#### ACTIONS:

1. **Police Vehicles:** All five new police cruisers have been received, outfitted and are currently on the road. The police motorcycles have been ordered and equipment details are being coordinated. Delivery data is TBD.
2. **Recruitment of replacement part time Intermediate Clerk for the Village Clerks Office:** the recruitment has been completed. Start date pending fingerprinting and background results.
3. **Recruitment of replacement part time Intermediate Clerk and additional part time Intermediate Clerk for the Building Department:** the recruitment has been completed. Both began working last week.
4. **Promotional opportunities within the Police Department:** the recommended promotional opportunities involving a lieutenant, sergeant, and detective is pending personnel review and recommendation of the Acting Chief of Police and Village Manager and final approval of the BOT.
5. **RFP for Technical Assistance, Financial Services, and Economic Development:** the joint RFP process has been completed. The National Development Council has been chosen as the finalist. As such a resolution authorizing me to enter into an agreement with the National Development Council is on this agenda. Once the resolution is adopted we will engage in formalizing and executing the agreement.

#### PROJECTS:

1. **FEMA Reimbursement:** We have received our final re-imbusement check. The total recover from FEMA is **\$560,000.00**. It is important to note the \$536,000.00 was re-imbusement for Super Storm Sandy, and \$24,000.00 was for an old application under Hurricane Irene.

- 2. Pay Station / Meter Request for Proposals:** Again, on 8/12/13 an RFP for Parking Meter Installation and system design and maintenance was noticed. Notice was made through the Westmore News and Journal News, BID NET, and the RFP was posted on the Village Website. The RFP specified Digital Brand units for the sake of integration with our existing stock of Digital Luke I units. The Proposal calls for the installation of 43 new pay stations. The specifications of the RFP were designed in cooperation with the Traffic Bureau, Village Attorney, Public Works Department and my Office. Specifications requested options for progressive technological solutions and upgrades like pay by phone, pay by license plate and various interface options which may be implemented in the future to improve service, efficiency and reliability.

The RFP was issued in an abundance of caution relating to the verification of the sole responder possibly being a sole source provider of the LUKEII Pay Stations. The sole responder was as anticipated Integrated Technical Systems, Inc (ITS). Staff meet with ITS in order to verify certain concerns ; the main one being the time line for full implementation which can be as little as 8 weeks.

A resolution authorizing me to enter into an agreement with ITS is on the agenda for this meeting. ITS will be present to answer any questions.

- 3. 350 North Main Street:** All of the violations relating to the initial PESH notice of Violation have been corrected. Important points being as follows:

- The drainage problem in the Boiler room has been remediated.
- All lighting concerns, exit signage concerns, and electrical wiring concerns have been remediated.

The Violations enumerated in the secondary notice of violation are being corrected. Steps related to concerns are as follows:

- *Work Place Violence training:* Training completed. Staff continues to work with PESH and Pro Safety staff to fully develop a compliant program. Next step is for the Police Department to perform a “Risk Assessment”.
- *Right –to- Know program.* Training has been completed. Staff continues to work with PESH and Pro Safety staff to fully develop a compliant program.
- *Blood Borne Pathogens program:* Training has been completed. Staff continues to work with PESH and Pro Safety staff to fully develop a compliant program.
- *Hepatitis B Vaccination:* RFP issued and results received. Review, background, and evaluation underway. The selected candidate will be our TPA for; drug screening, physicals, medical evaluations, mandatory vaccinations, and other related needs.
- *Hazard Communication Program:* Training has been completed. Staff continues to work with PESH and Pro Safety staff to fully develop a compliant program.

- *Summary of Occupational injuries:* This form has been completed; appropriate protocols have been put in place to tract same this year.
- *Industrial Hygiene issues:* the additional violation is related to general maintenance of the basement area; specifically the presence of mold in the evidence room.
  - The mold issues involving rooms in the basement has been remediated.

**Pending Capital Improvements:** The proposed capital improvements to the building continue to move forward. Careful consideration is being given to controlling costs. The steps thus far are as follows: A

- The preliminary exterior drainage has been completed.
- The interior renovations within the court room have been completed.
- The Brick Probing will be performed within the next few weeks. The contract was awarded to Santos Restoration Inc (attached). Additional quotes will be solicited for the necessary pointing of the brick once the probing is completed and the results are reviewed.
- The lead concerns in the defunct shooting range have been remediated.
- Emergency repairs due to closure of Cell Blocks: Again, the project is being approached as a maintenance and repair program based on existing conditions and not an architectural alteration or improvement effort. Steps thus far:
  - Joe Marino of Expert Auto collision and repair, and Welding has completed the initial repair and installation of the corroded steel in the affected cells. Templates and cuts for the plumbing lines will be conducted on site.
  - Alan Lee of Alvar Lee Plumbing and Heating has completed all the removal of the old plumbing lines and fixtures, install additional drain lines and prepped or installation of fixtures.
  - The BRITEX Universal Combination Toilet Fixture; have been ordered and are due to arrive this week or next.
  - Duration of work is pending delivery status of chosen fixtures. Once the fixtures are received the estimated time of completion will be about two weeks. all contractors and staff are on notice of the eminent delivery of the fixtures.

- 4. Traffic signal and road improvements located at the intersections of Pearl & Broad at Westchester Ave:** The contract has started work and progress to completion is being made. Completion date pending follow up discussions.

## 5. NIXLE 360:

### Implementation Status:

- Staff has completed system integration with our phone system, Email system, and Web portal.
  - The Emergency Service Listing (ESL) has been received from Verizon and said data has been imported into the system.
  - For all intents and purposes the Nixle system is fully functional; however some testing needs to be done before an official “Go Live” date is given. This testing will be coordinated within the next few weeks.
6. **Street Paving Program:** The contract has been awarded to ELQ Industries and mobilization is underway. Start date pending receipt of insurance, bond, and execution of agreement.

## PRIORITIES

1. **Code Enforcement:** The non-discriminatory code enforcement and building code compliance program continues. Significant increases in productivity have been achieved. Demands on resources continue to increase. The needs assessment has been completed and results of same will be discussed by the Building Inspector / Code Enforcement Director at the BOT meeting. Summary statistics and assessment is attached.
2. **Amnesty Program:** Significant amendments to the existing Permit Amnesty program have been promulgated and adopted by the BOT. About 480 individuals are currently enrolled in the program however with the newly adopted amendments we fully expect that number to increase. As such it is recommended that the program period be extended in accordance with the recommendation of the Planning Commission.
3. **Sewer Rent:** Again, the Joint Petition was completed and filed with the PSC. Pending 60 days for their review. The 60 day time frame, which is for review / comment, began on or about August 15<sup>th</sup>. In the interim a joint letter of support relating to the petition was drafted and released to the Public Service Commission by Senator Latimer and Assemblyman Ottis (attached). Mr. Dichter will be making a presentation to the BOT at this meeting and has submitted the following update to staff:

*“The petition is actively under review by the Staff of the Commission. On August 22, 2013, the Staff sent out an interrogatory requesting a clarification on the petition that was quickly answered. A copy is attached. We have been in constant communication with the Staff and we are making progress. I do not have a date by which the petition will be presented to the full Commission for approval; however, we are doing everything we can to get it acted upon in the next month. It is a balancing act to keep it moving forward while not pushing them to a ruling before they are ready and thereby jeopardizing the petition.*

*We also have the support of Assemblyman Steve Otis. He has reached out to the PSC Legislative Liaison to express support. In addition, he will be sending a joint letter with Senator Latimer supporting the Petition. They are starting with a draft of a letter we prepared and adding their own stamp upon it. Our draft is attached.*

*With regard to United Water, there is a draft of the formal agreement that is being reviewed by management. See latest draft attached hereto. We are scheduling a meeting with the Company to be held in the next two weeks to finalize the agreement and coordinate steps to implement billing as soon as possible after the PSC completes its review.”*

- 4. Bulkhead:** Staff has held several meetings regarding the pending replacement permit application / amendment. As you are aware significant costs savings may be had due to the approach of closing off the gut. Staff has reached out to DEC management to request a site visit prior to the submittal of the amended permit in order to educate DEC about the conditions on the ground and the importance of our efforts. The Grant Writing Work group is aggressively chasing down leads on possible grant applications and deadlines for related funding.

Attachments.

CC: Senior / Executive Staff  
Maryanne Veltri, Office Assistant  
File



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**E-mail:santos.restoration@yahoo.com.**

**COMPANY LICENSE**

License # WC-WC-17822-H06  
NYC IBM # 20244  
GAF Roofing License Number # AU09434

**INSURANCE POLICY**

Liability Insurance Policy # MPV87015  
Workers' Compensation Insurance Policy # WCV87015  
Disability # DBL 561811- 4  
Liability Umbrella Policy Number CXG2900598  
Liability covers \$2,000,000  
Liability Umbrella covers \$5,000,000

**PROPOSED CONTRACT MANUAL**

**Project # S-C 2013 – 00437**

**Date:** April 29, 2013

**Attn:** Dolph Rotfeld  
222 Grace Church Street.  
Port Chester, N.Y. 10573.

**Job Site:** 350 Main Street  
Port Chester, N.Y. 10573.

**Inspection:**

A site inspection was performed of the police Station property listed on April 15, 2013 to review façade conditions and masonry assemblies. This was prompted by the recent report of deteriorating masonry conditions and interior leaks from the Port Chester Building Department. Present at the inspection were

Mr. Dolph Rotfeld - Dolph Rotfeld Engineering P.C.  
Mr. Joseph Krzeminski-Chief of Port Chest Police.  
Mr. Claudio Santos – Santos Restoration Inc.  
Mr. Darius Toraby - Darius Toraby Architects P.C.  
Mr. Andrew Foord –Darius Toraby Architects P.C.

**Findings:**

Brick masonry exhibiting washed out mortar joints at the South and East Facade were directly below the pre-cast parapet stones. The pre-cast concrete decorative parapets stones have locally displace and /or deteriorated along the South Façade. One of the pre-cast elements on the North Facade is crumbling at the Third Floor. The Steel lintels at the window and door opening have been caulked against the adjacent masonry trapping water at the junction between the lintels and bricks above, contributing to interior leaks and water damage.

**Recommendation:**

**Masonry Probe # 1:**

Removal of the brick veneers at the probe opening at the South Facade is recommended to access the conditions of the brick and backup block. This probe should be at least 2'X2' directly below a joint in the pre-cast elements. Care should be taken to insure the stone elements are not disturbed, and subsequent shoring is to be install to prevent further shifting while this probe is open.

**Masonry Probe # 2:**

A second probe should be made at the crumbling pre-cast stone at the North Facade to determine its composition, anchorage, and conditions causing its disintegration. This removal can be accomplished from roof level.

**Note:**

Upon review of the probe result appropriate repairs and waterproofing detailed can be provided for the contract price. We are grateful for this opportunity to be of service.

**Total cost for the three probe mention in the above proposed work = \$3,200.00**

**CONTRACT PROPOSAL:**

All necessary materials will be provided by Santos Restoration.  
Santos Restoration will provide liability insurance from the beginning of the job through its completion.  
Santos Restoration will also provide Workers Compensation for our employees for the service provided in its entirety.  
All work will be done by Santos Restoration workers.  
Santos Restoration will cordon off the work area to ensure safety of pedestrians.

**CLEANING UP:**

The contractors will, at all times, keep the premises free from accumulation of debris and rubbish and if necessary clean daily.

The contractor shall remove from the premises all debris, rubbish, equipment, and surplus materials and shall leave the building and property broom clean or its equivalent on a daily basis.

**WORK SCHEDULE:**


All of the work will be performed during standard working hours (8:00 am to 5:00 pm) Monday through Friday, unless otherwise agreed upon by Owner.

**Contract Agreement**



**Contractor:**  
Santos Restoration Inc.

Date: 4/29/2013



**Dolph Rotfeld**  
Christopher D. Steens  
Village Manager

Date: 8/20/13

**Thank you for business!!!!**

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/1/2013

PRODUCER <b>BERMUDEZ INSURANCE AGENCY, INC</b> 425 White Plains Road Eastchester, NY 10709 (914) 961-0251		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED <b>SANTOS RESTORATION INC</b> 49 N MACQUESTEN PKWY MOUNT VERNON, NY 10550 914-906-3629		INSURERS AFFORDING COVERAGE	NAIC#
		INSURER A: MAIN STREET AMERICA ASSUARANCE CO	29939
		INSURER B: NGM INSURANCE CO	14788
		INSURER C:	
		INSURER D:	
		INSURER E:	

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	X	GENERAL LIABILITY	MPV87015	05/05/13	05/05/14	EACH OCCURRENCE	\$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
		<input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person)	\$ 10,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PERSONAL & ADV INJURY	\$ 1,000,000
		<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
B		AUTOMOBILE LIABILITY	B1U8730J	03/15/13	05/05/14	COMBINED SINGLE LIMIT (Ea accident)	\$ 500,000
		<input type="checkbox"/> ANYAUTO				BODILY INJURY (Per person)	\$
		<input checked="" type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
		<input checked="" type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
		<input checked="" type="checkbox"/> HIRED AUTOS					
		<input checked="" type="checkbox"/> NON-OWNEDAUTOS					
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
		<input type="checkbox"/> ANYAUTO				OTHER THAN EAACC	\$
						AUTO ONLY: AGG	\$
B		EXCESS/UMBRELLA LIABILITY	CUV87015	03/18/13	03/18/14	EACH OCCURRENCE	\$ 5,000,000
		<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMSMADE				AGGREGATE	\$ 5,000,000
		<input type="checkbox"/> DEDUCTIBLE					\$
		<input checked="" type="checkbox"/> RETENTION \$ 10,000					\$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	WCV87015	05/05/13	05/05/14	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTHER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	\$ 100,000
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	\$ 100,000
		OTHER				E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

VILLAGE OF PORT CHESTER IS INCLUDED AS AN ADDITIONAL INSURED

## CERTIFICATE HOLDER

VILLAGE OF PORT CHESTER  
 222 GRACE CHURCH ST  
 PORT CHESTER, NY 10573

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



STATE OF NEW YORK  
WORKERS' COMPENSATION BOARD  
CERTIFICATE OF INSURANCE COVERAGE UNDER THE NYS DISABILITY BENEFITS LAW

**PART 1. To be completed by Disability Benefits Carrier or Licensed Insurance Agent of that Carrier**

<p>1a. Legal Name and Address of Insured (Use street address only) SANTOS RESTORATION INC 49 N MACQUESTEN PKWY MOUNT VERNON, NY 10550</p>	<p>1b. Business Telephone Number of Insured (914) 906-3629</p> <p>1c. NYS Unemployment Insurance Employer Registration Number of Insured</p> <p>1d. Federal Employer Identification Number of Insured or Social Security Number 203-40-9638</p>
<p>2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) VILLAGE OF PORTCHESTER 222 GRACE CHURCH STREET PORTCHESTER, NY 10573</p>	<p>3a. Name of Insurance Carrier NEW YORK STATE INSURANCE FUND</p> <p>3b. Policy Number of entity listed in box "1a": DBL 5518 11 - 4</p> <p>3c. Policy effective period: 05/03/2013 to 05/03/2014</p>

4. Policy covers:

- a.  All of the employer's employees eligible under the New York Disability Benefits Law
- b.  Only the following class or classes of the employer's employees:

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability Benefits insurance coverage as described above.

Date Signed 08/1/2013 By Joseph J. Masi Joseph J. Masi  
(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number (866) 697-4332 Title Director of Disability Benefits Insurance

**IMPORTANT:** If box "1a" is checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.  
If box "1b" is checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the Disability Benefits Law. It must be mailed for completion to the Workers' Compensation Board, DB Plans Acceptance Unit, 20 Park Street, Albany, New York 12207.

**PART 2. To be completed by NYS Workers' Compensation Board (Only if box "4b" of Part 1 has been checked)**

State Of New York  
Workers' Compensation Board

According to information maintained by the NYS Workers' Compensation Board, the above-named employer has complied with the NYS Disability Benefits Law with respect to all of his/her employees.

Date Signed \_\_\_\_\_ By \_\_\_\_\_  
(Signature of NYS Workers' Compensation Board Employee)

Telephone Number \_\_\_\_\_ Title \_\_\_\_\_

Please Note: Only insurance carriers licensed to write NYS disability benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1. Insurance brokers are NOT authorized to issue this form.

STATE OF NEW YORK  
WORKERS' COMPENSATION BOARD

**CERTIFICATE OF NYS WORKERS' COMPENSATION INSURANCE COVERAGE**

<p><b>1a. Legal Name &amp; Address of Insured (Use street address only)</b></p> <p>SANTOS RESTORATION INC 49 N MACQUESTEN PKWY MT VERNON, NY 10550</p> <p><i>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)</i></p>	<p><b>1b. Business Telephone Number of Insured</b> 914-668-3513</p> <p><b>1c. NYS Unemployment Insurance Employer Registration Number of Insured</b></p> <p><b>1d. Federal Employer Identification Number of Insured or Social Security Number</b> 20340963</p>
<p><b>2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)</b></p> <p>VILLAGE OF PORT CHESTER 222 GRACE CHURCH ST PORT CHESTER, NY 10573</p>	<p><b>3a. Name of Insurance Carrier</b> NGM INSURANCE COMPANY</p> <p><b>3b. Policy Number of entity listed in box "1a"</b> W1V87015</p> <p><b>3c. Policy effective period</b>  _05/05/2013 to _05/05/2014_</p> <p><b>3d. The Proprietor, Partners or Executive Officers are</b>  <input type="checkbox"/> included. (Only check box if all partners/officers included)  <input checked="" type="checkbox"/> all excluded or certain partners/officers excluded.</p>

This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. (To use this form, New York (NY) must be listed under **Item 3A on the INFORMATION PAGE of the workers' compensation insurance policy**). The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

*The Insurance Carrier will also notify the above certificate holder within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.*

**Please Note:** Upon the cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by: \_\_\_\_\_ VICTOR BERMUDEZ \_\_\_\_\_  
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by: \_\_\_\_\_  \_\_\_\_\_ 8/1/13 \_\_\_\_\_  
(Signature) (Date)

Title: \_\_\_\_\_ LICENSED AGENT \_\_\_\_\_

Telephone Number of authorized representative or licensed agent of insurance carrier: (914) 961-0251 \_\_\_\_\_

*Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.*

## **Village of Port Chester Building Department and Code Enforcement Needs Assessment**

### **Personnel Only**

#### **Building Department**

- 1 Additional Asst. Building Inspector
  - Primary responsibilities will include: Plan Review(s) permit processing and inspections
  - Steve Velardo shall remain conducting consultations and inspection
  - Kurt Mansfield shall continue with inspection volume only

#### **Code Enforcement**

- 1 Additional Code Enforcement Officer
- 1 Additional Fire Inspector
- 1 Additional Administrative Aide
- 1 Paralegal
- Service Company

June 2012 - August 2012	
Certificates of Compliance Issued	6
Fees Collected	\$3,850.00

Fire Inspection Notices Sent Out	41
Performed Fire Inspections	39
Fire Inspections Failed - NOV issued	28
Re-Inspections Conducted	3
NOV's issued for failure to respond to Fire Safety Renewal Notice	n/a
Appearance tickets issued	n/a

Complaints	
Fire Department Referrals	16
NOV's issued due to Fire Department Referrals	n/a
Appearance tickets issued for failure to respond to NOV's issued due to Fire Department Referrals	n/a

June 2013 - August 2013		Increase	% Increase
Certificates of Compliance Issued	162	<b>156</b>	<b>2,600%</b>
Fees Collected	\$34,320.00	<b>\$30,470.00</b>	<b>790%</b>

Fire Inspection Notices Sent Out	292	<b>251</b>	<b>610%</b>
Performed Fire Inspections	263	<b>224</b>	<b>570%</b>
Fire Inspections Failed - NOV issued	184	<b>156</b>	<b>550%</b>
Re-Inspections Conducted	112	<b>109</b>	<b>3,500%</b>
NOV's issued for failure to respond to Fire Safety Renewal Notice	57		
Appearance tickets issued	34		

Complaints	
Fire Department Referrals	19
NOV's issued due to Fire Department Referrals	17
Appearance tickets issued for failure to respond to NOV's issued due to Fire Department Referrals	“New Item” (2)

June 2012 - November 2012	
Certificates of Compliance Issued	29
Fees Collected	\$20,245.00

December 2012 - May 2013		Increase of	% increase
Certificates of Compliance Issued	169	<b>140</b>	<b>488%</b>
Fees Collected	\$82,775.00	<b>\$62,530.00</b>	<b>324%</b>

Fire Inspection Notices Sent Out	102
Performed Fire Inspections	184
Fire Inspections Failed - NOV issued	175
Re-Inspections Conducted	14
NOV's issued for failure to respond to Fire Safety Renewal Notice	24
Appearance tickets issued	6

Fire Inspection Notices Sent Out	605	<b>503</b>	<b>499%</b>
Performed Fire Inspections	533	<b>349</b>	<b>190%</b>
Fire Inspections Failed - NOV issued	327	<b>152</b>	<b>115%</b>
Re-Inspections Conducted	137	<b>123</b>	<b>900%</b>
NOV's issued for failure to respond to Fire Safety Renewal Notice	138	<b>114</b>	<b>505%</b>
Appearance tickets issued	50	<b>44</b>	<b>720%</b>

Complaints	
Fire Department Referrals	32

Complaints			
Fire Department Referrals	43	<b>11</b>	<b>299%</b>
NOV's issued due to Fire Department Referrals	38	<b>38</b>	n/a
Appearance tickets issued for failure to respond to NOV's issued due to Fire Department Referrals	5	<b>5</b>	n/a

<b>Building Department Performance Analysis: June 2011 thru Current</b>
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**Fiscal June 2011-May 2012**

	<b><u>TOTAL</u></b>	<b><u>FEES COLLECTED</u></b>
Stop Work Orders	37	Line Created
Certificate of Occupancy	111	\$13,470.00
Building Permits	338	\$183,837.93
Plumbing Permits	209	\$18,569.00
Electrical Permits	249	\$13,600.00
Sign Permits	43	\$1,575.00
Tank Permit	72	\$2,760.00
Permit to Occupy Sidewalk	30	\$15,560.00
Temporary Certificate of Occupancy	6	\$475.00
Application for Amendment	9	\$2,529.00
Searches	487	\$29,540.00
Foils	359	\$788.60
Consultations	1,307	
Inspections	810	
	<b><u>TOTAL</u></b>	<b><u>\$283,004.53</u></b>

**Fiscal June 2012-May 2013**

	<b><u>TOTAL</u></b>	<b><u>FEES COLLECTED</u></b>
Stop Work Orders	93	\$8,856.00
Certificate of Occupancy	362	\$44,705.00
Building Permits	696	\$346,141.50
Plumbing Permits	257	\$18,968.00
Electrical Permits	315	\$17,038.00
Sign Permits	56	\$1,290.00
Tank Permit	55	\$2,040.00
Permit to Occupy Sidewalk	27	\$26,205.00
Temporary Certificate of Occupancy	41	\$4,500.00
Application for Amendment	6	\$624.00
Searches	528	\$84,700.00
Foils	379	\$571.50
Consultations	1571	
Inspections	1145	
	<b><u>TOTAL</u></b>	<b><u>\$555,639.00</u></b>

## Fiscal June 2013-Current

	<u>TOTAL</u>	<u>FEES COLLECTED</u>
Stop Work Orders	22	\$1,868.00
Certificate of Occupancy	82	\$10,390.00
Building Permits	204	\$93,762.50
Plumbing Permits	73	\$13,686.00
Electrical Permits	57	\$63,150.00
Sign Permits	3	\$225.00
Tank Permit	16	\$740.00
Permit to Occupy Sidewalk	6	\$41,220.00
Temporary Certificate of Occupancy	17	\$2,100.00
Application for Amendment	0	\$0.00
Searches	244	\$29,150.00
Foils	93	\$95.25
Consultations	436	
Inspections	347	
	<u>TOTAL</u>	<u>\$256,386.75</u>

### Revenue Performance

#### Fiscal Comparison 6-2011 thru 5-2012 & 6-2012 thru 5-2013

Total Revenues 6-2011 thru 5-2012:	\$283,004.53
Total Revenues 6-2012 thru 5-2013:	<u>\$555,639.00</u>
Represents an increase in revenue:	<b>\$272,634.00</b>
Represents a % increase of:	<u>96% increase in revenue</u>

### Comparative Analysis of Permits Issued

#### Total Permits Issued 6-2011 thru 5-2012 & 6-2012 thru 5-2013

Total Permits 6-2011 thru 5-2012:	941
Total Permits 6-2012 thru 5-2013:	<u>1406</u>
Represents an increase of:	<b>465</b>
Represents a percentage increase of:	<u>49% increase in permit activity</u>

## Comparative Analysis of Permits Issued Cont

### Permits Issued 6-2011 thru 5-2012 & 6-2012 thru 5-2013

#### Building Permits

Building Permits Issued 6-2011 thru 5-2012: 338

Building Permits Issued 6-2012 thru 5-2013: 696

Represents an increase of: **358 Building Permits**

Represents a percentage increase of: 105 % increase in permit activity

#### Plumbing Permits

Plumbing Permits Issued 6-2011 thru 5-2012: 209

Plumbing Permits Issued 6-2012 thru 5-2013: 257

Represents an increase of: **48 Plumbing Permits**

Represents a percentage increase of: 22.9 % increase in permit activity

#### Electrical Permits

Electrical Permits Issued 6-2011 thru 5-2012: 249

Electrical Permits Issued 6-2012 thru 5-2013: 315

Represents an increase of: **66 Electrical Permits**

Represents a percentage increase of: 26 % increase in permit activity

#### Certificate of Occupancy (CO)

CO's issued 6-2011 thru 5-2012: 111

CO's issued 6-2012 thru 5-2013: 362

Represents an increase of: **251 Certificate of Occupancies**

Represents a percentage increase of: 226 % increase in CO's issued

**Stop Work Orders Issued 6-2011 thru 5-2012 & 6-2012 thru 5-2013**

**Stop Work Orders (SWO's)**

SWO's Issued 6-2011 thru 5-2012: 37

Building Permits Issued 6-2012 thru 5-2013: 93

Represents an increase of: **56 Stop Work Orders**

Represents a percentage increase of: 151 % increase in SWO's

<b>Comparative Analysis of Consultations and Inspections</b>
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**Consultations (does not include walk ins)**

Consultations 6-2011 thru 5-2012: 1307

Consultations 6-2012 thru 5-2013: 1571

Represents an increase of: **264 Consultations**

Represents a percentage increase of: 

20% increase in consultation activity
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**Inspections Conducted**

Inspections 6-2011 thru 5-2012: 810

Inspections 6-2012 thru 5-2013: 1145

Represents an increase of: **335 Inspections**

Represents a percentage increase of: 

41% increase in inspection activity
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STEVEN OTIS  
Assemblyman 91<sup>st</sup> District  
Westchester County

THE ASSEMBLY  
STATE OF NEW YORK  
ALBANY

COMMITTEES  
Corporations, Authorities and  
Commissions  
Environmental Conservation  
Libraries and Education Technology  
Agriculture  
Tourism, Parks, Arts, and  
Sports Development

September 12, 2013

The Honorable Garry Brown  
Chairman  
New York Public Service Commission  
Three Empire State Plaza  
Albany, NY 12223

**Re: Village of Port Chester and United Water Westchester Joint Petition  
to the Public Service Commission, Case No.: 13-W-0312**

Dear Chairman Brown:

We would like to express our strong support for the Village of Port Chester and United Water Joint Petition to the Public Service Commission requesting authorization for use of utility assets for the non-utility purpose of billing for sewer rents. At a time when fiscal constraints challenge the ability of municipalities to meet the needs of its citizens, this is just the type of private/public partnership that fosters sound regulatory reform and serves the public interest. Given that Port Chester has in place a Master Plan to begin upgrading the sanitary system, we would request that the Commission to act quickly and favorably on the Joint Petition.

Portions of the Village of Port Chester's sewer system are more than 100 years old and in need of significant investment to repair and upgrade. The village has identified a strategic multi-year \$15 million project to upgrade its sewer system, which will address current deficiencies and greatly benefit the residents for future years. Authorizing United Water Westchester Inc. (UWW) to bill charges for imposed sewer rates based upon resident water consumption is a logistical method for the Village of Port Chester to improve their sewer system and undertake the necessary improvements ordered by the United States Environmental Protection Agency to mitigate outflows to the Long Island Sound.

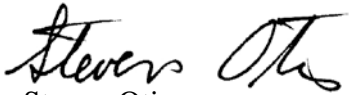
We represent the Village of Port Chester in the State Legislature and are very supportive of its efforts to repair their sewer system. Senator Latimer serves on the Senate Local Government Committee, while Assemblyman Otis serves on the Assembly's Committee on Corporations, Authorities and Commissions. We both serve on the Environmental Conservation Committees of our respective houses and have prior local government experience. Accordingly, we understand the needs of the Village of Port Chester and its desire to equitably spread the costs of its sewer system usage, upkeep and maintenance.

The General Municipal Law unequivocally grants the Village of Port Chester the right to base its sewer rent charges on water consumption. See Gen. Mun. Law §451. The fact that the data on water usage resides with United Water Westchester does not alter the right granted by the

Legislature. The Public Service Law provision on sale of customer lists would not be violated under the arrangement set forth in the Joint Petition. Here, the Village of Port Chester and United Water Westchester have created a framework under which they can achieve the desired result in a manner that benefits all parties and their respective customers. The intent of the parties is to embark upon a partnership wherein United Water utilizes water consumption data already in its possession to bill and collect sewer rent on behalf of the Village of Port Chester. As such, the proposed framework is sensitive to consumer privacy concerns in that United Water will undertake the billing. UWW will have lone access to the water consumption data and at no point will the Village of Port Chester have any information pertaining to consumption data for individual customers. Additionally, the ratepayers of United Water Westchester will benefit from lower costs due to this new additional revenue source.

We strongly urge the Public Service Commission to approve the joint petition of United Water Westchester Inc and the Village of Port Chester. The Joint Petition is deserving of the full support of the Commission on an expedited basis.

Sincerely,



Steven Otis  
State Assemblyman



George Latimer  
State Senator

**STAFF OF THE DEPARTMENT OF PUBLIC SERVICE**  
**INTERROGATORY/DOCUMENT REQUEST**

United Water Westchester, Inc.

Request No.: STAFF-1 KAM-1  
Requested By: Kevin A. Manz  
Date of Request: August 22, 2013  
Response Due: September 1, 2013  
Witness: Michael J. Pointing  
Subject: UWW Port Chester Proposal

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The bottom of page 4 of the joint petition states that "Given this express statutory grant of authority to base its (the Village's) sewer rents upon water consumption data, UWW and the Village request approval of this transaction solely for the purpose of implementing, billing and collecting sewer rent." The joint petition continues on page 5 to describe the transaction and use of utility assets for non-regulated purpose and states that "The Village requested that UWW either provide the water consumption data to it or for UWW to use the data internally to undertake the analysis, billing and collection of sewer rents on its behalf."

Please clarify the transaction and agreement that United Water Westchester, Inc. and the Village of Port Chester are requesting approval for on Pages 4 - 5 in their joint petition as it pertains to the determination of the Village's sewer revenue requirement and rate design.

In other words, will the Village be independently providing the sewer rent charges to UWW, so UWW can simply input the customer and volumetric charges into its billing system to generate bills based on a resident's water meter reading, or will UWW be taking some role in analyzing and determining the Village's sewer revenue requirement, rate design, and developing the sewer rent charges?

Response:

Under this agreement, United Water Westchester Inc. ("UWW") will play no role in the formulation of the Village's revenue

requirements or rate design. UWW will simply take the rate structure created and provided by the Village and generate bills based on a resident's water meter reading.

**SANITARY SEWER SERVICE BILLING  
AND COLLECTION AGREEMENT**

**THIS SANITARY SEWER SERVICE BILLING AND COLLECTION**

**AGREEMENT** made and executed September 4, 2013 (the " Agreement") by and between the Village of Port Chester (the "Village") and United Water Westchester ("UWW").

**RECITALS**

A. The Village operates a Sanitary Sewer System and has adopted sewer rent charges for use of the system by its customers based upon the consumption of water supplied by UWW.

B. UWW is willing to utilize the water consumption data of customers to assist the Village in billing for use of the Village's sewer system.

C. UWW has agreed to bill and collect sewer rates from Users and pay the collected amounts over to the Village pursuant to the terms of this Agreement.

NOW, THEREFORE, in consideration of the respective representations and agreements contained herein, the parties hereto agree as follows:

**Section 1. Billing and Collection of Sewer Rates.** UWW agrees that it will, on behalf of the Village, bill and collect for sanitary sewer service from Users in the Village's Service Area.

*a. Establishment of Rates.* Such billing shall be at rates established from time to time by the Village.

*b. Frequency of Billing.* A separate sewer only invoice shall be issued to the Village's customer with the same frequency as the UWW billings for water services for such Users, but not less frequent than every 3 months, or at such intervals as the Village and UWW shall agree.

*c. Invoice Payment Options.* UWW shall accept payment from the Village's customers by allowing the following payment options: mail, direct debit, APS/Check Free Payment Locations (as similarly available to UWW water customers), and via credit card over the telephone or online at [www.unitedwater.com](http://www.unitedwater.com) (UWW charges a convenience fee for the credit card payment option).

*d. Collections.* UWW will also focus on aged receivables management and provide the following services: automated outbound payment reminder messages; issuing late notices for delinquent customers; implementing late fees for the sewer invoice in accordance with the Village's existing Ordinance; facilitating Lien Sales and providing required data to the Village for execution of the Lien Sales.

*e. Transition Costs.* Port Chester shall reimburse UWW for its actual costs in the amount of Eighty Seven Thousand Five Hundred Sixty-Six (\$87,566.00) Dollars. It is agreed that this is a one-time fee for transition costs intended to

enable interface of the Customer Contact and Billing Services with Port Chester sewer billing. The Transitions Costs will be a one-time cost that will be payable in quarterly installments over the course of this Billing and Collection Agreement.

*f. Annual Base Maintenance and Support Fee.* The annual fee for the provision of the within customer care and billing services is determined to be Two Hundred Forty One Thousand Twenty Seven (\$241,027.00) Dollars. This fee shall be payable by Port Chester to UWW in quarterly installments. The Base Maintenance and Support Fee will increase or decrease annually in an amount equal to the rate of inflation. In addition, if UWW shall undertake billing and collection for other municipalities and achieves economies of scale, then the fee to Port Chester shall be reduced proportionately.

*g. Miscellaneous.* With respect to all such billings and invoices, the time limits for payment of such bills, the resolution of disputes, disagreements or other complaints, the testing of meters for accuracy and all other matters relating to billing and collection, the Village and UWW shall work together to develop such policies and the Village shall adopt such ordinances, rules, regulations and policies as shall be necessary to assure compliance of the provisions of this Section 1. Such policies adopted by the Village shall specify that such delinquent account shall constitute a lien in favor of the Village against the premises served as provided by law. UWW shall also transmit bills including final bills for property title transfers

and corrected bills as a result of re-reads. These bills shall be issued in the required format and in line with all Village Ordinance requirements. All rates collected by the UWW for the Village from users shall be paid to the Village. UWW agrees to work cooperatively with the Village in the collection of delinquent accounts of Users.

**Section 2. Customer Service.** UWW will provide a dedicated toll free number for the Village's customers. With the exception of major holidays, the customer service center will be open and available to the Village's customers Monday to Friday from 8:00 a.m to 4:30p.m for all billing and customer service-related issues. The Village's customers will also have access to the self-service phone system. This self-service phone system will be available 24 hours a day, 7 days a week, 365 days per year. Additionally, through this self-service phone system, customers may complete their transaction in either English or Spanish. UWW will also make available, on an as needed basis, a mass notification outbound calling system for delivery of important messages.

**Section 3. Consumer Privacy and Confidentiality of Information.** The Village and UWW are mindful of the importance of consumer privacy and confidentiality of consumer information. Data pertaining to the water customers of UWW shall not be shared with the Village except to the extent necessary for collections related to non-payment of sewer rents. To the extent data is shared with the Village by

UWW, the Village agrees not to resell such data or list and to adhere to the security guidelines set forth in Exhibit A to the extent permitted by applicable law.

**Section 4. Term.** The term of this Agreement shall be 5 years. The Village may terminate this Agreement effective upon an annual anniversary date on 120 days' notice. Thereafter, either party may terminate this Agreement upon 120 days' notice to the other party. In the event the Village terminates this agreement prior to full payment of the Transition Costs in Section 1(e), the balance of the Transition Costs will be due upon the effective date of cancellation.

**Section 5. Notices.** All notices or other communications hereunder shall be sufficiently given and shall be deemed given when dispatched by regular or certified mail, postage prepaid, or by hand delivery, addressed as follows:

If to UWW:

If to Village:

The parties may, by notice given hereunder, designate any further or different address to which subsequent notices or other communications may be sent.

**Section 6. Governing Law.** This Agreement shall be construed in all respects in accordance with the laws of the State.

**Section 7. Severability.** In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable the remaining valid provisions hereof provided the intent of this Agreement can still be met without such invalid provision.

**Section 8. Binding Effect.** The covenants herein contained shall bind, and the Benefits shall inure to, the respective successors and assigns of the parties hereto.

**Section 9. Captions.** The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

**Section 10. Entire Agreement.** Except as otherwise indicated in this Agreement, this Agreement constitutes the entire agreement between the parties and there are no other representations, warranties, promises, guarantees or agreements, oral or written, express or implied, between the parties hereto with respect to this Agreement.

**Section 11. Amendment.** This Agreement may not be amended, changed, modified, altered, assigned or terminated early without the written consent of both parties hereto.

**Section 12. Exhibits.** Exhibit A is attached hereto and incorporated herein as though fully set forth herein.

**Section 13. Assignment.** This Agreement and the rights and obligations of a party hereto may not be assigned without the written acceptance of the other party hereto.

**Section 14. Waiver.** The waiver by either party hereto of a breach or violation of any provision of this Agreement shall not be a waiver of any subsequent breach of the same or any other provision of this Agreement.

**Section 15. Parties.** This Agreement shall only be enforceable by the parties hereto and their successors in interest by virtue of an assignment and no other person shall have the right to enforce the provisions contained herein.

**Section 16. Effective Date.** This Agreement shall be effective as of the date set forth in the first paragraph hereof.

IN WITNESS WHEREOF, the Village of Port Chester and United Water Westchester have caused these presents to be signed by their respective duly authorized officers all as of the day and year first written above.

Village of Port Chester

By: \_\_\_\_\_

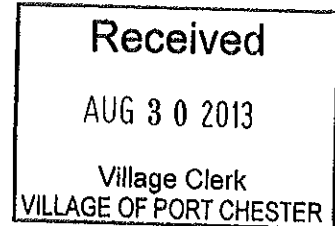
United Water Westchester

By: \_\_\_\_\_

DRAFT

# CORRESPONDENCE

Julitza Martinez  
Southport Mews  
50 South Main St., 4E  
Port Chester, NY 10573



August 30,2013

Mayor: Neil J. Pagano;

Village Manager  
Christopher Steers;

Village Clerk;  
Janusz R. Richards;

Board of Trustees;

222 Grace Church Street  
Port Chester, NY 10573

Dear Mayor Neil J Pagano:





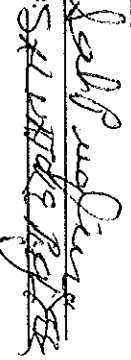
This letter of complaint is to inform you about the cross walk for pedestrians connecting from the Southport Mews building located on 50 South Main Street to the Stop and Shop parking lot exit-entry. Certain residents who occupy the Southport Mews building are individuals who are elderly, physically disabled, and who have small children. Quite often, many vehicles speed through the busy street and fail to yield/stop for the pedestrian(s) who need to cross safely. Most of the time, drivers' will speed up or drive in a moderate speed limit where it is difficult to judge whether or not they will eventually stop, but are inconsiderate to oblige. Unfortunately, drivers' blatantly disregard the cross walk while driving, completely ignoring the pedestrian(s) who is patiently waiting among the vast amount of cars passing through. It would be greatly appreciated from the tenants who live in the Southport Mews building and myself included (I am legally blind by the State of New York) to have the cross walk for pedestrians enforced by adding anything else that will alert drivers' to stop when there is someone waiting to cross the street. If there is anything you can do to alleviate this stressful and frustrating occurrence please do so before anything tragic or fatal happens at this site.


Thank you,

Julitza Martinez

SIG#	Please SIGN and PRINT your Full Name	Complete Home Address Including Space or Apartment No.	Date	YES <input checked="" type="checkbox"/>	NO <input checked="" type="checkbox"/>
1.	Signature: <u>Samuel Daniels</u> Print Name: <u>Samuel Daniels</u>	<u>50 South Main St Apt 6A</u> <u>Port Chester, NY 10573</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.	Signature: <u>Paul Romeo</u> Print Name: _____	<u>50 South Main St. Apt 6B</u> <u>Port Chester NY, 10523</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Signature: <u>Raymond Ruby</u> Print Name: _____	<u>56 South Main St, Apt 6X</u> <u>Port Chester</u>	<u>11/2/12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Signature: <u>Jason Williams</u> Print Name: <u>Jason Williams</u>	<u>50 South Main St, Apt 6D</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.	Signature: <u>Kevin Diener</u> Print Name: _____	<u>50 South Main St, Apt. 6E</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Signature: <u>Yessica Alvarez</u> Print Name: _____	<u>50 South Main St, Apt 6F</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7.	Signature: <u>[Signature]</u> Print Name: <u>Ricardo Martin</u>	<u>50 South Main St, Apt 6G</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

8.	Signature: <u>Ornella Capella</u> Print Name: _____	<u>50 South Main St. Apt 64</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	
9.	Signature: _____ Print Name: _____	_____	_____		
10.	Signature: <u>Glenn A. Brown</u> Print Name: <u>Glenn A. Brown</u>	<u>50 S. Main St. Apt 64</u> <u>Port Chester NY 10573</u>	<u>11/13</u>	<input checked="" type="checkbox"/>	
11.	Signature: <u>Christina Silva</u> Print Name: <u>ANTOINILLA</u>	<u>50 S. Main St #64</u> <u>PORT CHESTER NY. 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
12.	Signature: <u>Malaska P. Rosa</u> Print Name: <u>Malaska P. Rosa</u>	<u>50 S. Main St. Apt. 59</u> <u>Port Chester NY 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
13.	Signature: <u>Vanessa Hernandez</u> Print Name: <u>Vanessa Hernandez</u>	<u>50 S. Main St. Apt. 54</u> <u>Port Chester, NY 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
14.	Signature: <u>Ornella Capella</u> Print Name: <u>Ornella Capella</u>	<u>50 S. Main St. Apt 59</u> <u>Port Chester NY 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
15.	Signature: <u>Anthony Orlando</u> Print Name: <u>Anthony Orlando</u>	<u>50 Se Main St Apt 5B</u> <u>Port Chester NY, 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	

16.	Signature:  Print Name: <u>Robert Cassano</u>	<u>50 S. Main St Apt 5C</u> <u>Port Chester NY 10573</u>	<u>11/17/12</u>	<input checked="" type="checkbox"/>	
17.	Signature:  Print Name: <u>Crystal Krey</u>	<u>50 S. Main St. Apt 5D</u> <u>Port Chester NY 10573</u>	<u>10/17</u>	<input checked="" type="checkbox"/>	
18.	Signature:  Print Name: <u>David Coiberg</u>	<u>50 S. Main St Apt 5E</u> <u>Port Chester NY 10573</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	
19.	Signature: <u>MARGARET MATTHEWS</u> Print Name: <u>Margaret Matthews</u>	<u>50 South Main St. Apt 5F</u>	<u>10/12</u>	<input checked="" type="checkbox"/>	
20.	Signature: <u>ROSA MARI SIQUE</u> Print Name: <u>Rosa MARI SIQUE</u>	<u>50 South Main St. Apt 5J</u>	<u>11/13/12</u>	<input checked="" type="checkbox"/>	
21.	Signature: <u>ROSEANNA ELIAS</u> Print Name: <u>Roseanna Elias</u>		<u>11/13/12</u>	<input checked="" type="checkbox"/>	
22.	Signature:  Print Name: <u>STEVEN CASARZO</u>	<u>50 South Main St. Apt 5G</u>	<u>11/13/12</u>	<input checked="" type="checkbox"/>	
23.	Signature:  Print Name: <u>Kelly Douglas</u>	<u>50 South Main St. Apt 5H</u>	<u>11/13</u>	<input checked="" type="checkbox"/>	

24.	Signature:  Print Name: <u>Luis Ferrer</u>	<u>505. main st</u> <u>72</u>	<u>11/3/12</u>	<input checked="" type="checkbox"/>	
25.	Signature: <u>Maria Victoria</u> Print Name: <u>Maria Victoria</u>	<u>50 south main street</u> <u>4A</u>	<u>11/1/12</u>	<input checked="" type="checkbox"/>	<del>11/1/12</del>
26.	Signature: <u>Julia Hernandez</u> Print Name: <u>Julia Hernandez</u>	<u>505. main st</u> <u>APT 4C</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	
27.	Signature: <u>Yessica Hernandez</u> Print Name: <u>Yessica Hernandez</u>	<u>50 South Main St</u> <u>Apt 4B.</u>	<u>11/8/12</u>	<input checked="" type="checkbox"/>	
28.	Signature: <u>Martha Barrera</u> Print Name: <u>Martha Barrera</u>	<u>106 South</u> <u>APT 4H</u>	<u>11/26/12</u>	<input checked="" type="checkbox"/>	
29.	Signature: <u>Melina Aguirre</u> Print Name: <u>Melina Aguirre</u>	<u>50 South</u> <u>APT 4D</u>	<u>11/7/12</u>	<input checked="" type="checkbox"/>	
30.	Signature: <u>Lucretia Mestas</u> Print Name: <u>Lucretia Mestas</u>	<u>South Main St.</u> <u>50 South Main St. Apt. 4B</u> <u>Port Chester, NY 10573</u>	<u>11/3/12</u>	<input checked="" type="checkbox"/>	
31.	Signature: <u>Maria Julia Hernandez</u> Print Name: <u>Maria Julia Hernandez</u>	<u>505. main st</u> <u>APT 4G</u> <u>Port Chester NY 10573</u>	<u>11-8-12</u>	<input checked="" type="checkbox"/>	

32.	Signature: <u>Miriam Torres</u> Print Name: <u>Miriam Torres</u>	<u>50 S. Main St Apt 4-G</u> <u>Port Chester NY 10573</u>	<u>11/8/12</u>	<input checked="" type="checkbox"/>	
33.	Signature: <u>Armando Torres</u> Print Name: <u>Armando Torres</u>	<u>50 South Main St, Apt 4/F</u>	<u>11/17/12</u>	<input checked="" type="checkbox"/>	
34.	Signature: <u>MARY BRANTLEY</u> Print Name: <u>Mary Brantley</u>	<u>50 South Main St</u> <u>Port Chester, NY #45</u>	<u>11/12/12</u>	<input checked="" type="checkbox"/>	
35.	Signature: <u>Maria Blano</u> Print Name: <u>Maria Blano</u>	<u>50 South main st 4K</u> <u>Port Chester Ny 10573</u>	<u>11/8/12</u>	<input checked="" type="checkbox"/>	
36.	Signature: <u>Maddaleno</u> Print Name: <u>Jessica Maddaleno</u>	<u>50. S. Main St. Apt 3A</u> <u>Port Chester NY 10573.</u>	<u>11/28/12</u>	<input checked="" type="checkbox"/>	
37.	Signature: <u>Blanca Reyes</u> Print Name: <u>Blanca Reyes</u>	<u>50 South Main St Apt 3L</u> <u>Port Chester NY 10573</u>	<u>11/29/12</u>	<input checked="" type="checkbox"/>	
38.	Signature: <u>Augustina Carnio</u> Print Name: <u>Augustina Carnio</u>	<u>50 South Main St, Apt. 3K</u>	<u>12/17/12</u>	<input checked="" type="checkbox"/>	
39.	Signature: <u>Sharon Backun</u> Print Name: <u>Sharon Backun</u>	<u>50 S. Main St. 3C</u> <u>Port Chester NY</u> <u>10573</u>	<u>11/8/12</u>	<input checked="" type="checkbox"/>	

40.	Signature: <u>Eugenia Varazona</u> Print Name: _____	<u>50 S. Main St. Apartment 10</u> <u>3rd Floor Chester NY.</u>	<u>11/8/12</u>	<input checked="" type="checkbox"/>	
41.	Signature: <u>M. Patterson</u> Print Name: _____	<u>50 S. Main St #3E</u>	<u>11/8/12</u>	<input checked="" type="checkbox"/>	
42.	Signature: <u>[Signature]</u> Print Name: _____	<u>50 South Main St</u> <u>1st Floor Chester NY 10513</u>	<u>11/8/12</u>	<input checked="" type="checkbox"/>	
43.	Signature: <u>Margaret Mills</u> Print Name: _____	<u>50 South Main St, 3E</u>	<u>11/9/12</u>	<input checked="" type="checkbox"/>	
44.	Signature: <u>Isabel Aquino</u> Print Name: _____	<u>50 South Main St, Apt 3H</u>	<u>11/9/12</u>	<input checked="" type="checkbox"/>	
45.	Signature: <u>[Signature]</u> Print Name: <u>Mrs. Leones</u>	<u>50 South Main St.</u> <u>3B, 2nd Floor, NY 10513</u>	<u>11/23/13</u>	<input checked="" type="checkbox"/>	
46.	Signature: <u>[Signature]</u> Print Name: <u>LEIGH CHATMAN</u>	<u>50 SOUTH MAIN ST</u> <u>3E</u>	<u>11/13</u>	<input checked="" type="checkbox"/>	
47.	Signature: <u>[Signature]</u> Print Name: <u>Mrs. Leones</u>	<u>50 South Main St, Apt 2E</u>	<u>11/13</u>	<input checked="" type="checkbox"/>	

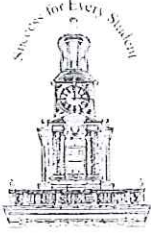
✓

48.	Signature: <u>Judith Orellana</u> Print Name: <u>JUDITH ORELLANA</u>	<u>50 South Main St. 2L</u> <u>Port Chester NY 10573</u>	<u>11/10/12</u>	<input checked="" type="checkbox"/>	
49.	Signature: <u>Albano Ramos</u> Print Name: <u>NORMA RAMOS</u>	<u>50 South Main St. 2A</u> <u>Port Chester NY 10573</u>	<u>11/10/12</u>	<input checked="" type="checkbox"/>	
50.	Signature: <u>Dominga Figueroa</u> Print Name: <u>Dominga Figueroa</u>	<u>50 South Main St. Apt. 2K</u> <u>Port Chester, NY 10573</u>	<u>11/12/12</u>	<input checked="" type="checkbox"/>	
51.	Signature: <u>Lina M. Santis</u> Print Name: <u>L. M. S</u>	<u>50 South Main St. 2F</u> <u>Port Chester St.</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
52.	Signature: <u>Maria Cortez</u> Print Name: <u>MARIA CORTAZ</u>	<u>50 South Main St. Apt. 2H</u> <u>Port Chester N.Y. 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
53.	Signature: <u>Luz Rodriguez</u> Print Name: <u>Luz Rodriguez</u>	<u>50 South Main St Apt 2D</u> <u>Port Chester NY 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
54.	Signature: <u>Victoria Nunez</u> Print Name: <u>Victoria Nunez</u>	<u>50 South Main St. Apt. 2J</u> <u>Port Chester N.Y. 10573</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
55.	Signature: <u>Theresa Bishop</u> Print Name: <u>Theresa Bishop</u>	<u>50 South Main St. Apt 1H</u> <u>Port Chester, N.Y.</u>	<u>12/12</u>	<input checked="" type="checkbox"/>	

56.	Signature: <u>Nerendy Bowen</u> Print Name: <u>Wendy Bowen</u>	<u>50 South Main St. 2B</u> <u>Port Chester NY</u>	<u>11/2/13</u>	<input checked="" type="checkbox"/>	
57.	Signature: <u>Juan Pina</u> Print Name: <u>Vivian Pina</u>	<u>50 South main st 1k</u> <u>Port Chester ny</u>	<u>11/12</u>	<input checked="" type="checkbox"/>	
58.	Signature: <u>Raeley Leibel</u> Print Name: <u>Rosalyn Leibel</u>	<u>54 3A. Main St. Apt 103</u> <u>Port Chester, N.Y.</u>	<u>11/2</u>	<input checked="" type="checkbox"/>	
59.	Signature: <u>Angie P. Fong</u> Print Name: <u>Angie P. Fong</u>	<u>50 South Main St Apt 15</u> <u>Port Chester NY 10592</u>	<u>11/28</u>	<input checked="" type="checkbox"/>	
60.	Signature: <u>Castulo Silva</u> Print Name: <u>Castulo Silva</u>	<u>50 South Main St. Apt 15</u>	<u>12/6/12</u>		
61.	Signature: <u>Raika</u> Print Name: <u>Rosmar Portals</u>	<u>50 South Main St apt 15</u>	<u>11/6/12</u>	<input checked="" type="checkbox"/>	
62.	Signature: <u>Lauri Kover</u> Print Name: <u>Lauri Kover</u>	<u>50 South Main St 1C</u>	<u>12/12</u>	<input checked="" type="checkbox"/>	
63.	Signature: <u>Monica Pina</u> Print Name: <u>Monica Pina</u>	<u>50 South Main St 2G</u>	<u>12/12</u>	<input checked="" type="checkbox"/>	

64.	Signature: <u>Caroling M. Salazar</u> Print Name: <u>Caroling M. Salazar</u>	<u>50 South Main St Apt 4L</u>	<u>1/27/13</u>	<u>✓</u>			
65.	Signature: <u>My. Hernandez</u> Print Name: <u>Mrs. Hernandez</u>	<u>50 South Main St, Apt. 2C</u>	<u>2/1/13</u>	<u>✓</u>			
66.	Signature: _____ Print Name: _____	_____					
67.	Signature: _____ Print Name: _____	_____					
68.	Signature: _____ Print Name: _____	_____					
69.	Signature: _____ Print Name: _____	_____					
70.	Signature: _____ Print Name: _____	_____					
71.	Signature: _____ Print Name: _____	_____					

EMAILED Village Clerk for next BOT mtg -  
9-5-13



www.portchesterschools.org

## Port Chester-Rye Union Free School District

113 Bowman Avenue  
Port Chester, New York 10573  
914.934.7913

Joseph G. Durney  
District Director  
Curriculum Office

VILLAGE OF PORT CHESTER

SEP - 5 2013

RECEIVED VM

August 26, 2013

Christopher Steers  
Village Manager  
Village of Port Chester  
222 Grace Church St.  
Port Chester, NY 10573

As in the past, The Port Chester-Rye Union Free School District respectfully requests that on the evening of Friday September 27th, the Port Chester Fire Department light tower rescue truck be available to the Port Chester High School for use at our annual homecoming activities. We request the truck be onsite between the hours of 6:45 p.m. and 11 p.m.

I thank you in advance for your anticipated cooperation and generous support of our programs. Please email [mdecarlo@portchesterschools.org](mailto:mdecarlo@portchesterschools.org) letting us know that our request has been granted.

Respectfully,

Mr. Joseph Durney  
Director of Health, Physical Education and Athletics

Cc: Chief Kevin McMinn, 209 Westchester Ave, Port Chester, NY  
PCRUFSD District Clerk  
Dr. Edward Kliszus, Superintendent of Schools  
Dr. Mitchell Combs, Principal PCHS



PUTNAM ENGINE & HOSE CO., NO.2

Organized October 4, 1854

Incorporated May 17, 1954

P.O. Box 933, Port Chester, NY 10573

September 10, 2013

VILLAGE OF PORT CHESTER  
VILLAGE CLERK  
222 Grace Church Street  
Port Chester, NY 10573

Attn: Janusz R. Richards

Dear Mr. Richards:

As of our September 2013 meeting, the Putnam Engine & Hose, Company No.2, has voted into the company the following new member:

Marcelo Pereira  
333 King Street  
Port Chester, NY 10573

Sincerely yours,  
PUTNAM ENGINE & HOSE COMPANY, NO. 2

Frank Cervinka  
Secretary

Enclosure  
cc: President Robert Gerardi



*Companies:*

Reliance Engine & Hose  
No. 1  
Putnam Engine & Hose  
No. 2

# Fire Department Village of Port Chester

WESTCHESTER COUNTY, N. Y.



Headquarters: Westchester Avenue and Boning Street

Harry Howard Hook &  
Ladder No. 1  
Port Chester Fire Patrol  
& Rescue Co., No. 1, Inc.  
Mellor Engine & Hose Co.  
No. 3  
Washington Engine & Hose  
Co. No. 4  
Brooksville Engine & Hose  
Co. No. 5

TO THE HONORABLE BOARD OF TRUSTEES OF THE VILLAGE PORT CHESTER, N.Y.:

The PUTNAM Engine & Hose Co. 2 respectfully reports that at a meeting held

on Sept. 4, 2013 favorable action was taken on the following:

Elected active members MARCELO PEREIRA

Elected active exempt members \_\_\_\_\_

Elected honorary members \_\_\_\_\_

Members resigned \_\_\_\_\_

Members expelled \_\_\_\_\_

Members suspended \_\_\_\_\_

Members died \_\_\_\_\_

Badges returned (numbers) \_\_\_\_\_

Remarks: \_\_\_\_\_

Secretary, Frank Cervinke  
Address: Putnam E+H, P.O. Box 933  
Port Chester NY

September 7, 2013

Through the Office of the Village Clerk

Mayor and Board of Trustees  
Village of Port Chester  
222 Grace Church Street  
Port Chester, New York 10573

Dear Mayor and Honorable Members of the Board:

On September 25, 2013, I shall complete 12 years of continuous service as a member of the Board of Ethics Village of Port Chester.

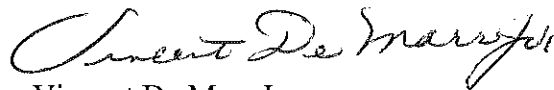
It has been a distinct honor and pleasure to work with my fellow members of the Board and the Village Attorney, in addition to members of the Board of Trustees.

I have thoroughly enjoyed my work on the Board and feel I have learned a great deal while serving on same, and it has been an experience I shall not soon forget.

However, at this time, I have various other commitments, and therefore submit my resignation from the Board of Ethics on the above mentioned anniversary date of September 25, 2013.

Thank you all for the time and courtesies extended to me.

Respectfully submitted,

  
Vincent De Marr Jr.

cc: Board of Ethics  
Anthony Cerreto, Village Attorney

# MINUTES

## **MEETING HELD AUGUST 1, 2013**

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Thursday, August 1, 2013 at 5:00 P.M., in the Village Hall Conference Room, 222 Grace Church Street, Port Chester, New York, with Mayor Neil Pagano presiding.

Present in addition to Mayor Pagano, were Trustees Gregory Adams, Saverio Terenzi, Luis Marino, Joseph Kenner and Gene Ceccarelli.

It should be noted that Trustee Daniel Brakewood was absent.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto, Building Inspector, Peter Miley and Police Chief, Joseph Krzeminski.

On motion of Trustee Adams, seconded by Trustee Ceccarelli the meeting was declared opened at 5:09 p.m.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Brakewood

At 5:10 p.m., on motion of Trustee Terenzi, seconded by Trustee Marino, the Board of Trustees adjourned into an executive session for consultation with the Village Attorney regarding code enforcement legal strategy.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Brakewood

Present in addition to the Board of Trustees were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Building Inspector, Peter Miley and Administrative Aide, Christopher Ameigh.

No action was taken in executive session.

At 5:58 p.m., on motion of Trustee Adams, seconded by Trustee Ceccarelli, the executive session was closed.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Brakewood

At 6:01 p.m., on motion of Trustee Adams, seconded by Trustee Ceccarelli, the public portion of the meeting was opened.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Brakewood

## **WORK SESSION**

### ***Regarding Local Law modifying Permit Amnesty Program to provide additional relief for one and two-family residences.***

Mayor Pagano stated to the public that the Board asked staff to revisit the amnesty program process. Mr. Steers spoke regarding the proposed modification providing additional relief for owners of one and two family homes as well as pre-existing structures and/or uses existing prior to 2010. There was further discussion with the Board and the public regarding the amnesty program procedures and processes. Mayor Pagano asked for the discussion to be continued at the public hearing on August 5, 2013.

At 7:02 p.m., on motion of Trustee Marino, seconded by Trustee Adams, the Board of Trustees adjourned into an executive session to discuss the collective negotiations involving the PBA pursuant to Article 14 of the Civil Service Law.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Kenner and Mayor Pagano

NOES:

RECUSE: Trustee Ceccarelli

ABSENT: Trustee Brakewood

Present in addition to the Board were Village Manager, Christopher Steers; Village Attorney, Anthony Cerreto; Village Clerk, Janusz R. Richards and Police Chief, Joseph Krzeminski.

No action was taken in the second executive session.

At 7:13 p.m., on motion of Trustee Adams, seconded by Trustee Kenner, the executive session was closed.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Kenner and Mayor Pagano.

NOES:

ABSENT: Trustees Brakewood and Ceccarelli

At 7:14 p.m., on motion of Trustee Adams, seconded by Trustee Kenner, the meeting was closed.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Kenner, and Mayor Pagano

NOES:

ABSENT: Trustees Brakewood and Ceccarelli

Respectfully submitted,

Jacqueline Johnson  
Deputy Village Clerk

## **MEETING HELD AUGUST 5, 2013**

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Monday, August 5, 2013 at 6:30 P.M., in the Court Room of the Police Headquarters Building, 350 North Main Street, Port Chester, New York, with Mayor Neil Pagano presiding.

Present in addition to Mayor Pagano, were Trustees Gregory Adams, Daniel Brakewood, Luis Marino, Joseph Kenner and Gene Ceccarelli.

It should be noted that Trustee Saverio Terenzi was absent.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Director of Planning and Development Christopher Gomez; Administrative Aide, Christopher Ameigh and Village Planner, Jessica Youngblood and Police Captain, John Telesca.

On motion of Trustee Ceccarelli, seconded by Trustee Marino the special meeting was declared opened at 6:30 p.m.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

### **MOTION FOR EXECUTIVE SESSION**

At 6:30 p.m., on motion of Trustee Ceccarelli, seconded by Trustee Kenner, the Board of Trustees adjourned into an executive session for consultation with Village Attorney regarding pending litigation with Starwood and the Cablevision Franchise Agreement.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

Present in addition to the Board were Village Manager, Christopher Steers; Village Attorney, Anthony Cerreto; Village Clerk, Janusz R. Richards and Director of Planning and Development, Christopher Gomez.

No action was taken in the executive session.

At 7:04 p.m., on motion of Trustee Marino, seconded by Trustee Kenner, the executive session was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

At 7:04 p.m., on motion of Trustee Adams, seconded by Trustee Ceccarelli, the special meeting was declared closed.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

After a short recess, on motion of Trustee Marino, seconded by Trustee Adams, the regular public portion of the meeting opened at 7:09 p.m.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

## **AWARD PRESENTATION**

*Presentation of proclamation to Gabriel Erik Escobar who placed second representing the USA in the 7<sup>th</sup> World Culture Taekwondo Competition Expo in Tokyo on July 17, 2013.*

Mayor Pagano and Trustee Marino presented to Gabriel Erik Escobar a proclamation for placing second in the world for the Tae Kwon Do Competition Expo in Tokyo, Japan July 17, 2013.

## **PUBLIC COMMENTS**

Mayor Pagano asked if anyone from the public would like to make any comments.

Mr. Richard Hyman commented regarding Port Chester Affordable Housing, Board of Trustees special meetings, resolutions and minutes.

Ms. Goldie Solomon commented regarding the Board of Trustees, property taxes and bill of rights.

Mr. Jerry Terranova commented regarding 201 Grace Church Street.

Residents of 1 Landmark Square commented regarding certificates of occupancy for their building; code enforcement policy and the amnesty program. The following documents were presented to the Board of Trustees regarding 1 Landmark Square.

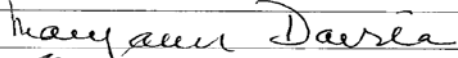

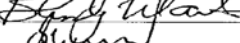
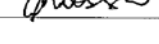
**COALITION OF CONCERNED LANDMARK CONDOMINIUM OWNERS**

For well over one year, many owners of units at The Landmark have seen their applications for loan modification rejected and contracts of sale broken, all due to the seemingly interminable and ever-changing demands being made by the village relative to code enforcement. The damages incurred (personal and financial) have been substantial, providing the impetus for the formation of our coalition.

**We, the undersigned owners of condominiums at The Landmark require from the Village of Port Chester:**


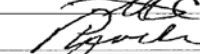

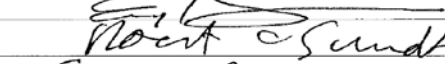


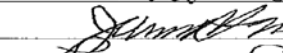
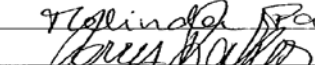

- Clarity and finality in the form of a final and detailed punch list of items our condominium must address in order to secure a permanent Certificate of Occupancy for our building. The punch list is to be printed on village stationery, signed by Mr. Peter Miley and delivered to the Landmark Condominium Association Board of Directors (with a copy sent to Mr. Aldo Vitagliano).
- A level of responsiveness and cooperation from the Building Department and Village Manager sufficient to expeditiously resolve all remaining issues involved in securing a permanent CO for our building.
- Personal involvement by Mr. Peter Miley as the single contact for all communications with our condominium's Board of Directors, property manager and this coalition, pertaining to the securing of a permanent CO for our building.
- Mr. Miley's recognition of Aldo Vitagliano as our coalition's representative.

~~Lastly, we require that Mr. Miley meet with Mr. Vitagliano within the next 5 business days to confirm his understanding and commitment to the above requirements.~~

Owner Signature	Unit Number	Date of Signing
	601	7/11/13
	506	7/11/13
	530	7/11/13
	512	7/11/13

COALITION OF CONCERNED LANDMARK CONDOMINIUM OWNERS

Signatures continued; page 2 of 3

Owner Signature	Unit Number	Date of Signing
	432	7/11/13
	204	7/11/13
Robert Klein	619	7/11/13
	508	7/11/13
	103	7/11/13
Robert Sundt	114	7/11/13
Tim P. M. M. M.	527	7/11/13
	434	7/11/13
	622	7/11/13
Jean Kuen	430	7-11-13
Steven & Roz Hand	428	7-11-13
James Cusick	407	7-11-13
John King	106	7/11/13
Michael Kim	221	7/11/13
	109	7/11/13
Lanana OnDand	229	7/11/13
Marinda Parsons	216	7/11/13
	255	7/11/13
	505	7/11/13

COALITION OF CONCERNED LANDMARK CONDOMINIUM OWNERS  
 Signatures continued; page 3 of 3

Paola Cortona	7/11/13	Real Estate Broker
<del>Ally Mth</del>	<del>414</del>	7/11/13
Gisok Park	223	7/11/13
Luciana Gyano	404	7-11-13
William Abannon	118	7/11/13
Sally Di Santo	625	7/11/13
Frank Troha	411	7/12/13
Millena Leininger	-	Real Estate Broker
Trevor Michaels for John Coronek	623	7/12/13
Al Sausti	518	7/12/13

**RYAN P. MCCARTHY**  
1 Landmark Sq., Apt. 227  
Port Chester, NY 10573  
[mccarthyryan@hotmail.com](mailto:mccarthyryan@hotmail.com)

Port Chester Building Department  
Village of Port Chester  
222 Grace Church Street  
Port Chester, NY 10573-914  
Attention: Peter Miley, Chief Building Inspector

July 10, 2013

**Re: Lifesavers Building - Certificate of Occupancy**

Dear Mr. Miley,

This letter relates to the outstanding request by the owners at 1 Landmark Square in Port Chester (the "Lifesavers Building") for the Building Department to issue a certificate of occupancy (a "CO") covering the building.

After having lived and gone to school in Brooklyn for a number of years, it became a dream of mine to settle down in Westchester. Therefore, when I graduated from law school and got my first job in Manhattan, I immediately started searching for an apartment in the area. I remember the day that an agent first showed me the Lifesavers Building in early 2005. I knew right away it was perfect for me. I was thrilled when I finally moved in. I quickly became a regular at the local restaurants and tried to get to know as many people as possible. It seemed perfect and I really thought I would be in Port Chester for a long time.

Unfortunately, my desire to live in Port Chester began to erode before long. While I loved the restaurants and the people I met in the area, there seemed to be some serious flaws with the way the town was being administered.

As an example (which I believe many Port Chester residents can relate to), I remember when the Lifesavers Building was renovating its parking structure. I was required to park on the street for a number of months and I believe I was ticketed no less than 25 times (costing me more than \$1,500 in fines) — many of them for simply leaving my car on the curb next to the building for less than five minutes beyond the morning cut-off time (and no, I'm not exaggerating). It seemed as though the town had determined to milk the residents of the Landmark Building for as much money as possible, without regard for our situation.

After living in the Lifesavers Building and working in Manhattan for approximately seven years, my law firm sent me to Hong Kong for a "temporary" assignment, which ended up lasting almost two years. Since the law firm was paying for my living expenses, I was able to keep my apartment in the Lifesavers Building even though I only visited occasionally. However, two months ago (in May) I started a new job (here in Hong Kong) and my living expenses are no longer covered — so now I have no choice but to sell my apartment in the Lifesavers Building.

Thursday, July 15, 2013

To: Port Chester Board of Trustees and Mayor ,  
Attn: Peter Miley, Chief Building Inspector  
Village of Port Chester  
222 Grace Church St.  
Port Chester, NY 10573

Dear Port Chester Board of Trustees, the Mayor, and Mr. Miley ,

Over a year ago, The Village of Port Chester instituted a Property Amnesty program which triggered a Certificate of Occupancy Inquiry by the Village Building Department for the Landmark building. This inquiry then, by process, nullified our building's common area CO.

Since then, for over a year this action by the Village Building Department has stalled many real estate transactions not only in our building, but ALL OVER the Village of Port Chester.

This program is racking havoc with decent families and property owners; causing untold expense, personal distress with many, and quite possibly insolvency with others.

In my family's case, it has caused uniquely tragic consequences: It is impeding my 91 year old mother's urgently needed move to assisted living because she can't close the sale of her home which is her only asset. The delay and process this program has caused has cost her meager legacy over \$9,000 in the cost of maintaining two residences, and an additional \$5,000 in a concession to the buyer because we couldn't close a full price offer on May 1. That is a total of \$14,000 LOSS, a poor old lady can't count on to help with the cost of maintaining gracefully the remaining years of her life. Because we are still uncertain about the timeline of the approval for the final CO for the Building, our buyer is about to bail. My poor mother is so worried she is losing weight and depressed. All she is motivated to talk about is what can we (meaning I) do to make this night mere end. Please ask yourselves, how would you feel Gentlemen, if this were happening to your own mother and she were coming to you for answers?

---

July 17, 2013

Mr. Peter Miley  
Chief Building Inspector  
Village of PC Building Department  
222 Grace Church Street  
Portchester, NY 10573

Dear Mr. Miley,

As a Landmark Building unit owner I have been following the CO issue very closely. Having tried to sell my unit and failed I am at my wits end with how slow this process is taking. I understand the necessity, but have no idea why this would take so long. When I was told to have my unit inspected to retain the CO I immediately made an appointment with an inspector. I was told it would take a couple of weeks, but we were heading into the Holiday season so I gave it more time. Each time I called I was told it was not ready, but should only take another week. This went on for over 8-weeks and when I finally received the 1-page document I was amazed that it took over two months to complete.

My unit #303 is currently in contract and it is my hope that this matter can finally be settled once and for all. Each month it goes on I lose \$1,050 that I need to cover on my mortgage and second mortgage. To-date I have spent \$15,750 in total to keep my unit without being able to sell.

I am urging you to please provide Nardo Associates the specific needs you require to gain the CO for the building so those of us who are in need of selling or refinancing our units can do so in a timely manner.

Sincerely,

Bernard Tuttle  
Landmark Unit Owner  
12 Idlewood Place  
Stamford, CT 06905

Dear William,

I am writing this letter to show support and explain my current situation regarding 1 Landmark Square #525.

I purchased my unit in March of 2011, using The Law Offices of Keith E. Schutzman as my attorney and Wells Fargo as the financial institution for the loan. In early 2012 I went through a divorce and was forced to put my unit on the market in May of 2012. Over those fourteen months I made many improvements to the unit but was informed the COO issue would cause delay/price reductions with selling the property.

On September 10<sup>th</sup> I had finalized an offer on the unit at a lower than expected selling price due to the COO issues with an early November closing. In October I was informed the buyer was not able to secure funding until the COO was resolved, and had to back out of the purchase. This has resulted in eight additional months of payments (loan and common charges) with no clear resolution in sight. To date the COO issue has cost me over \$16,000 based upon not being able to close on the unit last November. I currently reside in Prosper Texas, so the unit provides no meaningful benefit/value to me at this time and is viewed as a pure cost/expense.

My two main points are as follows:

- How can you buy a unit in March of 2011 and a little over a year later find out the COO was not valid when I purchased the unit.
- How much money does an individual have to lose before some type of compensation is requested. Even if an offer was presented today the COO issue is blocking me from selling the unit.

I live in Texas and travel 75% of the time for my job so it is difficult for me to attend the meetings, but I strongly support any and all efforts to drive resolution on this issue.

Regards,

Jeremie Davis  
Unit #525  
214.471.8990 (c)  
817.348.5699 (o)

To: Port Chester Building Department  
Attn: Peter Milley, Chief Building Inspector  
Village of Port Chester  
222 Grace Church St.  
Port Chester, NY 10573

To Whom it May Concern:

My name is Tracy Maxon. I have owned Unit #226 in the Landmark Building since 2005, using it as my primary residence for the majority of those years. In May I purchased a single-family home in Port Chester. When we went into contact on the home, I put my unit in the Landmark Building on the market, at a very discounted price in the hopes of selling it quickly. In all of the years that I have lived in the building, there has always been a high demand, and therefore a fast turnaround time for any unit that comes up for either sale or rental. This is one of the reasons that, at the time, I felt good about purchasing a condo in the building. I knew that there were potential issues that I would face in terms of selling the unit, however, at the time that I put it on the market, the only issue that I was told I would have to take care of in order to sell the unit would be to get a C.O. for the unit. I spoke to my realtor and an architect, and was given an idea of what this would entail.

I have heard now that we cannot get a C.O. for any individual unit until the building itself receives its C.O. More frustrating, however is that I couldn't begin to start this process until we received the municipal documents on the unit from the Village, which were requested in May and still haven't been received. I understand wanting to make sure of the safety of all buildings in the village, including the Landmark building. However, if it is taking more than two months just to see the municipals of a property, as a taxpayer, I couldn't expect such things as inspections to be done quickly either. This raises questions for me about the marketability of my property. To me, it is not marketable now, even at the heavily discounted price that I have it listed at, since in order to purchase it, someone would have to pay in cash, since banks will not close on units in the building because of the current issues. I would guess that someone looking at condos in the area might also question its marketability, if an issue like this can come up out of nowhere. I purchased my unit without any question as to its legitimacy, and have seen many bought and sold over the years. I have considered renting it out until it can be sold through traditional means, but I would really prefer to sell it, and I haven't had time to look into what

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Port Chester Building Department  
attn. Peter Miley Chief Building inspector  
Village of **Port Chester**,  
222 Grace Church Street  
**Port Chester**, New York, 10573 914

Dear Mr. Miley,

We had been in contact well over a year ago when to my surprise you informed me that the Landmark and my unit #327 does not have a valid C of O.(conversation attached) At this time I was in the process of re-financing my loan which would have provided a tremendous savings approximately \$700 a month.

It is now over a year later and this issue has still not been resolved. When I questioned how I was able to purchase my unit, and receive a letter in my closing documents from 2006 from the Port Chester Building department stating, that the unit was suitable for occupancy and also referenced CO #G7466, you informed me that I received this in error? In error??? This to me is unfathomable and quite frankly very suspicious. My family is in a hardship position because of this.

Over this year and a half, many things have changed. We now have a new baby and will need to purchase a larger home, but unfortunately because of this issue I could not refinance at the time therefore could not afford to rent my unit. In total the loss is substantial. With a refinance my savings would have totaled \$12,600. I respectfully urge the Village of Port Chester Building department to develop a final, detailed, punch list of CO demands for the building and respectfully demand they wrap up their case against the LCA. This has been negatively affecting the community for too long and needs to be rectified immediately.

Thank You

Sincerely,

*Jacqueline Lynch*

## Port Chester condo owners can't sell, stalled by code dispute



Patricia Camien Shannon, 91, is among the people held up from selling or refinancing their condos at 1 Landmark Square. / Tania Savayan/The Journal News

More

**PORT CHESTER** — Patricia Camien Shannon is more than ready to trade in her condominium for an assisted-living arrangement.

An energetic woman of 91, she's held out pretty long.

But sales at the Landmark condominium in Port Chester, a former Life Savers factory, are held up by a year-old dispute between the building management and the village. The condominium faces citations over its sprinkler and fire-safety system. Attempts to sell or refinance over the past year have been stalled for lack of proper building certificates, and transactions have reached a halt.

Shannon, unable to sell and in need of help, moved to a Connecticut apartment so her son can check on her regularly.

"I've run out of money. I didn't expect to live this long, to tell you the truth," she said last month. "I can't borrow anymore. I'm too old, that's what they tell me."

Miley issued what he called a "wake-up call" – a ticket to Nardo Associates and the association to appear in criminal court July 18. A testing company hired by the Landmark found deficiencies in the sprinkler and the pump that operates it, he said.

"Myself in good conscience would not issue a CO with a deficient sprinkler system, a deficient alarm system," Miley said. "Not happening."

The village also is requiring a permit for installation of the laundry facilities, following a minor fire in a dryer ventilation system in May.

For residents, the disruptions are costing real money.

"We all feel like we're being held hostage," said William C. Shannon, who is handling the sale of his mother's unit. The delay is using up the last of her savings, he said. Her buyer needs an occupancy certificate to obtain a loan and close the deal.

Renae Capizzano said she sold her unit at the end of April, but only after delays and concessions that cost her about \$30,000.

Residents are in effect paying the price for the village's problem, said Paola Cortona, the top real estate broker at the building. She said that, after years of normal transactions, she's seen only three sales, all cash, go through in the past year.

Frank Troha said he and his wife lost a buyer and a great bargain on a place they wanted to buy in Connecticut. Like many village residents, he wants Port Chester officials to focus their crackdown on scofflaws that are guilty of repeated violations.

"They justify it by saying this is going to clean up the overcrowding/illegal-housing situation," he said. "When in fact, it's driving every honest property owner nuts."



## Building Department

Village of Port Chester  
222 Grace Church Street  
Port Chester, New York 10573

Peter J. Miley  
Building Inspector  
Director of Code Enforcement

(914) 939-5203  
Fax (914) 939-8747  
PMiley@portchesterny.com

August 5<sup>th</sup> 2013

Landmark Condominium Association  
1 Landmark Square  
Port Chester, NY 10573

### Landmark Association

*In response to a petition* drafted by the Coalition of Concerned Landmark Condominium Owners thereby requesting a "final and detailed punch list" of items required for the issuance of a permanent Certificate of Occupancy, the follows items below address the request and provide an accurate and detailed list of the balance of items required for the issuance of a Permanent Certificate of Occupancy.

In addressing bullet point no. 2 of the petition: The Building Department has always been responsive and has cooperated since the initial issuance of the renewed building permit and subsequent Temporary Certificate of Occupancy. The Building Department has been consistent with the requirements so that it can issue a permanent Certificate of Occupancy. Provided are copies of the relevant documentation and emails that illustrate and substantiate the building departments willingness to assist and has, from the day the original Building Permit has been renewed (10/22/12) provided clear and unmodified direction from the Building Department since our initial consultation on July 5<sup>th</sup> 2012 over 13 months ago.

On August 4<sup>th</sup> 2013 a progress consultation commenced to address the final items required so that a permanent Certificate of Occupancy can be issued, present were Peter Miley and Gary Gianfrancesco of Arconics (by phone).

Results and balance of the CO requirements are as follows:

- As-built plans-provided however, lacks laundry facility design including washer and dryer installation. A recent consultation with Gary G was held on Friday August 2<sup>nd</sup> to review the requirements. The installation and/or change of the mechanical system, gas lines and electrical within said space will require separate permits. Permit application will require (3) sets of engineered drawings, a licensed and insured contractor and a fee based on the cost of installation for the work. A separate plumbing, HVAC and Electrical permit will be required. The permit will be separate from the renewed building permit so that a permanent CO will not be further delayed.
- As-built survey: Provided

- Walkthrough with Building Inspector Peter Miley 3/19/13 conducted however revealed a number of building issues including the safety of the pool i.e. locking gates, pool alarms and cover. Pool protection from children is required prior to the issuance of a permanent CO.
- CO issuance requires that building pass a Fire Inspection and receives a Certificate of Compliance, to date; this has not been completed. Deficiencies are as follows:

Sprinkler/ Standpipe System

1. Sprinkler/ Standpipe system failed and requires multiple modifications as per list generated by William Barnes of Replacement of 6 painted or inoperable sprinkler heads
  2. Class 2 fire house rack & reel hydrostatic testing & replacement of 50 lengths of hose.
  3. Install 24 fire nozzles.
  4. Install fire sprinkler cabinet with spare heads and wrenches.
  5. Install 20 sprinkler gauges.
  6. Perform a 5<sup>th</sup> year hydrostatic test on each standpipe/sprinkler system.
  7. Perform a 5<sup>th</sup> year investigation on the sprinkler check valve assemblies.
  8. Perform a 5<sup>th</sup> year investigation on the sprinkler alarm valve assemblies.
  9. Perform a 5<sup>th</sup> year obstruction/hydrostatic test on the fire department connection.
  10. Perform an annual fire pump test.
  11. 13 new fire sprinkler flow switches were installed and will need to be interlocked by the alarm company @ which time we can witness performance.
- Fire Pump: annual test required and certification NPFA 20 signed and certified by a licensed testing company. Fire Pump augments the lack of water pressure for the proper operation of the sprinkler system.
  - Fire Alarm test: NFPA 72 Certification signed by the licensed testing company (scheduled for Thursday August 8<sup>th</sup> 2013)
  - Elevator Test and certification, requires proper fire recall during an alarm and to review proper smoke alarms in shaft and penetrations. Certificate of compliance required from a licensed elevator testing company.
  - Emergency Generator: Original test failed; currently building is under temporary power by a temporary generator. Generator supplies back-up power to all of the emergency exit lighting and egress lighting in the corridors and stairwells. NFPA 110 certification signed by a licensed company is required.
  - Electrical Underwrites Certificate indicating that original wiring is adequate and code complaint. Electrical inspection failed, 53 deficiencies exist and require repair. A separate third party inspection is required. CO requires that a valid, satisfactory Underwriters Certificate be issued to the building.
  - Final Plumbing Inspection: Requires the relocation and accessibility of all gas "shut offs" to all gas fired dryers. A gas leak test and the installation of CO detectors are also required.
  - Final Building Department Walkthrough separate of the Fire Inspectors Walkthrough after all items have been completed.

In addition, a separate permit renewal of the Garage: permit renewal G-11156 "replace top level" remains open and in violation. This permit will not hold up the issuance of a CO on the building however, this will need to be addressed in the near future.


A joint consultation with attorney Brandon Sall and architect Gary Gianfrancesco was held on 6/18/2013 whereas the same lists of final items were provided. It's my understanding that Mr. Gary Gianfrancesco is coordinating the balance of inspections, some to be done on August 8<sup>th</sup> 2013. Soon after, contingent on passing the inspection and tests, Mr. Gianfrancesco plans on submitting a complete set of documentation to

substantiate the "passing" of the required life safety systems; this will be part of the application for a permanent Certificate of Occupancy.

As I have in the past, I will be actively coordinating with Gary Gianfrancesco and Building Management to assist and complete the final requirements so that I can issue a permanent CO however, I cannot move forward without the willingness and diligence of Building Management to provide what is the Building's responsibility, the final items as listed above.

I look forward to continue working with the Landmark and will be happy to assist you in any way that I can.

Regards,

  
Peter J. Miley  
Building Inspector  
Director of Code Enforcement

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## **PRESENTATION**

### ***Ed Eways and Charlie Scopoletti regarding the Natalie Crespo kick ball event on August 10, 2013.***

Mr. Eways spoke about the upcoming Natalie Crespo kick ball event which will be held at Port Chester High School on Saturday, August 10, 2013 from 12:00 p.m. to 4:00 p.m. Mr. Scopoletti spoke about Natalie's spirit and sang a song that was written for Natalie.

### ***Planning Commission Applications Update.***

Mr. Gomez and Ms. Youngblood presented to the Board a monthly update of all recent Planning Board applications and the approval progress. Mayor Pagano and the Board asked Mr. Gomez to give them quarterly updates on the Planning Board applications.

## **CORRESPONDENCES**

***From Port Chester High School Soccer Club requesting the use of Columbus Park on Saturday, August 17, 2013 from 12:00 Noon to 4:00 PM.***

The Board referred the correspondence to staff.

***From Port Chester Dog Park Group is requesting the use of Abendroth Park for a tag sale on September 14, 2013.***

The Board referred the correspondence to staff.

## **DISCUSSION**

***Purchase of two new Police Motorcycles.***

During the discussion section of the meeting, Trustee Marino asked for a motion to consider an add-on resolution to purchase two new Police Motorcycles. There being no objections, on motion of Trustee Marino, seconded by Trustee Kenner, the motion received a unanimous vote of those present.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

DATE: August 5, 2013

### **Add-on Resolution**

#### RESOLUTION

BUDGET AMENDMENT – CLOSE OLD POLICE VEHICLE PROJECT TO NEW POLICE DEPARTMENT VEHICLE PROJECT TO PURCHASE 2 NEW HARLEY DAVIDSON MOTOR CYCLES FOR POLICE DEPARTMENT

On motion of TRUSTEE MARINO, seconded by TRUSTEE Ceccarelli, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Police Chief is recommending the purchase of two new Harley Davison Motor Cycles not to exceed \$50,000, and

WHEREAS, \$20,933.99 would come from the closing of the 2009/10 Police Vehicle Project 5.3120.203.2009.0095 & 5.3120.204.2009.95, and

WHEREAS, the additional funding will come from General Fund Contingency Account 1.1999.400, and

WHEREAS, a new Police Vehicle Project, 5.3120.203.2013.133, for the purchase of the two (2) Harley Davison Motor Cycles would be established. Now, therefore be it

RESOLVED, that the Board of Trustees of the Village of Port Chester, New York hereby authorizes the Village Treasurer to modify the 2013-14 General Fund and Capital Fund Budget.

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony M. Cerreto  
Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

DATE: August 5, 2013

## **RESOLUTIONS**

### RESOLUTION #1 POLICY OF THE VILLAGE OF PORT CHESTER FOR CO-SPONSORING SPECIAL EVENTS

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE MARINO, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Board of Trustees has received many requests for the Village to co-sponsor special events that are not associated with state legal holidays ; and

WHEREAS, such requests involve the use of Village resources in a challenging fiscal environment and potential claim exposure; and

WHEREAS, there is a need to evaluate such requests in a more comprehensive manner; and

WHEREAS, a formal policy would serve as the basis for the review of future requests. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby adopts the following policy with regard to the Village of Port Chester co-sponsoring special events that are not associated with state legal holidays:

1. The applicant must be a 501(c) (3) corporation that provides services in the Village of Port Chester for village residents.
2. The applicant must have been incorporated for a minimum of two years.
3. The event serves a public purpose.
4. The applicant must register a request no less than 45 days and no earlier than 90 days prior to the date of the event.
5. Any request will require the input of Village staff.
6. The Village's contribution is a maximum of \$1,000 and is in the form of in-kind services.
7. If approved by the Board of Trustees, the applicant must execute an agreement satisfactory in form to the Village Attorney, comply with the Village's insurance requirements and agree to defend and indemnify the Village of Port Chester.
8. The Village will co-sponsor no more than five special events in any given calendar year. Applications will be considered on a first-come, first-serve basis

and, be it further

RESOLVED, that the Village Manager publicly disseminate said policy in a manner that he shall best determine.

APPROVED AS TO FORM:

\_\_\_\_\_  
Anthony M. Cerreto  
Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

DATE: August 5, 201

RESOLUTION #2  
 BUDGET AMENDMENT – DEA FUNDS TO PURCHASE  
 5 PATROL PC MOBILE COMPUTERS WITH CABLES & BLACLIT KEYBOARD  
 5 BROTHER MOBILE PRINTERS, AND 1 BROTHER MOBILE PRINTER & HAVIS MOUNT  
 FOR CAR 54

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE MARINO, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Police Chief is recommending the use of DEA Asset Forfeiture Funds to purchase from L-Tron Corporation, 596 Fishers Station Drive, STE 1A, Victor, NY 14564, NYS Contract PT60949, the following items:

5 Patrol PC Mobile Computers with Built in Scanners	\$24,835.80
5 Patrol PC Power Cable and Backlit Keyboard	\$ 1,921.10
5 Brother Mobile Printers, Car Adapter, USB Cables	\$ 1,840.50
1 Brother Mobile Printer and Havis Mount (Car 54)	<u>\$ 926.87</u>
Total	\$29,524.27

Now, therefore be it

RESOLVED, that the Board of Trustees of the Village of Port Chester, New York hereby authorizes the Village Treasurer to modify the 2013-14 General Fund Budget as follows:

GENERAL FUND

Balance Sheet:

001-001-0695	Deferred Revenue Police DEA	\$(29,524.27)
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Revenues:

001-0001-2613	Use of Deferred DEA Revenue	\$29,524.27
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Appropriations:

001-3120-0200	Police Equipment	\$29,524.27
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APPROVED AS TO FORM:

\_\_\_\_\_  
 Anthony M. Cerreto  
 Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

DATE: August 5, 2013

RESOLUTION #3

MEMORANDUM OF AGREEMENT AND SUCCESSOR COLLECTIVE BARGAINING  
AGREEMENT BETWEEN THE VILLAGE OF PORT CHESTER AND THE  
PORT CHESTER POLICE ASSOCIATION, INC.

On motion of TRUSTEE MARINO, seconded by TRUSTEE ADAMS, the  
following resolution was adopted by the Board of Trustees of the Village of Port Chester  
New York:

WHEREAS, the Village of Port Chester and the Port Chester Police Association, Inc., entered  
into negotiations for successor agreement to a contract that expired on May 31, 2013; and

WHEREAS, those negotiations have been successfully concluded; and

WHEREAS, the parties have arrived at a tentative agreement covering the period of June 1,  
2013 through May 31, 2014. Now therefore, be it

RESOLVED, that the Board of Trustees hereby ratifies and approves the Memorandum of  
Agreement dated July 23, 2013 annexed hereto with the Port Chester Police Association, Inc.; and be  
it further

RESOLVED, that the Village Manager be authorized to execute the successor agreement when  
it is prepared; and be it further

RESOLVED, that the Board of Trustees authorizes the Village Treasurer to modify the General  
Fund Budget as follows:

**GENERAL FUND**

Transfer From:

Contingency

1.1990.0400	Contingency	\$233,914
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Transfers To:

Police Department

1.3120.100	Salaries	\$148,198
1.3120.101	Overtime	\$11,250
1.3120.105	Out of Title	\$525
1.3120.106	Holiday Pay	\$4,375
1.3120.124	Sick Incentive	\$375
1.3120.125	O/T V. Court	\$300
1.3120.125	O/T C. Court	\$625
1.3120.143	In Service Training	\$2,875
1.3120.197	Vacation Buyout	\$1,175

1.3120.198	Super Holiday Pay	\$500
1.3120.199	Final Retirement Payout	\$1,875
1.9030.802	FICA	\$10,669
1.9030.810	Medicare	\$2,495
1.9010.801	NYS Police & Fire Retirement	\$48,677
<b>Total</b>		<b>\$233,913</b>

APPROVED AS TO FORM:

\_\_\_\_\_  
 Anthony M. Cerreto  
 Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Mayor Pagano

NOES:

RECUSE: Trustee Ceccarelli

ABSENT: Trustee Terenzi

DATE: August 5, 2013

RESOLUTION #4  
 SENIOR NUTRITION TITLE III-B

On motion of TRUSTEE KENNER, seconded by TRUSTEE MARINO, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that the Village Manager be and is authorized to enter into an agreement with the County of Westchester for the Older Americans Act and New York State Community Services for the Elderly Act, for Title III-B for \$15,274.00 to cover the programs provided by the Village of Port Chester for period covered January 1, 2013 through December 31, 2013.

APPROVED AS TO FORM:

\_\_\_\_\_  
 Anthony M. Cerreto  
 Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

DATE: August 5, 2013

## **CORRESPONDENCES**

***From Alex Payán resigning from the Village of Port Chester Waterfront Commission, effective July 13, 2013.***

The Board accepted the correspondence.

***2013 Columbus Day Parade.***

The Board referred the correspondence to staff.

***From Cablevision – Retiring of News 12 Traffic and Weather to Broadcast Basic.***

The Board acknowledged the correspondence.

***From State of New York Department of Transportation – ADA Sidewalks and Ramps Improvements.***

The Board acknowledged the correspondence. The Board asked Mr. Steers for more information regarding Putnam Avenue at the next meeting.

***From U.S. Department of Housing and Urban Development.***

The Board acknowledged the correspondence.

***From Village of Port Chester Justice Court designating Marshal Carroll as the Chief Marshal.***

The Board accepted the correspondence.

***From Nicholas Melillo regarding the first annual Chucky Melillo Sofball Classic and Family Fun Day.***

The Board acknowledged the correspondence.

***From Town of Greenburgh – Complaints about Telephone Poles and Wires.***

The Board asked staff to draft a letter and have a resolution ready for the next meeting.

***From Lisa Dileo requesting permission to block off the street from Irenhyl to Irving Avenue for their annual “Breckenridge Avenue Block Party” on Sunday, September 15, 2013.***

The Board referred the correspondence to staff.

***From Port Chester-Rye Brook EMS requesting the re-appointment of David Byrnes to the EMSC.***

The Board accepted the correspondence.

***From Andrea Winchester requesting permission to block off Linden Street for their annual “Block Party” on Saturday, August 31, 2013.***

The Board referred the correspondence to staff.

***From Harry Howard Hook and Ladder Company No. 1 on the resignation of Nicholas Melillo and Michael Spadaro from membership.***

The Board duly noted the correspondence.

***From the Church of Our Lady of Rosary requesting permission to have a procession on October 6, 2013.***

The Board referred the correspondence to staff.

***From Port Chester Taxi Association.***

The Board acknowledged the correspondence and asked the Village Clerk to post a notice on the village website, open vacancies for the Taxi Association.

## **MINUTES**

***Minutes from June 13, 2013 and June 17, 2013.***

Trustee Adams made a motion, seconded by Trustee Marino, to combine the minutes of June 13, 2013 and June 17, 2013 of the agenda for the purpose of casting one vote for both minutes. The minutes of June 13, 2013 and June 17, 2013 was adopted by the Board of Trustees of the Village of Port Chester, New York.

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

Date: August 5, 2013

**PUBLIC COMMENTS AND BOARD COMMENTS**

***Public:***

Mr. Frank Ferraro commented regarding code enforcement and the proposed modification to the amnesty program and communication between the government and residents.

Mr. Richard Abel commented regarding project improvements at Broad and Pearl Street and Westchester Avenue.

***Board:***

Trustee Adams commented about the residents who spoke during the public comments section of the meeting regarding 1 Landmark Square and when Mr. Steers was responding to their comments. Trustee Adams gave his condolences to the Holder and Foust families and congratulated Gabriel Erik Escobar for coming in second place at the Tae Kwon Do Competition Expo in Tokyo.

Trustee Brakewood commented regarding Mr. Hyman's comments during the public comments section of the meeting. Trustee Brakewood commented regarding Columbus Park and the waterfront access. Trustee Brakewood also commented regarding code enforcement policy and the residents of 1 Landmark Square.

Trustee Marino also commented regarding the code enforcement policy and a fundraiser benefit for the son of village employee, Rocky Morabito.

Trustee Kenner gave his condolences to the Holder and Foust families.

Trustee Ceccarelli commented about the residents at 1 Landmark Square and the amnesty program. Trustee Ceccarelli commented regarding the Waterfront Commission and Port Chester Unity Day.

Mr. Steers addressed the Board and the public on some of the comments that were made during the public comments section of the meeting regarding the code enforcement policy.

At 10:15 p.m., on motion of Trustee Adams, seconded by Trustee Marino, the meeting was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustee Terenzi

Respectfully submitted,

Jacqueline Johnson  
Deputy Village Clerk

## **MEETING HELD AUGUST 19, 2013**

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Monday, August 19, 2013 at 6:30 P.M., in the Court Room of the Police Headquarters Building, 350 North Main Street, Port Chester, New York, with Mayor Neil Pagano presiding.

Present in addition to Mayor Pagano, were Trustees Gregory Adams, Daniel Brakewood, Saverio Terenzi, Luis Marino, Joseph Kenner and Gene Ceccarelli.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Village Treasurer, Leonie Douglas; Police Chief, Joseph Krzeminski; Assistant Building Inspector, Steve Carroll; Administrative Aide, Christopher Ameigh and Village Engineer, Dolph Rotfeld.

On motion of Trustee Adams, seconded by Trustee Marino the special meeting was declared opened at 6:30 p.m.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

## **MEETING OF THE BOARD OF TRUSTEES IN THEIR CAPACITY AS A BOARD OF POLICE COMMISSIONERS**

The Board of Trustees proposed a motion for executive session regarding a particular personnel matter.

### **MOTION FOR EXECUTIVE SESSION**

At 6:31 p.m., on motion of Trustee Adams, seconded by Trustee Marino, the Board of Trustees adjourned into an executive to discuss a particular personnel matter.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

Present in addition to the Board were Village Manager, Christopher Steers; Village Attorney, Anthony Cerreto; Village Clerk, Janusz R. Richards; Police Chief, Joseph Krzeminski and Administrative Aide, Christopher Ameigh.

No action was taken in the executive session.

At 7:03 p.m., on motion of Trustee Ceccarelli, seconded by Trustee Marino, the executive session was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

At 7:03 p.m., on motion of Trustee Adams, seconded by Trustee Kenner, the special meeting was declared closed.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

After a short recess, on motion of Trustee Adams, seconded by Trustee Terenzi, the regular public portion of the meeting opened at 7:08 p.m.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

## **AFFIDAVIT OF PUBLICATION AND NOTICE OF PUBLICATION**

The following Public Notices were duly published in the Journal News and the Westmore News on July 19, 2013, certified by Cecilia Hernandez, Principal Clerk of the Journal News and Angelina Brescia, Office Manager of the Westmore News.

### **PUBLIC NOTICE**

PUBLIC NOTICE is hereby given that the Board of Trustees of the Village of Port Chester, New York, will hold a PUBLIC HEARING on Monday, August 19, 2013 at the Police Headquarters/Justice Court Courtroom, 2<sup>nd</sup> Floor, 350 North Main Street, Port Chester, New York, to consider a local law modifying the permit amnesty program so as to provide additional relief to owners of one and two-family residences and additional relief for pre-existing structures and their uses existing prior to 2010.

Interested persons are invited to attend and will be afforded the opportunity to be heard at this time. The application and all supporting documents are available at the Village Clerk's office or online at the Village website [www.portchesterny.com/Pages/PortChesterNY\\_Pending/index](http://www.portchesterny.com/Pages/PortChesterNY_Pending/index).

JANUSZ R. RICHARDS

On motion of Trustee Kenner, seconded by Trustee Ceccarelli, the public hearing was declared opened.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, and Mayor Pagano

NOES:

ABSENT:

Mayor Pagano said that based on the last meeting, he read the following statement from the Board of Trustees.

This Board is mindful of the often considerable expense that maybe incurred in bringing one and two family dwellings, other pre-existing structures, indoor uses and any related accessories buildings or structures into code compliance. The Board is mindful that the owners of such premises typically lack the income stream necessary to retain the design professionals needed to prepare a permit application and or pursue relief of local law planning or zoning processes. At the same time however the Board also aware of the need for the Building Inspector to have all relevant documentation for his review and determination so it's not to compromise the integrity of the permitting process and compliance with the state mandated uniform fire prevention and building code.

Moreover, the Board is mindful that relief may also be required to ease the burden of proof ordinarily required of owners to establish legal non-conforming use status, where a proper building permit was issued for certain work, such premises and where the uses existed for many years and accepting staff's recommendation in this matter, the Board finds that one and two family residences are the only occupancy types relegated to the state residential code and that the additional relief for owners of these properties on a voluntary bases to be provided is both appropriate and desirable, and it is the minimal necessary to accomplish the Board's intentions.

Finally, the Board is mindful that additional relief is warranted for those structures or indoor uses that are pre-existing prior to January 1, 2010. On or about that date, the Village determined to address long standing issues in Building Department processes.

Mayor Pagano asked if anyone from the public would like to comment regarding the proposed local law modifying the permit amnesty program.

Ms. Denise P. Ward, Vice President of the Port Chester Rye Bar Association read the following statement on behalf of the association regarding the amnesty program.

Current version of statute as drafted is admirable & appropriate. It addresses a serious community problem seeking an equitable solution within the framework of state mandates ensuring public safety-which must always be a paramount concern.

This Village has been plagued-perhaps, fairly, perhaps unfairly, with a reputation for disreputable & unreliable Building Dept. Records. Regardless of the underlying cause, the problem & the reputation needs to be fixed. The public needs to be able to rely on municipal records.

The problems facing Port Chester are being wrestled by municipalities across this County, and indeed, across this State & this nation. I see it in my practice day after day; in Eastchester, in Oyster Bay, in Peekskill, in New City. Building Department records have to match what exists. Lenders want it, buyers want it; standards have changed, for better or sores, & we have to make our records match current needs. Failing to do so takes this population out of the marketplace.

This statute also addresses the issue I hear raised most often in my practice: “But the assessment record shows that \_\_\_\_\_ exists, & I’m being taxed on it.”

Blank being a 4<sup>th</sup> bedroom, a deck, a half bath, a pool.

This statute allows the homeowner to use that status of being taxed for 10 years on the improvement as the basis for legalizing the improvement. It is a win-win.

There have been opponents who have complained that it is unfair that they are being held to the strictures of the NYS Building Code; that the Building Inspector or the City Manager should somehow “look away” & let things go to issue a certificate of occupancy. I cannot comprehend that complaint. It is precisely that mentality - “just do me this one favor” that created the nightmarish scenario in which this Village - and dozens of other municipalities find themselves. We all live in small towns. But regardless of how much we don’t like it, we live in a global society and a global economy. The Building Dept records in Port Chester have to be pretty darn similar in appearance and content to those in Chester, Iowa, because an underwriter in Charlotte, North Carolina needs to have recognizable, reliable, coherent information to approve a loan for a potential buyer. That benefits every resident of this time. It’s a little medicine that will go a long way...and in the end this Village will shine for tackling this problem & getting it resolved responsibly & fairly.

Questions and comments were also made by Ms. Goldie Solomon, Mr. Dominick Ranieri, Mr. Terranova, Mr. Calabrese, Mr. Tom Ceruzi, Ms. Doris Reavis, Mr. Richard Abel, Ms. Alexander Chancey, Mr. Buccieri, Mr. John M. Crane, Mr. Anthony Tirone, Ms. Bea Conetta, Ms. Linda Turturino and Mr. Frank Ferraro.

Mayor Pagano, Mr. Steers, Mr. Cerreto and Mr. Ameigh answered and addressed the questions and comments from the public. The Board also commented about the questions and comments that were raised by the public.

On motion of Trustee Kenner, seconded by Trustee Adams, the public hearing was declared closed.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano  
NOES:

ABSENT:

**Adoption of Local Law No. 12 of 2013**

RESOLUTION

AN INTERIM LOCAL LAW MODIFYING THE PERMIT AMNESTY PROGRAM SO AS TO PROVIDE ADDITIONAL RELIEF FOR OWNERS OF ONE AND TWO-FAMILY RESIDENCES AND PROVIDING ADDITIONAL RELIEF TO PREEXISTING STRUCTURES AND/OR USES EXISTING PRIOR TO 2010

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE MARINO , the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

**RESOLVED**, that the Village of Port Chester Board of Trustees hereby adopts Local Law #12 of 2013 MODIFYING THE PERMIT AMNESTY PROGRAM SO AS TO PROVIDE ADDITIONAL RELIEF FOR OWNERS OF ONE AND TWO-FAMILY RESIDENCES AND PROVIDING ADDITIONAL RELIEF TO PRE-EXISTING STRUCTURES AND/OR USES EXISTING PRIOR TO 2010.

Approved as to Form:

\_\_\_\_\_  
Village Attorney, Anthony Cerreto

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

DATE: August 19, 2013

**Local Law No. 12 of 2013**

**AN INTERIM LOCAL LAW MODIFYING THE PERMIT AMNESTY PROGRAM SO AS TO PROVIDE ADDITIONAL RELIEF FOR OWNERS OF ONE AND TWO-FAMILY RESIDENCES AND PROVIDING ADDITIONAL RELIEF TO PRE-EXISTING STRUCTURES AND/OR USES EXISTING PRIOR TO 2010**

SECTION 1 Purpose and Intent.

Pursuant to Local Law No. 4 of 2012, the Board of Trustees (herein referred to as “Board”) adopted an interim local law establishing a permit amnesty program applicable to all properties within the Village of Port Chester (herein referred to as “Village”) under certain terms and conditions.

By Local Law No. 1 of 2013, Section 2 of Local Law No. 4 of 2012 was amended to authorize the extension of the amnesty period from December 31, 2012 to April 30, 2013. By Local Law No. 10 of 2013, Section 2 of Local Law No. 4 2012 was again amended to authorize a further extension of the amnesty period until October 31, 2013 so as to provide more opportunity for individuals to learn about and participate in the program. All other sections of Local Law No. 4 remained intact.

Based on public input, the Board finds that consideration of modifying Local Law No. 4 of 2012 establishing the amnesty program in substantive respect is now warranted.

At the direction of the Village Mayor and Board of Trustees, staff was challenged with divining substantive relief to those affected by the apparent systemic lack of certificates of occupancy and open permits. In returning to the Board, staff has made recommendations which are the subject of this local law.

The Board is mindful of the often considerable expense that may be incurred in bringing one- and two-family dwellings, other pre-existing structures and/or uses, and any related accessory buildings or structures into code compliance. The Board finds that the owners of such premises typically lack the income stream necessary to retain the design professionals needed to prepare a permit application, and/or pursue relief through local planning or zoning processes. At the same time, however, the Board is aware of the need for the Building Inspector to have all relevant documentation for his review and determination so as not to compromise the integrity of the permitting process and compliance with the state-mandated Uniform Fire Prevention and Building Code. Moreover, the Board finds that relief may also be required to ease the burden of proof ordinarily required of owners to establish legal nonconforming use status where a proper building permit was issued for certain work to such premises and where the use has existed for many years. In accepting staff’s recommendations on this matter, the Board finds that one- and two-family residences are the only occupancy types relegated to the State Residential Code and that the additional relief for owners of these properties on a voluntary basis to be provided herein is both appropriate and desirable and is the minimum necessary to accomplish the Board’s intentions. Finally, the Board finds that additional relief is warranted for those structures and/or uses that are pre-existing prior to January 1, 2010. On or about this date, the Village determined to address long-standing issues in Building Department processes. Given the benefit of the past three years of experience, the Board concludes that adoption of this local law modifying Local Law No. 4 of 2012 which established the permit amnesty program will not only enhance these difficult initial efforts, but will also serve to increase the support of the entire community for a matter that will require a significant, sustained commitment of Village resources for many years into the future.

SECTION 2. Section 3 of Local Law No 4 of 2012 and entitled “Permits” is hereby amended as follows:

A. For those applications under the Amnesty Program involving open expired permits, the Building Inspector is authorized to renew said permit(s) under the umbrella of a single new permit that will encompass any number of open expired permits. All work related to an open expired permit (s) may be closed out under a single new permit as may be practical in the judgment of the Building Inspector. Such expedited process would avoid the need for an applicant to obtain a new permit and pay the requisite fees for each expired permit.

B. Applicants are eligible to proceed on a streamlined basis for work in one- and two-family dwellings that involve “minor improvements,” which is defined as work that is valued at \$10,000 or less in present construction cost or 500 square feet or less in area.

1. To be accorded the favorable treatment under this section, submissions need not be in the form of full construction documents. They may be in the form of a sealed drawing from a licensed professional. Such drawing shall, however, contain at a minimum the following information satisfactory to the Building Inspector:

(a) Dwelling without an addition

i. An outline that delineates the space(s) in question, measurements of room size, ceiling heights and adequate egress.

ii. Bedrooms shall be required to show window size.

iii. Other rooms, including bedrooms, shall be required to verify adequate light and ventilation.

iv. All spaces shall be required to show placement of required smoke and CO detectors.

(b) Dwelling with an addition

All requirements as stated above and an updated survey to show setbacks.

(c) Decks

1. Plans must show size of deck, support system (footings, depth and adequate size, framing and structural supports), guards and railings and proper and adequate attachment to dwelling.

2. The applicant’s design professional shall certify that the work in question meets the minimum Code at the time of construction and is structurally sound.

Applicants under this section are not required to secure interim inspections by the Building Inspector prior to the inspection for the certificate of occupancy; however, a final inspection for the certificate of occupancy shall be required.

SECTION 3: Section 4 of Local Law No. 4 of 2012 and entitled “Zoning” is hereby amended as follows:

A. Those applications under the Permit Amnesty Program regarding open expired permits issued prior to the effective date of the 1955 Zoning Regulation, relating to structures that pre-existed the Code change, or demonstrating the need for some dimensional and/or use variance from the requirements under the applicable zoning regulation are hereby deemed to be lawfully nonconforming. To qualify as eligible for this determination, the following standards must be strictly satisfied:

1. The building or structure must be pre-existing and have been issued a lawful building permit prior to the effective date of the 1955 Zoning Regulation and any subsequent amendments prior to the effective date of the 1975 Zoning Regulation.

2. The building or structure complies with the Building Code in effect at the time of construction.

Such buildings or structures are deemed “lawfully nonconforming” as prescribed above and shall not require waiver or variance from the Zoning Board of Appeals.

B. Those applications under the Permit Amnesty Program regarding open expired permits issued after the effective date of the 1975 Zoning Regulation and any, subsequent amendments relating to structures and/or uses that were preexisting prior to January 1, 2010, that may involve the need for some dimensional and or use variance from the requirements under the applicable zoning regulation; are hereby deemed to be lawfully nonconforming. To qualify as eligible for this determination, the following standards must be strictly satisfied:

1. The building or structure must be pre-existing and have been issued a lawful building permit and/or other substantive documentation from the Village or any other bona-fide documentation as to the existence of the use and/or structure preexisting without interruption for 10 years or more prior to January 1, 2010.
2. Further, said documentation shall include verified tax records showing said use and/or structure pre-existing as aforesaid with proof of property tax payments made. Additional bona-fide documentation may include but not be limited to:
  - Paid Property Tax Receipts
  - Leases
  - Utility Bills
  - Building Permits
  - Other Recorded Documents

Properties and/or pre-existing uses that can exhibit the paid tax receipts and any verifiable combination of documentation as aforementioned shall be deemed eligible for such nonconforming status. Such determination shall be made by the Building Inspector.

3. The building or structure complies with the Building Code in effect at the time of construction.

Such structures are deemed “lawfully non-conforming” as prescribed above and shall not require waiver or variance from the Zoning Board of Appeals.

Those buildings / structures and/or uses that may otherwise qualify for the determination of “lawful non-conforming” status that do not however have an existing permit(s) under this section shall be subject to the regular fees for permits and applications. The provisions of Local Law No. 4 of 2012 with respect to waivers and/or reductions of fees shall not apply in such instance.

#### SECTION 4: Supersession

This local law shall supersede any inconsistent or otherwise applicable provisions of the Village Code and/or local law.

#### SECTION 5: Validity and severability.

Should any section of or provision of this local law be decided by a court of competent jurisdiction be held unconstitutional or otherwise invalid, such decision shall not affect the validity of the local law not in whole or in part so decided to be unconstitutional or otherwise invalid.

SECTION 6: Effective Date.

This local law shall be effective upon due publication and filing with the Secretary of State.

BY ORDER OF THE BOARD OF TRUSTEES OF  
THE VILLAGE OF PORT CHESTER, NEW YORK  
NEIL PAGANO, Mayor  
JANUSZ R. RICHARDS, Village Clerk

Adopted: August 19, 2013

## **PUBLIC COMMENTS**

Mayor Pagano asked if anyone if anyone from the audience would like to make any public comments.

Ms. Leigh Taylor Mickelson commented about the upcoming ribbon cutting ceremony at the Clay Art Center for a community clay mural on Saturday, September 7, 2013.

Ms. Goldie Solomon thanked the Fire and Police Department and asked the Board not to cut the budget for the Police, Fire, DPW and EMT Departments. Ms. Goldie also commented about Port Chester Day.

Ms. Bea Conetta commented about the MTA, the Starwood program and the Castle.

Mr. Bill Shannon and his family thanked the Mayor, Board of Trustees, Mr. Steers and Mr. Miley for receiving his certificate of occupancy.

Mr. Ceruzi commented regarding a two past correspondence regarding posting signs and use of Port Chester roadways in September, 2013.

Mr. Gregory commented about telephone and power wires on Abendroth Avenue and applicants that come before the Planning Commission.

## **PRESENTATION**

***Jarden/Westchester Triathlon requesting permission for use of the roadways through the Village of Port Chester on September 29, 2013.***

A representative from Jarden/Westchester Triathlon spoke regarding the request for use of the the Village of Port Chester roadways on Sunday, September 29, 2013. The Board referred the request to staff.

# **RESOLUTIONS**

## RESOLUTION

### AWARDING BID FOR STREET RESURFACING 2013

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE, MARINO the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, the Village of Port Chester has advertised for bids for Street Resurfacing 2013 (Bid No. 13-05) with the work to be done on Abendroth Avenue, Austin Place, Clinton Street, Eldridge Street, Grace Church Street, Hawley Avenue, North Regent Street, Olivia Street, Pilgrim Drive, Poningo Street, Upland Street, Soundview Street and Wesley Avenue; and

WHEREAS, the Village's consulting engineer, Dolph Rotfeld Engineering, P.C., recommends that the alternate involving drainage work not be undertaken by the contractor and that the work can instead be done by Department of Public Works personnel; and

WHEREAS, of the three bidders, the base bid of ELQ Industries is the lowest bid and the contractor's references have since been verified; and

WHEREAS, the Village Manager recommends that the Board accept this bid which meets all the specifications as set forth in the bid documents. Now therefore, be it

RESOLVED, that the Board of Trustees hereby awards the bid for Road Resurfacing 2013 to ELQ Industries, 567 Fifth Avenue, New Rochelle, New York 10801 in the amount of \$607,068.00; and

BE IT FURTHER RESOLVED, that the Village Manager is hereby authorized to enter into an agreement with the contractor; and

BE IT FURTHER RESOLVED, that the funding for said work be appropriated from Street Resurfacing Project, Capital Fund 5110.400.2013.130.

APPROVED AS TO FORM:

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Village Attorney  
Anthony Cerreto

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT:

DATE: August 19, 2013

RESOLUTION

AUTHORIZATION OF FREE HOLIDAY PARKING FOR 2013

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE MARINO, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, by letter from the President of the Chamber of Commerce dated August 12, 2013, request has been made that there be free parking on North Main Street between the railroad bridge and Westchester Avenue, South Main Street, Abendroth Avenue, Willett Avenue between Abendroth Avenue and Marvin Place, Adee Street, Marvin Place, Westchester Avenue east of the Library, Lower King Street to the Railroad Bridge, and the Highland Street, Broadway and Adee Street Lots from December 20, 2013 to January 1, 2014 for the Holiday Season; and

WHEREAS, this practice has been a tradition in the Village of Port Chester for many years; and

WHEREAS, this practice encourages shoppers and visitors to the Village and promotes its' reputation as the "Restaurant Capital of Westchester County", thereby increasing property values and the Village's tax base. Now, therefore, be

RESOLVED, that enforcement be suspended so that there will be free parking within all posted limitations of parking time limits and hours on North Main Street between the railroad bridge and Westchester Avenue, South Main Street, Abendroth Avenue, Willett Avenue between Abendroth Avenue and Marvin Place, Adee Street, Marvin Place, Westchester Avenue east of the Library, Lower King Street to the Railroad Bridge, and the Highland Street (Lot 11), East Broadway (Lot 18), Willett Avenue (Lot 16) and Adee Street (Lot 17) Municipal Parking Lots from December 20, 2013 to January 1, 2014 for the Holiday Season.

APPROVED AS TO FORM:

\_\_\_\_\_  
Village Attorney, Anthony Cerreto

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT:

DATE: August 19, 2013

RESOLUTION

NEW YORK STATE INDEXED LUMP SUM SNOW AND ICE AGREEMENT

2012-2013 WINTER SEASON

On motion of TRUSTEE ADAMS, seconded by TRUSTEE BRAKEWOOD, the following resolution was adopted by the Board of Trustees of the Village of Port Chester:

WHEREAS, pursuant to New York State Highway Law, Section 12, the maintenance and repair of improved state highway in towns and incorporated villages, including control of snow and ice, is under the direct supervision and control of the commissioner of transportation; and

WHEREAS, the commissioner is authorized to enter into an agreement with a municipality for the performance of the work of such control of snow and ice on such terms as the commissioner may determine in the best interest of the public; and

WHEREAS, there are 13.2 lane miles of New York State-owned roads in the Village of Port Chester; and

WHEREAS, the State of New York has historically contracted with the Village of Port Chester for snow and ice removal on these roads; and

WHEREAS, the State has most recently contracted with the Village by agreement dated August 18, 1997 for a term of three years, commencing July 1, 1996 which has been annually extended; and

WHEREAS, such extensions provide for an estimated expenditure determined by the State at the time of extension with an adjustment to the actual payment amount based upon the intensity and severity of the winter season; and

WHEREAS, the State recently presented to the Village an Agreement to Extend the Indexed Lump Sum Municipal Snow and Ice Agreement for the 2012/2013 season with an estimated lump sum expenditure of \$1,578.00 per lane mile for a total of \$20,829.60; and

WHEREAS, such agreement must be executed for the State to reimburse the Village for the work that was done. Now, therefore, be it

RESOLVED, that the Village Manager be and is hereby authorized to execute the Agreement to Extend the State Indexed Lump Sum Municipal Snow and Ice Agreement for the 2012/13 season, with estimated payment to the Village of Port Chester in the amount of \$20,829.60.

APPROVED AS TO FORM:

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Village Attorney, Anthony Cerreto

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT:

DATE: August 19, 2013

RESOLUTION

SUPPORT FOR STATE LEGISLATION THAT WOULD REQUIRE A SAFETY AND RELIABILITY INSPECTION OF TELEPHONE AND ELECTRIC POLES AND THE REPLACEMENT AND REMOVAL OF ALL DEFICIENT POLES

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE ADAMS, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, when a new telephone and electric pole is installed and the wiring is transferred from the old pole, the old pole is often not removed leaving a condition which is called a “double pole”; and

WHEREAS, not only are such conditions unsightly, but they also pose a significant threat to public and utility worker safety; and

WHEREAS, with the increased frequency of severe weather in the region, poles have toppled over and fallen bringing down utility lines and resulting in widespread power outages; and

WHEREAS, despite complaints by municipalities, residents and unions, these conditions have only gotten worse; and

WHEREAS, a proceeding before the New York Public Service Commission has not resulted in a remedy to this issue; and

WHEREAS, it is apparent that state legislation is required to hold the telephone and electric corporations accountable for their failure to remove such poles and/or poles that are otherwise deficient; and

WHEREAS, a bill was introduced in the 2013 legislative session that would enact legislation requiring the larger telephone and electric corporations to inventory existing conditions and timely correct deficient poles or face fines for their noncompliance; and

WHEREAS, the Board is in accord with such approach, now, therefore, be it

RESOLVED, that the Board of Trustees hereby supports S. 1537 as a worthy legislative initiative that would compel telephone and electric corporations to address the significant public safety issue of the condition of their poles in a proactive and comprehensive manner; and be it further

RESOLVED, that the Mayor is authorized to present a copy of this resolution to State Senator George Latimer and State Assemblyman Steve Otis and ask for their support and possible co-sponsorship of this bill or their introduction of similar such legislation in the next legislative session; and be it further

RESOLVED, that the Mayor be also authorized to work with the Westchester Municipal Officials Association to present a united front on behalf of municipalities in Westchester County.

APPROVED AS TO FORM:

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Village Attorney, Anthony Cerreto

ROLL CALL

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli, Mayor Pagano

NOES:

ABSENT:

DATE: August 19, 2013

## **REPORT OF THE VILLAGE MANAGER**

Mr. Steers spoke on some of the following issues from his memo to the Board of Trustees which included traffic signal and road improvements located at the intersections of Pearl and Broad Street at Westchester Avenue, Show Mobile use policy, Chamber of Commerce Banner Program and the Request for Proposal for the Economic Development. Mr. Steers said that he will have more updates at the next meeting.

## **REPORT OF THE POLICE CHIEF**

Mayor Pagano said that the Police Chief had to leave the morning and asked to give his report at a later time. The Board had no objection with the request.

## **CORRESPONDENCES**

*From Harry Howard Hook and Ladder Company No. 1 on the election of new member Christopher Lutton.*

The Board duly noted the correspondence.

*From Harry Howard Hook and Ladder Company No. 1 on the election of new member Timothy Gordon Hannigan.*

The Board duly noted the correspondence.

*From Fire Patrol & Rescue Co. 1 on action taken to expel Omar Barrett.*

The Board duly noted the correspondence.

***From Port Chester Rye Brook Rye Town Chamber of Commerce regarding free parking.***

The Board referred the correspondence to staff.

***From Lotipac Holding Co. LLC regarding ETPA in the Village of Port Chester.***

The Board referred the correspondence to staff.

***From Jarden/Westchester Triathlon requesting permission for use of the roadways through the Village of Port Chester on September 29, 2013.***

The Board referred the correspondence to staff earlier in the meeting.

## **PUBLIC COMMENTS AND BOARD COMMENTS**

### ***Public:***

Mr. Richard Abel commented about the parking meters costs and enforcement.

### ***Board:***

Trustee Adams commented about the Beautification Committee.

Trustee Brakewood commented about the Beautification Committee and the Mariner.

Trustee Terenzi commented about the Planning Board Commission and the Police Department negotiations.

Trustee Marino commented about the Village of Port Chester court dates.

Trustee Kenner commented about staffing needs for the Building Department.

Trustee Ceccarelli commented about the amnesty program, vehicle traffic and parking in the village.

Mayor Pagano thanked the entire staff with the amnesty program and commented regarding the amnesty program processes.

At 10:15 p.m., on motion of Trustee Terenzi, seconded by Trustee Brakewood, the meeting was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

Respectfully submitted,

Jacqueline Johnson  
Deputy Village Clerk

## **MEETING HELD AUGUST 20, 2013**

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Tuesday, August 20, 2013 at 5:00 P.M., in the Village Hall Conference Room, 222 Grace Church Street, Port Chester, New York, with Mayor Neil Pagano presiding.

Present in addition to Mayor Pagano, were Trustees Gregory Adams, Daniel Brakewood, Luis Marino and Gene Ceccarelli.

It should be noted that Trustees Saverio Terenzi and Joseph Kenner were absent.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Treasurer, Leonie Douglas; Director of Planning and Development Christopher Gomez; Administrative Aide, Christopher Ameigh and Village Planner, Jesica Youngblood.

On motion of Trustee Brakewood, seconded by Trustee Marino the special meeting was declared opened at 5:13 p.m.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustees Terenzi and Kenner

### **WORK SESSION**

#### ***Comprehensive Plan Implementation Strategies***

Mr. Steers and Mr. Gomez spoke and presented to the Board the comprehensive plan implementation strategies. There was further discussion with the Board and public regarding the comprehensive plan implementation strategies. The Board asked for further discussion at another work session in the future.

#### **Add-on Resolution**

Following the work session portion of the meeting, Trustee Brakewood asked for a motion to consider an add-on resolution to authorize the closing of Browndale Place for a block party on Saturday, September 21, 2013 from 3:00 pm to 11:00 pm.

There being no objections, on motion of Trustee Brakewood, seconded by Trustee Marino, the motion received a unanimous vote of those present.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustees Terenzi and Kenner

Dated: August 20, 2013

## **RESOLUTIONS**

### RESOLUTION

On motion of TRUSTEE MARINO, seconded by TRUSTEE CECCARELLI, the following resolution was adopted by the Board of Trustees of the Village of Port Chester, New York:

To authorize the closing of Browndale Place for a block party on Saturday, September 21, 2013 from 3:00 p.m. to 11:00 p.m.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustees Terenzi and Kenner

Dated: August 20, 2013

### RESOLUTION

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE MARINO, the following resolution was **postponed to the September 16, 2013 meeting** by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, New York State Law requires that all Budget be balance at the end of the fiscal year; and

WHEREAS, certain appropriation line items in the 2012-2013 Fiscal Year General Fund Budget have been over expended and others under expended; and

WHEREAS, actual revenues and transfers-in exceeded budgeted revenues by \$1,820,847.72, and

WHEREAS, actual expenditures and transfers-out were over-expended by \$814,646.94, of which \$124,800 was for Workers Compensation Section 32 Settlements, and

WHEREAS, 689,846.94 is required to cover the over-expended lines, and

WHEREAS, the Village of Port Chester is required to make all necessary transfers and adjustments to the General Fund Budget. Now, therefore be it

RESOLVED, that the Board of Trustees of the Village of Port Chester also hereby authorizes the Village Treasurer to reduce the Workers Comp Reserves by the \$124,800 expended for workers comp section 32 payments in the General Fund, and be it further

RESOLVED, that the Board of Trustees of the Village of Port Chester does hereby authorizes the Treasurer to increase the revenue and appropriated budget lines and amendments the 2012-2013 General Fund Budget as follows:

Increase General Fund:

Revenues:

1.1.1120	Sales Taxes Revenue	\$293,685.00
1.1.4989	FFEMA- Federal Portion	\$396,161.94

Appropriations:

1.1450.100	Elections-Personnel Srv.	\$29,134.66
1.1450.423	Elections-Elec Insp/Techs	\$21,530.00
1.1450.424	Elections-Election Rentals	\$4,089.76
1.1450.476	Elections-Publications of Notices	\$8,368.83
1.1620.417	Village Owned Bldg-Bldg Maint.	\$30,455.00
1.1640.420	Central Garage-Gasoline Usage	\$23,884.70
1.1910.400	Liability Insurance	\$84,272.22
1.1960.480	Refunds on Real Prop Tax	\$146,276.06
1.9040.803	Workers Compensation	\$341,835.71

At 7:16 p.m., on motion of Trustee Ceccarelli, seconded by Trustee Marino, the meeting was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Marino, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustees Terenzi and Kenner

Respectfully submitted,

Jacqueline Johnson  
Deputy Village Clerk

## **MEETING HELD AUGUST 28, 2013**

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Wednesday, August 28, 2013 at 6:00 P.M., in the Village Hall Conference Room, 222 Grace Church Street, Port Chester, New York, with Mayor Neil Pagano presiding.

Present in addition to Mayor Pagano, were Trustees Gregory Adams, Saverio Terenzi, Luis Marino and Gene Ceccarelli.

It should be noted that Trustee Joseph Kenner arrived at 6:14 p.m. and Trustee Daniel Brakewood arrived at 6:59 p.m.

Also present were Village Clerk, Janusz R. Richards and Village Attorney, Anthony Cerreto.

On motion of Trustee Terenzi, seconded by Trustee Marino the special meeting was declared opened at 6:05 p.m.

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustees Brakewood and Kenner

### **MOTION FOR EXECUTIVE SESSION**

At 6:06 p.m., on motion of Trustee Ceccarelli, seconded by Trustee Marino, the Board of Trustees adjourned into an executive session as the Board of Police Commissioners regarding pending investigation(s).

Roll Call

AYES: Trustees Adams, Terenzi, Marino, Ceccarelli and Mayor Pagano

NOES:

ABSENT: Trustees Brakewood and Kenner

Present in addition to the Board of Trustees were Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto; Westchester County Commissioner-Sheriff, George Longworth and Deputy Westchester County Commissioner-Sheriff, Joseph Yasinski.

No action was taken in executive session.

At 8:07 p.m., on motion of Trustee Ceccarelli, seconded by Trustee Adams, the executive session was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

At 8:08 p.m., on motion of Trustee Ceccarelli, seconded by Trustee Adams, the public portion of the meeting was opened.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

### **Add-on Correspondence**

At the public portion of the meeting, Trustee Marino asked for a motion to add-on a correspondence from Saint Peter's Episcopal Church asking permission for a procession on September 14, 2013 beginning at 5:00 p.m. on 45 North Regent Street and ending at Saint Peter's Episcopal Church.

There being no objections, on motion of Trustee Marino, seconded by Trustee Kenner, the motion received a unanimous vote of those present.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

The Board referred the correspondence to staff.

At 8:14 p.m., on motion of Trustee Brakewood, seconded by Trustee Marino, the meeting was closed.

Roll Call

AYES: Trustees Adams, Brakewood, Terenzi, Marino, Kenner, Ceccarelli and Mayor Pagano

NOES:

ABSENT:

Respectfully submitted,

Jacqueline Johnson  
Deputy Village Clerk

**PUBLIC COMMENTS  
AND  
BOARD COMMENTS**