

**VILLAGE OF PORT CHESTER
BOARD OF TRUSTEES
Meeting, Monday, October 20, 2014
Regular Meeting: 6:00 P.M.
VILLAGE JUSTICE COURTROOM
350 North Main Street
Port Chester, New York
AGENDA**

TIME: 6:00 P.M.

I	WORKSHOP	ACTION
1	To review appraisal results for 120 N. Pearl St. bonus program application under Village Code §345-16.	
2	NDC	

TIME: 6:45 P.M.

II	PRESENTATION OF NEW POLICE APPOINTMENTS	ACTION
1	Promotion ceremony of Sergeant John J. Teneyck to Lieutenant with the Village of Port Chester Police Department.	
2	Promotion ceremony of Sergeant Mark Braccio to Lieutenant with the Village of Port Chester Police Department.	
3	Promotion ceremony of Detective/Police Officer Michael C. Martello to Sergeant with the Village of Port Chester Police Department.	
4	Promotion ceremony of Police Officer Mieczyslaw S. Kolc to Sergeant with the Village of Port Chester Police Department.	
5	Promotion ceremony of Detective/Police Officer Aaron M. Conetta to Sergeant with the Village of Port Chester Police Department.	
6	Promotion ceremony of Police Officer Richard Grall to Detective with the Village of Port Chester Police Department.	
7	Promotion ceremony of Police Officer Walter Alcivar to Detective with the Village of Port Chester Police Department.	
8	Promotion ceremony of Police Officer David Valdovinos to Detective with the Village of Port Chester Police Department.	

TIME: 7:00 P.M.

III	AFFIDAVIT OF PUBLICATION AND NOTICE OF PUBLICATION RE:	ACTION
1	Public hearing relating to an application for multi-family development at 120 North Pearl Street in conjunction with §345-16 building height and floor area bonus program of the village zoning code.	
IV	PUBLIC COMMENTS	ACTION

V	RESOLUTIONS	ACTION
	Administration	
1	Appointment of Rev. J. Bruce Baker as Chaplain for the Port Chester Police Department.	
2	Further retainer of National Development Council to provide technical assistance to the Village of Port Chester with regard to proposed municipal center development project.	
3	Rescinding the transfer of Village Election to Westchester County Board of Election.	
4	Setting Election Day as Wednesday, March 18, 2015.	
5	Authorize the Village Manager to submit an application to the Westchester County Health Department for permit (01-K385-A) renewal for food service establishment regarding the Port Chester Nutrition Program.	
6	Don Bosco Workers.	
7	RFP-Starwood.	
	Finance	
8	Year-end budget modifications.	
9	Transfer of \$6,000.00 from DEA Asset Forfeiture Funds to contract with The Paladin Center to provide 2-3 sessions of in-service training to the Department in Tactical First Aid.	
	Courts	
10	Support for the Village Clerk's office application for a justice court assistance program grant for FY14-15.	
	Parks / Recreation	
11	Playground repairs and improvements	
VI	CORRESPONDENCE	ACTION
1	From Mark Edward Goldberg regarding decal parking in the Marvin Place lot.	
2	From the Tamarack Tower Foundation regarding the Turkey Trot Event to be held November 27, 2014.	
3	From Fire Patrol & Rescue Co. #1 on the election of Justin P. DiSanto and Juan Morales to active membership.	
4	From the Park Commission regarding the temporary t-ball field in Lyon Park.	
5	From Chief McMinn requesting the closure of Don Bosco Place in front of the Church on Thursday October, 23rd from 6:00 to 7:30 p.m. to stage the Fire Equipment for Inspection.	
6	From the Traffic Commission requesting a change in the Village Code regarding Handicapped Parking.	
7	From the Traffic Commission regarding the Port Chester Rye Brook Public Library parking lot.	
8	From Paul Gerardi regarding interest in serving on the Village of Port Chester Taxi Commission.	
VII	PUBLIC COMMENTS AND BOARD COMMENTS	ACTION

TIME: _____



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Planning and Development Department

Village BOT Meeting Date: 7/21/2014

Item Type: Discussion Item

Description	Yes	No	Description	Yes	No
Fiscal Impact	X		Public Hearing Required		X
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area Redeveloping United Hospital Site		
Agreement		X	Manager Priorities Planning & Zoning		
Strategic Plan Related	X				

Sponsor's Name: Christopher N. Gomez, Director of Planning & Development

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

Workshop – Draft Scope regarding Starwood/United Hospital Redevelopment

Summary

Background: The Board of Trustees, serving as Lead Agency for the SEQRA review for the proposed action, must adopt a scope of study for the applicant to prepare a draft Environmental Impact Statement (DEIS). The attached scope has been updated to include public and Board comments from the public scoping session held June 23, 2014 as well as additional staff comments.

Proposed Action

BOT to review updated scope and consider timing for adoption

Attachments

Draft Scope

Appraisal of Real Property

In a Narrative Report

Subject Property

**Proposed Apartment Building
120 North Pearl Street
Town of Rye
Village of Port Chester
Westchester County, New York
(File #2783)**

Prepared for

Town of Rye
10 Pearl Street
Port Chester, NY 10573

Effective Date of Value

September 15, 2014
(Assumes the building is constructed & stabilized)

Date of the Report

October 10, 2014



Valuation Plus, Inc.

October 10, 2014

Mr. Denise Knauer, Assessor
Town of Rye
10 Pearl Street
Port Chester, NY 10573

Re: **Appraisal of Real Property
Proposed Apartment Building
120 North Pearl Street
Port Chester, New York, 10573**

Dear Ms. Knauer:

In accordance with your request, we have inspected the captioned property and investigated the marketplace for the purpose of estimating the market value of the subject's fee simple interest, as of the date of the appraisal. The effective date of the appraisal is September 15, 2014. The attached narrative report provides essential data and detailed reasoning employed in formulating a final market value estimate.

The subject property is a proposed rental apartment complex which will be situated on .66± acres of commercially zoned land. Upon completion, the site will be improved with a four-story, over a two level parking garage, elevator apartment building containing fifty (50) apartments. The complex will have adequate on-site parking, a doorman, spa pool, fitness room, lounge and pergola. In addition, we have been asked to value the property as a 38-unit (as of right) rental apartment complex with similar amenities. The property is being appraised under the extraordinary assumption that it has been completed and is operating at stabilized occupancy. The subject property is more fully described, legally and physically, within the attached appraisal report. The report, in its entirety, including all assumptions and limiting conditions, is an integral part of, and inseparable from, this letter.

The analyses, opinions, and conclusions were prepared by the undersigned. Basic assumptions and limiting conditions of the valuation are detailed in the attached report. The appraisal has been prepared in conformance with all applicable federal and state regulations and/or guidelines including the Financial Institutions Reform, Recovery and Enforcement Act 1989 (FIRREA), and the Uniform Standards of Professional Appraisal Practice (USPAP).

Our opinion of value was formed based on our experience in the field of real property valuation, as well as, the research and analysis set forth in this appraisal report. Our market value

conclusions of the fee simple interest, are subject to the Assumptions and Limiting Conditions, and Certification, in this appraisal report, and are as follows:

Market Value - 50 Unit Complex*
Five Million Eight Hundred Thousand Dollars*
(\$5,800,000)*

Market Value - 38 Unit Complex*
Four Million Five Hundred Thirty Thousand Dollars*
(\$4,530,000)*

The appraisal is under the following extraordinary assumptions.

- All information provided by the developer regarding the 50 unit complex is accurate

The appraisal is under the following Hypothetical Condition.

- The building has been constructed and is operating at stabilized occupancy.

If there are any questions regarding this appraisal report, please do not hesitate to contact our office. We appreciate having had this opportunity to be of service to you in this matter.

Sincerely,



Steven T. Sherwood, MAI
President

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Expense Comparables
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Qualifications of the Appraisers

Summary of Facts

PROPERTY ADDRESS	120 North Pearl Street, Town of Rye, Village of Port Chester, Westchester County, New York, 10573.
TYPE OF REPORT	Narrative Appraisal Report.
PROPERTY DESCRIPTION	A proposed rental apartment complex comprised of four-story, elevator apartment building containing a total of 50 units.
SIZE OF LOT	.66± acres.
PARKING	Adequate; the site will have 46 garage parking spaces.
PURPOSE OF THE APPRAISAL	To estimate the value of the property under the hypothetical condition that the project is already constructed and operating at stabilized occupancy.
PROPERTY RIGHTS APPRAISED	Fee Simple Interest
OWNER OF RECORD	AGD North Pearl LLC.
ASSESSMENT IDENTIFICATION	Section 142.22, Block 2, Lot 62.
ZONING	C2, Central Business District
HIGHEST & BEST USE	Proposed use
AS COMPLETED & STABILIZED	Assumed to be September 15, 2014
DATE OF THE APPRAISAL	October 10, 2014
VALUE CONCLUSION	
50 Unit Complex	\$5,800,000
38 Unit Complex	\$4,530,000

The appraisal is under the following extraordinary assumptions:

- All information provided by the developer regarding the 50 unit complex is accurate

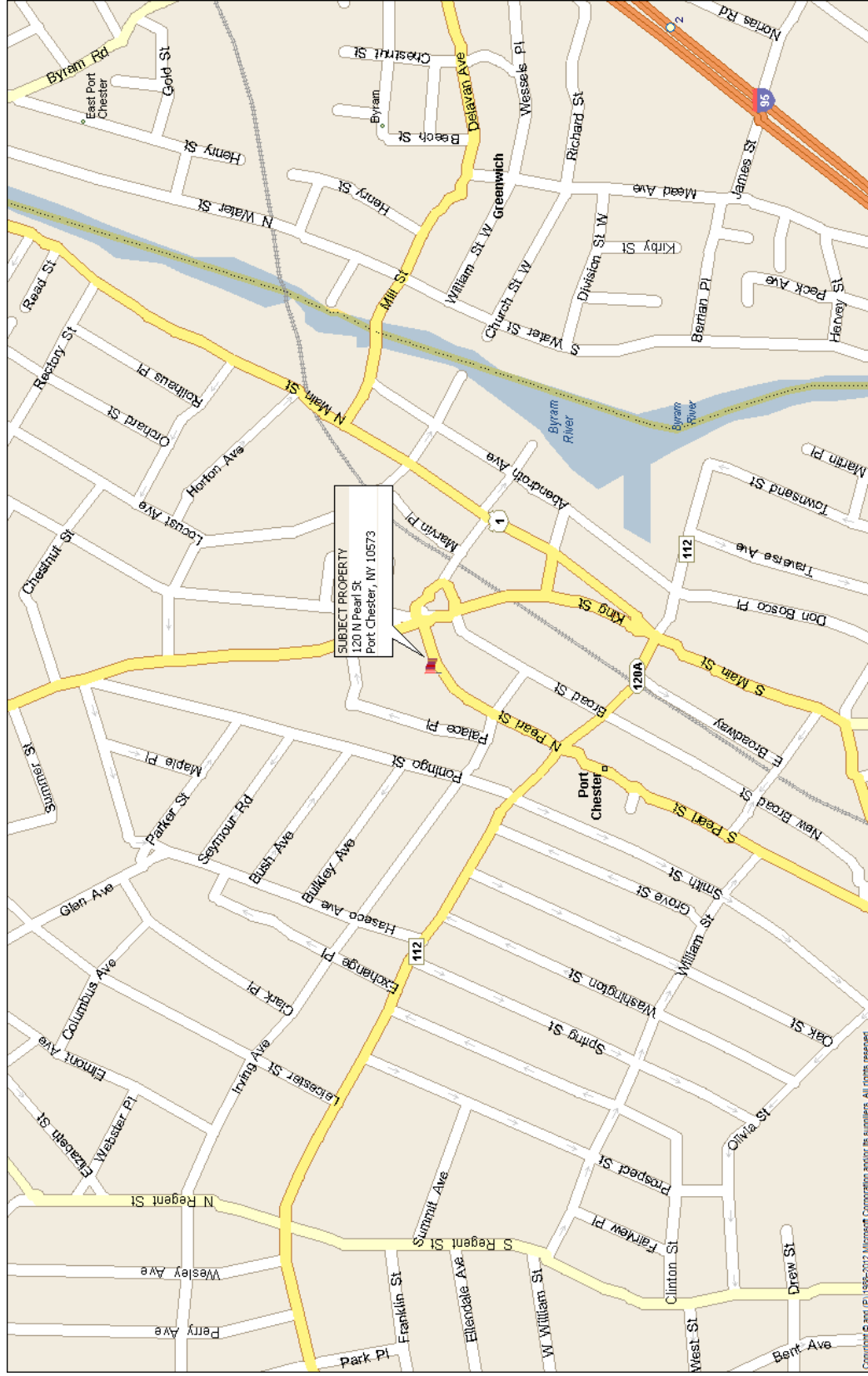
The appraisal is under the following Hypothetical Condition:

- The building has been constructed and is operating at stabilized occupancy.

Aerial View



Location Map – Subject Property



Property Description

The subject property is comprised of .66± acres of commercially zoned land. Upon completion, the site will be improved with a four-story, over a two level parking garage, elevator apartment building containing fifty (50) apartments. The complex will have adequate on-site parking, a doorman/concierge, spa pool, fitness room, lounge and pergola. In addition, we have been asked to value the property as a 38-unit (as of right) rental apartment complex with similar amenities.

Identification of the Subject Property

The subject property will be located on the northwesterly side of North Pearl Street in the Village of Port Chester, Town of Rye, New York. Known as 120 North Pearl Street, it is currently designated by the Town of Rye and Village of Port Chester as Section 142.22, Block 2, Lot 62.

Property History

The owner of record is AGD North Pearl LLC. The property was purchased December 23, 2013 for \$1,200,000. Based on conversations with the developer and the analysis contained herein this appeared to be arm's length transactions.

Purpose of the Appraisal

The purpose of this appraisal is to demonstrate, through the use of professionally recognized and commonly accepted appraisal practice and procedure, the market value of the property interest appraised as of the effective date of the appraisal. The subject will be valued as a 50-unit rental apartment complex as well as a 38-unit rental apartment complex.

Intended Use and Users of the Appraisal

This appraisal is intended to provide an opinion of the market value of the fee simple interest in the property, as of the effective dates of value for the exclusive use of the client. All other uses and users are unintended, unless specifically stated in the letter of transmittal.

Effective Date of the Appraisal

The effective date of the appraisal is September 15, 2014.

Date of the Report

The date of the report is October 10, 2014, the date the report was written.

Scope of Work

The scope of work encompasses the research and the extent of the analyses required to prepare an appraisal in accordance with the intended use of the report, and in compliance with the Standards of Professional Appraisal Practice of the Appraisal Institute, and the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation.

Valuation of the subject property involved the following:

1. The subject property was physically inspected by Steven T. Sherwood, MAI on September 15, 2014.
2. County, municipal and neighborhood data are based upon our inspection and prior knowledge of the area and information available in Valuation Plus, Inc. library, consisting of various documents and periodicals.
3. Real estate tax and assessment data were obtained from the municipal Receiver of Taxes and Assessment Offices; zoning data was obtained from the municipal Zoning Department.
4. Researched and analyzed rents of apartments in the subject's market area.
5. Researched expenses of other apartment buildings in the subject's market area.
6. In the Income Capitalization Approach, the income and expense information was based upon comparisons with similar properties to derive a net operating income, The NOI was then capitalized with an overall rate that has been extracted from the market into a value conclusion.
7. After assembling and analyzing the data defined in the scope of the appraisal, we concluded at a final value estimate of the subject's fee simple interest in the property under the hypothetical assumption that the complex has been constructed and is operating at stabilized occupancy. The appraisal has an analysis of a 50 unit complex as well as a 38 unit complex.
8. All information contained in this report was summarized with all supporting documentation retained in our file. The depth of discussion contained in this report is specific to the needs of the client.

Construction Period

Assumed to be constructed.

Stabilized Occupancy

Assumed to be stabilized.

Competency Rule

The appraiser has accepted this appraisal assignment having the knowledge and experience necessary to complete the assignment competently.

We are aware of the competency rule of the Uniform Standards of Professional Appraisal Practice (USPAP). The author of this report meets these standards. Steven T. Sherwood MAI, has inspected the property and its surrounding environs and prepared this report. Additionally, the appraiser has extensive appraisal experience in the appraisal of similar properties.

Thus, it is our opinion that we are fully competent to perform this appraisal, due to the fact that:

- We have full knowledge and experience in the nature of this assignment;

- All necessary and appropriate steps have been taken in order to complete the assignment competently; and
- We do not lack any knowledge or experience that would prohibit this assignment to be completed in a professional, competent manner, or where a biased or misleading opinion of value would be rendered.

Definition of Market Value

This appraisal has been prepared to conform to the Uniform Standards of Professional Appraisal Practice (USPAP), adopted by the Appraisal Foundation.

The **definition of market value** that follows is taken from Uniform Standards of Professional Appraisal Practice (USPAP) instructions, adopted by the Appraisal Standards Board of the Appraisal Foundation.

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a date and the passing of title from seller to buyer under conditions whereby-

1. Buyer and seller are typically motivated.
2. Both parties are well informed or well advised, and acting in what they consider their own best interests.
3. A reasonable time is allowed for exposure in the open market.
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto.
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

Property Rights Appraised

Real Estate is commonly defined as physical land and appurtenances affixed to the land, e.g., structures. *Real Property* consists of all interests, benefits, and rights inherent in the ownership of physical real estate.

Real property does not necessarily include the complete bundle of rights, i.e., “fee simple” rights or interests. For example, when a property is subject to a lease, different interests are created, the “leased fee” interest and the “leasehold” interest.

The fifth edition of *The Dictionary of Real Estate Appraisal* provides the following definitions.

Fee Simple - Absolute ownership unencumbered by any other interest or estate; subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Leased Fee Estate - An ownership interest held by a landlord with the rights of use and occupancy conveyed by lease to others. The rights of the lessor (the leased fee owner) and the leased fee are specified by contract terms contained within the lease. The lessor's rights usually consist of the right to receive rent and the right to repossession at the termination of the lease.

Leasehold Estate - The interest held by the lessee (the tenant or renter) through a lease conveying the rights of use and occupancy for a stated term under certain conditions

Conclusion

We will be determining market rent for the units. Therefore, this report will present the valuation of the subject property's fee simple interest.

Personal Property, Fixtures and Intangible Items

The contributory value of the appliances is considered to be minimal. Appliances are typically considered to be part of the real estate for apartment properties. They are generally included with the real estate when sold or leased. Therefore, no separate valuation is necessary for furniture, fixtures and equipment. It is assumed that apartments would be leased and sold unfurnished, which is typical in the marketplace. All furnishings, equipment and business operations, except as specifically stated and typically considered as part of real property, have been disregarded, with only real property being considered.

Estimate of Reasonable Exposure Time

Exposure time *precedes* the effective date of appraisal, and may be defined as: The estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value, on the effective date of the appraisal; it is a *retrospective estimate* based upon an analysis of past events, assuming a competitive and open market. In arriving at an estimate of reasonable exposure time, the appraiser assumes an adequate, sufficient and reasonable effort to sell the real property.

Owing to market conditions, preceding the effective date of this valuation, that were similar to present market conditions, i.e., similar supply and demand factors, stable local and regional economic conditions, similar availability and cost of financing, etc., and based upon information gathered through sales verification, our daily activity in the real estate market and interviews

with market participants, it is our opinion that a reasonable exposure time for the subject real property, would have been approximately six to nine months.

Marketing Time

A reasonable marketing period takes into consideration current and expected market conditions and is generally considered the time from the date the property is listed, as of the effective date of this appraisal, to the date a contract for purchase and sale is executed. A generally accepted definition of a normal or reasonable marketing period is as follows:

The amount of time necessary to expose a property to the open market, in order to achieve a sale. Implicit in this definition are the following characteristics:

- The property will be actively exposed and aggressively marketed to potential purchasers through marketing channels commonly used by buyers and sellers of similar type properties.
- The property will be offered at a price reflecting the most probable mark-up, over market value, used by sellers of similar type properties.
- A sale will be consummated under terms and conditions of the definition of market value.

Our survey of commercial real estate market participants suggests that in this market area, most properties of this type, if realistically priced and professionally marketed, and considering current supply and demand factors, can be sold (i.e., closed) within a six to nine month period.

Extraordinary Assumptions

According to 2014-2015 Uniform Standards of Professional Appraisal Practice (USPAP), an extraordinary assumption is “an assumption, directly related to a specific assignment, which, if found to be false, could alter the appraiser’s opinions or conclusions. Extraordinary assumptions presume as fact otherwise uncertain information about physical, legal or economic characteristics of the subject property or about conditions external to the property such as market conditions or trends, or the integrity of the data used in the analysis.”

The appraisal is under the following extraordinary assumptions.

- All information provided by the developer regarding the 50 unit complex is accurate.

Hypothetical Conditions

According to 2014-2015 Uniform Standards of Professional Appraisal Practice (USPAP), a hypothetical condition is “that which is contrary to what exists, but is supposed for the purpose of the analysis. Hypothetical conditions assume conditions contrary to known facts about physical, legal or economic characteristics of the subject property or about conditions external to

the property, such as market conditions or trends, or about the integrity of the data used in the analysis.” The difference between whether a particular condition is an extraordinary assumption or a hypothetical condition depends upon what the appraiser knows about the particular condition in question.

If an appraiser cannot verify a certain condition that is critical to the valuation but which he believes is true and has no reason to doubt is true, then the condition is an extraordinary assumption. If, on the other hand, an appraiser is asked to use a condition which he knows to be false but which is necessary for the analysis, then two things are required; the appraiser can use the condition as long as it meets the criteria in USPAP (Uniform Standards of Professional Appraisal Practice) and the appraiser must not confuse the information with the known facts. The appraiser must clearly distinguish ‘false conditions’ from those other assumptions or conditions which are believed or taken to be true.

- This appraisal contains the hypothetical condition that the property is already constructed and is operating at stabilized occupancy.

Prior Services

We have not performed any services in connection with the subject property within the three-year period immediately preceding acceptance of this assignment, either as an appraiser or in any other capacity.

City/Neighborhood Data

The subject property is located on the northwesterly side of North Pearl Street; just southwest of King Street, within the Village of Port Chester, Town of Rye, New York. The immediate neighborhood boundaries are defined by the Boston Post Road (U.S. Route 1) located to the south; King Street to the west; South Regent Street to the east and Haseco Avenue to the north. North Pearl Street, in the vicinity of the subject, is primarily built up with various two and three-story multi-family dwellings, small apartment buildings and one and two story office buildings. The surrounding area is mixed in character and within the subject's neighborhood boundaries one finds a mix of residential and commercial properties with various apartment buildings, single and multi-family dwellings, gas stations, churches and many mixed-use properties with retail on the first floor and offices/apartments above and various commercial buildings.

Most of the commercial development is located along the Boston Post Road, Main Street to the east and Westchester Avenue two blocks to the west, which intersects Main Street at the heart of the downtown shopping district. This area is improved with a wide variety of retail stores and personal service shops, as well as restaurants and delicatessens, while Westchester Avenue is a mix of retail, office and rental/condominium apartment buildings.

In addition to local retailers, the "Waterfront at Port Chester" retail center is located along North/South Main Street and the Byram River in the area of the easterly terminus of Westchester Avenue. The center includes national retailers such as Bed, Bath & Beyond, Costco, Super Stop & Shop, Michaels's Crafts, Marshall's, Loew's cinema complex and various restaurants.

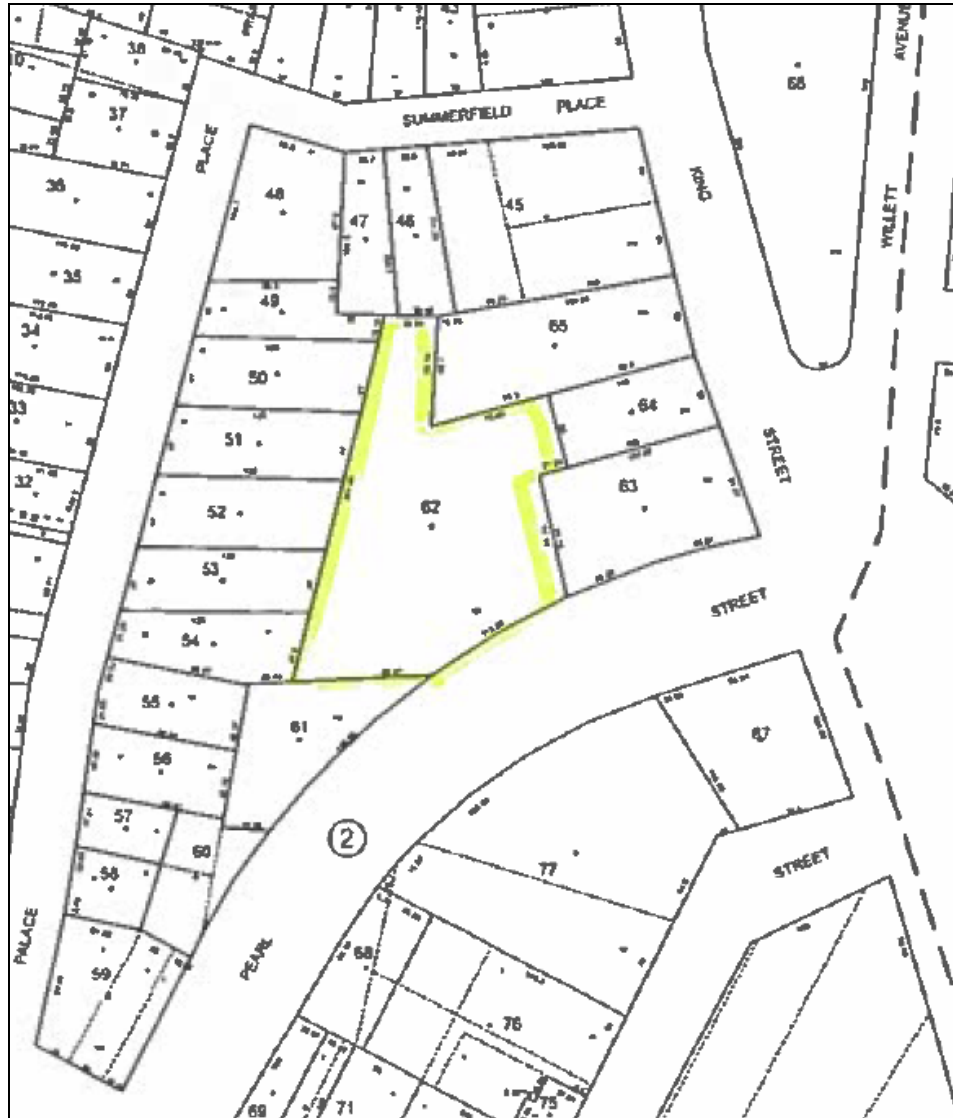
Access to the subject neighborhood is provided by the Cross Westchester Expressway (Interstate 287) and the New England Thruway (Interstate 95), both with full service ramps located 1 mile west/southwest of the subject neighborhood. Additionally, the Hutchinson River Parkway is located 2.5 miles north of the subject property. These highways provide either direct access or connection with other principal roadways serving the tri-state area. In addition, the Boston Post Road/Main Street (U.S. Route 1) is a major local thoroughfare which runs from Pelham Manor on the south to Connecticut on the north. Bus service is available on Westchester Avenue and Main Street and the Port Chester station of the Metro North commuter railroad (New Haven Line) is located approximately two blocks south. The proximity of mass transportation makes shopping, employment areas and places of worship easily accessible from the subject neighborhood.

Due to a lack of affordable rental apartments within the Village of Port Chester and the close proximity of the train station and bus service, the subject's area enjoys relatively low vacancies. Current vacancy rates, within the subject's area, range from approximately 3% to 7%. Many of the apartment buildings in the area have been renovated in recent years. Area improvements appear to be adequately maintained and in average to good overall condition.

Site Description

Location:	Northwesterly side of North Pearl Street in the Village of Port Chester, Town of Rye, Westchester County, New York.
Shape:	Irregular
Site Area:	.66± acres or 28,753± square feet.
Frontage:	The site has 113.38± feet of frontage along the northwesterly side of North Pearl Street.
Topography:	The lot is level and at grade along North Pearl Street and gradually slopes upward in a northerly direction. Overall utility of the site is judged to be good.
Utilities:	All public utilities, including water, sanitary sewer, electric, gas and telephone, are available to the site.
Landscaping:	Upon completion, there will be plantings and trees around the property perimeter.
Soil Conditions:	No soil report of the subject site has been reviewed; however, it is assumed the soil is of sufficient load-bearing capacity to support improvements. No evidence to the contrary was observed upon our physical inspection of the property.
Access/Visibility	The property will have adequate access and visibility from North Pearl Street.
Easements/ Encroachments:	No survey was reviewed. There were no easements or encroachments noted which would negatively impact the use of the site.
Flood zone:	According to the Federal Emergency Management Agency Flood Insurance Rate Map # 3653440002C, Zone X, the site does not appear to be located in a flood zone area. The map is dated August 16, 1988.
Census Tract:	0080.00

Parcel Map



Description of Improvements

Upon completion, the property will consist of a four-story, over ground floor parking and mezzanine level garage, elevator apartment building. The proposed building is described as follows:

Date of Construction:	2014-2015.
Foundation:	Concrete.
Structural:	Wood frame and steel.
Exterior Walls:	Ventilated and High Pressure laminate wall panel.
Roof:	Flat with built-up composition.
Windows:	Vinyl framed, double hung windows with screens.
Building Breakdown:	<u>Ground Floor</u> : Parking for 22 vehicles; Lobby and lounge areas. <u>Mezzanine Level</u> : Parking for 24 vehicles; Fitness Room <u>Floor 1</u> – 6 studio apartments; 8 one-bedroom apartments; 8 private patio areas <u>Floors 2-4</u> ; Each floor contains 3 studio apartments; 6 one-bedroom apartments and 3 two-bedroom apartments.
Entrances:	The main entrance will be to the lobby area on the ground floor facing North Pearl Street.
Stairways:	There are two sets of stairwells of steel construction and one elevator.
Apartments:	The apartments will be finished with hardwood flooring (kitchens/living rooms/bedrooms/halls), and ceramic tile flooring (bathrooms). Walls and ceilings will be painted sheetrock.
Kitchens:	Each apartment has a kitchen, which will be equipped with a four burner, stove, refrigerator, sink, dishwasher, and wooden wall hung and base cabinets.
Electric:	Modern electrical system protected by circuit breakers. The system will be adequate for the building's use. Each unit will be individually metered with circuit breaker panels installed in each apartment. The landlord will be responsible for common area electric which will consist of exterior and hall lighting.
HVAC:	Individual Heat and AC systems. The landlord will supply hot water to the heating units.

Site and Improvement Data

Hot Water:	The landlord will supply domestic hot water.
Amenities:	The building will have a doorman. Each unit will be equipped with a washer and dryer. Common recreational facilities will include a spa pool with decking, steel pergola with fire-pit and TV area; outdoor patios and grassy areas. There will also be a ground floor lounge/recreation area and a mezzanine level fitness room.
Parking:	There will be 46 garage spaces.
Fire Prevention:	The building will be fully sprinklered (wet system). Fire alarm pull stations will be installed in the common areas and will be connected to central station.
Effective Age:	0; the building will be new.
Remaining Econ Life:	55-60 years.
Condition:	New.

Assessment and Tax Data

The subject property is known and designated on the Assessment Roll of the Village of Port Chester and Town of Rye as Section 144.22, Block 2, Lot 62. The property is currently assessed at \$688,500. This is based on its current use as a 1,065± square foot automobile repair facility and two billboards.

The subject's assessment (upon completion and stabilization) has not been established. Therefore, in the analysis taxes will not be taken as an expense. Instead an effective tax rate is developed and added to the overall capitalization rate to account for the tax burden assuming an equitable assessment. The effective tax rate is developed based on the total tax rates multiplied by the current equalization rate. The calculation of the equalized tax is shown on the following page.

Effective Tax Rate Calculations

Town, County & School Tax Rates

District	2014
County	3.650718
Town	0.063407
School	24.38619
Total County/Town/School Rates	28.100315

Special District Tax Rates

Port Chester Sewer	0.737086
County Refuse	0.344282
Total Special District Rates	1.081368

Total Town/County/School Tax Rates	29.181683
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Actual Tax Rates: Village

District	2014
Village	11.174217

Calculation of Effective Tax Rates

Town Equalization Rate	100%
x Total Applicable Town/County Tax Rates per Thousand as %	2.92%
Town/County Effective Tax Rate Component	2.92%

Village Equalization Rate	100%
x Total Applicable Village Rate per Thousand as %	1.12%
Village Effective Tax Rate Component	1.12%

Total Effective Tax Rate **4.04%**

This rate will be added to the overall capitalization rate to account for the real estate taxes for the new complex.

Zoning

The subject property is located within a district designated by the Village of Port Chester as “C2, Central Business District”. Among the permitted uses allowed within the district are: one-family detached dwellings, churches or places of worship, convents, uses of the Village of Port Chester, uses of other governments, public schools, one-family semi-attached dwellings, two-family detached dwellings and multi-family dwellings.

The bulk regulations within this district are as follows:

Maximum Building Height:	60 feet or 5-stories.
Minimum Lot Width:	40 feet.
Front Yard Depth:	No Requirement
Side Yard Depth:	No Requirement
Rear Yard Depth:	20 feet.
Minimum Lot Size:	No Requirement
Maximum F.A.R.	3.2/4.0
Parking (apartments) :	No Requirement

Comments – Based on the zoning requirements, the proposed development is judged to be a legal conforming use within the C2 district

Highest and Best Use

Highest and Best Use is defined by the Appraisal Institute in The Appraisal of Real Estate, thirteenth edition, (Chicago: the Appraisal Institute, 2008), as:

The reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value.

The definition of highest and best use indicates that there are two types of highest and best use. The first type is highest and best use of the land or site as though vacant. The second is highest and best use of the property as improved. Each type requires a separate analysis. Moreover, in each case, the existing use may or may not be different from the site's highest and best use.

In estimating highest and best use, either as vacant or as improved, appraisers typically considers the following:

- Possible Use - What uses are physically possible considering the site's size, configuration, topography, availability of utilities, etc. The area of the subject site, comprised of 28,753± square feet, is sufficiently large enough, and the site has adequate shape, topography and frontage to allow for a variety of uses.
- Legal (Permissible Use) - What uses are legally permitted by zoning regulations and not prohibited by deed restrictions or private covenants. Unless stated elsewhere in this report, it is assumed that there are no private covenants or deed restrictions of significance that would preclude gainful development of the site. The subject site is located within an "C-2, Commercial District". This does limit use by permitting specific uses under the zoning regulations.
- Financially Feasible Use - Which uses, being both possible and legally permitted, will produce any net return to the site. All uses that are expected to produce a positive return are regarded as financially feasible.
- Highest and Best Use - Among the feasible uses, the use, which will produce the highest net return.

Highest and Best Use - As Vacant Land

Highest and best use of land or a site as though vacant assumes that a parcel of land is vacant or can be made vacant by demolishing the improvements. The subject site could physically accommodate most uses residential and commercial. However, legal restrictions, as they apply to the subject site, are public and concern zoning. The parcel is located within a zone which permits mostly residential uses.

The site is comprised of .66± acres. Its size suggests that a number of alternative uses could physically accommodate the site. The subject is located along North Pearl Street, just north of the commercial epicenter within the Village of Port Chester. In addition, it is zoned for multi-family and commercial development and is located in an area with relatively low apartment vacancy rates. Therefore, based on the primary uses in the area, it is our opinion that the highest and best use of the subject site, as vacant, would be for its development with a rental apartment building, which would adhere to and maximize current zoning regulations.

Highest and Best Use – As Improved

At the time of the inspection, the site was improved with a 1,065± square foot automobile facility and two billboards. The owner is in the process of obtaining approvals for the construction of a 50-unit rental apartment complex. The existing improvements are not considered the highest and best use of the site as improved. They are an interim use of the property and will be razed to make way for new apartment construction.

Valuation Methodology

The purpose of this appraisal is to estimate the market value of the property interest appraised as of the effective date of value.

In arriving at the estimate of market value of a given property, an established and systematic procedure is followed. The steps required include definition of the problem, the accumulation of data in the analysis and interpretation of the data based upon the three approaches to value. Finally, the results of each applicable approach are correlated into a final estimate of value; there are three recognized approaches to value, the Cost, Sales Comparison and Income Capitalization Approaches. Following is a brief description of each of the three valuation approaches.

Cost Approach

The Cost Approach is based on the proposition that a knowledgeable purchaser would pay no more than the cost of producing a substitute property with the same utility as the subject property. This approach is especially relevant when the property being appraised involves new or nearly new improvements that represent the highest and best use of the land, and/or when unique or specialized improvements are located on the site.

Sales Comparison Approach

The Sales Comparison Approach is a process of comparing prices paid for similar properties that have recently sold, and relating those sales to the subject property. Adjustments are applied to the sales for any differences between the subject property and the sales, to arrive at a value of each comparable sale property had it possessed the same characteristics, land size, frontage and other attributes common to the subject property. The Sales Comparison Approach is based on the principle of substitution that implies that a prudent person will pay no more for a property than it would cost to purchase a comparable substitute property.

Income Capitalization Approach

The Income Capitalization Approach is a process in which a value indication is estimated by calculating the present worth of future income through a capitalization process. This process capitalizes annual net operating income before debt service and uses capitalization techniques commensurate with quality and durability of the income stream.

Conclusion

The valuation procedure is concluded via a review of the approaches to value employed. The reliability of the market data utilized and the overall applicability of each approach are re-examined. Based upon this analysis, the value indications are reconciled and a final estimate is concluded. In this report, all three approaches will be utilized.

Income Capitalization Approach – 50 Unit Complex

The Income Capitalization Approach to value is predicated upon the assumption that there is a definite relationship between the amount of income a property will earn and its value. The theory of the Income Capitalization Approach is that the value of a property is the present worth of the net income it will produce during its remaining or economic life. The first step is to determine the Potential Gross Income, as if the property were 100% occupied. The evaluation of the quality and durability of the estimated annual gross income results in a deduction for a vacancy allowance/credit loss in arriving at an estimated Effective Gross Income. The next step is to estimate expenses to be deducted from the effective annual income to arrive at estimated net operating income. After estimating the potential net income, the figure is capitalized at a rate that reflects both the proper interest rate and equity return.

The basic steps in the Income Approach by the Direct Capitalization method are as follows:

1. Estimate the **POTENTIAL GROSS INCOME** produced by the property if 100% occupied.
2. A **VACANCY AND CREDIT LOSS** factor is determined and deducted from the Potential Gross Income to arrive at the Effective Gross Income.
3. The **OPERATING EXPENSES** are estimated and deducted to arrive at the stabilized Net Operating Income.
4. An **OVERALL CAPITALIZATION RATE** is developed.
5. The **VALUE** is estimated by dividing the Net Operating Income by the Overall Capitalization Rate.

Potential Gross Income

The first step in the Income Approach is to estimate the potential gross income of the subject property, which is the total income, produced by the property if 100% occupied. The subject is a proposed rental apartment complex, which will be comprised of 50-apartments. We were provided with rental projections for the apartments. On the following page we will present the rental projections. This will be followed by a rental analysis, which will be used to determine the reasonableness of the projected rents.

Income Capitalization Approach

The following represents the developer's income projection for the units in the complex.

<u>Unit Type</u>	<u># of Units</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
Studio	15	\$238,609	\$1,326
1 BR	26	\$572,832	\$1,836
2 BR	9	\$253,368	\$2,346
Parking	46	\$12,240	\$22

Apartment Rental Analysis

The subject building will contain 15, Studio apartments with 1-bathroom; 26, 1-bedroom apartments with 1-bathroom; and 9, 2-bedroom apartments with 2 bathrooms. The complex will have a doorman/concierge service, garage parking for 46 of the 50 units, spa pool with decking, steel pergola with fire-pit and TV area; outdoor patios and grassy areas.

Landlord will provide hot water to the individual heating units, while the tenant is responsible for the electric all electric charges.

Beginning on the following page we will present comparable apartment rentals which will be used to determine the market rent for the subject units.

Rental #1



Comparable Rental #1 – 1 Landmark Square, Port Chester, NY – A five-story, walk-up, multi-family building. Constructed in 1920 and converted to condominium ownership in 1985, there are a total of 199 apartments. Current rents for units are as follows:

Room Count						
<u>Rooms</u>	<u>BDR's</u>	<u>Ba's</u>	<u>Size/SF</u>	<u>Monthly Rent</u>	<u>Rent/SF</u>	<u>Parking</u>
2	0	1	815	\$1,600	\$1.96	Garage
2	0	1	900	\$1,750	\$1.94	Garage
3	1	1	823	\$1,775	\$2.16	Garage
4	1	1	1,000	\$2,000	\$2.00	Garage

Comment: Heat and Hot water included in rental; tenant pays electric. One parking space is included with each rental. This building is in a similar location and, while in good condition, is considered inferior to the subject's new condition. Amenities include doorman/concierge service, pool and fitness center.

Rental #2



Comparable Rental #2 – The Mariner 21 Willet Avenue, Port Chester, NY – A new five-story, elevator, apartment building. Constructed in 2013-2014, the current rent for the smaller 1 bedroom and 2 bedroom apartments (15-month rentals) are as follows:

Room Count						
<u>Rooms</u>	<u>BDR's</u>	<u>Ba's</u>	<u>Size/SF</u>	<u>Monthly Rent</u>	<u>Rent/SF</u>	<u>Parking</u>
3	1	1	853	\$2,200	\$2.58	Garage
3	1	1	853	\$2,367	\$2.77	Garage
4	2	2	1,186	\$2,827	\$2.38	Garage
4	2	2	1,186	\$3,094	\$2.61	Garage

Comment: Tenant pays all utilities. One parking space is included in rental. This building is in a superior location and in similar condition. Amenities include top of the line appliances and fixtures, doorman/concierge service, roof-top lounge, and fitness center. In addition, many apartments have views of the Byram River and distant views of the Long Island Sound.

Rental #3



Comparable Rental #2 – 370 Westchester Avenue, Port Chester, NY – A seven-story, elevator, co-operative apartment complex. Constructed in 1966, there are a total of 108 apartments. Current rent is as follows:

Room Count						
<u>Rooms</u>	<u>BDR's</u>	<u>Ba's</u>	<u>Size/SF</u>	<u>Monthly Rent</u>	<u>Rent/SF</u>	<u>Parking</u>
2	0	1	580	\$1,100	\$1.90	Outdoor
2	0	1	600	\$1,200	\$2.00	Outdoor
2	0	1	585	\$1,250	\$2.14	Outdoor
3	1	1	900	\$1,750	\$1.94	Outdoor

Comment: Heat and hot water is included in rental; tenant pays electric. One parking space is included in rental. This building is in a similar location and in inferior condition. Amenities include an outdoor pool and common laundry facilities on each floor.

Rental #3



Comparable Rental #3 – 342 Westchester Avenue, Port Chester, NY – Two three-story, elevator buildings. Constructed in 2003, the complex is known as “Brookchester Court”. Current rents are as follows:

Room Count						
<u>Rooms</u>	<u>BDR's</u>	<u>Ba's</u>	<u>Size/SF</u>	<u>Monthly Rent</u>	<u>Rent/SF</u>	<u>Parking</u>
3	1	1	787	\$1,775	\$2.26	Garage
3	1	1	790	\$1,750	\$2.22	Garage
3	1	1	790	\$1,795	\$2.27	Garage
4	2	2	1,049	\$2,500	\$2.38	Garage

Comment: Tenant is responsible for all utilities. Parking is included in rental. This building is in a similar location and in inferior condition.

Estimate of Expenses

We were provided with projected expenses, although considered we will estimate the stabilized expenses based on typical expenses incurred by similar apartment complexes.

Projected Expenses		
Expenses	Expense/ Annual	Expense/ Unit
Electric	\$31,628	\$633
Gas	\$9,884	\$198
Water & Sewer	\$24,710	\$494
Starbucks Machine	\$12,485	\$250
Gym Source	\$1,498	\$30
Verizon (Common Area)	\$9,988	\$200
Supplies	\$14,826	\$297
Repairs & Maintenance	\$27,467	\$549
Staff Salaries	\$135,252	\$2,705
Elevator Maintenance	\$4,682	\$94
Legal	\$14,566	\$291
Accounting	\$5,202	\$104
Insurance	\$41,616	\$832
Management	\$48,421	\$968
Reserves for Replacement	\$31,212	\$624
Total Expenses	\$413,437	\$8,269

Vacancy/Credit Loss Rates

Based on a review of the area and conversations with local brokers, the current vacancy rates for apartments in the area are approximately 3% to 7%. The developer is projecting the vacancy/credit loss to be 8%. The complex will have a majority of smaller units which typically have greater turnover. It will be new and offer greater amenities than most complexes in the area and is a block from the train station. Therefore, for the purpose of the analysis, we have utilized 6% for the building.

Real Estate Taxes

Real estate taxes have been previously discussed in detail in the tax section of this report. The property will be reassessed upon completion. Therefore, in lieu of taxes, an equalized tax rate will be added to the overall capitalization rate to account for the taxes.

Insurance

The developer's projection is \$832 per unit. Based upon current rates, insurance costs and construction quality of similar properties, with consideration given to the garage, various amenities, as well as the fact that the building will be fully sprinklered, this expense will be stabilized at \$600 per unit.

Utilities

The landlord has projected this expense to be \$1,324 per unit. Each unit will be individually metered for electric and the landlord will be responsible for common area electric charges. The units will have individual heating systems that run on electric. However, the landlord is responsible for providing the hot water to the units, as well as domestic hot. Based upon the size of the common area, garage parking area on two levels, elevator, etc. the developer's projections appear reasonable and will be stabilized at \$1,325 per unit.

Repairs & Maintenance

The developer has projected this to be \$940 per unit and includes supplies, repairs & maintenance and elevator maintenance. Based on the size of the apartments and with consideration that the building will be new, we will stabilize the repairs and maintenance expense appears to be reasonable and will be stabilized at \$950 per unit.

Payroll

According to the developer the building will have a superintendent as well as a doorman/concierge. Payroll is projected at \$135,252 or \$2,705 per unit. This amount appears to be somewhat high, considering a total of 50 units. We have stabilized this at \$2,500 per unit or \$125,000.

Professional Fees

The projected amount is \$19,768 or \$395 per unit. Based on costs incurred by similar buildings, this amount is excessive. We have stabilized this expense at \$200 per unit or \$10,000 per annum. This category accounts for all legal and accounting fees.

Management Fees

Management for commercial real estate ranges from 3% to 6% of the effective gross income, in the subject's market area. Upon completion, the subject will be a medium-size, higher-end apartment complex with amenities. Therefore, we have utilized 4% as the appropriate management fee.

Miscellaneous

We have included a miscellaneous expense of 2.0% of the effective gross income to account for any amenity expenses (cable, Starbucks machine), cost overruns or leasing commissions.

Reserves for Replacement

The developer has factored in a reserve for replacement at \$624 per unit. Based on the size and quality of the apartments, parking garage, amenities, etc., we have stabilized this at \$500 per unit.

Based upon the preceding expenses, our "stabilized" income and expense pro-forma for the subject property is as follows:

Stabilized Income & Expense Pro-forma

Income

	<u>Total Rent/Annual</u>	<u>Total Rent/Month</u>
Potential Gross Annual Income	\$1,101,084	\$91,757
Less Vacancy & Collection Loss @ 6.0%	\$66,065	
Effective Gross Income	\$1,035,019	

Expenses	<u>Expense/ Annual</u>	<u>Expense/ Unit</u>
Real Estate Taxes	In Cap Rate	\$0
Insurance	\$30,000	\$600
Utilities	\$66,250	\$1,325
Repairs & Maintenance	\$47,500	\$950
Payroll	\$125,000	\$2,500
Professional Fees	\$10,000	\$200
Management @ 4% of Effective Gross Income	\$41,401	\$828
Miscellaneous @ 2.0% of Effective Gross Income	\$20,700	\$414
Reserves for Replacement	\$25,000	\$500

Total Expenses	\$365,851	\$7,317
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Net Operating Income ***\$669,168***

Selection of Overall Rates

In determining the overall capitalization rate appropriate for the subject property, we will employ the Mortgage-Equity Format. In this method we have given consideration to the requirements of the typical purchaser/user to whom the properties would most likely appeal. The mortgage-equity technique reflects a consideration of typical financing appropriate to the specific type of income producing property. A sale may produce all cash to the seller, but the buyer may still obtain financing by securing as large a mortgage as possible at terms currently available in the market. The balance of the price above the mortgage amount represents the equity contribution. The net operating income is used to satisfy debt service (interest and amortization) with the residual cash flow representing a return on equity (equity dividend). Rates for both the mortgage component and equity component are included in the calculation of the overall rate.

Mortgage Component - The subject is a proposed rental apartment building, which will be in new overall condition. Based upon mortgage rates and terms available in the marketplace as of the effective date of the appraisal, we are of the opinion that an interest rate of 5.0% is appropriate for the subject based on a 10-year term and a 25-year amortization schedule. Based upon these assumptions, the annual constant, which includes both interest and principal amortization for the given term, is 7.02%. The appropriate Loan-to-value ratio is 75%.

Equity Component - The equity component represents the requirement of return on the investment in the property. This rate is determined by individual investor requirements, measure of perceived risk in the investment, and alternative investment opportunities. In determining the appropriate equity rate, we have reviewed alternative investments such as bonds, which would be considered a “safe” investment with virtually no risk. We have also taken into consideration that real estate investments inherently have a much greater risk potential, including non-liquidity of the investment, and management of the investment. Although mortgage rates are historically low, lenders have increased borrowing restrictions over the last few years and it is difficult to obtain financing. However, market conditions stabilized in 2011 and began improving in the latter half of 2012. Most real estate analysts have forecasted gradually improving conditions through 2013 and into 2014. Based on current market conditions, equity requirements for commercial properties range from 6% to 12% in the subject’s market area. The subject is a proposed, higher-end, rental apartment complex within the Village of Port Chester. It is located in close proximity to the train station but is just outside the waterfront redevelopment area, in a neighborhood still in transition, which adds risk to this type of higher-end development. Based upon these additional factors, it is our opinion that the equity dividend rate would fall toward the mid-range. Therefore, we have utilized 9% as the appropriate equity dividend rate for the subject.

Overall Capitalization Rate

Based upon the assumptions noted above, the Overall Capitalization Rate for the property is calculated as follows:

Overall Capitalization Rate					
Derivation by Band of Investment Method					
Mortgage interest rate	=	5.00%			
Amortization period	=	25	(paid monthly)		
Mortgage ratio, M	=	75.0%			
Equity ratio, E = 1 - M	=	25.0%			
Mortgage capitalization rate, Rm	=	7.02%			
Equity capitalization rate, Re	=	10.00%			
Calculation					
Mortgage	M x Rm	75.00%	x	7.02%	= 5.27%
Equity	E x Re	25.00%	x	9.00%	= <u>2.25%</u>
Overall capitalization rate, Ro	=				7.52%
	Rounded to				7.50%

Investor Surveys

In addition, we referred to the PWC Investment Survey and RealtyRates.com Investor Survey. These surveys outline investment parameters in the real estate marketplace.

PWC Survey - In addition to breaking down the real estate market by property type, the PWC survey breaks properties down into two categories; Institutional Grade and Non-Institutional Grade. The subject property will be new, but based on its size, would most likely fall into the non-institutional grade. We have provided the results for both the institutional and non-institutional grade real estate.

PWC Survey		
Regional Apartment Market - Mid-Atlantic		
Overall Capitalization Rates		
Institutional Grade Real Estate		
	<u>3rd Quarter</u>	
Year	<u>2014</u>	
Range	4.00% 7.50%	
Average	5.50%	

PWC Survey		
Regional Apartment Market - Mid-Atlantic		
Overall Capitalization Rates		
Non-Institutional Grade Real Estate		
	<u>3rd Quarter</u>	
Year	<u>2014</u>	
Range	4.25% 11.50%	
Average	7.21%	

RealtyRates.com Survey - RealtyRates survey breaks the apartment market down into smaller market segments which include garden/townhouse suburban apartments, which is the category

most similar to the proposed development, with the other categories being hi-rise urban and student housing. The survey results are as follows:

Realty Rates		
National Apartment Market		
Overall Capitalization Rates		
	Year	<u>3rd Quarter</u> <u>2014</u>
Range	4.43%	11.81%
Average	7.98%	

It needs to be noted that RealtyRates does not include reserves in calculating Net Operating Income (NOI). Therefore, the overall capitalization rates presented by RealtyRates are higher since reserves have not been taken as an expense.

Capitalization Rate Conclusion

The mortgage-equity format is based on current mortgage rates as well as required returns from local investors for a project of this type. The PWC survey (institutional grade) is for newer Class A properties and is based on requirements of institutional investors such as REITS, Pension Funds, Insurance Companies, etc. The non-institutional grade survey covers all other classes of buildings and other investors. The RealtyRates survey combines both Class A and Class B properties of all ages and covers all types of investors. In our conclusion of the appropriate overall capitalization rate we have given greatest weight to the mortgage-equity format as this focuses more on the local market with consideration given to the risk associate with constructing a high-end apartment complex in an area in transition. Therefore, it is our opinion that the appropriate capitalization rate for the subject property is 7.50%, which is also supported by the regional and national surveys.

Equalized Tax Rate Calculation

The current equalized tax rate is 4.04%.

Overall Capitalization Rate Conclusion

Based upon the capitalization rate conclusion and the equalized tax rate, the overall capitalization rate for the subject property is 11.54% (7.50% + 4.04%).

Income Approach Value Conclusion – 50 Unit Complex

Applying the overall rate to the Net Operating Income (NOI) indicates the overall value for the property. This is done as follows:

NOI	÷	Capitalization Rate	=	Value (rounded)
\$669,168	÷	11.54%	=	\$5,800,000

Upon Completion and Stabilization Value
Five Million Eight Hundred Thousand Dollars
(\$5,800,000)

The appraisal is under the following extraordinary assumptions:

- All information provided by the developer regarding the 50 unit complex is accurate

The appraisal is under the following Hypothetical Condition:

- The building has been constructed and is operating at stabilized occupancy.

Valuation as a 38-unit Complex

Based upon the zoning, the property could be developed with a 38 unit complex, as of right. The additional units that were added from the 38 as of right units were 4 studios and 8 1-bedroom units. On the following page we will present an income and expense statement utilizing the same assumptions as in the valuation of the proposed 50 unit complex. The assumptions are:

1. Similar size for each unit type
2. Similar rents for the studios, 1-bedrooms & 2-bedrooms
3. Similar amenities
4. Similar expenses per unit or %
5. Same overall capitalization Rate

Unit Breakdown

The 50 unit complex will contain 15 studios, 26 1-bedrooms and 9 2-bedrooms. Deducting the 4 studio units and 8 1-bedroom units, the unit mix for the 38-unit complex would be 11 studios, 18 1-bedrooms and 9 two-bedroom units.

Rent

It is assumed that the complex would have the same amenities and similar sized units. The average rent for the studio unit is \$1,376 per month; \$1,896 for the 1-bedroom units and \$2,424 for the 2-bedroom units.

Potential Gross Income

Based on the unit breakdown and the rent, the potential gross income for the 38-unit complex would be:

<u>Unit</u>	<u># Units</u>	<u>Rent/Mo</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
Studio Units	11	\$1,376	\$15,137	\$181,643
1 Bedroom Units	18	\$1,896	\$34,128	\$409,536
2 Bedroom Units	9	\$2,424	\$21,820	\$261,837
POTENTIAL GROSS INCOME	38		\$71,085	\$853,016

Expenses

Insurance - \$600 per unit
Utilities - \$1,325 per unit
Repairs & Maintenance - \$950 per unit
Payroll - \$2,500 per unit
Professional fees - \$200 per unit
Management – 4% of the EGI
Miscellaneous – 2% of the EGI
Reserves - \$500 per unit

Income Capitalization Approach

Based upon the preceding expenses, our "stabilized" income and expense pro-forma for the subject property is as follows:

Stabilized Income & Expense Pro-forma

<u>Income</u>		
	<u>Total Rent/Annual</u>	<u>Total Rent/Month</u>
Potential Gross Annual Income	\$853,016	\$71,085
Less Vacancy & Collection Loss @ 6.0%	\$51,181	
Effective Gross Income	\$801,835	
<u>Expenses</u>		
	<u>Expense/ Annual</u>	<u>Expense/ Unit</u>
Real Estate Taxes	In Cap Rate	\$0
Insurance	\$22,800	\$600
Utilities	\$50,350	\$1,325
Repairs & Maintenance	\$36,100	\$950
Payroll	\$95,000	\$2,500
Professional Fees	\$7,600	\$200
Management @ 4.0% of Effective Gross Income	\$32,073	\$844
Miscellaneous @ 2.0% of Effective Gross Income	\$16,037	\$422
Reserves for Replacement	\$19,000	\$500
Total Expenses	\$278,960	\$7,341
<i>Net Operating Income</i>	<i>\$522,875</i>	

Income Approach Value Conclusion – 38 Unit Complex

Applying the overall rate to the Net Operating Income (NOI) indicates the overall value for the property. This is done as follows:

NOI	÷	Capitalization Rate	=	Value (rounded)
\$522,875	÷	11.54%	=	\$4,530,000

Upon Completion and Stabilization Value
Four Million Five Hundred Thirty Thousand Dollars
(\$4,530,000)

The appraisal is under the following extraordinary assumptions:

- All information provided by the developer regarding the 50 unit complex is accurate

The appraisal is under the following Hypothetical Condition:

- The building is constructed and is operating at stabilized occupancy.

Certificate of Appraisal

1. The statements of fact contained in this report are true and correct.
2. The reported analysis, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and is my personal, unbiased professional analysis, opinions, and conclusions.
3. We have no present or retrospective interest in the property that is the subject of this report, and we have no personal interest or bias with respect to the parties involved.
4. Our compensation is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event.
5. The appraisal was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.
6. Steven T. Sherwood, MAI has made a personal inspection of the property that is the subject of this report.
7. The reported analysis, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Practice of the Appraisal Institute.
8. The use of this report is subject to the requirements of the Appraisal Institute relating to the review by its duly authorized representatives.
9. As of the date of this report Steven T. Sherwood, MAI has completed the requirements of the continuing education program of the Appraisal Institute.



Steven T. Sherwood, MAI
Certified General Appraiser
State of New York #46-11242

Assumptions and Limiting Conditions

1. No responsibility is assumed for the legal description or for matters including legal or title considerations. Title to the property is assumed to be good and marketable unless otherwise stated.
2. The property is appraised free and clear of any and all liens or encumbrances unless otherwise stated.
3. Responsible ownership and competent property management are assumed.
4. The information furnished by others is believed to be reliable. However, no warranty is given for its accuracy.
5. All engineering is assumed to be correct. The plot plans and illustrative material in the report are included only to assist the reader in visualizing the property.
6. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render it more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.
7. It is assumed that there is full compliance with all applicable federal, state, and local environmental regulations and laws unless noncompliance is stated, defined, and considered in the appraisal report.
8. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless nonconformity has been stated, defined, and considered in the appraisal report.
9. It is assumed that required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in the report is based.
10. It is assumed that the utilization of the land and improvements is within the boundaries or property lines of the property described and there is no encroachment or trespass unless noted in the report.
11. Possession of this report, or copy thereof, does not carry with it the right of publication.
12. The distribution, if any, of the total valuation in this report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.
13. The appraiser, by reason of this appraisal, is not required to give further consultation, testimony, or be in attendance in court with reference to the property in question unless arrangements have been previously made.

Assumptions and Limiting Conditions

14. Neither all nor any part of the contents of this report, especially any conclusions as to value, the identity of the appraiser, or the firm with which the appraiser is connected, shall be decimated to the public through advertising, public relations, news, sales, or other media without prior written consent and approval of the appraiser.
15. The appraisal assignment was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.
16. Unless otherwise stated in this report, the existence of hazardous materials, which may or may not be present on the property, were not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, toxic chemicals, or other potentially hazardous materials may affect the value of the property. The value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for any such conditions or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field, if desired.
17. Unless otherwise stated in this report, we did not make a survey and analysis of the property to determine whether or not it is in conformity with the various detailed requirements of the Americans with Disabilities Act (ADA). It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements. If so, this fact could have a negative effect upon the value of the property. Since we have no direct evidence relating to this issue, we did not consider possible noncompliance with the requirements of the ADA in estimating the value of the property.
18. The appraisal is under the extraordinary assumptions that all information provided by the developer regarding the 50 unit complex is accurate
19. The appraisal is under the Hypothetical Condition that the building is constructed and is operating at stabilized occupancy.

Addenda

Expense Comparables

Comparable Expenses

	Westchester Avenue Port Chester		King Street Port Chester		Drake Avenue New Rochelle		Centre Avenue New Rochelle		Subject Port Chester	
<i># of Units</i>	145		160		135		31		50	
<i>Parking</i>	46 garage		86 garage		70 garage		None		46 garage	
<i>Amenities</i>	105 Outdoor		114 Outdoor		61 Outdoor		None		0 Outdoor	
<i>Building Type</i>	Outdoor Pool		Outdoor Pool		None		None		Spa Pool, Doorman	
<i>Year Reported</i>	Co-Operative 2012		Co-Operative 2012		Rental Complex 2012		Rental Complex 2012		Rental Complex Projected	
Expenses	Expense/ Annual	Expense/ Unit	Expense/ Annual	Expense/ Unit	Expense/ Annual	Expense/ Unit	Expense/ Annual	Expense/ Unit	Expense/ Annual	Expense/ Unit
Insurance	\$80,868	\$558	\$46,867	\$293	\$48,986	\$338	\$11,140	\$359	\$41,616	\$832
Utilities	\$211,760	\$1,460	\$302,306	\$1,889	\$235,703	\$1,626	\$91,953	\$2,966	\$66,222	\$1,324
Repairs & Maintenance	\$177,040	\$1,221	\$121,987	\$762	\$104,295	\$719	\$50,290	\$1,622	\$46,975	\$940
Payroll & Related	\$233,453	\$1,610	\$94,961	\$594	\$125,764	\$867	\$20,313	\$655	\$135,252	\$2,705
Professional Fees	\$12,970	\$89	\$17,648	\$110	\$40,862	\$282	\$2,215	\$71	\$19,768	\$395
Administrative	\$133,778	\$923	\$6,771	\$42	\$7,677	\$53	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$4,841	\$33	\$853	\$28	\$23,971	\$479
Total Expenses	\$849,869	\$5,861	\$590,540	\$3,691	\$568,128	\$3,918	\$176,763	\$5,702	\$333,804	\$6,676

Surveys

INSTITUTIONAL-GRADE VS. NONINSTITUTIONAL-GRADE PROPERTY RATES: NATIONAL AND REGIONAL MARKETS
Third Quarter 2014

MARKET	INSTITUTIONAL IRRs			OARs			NONINSTITUTIONAL (BASIS-POINT SPREAD) TO INSTITUTIONAL RATES OARs		
	RANGE	AVERAGE	RANGE	RANGE	AVERAGE	RANGE	RANGE	AVERAGE	RANGE
National Regional Mall	5.50% – 12.00%	8.63%	4.00% – 10.00%	6.35%	50 – 300	25 – 500	138		
National Power Center	6.00% – 10.00%	8.13%	5.50% – 8.00%	6.65%	NA	NA	NA		
National Strip Shopping Center	6.25% – 11.00%	8.23%	5.00% – 10.00%	7.05%	50 – 800	25 – 500	134		
National Flex/R&D	7.25% – 12.00%	8.83%	6.00% – 10.00%	7.58%	25 – 500	25 – 400	146		
Warehouse (National)	5.75% – 9.00%	7.31%	5.00% – 7.00%	5.93%	(a)	(a)	(a)		
Warehouse (ENC Region)	6.50% – 8.25%	7.45%	5.25% – 7.25%	6.30%	25 – 500	25 – 400	154		
Warehouse (Pacific Region)	6.00% – 8.00%	7.21%	4.50% – 7.00%	5.77%	(a)	(a)	(a)		
National Apartment	6.00% – 12.00%	7.92%	3.50% – 9.00%	5.51%	25 – 400	25 – 400	103		
Apartment (Mid-Atlantic Region)	6.00% – 11.00%	8.06%	4.00% – 7.50%	5.50%	25 – 400	25 – 400	171		
Apartment (Pacific Region)	5.00% – 12.00%	7.40%	3.50% – 6.25%	4.81%	(a)	(a)	(a)		
Apartment (Southeast Region)	6.00% – 10.00%	7.70%	4.00% – 7.25%	5.55%	(a)	(a)	(a)		
National Medical Office Buildings	6.00% – 11.00%	8.42%	5.00% – 11.00%	7.60%	100 – 400	50 – 300	122		

(a) Participants are not currently pursuing institutional investments in this market.

Source: Personal survey conducted by PwC during July 2014.



RealtyRates.com INVESTOR SURVEY - 3rd Quarter 2014*

APARTMENTS - HI-RISE/URBAN TOWNHOUSE

Item	Input					OAR
Minimum						
Spread Over 10-Year Treasury	0.87%	DCR Technique	1.35	0.053418	0.75	5.41
Debt Coverage Ratio	1.35	Band of Investment Technique				
Interest Rate	3.43%	Mortgage	75%	0.053418	0.040063	
Amortization	30	Equity	25%	0.065170	0.016293	
Mortgage Constant	0.053418	OAR				5.64
Loan-to-Value Ratio	75%	Surveyed Rates				5.35
Equity Dividend Rate	6.52%					
Maximum						
Spread Over 10-Year Treasury	5.88%	DCR Technique	1.96	0.117747	0.50	11.54
Debt Coverage Ratio	1.96	Band of Investment Technique				
Interest Rate	8.44%	Mortgage	50%	0.117747	0.058874	
Amortization	15	Equity	50%	0.158064	0.079032	
Mortgage Constant	0.117747	OAR				13.79
Loan-to-Value Ratio	50%	Surveyed Rates				13.10
Equity Dividend Rate	15.81%					
Average						
Spread Over 10-Year Treasury	3.38%	DCR Technique	1.66	0.080631	0.68	9.01
Debt Coverage Ratio	1.66	Band of Investment Technique				
Interest Rate	5.94%	Mortgage	68%	0.080631	0.054426	
Amortization	23	Equity	33%	0.106972	0.034766	
Mortgage Constant	0.080631	OAR				8.92
Loan-to-Value Ratio	68%	Surveyed Rates				8.95
Equity Dividend Rate	10.70%					

*2nd Quarter 2014 Data

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Qualifications of the Appraisers

STEVEN T. SHERWOOD, MAI

PROFESSIONAL QUALIFICATIONS

APPRAISAL AFFILIATION AND CERTIFICATION

- MAI – The Appraisal Institute - Certificate # 11271
- New York State Certified General Real Estate Appraiser ID# 46-11752
- National Association of Realtors #650598580
- Member - National Golf Foundation

PROFESSIONAL APPRAISAL BACKGROUND

- 2003 to Present – President, Valuation Plus, Inc. Mamaroneck, New York.
- 1998 to 2002 – President, Commercial Division – Blaise Appraisals & Consultants, Inc. Armonk, New York.
- 1985 to 1998 – Real Estate Appraiser & Consultant – Lane Appraisals, Inc. Larchmont, New York.

APPRAISAL EXPERIENCE

- Since 1990 – Commercial/Residential Appraiser – Assignments include appraising and consulting work with single and multi-family homes, cooperative and condominium apartments, apartment buildings, restaurants, industrial buildings, subdivisions, vacant land, golf courses, marinas, gasoline stations, nursing homes, assisted living care facilities, hotels, motels, automotive dealerships, commercial cooperatives & condominiums and feasibility analyses.
- 1988 to 1990 – Residential Manager, Lane Appraisals, Inc. Responsibilities included all aspects of residential assignments for the company from inception to billing.
- 1985 to 1988 – Residential Appraiser – Assignments included appraising and consulting work with single family homes, condominiums, cooperatives, multi-family dwellings, estates, vacant land, proposed residential dwellings and condominiums from plans.

LITIGATION/ARBITRATION APPRAISAL EXPERIENCE

- Extensive experience in consulting, arbitration and the preparation of appraisal reports for litigation involving condemnation, tax certiorari and matrimonial cases.
- Expert Witness New York State Supreme Court.

FORMAL EDUCATION

- St. Lawrence University, Canton, New York
Bachelor of Arts, 1985.

APPRAISAL EDUCATION – APPRAISAL INSTITUTE COURSES & SEMINARS

- Real Estate Appraisal Principles (1A-1)
- Real Estate Valuation (1A-2)
- Valuation Procedures (120)
- Standards of Professional Practice, Part A
- Standards of Professional Practice, Part B
- Capitalization Theory and Techniques, Part A
- Capitalization Theory and Techniques, Part B
- Report Writing and Valuation Analysis
- Advanced Applications
- Argus 8.0 and Argus 8.0 advanced
- Appraisal Strategies and the Internet
- Litigation Case Studies
- Litigation Appraising – Current Issues in Tax Certiorari
- Income Valuation of Small Mixed-Use Properties
- 20 Common Appraisal Errors
- Analyzing Commercial Lease Clauses
- Understanding and Testing Discounted Cash Flow Valuation Models

**-CLIENTS SERVED-
FINANCIAL INSTITUTIONS**

Advanta Mortgage Corporation	G.E. Capital
American Home Mortgage	G.L.M. Mortgage Company
American Mortgage Banking	G.M. Woldenberge, Inc.
American Savings Bank	G.W. Mortgage
Anchor Savings Bank	Goldstar Resources
Apple Bank for Savings	Goldome Bank
Astoria Federal Savings	Greenwich Federal Savings & Loan
Assured Equities, Ltd.	Heritage Funding
Banco Popular de Puerto Rico	Homequity
Bank of Boston	Home Mortgage
Bank of Great Neck	Homestead Mortgage, Inc.
Bank of New York	Horizon Funding
Bank of Scotland	Houlihan Lawrence Financial
Bankers Trust Company	Hudson Valley Mortgage
Barclays Bank of New York	Hudson Valley National Bank
Boatman's Relocation Management	IBJ Schroeder Bank and Trust Company
Centerbank	Intercounty Savings Bank
Chase Home Mortgage Corporation	IPI Financial Services
Chemical Bank	JLB Funding
Citibank, N.A.	Kadillac Funding, Ltd.
Citibank, F.S.B.	Key Bank-Key Corp. Mortgage
Citicorp Mortgage	Larchmont Federal Savings Bank
City & Suburban Federal Savings Bank	Lincoln Savings Bank
Colonial Savings & Loan Association	Loan America
Columbia Equities, Ltd.	MNC Mortgage
Community Preservation Corporation (CPC)	M & T Bank
Community Mutual Savings Bank	Manhattan Mortgage Company, Inc.
Condo Plus	Manufacturers Hanover Trust
Country Bank	Marine Midland Bank
Countrywide Funding	Merrill Lynch Relocation
Crossland Savings Bank	Mid-Hudson Savings Bank
Danbury Federal Savings Bank	Midlantic Home Mortgage Corp.
Dale Mortgage	Mitsubishi International
Dime Savings Bank	NationsBank
Dollar Dry Dock	National Westminster Bank, USA
Eastchester Savings Bank	New York National Bank
Eastern Savings Bank	North American Mortgage Co. (A Dime Company)
Emigrant Savings Bank	Northfork Bank
Empbanque Capital Corp.	Norwest Mortgage, Inc.
Empire Financial Corporation	PHH U.S.Mortgage Company
Empire of America	
Ensign Bank	
FDIC	
First American Bank	
First Nationwide Financial Corp.	
Fleet Bank	
Gateway Bank	

FINANCIAL INSTITUTIONS

(Continued)

PMCC Mortgage Corporation	Sound Beach Financial Corporation
PMI Mortgage Insurance Company	Sound Federal Savings & Loan
Pawling Savings Bank	Stamford Federal Savings Bank
Peoples Westchester Savings Bank	The Chase Manhattan Bank, N.A.
Pinnacle Financial Services	The First Boston Corporation
Poughkeepsie Savings Bank	The Money Store
Provident Savings Bank	The Richman Group
Prudential Relocation Management	Ulster Savings Bank
Republic Bank for Savings	Union State Bank
Residential Money Centers, Inc. (Member of GMAC)	Wall Street Equity Brokers
Resource Funding	Washington Mutual Savings Bank
Roosevelt Savings Bank	Westfair Funding Corporation
Sleepy Hollow Bank	Armonk Savings & Loan

OTHER INSTITUTIONS

MUNICIPALITIES

County of Rockland
County of Westchester
City of Rye
City of Mount Vernon
City of New Rochelle
City of Yonkers
Town of Clarkstown
City of New Rochelle
Town of Harrison
Town of Haverstraw
Town of Mamaroneck
Town of Eastchester
Town of Ramapo
Town of Rye
Town of Somers
Village of Ardsley
Village of Briarcliff Manor
Village of Mamaroneck
Village of Pleasantville
Village of Haverstraw

NATIONALLY KNOWN COMPANIES

Merril Lynch
Great Atlantic & Pacific Tea, Co.
PepsiCo, Inc.
Exxon Corp.
Avon Products, Inc.
Prudential Insurance
Guardian Life
Allstate
Royal Charter Properties
Spectrum Skanska, USA

UNIQUE ID NUMBER
46000011242

State of New York
Department of State

DIVISION OF LICENSING SERVICES

FOR OFFICE USE ONLY
Control No. **68411**

**PURSUANT TO THE PROVISIONS OF ARTICLE 6E OF THE
EXECUTIVE LAW AS IT RELATES TO R. E. APPRAISERS.**

EFFECTIVE DATE

MO.	DAY	YR.
01	20	13

**SHERWOOD STEVEN T
C/O VALUATION PLUS INC
444 E BOSTON POST RD
STE 101
MAMARONECK, NY 10543**

EXPIRATION DATE

MO.	DAY	YR.
01	19	15



**HAS BEEN DULY CERTIFIED TO TRANSACT BUSINESS AS A
R. E. GENERAL APPRAISER**

In Witness Whereof, The Department of State has caused
its official seal to be hereunto affixed.

**CESAR A. PERALES
SECRETARY OF STATE**

WAITING

PRESENTATION
OF
NEW POLICE APPOINTMENTS

AFFIDAVIT OF PUBLICATION
AND
NOTICE OF PUBLICATION RE

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, September 15, 2014, at 7:00 P.M., or as soon thereafter, at the Port Chester Justice Courtroom, 2nd Floor, 350 North Main Street, Port Chester, New York, to consider a Special Exception Density Bonus Application on behalf of AGD North Pearl, LLC., to construct a 50-unit multi-family building on property located at 120 North Pearl Street, Port Chester, New York, also known and designated as Section 142.22, Block 2, Lot 62 on the Tax Map of the Town of Rye.

Interested persons are invited to attend and will be afforded the opportunity to be heard at this time. A copy of the application and all supporting materials is available at the Village Clerk's office or online at the Village website www.portchesterny.com.

Date: August 22, 2014

/s/ JANUSZ R. RICHARDS
JANUSZ R. RICHARDS
Village Clerk
Village of Port Chester, New York

October 16, 2014

By Federal Express

Janusz Richards, Port Chester Village Clerk
Village of Port Chester
222 Grace Church Street - 2nd Floor
Port Chester, New York 10573

Re: AGD North Pearl Street LLC
Special Exception Density Bonus Application
Premises: 120 N. Pearl Street, Port Chester, New York

Dear Mr. Richards:

On behalf of AGD North Pearl Street LLC, enclosed please find an Affidavit of Posting prepared by Eric Steilman, as well as a photograph evidencing that a sign was updated at the Premises to notice the Village Board of Trustees continued public hearing scheduled for October 20, 2014.

Please incorporate the enclosed as part of the official record of the proceedings. Thank you for your assistance in this matter.

Very truly yours,



Christine Vergati

Enclosures

cc: Anthony B. Gioffre III, Esq.

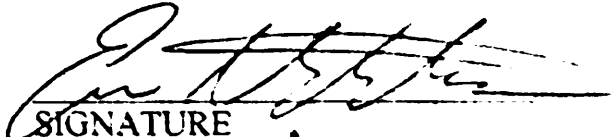


AFFIDAVIT OF POSTING

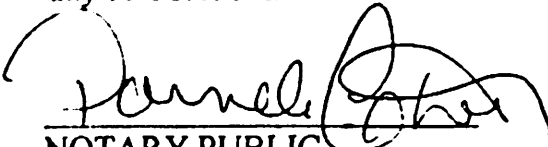
IN THE MATTER OF AN APPLICATION FOR SPECIAL EXCEPTION DENSITY BONUS BY AGD NORTH PEARL LLC TO THE BOARD OF TRUSTEES OF THE VILLAGE OF PORT CHESTER, TO CONSTRUCT A MULTI-FAMILY BUILDING ON THE PREMISES LOCATED AT 120 NORTH PEARL STREET, PORT CHESTER, NEW YORK

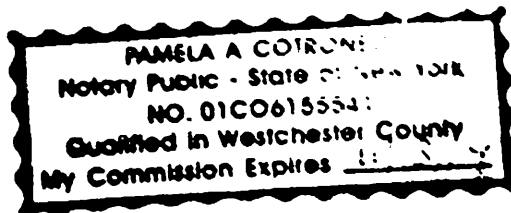
STATE OF NEW YORK)
) ss.:
COUNTY OF WESTCHESTER)

I, Eric Steilman, do hereby affirm that on October 8, 2014, I update the sign posted at 120 North Pearl Street for the upcoming Board of Trustees public hearing on October 20, 2014 at the Village Justice Court Room, 350 North Main Street, Port Chester, New York in connection with the application noted above.


SIGNATURE

Sworn to before me this 16
day of October 2014


NOTARY PUBLIC



PUBLIC NOTICE

A PUBLIC HEARING WILL BE HELD BY

**THE PORT CHESTER BOARD OF TRUSTEES ON OCTOBER 20,
2014 AT 7:00 P.M. AT THE VILLAGE JUSTICE COURTROOM,
350 N. MAIN STREET, PORT CHESTER, NY TO CONSIDER
A SPECIAL EXCEPTION DENSITY BONUS APPLICATION
TO CONSTRUCT A MULTI-FAMILY BUILDING ON
PROPERTY KNOWN AS**

**SECTION 142.22, BLOCK 2, LOT 62, BY AGD NORTH PEARL, LLC.
PORT CHESTER BUILDING DEPT., 914-939-5200**

PUBLIC COMMENTS

RESOLUTION
APPOINTMENT OF POLICE DEPARTMENT CHAPLAIN

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

RESOLVED, that REV. J. BRUCE BAKER, residing in Port Chester New York be
and hereby is appointed as Chaplain for the Port Chester Police Department, effective
immediately and to serve at the pleasure of the Board of Trustees.

APPROVED AS TO FORM:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Department: Office of the Village Manager

BOT Meeting Date: 10/20/2014

Item Type: Resolution

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

Description	Yes	No	Description	Yes	No
Fiscal Impact	x		Public Hearing Required		x
Funding Source: Mariner Proffer			BID #		x
			Strategic Plan Priority Area		
			Municipal Center		
Agreement	x		Manager Priorities		
Strategic Plan Related	x		N/A		

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

Further retainer of National Development Council to provide technical assistance to the Village of Port Chester with regard to proposed municipal center development project.

Summary

Background:

Following the Board's workshop and public presentation by the National Development Council at the last meeting, this will allow the NDC to continue to provide the Village technical assistance that was discussed as necessary to determine the viability of the proposed Municipal Center Development Project.

NDC made an initial presentation to the Port Chester Industrial Development Agency at their last meeting.

The cost has been reduced from \$500,000 to \$439,000 which will be appropriated from the Mariner proffer.

Dan Marsh from NDC will be present at the meeting.

A representative of NDC will be present at the meeting to answer any questions.

That the Board of Trustees adopt the Resolution

Attachments

Agreement

RESOLUTION AUTHORIZING RETAINER OF NATIONAL DEVELOPMENT COUNCIL TO PROVIDE TECHNICAL ASSISTANCE TO THE VILLAGE OF PORT CHESTER WITH REGARD TO STUDIES AND INVESTIGATIONS RELATING TO PROPOSED MUNICIPAL CENTER DEVELOPMENT PROJECT

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, current deteriorated conditions at the Port Chester Police Headquarters/Justice Court at 350 North Main Street provided the impetus for the Board to take action in constructing a new facility; and

WHEREAS, JCJ Architecture, Hartford, Connecticut, was retained to undertake a needs analysis and potential alternative locations; and

WHEREAS, the preferred location identified for such facility consists of privately-held parcels in the block bounded by Irving Avenue and Poningo Street; and

WHEREAS, there are operational advantages in relocating Village offices, together with the Village's state legislative representatives, Town of Rye and Port Chester-Rye Brook Chamber of Commerce, from 222 Grace Church Street to such new facility as a Municipal Center Project ("Project"); and

WHEREAS, the opportunity is presented to broaden the focus of the proposed government center at this location so as to include additional properties and thereby incorporate new retail and commercial office space fronting on Westchester Avenue; and

WHEREAS, such alternative development plan would assure that the Project would accommodate municipal administrative needs and act as a vital catalyst for economic development throughout the Village; and

WHEREAS, in collaboration with the Board, the Village of Port Chester Industrial Development Agency retained the National Development Council, New York, New York, to provide consulting services with regard to economic development initiatives; and

WHEREAS, the Village identified the Project as a priority for the National Development Council which, if further studies and investigations determine to be viable, would result in a proposed public-private partnership with the NDC acting as developer; and

WHEREAS, following a public presentation to the Board, the National Development Council, in partnership with STV, Inc., submitted a proposal dated February 27, 2014 to undertake the following: (1) Start-Up and (2) a Facilities

Architectural and Operational Program with additional tasks to be determined based on project size and scope; and

WHEREAS, by resolution dated March 14, 2014, the Board authorized the Village Manager to enter into an agreement based on said proposal; and

WHEREAS, NDC has satisfactorily completed these tasks; and

WHEREAS, on September 8, 2014, the Board conducted a workshop with NDC to consider the next steps required so as to determine the viability of the Project; and

WHEREAS, NDC has since made a presentation to the Village of Port Chester Industrial Development Agency with regard to these efforts, including the potential future roles for the IDA and the recently-created Port Chester Local Development Corporation (LDC) in the Project with the NDC; and

WHEREAS, pursuant to and in accordance with a proposed Agreement (the "Agreement, a copy of which is presented before this meeting), the Board has determined to continue to proceed with a further retainer of NDC so as to undertake the following tasks:

- Site investigation
- Environmental Site Investigation
- Site Survey
- Site Geotech Investigation
- Architect ACMEP (Design)
- Constructability Review

NOW, THEREFORE, BE IT

RESOLVED, that the Board of Trustees hereby authorizes the Village Manager to execute and deliver the proposed Agreement (in substantially the form presented) with NDC working in partnership with STV, Inc. and Whiting-Turner, Inc. to provide additional preliminary architectural and other professional consulting services as set forth in it the agreement annexed hereto with regard to the Municipal Center Development Project, compensation to be a maximum total of \$439,000, such amounts to be disbursed in phases in accordance with the provisions of the Agreement, and be it further

RESOLVED, that the Village has identified the contemplated studies and investigations as a Type II action pursuant to Part 617.5(c)(18) the State Environmental Quality Review Act ("SEQRA") as information collection, pollution studies, engineering studies, surveys, subsurface investigations and soil studies that do not commit the Village to undertake, fund or approve any action; and therefore no SEQRA review is required, and be it further

RESOLVED, that the Board of Trustees hereby authorizes the Village Treasurer to use \$439,000 from the Mariner Proffer and modify the FY2013-14 General Fund Budget as follows:

Increase General Fund Budget:

Revenues:

1.1.1589	Use of Developers Fees	\$439,000
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Appropriations:

1.8020.400	Planning Contractual	\$439,000
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Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:

AGREEMENT

This Agreement is made and entered into as of the day of October, 2014, by and between the **VILLAGE OF PORT CHESTER** a municipal corporation whose address is 222 Grace Church Road, Port Chester, New York 10573 (hereinafter referred to as the "Village") and **NATIONAL DEVELOPMENT COUNCIL** (hereinafter referred to as "NDC" or the "Contractor"), a New York non-profit corporation, which is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code , whose address is 708 Third Avenue, Suite 710, New York, New York 10017,

WITNESSETH:

WHEREAS, the Village of Port Chester is interested in further study related to the development of a Municipal Center as part of its ongoing economic development program;

WHEREAS, such development would relocate the Village's police department and administrative offices, construct a tiered municipal parking facility that may include potential office and retail use as a catalyst to economic development; and

WHEREAS, the National Development Council is willing to provide, on such terms and conditions as are hereinafter provided, technical assistance to the Village utilizing its expertise in community, economic and housing development activities.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES

The purpose of this Agreement is to set forth the terms upon which the National Development Council ("NDC") will provide the Village with the consulting services ("Services") described in a written proposal dated February 27, 2014 ("Proposal") annexed and hereto as Exhibit A.

It is expressly understood that NDC is initially engaged to provide the Services to support the Village's "due diligence" efforts in the development of the Municipal Center Project ("Project").

In this regard, NDC will further its existing strategic partnership with STV, Inc. a leading professional firm offering engineering, architectural, planning, environmental and construction management services and, in addition, that of Whiting-Turner, Inc. a leading construction management firm. The Village acknowledges the retainer of STV Inc. and

Whiting-Turner in the provision of these Services and the essential role that it will play. Whiting-Turner. Notwithstanding the foregoing, NDC will retain control, oversight and direction over the performance of these subcontracted services. It is understood that the Village is a third-party beneficiary to NDC's agreements with STV, Inc. and Whiting-Turner and that said agreements will contain such provision therein.

As reflected in the NDC's current agreement with the Village of Port Chester Industrial Development Agency, the Village recognizes the "value-added" in retaining NDC for the Project. Aside from technical assistance, at the request of the Village, and in furtherance of NDC's Housing and Economic Development Corporation's (HEDC) charitable public purpose, NDC agrees that the proposed Municipal Center is the kind of village-sponsored development project that is appropriate for HEDC to undertake in the capacity of developer. This would require the active participation of the Village, and would only be undertaken if HEDC's Board of Directors determines that the development of the project is financially feasible, "lessens the burden of government", and meets HEDC's "charitable public purpose." HEDC's activities would be undertaken as a separate program activity with fees for services rendered separately determined. Development fees to the greatest extent possible will be included in the project's capital budget, and financed as part of the Project.

It is understood that NDC, will direct and undertake certain design and planning-related activities as encapsulated as Task Three, which will consist of the following activities:

The Municipal Building Feasibility Study Task Three budget will be comprised of the following activities and costs associated with each element of the study:

- Activity #1 Site Investigation – Phase I.....\$11,000
 - Federal, state & local records review of environmental database
 - Evaluation of adjacent parcels and historical usage
 - Preparation of written report on site investigation
 - Phase I ESA report according ASTM-1527 Standard
 - Identify any environmental concerns for Phase 2 review
- Activity #2 Environmental Site Investigation – Phase II\$35,000
 - Geophysical investigation of underground concerns
 - Soil sampling, groundwater testing
 - Order of Magnitude Projections
 - Local subsurface soils sampling & testing
- Activity #3 Site Survey.....\$14,000
 - Boundary/Topographic Site Parcels
 - Structure/Improvements Review
 - Utility Mapping
 - NYS Board for Engineering & Land Surveying Report

Activity #4 Site Geotech Investigation	\$69,000
<ul style="list-style-type: none"> • Drilling of Borehole for subsurface analysis • Perform Field Permeability testing in borehole • Sieve analysis • Organic Content ASTM Method C Review • Dry Unit Weight Rock Cores • Modeling of subsurface 	
Activity #5 Architect ACMEP (design).....	\$235,000
<ul style="list-style-type: none"> • Abatement plan – allowance for demolition plan • Foundations footing sizes, depths and layout with standard details • Steel framing plan and column scale – including member sizes; including force protection at police station; • Skin/Glazing schedule elevations • Drywall and Carpentry – partition layouts • Elevator size capacity, general type • MEP/ HVAC design, general type • Architectural drawings using REVIT • Site Plan • Roof Plan – drainage, minimum insulation thickness; system type; • Floor Plan- layouts, general type; finish schedule; • Elevations – street level & floors • Typical Overhead Section (2-3) • Finish Schedule REVIT standard 	
Activity #6 Constructability Review.....	\$75,000
<ul style="list-style-type: none"> • Identification of building materials & pricing • Costing of steel quotes; • Site prep work estimate • Foundation pricing • Labor hours schedule • Subcontractor pricing schedules • Finish Schedule by general type • Construction period schedule & 12 month pricing 	

=====
Total Cost of Analysis: \$439,000

The analysis conducted as part of the Work Scope described above will permit NDC to determine project cost and site feasibility, which will serve to provide the Village with a reasonable analysis of the undertaking involved in the review. It is understood by the parties hereto that the study and investigations to be performed by NDC shall be limited to those properties upon and within which the Village has ownership, control and or consent

to access by applicable property owners. NDC shall be responsible for securing all other access permissions as necessary to complete the contemplated activities. Notwithstanding the foregoing, the Village Manager shall facilitate access to portions of the proposed project site under Village ownership or control, and will work cooperatively with NDC to secure rights of entry agreement under such terms and conditions as may be mutually deemed appropriate with other landowners. The parties agree to consider alternative means of study to determine viability should entry be denied.

The person in charge of administering this Agreement on behalf of the Village shall be the Village Manager or his designee.

The person responsible for the services to be rendered on behalf of NDC shall be Michael Cucchiara, Director, National Development Council. In addition, Daniel Marsh, Senior Director, and Robert Sweet, Director, or any other qualified person as is designated in writing by NDC and accepted by the Village, shall provide services in support of Mr. Cucchiara.

2. TERM

Unless terminated as provided hereinafter, the term of this agreement shall commence from the date first above written and expire upon satisfactory completion of the Services.

3. TIME FOR COMPLETION OF SERVICES; DELIVERABLES

NDC shall complete the Services according to the following schedule:

Activities #1 through #4 shall be completed within ninety (90) days from the execution of this Agreement. NDC shall provide the Village Manager with regular reports on the progress of these Activities. If in the course of undertaking these Activities, NDC discovers that the designated site is found to be unsuitable due to environmental or physical conditions existing thereon, NDC will immediately notify the Village Manager of the existence and extent of same. Once so notified, the Village may, in its discretion, elect to have NDC suspend further services under this Agreement until an alternative location for the Project is identified or to terminate this Agreement under the provisions stated hereinafter with no recourse beyond payment for services satisfactorily performed to such date of notice. In the event that Activities #1 through #4 yield promising results in terms of site suitability such as to warrant further services, NDC will notify the Village Manager, and upon written authorization, NDC shall initiate Activities #5 and Activity #6 and complete same within One Hundred and Twenty Days (120) days of authorization by Village Manager to proceed. The overall program will start no later than November 15, 2014.

NDC shall attend all meetings of the Village Board of Trustees and Village of Port Chester Industrial Development Agency as required and will make a presentation of its findings before both bodies.

4. COMPENSATION

The Village shall compensate NDC for performance of the Services by payment of a maximum potential total fee of \$439,000.00 to be payable as follows:

\$11,000 upon the satisfactory completion of Activity #1,
\$35,000 upon the satisfactory completion of Activity #2,
\$14,000 upon the satisfactory completion of Activity #3,
\$69,000 upon the satisfactory completion of Activity #4.
\$235,000 upon the satisfactory completion of Activity #5
\$75,000 upon the satisfactory completion of Activity #6

The foregoing payments shall be paid to NDC within thirty (30) days following the satisfactory completion of each such Activity.

The above fees shall include all of NDC's time, overhead, travel expenses, supplies, reproduction, postage, telephone, and other out of pocket items, as well as any subcontracted expense.

5. INDEPENDENT CONTRACTOR RELATIONSHIP

NDC is responsible for providing the Services as an independent contractor. The Village has no control or direction over the means and manner in which the Services are undertaken. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership, or agency between the Village and the NDC.

6. OWNERSHIP OF WORK PRODUCT

All reports and other materials prepared by NDC for the Village shall be the property of the Village. Work papers and other source materials shall be the property of the NDC. NDC shall deliver such materials to the Village in accordance with the terms and conditions of this Agreement or as requested by the Village. The Village shall not, without NDC's prior written consent, associate NDC's name with the report or product, in the event that a subsequent material change or otherwise, is made in such report or product after submission and receipt by the Village. NDC shall provide the Village with all contracts and agreements with STV Inc. and Whiting-Turner, which shall contain indemnifications in favor of the Village consistent

with those contained herein and in all events in such form as approved by the Village through the Village Manager.

7. CONFIDENTIALITY

NDC shall keep confidential all reports, information and data given to, prepared or assembled by NDC pursuant to NDC's performance of this Agreement which designates as confidential. Such information shall not be made available to any person, firm, corporation or entity without first obtaining the prior written consent of the Village.

No news release, including photographs, public announcements or confirmation of same, or any part of the subject matter of this Agreement shall be made without prior written approval of the Village

8. INSURANCE

NDC and its subcontractor(s) shall secure and maintain, at its/their own expense, general liability insurance to the Village with coverage in the minimum amount of \$1 million/2 million dollars (\$1,000,000/\$2,000,000). The Village, its officers and employees and volunteers shall be included as an additional named insured. Such insurance shall be primary and non-contributory. NDC and its subcontractors shall be responsible for any deductibles or amount of retention. Workers compensation and employer liability insurance shall also be secured and maintained in compliance with statutory requirements. Professional liability insurance in the amount of \$2 million (\$2,000,000) shall also be obtained. NDC shall provide evidence of such insurances by providing the Village certificates of insurance and policies for review and approval by the Village Attorney. Such certificates shall bear the names of insurance carriers which are rated A.M. Best A- or better.

9. INDEMNIFICATION

NDC and its subcontractor(s) shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the Village its officers, employees and volunteers, from any and all claims, suits, actions, proceedings, and other cost and expense for negligence and/or wrongful conduct arising out of the performance of this Agreement.

10. CONFLICTS OF INTEREST

No board member, officer or employee of the Village, its designees or agents, and no other public official who exercises any functions or responsibilities with respect to any requested technical assistance, shall be permitted to financially benefit from this Agreement or have

any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with this Agreement.

11. NOTICES

All notices shall be sent by certified mail, hand-delivery or overnight mail and in all events with a written acknowledgment of receipt to the address set forth at the beginning of this Agreement.

Each party shall notify the other in the event that notices shall be sent to a different location.

12. COMPLIANCE

NDC agrees to comply with all applicable federal, state and local laws in the performance of the Services hereunder.

NDC shall comply with the provisions of the Village's Anti-Discrimination and Harassment Policy, copy which is annexed hereto.

13. RIGHT TO AUDIT

NDC shall establish and maintain appropriate procedures which will assure the proper accounting of funds paid to it under this Agreement. The Village or any of its duly authorized representative shall have access all records of NDC and/or its subcontractors which are related to the performance of this Agreement for the purpose of making an audit, an examination, excerpts and transcriptions. All such books and records shall be retained for at least three years from the last payment by the Village or the applicable record retention period required under state law whichever is longer.

14. TERMINATION

The Village may terminate this Agreement with or without cause upon fifteen (15) days' written notice following completion of any Activity outlined herein.

15. ASSIGNMENT

Neither this Agreement nor any rights, duties or obligations described herein may be assigned by either party without the prior express written consent of such other party.

Further NDC will not hire any subcontractors without the prior written approval of the Village, except as set forth herein.

16. GOVERNING LAW

This Agreement shall be construed, interpreted and the rights of the parties determined, in accordance with the laws of the State of New York. Venue shall be in Westchester County.

17. SEVERABILITY

A determination that any part of this Agreement is invalid shall not invalidate or impair the force of the remainder of this Agreement.

18. DISPUTE RESOLUTION

Any disputes between the parties shall be adjudicated in a court of law.

19. DISCLAIMER

The Village has retained NDC for the purposes set forth in this Agreement and the parties acknowledge and agree that their respective rights and obligations are contractual in nature. Each party disclaims an intention to impose fiduciary agency rights or obligations on the other by virtue of the engagement hereunder.

20. ENTIRE AGREEMENT

This Agreement contains the final agreement between the parties regarding the matters covered and supersedes any and all other agreement, either oral in writing, regarding the matters contained herein. Any amendment to this Agreement shall be in writing and signed by the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

VILLAGE OF PORT CHESTER

By: Christopher D. Steers, Village Manager

NATIONAL DEVELOPMENT COUNCIL

By: Robert W. Davenport, President

Exhibit A:

NDC Scope of Preliminary Services Proposal

Exhibit B:
NDC-STV Memorandum of Understanding

Exhibit C

NDC-Whiting Turner Memorandum of Understanding

AGREEMENT

This Agreement is made and entered into as of the day of March, 2014, by and between the **VILLAGE OF PORT CHESTER** a municipal corporation whose address is 222 Grace Church Road, Port Chester, New York 10573 (hereinafter referred to as the "Village") and **NATIONAL DEVELOPMENT COUNCIL** (hereinafter referred to as "NDC" or the "Contractor"), a New York non-profit corporation, which is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code , whose address is 708 Third Avenue, Suite 710, New York, New York 10017,

WITNESSETH:

WHEREAS, the Village of Port Chester is desirous of obtaining professional consulting services to develop and assist in the implementation of a prioritized economic development program for a Municipal Center;

WHEREAS, such development would relocate the Village's police department and administrative offices, construct a tiered municipal parking facility that may include potential office and retail use as a catalyst to economic development; and

WHEREAS, the National Development Council is willing to provide, on such terms and conditions as are hereinafter provided, technical assistance to the Village utilizing its expertise in community, economic and housing development activities.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES

The purpose of this Agreement is to set forth the terms upon which the National Development Council ("NDC") will provide the Village with the consulting services ("Services") described in a written proposal dated February 27, 2014 ("Proposal") annexed and hereto as Exhibit A.

It is expressly understood that NDC is initially engaged to provide the Services to support the Village's "due diligence" efforts in the development of the Municipal Center Project ("Project").

In this regard, NDC will further its existing strategic partnership with STV, Inc. a leading professional firm offering engineering, architectural, planning, environmental and construction management services.. The Village acknowledges the retainer of STV Inc. in the provision of certain of these Services and the essential role that it will play. Notwithstanding the foregoing, NDC will retain control, oversight and direction over the performance of these subcontracted services. A copy of the Memorandum of Understanding between NDC and STV is annexed hereto

as Exhibit B.

As reflected in the NDC's current agreement with the Port Chester Industrial Development Agency, the Village recognizes the "value-added" in retaining NDC for the Project. Aside from technical assistance, at the request of the Village, and in furtherance of NDC's Housing and Economic Development Corporation's (HEDC) charitable public purpose, NDC agrees that the proposed Municipal Center is the kind of village-sponsored development project that is appropriate for HEDC to undertake in the capacity of developer. This would require the active participation of the Village, and would only be undertaken if HEDC's Board of Directors determines that the development of the project is financially feasible, "lessens the burden of government", and meets HEDC's "charitable public purpose." HEDC's activities would be undertaken as a separate program activity with fees for services rendered separately determined. Development fees to the greatest extent possible will be included in the project's capital budget, and financed as part of the Project.

It is understood that STV at the direction of NDC, will undertake certain design and planning-related activities as encapsulated as Task 1 and Task 2 as part of the project investigation process contemplated by this Agreement. STV will undertake the following activities as Task 1 and Task 2:

- Task 1: Start-up Phase: STV will develop based upon input provided by NDC and the Board of Trustees, the following items: (1) conceptual cost estimate schematics based upon a preliminary design scheme from January 17, 2014, (2) development of a financial preforma incorporating lease space objectives, (3) development of blocking and costs studies for three alternative development strategies, and (4) convene at least three meetings with the Port Chester Municipal Center Exploratory Steering Committee.
- Task 2: Architectural and Operational Program & Investigation: STV will undertake a four component study to be comprised of (1) Architectural Investigation and Operational Program, (2) Site Investigation, (3) Hazardous Materials Investigation Recommendations, and (4) Geotechnical Investigation strategy. (1) Architectural Investigation and Operational Program will involve the development of a detailed architectural and operational program which will involve detailed interviews with users and stakeholders, observation of current operations and systems, documentation of major equipment or furnishings to be re-used, development of program narrative, and development of tabular program of requirements. (2) Site Investigation will involve at a minimum the visual observation of the site area, photographic documentation, documentation of surrounding structural context, preliminary utilities investigation, and analysis of site survey based upon assessment records. (3) Hazardous Materials Investigation Recommendations will involve the development of recommendations for hazardous materials testing and investigation, including the preparation of a scope of work for the detailed investigation. (4) Geotechnical Investigation will at a minimum result in the development of recommendations and a scope of work for further geotechnical analysis should the project proceed beyond the initial

preliminary analysis stage as contemplated by Task 1 and Task 2.

In any event, the further scope of services of NDC and/or STV, be it the additional tasks, identified as Tasks 3, 4 and 5 in the Proposal or the role of NDC as described above, is to be determined based on the results provided herein and the ultimate determination by the Village whether to proceed with the Project.

The person in charge of administering this Agreement on behalf of the Village shall be the Village Manager or his designee.

The person responsible for the services to be rendered on behalf of NDC shall be Michael Cucchiara, Director, National Development Council. In addition, Daniel Marsh, Senior Director, and Robert Sweet, Director, or any other qualified person as is designated in writing by NDC and accepted by the Village, shall provide services in support of Mr. Cucchiara.

2. TERM

Unless terminated as provided hereinafter, the term of this agreement shall commence from the date first above written and expire upon satisfactory completion of the Services.

3. TIME FOR COMPLETION OF SERVICES; DELIVERABLES

NDC shall complete the Services according to the following schedule:

Task 1:

Draft Report	May 2, 2014
Final Report	May 18, 2014

Task 2:

Draft Report	May 16, 2014
Final Report	May 28, 2014

Reports shall be provided to the Village in digital and hard-copy format.

NDC shall attend meetings of the Village Board of Trustees as required to make a presentation on the draft and final report.

4. COMPENSATION

The Village shall compensate NDC for performance of the Services by payment of a total flat fee of \$40,000, payable as follows: \$10,000 upon the satisfactory completion of Task 1 and \$30,000 upon the satisfactory completion of Task 2. Payment shall be made to NDC within thirty (30) days following the delivery of each final report.

The flat fee includes all of NDC's time, overhead, travel expenses, supplies, reproduction, postage, telephone, and other out of pocket items, as well as any subcontracted expense.

5. INDEPENDENT CONTRACTOR RELATIONSHIP

NDC is responsible for providing the Services as an independent contractor. The Village has no control or direction over the means and manner in which the Services are undertaken. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership, or agency between the Village and the NDC.

6. OWNERSHIP OF WORK PRODUCT

All reports and other materials prepared by NDC for the Village shall be the property of the Village. Work papers and other source materials shall be the property of the NDC. NDC shall deliver such materials to the Village in accordance with the terms and conditions of this Agreement or as requested by the Village. The Village shall not, without NDC's prior written consent, associate NDC's name with the report or product, in the event that a subsequent material change or otherwise, is made in such report or product after submission and receipt by the Village.

7. CONFIDENTIALITY

NDC shall keep confidential all reports, information and data given to, prepared or assembled by NDC pursuant to NDC's performance of this Agreement which designates as confidential. Such information shall not be made available to any person, firm, corporation or entity without first obtaining the prior written consent of the Village.

No news release, including photographs, public announcements or confirmation of same, or any part of the subject matter of this Agreement shall be made without prior written approval of the Village

8. INSURANCE

NDC and its subcontractor(s) shall secure and maintain, at its/their own expense, general liability insurance to the Village with coverage in the minimum amount of \$1 million/2 million dollars (\$1,000,000/\$2,000,000). The Village, its officers and employees and volunteers shall be included as an additional named insured. Such insurance shall be primary and non-contributory. NDC shall be responsible for any deductibles or amount of retention. Workers compensation and employer liability insurance shall also be secured and maintained in compliance with statutory requirements. Professional liability insurance in the amount of \$2 million (\$2,000,000) shall also be obtained. NDC shall provide evidence of such insurances by providing the Village certificates of insurance for review and approval by the Village Attorney. Such certificates shall bear the names of insurance carriers which are rated A.M. Best A- or better.

9. INDEMNIFICATION

NDC and its subcontractor(s) shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the Village its officers, employees and volunteers, from any and all claims, suits, actions, proceedings, and other cost and expense for negligence and/or wrongful conduct arising out of the performance of this Agreement.

10. CONFLICTS OF INTEREST

No board member, officer or employee of the Village, its designees or agents, and no other public official who exercises any functions or responsibilities with respect to any requested technical assistance, shall be permitted to financially benefit from this Agreement or have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with this Agreement.

11. NOTICES

All notices shall be sent by certified mail, hand-delivery or overnight mail and in all events with a written acknowledgment of receipt to the address set forth at the beginning of this Agreement.

Each party shall notify the other in the event that notices shall be sent to a different location.

12. COMPLIANCE

NDC agrees to comply with all applicable federal, state and local laws in the performance of the Services hereunder.

NDC shall comply with the provisions of the Village's Anti-Discrimination and Harassment

Policy, copy which is annexed hereto.

13. RIGHT TO AUDIT

NDC shall establish and maintain appropriate procedures which will assure the proper accounting of funds paid to it under this Agreement. The Village or any of its duly authorized representative shall have access all records of NDC and/or its subcontractors which are related to the performance of this Agreement for the purpose of making an audit, an examination, excerpts and transcriptions. All such books and records shall be retained for at least three years from the last payment by the Village or the applicable record retention period required under state law whichever is longer.

14. TERMINATION

The Village may terminate this Agreement for cause upon fifteen (15) days 'notice and opportunity to cure.

15. ASSIGNMENT

Neither this Agreement nor any rights, duties or obligations described herein may be assigned by either party without the prior express written consent of such other party.

Further NDC will not hire any subcontractors without the prior written approval of the Village, except as set forth herein.

16. GOVERNING LAW

This Agreement shall be construed, interpreted and the rights of the parties determined, in accordance with the laws of the State of New York. Venue shall be in Westchester County.

17. SEVERABILITY

A determination that any part of this Agreement is invalid shall not invalidate or impair the force of the remainder of this Agreement.

18. DISPUTE RESOLUTION

Any disputes between the parties shall be adjudicated in a court of law.

19. DISCLAIMER

The Village has retained NDC for the purposes set forth in this Agreement and the parties acknowledge and agree that their respective rights and obligations are contractual in nature. Each

party disclaims an intention to impose fiduciary agency rights or obligations on the other by virtue of the engagement hereunder.

20. ENTIRE AGREEMENT

This Agreement contains the final agreement between the parties regarding the matters covered and supersedes any and all other agreement, either oral in writing, regarding the matters contained herein. Any amendment to this Agreement shall be in writing and signed by the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

VILLAGE OF PORT CHESTER

By: Christopher D. Steers, Village Manager

NATIONAL DEVELOPMENT COUNCIL

By: Robert W. Davenport, President

Exhibit A:

NDC Scope of Preliminary Services Proposal

Exhibit B:

NDC-STV Memorandum of Understanding



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Department: Office of the Village Clerk

BOT Meeting Date: 10/20/2014

Item Type: Presentation

Sponsor's Name: Select Sponsor's Name.

Description	Yes	No	Description	Yes	No
Fiscal Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Public Hearing Required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area		
	Yes	No	Choose a Strategic Plan Area		
Agreement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Manager Priorities		
Strategic Plan Related	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Choose a Manager Priority		

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

RESCINDING AUTHORITY TO THE COUNTY OF WESTCHESTER BOARD OF ELECTIONS TO CONDUCT THE VILLAGE ELECTION

Summary

Background:

On June 16, 2014 the Board adopted a resolution authorizing the transfer to conduct Village Election to the County of Westchester Board of Elections (BOE), subject to a permissive referendum pursuant to the provisions of Article 9 of the Village Law of the State of New York.

The Village Clerk then delivered the attached resolution to the County Board of Election (see attached).

After several weeks passed without a response from the County, the Village Attorney along with the Village Clerk made several calls to the BOE and were advised that the matter was referred to the Law Department and that the County Attorney was reviewing it.

The Village Attorney then contacted the County Attorney's office and was told that they are still reviewing it.

Given the time limitations in the statute, and lack of acknowledgment from the County Attorney or BOE, the Village Clerk wrote a letter to Mr. Robert Meehan, County Attorney stating the Village must have a determination (see attached).

On September 11, 2014, the Village received a correspondence from the BOE declining to conduct the Village Election.

Proposed Action

That the Board of Trustees adopt the Resolution

Attachments

June 16, 2014 Resolution Notice on referendum on petition Correspondence to Mr. Robert Meehan, County Attorney Reply from Westchester Board of Elections

RESCINDING AUTHORITY TO THE COUNTY OF WESTCHESTER
BOARD OF ELECTIONS TO CONDUCT THE VILLAGE ELECTION

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

WHEREAS, pursuant to New York State Election Law, Section 15-104(c), villages may adopt a resolution, subject to permissive referendum, providing that the village election be conducted by the county board of elections; and

WHEREAS, by resolution adopted on June 16, 2014, the Board of Trustees transferred the Village Election to the Westchester County Board of Elections; and

WHEREAS, the next Village Election is scheduled to be held on Wednesday, March 18, 2015 for the office of Mayor; and

WHEREAS, the County Board of Elections has since advised that it is not authorized to conduct the Village Election based on the unique circumstances of the pending litigation between the Village and the U.S. Department of Justice. Now, therefore, be it

RESOLVED, that the resolution adopted on June 16, 2014 transferring the conduct of Village Election to the Westchester County Board of Elections is hereby rescinded.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:

AUTHORIZING THE COUNTY OF WESTCHESTER
BOARD OF ELECTIONS TO CONDUCT THE VILLAGE ELECTION

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


WHEREAS, pursuant to New York State Election Law, Section 15-104(c), the Board of Trustees may adopt a resolution, subject to permissive referendum, providing that Village of Port Chester ("Village") Election shall be conducted by the County of Westchester Board of Elections; and

WHEREAS, the next Village Election is scheduled to be held on Tuesday, March 17, 2015 for the Mayor; and

WHEREAS, the Board of Trustees believes it is in the best interest of the Village for the County of Westchester Board of Elections to conduct the Village Election. Now, therefore, be it

RESOLVED, that pursuant to New York State Election Law, Section 15-104(c), the Village of Port Chester transfers the conduct of Village Election to the County of Westchester Board of Elections, subject to a permissive referendum pursuant to the provisions of Article 9 of the Village Law of the State of New York.

Approved as to Form:


Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Paganò.
NOES: None
ABSENT: Trustee Terenzi.

DATE: June 16, 2014

RECEIVED
BOARD OF ELECTIONS
WESTCHESTER COUNTY, NY
2014 JUN 18 AM 11:00

CERTIFICATION OF RECORDS

STATE OF NEW YORK)

SS:

COUNTY OF WESTCHESTER)

I, Janusz R. Richards, the undersigned Village Clerk of the Village of Port Chester, New York, DO HEREBY CERTIFY.

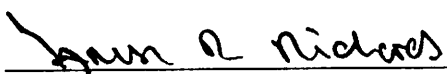
That I have compared the annexed copy of a resolution adopted by the Board of Trustees of the Village of Port Chester, New York on June 16, 2014, and that the same is a true and correct copy therefrom.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Port Chester, New York this 17th day of June, 2014.

Westchester County Board of Elections
2014 Official 2014



COPY Westchester
gov.com


Village Clerk,
Village of Port Chester, New York

AUTHORIZING THE COUNTY OF WESTCHESTER
BOARD OF ELECTIONS TO CONDUCT THE VILLAGE ELECTION

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

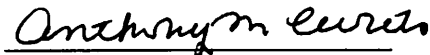
WHEREAS, pursuant to New York State Election Law, Section 15-104(c), the Board of Trustees may adopt a resolution, subject to permissive referendum, providing that Village of Port Chester ("Village") Election shall be conducted by the County of Westchester Board of Elections; and

WHEREAS, the next Village Election is scheduled to be held on Tuesday, March 17, 2015 for the Mayor; and

WHEREAS, the Board of Trustees believes it is in the best interest of the Village for the County of Westchester Board of Elections to conduct the Village Election. Now, therefore, be it

RESOLVED, that pursuant to New York State Election Law, Section 15-104(c), the Village of Port Chester transfers the conduct of Village Election to the County of Westchester Board of Elections, subject to a permissive referendum pursuant to the provisions of Article 9 of the Village Law of the State of New York.

Approved as to Form:


Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Adams, Brakewood, Marino, Kenner, Ceccarelli and Mayor Pagan

NOES: None

ABSENT: Trustee Terenzi.

DATE: June 16, 2014

CERTIFICATION OF RECORDS

STATE OF NEW YORK)

SS:


COUNTY OF WESTCHESTER)

I, Janusz R. Richards, the undersigned Village Clerk of the Village of Port Chester, New York, DO HEREBY CERTIFY.

That I have compared the annexed copy of a resolution adopted by the Board of Trustees of the Village of Port Chester, New York on June 16, 2014, and that the same is a true and correct copy therefrom.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Port Chester, New York this 17th day of June, 2014.

(Seal)


Village Clerk,
Village of Port Chester, New York

Westchester County Board of Elections
2014
Official
Westchester
2014
COPY


RECEIVED
BOARD OF ELECTIONS
WESTCHESTER COUNTY, N.Y.
2014 JUN 18 AM 10:58

STATE OF NEW YORK)
) SS.:
COUNTY OF WESTCHESTER)

JANUSZ R. RICHARDS, Village Clerk of the Village of Port Chester, New York (the "Village"), do hereby certify as follows:

1. That on June 18, 2014 the Village of Port Chester Board of Trustees duly adopted a resolution authorizing the County of Westchester Board of Elections to conduct the Village Election.
2. That said resolution is subject to a permissive referendum.
3. That within 10 days after the adoption of the resolution aforesaid, I did, in the same manner as provided for a notice of a general election, cause to be posted at the following locations, Village Hall, 222 Grace Church St., Port Chester, New York, Village Justice Courtroom, 350 North Main St., Port Chester, New York, Port Chester Senior Community Center, 220 Grace Church St. Port Chester, New York, Village Clerk Office, 222 Grace Church St., Suite 120, Port Chester, New York, Town of Rye, 10 Pearl St, Port Chester, New York, The Port Chester-Rye Brook Public Library, 1 Haseco Ave, Port Chester, NY, US, 10573, and published a notice in the official newspapers of the Village of Port Chester setting forth the date of the adoption of the aforesaid resolution together with an abstract of such resolution, concisely stating the purpose and effect thereof and that said resolution was adopted subject to a referendum on petition.
4. That more than 30 days have elapsed since the adoption of said resolution and the posting and publication of the aforesaid notice and no petition protesting against such resolution and requesting that it be submitted to the electors for their approval or disapproval has been filed with the deponent as Village Clerk.



Janusz R. Richards

Sworn to before me this
18 day of June, 2014



Notary Public

CAROL PLANT
Notary Public State of N.Y.
No. 01PL6197486
Qualified in Westchester County
Commission Expires Dec. 1, 2016



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, NY 10573

Janusz R. Richards
Village Clerk

(914) 939-5202
Fax: (914) 305-2560
E-mail: jrrichards@portchesterny.com

August 5, 2014

Mr. Robert Meehan, County Attorney
County of Westchester
148 Martine Avenue
White Plains, New York 10601

Re: Transfer of Village Election

Dear Mr. Meehan:

I am writing to you as the Election Officer for the Village of Port Chester.

Pursuant to the authority of Election Law, Section 15-104(1)(c), the Village Board of Trustees adopted the attached resolution on June 16, 2016 choosing to have the County Board of Elections conduct the Village Election.

We have not received a response from the Board of Elections who advised that the matter was referred to the Law Department. We were assured by Carol Arcuri of your office that we would receive a response on Friday so we would be able to advise the Village Board at their meeting last night.

To clarify an issue that was discussed with Ms. Arcuri, the Village's request would not include the 2016 Village Election which involves only the Trustees and, as such, is subject to a Consent Decree with the U.S. Department of Justice. If the Village should be unable to negotiate an amendment to the Consent Decree through a preclearance process, it will make request on the County to not conduct the 2016 Election only. In any event, the 2015 Village Election involving only the Mayor is not affected.

Given the time limitations in the statute, the Village must have an acknowledgment and determination from the County as soon as possible.

Thank you for your personal attention to this important matter.

Very truly yours,

Janucz R. Richards
Village Clerk

JRR:mtv
Attachment

WESTCHESTER COUNTY
2014 AUG - 5 P 12:42
COUNTY ATTORNEY

08/05/2014

I delivered the letter to Linda Perretto, secretary to Robert Meehan personally at 12:42 PM Tuesday August 5, 2014

Janusz R. Richards, Village Clerk



REGINALD A. LAFAYETTE
Commissioner
Fax 914-995-7753
JEANNIE L. PALAZOLA
Deputy Commissioner

25 Quarropas Street
White Plains, NY 10601
914-995-5700
www.westchestergov.com/boe

DOUGLAS A. COLETY
Commissioner
Fax 914-995-3190
NANCY E. MEEHAN
Deputy Commissioner

September 11, 2014

Mr. Janusz R. Richards
Village Clerk
Village of Port Chester
222 Grace Church Street
Port Chester, New York 10573

Re: Village of Port Chester Elections

Dear Mr. Richards:

The County Board of Elections is in receipt of the Village's Resolution requesting the transfer of the conduct of the Village elections to the County of Westchester Board of Elections. The County Board must decline.

The Board of Elections may conduct elections *only* in accordance with the New York Election Law. By Consent Decree, entered into between the Village of Port Chester and the United States of America on February 11, 2010 ("Consent Decree"), the Village agreed to undertake various measures related to the conduct of all village elections that are neither provided for nor authorized by the Election Law. Accordingly, the Board cannot administer village elections in the Village of Port Chester as the Consent Decree imposes duties and/or terms in excess of and/or inconsistent with those set forth in the Election Law. Moreover, while the Village may regain conduct of its elections by repealing the resolution, there is no grant of authority to the Board of Elections to return the conduct of the elections to the Village.

Notwithstanding the foregoing, the County Board remains available to offer technical advice and assistance in the Village's conduct of its elections.

Very truly yours,

Douglas A. Colety
Commissioner

Reginald A. LaFayette
Commissioner



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Department: Office of the Village Clerk

BOT Meeting Date: 10/20/2014

Item Type: Presentation

Sponsor's Name: Select Sponsor's Name.

Description	Yes	No	Description	Yes	No
Fiscal Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Public Hearing Required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area		
	Yes	No	Choose a Strategic Plan Area		
Agreement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Manager Priorities		
Strategic Plan Related	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Choose a Manager Priority		

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

RESCINDING AUTHORITY TO THE COUNTY OF WESTCHESTER BOARD OF ELECTIONS TO CONDUCT THE VILLAGE ELECTION

Summary

Background:

On June 16, 2014 the Board adopted a resolution authorizing the transfer to conduct Village Election to the County of Westchester Board of Elections (BOE), subject to a permissive referendum pursuant to the provisions of Article 9 of the Village Law of the State of New York.

The Village Clerk then delivered the attached resolution to the County Board of Election (see attached).

After several weeks passed without a response from the County, the Village Attorney along with the Village Clerk made several calls to the BOE and were advised that the matter was referred to the Law Department and that the County Attorney was reviewing it.

The Village Attorney then contacted the County Attorney's office and was told that they are still reviewing it.

Given the time limitations in the statute, and lack of acknowledgment from the County Attorney or BOE, the Village Clerk wrote a letter to Mr. Robert Meehan, County Attorney stating the Village must have a determination (see attached).

On September 11, 2014, the Village received a correspondence from the BOE declining to conduct the Village Election.

Proposed Action

That the Board of Trustees adopt the Resolution

Attachments

June 16, 2014 Resolution Notice on referendum on petition Correspondence to Mr. Robert Meehan, County Attorney Reply from Westchester Board of Elections

ESTABLISHING DATE FOR 2015 VILLAGE ELECTION

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

WHEREAS, pursuant to the Village Charter and State Election Law, the Annual Village Election is held on the third Tuesday of March; and

WHEREAS, the 2015 Village Election would therefore ordinarily be conducted on March 17, 2015; and

WHEREAS, however, since March 17, 2015 falls on St. Patrick's Day, the Board must adopt a resolution providing that the 2015 Election shall be held instead on Wednesday, March 18, 2015 for the office of Mayor; and

WHEREAS, all other deadlines for the 2015 Election shall be computed from the March 17, 2015 date. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby establishes the date for the 2015 Village Election for the office of Mayor shall be Wednesday, March 18, 2015.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Senior Community Center

Village BOT Meeting Date: 10/20/2014

Item Type: Resolution

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

Sponsor's Name: Carol Nielsen, Director of Senior Programs & Services

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

Resolution to authorize the renewal application for the Port Chester Senior Community Center Department of Health permit.

Summary

Background:

The annual renewal of the permit for the Port Chester Senior Community Center food permit from the Westchester County Department of Health.

Proposed Action

That the Board of Trustees adopt the Resolution

Attachments

Agenda memo, resolution and original permit renewal. Needs signatures from C. Steers, J. Richards and Carol Plant.

RESOLUTION
AGREEMENTS FOR SENIOR CITIZENS PROGRAMS

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 Senior Citizen Program requires food permits;
and

WHEREAS, such services have been appropriated in the 2014 to 2015 Village Budget;

RESOVLED, that the Board of Trustees hereby authorizes the Village Manager to enter into the following agreement with regard to the Village of Port Chester Senior Citizens Programs;

The Westchester County Department of Health, Permit # 01-K385-A, Port Chester Senior Community Center Food Permit.

APPROVED AS TO FORM:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:



Robert P. Astorino
County Executive

Sherlita Amler, M.D.
Commissioner of Health

PERMIT RENEWAL FOR FOOD SERVICE ESTABLISHMENT OWNERS AND OPERATORS

Please be advised that your permit to operate a food service establishment expires soon. According to provisions of Section 873.301 of the Westchester County Sanitary Code, applications must be received not later than 60 days prior to the date of expiration. **In order for you to continue to operate your business, you are required to do the following:**

1. Submit your "Renewal Application for a Permit to Operate"

Answer all questions, and do not leave anything blank. Please include your email contact information. Be sure to date and sign application. Please do not detach or attempt to reassemble the forms for any reason as this will delay processing. Change any information that is incorrect. Note: If the owner's name that appears on the Renewal Application is not yours, or if ownership has changed even if by "name" only, you cannot use this form. Please contact your Regional Office for instructions and an original application.

2. Worker's Compensation/Disability Insurance

SEE PAGE 2 OF THE RENEWAL APPLICATION FOR ACCEPTABLE FORMS. Any questions concerning the forms or procedure should be directed to the local NYS Workers' Comp Board Office or the Bureau of Compliance, NYS Workers' Comp Board at 518-486-6307. If you do not provide Worker's Compensation or Disability Insurance, you are required to submit Form CE-200, which can be done online at www.wcb.ny.gov.

3. Corporate Ownership

If ownership of the business is a corporation, you must file the enclosed "Certificate of Resolution". The person who signs the Renewal Application *must be* the same person named and authorized in the Certificate of Resolution. The corporate seal must be affixed to the document. If your corporate officers have changed since you last filed your application, submit a list of names and addresses of the new corporate officers.

4. Source of Food Supply Form and Food Managers Certification Course

Answer questions concerning your major food suppliers and the Food Managers Certification Course. The Westchester County Sanitary Code mandates that all operators of food service establishments attend an approved Food Managers Course and re-certify every five (5) years. If you have any questions concerning this requirement, contact your Regional Office.

(over)



5. Application Fee

Every application for a permit shall be accompanied by a **NON-REFUNDABLE** application fee as specified on the renewal- see "**Total Fee Due**" printed on **Renewal Application for a Permit to Operate**.

Applications that are received after the permit expiration date will incur an \$80.00 late fee. In addition, Operators may be subject to closure and legal action with additional fines.

Cash Payments are NOT Accepted

Please make checks or money orders payable to:
WESTCHESTER COUNTY HEALTH DEPARTMENT

BE SURE APPLICATIONS ARE COMPLETE
SUBMIT ALL REQUIRED PAPERS PROMPTLY TO AVOID DELAY

Return the completed application and all Supporting documents to:
Westchester County Health Department
Bureau of Public Health Protection
25 Moore Avenue
Mount Kisco, NY 10549
(914) 864-7330

Permit to Operate
Renewal Application

Westchester County Department of Health

Business / Location Information (Please modify only if information has changed.)

Business Name PORT CHESTER SENIOR COMMUNITY CENTER Facility Code: 01-K385-A
Address 220 GRACE CHURCH STREET Business Phone (914) 939-4975
PORT CHESTER, NY 10573 Business Fax (914) 305-2523
Location Village of PORT CHESTER Business Website _____
County WESTCHESTER

Mail To
VILLAGE OF PORT CHESTER
222 GRACE CHURCH ST.
PORT CHESTER, NY 10573-

Permit Number **01-K385-A**

Permit Expiration Date
November 30, 2014

Fee Exempt

Permitted
Operation

PORT CHESTER SENIOR COMMUNITY CENTER
SOFA Food Service - SOFA Prep Site-State Office for the Aging

Operation ID: **558956**

In Operation: Year-Round Seasonal If Seasonal: Expected Opening Date _____ Expected Closing Date _____
Month/Day Month/Day
Capacity: 160 Seats Days/Hours of Operation: _____

Permit Applicant Information (Please modify only if information has changed.)

Legal Operator or Operating Corporation: VILLAGE OF PORT CHESTER

Person in Charge Village Mgr. Christopher Steers VILLAGE OF PORT CHESTER
Title First M.I. Last
Address 222 GRACE CHURCH ST.
City, State, Zip PORT CHESTER NY 10573-
Primary Phone (914) 939-2200 Ext _____ Cell Fax (914) 305-2525 Emergency Contact
Other Phone (914) 939-4975 Ext _____ Cell E-mail carol.nielsen@portchesterny.com

Location Owner: VILLAGE OF PORT CHESTER

Address 222 GRACE CHURCH ST.
City, State, Zip PORT CHESTER NY 10573-
Primary Phone (914) 939-2200 Ext _____ Cell Fax (914) 305-2525 Emergency Contact
Other Phone (914) 939-4975 Ext _____ Cell E-mail carol.nielsen@portchesterny.com

Workers' Compensation and Disability Insurance

Submit copies of the following documentation with the application to document compliance with the Worker's Compensation Law:

A. Workers Compensation and Disability Insurance Coverage is PROVIDED

Workers Compensation

- Form C-105.2 – Certificate of Worker's Compensation Insurance **OR**
- Form U-26.3 – Certificate of Workers' Compensation Insurance **OR**
- Form SI-12 – Certificate of Workers' Compensation Self-Insurance **OR**
- GSI – 105.2 – Certificate of Participation in Workers' Compensation Group Self-Insurance

AND

Disability Benefits

- DB-120.1 - Certificate of Disability Benefits **OR**
- Form DB-155 – Certificate of Disability Benefits Self-Insurance

B. Workers Compensation and Disability Insurance Coverage is NOT PROVIDED

- Form CE-200 – Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage

Return Completed Application

Please return completed application to: **Westchester County Department of Health**
Mount Kisco Central Office
Make checks payable to "Westchester County Department of Health" and include the permit number. **25 Moore Avenue**
Mount Kisco NY 10549

(914) 864-7330 Fax: (914) 813-5970

Signature of Individual Operator or Authorized Official (Entire section must be completed by all applicants.)

I would like to receive information and official correspondence related to this permit at the email address below: (Yes _ No _)

_____ @ _____

"Operation without a valid permit is a violation of New York State Law and/or State Sanitary Code."

Signature _____

Print Name Christopher Steers Title Village Manager Date 9/16/2014

FOR OFFICE USE ONLY

Permit issuance recommended? Yes No Permit Effective Date _____ Permit Expiration Date _____

Conditions of approval _____

Signature _____ Title _____ Date _____

CERTIFICATE OF RESOLUTION
FOR AUTHORIZATION

The Undersigned, Janusz R. Richards, Village Clerk of _____
Name of Corporation Village of Port Chester, a corporation
Duly organized and validly existing under the laws of (State) New York
Hereby certifies that the following resolution was duly adopted by the Board of Directors, of said
Corporation, at a meeting duly called and held on the _____ day of _____, 20____.
Be it resolved that the Board of Directors, or President if there is no Board of Directors, of (Name of
Corporation) _____

With offices at: _____

Hereby authorizes (Name if person authorized): _____

To execute and deliver to the Westchester County Department of Health, for and on behalf of said
corporation, and application for a permit to operate a (type of operation): _____

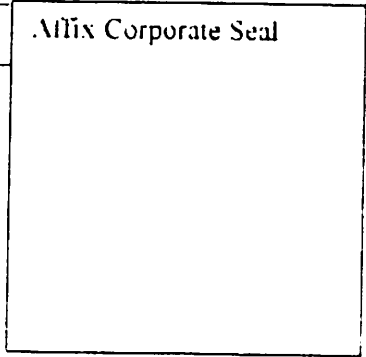
to execute and deliver any and all additional documents which may be appropriate or desirable in
connection therewith.

The undersigned further certifies that said resolution has not been revoked, rescinded or modified and
remains in full force and effect on the date hereof.

In WITNESS WHEREOF, the undersigned has duly executed this certificate
This _____ day of _____, 20____.

OFFICER'S SIGNATURE: _____

TITLE: _____
ACKNOWLEDGEMENT



STATE OF _____
COUNTY OF _____

On this _____ day of _____, 20____, before me personally came _____
to me known, and known to me to be the _____ of
_____ the corporation referred to in the within Certificate of
Resolution, who being by duly sworn did depose and say that (s)he is _____
of said corporation and that (s)he signed his/her name thereto

NOTARY PUBLIC

COUNTY

**WESTCHESTER COUNTY DEPARTMENT OF HEALTH
BUREAU OF PUBLIC HEALTH PROTECTION**

Supplement to be Completed as Part of the Application

SOURCE OF FOOD SUPPLY

ITEM	FIRM	ADDRESS	CITY, STATE
MEAT			
FISH			
DAIRY PRODUCTS			
CANNED PRODUCTS			
BEVERAGES			
OTHER			

FOOD MANAGER'S CERTIFICATION COURSE (PLEASE PRINT CLEARLY)

Have you taken the Food Manager's Certification course Yes No

If yes, name of person who took course: Carol E. Nielsen

Social Security number of person who took course: ID # 13-6007322

Institution where course was taken: Westchester Community College

Date of course: 5/10/2010



**Certificate of Attestation of Exemption
From New York State Workers' Compensation
and/or Disability Benefits Insurance Coverage**

****This form cannot be used to waive the workers' compensation rights or obligations of any party.****

The applicant may use this Certificate of Attestation of Exemption ONLY to show a government entity that New York State specific workers' compensation and/or disability benefits insurance is not required. The applicant may NOT use this form to show another business or that business's insurance carrier that such insurance is not required.

Please provide this form to the government entity from which you are requesting a permit, license or contract. This Certificate will not be accepted by government officials one year after the date printed on the form.

<p align="center">In the Application of (Legal Entity Name and Address):</p> <p>VILLAGE OF PORT CHESTER DBA: NUTRITION PROGRAM FOR THE ELDERLY-PORT CHESTER 222 GRACE CHURCH STREET PORT CHESTER, NY 10573 PHONE: 914-939-4975 FEIN: XXXXX7322</p>	<p align="center">Business Applying For:</p> <p>OTHER: WESTCHESTER COUNTY DEPT OF HEALTH-FOOD PERMIT</p> <p>From: WESTCHESTER COUNTY DEPT OF HEALTH</p>
---	--

Workers' Compensation Exemption Statement:

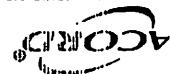
The applicant is NOT applying for a workers' compensation certificate of attestation of exemption and will show a separate certificate of NYS workers' compensation insurance coverage.

Disability Benefits Exemption Statement:

The above named business is certifying that it is **NOT REQUIRED TO OBTAIN NEW YORK STATE STATUTORY DISABILITY BENEFITS INSURANCE COVERAGE** for the following reason:
The applicant is a political subdivision that is legally exempt from providing statutory disability benefits coverage.

I, CHRIS TOPHER STEERS, am the VILLAGE MANAGER with the above-named legal entity. I affirm that due to my position with the above-named business I have the knowledge, information and authority to make this Certificate of Attestation of Exemption. I hereby affirm that the statements made herein are true, that I have not made any materially false statements and I make this Certificate of Attestation of Exemption under the penalties of perjury. I further affirm that I understand that any false statement, representation or concealment will subject me to felony criminal prosecution, including jail and civil liability in accordance with the Workers' Compensation Law and all other New York State laws. By submitting this Certificate of Attestation of Exemption to the government entity listed above I also hereby affirm that if circumstances change so that workers' compensation insurance and/or disability benefits coverage is required, the above-named legal entity will immediately acquire appropriate New York State specific workers' compensation insurance and/or disability benefits coverage and also immediately furnish proof of that coverage on forms approved by the Chair of the Workers' Compensation Board to the government entity listed above.

SIGN HERE	Signature:	Date: <i>Feb. 28, 2014</i>
Exemption Certificate Number <div style="text-align: center; font-size: 1.2em; font-weight: bold;">2014-010511</div>		Received <div style="text-align: center; font-size: 1.2em; font-weight: bold;">February 28, 2014</div> NYS Workers' Compensation Board



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/15/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF LIABILITY DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
 SPAIN AGENCY
 625 Route 6
 Mahopac NY 10541
 INSURED
 Village of Port Chester
 222 Greave Church St
 Port Chester NY 10573

INSURER A: NY Municipal Ins Reciprocal
 INSURER B: Perma-Public Employer Risk
 INSURER C:
 INSURER D:
 INSURER E:
 INSURER F:

CONTACT: Rosa Lavelle
 PHONE: (845) 628-4500
 FAX: (845) 628-1804
 E-MAIL: rlavelle@spainins.com
 ADDRESS: 625 Route 6

INSURER(S) AFFORDING COVERAGE
 NAIC #

COVERAGES
 CERTIFICATE NUMBER: CL1471500702
 REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	TR	TYPE OF INSURANCE	ADDITIONAL INSURER	INSR	W/O	POLICY NUMBER	POLICY EFF	POLICY EXP	LIMITS
		GENERAL LIABILITY				NYLVPOC001	6/1/2014	6/1/2015	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
		COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>						
		GEN'L AGGREGATE LIMIT APPLIES PER:							
		GEN'L AGGREGATE LIMIT APPLIES PER:							
		AUTOMOBILE LIABILITY							
		ANY AUTO	<input checked="" type="checkbox"/>						
		ALL OWNED AUTOS							
		NON-OWNED AUTOS							
		HIRE AUTOS							
		UMBRELLA LAB	<input type="checkbox"/>						
		EXCESS LAB							
		CLAIMS-MADE							
		RETENTIONS							
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							
		ANY FELLOW PARTNER/EXECUTIVE	<input type="checkbox"/>						
		OFFICER/NUMBER EXCLUDED?							
		(Managing in NH)							
		DESCRIPTION OF OPERATIONS below							
		MC00019105							E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000
		6/1/2014							
		6/1/2015							
		NYLVPOC001							
		6/1/2014							
		6/1/2015							
		MC00019105							
		6/1/2014							
		6/1/2015							
		NYLVPOC001							
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		NYLVPOC001							
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		6/1/2015							
		NYLVPOC001							
		6/1/2014							
		6/1/2015							
		MC00019105							
		6/1/2014							
		6/1/2015							
		NYLVPOC001							
		6/1/2014							
		6/1/2015							
		MC00019105							
		6/1/2014							

STATE OF NEW YORK
WORKERS' COMPENSATION BOARD

**CERTIFICATE OF PARTICIPATION IN WORKERS' COMPENSATION
GROUP SELF-INSURANCE**

1a. Legal Name and Address of Business Participating in Group Self-Insurance (Use Street Address Only) Village of Port Chester 222 Grace Church Street Port Chester, NY 10573	1d. Corporate Contact Name of Business referenced in box "1a" Business Telephone Number of Business referenced in box "1a" Christopher Steers (914) 939-5200
1b. Effective Date of Membership in the Group 09/01/2006	1e. NYS Unemployment Insurance Employer Registration Number of business referenced in box "1a"
1c. The Proprietor, Partners, or Executive Officers are <input checked="" type="checkbox"/> included (only check box if all partners/officers included) <input type="checkbox"/> all excluded or certain partners/officers excluded	1f. Federal Employer Identification Number of Business referenced in Box "1a" 136007322
2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as Certificate Holder) Westchester County Health Department Bureau of Public Health Protection 145 Huguenot Street New Rochelle, NY 10801 RE: Proof of Workers' Compensation Coverage; Permit/Nutrition Program for the Elderly Policy Period: 6/1/2014 - 6/1/2015	3. Name and Address of Group Self-Insurer Public Employer Risk Management Association PO Box 12250 Albany, NY 12212-2250

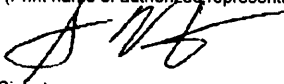
This certifies that the business referenced above in box "1a" is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law as a participating member of the Group Self-Insurer listed above in box "3" and participation in such group self-insurance is still in force. The Group Self-Insurer's Administrator will send this Certificate of Participation to the entity listed above as the certificate holder in "box 2".

The Group Self-Insurer's Administrator will notify the above certificate holder within 10 days IF the membership of the participant listed in box "1a" is terminated. (these notices may be sent by regular mail.) Otherwise, this Certificate is valid for a maximum of one year from the date certified by the group self-insurer.

If this certificate is no longer valid according to the above guidelines and the business referenced in box "1a" continues to be named on a permit, license or contract issued by the certificate holder, the business must provide the certificate holder either with a new certificate or other authorized proof of 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 of the Group Self-Insurer referenced above and that the business referenced in box "1a" has the coverage as depicted on this form.

Certified by: Steve Altieri, President
(Print name of authorized representative of the Group Self-Insurer)

Certified by:  08/28/2014
Signature Date

Title: President

Telephone Number: 1-888-737-6269



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Department: Office of the Village Manager

BOT Meeting Date: 10/20/2014

Item Type: Resolution

Sponsor's Name: Anthony (Tony) Cerreto, Village Attorney

Description	Yes	No	Description	Yes	No
Fiscal Impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Public Hearing Required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area		
	Yes	No	N/A		
Agreement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Manager Priorities		
Strategic Plan Related	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A		

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

SUPPORT FOR DON BOSCO WORKERS INC.

Summary

Background:

The Don Bosco Workers' Inc. is a community organizing group led by Latino immigrant day laborers and other low income workers who reside in the Village of Port Chester.

The group is affiliated with the Don Bosco Community Center advocating for full and fair participation of such individuals in the labor market.

Following a request to the Mayor, representatives of the Don Bosco Workers' Inc. made a presentation to the Board of Trustees on the group's mission, goals and lobbying activity for wage theft reform.

The resolution represents the support of the Board of Trustees for the Don Bosco Workers, Inc.

[AM-V20140930](#)

Proposed Action

That the Board of Trustees adopt the Resolution

Attachments

Proposed Agreement Inspection Report

SUPPORT FOR DON BOSCO WORKERS INC.

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

WHEREAS, Don Bosco Workers', Inc., 22 Don Bosco Place, Port Chester, is a grass-roots community-organizing group led by Latino immigrant day laborers and other low-income workers in the Village of Port Chester; and

WHEREAS, affiliated with the 100-year legacy of the Don Bosco Community Center, Don Bosco Workers, Inc. advocates for full and fair participation in the labor market through workplace rights education, leadership development and popular education methods for identifying social change goals from within the worker community; and

WHEREAS, by letter dated August 1, 2014 Don Bosco Workers, Inc. to the Mayor, Don Bosco Workers, Inc. requested a meeting with the Board of Trustees to share information about their recent efforts; and

WHEREAS, representatives of Don Bosco Workers, Inc. have since made a public presentation to the Board elaborating on group's mission, goals and lobbying activity for wage theft reform. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby supports the Don Bosco Workers, Inc. in assuring the full integration of Latino immigrant and other low-income workers into the labor force and the greater society.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Planning and Development Department

Village BOT Meeting Date: 7/21/2014

Item Type: Discussion Item

Description	Yes	No	Description	Yes	No
Fiscal Impact	X		Public Hearing Required		X
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area Redeveloping United Hospital Site		
Agreement		X	Manager Priorities Planning & Zoning		
Strategic Plan Related	X				

Sponsor's Name: Christopher N. Gomez, Director of Planning & Development

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

Workshop – Draft Scope regarding Starwood/United Hospital Redevelopment

Summary

Background: The Board of Trustees, serving as Lead Agency for the SEQRA review for the proposed action, must adopt a scope of study for the applicant to prepare a draft Environmental Impact Statement (DEIS). The attached scope has been updated to include public and Board comments from the public scoping session held June 23, 2014 as well as additional staff comments.

Proposed Action

BOT to review updated scope and consider timing for adoption

Attachments

Draft Scope

**RETAINING CONSULTANT FOR PLANNING SERVICES
WITH REGARD TO ENVIRONMENTAL REVIEW OF PROPOSED
REDEVELOPMENT OF FORMER
LOCATION OF UNITED HOSPITAL AND 999 HIGH STREET BY PC406 BPR, LLC
and PC 999 HIGH STREET CORP.**

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, on April 21, 2014, the Board of Trustees (herein referred to as “Village Board”) adopted a resolution accepting the amended petition of PC406 BPR, LLC. And PC 999 High Street Corp. (together the “Applicant”) for redevelopment of the former location of United Hospital and 999 High Street, located at 406 Boston Post Road and also known and designated as Section 141.52, Block 1, Lot 2 and Section 141.52, Block 1, Lot 2.4 and at 999 High Street, also known and designated as Section 141.52, Block, 1, Lot 2.1, (herein referred to as the “Premises”) seeking a text amendment to Village Zoning Regulations related to a proposed Southern Gateway Mixed Use Overlay District and a modification of the Village's Official Zoning Map, or, in the alternative, to a text amendment modifying Article XI Planned Mixed Use District of the existing Zoning Regulation (Section 345-62); and

WHEREAS, the Applicant seeks to develop the Premises for a mixed multi-family residential and commercial use development, consisting of 500 dwelling units designed to appeal to “Millennial” or young, childless working professionals, together with 230 age-restricted dwelling units, as well as 90,000 square feet of retail space, an approximately 138-room hotel and between 100,000 and 200,000 square feet of market-based space geared towards accommodating wellness and out-patient medical uses (herein referred to as the “Proposed Action”); and

WHEREAS, the Board of Trustees is the lead agency for the review process under the New York State Environmental Quality Review Act (SEQRA); and

WHEREAS, in such capacity the Board is responsible for ensuring that the Environmental Impact Statement (EIS) prepared by the applicant is adequate and complete in addition to authorizing the retention of qualified, independent consultants to provide expert assistance; and

WHEREAS, the Village has currently on retainer Dolph Rotfeld Engineering, P.C. and Adler Consulting, undertaking review with regard to engineering and traffic matters, respectively, as defined in the EIS Scope; and

WHEREAS, the Village requires the services of a planning consultant to undertake review with regard to the remaining matters of the EIS Scope and released a Request for Proposals (dated September 5, 2014) to solicit proposals; and

WHEREAS, the Village Manager, Village Attorney, Office of Planning and Development Staff and Special SEQRA Counsel, Sive, Paget & Reisel, P.C. have reviewed the several proposals that have been received. Now, therefore, be it

RESOLVED, the Board of Trustees hereby authorizes the Village Manager to enter into an agreement with AKRF, Inc., 440 Park Avenue South, New York, NY, 10016, to provide planning consulting services to the Village of Port Chester with regard to the SEQRA review of the redevelopment of the former United Hospital in the areas of land use and zoning (in concert with Village Staff), visual resources/aesthetics; historic, cultural and archeological resources; soil geology and natural resources; socio-economics; community facilities and services, including fiscal impacts and housing; air quality; noise; and construction impacts for the Village, all as set forth in a proposal dated September 5, 2014, rates of compensation currently as follows:

Key Staff rates

Senior Professional	\$165/hour
Senior Technical Director	\$195/hour
Officer	\$200/hour
Technical Director	\$185/hour
Senior Professional	\$165/hour

Standard hourly rates for additional support staff

Senior Officer	\$210/hour
Officer	\$200/hour
Senior Technical Director	\$195/hour
Technical Director	\$185/hour
Senior Professional	\$164/hour
Professional II	\$135/hour
Professional I	\$125/hour
Technical II	\$115/hour
Technical I	\$90/hour

with all expenses incurred by the Village for such SEQRA review are to be paid from an escrow account funded by the Applicant pursuant to a Reimbursement Agreement established for this purpose.

APPROVED AS TO FORM:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:

**Village of Port Chester
Westchester County, New York**

REQUEST FOR PROPOSALS

**REQUEST FOR PROPOSALS TO
FACILITATE COMPLIANCE WITH STATE ENVIRONMENTAL
QUALITY REVIEW ACT (SEQRA) WITH REGARD TO THE PETITION OF
PC406 BPR, LLC and PC 999 HIGH STREET CORP.**

The Village of Port Chester (the "Village") in Westchester County, New York, is issuing this Request for Proposals ("RFP") to provide land use, planning, and environmental consulting Services as described below to review the application by PC 406 BPR LLC and PC 999 High Street Corp. (c/o Starwood Capital Management) (the "Applicant") for consideration of proposed zoning text and map amendments to the Village Code, Chapter 345 relating to a proposed Southern Gateway Mixed Use Overlay District or, in the alternative, to a text amendment modifying Article XI of the existing Zoning Regulation, Section 345-62.

The Applicant seeks to develop 406-408 Boston Post Road and 999 High Street (the "Subject Property") for a mixed multi-family residential and commercial use development, consisting of 500 dwelling units designed to appeal to "Millennial" or young, childless working professionals, together with 230 age-restricted dwelling units, as well as 90,000 square feet of retail space, an approximately 138-room hotel and between 100,000 and 200,000 square feet of market-based office space geared towards accommodating wellness and out-patient medical uses. The Village Board of Trustees, which is designated as lead agency for the proposed redevelopment pursuant to the State Environmental Quality Review Act ("SEQRA"), has determined that an Environmental Impact Statement ("EIS") shall be prepared. The Applicant has submitted a draft Scoping Outline that was subject to a public hearing on June 23, 2014. Public comments were incorporated into a final scope with an anticipated Board of Trustees adoption date of August 18, 2014. The proposed final scope (and ultimate adopted scope), proposed Master Plan for the site and other relevant documents pertaining to the proposal are available on the Village's web site (http://www.portchesterny.com/Pages/PortChesterNY_Starwoods/starwood). Note that the scope of services does not include any analysis of engineering and traffic impacts which will be conducted by existing Village consultants.

The overall scope of work is expected to include completion of the following tasks; these tasks would be performed within the particular area(s) of expertise for which a responder is selected:

- A. Attendance at an initial meeting with Village representatives and the Applicant and its representatives.
- B. Review of the application for zoning text amendments and zoning map changes and site plan submitted by the Applicant.
- C. Review of the preliminary Draft EIS that will be prepared by the Applicant (and its consultants) and the preparation of comments thereon, and review of and comments Village with respect to the adequacy and completeness of the Draft EIS.
- D. Attendance at meeting(s), as warranted, with Village representatives (including environmental counsel) and/or the Applicant and its representatives with respect to the contents of the preliminary Draft EIS.
- E. Attendance at the public hearing on the Draft EIS.
- F. Attendance at the public hearing on the proposed amendments to the Zoning Code and Site rezoning (if held separately from the public hearing on the Draft EIS).
- G. Review of public comments on the Draft EIS and proposed amendments to the Zoning Code.
- H. Review of the preliminary Final EIS that will be prepared by the Applicant (and its consultants) and the preparation of comments thereon, and review of and comments on any iterative versions of the preliminary Final EIS that may be prepared, and advisement of the Village with respect to the adequacy and completeness of the Final EIS.
- I. Preparation, with the Village's environmental counsel, of a proposed SEQRA Findings Statement and revision(s) to such Statement as warranted.
- J. Preparation of the final zoning text and map amendments based on, and as warranted by, the SEQRA Findings Statement.
- K. Review of Applicant's application for Site Plan approval and for any other Village approvals pursuant to the Village Code, as amended, based on, and as warranted by the SEQRA Findings Statement.
- L. Attendance at meetings of the Village Board or other Village agencies as warranted during the review of the proposed redevelopment.

Based on the information available to date to the Village, at least the following particular areas of expertise are required to provide the services described above:

- Visual resources/aesthetics
- Historic, cultural and archeological resources
- Soil geology and natural resources
- Socio-economics, community facilities and services (including fiscal impacts and housing)
- Air Quality
- Noise
- Construction Impacts

All respondents are required to indicate their qualifications to perform and complete some or all of the requested work and their past experience working with the appropriate Federal, State and Local agencies and/or private parties as it pertains to their submission pertaining to this proposal. The use of sub-consultants to cover certain technical areas is acceptable, but these sub-consultants must be identified in the submission made in response to this RFP. In addition, respondents may join with other entities to provide some or all of the services described above. An explanation of the roles and responsibilities of each entity should be addressed in the proposed scope of work. The Village is not obligated to accept each entity involved in such submissions.

All proposals shall include:

1. Qualifications and recent projects (past 5 years).
2. Committed Staff Resumes with fee structure (hourly rates for 2014 and any standard annual increases) for work for municipalities.
3. Three references on similar types of projects, including scope of work and the name of the responsible project manager within the client organization.
4. Current status report of any and all litigation during the past three (3) years.
5. A statement describing any potential conflict of interest or appearance of impropriety, relating to the Applicant, which could be created by providing services to the Village.
6. If the respondent has ever had a prior contract with any governmental entity terminated for any reason, provide an explanation.

Proposals will be evaluated based on company and staff and/or individual qualifications relevant to the particular proposal, ability to staff a project from a local or regional office, understanding of the level of effort based on past experience and fee structure. Proposal evaluations will heavily consider a respondent's ability to optimize work plan production, work performance and reporting. Respondents will also be evaluated on their company's ability to complete requested work expeditiously without the need to retain outside support (other than that identified in the response).

Respondents are not authorized to contact any Village or Port Chester agencies or the Applicant to discuss this solicitation.

This RFP and any contract or agreements resulting herein are subject to all applicable Federal, State and local laws, rules, regulations and executive orders. The Village reserves the right to solicit multiple or additional RFPs based on the review and evaluation of received responses. The Village shall not be liable for any costs incurred by any respondent in the preparation, submittal, presentation or revision of its submission; the Village shall not be obligated to pay and shall not pay any costs in connection with the preparation of such submissions. All submissions shall become the property of the Village and shall not be returned. The Village at its sole or all of the submissions for up to six (6) months; or (4) change any terms of the RFP.

Please submit 10 hard copies of the proposal and one in digital PDF format on CD by mail by September 5, 2014, 4:00 PM EST to:

Christopher D. Steers, Village Manager, Village of Port Chester
222 Grace Church Street, Port Chester, New York 10573

Responses shall be submitted by the designated deadline. Responses may be withdrawn prior to the opening date and time, upon written request of the respective firm(s). If it becomes necessary to revise any part of this RFP, or if additional data or information is necessary to clarify any of its provisions, an addendum will be provided.

Any questions pertaining to this RFP shall be directed to Christopher Gomez, AICP, Director of Planning and Development by e-mail (cgomez@portchesterny.com) before noon on August 22, 2014. No telephone or conference call discussions will be conducted without prior arrangement.

All proposals should meet the criteria outlined in this RFP; those that do not may be considered invalid and denied prior to a complete review. The Village reserves the right to reject any or all submittals in response to this RFP and to award the proposal in the best interests of the Village.

Interviews

An interview with the finalists may be required. Key personnel and staff that would be assigned to the project must be present at the interview. The Village reserves the right to interview some, none or all of the respondents, as it deems appropriate.

Project Management

The Village considers project management to be an important responsibility and requires an experienced person to be named as Project Manager for the respondent. The Village

assumes that the contractor will provide the following updates as the project progresses:

1. Billing Breakdown by Task:
 - a. Current Billing
 - b. Total Billings to Date
 - c. Remaining Balance
 - d. Percent Complete Task and Budget (as appropriate)
2. Tasks Completed

All invoicing by the selected contractor(s) should be kept up to date. All invoices will be processed by the Village in accordance with the approved Professional Services Contract.

SECTION 2: GENERAL REQUIREMENTS

Labor Laws

The awarded firm will be required to comply with all applicable laws, including but not limited to labor laws, and workers compensation.

Liability Requirements

The selected consultant shall supply and maintain insurance which indemnifies and holds harmless the Village of Port Chester, its officers, employees and agents from and against any and all liability, damages, claims, demands, costs, judgments, fees, attorney's fees or loss to the extent caused by negligent acts, errors or omissions by the consultant or by a third party under the direction or control of the consultant.

Certificates of insurance must be submitted to the Village Attorney for approval prior to the signing of the professional services agreement.

Required insurance coverages are as follows:

Workers Compensation	Statutory Requirements
New York State Disability Coverage	Statutory Requirements
General Liability/Property Damage	\$1,000,000/02,000,000t
Automobile Liability	\$1,000,000 combined single limit
Professional Liability	\$1,000,000/\$2,000,000.

Insurance certificates shall name the Village of Port Chester as an additional named insured and all policies shall be primary over any insurance held by the Village. The Village shall not be responsible for any applicable deductibles.

Copies of the applicable insurance policies shall also be furnished to the Village upon request.

New York Law and Venue

This contract shall be construed under the laws of the State of New York. All claims, actions, proceedings, and lawsuits brought in connection with, arising out of, related to, or seeking enforcement of this contract shall be brought in the Supreme Court of the State of New York, Westchester County.

Evaluation & Right to Reject Proposals

The primary criteria to be considered in evaluating the proposals will be:

- The completeness, clarity, and accuracy of the information requested.
- The expertise of the staff committed to work with the Village.
- The depth of the firm's relevant experience.
- The competitiveness and cost efficacy of the proposal.

The Village of Port Chester reserves the right to interview some, none or all of the respondents, as it deems appropriate.

This RFP does not commit the Village of Port Chester to award a contract, pay any cost incurred in the preparation of a proposal in response to this RFP or to procure or contract for services. The Village intends to award a contract on the basis of the best interest and advantage and reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified proposers or to cancel this RFP in part or in its entirety, if it is in the best interest of the Village of Port Chester to do so.

This RFP and any contract or agreements resulting herein are subject to all applicable Federal, State and local laws, rules, regulations and executive orders.



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Department: Finance Department

BOT Meeting Date: 10/20/2014

Item Type: Resolution

Sponsor's Name: Leonie Douglas, Village Treasurer

Description	Yes	No	Description	Yes	No
Fiscal Impact	x	<input type="checkbox"/>	Public Hearing Required		X
Funding Source: Various			BID #		
Account #: Various			Strategic Plan Priority Area		
	Yes	No	N/A		
Agreement	<input type="checkbox"/>	x	Manager Priorities		
Strategic Plan Related	<input type="checkbox"/>	x	Other		

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

YEAR-END BUDGET MODIFICATIONS, ADJUSTMENTS & AMENDMENTS FOR FY ENDING MAY 31, 2014

Summary

Background:

To finalize the year-end audit for fiscal year ending May 31, 2014, all budget modifications, adjustments and amendments must be made.

The General Fund actual expenditures exceed actual revenues collected by \$843,257. However, actual expenditures did not exceed actual revenues and allocated budgeted fund balance of \$900,000. This resolution is to finalize all year-end budgetary entries.

Proposed Action

That the Board of Trustees adopt the Resolution
 To modify, adjust, and amend the General Fund 2013-14 budget as presented.

Attachments

Resolution and General Fund Revenue & Expense Comparison Control Report as of May 31, 2014.

RESOLUTION

**YEAR-END BUDGET MODIFICATIONS, ADJUSTMENTS & AMENDMENTS
FOR FY YEAR ENDING MAY 31, 2014**

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 2013-14 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 \$843,257 of which \$97,306.59 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 \$97,306.59 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 2013-14 General Fund Budget. The amendments are as follows:

INCREASE ESTIMATED REVENUES:

1.1.1120	Sales Tax Revenue	\$205,814.00
1.1.1128	Gross Receipts-Electric	\$ 16,843.00
1.1.1522	Reimb Prisoner Trans. Fee	\$ 48,373.00
1.1.1560	Building Permits	\$290,084.00
1.1.2610	Fines Fees & Forfeited	\$249,099.00
1.1.3005	Mortgage Tax	<u>\$ 33,044.00</u>
	Total Estimated Revenues	\$843,257.00

INCREASE APPROPRIATIONS:

Buildings-Village Owned

1.1620.417	Bldg Repairs & Maint.	\$ 69,901.60
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Police Department

1.3120.199	Final Retirement Payout	\$302,107.74
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NYS Employee Benefits-ERS		
1.9000.801	State Retirement-ERS	\$258,540.76
Workers Compensation		
1.9040.803	Workers Compensation	<u>\$212,706.90</u>
	Total Appropriations	\$843,257.00
BUDGET TRANSFERS:		
From:		
Contingency		
1.1990.400	Contingent A/c	\$155,370.53
To:		
Judgments & Claims		
1.1930.400	Contractual	\$40,472.65
Snow Removal		
1.5140.101	Personnel O/T	\$43,158.47
1.5140.400	Contractual Exp.	\$16,360.00
1.5140.487	Snow-Sand & Salt	\$14,509.57
Street & Traffic Lighting		
1.5180.413	Light & Power	<u>\$40,869.84</u>
	Total Transfers	\$155,370.53

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:

Rev/Exp Comparison Control Report Parameters

Report ID:	001				
Year:	2013	Include Beg. Encumbrance:	Yes		
Period:	6	To:	5	Apply to Prior Years:	No
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		
		Exclude Rev Brackets:	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

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type R	Revenue								
Dept 0001	.								
Group									
001.0001.1001	REAL PROPERTY TAXES	21,896,467.00	21,896,467.00	(21,907,072.53)	0.00	(10,605.53)	(100.05)	(21,814,719.02)	(21,988,637.64)
001.0001.1081	P I L O T	756,820.00	756,820.00	(786,978.22)	0.00	(30,158.22)	(103.98)	(730,063.83)	(585,596.66)
001.0001.1087	SDWLK BETTERMENT PROG- PH 1	9,531.00	9,531.00	(9,722.91)	0.00	(191.91)	(102.01)	(9,825.85)	(58,383.82)
001.0001.1088	SDWLK BETTERMENT PROG- PH 2	18,843.00	18,843.00	(22,205.90)	0.00	(3,362.90)	(117.85)	(142,113.66)	(134,689.38)
001.0001.1090	INT & PEN - REAL PROP TAX	33,000.00	33,000.00	(57,032.96)	0.00	(24,032.96)	(172.83)	(65,148.28)	(38,996.31)
001.0001.1120	SALES TAX REVENUE	3,950,000.00	3,950,000.00	(4,155,814.00)	0.00	(205,814.00)	(105.21)	(3,943,685.00)	(3,819,260.00)
001.0001.1128	GROSS RECEIPTS - ELECTRIC	350,000.00	350,000.00	(395,536.30)	0.00	(45,536.30)	(113.01)	(357,701.86)	(359,864.56)
001.0001.1129	GROSS RECEIPTS - TELEPHONE	20,000.00	20,000.00	(23,170.78)	0.00	(3,170.78)	(115.85)	(23,875.22)	(27,037.15)
001.0001.1130	GROSS RECEIPTS - WATER	55,000.00	55,000.00	(65,812.80)	0.00	(10,812.80)	(119.66)	(59,622.96)	(56,880.97)
001.0001.1131	GROSS RECEIPTS TAX - CABLE TV	397,000.00	397,000.00	(441,440.23)	0.00	(44,440.23)	(111.19)	(411,303.89)	(399,389.80)
001.0001.1256	ZONING BOOKS & MAPS FEES	500.00	500.00	(175.00)	0.00	325.00	(35.00)	(185.00)	(225.00)
001.0001.1258	CAFE LICENSE	900.00	900.00	(800.00)	0.00	100.00	(88.89)	(1,400.00)	(900.00)
001.0001.1260	REGISTRAR OF VITAL STATISTICS	15,000.00	15,000.00	(13,341.00)	0.00	1,659.00	(88.94)	(15,665.00)	(15,170.00)
001.0001.1520	POLICE REPORT FEES	4,000.00	4,000.00	(6,837.47)	0.00	(2,837.47)	(170.94)	(8,387.26)	(10,899.30)
001.0001.1522	REIMB PRISONER TRANS FEES	60,000.00	60,000.00	(108,373.85)	0.00	(48,373.85)	(180.62)	(43,990.59)	(75,539.53)
001.0001.1524	D W I REIMBURSEMENT	4,000.00	4,000.00	(9,582.12)	0.00	(5,582.12)	(239.55)	(3,720.00)	(3,498.34)
001.0001.1525	TOWING & ABANDONED VEHICLE CHG	7,000.00	7,000.00	(8,475.00)	0.00	(1,475.00)	(121.07)	(10,105.00)	(8,165.00)
001.0001.1540	FIRE INSPECTION FEES	117,466.00	117,466.00	(129,265.00)	0.00	(11,799.00)	(110.04)	(112,387.00)	(13,770.00)
001.0001.1543	STOP WORK ORDER FEE	4,000.00	4,000.00	(11,481.67)	0.00	(7,481.67)	(287.04)	(12,994.00)	(704.00)
001.0001.1560	SAFETY INSPECT/BLDG PERMITS	250,979.00	250,979.00	(541,063.74)	0.00	(290,084.74)	(215.58)	(414,294.00)	(195,453.83)
001.0001.1561	SAFETY INSPECTION/SEARCHES	45,000.00	45,000.00	(101,038.00)	0.00	(56,038.00)	(224.53)	(108,718.00)	(33,855.00)
001.0001.1562	SAFETY INSPECT/CO TEMPORARY	31,391.00	31,391.00	(18,475.00)	0.00	12,916.00	(58.85)	(22,772.00)	(1,015.00)
001.0001.1563	SAFETY INSPECTION/OCCUPANCY	40,000.00	40,000.00	(58,195.50)	0.00	(18,195.50)	(145.49)	(55,089.00)	(13,674.00)
001.0001.1565	RE-INSPECTION FEES (BUILDING PERMITS)	500.00	500.00	(3,025.00)	0.00	(2,525.00)	(605.00)	(750.00)	(400.00)
001.0001.1567	PERMITS/TANK	2,400.00	2,400.00	(1,230.00)	0.00	1,170.00	(51.25)	0.00	0.00
001.0001.1568	PERMITS/FIRE ALARM	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
001.0001.1589	OTHER PUB SAFETY INC FR DEVELOPER	0.00	153,672.00	(153,672.00)	0.00	0.00	(100.00)	0.00	0.00
001.0001.1740	PARKING METER FEES	1,264,626.00	1,264,626.00	(1,105,081.07)	0.00	159,544.93	(87.38)	(879,602.19)	(906,084.74)
001.0001.1741	DECAL FEES	70,000.00	70,000.00	(60,167.00)	0.00	9,833.00	(85.95)	(70,523.00)	(83,283.50)

VILLAGE OF PORT CHESTER

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Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type R	Revenue								
Dept 0001	.								
Group									
001.0001.2000	YOUTH BASEBALL PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	(2,040.00)	(3,120.00)
001.0001.2002	SOFTBALL FEES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	(1,900.00)	(9,500.00)
001.0001.2004	INSTRUCTIONAL PROGRAMS	9,000.00	9,000.00	(13,515.00)	0.00	(4,515.00)	(150.17)	(12,345.00)	(13,928.00)
001.0001.2005	BOCCE	500.00	500.00	(800.00)	0.00	(300.00)	(160.00)	(800.00)	(1,000.00)
001.0001.2008	DAY CAMP FEES	95,000.00	95,000.00	(99,445.00)	0.00	(4,445.00)	(104.68)	(99,276.67)	(98,630.00)
001.0001.2009	CUB CAMP FEES	6,000.00	6,000.00	(7,180.00)	0.00	(1,180.00)	(119.67)	(4,275.00)	(4,370.00)
001.0001.2011	PARK FEES-RECREATION	10,000.00	10,000.00	(13,825.50)	0.00	(3,825.50)	(138.26)	(7,212.50)	(7,415.00)
001.0001.2013	REC BROCHURE ADVERTISEMENTS	800.00	800.00	0.00	0.00	800.00	0.00	0.00	(300.00)
001.0001.2014	SOCCER REVENUE	25,000.00	25,000.00	(30,808.00)	0.00	(5,808.00)	(123.23)	(35,213.00)	(35,550.50)
001.0001.2019	IIIC-1 LOCAL NUTRITION CONTRIB	15,597.00	15,597.00	(15,522.00)	0.00	75.00	(99.52)	(15,819.50)	(15,063.00)
001.0001.2020	IIIC-2 LOCAL NUTRITION CONTRIB	1,400.00	1,400.00	(921.00)	0.00	479.00	(65.79)	(1,217.00)	(1,430.50)
001.0001.2021	IIIB - LOCAL NUTRITION CONTRIB	1,000.00	1,000.00	(1,139.00)	0.00	(139.00)	(113.90)	(1,353.00)	(1,182.00)
001.0001.2022	SNAP - LOCAL NUTRITION CONTRIB	1,800.00	1,800.00	(1,397.00)	0.00	403.00	(77.61)	(2,228.00)	(2,220.50)
001.0001.2040	MARINA CHARGES	40,000.00	40,000.00	(38,660.00)	0.00	1,340.00	(96.65)	(42,500.00)	(45,975.00)
001.0001.2081	AT&T/BELL CELL TOWER LEASE	76,000.00	76,000.00	(76,000.08)	0.00	(0.08)	(100.00)	(76,000.08)	(74,666.72)
001.0001.2082	NEXTEL - H/S ANTENNA LEASE	36,800.00	36,800.00	(38,288.07)	0.00	(1,488.07)	(104.04)	(37,172.88)	(36,090.21)
001.0001.2110	BOARD OF APPEALS	10,000.00	10,000.00	(15,650.00)	0.00	(5,650.00)	(156.50)	(9,950.00)	(15,890.00)
001.0001.2111	SPEC EXCEPTION USE	2,500.00	2,500.00	(4,000.00)	0.00	(1,500.00)	(160.00)	(3,200.00)	(800.00)
001.0001.2112	SUBDIVISION	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	(4,250.00)	0.00
001.0001.2113	SITE APPLICATIONS	25,000.00	25,000.00	(29,850.00)	0.00	(4,850.00)	(119.40)	(20,040.00)	(8,365.00)
001.0001.2114	MAP CHANGE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	(1,195.00)	0.00
001.0001.2115	PLANNING FEES	60,000.00	60,000.00	(2,520.00)	0.00	57,480.00	(4.20)	0.00	(60,009.06)
001.0001.2120	ARCHITECTURAL BOARD OF REVIEW	3,157.00	3,157.00	(5,840.00)	0.00	(2,683.00)	(184.99)	(5,905.00)	(5,425.00)
001.0001.2121	ENVIRONMENTAL FEES	2,000.00	2,000.00	(1,937.50)	0.00	62.50	(96.88)	(2,671.00)	(1,625.00)
001.0001.2130	REFUSE & GARBAGE CHARGES	25,000.00	25,000.00	(22,760.00)	0.00	2,240.00	(91.04)	(22,626.50)	(45,003.00)
001.0001.2131	SCRAP METAL RECOVERY	10,000.00	10,000.00	(10,418.00)	0.00	(418.00)	(104.18)	(13,430.00)	(16,173.00)
001.0001.2132	GREEN WASTE TIP FEES	430,000.00	430,000.00	(301,833.35)	0.00	128,166.65	(70.19)	(555,222.43)	(428,408.63)
001.0001.2165	ETPA CHARGES	4,500.00	4,500.00	(4,150.00)	0.00	350.00	(92.22)	(4,210.00)	(4,100.00)
001.0001.2262	FIRE PROTECTION/RYE BROOK	933,220.00	933,220.00	(933,291.98)	0.00	(71.98)	(100.01)	(914,991.97)	(890,070.00)
001.0001.2302	SNOW REMOVAL OTHER GOVERN	4,000.00	4,000.00	(7,992.00)	0.00	(3,992.00)	(199.80)	(7,759.00)	(7,630.00)
001.0001.2303	SNOW REMOVAL NY STATE	25,000.00	25,000.00	(19,892.40)	0.00	5,107.60	(79.57)	(20,829.60)	(29,152.15)

VILLAGE OF PORT CHESTER

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type R	Revenue								
Dept 0001	.								
Group									
001.0001.2304	GASOLINE-OTHER GOVERNMENT	27,000.00	27,000.00	(36,330.20)	0.00	(9,330.20)	(134.56)	(36,529.03)	0.00
001.0001.2305	DIESEL-OTHER GOVERNMENT	22,000.00	22,000.00	(30,755.89)	0.00	(8,755.89)	(139.80)	(28,977.23)	0.00
001.0001.2401	INTEREST EARNINGS	9,000.00	9,000.00	(8,646.33)	0.00	353.67	(96.07)	(13,394.14)	(12,960.32)
001.0001.2409	RENTS - VILLAGE HALL (HORTON)	265,000.00	265,000.00	(238,836.60)	0.00	26,163.40	(90.13)	(200,837.38)	(196,950.68)
001.0001.2410	RENTAL OF REAL PROPERTY	1,000.00	1,000.00	(200.00)	0.00	800.00	(20.00)	(1,635.00)	(829.95)
001.0001.2411	PARK PROPERTY RENTAL	1,000.00	1,000.00	(2,793.68)	0.00	(1,793.68)	(279.37)	(3,393.47)	(1,852.76)
001.0001.2412	YACHT CLUB RENT	16,166.00	16,166.00	(17,000.01)	0.00	(834.01)	(105.16)	(16,166.65)	(15,000.00)
001.0001.2503	ROOMING HOUSE BUSINESS LICENSE	1,422.00	1,422.00	(1,242.00)	0.00	180.00	(87.34)	(660.00)	(1,600.00)
001.0001.2506	HAWKER & PEDDLER	3,571.00	3,571.00	(2,415.00)	0.00	1,156.00	(67.63)	(3,400.00)	(3,250.00)
001.0001.2511	TAXI OWNER'S LIC FEE	37,250.00	37,250.00	(40,375.00)	0.00	(3,125.00)	(108.39)	(32,100.00)	(28,382.00)
001.0001.2512	TAXI COMPANY'S LIC FEE	2,475.00	2,475.00	(2,475.00)	0.00	0.00	(100.00)	(1,200.00)	(1,970.00)
001.0001.2540	BINGO/RECEIPTS	1,500.00	1,500.00	(1,411.91)	0.00	88.09	(94.13)	(1,802.94)	(1,826.06)
001.0001.2541	BINGO/LICENSES	300.00	300.00	(343.00)	0.00	(43.00)	(114.33)	(308.00)	(382.50)
001.0001.2542	GAMES OF CHANCE	20.00	20.00	(80.00)	0.00	(60.00)	(400.00)	(80.00)	(80.00)
001.0001.2545	DANCING/ENT LICENSES	9,600.00	9,600.00	(10,550.00)	0.00	(950.00)	(109.90)	(10,550.00)	(11,200.00)
001.0001.2546	AUTO DEV/LAUNDRY LICENSES	4,977.00	4,977.00	(6,775.00)	0.00	(1,798.00)	(136.13)	(3,375.00)	(4,825.00)
001.0001.2547	AMUSEMENT DEV/VIDEO LICENSES	4,175.00	4,175.00	(4,685.00)	0.00	(510.00)	(112.22)	(1,850.00)	(3,200.00)
001.0001.2589	MISC DOCUMENT COPY FEES	1,000.00	1,000.00	(1,098.24)	0.00	(98.24)	(109.82)	(1,113.02)	(1,577.22)
001.0001.2590	PERMITS/ELECTRICAL	18,571.00	18,571.00	(39,500.00)	0.00	(20,929.00)	(212.70)	(17,619.00)	(12,800.00)
001.0001.2591	PERMITS/PLUMBING	23,697.00	23,697.00	(51,762.50)	0.00	(28,065.50)	(218.43)	(19,568.00)	(17,406.00)
001.0001.2592	PERMITS/DEMOLITION	2,000.00	2,000.00	(150.00)	0.00	1,850.00	(7.50)	(22,840.00)	(1,855.00)
001.0001.2593	PERMITS/SIGNS	4,000.00	4,000.00	(5,250.00)	0.00	(1,250.00)	(131.25)	(1,225.00)	(1,929.00)
001.0001.2594	PERMITS/SIDEWALK OBSTRUCTION	10,000.00	10,000.00	(55,910.00)	0.00	(45,910.00)	(559.10)	(69,425.00)	(56,994.00)
001.0001.2595	PERMITS/CURB CUTS	0.00	0.00	(60.00)	0.00	(60.00)	0.00	(240.00)	(120.00)
001.0001.2596	PERMITS/STREET OPENINGS	40,000.00	40,000.00	(65,389.60)	0.00	(25,389.60)	(163.47)	(36,287.00)	(46,975.00)
001.0001.2597	PERMITS/SEWER CONNECTION	16,000.00	16,000.00	0.00	0.00	16,000.00	0.00	0.00	(21,000.00)
001.0001.2598	PERMITS/ROLL-OFF BOXES	1,100.00	1,100.00	(1,935.00)	0.00	(835.00)	(175.91)	(930.00)	(1,240.00)
001.0001.2599	PERMITS/SIDEWALK OPENINGS	7,000.00	7,000.00	(10,553.60)	0.00	(3,553.60)	(150.77)	(14,050.90)	(7,454.20)
001.0001.2600	ALARM PERMITS	23,100.00	23,100.00	(24,020.00)	0.00	(920.00)	(103.98)	(24,090.00)	(23,830.00)
001.0001.2601	ALARM PERMIT - FINES	11,000.00	11,000.00	(10,470.00)	0.00	530.00	(95.18)	(12,390.00)	(16,190.00)
001.0001.2602	FILMING PRODUCTION PERMITS	1,264.00	1,264.00	(2,260.00)	0.00	(996.00)	(178.80)	(2,430.00)	(2,550.00)
001.0001.2603	PERMITS/FIRE SPRINKLER	500.00	500.00	0.00	0.00	500.00	0.00	(100.00)	0.00
001.0001.2610	FINES FEES & FORFIETED	2,000,000.00	2,000,000.00	(2,249,099.47)	0.00	(249,099.47)	(112.45)	(1,922,394.72)	(2,142,654.26)

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Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type R	Revenue								
Dept 0001	.								
Group									
001.0001.2610	BAIL								
001.0001.2611	BAIL RELATED FORFEITURES	0.00	0.00	0.00	0.00	0.00	0.00	(22,557.04)	0.00
001.0001.2613	USE OF DEFERRED REV - DEA	0.00	116,044.28	(116,044.28)	0.00	0.00	(100.00)	(66,527.65)	(24,010.07)
001.0001.2614	JUSTICE CT CNTY TRANSLATOR	4,000.00	4,000.00	(4,350.00)	0.00	(350.00)	(108.75)	(4,275.00)	(4,700.00)
001.0001.2615	FINES & PENATIES - CODE ENFRCM	10,000.00	10,000.00	(250.00)	0.00	9,750.00	(2.50)	(2,550.00)	(11,325.00)
001.0001.2665	SALE OF SURPLUS EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	(11,557.00)	0.00
001.0001.2680	INSURANCE RECOVERIES	16,000.00	16,000.00	(10,228.26)	0.00	5,771.74	(63.93)	(108,808.27)	(22,176.20)
001.0001.2681	WORKERS COMP RECOVERIES	50,000.00	50,000.00	(77,282.43)	0.00	(27,282.43)	(154.56)	(105,793.78)	(59,536.71)
001.0001.2690	OTHER COMPENSATION FOR LOSS	0.00	0.00	(14,376.02)	0.00	(14,376.02)	0.00	(282.34)	0.00
001.0001.2700	MEDICARE PART D REIMBURSEMENT	70,000.00	70,000.00	0.00	0.00	70,000.00	0.00	(97,302.66)	(85,307.80)
001.0001.2701	REFUNDS OF PRIOR YEARS EXPEND	0.00	0.00	(531.24)	0.00	(531.24)	0.00	(600.00)	0.00
001.0001.2705	GIFTS & DONATIONS	0.00	0.00	(3,000.00)	0.00	(3,000.00)	0.00	(26,000.00)	(9,231.60)
001.0001.2772	MISCELLANEOUS REV	0.00	0.00	(6,630.27)	0.00	(6,630.27)	0.00	(3,033.60)	78,860.54
001.0001.2773	POLICE - FINGERPRINTING/MISC	0.00	0.00	(1,110.00)	0.00	(1,110.00)	0.00	(4,147.44)	(1,740.00)
001.0001.3001	STATE PER CAPITA AID	399,935.00	399,935.00	(399,935.00)	0.00	0.00	(100.00)	(399,935.00)	(399,935.00)
001.0001.3005	MORTGAGE TAX	250,000.00	250,000.00	(283,044.18)	0.00	(33,044.18)	(113.22)	(228,802.93)	(228,902.40)
001.0001.3389	NYS OTHER PUBLIC SAFETY ITEMS	2,000.00	2,000.00	(7,356.74)	0.00	(5,356.74)	(367.84)	(12,488.36)	(2,334.60)
001.0001.3776	STATE - SNAP NUTRITION PROGRAM	32,614.00	50,614.00	(54,515.59)	0.00	(3,901.59)	(107.71)	(30,443.84)	(31,290.79)
001.0001.3778	NUTRITION TRANSPORTATION GRANT	3,380.00	3,380.00	0.00	0.00	3,380.00	0.00	0.00	0.00
001.0001.3802	WEST.CNTY HOUSING CODE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(35,000.00)
001.0001.3820	YOUTH & REC SERVICE PROGRAMS	7,200.00	7,200.00	(6,213.00)	0.00	987.00	(86.29)	(6,213.00)	(21,217.00)
001.0001.3821	YOUTH ADVOCATE P C SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00	(2,799.80)	0.00
001.0001.3824	SPEC.CITIZENS - RYE BROOK CONT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,000.00)
001.0001.3826	COUNTY BUS SHELTER PROGRAM	0.00	0.00	(5,263.15)	0.00	(5,263.15)	0.00	(5,851.44)	(4,517.15)
001.0001.4389	OTHER PUBLIC SAFETY	17,000.00	17,000.00	(13,551.51)	0.00	3,448.49	(79.71)	(18,609.81)	(17,857.29)
001.0001.4771	FEDERAL NUTRITION - 3C-1	42,346.00	42,346.00	(52,564.58)	0.00	(10,218.58)	(124.13)	(52,278.00)	(32,707.28)
001.0001.4772	FEDERAL COMMODITY FUND - 3C-1	26,466.00	26,466.00	0.00	0.00	26,466.00	0.00	(12,948.85)	(21,923.48)

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1010	BOARD OF TRUSTEES								
Group 1	PERSONAL SERVICES								
001.1010.0100	PERSONNEL SERVICES	31,200.00	31,200.00	31,200.00	0.00	0.00	100.00	26,946.66	31,360.00
Total Group 1	PERSONAL SERVICES	31,200.00	31,200.00	31,200.00	0.00	0.00	100.00	26,946.66	31,360.00
Group 4	CONTRACTUAL EXPENSE								
001.1010.0403	EDUCATION & TRAINING	2,500.00	2,500.00	1,930.00	0.00	570.00	77.20	0.00	0.00
001.1010.0406	OFFICE SUPPLIES	1,000.00	1,000.00	204.98	0.00	795.02	20.50	1,832.63	185.84
Total Group 4	CONTRACTUAL EXPENSE	3,500.00	3,500.00	2,134.98	0.00	1,365.02	61.00	1,832.63	185.84
Total Dept 1010	BOARD OF TRUSTEES	34,700.00	34,700.00	33,334.98	0.00	1,365.02	96.07	28,779.29	31,545.84

VILLAGE OF PORT CHESTER

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Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1110	VILLAGE JUSTICE								
Group 1	PERSONAL SERVICES								
001.1110.0100	PERSONNEL SERVICES	648,225.00	648,225.00	604,824.39	0.00	43,400.61	93.30	612,127.25	459,814.79
001.1110.0101	PERSONNEL - OVERTIME	12,000.00	12,000.00	13,913.62	0.00	(1,913.62)	115.95	12,678.13	26,577.45
001.1110.0105	OUT OF TITLE	1,500.00	1,500.00	3,789.57	0.00	(2,289.57)	252.64	1,989.23	5,941.55
001.1110.0111	PERSONNEL - PART TIME	26,910.00	26,910.00	24,120.00	0.00	2,790.00	89.63	19,348.50	54,798.00
Total Group 1	PERSONAL SERVICES	688,635.00	688,635.00	646,647.58	0.00	41,987.42	93.90	646,143.11	547,131.79
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.1110.0200	EQUIPMENT	13,000.00	13,000.00	3,203.38	0.00	9,796.62	24.64	7,967.87	3,203.03
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	13,000.00	13,000.00	3,203.38	0.00	9,796.62	24.64	7,967.87	3,203.03
Group 4	CONTRACTUAL EXPENSE								
001.1110.0400	CONTRACTUAL EXPENSE	1,100.00	1,100.00	2,770.89	0.00	(1,670.89)	251.90	1,363.01	968.68
001.1110.0403	EDUCATION & TRAINING	8,500.00	8,500.00	9,552.11	25.00	(1,077.11)	112.38	9,125.37	6,922.76
001.1110.0406	OFFICE SUPPLIES	5,000.00	5,000.00	4,196.15	0.00	803.85	83.92	6,600.97	5,170.79
001.1110.0407	INTERPRETER	40,000.00	40,000.00	36,525.00	0.00	3,475.00	91.31	37,950.00	40,875.00
001.1110.0408	O/S COURT REPORTER	35,000.00	35,000.00	33,169.00	0.00	1,831.00	94.77	33,750.00	35,393.00
001.1110.0410	PRINTING	1,000.00	1,000.00	524.16	0.00	475.84	52.42	2,668.66	1,662.08
001.1110.0411	COMPUTER SERVICES	0.00	0.00	437.50	0.00	(437.50)	0.00	5,906.25	4,812.50
001.1110.0462	SOFTWARE & SYSTEMS SUPPORT	950.00	950.00	950.00	0.00	0.00	100.00	950.00	2,186.23
001.1110.0491	TICKET COLLECTING CHARGES	170,000.00	170,000.00	206,879.28	0.00	(36,879.28)	121.69	208,026.46	220,818.01
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
Total Group 4	CONTRACTUAL EXPENSE	263,350.00	263,350.00	296,204.09	25.00	(32,879.09)	112.48	307,540.72	320,009.05
Total Dept 1110	VILLAGE JUSTICE	964,985.00	964,985.00	946,055.05	25.00	18,904.95	98.04	961,651.70	870,343.87

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1210	M A Y O R								
Group 1	PERSONAL SERVICES								
001.1210.0100	PERSONNEL SERVICES	12,633.00	12,633.00	12,632.88	0.00	0.12	100.00	12,681.47	12,730.05
001.1210.0111	PERSONNEL - PART TIME	0.00	0.00	(10.00)	0.00	10.00	0.00	7,525.00	5,370.00
Total Group 1	PERSONAL SERVICES	12,633.00	12,633.00	12,622.88	0.00	10.12	99.92	20,206.47	18,100.05
Group 4	CONTRACTUAL EXPENSE								
001.1210.0403	EDUCATION & TRAINING	1,500.00	1,500.00	5,078.00	0.00	(3,578.00)	338.53	3,140.79	230.00
001.1210.0406	OFFICE SUPPLIES	2,500.00	2,500.00	2,210.98	0.00	289.02	88.44	2,747.81	1,466.84
Total Group 4	CONTRACTUAL EXPENSE	4,000.00	4,000.00	7,288.98	0.00	(3,288.98)	182.22	5,888.60	1,696.84
Total Dept 1210	M A Y O R	16,633.00	16,633.00	19,911.86	0.00	(3,278.86)	119.71	26,095.07	19,796.89

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Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1230	VILLAGE MANAGER								
Group 1	PERSONAL SERVICES								
001.1230.0100	PERSONNEL SERVICES	290,084.00	290,084.00	296,271.62	0.00	(6,187.62)	102.13	285,632.10	243,782.38
001.1230.0101	PERSONNEL - OVERTIME	0.00	0.00	2,375.59	0.00	(2,375.59)	0.00	2,062.06	0.00
001.1230.0108	PERSONNEL - SEASONAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,098.00
001.1230.0111	PERSONNEL - PART TIME	9,100.00	9,100.00	11,307.50	0.00	(2,207.50)	124.26	0.00	0.00
001.1230.0197	VACATION BUYOUT-PS	6,924.00	6,924.00	13,846.16	0.00	(6,922.16)	199.97	0.00	2,500.00
Total Group 1	PERSONAL SERVICES	306,108.00	306,108.00	323,800.87	0.00	(17,692.87)	105.78	287,694.16	247,380.38
Group 4	CONTRACTUAL EXPENSE								
001.1230.0400	CONTRACTUAL EXPENSE	5,000.00	5,000.00	5,176.98	0.00	(176.98)	103.54	11,801.00	11,462.07
001.1230.0403	EDUCATION & TRAINING	3,000.00	3,000.00	1,585.31	65.95	1,348.74	52.84	725.00	2,292.00
001.1230.0406	OFFICE SUPPLIES	2,500.00	2,500.00	4,849.85	0.00	(2,349.85)	193.99	4,142.76	2,355.32
Total Group 4	CONTRACTUAL EXPENSE	10,500.00	10,500.00	11,612.14	65.95	(1,178.09)	110.59	16,668.76	16,109.39
Total Dept 1230	VILLAGE MANAGER	316,608.00	316,608.00	335,413.01	65.95	(18,870.96)	105.94	304,362.92	263,489.77

VILLAGE OF PORT CHESTER

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1240	HUMAN RESOURCES								
Group 1	PERSONAL SERVICES								
001.1240.0111	PERSONNEL - PART TIME	70,000.00	70,000.00	100,031.25	0.00	(30,031.25)	142.90	0.00	0.00
Total Group 1	PERSONAL SERVICES	70,000.00	70,000.00	100,031.25	0.00	(30,031.25)	142.90	0.00	0.00
Group 4	CONTRACTUAL EXPENSE								
001.1240.0400	CONTRACTUAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00
001.1240.0404	EMPLOYEE TRAINING- VILLAGE WIDE	10,000.00	10,000.00	35.00	0.00	9,965.00	0.35	0.00	0.00
001.1240.0406	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	218.66
Total Group 4	CONTRACTUAL EXPENSE	10,000.00	10,000.00	35.00	0.00	9,965.00	0.35	0.00	12,218.66
Total Dept 1240	HUMAN RESOURCES	80,000.00	80,000.00	100,066.25	0.00	(20,066.25)	125.08	0.00	12,218.66

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1320	FINANCE DEPARTMENT								
Group 1	PERSONAL SERVICES								
001.1320.0100	PERSONNEL SERVICES	317,992.00	317,992.00	316,174.86	0.00	1,817.14	99.43	298,501.18	265,938.52
001.1320.0101	PERSONNEL - OVERTIME	2,000.00	2,000.00	2,257.91	0.00	(257.91)	112.90	2,512.99	1,966.47
001.1320.0111	PERSONNEL - PART TIME	22,000.00	22,000.00	20,402.25	0.00	1,597.75	92.74	21,271.50	33,039.75
001.1320.0197	VACATION BUYOUT-PS	4,889.00	4,889.00	4,888.46	0.00	0.54	99.99	4,769.23	4,292.31
Total Group 1	PERSONAL SERVICES	346,881.00	346,881.00	343,723.48	0.00	3,157.52	99.09	327,054.90	305,237.05
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.1320.0200	EQUIPMENT	5,500.00	5,500.00	0.00	5,733.19	(233.19)	0.00	0.00	1,379.97
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	5,500.00	5,500.00	0.00	5,733.19	(233.19)	0.00	0.00	1,379.97
Group 4	CONTRACTUAL EXPENSE								
001.1320.0400	CONTRACTUAL EXPENSE	5,000.00	5,000.00	1,600.00	0.00	3,400.00	32.00	5,000.00	430.14
001.1320.0403	EDUCATION & TRAINING	7,000.00	7,000.00	6,952.59	0.00	47.41	99.32	6,932.12	2,116.42
001.1320.0406	OFFICE SUPPLIES	5,500.00	5,500.00	4,945.81	0.00	554.19	89.92	5,116.16	5,493.09
001.1320.0411	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	9,531.25	14,718.75
001.1320.0422	LEASE & MAINTENANCE CONTRACTS	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00	1,436.51	1,902.50
001.1320.0462	SOFTWARE & SYSTEMS SUPPORT	26,000.00	29,021.00	25,908.22	349.00	2,763.78	89.27	23,648.20	20,902.40
001.1320.0477	BOND/BAN FILING FEES	15,000.00	15,000.00	19,074.59	0.00	(4,074.59)	127.16	12,560.87	14,701.98
001.1320.0492	AUDITORS FEES	41,800.00	41,800.00	42,050.00	0.00	(250.00)	100.60	37,550.00	39,000.00
Total Group 4	CONTRACTUAL EXPENSE	102,300.00	105,321.00	102,531.21	349.00	2,440.79	97.35	101,775.11	99,265.28
Total Dept 1320	FINANCE DEPARTMENT	454,681.00	457,702.00	446,254.69	6,082.19	5,365.12	97.50	428,830.01	405,882.30

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1350	A S S E S S M E N T								
Group 4	CONTRACTUAL EXPENSE								
001.1350.0445	TAX COLLECTION FEE	115,500.00	115,500.00	112,048.42	0.00	3,451.58	97.01	111,139.39	111,578.16
Total Group 4	CONTRACTUAL EXPENSE	115,500.00	115,500.00	112,048.42	0.00	3,451.58	97.01	111,139.39	111,578.16
Total Dept 1350	A S S E S S M E N T	115,500.00	115,500.00	112,048.42	0.00	3,451.58	97.01	111,139.39	111,578.16

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1410	VILLAGE CLERK								
Group 1	PERSONAL SERVICES								
001.1410.0100	PERSONNEL SERVICES	138,730.00	138,730.00	145,076.26	0.00	(6,346.26)	104.57	172,033.60	160,661.02
001.1410.0101	PERSONNEL - OVERTIME	1,000.00	1,000.00	2,371.86	0.00	(1,371.86)	237.19	3,351.66	172.76
001.1410.0111	PERSONNEL - PART TIME	22,750.00	22,750.00	14,437.50	0.00	8,312.50	63.46	26,881.25	0.00
Total Group 1	PERSONAL SERVICES	162,480.00	162,480.00	161,885.62	0.00	594.38	99.63	202,266.51	160,833.78
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.1410.0200	EQUIPMENT	4,500.00	4,500.00	3,194.27	0.00	1,305.73	70.98	8,024.98	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	4,500.00	4,500.00	3,194.27	0.00	1,305.73	70.98	8,024.98	0.00
Group 4	CONTRACTUAL EXPENSE								
001.1410.0400	CONTRACTUAL EXPENSE	0.00	0.00	520.00	0.00	(520.00)	0.00	0.00	0.00
001.1410.0403	EDUCATION & TRAINING	1,500.00	1,500.00	1,267.47	0.00	232.53	84.50	1,853.71	261.30
001.1410.0405	DECALS	200.00	200.00	349.49	0.00	(149.49)	174.75	477.61	180.00
001.1410.0406	OFFICE SUPPLIES	5,500.00	5,500.00	6,209.47	85.00	(794.47)	112.90	7,860.90	5,711.28
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	10,000.00	10,000.00	9,556.94	0.00	443.06	95.57	7,161.57	10,831.91
001.1410.0422	LEASE & MAINTENANCE CONTRACTS	500.00	500.00	0.00	0.00	500.00	0.00	0.00	431.31
001.1410.0476	PUBLICATION OF NOTICES	25,000.00	25,000.00	19,932.98	0.00	5,067.02	79.73	28,219.34	21,407.70
Total Group 4	CONTRACTUAL EXPENSE	43,200.00	43,200.00	37,836.35	85.00	5,278.65	87.58	45,573.13	38,823.50
Total Dept 1410	VILLAGE CLERK	210,180.00	210,180.00	202,916.24	85.00	7,178.76	96.54	255,864.62	199,657.28

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1420	LAW DEPARTMENT								
Group 1	PERSONAL SERVICES								
001.1420.0100	PERSONNEL SERVICES	139,156.00	139,156.00	139,674.71	0.00	(518.71)	100.37	192,889.35	172,329.93
001.1420.0111	PERSONNEL - PART TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,998.00
001.1420.0197	VACATION BUYOUT-PS	5,353.00	5,353.00	13,380.38	0.00	(8,027.38)	249.96	4,960.53	4,960.53
Total Group 1	PERSONAL SERVICES	144,509.00	144,509.00	153,055.09	0.00	(8,546.09)	105.91	197,849.88	182,288.46
Group 4	CONTRACTUAL EXPENSE								
001.1420.0400	CONTRACTUAL EXPENSE	30,000.00	30,000.00	32,845.31	7,723.25	(10,568.56)	109.48	15,392.90	97,638.09
001.1420.0401	SPECIALIZED LITIGATION	0.00	0.00	0.00	0.00	0.00	0.00	5,158.50	41,841.39
001.1420.0403	EDUCATION & TRAINING	2,000.00	2,000.00	1,999.79	0.00	0.21	99.99	967.19	514.00
001.1420.0406	OFFICE SUPPLIES	2,000.00	2,000.00	2,295.55	0.00	(295.55)	114.78	2,499.55	1,092.72
001.1420.0468	LABOR COUNSEL	70,000.00	70,000.00	296,117.34	0.00	(226,117.34)	423.02	90,404.55	140,315.19
001.1420.0493	CONTRACTUAL PROSECUTORIAL SERVICES	84,000.00	84,000.00	78,000.00	0.00	6,000.00	92.86	84,637.00	0.00
001.1420.0498	LAW BOOKS/COMPUTER RESOURCES	6,600.00	6,600.00	5,634.45	0.00	965.55	85.37	3,326.71	5,401.26
Total Group 4	CONTRACTUAL EXPENSE	194,600.00	194,600.00	416,892.44	7,723.25	(230,015.69)	214.23	202,386.40	286,802.65
Total Dept 1420	LAW DEPARTMENT	339,109.00	339,109.00	569,947.53	7,723.25	(238,561.78)	168.07	400,236.28	469,091.11

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1440	ENGINEERING								
Group 4	CONTRACTUAL EXPENSE								
001.1440.0400	CONTRACTUAL EXPENSE	75,000.00	75,777.41	41,308.40	0.00	34,469.01	54.51	90,182.69	123,268.35
Total Group 4	CONTRACTUAL EXPENSE	75,000.00	75,777.41	41,308.40	0.00	34,469.01	54.51	90,182.69	123,268.35
Total Dept 1440	ENGINEERING	75,000.00	75,777.41	41,308.40	0.00	34,469.01	54.51	90,182.69	123,268.35

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1450	E L E C T I O N S								
Group 1	PERSONAL SERVICES								
001.1450.0100	PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	29,134.66	0.00
001.1450.0101	PERSONNEL - OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	3,196.62	0.00
001.1450.0111	PERSONNEL - PART TIME	0.00	0.00	0.00	0.00	0.00	0.00	860.00	0.00
Total Group 1	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	33,191.28	0.00
Group 4	CONTRACTUAL EXPENSE								
001.1450.0400	CONTRACTUAL EXPENSE	0.00	9,644.00	0.00	0.00	9,644.00	0.00	11,869.00	9,780.00
001.1450.0406	OFFICE SUPPLIES	0.00	6.40	0.00	0.00	6.40	0.00	29,287.57	0.00
001.1450.0410	PRINTING	0.00	0.00	0.00	0.00	0.00	0.00	10,550.00	0.00
001.1450.0423	ELEC INSP/TECHS	0.00	0.00	0.00	0.00	0.00	0.00	36,530.00	0.00
001.1450.0424	ELECTION RENTALS	0.00	6,000.00	0.00	6,000.00	0.00	0.00	2,341.88	0.00
001.1450.0425	ELECTION MOVING	0.00	1,650.00	0.00	1,650.00	0.00	0.00	9,745.00	0.00
001.1450.0476	PUBLICATION OF NOTICES	0.00	0.00	0.00	0.00	0.00	0.00	13,368.83	0.00
Total Group 4	CONTRACTUAL EXPENSE	0.00	17,300.40	0.00	7,650.00	9,650.40	0.00	113,692.28	9,780.00
Total Dept 1450	E L E C T I O N S	0.00	17,300.40	0.00	7,650.00	9,650.40	0.00	146,883.56	9,780.00

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1460	RECORDS MANAGEMENT								
Group 1	PERSONAL SERVICES								
001.1460.0111	PERSONNEL - PART TIME	7,000.00	7,000.00	9,546.25	0.00	(2,546.25)	136.38	7,835.00	5,258.75
Total Group 1	PERSONAL SERVICES	7,000.00	7,000.00	9,546.25	0.00	(2,546.25)	136.38	7,835.00	5,258.75
Group 4	CONTRACTUAL EXPENSE								
001.1460.0400	CONTRACTUAL EXPENSE	9,500.00	9,500.00	8,971.32	0.00	528.68	94.43	2,295.39	5,134.52
Total Group 4	CONTRACTUAL EXPENSE	9,500.00	9,500.00	8,971.32	0.00	528.68	94.43	2,295.39	5,134.52
Total Dept 1460	RECORDS MANAGEMENT	16,500.00	16,500.00	18,517.57	0.00	(2,017.57)	112.23	10,130.39	10,393.27

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1620	BUILDINGS - VILLAGE OWNED								
Group 1	PERSONAL SERVICES								
001.1620.0100	PERSONNEL SERVICES	36,016.00	36,016.00	77,832.02	0.00	(41,816.02)	216.10	0.00	0.00
Total Group 1	PERSONAL SERVICES	36,016.00	36,016.00	77,832.02	0.00	(41,816.02)	216.10	0.00	0.00
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.1620.0200	EQUIPMENT	0.00	3,876.00	3,876.00	0.00	0.00	100.00	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	0.00	3,876.00	3,876.00	0.00	0.00	100.00	0.00	0.00
Group 4	CONTRACTUAL EXPENSE								
001.1620.0400	CONTRACTUAL EXPENSE	15,000.00	15,000.00	13,416.37	0.00	1,583.63	89.44	20,791.10	12,424.02
001.1620.0413	LIGHT AND POWER	23,000.00	23,000.00	26,897.81	0.00	(3,897.81)	116.95	20,969.25	21,172.94
001.1620.0415	WATER CHARGES	2,000.00	2,000.00	1,781.97	0.00	218.03	89.10	1,860.21	1,437.14
001.1620.0416	HEATING FUEL	23,000.00	23,000.00	29,437.65	0.00	(6,437.65)	127.99	28,182.66	20,556.17
001.1620.0417	BLDG REPAIRS & MAINTENANCE	13,000.00	13,119.99	83,021.59	0.00	(69,901.60)	632.79	77,335.01	61,984.34
001.1620.0422	LEASE & MAINTENANCE CONTRACTS	6,500.00	6,500.00	5,982.16	0.00	517.84	92.03	6,646.48	6,547.20
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	4,000.00
Total Group 4	CONTRACTUAL EXPENSE	86,500.00	86,619.99	164,537.55	0.00	(77,917.56)	189.95	159,784.71	128,121.81
Total Dept 1620	BUILDINGS - VILLAGE OWNED	122,516.00	126,511.99	246,245.57	0.00	(119,733.58)	194.64	159,784.71	128,121.81

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1621	BUILDINGS-220/222 GRACE CHURCH								
Group 1	PERSONAL SERVICES								
001.1621.0100	PERSONNEL SERVICES	90,834.00	90,834.00	55,133.31	0.00	35,700.69	60.70	53,196.82	48,762.25
001.1621.0101	PERSONNEL - OVERTIME	0.00	0.00	103.89	0.00	(103.89)	0.00	0.00	0.00
001.1621.0111	PERSONNEL - PART TIME	15,600.00	15,600.00	5,145.00	0.00	10,455.00	32.98	33,397.50	33,810.00
Total Group 1	PERSONAL SERVICES	106,434.00	106,434.00	60,382.20	0.00	46,051.80	56.73	86,594.32	82,572.25
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.1621.0200	EQUIPMENT	4,000.00	4,000.00	4,178.12	0.00	(178.12)	104.45	18,930.00	2,383.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	4,000.00	4,000.00	4,178.12	0.00	(178.12)	104.45	18,930.00	2,383.00
Group 4	CONTRACTUAL EXPENSE								
001.1621.0400	CONTRACTUAL EXPENSE	27,000.00	27,000.00	30,740.64	0.00	(3,740.64)	113.85	15,892.74	26,151.57
001.1621.0401	MATERIALS & SUPPLIES	12,000.00	12,000.00	19,737.35	0.00	(7,737.35)	164.48	13,290.25	13,061.14
001.1621.0413	LIGHT AND POWER	86,000.00	86,000.00	102,069.89	0.00	(16,069.89)	118.69	81,114.16	79,326.96
001.1621.0414	NATURAL GAS CHARGES	22,500.00	22,500.00	21,144.59	0.00	1,355.41	93.98	18,034.66	20,369.64
001.1621.0415	WATER CHARGES	7,800.00	7,800.00	7,072.17	0.00	727.83	90.67	7,060.71	6,251.63
001.1621.0417	BLDG REPAIRS & MAINTENANCE	40,000.00	40,000.00	38,979.09	0.00	1,020.91	97.45	23,978.78	32,502.24
001.1621.0439	POSTAGE - 222 GRACE CHURCH ST.	15,000.00	15,000.00	14,954.63	0.00	45.37	99.70	15,534.84	15,000.00
Total Group 4	CONTRACTUAL EXPENSE	210,300.00	210,300.00	234,698.36	0.00	(24,398.36)	111.60	174,906.14	192,663.18
Total Dept 1621	BUILDINGS-220/222 GRACE CHURCH	320,734.00	320,734.00	299,258.68	0.00	21,475.32	93.30	280,430.46	277,618.43

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1640	CENTRAL GARAGE								
Group 1	PERSONAL SERVICES								
001.1640.0100	PERSONNEL SERVICES	277,431.00	277,431.00	273,892.17	0.00	3,538.83	98.72	266,585.72	238,068.32
001.1640.0101	PERSONNEL - OVERTIME	18,000.00	18,000.00	9,426.26	0.00	8,573.74	52.37	12,271.36	5,760.54
Total Group 1	PERSONAL SERVICES	295,431.00	295,431.00	283,318.43	0.00	12,112.57	95.90	278,857.08	243,828.86
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.1640.0250	OTHER EQUIPMENT	4,000.00	4,000.00	4,038.31	0.00	(38.31)	100.96	5,625.05	909.35
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	4,000.00	4,000.00	4,038.31	0.00	(38.31)	100.96	5,625.05	909.35
Group 4	CONTRACTUAL EXPENSE								
001.1640.0405	TIRES	60,000.00	60,000.00	51,893.24	0.00	8,106.76	86.49	61,457.90	47,447.85
001.1640.0406	OFFICE SUPPLIES	5,000.00	5,000.00	5,134.55	0.00	(134.55)	102.69	3,304.70	4,131.96
001.1640.0411	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	625.00	2,007.50
001.1640.0413	LIGHT AND POWER	18,500.00	18,500.00	23,559.20	0.00	(5,059.20)	127.35	17,953.95	16,669.35
001.1640.0415	WATER CHARGES	1,750.00	1,750.00	1,471.11	0.00	278.89	84.06	1,342.85	1,587.17
001.1640.0416	HEATING FUEL	12,000.00	12,000.00	25,886.63	0.00	(13,886.63)	215.72	15,538.12	9,028.12
001.1640.0417	BLDG REPAIRS & MAINTENANCE	22,000.00	22,000.00	18,735.83	0.00	3,264.17	85.16	20,409.59	20,162.53
001.1640.0418	TRANSPORTATION	300.00	300.00	394.26	0.00	(94.26)	131.42	286.40	211.94
001.1640.0420	GASOLINE USAGE	189,000.00	189,000.00	203,171.53	0.00	(14,171.53)	107.50	207,106.31	151,840.09
001.1640.0421	MOTOR OIL & LUBRICANTS	40,000.00	40,000.00	30,480.13	0.00	9,519.87	76.20	28,490.25	32,239.67
001.1640.0431	PARTS FOR VEHICLE EQUIP	180,000.00	180,000.00	238,899.01	0.00	(58,899.01)	132.72	166,635.02	181,690.31
001.1640.0432	COLLISION & PAINTING CHARGES	18,000.00	18,000.00	19,377.55	0.00	(1,377.55)	107.65	9,816.68	9,828.65
001.1640.0444	UNIFORMS	4,000.00	4,000.00	4,998.35	0.00	(998.35)	124.96	5,025.85	3,960.47
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	1,548.75
001.1640.0503	DIESEL FUEL	182,000.00	182,000.00	201,035.80	0.00	(19,035.80)	110.46	194,490.20	166,435.92
Total Group 4	CONTRACTUAL EXPENSE	737,750.00	737,750.00	826,585.94	0.00	(88,835.94)	112.04	734,031.57	648,790.28
Total Dept 1640	CENTRAL GARAGE	1,037,181.00	1,037,181.00	1,113,942.68	0.00	(76,761.68)	107.40	1,018,513.70	893,528.49

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1650	CENTRAL COMMUNICATIONS SYSTEM								
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.1650.0200	EQUIPMENT	20,000.00	20,366.60	19,652.87	0.00	713.73	96.50	20,415.44	14,867.72
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	20,000.00	20,366.60	19,652.87	0.00	713.73	96.50	20,415.44	14,867.72
Group 4	CONTRACTUAL EXPENSE								
001.1650.0400	CONTRACTUAL EXPENSE	20,000.00	20,000.00	24,121.84	0.00	(4,121.84)	120.61	27,370.00	17,488.00
001.1650.0402	VOICE & DATA SYSTEMS	110,000.00	110,000.00	116,931.21	0.00	(6,931.21)	106.30	113,933.53	116,562.11
001.1650.0411	COMPUTER SERVICES	72,300.00	72,300.00	35,596.08	0.00	36,703.92	49.23	0.00	0.00
001.1650.0462	WEBSITE - SYSTEMS SUPPORT	15,000.00	17,480.50	9,665.00	1,500.00	6,315.50	55.29	9,060.00	9,270.00
Total Group 4	CONTRACTUAL EXPENSE	217,300.00	219,780.50	186,314.13	1,500.00	31,966.37	84.77	150,363.53	143,320.11
Total Dept 1650	CENTRAL COMMUNICATIONS SYSTEM	237,300.00	240,147.10	205,967.00	1,500.00	32,680.10	85.77	170,778.97	158,187.83

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1910	I N S U R A N C E								
Group 4	CONTRACTUAL EXPENSE								
001.1910.0400	CONTRACTUAL EXPENSE	591,600.00	591,600.00	607,812.08	0.00	(16,212.08)	102.74	584,272.22	574,379.10
Total Group 4	CONTRACTUAL EXPENSE	591,600.00	591,600.00	607,812.08	0.00	(16,212.08)	102.74	584,272.22	574,379.10
Total Dept 1910	I N S U R A N C E	591,600.00	591,600.00	607,812.08	0.00	(16,212.08)	102.74	584,272.22	574,379.10

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1920	MUNICIPAL ASSOCIATION DUES								
Group 4	CONTRACTUAL EXPENSE								
001.1920.0400	CONTRACTUAL EXPENSE	12,300.00	12,300.00	11,938.25	0.00	361.75	97.06	12,279.00	10,823.00
Total Group 4	CONTRACTUAL EXPENSE	12,300.00	12,300.00	11,938.25	0.00	361.75	97.06	12,279.00	10,823.00
Total Dept 1920	MUNICIPAL ASSOCIATION DUES	12,300.00	12,300.00	11,938.25	0.00	361.75	97.06	12,279.00	10,823.00

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1930	JUDGEMENTS & CLAIMS								
Group 4	CONTRACTUAL EXPENSE								
001.1930.0400	CONTRACTUAL EXPENSE	50,000.00	50,000.00	90,472.65	0.00	(40,472.65)	180.95	38,341.40	206,197.07
Total Group 4	CONTRACTUAL EXPENSE	<u>50,000.00</u>	<u>50,000.00</u>	<u>90,472.65</u>	<u>0.00</u>	<u>(40,472.65)</u>	<u>180.95</u>	<u>38,341.40</u>	<u>206,197.07</u>
Total Dept 1930	JUDGEMENTS & CLAIMS	<u>50,000.00</u>	<u>50,000.00</u>	<u>90,472.65</u>	<u>0.00</u>	<u>(40,472.65)</u>	<u>180.95</u>	<u>38,341.40</u>	<u>206,197.07</u>

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1950	TAXES AND ASSESSMENTS								
Group 4	CONTRACTUAL EXPENSE								
001.1950.0479	TAXES-VILLAGE PROPERTY	112,000.00	112,000.00	119,200.14	0.00	(7,200.14)	106.43	108,153.39	101,713.61
Total Group 4	CONTRACTUAL EXPENSE	112,000.00	112,000.00	119,200.14	0.00	(7,200.14)	106.43	108,153.39	101,713.61
Total Dept 1950	TAXES AND ASSESSMENTS	112,000.00	112,000.00	119,200.14	0.00	(7,200.14)	106.43	108,153.39	101,713.61

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1960	REFUNDS ON REAL PROPERTY TAX								
Group 4	CONTRACTUAL EXPENSE								
001.1960.0480	REFUNDS ON REAL PROP TAX	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00	201,276.06	81,282.12
Total Group 4	CONTRACTUAL EXPENSE	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00	201,276.06	81,282.12
Total Dept 1960	REFUNDS ON REAL PROPERTY TAX	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00	201,276.06	81,282.12

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1980	METROPOLITAN COM TRANSP (MTA)								
Group 4	CONTRACTUAL EXPENSE								
001.1980.0474	MTA PAYROLL TAX	52,000.00	52,000.00	52,490.92	0.00	(490.92)	100.94	49,355.77	50,472.87
Total Group 4	CONTRACTUAL EXPENSE	<u>52,000.00</u>	<u>52,000.00</u>	<u>52,490.92</u>	<u>0.00</u>	<u>(490.92)</u>	<u>100.94</u>	<u>49,355.77</u>	<u>50,472.87</u>
Total Dept 1980	METROPOLITAN COM TRANSP (MTA)	<u>52,000.00</u>	<u>52,000.00</u>	<u>52,490.92</u>	<u>0.00</u>	<u>(490.92)</u>	<u>100.94</u>	<u>49,355.77</u>	<u>50,472.87</u>

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1989	SCHOOL-SHARED STUDIO SERVICE								
Group 4	CONTRACTUAL EXPENSE								
001.1989.0400	CONTRACTUAL EXPENSE	41,500.00	41,500.00	41,500.00	0.00	0.00	100.00	41,809.00	41,500.00
Total Group 4	CONTRACTUAL EXPENSE	<u>41,500.00</u>	<u>41,500.00</u>	<u>41,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>41,809.00</u>	<u>41,500.00</u>
Total Dept 1989	SCHOOL-SHARED STUDIO SERVICE	<u>41,500.00</u>	<u>41,500.00</u>	<u>41,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>41,809.00</u>	<u>41,500.00</u>

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 1990	CONTINGENT ACCOUNT								
Group 4	CONTRACTUAL EXPENSE								
001.1990.0400	CONTRACTUAL EXPENSE	466,883.00	155,370.53	0.00	0.00	155,370.53	0.00	0.00	0.00
Total Group 4	CONTRACTUAL EXPENSE	466,883.00	155,370.53	0.00	0.00	155,370.53	0.00	0.00	0.00
Total Dept 1990	CONTINGENT ACCOUNT	466,883.00	155,370.53	0.00	0.00	155,370.53	0.00	0.00	0.00

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3120	POLICE DEPARTMENT								
Group 1	PERSONAL SERVICES								
001.3120.0100	PERSONNEL SERVICES	6,087,810.00	6,236,008.00	6,023,482.63	0.00	212,525.37	96.59	6,066,597.59	5,974,098.42
001.3120.0101	PERSONNEL - OVERTIME	450,000.00	461,250.00	507,639.09	0.00	(46,389.09)	110.06	559,030.39	500,108.54
001.3120.0102	LONGEVITY	80,000.00	80,000.00	87,767.12	0.00	(7,767.12)	109.71	82,425.00	73,189.36
001.3120.0105	OUT OF TITLE	21,000.00	21,525.00	50,022.42	0.00	(28,497.42)	232.39	14,301.97	20,015.73
001.3120.0106	HOLIDAY PAY	175,000.00	179,375.00	159,727.53	0.00	19,647.47	89.05	167,938.24	176,260.25
001.3120.0124	SICK INCENTIVE	15,000.00	15,375.00	14,078.21	0.00	1,296.79	91.57	12,594.10	13,708.32
001.3120.0125	OVERTIME - VILLAGE COURT	12,000.00	12,925.00	12,113.05	0.00	811.95	93.72	7,804.68	4,787.48
001.3120.0126	OVERTIME - COUNTY COURT	25,000.00	25,000.00	26,620.10	0.00	(1,620.10)	106.48	15,822.96	25,369.76
001.3120.0143	IN SERVICE TRAINING	115,000.00	117,875.00	207,184.49	0.00	(89,309.49)	175.77	70,885.96	111,114.52
001.3120.0197	VACATION BUYOUT-PS	47,000.00	48,175.00	52,098.28	0.00	(3,923.28)	108.14	54,721.59	57,506.68
001.3120.0198	SUPER HOLIDAY PAY	20,000.00	20,500.00	38,983.90	0.00	(18,483.90)	190.17	34,509.51	30,630.79
001.3120.0199	FINAL RETIREMENT PAYOUT	75,000.00	76,875.00	378,982.74	0.00	(302,107.74)	492.99	126,167.76	168,704.88
Total Group 1	PERSONAL SERVICES	7,122,810.00	7,294,883.00	7,558,699.56	0.00	(263,816.56)	103.62	7,212,799.75	7,155,494.73
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.3120.0200	EQUIPMENT	25,000.00	150,569.11	156,703.27	7,624.58	(13,758.74)	104.07	45,595.30	25,841.21
001.3120.0203	VEHICLES	0.00	52,867.60	32,899.60	19,968.00	0.00	62.23	19,676.20	19,676.20
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	25,000.00	203,436.71	189,602.87	27,592.58	(13,758.74)	93.20	65,271.50	45,517.41
Group 4	CONTRACTUAL EXPENSE								
001.3120.0402	TELEPHONE	25,000.00	25,000.00	28,070.85	0.00	(3,070.85)	112.28	24,934.68	30,223.71
001.3120.0404	PD-HEALTH CLUB REIMBURSEMENT	15,000.00	15,000.00	15,398.20	0.00	(398.20)	102.65	19,234.77	19,757.94
001.3120.0405	TIRES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	356.14
001.3120.0406	OFFICE SUPPLIES	15,000.00	15,000.00	12,609.54	0.00	2,390.46	84.06	14,642.55	14,921.16
001.3120.0409	SERVICE SUPPLIES	35,000.00	35,000.00	7,550.66	0.00	27,449.34	21.57	29,749.46	13,674.83
001.3120.0411	COMPUTER SERVICES	25,000.00	25,000.00	34,957.86	0.00	(9,957.86)	139.83	23,093.75	26,687.50
001.3120.0412	MEDICAL SERVICES	2,500.00	2,500.00	2,171.97	0.00	328.03	86.88	6,768.86	3,240.34
001.3120.0418	TRANSPORTATION	450.00	450.00	212.62	0.00	237.38	47.25	513.95	258.92
001.3120.0422	LEASE & MAINTENANCE CONTRACTS	16,000.00	16,000.00	9,676.30	0.00	6,323.70	60.48	11,650.20	11,696.72
001.3120.0428	INVESTIGATIONS	10,000.00	10,000.00	4,949.00	0.00	5,051.00	49.49	10,817.00	1,103.98
001.3120.0430	IN SERVICE TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
001.3120.0431	PARTS FOR VEHICLE EQUIP	75,000.00	75,000.00	64,858.21	0.00	10,141.79	86.48	69,473.09	76,370.85
001.3120.0432	COLLISION & PAINTING CHARGES	18,000.00	18,000.00	15,904.43	0.00	2,095.57	88.36	4,857.15	10,617.19
001.3120.0435	VEHICLE TOW CHARGES	1,500.00	1,500.00	543.00	0.00	957.00	36.20	1,100.00	1,384.00
001.3120.0441	POLICE SCHOOLING	10,000.00	10,000.00	6,054.79	0.00	3,945.21	60.55	9,692.80	3,458.35
001.3120.0442	PROFESSIONAL DEVELOPMENT	15,000.00	15,000.00	12,716.31	0.00	2,283.69	84.78	18,459.34	13,510.79

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3120	POLICE DEPARTMENT								
Group 4	CONTRACTUAL EXPENSE								
001.3120.0444	UNIFORMS	85,000.00	85,000.00	83,150.94	0.00	1,849.06	97.82	90,722.53	82,873.69
001.3120.0482	RADIO REPAIRS	7,500.00	7,500.00	2,704.89	0.00	4,795.11	36.07	4,130.89	5,440.71
001.3120.0491	TICKET PRINTING CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	3,939.79	3,978.45
001.3120.0497	911/NIXLE	7,700.00	7,700.00	0.00	0.00	7,700.00	0.00	7,685.00	0.00
Total Group 4	CONTRACTUAL EXPENSE	363,650.00	363,650.00	301,529.57	0.00	62,120.43	82.92	351,465.81	319,855.27
Total Dept 3120	POLICE DEPARTMENT	7,511,460.00	7,861,969.71	8,049,832.00	27,592.58	(215,454.87)	102.39	7,629,537.06	7,520,867.41

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3127	POLICE DEPT CIVILIAN PERSONNEL								
Group 1	PERSONAL SERVICES								
001.3127.0100	PERSONNEL SERVICES	139,176.00	139,176.00	142,078.29	0.00	(2,902.29)	102.09	139,919.40	136,082.80
001.3127.0101	PERSONNEL - OVERTIME	1,000.00	1,000.00	356.61	0.00	643.39	35.66	0.00	632.18
001.3127.0110	PARK PATROL - PART TIME	12,000.00	12,000.00	12,636.39	0.00	(636.39)	105.30	14,876.04	13,097.53
001.3127.0111	PERSONNEL - PART TIME	64,500.00	64,500.00	61,418.50	0.00	3,081.50	95.22	61,218.00	84,949.50
001.3127.0112	SCHOOL CROSSING GUARDS	86,000.00	86,000.00	94,792.00	0.00	(8,792.00)	110.22	94,286.25	97,150.75
001.3127.0138	COURT SECURITY - PART TIME	49,000.00	49,000.00	31,410.75	0.00	17,589.25	64.10	49,959.00	43,102.50
001.3127.0197	VACATION BUYOUT-PS	1,600.00	1,600.00	1,622.83	0.00	(22.83)	101.43	0.00	1,543.37
Total Group 1	PERSONAL SERVICES	353,276.00	353,276.00	344,315.37	0.00	8,960.63	97.46	360,258.69	376,558.63
Group 4	CONTRACTUAL EXPENSE								
001.3127.0400	CONTRACTUAL EXP - AUXILIARY	0.00	0.00	517.50	0.00	(517.50)	0.00	1,682.50	0.00
001.3127.0444	UNIFORMS - PEO	1,500.00	1,500.00	1,359.40	0.00	140.60	90.63	1,216.03	1,728.76
001.3127.0565	UNIFORMS - PARK PATROL	750.00	750.00	72.00	0.00	678.00	9.60	828.00	0.00
001.3127.0566	UNIFORMS - COURT SECURITY	350.00	350.00	720.89	0.00	(370.89)	205.97	565.90	0.00
001.3127.0567	UNIFORMS - AUXILIARY POLICE	2,500.00	2,500.00	2,347.38	0.00	152.62	93.90	2,025.83	0.00
Total Group 4	CONTRACTUAL EXPENSE	5,100.00	5,100.00	5,017.17	0.00	82.83	98.38	6,318.26	1,728.76
Total Dept 3127	POLICE DEPT CIVILIAN PERSONNEL	358,376.00	358,376.00	349,332.54	0.00	9,043.46	97.48	366,576.95	378,287.39

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3150	VILLAGE JAIL								
Group 4	CONTRACTUAL EXPENSE								
001.3150.0484	JAIL - FOOD	2,500.00	2,500.00	1,564.25	0.00	935.75	62.57	1,981.50	2,137.25
Total Group 4	CONTRACTUAL EXPENSE	2,500.00	2,500.00	1,564.25	0.00	935.75	62.57	1,981.50	2,137.25
Total Dept 3150	VILLAGE JAIL	2,500.00	2,500.00	1,564.25	0.00	935.75	62.57	1,981.50	2,137.25

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3320	STREET PARKING								
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.3320.0201	PARKING METERS/PAYSTATIONS EQPT	7,000.00	17,728.32	12,322.75	0.00	5,405.57	69.51	13,660.50	1,108.22
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	7,000.00	17,728.32	12,322.75	0.00	5,405.57	69.51	13,660.50	1,108.22
Group 4	CONTRACTUAL EXPENSE								
001.3320.0400	METER/PAYSTATIONS MAINTENANCE	104,520.00	104,520.00	117,711.64	0.00	(13,191.64)	112.62	87,111.45	47,285.15
001.3320.0401	MATERIALS & SUPPLIES	25,500.00	32,000.00	48,169.64	587.00	(16,756.64)	150.53	20,884.98	26,401.03
Total Group 4	CONTRACTUAL EXPENSE	130,020.00	136,520.00	165,881.28	587.00	(29,948.28)	121.51	107,996.43	73,686.18
Total Dept 3320	STREET PARKING	137,020.00	154,248.32	178,204.03	587.00	(24,542.71)	115.53	121,656.93	74,794.40

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3410	FIRE DEPARTMENT								
Group 1	PERSONAL SERVICES								
001.3410.0100	PERSONNEL SERVICES	803,898.00	803,898.00	674,819.59	0.00	129,078.41	83.94	753,832.88	805,786.72
001.3410.0101	PERSONNEL - OVERTIME	125,000.00	125,000.00	151,982.50	0.00	(26,982.50)	121.59	242,540.80	230,212.48
001.3410.0102	LONGEVITY	20,500.00	20,500.00	11,100.00	0.00	9,400.00	54.15	13,475.00	11,550.00
001.3410.0106	HOLIDAY PAY	31,000.00	31,000.00	26,361.34	0.00	4,638.66	85.04	23,750.07	30,073.84
001.3410.0111	CLEANERS - PART TIME	1,575.00	1,575.00	0.00	0.00	1,575.00	0.00	13,381.20	15,292.80
001.3410.0114	FIREMEN CLERK DUTY	2,000.00	2,000.00	3,230.64	0.00	(1,230.64)	161.53	1,361.48	3,999.84
001.3410.0123	I. T. STIPEND	2,000.00	2,000.00	1,384.56	0.00	615.44	69.23	1,999.92	1,999.92
001.3410.0143	IN SERVICE TRAINING	52,000.00	52,000.00	21,996.01	0.00	30,003.99	42.30	27,000.78	18,554.79
001.3410.0144	EMPLOYEES UNIFORM ALLOWANCE	6,000.00	6,000.00	5,000.00	0.00	1,000.00	83.33	5,535.00	5,000.00
001.3410.0145	EMT STIPEND	1,000.00	1,000.00	2,000.00	0.00	(1,000.00)	200.00	1,000.00	2,000.00
001.3410.0198	SUPER HOLIDAY PAY	6,000.00	6,000.00	4,610.91	0.00	1,389.09	76.85	4,543.81	1,986.05
001.3410.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	155,123.99	0.00	(155,123.99)	0.00	226,335.38	0.00
Total Group 1	PERSONAL SERVICES	1,050,973.00	1,050,973.00	1,057,609.54	0.00	(6,636.54)	100.63	1,314,756.32	1,126,456.44
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.3410.0200	EQUIPMENT	60,000.00	62,347.00	53,175.70	1,495.00	7,676.30	85.29	17,385.79	57,781.28
001.3410.0201	SMALL TOOLS & SUPPLIES	14,000.00	15,984.00	8,706.66	0.00	7,277.34	54.47	5,793.00	11,735.25
001.3410.0202	FIRE HOUSE SUPPLIES	7,000.00	7,000.00	4,618.60	0.00	2,381.40	65.98	3,568.25	5,034.30
001.3410.0252	HOSE REPLACEMENT PROGRAM	10,000.00	16,602.50	11,439.00	0.00	5,163.50	68.90	5,633.00	5,386.95
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	91,000.00	101,933.50	77,939.96	1,495.00	22,498.54	76.46	32,380.04	79,937.78
Group 4	CONTRACTUAL EXPENSE								
001.3410.0400	CONTRACTUAL EXPENSE	500.00	500.00	395.00	0.00	105.00	79.00	395.00	395.00
001.3410.0403	EDUCATION & TRAINING	7,000.00	7,000.00	5,475.00	1,520.00	5.00	78.21	750.00	200.00
001.3410.0404	HEALTH CLUB REIMBURSEMENT	1,250.00	1,250.00	500.00	0.00	750.00	40.00	750.00	500.00
001.3410.0406	OFFICE SUPPLIES	5,000.00	5,000.00	2,465.27	0.00	2,534.73	49.31	2,093.17	1,059.58
001.3410.0411	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	1,875.00	562.50
001.3410.0413	LIGHT AND POWER	37,000.00	37,000.00	42,220.38	0.00	(5,220.38)	114.11	33,037.12	33,150.80
001.3410.0414	NATURAL GAS CHARGES	15,000.00	15,000.00	15,071.14	0.00	(71.14)	100.47	12,845.16	10,193.75
001.3410.0415	WATER CHARGES	3,600.00	3,600.00	4,762.40	0.00	(1,162.40)	132.29	4,147.16	5,653.03
001.3410.0416	HEATING FUEL	18,000.00	18,000.00	27,163.84	0.00	(9,163.84)	150.91	28,762.35	15,539.20
001.3410.0417	BLDG REPAIRS & MAINTENANCE	35,000.00	42,600.00	13,518.93	3,385.00	25,696.07	31.73	21,526.89	37,885.84
001.3410.0419	FIRE HYDRANTS	230,000.00	230,000.00	235,707.01	0.00	(5,707.01)	102.48	229,810.16	216,972.83
001.3410.0422	LEASE & MAINTENANCE CONTRACTS	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
001.3410.0429	CHIEF'S ASSOCIATION FEE/EMERGENCY PLAN	1,200.00	1,200.00	1,365.00	0.00	(165.00)	113.75	955.00	1,254.50

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3410	FIRE DEPARTMENT								
Group 4	CONTRACTUAL EXPENSE								
001.3410.0430	FIRE INSPECTION	15,000.00	15,000.00	14,001.04	0.00	998.96	93.34	12,922.97	13,013.41
001.3410.0431	PARTS FOR VEHICLE EQUIP	42,000.00	42,000.00	46,905.85	0.00	(4,905.85)	111.68	41,302.45	40,570.44
001.3410.0432	COLLISION & PAINTING CHARGES	15,000.00	15,000.00	9,071.75	0.00	5,928.25	60.48	13,688.60	6,408.00
001.3410.0442	VOLUNTEER TRAINING	10,000.00	10,000.00	5,694.48	0.00	4,305.52	56.94	2,213.96	6,245.50
001.3410.0443	PAID UNIFORM ALLOWANCE/MAINT	11,500.00	14,230.00	5,706.75	1,522.00	7,001.25	40.10	7,199.80	5,470.75
001.3410.0444	UNIFORMS VOLUNTEER	3,000.00	3,000.00	1,384.45	0.00	1,615.55	46.15	3,631.78	3,483.30
001.3410.0445	TURNOUT GEAR - VOLUNTEER	71,000.00	75,273.00	55,664.61	0.00	19,608.39	73.95	47,537.70	62,655.45
001.3410.0447	TURNOUT GEAR - PAID	10,000.00	10,000.00	2,500.40	0.00	7,499.60	25.00	8,175.35	7,132.00
001.3410.0451	SCOTT AIR PAC MAINTENANCE PRGM	15,000.00	15,000.00	13,471.58	0.00	1,528.42	89.81	19,942.47	7,085.38
001.3410.0452	HOSE & LADDER TESTING	15,000.00	15,000.00	10,848.40	0.00	4,151.60	72.32	11,646.40	11,435.20
001.3410.0481	PHYSICALS	12,000.00	12,000.00	10,258.00	0.00	1,742.00	85.48	8,730.50	23,705.00
001.3410.0482	RADIO CONTRACT & REPAIRS	15,300.00	30,420.00	19,236.66	4,120.00	7,063.34	63.24	9,921.34	11,022.36
001.3410.0504	FIRE PREVENTION	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00	5,267.00	7,149.89
001.3410.0511	HEPATITUS B VACCINATIONS	11,500.00	11,500.00	872.50	0.00	10,627.50	7.59	1,125.00	2,619.00
001.3410.0512	REHABILITATION	4,500.00	4,500.00	3,191.59	0.00	1,308.41	70.92	2,288.21	1,378.03
Total Group 4	CONTRACTUAL EXPENSE	610,850.00	640,573.00	547,452.03	10,547.00	82,573.97	85.46	532,540.54	532,740.74
Total Dept 3410	FIRE DEPARTMENT	1,752,823.00	1,793,479.50	1,683,001.53	12,042.00	98,435.97	93.84	1,879,676.90	1,739,134.96

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3510	ANIMAL CONTROL								
Group 4	CONTRACTUAL EXPENSE								
001.3510.0400	CONTRACTUAL EXPENSE	14,500.00	14,500.00	3,873.50	0.00	10,626.50	26.71	8,364.98	15,999.96
Total Group 4	CONTRACTUAL EXPENSE	14,500.00	14,500.00	3,873.50	0.00	10,626.50	26.71	8,364.98	15,999.96
Total Dept 3510	ANIMAL CONTROL	14,500.00	14,500.00	3,873.50	0.00	10,626.50	26.71	8,364.98	15,999.96

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3620	BUILDING DEPARTMENT								
Group 1	PERSONAL SERVICES								
001.3620.0100	PERSONNEL SERVICES	317,746.00	381,913.00	373,921.89	0.00	7,991.11	97.91	271,753.87	230,352.56
001.3620.0101	PERSONNEL - OVERTIME	12,000.00	12,000.00	19,208.93	0.00	(7,208.93)	160.07	14,472.65	27,433.45
001.3620.0105	OUT OF TITLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	527.50
001.3620.0111	PERSONNEL - PART TIME	42,920.00	42,920.00	61,223.75	0.00	(18,303.75)	142.65	56,247.00	38,801.00
001.3620.0197	VACATION BUYOUT-PS	2,169.00	2,169.00	2,169.00	0.00	0.00	100.00	0.00	0.00
001.3620.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85,650.88
Total Group 1	PERSONAL SERVICES	374,835.00	439,002.00	456,523.57	0.00	(17,521.57)	103.99	342,473.52	382,765.39
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.3620.0200	EQUIPMENT	0.00	5,837.00	6,798.34	0.00	(961.34)	116.47	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	0.00	5,837.00	6,798.34	0.00	(961.34)	116.47	0.00	0.00
Group 4	CONTRACTUAL EXPENSE								
001.3620.0400	CONTRACTUAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	60,710.00	73,970.00
001.3620.0403	EDUCATION & TRAINING	12,500.00	12,500.00	7,271.80	0.00	5,228.20	58.17	2,690.68	2,593.49
001.3620.0406	OFFICE SUPPLIES	6,500.00	6,500.00	10,404.80	0.00	(3,904.80)	160.07	7,903.28	5,935.94
001.3620.0411	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	2,437.50	468.75
001.3620.0422	LEASE & MAINTENANCE CONTRACTS	1,500.00	1,500.00	176.40	0.00	1,323.60	11.76	0.00	118.62
001.3620.0440	POSTAGE - BUILDING DEPARTMENT	2,500.00	2,500.00	2,500.00	0.00	0.00	100.00	2,499.20	2,500.00
001.3620.0462	SOFTWARE & SYSTEMS SUPPORT	4,000.00	17,850.00	10,335.75	6,925.00	589.25	57.90	3,580.83	3,204.50
001.3620.0485	CODE ENFORCEMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	4,999.18	1,505.02
Total Group 4	CONTRACTUAL EXPENSE	32,000.00	45,850.00	30,688.75	6,925.00	8,236.25	66.93	84,820.67	90,296.32
Total Dept 3620	BUILDING DEPARTMENT	406,835.00	490,689.00	494,010.66	6,925.00	(10,246.66)	100.68	427,294.19	473,061.71

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 3989	CODE ENFORCEMENT DEPT.								
Group 1	PERSONAL SERVICES								
001.3989.0100	PERSONNEL SERVICES	539,779.00	539,779.00	532,641.57	0.00	7,137.43	98.68	456,186.40	413,517.71
001.3989.0101	PERSONNEL - OVERTIME	20,000.00	20,000.00	30,867.72	0.00	(10,867.72)	154.34	78,824.50	65,487.24
001.3989.0111	PERSONNEL - PART TIME	32,000.00	32,000.00	35,442.50	0.00	(3,442.50)	110.76	44,012.50	28,752.50
001.3989.0197	VACATION BUYOUT-PS	2,169.00	2,169.00	2,167.54	0.00	1.46	99.93	5,423.08	2,711.54
Total Group 1	PERSONAL SERVICES	593,948.00	593,948.00	601,119.33	0.00	(7,171.33)	101.21	584,446.48	510,468.99
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.3989.0200	EQUIPMENT	0.00	0.00	961.35	0.00	(961.35)	0.00	0.00	1,496.60
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	0.00	0.00	961.35	0.00	(961.35)	0.00	0.00	1,496.60
Group 4	CONTRACTUAL EXPENSE								
001.3989.0400	CONTRACTUAL EXPENSE	2,000.00	2,000.00	1,431.18	0.00	568.82	71.56	2,000.00	0.00
001.3989.0403	EDUCATION & TRAINING	3,000.00	3,000.00	885.00	0.00	2,115.00	29.50	1,946.66	2,783.00
001.3989.0406	OFFICE SUPPLIES	7,500.00	7,579.80	13,612.94	0.00	(6,033.14)	179.59	16,875.45	13,070.39
001.3989.0410	PRINTING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	0.00
001.3989.0411	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	4,718.75	3,593.75
001.3989.0440	POSTAGE - CODE ENFORCEMENT DPT	2,500.00	2,500.00	2,500.00	0.00	0.00	100.00	2,499.21	2,000.00
001.3989.0462	SOFTWARE & SYSTEMS SUPPORT	4,000.00	17,850.00	10,335.75	6,925.00	589.25	57.90	3,580.83	3,204.50
001.3989.0485	CODE ENFORCEMENT	2,500.00	3,308.00	2,959.00	0.00	349.00	89.45	3,000.00	2,272.74
Total Group 4	CONTRACTUAL EXPENSE	23,500.00	38,237.80	31,723.87	6,925.00	(411.07)	82.96	36,620.90	26,924.38
Total Dept 3989	CODE ENFORCEMENT DEPT.	617,448.00	632,185.80	633,804.55	6,925.00	(8,543.75)	100.26	621,067.38	538,889.97

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 4540	A M B U L A N C E								
Group 4	CONTRACTUAL EXPENSE								
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
Total Group 4	CONTRACTUAL EXPENSE	275,834.00	275,834.00	261,723.00	0.00	14,111.00	94.88	261,723.00	261,723.00
Total Dept 4540	A M B U L A N C E	275,834.00	275,834.00	261,723.00	0.00	14,111.00	94.88	261,723.00	261,723.00

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 5010	STREET ADMINISTRATION								
Group 1	PERSONAL SERVICES								
001.5010.0100	PERSONNEL SERVICES	169,629.00	169,629.00	183,731.32	0.00	(14,102.32)	108.31	163,517.32	139,251.59
001.5010.0197	VACATION BUYOUT-PS	4,534.00	4,534.00	4,533.66	0.00	0.34	99.99	4,423.08	0.00
Total Group 1	PERSONAL SERVICES	174,163.00	174,163.00	188,264.98	0.00	(14,101.98)	108.10	167,940.40	139,251.59
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.5010.0200	EQUIPMENT	1,500.00	1,500.00	1,407.99	0.00	92.01	93.87	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	1,500.00	1,500.00	1,407.99	0.00	92.01	93.87	0.00	0.00
Group 4	CONTRACTUAL EXPENSE								
001.5010.0403	EDUCATION & TRAINING	750.00	750.00	0.00	0.00	750.00	0.00	1,558.00	0.00
001.5010.0406	OFFICE SUPPLIES	1,000.00	1,000.00	548.22	0.00	451.78	54.82	767.74	320.24
Total Group 4	CONTRACTUAL EXPENSE	1,750.00	1,750.00	548.22	0.00	1,201.78	31.33	2,325.74	320.24
Total Dept 5010	STREET ADMINISTRATION	177,413.00	177,413.00	190,221.19	0.00	(12,808.19)	107.22	170,266.14	139,571.83

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 5110	STREET MAINTENANCE								
Group 1	PERSONAL SERVICES								
001.5110.0100	PERSONNEL SERVICES	617,728.00	617,728.00	651,694.31	0.00	(33,966.31)	105.50	666,332.59	588,313.16
001.5110.0101	PERSONNEL - OVERTIME	40,000.00	40,000.00	35,982.06	0.00	4,017.94	89.96	27,949.97	17,694.16
001.5110.0105	OUT OF TITLE	6,000.00	6,000.00	7,941.80	0.00	(1,941.80)	132.36	3,359.96	2,692.76
Total Group 1	PERSONAL SERVICES	663,728.00	663,728.00	695,618.17	0.00	(31,890.17)	104.80	697,642.52	608,700.08
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.5110.0201	SMALL TOOLS & SUPPLIES	2,100.00	2,100.00	1,905.93	0.00	194.07	90.76	3,082.48	1,595.10
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	2,100.00	2,100.00	1,905.93	0.00	194.07	90.76	3,082.48	1,595.10
Group 4	CONTRACTUAL EXPENSE								
001.5110.0400	CONTRACTUAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	35,104.38	0.00
001.5110.0401	MATERIALS & SUPPLIES	50,000.00	51,289.00	68,833.01	0.00	(17,544.01)	134.21	56,232.91	63,820.05
001.5110.0444	UNIFORMS	25,000.00	25,000.00	21,646.97	919.08	2,433.95	86.59	17,205.35	11,700.63
001.5110.0472	TREES	10,000.00	10,000.00	4,755.60	0.00	5,244.40	47.56	0.00	0.00
001.5110.0481	PHYSICALS	750.00	750.00	2,702.00	0.00	(1,952.00)	360.27	0.00	0.00
001.5110.0482	RADIO CONTRACT & REPAIRS	5,000.00	5,000.00	1,127.25	0.00	3,872.75	22.55	2,986.25	4,789.50
Total Group 4	CONTRACTUAL EXPENSE	90,750.00	92,039.00	99,064.83	919.08	(7,944.91)	107.63	111,528.89	80,310.18
Total Dept 5110	STREET MAINTENANCE	756,578.00	757,867.00	796,588.93	919.08	(39,641.01)	105.11	812,253.89	690,605.36

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 5140	SNOW REMOVAL								
Group 1	PERSONAL SERVICES								
001.5140.0101	PERSONNEL - OVERTIME	80,000.00	80,000.00	123,158.47	0.00	(43,158.47)	153.95	51,578.09	21,248.00
Total Group 1	PERSONAL SERVICES	80,000.00	80,000.00	123,158.47	0.00	(43,158.47)	153.95	51,578.09	21,248.00
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.5140.0201	SMALL TOOLS & SUPPLIES	300.00	300.00	549.00	0.00	(249.00)	183.00	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	300.00	300.00	549.00	0.00	(249.00)	183.00	0.00	0.00
Group 4	CONTRACTUAL EXPENSE								
001.5140.0400	CONTRACTUAL EXPENSE	5,000.00	5,000.00	21,360.00	0.00	(16,360.00)	427.20	0.00	1,400.00
001.5140.0487	SNOW - SAND & SALT	100,000.00	100,000.00	114,590.57	0.00	(14,590.57)	114.59	64,938.48	13,725.75
Total Group 4	CONTRACTUAL EXPENSE	105,000.00	105,000.00	135,950.57	0.00	(30,950.57)	129.48	64,938.48	15,125.75
Total Dept 5140	SNOW REMOVAL	185,300.00	185,300.00	259,658.04	0.00	(74,358.04)	140.13	116,516.57	36,373.75

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 5180	STREET & TRAFFIC LIGHTING								
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.5180.0200	EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00
001.5180.0201	SMALL TOOLS & SUPPLIES	30,000.00	30,000.00	22,006.79	0.00	7,993.21	73.36	22,973.76	17,798.58
001.5180.0238	TRAFFIC SIGNAL MAINTENANCE	30,000.00	30,000.00	22,500.00	0.00	7,500.00	75.00	22,500.00	30,250.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	65,000.00	65,000.00	44,506.79	0.00	20,493.21	68.47	45,473.76	48,048.58
Group 4	CONTRACTUAL EXPENSE								
001.5180.0413	LIGHT AND POWER	315,000.00	315,000.00	368,012.41	0.00	(53,012.41)	116.83	330,067.05	297,903.75
Total Group 4	CONTRACTUAL EXPENSE	315,000.00	315,000.00	368,012.41	0.00	(53,012.41)	116.83	330,067.05	297,903.75
Total Dept 5180	STREET & TRAFFIC LIGHTING	380,000.00	380,000.00	412,519.20	0.00	(32,519.20)	108.56	375,540.81	345,952.33

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 5190	STREET CLEANING								
Group 1	PERSONAL SERVICES								
001.5190.0100	PERSONNEL SERVICES	64,652.00	64,652.00	64,652.10	0.00	(0.10)	100.00	63,668.42	61,856.36
001.5190.0101	PERSONNEL - OVERTIME	5,000.00	5,000.00	7,074.92	0.00	(2,074.92)	141.50	3,775.58	3,770.91
001.5190.0197	VACATION BUYOUT-PS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,211.54
Total Group 1	PERSONAL SERVICES	69,652.00	69,652.00	71,727.02	0.00	(2,075.02)	102.98	67,444.00	67,838.81
Group 4	CONTRACTUAL EXPENSE								
001.5190.0434	REPLACEMENT BROOMS-SWEEPER	12,000.00	12,000.00	7,644.00	0.00	4,356.00	63.70	11,699.00	15,455.00
Total Group 4	CONTRACTUAL EXPENSE	12,000.00	12,000.00	7,644.00	0.00	4,356.00	63.70	11,699.00	15,455.00
Total Dept 5190	STREET CLEANING	81,652.00	81,652.00	79,371.02	0.00	2,280.98	97.21	79,143.00	83,293.81

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 6720	NUTRITION PRGM - III C 1								
Group 1	PERSONAL SERVICES								
001.6720.0100	PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	(172.50)	15,742.50
001.6720.0111	PERSONNEL - PART TIME	13,650.00	13,650.00	13,125.00	0.00	525.00	96.15	13,305.00	0.00
Total Group 1	PERSONAL SERVICES	13,650.00	13,650.00	13,125.00	0.00	525.00	96.15	13,132.50	15,742.50
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.6720.0200	EQUIPMENT	2,500.00	2,500.00	2,165.35	0.00	334.65	86.61	1,436.20	922.61
001.6720.0203	VEHICLES	0.00	19,968.00	19,988.00	0.00	(20.00)	100.10	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	2,500.00	22,468.00	22,153.35	0.00	314.65	98.60	1,436.20	922.61
Group 4	CONTRACTUAL EXPENSE								
001.6720.0401	MATERIALS & SUPPLIES	6,000.00	6,000.00	5,414.92	0.00	585.08	90.25	7,023.25	6,391.18
001.6720.0426	NUTRITION FOOD CONTRACT	100,245.00	100,245.00	101,855.37	0.00	(1,610.37)	101.61	95,769.39	95,203.88
001.6720.0459	AGING - ARTS WORKSHOPS	6,000.00	6,000.00	6,721.88	0.00	(721.88)	112.03	11,172.27	7,963.10
Total Group 4	CONTRACTUAL EXPENSE	112,245.00	112,245.00	113,992.17	0.00	(1,747.17)	101.56	113,964.91	109,558.16
Total Dept 6720	NUTRITION PRGM - III C 1	128,395.00	148,363.00	149,270.52	0.00	(907.52)	100.61	128,533.61	126,223.27

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 6730	S N A P & NUTRITION RECREATION								
Group 1	PERSONAL SERVICES								
001.6730.0100	PERSONNEL SERVICES	90,187.00	90,187.00	90,186.98	0.00	0.02	100.00	88,696.38	95,572.49
001.6730.0101	PERSONNEL - OVERTIME	400.00	400.00	0.00	0.00	400.00	0.00	2,405.59	0.00
001.6730.0111	PERSONNEL - PART TIME	9,464.00	9,464.00	9,975.25	0.00	(511.25)	105.40	11,469.75	0.00
Total Group 1	PERSONAL SERVICES	100,051.00	100,051.00	100,162.23	0.00	(111.23)	100.11	102,571.72	95,572.49
Group 4	CONTRACTUAL EXPENSE								
001.6730.0401	MATERIALS & SUPPLIES	2,000.00	2,104.00	4,487.29	0.00	(2,383.29)	213.27	1,664.85	1,323.51
001.6730.0426	NUTRITION FOOD CONTRACT	30,000.00	30,000.00	29,645.49	0.00	354.51	98.82	29,288.79	32,377.55
001.6730.0490	BUS RENTALS	10,000.00	10,000.00	11,725.00	0.00	(1,725.00)	117.25	11,825.00	10,675.00
Total Group 4	CONTRACTUAL EXPENSE	42,000.00	42,104.00	45,857.78	0.00	(3,753.78)	108.92	42,778.64	44,376.06
Total Dept 6730	S N A P & NUTRITION RECREATION	142,051.00	142,155.00	146,020.01	0.00	(3,865.01)	102.72	145,350.36	139,948.55

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 6740	NUTRIT PRGM-HOME DVLD -III C 2								
Group 1	PERSONAL SERVICES								
001.6740.0100	PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	(111.00)	8,900.88
001.6740.0111	PERSONNEL - PART TIME	9,620.00	9,620.00	8,292.70	0.00	1,327.30	86.20	8,722.79	0.00
Total Group 1	PERSONAL SERVICES	9,620.00	9,620.00	8,292.70	0.00	1,327.30	86.20	8,611.79	8,900.88
Group 4	CONTRACTUAL EXPENSE								
001.6740.0401	MATERIALS & SUPPLIES	1,000.00	1,000.00	2,379.15	0.00	(1,379.15)	237.92	475.00	1,410.64
001.6740.0426	NUTRITION FOOD CONTRACT	13,435.00	13,435.00	14,726.60	0.00	(1,291.60)	109.61	18,557.37	12,429.72
Total Group 4	CONTRACTUAL EXPENSE	14,435.00	14,435.00	17,105.75	0.00	(2,670.75)	118.50	19,032.37	13,840.36
Total Dept 6740	NUTRIT PRGM-HOME DVLD - III C 2	24,055.00	24,055.00	25,398.45	0.00	(1,343.45)	105.58	27,644.16	22,741.24

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 6750	NUTRITION PRGM-TRANSP -III B								
Group 1	PERSONAL SERVICES								
001.6750.0100	PERSONNEL SERVICES	49,296.00	49,296.00	48,726.00	0.00	570.00	98.84	46,650.97	74,610.42
001.6750.0101	PERSONNEL - OVERTIME	400.00	400.00	0.00	0.00	400.00	0.00	810.00	305.68
001.6750.0111	PERSONNEL - PART TIME	26,000.00	26,000.00	27,655.00	0.00	(1,655.00)	106.37	26,600.00	0.00
Total Group 1	PERSONAL SERVICES	75,696.00	75,696.00	76,381.00	0.00	(685.00)	100.90	74,060.97	74,916.10
Group 4	CONTRACTUAL EXPENSE								
001.6750.0466	CALL A CAB	3,380.00	1,412.00	1,675.00	0.00	(263.00)	118.63	1,150.00	3,375.00
Total Group 4	CONTRACTUAL EXPENSE	3,380.00	1,412.00	1,675.00	0.00	(263.00)	118.63	1,150.00	3,375.00
Total Dept 6750	NUTRITION PRGM-TRANSP - III B	79,076.00	77,108.00	78,056.00	0.00	(948.00)	101.23	75,210.97	78,291.10

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7110	PARKS								
Group 1	PERSONAL SERVICES								
001.7110.0100	PERSONNEL SERVICES	128,211.00	128,211.00	176,271.14	0.00	(48,060.14)	137.49	123,657.50	129,227.33
001.7110.0101	PERSONNEL - OVERTIME	30,000.00	30,000.00	19,713.32	0.00	10,286.68	65.71	15,837.76	13,362.84
001.7110.0108	PERSONNEL - SEASONAL	60,000.00	60,000.00	142,369.50	0.00	(82,369.50)	237.28	122,896.50	162,535.19
001.7110.0109	PERSONNEL - PARK ATTENDANTS	55,000.00	55,000.00	56,654.77	0.00	(1,654.77)	103.01	55,278.00	93,090.00
Total Group 1	PERSONAL SERVICES	273,211.00	273,211.00	395,008.73	0.00	(121,797.73)	144.58	317,669.76	398,215.36
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.7110.0250	OTHER EQUIPMENT	15,000.00	15,000.00	17,353.67	0.00	(2,353.67)	115.69	22,551.33	17,510.15
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	15,000.00	15,000.00	17,353.67	0.00	(2,353.67)	115.69	22,551.33	17,510.15
Group 4	CONTRACTUAL EXPENSE								
001.7110.0400	CONTRACTUAL EXPENSE	42,000.00	42,000.00	12,469.87	0.00	29,530.13	29.69	29,779.24	19,017.20
001.7110.0401	MATERIALS	40,000.00	40,000.00	46,123.10	0.00	(6,123.10)	115.31	51,853.18	41,208.15
001.7110.0413	LIGHT AND POWER	26,000.00	26,000.00	27,285.03	0.00	(1,285.03)	104.94	26,270.29	20,388.05
001.7110.0414	NATURAL GAS CHARGES	7,000.00	7,000.00	4,149.15	0.00	2,850.85	59.27	3,802.12	3,582.33
001.7110.0415	WATER CHARGES	21,000.00	21,000.00	20,688.81	0.00	311.19	98.52	20,676.85	18,319.64
001.7110.0417	BLDG REPAIRS & MAINTENANCE	10,000.00	10,000.00	5,848.34	0.00	4,151.66	58.48	6,850.31	3,180.46
Total Group 4	CONTRACTUAL EXPENSE	146,000.00	146,000.00	116,564.30	0.00	29,435.70	79.84	139,231.99	105,695.83
Total Dept 7110	PARKS	434,211.00	434,211.00	528,926.70	0.00	(94,715.70)	121.81	479,453.08	521,421.34

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7230	MARINA								
Group 4	CONTRACTUAL EXPENSE								
001.7230.0400	CONTRACTUAL EXPENSE	5,500.00	5,500.00	3,586.00	0.00	1,914.00	65.20	5,286.00	7,586.00
001.7230.0401	MATERIALS	4,000.00	4,000.00	5,120.62	0.00	(1,120.62)	128.02	6,216.72	3,464.76
Total Group 4	CONTRACTUAL EXPENSE	9,500.00	9,500.00	8,706.62	0.00	793.38	91.65	11,502.72	11,050.76
Total Dept 7230	MARINA	9,500.00	9,500.00	8,706.62	0.00	793.38	91.65	11,502.72	11,050.76

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Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7310	RECREATION / YOUTH PROGRAMS								
Group 1	PERSONAL SERVICES								
001.7310.0100	PERSONNEL SERVICES	116,732.00	116,732.00	115,158.79	0.00	1,573.21	98.65	121,172.49	115,874.23
001.7310.0101	PERSONNEL - OVERTIME	9,500.00	9,500.00	8,815.83	0.00	684.17	92.80	14,447.51	12,829.90
001.7310.0107	PROGRAM ASSISTANTS - SEASONAL	3,500.00	3,500.00	690.00	0.00	2,810.00	19.71	2,775.00	5,442.00
001.7310.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	30,998.38	0.00
Total Group 1	PERSONAL SERVICES	129,732.00	129,732.00	124,664.62	0.00	5,067.38	96.09	169,393.38	134,146.13
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.7310.0200	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,070.47
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,070.47
Group 4	CONTRACTUAL EXPENSE								
001.7310.0400	CONTRACTUAL EXPENSE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	699.55	0.00
001.7310.0401	MATERIALS & SUPPLIES	300.00	300.00	96.91	0.00	203.09	32.30	108.25	147.41
001.7310.0403	EDUCATION & TRAINING	800.00	800.00	330.00	0.00	470.00	41.25	305.00	318.00
001.7310.0406	OFFICE SUPPLIES	4,000.00	4,000.00	2,773.76	0.00	1,226.24	69.34	3,450.28	3,196.37
001.7310.0410	PRINTING	7,000.00	7,000.00	6,825.00	0.00	175.00	97.50	6,870.00	6,866.00
001.7310.0411	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	531.25	531.25
001.7310.0432	DAY CAMP	60,000.00	60,000.00	55,847.97	0.00	4,152.03	93.08	53,523.60	39,593.27
001.7310.0434	YOUTH SERVICE - READING	11,000.00	11,000.00	8,070.00	0.00	2,930.00	73.36	5,810.00	6,740.00
001.7310.0435	REC SERVICE - PERFORMING ARTS	11,000.00	11,000.00	4,605.32	0.00	6,394.68	41.87	4,511.04	10,881.80
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	1,000.00
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	22,000.00	22,000.00	15,643.40	0.00	6,356.60	71.11	16,484.69	16,767.14
001.7310.0490	NEW YOUTH PROGRAMS	13,000.00	13,000.00	15,120.02	0.00	(2,120.02)	116.31	12,149.26	6,371.91
001.7310.0502	SOCCER	31,000.00	31,000.00	31,000.00	0.00	0.00	100.00	31,648.00	29,103.15
001.7310.0509	SPECIAL CITIZEN CAMP	16,000.00	16,000.00	14,373.20	0.00	1,626.80	89.83	14,879.69	14,361.92
001.7310.0510	COLUMBUS PARK PLAYGROUND	4,000.00	4,000.00	3,583.00	0.00	417.00	89.58	2,646.38	4,702.66
001.7310.0514	CUB CAMP	3,400.00	3,400.00	2,004.62	0.00	1,395.38	58.96	2,957.58	2,729.72
Total Group 4	CONTRACTUAL EXPENSE	240,600.00	240,600.00	215,102.20	0.00	25,497.80	89.40	211,403.57	197,139.60
Total Dept 7310	RECREATION / YOUTH PROGRAMS	370,332.00	370,332.00	339,766.82	0.00	30,565.18	91.75	380,796.95	335,356.20

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7330	REC:SUMMER & PART-TIME HELP								
Group 1	PERSONAL SERVICES								
001.7330.0149	COLUMBUS SPRAY PARK - P/T	15,000.00	15,000.00	14,494.50	0.00	505.50	96.63	14,464.50	14,177.00
001.7330.0150	DAY CAMP PERSONNEL	79,500.00	79,500.00	75,260.37	0.00	4,239.63	94.67	69,689.86	70,100.27
001.7330.0151	BASKETBALL	1,000.00	1,000.00	906.50	0.00	93.50	90.65	918.00	962.00
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	21,941.39	0.00	3,058.61	87.77	20,499.00	21,790.13
001.7330.0172	NEW YOUTH PROGRAMS	10,000.00	10,000.00	8,957.50	0.00	1,042.50	89.58	5,485.75	5,351.00
001.7330.0174	CUB CAMP - P/T	6,300.00	6,300.00	5,090.50	0.00	1,209.50	80.80	5,419.76	4,555.13
Total Group 1	PERSONAL SERVICES	147,300.00	147,300.00	137,150.76	0.00	10,149.24	93.11	126,976.87	127,435.53
Total Dept 7330	REC:SUMMER & PART-TIME HELP	147,300.00	147,300.00	137,150.76	0.00	10,149.24	93.11	126,976.87	127,435.53

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7410	LIBRARY								
Group 4	CONTRACTUAL EXPENSE								
001.7410.0400	CONTRACTUAL EXPENSE	909,300.00	931,300.00	931,300.00	0.00	0.00	100.00	907,731.92	884,731.92
Total Group 4	CONTRACTUAL EXPENSE	909,300.00	931,300.00	931,300.00	0.00	0.00	100.00	907,731.92	884,731.92
Total Dept 7410	LIBRARY	909,300.00	931,300.00	931,300.00	0.00	0.00	100.00	907,731.92	884,731.92

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7550	CELEBRATIONS								
Group 4	CONTRACTUAL EXPENSE								
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	2,500.00	2,500.00	4,520.17	0.00	(2,020.17)	180.81	1,013.52	1,579.41
001.7550.0554	EASTER EGG HUNT	1,000.00	1,000.00	1,522.84	0.00	(522.84)	152.28	475.14	1,242.76
001.7550.0555	SPECIAL EVENTS	3,000.00	3,000.00	1,168.40	0.00	1,831.60	38.95	1,636.00	1,434.99
001.7550.0556	HALLOWEEN	2,500.00	2,500.00	2,867.06	0.00	(367.06)	114.68	2,497.30	2,511.23
001.7550.0557	CONCERT EXPENSES	6,000.00	6,000.00	7,370.00	0.00	(1,370.00)	122.83	4,329.58	3,015.25
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	10,261.30	0.00	1,738.70	85.51	8,744.23	14,157.12
001.7550.0568	WATERFRONT	5,000.00	5,000.00	2,356.92	0.00	2,643.08	47.14	2,435.00	2,990.00
Total Group 4	CONTRACTUAL EXPENSE	41,500.00	41,500.00	39,566.69	0.00	1,933.31	95.34	30,630.77	36,430.76
Total Dept 7550	CELEBRATIONS	41,500.00	41,500.00	39,566.69	0.00	1,933.31	95.34	30,630.77	36,430.76

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7620	ADULT RECREATION								
Group 4	CONTRACTUAL EXPENSE								
001.7620.0456	SOFTBALL	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	6,305.00	8,890.00
001.7620.0459	SENIOR PROGRAMS	1,500.00	1,500.00	600.00	0.00	900.00	40.00	1,650.00	1,275.00
001.7620.0558	MIDDLE SCHOOL LIGHTS	0.00	0.00	0.00	0.00	0.00	0.00	5,057.90	4,142.77
Total Group 4	CONTRACTUAL EXPENSE	16,500.00	16,500.00	600.00	0.00	15,900.00	3.64	13,012.90	14,307.77
Total Dept 7620	ADULT RECREATION	16,500.00	16,500.00	600.00	0.00	15,900.00	3.64	13,012.90	14,307.77

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 7630	ADULT REC-SUMMER&PART-TIME								
Group 1	PERSONAL SERVICES								
001.7630.0161	SOFTBALL	4,200.00	4,200.00	1,185.00	0.00	3,015.00	28.21	4,236.00	4,935.00
Total Group 1	PERSONAL SERVICES	<u>4,200.00</u>	<u>4,200.00</u>	<u>1,185.00</u>	<u>0.00</u>	<u>3,015.00</u>	<u>28.21</u>	<u>4,236.00</u>	<u>4,935.00</u>
Total Dept 7630	ADULT REC-SUMMER&PART-TIME	<u>4,200.00</u>	<u>4,200.00</u>	<u>1,185.00</u>	<u>0.00</u>	<u>3,015.00</u>	<u>28.21</u>	<u>4,236.00</u>	<u>4,935.00</u>

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 8010	COMMISSIONS								
Group 1	PERSONAL SERVICES								
001.8010.0115	PLANNING COMMISSION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,220.39
001.8010.0116	RECREATION COMMISSION	400.00	400.00	356.48	0.00	43.52	89.12	997.95	1,005.95
001.8010.0117	PARKS COMMISSION	900.00	900.00	909.32	0.00	(9.32)	101.04	763.38	692.74
001.8010.0118	TRAFFIC COMMISSION	400.00	400.00	1,050.73	0.00	(650.73)	262.68	286.27	276.43
001.8010.0119	ARCHITECTURAL COMMISSION	2,000.00	2,000.00	1,442.78	0.00	557.22	72.14	1,772.16	2,250.89
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	1,000.00	1,000.00	80.00	0.00	920.00	8.00	0.00	468.33
001.8010.0139	WATERFRONT COMMISSION	1,000.00	1,000.00	689.85	0.00	310.15	68.99	679.54	0.00
Total Group 1	PERSONAL SERVICES	7,400.00	7,400.00	4,529.16	0.00	2,870.84	61.20	4,499.30	5,914.73
Group 4	CONTRACTUAL EXPENSE								
001.8010.0400	CONTRACTUAL EXPENSE	1,000.00	1,000.00	125.00	0.00	875.00	12.50	3,720.00	415.00
001.8010.0406	OFFICE SUPPLIES	700.00	700.00	613.44	0.00	86.56	87.63	482.84	475.79
001.8010.0462	SOFTWARE & SYSTEMS SUPPORT	1,000.00	1,000.00	1,129.00	0.00	(129.00)	112.90	0.00	1,129.00
001.8010.0498	ZONING, VEH & TRAFFIC BOOKS	600.00	600.00	556.00	0.00	44.00	92.67	1,606.84	377.00
Total Group 4	CONTRACTUAL EXPENSE	3,300.00	3,300.00	2,423.44	0.00	876.56	73.44	5,809.68	2,396.79
Total Dept 8010	COMMISSIONS	10,700.00	10,700.00	6,952.60	0.00	3,747.40	64.98	10,308.98	8,311.52

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 8020	PLANNING & DEVELOPMENT								
Group 1	PERSONAL SERVICES								
001.8020.0100	PERSONNEL SERVICES	195,150.00	195,150.00	196,732.33	0.00	(1,582.33)	100.81	169,406.44	88,598.38
001.8020.0197	VACATION BUYOUT-PS	0.00	0.00	4,336.54	0.00	(4,336.54)	0.00	4,230.77	0.00
Total Group 1	PERSONAL SERVICES	195,150.00	195,150.00	201,068.87	0.00	(5,918.87)	103.03	173,637.21	88,598.38
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.8020.0200	EQUIPMENT	5,000.00	5,000.00	2,968.63	1,327.44	703.93	59.37	4,609.00	4,348.74
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	5,000.00	5,000.00	2,968.63	1,327.44	703.93	59.37	4,609.00	4,348.74
Group 4	CONTRACTUAL EXPENSE								
001.8020.0400	CONTRACTUAL EXPENSE	2,500.00	76,040.00	32,207.77	42,790.00	1,042.23	42.36	2,191.30	35,809.26
001.8020.0401	CONSULTANTS	8,500.00	8,500.00	4,077.50	0.00	4,422.50	47.97	14,972.50	73,510.00
001.8020.0403	EDUCATION & TRAINING	4,000.00	4,000.00	3,880.92	0.00	119.08	97.02	3,597.39	174.15
001.8020.0406	OFFICE SUPPLIES	2,000.00	2,000.00	3,370.45	57.00	(1,427.45)	168.52	2,295.42	1,333.25
001.8020.0411	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	2,106.62	1,031.25
001.8020.0440	POSTAGE - PLANNING DEPARTMENT	500.00	500.00	500.00	0.00	0.00	100.00	300.00	0.00
001.8020.0462	SOFTWARE & SYSTEMS SUPPORT	4,500.00	4,500.00	6,160.75	0.00	(1,660.75)	136.91	3,830.84	13,917.38
Total Group 4	CONTRACTUAL EXPENSE	22,000.00	95,540.00	50,197.39	42,847.00	2,495.61	52.54	29,294.07	125,775.29
Total Dept 8020	PLANNING & DEVELOPMENT	222,150.00	295,690.00	254,234.89	44,174.44	(2,719.33)	85.98	207,540.28	218,722.41

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Fund 001	GENERAL FUND								
Type E	Expense								
Dept 8050	E T P A								
Group 4	CONTRACTUAL EXPENSE								
001.8050.0400	CONTRACTUAL EXPENSE	5,400.00	5,400.00	4,190.00	0.00	1,210.00	77.59	4,210.00	4,350.00
Total Group 4	CONTRACTUAL EXPENSE	5,400.00	5,400.00	4,190.00	0.00	1,210.00	77.59	4,210.00	4,350.00
Total Dept 8050	E T P A	5,400.00	5,400.00	4,190.00	0.00	1,210.00	77.59	4,210.00	4,350.00

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 8120	SANITARY & STORM SEWERS								
Group 1	PERSONAL SERVICES								
001.8120.0101	PERSONNEL - OVERTIME	0.00	0.00	10,860.87	0.00	(10,860.87)	0.00	8,061.60	11,984.39
Total Group 1	PERSONAL SERVICES	0.00	0.00	10,860.87	0.00	(10,860.87)	0.00	8,061.60	11,984.39
Group 4	CONTRACTUAL EXPENSE								
001.8120.0400	CONTRACTUAL EXPENSE	0.00	0.00	10,197.16	0.00	(10,197.16)	0.00	18,000.00	25,969.97
001.8120.0401	MATERIALS & SUPPLIES	0.00	0.00	2,922.34	0.00	(2,922.34)	0.00	2,139.46	20,434.27
001.8120.0413	LIGHT AND POWER	0.00	0.00	5,954.74	0.00	(5,954.74)	0.00	5,260.56	5,902.25
001.8120.0417	BLDG REPAIRS & MAINTENANCE	0.00	0.00	5,895.41	0.00	(5,895.41)	0.00	13,353.06	6,703.56
001.8120.0475	STORMWATER	4,500.00	4,500.00	2,500.00	0.00	2,000.00	55.56	7,463.72	3,218.75
Total Group 4	CONTRACTUAL EXPENSE	4,500.00	4,500.00	27,469.65	0.00	(22,969.65)	610.44	46,216.80	62,228.80
Total Dept 8120	SANITARY & STORM SEWERS	4,500.00	4,500.00	38,330.52	0.00	(33,830.52)	851.79	54,278.40	74,213.19

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 8160	REFUSE & RECYCLING								
Group 1	PERSONAL SERVICES								
001.8160.0100	PERSONNEL SERVICES	1,185,583.00	1,185,583.00	1,135,650.63	0.00	49,932.37	95.79	1,086,804.49	1,013,075.85
001.8160.0101	PERSONNEL - OVERTIME	74,000.00	74,000.00	74,623.04	0.00	(623.04)	100.84	85,107.71	63,235.18
001.8160.0106	HOLIDAY PAY	75,000.00	75,000.00	51,289.79	0.00	23,710.21	68.39	64,839.84	59,204.45
001.8160.0108	PERSONNEL - SEASONAL	50,000.00	50,000.00	143,772.00	0.00	(93,772.00)	287.54	102,546.00	86,781.00
001.8160.0199	FINAL RETIREMENT PAYOUT	0.00	0.00	14,508.00	0.00	(14,508.00)	0.00	0.00	45,463.67
Total Group 1	PERSONAL SERVICES	1,384,583.00	1,384,583.00	1,419,843.46	0.00	(35,260.46)	102.55	1,339,298.04	1,267,760.15
Group 2	EQUIPMENT & CAPITAL OUTLAY								
001.8160.0237	WORK BARRELS	4,000.00	4,000.00	5,350.03	0.00	(1,350.03)	133.75	3,034.00	2,430.00
001.8160.0250	OTHER EQUIPMENT	15,000.00	20,395.00	20,397.47	4,185.50	(4,187.97)	100.01	9,518.30	10,916.17
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	19,000.00	24,395.00	25,747.50	4,185.50	(5,538.00)	105.54	12,552.30	13,346.17
Group 4	CONTRACTUAL EXPENSE								
001.8160.0401	MATERIALS & SUPPLIES	2,500.00	2,500.00	2,426.10	0.00	73.90	97.04	1,692.51	692.00
001.8160.0403	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,900.00
001.8160.0418	TRANSPORTATION	400.00	400.00	232.42	0.00	167.58	58.11	227.54	223.15
001.8160.0481	PHYSICALS	500.00	500.00	1,926.00	0.00	(1,426.00)	385.20	0.00	0.00
Total Group 4	CONTRACTUAL EXPENSE	3,400.00	3,400.00	4,584.52	0.00	(1,184.52)	134.84	1,920.05	2,815.15
Total Dept 8160	REFUSE & RECYCLING	1,406,983.00	1,412,378.00	1,450,175.48	4,185.50	(41,982.98)	102.68	1,353,770.39	1,283,921.47

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 8180	TRANSFER STATION								
Group 4	CONTRACTUAL EXPENSE								
001.8180.0448	DUMP FEES - SOLID WASTE	370,000.00	370,000.00	351,433.68	0.00	18,566.32	94.98	341,305.57	354,294.46
001.8180.0449	DUMP FEES - ORGANIC WASTE	280,000.00	280,000.00	153,555.45	0.00	126,444.55	54.84	248,663.86	223,453.87
Total Group 4	CONTRACTUAL EXPENSE	650,000.00	650,000.00	504,989.13	0.00	145,010.87	77.69	589,969.43	577,748.33
Total Dept 8180	TRANSFER STATION	650,000.00	650,000.00	504,989.13	0.00	145,010.87	77.69	589,969.43	577,748.33

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9000	NYS EMPLOYEES RETIREMENT SYSTM								
Group 8	EMPLOYEE BENEFITS								
001.9000.0801	STATE RETIREMENT	1,009,924.00	1,009,924.00	1,268,464.76	0.00	(258,540.76)	125.60	947,949.00	695,379.00
Total Group 8	EMPLOYEE BENEFITS	1,009,924.00	1,009,924.00	1,268,464.76	0.00	(258,540.76)	125.60	947,949.00	695,379.00
Total Dept 9000	NYS EMPLOYEES RETIREMENT SYSTM	1,009,924.00	1,009,924.00	1,268,464.76	0.00	(258,540.76)	125.60	947,949.00	695,379.00

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9010	NYS PD & FIRE RETIREMENT SYSTM								
Group 8	EMPLOYEE BENEFITS								
001.9010.0801	STATE RETIREMENT	2,392,078.00	2,440,755.00	2,095,615.91	0.00	345,139.09	85.86	2,224,525.00	1,545,170.00
Total Group 8	EMPLOYEE BENEFITS	<u>2,392,078.00</u>	<u>2,440,755.00</u>	<u>2,095,615.91</u>	<u>0.00</u>	<u>345,139.09</u>	<u>85.86</u>	<u>2,224,525.00</u>	<u>1,545,170.00</u>
Total Dept 9010	NYS PD & FIRE RETIREMENT SYSTM	<u>2,392,078.00</u>	<u>2,440,755.00</u>	<u>2,095,615.91</u>	<u>0.00</u>	<u>345,139.09</u>	<u>85.86</u>	<u>2,224,525.00</u>	<u>1,545,170.00</u>

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9020	LOCAL POLICE PENSION FUND								
Group 8	EMPLOYEE BENEFITS								
001.9020.0825	POLICE PENSION FUND	7,500.00	7,500.00	6,720.00	0.00	780.00	89.60	6,720.00	6,160.00
Total Group 8	EMPLOYEE BENEFITS	<u>7,500.00</u>	<u>7,500.00</u>	<u>6,720.00</u>	<u>0.00</u>	<u>780.00</u>	<u>89.60</u>	<u>6,720.00</u>	<u>6,160.00</u>
Total Dept 9020	LOCAL POLICE PENSION FUND	<u>7,500.00</u>	<u>7,500.00</u>	<u>6,720.00</u>	<u>0.00</u>	<u>780.00</u>	<u>89.60</u>	<u>6,720.00</u>	<u>6,160.00</u>

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9030	SOCIAL SECURITY								
Group 8	EMPLOYEE BENEFITS								
001.9030.0802	SOCIAL SECURITY	840,000.00	854,648.00	895,520.12	0.00	(40,872.12)	104.78	858,498.47	796,897.61
001.9030.0810	MEDICARE (EMPLOYER SHARE)	221,000.00	224,425.00	223,857.02	0.00	567.98	99.75	218,509.30	208,868.96
Total Group 8	EMPLOYEE BENEFITS	1,061,000.00	1,079,073.00	1,119,377.14	0.00	(40,304.14)	103.74	1,077,007.77	1,005,766.57
Total Dept 9030	SOCIAL SECURITY	1,061,000.00	1,079,073.00	1,119,377.14	0.00	(40,304.14)	103.74	1,077,007.77	1,005,766.57

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9040	WORKERS COMPENSATION								
Group 8	EMPLOYEE BENEFITS								
001.9040.0803	WORKERS COMPENSATION	1,290,875.00	1,290,875.00	1,505,146.00	0.00	(214,271.00)	116.60	1,946,635.71	1,612,890.46
Total Group 8	EMPLOYEE BENEFITS	1,290,875.00	1,290,875.00	1,505,146.00	0.00	(214,271.00)	116.60	1,946,635.71	1,612,890.46
Total Dept 9040	WORKERS COMPENSATION	1,290,875.00	1,290,875.00	1,505,146.00	0.00	(214,271.00)	116.60	1,946,635.71	1,612,890.46

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9050	STATE UNEMPLOYMENT INSURANCE								
Group 8	EMPLOYEE BENEFITS								
001.9050.0805	UNEMPLOYMENT INSURANCE	60,000.00	60,000.00	58,732.55	0.00	1,267.45	97.89	56,874.80	83,483.83
Total Group 8	EMPLOYEE BENEFITS	<u>60,000.00</u>	<u>60,000.00</u>	<u>58,732.55</u>	<u>0.00</u>	<u>1,267.45</u>	<u>97.89</u>	<u>56,874.80</u>	<u>83,483.83</u>
Total Dept 9050	STATE UNEMPLOYMENT INSURANCE	<u>60,000.00</u>	<u>60,000.00</u>	<u>58,732.55</u>	<u>0.00</u>	<u>1,267.45</u>	<u>97.89</u>	<u>56,874.80</u>	<u>83,483.83</u>

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9060	HOSPITAL & MEDICAL INSURANCE								
Group 8	EMPLOYEE BENEFITS								
001.9060.0807	HOSPITAL & MEDICAL INSURANCE	3,400,000.00	3,416,896.00	3,469,811.71	0.00	(52,915.71)	101.55	3,310,277.19	3,156,482.09
001.9060.0809	HOSPITAL & MEDICAL BUYOUT	143,500.00	143,500.00	152,611.04	0.00	(9,111.04)	106.35	139,721.12	127,042.55
001.9060.0811	MEDICARE REIMBURSEMENT	147,000.00	147,000.00	159,002.30	0.00	(12,002.30)	108.16	148,459.70	139,453.50
001.9060.0813	EMPLOYEE ASSISTANCE PROGRAM	7,200.00	7,200.00	7,065.00	0.00	135.00	98.13	6,400.00	5,600.00
001.9060.0818	SELF PAY MEDICAL INSURANCE	0.00	0.00	6,529.79	0.00	(6,529.79)	0.00	3,519.93	15,898.38
001.9060.0821	SELF-PAY FINGER PRINT	0.00	0.00	525.00	0.00	(525.00)	0.00	(686.00)	0.00
001.9060.0822	HEALTH CLUB REIMBURSEMENT	0.00	0.00	5,795.53	0.00	(5,795.53)	0.00	2,151.94	0.00
Total Group 8	EMPLOYEE BENEFITS	3,697,700.00	3,714,596.00	3,801,340.37	0.00	(86,744.37)	102.34	3,609,843.88	3,444,476.52
Total Dept 9060	HOSPITAL & MEDICAL INSURANCE	3,697,700.00	3,714,596.00	3,801,340.37	0.00	(86,744.37)	102.34	3,609,843.88	3,444,476.52

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Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9070	LIFE/DENTAL/VISION INSURANCE								
Group 8	EMPLOYEE BENEFITS								
001.9070.0804	LIFE INSURANCE	27,000.00	27,000.00	20,400.66	0.00	6,599.34	75.56	50,087.20	41,467.16
001.9070.0808	DENTAL INSURANCE	140,000.00	140,000.00	152,348.55	0.00	(12,348.55)	108.82	140,042.82	132,218.98
001.9070.0812	VISION PLAN	12,000.00	12,000.00	11,476.13	0.00	523.87	95.63	11,371.75	10,043.00
001.9070.0819	SELF-PAY DENTAL INSUR.(RET)	0.00	0.00	(1,575.96)	0.00	1,575.96	0.00	(1,641.93)	(1,876.40)
Total Group 8	EMPLOYEE BENEFITS	179,000.00	179,000.00	182,649.38	0.00	(3,649.38)	102.04	199,859.84	181,852.74
Total Dept 9070	LIFE/DENTAL/VISION INSURANCE	179,000.00	179,000.00	182,649.38	0.00	(3,649.38)	102.04	199,859.84	181,852.74

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9080	RETIRED FIRE DISABLED BENEFIT								
Group 9	TRANSFERS								
001.9080.0826	SEC. 207A PAYMENTS	0.00	0.00	13,678.14	0.00	(13,678.14)	0.00	20,876.04	46,884.17
Total Group 9	TRANSFERS	0.00	0.00	13,678.14	0.00	(13,678.14)	0.00	20,876.04	46,884.17
Total Dept 9080	RETIRED FIRE DISABLED BENEFIT	0.00	0.00	13,678.14	0.00	(13,678.14)	0.00	20,876.04	46,884.17

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9720	BOND ANTICIPATION NOTES								
Group 6	PRINCIPAL ON INDEBTEDNESS								
001.9720.0699	PRIN BAN	400,000.00	400,000.00	400,000.00	0.00	0.00	100.00	400,000.00	400,000.00
Total Group 6	PRINCIPAL ON INDEBTEDNESS	400,000.00	400,000.00	400,000.00	0.00	0.00	100.00	400,000.00	400,000.00
Group 7	INTEREST ON INDEBTEDNESS								
001.9720.0797	INT BAN	8,040.00	8,040.00	25,020.13	0.00	(16,980.13)	311.20	16,000.00	20,000.00
Total Group 7	INTEREST ON INDEBTEDNESS	8,040.00	8,040.00	25,020.13	0.00	(16,980.13)	311.20	16,000.00	20,000.00
Total Dept 9720	BOND ANTICIPATION NOTES	408,040.00	408,040.00	425,020.13	0.00	(16,980.13)	104.16	416,000.00	420,000.00

VILLAGE OF PORT CHESTER

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Period From: 6 To: 5

Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9900	TRANSFERS TO OTHER FUNDS								
Group 9	TRANSFERS								
001.9900.0900	TRANSFERS TO CAPITAL	50,000.00	75,598.47	60,598.47	0.00	15,000.00	80.16	67,360.01	30,479.70
001.9900.0903	TRANSFER TO T/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
Total Group 9	TRANSFERS	50,000.00	75,598.47	60,598.47	0.00	15,000.00	80.16	67,360.01	60,479.70
Total Dept 9900	TRANSFERS TO OTHER FUNDS	50,000.00	75,598.47	60,598.47	0.00	15,000.00	80.16	67,360.01	60,479.70

VILLAGE OF PORT CHESTER

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9901	TRANSFERS TO DEBT SERVICE								
Group 6	PRINCIPAL ON INDEBTEDNESS								
001.9901.0602	SERIAL BOND PRIN 2002 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	345,000.00	330,000.00
001.9901.0603	SERIAL BOND PRIN 2003 SERIES	315,000.00	315,000.00	315,000.00	0.00	0.00	100.00	295,000.00	285,000.00
001.9901.0604	SERIAL BOND PRIN 2004 SERIES	225,000.00	225,000.00	225,000.00	0.00	0.00	100.00	215,000.00	205,000.00
001.9901.0605	SERIAL BOND PRIN 2005 SERIES	230,000.00	230,000.00	230,000.00	0.00	0.00	100.00	220,000.00	210,000.00
001.9901.0606	SERIAL BOND PRIN 2006 SERIES	130,000.00	130,000.00	130,000.00	0.00	0.00	100.00	125,000.00	120,000.00
001.9901.0607	SERIAL BOND PRIN 2007 SERIES	335,000.00	335,000.00	335,000.00	0.00	0.00	100.00	325,000.00	310,000.00
001.9901.0608	SERIAL BOND PRIN 2010A SERIES	210,000.00	210,000.00	210,000.00	0.00	0.00	100.00	200,000.00	196,000.00
001.9901.0609	SERIAL BOND PRIN 2009 SERIES	205,000.00	205,000.00	205,000.00	0.00	0.00	100.00	200,000.00	195,000.00
001.9901.0611	SERIAL BOND PRIN 2011 REFUNDING	325,000.00	325,000.00	325,000.00	0.00	0.00	100.00	315,000.00	300,000.00
001.9901.0612	SERIES BOND PRIN 2012 REFUNDING	455,000.00	455,000.00	455,000.00	0.00	0.00	100.00	100,000.00	0.00
001.9901.0696	SERIAL BOND PRIN 1996 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	165,000.00
Total Group 6	PRINCIPAL ON INDEBTEDNESS	2,430,000.00	2,430,000.00	2,430,000.00	0.00	0.00	100.00	2,340,000.00	2,316,000.00
Group 7	INTEREST ON INDEBTEDNESS								
001.9901.0702	SERIAL BOND INT 2002 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	6,900.00	204,565.00
001.9901.0703	SERIAL BOND INT 2003 SERIES	7,142.00	7,142.00	7,141.25	0.00	0.75	99.99	20,962.50	258,570.65
001.9901.0704	SERIAL BOND INT 2004 SERIES	87,175.00	87,175.00	87,175.00	0.00	0.00	100.00	94,875.00	102,225.00
001.9901.0705	SERIAL BOND INT 2005 SERIES	152,033.00	152,033.00	152,032.50	0.00	0.50	100.00	161,032.50	169,632.50
001.9901.0706	SERIAL BOND INT 2006 SERIES	98,914.00	98,914.00	98,913.80	0.00	0.20	100.00	104,013.80	108,913.80
001.9901.0707	SERIAL BOND INT 2007 SERIES	205,922.00	205,922.00	205,921.88	0.00	0.12	100.00	217,681.26	229,181.26
001.9901.0709	SERIAL BOND INT 2009 SERIES	84,339.00	84,339.00	84,338.76	0.00	0.24	100.00	90,838.76	97,038.76
001.9901.0731	SERIAL BOND INT 2011 REFUNDING	75,294.00	75,294.00	75,293.77	0.00	0.23	100.00	87,893.76	96,893.79
001.9901.0732	SERIES BOND INT 2012 REFUNDING	211,933.00	211,933.00	211,932.53	0.00	0.47	100.00	220,782.83	0.00
001.9901.0781	SERIAL BOND INT 2010 SERIES	116,425.00	116,425.00	116,425.00	0.00	0.00	100.00	119,925.01	123,845.00

VILLAGE OF PORT CHESTER

Rev/Exp Comparison Control Report

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Account No.	Description	2013 Original Budget	2013 Adjusted Budget	2013 Actual Rev / Exp	2013 Encumbered	2013 Available Balance	2013 % Exp. Balance	2012 Actual Rev / Exp	2011 Actual Rev / Exp
Fund 001	GENERAL FUND								
Type E	Expense								
Dept 9901	TRANSFERS TO DEBT SERVICE								
Group 7	INTEREST ON INDEBTEDNESS								
001.9901.0796	SERIAL BOND INT 1996 SERIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,290.00
Total Group 7	INTEREST ON INDEBTEDNESS	1,039,177.00	1,039,177.00	1,039,174.49	0.00	2.51	100.00	1,124,905.42	1,395,155.76
Total Dept 9901	TRANSFERS TO DEBT SERVICE	3,469,177.00	3,469,177.00	3,469,174.49	0.00	2.51	100.00	3,464,905.42	3,711,155.76
Total Type E	Expense	36,612,096.00	37,065,084.23	37,659,643.94	126,481.99	(721,041.70)	101.60	36,890,465.16	34,635,402.07
Total Fund 001	GENERAL FUND	0.00	0.00	843,256.04	126,481.99	(969,738.03)	0.00	1,127,205.73	(264,250.17)
Grand Total		0.00	0.00	843,256.04	126,481.99	(969,738.03)	0.00	1,127,205.73	(264,250.17)

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



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Department: Police Department

BOT Meeting Date: 10/20/2014

Item Type: Resolution

Sponsor's Name: Richard F. Conway, Chief Police

Description	Yes	No	Description	Yes	No
Fiscal Impact	x	<input type="checkbox"/>	Public Hearing Required	x	<input type="checkbox"/>
Funding Source: DEA Asset Forfeiture Account #:1.3120.430 –In Service Training			BID #		
			Strategic Plan Priority Area		
			Public Safety		
Agreement	<input type="checkbox"/>	<input type="checkbox"/>	Manager Priorities		
Strategic Plan Related	<input type="checkbox"/>	<input type="checkbox"/>	Emergency Preparedness		

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

Expend \$6000. in Asset Forfeiture funding to contract with The Paladin Center to Provide 2-3 sessions of in-service training to the Department in Tactical First Aid

Summary

Background: The Police Department seeks to enhance its in-service training program by including a course in Tactical First Aid. This course of study is designed to provide officers with the skills and knowledge to rapidly identify life threatening injuries and aggressively treat them using the latest equipment and standards. Emphasis is placed on the treatment of injuries commonly encountered by law enforcement.

Proposed Action

That the Board of Trustees adopt the Resolution

To expend \$6000.00 from DEA Asset Forfeiture funds to contract with The Paladin Center to provide an in-service course of study in Tactical First Aid

Attachments
Vendor Proposal & Resolution

**RESOLUTION
BUDGET AMENDMENT – DEA FUNDS TO PROVIDE
TACTICAL SURVIVAL TRAINING FOR 60 POLICE OFFICERS
AT POLICE HEADQUARTERS**

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 Police Chief is recommending the use of DEA Asset Forfeiture Funds to provide law enforcement tactical survival training for 60 police officers at Police Headquarters over 2 to 3 sessions for \$6,000 from Paladin Center, 39 Seminary Hill Road, Carmel, NY 10512, a preferred vendor. 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 2014-15 General Fund Budget as follows:

GENERAL FUND

Balance Sheet:

001-001-0695	Deferred Revenue Police DEA	\$(6,000.00)
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Revenues:

001-0001-2613	Use of Deferred DEA Revenue	\$6,000.00
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Appropriations:

001-3120-0430	Police in Service Training	\$6,000.00
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ROLL CALL

AYES:

NOES:

ABSENT:

DATE:



PALADIN CENTER

Invoice

Invoice No.

1100

39 Seminary Hill Road, Carmel, NY 10512
845.231.3443 * info@paladincenter.com

Bill To:

Port Chester Police Department
350 N Main St #1
Port Chester, NY 10573
Att: Chief Conway

Date	P.O. Number	Terms
10/14/14		

Item	Description	Other	Qty	Rate	Amount
18	<p>Law Enforcement Tactical Survival Class to be given at Port Chester Police HQ 60 officers over 2-3 sessions This course is designed to provide law enforcement officers with the skills and knowledge to rapidly identify life-threatening injuries and aggressively treat them using the latest equipment and standards set forth in tactical combat casualty care. Emphasis is placed on the treatment of injuries commonly encountered by law enforcement, including gunshot trauma care. topics include: concept of tactical casualty care, phases of tactical medical care, active shooter/mass casualty management, use of tourniquets and quick clot to manage life threatening hemorrhage, management of penetrating chest trauma, and victim movement techniques.</p>			6,000.00	6,000.00
				Total	\$6,000.00

SUPPORT FOR THE VILLAGE CLERK'S OFFICE APPLICATION FOR A JUSTICE COURT ASSISTANCE PROGRAM GRANT FOR FY14-15.

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

WHEREAS, The state of New York Unified Court System offers financial assistance to Town and Village Justices for the purpose of office and security equipment acquisition and court facility improvements and renovations; and

WHEREAS, The Town of Rye has agreed to lease space currently in use for Village Court Clerk storage and administration; and

WHEREAS, The Village Court is in need of alternative capacity for file storage; and

WHEREAS, The Village Court is undergoing renovations to accommodate new space for the Court Clerk's Office which includes new finishes and security systems NOW, therefore, be it

RESOLVED, that the Board of Trustees of the Village of Port Chester hereby supports The Village Court's FY14-15 application for JCAP assistance in the amount of \$30,000.

RESOLVED, that the Mayor be authorized to forward a letter to State Assemblyman Steven Otis and State Senator George Latimer on the Board's behalf.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:



VILLAGE OF
PORT CHESTER

222 Grace Church Street, Port Chester, New York 10573

AGENDA MEMO

Department: Office of the Village Manager

BOT Meeting Date: 10/20/2014

Item Type: Resolution

Sponsor's Name: Heather Krakowski, Recreation Supervisor

Description	Yes	No	Description	Yes	No
Fiscal Impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Public Hearing Required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Funding Source:			BID #		
Account #:			Strategic Plan Priority Area		
	Yes	No	Public Safety		
Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Manager Priorities		
Strategic Plan Related	<input type="checkbox"/>	<input type="checkbox"/>	Risk Management		

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

AUTHORIZING AGREEMENT WITH PLAYGROUND MEDIC TO MAKE
 NECESSARY REPAIRS AND IMPROVEMENTS TO VILLAGE PLAYGROUNDS

Summary

Background:

As part of a proactive annual inspection program, Playground Medic, a company that specializes in playground equipment safety, has identified the existence of substandard conditions in the playgrounds in several of the Village parks.

As the lowest quote, Playground Medic will also certify that said work ensure that the playground equipment is safe.

Proposed Action

That the Board of Trustees adopt the Resolution

Attachments

Proposed Agreement
Inspection Report

AUTHORIZING AGREEMENT WITH PLAYGROUND MEDIC TO MAKE
NECESSARY REPAIRS AND IMPROVEMENTS TO VILLAGE PLAYGROUNDS

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, as follows:

WHEREAS, the Village has engaged in a proactive annual inspection program to identify substandard conditions on the playgrounds in village parks; and

WHEREAS, Playground Medic, Hawthorne, New York, has identified the existence of substandard conditions in five Village parks, e.g. Curtis Park, Abendroth Park, Edgewood Park, Columbus Park and Lyon Park; and has submitted a proposal in the amount of \$34,360.00 to make the necessary repairs and improvements; and

WHEREAS, in relying upon their professional expertise and reputation, the consultant's timely completion of this work will result in the playground equipment being in a safe condition. Now, therefore, be it

RESOLVED, that the Village Manager is hereby authorized to enter into an agreement with Playground Medic, 146 Broadway, Hawthorne, New York 10532 to make necessary repairs and improvements to the Village's playgrounds as specified in their proposal September 29, 2014, and be it further

RESOLVED, that the Board of Trustees hereby authorizes the Village Treasurer to establish a Playground Equipment Refurbishing Project 5.7110.200.2014.146, and modify the General Fund and Capital Fund Budget as follows:

GENERAL FUND:

Transfer from:

Contingency A/c 1.1990.400

\$34,360

Transfer to:

Transfer to Capital 1.9900.900

\$34,360

CAPITAL FUND:

To Establish Playground Equipment Refurbishing Project:

Transfer from General Fund 5.5.5031.2014.146

\$34,360

Playground Equipment Refurbishing 5.7110.400.2014.146

\$34,360

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES:

NOES:

ABSENT:

DATE:

This Agreement is made and entered into as of the _____ day of October, 2014, by and between the **VILLAGE OF PORT CHESTER** a municipal corporation whose address is 222 Grace Church Street, Port Chester, New York 10573 (hereinafter referred to as the "Village") and **PLAYGROUND MEDIC**, (hereinafter referred to as "PM" or "Contractor"), whose address is 146 Broadway, Hawthorne, New York, 10532.

WITNESSETH:

WHEREAS, Playground Medic has identified certain repairs and improvements that are needed for play equipment in the Village's parks (hereinafter referred to as "Equipment");

WHEREAS, the Village of Port Chester is desirous of obtaining professional playground maintenance services to make the repairs and improvements;

WHEREAS, the Village agrees to the proposal submitted by Playground Medic.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree to as follows:

1. **SCOPE OF SERVICES**

The purpose of this Agreement is to set forth the terms upon which Playground Medic ("PM") will provide the Village with the repair services and make improvements to Village playgrounds ("Repairs") described in the proposal dated September 29, 2014 ("Proposal") annexed and hereto as Exhibit "A". PM certifies that the Repairs described in the Proposal are all the repairs necessary to ensure the Equipment is safe for children's use. The Repairs shall not be deemed complete until they have all been approved by the General Foreman of Port Chester's Department of Public Works.

2. **TERM**

Unless terminated as provided hereinafter, the term of this agreement shall commence from the date first above written and expire upon satisfactory completion of the Repairs, which shall not be deemed to have occurred until the Repairs have been approved by the General Foreman of Port Chester's Department of Public Works.

3. **WARRANTY**

PM certifies that the Repairs described in its Proposal are all the repairs necessary to make the Equipment safe for children's use. PM shall upon completion of work present to the Village a warranty that states the above. PM shall further warrant that the Repairs done by PM, or its subcontractors, shall not need repair or replacement for a period of one year or PM shall be liable for the cost of same excepting damage due to vandalism or criminal destruction to the property. Any and all manufacturer's warranties that PM has for the Equipment shall be extended by PM to the Village. If a warranty cannot be extended to the Village, in the event damage to the

Equipment occurs and PM has a manufacturer's warranty which covers such damage, PM shall use such warranty to repair the Equipment at no cost to the Village.

4. TIME FOR COMPLETION

PM agrees that the Repairs will take no longer than six weeks from the execution of this Agreement.

5. USE OF SUBCONTRACTORS

PM may use subcontractors should they so choose, with the understanding that the liability for payment to the subcontractors is the sole responsibility of PM. All subcontractors must be approved by the Village before they are allowed to work on Village property.

6. COMPENSATION

Upon satisfactory completion of the Repairs, the Village shall compensate PM for the Repairs by a lump sum payment of \$34,360 for the total Repairs. PM will be responsible for all materials and equipment necessary for the completion of the Repairs, which PM agrees were included in the estimate. This total lump sum of \$34,360 includes all of PM's time, overhead, travel expenses, supplies, reproduction, postage, telephone, and, any other out of pocket items, as well as any subcontracted expenses.

7. INDEPENDENT CONTRACT RELATIONSHIP

PM is responsible for providing the Repairs as an independent contractor. The Village has no control or direction over the means and manner in which the Repairs are undertaken. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership, or agency between the Village and PM.

8. CHANGES AND DELAYS

Any delays and/or changes in the Repairs must be discussed with the Village before work is to continue. If changes are necessary during the course of construction, PM will provide the Village with a change order, with additional cost and/or additional time needed, which shall be up to the Village's approval, before work is to continue.

9. GENERAL RISK OF LOSS

The risk of loss by destruction or damage to the property, without fault, by fire, flood, or otherwise prior to the completion of Repairs is that of PM.

10. INSURANCE

PM and its subcontractor(s) shall secure and maintain, at its/their own expense, general liability insurance to the Village with coverage in the minimum amount of \$1 million per occurrence/\$2

million dollars aggregate (\$1,000,000/\$2,000,000). The Village shall be named as an unrestricted additional insured on the policy. The policy must be an insurance policy from an A.M. Best rated "secured" New York State licensed insurer, contain a thirty (30) day notice of cancellation, state that PM's coverage shall be primary coverage for the Village, its Board, employees and volunteers, and additional insured shall be provided with ISO endorsement CG 2026 or its equivalent. PM agrees to indemnify the Village for any applicable deductibles. Before PM may begin work on the Repairs it must present to the Village a copy of the endorsement providing additional insured status. PM acknowledges that failure to obtain such insurance on behalf of the Village constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the Village. PM is to provide the Village with a certificate of insurance, evidencing the above requirements have been met. The failure of the Village to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any rights held by the municipality.

11. INDEMNIFICATION

PM shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the Village its officers, employees and volunteers, from any and all claims, suits, actions, proceedings, and other cost and expense for negligence and/or wrongful conduct arising out of PM's provision of services under this Agreement.

12. CONFLICTS OF INTEREST

No board member, officer or employee of the Village, its designees or agents, and no other public official who exercises any functions or responsibilities with respect to any requested technical assistance, shall be permitted to financially benefit from this Agreement or have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with this Agreement.

13. COMPLIANCE

PM shall comply will all applicable state, federal and local laws, rules and regulations, including, but not limited to the provisions of Labor Law, Article 8 with regard to public work. PM has been provided a copy of the current New York State prevailing wage schedule.

PM also acknowledges that it is subject to the Village's Anti-Discrimination and Harassment Policy.

14. NOTICES

All notices shall be sent by certified mail, hand-delivery or overnight mail and in all events with a written acknowledgment of receipt to the address set forth at the beginning of this Agreement. Each party shall notify the other in the event that notices shall be sent to a different location.

15. TERMINATION

The Village may terminate this Agreement for cause upon fifteen (15) days notice and opportunity to cure.

16. ASSIGNMENT

Neither this Agreement nor any rights, duties or obligations described here in maybe assigned by either party without the prior express written consent of such other party. Further PM will not hire any subcontractors without the prior written approval of the Village.

17. GOVERNING LAW

This Agreement shall be construed, interpreted and the rights of the parties determined, in accordance with the laws of the State of New York. Venue shall be in Westchester County.

18. DISPUTE RESOLUTION

Any disputes between the parties shall be adjudicated in a court of law, in the Supreme Court of the State of New York in Westchester County.

19. SEVERABILITY

A determination that any part of this Agreement is invalid shall not invalidate or impair the force of the remainder of this Agreement.

20. ENTIRE AGREEMENT

This Agreement contains the final agreement between the parties regarding the matters covered and supersedes any and all other agreement, either oral in writing, regarding the matters contained herein. Any amendment to this Agreement shall be in writing and signed by the parties. It shall be noted that the Proposal given to the Village on September 29, 2014 has been annexed to this Agreement and has been incorporated by reference.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

VILLAGE OF PORT CHESTER

Christopher D. Steers, Village Manager

PLAYGROUND MEDIC

Name/Title



Playground Maintenance Corp. dba
Playground Medic
146 Broadway
Hawthorne, NY 10532
(914)741-2228 Fax (914)747-3965
Toll Free (866)332-3133
E-mail: info@playgroundmedic.com

PLAYGROUND SAFETY INSPECTION REPORT

DATE: April 18, 2014

SITE: Abendroth Park
Touraine Avenue
Port Chester, NY 10573

CLIENT: Village of Port Chester Parks & Recreation
Attention: Heather Krakowski - Director
222 Grace Church Street
Port Chester, NY 10573

CONTACT PHONE NO. (914) 305-2572

DATE OF INSPECTION: April 8, 2014

INSPECTOR: Stephen Kelleher
CPSI Certification #18975-1114
Expiration: 11/1/2014

PURPOSE AND DEFINITIONS

PURPOSE **The purpose of a Playground Safety Inspection is to:**

- * Evaluate the overall condition of a playground or playgrounds at a given facility
- * Identify hazardous conditions needing attention
- * Identify Maintenance issues that the owner should be aware of

HAZARD DEFINITIONS

CLASS A HAZARD: Any condition of the playground that is life threatening or could cause severe, permanent disability.

CLASS B HAZARD: Any condition of the playground that could cause a serious but non-disabling injury.

CLASS C HAZARD: Any condition of the playground that can cause a slight injury or any condition that may not cause injury but does not meet either the Guidelines in the CPSC "Handbook for Public Playground Safety" or the ASTM F1487 "Standard Consumer Safety Performance Specifications for Playground Equipment for Public Use."

STRUCTURAL STABILITY

When properly installed as directed by the manufacturer's instructions and specifications, equipment should withstand the maximum anticipated forces generated by active use which might cause it to overturn, tip, slide or move in any way.

Stability of play equipment is tested by digging around equipment footings and checking for deterioration or signs of movement that would indicate structural instability.

SURFACING

DEPTH: The surfacing under and around the playground equipment can be a major factor in determining the injury causing potential of a fall. A fall onto a shock-absorbing surface is less likely to cause a serious injury than a fall onto a hard compacted surface. Inadequate surfacing material is usually a CLASS A HAZARD depending on the surfacing material.

The depth of surfacing material is checked by digging down to the sub base in heavy wear and low wear areas.

USE ZONE: The surface under and around a piece of equipment onto which a child falling from or exiting from the equipment would be expected to land. These areas are also designated for unrestricted circulation around the equipment.
Use Zone is checked on all equipment by measurements in accordance with CPSC guidelines.

CONDITION EXPLANATION

Equipment and surfacing conditions will be identified as "Good", "Fair" or "Poor". This is a general classification and will indicate:

- Good** * *No Corrective action needed*
- Fair** * *Some corrective action needed*
- Poor** * *Extensive corrective action needed*

ABENDROTH PARK

Area #1

GENERAL SITE CONDITIONS The playground is located in the center of the park approximately 30ft from roads and parking lots. The area is totally enclosed by a 4ft & 6ft fence eliminating potential traffic hazards. The site is slightly pitched but there are no apparent drainage, erosion or standing water problems. There are trash receptacles, benches and tables in the area. There are signs indicating age appropriateness but no playground rules or general information.

<u>EQUIPMENT INVENTORY</u>	<u>Components or Freestanding Names</u>	<u>Manufacturer</u>
Large Composite Structure	Lava Run Slide Cozy Climber Conical Climber Platform Arch Bridge Loop Ladder Spyro Slide Decks (7) Balconies with Steering Wheels (2) Storefront Panel House Panels (2) Periscope Panel Chimes Panel Gear Panel Bubble Panel Hole Panels (2) Arch Roofs (2) Table & Seats	Landscape Structures
Freestanding Equipment	Sand Table Fire Truck Spring Rocker Motorcycle Spring Rocker	Kompan Landscape Structures Landscape Structures
<u>SURFACING MATERIAL</u>	Engineered Wood Fiber Sand	
<u>MANUFACTURER CONTACT INFORMATION</u>	Landscape Structures 601 7th Street South Delano, MN 55328 800-328-0035 www.playlsi.com	

ABENDROTH PARK

INVENTORY PICTURES

Area #1

Metal Composite Structure (Landscape Structures)



Metal Composite Structure (Continued)



**Freestanding Equipment
Sand Table (Kompan)**



Freestanding Equipment (Continued)
Fire Truck Spring Rocker (Landscape Structures)



Motorcycle Spring Rocker (Landscape Structures)



ABENDROTH PARK

AREA #1 CONDITION REPORT

	Condition	Hazard Priority	Recommendation
Large Composite Structure (Landscape Structures)			
Components			
Lava Run Slide	Good	OK	
Cozy Climber	Good	OK	
Conical Climber	Good	OK	
Platform	Good	OK	
Arch Bridge	Good	OK	
Loop Ladder	Good	OK	
Spyro Slide	Good	OK	
Decks (7)	Good	OK	
Balconies w/Steering Wheels	Cuts in Plastisol on barrier	Maint.	Monitor
Storefront Panel	Good	OK	
House Panels (2)	Good	OK	
Periscope Panel	Good	OK	
Chimes Panel	Damaged- accessible hole, Fall Hazard	A	Replace Chime Panel
Gear Panel	Good	OK	
Bubble Panel	Deep cuts in bubble	Maint.	Monitor
Hole Panels (2)	Good	OK	
Arch Roofs (2)	Good	OK	
Table & Seats	Good	OK	
Surfacing	Wood depth 5 - 9" - insufficient Mats exposed-trip hazard Sand in wood surfacing	A B Maint.	Top off and level Bury 2" under surface Replace mixed surfacing
Use Zone	Good	OK	
Structural Stability	Good	OK	
Freestanding Equipment			
Sand Table (Kompan)	Good	OK	
Surfacing	Sand depth 3 - 6" Fabric Exposed - Trip Hazard	Maint. B	Add sand Cover Fabric w/ sand
Use Zone	Good	OK	
Structural Stability	Good	OK	

Fire Truck Spring Rocker (Landscape)	Spring loose @ metal plate	Maint.	Tighten Bolts
Surfacing	Wood depth 4 - 5" - insufficient Mounting plate exposed- trip hazard	A B	Top off and level Cover mounting plate
Use Zone	Good	OK	
Structural Stability	Loose at base plate	Maint.	Tighten
Motorcycle Spring Rocker (Landscape)	2 Protruding bolt 1 bolt cap missing	B Maint.	Replace bolts Replace bolt cap
Surfacing	Wood depth 4" - insufficient Base plate exposed- trip hazard	A B	Top off and level Cover base plate with wood fiber
Use Zone	Good	OK	
Structural Stability	Good	OK	

Hazard and Maintenance Pictures

Area #1

Large Composite Structure- Steering WheelBarrier- Cuts in plastisol- MAINTENANCE



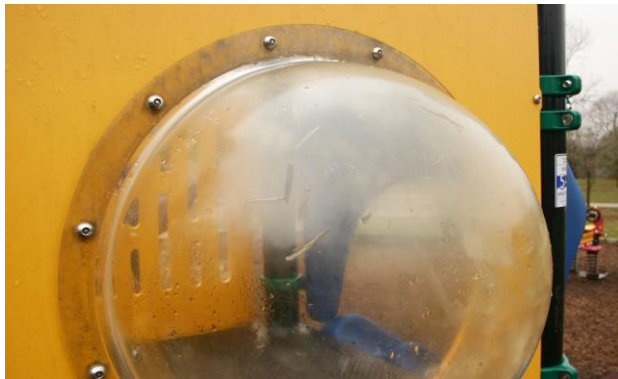
Large Composite Structure- Chimes Panel- Accessible Hole- Class A HAZARD



Large Composite Structure- Surfacing- Wear Mats Exposed- Class B HAZARD



Large Composite Structure- Bubble Panel- Cuts in Plastic Bubble - MAINTENANCE



Sand Table- Fabric Exposed- Class B HAZARD



Fire Truck Spring Rocker- Loose at metal base plate- MAINTENANCE



Motorcycle Spring Rocker- protruding bolts on side- Class B Hazard



Motorcycle Spring Rocker- Bolt Cap Missing- MAINTENANCE



ABENDROTH PARK

Area #2

GENERAL SITE CONDITIONS The playground is located at the back of the park approximately 100ft from roads and playgrounds. The area is totally enclosed by a 4ft & 6ft fence eliminating potential traffic hazards. The site is level and there are no apparent drainage, erosion or standing water problems. There are trash receptacles, benches, and tables in the area. There are signs indicating age appropriateness but no playground rules or general information.

<u>EQUIPMENT INVENTORY</u>	<u>Components or Freestanding Names</u>	<u>Manufacturer</u>
Small Composite Structure	Cycler E-pod Steps Gyro Twister Helix Net Climber Hemisphere Climber Crescent Climber Ring Tangle Climber Swiggle Stick Bridge Wobble Pod Bouncers (2) Wave Slide	Landscape Structures

SURFACING MATERIAL Engineered Wood Fiber

MANUFACTURER CONTACT INFORMATION Landscape Structures
601 7th Street South
Delano, MN 55328
800-328-0035
www.playlsi.com

ABENDROTH PARK

INVENTORY PICTURES

Area #2

Metal Composite Structure (Landscape Structures)



ABENDROTH PARK

AREA #2 CONDITION REPORT

		Condition	Hazard Priority	Recommendation
Small Composite Structure (Landscape Structures)				
Components				
	Cycler	Good	OK	
	E-pod Steps	Good	OK	
	Gyro Twister	Good	OK	
	Helix Net Climber	Good	OK	
	Hemisphere Climber	Bolt Missing on Round Pole bracket	Maint.	Replace Bolt
	Crescent Climber	Good	OK	
	Ring Tangle Climber	Good	OK	
	Swiggle Stick Bridge	Good	OK	
	Wobble Pod Bouncer	2 cracks on pod platforms	Maint.	Monitor
	Wave Slide	Good	OK	
	Surfacing	Wood depth 2-6" - insufficient No Wear Mats	A C	Top off and level Install Wear Mats
	Use Zone	Good	OK	
	Structural Stability	Good	OK	

Hazard and Maintenance Pictures

Area #2

Metal Composite Structure - Hemisphere Climber- Bolt Missing - MAINTENANCE



Metal Composite Structure- Woobie Pod Bouncer- Cracks on Pod Platform- MAINTENANCE



ABENDROTH PARK

REPORT SUMMARY

OVERVIEW

The playground facilities at Abendroth Park are in overall fair/poor condition. There are hazardous conditions found with both the equipment and the surfacing. There are also numerous maintenance issues that should be addressed before they become more problematic. The problems identified during the course of the inspection are as follows:

CLASS A HAZARDS

AREA #1

There is insufficient surfacing under the metal composite structure and the two spring rockers. Additional engineered wood fiber should be added to existing material and leveled. Remove the sand surfacing/wood mix. The surfacing will become hard.

On the large composite structure the chimes panel is damaged and has a accessible hole in it creating a fall hazard. The chimes panel should be replaced

AREA #2

There is insufficient safety surfacing under the metal composite structure. Additional engineered wood fiber should be added to existing material and leveled.

CLASS B HAZARDS

AREA #1

The mats at the slide exists of the metal composite structure are exposed resulting in trip hazards. The mats should be buried two inches below the safety surfacing to eliminate the hazards.

At the sand tables the fabric is exposed causing a trip hazard. The fabric should be covered with sand.

The Fire Truck Spring Rocker's mounting plate and the Motor Cycle's base plate are exposed causing trip hazards. The mounting plate and base plate should be covered.

There are 2 protruding bolts on the side of the motorcycle spring rocker that should be replaced with the correct sized bolts.

AREA #2

No Class B hazards were noted.

CLASS C HAZARDS

AREA #1

ASTM requires that signs warning of the dangers of strangulation, heat, and hard surfaces be installed on play equipment in the play area.

AREA #2

There is no wear mat under the exits of the slide. ADA requires wear mats for accessibility and the prevention of "holes".

MAINTENANCE

AREA #1

On the large composite structure the railings of the steering wheel balcony has cuts in the plastisol that should be monitored.

There are deep cuts in the bubble of the bubble panel that should be monitored for further damage.

The Fire Truck Spring Rocker has a loose spring causing the structure's stability to be loose. The bolt should be tightened.

There is insufficient sand for the sand table. Additional sand should be added.

There is a bolt cap missing on the motor cycle spring rocker that should be replaced

AREA #2

On the small composite structure a bolt is missing on the bracket of the hemisphere climber that should be replaced.

On the small composite structure there are two cracks on the pod platforms that should be monitored.

BOTH AREAS

Preventative Maintenance recommended at minimum of once a year

Playground Safety Inspection should be done a minimum of once a year

It is recommended that signs be installed indicating playground rules and general information.

**MINOR REPAIRS
DONE ON SITE**

AREA #1

Tightened loose bolt on bracket of periscope panel



Playground Maintenance Corp. dba
Playground Medic
146 Broadway
Hawthorne, NY 10532
(914)741-2228 Fax (914)747-3965
Toll Free (866)332-3133
E-mail: info@playgroundmedic.com

PLAYGROUND SAFETY INSPECTION REPORT

DATE: April 18, 2014

SITE: Columbus Park
Ryan Ave
Port Chester, NY 10573

CLIENT: Village of Port Chester Parks & Recreation
Attention: Heather Krakowski - Director
222 Grace Church Street
Port Chester, NY 10573

CONTACT PHONE NO. (914) 305-2572

DATE OF INSPECTION: April 7, 2014

INSPECTOR: Stephen Kelleher
CPSI Certification #18975-1114
Expiration: 11/1/2014

PURPOSE AND DEFINITIONS

PURPOSE **The purpose of a Playground Safety Inspection is to:**

- * Evaluate the overall condition of a playground or playgrounds at a given facility
- * Identify hazardous conditions needing attention
- * Identify Maintenance issues that the owner should be aware of

HAZARD DEFINITIONS

CLASS A HAZARD: Any condition of the playground that is life threatening or could cause severe, permanent disability.

CLASS B HAZARD: Any condition of the playground that could cause a serious but non-disabling injury.

CLASS C HAZARD: Any condition of the playground that can cause a slight injury or any condition that may not cause injury but does not meet either the Guidelines in the CPSC "Handbook for Public Playground Safety" or the ASTM F1487 "Standard Consumer Safety Performance Specifications for Playground Equipment for Public Use."

STRUCTURAL STABILITY

When properly installed as directed by the manufacturer's instructions and specifications, equipment should withstand the maximum anticipated forces generated by active use which might cause it to overturn, tip, slide or move in any way.

Stability of play equipment is tested by digging around equipment footings and checking for deterioration or signs of movement that would indicate structural instability.

SURFACING

DEPTH: The surfacing under and around the playground equipment can be a major factor in determining the injury causing potential of a fall. A fall onto a shock-absorbing surface is less likely to cause a serious injury than a fall onto a hard compacted surface. Inadequate surfacing material is usually a CLASS A HAZARD depending on the surfacing material.

The depth of surfacing material is checked by digging down to the sub base in heavy wear and low wear areas.

USE ZONE: The surface under and around a piece of equipment onto which a child falling from or exiting from the equipment would be expected to land. These areas are also designated for unrestricted circulation around the equipment.
Use Zone is checked on all equipment by measurements in accordance with CPSC guidelines.

CONDITION EXPLANATION

Equipment and surfacing conditions will be identified as "Good", "Fair" or "Poor". This is a general classification and will indicate:

- Good** * *No Corrective action needed*
- Fair** * *Some corrective action needed*
- Poor** * *Extensive corrective action needed*

COLUMBUS PARK

GENERAL SITE CONDITIONS The playground is located at the back of the park approximately 200ft from roads and parking lots. The area is partially enclosed by a 4ft & 6ft fence eliminating potential traffic hazards. The site is located on a hill but the play area is level with no apparent drainage, erosion or standing water problems. There are trash receptacles, benches and tables in the area. There are signs indicating age appropriateness, adult supervision and playground rules.

<u>EQUIPMENT INVENTORY</u>	<u>Components or Freestanding Names</u>	<u>Manufacturer</u>
Metal Composite Structure	Trapeze Rings	Playground Environments
	Climbing Wall	
	Wave Slide	
	Arch Ladders (2)	
	Suspension Bridge	
	Ladder	
	Fireman's Pole	
	Chain Funnel Bridge	
	Loop Ladder	
	Chain Climber	
	Double Slide	
	Tic Tac Toe Panel	
	Storefront Panel	
	Mesh Doorway Panels (3)	
Decks (6)		
Steps and Platform		
Climbing Structure	Jacobs Ladder	Kompan
	Overhead Gliders (3)	
	Rocking Tube	
	Climbing Steps	
	Comets (3)	
	Leg Lift	
Freestanding Equipment	Play Horses (2)	Unknown
	Boulder Climber	Unknown
	Tire Swing(5" O.D. Top Rail)	Game Time
	8ft Swing Set (2 Bays - 2 Tot, 2 Belt Seats)	Game Time
	(5"O.D. Top Rail)	
<u>SURFACING MATERIAL</u>	Engineered Wood Fiber	
<u>MANUFACTURER CONTACT INFORMATION</u>	GameTime	Kompan
	PO Box 680121 Ft. Payne, AL 35968-0121 800-633-2394 www.gametime.com	7717 New Market Street Olympia, WA 98501 800-426-9788 www.kompan.com
	Playground Environments (out of business)	

COLUMBUS PARK

INVENTORY PICTURES

Metal Composite Structure (Playground Environments)



Metal Composite Structure (Continued)



Climbing Structure (Kompan)



Freestanding Equipment
Play Horse #1 (Unknown Mfr.)



Play Horse #2 (Unknown Mfr.)



Freestanding Equipment (Continued)
Boulder Climber (Unknown Mfr.)



Tire Swing (Game Time)



Freestanding Equipment (Continued)
8ft Swing Set (2 Bays - 2 Tot, 2 Belt Seats) (Game Time)



COLUMBUS PARK

CONDITION REPORT

		Condition	Hazard Priority	Recommendation
Metal Composite Structure (Playground Environments)				
Components	Trapeze Rings	Good	OK	
	Climbing Wall	Two protruding bolts Drawstring Entanglement	A	Replace inserts & tighten
	Wave Slide	Good	OK	
	Arch Ladders (2)	Good	OK	
	Suspension Bridge	2 Head Entrapments at Rails and Bridge 14 Bolts Missing Outer Chains Rusted	A Maint. Maint.	Playground Medic is researching a solution Replace Bolts Replace Chains
	Ladder	Good	OK	
	Fireman's Pole	Good	OK	
	Chain Funnel Bridge	4 Head Entrapments at Chains & Decks	A	Playground Medic is researching a solution
	Loop Ladder	Good	OK	
	Chain Climber	Good	OK	
	Double Slide	Good	OK	
	Tic Tac Toe Panel	Good	OK	
	Storefront Panel	Good	OK	
	Mesh Doorway Panels	Good	OK	
	Decks (6)	Good	OK	
	Steps and Platform	Head Entrapment between platform & 1st Step	B	Playground Medic is researching a solution
	Surfacing	Wood depth 0 - 6" - insufficient Double Slide Mats exposed; hole in mat	A B	Top off and level Replace mat and bury
	Use Zone	Good Trash Can in Use Zone	OK Maint	Remove Trash Can from Use Zone
	Structural Stability	Good	OK	

Climbing Structure (Kompan)

Components	Jacobs Ladder	Good	OK	
	Overhead Gliders (3)	Good	OK	
	Rocking Tube	4 Brackets Broken	B	Replace brackets
		Gouges on Tube	Maint.	Monitor
	Climbing Steps	Bolt caps missing	Maint.	Replace bolt caps
		Rubber worn on 4 Steps	Maint.	Replace steps
	Comets (3)	Rusting	Maint.	Replace 3 Comets
	Leg Lift	Good	OK	

Surfacing	Wood depth 2' - 6" - insufficient	A	Top off and level
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Use Zone	Good	OK
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Structural Stability	Good	OK
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Freestanding Equipment

Play Horses (2) (Unknown Mfr)

Good	OK
------	----

Surfacing	Wood depth 3 - 6" - insufficient	A	Top off and level
	Concrete footings exposed	B	Cover with surfacing

Use Zone	Good	OK
----------	------	----

Structural Stability	Good	OK
----------------------	------	----

Boulder Climber (Unknown Mfr)

Graffiti	Maint.	Remove graffiti
5 grips missing	Maint.	Replace 5 Grips

Surfacing	Wood depth 0 - 8" - insufficient	A	Top off and level
	Fabric exposed	B	Cover fabric w/ surfacing

Use Zone	Good	OK
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Structural Stability	Good	OK
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**Tire Swing (GameTime)
(5" O.D. Top Rail)**

1 Chain Broken	B	Replace chain
3 Eye hooks worn	A	Replace three eye hooks

Surfacing	Wood depth 0-3" - insufficient	A	Top off and level
	Mat exposed and damaged	B	Replace and Bury 2" below surfacing
	Fabric exposed	B	Cover gravel with fabric Cover fabric w/surfacing

Use Zone	Good	OK
----------	------	----

Structural Stability	Good	OK
----------------------	------	----

8ft Swing Set (Game Time 5" OD)

2 encl. tot seats metal exposed

A

Replace 2 enclosed tot seats

Chains wearing on 2 belt seats

A

Replace 4 S hooks and chains on 2 belt seats

Surfacing

Wood depth 0 - 6" - insufficient
Mats exposed and damaged

A

Top off and level
Replace 3 damaged mats and bury 2" below surface

B

Fabric exposed

B

Cover Fabric and Bury

Use Zone

Good

OK

Structural Stability

Good

OK

Hazard and Maintenance Pictures

Metal Composite Structure- Climbing Wall- 2 protruding bolts- Class A Hazard



Metal Composite Structure- Suspension Bridge- 2 Head Entrapments- Class A Hazard



Metal Composite Structure- Suspension Bridge- 14 Bolts Missing- MAINTENANCE



Metal Composite Structure- Suspension Bridge- Outer Chains Rusted- MAINTENANCE



Metal Composite Structure- Chain Funnel Bridge- 4 Head Entrapments- Class A Hazard



Metal Composite Structure- Surfacing- Wear Mat Damaged- Class B Hazard



Metal Composite Structure- Use Zone- Trash Can in Use Zone- MAINTENANCE



Metal Composite Structure- Stairs- Head Entrapment- Class B Hazard



Climbing Structure- Rocking Tube- Brackets Broken- Class B Hazard



Climbing Structure- Rocking Tube- Gouges on Tires- MAINTENANCE



Climbing Structure- Climbing Steps Rubber Worn- MAINTENANCE



Climbing Structure- Climbing Steps- Bolt Caps Missing- MAINTENANCE



Comets - Rusting -MAINTENANCE



Play Horses- Surfacing- Footings exposed- Class B Hazard



Boulder Climber- Grips Missing - MAINTENANCE



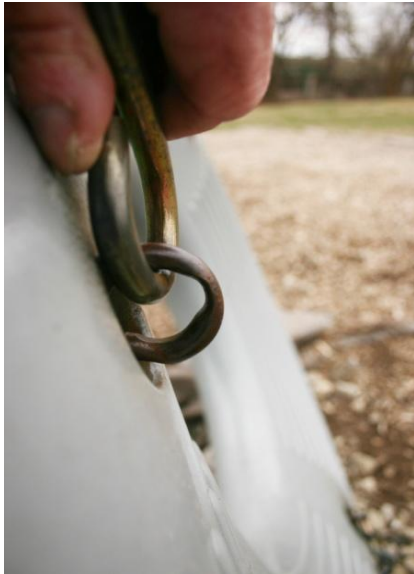
Boulder Climber- Graffiti - MAINTENANCE



Boulder Climber- Surfacing- Fabric exposed - Class B Hazard



Tire Swing- Eye hooks worn- Class A Hazard



Tire Swing- Chain Broken- Class B Hazard



Tire Swing- Gravel exposed- Class B Hazard



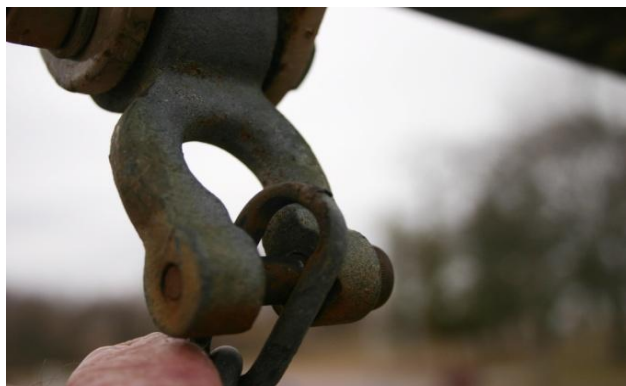
Tire Swing- Mats exposed and damaged- Class B Hazard



8ft Swing Set- TOT Seats Metal Exposed- Class A Hazard



8ft Swing Set- Chains Worn - Class A Hazard



8ft Swing Set- Fabric exposed - Class B Hazard



8ft Swing Set- Mats Exposed and damaged - Class B Hazard



COLUMBUS PARK

REPORT SUMMARY

OVERVIEW

the playground facility at Columbus Park is in overall poor condition. There are problems found with both the surfacing and the equipment. There are also numerous maintenance issues that should be addressed before they become more problematic. The problems identified during the course of the inspection are as follows:

CLASS A HAZARDS

There is insufficient safety surfacing under all of the equipment in the play area. Additional engineered wood fiber should be added to existing material and leveled.

There are two protruding bolts on the climbing wall of the metal composite structure and the inserts are loose and sticking out. This is creating a drawstring entanglement. The inserts should be replaced and the bolts should be tightened.

There are 2 head entrapments on the suspension bridge and 4 head entrapments on the chain funnel bridge. Playground Medic is researching a solution to the hazard.

The three eye hooks on the tire swing are wearing and should be replaced.

The metal is exposed on the tot seats at the 8ft swing set. The tot seats should be replaced

The chains are wearing on the two belt seats at the 8ft swing set. The chains and "S" hooks should be replaced

CLASS B HAZARDS

A wear mat in the surfacing of the metal composite structure and three under the 8ft swing set contains holes and are exposed resulting in trip hazards. The mats should be replaced and should be buried two inches under the safety surfacing.

There is a head entrapment in between the platform and the first step on the metal composite structure. Playground Medic is researching a solution to the hazard.

The plastic brackets are cracked on the climbing structure rocking tube. The four brackets should be replaced.

**Class B Hazards
(Cont.)**

The concrete footings for the Play Horses are exposed. They should be covered with wood fiber.

The fabric is showing at the boulder climber and should be covered with wood fiber.

The tire swing chain is broken and should be replaced

There is gravel showing at the tire swing. The gravel should be covered by fabric and the fabric covered with surfacing.

The wear mats and fabric under the tire swing and the 8ft swing set are exposed resulting in trip hazards. The mats should be buried two inches below the safety surfacing.

CLASS C HAZARDS

ASTM requires that signs warning of the dangers of strangulation, heat, and hard surfaces be installed on play equipment in the play area.

CPSC recommends marking equipment support posts with a minimum fill level to maintain the required depth of loose fill surfacing material.

MAINTENANCE

On the suspension bridge 14 Bolts are missing and the outer chains are rusted. The bolts and chains should both be replaced.

In the use zone of the metal composite structure there is a trash can that should be removed from the use zone.

The climbing structure rocking tube has gouges on the tube and should be monitored for further damage.

The rubber is cracked on four steps of the climbing structure steps and there are missing bolt caps. The steps and bolt caps should be replaced.

On the climbing structure the 3 comets are rusting and should be replaced.

There is graffiti on the boulder climber and five grips are missing. The graffiti should be removed and the grips replaced.

Preventative Maintenance recommended a minimum of once a year.

MAINTENANCE

Playground Safety Inspection should be done a minimum of once a year.

**MINOR REPAIRS
DONE ON SITE**

Caulked wave slide.
Tightened grips.



Playground Maintenance Corp. dba
Playground Medic
146 Broadway
Hawthorne, NY 10532
(914)741-2228 Fax (914)747-3965
Toll Free (866)332-3133
E-mail: info@playgroundmedic.com

PLAYGROUND SAFETY INSPECTION REPORT

DATE: April 18, 2014

SITE: Curtis Park
Locust Avenue
Port Chester, NY

CLIENT: Village of Port Chester Parks & Recreation
Attention: Heather Krakowski - Director
222 Grace Church Street
Port Chester, NY 10573

CONTACT PHONE NO. (914) 305-2572

DATE OF INSPECTION: April 7, 2014

INSPECTOR: Stephen Kelleher
CPSI Certification #18975-1114
Expiration: 11/1/2014

PURPOSE AND DEFINITIONS

PURPOSE **The purpose of a Playground Safety Inspection is to:**

- * Evaluate the overall condition of a playground or playgrounds at a given facility
- * Identify hazardous conditions needing attention
- * Identify Maintenance issues that the owner should be aware of

HAZARD DEFINITIONS

CLASS A HAZARD: Any condition of the playground that is life threatening or could cause severe, permanent disability.

CLASS B HAZARD: Any condition of the playground that could cause a serious but non-disabling injury.

CLASS C HAZARD: Any condition of the playground that can cause a slight injury or any condition that may not cause injury but does not meet either the Guidelines in the CPSC "Handbook for Public Playground Safety" or the ASTM F1487 "Standard Consumer Safety Performance Specifications for Playground Equipment for Public Use."

STRUCTURAL STABILITY

When properly installed as directed by the manufacturer's instructions and specifications, equipment should withstand the maximum anticipated forces generated by active use which might cause it to overturn, tip, slide or move in any way.

Stability of play equipment is tested by digging around equipment footings and checking for deterioration or signs of movement that would indicate structural instability.

SURFACING

DEPTH: The surfacing under and around the playground equipment can be a major factor in determining the injury causing potential of a fall. A fall onto a shock-absorbing surface is less likely to cause a serious injury than a fall onto a hard compacted surface. Inadequate surfacing material is usually a CLASS A HAZARD depending on the surfacing material.

The depth of surfacing material is checked by digging down to the sub base in heavy wear and low wear areas.

USE ZONE: The surface under and around a piece of equipment onto which a child falling from or exiting from the equipment would be expected to land. These areas are also designated for unrestricted circulation around the equipment.
Use Zone is checked on all equipment by measurements in accordance with CPSC guidelines.

CONDITION EXPLANATION

Equipment and surfacing conditions will be identified as "Good", "Fair" or "Poor". This is a general classification and will indicate:

- Good** * *No Corrective action needed*
- Fair** * *Some corrective action needed*
- Poor** * *Extensive corrective action needed*

CURTIS PARK

GENERAL SITE CONDITIONS The playground is located in the front of the park approximately 40ft from roads and parking lots. There is no fence enclosing the area but traffic is not considered hazardous. The site is level and there are no apparent drainage, erosion or standing water problems. There are benches in the area. There are signs indicating age appropriateness, adult supervision and playground rules.

<u>EQUIPMENT INVENTORY</u>	<u>Components or Freestanding Names</u>	<u>Manufacturer</u>
Small Composite Structure	Rock & Rumble Double Slide 90° Funnel Bridge Tube Slide Slide Crazy Eight Climber Fire Pole Overhead Ladder Rung Ladder Zoo Panel Decks (3) Steps Transfer Platform	Game Time
Freestanding Equipment	8ft Swing Set (2 Bays - 2 Open Tot, 2 Bucket Tot Seats)(3 1/2 O.D. Top Rail)	Game Time

SURFACING MATERIAL Engineered Wood Fiber

MANUFACTURER CONTACT INFORMATION Game Time
PO Box 680121
Ft. Payne, AL 35968-0121
800-633-2394
www.gametime.com

CURTIS PARK

INVENTORY PICTURES

Small Composite Structure (Game Time)



Freestanding Equipment
8ft Swing Set (2 Bays - 2 Open Tot, 2 Bucket Tot Seats) (Game Time)



CURTIS PARK

CONDITION REPORT

		Condition	Hazard Priority	Recommendation
Small Composite Structure (Game Time)				
Components	Rock & Rumble Double Slide	Paint on Slide Bed	Maint.	Remove Paint
	90° Funnel Bridge	Good	OK	
	Tube Slide	Good	OK	
	Slide	Good	OK	
	Crazy Eight Climber	Good	OK	
	Fire Pole	Good	OK	
	Overhead Ladder	2 Handles loose on deck	Maint.	Tighten handles
	Rung Ladder	Two bracket covers missing	Maint.	Replace covers
	Zoo Panel	1 Bolt Missing	Maint.	Replace bolt
	Decks (3)	Good	OK	
	Steps	Good	OK	
	Transfer Platform	Plastisol cracked & deck rusting	OK	Monitor
	Surfacing	Wood depth 3 - 8" - insufficient No wear mats	A C	Top off and level Install wear mats
	Use Zone	Good	OK	
	Structural Stability	Good	OK	
Freestanding Equipment				
8ft Swing Set (Game Time)				
	Surfacing	Wood depth 6 - 9" - insufficient Wear Mats exposed Wear Mats damaged	B B Maint.	Top off and level Bury 2" below surface Install wear mats
	Use Zone	Good	OK	
	Structural Stability	Good	OK	
Environment	Border	R/R ties damages	Maint.	Replace Ties

Hazard and Maintenance Pictures

Rock and Rumble Double Slide- Paint on Slide- MAINTENANCE



Overhead Ladder- Handles loose- MAINTENANCE



Rung Ladder- Bracket Covers Missing- MAINTENANCE



Zoo Panel- Bolt Missing- MAINTENANCE



Transfer Platform- Platisol Cracked and Rusting- MAINTENANCE



8ft Swing Set- Wear Mats exposed- Class B Hazard



8ft Swing Set- Wear Mats damaged- MAINTENANCE



Environment-Wood Edging damaged-MAINTENANCE



CURTIS PARK

REPORT SUMMARY

OVERVIEW

The playground facility at Curtis Park is in overall good/fair condition. The only hazards identified concern the surfacing material which can be easily addressed. There are a few maintenance issues that should be addressed before they become more problematic. The problems identified during the course of the inspection are as follows:

CLASS A HAZARDS

There is insufficient surfacing under the small composite structure. Additional engineered wood fiber should be added to existing material and leveled.

CLASS B HAZARDS

The wear mats are exposed under the 8ft swing set resulting in trip hazards. The mats should be buried two inches below the safety surfacing.

There is insufficient surfacing under the 8ft swing set. Additional engineered wood fiber should be added to existing material and leveled.

CLASS C HAZARDS

There are no wear mats under the exits of the slides. ADA requires wear mats for accessibility and the prevention of "holes".

ASTM requires that signs warning of the dangers of strangulation, heat, and hard surfaces be installed on play equipment in the play area.

MAINTENANCE

On the Rock & Rumble Double slide there is paint on the slide bed. The paint should be removed.

On the deck of the overhead ladder two handles are loose that should be tightened. If you can not tighten new inserts may be needed

Two bracket covers are missing on the small composite structure rung ladder. The bracket covers should be replaced.

The zoo panel has one bolt missing. The bolt should be replaced.

On the transfer platform the plastisol is cracked and rusting. This should be monitored.

**MAINTENANCE
(CONT.)**

The wear mats at the 8ft swing set are damaged and new wear mats should be installed

On the border of the area the R/R Ties are damaged and should be replaced

Preventative Maintenance recommended a minimum of once a year.

Playground Safety Inspection should be done a minimum of once a year.

**Minor Repairs
Done on Site**

Tightened 4 bolts on deck of funnel bridge



Playground Maintenance Corp. dba
Playground Medic
146 Broadway
Hawthorne, NY 10532
(914)741-2228 Fax (914)747-3965
Toll Free (866)332-3133
E-mail: info@playgroundmedic.com

PLAYGROUND SAFETY INSPECTION REPORT

DATE: April 18, 2014

SITE: Edgewood Park
Grace Church Street
Port Chester, NY 10573

CLIENT: Village of Port Chester Parks & Recreation
Attention: Heather Krakowski - Director
222 Grace Church Street
Port Chester, NY 10573

CONTACT PHONE NO. (914) 305-2527

DATE OF INSPECTION: April 8, 2014

INSPECTOR: Stephen Kelleher
CPSI Certification #18975-1114
Expiration: 11/1/2014

PURPOSE AND DEFINITIONS

PURPOSE **The purpose of a Playground Safety Inspection is to:**

- * Evaluate the overall condition of a playground or playgrounds at a given facility
- * Identify hazardous conditions needing attention
- * Identify Maintenance issues that the owner should be aware of

HAZARD DEFINITIONS

CLASS A HAZARD: Any condition of the playground that is life threatening or could cause severe, permanent disability.

CLASS B HAZARD: Any condition of the playground that could cause a serious but non-disabling injury.

CLASS C HAZARD: Any condition of the playground that can cause a slight injury or any condition that may not cause injury but does not meet either the Guidelines in the CPSC "Handbook for Public Playground Safety" or the ASTM F1487 "Standard Consumer Safety Performance Specifications for Playground Equipment for Public Use."

STRUCTURAL STABILITY

When properly installed as directed by the manufacturer's instructions and specifications, equipment should withstand the maximum anticipated forces generated by active use which might cause it to overturn, tip, slide or move in any way.

Stability of play equipment is tested by digging around equipment footings and checking for deterioration or signs of movement that would indicate structural instability.

SURFACING

DEPTH: The surfacing under and around the playground equipment can be a major factor in determining the injury causing potential of a fall. A fall onto a shock-absorbing surface is less likely to cause a serious injury than a fall onto a hard compacted surface. Inadequate surfacing material is usually a CLASS A HAZARD depending on the surfacing material.

The depth of surfacing material is checked by digging down to the sub base in heavy wear and low wear areas.

USE ZONE: The surface under and around a piece of equipment onto which a child falling from or exiting from the equipment would be expected to land. These areas are also designated for unrestricted circulation around the equipment.
Use Zone is checked on all equipment by measurements in accordance with CPSC guidelines.

CONDITION EXPLANATION

Equipment and surfacing conditions will be identified as "Good", "Fair" or "Poor". This is a general classification and will indicate:

- Good** * *No Corrective action needed*
- Fair** * *Some corrective action needed*
- Poor** * *Extensive corrective action needed*

EDGEWOOD PARK

GENERAL SITE CONDITIONS The playground is located at the back of the park approximately 200ft from roads and parking lots. The area is totally enclosed by a 6ft fence eliminating potential traffic hazards. The area is next to a ball field which can be considered hazardous. The site is level and there are no apparent drainage, erosion or standing water problems. There are trash receptacles and benches in the area. There are signs indicating age appropriateness but none showing playground rules or general information.

<u>EQUIPMENT INVENTORY</u>	<u>Components or Freestanding Names</u>	<u>Manufacturer</u>
Small Composite Structure	Wave Slide Curved Slide Crawl Tube Ladder 90° Funnel Bridge Rumble and Roll Double Slide Tree Climber Small Arch Bridge Decks (4) Transfer Platform Stairs Bug Eye Bubble Panel Animal Panel Steering Wheel Roofs (3)	Game Time
Freestanding Equipment	8ft T-Frame Swing Set (2 Tot Seats) (3 1/2" O.D. Top Rail)	GameTime

SURFACING MATERIAL Engineered Wood Fiber

MANUFACTURER CONTACT INFORMATION

Game Time
PO Box 680121
Ft. Payne, AL 35968-0121
800-633-2394
www.gametime.com

EDGEWOOD PARK

INVENTORY PICTURES

Small Composite Structure (Game Time)



Freestanding Equipment
8ft T-Frame Swing Set (2 Tot Seats) (Game Time)



EDGEWOOD PARK

CONDITION REPORT

	Condition	Hazard Priority	Recommendation
Small Composite Structure (GameTime)			
Components			
Wave Slide	Good	OK	
Curved Slide	Good	OK	
Crawl Tube	Graffiti	Maint.	Remove graffiti
Ladder	Good	OK	
90° Funnel Bridge	Good	OK	
Rumble and Roll Double	Gouge on center rail	Maint.	Sand Smooth
Tree Climber	Good	OK	
Small Arch Bridge	Good	OK	
Decks (4)	Center joints broken on 2 decks	Maint.	Replace deck at the wave slide and the deck between crawl tube and funnel bridge
Transfer Platform	Good	OK	
Stairs	Plastisol cracked and rusted Bottom Step Bent	Maint. Maint.	Replace Stairs
Bug Eye Bubble Panel	Several small cracks	Maint.	Replace bubble
	Graffiti	Maint.	Remove graffiti
Animal Panel	Good	OK	
Steering Wheel	Good	OK	
Roofs (3)	Good	OK	
Surfacing	Wood depth 4 - 6" - insufficient Mat exposed	A B	Top off and level Bury 2" under surface
Use Zone	Good	OK	
Structural Stability	Good	OK	
Freestanding Equipment			
8ft T-Frame Swing Set (GameTime)			
(3 1/2" O.D. Top Rail)			
Surfacing	Wood depth 3 - 7" - insufficient	A	Top off and level
Use Zone	Good	OK	
Structural Stability	Good	OK	
Environment Border			
	Fence Damaged	Maint	Repair Fence
	Hole in Chain Link at corner		
	Composite Ties uneven	Maint	Repair Ties

Hazard and Maintenance Pictures
Crawl Tube - Graffiti - MAINTENANCE



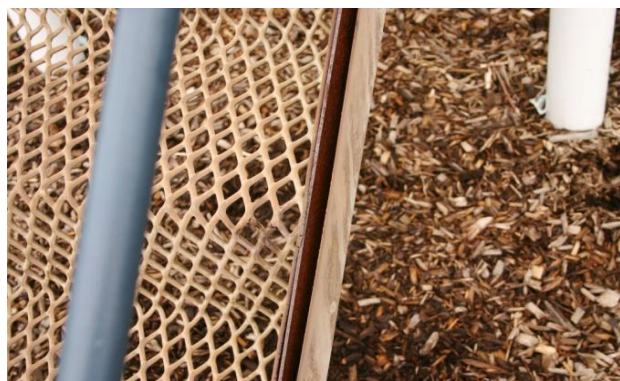
Rumble and Roll Double Slide- Gouges on center rail- MAINTENANCE



Small Composite Structure Decks- Center Joint Broken- MAINTENANCE



Small Composite Structure Stairs- Rusted, Cracked and Bent- MAINTENANCE



Bug Eye Bubble Panel- Cracked- MAINTENANCE



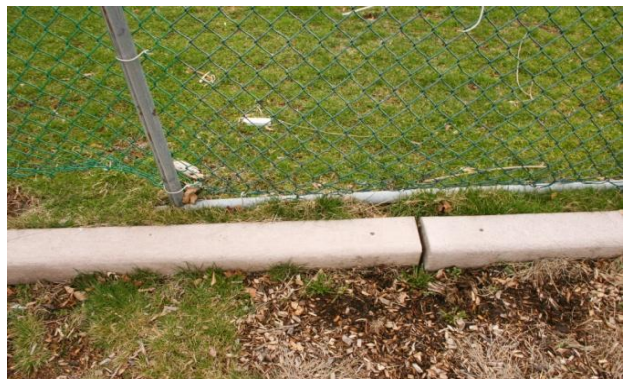
Bug Eye Bubble Panel- Cracked- Graffiti



Small Composite Structure- Use Zone- Wear Mats exposed- Class B HAZARD



Border- Fence Damaged- MAINTENANCE



Border- Ties Uneven- MAINTENANCE



EDGEWOOD PARK

REPORT SUMMARY

OVERVIEW

The playground facility at Edgewood Park is in overall fair condition. The hazardous condition noted concern surfacing issues that can be easily addressed. There are however numerous maintenance issues that should be addressed before they become hazardous. The problems identified during the course of the inspection are as follows:

CLASS A HAZARDS

There is insufficient safety surfacing under all the equipment in the area. Additional engineered wood fiber should be added to existing material and leveled.

CLASS B HAZARDS

The wear mat is exposed in the surfacing of the small composite structure resulting in a trip hazard. The mat should be buried two inches below the safety surfacing.

CLASS C HAZARDS

ASTM requires that signs warning of the dangers of strangulation, heat, and hard surfaces be installed on play equipment in the play area.

An accessible entrance and path are required by ADA to be provided to the play area that is a minimum of 60" wide. If any renovations are done, accessibility should be addressed.

MAINTENANCE

It is recommended to install signs indicating playground rules and general information.

There is graffiti on the small composite structure crawl tube and the Bug Eye Bubble Panel that should be removed.

On the rumble and roll double slide there are gouges on the center rail. Sanding the rail smooth is recommended

There are several small cracks in the small composite structure Bug Eye bubble panel. The bubble panel should be replaced.

The center joints are broken on two of the decks. Replace the deck at the wave slide and the deck between the crawl tube and the funnel bridge

The plastisol on the stairs of the small composite structure is cracked and the stairs are rusting. Also the bottom step is bent. The stairs should be replaced.

MAINTENANCE

On the border the fence is damaged and the ties are uneven causing a trip hazard. The fence and ties should both be repaired

Preventative Maintenance recommended a minimum of once a year.

Playground Safety Inspection should be done a minimum of once a year.



Playground Maintenance Corp. dba
Playground Medic
146 Broadway
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(914)741-2228 Fax (914)747-3965
Toll Free (866)332-3133
E-mail: info@playgroundmedic.com

PLAYGROUND SAFETY INSPECTION REPORT

DATE: April 18, 2014

SITE: Lyon Park
King Street & Putman Avenue
Port Chester, NY 10573

CLIENT: Village of Port Chester Parks & Recreation
Attention: Heather Krakowski - Director
222 Grace Church Street
Port Chester, NY 10573

CONTACT PHONE NO. (914) 305-2572

DATE OF INSPECTION: April 7, 2014

INSPECTOR: Stephen Kelleher
CPSI Certification #18975-114
Expiration: 11/1/2014

PURPOSE AND DEFINITIONS

PURPOSE **The purpose of a Playground Safety Inspection is to:**

- * Evaluate the overall condition of a playground or playgrounds at a given facility
- * Identify hazardous conditions needing attention
- * Identify Maintenance issues that the owner should be aware of

HAZARD DEFINITIONS

CLASS A HAZARD: Any condition of the playground that is life threatening or could cause severe, permanent disability.

CLASS B HAZARD: Any condition of the playground that could cause a serious but non-disabling injury.

CLASS C HAZARD: Any condition of the playground that can cause a slight injury or any condition that may not cause injury but does not meet either the Guidelines in the CPSC "Handbook for Public Playground Safety" or the ASTM F1487 "Standard Consumer Safety Performance Specifications for Playground Equipment for Public Use."

STRUCTURAL STABILITY

When properly installed as directed by the manufacturer's instructions and specifications, equipment should withstand the maximum anticipated forces generated by active use which might cause it to overturn, tip, slide or move in any way.

Stability of play equipment is tested by digging around equipment footings and checking for deterioration or signs of movement that would indicate structural instability.

SURFACING

DEPTH: The surfacing under and around the playground equipment can be a major factor in determining the injury causing potential of a fall. A fall onto a shock-absorbing surface is less likely to cause a serious injury than a fall onto a hard compacted surface. Inadequate surfacing material is usually a CLASS A HAZARD depending on the surfacing material.

The depth of surfacing material is checked by digging down to the sub base in heavy wear and low wear areas.

USE ZONE: The surface under and around a piece of equipment onto which a child falling from or exiting from the equipment would be expected to land. These areas are also designated for unrestricted circulation around the equipment.
Use Zone is checked on all equipment by measurements in accordance with CPSC guidelines.

CONDITION EXPLANATION

Equipment and surfacing conditions will be identified as "Good", "Fair" or "Poor". This is a general classification and will indicate:

- Good** * *No Corrective action needed*
- Fair** * *Some corrective action needed*
- Poor** * *Extensive corrective action needed*

LYON PARK

GENERAL SITE CONDITIONS The playground is located in the center of the park approximately 50ft from roads and parking lots. There is no fence enclosing the play area but traffic is not considered hazardous. The site is level and there are no apparent drainage, erosion or standing water problems. There are trash receptacles, benches and tables in the area. There are signs indicating age appropriateness, adult supervision and playground rules.

EQUIPMENT INVENTORY	Components or Freestanding Names	Manufacturer
Metal Composite Structure	Double Slide	Playground Environments
	Loop Ladders (2)	
	Suspension Bridge	
	Chain Climber	
	Funnel Bridge	
	Ladder	
	Fireman's Pole	
	Circle Ladder	
	Overhead Rings	
	Climbing Wall	
	Bridge	
	Inverted Arch Ladder	
	Wave Slide	
	Chain Balance Funnel Bridge	
	Trapeze Rings	
	Bubble Panel	
	Rung Ladders (2)	
Steering Wheels (3)		
Tic Tic Toe Panel		
Decks (7)		
Steps and Platforms		
Benches (5)		
Freestanding Equipment	Antares Galaxy Climber	Kompan
	Spica Whirl Rider	Kompan
	Vega Whirl Rider	Kompan
	Motorcycle Spring Rocker	Kompan
	Motorcycle with Side Car Spring Rocker	Kompan
	4 Seat Whale Spring Rocker	Kompan
	8ft Swing Set (2 Bays - 4 Tot Seats) (5" O.D. Top Rail)	Game Time
	8ft Swing Set (2 Bays - 4 Belt Seats) (5" O.D. Top Rail)	Game Time
	Tire Swing	Game Time

SURFACING MATERIAL Engineered Wood Fiber

**MANUFACTURER CONTACT
INFORMATION**

Kompan
7717 New Market Street
Olympia, WA 98501
800-426-9788
www.kompan.com

GameTime
PO Box 680121
Ft. Payne, AL 35968-0121
800-633-2394
www.gametime.com

Playground Environments (No longer in business)

LYON PARK

INVENTORY PICTURES

Area #1

Metal Composite Structure (Playground Environments)



Metal Composite Structure (Continued)



**Freestanding Equipment
Antares Galaxy Climber (Kompan)**



Spica Whirl Rider (Kompan)



Freestanding Equipment (Continued)
Vega Whirl Rider (Kompan)



Motorcycle Spring Rocker (Kompan)



Freestanding Equipment (Continued)
Motorcycle with Side Car Spring Rocker (Kompan)



4 Seat Whale Spring Rocker (Kompan)



Freestanding Equipment (Continued)
8ft Swing Set (2 Bays - 4 Tot Seats) (Game Time)



8ft Swing Set (2 Bays - 4 Belt Seats) (Game Time)



Freestanding Equipment (Continued)
Tire Swing (Game Time)



LYON PARK

CONDITION REPORT

		Condition	Hazard Priority	Recommendation
Metal Composite Structure (Playground Environments)				
Components	Double Slide	Good	OK	
	Loop Ladders (2)	Good	OK	
	Suspension Bridge	2 Head Entrapments between bridge and rail	A	We are researching a solution
		10 missing bolts	Maint.	Replace bolts
	Chain Climber	Good	OK	
	Funnel Bridge	Good	OK	
	Ladder	Good	OK	
	Fireman's Pole	Good	OK	
	Circle Ladder	Good	OK	
	Overhead Rings	Good	OK	
	Climbing Wall	Good	OK	
	Bridge	Good	OK	
	Inverted Arch Ladder	Good	OK	
	Wave Slide	Good	OK	
	Chain Balance Funnel Bridge	6 Head entrapments between deck chains & boards	B	We are researching a solution
	Trapeze Rings	Good	OK	
	Bubble Panel	Good	OK	
	Rung Ladders (2)	Good	OK	
	Steering Wheels (3)	Good	OK	
	Tic Tac Toe Panel	Good	OK	
	Decks (7)	Good	OK	
	Steps and Platforms	Good	OK	
	Benches (5)	Good	OK	
	Surfacing	Wood depth 1 - 9" - insufficient Fabric exposed	A B	Top off and level Cover fabric
	Use Zone	Good	OK	
	Structural Stability	Good	OK	
Freestanding Equipment				
Antares Galaxy Climber (Kompan)				
		Holes in rubber on 2 comets Severely rusted- metal exposed	B	Replace 2 comets
		Crack on 2 plastic brackets	Maint	Monitor
	Surfacing	Wood depth 3 - 7" - insufficient	A	Top off and level
	Use Zone	Good	OK	
	Structural Stability	Good	OK	

Spica Whirl Rider (Kompan)	Good	OK	
Surfacing	Wood depth 0-3" - insufficient Filter fabric exposed	A B	Top off and level Cover with surfacing
Use Zone	Good	OK	
Structural Stability	Loose at Base	Maint	Monitor
Vega Whirl Rider (Kompan)	Good	OK	
Surfacing	Wood depth 1 - 4" - insufficient Filter fabric exposed	A B	Top off and level Cover with surfacing
Use Zone	Good	OK	
Structural Stability	Good	OK	
Motorcycle Spring Rocker (Kompan)	Good	OK	
Surfacing	Wood depth 3-6" - insufficient	B	Top off and level
Use Zone	Good	OK	
Structural Stability	Good	OK	
Motorcycle/Side Car Spring Rocker (Kom.)	Good	OK	
Surfacing	Wood depth 6" - insufficient	A	Top off and level
Use Zone	Good	OK	
Structural Stability	Good	OK	
4 Seat Whale Spring Rocker (Kompan)	Good	OK	
Surfacing	Wood depth 3 - 4" - insufficient	A	Top off and level
Use Zone	Good	OK	
Structural Stability	Good	OK	

8ft Swing Set (4 Tot Seats) (Game Time) (5" O.D. Top Rail)	"S" hooks and chains worn	A	Replace chains and S hooks	
	1 tot seat- metal exposed	A	replace 1 tot seat	
	Surfacing	Wood depth 6 - 9" - insufficient	B	Top off and level
		Wear mat exposed	B	Bury mat
	No wear mat at 3 swings	C	Install wear mats	
Use Zone	Good	OK		
Structural Stability	Good	OK		
8ft Swing Set (4 Belt Seats) (Game Time) (5" O.D. Top Rail)	Good	OK		
Surfacing	Wood depth 4-9" - insufficient	A	Top off and level	
	Mats exposed	B	Bury 2" below surfacing	
Use Zone	Good	OK		
Structural Stability	Good	OK		
Tire Swing (Game Time)	"S" hooks worn and one missing	A	Replace 3 "S" hook	
	Eye hook Bent	A	Replace eye hook	
	Boot cover torn - pinch hazard	B	Replace boot cover	
Surfacing	Wood depth 1-6" - insufficient	A	Top off and level	
	Mat exposed	B	Bury 2" below surfacing	
Use Zone	Good	OK		
Structural Stability	Good	OK		

Hazard and Maintenance Pictures

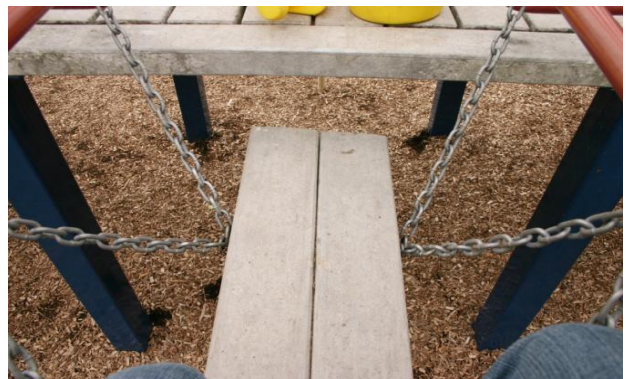
Suspension Bridge- Head Entrapments- Class A HAZARD



Suspension Bridge- Bolts Missing- MAINTENANCE



Chain Balance Funnel Bridge- Head Entrapments- Class B HAZARD



Metal Composite Structure- Fabric Exposed- Class B HAZARD



Antares Galaxy Climber- Holes in Rubber on Comets- Class B Hazard



Antares Galaxy Climber- Rusting on Comets- Class B Hazard



Antares Galaxy Climber- Cracks in plastic brackets- MAINTENANCE



Spica Whirl Rider- Fabric Exposed- Class B HAZARD



2 Bay Tot Seat Swing Set- "S" Hooks and Chains Worn- Class A HAZARD



2 Bay Tot Seat Swing Set- Metal Exposed- Class A HAZARD



2 Bay Belt Seat Swing Set- Wear Mat Exposed- Class B HAZARD



Tire Swing Set- Wear Mat Exposed- Class B HAZARD



LYON PARK

REPORT SUMMARY

OVERVIEW

The playground facility at Lyon Park is in overall poor condition. There are hazardous conditions found with both the surfacing and equipment. There are also numerous maintenance issues that should be addressed before they become more problematic. The problems identified during the course of the inspection are as follows:

CLASS A HAZARDS

There is insufficient safety surfacing under most of the equipment. Additional engineered wood fiber should be added to existing material and leveled.

On the suspension bridge there are two head entrapments between the bridge and the rail. Playground Medic is researching a solution as the manufacturer is out of business.

On the two bay tot swing set the chains and "S" hooks are worn. The chains and "S" hooks should be replaced.

On one of the tot seats the metal is exposed. The tot seat should be replaced.

The Tire Swing's "S" hooks are worn, along with an eye hook being bent. Also one "S" hook is missing. All of the hooks should be

CLASS B HAZARDS

On the chain balance funnel bridge there are six head entrapments between deck, chains and bridge. Playground Medic is researching a

On the antares galaxy climber there are holes on two comets exposing severely rusted metal. The comets should be replaced.

There is insufficient safety surfacing under the motorcycle with side car spring rocker and the 8ft tot swing set. Additional engineered wood fiber should be added to existing material and leveled.

In the metal composite structure, the spica whirl rider and the Vega Whirl's use zones the fabric is exposed and should be covered.

The mats are exposed under the 8ft swing set (belt seats), 8ft tot swing set and under the tire swing resulting in trip hazards. The mats should be buried two inches below the safety surfacing.

Class B HAZARDS (Cont.) The boot cover on the tire swing is cracked resulting in a pinch hazard and should be replaced.

CLASS C HAZARDS ASTM requires that signs warning of the dangers of strangulation, heat, and hard surfaces be installed on play equipment in the play area.

CPSC recommends marking equipment support posts with a minimum fill level to maintain the required depth of loose fill surfacing material.

MAINTENANCE There are ten missing bolts on the metal composite structure suspension bridge that should be replaced.

There are cracks on the plastic brackets of the antares galaxy climber. The cracks should be monitored.

The base is loose at the spica whirl rider and should be monitored.

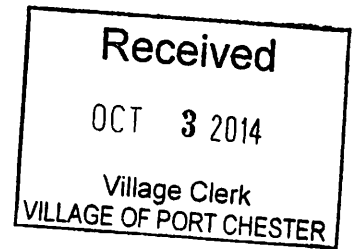
Preventative Maintenance recommended a minimum of once a year.

Playground Safety Inspection should be done a minimum of once a year.

**MINOR REPAIRS
DONE ON SITE** Caulked double slide.
Lubricated steering wheels.
Tightened 7 screws in seats on Whale Spring Rocker

CORRESPONDENCE

MARK EDWARD GOLDBERG
Attorney at Law
130 North Main Street
Port Chester, New York 10573
(914) 690-0800



October 1, 2014

Mayor of the Village of Port Chester
and Traffic Commission
222 Grace Church Street
Port Chester, N.Y. 10573

RE: Decal Parking on Marvin Place

Dear Sirs:

Myself, my partner and my employee all have decal parking stickers for Marvin Place. We have all had problems with parking in the decal spots which run parallel to the train tracks as set forth below.

About two years ago my car was struck by a car backing out of a meter on Marvin Place. Within the last year the same event has happened to my partner, Enoch Brady. Last week this happened to my employee and again yesterday it happened to my vehicle again. Yesterday, the police advised me that another vehicle in addition to mine was also hit in the same manner. It is also my understanding from discussing this with the police officer yesterday that this has also happened numerous other times to other people.

This is a huge problem because these are always hit and run events so each time such an event occurs it costs the person who is hit at a minimum the deductible amount which they have for their insurance.

I request on behalf of myself, my partner, my employee and all others who are in our situation that the decal holders either be permitted to park in spots which currently have meters or that the meter spots be changed to be the spots which are parallel to the train tracks and permit the current meter spots to become decal spots. Thank you for your consideration.

Very truly yours,


MARK EDWARD GOLDBERG

*Emailed JRichards/BOT 10/10/14
For BOT mtg*

VILLAGE OF PORT CHESTER

OCT 10 2014

RECEIVED *M*



OF THE PORT CHESTER/RYE UNION FREE SCHOOL DISTRICT, INC.

P.O. Box 1718, PORT CHESTER, NEW YORK 10573
WWW.TAMARACKTOWER.ORG

PRESIDENT

BISHOP M. NOWOTNIK

VICE PRESIDENT

DENISE QUINN

RECORDING SECRETARY

ROSEMARIE BARONE

CORRESPONDING SECRETARY

DOROTHY SCARFONE

TREASURER

MARGOTH PILLA

BOARD OF DIRECTORS

NANCY BRACELIN

JOAN CONKLIN

PETER MUTINO

RAYMOND SCULKY

HONORARY BOARD OF DIRECTORS

HON. JOSEPH CARVIN

ANDREW CASTELLANO

MARIE B. GENTEALE

ANTHONY B. GIOFFRE

HON. BRUNO J. GIOFFRE

CAMILLE C. LINEN

ROBERT MORABITO

ANTHONY J. NAPOLI

DOMINICK NERI

HON. DENNIS PILLA

DAVID TUTERA

HON. HOPE VESPIA

REV. GERALD WASHINGTON

October 3, 2014

Mayor Neil Pagano and Board of Trustees
Village of Port Chester
222 Grace Church Street
Port Chester, NY 10573

Dear Mayor Pagano:

The Tamarack Tower Foundation is a tax-exempt organization whose sole purpose is to support the students of the Port Chester School District. In the past we have made generous contributions to the schools due in part to donations and fund raisers

The Tamarack Tower Foundation would like to request approval from the Board of Trustees to hold a Turkey Trot on Thursday (Thanksgiving), November 27, 2014 beginning at 9:30 a.m. at the Port Chester High School. This event will start at the flag pole, on the stadium side of the high school and continue onto College Avenue to Haines Blvd. – around Haines Blvd. – then continuing in front of Park Avenue School bearing right onto Barton and then right onto Newton Avenue and ending back at the flag pole. This will be an approximate distance of 1.7 miles for walkers and runners will cover the course twice.

We are requesting that these streets be closed from 9:30 to 10:30 a.m. and if possible, obtain police supervision at each intersection. We also would like permission to have a Banner hung on Putnam Avenue opposite Lyon Park, a Banner hung across Westchester Avenue near the fire house, a Banner hung across N. Main Street and a sign placed at Messina Park to publicize the Turkey Trot.

This event will be used as one of the fundraisers to support our schools through grants, scholarships and programs.

Thank you for your consideration of our request.

Cordially,

Rosemarie Barone, Event Chairperson
Tamarack Tower Foundation



Companies:

Reliance Chemical & Hose
No. 1

Putnam Steamer & Hose
No. 2

Fire Department
Village of Port Chester

WESTCHESTER COUNTY, N. Y.



Headquarters: Westchester Avenue and Boningo Street

Received

OCT 14 2014

Village Clerk

VILLAGE OF PORT CHESTER

Harry Howard Hook &
Ladder No. 1

Fire Police No. 1

Mellor Hose No. 1

Washington Engine & Hose
No. 4

Brooksville Hose No. 5

TO THE HONORABLE BOARD OF TRUSTEES OF THE VILLAGE PORT CHESTER, N. Y.:

The Fire ~~Board~~ & Rescue Co. 1 respectfully reports that at a meeting

held on 7 Nov 2014 favorable action was taken on the following:

Elected active members. ① Justin P. DiSanto ② Juan Morales

Elected honorary members

Members resigned

Members expelled

Members suspended

Members died

Badges returned (numbers)

Remarks

Secretary.
James K. Hitenell, Jr.

① 98 Lakeview Ave
Scarsdale, N.Y. 10583
DOB 07/08/90

② 50 So Main St Apt 4g
Port Chester N.Y. 10573
DOB 01/04/76

PARK COMMISSION
Port Chester, NY 1053

October 17, 2014

Mayor Neil Pagano and the Board of Trustees,

The Park Commission at their meeting held October 8, 2014, again discussed the temporary T-Ball fields in Lyon Park. The original agreement with the Port Chester Youth Baseball League was that t-ball would be played in Edgewood Park.

A motion was made by Jerry Donahue and seconded by Heather Paul to have both these temporary fields removed and the area reseeded and put back to its original condition. This motion was approved with a vote of three (4) ayes and two (2) noes with Jerry Donahue, Marie Martin, Heather Paul and Jerry Terranova voting yes and Virginia Corbia and Connie Thalheimer voting no.

The Commission asks for your cooperation in resolving this matter.

Very truly yours,

Jerry Terranova

Jerry Terranova and the
Park Commission

/vs

cc: Village Attorney
Village Manager

From: [Steers, Christopher](#)
To: [REDACTED]
Cc: [Richards, Janusz R](#)
Subject: Re: (no subject)
Date: Thursday, October 16, 2014 12:21:56 PM

Should not be a problem. I'll put on agenda for Monday.

Sent from my iPhone

On Oct 16, 2014, at 5:49 AM, [REDACTED] wrote:

Mr. Steers,

For our Inspection on Thursday October, 23rd I would like to stage the Fire Equipment on Don Bosco Place in front of the Church. This would require closing the Street from 6:00 p.m. till 7:30 p.m. This will be easier then closing off a parking lot.

Chief McMinn

TRAFFIC COMMISSION
Village of Port Chester

October 15, 2014

Dear Mayor Pagano and Board of Trustees:

At the meeting of the Traffic Commission held October 7, 2014, the matter of handicapped parking spaces in the Village was discussed.

Although the handicapped signs in front of 17 Edgar Place, in front of 43 Eldredge Street, on the west side of Madison Avenue, 30 feet south from the southwest corner of Putnam Avenue, and the five (5) metered spaces directly opposite the entrance to the train station building (which is no longer Village property), have been removed the language in the Village Code §319.90. Schedule XXIX: Handicapped Parking has not been removed.

The Commission requests the Board remove this language from the Village Code.

Sincerely,

Joseph Gianfrancesco, Jr.

Joseph Gianfrancesco
Chairman

JG:vs

cc: Village Manager
Village Attorney

TRAFFIC COMMISSION
Village of Port Chester

October 15, 2014

Mayor Pagano and the Board of Trustees:

At the meeting of the Traffic Commission held October 7, 2014, parking at the Port Chester Rye Brook Public Library parking lot was again discussed.

The Commission would like the Board to decide if they would like the Police Department to enforce parking in this lot. We are aware the Village Attorney must interpret the Village Code to see if this falls under the guidelines. Once a decision has been made the Library can be notified of any changes.

Sincerely,

Joseph Gianfrancesco, Jr.

Joseph Gianfrancesco, Jr.
Chairman

/vs

cc: Village Manager
Village Attorney

From: [Pagano, Neil \(Mayor\)](#)
To: [Richards, Janusz R](#)
Subject: FW: Taxi Commission
Date: Friday, October 17, 2014 9:23:05 AM

Janusz

Can you please place this matter on the agenda for Monday night's BOT meeting. In the interest of time if you can also arrange an interview with Mr. Gerardi in executive session on that same evening it would be greatly appreciated.

Thanks
Neil
NEIL J. PAGANO

Mayor

Village of Port Chester

222 Grace Church Street

Port Chester, NY 10573

914-939-2200

From: Paul [REDACTED]
Sent: Wednesday, October 15, 2014 7:58 PM
To: Pagano, Neil (Mayor)
Subject: Taxi Commission

Nel,

The purpose of this email is to express my intrest in servicing the Village of Port Chester on the Taxi Commission.
Thank you for your consideration in this matter.

Sincerely,
Paul Gerardi

Paul R. Gerardi
6 Monroe Place
Port Chester, New York 10573

Home (914) 937-1455

E-mail [REDACTED]

Cell (914) 755-3907

EDUCATION

Master of Science, with Distinction, in Organizational Leadership, from Mercy College.

Bachelor of Science, Cum Laude, in Public Safety with a Specialization in Fire Science, from Mercy College.

Associate of Science, in Liberal Studies, from Mercy College.

Certificate in Fire Science, from Mercy College.

Department Honors in Public Safety, from Mercy College.

EXPERIENCE

CURRENT (EMERGENCY SERVICE RELATED)

Manager Fire Protection & Safety, MTA/New York City Transit 10/01/2007 – 03/29/2014

Duties include: Management of the Office of System Safety's Fire Safety program and staff. This includes but is not limited to plan review for life and fire safety issues, fire alarm and suppression systems; fire and life safety inspections; acceptance testing of fire alarm and suppression systems; witnessing test of suppression and alarm systems; product reviews for flammability and smoke toxicity; planning and coordination of interagency emergency preparedness exercises; review and rewriting of Policy Instructions; overseeing fire and life safety issues on all projects; review and approve all Emergency Action Plans for transit facilities; conduct fire investigations of all fires occurring on trains, buses and MTA/New York City Transit property; assure compliance with the New York State Fire and Building Codes as well as applicable NFPA Codes; MTA/New York City Transit's liaison to the Fire Department, City of New York.

PRIOR EMERGENCY SERVICE RELATED)

Deputy Chief, Fairview Fire Department 2002 – 10/01/2007.

Duties include: Planning and coordinating activities of firefighting units; supervising a group (shift) of Fire Officers and Firefighters (8 to 11 group members); assuming command at all major fires, rescues and emergencies; maintaining discipline and promoting moral of the department; take appropriate measures to correct deficiencies when they occur; preparation and maintenance of personnel and activities records and reports; conducting and supervising fire inspections and code enforcement of commercial occupancies and places of public assembly to assure compliance with the New York State Fire and Building Codes as well as applicable NFPA Codes; member of apparatus specification and building renovation committees; approving time off (personnel and comp); preparation of Standard Operating Guidelines including authoring as well as rewriting of existing ones; responsible for supervising department fire investigation team; conducting fire investigations for cause and origin determination and generating appropriate reports.

Special Operations Commander, Fairview Fire Department 2000 – 10/01/2007.

Duties including: Supervising members of the department who were assigned to the Technical Rescue Team; responsible for the operation and maintenance of equipment for Haz-Mat /WMD incidents; supervising members of the department while operating at Haz-Mat/WMD incidents.

Executive Officer, Town of Greenburgh Technical Rescue Team 2001 – 10/01/2007.

Duties include: Serving as the second in command of the technical rescue team which consists of ten members of the Fairview Fire Department and ten members of the Greenburgh Police Department; commanding officer of team in the absence of the police commander; working jointly with my police counterpart to coordinate and conduct monthly team training; research equipment needs and specifications for budget preparation.

Commanding Officer, Squad 6 Westchester Special Operations Task Force 2003 – 10/01/2007.

Squad 6 is comprised of members of Fairview, Hartsdale and Greenville Fire Departments. Duties include: Maintenance of Squad equipment; supervising squad members at training and emergency operations; serving as the liaison for Squad 6 to the task force.

Safety Officer, Fairview Fire Department 2001 – 10/01/2007.

Duties include: Maintaining necessary records and overseeing the management of the health and safety program as outlined in NFPA 1500. investigation of exposure reports submitted by department members; take actions to mitigate potential hazard and correct same; inspect personnel protective equipment; inspect fire department buildings and grounds; meet with insurance, OSHA or PESH investigators/inspectors as required; attend meetings of the Health and Safety Committee; responding to fires and emergencies; conducting accident investigations; development and issuing of safety bulletins; responding as the commanding officer from Fairview Fire Department to all mutual aid calls.

Municipal Training Officer, Fairview Fire Department 1999 – 10/21/2007.

Duties include: Planning and coordination of all department training programs and activities; development of training programs; maintaining department training records; filing yearly training reports with the New York State; approving seminars and courses; verifying attendance at courses and seminars and approving earned comp time; development of a department training and safety manual; continually updating training materials.

Captain, Fairview Fire Department, 2001 – 2002

Lieutenant, Fairview Fire department, 1996 – 2001

Career Firefighter, Fairview Fire Department, 1991 – 1996

Career Firefighter, Village of Port Chester, 1984 – 1991

Volunteer Firefighter, Village of Port Chester, 1976 – 1988

Director of Westchester Career Fire Academy, 2000 - 2003

New York State Fire Instructor, New York State Office of Fire Prevention and Control 2002 – 2008.

Teaching New York State Out Reach Fire Training Courses at the Westchester County Fire Training Center.

County Fire Instructor, Westchester County Department of Emergency Services 2000 – present.

Teaching New York State Out Reach Fire Training Courses and Westchester County Emergency Services Courses at the Westchester County Fire Training Center.

Adjunct Instructor, New York State Academy of Fire Science 2002 - present

Serve as a skills evaluator for Firefighter I and Firefighter II National Certification Exams. Teaching New York State Fire Training Courses.

Staff, Westchester County Career Firefighter Academy 2000 – 10/01/2007.

Teaching firefighting, rescue and emergency service courses to probationary firefighters.

PUBLISHED ARTICLES – BOOK REVIEWS

Reviewer for Fundamentals of Fire Fighter Skills, Jones and Bartlett Publishers

Reviewer/Development Team New York State Aerial Operations Course

Published in Firehouse Magazine

Published in Fire Engineering Magazine

Published in Fundamentals of Fire Fighter Skills

CERTIFICATIONS

NATIONAL PRO BOARD CERTIFICATIONS

Fire Officer II – National Registry Number NY - 2114

Fire Instructor II – National Registry Number 181579

Firefighter II – National Registry Number 178874

Incident Safety Officer-Fire Suppression - National Registry Number 241784

NEW YORK STATE CERTIFICATIONS

CERTIFICATION

NUMBER

Incident Safety Officer

750011-0501-0002

Fire Officer Level II

0689-5004B

Fire Instructor Level II	0789-3041B
Fire Investigator Level I	89-750001-0003
Hazardous Materials Responder	750003-0054-0889
Hazardous Materials Technician	750006-0396-1007
Hazardous Materials Operations	750005-0396-1006
Code Enforcement Officer	1296-7488B
Basic Fire Training Registry	85-0098
Emergency Medical Technician – Defib	172687
PADI SCUBA Diver	
Incident Safety Officer-Fire Suppression (F.D.S.O.A.) Number 6496	

CERTIFIED TO TEACH THE FOLLOWING NEW YORK STATE & FEDERAL COURSES

Fire Behavior and Arson Awareness
Principles of Building Construction Course
Basic Trench Collapse Concepts Course
NWCG ICS 100
NWCG Basic ICS (I-200) Course
NIMS IS-700 National Incident Management System
Firefighter I Course
Firefighter II Course
Introduction to Fire Officer Course
Fire Officer I Course
Scene Support Operations Course
Emergency Responder Nuclear, Biological and Chemical Responder Awareness Course
Apparatus Operator – Emergency Vehicle Operations Course
Apparatus Operator – Aerial Devices Course
Truck Company Operations Course
Rescue Technician – Basic Course
Radiological Emergency Preparedness Course
Incident Safety Officer Course

Basic Structural Collapse Operations Course
WMD Radiological/Nuclear Awareness Course
Cascade System Operations Course
Mask Confidence Course
Forcible Entry Course
Firefighter Assist and Search Team Tactics Course
Basic Firefighter Training Course
Intermediate Firefighter Training Course
Advanced Firefighter Training Course
Firefighter Survival Course
Firefighter Safety and Survival Course
Confined Space Awareness and Safety Course
Apparatus Operator – Pump Course
Live Fire Training Course
Skills Evaluator Workshop Course
Incident Command System Course
Commanding the Initial Response Course
Hazardous Materials First Responder Operations
Rescue Operations Course
Ladder Company Operations Course
Pump Operator Course
Aircraft Rescue and Firefighting Course
Accident Victim Extrication Training Course
Initial Fire Attack I Course
Initial Fire Attack II Course
Firefighting Essentials Course
Utility Emergencies
Courage to Be Safe

PRIOR INSTRUCTOR CERTIFICATIONS

American Heart Association Basic Life Support – Instructor

American Heart Association Heartsaver First Aid - Instructor

American Safety & Health Institute Basic First Aid – Instructor

American Safety & Health Institute Essentials in Basic Emergency Care – Instructor

American Safety & Health Institute CPR & AED for Community & Workplace - Instructor

American Safety & Health Institute CPR Pro for the Professional Rescuer – Instructor

American Safety & Health Institute AED – Instructor

American Safety & Health Institute Child and Babysitting Safety - Instructor

American Safety & Health Institute Bloodborne Pathogens – Instructor

American Safety & Health Institute Oxygen Therapy – Instructor American Safety

American Safety & Health Institute First Responder – Instructor

American Safety & Health Institute and J.J. Keller Associates, Inc. Instructor for the following Safety Courses:

- Confined Space Training Program

- Electrical Standard Training Program

- Fire Safety Training

- Respiratory Protection Training

- Machine Guarding

- Violence in the Workplace

- Workplace Safety: Understanding the MSDS

- Sexual Harassment

**PUBLIC COMMENTS
AND
BOARD COMMENTS**