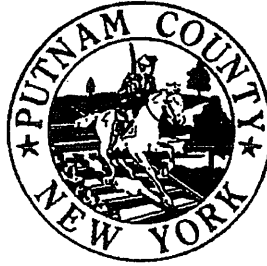


THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA
AUDIT & ADMINISTRATION COMMITTEE MEETING
TO BE HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Members: Chairman Castellano and Legislators Ellner & Gouldman

Monday August 26, 2024
(Immediately following the Rules Mtg. at 6:00pm)

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – July 29, 2024
4. Correspondence/County Auditor
 - a. Sales Tax Report
 - b. Board In Revenue Report
 - c. OTB Report
 - d. Transfer/Revenue Report
 - e. 2024 Contingency/Sub-Contingency Report
5. Correspondence/ Commissioner of Finance
 - a. Overtime/Temporary Report
 - b. Approval/ Budgetary Amendment 24A073/ Sheriff's Dept./ ARPA Reallocation/ School Safety Fund New Building at 101 Deacon Smith Hill Rd. (Camp Herrlich) (Also reviewed in Rules)
 - c. Approval/ Budgetary Amendment 24A075/ Dept. of Social Services/ Repurpose Grant Funds Previously Allocated to Forensic Interviewer/Community Outreach Worker Position (Also reviewed in Health)
 - d. Approval/ Budgetary Amendment 24A076/ Dept. of Social Services/ Use Opioid Abatement Funds to Purchase Items for Co-Response Team (Also reviewed in Health)

- e. Approval/ Budgetary Amendment 24A077/ Finance/ APRA Funding/ Mobile DMV Equipment (Also reviewed in Rules)**
- 6. Approval/ Fund Transfer 24T206/ DPW/ Increased Price – Jail Cleaning (Also reviewed in Physical)**
- 7. Approval/ Fund Transfer 24T223/ Emergency Services/ Temporary/ County Fire Instructor Training (Also reviewed in Protective)**
- 8. Approval/ Fund Transfer 24T224/ Sheriff's Dept./ Corrections/ Cover Salary Shortage due to Incorrect Line Placement (Also reviewed in Personnel)**
- 9. Approval/ Fund Transfer 24T245/ Finance/ Additional Services by Independent Auditors**
- 10. Approval/ Fund Transfer 24T250/ Senior Resources/ Contractor Payment July-December**
- 11. Approval/ Offer County Property for Sale Utilizing at Public Auction Pursuant to Chapter 31 of the Putnam County Code/ 100 Zimmer Road, Town of Southeast (Moved from Physical)**
- 12. Discussion/ Amendments/ Deposit & Investment Policy**
- 13. FYI/ 2024 Guardrail & Property Damage Table**
- 14. Other Business**
- 15. Adjournment**

#3

**AUDIT & ADMINISTRATION COMMITTEE MEETING
HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairman Castellano and Legislators Ellner & Gouldman

Monday

6:30pm

July 29, 2024

The meeting was called to order at 6:32pm by Chairman Castellano who requested Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call Legislator Gouldman and Chairman Castellano were present. Legislator Ellner was absent.

Item #3 – Acceptance of Minutes – May 23, 2024 & June 24, 2024

The minutes were accepted as submitted.

**Item #4 – Correspondence/County Auditor
a. Sales Tax Report**

Chairman Castellano made a motion to waive the rules and accept the additional;
Seconded by Legislator Gouldman. All in favor.

Chairman Castellano stated it looks like the sales tax revenue is on target for what was budgeted this year. He stated Commissioner Lewis will speak about the sales tax break enacted on clothes and footwear purchases under \$110.

Commissioner of Finance Michael Lewis stated the sales tax numbers in this report are lower due to late filings. He stated it may be premature to see a full comparative. He stated he hopes a reconciliation will be done within the next few months once the filings are in. He stated from the period of March 2024-May 2024 there were about \$11 million in gross sales of clothing and footwear under \$110 and a tax break of \$435,073 was given. He stated in looking back a few years at the same time period the sales are closer to \$18 million. He stated he hopes to see the final sales number increase once all the data has been collected.

Chairman Castellano stated this is a great tax break to all who shop in Putnam County. He stated the County is also on track to collect the budgeted amount of sales tax.

Commissioner Lewis stated he anticipates the actual numbers will be higher.

Chairman Castellano stated this is also a slower time of year for shopping, it begins to pick up more before school begins and then once the holidays arrive.

Legislator Nacerino agreed and stated higher priced items are usually purchased later in the year as well.

Legislator Sayegh stated she read in the NYSAC (New York State Association of Counties) sales tax report that across the State annual sales tax seems to be returning to pre-Covid levels with the first half of 2024 coming in much less than the same period in 2023. She stated it is noteworthy that the decrease we may see in Putnam County is happening across the State.

Commissioner Lewis stated he believes online shopping will remain. He stated there are many factors that play into the amount of sales tax revenue.

Chairman Castellano stated customers are shopping differently and the County is now collecting the sales tax from online purchases, which is beneficial.

- b. Board In Revenue Report – Duly Noted**
- c. Transfer/Revenue Report – Duly Noted**
- d. 2024 Contingency/Sub-Contingency Report – Duly Noted**

Item #5 – Correspondence/ Commissioner of Finance

- a. Overtime/Temporary Report – Duly Noted**
- b. Approval/ Budgetary Amendment 24A051/ Dept. of Social Services/ Reclassify Revenue and Expenses Related to Domestic Terrorism Prevention Grant (Also reviewed in Health)**

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

- c. Approval/ Budgetary Amendment 24A059/ Sheriff's Dept./ Reallocate ARPA Funds to Boiler Replacement and Life Safety (Also reviewed in Rules)**

Commissioner Lewis stated the ARPA consultant reviewed the reallocation and confirmed the new use of funds is acceptable under the ARPA guidelines.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

- d. Approval/ Budgetary Amendment 24A060/ Finance/ ARPA Reallocation – Town of Philipstown (Also reviewed in Rules)**

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

- e. Approval/ Budgetary Amendment 24A061/ District Attorney/ Reclassification & Salary Increase for 2 Positions (Also reviewed in Personnel)**

Commissioner Lewis stated the District Attorney had put money aside for an Assistant District Attorney, but would now like to use that money to apply it to these positions.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

f. Approval/ Budgetary Amendment 24A063/ Dept. of Social Services/ Projected Expenses for 730 Examinations, Court Ordered Guardianships, & Court Ordered Placement in Office of Mental Health & Office of People with Developmental Disabilities (Also reviewed in Health)

Commissioner Lewis stated this is a difficult expense to predict as the Department of Social Services could have one (1) court order or multiple. He stated it is also very costly at about \$1,400 per day.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

g. Approval/ Budgetary Amendment 24A065/ DPW/ Insurance Recoveries/ Guardrail Damages (Also reviewed in Physical)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

h. Approval/ Budgetary Amendment 24A066/ Sheriff's Dept./ K-9 Program/ Donation from Green Chimneys Children Services, Inc. (Also reviewed in Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

i. Approval/ Budgetary Amendment 24A067/ Sheriff's Dept./ Overtime Reimbursement from NYS Stop-DWI Foundation, Inc. (Also reviewed in Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

j. Approval/ Budgetary Amendment 24A068/ Finance/ Vacancy Control Factor

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

k. Approval/ Budgetary Amendment 24A069/ DPW/ Croton Falls Rd./ Mud Pond Outlet Culvert Rehab Project using NYS DOT/ Bridge NY Funds (Also reviewed in Physical)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

l. Approval/ Budgetary Amendment 24A070/ DPW/ Adjust Capital Budget/ Fair St. Project (also reviewed in Physical)

Commissioner Lewis stated the total project cost is \$3,707,500 and is shared – 80% federal and 20% local. He stated the 80% federal share is \$2,966,000 and the local 20% share is \$741,000. He stated Deputy Commissioner of DPW Joseph Bellucci mentioned there may be Marchiselli funds available, which would cover up to 15% of the local share, bringing the County's responsibility down to 5%. He stated if and when that 15% is received the general fund will be replenished. He stated on the budgetary amendment there is funding being removed from the Farmers Mills Road Bridge project, which will not be moving forward.

Legislator Addonizio questioned why the Farmers Mills Road Bridge project is not moving forward.

Commissioner Lewis stated per the attached memorandum from DPW, the New York State Department of Transportation has not flagged the Farmers Mills Road Bridge as in need of immediate or short-term repair.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

m. Approval/ Budgetary Amendment 24A071/ Sheriff's Dept./ Grant Award/ NYS Division of Criminal Justice Services/ Support Technology Purchases (Also reviewed in Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

n. Approval/ Budgetary Amendment 24A072/ DPW/ Peekskill Hollow Road/ Peekskill Hollow Creek Culvert Rehab Project using NYS DOT/ Bridge NY Funds (Also reviewed in Physical)

Legislator Montgomery stated projects resulting in changes in traffic patterns cause public concern. She requested that DPW keep the appropriate Legislator informed when a project is taking place in their district. She stated although information is available online, it would be great if the Legislators could be apprised of the details so they can communicate with the public.

Legislator Nacerino agreed with Legislator Montgomery's request. She stated there is currently a project on Route 311 that is blocking the entrance to I-84 in both directions.

She stated her constituents and town representatives were upset to hear about this at the last minute.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

o. Approval/ Budgetary Amendment 24A074/ Planning/ Maybrook Bikeway II Phase A Project/ Cover Bids Exceeding Anticipated Cost (Also reviewed in Physical)

Chairman Castellano stated this is a vital project and will be a great benefit to both the Village of Brewster and Putnam County as a whole.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #6 – Approval/ Fund Transfer 24T177/ Health Dept./ Purchase Rabies Medical Supplies (Also reviewed in Personnel)

Legislator Addonizio questioned if the vaccines are covered under an individual's health insurance.

Commissioner Lewis stated he can find out.

Legislator Addonizio stated she is interested to see the number of people being treated for rabies in Putnam County, specifically the number of people the County is paying for.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #7 – Approval/ Fund Transfer 24T178/ Health Dept./ Tuberculosis Lab Analysis Line (Also reviewed in Personnel)

Legislator Nacerino stated the presence of tuberculosis is frightening. She questioned if the Health Department identified a reason for the increase in cases. She stated it is important to know because this is a highly contagious illness.

Legislator Sayegh stated the Board of Health discussed a case last year of an individual who did not have a permanent address and went to the clinic and was diagnosed with tuberculosis. She stated this person did not want to be treated and without a permanent address or a way to contact them, the Health Department was unable to follow up on their status. She stated people being diagnosed and not reported is concerning.

Chairman Castellano stated fortunately there is a vaccine for tuberculosis.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #13 – Approval/ Fund Transfer 24T207/ District Attorney/ CLE Training Opportunities for ADAs

Chairman Castellano made a motion to approve Fund Transfer 24T207; Seconded by Legislator Gouldman. All in favor.

Item #14 – FYI/ 2024 Guardrail & Property Damage Table – Duly Noted

Item #15 – FYI/ Hudson Valley Regional Council Dues (Also reviewed in Economic Development)

Chairman Castellano stated the last time the County paid these dues was in 2010.

Commissioner Lewis stated a budgetary amendment was not necessary for this payment because there is money in the operating budget.

Chairman Castellano questioned why the dues have not been paid since 2010.

Legislator Montgomery stated she brought this forward in 2019. She stated the Hudson Valley Regional Council is a great resource and provides a substantial amount of grant money. She stated she would like to see a specific line item created in the budget.

Commissioner Lewis stated that would be done during the budget process.

Item #16 – Other Business – None

Item #17 – Adjournment

There being no further business at 7:09pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Gouldman. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.

Item #8 – Approval/ Fund Transfer 24T179/ Health Dept./ Cover 2 Part-Time Temporary Positions (Also reviewed in Personnel)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #9 – Approval/ Fund Transfer 24T180/ Health Dept./ Cover Nursing Overtime (Also reviewed in Personnel)

Legislator Montgomery stated the County is down three (3) nurses and the consequences of this shortage are evident in the increased workload. She stated her concern for the Health Department right now. She stated upper management is being hired but “boots on the ground” workers are needed. She stated she hopes this can be addressed in this year’s budget process by offering better salaries.

Legislator Sayegh stated she spoke with Interim Health Commissioner Dr. Nesheiwat about this and he mentioned that the shortage of nurses is a national problem. She stated public health nurses are even more difficult to hire.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #10 – Approval/ Fund Transfer 24T181/ Sheriff’s Dept./ Cover Full-Time Correction Cooks Overtime (Also reviewed in Personnel)

Legislator Gouldman questioned who is cooking in the correctional facility.

Putnam County Sheriff Kevin McConville stated there are two full-time cooks, one is out on long term illness. He stated part-time cooks from the Office for Senior Resources have assisted during this time.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #11 – Approval/ Fund Transfer 24T182/ Sheriff’s Dept./ Cover Part-Time Correction Cooks Overtime (Also reviewed in Personnel)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #12 – Approval/ Fund Transfer 24T183/ Dept. of Social Services/ Upgrade to Principal Office Assistant (Also reviewed in Personnel)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

#41a

Sales Tax	Same Period												+or(-) Same Period
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024		
January	\$ 3,910,113	\$ 4,117,955	\$ 4,235,351	\$ 4,472,651	\$ 4,699,597	\$ 4,966,930	5,536,978	4,810,372	6,071,784	6,673,020	7,112,139	439,119	
February	3,270,383	3,234,919	3,828,416	3,797,974	4,062,844	4,228,841	4,573,894	4,483,277	5,047,591	5,979,925	6,138,980	159,055	
March	5,708,091	4,670,041	5,932,547	5,174,049	5,383,664	5,792,011	5,949,514	8,065,989	8,250,002	7,952,761	7,642,006	(310,755)	
April**	4,077,701	4,248,878	4,354,716	4,344,286	4,696,971	4,674,670	3,538,226	5,264,056	6,424,074	6,652,126	6,581,464	(70,662)	
May	5,793,860	6,075,331	5,946,190	6,367,505	6,807,221	7,425,730	5,011,290	7,975,256	9,113,026	10,361,506	8,845,599	(1,515,906)	
June	4,053,988	3,621,035	4,666,527	3,983,941	4,182,456	4,557,885	5,146,439	6,789,670	4,685,857	5,311,513	5,512,815	201,303	
July	4,320,542	4,558,502	4,372,322	4,952,664	4,835,632	5,266,612	4,871,906	6,094,635	6,393,098	6,737,854	7,635,468	897,614	
August	4,179,098	4,312,904	4,286,170	4,754,633	4,815,929	5,368,556	4,918,555	6,017,886	6,254,546	6,609,400			
September	5,997,983	5,347,273	6,377,884	5,821,648	7,067,806	7,331,396	9,125,106	8,508,962	8,459,469	9,682,066			
October	4,179,344	4,311,976	4,555,008	4,449,271	4,840,611	5,244,815	4,917,403	5,730,039	6,397,048	6,520,201			
November*	4,513,878	4,190,564	4,407,709	4,616,873	4,715,091	4,959,534	4,492,906	5,514,058	6,265,506	6,722,976			
December	5,881,014	5,264,022	6,092,242	6,056,492	7,037,269	6,186,904	8,678,973	8,798,537	8,601,579	9,246,964			
Actual	\$ 55,885,996	\$ 53,953,400	\$ 59,055,082	\$ 58,791,988	\$ 63,145,092	\$ 66,003,884	66,761,192	78,052,738	81,963,580	88,450,310	49,468,472		
Budget/(Rev)	\$ 52,495,824	\$ 53,953,400	\$ 54,739,000	\$ 57,366,282	\$ 58,513,608	\$ 60,484,333	65,705,798	60,404,887	65,000,000	74,750,000	77,500,000		
Over/(Under)Budget	3,390,172	(0)	4,316,082	1,425,706	4,631,484	5,519,551	1,055,394	17,647,851	16,963,580	13,700,310	(28,031,528)	(200,232)	

#C10

BOARD IN REVENUE											
	2015*	2016*	2017*	2018*	2019*	2020*	2021*	2022*	2023*	2024	+or(-) Same Period
January	22,190.00	43,680.00	47,160.00	54,980.00	52,490.00	74,950.00	104,400.00	126,600.00	94,350.00	66,250.00	(28,100.00)
February	17,970.00	41,610.00	41,280.00	52,760.00	45,070.00	72,300.00	95,250.00	113,100.00	86,250.00	57,750.00	(28,500.00)
March	26,490.00	41,400.00	50,480.00	59,820.00	50,795.00	70,650.00	119,700.00	130,800.00	91,100.00	69,750.00	(21,350.00)
April	30,930.00	37,670.00	55,060.00	53,730.00	50,490.00	68,400.00	149,650.00	124,350.00	84,000.00	63,000.00	(21,000.00)
May	35,580.00	39,120.00	61,070.00	49,860.00	52,975.00	63,150.00	149,850.00	131,550.00	84,550.00	72,700.00	(11,850.00)
June	37,160.00	45,700.00	59,190.00	39,060.00	48,300.00	61,050.00	153,300.00	120,450.00	74,850.00	70,500.00	(4,350.00)
July	43,010.00	52,480.00	64,540.00	37,260.00	47,840.00	86,550.00	161,100.00	125,550.00	79,300.00	71,850.00	(7,450.00)
August	43,340.00	49,600.00	62,650.00	37,530.00	50,180.00	92,250.00	154,500.00	121,500.00	78,250.00		
September	48,370.00	46,290.00	61,050.00	36,180.00	43,600.00	91,200.00	145,800.00	118,800.00	80,850.00		
October	54,340.00	40,340.00	57,380.00	41,850.00	71,750.00	99,750.00	150,300.00	100,650.00	74,200.00		
November	45,700.00	34,120.00	56,580.00	43,080.00	71,400.00	95,550.00	135,000.00	90,000.00	70,500.00		
December	42,260.00	39,600.00	56,600.00	46,780.00	76,700.00	98,250.00	133,500.00	98,400.00	70,750.00		
Actual	447,340.00	511,610.00	673,040.00	552,890.00	661,590.00	974,050.00	1,652,350.00	1,401,750.00	968,950.00	471,800.00	
Budget	155,000.00	525,000.00	484,760.00	535,000.00	550,600.00	908,000.00	908,000.00	1,371,750.00	1,478,250.00	821,250.00	
Revised Budget	292,340.00	(13,390.00)	188,280.00	17,890.00	110,990.00	66,050.00	744,350.00	30,000.00	(509,300.00)	(349,450.00)	(122,600.00)

*Revenue includes US Marshalls

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024	7 24A062	Coroner	10118500	54385		UNIFORMS	600.00	D	FUNDS REC'D THRU NYS SUDORS
2024	7 24A062	Coroner	10118500	430351		STATE AID MEDICAL EXAMINER	600.00	C	FUNDS REC'D THRU NYS SUDORS
2024	7 24A064	TANF	10067000	446123		TANF	96,389.00	C	2024 TANF PROGRAM
2024	7 24A064	TANF	10067000	54647		SUB CONTRACTORS	96,389.00	D	2024 TANF PROGRAM
2024	7 24LT03	Contingency	10199000	54985		SUB CONTINGENCY HGWY M and R	5,000.00	C	NORMAL PARK MAINTENANCE TRANSF
2024	7 24LT03	Highway - Parks	10711000	54710		MAINT AND REPAIRS	5,000.00	D	NORMAL PARK MAINTENANCE TRANSF
2024	7 24LT04	Contingency	10199000	54985		SUB CONTINGENCY HGWY M and R	10,000.00	C	COVER TILLY FOSTER FARM MAINT.
2024	7 24LT04	Tilly Foster	10084000	54710		MAINT AND REPAIRS	10,000.00	D	COVER TILLY FOSTER FARM MAINT.
2024	7 24T184	OEOP Crime Victims	22071000	54410		SUPPLIES AND MAT	452.00	C	PURCHASE VARIOUS WALL ART
2024	7 24T184	OEOP Crime Victims	22071000	52110		FURNITURE AND FURNISHINGS	452.00	D	PURCHASE VARIOUS WALL ART
2024	7 24T185	OEOP CAC	22070000	54410		SUPPLIES AND MAT	553.00	C	PURCHASE XBOX-GRANT FUNDED
2024	7 24T185	OEOP CAC	22070000	52180		OTHER EQUIPMENT	553.00	D	PURCHASE XBOX-GRANT FUNDED
2024	7 24T186	EMS Fed	10398901	52180	10159	OTHER EQUIPMENT	3,400.00	C	UPFIT TAHOE

#740

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2024 7 24T186	EMS Fed	10398901	54370	10159	AUTOMOTIVE	3,400.00 D	UPFIT TAHOE
2024 7 24T186	EMS Fed	10398901	54370	10159	AUTOMOTIVE	1,025.00 D	UPFIT TAHOE
2024 7 24T186	EMS Fed	10398901	52680	10159	OTHER EQUIPMENT	1,025.00 C	UPFIT TAHOE
2024 7 24T187	EMS Fed	10398901	52190	10179	MEDICAL EQUIPMENT	5,440.00 D	PURCHASE AEDS
2024 7 24T187	EMS Fed	10398901	52690	10179	MEDICAL EQUIPMENT	5,440.00 C	PURCHASE AEDS
2024 7 24T187	EMS Fed	10398901	54370	10179	AUTOMOTIVE	1,442.02 C	PURCHASE AEDS
2024 7 24T187	EMS Fed	10398901	52190	10179	MEDICAL EQUIPMENT	1,442.02 D	PURCHASE AEDS
2024 7 24T188	Health - Community Health Assessment Fed	26401001	51094	10205	TEMPORARY	100.00 C	PURCHASE MOUSE AND KEYBOARD
2024 7 24T188	Health - Community Health Assessment Fed	26401001	54782	10205	SOFTWARE ACCESSORIES	100.00 D	PURCHASE MOUSE AND KEYBOARD
2024 7 24T189	Health - Education State	21401000	54313		BOOKS AND SUPPLEMENTS	586.00 D	INCREASE IN HOOTSUITE FEE
2024 7 24T189	Health - Education State	21401000	52130		COMPUTER EQUIPMENT	586.00 C	INCREASE IN HOOTSUITE FEE
2024 7 24T190	Youth Bureau	10731000	54329		PROMOTIONAL MATERIALS	70.00 D	ORDER PROMO ITEMS FOR YB
2024 7 24T190	Youth Bureau	10731000	54410		SUPPLIES AND MAT	70.00 C	ORDER PROMO ITEMS FOR YB
2024 7 24T191	Health ATUPA	12023000	54675		TRAVEL	102.00 C	INSPECTION AND OIL CHANGE

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024 7 24T191	Health ATUPA	12023000	54370		AUTOMOTIVE	102.00	D	INSPECTION AND OIL CHANGE
2024 7 24T192	Health - EHS	12401000	54320		FOOD	500.00	C	INCREASE IN PRINTING COSTS
2024 7 24T192	Health - EHS	12401000	54311		PRINTING AND FORMS	500.00	D	INCREASE IN PRINTING COSTS
2024 7 24T193	Health - Community Health Assessment Fed	26401001	54329	10217	PROMOTIONAL MATERIALS	40.00	C	PURCHASE USB PORTS
2024 7 24T193	Health - Community Health Assessment Fed	26401001	54782	10217	SOFTWARE ACCESSORIES	40.00	D	PURCHASE USB PORTS
2024 7 24T194	Youth Bureau	10731000	54634	10114	TELEPHONE	170.00	D	ADD. FUNDS FOR 2024 BILLING
2024 7 24T194	Youth Bureau	10731000	54311		PRINTING AND FORMS	170.00	C	FUNDS NEEDED FOR 2024 BILLING
2024 7 24T194	Youth Court	10087000	54634		TELEPHONE	170.00	D	ADD. FUNDS FOR 2024 BILLING
2024 7 24T194	Youth Bureau	10731000	54311		PRINTING AND FORMS	170.00	C	FUNDS NEEDED FOR 2024 BILLING
2024 7 24T195	OSR	10762000	54989	10166	MISCELLANEOUS	3,840.00	C	AYDEN JONES JUNE PAYMENT
2024 7 24T195	OSR	10762000	54646	10166	CONTRACTS	3,840.00	D	AYDEN JONES JUNE PAYMENT
2024 7 24T196	EMS Fed	10398901	54330	10210	MEDICAL SUPPLIES	8,945.00	C	PURCHASE AEDS
2024 7 24T196	EMS Fed	10398901	52190	10210	MEDICAL EQUIPMENT	8,945.00	D	PURCHASE AEDS
2024 7 24T197	OEOP Crime Victims	22071000	52140		AUDIO VISUAL EQUIPMENT	432.00	D	FOR PORTABLE SPEAKER

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024 7 24T197	OEOP Crime Victims	22071000	52130		COMPUTER EQUIPMENT	432.00	C	FOR PORTABLE SPEAKER
2024 7 24T198	Probation DWI	10331500	54664	10219	ADVERTISING	891.50	C	PURCHASE PROMOTIONAL MATERIAL
2024 7 24T198	Probation DWI	10331500	54640	10219	EDUCATION AND TRAINING	0.90	C	PURCHASE PROMOTIONAL MATERIAL
2024 7 24T198	Probation DWI	10331500	54385	10219	UNIFORMS	14.00	C	PURCHASE PROMOTIONAL MATERIAL
2024 7 24T198	Probation DWI	10331500	52180	10219	OTHER EQUIPMENT	55.00	C	PURCHASE PROMOTIONAL MATERIAL
2024 7 24T198	Probation DWI	10331500	54329	10219	PROMOTIONAL MATERIALS	961.40	D	PURCHASE PROMOTIONAL MATERIAL
2024 7 24T199	Mental Health Legal	10431000	54311		PRINTING AND FORMS	20.00	C	PROJECTED COPIER EXPENSE CY202
2024 7 24T199	Mental Health Legal	10431000	54560		EQUIP RENTAL LEASE	20.00	D	PROJECTED COPIER EXPENSE CY202
2024 7 24T200	Board of Elections	10145000	54664		ADVERTISING	120.00	C	TABLE
2024 7 24T200	Board of Elections	10145000	52180		OTHER EQUIPMENT	120.00	D	TABLE
2024 7 24T201	Personnel	10143000	54640		EDUCATION AND TRAINING	3,000.00	C	ARBITRATION
2024 7 24T201	Personnel	10143000	54182		CONSULTANTS	3,000.00	D	ARBITRATION
2024 7 24T202	Board of Elections	10145000	54664		ADVERTISING	100.00	C	TABLE
2024 7 24T202	Board of Elections	10145000	52180		OTHER EQUIPMENT	100.00	D	TABLE

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024 7 24T203	Sheriff - Narcotics	14311000	54330		MEDICAL SUPPLIES	100.00	C	CVR. USAGE OF COLOR COPIES ATL
2024 7 24T203	Sheriff - Narcotics	14311000	54311		PRINTING AND FORMS	100.00	D	CVR. USAGE OF COLOR COPIES ATL
2024 7 24T204	DSS Admin	10102000	54310		OFFICE SUPPLIES	300.00	C	REAPPRO FNDS TO PRCH BUS CARDS
2024 7 24T204	DSS Admin	10102000	54311		PRINTING AND FORMS	300.00	D	REAPPRO FNDS TO PRCH BUS CARDS
2024 7 24T205	Health - Community Health Assessment Fed	26401001	51094	10205	TEMPORARY	100.00	C	PURCHASE ADOBE FOR A. AGUADO
2024 7 24T205	Health - Community Health Assessment Fed	26401001	54783	10205	LICENSING SOFTWARE	100.00	D	PURCHASE ADOBE FOR A. AGUADO
2024 7 24T207	District Attorney	10116500	54640		EDUCATION AND TRAINING	6,000.00	D	TRAINING
2024 7 24T207	District Attorney	10116500	54683		INVESTIGATIONS	6,000.00	C	TRAINING
2024 7 24T208	ENGINEERING	10144000	54782		SOFTWARE ACCESSORIES	2,600.00	C	TO PURCH GPS DATA COLLECTOR
2024 7 24T208	ENGINEERING	10144000	52180		OTHER EQUIPMENT	2,600.00	D	TO PURCH GPS DATA COLLECTOR
2024 7 24T209	Health - Lead	11015000	54311		PRINTING AND FORMS	70.00	C	PURCHASE OFFICE SUPPLIES
2024 7 24T209	Health - Lead	11015000	54310		OFFICE SUPPLIES	70.00	D	PURCHASE OFFICE SUPPLIES
2024 7 24T210	Board of Elections	10145000	52110		FURNITURE AND FURNISHINGS	1,000.00	D	CHAIRS
2024 7 24T210	Board of Elections	10145000	54314		POSTAGE	1,000.00	C	CHAIRS

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024 7 24T211	District Attorney	10116500	54682		SPECIAL SERVICES	1,625.00	C	MOBILE FILE CHESTS
2024 7 24T211	District Attorney	10116500	52120		OFFICE EQUIPMENT	1,625.00	D	MOBILE FILE CHESTS
2024 7 24T212	IT	10168000	52130		COMPUTER EQUIPMENT	1,553.00	D	LAPTOP
2024 7 24T212	Board of Elections	10145000	51093		OVERTIME	1,553.00	C	LAPTOP
2024 7 24T213	Early Intervention	10405900	54670		TRAVEL NON EMPLOYEES	350.00	C	PURCHASE AIR PURIFIER
2024 7 24T213	Early Intervention	10405900	52180		OTHER EQUIPMENT	350.00	D	PURCHASE AIR PURIFIER
2024 7 24T214	Board of Elections	10145000	54989		MISCELLANEOUS	1,200.00	D	SETUP & CLEANING FEES
2024 7 24T214	Board of Elections	10145000	51093		OVERTIME	1,200.00	C	SETUP & CLEANING FEES
2024 7 24T215	Probation	10314000	54152		MEDICAL EXAMS TESTING	100.00	C	PURCHASE SIGNATURE PAD
2024 7 24T215	Probation	10314000	54782		SOFTWARE ACCESSORIES	100.00	D	PURCHASE SIGNATURE PAD
2024 7 24T216	Health - Education State	21401000	52110		FURNITURE AND FURNISHINGS	12.00	C	PROTECTIVE LAPTOP COVERS
2024 7 24T216	Health - Education State	21401000	54782		SOFTWARE ACCESSORIES	12.00	D	PROTECTIVE LAPTOP COVERS
2024 7 R#2024-157	District Attorney	10116500	54936	10171	PARTNERSHIP INITIATIVE	92,990.00	D	23-24 DISCOVERY
2024 7 R#2024-157	District Attorney	10116500	51000		PERSONNEL SERVICES	19,706.00	C	23-24 DISCOVERY

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024	7 R#2024-157	District Attorney	10116500	51000		PERSONNEL SERVICES	18,721.00	D	23-24 DISCOVERY
2024	7 R#2024-157	District Attorney	10116500	51000		PERSONNEL SERVICES	22,112.00	D	23-24 DISCOVERY
2024	7 R#2024-157	BCI	32311000	58002		SOCIAL SECURITY	3,705.00	D	23-24 DISCOVERY
2024	7 R#2024-157	BCI	32311000	51093		OVERTIME	48,437.00	D	23-24 DISCOVERY
2024	7 R#2024-157	District Attorney	10116500	430890	10171	CRIMINAL JUSTICE DISCOVERY	145,132.00	C	23-24 DISCOVERY
2024	7 R#2024-157	Finance	10131000	424011		INTEREST AND EARNINGS	21,127.00	C	23-24 DISCOVERY
2024	7 R#2024-158	Health - Nursing	11401000	51000		PERSONNEL SERVICES	12,000.00	C	FUND RABIES A/C THROUGH YR-END
2024	7 R#2024-158	Health - Rabies	11024000	54488		RABIES	5,000.00	D	FUND RABIES A/C THROUGH YR-END
2024	7 R#2024-158	Health - Nursing	11401000	51000		PERSONNEL SERVICES	5,000.00	C	FUND RABIES A/C THROUGH YR-END
2024	7 R#2024-158	Health - Rabies	11024000	54330		MEDICAL SUPPLIES	12,000.00	D	FUND RABIES A/C THROUGH YR-END
2024	7 R#2024-159	Health - Nursing	11401000	51000		PERSONNEL SERVICES	4,000.00	C	FUND TB FOR PATIENTS' BILLS
2024	7 R#2024-159	Health - Tobacco	11018000	54445		LAB ANALYSIS	4,000.00	D	FUND TB FOR PATIENTS' BILLS
2024	7 R#2024-159	Health - Nursing	11401000	51000		PERSONNEL SERVICES	10,000.00	C	FUND TB FOR PATIENTS' BILLS
2024	7 R#2024-159	Health - Tobacco	11018000	54488		RABIES	10,000.00	D	FUND TB FOR PATIENTS' BILLS

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024 7 R#2024-160	Health Admin	10401000	51000		PERSONNEL SERVICES	10,000.00	C	FUND TEMP TN AND DC
2024 7 R#2024-160	Health Admin	10401000	51094		TEMPORARY	10,000.00	D	FUND TEMP TN AND DC
2024 7 R#2024-161	Health - Nursing	11401000	51000		PERSONNEL SERVICES	10,000.00	C	FUND OT DUE TO THREE VACANCIES
2024 7 R#2024-161	Health - Nursing	11401000	51093		OVERTIME	10,000.00	D	FUND OT DUE TO THREE VACANCIES
2024 7 R#2024-162	Jail Food	10010000	58002		SOCIAL SECURITY	395.00	D	CVR FT COOKS OT_JUNE 2024
2024 7 R#2024-162	Corrections	10315000	58002		SOCIAL SECURITY	395.00	C	CVR FT COOKS OT_JUNE 2024
2024 7 R#2024-162	Jail Food	10010000	51093		OVERTIME	5,911.00	D	CVR FT COOKS OT_MAY 2024
2024 7 R#2024-162	Corrections	10315000	58002		SOCIAL SECURITY	452.00	C	CVR FT COOKS OT_MAY 2024
2024 7 R#2024-162	Corrections	10315000	51000		PERSONNEL SERVICES	5,911.00	C	CVR FT COOKS OT_MAY 2024
2024 7 R#2024-162	Jail Food	10010000	51093		OVERTIME	5,140.00	D	CVR FT COOKS OT_JUNE 2024
2024 7 R#2024-162	Jail Food	10010000	58002		SOCIAL SECURITY	452.00	D	CVR FT COOKS OT_MAY 2024
2024 7 R#2024-162	Corrections	10315000	51000		PERSONNEL SERVICES	5,140.00	C	CVR FT COOKS OT_JUNE 2024
2024 7 R#2024-163	Jail Food	10010000	58002		SOCIAL SECURITY	435.00	D	CVR: PRJTD TEMP COOK_APRIL
2024 7 R#2024-163	Corrections	10315000	51000		PERSONNEL SERVICES	3,855.00	C	CVR: PRJTD TEMP COOK_MARCH

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2024 7 R#2024-163	Corrections	10315000	58002		SOCIAL SECURITY	435.00 C	CVR. PRJTD TEMP COOK_APRIL
2024 7 R#2024-163	Jail Food	10010000	58002		SOCIAL SECURITY	296.00 D	CVR. PRJTD TEMP COOK_MARCH
2024 7 R#2024-163	Corrections	10315000	58002		SOCIAL SECURITY	296.00 C	CVR. PRJTD TEMP COOK_MARCH
2024 7 R#2024-163	Jail Food	10010000	51094		TEMPORARY	3,855.00 D	CVR. PRJTD TEMP COOK_MARCH
2024 7 R#2024-163	Corrections	10315000	51000		PERSONNEL SERVICES	5,654.00 C	CVR. PRJTD TEMP COOK_APRIL
2024 7 R#2024-163	Jail Food	10010000	51094		TEMPORARY	5,654.00 D	CVR. PRJTD TEMP COOK_APRIL
2024 7 R#2024-164	DSS Training	10106000	51094		TEMPORARY	1,307.00 C	REALLOCATION
2024 7 R#2024-164	DSS Training	10106000	51000		PERSONNEL SERVICES	42,250.00 D	REALLOCATION
2024 7 R#2024-164	DSS Fraud	10110000	51000		PERSONNEL SERVICES	3,390.00 C	REALLOCATION
2024 7 R#2024-164	DSS WMS	10116000	51094		TEMPORARY	1,307.00 C	REALLOCATION
2024 7 R#2024-164	DSS WMS	10116000	51000		PERSONNEL SERVICES	36,246.00 C	REALLOCATION
2024 7 R#2024-166	Mental Health Legal	10431000	54950		COUNTY CONTRIBUTION	309,609.00 D	COURT ORDER 730'S
2024 7 R#2024-166	Finance	10131000	424011		INTEREST AND EARNINGS	309,609.00 C	COURT ORDER 730'S
2024 7 R#2024-169	Capital Projects	56989000	53000	52218	CAPITAL EXPENDITURES	369,670.00 C	TOWN OF PHILIPSTWN

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2024 7 R#2024-169	Capital Projects	55197000	53000	52202	CAPITAL EXPENDITURES	369,670.00	D	TOWN OF PHILIPSTWN
2024 7 R#2024-169	Finance	10131000	449898	52202	ARPA	369,670.00	C	TOWN OF PHILIPSTWN
2024 7 R#2024-169	Capital Projects	55197000	428601	52202	TRANSFER FROM OTHER FUND	369,670.00	C	TOWN OF PHILIPSTWN
2024 7 R#2024-169	Capital Projects	56989000	428601	52218	TRANSFER FROM OTHER FUND	369,670.00	D	TOWN OF PHILIPSTWN
2024 7 R#2024-169	To Road	10990100	59020	52218	TRANSFER TO CAPITAL	184,835.00	D	TOWN OF PHILIPSTWN
2024 7 R#2024-169	To Road	10990100	59020	52202	TRANSFER TO CAPITAL	369,670.00	D	TOWN OF PHILIPSTWN
2024 7 R#2024-169	Finance	10131000	424011		INTEREST AND EARNINGS	184,835.00	C	TOWN OF PHILIPSTWN
2024 7 R#2024-169	Capital Projects	56989000	53000	52218	CAPITAL EXPENDITURES	184,835.00	D	TOWN OF PHILIPSTWN
2024 7 R#2024-169	Finance	10131000	449898	52218	ARPA	369,670.00	D	TOWN OF PHILIPSTWN
2024 7 R#2024-169	Capital Projects	56989000	428601	52218	TRANSFER FROM OTHER FUND	184,835.00	C	TOWN OF PHILIPSTWN
2024 7 R#2024-169	To Road	10990100	59020	52218	TRANSFER TO CAPITAL	369,670.00	C	TOWN OF PHILIPSTWN
2024 7 R#2024-170	Highway Roads & Bridges	10511000	426801		INSURANCE RECOVERIES	28,385.43	C	4 GUARDRAIL INS RECOVERIES
2024 7 R#2024-170	Highway Roads & Bridges	10511000	54647		SUB CONTRACTORS	19,227.88	D	4 GUARDRAIL INS RECOVERIES
2024 7 R#2024-170	Highway Roads & Bridges	10511000	54410		SUPPLIES AND MAT	9,157.55	D	4 GUARDRAIL INS RECOVERIES

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2024 7 R#2024-171	To Road	10990100	59020	50309	TRANSFER TO CAPITAL	1,719,402.00 D	BRIDGE 5
2024 7 R#2024-171	Finance	10131000	427112		USE OF CAPITAL PROJECT RESERVE	1,175,000.00 C	BRIDGE 5
2024 7 R#2024-171	Railroad Maintenance	10564000	445894		MAYBROOK BIKEWAY PH B	544,402.00 C	BRIDGE 5
2024 7 R#2024-171	Capital Projects	55997000	53000	50309	CAPITAL EXPENDITURES	1,719,402.00 D	BRIDGE 5
2024 7 R#2024-171	Capital Projects	55997000	428601	50309	TRANSFER FROM OTHER FUND	1,719,402.00 C	BRIDGE 5
2024 7 R#2024-175	Capital Projects	55997000	53000	52417	CAPITAL EXPENDITURES	2,632,924.00 D	CROTON FALLS-MUD POND CULVERT
2024 7 R#2024-175	Capital Projects	55997000	430971	52417	STATE AID CAPITAL PROJECTS	2,632,924.00 C	CROTON FALLS-MUD POND CULVERT
2024 7 R#2024-179	Capital Projects	55997000	53000	52418	CAPITAL EXPENDITURES	1,840,000.00 D	PEEKSKILL HOLLOW RD CULVERT
2024 7 R#2024-179	Capital Projects	55997000	430971	52418	STATE AID CAPITAL PROJECTS	1,840,000.00 C	PEEKSKILL HOLLOW RD CULVERT
2024 7 R#2024-182	Sheriff - Patrol	17311000	427051		OUTSIDE DONATIONS	200.00 C	FR GREEN CHIMNEYS FOR K9 UNIT
2024 7 R#2024-182	Sheriff - Patrol	17311000	54150		CANINE	200.00 D	FR GREEN CHIMNEYS FOR K9 UNIT
2024 7 R#2024-183	Sheriff - Narcotics	14311000	443890		PUBLIC SAFETY OTHER	282.11 C	NYS STOP DWI FDTN-OT REIMB DRE
2024 7 R#2024-183	Sheriff - Narcotics	14311000	51093		OVERTIME	282.11 D	NYS STOP DWI FDTN-OT REIMB DRE
2024 7 R#2024-184	Sheriff - Communications	13311000	52680	10222	OTHER EQUIPMENT	67,855.00 D	LETECHGR AXON AIR FOTOKITE UAV

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2024 7 R#2024-184	Sheriff - Communications	13311000	52680	10222	OTHER EQUIPMENT	13,800.00 D	LETECH GR FIXED 2 LANE LPR
2024 7 R#2024-184	Sheriff - Communications	13311000	52130	10222	COMPUTER EQUIPMENT	37,756.51 D	LETECHGR MOBLE DATA TERM/PRIN
2024 7 R#2024-184	Sheriff - Communications	13311000	433890	10222	STATE AID PUB SAFETY OTHER	119,411.51 C	DCJS LETECH GRANT
2024 7 R#2024-188	Personnel	10143000	58002		SOCIAL SECURITY	1,994.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Personnel	10143000	51000		PERSONNEL SERVICES	26,070.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	OSR	10677200	58002		SOCIAL SECURITY	3,536.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	OSR	10677200	51000		PERSONNEL SERVICES	46,219.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Finance	10131000	427705		VACANCY CONTROL FACTOR	312,373.00 D	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Tourism	10641000	58002		SOCIAL SECURITY	2,517.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Tourism	10641000	51000		PERSONNEL SERVICES	32,901.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Mental Health Legal	10431000	58002		SOCIAL SECURITY	133.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Mental Health Legal	10431000	51000		PERSONNEL SERVICES	1,737.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Law	10142000	58002		SOCIAL SECURITY	2,277.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Probation	10314000	51000		PERSONNEL SERVICES	30,552.00 C	VACANCY CONTROL FACTOR

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2024 7 R#2024-188	Finance	10131000	51000		PERSONNEL SERVICES	49,620.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Law	10142000	51000		PERSONNEL SERVICES	29,771.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	DMV	10141100	58002		SOCIAL SECURITY	1,789.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	DMV	10141100	51000		PERSONNEL SERVICES	23,382.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	County Clerk	10141000	58002		SOCIAL SECURITY	1,462.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	County Clerk	10141000	51000		PERSONNEL SERVICES	19,110.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Purchasing	10134500	58002		SOCIAL SECURITY	2,357.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Purchasing	10134500	51000		PERSONNEL SERVICES	30,813.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Finance	10131000	58002		SOCIAL SECURITY	3,796.00 C	VACANCY CONTROL FACTOR
2024 7 R#2024-188	Probation	10314000	58002		SOCIAL SECURITY	2,337.00 C	VACANCY CONTROL FACTOR

Debits
Credits

10,990,159.47
10,990,159.47

#4e

2024 Contingency Report

		2,547,527.00
<u>Beginning Balance 1/1/24</u>		
Res26	Sheriff Scaap funds	56,489.00
Res87	Pretrial Grant	86,366.00
Subtotal General Contingency		<u>\$ 2,690,382.00</u>
Deductions:		
Res24	Reclass Senior Caseworker	(18,055.00)
Res28	Contract Puma	(63,050.45)
Res39	Runaway & Homeless Youth Allocation	(19,462.00)
Res41	Planning Section 5307/5339 Allocation	(32,631.00)
Res46	Insurance	(13,218.00)
Res52	Courthouse- HVAC	(435,000.00)
Res68	PBA contract settlement	(569,983.00)
Res74	DPW -prorated cost pump & installation fees	(20,720.00)
Res89	TD Auto settlement	(102,500.00)
Res101	Litigation	(250,000.00)
Res115	District Attorney Salary	(22,499.00)
Res122	Solar Carport- Sam grant	(15,284.00)
		(1,562,402.45)
Total		<u>\$ 1,127,979.55</u>
<u>Proposed Deductions:</u>		
Pending Balance 8/26/24		<u>\$1,127,979.55</u>

Note:

R= resolution

A= proposed budgetary amendment

2024 Subcontingency Report

4981- Subcontingency (Peer Influence Peers)

Beginning Balance 1/1/24 **\$ 36,000.00**

Subtotal Subcontingency **\$ 36,000.00**

Deductions:

Total 0.00
\$ 36,000.00

Proposed Deductions:

Pending Balance 8/26/24 **\$36,000.00**

Note:

R= resolution

A= proposed budgetary amendment

2024 Subcontingency Report

4982- (Salaries)

Beginning Balance 1/1/24 **\$ 12,725.00**

Subtotal Subcontingency **\$ 12,725.00**

Deductions:

Total **\$ 12,725.00**

Proposed Deductions:

Pending Balance 8/26/24 **\$12,725.00**

Note:

R= resolution

A= proposed budgetary amendment

2023 Subcontingency Report

4985- Maintenance & Repairs

Beginning Balance 1/1/24 \$ 45,000.00

Subtotal Subcontingency \$ 45,000.00

Deductions:

24LT01	cover nails,paint, plumbing & cleaning supplies for Park	(10,000.00)
24LT02	Tilly-nails, paint, cleaning and plumbing supplies	(10,000.00)
24LT03	cover nails,paint, plumbing & cleaning supplies for Park	(5,000.00)
24LT04	Tilly-nails, paint, cleaning and plumbing supplies	(10,000.00)

Total (35,000.00)
\$ 10,000.00

Proposed Deductions:

Pending Balance 8/26/24 \$10,000.00

Note:

R= resolution

A= proposed budgetary amendment

2024 Subcontingency Report

4998- Subcontingency (IT & GIS)

Beginning Balance 1/1/24 **\$ 54,000.00**

Subtotal Subcontingency **\$ 54,000.00**

Deductions:

Total 0.00
\$ 54,000.00

Proposed Deductions:

Pending Balance 8/26/24 **\$54,000.00**

Note:

R= resolution

A= proposed budgetary amendment

#5a

MICHAEL LEWIS
COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

2024 AUG 19 AM 11:22
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

TO: Diane Schonfeld, Legislative Clerk

DATE: August 19, 2024

FROM: Michael J. Lewis, Commissioner of Finance *JMB/ml*

SUBJECT: **Overtime/Temporary Help Recap for Audit and Administrative Committee Meeting**

Please include the attached report in the Audit and Administrative Committee Agenda for its next meeting.

Enclosure

Overtime Temporary - RECAP - 2024

As of Date:

August 19, 2024

Org Description	Org	Object	Project	Acct. Description	2023 Actual	2024 Original Budget	2024 Revised Budget	2024 Actual	2024 Distributed Budget	2024 Available	2024 Percent
Corrections - Medical Services	10008000	51093		OVERTIME	197,777.86	300,890.00	345,699.00	225,703.51	212,737.85	119,995.49	65.29%
DPW - Engineering	10144000	51094		TEMPORARY	19,048.57	35,000.00	35,000.00	33,204.11	21,538.46	1,795.89	94.87%
DPW - Parks & Recreation	10711000	51093		OVERTIME	24,432.09	26,000.00	26,000.00	20,852.30	16,000.00	5,147.70	80.20%
DPW - Roads & Bridges	10511000	51093		OVERTIME	71,522.28	50,000.00	50,000.00	49,107.90	30,769.23	892.10	98.22%
DSS - Administration	10102000	51093		OVERTIME	14,125.64	16,000.00	16,000.00	10,899.97	9,846.15	5,100.03	68.12%
DSS - State Fuel	10614100	51093		OVERTIME	-	-	3,999.00	3,998.74	2,460.92	0.26	99.99%
Emergency Services - Dispatch	13398900	51093		OVERTIME	387,967.09	200,000.00	200,000.00	147,228.03	123,076.92	52,771.97	73.61%
Emergency Services - Bureau	10398900	51094		TEMPORARY	30,817.00	25,000.00	25,000.00	27,555.00	15,384.62	(2,555.00)	110.22%
Finance	10131000	51093		OVERTIME	12,242.35	17,500.00	17,500.00	13,144.84	10,769.23	4,355.16	75.11%
Finance	10131000	51094		TEMPORARY	19,654.72	35,000.00	35,000.00	23,206.70	21,538.46	11,793.30	66.30%
Health - Administration	10401000	51094		TEMPORARY	30,268.50	16,558.00	26,558.00	21,659.17	16,343.38	4,898.83	81.55%
Health - EHS - Drinking Water	12022000	51094		TEMPORARY	19,819.80	19,900.00	19,900.00	13,912.08	12,246.15	5,987.92	69.91%
Health - Health Education State	21401000	51093		OVERTIME	-	1,000.00	1,000.00	798.97	615.38	201.03	79.90%
Health - Nursing	11401000	51093		OVERTIME	20,294.28	23,000.00	33,000.00	24,024.32	20,307.69	8,975.68	72.80%
Information Technology	10168000	51094		TEMPORARY	23,881.04	25,000.00	37,500.00	25,760.29	23,076.92	11,739.71	68.69%
Personnel	10143000	51094		TEMPORARY	3,675.78	45,000.00	45,000.00	34,192.95	27,692.31	10,807.05	75.98%
Planning	10802000	51094		TEMPORARY	11,126.25	10,000.00	10,000.00	7,362.00	6,153.85	2,638.00	73.62%
Purchasing	10134500	51093		OVERTIME	2,896.09	5,200.00	5,200.00	3,498.28	3,200.00	1,701.72	67.27%
Sheriff - BCI - Homeland Security	32311000	51093	10177	OVERTIME	3,135.83	6,965.00	6,965.00	7,681.41	4,286.15	(716.41)	110.29%
Sheriff - Bicycle Patrol	17004000	51093		OVERTIME	12,022.55	17,500.00	17,500.00	13,439.32	10,769.23	4,060.68	76.80%
Sheriff - Civil Division	15311000	51094		TEMPORARY	21,125.00	21,600.00	21,600.00	14,542.50	13,292.31	7,057.50	67.33%
Sheriff - Communications	13311000	51093	52224	OVERTIME	48,791.80	-	-	7,431.79	-	(7,431.79)	100.00%
Sheriff - Domestic Violence	20311000	51093		OVERTIME	-	-	-	121.15	-	(121.15)	100.00%
Sheriff - Oscawana	17003000	51093		OVERTIME	27,422.16	25,000.00	25,000.00	18,659.63	15,384.62	6,340.37	74.64%
Sheriff - Road Patrol - Traffic Saf.	17311002	51093	10021	OVERTIME	9,649.29	12,144.00	12,144.00	10,428.84	7,473.23	1,715.16	85.88%
Sheriff - Security Services	19311000	51094		TEMPORARY	174,772.50	145,000.00	145,000.00	108,832.50	89,230.77	36,167.50	75.06%
Sheriff - Youth	16311000	51093		OVERTIME	206,297.13	190,000.00	190,000.00	154,293.34	116,923.08	35,706.66	81.21%
Veterans Services	10651000	51094		TEMPORARY	7,972.50	13,260.00	15,113.00	9,975.21	9,300.31	5,137.79	66.00%

** New Departments in bold.

MICHAEL J. LEWIS
Commissioner of Finance



#50
#100
SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment – 24A073**
DATE: July 23, 2024

2024 JUL 23 AM 9:46
LEGISLATURE
PUTNAM COUNTY
CARNEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is requested.

Capital Fund:

Increase Appropriations:

53097000 53000 52416 Capital - ARPA Camp Herrlich \$ 1,000,000

Increase Estimated Revenues:

53097000 428601 52416 Transfer in - General \$ 1,000,000

Decrease Appropriations:

53097000 53000 52223 Capital - ARPA PCSO School Safety \$ 1,000,000

Decrease Estimated Revenues:

53097000 428601 52223 Transfer in - General \$ 1,000,000

General Fund:

Increase Appropriations:

10990100 59020 52416 Transfer Out - Capital (ARPA Camp Herrlich) \$ 1,000,000

Increase Estimated Revenues:

10131000 449898 52416 Federal Aid - ARPA CFDA 21.027 \$ 1,000,000

Decrease Appropriations:

10990100 59020 52223 Transfer Out - Capital (ARPA PCSO School Safety) \$ 1,000,000

Decrease Estimated Revenues:

10131000 449898 52223 Federal Aid - ARPA CFDA 21.027 \$ 1,000,000

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

The Administration has worked closely with the Sheriff's Department that was granted ARPA funds pursuant to Resolution #135 of 2022 by the Legislature to ensure compliance with applicable rules and regulations set forth by the US Treasury. This has included efforts from our own internal ARPA Committee, as well as review and assistance by the County's outside ARPA consultant. As a result of these reviews, the Sheriff is allowing \$1,000,000 of its originally allocated \$2,000,000 to be used to pursue other projects that support the County's school children. Camp Herrlich supports the County's school children. Please refer to the attached memorandum and the attached letter from the ARPA consultant which was deemed as a 6.1 Provision of Government Services project. As the County approaches the 12/31/2024 deadline set forth by the US Treasury to commit funds, it is the Administration's and the Sheriff's belief that reallocating \$1,000,000 towards this project is the best way to use the ARPA funds.



Camp Herrlich

TO: Diane Schonfeld, Clerk of the Legislature

CC: Jennifer Caruso, Director of Compliance & Intergovernmental Relations; Paul Jonke, Chair, Putnam County Legislature; Toni Addonizio, Chair, Rules, Enactments, Intergovernmental Relations Committee

FROM: Dean Stichbury, Executive Director, Camp Herrlich

DATE: August 7, 2024

RE: Agenda Request Regarding Reallocation of Sheriff's Office ARPA Funds

Regarding Putnam County's ARPA funds, the Putnam County Administration has been working to ensure that the Sheriff's Office request to reallocate \$1,000,000 of the \$2,000,000 originally allocated to that office to pursue other infrastructure projects related to school safety that support the County's school children.

This reallocation is intended to partially fund a proposed new building at the County's property located at 101 Deacon Smith Hill Road in Patterson, New York, which Camp Herrlich leases. This crucial project will enhance the value of this county-owned property by building a safer and more usable facility which will ensure Camp Herrlich's continued ability to serve Putnam County's school children and their caregivers with licensed summer day camp, before/after school care, and other programs as needed.

Paul Jonke, Chair of the Legislature, has indicated that this reallocation needs to be reviewed by the Rules Committee before being placed on the agenda for the next Legislature's Audit Committee.

We are requesting that this proposal be included on the Rules Committee agenda for their August 14, 2024 meeting so it can be put on the Audit Committee agenda for their August 26, 2024 meeting and then the agenda for the full Legislative Meeting on September 3, 2024. I will make myself available to attend the meeting(s) where the project is discussed.

The County's ARPA consultant has approved this as an ARPA-eligible project. The deadline to encumber ARPA funds is December 31, 2024. We respectfully request that the Rules Committee review this proposal at the August meeting so it can be discussed at the full Legislative meeting in September and planning can continue in a timely manner.



PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE

TO: Diane Schonfeld
Clerk of the Legislature

CC: Michael J. Lewis
Commissioner of Finance

FROM: Kevin M. Byrne
County Executive

DATE: July 22, 2024

RE: Letter of Necessity- Sheriff's Office ARPA Reallocation Request/Audit
Committee Meeting

2024 JUL 23 AM 9:46
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please accept this Letter of Necessity for the Legislature to consider the enclosed ARPA funds reallocation request at the upcoming Audit & Administration Committee meeting scheduled for July 29, 2024.

As you may recall, the deadline to encumber ARPA funds is December 31, 2024. As you may also recall, members of the ARPA Committee were present at the July Rules Committee meeting and discussed upcoming, additional ARPA reallocation requests, including those from the Sheriff's Office.

It is respectfully requested that the Audit Committee review the enclosed request and proposed resolution, so that it may be considered as expediently as possible to ensure that Putnam County ARPA funds are expended timely and in compliance with all applicable ARPA rules and regulations.

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Sheriff's Office – ARPA Funds Reallocation**

DATE: July 22, 2024

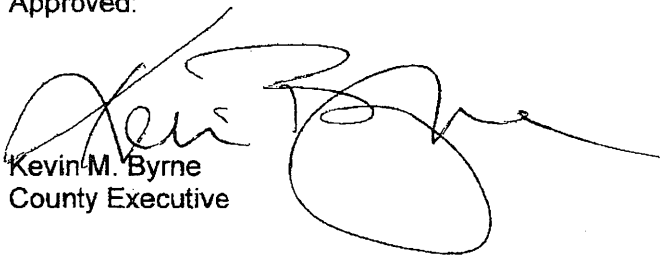
As you may know, the Administration has been working to ensure that the County's ARPA funds are spent in compliance with applicable rules and regulations. In addition to working with the town and village subrecipients of the County's ARPA funds, the ARPA Committee has been overseeing the County's own expenditure of ARPA dollars on various infrastructure-related projects as allocated pursuant to Resolution #135 of 2022 by the Legislature.

One such allocation involves funds appropriated for use by the Sheriff's Office for infrastructure projects related to school safety. Per the attached letter from Sheriff McConville, the Sheriff's Office is allowing \$1,000,000 of its originally allocated \$2,000,000 to be used to pursue other projects that support the County's school children. As such, the Administration has identified such a project. With the Sheriff's Office's support, the proposed project is to partially fund a new building at the County's property located at 101 Deacon Smith Hill Road, in Patterson, New York, which is leased to Camp Herrlich. Camp Herrlich supports the County's school children (& their caregivers) with many programs including summer camp, and before/after school care. Notably, and in line with the intent of the ARPA funds, during the Covid -19 pandemic, Camp Herrlich provided licensed, full-day childcare with remote classroom access to anyone who needed it, including to the children of essential workers (at no cost to those families).

The County's ARPA consultant has approved this project as an APRA- eligible project. (See attached letter.)

Also attached is a proposed resolution for consideration by the Legislature.

Approved:


Kevin M. Byrne
County Executive



KEVIN J. MCCONVILLE
SHERIFF

**PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300**



THOMAS H. LINDERT
UNDERSHERIFF

The Honorable Kevin Byrne
Putnam County Executive
40 Gleneida Avenue
Carmel, New York 10512

April 29, 2024

Dear County Executive Byrne,

The purpose of this letter is to provide you with an update regarding the \$2 Million appropriation and allocation of ARPA funding to the Sheriff's Office. I am requesting a funding source change that I believe most efficiently uses the funding, meets my Office's goals, and will be beneficial for the County.

The Sheriff's Office was given oversight of \$2 Million of the County's ARPA funding for School Safety – Infrastructure Upgrades pursuant to Resolution #135 of 2022. The initial intent of the ARPA funding was to provide an opportunity for my Office to work collaboratively with the County's schools to identify and fund various school safety and infrastructure improvements. However, the full development and completion of the school projects currently contemplated will not likely meet the ARPA compliance deadlines because of delayed responses from vendors and manufacturers.

We have a revised plan for how we would like to allocate the entire \$2 Million and will need your cooperation to do so. In the 2024 Capital Budget, the Legislature authorized three projects that are critically important to the Putnam County Sheriff's Office and Correctional Facility: Boiler replacements -\$700,000; Perimeter Security Improvements- \$125,000; and Life Safety Systems Modernization -\$850,000. Attached is a brief explanation of each project as originally presented for consideration. I have discussed the timing of these Capital Projects with DPW, Purchasing, and Finance and they are on schedule to be completed within the timeline required for ARPA compliance.

Therefore, I am asking that \$1 Million of ARPA funding earmarked for School Safety and Infrastructure projects be equally exchanged with the Sheriff's Office facility Capital Projects general fund sources. We will be able to continue to explore the originally planned school safety projects, but without the ARPA timing constraints. Finally, the remaining \$1 Million in ARPA funds can then be used to pursue additional projects that support our County's school children.

Thank you for your anticipated support in this matter.

Sheriff's Department/ Correctional Facility – Various Capital Projects (2024)

- 1) Sheriff's Department Boiler Replacements (current est. \$700,000) Putnam County is requesting funding for the replacement of the existing hot water boilers serving the Putnam County Sheriff's Department and Correctional Facility located in Carmel, NY. The County has conducted an existing conditions assessment to develop a scope of work. A consulting engineering firm has been contracted to develop plans and specifications for a public bid.
- 2) Sheriff's Department Perimeter Security Improvements (\$125,000) To replace the existing Correctional Facility gate with a new, functional automatic gate to allow for access through the lower lot area. This gate has not been operational for quite some time and is in dire need of replacement.
- 3) Sheriff's Department Life Safety Systems Modernization (\$850,000) Upgrades to the two existing fire alarm systems (Fire Alarm and Lighting Control) and intercom system which are severely outdated and no longer compatible with modern replacement parts rendering certain elements obsolete.



Kevin J. McConville

Sheriff



July 11, 2024

Michael Lewis
Commissioner of Finance
40 Gleneida Avenue
Putnam County
Carmel, NY 10512

Dear Mr. Lewis:

After our discussion and review of the Camp Herrlich Building Project Phase 1, It includes the building envelope components and the rough out of infrastructure (electric power to panel location only), and water and sewer stub-up connection points requested by the Putnam County, NY we have deemed that project is eligible under the Coronavirus State & Local Fiscal Recovery Funds issued by the Department of Treasury. The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency.

The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has four allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects

We recommend using EC 6.1 Provision of Government Services for this project. We reviewed the compliance requirements for Provision of Government Services. We have summarized the compliance requirements below:

The U.S. Department of Treasury's FAQ's state the following:

PKF O'CONNOR DAVIES, LLP

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

Recipients have broad flexibility under the revenue loss eligible use category to provide government services, which generally include any service traditionally provided by a government. These services may include but are not limited to maintenance of infrastructure or pay-go spending for building of new infrastructure, including roads. Construction of schools and hospitals, road building and maintenance, and other infrastructure and health services and general government administration, staff and administrative facilities are all allowable under this category.

Subrecipient Monitoring. SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

We do believe this project is eligible under Provision of Government Services.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,



Elizabeth G. Ballotte
Partner

APPROVAL/SHERIFF'S OFFICE ARPA FUNDING REALLOCATION

WHEREAS, Putnam County allocated its American Rescue Plan Act (ARPA) funds pursuant to Resolution # 135 of 2022, with a focus on infrastructure, related to school safety, mental health, substance abuse, food insecurity, clean water, roads, bridges and buildings; and

WHEREAS, a budgetary amendment was made pursuant to Resolution #135 of 2022 wherein \$2,000,000 was appropriated for School Safety- Infrastructure Upgrades through Putnam County Sheriff's Office;

WHEREAS, the Sheriff's Office has requested that \$1,000,000 of the funds originally allocated now be reallocated to pursue additional projects that support the County's school children; and

WHEREAS, the Administration has proposed, and the Sheriff's Office is requesting that \$1,000,000 be reallocated to partially fund a new building for use by Camp Herrlich at the County's property located at 101 Deacon Smith Hill Road in Patterson; and

WHEREAS, the County consultant has indicated that the Camp Herrlich Building Project is a an allowable use of ARPA funds; and

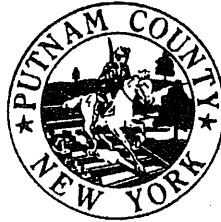
WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

WHEREAS, the *Audit & Administration Committee* has reviewed and approved of this request; now therefore be it

RESOLVED, that \$1,000,000 of ARPA funds from the Sheriff's Office School Safety - Infrastructure Upgrades be reallocated to the Camp Herrlich Building Project.

MICHAEL LEWIS
Commissioner Of Finance



CALL Health A+A

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON #5C
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

August 7, 2024

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2024 AUG 14 PM 3:15
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following 2024 budgetary amendment has been submitted for approval.

Increase Appropriations:

22070000		OEOP CAC 1 OCFS TIER 1 GRANT	
52110		Furniture & Furnishings	\$ 2,300
54410		Supplies & Materials	902
54640		Education & Training	2,250
22070000	10221	OEOP CAC1 – MDT-CAC PROGRAM	
54640		Education & Training	\$12,326
54989		Miscellaneous	11,200
22071000		OEOP VICTIM – CRIME VICTIM GRANT	
52110		Furniture & Furnishings	\$ 2,710
52140		Audio Visual Equipment	14,526
54640		Education & Training	13,000
			<u>\$59,214</u>

Decrease Appropriations:

22070000		OEOP CAC 1 OCFS TIER 1 GRANT	
51000 (601302104)		Salary Forensic Interviewer/Comm Out Wrkr	\$ 3,523
58002		FICA	1,929
22700000	10221	OEOP CAC1 – MDT-CAC PROGRAM	
52140		Audio Visual Equipment	\$14,526
54710		Bldg Maint & Repairs	9,000
22071000		OEOP VICTIM – CRIME VICTIM GRANT	
51000 (601302104)		Salary Forensic Interviewer/Comm Out Wrkr	\$25,106
58002		FICA	5,130
			<u>\$59,214</u>

2024 Fiscal Impact -0-
2025 Fiscal Impact -0-

24A075

Please refer to the attached memorandum from Commissioner Servadio and the detailed analysis from Fiscal Manager Wunner regarding this personnel change.

Authorizations:

Date _____ Department of Finance/Designee: Initiation by \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 – \$10,000.00

Date _____ Chairperson Audit/Designee: \$0 - \$10,000.00

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner




DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 13, 2024

TO: Michael Lewis, Commissioner of Finance

FROM:  Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2024 Budgetary Amendment

Your approval is requested to amend the 2024 DSS budget to repurpose grant funds previously allocated to the **Forensic Interviewer / Community Outreach Worker** that has been vacant for the majority of 2024. Repurposing these funds will assist in ensuring there is not a decrease in funding for future contract periods. These expenses are funded in accordance with the following contracts awarded to the Child Advocacy Center (CAC):

OCFS C029459, an agreement by the NYS Office of Children and Family Services (OCFS), 10/01/2023-09/30/2024.

OCFS T012874, an agreement by the NYS Office of Children and Family Services (OCFS), CFDA #93.669, 03/01/2024-09/30/2024.

OVS 01-C11348GG-1080200, an agreement by the NYS Office of Victim Services (OVS), CFDA #16.575, 10/01/2023-09/30/2024.

See attached **Child Advocacy Center Grant Adjustments – 23/24 Program Year** for detail and support.

Fiscal Impact (24)	- 0 -
Fiscal Impact (25)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

Child Advocacy Center Grant Adjustments – 23/24 Program Year

Budget Spending Adjustment Justification Narrative – OCFS C029459

Justification / Reason for Request - OCFS T012874

Attachment B-1(A) – Expenditure Based Budget Amendment Summary – OVS 01-C11348GG-1080200

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau

CHILD ADVOCACY CENTER GRANT ADJUSTMENTS - 23/24 PROGRAM YEAR

OCFS TIER 1 GRANT (22070000)
 CONTRACT NUMBER #C029459
 10/01/2023-09/30/2024

	<u>DR (+)</u>	<u>CR (-)</u>
51000 PERSONNEL SERVICES		
601302104 - FORENSIC INTERV / COMM OUT WKR	\$	3,523
58002 SOCIAL SECURITY		
52110 FURNITURE & FURNISHINGS	\$ 2,300	
54410 SUPPLIES AND MAT	\$ 902	
54640 EDUCATION AND TRAINING	\$ 2,250	
	<u>\$ 5,452</u>	<u>\$ 5,452</u>

OCFS SUPPLEMENTAL GRANT (22070000-10221)
 CONTRACT NUMBER #T012874
 03/01/2024-09/30/2024

	<u>DR (+)</u>	<u>CR (-)</u>
52140 AUDIO VISUAL EQUIPMENT		
54710 BLDG MAINT AND REPAIRS	\$	14,526
54640 EDUCATION AND TRAINING	\$ 12,326	9,000
54989 MISCELLANEOUS	\$ 11,200	
	<u>\$ 23,526</u>	<u>\$ 23,526</u>

OVS VICTIM ASSISTANCE PROGRAM GRANT (22071000)
 CONTRACT NUMBER #OV501-C11348GG-1080200
 10/01/2023-09/30/2024

	<u>DR (+)</u>	<u>CR (-)</u>
51000 PERSONNEL SERVICES		
601302104 - FORENSIC INTERV / COMM OUT WKR	\$	25,106
58002 SOCIAL SECURITY		
52110 FURNITURE & FURNISHINGS	\$ 2,710	5,130
52140 AUDIO VISUAL EQUIPMENT	\$ 14,526	
54640 EDUCATION AND TRAINING	\$ 13,000	
	<u>\$ 30,236</u>	<u>\$ 30,236</u>

Budget Spending Adjustment Justification Narrative

Agency Name: CAC of Putnam County

Contract #: C029459

Contract Term: 10/01/2022 – 9/30/2025

Contract Period: 10/01/2023 – 9/30/2024

Request Period from: 07/01 /2024 to: 9/ 30/2024

Adjustment Number: 2

JUSTIFICATION/REASON FOR REQUEST:

Due to a vacancy in our Forensic Interviewer/Outreach Worker position, we are requesting to allocate 5,452.00 to equipment and program supplies. This funding will be used to renew our license to implement the Monique Barr Child Safety Matters curriculum as well as outreach materials. We will also be purchasing a Smart Board to be used in our conference room.

REQUESTED SPENDING ADJUSTMENT Revision + or -:

Personnel: \$80,047 – \$3,523 = \$76,524

- FI/Community Outreach Worker 1 (P) \$1,410 +/- 0 = **\$1,410**
- FI/Community Outreach Worker 2 (P) \$4,539 – 3,523 = **\$1,016**
 - FI/Community Outreach Worker 2 has been vacant since 1/19/2024. We anticipate filling the position by September 1. At that time, we will slightly increase the salary, and the remainder of the personnel salary will be expended based on the month of work for this position.

Fringe: \$44,890 - \$1,929 = **\$42,961**

- Reduced due to reduction in personnel.

Equipment: 0 + 2,300 = 2,300

- Technology & Accessories (P) 0 + 2,300 = 2,300
 - Funds will be used to purchase two storage cabinets for the office.

Supplies: \$3,121 (+ 3,152) = 6,273

- Program Supplies: 2,300 +/- 0 = 2,300
- Printing/Copying and Outreach Supplies: 321 + 3,152 = \$3,473
 - Additional funds will be used to renew the license for the Child Safety Matters Curriculum (2,250) and outreach materials (902.00).

Budget Spending Adjustment Form

Request Date	6/2/2024	Adjustment Number	2
OCFS Contract #	CO29459	Contract Term	10/1/2022-9/30/2025
Agency Name	Putnam County Department of Social Services	Contract Period	10/1/2023-9/30/2024
Agency Contact	Marla Behler	Contact Phone	845-808-1400
OCFS Program Contact	Kathryn Clark	Program Phone	518-402-1369

COST CATEGORIES	Approved Budget Amount	Requested Spending Adjustment Revision + or -	Previously Approved Spending Adjustments	Cumulative Spending Adjustments	Revised Total Spending	Variation From Approved Budget (*)
1. Program Staff	80,047.00	(3,523.00)		(3,523.00)	76,524.00	-2.20%
2. Fringe Benefits	44,890.00	(1,929.00)		(1,929.00)	42,961.00	-1.21%
3. Sub-Total of lines (1 + 2)	124,937.00	(5,452.00)		5,452.00	119,485.00	0.00%
4. Consultants/Contractual	22,598.00				22,598.00	0.00%
5. Travel/Per Diem	1,700.00		(50.00)	(50.00)	1,650.00	-0.03%
6. Equipment	-	2,300.00		2,300.00	2,300.00	1.44%
7. Supplies	3,121.00	3,152.00		3,152.00	6,273.00	1.97%
8. Other expenses	7,501.00		50.00	50.00	7,551.00	0.03%
9. Sub-Total (Sum of lines 4 to 9)	34,920.00	5,452.00		5,452.00	40,372.00	3.44%
C. Project Total (Lines 3 & 9)	159,857.00			10,904.00	159,857.00	3.44%


Administrative Expenses: Not to exceed 15% of budget funds if State funded.**

IMPORTANT

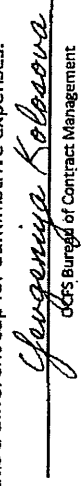
- 1) All spending Adjustments must be submitted and approved prior to the effective date. For changes affecting operational adjustments please see paragraph 3 of the guidelines.
- 2) Written Justification must be attached for all proposed changes. Attach any supporting documentation with the justification. Justification must explain how the proposed change(s) will affect the project, including completion of services or the performance targets and milestones.
- 3) This form, justification and any additional supporting documentation must be submitted to your OCFS Program Manager for review prior to the requested effective date.
- 4) This Budget Spending adjustment **IS NOT** approved until reviewed and signed by your OCFS Program Manager and the OCFS Bureau of Contract Management.

*A Budget Modification is a separate document and requires OSC approval once over-spending of any combination of budget categories exceeds a total of 10% of the contract value for contracts up to \$5 million (or 5% for those over \$5 million).

**5) If you are federally funded please consult with your OCFS Program Manager to determine if you have a different cap for administrative expenses.



 Vendor Signature



 OCFS Bureau of Contract Management

Date: 7/22/24

Date: 7/25/2024

OCFS Program Manager Signature

Date

Budget Details

Budget/Category	Local Share/Match	OCFS Funds	Total
Personal Services			
Personnel	\$0.00	\$11,200.00	\$11,200.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Sub Total	\$0.00	\$11,200.00	\$11,200.00
Non-Personal Services			
Contractual/Consultant	\$0.00	\$6,469.00	\$6,469.00
Travel/Per Diem	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$3,804.00	\$3,804.00
Other Expenses	\$0.00	\$28,526.00	\$28,526.00
Sub Total	\$0.00	\$38,799.00	\$38,799.00
Grand Total	\$0.00	\$49,999.00	\$49,999.00

JUSTIFICATION/REASON FOR REQUEST:

We are requesting approval to reallocate funds from equipment and Contractual to Other. We were able to secure alternate funding to cover the costs for the forensic interview recording equipment and for a percentage of the painting. These funds will be used to provide staff retention bonuses and to host training to increase our capacity to provide Inspiring Comfort Training.

REQUESTED SPENDING ADJUSTMENT Revision + or -:

Personnel: Staff Retention Bonus: 0 + 11,200 = 11,200

Funds will be used for staff retention to off-set additional work duties covering for vacancy positions

- Senior Bilingual Victim Advocate: \$2,500
- Office Manager: \$2,500
- Program Director: \$2,500
- DA's Office Investigator (through contract): \$2,500
- Victim Advocate: \$1,200 (reduced amount reflects time out for medical leave)

Fringe: N/A

Contractual Space Cost: Line Item: 15,469.00 (- 9,000) = 6,469

- Painter: 15,469 (- 9,000) = 6,469 (partial funding from alternate source has been secured).

Equipment: Forensic Interviewing Recoding Equipment: 14,526 (-14,526) = 0

- Funding from an alternative source has been secured to cover this expenditure.

Printing/Copying and Outreach Supplies: 3,804 (+/- 0) = 3,804

- Screenagers: \$2,700 (to purchase license for film)
- Outreach materials: \$1,104

Other Expenses: 16,200 (+ 28,526) = 28,526

12,326

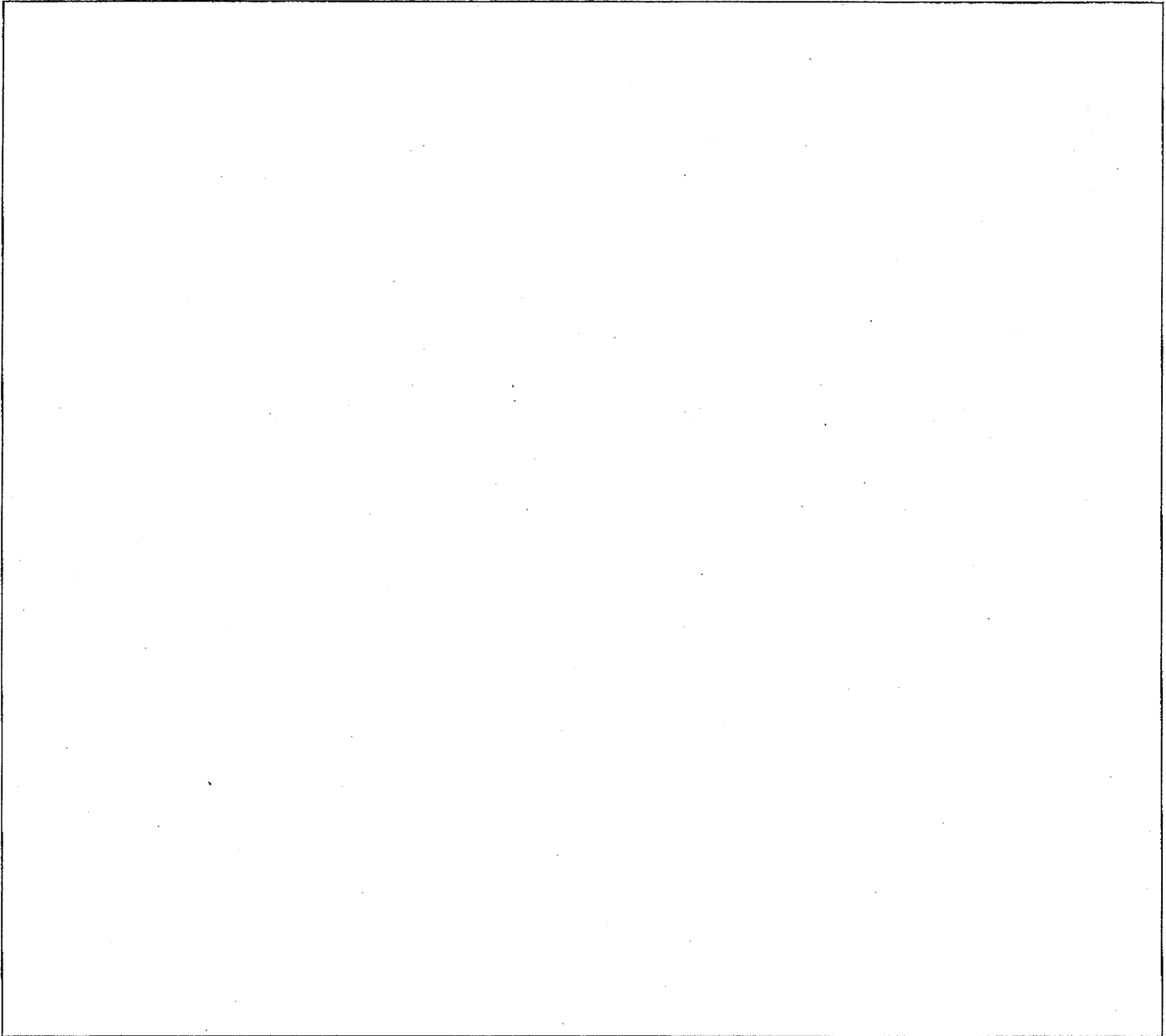
- Training and Staff Development: $16,200 + 12,326 = 28,526$
 - Inspiring Comfort Training: \$12,000
 - Team Retreat: \$4,700
 - Champions for Children Breakfast: \$4,000
 - Modell Consulting (Interviewing children with disabilities training): \$7,500
 - Miscellaneous training: \$326

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
SUMMARY**

PROJECT NAME: FY22 Victim Assistance
 CONTRACTOR NAME: PUTNAM COUNTY OF
 CONTRACT PERIOD NUMBER: 2
 CONTRACT PERIOD: From: 10/01/2023
 To: 09/30/2024

CATEGORY OF EXPENSE	GRANT FUNDS			MATCH FUNDS	MATCH PERCENTAGE	OTHER FUNDS	TOTAL FUNDS
	CURRENT BUDGET	CHANGE	REVISED BUDGET				
1) Personal Services							
a) SALARY	\$194,099.97	(\$25,105.81)	\$168,994.16	\$87,666.08	52%	\$0.00	\$256,660.24
b) FRINGE	\$45,790.00	(\$5,130.00)	\$40,660.00	\$0.00	0%	\$0.00	\$40,660.00
Subtotal	\$239,889.97	(\$30,235.81)	\$209,654.16	\$87,666.08	42%	\$0.00	\$297,320.24
2) Non Personal Services							
a) CONTRACTUAL	\$132,429.80	\$0.00	\$132,429.80	\$0.00	0%	\$0.00	\$132,429.80
b) TRAVEL	\$12,000.44	\$12,999.56	\$25,000.00	\$0.00	0%	\$0.00	\$25,000.00
c) EQUIPMENT	\$12,657.20	\$17,236.25	\$29,893.45	\$0.00	0%	\$0.00	\$29,893.45
d) SPACE/PROPERTY RENT	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
e) SPACE/PROPERTY OWN	\$9,300.00	\$0.00	\$9,300.00	\$0.00	0%	\$0.00	\$9,300.00
f) UTILITIES	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
g) OPERATING EXPENSES	\$5,759.00	\$0.00	\$5,759.00	\$0.00	0%	\$0.00	\$5,759.00
h) OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
Subtotal	\$172,146.44	\$30,235.81	\$202,382.25	\$0.00	0%	\$0.00	\$202,382.25
Total	\$412,036.41	\$0.00	\$412,036.41	\$87,666.08	21%	\$0.00	\$499,702.49

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
JUSTIFICATION**



**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
PERSONAL SERVICES DETAIL WORKSHEET**

SALARY									
POSITION/TITLE	ANNUALIZED SALARY PER POSITION	STANDARD WORK WEEK (HOURS)	PERCENT OF EFFORT FUNDED	NUMBER OF MONTHS FUNDED	GRANT FUNDS	MATCH FUNDS	MATCH PERCENTAGE	OTHER FUNDS	TOTAL FUNDS
1. Volunteer (Match 100% - \$13,500)	\$13,500.00	15.00	100.00	12	\$0.00	\$13,500.00	0%	\$0.00	\$13,500.00
2. Senior Bilingual Victim Advocate	\$69,699.00	35.00	100.00	3	\$17,424.75	\$0.00	0%	\$0.00	\$17,424.75
3. Victim Advocate	\$64,575.00	35.00	100.00	3	\$16,143.75	\$0.00	0%	\$0.00	\$16,143.75
4. Forensic Interviewer/Community Outreach Worker	\$56,408.00	35.00	90.00	3	\$12,691.80	\$0.00	0%	\$0.00	\$12,691.80
5. Senior Bilingual Victim Advocate	\$73,184.00	35.00	100.00	9	\$54,888.00	\$0.00	0%	\$0.00	\$54,888.00
6. Victim Advocate	\$66,512.00	35.00	100.00	1	\$5,542.67	\$0.00	0%	\$0.00	\$5,542.67
7. Forensic Interviewer/Community Outreach Worker	\$60,519.00	35.00	90.00	92	\$9,077.85	\$0.00	0%	\$0.00	\$9,077.85
8. Program Director (Match 40% - \$9,279)	\$92,790.00	35.00	40.00	3	\$0.00	\$9,279.00	0%	\$0.00	\$9,279.00
9. Program Director (Match 40% - \$28,672.20)	\$95,574.00	35.00	40.00	9	\$0.00	\$28,672.20	0%	\$0.00	\$28,672.20
10. Office Manager (Match 75% \$8,854.88)	\$47,226.00	30.00	75.00	3	\$0.00	\$8,854.88	0%	\$0.00	\$8,854.88
11. Office Manager (Match 75% - \$27,360)	\$48,640.00	30.00	75.00	9	\$0.00	\$27,360.00	0%	\$0.00	\$27,360.00
12. Victim Advocate	\$69,838.00	35.00	100.00	8	\$46,558.67	\$0.00	0%	\$0.00	\$46,558.67
13. Program Coordinator	\$80,000.00	35.00	100.00	1	\$6,666.67	\$0.00	0%	\$0.00	\$6,666.67
Sub Total					\$168,994.16	\$87,666.08	52%	\$0.00	\$256,660.24
FRINGE									
TYPE/DESCRIPTION									
1. Fringe Benefits for funded staff					\$40,660.00	\$0.00	0%	\$0.00	\$40,660.00
Sub Total					\$40,660.00	\$0.00	0%	\$0.00	\$40,660.00
Personal Services Total					\$209,654.16	\$87,666.08	42%	\$0.00	\$297,320.24

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
PERSONAL SERVICES DETAIL WORKSHEET**

PERSONAL SERVICES NARRATIVE - SALARY

"CAC Senior Bilingual Victim Advocate: Funding requested is for a full-time senior bilingual victim advocate to provide direct services to clients and assist with training and supervision of the victim advocate, student interns and volunteers. Salary is based on position title and grade determined by the Putnam County Personnel Department. Cost of living increase effective January 1, 2023, is based on county approved budget. Position works a 35-hour work week and 100% of time is dedicated to this contract. CAC Victim Advocate: Funding requested is for full-time victim advocate to provide direct services to clients in addition to receiving regular supervision and skills training. Salary is based on position title and grade determined by the Putnam County Personnel Department. Cost of living increase effective January 1, 2023, is based on county approved budget. Longevity increase based on county contract goes into effect 2/5/2024. Position works a 35-hour work week and 100% of time is dedicated to this project. Forensic Interviewer/Community Outreach Worker: Funding is for a full-time Forensic Interviewer/Community Outreach Worker to coordinate and conduct forensic interviews, facilitate monthly case review meetings with team members, facilitate forensic interviewing peer review meetings, oversee outreach initiatives to educate and identify crime victims. Time will also be dedicated to attending relevant trainings and professional development opportunities and receiving supervision. Salary is determined by Putnam County Personnel Department. Position works a 35-hour work week and 90% of time is dedicated to this contract. 10% will be funded by alternate sources. Volunteer: Volunteers assist with case management which includes providing direct services to clients as well as assisting with community outreach and entering cases in our data base. Volunteer match is based on \$25.00 per hour x 15 hours per week x 44 weeks. Program Director: coordinates direct services and supervises direct service staff and office manager, does budget and amendment negotiation as well as payment work and PMT work, while also providing direct services to clients as needed. Coordinates and participates in multi-disciplinary team and victim service coalitions and crisis response teams. Office Manager: provides direct services as well as supervision to volunteers new direct service staff, while also assisting with collecting and assembling PMT data. Assists with coordination of the multidisciplinary team and attends team meetings. Also attends relevant trainings and professional development, as well as receiving supervision themselves. "

Program Coordinator - to coordinate and conduct forensic interviews where needed facilitate case review meetings with team members, facilitate forensic interviewing peer review, oversee efforts to identify crime victims, as well as coordinate with other service providers and community resources.

PERSONAL SERVICES NARRATIVE - FRINGE

"The fringe benefit rate for this project is currently budgeted based on the projected 2023 - 2024 Putnam County approved fringe benefit rate of 24.06%. Funding is being requested to cover 100 % fringe for the victim advocate, senior bilingual advocate, and 90% for the forensic interviewer/prevention outreach worker assigned to this project. "

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
NON-PERSONAL SERVICES DETAIL WORKSHEET – CONTRACTUAL**

CONTRACTUAL TYPE/DESCRIPTION	GRANT FUNDS	MATCH FUNDS	MATCH PERCENTAGE	OTHER FUNDS	TOTAL FUNDS
1. Putnam Northern Westchester Women's Resource Center	\$132,429.80	\$0.00	0%	\$0.00	\$132,429.80
Total	\$132,429.80	\$0.00	0%	\$0.00	\$132,429.80

CONTRACTUAL NARRATIVE

"CAC will contract with the Putnam/Northern Westchester Women s Resource Center to designate 2 full-time clinicians (1 being bilingual) to the CAC. Responsibilities will include assessing trauma on CAC clients and provide evidence-supported, standardized, trauma-focused mental health services for the child victim. They may also assist with the forensic interviews and will attend monthly case review meetings to provide client updates and education for team members regarding the impact of trauma. Positions will be contracted as: 1 Full Time Clinician: \$53,045 + 22% fringe rate for 12 months = \$64,714.9 x 2. An additional \$1,500 will be awarded to each position to compensate for their additional work covering forensic interviews while that position is vacant.

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
NON-PERSONAL SERVICES DETAIL WORKSHEET – TRAVEL**

TRAVEL TYPE/DESCRIPTION	GRANT FUNDS	MATCH FUNDS	MATCH PERCENTAGE	OTHER FUNDS	TOTAL FUNDS
1. staff travel, team training and conference attendance	\$25,000.00	\$0.00	0%	\$0.00	\$25,000.00
Total	\$25,000.00	\$0.00	0%	\$0.00	\$25,000.00

TRAVEL NARRATIVE

"Funds will be used to send project staff to various trainings approved by OVS. Such trainings include the OVS conference, National Children's Advocacy Center trainings, NCA approved Forensic Interview training and other relevant conferences. Funds will also cover mileage reimbursement for required travel to carry out responsibilities related to this project. Budgeted amount is an estimate to support costs associated with attendance at training activities and prior approval will be requested prior to attendance. "

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
NON-PERSONAL SERVICES DETAIL WORKSHEET – EQUIPMENT**

EQUIPMENT TYPE/DESCRIPTION	GRANT FUNDS	MATCH FUNDS	MATCH PERCENTAGE	OTHER FUNDS	TOTAL FUNDS
1. Furniture	\$9,867.45	\$0.00	0%	\$0.00	\$9,867.45
2. Computer equipment	\$5,500.00	\$0.00	0%	\$0.00	\$5,500.00
3. Forensic Interview Recording Equipment	\$14,526.00	\$0.00	0%	\$0.00	\$14,526.00
Total	\$29,893.45	\$0.00	0%	\$0.00	\$29,893.45

EQUIPMENT NARRATIVE

"Computer equipment for project staff. Budgeted amount will be used to purchase 2 computer monitors and keyboard for program staff, and two new computers, 1 for the waiting area for clients to complete satisfaction surveys and 1 for program staff.

Furniture: Funds will be used to purchase furniture for our therapy room, a small table for the outreach worker position and a cabinet for the forensic interview room

Funding will be used to purchase new forensic interviewing recording equipment. This equipment is crucial to the performing of forensic interviews, allowing staff to review the experience for details, insight, and recall. Our current system is dated and the audio system continues to fail. Funded amount is based on quote provided by the vendor. Increase funding in furniture will be used to replace broken file cabinets and furniture for our interview room and staff offices.

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
NON-PERSONAL SERVICES DETAIL WORKSHEET – SPACE/PROPERTY OWN**

SPACE/PROPERTY OWN TYPE/DESCRIPTION	GRANT FUNDS	MATCH FUNDS	MATCH PERCENTAGE	OTHER FUNDS	TOTAL FUNDS
1. Painting	\$9,300.00	\$0.00	0%	\$0.00	\$9,300.00
Total	\$9,300.00	\$0.00	0%	\$0.00	\$9,300.00

SPACE/PROPERTY OWN NARRATIVE

Funding will be used to paint client bathrooms and back entrance to improve the appearance. This is essential as it affects the overall experience of the clients who park in the back lot, and this is often the first point of contact. Poor lighting, a lack of paint, and an overall uninviting atmosphere can trigger negative memories and emotions in clients. Improving the area to make it more welcoming, not only helps children and families feel more comfortable, but can also serve as a symbol of hope and safety, encouraging them to seek out the support they need. The proposed cost for the painting will be prorated based on our current prorating percentage. The balance of the painting will be covered by alternate funding sources.

ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET AMENDMENT
NON-PERSONAL SERVICES DETAIL WORKSHEET – OPERATING EXPENSES

OPERATING EXPENSES TYPE/DESCRIPTION	GRANT FUNDS	MATCH FUNDS	MATCH PERCENTAGE	OTHER FUNDS	TOTAL FUNDS
1. Office and Program Supplies	\$800.00	\$0.00	0%	\$0.00	\$800.00
2. Cell phones	\$2,180.00	\$0.00	0%	\$0.00	\$2,180.00
3. Vehicle Maintenance	\$2,479.00	\$0.00	0%	\$0.00	\$2,479.00
4. Criminal Background Checks	\$300.00	\$0.00	0%	\$0.00	\$300.00
Total	\$5,759.00	\$0.00	0%	\$0.00	\$5,759.00

OPERATING EXPENSES NARRATIVE

Cell Phones: Cell phones will be provided to the 5 positions proposed in this application (2 victim advocates, 2 mental health providers, forensic interviewer/outreach worker) to carry out their job responsibilities. The budgeted amount is based on current annual county rate of \$436.00 per phone = \$2,180 Office and Program Supplies: (\$800.00) Funds will be used to purchase supplies specific to this project such as pens, paper, printing supplies, therapy supplies, and other items needed to carry out job responsibilities. Budgeted amount is based on funds spent in previous budget year. Vehicle Expenses (\$2,479) Ongoing vehicle expenses include insurance (\$200 per year), maintenance (\$700/vehicle), Gas (\$4.50 gal = \$1,579 per year). Criminal background checks (\$300): expenses related to background checks required of staff

MICHAEL LEWIS
Commissioner Of Finance



Call Health A+A

SHEILA BARRETT
First Deputy Commissioner of Finance

1308

#501

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

August 12, 2024

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2024 AUG 14 AM 11:20
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following 2024 budgetary amendment has been submitted for approval. Please forward to the appropriate committee.

Increase Estimated Revenues:

10431000		MH LGU	
	434983 10206	OASAS Abatement Funds	<u>\$4,300.</u>

Increase Appropriations:

10431000	10206	MH LGU – OASAS Abatement	
	52110	Furniture and Furnishings	\$2,500.
	52130	Computer Equipment	300.
	52180	Other Equipment	<u>1,500.</u>
			<u>\$4,300.</u>

2024 Fiscal Impact -0-
2025 Fiscal Impact -0-

24A076

This amendment is required to purchase items needed by the Co-Response Team's Crisis Intervention Specialist using Opioid Abatement funds.

AUTHORIZATION:

Date Department of Finance/Designee: Initiation by \$0 - \$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 – \$10,000.00

Date Chairperson Audit/Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner




DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 12, 2024

TO: Michael Lewis, Commissioner of Finance

FROM:  Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: MH 2024 Budgetary Amendment

Your approval is requested to amend the 2024 MH budget to fund the purchase of office furniture, workstation computer monitors and a safety vest (quotes attached) for the **Crisis Intervention Specialist** as part of the Co-Response Team using Opioid Abatement funds.

Increase Estimated Revenue:

10431000	MH LGU	
434983	OASAS ABATEMENT FUNDS	\$4,300
10206	OASAS ABATEMENT	
	Total Estimated Revenue	\$4,300

Increase Estimated Appropriations:

10431000	MH LGU	
52110	FURNITURE AND FURNISHINGS	\$2,500
52130	COMPUTER EQUIPMENT	\$300
52180	OTHER EQUIPMENT	\$1,500
10206	OASAS ABATEMENT	
	Total Estimated Appropriations	\$4,300
	Fiscal Impact (24)	- 0 -
	Fiscal Impact (25)	- 0 -

The above has been rounded up to account for any increases in between the time a quote was received and approval for spend. Thank you for your time and consideration of this request.

Attachments:

Federal Eastern International Quote 569408
Crisis Intervention Team – Co-Responder Furniture
B&H Photo Quote 1108412066

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau



FEDERAL EASTERN INTERNATIONAL
 135 W ADAMS ST
 JACKSONVILLE, FL 32202
 WWW.FEDEASTINTL.COM

QUOTE
569408

BILL TO: PUTNAM CO SO - NY

 3 COUNTY CENTER
 CARMEL NY 10512

SHIP TO: PUTNAM CO SO - NY
 1ST SGT. T. KEITH
 3 COUNTY CENTER
 ATTN: 1ST SGT. T. KEITH
 CARMEL NY 10512

SALES REP	SALES EMAIL	SALES PHONE
RICH KOSAKOWSKI	RICHK@FEDEASTINTL.COM	518-586-4024

DATE	QUOTE	ACCT	CUSTOMER PO	TERMS	REP ID	OPERATOR	SHIP VIA
05/30/24	569408	FE1828	CLINICIAN	NET 30	116	KOS	UPS GROUND

UNITS	U/M	DESCRIPTION	DISC	UNIT PRICE	AMOUNT
		PRICING BASED ON POINT BLANK NYS CONTRACT #PC69427 NO SHIPPING CHARGE PER NYS CONTRACT			
1	EA	NASPCKWCDBV0J FRK 720, CIIIA-3 BASE & SIDE PANELS BLACK COLOR : BLACK SHERIFF CO-RESPONDER TWO LINES		695.00	695.00
2	EA	NYPLTOMG10X12 10X12 OMEGA PLUS ICW PLATE		289.00	578.00
		SUBTOTAL			1,273.00
		QUOTE TOTAL			1,273.00
		CREDIT CARD SURCHARGE NOTICE: EFFECTIVE 4/1/24, WE WILL START TO IMPOSE A 2.75% SURCHARGE ON CREDIT CARD AND PURCHASING CARD PAYMENTS WHERE APPLICABLE BY LAW AND IS NOT GREATER THAN OUR COST OF ACCEPTANCE. AS AN ALTERNATIVE WE ALSO ACCEPT ACH PAYMENTS ONLINE WITHOUT ANY ASSOCIATED FEES.			
		YOU MAY PAY ONLINE WITH ACH, VISA OR MASTERCARD AT: HTTPS://PORTAL.FEDEASTINTL.COM			
		**** CONTINUED ON PAGE 2			



FEDERAL EASTERN INTERNATIONAL
 135 W ADAMS ST
 JACKSONVILLE, FL 32202
 WWW.FEDEASTINTL.COM

QUOTE
569408

BILL TO: PUTNAM CO SO - NY

 3 COUNTY CENTER
 CARMEL NY 10512

SHIP TO: PUTNAM CO SO - NY
 1ST SGT. T. KEITH
 3 COUNTY CENTER
 ATTN: 1ST SGT. T. KEITH
 CARMEL NY 10512

SALES REP	SALES EMAIL	SALES PHONE
RICH KOSAKOWSKI	RICHK@FEDEASTINTL.COM	518-586-4024

DATE	QUOTE	ACCT	CUSTOMER PO	TERMS	REP ID	OPERATOR	SHIP VIA
05/30/24	569408	FE1828	CLINICIAN	NET 30	116	KOS	UPS GROUND

UNITS	U/M	DESCRIPTION	DISC	UNIT PRICE	AMOUNT
		<p>***** QUOTATION *****</p> <p>***** PAGE 2 *****</p> <p>TERMS:</p> <p>PRICES ARE EFFECTIVE FOR 30 DAYS FROM THE DATE OF THIS QUOTE UNLESS OTHERWISE NOTED.</p> <p>ITEMS LISTED ON THIS DOCUMENT MAY REQUIRE A UNITED STATES GOVERNMENT LICENSE FOR EXPORT. EXPORTING CONTROLLED ITEMS WITHOUT A LICENSE IS PROHIBITED BY LAW.</p>			

CRISIS INTERVENTION TEAMS - CO-RESPONDER

AMAZON	QNTY		TOTAL
DESK CHAIR - GRAY	2	\$179.99	\$359.98
SWIVEL BARREL GUEST CHAIR - 2 PACK DRK GREY	1	\$459.99	\$459.99
10431000.54640.52110			

ULINE			
OFFICE DESK 60" X 24" - GRAY	2	\$420.00	\$840.00
MOBILE 3-DRW FILE 16" X 20" X 26' - GRAY	2	\$240.00	\$480.00
10431000.54640.52110			

AMAZON			
REFRIG 3.1 CU FT - BLACK	1	\$199.00	\$199.00
10431000.54640.52170			

TOTAL **\$2,338.97**

10431000.54640.52110 - \$2,139.97
10431000.54640.52170 - \$199.00



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Federal ID#: 15-07634071

Prices Are Valid Until: 09/11/24

Quote No.: 1108412066

Reference No.: R201202-OMNIA

Sold To: Alison Melahn
Putnam County
110 Old Route 6
Bldg 2
Attn: Dept Of Social Svcs
CARMEL, NY 10512

Ship To:
Putnam County
110 Old Route 6 Bldg 2
Attn: Alison Melahn
CARMEL, NY 10512

Bill Phone: (845)808-1500 Ext.:45223

(845)808-1500 Ext.:45223

Date	Customer Code	Terms	Salesperson	Ship Via	
08/12/24	70257372	N/A	WB	FDX GROUND	
Line No	Qty	Item Description	SKU#	Item Price	Amount
1	2	DELL 24" LED LCD MONITOR/REG	DEP2422H (P2422H)	139.32	278.64
<p>Instant Savings . 35.00 \$35.00 Instant Savings Exp. 09/30/24</p> <p>This item currently has a price of \$149.00 while supplies last. In Stock - while supplies last.</p>					
<div style="border: 1px solid black; padding: 5px;"> <p>IT/GIS Dept. Reviewed</p> <p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved</p> <p><i>Alison Melahn</i></p> </div>					
Continued on Next Page ...					

BNEL_quote



Government, Education, and Corporate Department
For Pricing Requests, Purchase Orders, and Customer Service:

Phone: 800-947-8003 212-239-7503	Fax: 800-858-5517 212-239-7759	Email: Education: emailbids@bhphoto.com Corporate: corporatesales@bhphoto.com	Fed Gov: federalsales@bhphoto.com State and Local: bldepts@bhphoto.com
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The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal Bid: 13-2786071

Quote No.: 1108412066

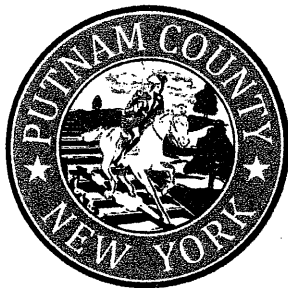
Date	Customer Code	Terms	Salesperson	Ship Via	
	70257372	N/A	Slsm	FDX GROUND	
Line No	Qty	Item Description	SKU#	Item Price	Amount
<p>PLEASE NOTE: -----</p> <p>**** Please reference your quote number on all PO's ****</p> <p>**** ALL PRICES ARE LISTED IN USD ****</p>					
Payment Type: N/A				Sub-Total: 278.64	
				Shipping: Free STND	
				Total: 278.64	

BNH_Quote

Call Rules A+A

#5e Reilly

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Amendment – 24A077**
DATE: August 13, 2024

2024 AUG 14 PM 1:22
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is requested.

Capital Fund:

Increase Appropriations:

51997000 53000 52419 Capital - ARPA DMV Mobile Equipment \$ 31,039

Increase Estimated Revenues:

51997000 428601 52419 Transfer in - General \$ 31,039

Decrease Appropriations:

55197000 53000 52229 Capital - ARPA Highway Infrastructure Studies \$ 31,039

Decrease Estimated Revenues:

55197000 428601 52229 Transfer in - General \$ 31,039

General Fund:

Increase Appropriations:

10990100 59020 52419 Transfer Out - Capital (ARPA - DMV Mobile Equipment) \$ 31,039

Increase Estimated Revenues:

10131000 449898 52419 Federal Aid - ARPA CFDA 21.027 \$ 31,039

Decrease Appropriations:

10990100 59020 52229 Transfer Out - Capital (ARPA Highway Infrastructure Studies) \$ 31,039

Decrease Estimated Revenues:

10131000 449898 52229 Federal Aid - ARPA CFDA 21.027 \$ 31,039

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

Please refer to County Clerk Bartolotti's Memorandum requesting that ARPA funds be used to purchase computer equipment and peripherals necessary to effectuate a mobile solution for the Putnam County Department of Motor Vehicles. This purchase was reviewed and approved by the County's ARPA Consultant as an appropriate usage of funds as it was classified as 6.1 Provision of Government Services Project. As the County approaches the 12/31/2024 deadline set forth by the US Treasury to commit funds, it is the Administration's and the County Clerk's belief that reallocating \$31,039 towards this equipment is the best way to use the ARPA funds.

Michele Alfano-Sharkey

From: Michael Lewis
Sent: Tuesday, August 13, 2024 10:03 AM
To: Michael Bartolotti; Paul Jonke
Cc: Diane Schonfeld; Michele Alfano-Sharkey; James McConnell; James Burpoe; Jennifer Caruso
Subject: RE: DMV Mobile Equipment Request
Attachments: 24A077 - ARPA Reallocation - DMV Equipment.pdf; Putnam County Letter-DMV Equipment.pdf

Importance: High

Chairman Jonke,

In addition to County Clerk Bartolotti's request below is the Budgetary necessary to facilitate this request. There was a delay with our ARPA Consultant to get an opinion as she services other clients. We do, however, have all the necessary documentation to move forward.

Thank you for your consideration of this item.



Michael J. Lewis

Commissioner of Finance • Putnam County Finance Department
PHONE | 845.808.1075 ext 49325 • WEBSITE | PUTNAMCOUNTYNY.COM
PUTNAM COUNTY GOVERNMENT NEW YORK
"Empowering Putnam County through dedicated service."

From: Michael Bartolotti <michael.bartolotti@putnamcountyny.gov>
Sent: Tuesday, August 13, 2024 9:51 AM
To: Paul Jonke <Paul.Jonke@putnamcountyny.gov>
Cc: Diane Schonfeld <Diane.Schonfeld@putnamcountyny.gov>; Michael Lewis <Michael.Lewis@putnamcountyny.gov>; Michele Alfano-Sharkey <Michele.Alfano-Sharkey@putnamcountyny.gov>; James McConnell <james.mcconnell@putnamcountyny.gov>
Subject: FW: DMV Mobile Equipment Request

Mr. Chairman,

Please see the message below as well as the attached memorandum and quote that was sent to Commissioner Lewis, DCE Burpoe, and Ms. Caruso regarding the use of ARPA funds to purchase some mobile DMV equipment from NYS DMV.

We understand that a budgetary amendment must be completed to facilitate this request. To that end, I respectfully request that you treat this message as a message of necessity to ensure that this matter is placed on the necessary committee agenda for the month of August so that it may ultimately be heard at the September Full meeting of the Legislature. Time is truly of the essence for this request given that it may take up to one year for this order to be fulfilled by NYS DMV.

If you wish to discuss this matter further, please do not hesitate to contact me.

Thank you for your time and attention with this matter.

Mike

Michael C. Bartolotti
Putnam County Clerk
40 Gleneida Avenue, Room 100
Carmel, New York 10512
845-808-1142 extension 49303
michael.bartolotti@putnamclerkny.com

From: James McConnell <james.mcconnell@putnamcountyny.gov>
Sent: Wednesday, August 7, 2024 2:28 PM
To: Michael Lewis <Michael.Lewis@putnamcountyny.gov>
Cc: Michael Bartolotti <michael.bartolotti@putnamcountyny.gov>; James Burpoe <James.Burpoe@putnamcountyny.gov>; Jennifer Caruso <jennifer.caruso@putnamcountyny.gov>
Subject: DMV Mobile Equipment Request

Hello Everyone,

Attached please find a letter from County Clerk Bartolotti requesting the purchase of DMV Mobile equipment. We have also included a quote from NYS DMV for the equipment. Please let us know if you have any questions as we would like to get this request approved as soon as possible due to the timeframe for ordering the equipment.

Thanks,
Jimmy

James J. McConnell
First Deputy County Clerk

Putnam County Clerk's Office
40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1142 Ext. 49360



8/6/2024

Michael Lewis
Commissioner of Finance
40 Gleneida Avenue
Putnam County
Carmel, NY 10512

Dear Mr. Lewis:

After our discussion and review of the DMV Equipment Project we have deemed that project is eligible under the Coronavirus State & Local Fiscal Recovery Funds issued by the Department of Treasury. The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American-Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency.

The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has seven allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects

We recommend using EC 6.1 Provision of Government Services for this project. We reviewed the compliance requirements for Provision of Government Services. We have summarized the compliance requirements below:

The U.S. Department of Treasury's FAQ's state the following:

PKF O'CONNOR DAVIES, LLP

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

Recipients have broad flexibility under the revenue loss eligible use category to provide government services, which generally include any service traditionally provided by a government. These services may include but are not limited to maintenance of infrastructure or pay-go spending for building of new infrastructure, including roads. Construction of schools and hospitals, road building and maintenance, and other infrastructure and health services and general government administration, staff and administrative facilities are all allowable under this category.

Subrecipient Monitoring. SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

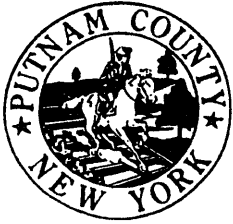
We do believe this project is eligible under Provision of Government Services.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,



Elizabeth G. Ballotte
Partner



PUTNAM COUNTY CLERK'S OFFICE

County Office Building
40 Gleneida Avenue
Carmel, New York 10512
Tel. (845) 808-1142
Fax (845) 225-3953

MICHAEL C. BARTOLOTTI
County Clerk

JAMES J. McCONNELL
First Deputy County Clerk

INTEROFFICE MEMORANDUM

TO: MICHAEL LEWIS, COMMISSIONER OF FINANCE
CC: JAMES BURPOE, DEPUTY COUNTY EXECUTIVE
JENNIFER CARUSO, DIRECTOR OF COMPLIANCE AND
INTERGOVERNMENTAL RELATIONS
FROM: MICHAEL C. BARTOLOTTI, PUTNAM COUNTY CLERK
SUBJECT: DMV EQUIPMENT
DATE: AUGUST 7, 2024

Please see the attached price quotation from the New York State Department of Motor Vehicles for computer equipment and peripherals necessary to effectuate a mobile solution for our Putnam County Department of Motor Vehicles ("DMV").

Pursuant to previous conversations, we would like to purchase said equipment so that we may have more flexibility to process DMV transactions throughout the County and better serve our constituents.

In addition, we are hopeful that we can use American Rescue Plan Act ("ARPA") funds to make said purchase. It is our understanding that this purchase would be eligible for use of ARPA funds, and we believe that this would be a wise use of said funds.

To that end, we request that you kindly bring this matter forward on our behalf to the County Legislature so that we may be able to secure the funding to make this purchase.

If you have any questions, please contact me.

Thank you for your time and consideration.



Department of Motor Vehicles

QUOTE

7022024

DATE 7/2/2024

BILL TO

Putnam County
40 Gleneida Avenue
Room 100
Carmel, NY 10512

DESCRIPTION:

DMV Equipment

Table with 4 columns: Description, Unit Price, # of Units, Amount. Includes items like HP/Dell Laptop, Printer-Lexmark, Barcode Scanner, Ingencio, Customer Facing Device (CFD), ICW-Mobile, Network quipment-Secure VPN Router, Netowrk Equipment-Wireless Access Point. Summary rows: SUBTOTAL \$31,039.00, TAX RATE 0.000%, TOTAL \$31,039.00.

Payment Processing

Please issue a check made out to New York State Department of Motor Vehicles and send payment to:

NYS Department of Motor Vehicles
Expenditure Accounting
Room 227
6 Empire State Plaza
Albany, New York 12228

If you have any questions or need additional information, please feel free to e-mail me at Laura.Roylance@dmv.ny.gov or call me at 518-486-4478. Thank you.

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

*cc: all
Phys-FYI
A+A - sign*

*Sign
#6*

TO: Commissioner of Finance
FROM: Thomas Feighery, Commissioner
DEPT: Dept. of Public Works
DATE: July 19, 2024

2024 JUL 25 AM 9:32
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM	TO	AMOUNT	PURPOSE
ACCOUNT#/NAME 10116200 54755 Judicial Janitorial	ACCOUNT #/NAME 10011000 54755 Jail Janitorial	\$1,800.00	Jail bid price for cleaning increased, Cthse bid price dropped significantly (original Fund transfer F/T in January did not take into Account Sheriff's Garage cleaning)

SIGNATURES NOT NEEDED - THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2024 Fiscal Impact \$0
2025 Fiscal Impact \$0

Department Head Signature/Designee Date

AUTHORIZATION : (Electronic signatures)

Date Commissioner of Finance/Designee: Initiation by \$0-\$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00

Date Chairperson Audit/Designee: \$0-\$10,000.00

7 _____
Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

247206

2024
Bid

RFB-40-23

Janitorial Services

BID RESULTS

CLUSTER	LOCATION #	BUILDING	EST ANNUAL QUANTITY	UNIT	Apple Maintenance Services, Inc. 5 Westchester Plaza, Suite 105 Elmsford, NY 10523		Cleaning Services of Hudson Valley, Inc. 55 Ramapo Road, Suite 88 Garnerville, NY 10923		Gateway Building Services, Inc. 29 North Liberty Drive Stony Point, NY 10980		Reliable Cleaning & Restoration Systems, Inc. 450 Westbury Ave Carle Place, NY 11514		NSI Clean Worldwide, Inc. 70 Maple Drive Middletown, NY 10940	
					UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
B	1	COURTHOUSE	12	MONTHS	\$12,000.00	\$144,000.00	\$5,600.00	\$67,200.00	\$7,410.00	\$88,920.00	\$4,900.00	\$58,800.00	\$3,541.00	\$42,492.00
B	2	SHERIFF'S DEPT	12	MONTHS	\$4,625.00	\$55,500.00	\$1,950.00	\$23,400.00	\$2,778.75	\$33,345.00	\$3,000.00	\$36,000.00	\$3,541.00	\$42,492.00
TOTAL JANITORIAL SERVICES CLUSTER B:					\$198,500.00		\$90,600.00		\$122,265.00		\$94,800.00		\$158,984.00	

LOW BIDDER

	<u>Old Price</u>	<u>New Price</u>
CtHse	5608/mo	3541/mo
Sheriff's	1927/mo	3541/mo

cc all
Prot
A+H

Reso
#7

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: Robert Lipton, Commissioner
DEPT: Bureau of Emergency Services
DATE: 8/6/24

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2024 AUG - 6 PM 3:58

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10398900 54540 Radio Communications	10398900 51094 Temporary	\$20,000	Additional funds needed for BES - Bureau of Emergency Services Temporary line for County Fire Instructors to train for the remainder of 2024

20 _____ Fiscal Impact \$ _____

20 _____ Fiscal Impact \$ _____

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

Date	Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00
Date	County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00
Date	Chairperson Audit /Designee: \$0 - \$10,000.00
Date	Audit & Administration Committee: \$10,000.01 - \$25,000.00

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*CCIAAX
PERS
ANA*

*R-300
#8*

TO: Commissioner of Finance
FROM: Sheriff Kevin J. McConville
DEPT: Sheriff/Corrections
DATE: August 6, 2024

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10315000.51000 (position# 10129) (Jail General: Personnel)	10315001.51000.10032 (Jail Federal: Personnel: SCAAP) <i>(10111)</i>	\$1,925.00	Cover Sergeant Salary shortage due to Incorrect line Placement
10315000.58002 (position# 10129) (Jail General: FICA)	10315001.58002.10032 (Jail Federal: FICA: SCAAP)	\$ 147.00	Cover FICA portion
Total		\$2,072.00	

2024 AUG - 7 PM 12: 54
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

2024 Fiscal Impact \$ 0
2025 Fiscal Impact \$ 0

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

Date	Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00
Date	County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00
Date	Chairperson Audit /Designee: \$0 - \$10,000.00
Date	Audit & Administration Committee: \$10,000.01 - \$25,000.00

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: August 5, 2024

To: Sheriff Kevin McConville
Undersheriff Thomas Lindert

From: Captain James Greenough *James Greenough*

Subject: **FUNDS TRANSFER
PERSONNEL LINE COVERAGE**

Request the below funds transfers for July be approved to cover A Sergeant Salary based on the wrong person being placed in a line. Originally this salary line was only base salary. Approving the below-listed lines will cover the Salary shortage.

Reduce 10315000.10129 Open Personnel Line Funds by \$1,925.00.
and *(51000)*

Increase 10315001.51000 Jail Federal Personnel by \$1,925.00.

Reduce 10315000.58002 Jail General FICA by \$147.00 and
Increase 10315001.58002 Jail Federal FICA by \$147.00.

10315000.51000.10032
10032

10315001.58002.10032
F00

RECEIVED AND FORWARDED FOR ACTION
SGT _____
LT _____
LT _____
CAPT _____
US _____
SHERIFF *HJ* *8/5/2024*

cc All
A+A #9 sign

MICHAEL LEWIS
COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: Sheila M. Barrett, First Deputy Commissioner of Finance - *SMB*
Re: Budgetary Amendment - 24T245
Date: August 16, 2024

At the request of the Commissioner of Finance, the following budgetary transfer is required.

General Fund:

Increase Appropriations:

10132000.54111 Audit - Independent Audit 15,000

Decrease Appropriations:

10131000.54646 Audit - Independent Audit 15,000

This transfer is needed to account for the additional services rendered by the County's Independent Auditors, PKF O'Connor Davies LLP in relation to the 2023 Audit which included three additional Single Audit Programs to be tested.

A copy of the bill is attached.

Fiscal Impact - 2024 - \$ 0
Fiscal Impact - 2025 - \$ 0

2024 AUG 16 PM 2:13
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive



Date 07/31/2024

Michael Lewis
County of Putnam
County Office Building
40 Gleneida Avenue
Carmel, NY 10512

Client No. 1545033.001 Invoice No. 852729

For Professional Services Rendered

E.I.N. 27-1728946

Services rendered in connection with examination of financial statements of the various funds of the County of Putnam as at December 31, 2023 and preparation of report thereon for the year then ended.

Audit Fee:	\$ 90,300.00
Less Progress Billing :	(67,725.00)
Plus:	
3 Additional Single Audit Programs needed to be tested:	<u>15,000.00</u>
Balance Due:	\$ <u>37,575.00</u>

Pay Online: <https://www.pkfod.com/onlinepayment/>

Wire/ACH Instructions:

Account:	4306383730	Beneficiary:	PKF O'Connor Davies, LLP
ABA:	026013673	Beneficiary Address:	500 Mamaroneck Avenue, Suite 301 Harrison, NY 10528
Swift Code:	NRTHUS33XXX		
Bank Name:	TD Bank		
Bank Address:	285 Mamaroneck Avenue, White Plains, NY 10605 (Do not mail checks to this address)		
	(Please reference Client No. 1545033.001 and Invoice No. 852729 on your remittance)		

Check Instructions:

Please remit all checks to:
P.O. Box 5381
Deptford, NJ 08096
(Please reference Client No. 1545033.001 and Invoice No. 852729 on your remittance)

PKF O'Connor Davies, LLP
300 Tice Boulevard Suite 315 Woodcliff Lake, NJ 07677 | Tel: 914-381-8900 | www.pkfod.com

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

*cc: all
A+A #10*

TO: Commissioner of Finance
 FROM: Michael Cunningham
 DEPT: Office for Senior Resources
 DATE: 08/19/24

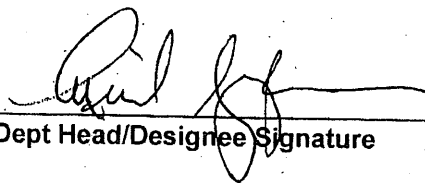
2024 AUG 21 PM 12:53
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

I hereby request approval for the following amendment of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# NAME	AMOUNT	PURPOSE
10762000-54989-10166 Miscellaneous	10762000-54646-10166 Contracts	\$23,040.00	Ayden Jones' July - Dec payment (contractor)
		<u>\$23,040.00</u>	

2023 Fiscal Impact \$ 0.00

2024 Fiscal Impact \$ 0.00


 Dept Head/Designee Signature 8/19/2024
 Date

AUTHORIZATION: (Electronic Signatures)

Date	Commissioner of Finance/Designee:	\$ 0 - \$5,000.00
Date	County Executive/Designee:	\$5,000.01 - \$10,000.00
Date	Chairperson Audit/Designee:	\$ 0 - \$10,000.00
Date	Audit & Administration Committee:	\$10,000.01 - \$25,000.00

24T250

Kevin M. Byrne
County Executive



Michael Cunningham
Director

MEMORANDUM

August 21st, 2024

TO: Diane Shoenfeld

FROM: Thomas DeMarchi, Fiscal Manager

RE: ACL (Fall Prevention) Grant Funded Budget Transfer – Revised Letter of Necessity

The OSR would like this request to be placed on the August 26th, 2024, agenda of the Audit & Administration Committee Meeting. There is a major necessity to approve this transfer as soon as possible because Ayden Jones has not been paid for June 2024 through to the present day and we cannot authorize any payments without this fund transfer. If there is a longer delay, the potential of legal issues may increase.

Jones providing fall prevention and exercise services to our clients through December 2024. The prior expiration date of this grant was 4/30/2024 and has been since granted an extension through 4/30/2025. The prior budgeted amount was intended for only four months of payment to Jones, thus requiring a transfer to increase fund available. Please note that there is no impact on county budget with regards to this transfer, this expense 100% reimbursable by funds that come from within our ACL Grant.

Thank you.

#11

APPROVAL/OFFER COUNTY PROPERTY FOR SALE UTILIZING AT PUBLIC AUCTION
PURSUANT TO CHAPTER 31 OF THE PUTNAM COUNTY CODE/100 ZIMMER ROAD, TOWN
OF SOUTHEAST

WHEREAS, the County is in title to the property listed in the attached Schedule "A";
and

WHEREAS, an unimproved parcel of real property identified as Town of Southeast
Tax Map No.: 45.-1-60 was acquired by the County by bargain and sale deed from the Town
of Southeast, which was recorded in the Office of the Putnam County Clerk on March 3,
2011, in Liber 1871 at Page 291; and

WHEREAS, said property is not needed for use by the County or another
municipality; and

WHEREAS the Commissioner of Finance and Commissioner of Planning
recommend that said parcels be offered for sale at public auction pursuant to Section 31-
4(A)(4) of the Putnam County Code; and

WHEREAS, the Putnam County Legislature has reviewed this matter and has
determined that the property is not needed for use by the County or another municipality;
and

WHEREAS, the Putnam County Legislature has further determined that it would be
most beneficial to offer said property for sale at public auction; now therefore be it

RESOLVED, that said property is not needed for use by the County or another
municipality; and be it further

RESOLVED, that pursuant to the authority vested in the Putnam County Legislature
in Section 31-4 of the Putnam County Code, it is the further determination of the Putnam
County Legislature that it would be most financially advantageous to the County to offer
the property for sale at public auction utilizing the services of an auction house under
contract with the County; and be it further

RESOLVED, that the Putnam County Legislature accepts the attached appraisal,
which is attached hereto and made a part hereof as Schedule "A"; and be it further

RESOLVED, that the County Executive is authorized to offer the Property for sale at
public auction utilizing the services of an auction house under contract with the County;
and be it further

RESOLVED, that pursuant to Section 31-4 of the Putnam County Code the initial
offer amount of the Property shall be hereinafter determined by the Putnam County
Executive based on the appraisal and comparative market analysis, and with the advice
and ~~recommendation~~ **approval** of the Legislature; and be it further

RESOLVED, that this Resolution shall take effect immediately.

MCGRATH & CO
REAL ESTATE APPRAISERS

Phyp. #5²⁴
APPRAISAL
COMMERCIAL REAL ESTATE

MCGRATH FILE #: C2402043

REAL PROPERTY APPRAISED

Property of County of Putnam
100 Zimmer Road, Brewster, NY 10509
Southeast, Putnam County, NY
Primary Tax ID: 45.-1-60



SUBMITTED TO

County of Putnam
% Patricia McLoughlin, Director of Real Property Tax Services
40 Gleneida Avenue
Carmel, NY 10512

APPRAISAL DATES

Effective Date: March 26, 2024
Date of Report: April 2, 2024
Inspection Date: March 26, 2024

APPRAISERS

Salvatore DeSiena
State Certified General Real Estate Appraiser No. 46-51319
sal@mcgrathandco.com
Office: 914-234-9332

Al DeKrey
State Certified General Real Estate Appraiser No. 46-08839
al@mcgrathandco.com
Office: 845-896-5777

McGrath & Company, Inc.
PO Box 514, Fishkill, NY 12524
info@mcgrathandco.com | (845) 896-5333

MCGRATH & CO

REAL ESTATE APPRAISERS

McGrath & Company, Inc.
PO Box 514, Fishkill, NY 12524
info@mcgrathandco.com
(845) 896-5333

April 2, 2024

County of Putnam
% Patricia McLoughlin, Director of Real Property Tax Services
40 Gleneida Avenue
Carmel, NY 10512

Re: 100 Zimmer Road, NY 10509
Tax ID: 45.-1-60
Town of Southeast
Putnam County, New York

Dear Ms. McLoughlin:

In accordance with your request, we have prepared an appraisal report for the captioned property, comprised of 10.03 acres of vacant "RC; Rural Commercial" zoned land, situated at the terminus of Zimmer Road, 915 feet from its intersection with Pugsley Road.

The purpose of this appraisal report is to develop an opinion of the market value of the fee simple interest in the subject property, as of March 26, 2024. The report describes the scope of the appraisal, the techniques of valuation and the reasoning leading to the opinion of value. This letter does not in itself constitute an appraisal. Rather, it serves to transmit the following appraisal report.

We have conducted an analysis of the physical aspects of the property and reviewed relevant market and economic considerations. This report contains detailed descriptions of the approaches relied upon in arriving at our opinion of market value for the subject property.

The subject property is more fully described 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.

OPINION OF MARKET VALUE

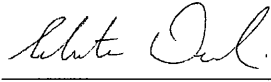
The results of this appraisal report are presented as follows:

PROPERTY RIGHTS APPRAISED	Fee Simple
EFFECTIVE DATE	March 26,2024
OPINION OF VALUE	\$290,000
PER ACRE	\$29,000

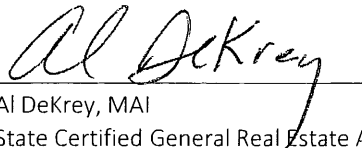
This appraisal has been prepared to conform to the Uniform Standards of Professional Appraisal Practice (USPAP), adopted by the Appraisal Standard Board of the Appraisal Foundation, and the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute. The opinions of value expressed herein, are subject to the assumptions and limiting conditions, definitions, market research, analysis of data, and conclusions contained in the attached appraisal report.

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

Sincerely,



Salvatore DeSiena
NY State Certified General Real Estate Appraiser No. 46-51319



Al DeKrey, MAI
State Certified General Real Estate Appraiser No. 46-08839

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue

Carmel, New York 10512

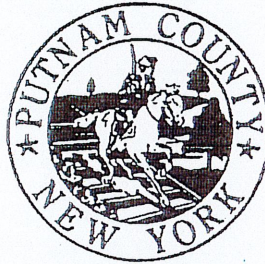
(845) 808-1020

Fax (845) 808-1933

CC: All

Audit

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: August 21, 2024

TO: Kevin Byrne
County Executive

FROM: Joseph Castellano
Chairman Audit & Administration Committee

CC: Barbara Barosa
Commissioner of Planning, Development & Public Transportation

Michael Lewis
Commissioner of Finance

RE: Time Sensitive Request: Offer County Property For Sale, 100 Zimmer Road Town of Southeast

At the August 20, 2024, Physical Services Meeting the consideration of the "Offer County Property For Sale, 100 Zimmer Road Town of Southeast...." was discussed. It was on the agenda as utilizing the Public Auction process. The resolution submitted by the Administration was amended and approved by the Physical Services Committee. The amended resolution is attached for your convenience.

During the discussion of this matter there were questions raised. The item was moved to the August 26, 2024, Audit & Administration Committee Meeting, pending additional information and having Commissioner of Finance Lewis present at the said meeting to speak to the item and to address any additional questions that may arise.

Please provide the additional costs to the County associated with the Auction process and the Multiple Listing Service (MLS). Thank you for your attention to this request.

Attachment

cc: all
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The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

Chapter 41 Deposit and Investment Policy

[**HISTORY: Adopted by the Legislature of the County of Putnam 12-28-1993 by L.L. No. 1-1994.**
Amendments noted where applicable.]

§ 41-1 Applicability.

The investment policy applies to all moneys and other financial resources available for investment on behalf of Putnam County or entrusted to Putnam County in a fiduciary capacity.

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§ 41-2 Objectives.

The primary objectives of the Putnam County's investment activities are, in priority order:

- A. To conform with all applicable federal, state and other legal requirements (legal).
- B. To adequately safeguard principal (safety).
- C. To provide sufficient liquidity to meet all operating requirements (liquidity).
- D. To obtain a reasonable rate of return (yield).

§ 41-3 Delegation of authority.

The administration of the investment program is delegated to the Commissioner of Finance, pursuant to § 4.02(a) of the Putnam County Charter. The Commissioner of Finance shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates and other relevant information, including dates of sale or other dispositions and amounts realized. In addition, the internal control procedures shall describe that responsibilities and levels of authority for key individuals involved in the investment program, and regulate the activities of subordinate employees.

§ 41-4 Internal controls.

It is the policy of Putnam County for all moneys collected by any officer or employee of Putnam County government to transfer those funds to the Commissioner of Finance on his/her demand. The Commissioner of Finance is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly and are managed in compliance with applicable laws and regulations.

§ 41-5 Designation of official depositories.

[Amended 7-5-2000 by L.L. No. 8-2000; 8-1-2000 by L.L. No. 12-2000; 8-7-2001 by L.L. No. 14-2001; 2-4-2003 by L.L. No. 11-2003; 2-3-2009 by L.L. No. 5-2009; 10-6-2009 by L.L. No. 17-2009; 12-28-2009 by L.L. No. 23-2009; 4-8-2015 by L.L. No. 5-2015; 2-3-2016 by L.L. No. 4-2016; 7-5-2017 by L.L. No. 7-2017; 4-2-2019 by L.L. No. 7-2019; 10-6-2020 by L.L. No. 4-2020; 8-3-2021 by L.L. No. 6-2021]

The banks and trust companies authorized for the deposit of monies up to the maximum amounts are:

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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Depository Name	Maximum Amount
JP Morgan Chase Bank NA	\$7540,000,000
Key Bank	\$7540,000,000
M&T Bank	\$7540,000,000
People's United Bank NA	\$7520,000,000
Putnam County National Bank	\$7520,000,000
PCSB Commercial Bank subsidiary of PCSB	\$7530,000,000
Raymond James Bank	\$75,000,000
Signature Bank	\$7540,000,000
Sterling Bank	\$20,000,000
TD Bank	\$7540,000,000
Tompkins Mahopac National Bank	\$7530,000,000
Webster	\$40,000,000
Wells Fargo	\$7540,000,000

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§ 41-6 Collateralizing of deposits.

In accordance with the provisions of General Municipal Law § 10, all deposits of Putnam County, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

- A. By a pledge of eligible securities with an aggregate market value, as provided by General Municipal Law § 10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy;
- B. By an eligible irrevocable letter of credit issued by a qualified bank other than the bank with the deposits in favor of Putnam County for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements; or
- C. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

§ 41-7 Safekeeping and collateralization.

- A. Eligible securities used for collateralizing deposits, made by the Finance Officer of Putnam County, shall be held by a ~~third party~~third-party bank or trust company (for purposes of this policy, a trust company is deemed to be a third party if it is a separately chartered corporation than a bank) subject to security and

custodial agreements approved by the County Attorney.

- B. The security agreement shall provide that the eligible securities are being pledged to secure Putnam County deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default.
- C. The custodial agreement shall include all provisions necessary to provide Putnam County a perfected security interest in the securities pledged as collateral and shall provide the following:
 - (1) The securities held by the authorized bank or trust company as agent of and custodian for Putnam County will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the security for any other deposit or other liabilities.
 - (2) The custodian shall confirm the receipt, substitution or release of the securities held on behalf of ~~Putnam~~ County.
 - (3) The frequency of revaluation of eligible securities and the substitution of collateral when a change in the rating of a security may cause ineligibility must be provided.
 - (4) The types of collateral used to secure County deposits must be in accordance with the most current legislation authorizing various types of collateral and approved by the County.
 - (5) The County requires a margin of maintenance of 102% of the uninsured portion of deposits collateralized.
 - (6) The County prefers written consent from the Commissioner of Finance (but will accept a telephone call and subsequent confirmation by the Commissioner of Finance) for the release and substitution of securities affecting the County's custodial account.
 - (7) The County requires the banking depository to provide blank assignment forms of the pledged collateral to the custodial bank in the event that the depository bank defaults.
 - (8) The County requires a monthly (quarterly if approved by the Commissioner of Finance) update on third party collateral security (end of month statement).
 - (9) The County requires that there be no subcustodian.

§ 41-8 Permitted investments.

- A. As authorized by ~~General~~ Municipal Law § 11, Putnam County authorizes the Commissioner of Finance to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments: **[Amended 5-26-2022 by L.L. No. 9-2022]**
 - (1) Special time deposit accounts in, or certificates of deposit issued by, a bank or trust company located and authorized to do business in New York State;
 - (2) Through a deposit placement program, certificates of deposit in one or more "banking institutions," as defined in Banking Law Section 9-r;
 - (3) Obligations of the United States of America;
 - (4) Obligations guaranteed by agencies of the United States of America, where the payment of principal and interest are guaranteed by the United States of America;
 - (5) Obligations of the state: With the approval of the state comptroller, obligations issued pursuant to Local Finance Law Section 24.00 or 25.00 (i.e., Tax Anticipation Notes and Revenue Anticipation Notes) by

any municipality, school district, or district corporation in New York State other than the County of Putnam;

- (6) General obligation bonds and notes of any state other than New York State, provided that such bonds and notes receive the highest rating of at least one independent rating agency designated by the state comptroller;
 - (7) Obligations of any corporation organized under the laws of any state in the United States maturing within 270 days, provided that such obligations receive the highest rating of two independent rating services designated by the state comptroller, and that the issuer of such obligations has maintained such ratings on similar obligations during the preceding six months; provided, however, that the issuer of such obligations need not have received such rating during the prior six month period if such issuer has received the highest rating of two independent rating services designated by the state comptroller and is the successor or wholly-owned subsidiary of an issuer that has maintained such ratings on similar obligations during the preceding six month period, or if the issuer is the product of a merger of two or more issuers, one of which has maintained such ratings on similar obligations during the preceding six-month period; provided, however, that no more than \$250,000,000 may be invested in such obligations of any one corporation;
 - (8) Bankers' acceptances maturing within 270 days which are eligible for purchase in the open market by federal reserve banks and which have been accepted by a bank or trust company which is organized under the laws of the United States or of any state thereof, and which is a member of the federal reserve system and whose short-term obligations meet the criteria outlined in Subsection A(7) of this section; provided, however, that no more than \$250,000,000 may be invested in such bankers' acceptances of any one bank or trust company;
 - (9) Obligations of, or instruments issued by, or fully guaranteed as to principle and interest by, any agency or instrumentality of the United States acting pursuant to a grant of authority from the Congress of the United States, including but not limited to, any federal home loan bank or banks, the Tennessee Valley Authority, the federal national mortgage association, the federal home loan mortgage corporation, and the United States postal service; provided, however, that no more than \$250,000,000 may be invested in such obligations of any one agency; or
 - (10) No-load money market mutual funds registered under the Securities Act of 1933, as amended, and operated in accordance with Rule 2a-7 of the Investment Company Act of 1940, as amended, provided that such funds are limited to investments in obligations issued or guaranteed by the United States of America, or in obligations of agencies or instrumentalities of the United States of America, where the payment of principal and interest are guaranteed by the United States of America (including contracts for the sale and repurchase of any such obligations) and are rated in the highest rating category by at least one nationally recognized statistical rating organization; provided, however, that no more than \$250,000,000 may be invested in such funds.
- B. All investment obligations shall be redeemable on respective maturity dates as determined by the Putnam County Commissioner of Finance in order to meet expenditure obligations for purposes for which the moneys were provided.

§ 41-9 Authorized financial institutions and dealers.

The County of Putnam shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution or dealer. All financial institutions that conduct business with Putnam County must be creditworthy. Banks shall provide their most recent consolidated report of condition (call report) and/or their most recent consolidated financial statements at the request of the Commissioner of Finance. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Commissioner of Finance is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. such listing shall be

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evaluated on an annual basis or as warranted by changing economic conditions.

§ 41-10 Purchase of investments.

A. The Commissioner of Finance is authorized to contract for the purchase of investments. [Amended 7-5-2000 by L.L. No. 9-2000; 2-3-2009 by L.L. No. 5-2009]

- (1) By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller's Opinion No. 88-46, and the specific program has been approved by the Putnam County Legislature.
- (2) By utilizing eligible cash management program(s), approved by the Putnam County Legislature in which can be invested a maximum amount of \$~~75,000,000~~~~30,000,000~~. Approved Cash Management programs include: [Amended 10-6-2009 by L.L. No. 17-2009; 10-6-2020 by L.L. No. 4-2020]
 - (a) New York Liquid Asset Fund (NYLAF) – PMA Financial Network, LLC. [Amended 4-8-2015 by L.L. No. 5-2015; 8-3-2021 by L.L. No. 6-2021]
 - (b) NYCLASS (New York Cooperative Liquid Assets Security System). [Added 4-2-2019 by L.L. No. 7-2019]
 - (c) J.P. Morgan Securities LLC. [Added 5-26-2022 by L.L. No. 9-2022]

B. All purchased obligations, unless registered or inscribed in the name of Putnam County, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed, in writing, to Putnam County by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law § 10.

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C. The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, Putnam County, will be kept separate and apart from the general assets of the custodial bank or trust company, and will not in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of securities. Such agreement shall include all provisions necessary to provide Putnam County a perfected interest in the securities.

§ 41-11 Reporting.

The Commissioner of Finance, within 30 days of the end of each quarter in the County fiscal year, shall submit to the Audit and Administration Committee of the Putnam County Legislature, a quarterly report on the County's investments and deposits. This report shall contain information to the amounts and terms of each investment and deposit, total interest revenue earned to date and a comparison to the prior year.

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§ 41-12 Investment and Deposit Committee.

The Investment and Deposit Committee shall consist of the County Executive, Chairman of the Legislature, Chairman of the Audit and Administration Committee, County Auditor, Commissioner of Finance and County Attorney. The Commissioner of Finance shall serve as Chairman of this Committee, and is authorized to convene meetings of this Committee in order to examine changes in this policy.

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Attachments:

[Attachment 1 - Appendix A: Schedule of Eligible Securities](#)

Local Law # 5 of 2023
RESOLUTION #74
(Regular Full Meeting 04/04/2023)

RESOLUTION #74

APPROVAL/ LOCAL LAW TO AMEND CHAPTER 41 OF THE CODE OF PUTNAM COUNTY ENTITLED "DEPOSIT & INVESTMENT POLICY"

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A Local Law to Amend Chapter 41 of the Code of Putnam County Entitled "Deposit & Investment Policy"

Be it enacted by the County Legislature of the County of Putnam as follows:

Section 1.

Section 41-5 of the Code of Putnam is hereby amended to read as follows:

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Section 41-5 Designation of official depositories.

The banks and trust companies authorized for the deposit of monies up to the maximum amounts are:

DEPOSITORY NAME	MAXIMUM AMOUNT
JP Morgan Chase Bank NA	\$7540,000,000
Key Bank	\$7540,000,000
M&T Bank	\$7540,000,000
Putnam County National Bank	\$7520,000,000
PCSB Commercial Bank subsidiary of PCSB	\$7540,000,000
<u>Raymond James Bank</u>	<u>\$75,000,000</u>
TD Bank	\$7560,000,000
Tompkins Mahopac National Bank	\$7530,000,000
Webster	\$40,000,000

Section 2.

Section 41-10 of the Putnam County Code entitled "Purchase of Investments", Subsection 41-10 A(2) is hereby amended to read as follows:

(2) By utilizing eligible cash management program(s), approved by the Putnam County Legislature in which can be invested a maximum amount of \$7560,000,000. Approved Cash Management programs include:

Section 3.

Section 41-10 of the Putnam County Code entitled "Purchase of Investments", is hereby amended by adding a new Subsection 41-10 A(2)(d) to read as follows:

(d) NY Muni Trust

Section 4.

This local law shall take effect immediately.

Diane Schonfeld

From: Michael Lewis
Sent: Friday, August 16, 2024 2:34 PM
To: Diane Schonfeld
Cc: Michele Alfano-Sharkey; Forwarder Robert Firriolo; Alexandra Gordon
Subject: Update to Investment Policy - Chp 41
Attachments: Deposit and Investment Policy Word Doc for Mike Lewis-edited.docx; Local Law 05 - Amend Chpt 41 of the Code Entitled Deposit Investment Policy-edited.docx

Diane – Hope you feeling better. Attached is proposed revisions to the Chapter 41 of the Investment Policy to update the policy in accordance with the current economic factors. If this can be put forth to next audit meeting that would be great. I'll be out next week but Alex worked on this so feel free to reach out with any questions.



Michael J. Lewis

Commissioner of Finance • Putnam County Finance Department
PHONE | 845.808.1075 ext 49325 • WEBSITE | PUTNAMCOUNTYNY.COM
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"Empowering Putnam County through dedicated service."

#13

**August 26, 2024
Audit Meeting**

#13

FYI/ 2024 Guardrail & Property Damage Table