

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
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Amy E. Sayegh *Chairwoman*
Greg E. Ellner *Deputy Chair*
Diane Trabulsy *Clerk*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Daniel G. Birmingham	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, NY 10512

Members: Chairwoman Sayegh and Legislators Birmingham & Crowley

Thursday **6:00PM** **October 23, 2025**
(Special Rules Mtg. to Immediately Follow)

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – June 23, 2025 Meeting
4. Correspondence – County Auditor
 - a. Sales Tax Report
 - b. Board In Revenue Report
 - c. Transfer/Revenue Report
 - d. Contingency/Subcontingency Report
5. Correspondence – Commissioner of Finance
 - a. FYI – Overtime & Temporary Report
 - b. Approval – Budgetary Amendment 25A092 – Health Department – Adolescent Tobacco Use Prevention Act Funds
 - c. Approval – Budgetary Amendment 25A094 – Indigent Legal Services
 - d. Approval – Budgetary Amendment 25A097 – Purchasing – Payment Received for Lease Equity
 - e. Approval – Budgetary Amendment 25A098 – Emergency Services – Next Generation 911 Grant Funding

- f. Approval – Budgetary Amendment 25A099 – Sheriff’s Office – Governor’s Traffic Safety Committee Award – Police Traffic Services Program**
- 6. Approval – Fund Transfer 25T319 – Social Services – Reappropriate Funds to Correct Budget Line for agreement with Sheriff’s Office**
- 7. Approval – Fund Transfer 25T320 – Sheriff’s Office – Purchase Ballistic Helmets**
- 8. Approval – Semi-Annual Mortgage Tax Report – April 1, 2025 – September 30, 2025**
- 9. Discussion – Charter Amendment – Article 7 – Annual Operating Budget**
- 10. FYI – Guardrail & Property Damage Table**
- 11. Other Business**
- 12. Adjournment**

#3

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

Members: Chairwoman Sayegh and Legislators Birmingham & Crowley

Monday 5:30pm June 23, 2025

The meeting was called to order at 5:32pm by Chairwoman Sayegh who requested Legislator Crowley lead in the Pledge of Allegiance. Upon roll call, Legislators Birmingham and Crowley and Chairwoman Sayegh were present.

Item #3 – Acceptance of Minutes – January 27, 2025

The minutes were accepted as submitted.

Item #4 – Correspondence/County Auditor

- a. **Sales Tax Report** – Duly Noted
- b. **OTB Report** – Duly Noted
- c. **Board In Revenue Report** – Duly Noted
- d. **Transfer/Revenue Report** – Duly Noted
- e. **2025 Contingency/Sub-Contingency Report** – Duly Noted

Item #5 – Presentation – Putnam County Golf Course – Commissioner of Finance Michael Lewis & Commissioner of DGS John Tully

Legislator Birmingham stated some of the bonds that will be discussed were approved while the law firm he works for served as bond counsel. He stated he does not necessarily see any conflict and there is no vote this evening, but he wanted to be transparent. He stated the firm is no longer bond counsel.

Commissioner of Finance Michael Lewis stated the County has an opportunity in January 2026 to refinance governmental bonds that were taken out for the Putnam County Golf Course. He stated the land the Golf Course is on was purchased in December 2003 using tax exempt bonds. He stated subsequently, the IRS came out with the Safe Harbor provisions, which put restrictions on the current vendor of the Golf Course. He stated if the County takes the opportunity to fully pay the outstanding bond it will alleviate the liability and remove those restrictions. He stated the County is in a good fiscal position to do this. He stated there is an option to partially repay the bond at \$1,734,000 in principal and the County would save about \$175,000 in interest. He stated if the County pays off the entire \$4,725,000, the County would save about \$477,000 in interest. He stated last year, the County began taking proactive measures by putting aside money for callable bonds; there is currently \$3 million allocated for this purpose. He stated he expects there to be another \$2 million placed in that bucket after the audit is presented in the next few months, which would then cover paying off the bonds. He stated he believes this is a

great opportunity to pay this bond off, which would demonstrate good fiscal health moving forward. He stated at the end of 2024 the County had about \$34 million in outstanding debt. He stated this year, the County paid down another \$5.3 million, bringing the total outstanding debt at the end of 2025 to \$28.6 million. He stated in 2026 there is a scheduled bond principal payment of \$4.4 million, bringing the total outstanding debt to about \$24.5 million. He stated paying off this bond in the amount of \$4.7 million would bring the County's total outstanding debt under \$20 million, which would be fantastic.

Chairwoman Sayegh questioned if that is the only debt the County has.

Commissioner Lewis stated yes it is assuming no further bond issuance. He stated going into the creation of the 2026 budget, he wanted to know the position of the Legislature and which option was preferred. He stated he is required to notify the bond counsel/depository trust company what the County has decided no later than November 15, 2025.

Commissioner of Department of General Services (DGS) John Tully stated in addition to the timing of paying off this debt, the County would also be issuing an RFP (Request for Proposal) consistent with the new terms of the tax-exempt bond being paid off. He stated paying off these bonds opens up more opportunities for the County from a procurement perspective. He stated the current agreement with the operator of the Golf Course has been extended with the caveat that should the County agree to pay off the municipal bonds and forego the Safe Harbor provisions, the County would be issuing a new RFP. He stated the current operator would have an opportunity to present their proposal at that time along with any other submissions. He stated the January 2026 date is good timing, as the golf season will be quiet until the Spring. He stated once a resolution is passed, he would be able to issue an RFP with the new terms, although the new terms would not be in effect until 2026 when the debt is paid off.

Chairwoman Sayegh questioned how the RFP would change under the new guidelines.

Commissioner Tully stated there would be differences in cash handling and review of the inventory. He stated currently, the County owns the pro shop inventory, but under the new agreement it would be the property of the vendor and the transactions and internal control that goes along with it would be the responsibility of the vendor.

Commissioner Lewis stated it would be similar to the operation at Tilly Foster Farm.

Commissioner Tully stated yes, it would be similar but there are a few more cost centers at the Golf Course.

Chairwoman Sayegh stated how things may change as a result. She stated for example, the County currently holds the liquor license and if the vendor would need to apply for their own.

Commissioner Tully stated that would be a consideration. He stated if the County no longer held the liquor license, it would be released of some liability.

Legislator Crowley questioned if the liquor license was transferred to the vendor at Tilly Foster Farm. She stated it would be great if the County did not have to have that liability.

Commissioner Tully stated he will look into that.

Legislator Jonke stated paying off this bond would cost \$4.75 million. He stated earlier this year the Legislature discussed extending the sales tax rate, and it was stated that a quarter of a percent would equal about \$5 million. He stated members of the Legislature argued that it would be irresponsible to cut the revenue from sales tax in case of emergency. He questioned how this would be justified. He questioned if this repayment would come out of the unassigned fund balance.

Commissioner Lewis stated \$3 million is already assigned and the County is in a position to add another \$2 million to that based on the unfinished audit report. He stated this would be a one-time payment and would save the County interest, allow the County to reinvest that money into future capital projects, and could increase our bond rating.

Legislator Jonke stated he supports this repayment. He stated he also supported extending the sales tax rate at a reduced amount. He confirmed the County has \$90 million in its unassigned fund balance. He questioned what a safe amount to have in the unassigned fund balance.

Commissioner Lewis stated the County is in a healthy fiscal position. He stated he believes this is a proper way to utilize some of the fund balance as it is bringing down the overall debt.

Legislator Jonke agreed and stated he would be in agreement to utilize some of the \$90 million fund balance to pay down the remaining \$20 million of debt.

Commissioner Lewis stated this is the only one the County is able to pay off at this time.

Commissioner Tully stated this is a one-time opportunity that is only available on January 15, 2026.

Legislator Addonizio questioned if the current vendor would be given preference in the RFP process.

Commissioner Tully stated an RFP is in everyone's best interest, including the current vendor.

Legislator Addonizio questioned who decides the winner of the bid.

Commissioner Tully stated an evaluation committee will be established and they will report their review results back to him. He stated that committee would not be provided with the financials; DGS would use a standard formula for determining the weight of the cost proposal portion of their bid. He stated a scoring metric would then be completed and the highest score would be the intended recommendation. He stated any lease would come before the Legislature.

Legislator Crowley stated there are 53 vacancies throughout the County which have provided the opportunity to save a substantial amount of funds to be able to pay off this bond. She stated her support for paying the bond off.

Chairwoman Sayegh questioned what the next step is.

Commissioner Tully stated the Legislature will decide how to move forward, which will then direct him how to move forward. He stated there are capital projects slated for that property, which would have to be contemplated.

Chairwoman Sayegh questioned what the difference in the RFP process would be between the various scenarios.

Commissioner Lewis stated making a partial payment on the bond would pay off the Golf Course portion only. He stated paying the bond entirely is the more aggressive option and would get the bond entirely off the books.

Commissioner Tully stated the \$4.7 million payment includes more than one bond issuance. He stated paying off the bond for the Golf Course would lift the Safe Harbor provisions.

Legislator Montgomery questioned if the RFP that goes out would be different once those restrictions are lifted.

Commissioner Tully stated any vendor could submit a proposal. He stated he believes it would be in the County's best interest to award one (1) contractor as there are currently three (3) that are involved in some level of management of the property.

Legislator Montgomery stated she has been very critical of the Golf Course and the expenditures and she hopes that this will be saving the County money.

Commissioner Tully stated there are many indirect costs that are difficult to quantify that will go away without these restrictions because the County would be less involved. He stated there are some aspects the County may want to remain involved in, which would be included in the RFP. He provided an example of ensuring the resident rate remains.

Legislator Montgomery stated she would like to see the exact cost to the County for the acquisition of the Golf Course property, which she believes was about \$5 million and about \$6.5 million was Watershed money.

Commissioner Tully stated the entire purchase as made using Water Quality Improvement Project (WQIP) Funds that was negotiated as part of the watershed agreement with New York City. He stated subsequent to using those funds to acquire the property, the County issued bonds to payback the WQIP fund.

Legislator Montgomery stated she likes the idea of saving money moving forward. She stated she believes for public interest, everything since the inception of the Golf Course should be reviewed including year by year operating subsidies from County budgets and a breakdown of capital improvements, equipment rentals, and construction work. She stated she would like a comprehensive breakdown of anything funded to date. She stated there are many services that are lacking on the western side of the County and funding is continually put toward the Golf Course since it was acquired. She stated it has occasionally turned profitable, however she has never seen all the financials. She stated front line services struggle throughout the County, providing the example of hiring and retaining nursing staff or assistant district attorneys. She stated she wonders if this is the best use of the County's limited resources.

Commissioner Tully stated that historical information Legislator Montgomery requested will be necessary in the upcoming RFP process as well. He stated there is a lot of work to be done to put a very transparent document out so the County can get the best result.

Item #6 – Correspondence – Commissioner of Finance

a. Approval – Budgetary Amendment 25A049 – Sheriff – BCI – Acknowledge Grant Award (Also reviewed in Protective)

Undersheriff Thomas Lindert stated this is a reimbursement from Homeland Security for time an officer spent assisting with an investigation.

Chairwoman Sayegh made a motion to pre-fie the resolution; Seconded by Legislator Crowley. All in favor.

b. Approval – Budgetary Amendment 25A050 – Finance – Receipt of State Aid for Indigent Legal Services

Commissioner Lewis stated this is the 2025 portion of a three (3) year grant that goes through the end of 2026.

Chairwoman Sayegh made a motion to pre-fie the resolution; Seconded by Legislator Birmingham. All in favor.

c. Approval – Budgetary Amendment 25A051 – Finance – Funding for PCSPCA to be Recouped upon Receipt of Grant (Also reviewed in Rules)

Commissioner Lewis stated Chief of the Putnam County Society for Prevention of Cruelty to Animals Ken Ross approached the County to request an advance of grant funds to be reimbursed upon receipt. He stated this was done a few years ago as well.

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Crowley. All in favor.

d. Approval – Budgetary Amendment 25A052 – DPW – Amend Capital Project 52405 – Sheriff Life Safety Systems Modernization (Also reviewed in Physical)

Undersheriff Lindert stated this is the new fire safety system that was newly installed.

Commissioner Lewis stated the project cost \$16,000 more than anticipated.

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Birmingham. All in favor.

e. Approval - Budgetary Amendment 25A054 – Health Dept. – Incoming Funding from Nuance for Tick Removal Kits (Also reviewed in Health)

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Birmingham. All in favor.

f. Approval - Budgetary Amendment 25A055 – Planning Dept. – Correct State Aid Funding Source – NYSDOT Public Transportation Modernization & Enhancement Program (Also reviewed in Physical)

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Crowley. All in favor.

g. Approval - Budgetary Amendment 25A056 – Sheriff – Insurance Recoveries

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Birmingham. All in favor.

h. Approval – Budgetary Amendment 25A057 – Youth Bureau – Furniture & Fixtures to Outfit New Facility

Youth Bureau Director Janeen Cunningham stated they are very excited to have their own space at Tilly Foster Farm. She stated they had the same furniture since she

began working 23 years ago. She stated they have been working with a company to outfit their new space with furniture that will fit. She stated a lot of their programming will take place downstairs and the room will be furnished in a way that will allow them to move furniture around based on the programming. She stated they are mindful of having children in the space and getting furniture that will accommodate them safely. She stated they have had to do outdoor programs at Camarda Park and it will be great to use the outdoor space at Tilly Foster.

Legislator Sayegh stated this budgetary amendment is to furnish 11 rooms and the outdoor space. She questioned what the square footage is for the spaces. She questioned if any pieces of furniture are being taken from the old office.

Director Cunningham stated furniture is not being moved from the old office because the staircase makes it difficult to bring pieces up to those offices, and therefore that furniture will need to be built right in the space. She stated a lot of the furniture they have is older.

Chairwoman Sayegh stated this is a large expenditure, the County does not often have to furnish an entire building.

Director Cunningham stated it also includes televisions, smartboards, and outdoor furniture. She stated the employees will be bringing their current phones and computers.

Chairwoman Sayegh stated the Early Learning Center that is being opened this school year will also need to purchase furniture. She questioned if there is any way to combine these expenditures.

Commissioner Tully stated the vendor information could be given to the Health Department for the furniture at the Early Learning Center. He stated there would be no additional discount because the prices are set.

Chairwoman Sayegh questioned if this should be split to take out the outdoor furniture since it will not be delivered in time for use. She questioned if it would go into storage for the winter season.

Director Cunningham stated there is a 6-8 week time frame for the outdoor furniture and it would be stored by Department of Public Works.

Legislator Montgomery stated the prices are only going to increase if we wait to purchase the outdoor furniture.

Legislator Birmingham stated his support for this entire expenditure. He stated purchasing these items in piecemeal is not advantageous.

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Crowley. All in favor.

Item #7 – Approval - Fund Transfer 25T091 – Health Dept. – Payout Accruals for Interim Commissioner of Health (Also reviewed in Personnel)

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Birmingham. All in favor.

Item #8 – Approval - Fund Transfer 25T151 – Board of Elections – Clear Ballot BDF Creation (Also reviewed in Rules)

Chairwoman Sayegh made a motion to waive the rules and accept the additional; Seconded by Legislator Crowley. All in favor.

Legislator Birmingham stated Board of Elections Commissioners Croft and Primavera could not be here this evening because early voting is going on so they are working.

Chairwoman Sayegh made a motion to approve Fund Transfer 25T151; Seconded by Legislator Birmingham. All in favor.

Item #9 – Approval - Fund Transfer 25T152 – Senior Resources – Pay Differential for OSR Staff Working Out of Title (Also reviewed in Personnel)

Kevin Monaghan, Deputy Director of the Office for Senior Resources stated they had two (2) retirements and this fund transfer is necessary for the pay differential for the staff covering those positions. He stated one position was just filled and they are working on filling the other.

Chairwoman Sayegh made a motion to approve Fund Transfer 25T152; Seconded by Legislator Birmingham. All in favor.

Item #10 – Approval - Fund Transfer 25T159 – Health Dept. – Temporary – Bring Back Retired Employee for Succession Training (Also reviewed in Personnel)

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Crowley. All in favor.

Item #11 – Approval – Fund Transfer 25T160 – Health Dept. – Temporary – Bring Back Retired Employee (Also reviewed in Personnel)

Legislator Birmingham stated similarly to the previous item, he is happy that retiring employees are willing to stay on to train the incoming employees.

Commissioner Lewis stated the institutional knowledge between both employees is invaluable.

Legislator Montgomery questioned if these positions have been filled yet.

Commissioner Lewis stated he would defer that question to the Health Department.

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Birmingham. All in favor.

Item #12 – Approval – Fund Transfer 25T164 – Health Dept. – Payout Accruals for Retirement (Also reviewed in Personnel)

Legislator Montgomery stated it is unfortunate that these funds are available due to vacancies in public health nurse budget lines.

Chairwoman Sayegh made a motion to pre-file the resolution; Seconded by Legislator Crowley. All in favor.

Item #13 – Approval – Budgetary Transfer 25T165 – Finance – Railroad Station Maintenance Costs (Also reviewed in Physical)

Legislator Birmingham stated he will be abstaining from this vote as his law firm does limited legal work for them.

Commissioner Lewis stated this is an expense that is hard to project and there was an incremental difference that needed to be made up.

Brett Yarris, resident of Carmel questioned clarification on this.

Commissioner Lewis stated the County pays the MTA for railroad maintenance on the stations within the County. He stated there is a calculation done to determine the cost.

Chairwoman Sayegh made a motion to pre-file the necessary resolution; Seconded by Legislator Crowley. Legislator Birmingham abstained. Motion carries.

Item #14 – Approval - Fund Transfer 25T166 – Board of Elections – Tenex License (Also reviewed in Rules)

Chairwoman Sayegh made a motion to approve Fund Transfer 25T166; Seconded by Legislator Birmingham. All in favor.

Item #15 – FYI – Guardrail & Property Damage Table – Duly Noted

Item #16 – Other Business – None

Item #17 – Adjournment

There being no further business at 6:44pm, Chairwoman Sayegh made a motion to adjourn; Seconded by Legislator Birmingham. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.

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2. Roll Call
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 - 11. Approval - Fund Transfer 25T160 – Health Dept. – Temporary – Bring Back Retired Employee (Also reviewed in Personnel)
 - 12. Approval - Fund Transfer 25T164 – Health Dept. – Payout Accruals for Retirement (Also reviewed in Personnel)
 - 13. Approval – Budgetary Transfer 25T165 – Finance – Railroad Station Maintenance Costs (Also reviewed in Physical)
 - 14. Approval - Fund Transfer 25T166 – Board of Elections – Tenex License (Also reviewed in Rules)
- 15. FYI – Guardrail & Property Damage Table
 - 16. Other Business
 - 17. Adjournment

#4ca.

Sales Tax	Same Period												+or(-)
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
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	7,785,254	673,114
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	5,833,205	(305,775)
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	5,854,261	(1,787,745)
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	7,624,148	1,042,684
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	9,291,972	446,373
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	5,058,035	(454,781)
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	6,068,354	(1,567,113)
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	6,963,785	7,707,350	743,565
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	8,395,971	9,133,480	737,509
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	6,701,109		
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	6,853,597		
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	6,878,953		
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	85,261,887	64,356,060	
Budget/(Rev)	\$ 55,885,996	\$ 53,953,400	\$ 54,739,000	\$ 58,887,699	\$ 63,145,092	\$ 66,003,871	65,705,798	61,765,294	65,000,000	76,060,632	78,150,000	79,319,718	
Over/(Under) Budget	(0)	(0)	4,316,082	(95,711)	(0)	13	1,055,394	16,287,444	16,963,580	12,389,678	7,111,887	(14,963,658)	(472,168)

#4b.

[illegible]

2025 Transfer/Revenue Report - September

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25A083	HEAP	10078000	54989		MISCELLANEOUS	5,934.00	D	REVISED HEAP ADM ALLOCFFY24-25
2025	9	25A083	HEAP	10078000	446412		FED AID HEAP	5,934.00	C	REVISED HEAP ADM ALLOCFFY24-25
2025	9	25LT03	Tilly Foster	10084000	54710		MAINT AND REPAIRS	10,000.00	D	COVER TILLY'S NORMAL MAINTENAN
2025	9	25LT03	Contingency	10199000	54985		SUB CONTINGENCY HGWY M and R	10,000.00	C	COVER TILLY'S NORMAL MAINTENAN
2025	9	25LT04	Contingency	10199000	54985		SUB CONTINGENCY HGWY M and R	10,000.00	C	COVER NORMAL PARK MAINTENANCE
2025	9	25LT04	Highway - Parks	10711000	54710		MAINT AND REPAIRS	10,000.00	D	COVER NORMAL PARK MAINTENANCE
2025	9	25T276	Historian	10751000	54162		SIGNS	200.00	C	FUNDS NEEDED FOR TRAVEL/SUPPLY
2025	9	25T276	Historian	10751000	54675		TRAVEL	300.00	D	FUNDS NEEDED FOR TRAVEL/SUPPLY
2025	9	25T276	Historian	10751000	54410		SUPPLIES AND MAT	200.00	D	FUNDS NEEDED FOR TRAVEL/SUPPLY
2025	9	25T276	Historian	10751000	54162		SIGNS	300.00	C	FUNDS NEEDED FOR TRAVEL/SUPPLY
2025	9	25T278	Early Intervention	10405900	54414		CARE AT PRIVATE INSTITUTION	4,000.00	C	COVER OT FOR ASSOC ACCT CLERK
2025	9	25T278	Preschool	10296000	51093		OVERTIME	4,000.00	D	COVER OT FOR ASSOC ACCT CLERK
2025	9	25T278	Early Intervention	10405900	54414		CARE AT PRIVATE INSTITUTION	306.00	C	COVER FRINGE FOR ASSOC CLERK

#4c

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25T278	Preschool	10296000	58002		SOCIAL SECURITY	306.00	D	COVER FRINGE FOR ASSOC CLERK
2025	9	25T279	Mental Health Legal	10431000	54310		OFFICE SUPPLIES	20.00	C	FIRST AID KIT
2025	9	25T279	Mental Health Legal	10431000	54330		MEDICAL SUPPLIES	20.00	D	FIRST AID KIT
2025	9	25T279	DSS Admin	10102000	54310		OFFICE SUPPLIES	20.00	C	FIRST AID KIT
2025	9	25T279	DSS Admin	10102000	54330		MEDICAL SUPPLIES	20.00	D	FIRST AID KIT
2025	9	25T280	County Executive	10123000	54314		POSTAGE	38.00	C	COVER COST OF SIGN
2025	9	25T280	County Executive	10123000	54162		SIGNS	38.00	D	COVER COST OF SIGN
2025	9	25T281	Health - EHS	12401000	54311		PRINTING AND FORMS	11.07	C	REPLENISH PETTY CASH
2025	9	25T281	Health - EHS	12401000	54989		MISCELLANEOUS	11.07	D	REPLENISH PETTY CASH
2025	9	25T281	Health - Community Health Assessment Fed	26401001	54675	10066	TRAVEL	4.99	C	REPLENISH PETTY CASH
2025	9	25T281	Health - Community Health Assessment Fed	26401001	54310	10066	OFFICE SUPPLIES	4.99	D	REPLENISH PETTY CASH
2025	9	25T282	EMS	14398900	54370		AUTOMOTIVE	1,035.00	C	ADD FUNDS TO EVS PO
2025	9	25T282	Emergency Services	10398900	54370		AUTOMOTIVE	1,035.00	D	ADD FUNDS TO EVS PO
2025	9	25T284	Mental Health Legal	10033000	51094		TEMPORARY	1,500.00	C	ONGOING TRNING HRS IN MH

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25T284	Mental Health Legal	10431000	51094		TEMPORARY	1,500.00	D	ONGOING TRNING HRS IN MH
2025	9	25T287	Office for Disabled	10198900	54670		TRAVEL NON EMPLOYEES	250.00	D	CLIENT TAXI TRIPS
2025	9	25T287	Office for Disabled	10198900	54989		MISCELLANEOUS	250.00	C	CLIENT TAXI TRIPS
2025	9	25T287	Mental Health Legal	10033000	54670		TRAVEL NON EMPLOYEES	250.00	D	CLIENT BUS TICKETS/TAXI TRIPS
2025	9	25T287	DSS Overhead	10120000	54989		MISCELLANEOUS	149.00	C	CHAIR FOR NEW ATTNRY
2025	9	25T287	DSS Overhead	10120000	52110		FURNITURE AND FURNISHINGS	149.00	D	CHAIR FOR NEW ATTNRY
2025	9	25T287	Mental Health Legal	10033000	54989		MISCELLANEOUS	250.00	C	CLIENT BUS TICKETS/TAXI TRIPS
2025	9	25T289	Youth Bureau	10731000	54989		MISCELLANEOUS	165.00	C	YTH BUREAU HOLIDAY PROMOS
2025	9	25T289	Youth Bureau	10731000	54329		PROMOTIONAL MATERIALS	165.00	D	YTH BUREAU HOLIDAY PROMOS
2025	9	25T290	Mental Health Legal	10431000	54330		MEDICAL SUPPLIES	5.00	D	FIRST AID KIT (PRICE INCREASE)
2025	9	25T290	DSS Admin	10102000	54330		MEDICAL SUPPLIES	5.00	D	FIRST AID KIT (PRICE INCREASE)
2025	9	25T290	Mental Health Legal	10431000	54310		OFFICE SUPPLIES	5.00	C	FIRST AID KIT (PRICE INCREASE)
2025	9	25T290	DSS Admin	10102000	54310		OFFICE SUPPLIES	5.00	C	FIRST AID KIT (PRICE INCREASE)
2025	9	25T291	Health Admin	10401000	54989		MISCELLANEOUS	100.00	C	FOR SMART TV

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25T291	Health Admin	10401000	52140		AUDIO VISUAL EQUIPMENT	100.00	D	FOR SMART TV
2025	9	25T291	Health Admin	10401000	54313		BOOKS AND SUPPLEMENTS	100.00	C	FOR SMART TV
2025	9	25T291	Health Admin	10401000	52140		AUDIO VISUAL EQUIPMENT	100.00	D	FOR SMART TV
2025	9	25T292	OSR	10677500	52130		COMPUTER EQUIPMENT	10.00	D	HOME HEALTH AIDE TABLETS
2025	9	25T292	OSR	10677500	54783		LICENSING SOFTWARE	10.00	C	HOME HEALTH AIDE TABLETS
2025	9	25T293	Insurance	10191500	54833		SAFETY MATERIAL AND SUPPLIES	500.00	C	DMV SEARCHES
2025	9	25T293	Insurance	10191500	54989		MISCELLANEOUS	500.00	D	DMV SEARCHES
2025	9	25T294	DSS Overhead	10120000	54989		MISCELLANEOUS	1,500.00	C	DSS END OF SUMMER PICNIC
2025	9	25T294	DSS Overhead	10120000	54640		EDUCATION AND TRAINING	1,500.00	D	DSS END OF SUMMER PICNIC
2025	9	25T295	Historian	10751000	54783		LICENSING SOFTWARE	100.00	C	FUNDS NEEDED FOR PROMOTIONS
2025	9	25T295	Historian	10751000	54329		PROMOTIONAL MATERIALS	100.00	D	FUNDS NEEDED FOR PROMOTIONS
2025	9	25T296	Sheriff	10311000	54410		SUPPLIES AND MAT	210.00	C	COVER APPROVED FOOD PURCHASE
2025	9	25T296	Sheriff	10311000	54300		MISC SUPPLIES	210.00	D	COVER APPROVED FOOD PURCHASE
2025	9	25T297	Health - Recycling	10816000	54329		PROMOTIONAL MATERIALS	200.00	C	SW OFFICE SUPPLY NEEDS

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25T297	Health - Recycling	10816000	54310		OFFICE SUPPLIES	200.00	D	SW OFFICE SUPPLY NEEDS
2025	9	25T298	Health - Rabies	11024000	54147		VETERINARIAN SERVICES	1,000.00	C	NEED ADD'L FUNDS FOR POSTAGE
2025	9	25T298	Health - Rabies	11024000	54314		POSTAGE	1,000.00	D	NEED ADD'L FUNDS FOR POSTAGE
2025	9	25T298	Health - Rabies	11024000	54488		RABIES	500.00	C	NEED ADD'L FUNDS FOR POSTAGE
2025	9	25T298	Health - Rabies	11024000	54314		POSTAGE	500.00	D	NEED ADD'L FUNDS FOR POSTAGE
2025	9	25T299	Highway - Parks	10711000	54385		UNIFORMS	1,350.00	D	TO PURCHASE WORKWEAR
2025	9	25T299	Highway - Parks	10711000	54540		RADIO COMMUNICATIONS	1,350.00	C	TO PURCHASE WORKWEAR
2025	9	25T301	Health Litter	10027000	54646		CONTRACTS	2,140.00	C	PURCHASE WATERPROOF JACKETS
2025	9	25T301	Health - Recycling	10816000	54385		UNIFORMS	2,140.00	D	PURCHASE WATERPROOF JACKETS
2025	9	25T302	Early Intervention	10405900	54678		LEASED TRANSPORTATION	2,000.00	C	REIMBURSE PARENT TRANSPORT
2025	9	25T302	Early Intervention	10405900	54670		TRAVEL NON EMPLOYEES	2,000.00	D	REIMBURSE PARENT TRANSPORT
2025	9	25T303	Early Intervention	10405900	54678		LEASED TRANSPORTATION	4,500.00	C	COVER CASHOUT COMP TIME
2025	9	25T303	Early Intervention	10405900	51093		OVERTIME	4,500.00	D	COVER CASHOUT COMP TIME
2025	9	25T305	Highway - Parks	10711000	54783		LICENSING SOFTWARE	350.00	C	TO COVER EXP. THROUGH YR END

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25T305	Highway - Parks	10711000	54310		OFFICE SUPPLIES	350.00	D	TO COVER EXP. THROUGH YR END
2025	9	25T307	Mental Health Legal	10431000	54210		VEHICLE LEASING/RENTAL	4,500.00	C	REAPPRO FND\$ - LOSS TEAM CONF
2025	9	25T307	Mental Health Legal	10431000	54640		EDUCATION AND TRAINING	4,500.00	D	REAPPRO FND\$ - LOSS TEAM CONF
2025	9	25T308	County Executive	10123000	58002		SOCIAL SECURITY	383.00	D	TRF TO COVER COUNTY EXEC TEMP.
2025	9	25T308	Exp Prop Tax	10136400	54911		TAXES AND ASSESS ON CO PROP	5,000.00	C	TRF TO COVER COUNTY EXEC TEMP.
2025	9	25T308	County Executive	10123000	51094		TEMPORARY	5,000.00	D	TRF TO COVER COUNTY EXEC TEMP.
2025	9	25T308	Exp Prop Tax	10136400	54911		TAXES AND ASSESS ON CO PROP	383.00	C	TRF TO COVER COUNTY EXEC TEMP.
2025	9	25T309	Transit - PART	95630000	54678		LEASED TRANSPORTATION	4,000.00	C	TO COVER CAMP PAYMENT
2025	9	25T309	Transit - PART	95630000	54682		SPECIAL SERVICES	4,000.00	D	TO COVER CAMP PAYMENT
2025	9	25T310	Highway Road Machinery	10513000	54540		RADIO COMMUNICATIONS	10,000.00	C	TO COVER OT THRU END OF YEAR
2025	9	25T310	Highway Road Machinery	10513000	51093		OVERTIME	10,000.00	D	TO COVER OT THRU END OF YEAR
2025	9	25T311	Highway Facilities	10511100	51093		OVERTIME	7,000.00	D	TO COVER OT THRU END OF YEAR
2025	9	25T311	Highway Facilities	10511100	54755		JANITORIAL SERVICES	7,000.00	C	TO COVER OT THRU END OF YEAR
2025	9	25T312	Tilly Foster	10084000	54410		SUPPLIES AND MAT	50.00	C	TO COVER PHONE CHGS THRU Y/E

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25T312	Tilly Foster	10084000	54634		TELEPHONE	50.00	D	TO COVER PHONE CHGS THRU Y/E
2025	9	25T313	Health - EHS	12401000	54320		FOOD	350.00	C	PURCHASE AIR PURIFIER
2025	9	25T313	Health - EHS	12401000	52180		OTHER EQUIPMENT	350.00	D	PURCHASE AIR PURIFIER
2025	9	25T314	Early Intervention	10405900	54678		LEASED TRANSPORTATION	3,500.00	C	REIMBURSE PARENT TRANSPORT
2025	9	25T314	Preschool	10296000	54670		TRAVEL NON EMPLOYEES	3,500.00	D	REIMBURSE PARENT TRANSPORT
2025	9	25T315	Historian	10751000	54682		SPECIAL SERVICES	400.00	D	FUNDS NEEDED FOR MICROFILM
2025	9	25T315	Historian	10751000	54682		SPECIAL SERVICES	200.00	D	FUNDS NEEDED FOR MICROFILM
2025	9	25T315	Historian	10751000	54162		SIGNS	200.00	C	FUNDS NEEDED FOR MICROFILM
2025	9	25T315	Historian	10751000	54682		SPECIAL SERVICES	100.00	D	FUNDS NEEDED FOR MICROFILM
2025	9	25T315	Historian	10751000	52110		FURNITURE AND FURNISHINGS	100.00	C	FUNDS NEEDED FOR MICROFILM
2025	9	25T315	Historian	10751000	54640		EDUCATION AND TRAINING	300.00	C	FUNDS NEEDED FOR MICROFILM
2025	9	25T315	Historian	10751000	54783		LICENSING SOFTWARE	400.00	C	FUNDS NEEDED FOR MICROFILM
2025	9	25T315	Historian	10751000	54682		SPECIAL SERVICES	300.00	D	FUNDS NEEDED FOR MICROFILM
2025	9	25T316	Health - Education State	21401000	54329		PROMOTIONAL MATERIALS	250.00	C	MILEAGE REIMBURSEMENT

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	9	25T316	Health - Education State	21401000	54675		TRAVEL	250.00	D	MILEAGE REIMBURSEMENT
2025	9	25T318	IT	10168000	54310		OFFICE SUPPLIES	1,000.00	D	OFFICE SUPPLIES
2025	9	25T318	IT	10168000	54640		EDUCATION AND TRAINING	1,000.00	C	OFFICE SUPPLIES
2025	9	25T343	Health - EHS	12401000	54314		POSTAGE	100.00	C	SEPTIC TRACING DYE
2025	9	25T343	Health - EHS	12401000	54410		SUPPLIES AND MAT	100.00	D	SEPTIC TRACING DYE
								Debits		
								85,886.06		
								Credits		
								85,886.06		

#4d.

2025 Contingency Report

<u>Beginning Balance 1/1/25</u>		2,494,060.00
Res29	Adjust personnel services to proper amounts	9,660.00
Res41	Reclass -Deputy Sheriff 1st Sgt.	7,037.00
Res72	Health department Personnel changes	56,245.00
Res99	Soil & Water Performance Measures- Part C	20,000.00
Res112	District Attorney Criminal Justice Discovery Reform Gr24-25	20,265.00
Res145	Close out Fema projects	927,322.00
Res253	UPWP Federal Aid	137,461.00
Subtotal General Contingency		\$ 3,672,050.00

Deductions:

Res25	PCSEA ratification	(328,170.00)
Res82	East Branch Rd Pin 8763.60	(30,579.00)
Res83	Peekskill Hollow Rd Pin 8763.61	(29,437.00)
Res104	CSEA Ratification	(1,381,346.00)
Res111	State Aid Public Health	(38,417.00)
Res138	Cordinator of Information Technology	(1,119.00)
Res140	PUMA ratification	(5,389.00)
Res146	Garage roof repair-Myrtle Ave	(200,000.00)
Res147	Youth Bureau reallocation	(190,000.00)
Res148	Waste Water Sewer charges	(68,000.00)
Res161	DA -Criminal Justce Disvry Reform Gr24-25-merit bonus	(3,663.00)
Res178	PCSO Life Safety Systems Modernization	(16,000.00)
Res180	Railroad Station Maintenance	(20,798.00)
Res 190	Youth Bureau furniture	(95,000.00)
Res218	Veterans - flags	(17,950.00)
Res239	Social Services - on call pay as per CSEA contract	(75,700.00)
		(2,501,568.00)
Total		\$ 1,170,482.00

Proposed Deductions:

25A094	Legal Services 18b	(100,000.00)
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(100,000.00)

Pending Balance 10/23/25	\$1,070,482.00
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Note:

R= resolution

A= proposed budgetary amendment

2025 Subcontingency Report

4985- Maintenance & Repairs

Beginning Balance 1/1/25

\$ 45,000.00

Subtotal Subcontingency

\$ 45,000.00

Deductions:

25LT01 normal maintenance -nails, paint, plumbing supplies- Tilly (10,000.00)

25LT02 normal maintenance -nails, paint, plumbing supplies- Park (10,000.00)

25LT03 normal maintenance -nails, paint, plumbing supplies- Tilly (10,000.00)

25LT04 normal maintenance -nails, paint, plumbing supplies- Park (10,000.00)

(40,000.00)

Total

\$ 5,000.00

Proposed Deductions:

Pending Balance 10/23/25

\$5,000.00

Note:

R= resolution

A= proposed budgetary amendment

2025 Subcontingency Report

4987- Subcontingency (Nursing,BES)

<u>Beginning Balance 1/1/25</u>	\$ 78,060.00
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Subtotal Subcontingency	\$ 78,060.00
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Deductions:

	0.00
Total	\$ 78,060.00

Proposed Deductions:

Pending Balance 10/23/25	\$ 78,060.00
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Note:

R= resolution

A= proposed budgetary amendment

2025 Subcontingency Report

4993- Subcontingency (Cty Exec COLA)

Beginning Balance 1/1/25 **\$ 5,211.00**

Subtotal Subcontingency **\$ 5,211.00**

Deductions:

Total **\$ 5,211.00**

Proposed Deductions:

Pending Balance 10/23/25 **\$5,211.00**

Note:

R= resolution

A= proposed budgetary amendment

2025 Subcontingency Report

4996- Subcontingency (Outside Agencies)

Beginning Balance 1/1/25

\$ 71,893.00

Subtotal Subcontingency

\$ 71,893.00

Deductions:

Res 94	Putnam Arts Council	(13,993.00)
Res 199	PRPH	(10,000.00)
Res 216	Garrison Arts Center	(10,000.00)
Res 217	Careers Support Solutions	(15,000.00)
Res 219	Boscobel	(10,000.00)
Res 220	Second Chance Foods	(10,000.00)
Res234	Hudson Valley Shakespeare	(2,900.00)
		<u>(71,893.00)</u>

Total

\$ -

Proposed Deductions:

Pending Balance 10/23/25

\$ -

Note:

R= resolution

A= proposed budgetary amendment

#5a.

WILLIAM J. CARLIN, JR.
COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

2025 OCT 15 PM 4:38
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

TO: Diane Trabulsy, Legislative Clerk

DATE: October 15, 2025

FROM: William J. Carlin, Jr., Commissioner of Finance *WJC*

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 - 2025

As of Date: October 15, 2025

Org Description	Org	Object	Project	Acct. Description	2024 Actual	2025 Original Budget	2025 Revised Budget	2025 Actual	2025 Distributed Budget	2025 Available	2025 Percent
Bureau of Emergency Services Dispatch	13398900	51094		TEMPORARY	6,537.50	15,000.00	1,000.00	1,025.00	769.23	(25.00)	102.50%
Capital Projects - Interop. Public	53097000	51094	51601	TEMPORARY	33,626.25	(15,221.25)	(15,221.25)	44,193.75	(11,708.65)	(59,415.00)	-290.34%
County Executive	10123000	51094		TEMPORARY	7,205.28	18,118.00	23,118.00	19,475.45	17,783.08	3,642.55	84.24%
DMV	10141100	51093		OVERTIME	3,405.59	15,000.00	15,000.00	15,006.76	11,538.46	(6.76)	100.05%
DPW - County Snow	10514200	51093		OVERTIME	231,909.52	276,000.00	276,000.00	270,741.24	212,307.69	5,258.76	98.09%
DPW - Engineering	10144000	51094		TEMPORARY	35,418.59	35,000.00	35,000.00	28,647.00	26,923.08	6,353.00	81.85%
DPW - Facilities	10511100	51093		OVERTIME	64,676.24	55,000.00	62,000.00	56,077.36	47,692.31	5,922.64	90.45%
DPW - Facilities	10511100	51094		TEMPORARY	18,403.21	30,000.00	30,000.00	31,460.93	23,076.92	(1,460.93)	104.87%
DPW - Parks and Recreation	10711000	51093		OVERTIME	34,584.83	26,000.00	26,000.00	21,382.00	20,000.00	4,618.00	82.24%
DPW - Roads & Bridges	10511000	51094		TEMPORARY	22,531.50	30,000.00	30,000.00	28,309.50	23,076.92	1,690.50	94.37%
DPW - Roads & Bridges	10511000	51093		OVERTIME	95,856.07	60,000.00	60,000.00	83,549.91	46,153.85	(23,549.91)	139.25%
DSS Administration	10102000	51093		OVERTIME	28,718.93	20,000.00	20,000.00	39,086.79	15,384.62	(19,086.79)	195.43%
DSS - Adoption and Legal Guardianship	10102000	51093	10229	OVERTIME	-	-	10,750.00	10,729.48	8,269.23	20.52	99.81%
Emergency Services - Dispatch	13398900	51093		OVERTIME	319,117.22	200,000.00	200,000.00	250,023.25	153,846.15	(50,023.25)	125.01%
Finance	10131000	51093		OVERTIME	16,772.56	17,500.00	17,500.00	14,695.21	13,461.54	2,804.79	83.97%
Health - ATUPA	12023000	51093		OVERTIME	2,484.56	7,000.00	8,475.00	7,759.03	6,519.23	715.97	91.55%
Health - EHS - Water Quality	12022000	51094		TEMPORARY	23,587.20	19,900.00	19,900.00	17,603.04	15,307.69	2,296.96	88.46%
Health - Health Education	21401000	51093		OVERTIME	1,243.81	800.00	800.00	5,071.58	615.38	(4,271.58)	633.95%
Health - Nursing	11401000	51093		OVERTIME	45,493.81	25,000.00	25,000.00	32,112.19	19,230.77	(7,112.19)	128.45%
Mental Health	10431000	51094		TEMPORARY	19,354.02	-	6,154.00	5,573.41	4,733.85	580.59	90.57%
Purchasing	10134500	51093		OVERTIME	6,197.28	5,200.00	5,200.00	4,390.68	4,000.00	809.32	84.44%
Sheriff - Administration	10311000	51094		TEMPORARY	7,492.40	19,720.00	19,720.00	21,046.20	15,169.23	(1,326.20)	106.73%
Sheriff - Building Security - Kern Bldg.	19311000	51093		OVERTIME	12,892.18	10,570.00	10,570.00	11,297.51	8,130.77	(727.51)	106.88%
Sheriff - Jail Maintenance	10011000	51093		OVERTIME	4,910.05	11,944.00	11,944.00	9,875.25	9,187.69	2,068.75	82.68%
Sheriff - Oscawana	17003000	51093		OVERTIME	25,053.46	27,250.00	27,250.00	24,322.95	20,961.54	2,927.05	89.26%
Sheriff - Road Patrol - BUCKLE UP	17311002	51093	10024	OVERTIME	-	4,400.00	4,400.00	3,645.68	3,384.62	754.32	82.86%
Sheriff - Road Patrol - SRT Callouts	17311000	51093	10102	OVERTIME	105,416.11	94,250.00	94,250.00	79,032.20	72,500.00	15,217.80	83.85%
Sheriff - Youth	16311000	51093		OVERTIME	282,710.22	207,000.00	207,000.00	244,694.59	159,230.77	(37,694.59)	118.21%
Youth Court	10087000	51094		TEMPORARY	7,309.13	12,720.00	3,494.00	3,493.75	2,687.69	0.25	99.99%

** New departments in bold.

WILLIAM J. CARLIN, JR.
Commissioner Of Finance



Oct Audit
10/23

Reso
#56.

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 22, 2025

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

Dear Ms. Schonfeld

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2025 Health Department budget:

Increase Revenues:

12401000 10220	Health EHS - Adolescent Tobacco Use Prevention Act	
416032	ATUPA - Reserve	<u>\$ 8,075.00</u>

Increase Expenses:

12401000 10220	Health EHS - Adolescent Tobacco Use Prevention Act	
54329	Promotional	\$ 4,037.00
54989	Miscellaneous	<u>4,038.00</u>
		<u>\$ 8,075.00</u>

2025 Fiscal Impact - 0
2026 Fiscal Impact - 0

This amendment recognizes revenue received from tobacco/vaping fines that exceeds the 2025 Budget. The Health Department is requesting these funds be used to further support education and prevention activities related to the use of tobacco and vaping products.

AUTHORIZATION:

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 **25A092**

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



MEMORANDUM

TO: William Carlin, Interim Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager *WAO*
DATE: September 16, 2025
RE: Budgetary Amendment

Please review and approve the Budgetary Amendment as regards the Tobacco Fines collected and upon approval, please forward to the Legislative Committee.

Increase Revenue: 12401000-416032-10220 **\$8,075**
Adolescent Tobacco Underage Prevention Act
-ATUPA Reserve

Total Revenue **\$8,075**

Increase Expense: 12401000-54329-10220 **\$4,037**
Adolescent Tobacco Underage Prevention Act
-Promotional

Increase Expense: 12401000-54989-10220 **\$4,038**
Adolescent Tobacco Underage Prevention Act
-Miscellaneous

Total Expense **\$8,075**

Fiscal Impact **\$0.00**

Budgetary Amendment will allocate the portion of revenue of Tobacco Fines collected to appropriate expense lines. Health Education Program will utilize funds to support education/prevention activities related to the use of tobacco products.

WAO: nc

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



cc All
Audit

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso
#50.

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk

From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*

Re: Budgetary Amendment - **25A094**

Date: October 2, 2025

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

Increase Estimated Appropriations:

25117100 54125	Legal Services - 18B	200,000
----------------	----------------------	---------

Increase Estimated Revenues:

25117100 430251	State Aid - ILSF	100,000
-----------------	------------------	---------

Decrease Estimated Appropriations:

10199000 54980	Contingency	100,000
----------------	-------------	---------

Fiscal Impact - 2025 - \$ 100,000

Fiscal Impact - 2026 - \$ 0

This Resolution is required to fund Mandated Legal Services to indigent persons pursuant to County Law. Please forward to the appropriate committee.

Approved :: _____
Kevin M, Byrne, County Executive

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 OCT -3 PM 2:26

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



Audit 10/23
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso
cc: all
#52.

DEPARTMENT OF FINANCE

M E M O R A N D U M

To: Diane Trabulsy, Legislative Clerk

From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*

Re: Budgetary Amendment - **25A097** *Revised*

Date: October 17, 2025

At the request of the Director of Purchasing, the following budgetary amendment is required.

Increase Estimated Appropriations:

10661000 54210	Vehicle Leasing - Consumer Affairs	3,379
10102000 54210	Vehicle Leasing - DSS Services	7,149
10120000 54210	Vehicle Leasing - DSS Admin	1,628
10677500 54210	Vehicle Leasing - OSR - General	218
10314000 54210	Vehicle Leasing - Probation	4,700
10149000 54210	Vehicle Leasing - DPW	3,187
		20,261

Increase Estimated Revenues:

10134500 426551	Minor Sales	20,261
	Fiscal Impact - 2025 - \$ 0	
	Fiscal Impact - 2026 - \$ 0	

This Resolution is required to account for payment received for lease equity, as per the .
attached correspondence. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

2025 OCT 17 AM 11:51
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

MEMORANDUM

Date: October 6, 2025

To: William Carlin, Commissioner of Finance

From: John Tully, Director of Purchasing
Comm. 55021 of DGS

Re: Budgetary Amendment - \$20,261.36

Attached please find a check from Enterprise in the amount of \$20,261.36 as payment received for lease equity.

(check # 0000632117)

Please increase Estimated Revenues in account 10134500 426551 for \$20,261.36

Please also increase estimated appropriations in the following accounts:

10661000-54210	Consumer Affairs	\$3,378.99
10102000-54210	DSS Services	\$7,148.60
10120000-54210	DSS-Admin	\$1,627.78
10677500-54210	OSR - General	\$ 219.68
10314000-54210	Probation	\$4,699.85
10149000-54210	DPW	\$3,186.46

Notwithstanding unforeseen circumstances, this budgetary amendment is necessary to cover leased vehicle expenses in the above-mentioned departments through year end with no fiscal impact.

PUTNAM COUNTY OFFICE BUILDING
COUNTY OF PUTNAM ~ 40 GLENEIDA AVENUE ~ ROOM 105 ~ CARMEL, NY 10512
(845) 808-1088

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



*Call
Audit*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

*Reso
#5e.*

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*
Re: Budgetary Amendment - 25A098
Date: October 9, 2025

At the request of the Commissioner of Emergency Services, the following budgetary amendment is required.

CAPITAL FUND:

Increase Estimated Appropriations:

53097000 53000 52521	Next Generation 911	1,515,197
----------------------	---------------------	-----------

Increase Estimated Revenues:

53097000 433971 52521	State Aid - SFY2025 NG911 Grant	1,515,197
-----------------------	---------------------------------	-----------

Fiscal Impact - 2025 - \$ 0

Fiscal Impact - 2026 - \$ 0

This Resolution is required to adjust the capital budget to fund the Next Generation 911 project, funded by a SFY2025 Next Generation 911 Grant. A copy of the Grant Award letter is enclosed. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

LEGISLATURE
PUTNAM COUNTY
CARTEL, NY

2025 OCT 16 AM 10:21



**Homeland Security
and Emergency Services**

KATHY HOCHUL
Governor

JACKIE BRAY
Commissioner

September 16, 2025

The Honorable Kevin Byrne
Putnam County Executive
Putnam County Office Building
40 Gleneida Avenue, 3rd Floor
Carmel, NY 10512

Dear Mr. Byrne:

I am pleased to announce that Putnam County has been awarded \$1,515,197 under the New York State SFY2025 Next Generation 911 (NG911) Grant Program that is administered by my agency. It is important to note that this program funding is offered on a one-time basis and allows for State support through grant funding for counties to enhance their public safety operations, including strengthening 911 communication infrastructure. These enhancements are critical in emergency situations to ensure that public safety personnel are prepared as they receive and respond to calls for service. The NG911 program focuses on the overarching goal of increasing statewide capabilities to receive and relay 911 calls in accordance with the current National Emergency Number Association (NENA) i3 standard. This ensures that each county's communication system is capable of receiving emerging types of requests for service and supporting a multijurisdictional response. We made a concerted effort with this program to ensure eligible expenses are as expansive as possible in an effort to meet the unique emergency communication needs of your county. All projects must directly support advancing your county's NG911 capabilities, as not doing so will impact potential funding initiatives for this crucial initiative in the future. Your participation in this program is another example of the successful partnerships that continues to develop across public safety and emergency services throughout the State.

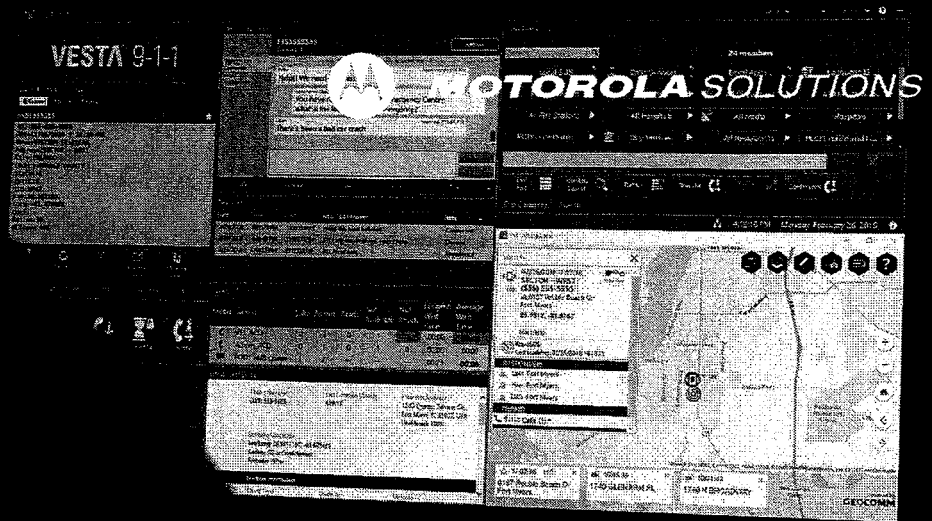
The performance period for the SFY2025 Next Generation 911 (NG911) Grant Program will be five (5) years (September 1, 2025 – August 31, 2030). Expenses that you wish to claim must occur within this period. It is critical that you execute your NG911 projects as soon as possible since NG911 readiness is a critical priority statewide and we want to assure that we are collectively contributing to meeting that objective by spending these grant funds in a timely manner. Our Grants Program Administration staff will work with your designated NG911 point of contact to provide additional administrative guidance and to develop the grant contract.

On behalf of Governor Kathy Hochul, the Division of Homeland Security and Emergency Services remains committed to providing outstanding support in the administration of *"your public safety first"* responder initiatives. Please feel free to contact me if you have any questions, at 518-242-5000, or my Office of Interoperable and Emergency Communications (OIEC) Director, Mark J. Balistreri, at 518-322-4939.

Thank you for your cooperation in this public safety endeavor.

Sincerely,

Jackie Bray
Commissioner



Proposal

Putnam County Bureau of Emergency Services

VESTA 9-1-1 Call Handling

Geo-Diverse Hardware Refresh

October 7, 2025

The design, technical, and price information furnished with this proposal is proprietary information of Motorola Solutions, Inc. (Motorola). Such information is submitted with the restriction that it is to be used only for the evaluation of the proposal, and is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the proposal, without the express written permission of Motorola Solutions, Inc.

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MSI3474919E

October 7, 2025

Commissioner Robert Lipton
Putnam County Bureau of Emergency Services
112 Old Rte 6
Carmel Hamlet, NY 10512

RE: VESTA 9-1-1 System Hardware Refresh

Dear Commissioner Lipton,

Motorola Solutions, Inc. (Motorola Solutions) appreciates the opportunity to provide Putnam County Bureau of Emergency Services with quality equipment and services. Motorola Solutions' project team has taken great care to propose a solution to address your needs and provide exceptional value.

Motorola Solutions is proposing a refresh of the existing VESTA® 9-1-1 system, our premiere on-premise Next Generation (NG9-1-1) call handling system, the crucial first step to integrated, multimedia communications. VESTA 9-1-1 unifies your emergency call handling operations and strengthens the service to your community through National Emergency Number Association (NENA) i3-based call processing, Text-to-911, first-class contact management and dialing control. Optional cloud services enhance situational intelligence through real-time text transcription, location intelligence on one map, public photo and video submissions, and access to supplementary life-saving data.

This offer is subject to the terms and conditions of Rockland County Empire Procure Connect (EPC) Contract, RCO-RC-EPC-2024-010. Pricing will remain valid until December 15, 2025. The Putnam County Bureau of Emergency Services may accept this proposal by issuing a purchase order referencing the Rockland County Empire Procure Connect (EPC) Contract, RCO-RC-EPC-2024-010.

Any questions regarding this proposal can be directed to Greg DeWolf, Sr Account Manager NG9-1-1 at (315) 879-9690 or greg.dewolf@motorolasolutions.com. I look forward to exploring together how Motorola can help Putnam County Bureau of Emergency Services build an optimal public safety suite to serve your community.

We thank you for the opportunity to present our proposed solution, and we hope to strengthen our relationship by implementing this project.

Sincerely,



Kenneth Rey
VP MSSSI & Director Software Sales
MOTOROLA SOLUTIONS, INC.

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Section 1

Introduction

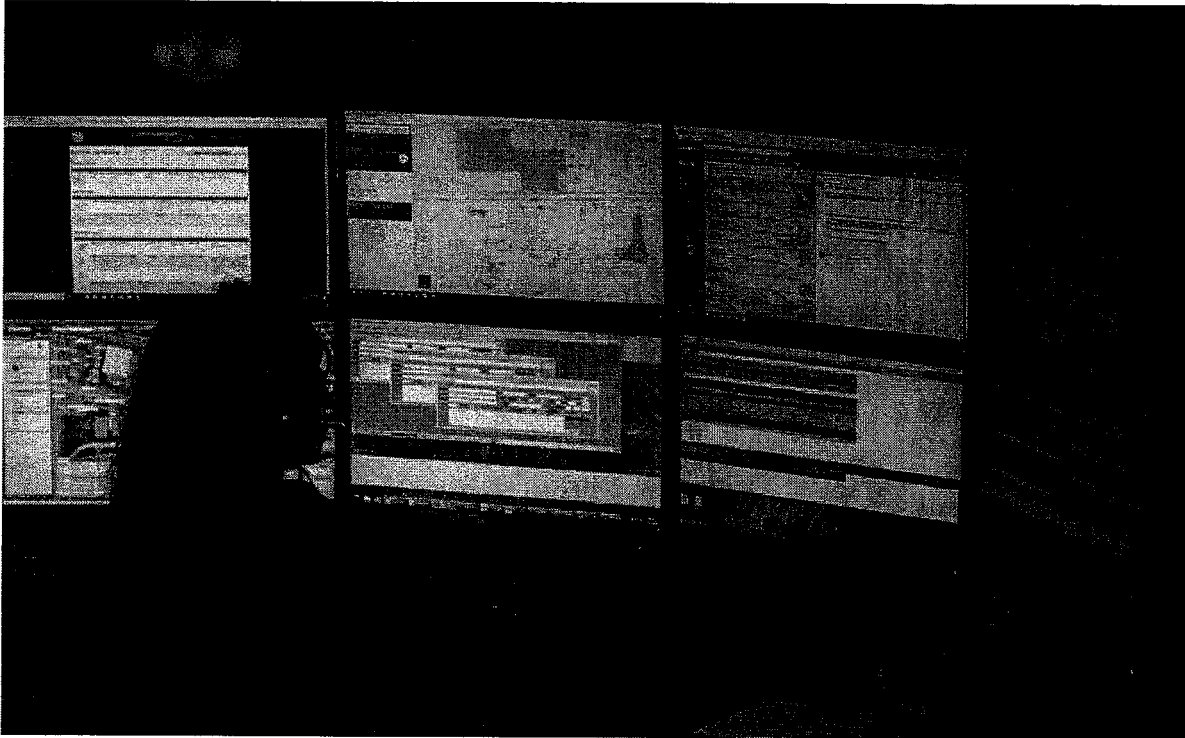
Motorola Solutions is proud to present this firm proposal for the VESTA® 9-1-1 Hardware Refresh in response to Putnam County Bureau of Emergency Services, NY's request. This hardware refresh applies to both Putnam County Bureau of Emergency Services, NY and Putnam County Backup.

Motorola Solutions redesigned its industry leading 9-1-1 call handling platform from the ground up to specifically accommodate future emergency call handling formats. Our VESTA 9-1-1 solution is that Next Generation 9-1-1 (NG9-1-1) platform. Already selected by over 2500 agencies, the VESTA solution was designed to handle IP communications including Wireline, Wireless, VoIP, TDD/ TTY, SMS/Text. It also has evolved to accept additional technologies while maintaining our reputation for reliability and ease of use.

Today, the VESTA 9-1-1 solution is the industry standard comprehensive NG9-1-1 solution. It offers PSAP's increased product features, operational efficiencies, and reliability along with stable, centralized call handling for individual or multiple PSAP locations.

Motorola Solutions offers a trusted, comprehensive suite of cybersecurity solutions to cost-effectively reduce risk and allow customers to focus on their mission instead of security. As cyber attacks become more frequent and sophisticated, and mission-critical communications systems become interconnected to other IP-based systems, prevention and proactive risk management are critical. In addition, finding and retaining qualified cybersecurity professionals is more challenging than ever. As a result, Public Safety Answering Points (PSAPs) must consider next-generation cybersecurity solutions to better detect and defend against advanced threats. Having security elements like antivirus, firewalls or unmonitored intrusion detection systems inspecting traffic is no longer enough. A cyber attack can not only bring your system down — it can also cost you millions of dollars in remediation, along with lost trust and damage to your reputation. Managed Detection and Response and Endpoint Detection and Response are all part of the managed security services options we have purpose built for VESTA 9-1-1 direct customers.

The VESTA 9-1-1 solutions are designed to meet growing community needs and emerging 9-1-1 technology. Putnam County Bureau of Emergency Services is assured the solutions proposed herein will comply and meet both the E9-1-1 requirements of today and the NG9-1-1 requirements of tomorrow. By selecting Motorola Solutions, Putnam County Bureau of Emergency Services can be confident they are partnering with the leading provider of Public Safety 9-1-1 solutions and selecting the highest possible level of service to the visitors, citizens, and public safety professionals of their region.



1.1 Key System Capabilities and Advantages

The VESTA solution provides many significant advantages. Listed below are highlights of a few of the many unique standout capabilities of the VESTA 9-1-1 solution.

- **Operating Systems** – Microsoft Windows LTSC, CentOS (MDS/ASN/CFS), Windows Server and VMware Hypervisor ESxi.
- **Database** – The VESTA Analytics MIS uses Microsoft SQL Server Analysis Services (SSAS) – A database structure has been implemented that enables more efficient reporting and scalability for adding additional capabilities in the future as required.
- **Telecommunications** – Motorola Solutions provides as a standard component, an industry-leading soft-switch packaged with Media Gateway's from AudioCodes, which provides traditional telecom interfaces to the PSTN and Legacy CAMA interfaces as well as general administrative capabilities. The ESInet Interface Module (EIM) interface also provides emerging i3 Next Generation connectivity. The system is highly configurable to support 9-1-1, emergency, non-emergency and administrative telephony needs.
- **Call Handling Functions** – The VESTA 9-1-1 solution call handling functions are very robust and include, multiple party conferencing, single button transfers, extensive dial directory, ALI displayed on the screen layout and/or IP telephone (if equipped), silent monitoring, barge-in, abandoned call management, pocket dialing call prevention, queue activity display and much more.
- **Sound Arbitration Module** – Traditional headset and handset interfaces are provided via the Sound Arbitration Module (SAM) unit. The SAM unit is comprised of the module itself, a headset/handset unit, an external speaker for system audio, and up to three jackboxes (console user, supervisor, and trainer). This provides all necessary analog interconnections for managing

Call Taker/Dispatcher handsets/headsets, radio system integration and digital logging recorder outputs.

- **Call Recording** – The VESTA 9-1-1 solution provides a short term recording capability for emergency, administrative and radio calls. The system records and stores all 9-1-1 calls for IRR purposes at each workstation. All call recordings are made available for playback from the console layout screen.
- **Architecture** – The system's components (such as servers and consoles) can operate on a Wide Area Network (WAN) and can support various deployment architectures, such as multi-site centralized, dual-site distributed, single-site centralized, and multi-site distributed. The system is deployed in a redundant configuration thus providing a High Availability (HA) architecture for centralization and integration of server applications. Firewalls are used on the system to terminate VPNs and to allow remote access to the site(s). Also, SMS and EIM interfaces are supported via Firewalls. In all deployments, a ruggedized laptop (CommandPOST) can provide remote emergency call handling functions outside an emergency call center.
- **COTS Design** – Motorola Solutions is committed to utilizing off-the-shelf, yet highly configurable hardware solutions that eliminate costly implementations and excessive maintenance costs. VESTA 9-1-1 standardizes with Cisco networking switches, HP workstation computer hardware, HP HA Servers, AudioCodes Gateways and Mitel Enhanced IP telephones.
- **Implementation** – Single and/or hosted solution deployments are available. The system may be installed and serviced by Motorola Solutions. Customer agencies may also be trained to maintain the system if desired.
- **Ease of Use** – The VESTA 9-1-1 system offers the most intuitive, flexible and easy-to-use graphical interface available in the Public Safety industry today. Thus, providing significant time and cost savings in training new personnel.
- **Support** – Motorola Solutions provide quality, around-the-clock customer service with remote monitoring, patch management, anti-virus and disaster recovery options. At any time, day or night, a member of our highly skilled service team is available to assist customers with any questions or concerns.

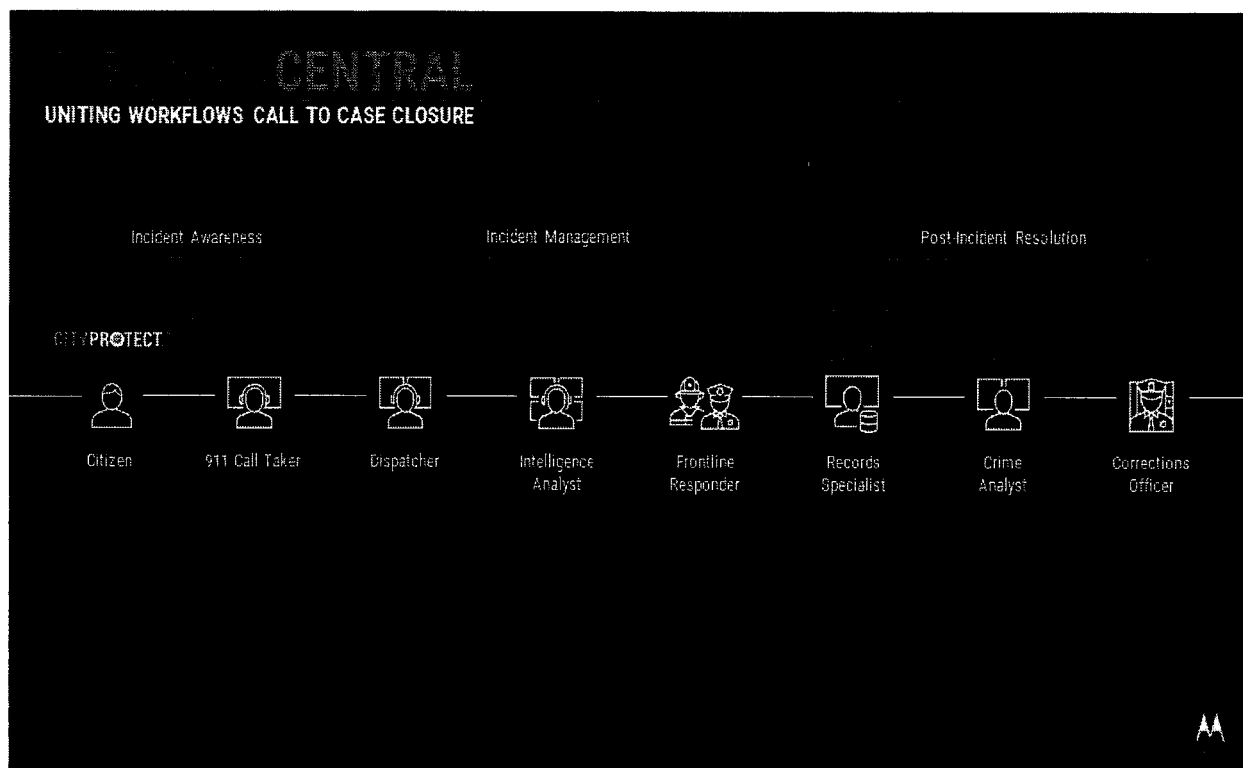
1.2 Enhancements VESTA 9-1-1 Brings to the PSAP

Our systems refine and enhance workflow, while easing many of the issues commonly found in today's PSAPs and dispatch centers. The following address the issues core to the VESTA 9-1-1 platform:

- **Customization** – At the heart of this unified geospatial multimedia platform is a configurable desktop User Interface (UI) that gives Call Takers a richer, more intuitive user experience. The UI hosts multiple layouts and workflows to manage voice calls and integrated Text-to-9-1-1 messages.
- **Full Voice and Text-to-9-1-1 Call Detail** – A Queue Display on the UI shows voice and Text-to-9-1-1 queues and their related data. This includes the number of agents logged in, their status, and the number of calls in queue and average wait times. Thresholds can be set, with visual and audible alerts configured at three levels (High, Medium, and Low).
- **Cost-Effective Scalability** – The VESTA 9-1-1 solution serves PSAPs with 2 to 250 Call Takers, delivering cost-effective scalability as needs change. Its flexible, open architecture sustains single-site installations and geo-diverse, multi-site and multi-agency deployments.

- **Workflow** – PSAP supervisors quickly adapt to changing operational requirements by configuring applications, information and workflows for each Call Taker role assignment. Between this centralized administration and the ability to partition resources and users into agencies, 9-1-1 budget owners also have leverage for investment consolidation.
- **Internet Protocol for Robust Functionality** – The VESTA 9-1-1 solution's purpose-built Internet Protocol (IP) soft switch delivers uninterrupted SIP telephony. This includes IP voice support on i3 Emergency Services IP networks (ESInets), using Request for Assistance Interface (RFAI) protocol. It also supplies advanced telephony functions like Automatic Call Distribution (ACD) and dynamic conferencing.
- **Reliability** – High availability; no single point of failure with robust server connectivity recovery and accurate server connectivity status reporting. Optional geo-redundant host deployment. Redundant connections at remotes, plus support for dual networks at the workstation(s). Optional Local Survivability functionality that gives remote sites the ability to continue to take calls when connection to the host(s) sites is lost.
- **Long Term Investment** – Open, distributed IP architecture. Native ESInet connectivity. Standards compliant (NENA i3). Forward migration path to NG9-1-1 with this integrated, geospatial multimedia platform.

VESTA 9-1-1 is an integral part of Motorola Solutions' end-to-end Public Safety Software Enterprise driving the integration of a complete Command Center suite. From answering thousands of emergency calls and text messages to processing video, disparate evidence and records, Motorola Solutions is helping agencies transform into intelligence-driven command centers, enabling them to make more informed decisions resulting in better outcomes. Learn more about [Motorola Solutions'](#) wide-ranging product portfolio.



Section 2

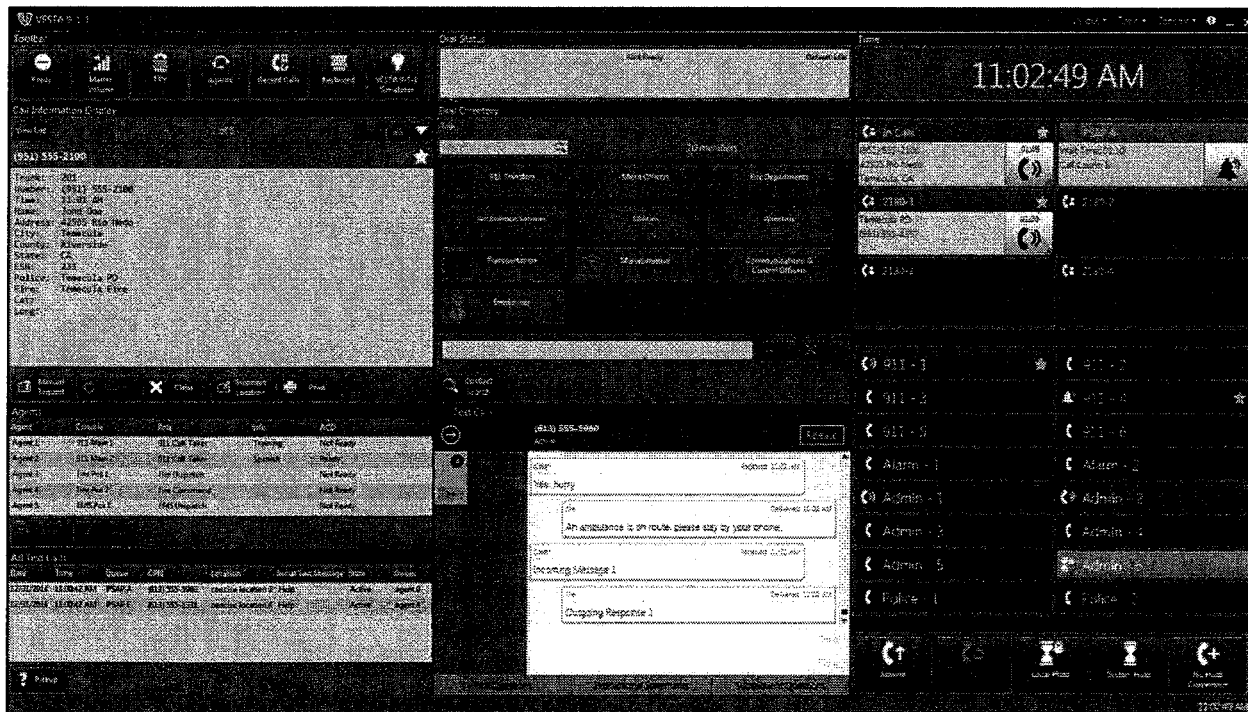
Solution Description

2.1 VESTA 9-1-1 Call Handling

The VESTA 9-1-1 Call Taking solution is a Next Generation 9-1-1, National Emergency Number Association (NENA), i3-based call processing system for advanced call centers seeking scalability and flexibility in their call handling, along with maximum system availability. Our state-of-the-art solution is modernizing the integration of Next Generation 9-1-1 (NG9-1-1) call handling, short message service (SMS), geographic information system (GIS) and the management information systems (MIS).

The VESTA 9-1-1 solution is built on a VoIP - IETF SIP architecture and is ready for NG9-1-1 deployment while supporting legacy E9-1-1 technologies as well. The call handling software application manages the receipt of emergency (and administrative) calls and seamlessly distributes them to Call Takers for disposition via the best user friendly GUI interface in the public safety industry.

Built for both today and tomorrow, the VESTA 9-1-1 solution offers a cost-effective i3-based solution today that will protect municipal investments as NENA develops and launches new standards for the NG9-1-1 Public Safety Answering Points (PSAP). These standards include higher interoperability between networks, PSAP applications and the call processing platform, resulting in significant improvements in efficiency and emergency response of all agencies involved. Motorola Solutions as an industry leader, is actively involved in NENA ICE to develop and understand these standards; and to ensure our products evolve as the Next Generation paradigm takes shape.



Fully Configurable VESTA 9-1-1 Solution

2.2 Summary of Offer

The proposal includes a comprehensive NG9-1-1 Call Handling solution for two PSAP geo-diverse locations.

2.2.1 Putnam County 911, NY PSAP – Host/Side A

- 9 Call Taker positions with single 27-inch LED monitors, VESTA 9-1-1 Advanced Enhanced Operations license and Geo Diverse Add On License

At each position:

- 24-key Genovation keypad
- Sound Arbitration Unit (SAM) with Speaker Kit
- Handset and Cord
- VESTA® 9-1-1 IRR per seat license
- VESTA® Analytics Standard per seat license
- ESInet Interface Module (EIM)
- Direct PSAP Interconnect
- VESTA® SMS
- VESTA® 9-1-1 CDR Module
- VESTA® 9-1-1 IRR Module
- 1 VESTA® 9-1-1 Admin Printer
- Network Equipment
- Peripherals & Gateways for CAMA connectivity
- ALI/CAD Output
- Rack & Peripheral Equipment
- Time Synchronization Equipment - Customer to provide NTP compliant device
- 1 Enhanced Soft Phone Bundle
- 1 CommandPost w laptop, dock/monitor and keyboard/mouse bundle (moved license to Host A from Host B)
- VESTA® Analytics Standard - Multi Product Purchase

Cybersecurity Services for VESTA 9-1-1

- 5 Years - Managed Detection and Response

2.2.2 Putnam County Backup at Sheriff's Office, NY PSAP – Host/Side B

- 4 Call Taker positions with single 27-inch LED monitors, VESTA 9-1-1 Advanced Enhanced Operations license and Geo Diverse Add On License

At each position:

- 24-key Genovation keypad
- Sound Arbitration Unit (SAM) with Speaker Kit
- Handset and Cord
- VESTA® 9-1-1 IRR per seat license
- VESTA® Analytics Standard per seat license
- ESInet Interface Module (EIM)
- VESTA® SMS
- VESTA® 9-1-1 CDR Module
- VESTA® 9-1-1 IRR Module
- Network Equipment
- Peripherals & Gateways
- ALI/CAD Output
- Rack & Peripheral Equipment
- Time Synchronization Equipment - Customer to provide NTP compliant device
- 1 Enhanced Soft Phone Bundle
- Customer has existing CommandPOST moved to Side A
- VESTA® Analytics Standard - Multi Product Purchase
- Spare Equipment

Cybersecurity Services for VESTA 9-1-1

- 5 Years - Managed Detection and Response

Training

- V9-1-1 Agent Training
- V9-1-1 Admin for Standard
- VESTA Analytics Admin Training

Putnam County will reuse/provide the following peripherals at all locations:

- Backroom UPS/Building UPS
- ALI Modems (If applicable)
- KVM's (If applicable)
- Call Taker Headsets
- CDR/Admin Printer
- NTP Compliant Device
- Customer is responsible for TCC services and network charges

2.2.3 System-wide

- Putnam County data collection and reporting services on all 9-1-1 transactions

- System and component level monitoring, alarming, diagnostics and reporting services
- All-inclusive software support, updates, and upgrades for the contract term
- 24/7/365 help desk, trouble ticketing and customer support services
- Installation, testing, training, maintenance and on-site support services by Motorola Solutions
- Project management services for the planning, design, testing, installation and operation of systems for contract term

Section 3

Product Description

The product description gives an overview of the features and benefits of VESTA 9-1-1. Some of these features are optional. Please refer to the Summary of Offer section listing features and functions that are included in this bid. Contact your sales professional if you have any questions.

3.1 VESTA® 9-1-1

The VESTA 9-1-1 call handling solution is a mission-critical call management and response solution that is a NENA compliant, IETF standards-based, IP-centric implementation. In essence, the VESTA 9-1-1 solution:

- Is a 9-1-1 ANI/ALI controller providing voice management and data (ALI) retrieval
- Supports all of the standard telephony interfaces to simplify integration into existing telephony networks.
- Engineered to ensure that there is essentially no single point of failure, i.e. most of the hardware is duplicated within the system to ensure redundancy.

Below is a description of the **minimum** hardware components for a VESTA 9-1-1 system being shipped are as follows:

- Servers running Media Distribution Services (MDS)
- Servers running Data Distribution Services (DDS)
- FXS (Foreign eXchange Subscriber) gateways
- FXO (Foreign eXchange Office) gateways
- Managed Ethernet switches
- Firewall security appliance with VPN capability
- VESTA 9-1-1 workstations to manage and process incoming mission critical calls
- Supported interfaces include:
- Analog 9-1-1 CAMA (wireline and wireless) trunks used only for incoming emergency calls
- Administrative lines – Centrex, CLID, POTS
- Feature Group D (FGD)
- Ring-down lines: wet (battery provided by CO) and dry (battery seen by the CO)
- Digital interfaces: T1 and PRI
- Automatic Location Identification (ALI) to identify caller information
- CAD interface
- VoIP 9-1-1 interfaces using NENA I3 or Intrado RFAI protocol

Specific features may or may not be available based on the options, call flow configurations and command assignments at the VESTA 9-1-1 workstations. Additionally, some features listed above

represent integration with other third party products that may not form part of the solution; these are denoted for reference purposes.

3.1.1 Servers

Media Distribution Services (MDS)

The VESTA 9-1-1 MDS are the software-based call-processing component of the VESTA 9-1-1 solution. The software extends telephony features and functions to packet telephony network devices such as VESTA 9-1-1 workstations and IP phones.

MDS servers provide the following feature/functionality:

- Support for 9-1-1 and Admin queues
- ACD schemes (Longest idle, Ring all, Circular and Linear)
- Conferencing, transfer, and call overflow capabilities
- Administrative phone features and services
- Auto attendant features
- Voice mail

MDS servers are always implemented in pairs and operate in an Active/Standby mode.

Data Distribution Services (DDS)

The VESTA 9-1-1 DDS provides advanced 9-1-1 call data handling and system monitoring services.

DDS servers provide the following feature/functionality:

- Retrieve and extract ALI from ALI databases, perform ALI rebids
- Interfaces to CAD (Computer Aided Dispatch) systems
- Manages the transfer of call details to remote agencies
- System activity events and logs for tracking, alarming and historical reporting
- Management of overall system resources
- A client applications software distribution mechanism for VESTA 9-1-1 workstations, VESTA™ Analytics MIS solution, and Activity View management application
- Real-time CDR (Call Detail Record) printing

DDS servers are always implemented in pairs and operate in an Active/Standby mode.

Advanced Services Node (ASN)

The Advanced Services Nodes (ASNs) are equipped to extend the functionality of the VESTA 9-1-1 system. These are deployed virtual machines, which may be hosted on the System Hypervisor servers or on a separate pair of Hypervisor servers.

The ASNs provide the following functionality:

- Support direct-connect capability for delivery of SMS/text calls utilizing MSRP protocol.
- Provide additional tools for training purposes. This includes simulators for:

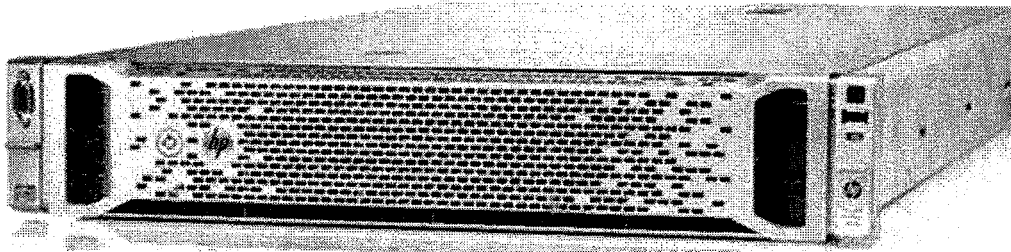
- Generating SMS/text calls
- Generating simulated voice calls
- Provide additional tools for diagnostic and configuration of the ASN.

ASNs are always implemented in pairs and operate in an Active/Active mode.

Virtualized Servers

The MDS, DDS and other peripheral servers may be implemented as virtual machines (VM's) on one or more physical servers. This approach reduces the amount of back-room equipment, lowers power consumption and reduces thermal loading in the equipment room. VM's also provide greater flexibility for future software upgrades, since the operating system and client software are now independent of the server hardware. Virtual servers are normally equipped with:

- Six-core Xenon CPU's (minimum)
- 12 GB of RAM (minimum)
- Multiple disk drives in a minimum RAID 5 configuration
- Multiple 10/100/1000 NIC's
- Dual power supplies



Virtualized Server

3.1.2 Gateways

The VESTA 9-1-1 solution supports various gateways to interface to traditional (non-IP) telephone systems. Gateways convert non-VoIP circuits to standard, SIP-based VoIP.

Foreign Exchange Subscriber (FXS)

FXS gateways support the following interfaces:

- 2-wire CAMA 9-1-1 trunks
- "Dry" ring-down circuits
- Analog stations
- FAX machines/modems
- Web-based Graphical User Interface (GUI) for configuration

Foreign Exchange Office (FXO)

FXO gateways provide the following functionality and interfaces:

- Loop-start CO lines
- Ground-start CO lines (M1K FXO GS modules only)
- “Wet” ring-down circuits
- Direct Inward Dialing (DID) circuits to specific endpoints (phone sets)
- Web-based GUI for configuration

Mediant 1000 (M1K)

Mediant 1000 gateway chassis provides six expansion slots which can be equipped with any combination of FXO, FXS and/or T1/PRI interface modules. The Mediant 1000 chassis is also equipped with redundant power supplies and dual network interfaces (NICs).

The following features and circuit types are supported on these gateways:

- Interface to standard T1/E1 circuits*
- Interface to standard ISDN-PRI circuits*
- Web-based GUI for configuration and management

*A maximum of four digital circuits may be equipped per M1K chassis (pre R6.0) or up to six (R6.x and later, with firmware upgrade).

Mediant 800C gateways

The AudioCodes Mediant 800C enterprise session border controller (E-SBC) and media gateway supports up to 124 voice channels in a 1U platform and provides connectivity between TDM and VoIP networks. It provides the Border Control Function (BCF) for security and cybersecurity purposes between the ESInet/NGCS and agency networks.

The Mediant 800C also connects IP-PBXs to any SIP trunking service provider, scaling to 400 concurrent sessions. It can connect any SIP to SIP environment, legacy TDM-based PBX systems to IP networks, and IP-PBXs to the PSTN.

3.1.3 Remote CAD Port Servers

In virtualized and/or geo-diverse hosts and/or remote PSAPs, RS232 Port Servers RS- 232-to-IP devices are deployed to extend serial CAD ports to the remote location.

These devices provide the following features:

- Four RS-232 ports per unit
- Each unit may communicate with multiple DDS servers
- Web-based GUI for configuration

For each PSAP equipped with a CAD interface, one set of the following will also be provided to allow for CAD port redundancy:

- Serial 2-port arbitrator
- Serial 8-port data sharing unit

3.1.4 Networking

The VESTA 9-1-1 system requires specific network capabilities in order to operate correctly.

Depending upon the price/performance desired by the customer, different managed network switches in 24- or 48-port configurations may be quoted. These are typically Cisco. Network switches may be either standard or Power over Ethernet (PoE) versions, depending on the configuration required.

3.1.5 Printing

The VESTA 9-1-1 system may be equipped with a variety of printers, depending upon the specific customer requirements. Printers may be either locally connected (to a workstation or server) or connected to the VESTA 9-1-1 LAN utilizing either an internal or external network interface.

3.1.6 Workstations

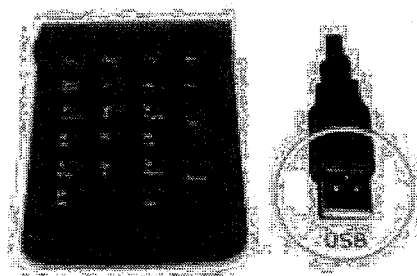
The workstation uses a mini PC providing users with full functionality and power in a space saving design. The clean and compact design allows for flexible deployment options and is small enough to be mounted to the back of a monitor. Dual monitors are supported.



Mini 800 PC for VESTA 9-1-1 Clients

Genovation Keypad

The versatile, 24-key programmable keypad can be labeled to fit specific agency needs. The non-volatile, programmable memory allows the keypad to connect to any USB port without installing resident software. The keypad is easy to program using the Windows compatible software provided. Assembled with high quality key switches, the keys are durable, yet light and easy to press.



Genovation 24-Keypad

3.1.7 VESTA 9-1-1 Call Taking Position

The VESTA 9-1-1 call taking position provides a GUI to allow Call Takers to quickly process emergency and non-emergency calls. Depending upon the specific customer requirements, VESTA 9-1-1 call taking positions may be implemented in a variety of ways:

- Using standard mini workstations
- With one or more widescreen monitors. Workstations support up to two monitors natively using Display Port outputs. Adapters are optionally available to support other display types (VGA, HDMI, DVI, etc.).
- With optional Integrated Instant Recall Recorder (IRR) software. IRR software can be deployed as either single-channel (telephone only) or dual-channel (telephone and radio select audio) modes.
- With one or two Network Interface Cards (NICs). When deployed with two NICs, each NIC may operate independently (connected to two different networks) or be teamed for redundancy.
- With a SAM (Sound Arbitration Module) connected to two standard 310-plug headset jack boxes, a headset/handset unit and a SAM Speaker.
- With optional Genovation 24- or 48-key programmable keypads
- With optional widescreen touch screen monitor(s)

3.1.8 VESTA SMS

The VESTA SMS solution allows VESTA 9-1-1 systems to connect directly to Text Control Centers (TCCs) using standards-based MSRP protocol for delivery of text messages directly to VESTA console users. Some of the features of the VESTA SMS solution are:

- Standards based Text-to-9-1-1 solution
- Easy and flexible to operate
- Supports multiple text queues
- Text capability may be assigned to user roles
- Allows transfer of text calls within a single multi-PSAP system

3.1.9 Direct PSAP Interconnect

Direct PSAP Interconnect (DPI) allows two or more independent VESTA 9-1-1 systems to be connected via a Wide-Area Network (WAN) for the purpose of call transfers and inter-system calling. When transferring 9-1-1 calls, the original ANI/ESRK of the call is sent to the terminating system so that system can retrieve the ALI information. The originating call-taker can either remain on the call or drop out of the call after the terminating call-taker answers.

This feature requires that each system utilizing DPI be equipped with the ESINet Interface Module (EIM) license. Each system must also be able to perform ALI queries on records normally served by the other systems in the DPI network.

3.2 Data Management

3.2.1 VESTA Analytics

VESTA® Analytics is Motorola Solutions next-generation management information system (MIS). The VESTA Analytics solution is a sophisticated emergency call center application for PSAP management and is optimized for regional administrators and PSAP supervisors.

VESTA Analytics provides a number of new capabilities not previously existing in 9-1-1 reporting solutions that play an important role in improving efficiencies in staffing, operations, and information management.

- Enhanced operational management — VESTA Analytics improves the ability to gather, organize, data-mine, and report near real-time information. VESTA Analytics incorporates an advanced data warehouse for improved performance for creating custom reports and searching for data.
- Personnel management — VESTA Analytics includes 9-1-1 specific key performance indicators (KPIs) that help assess the performance within the call center for more informed decision-making regarding staffing.
- Automated evidence organization — VESTA Analytics automatically associates related calls into the context of individual incidents. This approach simplifies the tasks involved with reconstructing, organizing, searching, and archiving historical incident information.

VESTA Analytics is built upon state-of-the-art technology, providing a foundation for future enhancements, and providing next-generation capabilities.

VESTA Analytics Standard provides the following features:

- Home page — VESTA Analytics Home page provides a simple calling party number (CPN) or date-time search, and one-click access to report apps. The following report apps are installed with VESTA Analytics as samples:
 - Last Month Call Count by Call Types per Trunk Line
 - Last Week Call Count by Day per Agent
 - Last Week Wait Time Range per Call Category
 - Previous 365 days Call Count by Month per Xfer Conf Target
- Event display — The Event List and Event Details panes display information that VESTA Analytics captures from integrated systems. Custom filters can be created to find events meeting specific conditions.
- Trigger filtering — Events meeting user-defined criteria can be highlighted as they enter the event list, indicating a possible problem event or trend.
- Scenario and event management — VESTA Analytics automatically associates related events gathered from integrated systems such as the call processing system. The Scenario Management system provides manual control over associations, and creates associations between complex scenarios.
- Microsoft SQL Server Analysis Services (SSAS) — A database structure has been implemented that enables more efficient reporting.

- Custom grouping and filtering — You can create custom groups and filters to generate advanced reports. VESTA Analytics also supports shift-based reporting.
- Automatic data purging — VESTA Analytics Standard, Hosted, and Enterprise automatically removes data after 5 years to reduce the size of the database. This ensures that sites always have access to a 5-year sliding window for running historical reports, comparing trends, and maintaining performance.
- Reports and report layouts — VESTA Analytics includes many new reports offered in three bundles: standard, advanced, and analytical. Reports include custom logos, user-selectable layouts, graphs, and a description of the content of the report. Reports can be created, saved with a user-defined name, and run with a single click. VESTA Analytics Product Brief – Standard 2
- Scheduled reports — You can create custom reports and store them for future generation or scheduled distribution. The Report Scheduler allows reports to be distributed by e-mail (requiring an e-mail server) or stored to a shared folder.
- Ad hoc reports — Custom reports can be created from scratch and saved to the report library using an advanced ad hoc engine, or using the analytical solution. Ad hoc reporting has been enhanced with user-friendly data views based on agent status, agent perspective, caller perspective, and trunk-line perspective. Note VESTA Analytics includes a powerful ad hoc reporting engine built on SQL Reporting Services. Because ad hoc reporting is specific to the needs of a site, does not provide technical support for customized ad hoc reports. If you want to use the ad hoc reporting engine, consider obtaining advanced training on SQL reporting services or work with a firm that has this expertise.
- Standardization of call properties — The classifications applied to calls have been simplified and streamlined for more consistency between call platforms. For example, the origination of the call (Call Origin) is classified as incoming, outgoing, or internal. These classifications can then be used to provide more complete information when filtering or grouping on reports.
- Perspective reporting — This feature allows for analysis of call handling data from different points of view. For example, a call analyzed from the caller perspective includes a ring time until the call was answered, whereas from the agent perspective, it only includes the ring time that occurs at the agent's position. If the agent is on a call, that ring time does not exist from the agent's perspective.
- Time parameters — Reports can be grouped by time-based parameters (by year, quarter, month, week, day, or hour). The requested data element is displayed based on the requested time period.
- Key performance indicators (KPIs) — VESTA Analytics includes 5 key performance indicators developed specifically for emergency call centers.
- SMS support — VESTA Analytics supports capturing and reporting on SMS sessions as a separate call type.
- Printing of configuration data — Configuration information for agents, consoles, lines, and so on can be printed from the App Manager.
- Centralized management of security — Groups, users, and permissions are automatically created when VESTA Analytics is installed. In addition, site administrators and technicians can manage user authorization from the App Manager Product Security page.
- Role-based logon — VESTA Analytics supports the ability to accept an agency (site) name and role from the computer telephony integration (CTI) system and assign activities to the agency

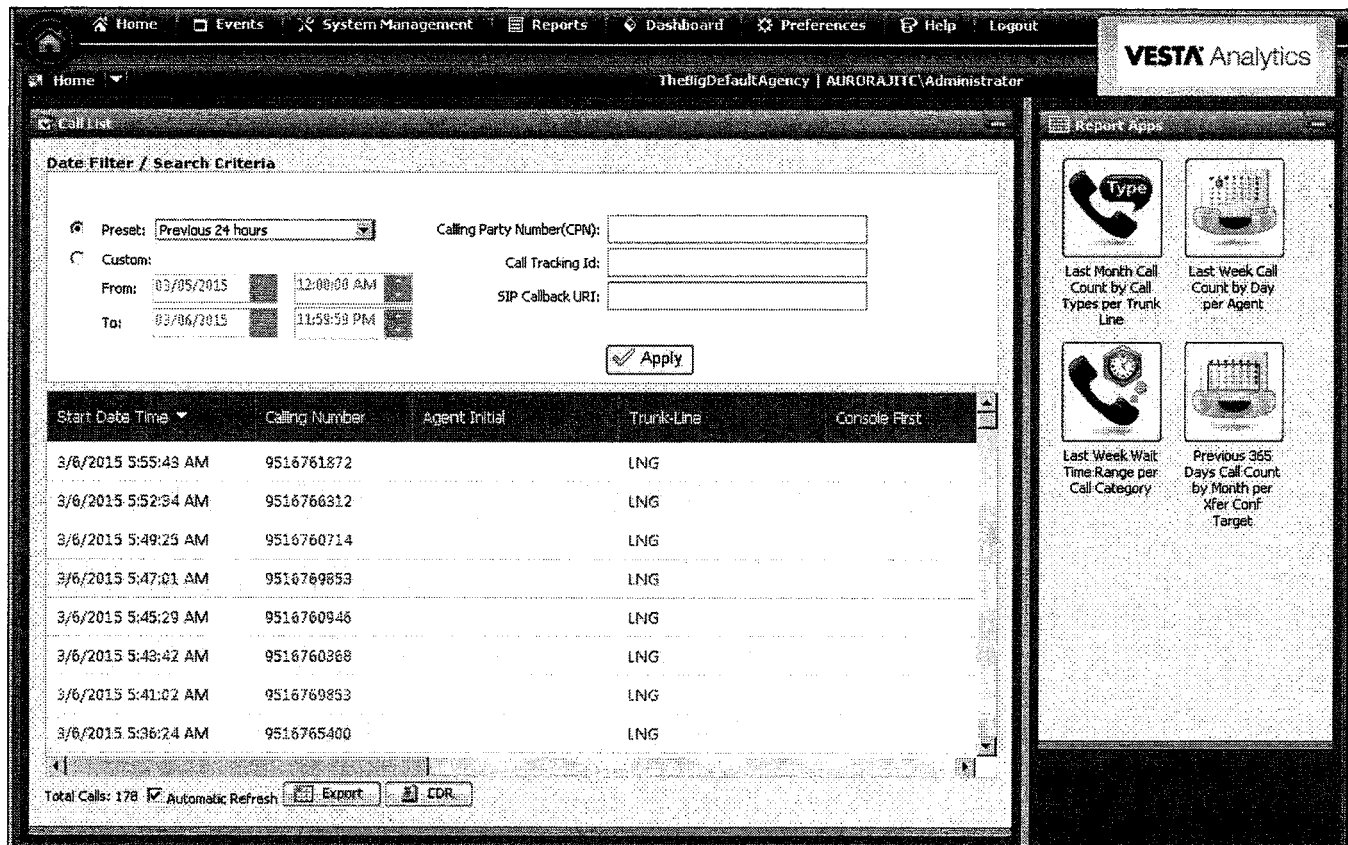
(site) and to the specific role (call taker, dispatcher, and so on). This information is then available for reporting and analysis.

- Browser-based application — VESTA Analytics does not need to be installed on remote workstations, thus eliminating possible disruptions to the call takers. It is Key features 3 a server-based application that is accessed from a browser on local or remote computers.
- VESTA Analytics Data Migration Utility (VADMU) — A utility that, after a system upgrade is completed, migrates other multiple sites' databases into the newly upgraded VESTA Analytics site database.
- VESTA Locate integration — Calls in the Event List can be selected and plotted on a VESTA Locate workstation.

Motorola Solutions also offers the following fee-based enhancements to VESTA Analytics:

- Advanced reporting — Advanced reports are next generation reports specifically developed for the 9-1-1 site. They are based on Analysis Services (a historical data warehouse, current to the last collection) and provide more complex information than standard reports.
- Dashboard reporting — This reporting module provides drill-down features, the ability to obtain data based on user-defined parameters, and the ability to create special meters, graphs, and tables. In addition, this module provides pre-defined views of configurable data for review.
- Enterprise and Hosted (multi-site) deployment — You can run reports for remote Enterprise and Hosted sites. Enterprise functionality is the ability for a single VESTA Analytics Enterprise server to collect call records from other VESTA Analytics servers and aggregate the data in a single database for enterprise-wide reporting. This functionality is similar to MagIC Data Repository (MDR) functionality, with the added ability to segment the data by site. Hosted functionality refers to the ability for multiple sites to share a common CTI system while controlling access to the data by site. In this way, users from one site cannot see data from another site. User authorization controls which users can see which site's data.
- Data Dictionary — provides a fee-based Data Dictionary to assist in understanding the database schema.

The reporting capabilities of the VESTA Analytics solution are highly robust, supplying several standard documents that provide facts on call counts, transfer averages, trunk and line utilization, etc., and can accommodate customization when needs are more specific. All reports can be scheduled and automatically distributed, or you may choose to create an ad hoc report. The VESTA Analytics MIS solution can automatically associate related events, which simplifies incident reconstruction, organization, searching and archiving.



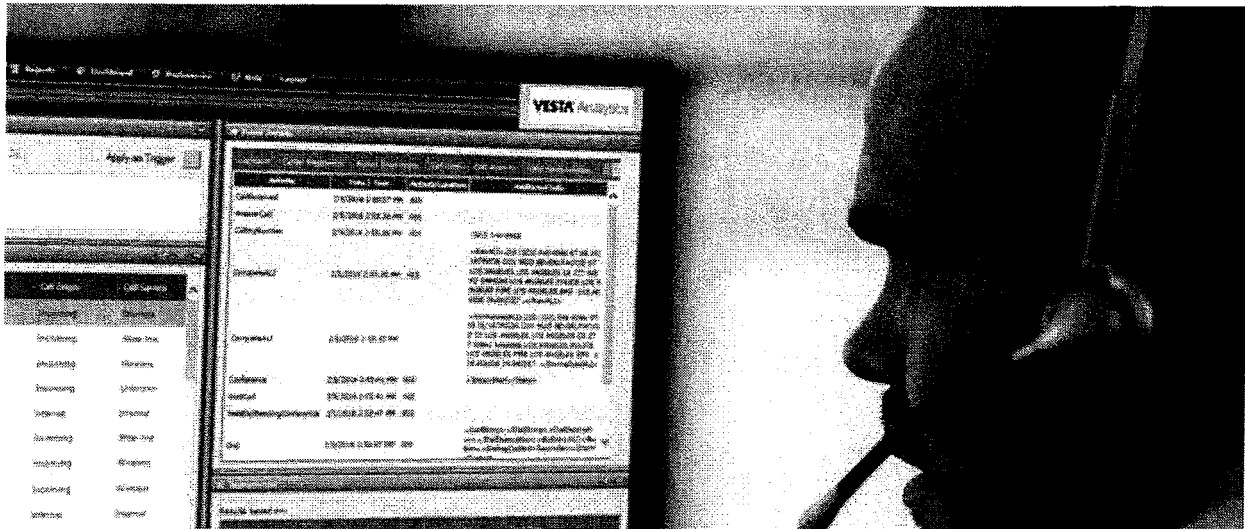
VESTA Analytics Home Page with 4 to 8 Tabs

3.2.2 VESTA Analytics Front End

No dedicated client software is required to access the VESTA Analytics system. All access is performed using the Microsoft Internet Explorer 6.0 or later browser. The workstation accessing the VESTA Analytics system must:

- Have Microsoft .Net 2.0 or later software libraries installed.
- Be connected to the same network as the VESTA Analytics server or have other dedicated, secure access to the VESTA Analytics server network (VPN, etc.)
- One MS-SQL License per user accessing the VESTA Analytics MIS system is required.
- One VESTA Analytics system access license is required per user accessing the VESTA Analytics MIS system is required.

The VESTA Analytics access licenses are "concurrent usage" licenses. Users may log into the system from any workstation connected to the network as long as the number of users concurrently logged in do not exceed the number of access licenses purchased.



VESTA MIS Solution

3.3 Cybersecurity Services for VESTA 9-1-1

Effective cybersecurity monitoring and response relies on a combination of advanced security platforms that can ingest and process large volumes of alerts, and experienced analysts to effectively identify and investigate threats.

Motorola Managed Detection and Response (MDR) services for VESTA® 9-1-1 provides 24/7 monitoring and the expert personnel needed for an effective threat detection solution. As a core feature of this service, our ActiveEyeSM (Managed Security Platform) continuously collects events from components throughout the VESTA® 9-1-1 system. ActiveEyeSM applies advanced filtering techniques to remove false positives so that cybersecurity analysts in the Motorola Network and Security Operations Center (NSOC) can review and determine the scope and priority of the remaining alerts to investigate

Managed Detection and Response

Our MDR services ensure you get optimal benefit from next-gen Endpoint Detection and Response (EDR) solutions to eliminate blind spots. Our NSOC will continuously monitor all endpoint activity within your VESTA® 9-1-1 system and analyze the data in real time to automatically identify and respond to threat activity.

3.3.1 Managed Detection and Response

3.3.1.1 ActiveEyeSM Security Management Platform

The ActiveEyeSM platform centralizes security operations and monitoring by collecting events from system elements using remote sensors. ActiveEyeSM will store and analyze this data, and supply it to both Motorola's NSOC and the customer

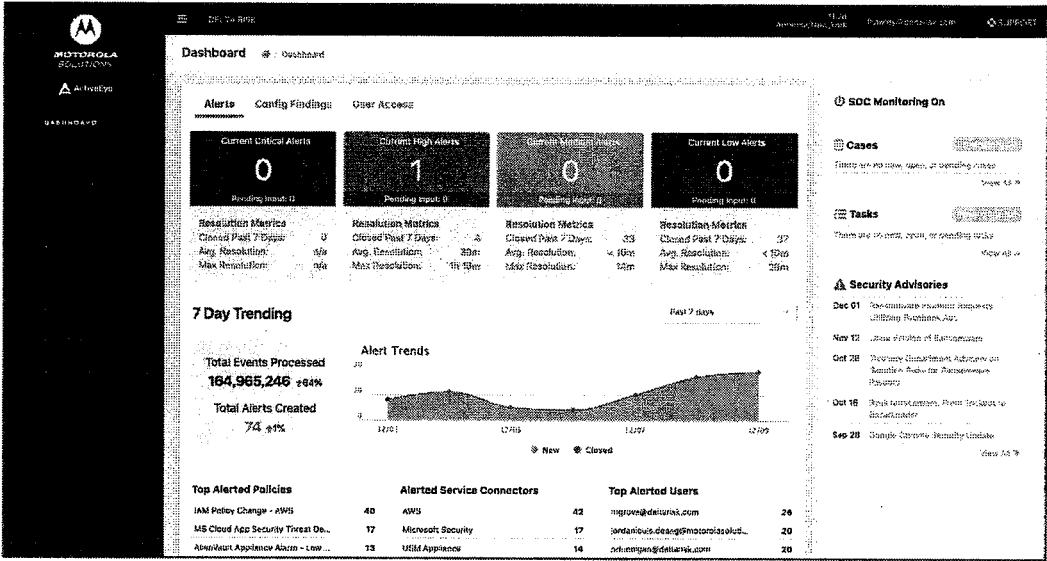


Figure 3-1: ActiveEyeSM Interface

ActiveEyeSM analytics speed response by focusing attention on the most critical cybersecurity events it detects in the VESTA® 9-1-1 system. By continuously monitoring endpoint activity and network traffic, ActiveEyeSM learns the normal patterns of system activity. This enables ActiveEyeSM to spot anomalies that may indicate a system breach or a threat, such as malware or ransomware.

ActiveEyeSM relies on two main sources of information and alerts to support network threat detection logs and an included Intrusion Detection System (IDS).

3.3.1.2 Endpoint Detection and Response (EDR)

Our Managed Detection and Response (MDR) services ensure customers get optimal benefit from next-gen EDR solutions to eliminate blind spots. Our NSOC continuously monitors endpoint activity within the customer's VESTA® 9-1-1 system and analyzes the data in real time to automatically identify threats and alert customers to them. The EDR technology within ActiveEyeSM enables our security team to provide immediate remediation within the platform for many threats, such as malware and ransomware, to contain them quickly. If the customer prefers, they can initiate a response on their own

3.3.1.3 Service Dependencies

It is mandatory that all VESTA Managed Detection and Response customers also subscribe to the Application Monitoring and Response service for VESTA 9-1-1. In the absence of an active Application Monitoring and Response service for VESTA 9-1-1, the VESTA Managed Detection and Response service cannot be delivered.

3.3.2 Network and Security Operations Center

Motorola Solutions' Network and Security Operations Center (NSOC) using specialized monitoring elements. The NSOC's expert cybersecurity analysts monitor for alerts 24x7x365. If an event that may represent a threat is detected, analysts will investigate and initiate an appropriate Customer engagement. Customer engagements may include, but are not limited to, requesting additional

information from the Customer, continuing to monitor the event for further development, or informing the Customer to enact the Customer's documented Incident Response plan.

Section 4

Warranty Services

Motorola Solutions has over 90 years' experience supporting mission critical communications for public safety and public service agencies. Motorola's technical and service professionals use a structured approach to life cycle service delivery and provide comprehensive maintenance and support throughout the life of the system. The value of support is measured by system availability, which is optimized through the use of proactive processes, such as preventive maintenance, fault monitoring and active response management. System availability is a function of having in place a support plan delivered by highly skilled support professionals, backed by proven processes, tools, and continuous training.

4.1 The Service Delivery Team

4.1.1 Customer Support Manager

Your Motorola Solutions Customer Support Manager provides coordination of support resources to enhance the quality-of-service delivery and to ensure your satisfaction. The Customer Support Manager (CSM) is responsible to oversee the execution of the Warranty and Service Agreement and ensure that Motorola meets its response and restoration cycle time commitments. The CSM will supervise and manage the Motorola Authorized Servicer's functions.

4.1.2 Motorola Local Service Provider

Motorola Solutions nationwide network of local Authorized Service Centers are staffed with Motorola Solutions factory trained technicians. They provide rapid response, repair, restoration, installation, removal, and scheduled preventive maintenance tasks for site based NG9-1-1 Call Taking systems. Motorola's Authorized Service Centers are assessed annually for technical and administrative competency to ensure quick and effective service delivery.

Motorola has proven experience to deliver mission critical network support

- Extensive Experience—Motorola has over 90 years' experience supporting mission critical communications and the Public Safety community.
- Capacity to Respond—Motorola's network of Authorized Service Centers, repair depots, system support center and parts support enable Motorola to provide quick and effective service delivery.
- Flexibility and Scalability—Motorola's Support Plans are customized to meet individual Customer needs.
- Skills and Process—Motorola uses a well-established, structured, and disciplined approach to provide service delivery. Motorola's team of well-trained and committed people understands the communications technology business.

4.2 Warranty and Maintenance Services

4.2.1 OnSite Response

Motorola Solutions' OnSite Response service gives you that advantage by making available our network of expert support resources located all across North America to provide on-site support when you need it. These Motorola Solutions certified field technicians arrive at your door equipped and ready to do what it takes to get your system running at optimum capacity.

Using Motorola Solutions-approved test equipment, service procedures and backed by Motorola Solutions centralized technical resources, technicians from your local authorized service center are dispatched to your site. The technicians perform diagnostics, remove components for repair, and reinstall new or reconditioned components. When it is a response to a call for help, Motorola Solutions OnSite Response service guarantees technician dispatch, site arrival, and problem resolution.

Motorola Solutions field technicians average 35-60 hours of technical training per year and 15-25 years of solution experience that aid in the quick and timely resolution of your service issues. Motorola Solutions on-site technicians are also backed up by technical consultants and field engineering support across the county when the situation calls for a more specialized expertise. We recognize that your communication system is critical to your operation and our support strategy of local and centralized support is our promise to you that we will do whatever it takes to keep it working at peak efficiency.

Motorola Solutions' OnSite Response service is a vital component of an intelligent communication support plan that keeps your business running, your costs down, and helps you stay focused on your goals.

4.2.2 VESTA 9-1-1 Operations Manager (ECH Service Management)

A VESTA 9-1-1 Operations Manager is assigned to provide the customer with a field-based single point of contact and manage the contracted maintenance and support services. The Operations Manager works with the on-site support personnel and is backed by Motorola's service and support organization. The Motorola support organization includes the Network Security Operations Center (NOC), Technical Support, and product management teams (as required). All work in concert with on-site support personnel to deliver services and maintain Service Level Agreements.

The Operations Manager will do the following:

- Create and maintain the Support Plan.
- Establish and refine policies and procedures to consistently maximize service performance.
- Proactively manage the life cycle of the service and supply information regarding upgrades and updates.
- Engage the appropriate resources, teams, and individuals to troubleshoot and resolve complex service issues.

- Serve as the escalation point of contact when standard troubleshooting efforts are unsuccessful.
- Serve as the liaison to Motorola's support organization for escalated incidents.
- Provide timely and frequent informational updates about progress towards resolving incidents.
- Maintain the service and performance quality of the system.
- Monitor Motorola's contractual support and provide reviews and analyses of the support performance.
- Manage the Change Management process during the Service operation

4.2.3 Network Security and Operation Center (NSOC)

Designed exclusively for Public Safety communications, the NSOC includes state-of-the-art technology, processes and tools all provided by our highly trained, dedicated team. With connectivity to the NSOC, our advanced systems facilitate true Emergency Services-grade monitoring and management.

4.2.3.1 Service Desk

The Service Desk is the central point of contact to report incidents and submit change requests. Co-located with the Technical Support Center within the Network and Security Operations Center (NSOC), the Service Desk maintains a holistic view of your service delivery environment.

The Service Desk will:

- Open a case and categorize the reported issue or request
- Resolve incidents based on priority
- Perform analysis to assist in identifying a corrective action plan
- Escalate the incident/request to technical or service experts when required
- Engage the next level management to ensure timely problem resolution, when necessary
- Provide regular status updates for escalated incidents

4.2.3.2 Monitor and Response

With the proposed Monitoring and Response service, system thresholds, established during the Monitoring and Response service implementation, are continually monitored by the system. Anytime the system performance exceeds the threshold limit, Monitoring and Response is immediately notified via digital alarm. Motorola Solutions then notifies the designated maintenance provider via the means (email, phone, etc.) set up upon implementation. This is a very stringent process that takes place in seconds. Monitoring and Response provides pre-failure hardware notification, and generates alerts on service/device state changes, runaway processes, and memory leaks. It collects and stores user-defined performance counters, and stores event log messages, performance data, and configuration

data in a centralized database. Below are some of the features available through Monitoring and Response:

- Proactively monitors key systems to detect faults and mitigate risks to ensure highest possible system performance and availability
- Monitors each server, workstation and networking device for hardware alarms, software alarms and performance thresholds
- Minimizes risk and the possibility of service interruptions, predicting issues before they occur
- Alarms the NSOC for remediation, notification and escalation, with most alarms resolved remotely

4.2.3.3 Anti Virus

- Delivers virus protection as a service, ensuring updates are tested and applied in a timely, efficient manner
- Provides a best-in-class antivirus solution, certified for our call handling platforms and continuously updated to automatically detect and remove the latest viruses.

4.2.3.4 Patch Management

- Deploys Microsoft® updates and patches after validating they are compatible with your solution
- Helps ensure system integrity and security, especially when bundled with Virus Protection for comprehensive, hands-free care

4.2.3.5 Software Upgrades

Motorola Solutions, in conjunction with the customer, will oversee all approved hardware and software upgrades. Motorola Solutions will provide the customer notification of scheduled product updates and/or modifications via a Product Change Notice (PCN) or a Product Bulletin (PB). Customer must ensure that their software or firmware release complies with the lifecycle milestones as defined in the Support Program as follows:

- **End of Sales (EOS)** occurs 12 months after the date that a new version is made generally available (GA). Previous version of software are not available in new systems. Bug fixes are supported and license add-ons are available
- **End of Expansion Sales (EOES)** occurs 12 months after EOS. No upgrades, spares, or add-on for the previous version of software are available upon End of Life (EOL). Bug fixes are not available
- **End of Support Date (EOSD)** occurs 12 months from EOES. This is the last date to receive support for the software version. Motorola Solutions will try to resolve any issues beyond that given date

- **Custom Extended Support (CES)** is available for 24 months from the EOSD. CES provided continued access to Technical Support past the EOSD period. Motorola Solutions will try to resolve any issues beyond the given date

Dates and product release versions for each milestone are published here, [VESTA 9-1-1 Emergency Call Handling Products Software Lifecycle Matrix](#)

Section 5

Statement of Work VESTA 9-1-1

5.1 Introduction

In accordance with the terms and conditions of the Agreement, this Statement of Work (SOW) defines the principal activities and responsibilities of all parties for the delivery of the Motorola Solutions, Inc. (Motorola) system as presented in this offer to Putnam County Bureau of Emergency Services (Customer). When assigning responsibilities, the phrase "Motorola" includes our subcontractors and third-party partners.

Deviations and changes to this SOW are subject to mutual agreement between Motorola and the Customer and will be addressed in accordance with the change provisions of the Agreement. Customer acknowledges that such deviations and changes to this SOW may incur additional costs. Said additional costs will be disclosed and mutually agreed upon between Motorola and the Customer pursuant to the change provisions of the Agreement.

Motorola work will be performed (remote or on-site) in accordance with the purchased services in this agreement. For all other engagements not listed as purchased services, work will be performed remotely, unless otherwise specified. Customer will provide Motorola resources with unrestricted direct network access and adheres to the parameters provided in IP Networking Guide and Bandwidth Calculator, which will be introduced and discussed during Kickoff, to enable Motorola to fulfill its delivery obligations.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the mutually agreed upon Project Schedule. Any changes to the Project Schedule will be mutually agreed upon via the change provision of the Agreement.

The number and type of software or subscription licenses, products, or services provided by Motorola or its subcontractors are specifically listed in the Agreement and any reference within this document, as well as subcontractors' SOWs (if applicable), does not imply or convey a software or subscription license or service that is not explicitly listed in the Agreement.

5.2 Award, Administration, and Project Initiation

Project Initiation and Planning will begin following execution of the Agreement between Motorola and the Customer.

Following the conclusion of the Project Planning Session, Motorola's Project Manager (PM) will conduct regular status meetings with the Customer's PM for the purpose of baselining progress of current activities and the planning of future activities. Following the conclusion of the Kickoff, the Motorola PM will prepare and submit monthly status reports to the Customer PM. Monthly Status Reports provide a summary of the activities completed in the month, those activities planned for the following month, project progress against the project schedule, items of concern requiring attention as well as potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If Customer desires a different teleconference tool, Customer may provide a mutually agreeable alternate tool at Customer expense.

5.3 Project Terms

The following project management terms are used in this document. Since these terms may be used differently in other settings, these definitions are provided for clarity.

Project Schedule means the schedule providing dates and timeframes for completion of tasks and deliverables during the course of the project. The Project Schedule is subject to change at the mutual agreement of Motorola and the Customer.

Project Management Plan is composed of the Communications Management Plan and Change Management Plan and provides the criteria for managing those tasks within the project.

Lockdown is a period of time in which there are no configuration or system changes allowed. Motorola will define this period in the Project Schedule.

5.4 Completion Criteria

Motorola Implementation Services are considered complete upon Motorola performing the last task listed in a series of responsibilities or as specifically stated in Motorola Deliverables; further details provided in the Project Schedule delivered during implementation. Customer task completion will occur per the project schedule enabling Motorola to complete its tasks without delay; Motorola is not responsible for any project delays due to incomplete Customer tasks.

The Service Completion will be acknowledged in accordance with the terms and conditions of the Agreement and the Service Completion Date will be memorialized by Motorola and Customer. Software System Completion will be in accordance with the terms and conditions of the Agreement unless otherwise stated in this Statement of Work.

5.4.1 Subscription Service Period

If the contracted system includes a subscription-based solution; the subscription service period will begin upon Customer's receipt of credentials required for access unless mutually agreed otherwise by project change order. Customer will not unreasonably delay beneficial use. In any event, absent a written notice of non-acceptance, beneficial use will be deemed to have occurred thirty (30) days after functional demonstration of the product.

5.5 Project Roles and Responsibilities Overview

5.5.1 Motorola Project Roles and Responsibilities

A Motorola team, made up of specialized personnel, will be assigned to the project under the direction of the Motorola PM. Team members will be multi-disciplinary and may fill more than one role. Team members will be engaged in different phases of the project as necessary.

In order to maximize efficiencies, Motorola's project team will provide services remotely via teleconference, web-conference, or other remote methods in fulfilling its commitments as outlined in this Statement of Work.

The personnel role descriptions noted below provide an overview of typical project team members. One or more resources of the same type may be engaged as needed throughout the project. There may be other personnel engaged in the project under the direction of the PM.

Motorola's project management approach has been developed and refined based on lessons learned in the execution of hundreds of system implementations and is reliant upon collaboration and a working partnership with our customers to enable success. Motorola will provide the expert knowledge around our solutions and industry best practices enabling our resources to guide Customer actions throughout the delivery process. Our guidance coupled with your knowledge of your business, processes, resources and operating environment make a successful partnership.

Motorola's Project Manager

A Motorola Project Manager (PM) will be assigned as the principal point of contact for the project. The PM's responsibilities include the following:

- Manage the Motorola responsibilities related to the delivery of the project.
- Maintain the project schedule and manage the assigned Motorola personnel and applicable subcontractors/supplier resources.
- Manage the Change Order process per the Agreement.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate with Customer resource scheduling to minimize and avoid project delays.
- Measure, evaluate, and report the project status against the Project Schedule.
- Conduct remote status meetings on mutually agreed dates to discuss project status.
- Provide timely responses to issues related to project progress.

Field Engineer

The Motorola Field Engineer (FE) will work with the project team and is responsible for the configuration of the ECH system software, networking based on agreed design, and validation of the hardware operational readiness state. The Field Engineer's responsibilities include the following:

- Installation, configuration, validation, site cut, and post-cut support.
- Confirmation that the delivered technical elements meet contracted requirements.
- Delivery of interfaces and integrations to agreed upon demarcation points based on system design.

Cloud Network Provisioning Services Team

The Motorola Cloud Network Provisioning Services (CNPS) team will assist the FE and SA in network and cloud enablement and provisioning responsibilities, including:

- Motorola supplied router, firewall, and network configurations.

Application Specialist

The Motorola Application Specialist (AS) will work with the Customer project team to configure the graphical user interface (GUI) and other end user elements. The Application Specialist's responsibilities include the following:

- Provide education and guidance to the Customer to set up, operate, and maintain the end user interface system.
- Provide product education as defined by this SOW and described in the Education Plan.

Solution Architect

The Solutions Architect (SA) is responsible for the detailed operational design of the system from equipment to call flow to network and, as such, is considered the Design Authority. The Solution Architect will be responsible for conducting detailed Call Flow design meetings and site walks with the Motorola Project Manager(s), Sales Engineers, and customers. The Solution Architect will design the customer's call flow solution based on the customer's requirements and provide advice and information on the benefits and risks of possible solutions. Responsibilities include:

- Conduct detailed Call Flow design meetings and site walks as needed.
- Engagement in the delivery as needed.

Customer Success Onboarding Advocate

A Customer Success Advocate is assigned to the Customer. The Customer Success Advocate's responsibilities, in coordination with the Project Manager, include the following:

- Collaborate with agency personas and key stakeholders to document desired customer outcomes for the system(s).
- Collaborate with Motorola Project Team to schedule deployments and transitions in alignment with Customer's desired outcomes.
- Establish Customer Success Advocate as Customer's ongoing trusted advisor for Command Center Software.
- Familiarize key Customer stakeholders with Motorola processes (support, feature enhancements, etc.)
- Engage with the Customer on industry trends and Motorola evolutions.

Customer Support Services Team

The Customer Support Services team will provide ongoing support following the commencement of beneficial use of the Customer's System(s) as defined in Customer Support Plan.

5.5.2 Customer Core Team, Project Roles and Responsibilities

The success of the project is dependent on early assignment of a Customer Core Team. Motorola has defined the following key resources that are critical to this project and must participate in all the activities further defined in this SOW. During the Project Planning phase the Customer will be required to deliver names and contact information for the below listed roles that will make up the Customer Core Team. In many cases, the Customer will provide project roles that correspond with Motorola's project roles. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Core Team will be engaged from project initiation through beneficial use of the system. Their continued involvement in the project is key to achieving user

adoption and beneficial use of the system. In some cases, one person may fill multiple project roles. The Customer Core Team must be committed to participate in activities for a successful implementation. In the event that the Customer is unable to provide the roles identified in this section, Motorola may be able to supplement Customer resources at an additional price.

Our experience has shown that Customers who display proficiency and comfort with the system early on and take an active role in delivery and education activities realize quicker user adoption and higher levels of success with system operation.

Customer Project Manager

The PM will act as the primary Customer point of contact for the duration of the project. The PM is responsible for management of all customer stakeholders and any third-party vendors that are the Customer's subcontractors. In the event the project involves multiple agencies, Motorola will work exclusively with a single Customer-assigned PM (the primary PM). The PM's responsibilities include the following:

- Communicate and coordinate with other project participants.
- Manage the Customer project team, including timely facilitation of efforts, tasks, and activities.
- Maintain project communications with the Motorola PM.
- Identify the efforts required of Customer staff to meet the task requirements and milestones in this SOW and Project Schedule.
- Consolidate all project-related questions and queries from Customer staff to present to the Motorola PM.
- Review the Project Schedule with the Motorola PM and finalize the detailed tasks, task dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor the project to ensure resources are available as scheduled.
- Attend status meetings.
- Provide timely responses related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures and all related project tasks required to maintain the Project Schedule.
- Ensure Customer vendors' adherence to overall Project Schedule and Project Plan.
- Assign one or more personnel who will work with Motorola staff as needed for the duration of the project, including at least one Application Administrator for VESTA® and one or more representative(s) from the IT department.
- Identify the resource with authority to formally acknowledge and approve Change Orders, approval letter(s), and milestone recognition certificates, as well as approve and release payments in a timely manner.
- Provide building access to Motorola personnel to all Customer facilities where system equipment is to be installed during the project. Temporary identification cards are to be issued to Motorola personnel, if required for access to facilities. Work with Motorola to identify and facilitate any background or other security clearance that may be required to site access.

- Ensure remote network connectivity and access to Motorola resources.
- As applicable to this project, assume responsibility for all fees for licenses and inspections and any delays associated with inspections due to required permits.
- Provide storage and installation space that adheres to manufacturer specifications for storing and housing equipment.
- Ensure a safe work environment for Motorola personnel.
- Provide signatures of Motorola-provided milestone certifications and Change Orders within five business days of receipt.

System Administrator / IT Personnel

This role manages the technical efforts and ongoing tasks and activities of their system, as defined in the Customer Support Plan (CSP). They will provide the required information related to LAN, WAN, wireless networks, server, and client infrastructure. They must also be familiar with connectivity to internal, external, and third-party systems to which the Motorola system will interface. This role will understand and fulfill requirements detailed in the Networking Guide and Bandwidth Estimates Document.

Application Administrator(s)

The Application Administrator(s) manage the Customer-owned agent programming and Customer contact list(s) required to enable and maintain system operation. The Application Administrator's involvement will start prior to the Project Kickoff stage of the project. They will attend education as outlined in the Education Plan (e.g. provisioning, train-the-trainer) and remain engaged throughout the project. The Application Administrator's responsibilities include the following:

- Participate in overall delivery and training activities to understand the software, interfaces, and functionality of the system.
- Work closely with the SMEs during the Business Process Review (BPR), validation, and training.
- Facilitate escalation to and communication with Motorola Application Specialists during Go-Live activities.

GIS Administrator

The GIS Administrator is responsible for the development and maintenance of all the GIS data used in the Motorola system. Duties for this resource include the following: provide data in the correct schema; develop, maintain and update GIS data; support the GIS elements used in Motorola software; and keep in regular communication with the other administrative resources.

Subject Matter Experts

The Subject Matter Experts (SME or Super Users) are the core group of users involved with the BPR and analysis, training, and provisioning process, including making global provisioning choices and decisions. These members will be experienced users in the working area(s) they represent, possess a working knowledge of the day-to-day operation, understand agency protocols as well as agency field use procedures, have the ability to gather the data needed from the legacy system, and will be empowered to make decisions related to provisioning elements, workflows, and screen layouts.

Training Representative

Training representatives will be the point of contact for the Motorola Application Specialist when policy and procedural questions arise. They will act as course facilitators and are the Customer's educational monitors. They will be responsible for the development of agency-specific training material aside from the Motorola-provided documentation. This role will serve as the first line of support during Go Live for the Customer's end users.

5.5.3 General Customer Responsibilities

In addition to the Customer Responsibilities stated elsewhere in this SOW, the Customer is responsible for:

- All Customer-provided equipment, including hardware and third-party software, necessary for the delivery of the System not specifically listed as a Motorola deliverable.
- Provide a static internet connection meeting the requirements outlined in the IP Networking Guide and Bandwidth Calculator.
- Configuration, maintenance, testing, and supporting the third-party systems the Customer operates that will be interfaced to as part of this project.
- Initiate, coordinate, and facilitate communication between Motorola and Customer's third-party vendors as required to enable Motorola to perform its duties.
- All necessary third-party upgrades of their existing system(s) as may be required to support the solution. Motorola does not include any services, support, or pricing to support Customer third-party upgrades in this proposal.
- Mitigating the impact to third-party systems, to include interfaces that result from Customer upgrading a third-party system. Motorola strongly recommends working with Motorola to understand the impact of such upgrades prior to taking any upgrade action.
- Motorola will have no responsibility for the performance and/or delays caused by other contractors or vendors engaged by Customer for this project, even if Motorola has recommended such contractors.
- Ensuring active participation of Customer Core Team in project delivery meetings and working sessions during the course of the project. Customer Core Team will possess requisite knowledge of Customer operations and legacy system(s) and possess skills and abilities to operate and manage the system.
- Electronic versions of any documentation associated with the business processes identified.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions, as defined in the Education Plan.
- Ensuring project participants have the ability to participate in remote project meeting sessions using Google Meet or a mutually agreeable, Customer-provided, alternative remote conferencing solution.

5.6 Project Planning

A clear understanding of the needs and expectations of both Customer and Motorola are critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of project-specific information in order to set clear project expectations and guidelines, create the Project Management Plan and Project Schedule, and set the foundation for a successful implementation.

5.6.1 Project Planning Session – Teleconference / Web Meeting

A Project Planning Session teleconference will be scheduled after the Agreement has been executed. The Project Planning Session is an opportunity for both the Motorola and Customer PMs to meet prior to the formal Project Kickoff meeting and review key elements of the project as well as expectations of each other. The agenda typically includes:

- A high-level review of the following project elements:
 - The Agreement documents.
 - A summary of the contracted applications, integrations and interface(s), and bill of materials.
 - Project delivery requirements as described in this SOW.
 - Customer involvement in provisioning, configuration, and installation to confirm understanding of the scope and required time commitments.
 - The Project Management Plan structure.
- Review Learning eXperience Portal (LXP) use in the project.
- Discuss Motorola remote access requirements (24-hour access to a secured two-way Internet connection to the Motorola system firewalls for the purposes of deployment, maintenance, and monitoring).
- Discuss Customer obligation to manage change among the stakeholder and user communities.
- Review completion criteria and the process for transitioning to support.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment and attendance of Customer Core Team and any additional Customer resources that are instrumental in the project's success, as needed.
- Provide the initial Project Management Plan.
- Conduct a review of the Project Management Plan.
- Discuss high-level schedule framework.
- Review Motorola's delivery approach and its reliance on Customer-provided remote access.
- Document the mutually agreed upon Project Kickoff Meeting Agenda.

Customer Responsibilities

- Identify Customer Core Team and any additional Customer resources that are instrumental in the project's success, as needed.
- Provide acknowledgment of the mutually agreed upon Project Kickoff Meeting agenda.
- Provide approval to proceed with the Project Kickoff meeting.

Motorola Deliverables

- Project Kickoff Meeting Agenda.
- Project Management Plan.

5.6.2 Project Kickoff Meeting

The purpose of the Project Kickoff Meeting is to introduce project participants and review the scope of the project. The Project Kickoff event may consist of various branched activities' such as the BPR, site walks, and Contract Design Review, which commence following the general kickoff meeting. Availability of Customer Core Team and relevant resources to participate in each activity is critical to the project success.

Motorola Responsibilities

- Schedule and facilitate the Project Kickoff Meeting to clarify roles and responsibilities, establish team working relationships, and initiate project tasks.
- The Motorola PM and Solutions Architect travel to Customer site. Other Motorola project team resources may attend remotely.
- Present a high-level overview of the project scope.
- Review the delivery schedule and associated requirements.

Customer Responsibilities

- Provide a meeting space with remote conferencing capability, enabling remote Motorola project team members to participate.
- Identify and ensure participation of Customer Core Team and other key team members in kickoff and project initiation activities.
- Provide input to the delivery framework.

Motorola Deliverables

- Project Kickoff Meeting Minutes.

Note – The Project Schedule will be maintained by Motorola and updated through mutual collaboration. Schedule updates that impact milestones will be addressed via the change provision of the Agreement.

5.6.3 Contract Design Review

The objective of the Contract Design Review is to review the contracted Products, bill of materials, Education Plan, and contractual obligations of each party. This will occur following the conclusion of the Project Kickoff meeting while Motorola resources are still on-site. In the event it cannot commence following the Project Kickoff meeting while Motorola resources are on-site, Motorola will schedule a web conference session at a mutually agreeable date and time.

Motorola Responsibilities

- Summarize and review the contracted Products, functionality, and features described in the System Description.
- Check the system bill of materials and note any necessary modifications.
- Review third-party party solutions and involvement in the project, as applicable.
- Lead the discussion of the Education Plan, prerequisites, and associated requirements.
- Plan installation activities with the Customer.

- Discuss the Product Validation process for the contracted products.
- Author Contract Design Review meeting minutes.

Customer Responsibilities

- Review all contract materials, inclusive of exhibits: e.g., bill of materials, Education Plan, SOW prior to Contract Design Review.
- Ensure appropriate stakeholders and project resources participate in Contract Design Review.

Motorola Deliverables

- Contract Design Review meeting minutes.

5.6.4 Business Process Review (BPR)

A Motorola-led BPR provides the opportunity for Motorola and the Customer to gather and measure information variables and data of interest, and it provides Motorola and the Customer the opportunity to review current operational processes and workflows and determine the provisioning parameters that will provide the most optimal use of the VESTA® 9-1-1 system.

The multifaceted review provides Motorola the opportunity to gather information on the day-to-day operations of the Communications Center, as well as the agencies served and personnel information. This information is used in the process of creating the Post Sale Document (PSD) and evaluating the agency's current processes for alignment with VESTA®'s processes. Another key facet of the BPR is that it is strictly designed to focus on operational aspects of the VESTA® system and the Customer's current operational environment.

During this meeting, Motorola will gather critical information to set up and program the VESTA® 9-1-1 system, including detailed review of trunks, lines, and circuits. Motorola will document the final system design elements that will be used for all aspects of the programming and configuration of the VESTA® 9-1-1 system in the PSD. Design discussions and decisions will include but are not limited to:

- Detailed review of call flow, workflow, and system design.
 - Call flow is defined as how the different types of trunks, lines, and circuits that are answered at the location(s) are routed to and answered.
 - Workflow is defined as how call takers and dispatchers interact with callers and each other.
- A detailed review of Network Requirements.
- A brief overview of network connectivity (if needed).
- Site walks for Environmental Review and Intra-system Interfaces.

Environmental:

Power: outlets, grounding, and presence of a UPS and/or generator.

Cabling: positions, training room, and backroom.

Adjuncts:

CAD: ALI spill to CAD or external component(s).

Recorder.

Mapping.

PBX - if interfacing with VESTA® 9-1-1.

CDR (Call Detail Records) applications such as ECaTS.

Physical space, furniture, and logistics.

External interfaces: door access and alarms.

- Detail review of external workstation connectivity and connections, i.e., CommandPOSTs, Remote Desktop Consoles.

Motorola Responsibilities

- Conduct BPR Session.

Customer Responsibilities

- Ensure the availability of the Core Team.
- Participate in BPR Session.

Note – Delayed, incomplete, or inaccurate information and BPR Workbooks may have a significant impact on the Project Schedule and start of installation.

Motorola Deliverables

- BPR Agenda.
- BPR Meeting Minutes.

5.6.5 Project Plan Approval

The Planning Phase ends when:

- Customer and Motorola have agreed to the Project Plan.
- System design is complete and documented in PSD.
- Customer has received the Go-Live Plan and System Verification Checklist.
- The equipment and materials purchased from Motorola ship to the site.

5.7 Equipment Installation and Validation

Installation and validation will occur to the degree that is possible without actually going live, while minimizing disruption of the Customer's ongoing operations. The Motorola PM will coordinate the activities with Customer to minimize interference with Customer's operational activities, while ensuring Motorola's installation and validation are completed as per the Project Plan and Project Schedule.

5.7.1 Solution Staging

Motorola will stage the equipment at a Motorola facility. Motorola assembles, configures, and burns-in Customer equipment with site information, including system software IP addresses, machine names, and line and trunk data that is available at the time of staging. The equipment is quality-checked for any defects or errors, then packaged and shipped to Customer site.

5.7.2 Site Installation and Configuration

The following outlines the general steps that will be required for system installation. There will be additional detail and steps added during project meetings.

Motorola Responsibilities

- Unpack and inventory equipment.
- Placement of rack(s)/cabinet(s).
- Physical installation of all new VESTA® 9-1-1 servers and associated components at the identified backrooms per the Solution Description.
- Physical installation of any network equipment required: switches, routers, etc. and associated cabling provided by Motorola as outlined in the Solution Description.
- Physical installation of all new peripheral devices at all sites as listed in the Solution Description.
- For each site, configure and make operable the system as documented in the PSD and network diagram to include:
 - Configure all new VESTA® 9-1-1 system servers.
 - Configure all new workstations purchased for the sites.
 - Perform Router Configuration (if provided by Motorola).
 - Perform Firewall Configuration (if provided by Motorola).
 - Perform installation and configuration of the Motorola provided MIS solution.

Customer Responsibilities

- Confirm receipt of equipment with Motorola.
- Customer specific configuration, including but not limited to agent programming and customer contact list(s).

Note – If a third-party system update is applied, functionality issues with Motorola applications could occur. It is Customer responsibility to engage the third party and coordinate the resolution in order for Motorola to meet functionality requirements.

Note – Customer will not install any software or component on Motorola hardware if not previously documented and agreed upon by all parties. Such actions will adversely affect the Project Schedule and possibly void the support agreement.

5.7.3 System Validation

The Customer will witness the System Validation on the production solution, in the Customer environment. Validation will be a collaborative, concentrated effort between Motorola and Customer, and documented in the System Verification Checklist.

Customer and Motorola will execute the System Verification Checklist that validates the system is functioning and configured as designed and document results.

Motorola Responsibilities

- Submit System Verification Checklist to Customer.

- Execute System Verification Checklist.
- Document results in System Verification Checklist.

Customer Responsibilities

- Witness execution of System Verification Checklist.
- Sign the System Verification Checklist Document.

Motorola Deliverable

- Completed System Verification Checklist.

5.7.4 Lockdown

No significant changes to call flow are allowed after completion and Customer signature of the System Verification Checklist or delays and additional costs could result.

5.8 System Training

Motorola training consists of both computer-based (online) and instructor-led (on-site or remote). Training delivery methods vary depending on course content. Training delivery is in accordance with the Education Plan.

5.8.1 Instructor-Led Training (On-Site and/or Remote)

Motorola Responsibilities

- Deliver User Guides and training materials in electronic format.
- Perform training in accordance with the Education Plan.
- Work with the customer to design production ready layouts (VESTA® GUI), production ready keypad layouts and assure there is a functional contact list.
- Provide Customer with training Attendance Rosters and summarize any pertinent observations that may impact end user training.

Customer Responsibilities

- Supply classroom(s) based on the requirements listed in the Education Plan.
- Designate training representatives who will work with the Motorola trainers in the delivery of training.
- Facilitate training of all Customer end users in accordance with Customers training delivery plan.

Motorola Deliverables

- Electronic versions of User Guides and Training Materials.
- Attendance Rosters.

5.9 System Go Live

5.9.1 Go-Live Planning

Motorola resources are supplemental to Customer resources and provide support to Customer trainers and subject matter experts. Customer Core Team is the first line of support to end users in the transition of live operations from the Customer's legacy system to the Motorola system. Motorola will provide the Customer with a Go-Live Plan that details tasks, roles, responsibilities, and timing of events.

Motorola Responsibilities

- Develop the Go-Live Plan.
- Facilitate meetings with Customer staff to review the Go-Live Plan.

Customer Responsibilities

- Coordinate the participation of Customer technical and operational staff in Go-Live planning and review of the Go-Live Plan.

Motorola Deliverable

- Go-Live Plan.

5.9.2 Motorola Support Engagement

As part of Go-Live planning, the Motorola PM will complete a System Configuration workbook consisting of Customer contact information and information required for remote access to the system. Motorola will schedule a remote Support Engagement meeting between the PM, Customer Support Manager (CSM), Support Technician, and Customer's project team representatives no later than 30 days before the identified Go-Live date. The CSM will review the Customer Support Plan with the Customer, including the process for obtaining support and contact information.

Motorola Responsibilities

- Facilitate the Support Engagement Meeting between the Customer and the Motorola Support organization.

Customer Responsibilities

- Identify authorized Customer representatives to contact Motorola Support.

5.9.3 Go Live

In accordance with the Go-Live Plan, Motorola and the Customer will begin transitioning the Customer from their legacy system to live operation use of the Motorola system. Motorola will provide on-site support as back up to Customer at a single site per product in accordance with the Go-Live Plan. If resources are desired at multiple communications centers or locations, it will be addressed via the change order provision of the Agreement. The Go-Live transitions the Customer from the implementation phase of the Agreement to the support phase under the governance of the Motorola Support organization.

Motorola Responsibilities

- Work with Customer to schedule the date and time for the Go Live.
- Execute the Go-Live Plan.
- Provide on-site resources as specified in the Go-Live Plan to support Customer's Core Team. Unless otherwise documented in the Go-Live Plan, support will be provided in accordance with the following:
 - A. Field Engineer - contiguous 8 a.m. – 5 p.m. hour coverage for day prior to Go Live through one day after Go Live.
 - i. Contiguous 8 a.m. – 5 p.m. coverage, Tuesday through Thursday, during the week immediately following Go Live.
 - B. Application Specialist- contiguous 8 a.m. – 5 p.m. hour coverage for day prior to Go Live through one day after Go Live.

Customer Responsibilities

- Customer Core Team scheduling for Go-Live activities.
- Manage Go-Live activities.
- Customer to educate Core Team on methods and when to engage Motorola during Go Live.
- Assume responsibility for activities that are beyond the scope of Motorola deliverables as delineated in the approved Project Plan.
- Coordinate third party services and/or activities during the Go Live that are not Motorola deliverables, but may affect Motorola systems and/or services. This includes, but is not limited to, Telco, third party vendors, or other organizations that are participating in the Go Live.

5.10 Project Closure

Following the Go Live the service delivery is complete. Motorola and Customer certify the milestone and the implementation phase if formally closed.

The system is now in the support phase of the Agreement per the terms and conditions of the Maintenance and Support Agreement.

5.10.1 Site Installation and Verification Package

As part of project completion, Motorola will validate Customer receipt of electronic copies of the following documentation:

- CPE inventory, including a complete list of installed equipment.
- Solution Overview / Detailed System Document.
- System Diagrams.
- IP Schema and Naming Convention.
- User Guides (for the primary products).
- System Administration Guide, in electronic format.
- Post Sale Document including, but not limited to:

- CPE inventory, including a complete list of installed equipment.
- Solution Overview / Detailed System Document.
- System Diagrams.
- IP Schema and Naming Convention.
- Bandwidth Estimates.
- System Verification Checklist.
- As-Built System Design Documentation, in electronic format.
- As-Built System documentation is archived with the System Support Center along with customer information and access procedures to facilitate efficient response and resolution of any reported system issues.

Section 6

ActiveEyeSM Managed Detection and Response for VESTA[®] 9-1-1 Statement of Work

In accordance with the terms and conditions of the Agreement, this Statement of Work (SOW), including all of its subsections and attachments, defines the principal activities and responsibilities of all parties for the delivery of Motorola Solutions ("Motorola") Managed Detection and Response (MDR) with Endpoint Detection Response services as presented in this proposal to Putnam County Bureau of Emergency Services (hereinafter referred to as "Customer").

6.1 Overview

Motorola Solutions, Inc.'s (Motorola) VESTA[®] 9-1-1 Managed Detection and Response (MDR) Plus reduces the risk that a cybersecurity threat will impact system availability, integrity, and confidentiality. Qualified cybersecurity analysts with extensive experience working on VESTA[®] 9-1-1 mission-critical systems will monitor the Customer's system for signs of cybersecurity threats.

The below sections describe the deliverables of the service, its technologies, and service obligations. The Included Services section provides the quantities specifically contracted.

6.2 Description of Service

6.2.1 ActiveEyeSM Security Operations Center

MDR for VESTA[®] 9-1-1 service is performed by Motorola's Security Operations Center (SOC) using specialized monitoring elements. The SOC's expert cybersecurity analysts monitor for alerts 24x7x365. If an event that may represent a threat is detected, analysts will investigate and initiate an appropriate Customer engagement. Customer engagements may include, but are not limited to, requesting additional information from the Customer, continuing to monitor the event for further development, or informing the Customer to enact the Customer's documented Incident Response plan.

SOC analysts rely on monitoring elements to detect signs of a potential threat impacting the Customer's system. The following section describes these elements.

6.2.2 ActiveEyeSM Security Platform

Motorola's ActiveEyeSM security platform collects and analyzes security event streams from ActiveEyeSM Remote Security Sensors (AERSS) and software sensors in the Customer's VESTA[®] 9-1-1 system, using security orchestration and advanced analytics to identify the most important security events from applicable systems.

The platform automates manual investigation tasks, verifies activity with external threat intelligence sources, and learns what events will require rapid response action. The goal is to reduce time to resolution and contain any security event.

The Customer will receive access to the ActiveEyeSM platform as part of this service. ActiveEyeSM will serve as a single interface to display system security information. Using ActiveEyeSM, the Customer will be able to configure alerts and notifications, review security data, and perform security investigations.

6.2.3 Service Prerequisites

It is mandatory that customers also subscribe to the Application Monitoring and Response service for VESTA® 9-1-1. In the absence of an active Application Monitoring and Response service, the MDR service cannot be delivered.

6.2.4 Deployment Timeline and Milestones

To begin the service, an AERSS and Endpoint Detection and Response software must be installed, configured and commissioned. Motorola and the Customer will collaborate in order for the deployment tasks to be completed.

6.2.4.1 Phase 1: Information Exchange

After contract completion, Motorola will schedule a service kick-off meeting with the Customer and provide information-gathering documents. This kick-off meeting is conducted remotely at the earliest, mutually available opportunity. Customer is to identify and ensure participation of key team members in kickoff and project initiation activities.

6.2.4.2 Phase 2: Infrastructure Readiness

Motorola, if required, will provide detailed requirements regarding Customer infrastructure preparation actions after the kick-off meeting. It is the Customer or system maintainer's responsibility to accomplish all infrastructure preparations agreed to in the infrastructure readiness phase.

6.2.4.3 Phase 3: System Buildout and Deployment

Motorola will build and provision tools in accordance with the requirements of this proposal and consistent with information gathered in earlier phases. Motorola, if required, will also provide detailed requirements regarding Customer deployment actions.

6.2.4.4 Phase 4: Monitoring "Turn Up"

Motorola will verify in-scope assets are forwarding logs or events. Motorola will notify the Customer of any exceptions. Motorola will begin monitoring any properly connected in-scope sources after the initial tuning period.

6.2.4.5 Phase 5: Tuning/Report Setup

Motorola will conduct initial tuning and refinement of the events and alarms and complete initial configuration steps.

6.2.5 Responsibilities

Motorola Responsibilities

- Provide Endpoint Detection and Response software required to support this service.
- Coordinate with the Customer to maintain authentication credentials where necessary.
- Coordinate with the Customer on any system changes necessary for the Endpoint Detection and Response software to communicate to the ActiveEyeSM platform.
- Monitor the VESTA® 9-1-1 system 24x7x365 for malicious or unusual activity using trained and accredited technicians.
- Respond to cybersecurity incidents in the Customer's system in accordance with the Priority Level Definitions and Response Times section.

Customer Responsibilities

- Endpoint Detection and Response service requires an internet connection. Establish connectivity with a minimum of 10 Mbps bandwidth before service commences.
- Allow Motorola continuous remote access to monitor the system. This includes keeping the connection active, providing passwords, and working with Motorola to understand and maintain privileges.
- Subscribe to and maintain an active contract for VESTA® 9-1-1 Application Monitoring and Response service.
- Comply with the terms of the applicable license agreements between Customer and the non-Motorola software copyright owners.
- Cooperate with Motorola and perform all acts that are reasonable or necessary to enable Motorola to provide the services described in this SOW.

6.2.6 Service Modules

6.2.6.1 Endpoint Detection and Response

Endpoint Detection and Response (EDR) integrates with the ActiveEyeSM Security Management Platform to provide additional threat intelligence, investigation, and orchestrated response actions to optimize protection of critical systems.

EDR integration with ActiveEyeSM accelerates investigations by making necessary information available for analysts in a single platform where they can quickly access details of what caused an alert, its context, and its history.

The platform enables analysts to initiate response actions (i.e. isolate host, ban or block a file hash, terminate a process) on endpoints to respond to detection of verified malicious activity within the Customer's system. Available responses are determined by the Customer's EDR tool and security policies.

Motorola Responsibilities

- Deploy and configure the EDR service and integrate with ActiveEyeSM Service Connectors necessary to monitor and interact with the EDR solution.

- Provide recommendations on endpoint security and configuration to optimize threat identification.
- The SOC will consult with the Customer to define a response automation plan that outlines the scenarios where the SOC should take automatic response actions on systems within the Customer environment. In cases outside the automatic response scenarios the SOC will open Security Cases with the Customer with recommended actions and await approval before taking actions.

Customer Responsibilities

- Initiate response actions on endpoints where Motorola is not authorized and/or enabled to respond via the EDR solution.

6.3 Security Operations Center Monitoring and Support

6.3.1 Scope

Motorola delivers SOC Monitoring using one or more SOC facilities. The SOC includes any centralized hardware and software used to deliver this Service and its service modules.

Motorola's SOC is staffed with security experts who will use the ActiveEyeSM Security Management Platform to monitor elements integrated by service modules. In addition, SOC staff will take advantage of their extensive experience to investigate and triage detected threats, and to recommend responses to the Customer.

Motorola will monitor the VESTA[®] 9-1-1 MDR service in accordance with Motorola processes and procedures after deployment, as described in the Deployment Timeline and Milestones section.

The SOC receives system-generated alerts 24x7, and provides the Customer with a toll-free telephone number and email address for support requests, available 24x7. Support requests are stored in a ticketing system for accountability and reporting. The SOC will respond to detected events in accordance with the MDR Priority Level Definitions and Response Times.

6.3.2 Responsibilities

Motorola Responsibilities

- Engage the Customer's defined Incident Response Process.
- Gather relevant information and attempt to determine the extent of compromise using existing monitoring capabilities in place as part of the VESTA[®] 9-1-1 MDR service.
- Analysis and support to help the Customer determine if the Customer's corrective actions are effective.
- Continuous monitoring, in parallel with analysis, to support incident response.

Customer Responsibilities

- Provide Motorola with accurate and up-to-date information, including the name, email, landline telephone numbers, and mobile telephone numbers for all designated, authorized Customer escalation Points of Contact (POC).
- Provide a timely response to SOC security incident tickets or investigation questions.

- Notify Motorola at least twenty-four (24) hours in advance of any scheduled maintenance, network administration activity, or system administration activity that would affect Motorola's ability to perform the Managed SOC Service, as described in this SOW.

6.3.3 Event Response and Notification

Motorola will analyze events created and/or aggregated by the Service, assess their type, and notify the Customer in accordance with the following table.

Table 6-1: Event Handling

Event Type	Details	Notification Requirement
False Positive or Benign	Any events determined by Motorola to not likely have a negative security impact on the organization.	None
Event of Interest (EOI)	Any events determined by Motorola to likely have a negative security impact on the organization.	Escalate to Customer in accordance with routine notification procedure. Escalate in accordance with urgent notification procedure when required by agreed-upon thresholds and SOC analysis. Notification procedures are included in Table 1-2.

6.3.3.1 Notification

Motorola will establish notification procedures with the Customer, generally categorized in accordance with the following table.

Table 6-2: Notification Procedures

Notification Procedure	Details
Routine Notification Procedure	The means, addresses, format, and desired content (within the capabilities of the installed technology) for EOI. These can be formatted for automated processing, e.g., by ticketing systems.
Urgent Notification Procedure	Additional, optional means and addresses for notifications of EOI that require urgent notification. These usually include telephone notifications.

Motorola will notify the Customer according to the escalation and contact procedures defined by the Customer and Motorola during the implementation process.

6.3.3.2 Tuning

Motorola will assess certain events to be environmental noise, potentially addressable configuration issues in the environment, or false positives. Motorola may recommend these be addressed by the Customer to preserve system and network resources.

Motorola will provide the Customer with the ability to temporarily suppress alerts reaching ActiveEyeSM, enabling a co-managed approach to tuning and suppressing events or alarms. The SOC may permanently suppress particular alerts and alarms if not necessary for actionable threat detection.

6.3.3.3 Tuning Period Exception

The tuning period is considered to be the first thirty (30) days after each service module has been confirmed deployed and configured and starts receiving data. Service Availability will not be applicable during the tuning period and responses or notifications may not be delivered. However, Motorola will provide responses and notifications during this period.

Motorola may continue to recommend necessary tuning changes after this period, with no impact on Service Availability.

6.3.4 Managed Detection and Response Priority Level Definitions and Response Times

Priority for an alert-generated incident or EOI is determined by the ActiveEyeSM Platform analytics that process multiple incoming alert feeds, automation playbooks and cybersecurity analyst knowledge.

Priority	Definition	Service Coverage
Critical	Security incidents that have caused, or are suspected to have caused significant damage to the functionality of the Customer's ASTRO 25 system or information stored within it. Efforts to recover from the incident may be significant. Examples: - Malware that is not quarantined by anti-virus. - Evidence that a monitored component has communicated with suspected malicious actors.	Response provided 24 hours, 7 days a week, including U.S. public holidays.
High	Security incidents that have localized impact and may become more serious if not quickly addressed. Effort to recover from the incident may be moderate to significant. Examples: - Malware that is quarantined by antivirus. - Multiple behaviors observed in the system that are consistent with known attacker techniques.	Response provided 24 hours, 7 days a week, including U.S. public holidays.
Medium	Security incidents that potentially indicate an attacker is performing reconnaissance or initial attempts at accessing the system. Effort to recover from the incident may be low to moderate. Examples include: - Suspected unauthorized attempts to log into user accounts. - Suspected unauthorized changes to system configurations, such as firewalls or user accounts. - Observed failures of security components. - Informational events. - User account creation or deletion. - Privilege change for existing accounts.	Response provided on standard business days, Monday through Friday 8 a.m. to 5 p.m. CST/CDT, excluding U.S. public holidays.

Priority	Definition	Service Coverage
Low	These are typically service requests from the Customer.	Response provided on standard business days, Monday through Friday 8 a.m. to 5 p.m. CST/CDT, excluding U.S. public holidays.

6.3.4.1 Response Time Goals

Priority	Response Time
Critical	An SOC Cybersecurity Analyst will make contact with the customer technical representative within one (1) hour of the request for support being logged in the issue management system or the creation of an alert suggesting a cybersecurity incident that requires action. Continual effort will be maintained to identify the extent of the incident and provide actions for containment.
High	An SOC Cybersecurity Analyst will make contact with the customer technical representative within four (4) hours of the request for support being logged at the issue management system or the creation of an alert suggesting a cybersecurity incident that requires action. Continual effort will be maintained to identify the extent of the incident and provide actions for containment.
Medium	An SOC Cybersecurity Support Engineer will make contact with the customer technical representative within the next business day of the request for support being logged at the issue management system or the creation of an alert suggesting a cybersecurity incident that requires action.
Low	An SOC Cybersecurity Support Engineer will make contact with the Customer technical representative within seven business days of the logged request for support at the issue management system.

6.3.4.2 ActiveEyeSM Platform Availability

The platform utilizes a multi-zone architecture which can recover from failures in different data collection, enhancement, analysis, and visualization tiers. Motorola will make commercially reasonable efforts to provide monthly availability of 99.9% for the ActiveEyeSM Platform services. Service availability is subject to limited scheduled downtime for servicing and upgrades, as well as unscheduled and unanticipated downtime resulting from circumstances or events outside of Motorola's reasonable control, such as disruptions of, or damage, to the Customer's or a third-party's information or communications systems or equipment, telecommunication circuit availability/performance between Customer sites, any on-premises core and/or between on-premises equipment and the ActiveEyeSM Platform.

6.3.4.3 ActiveEyeSM Remote Security Sensor (AERSS)

One or more AERSS may be deployed as part of the MDR solution. The AERSS is configured with multiple local redundancy features such as hot-swap hard disk drives in a redundant drive array configuration and dual redundant power supplies.

The AERSS and all components of ActiveEyeSM are monitored by a dedicated Site Reliability Engineering team. In cases of hardware failure of the AERSS, Motorola will provide, subject to active service subscriptions in the Customer contract, onsite services to repair the AERSS and restore service. AERSS operation and outage troubleshooting requires network connection to the ActiveEyeSM Platform

which may be impacted by customer configuration changes, telecommunications connectivity, and/or customer network issues/outages.

6.4 Included Services

6.4.1 Site Information

The services are based on the following deployment type:

Site Information	
Number of System Deployments	1
Type of System Deployment	Dual Site Geo-Diverse
Number of Seats	12 - Includes (9) Workstations, (1) Management Console, (1) Softphone Workstations, (1)CommandPOST

6.4.1.1 Services Included

The ActiveEye service modules included in our proposal are viewable in the Subscribed column below. The Network Environment column designates the location of each module:

Service Module	Capabilities Included	Subscribed
Endpoint Detection and Response	Number of licenses: 1	Yes
Advanced Threat Insights	N/A	No

6.5 Limitations and Exclusions

This section applies to all cybersecurity services contained in the Statement of Work. MDR does NOT include services to perform physical containment and/or remediation of confirmed security incidents, remote or onsite. The Customer may choose to purchase additional Incident Response professional services to assist in the creation of and/or completion of a Customer's Incident Response Plan.

Motorola's scope of services does not include responsibilities relating to recovery of data available through the products or services, or remediation or responsibilities relating to the loss of data, ransomware, or hacking.

Note: Motorola does not represent that it will identify, fully recognize, discover or resolve all security events or threats, system vulnerabilities, malicious codes, files or malware, indicators of compromise or internal threats or concerns

NOTWITHSTANDING ANY PROVISION OF THE AGREEMENT TO THE CONTRARY, MOTOROLA WILL HAVE NO LIABILITY FOR (A) INTERRUPTION OR FAILURE OF CONNECTIVITY, VULNERABILITIES, OR SECURITY EVENTS; (B) DISRUPTION OF OR DAMAGE TO CUSTOMER'S OR THIRD PARTIES' SYSTEMS, EQUIPMENT, OR DATA, INCLUDING DENIAL OF ACCESS TO USERS, OR SHUTDOWN OF SYSTEMS CAUSED BY INTRUSION DETECTION SOFTWARE OR HARDWARE; (C) AVAILABILITY OR ACCURACY OF ANY DATA AVAILABLE THROUGH THE SERVICES, OR INTERPRETATION, USE, OR MISUSE THEREOF; (D) TRACKING AND LOCATION-BASED SERVICES, OR (E) BETA SERVICES

6.5.1 Service Limitations

Cybersecurity services are inherently limited and will not guarantee that the Customer's system will be error-free or immune to security breaches as a result of any or all of the services described in this SOW. Motorola does not warrant or guarantee that this service will identify all cybersecurity incidents that occur in the Customer's system. Services and deliverables are limited by, among other things, the evolving and often malicious nature of cyber threats, conduct/attacks, as well as the complexity/disparity and evolving nature of Customer computer system environments, including supply chains, integrated software, services, and devices. To the extent we do offer recommendations in connection with the services, unless otherwise stated in the Statement of Work, our recommendations are necessarily subjective, may or may not be correct, and may be based on our assumptions relating to the relative risks, priorities, costs and benefits that we assume apply to you.

6.5.2 Processing of Customer Data in the United States and/or Other Locations

Customer understands and agrees that data obtained, accessed, or utilized in the performance of the services may be transmitted to, accessed, monitored, and/or otherwise processed by Motorola in the U.S. and/or other Motorola operations globally. Customer consents to and authorizes all such processing and agrees to provide, obtain, or post any necessary approvals, consents, or notices that may be necessary to comply with applicable law.

6.5.3 Customer and Third-Party Information

Customer understands and agrees that Motorola may obtain, use and/or create and use, anonymized, aggregated and/or generalized Customer Data, such as data relating to actual and potential security threats and vulnerabilities, for its lawful business purposes, including improving its services and sharing and leveraging such information for the benefit of Customer, other customers, and other interested parties. For avoidance of doubt, so long as not specifically identifying the Customer, Customer Data shall include, and Motorola shall be free to use, share and leverage security threat intelligence and mitigation data generally, including without limitation, third party threat vectors and IP addresses (i.e., so long as not defined as personal information under applicable law), file hash information, domain names, malware signatures and information, information obtained from third party sources, indicators of compromise, and tactics, techniques, and procedures used, learned or developed in the course of providing Services, which data shall be deemed Service Use Data (i.e., Motorola data).

6.5.4 Third-Party Software and Service Providers, Including Resale

Motorola may use, engage, license, resell, interface with or otherwise utilize the products or services of third-party processors or sub-processors and other third-party software, hardware, or services providers (such as, for example, third-party endpoint detection and response providers). Such processors and sub-processors may engage additional sub-processors to process personal data and other Customer Data. Customer understands and agrees that the use of such third-party products and services, including as it relates to any processing or sub-processing of data, is subject to each respective third-party's own terms, licenses, End-User License Agreements (EULA), privacy statements, data processing agreements and/or other applicable terms. Such third-party providers and terms may include the following, if applicable, or as otherwise made available publicly, through performance, or upon request:

Palo Alto Networks

EULA: https://www.paloaltonetworks.com/content/dam/pan/en_US/assets/pdf/legal/palo-alto-networks-end-user-license-agreement-eula.pdf

Customer Data Processing Addendum:

https://www.paloaltonetworks.com/content/dam/pan/en_US/assets/pdf/legal/palo_alto_networks_customer_data_processing_agreement.pdf

Motorola disclaims any and all responsibility for any and all loss or costs of any kind associated with security events. Motorola disclaims any responsibility for customer use or implementation of any recommendations provided in connection with the services. Implementation of recommendations does not ensure or guarantee the security of the systems and operations evaluated.

Section 7

Equipment List

7.1 Putnam County Bureau of Emergency Services PSAP – Side A

VESTA® 9-1-1

Qty.	Part No.	Description	Contract Unit Price	U/M	Contract Ext Price
721	09000-01000	VESTA® 9-1-1 HARDWARE, LICENSES, AND WARRANTIES BUNDLE Below items are related to Host A: 9 Workstations with 27" monitors 1 Enhanced Softphone Bundle 1 CommandPost with dock and 27" monitor ESInet Interface Module (EIM) SMS Licenses Call Detail Records Licenses Advanced Operations Licenses Direct PSAP Interconnect Licenses Instant Recall Recorder Module and Licensing Analytics Standard Licenses Servers, routers, switches, firewalls, networking hardware as designed System Spares (hardware) Extended warranties All items noted under this bundle at remaining sites	\$1,000.00	EA	\$721,119.31
495	09000-02000	SERVICES AND IMPLEMENTATION BUNDLE Below items are related to Host A: Project Management Implementation Configuration Cutover Coaching Training Remote Monitoring and Patch Management Managed Detection & Response (MDR) Maintenance All items noted under this bundle at remaining sites	\$1,000.00	EA	\$495,135.16
					\$1,216,254.47

7.2 Putnam County Backup at Sheriff's Office PSAP – Side B

VESTA® 9-1-1

Qty.	Part No.	Description	Contract Unit Price	U/M	Contract Ext Price
		VESTA® 9-1-1 HARDWARE, LICENSES, AND WARRANTIES BUNDLE Below items are related to Host B: 4 Workstations with 27" monitors ESInet Interface Module (EIM) SMS Licenses Call Detail Records Licenses Advanced Operations Licenses Direct PSAP Interconnect Licenses Instant Recall Recorder Module and Licensing Analytics Standard Licenses Servers, routers, switches, firewalls, networking hardware as designed System Spares (hardware) Extended warranties			Included
		SERVICES AND IMPLEMENTATION BUNDLE Below items are related to Host B: Project Management Implementation Configuration Cutover Coaching Training Remote Monitoring and Patch Management Managed Detection & Response (MDR) Maintenance			Included

Section 8

Pricing

8.1 VESTA 9-1-1 Solution

Summary - 5 YEAR			
VESTA 911			
Hardware, Licenses, Warranties Bundle			\$721,119.31
Services and Implementation Bundle			\$495,135.16
	VESTA 9-1-1		\$1,216,254.47
Discount for orders received by 12/15/2025			-\$68,654.47
	Total		\$1,147,600.00

*** Quote is valid until December 15, 2025**

MSI is proposing its standard pricing in a format designed to clearly illustrate compliance with the SFY 2025 Next Generation 911 (NG911) Grant Program.

8.2 Payment Terms

Total Contract value selected from the above purchased options is **\$1,147,600.00.**

Except for a payment that is due on the Effective Date, Customer will make payments to Motorola within thirty (30) days after the date of each invoice. Customer will make payments when due in the form of a check, cashier's check, or wire transfer drawn on a U.S. financial institution. If Customer has purchased additional Professional or Subscription services, payment will be in accordance with the applicable addenda. Payment for the System purchase will be in accordance with the following milestones.

Milestone	Milestone Detail	Percentage
1	Completion of Contract Execution	25%
2	Shipment of Equipment	60%
3	Installation of Equipment at Customer Site	10%
4	Final Acceptance	5%

Motorola shall make partial shipments of equipment and will request payment upon shipment of such equipment. In addition, Motorola shall invoice for installations completed on a site-by-site basis or when professional services are completed, when applicable. The value of the equipment shipped/services performed will be determined by the value shipped/services performed as a percentage of the total milestone value. Unless otherwise specified, contract discounts are based upon all items proposed and

overall system package. Overdue invoices will bear simple interest at the maximum allowable rate by state law.

Due to significant market and tariff volatility, as well as fluctuations in the cost of energy and raw materials including, but not limited to, steel, copper, finished wood, and concrete, Motorola Solutions reserves the right to equitably adjust the contract price, completion schedule, and/or contract requirements. Additionally, Motorola Solutions reserves the right to apply a fuel surcharge to quoted freight rates based on the prevailing diesel cost at the time of shipment.

Section 9

Contractual Documentation

This offer is subject to the terms and conditions of Rockland County Empire Procure Connect (EPC) Contract, RCO-RC-EPC-2024-010. Pricing will remain valid until December 15, 2025. The Putnam County Bureau of Emergency Services may accept this proposal by issuing a purchase order referencing the Rockland County Empire Procure Connect (EPC) Contract, RCO-RC-EPC-2024-010.

ccAll
Audit

#5F.
Reso



WILLIAM J. CARLIN, JR.
Commissioner Of Finance

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

October 17, 2025

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

2025 OCT 17 PM 3:33
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, D, dated February 14, 2010, I am advising you of the following request to amend the PC Sheriff's 2025 budget.

Increase Revenues:

17311002	443893	10021	Sheriff Patrol - Police Traffic Services Grant	\$ 19,500.00
17311002	443899	10024	Sheriff Patrol - Buckle Up Grant	<u>4,500.00</u>
				<u>\$ 24,000.00</u>
17311002		10021	Sheriff Patrol - Police Traffic Services Grant	
	51093		Overtime	\$ 13,500.00
	52180		Other Equipment	5,300.00
	54640		Training & Education - PTS	700.00
17311002		10024	Sheriff Patrol - Buckle Up Grant	
	51093		Overtime	<u>\$ 4,500.00</u>
				<u>\$ 24,000.00</u>

2025 Fiscal Impact - 0
2026 Fiscal Impact - 0

The Sheriff has been awarded \$24,000 by the Governor's Traffic Safety Committee to participate in the statewide 2025-26 Police Traffic Services Program. This resolution is required to fund the lines. The grant term is October 1, 2025 to September 30, 2026. Any unused funds as of December 31, 2025 will be rolled over to the 2026 budget.

25A099

AUTHORIZATION:

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



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



**BRIAN M. HESS
SHERIFF (ACTING)**

**JAMES T. MENTON
UNDERSHERIFF**



October 17, 2025

William J. Carlin, Jr.
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, NY 10512

Dear Commissioner Carlin:

I am advising you of the following request to amend the 2025 Putnam County Sheriff's Department budget:

Increase Revenues:

17311002 443893 10021: Sheriff Patrol	: Police Traffic Services	\$19,500
17311002 443899 10024: Sheriff Patrol	: Buckle Up	\$ 4,500

Increase Appropriations:

17311002 51093 10021: Sheriff Patrol	: Overtime: Police Traffic Services	\$13,500
17311002 52180 10021: Sheriff Patrol	: Other Equipment: PTS	\$ 5,300
17311002 54640 10021: Sheriff Patrol	: Education&Training: PTS	\$ 700
17311002 51093 10024: Sheriff Patrol	: Overtime: Buckle Up	\$ 4,500

This request is based on an award letter (attached hereto) between the Putnam County Sheriff's Office (PCSO) and NYS Governor's Traffic Safety Committee, Police Traffic Services Program, for the purpose of receiving reimbursable costs incurred by the PCSO

Thank you for your attention to this matter.

Brian M. Hess
A/Sheriff

JUSTIN O'CONNOR
Director



Department of Motor Vehicles

(518) 474-0972
Fax: (518) 473-6946

GOVERNOR'S TRAFFIC SAFETY COMMITTEE 6 EMPIRE STATE PLAZA • ALBANY, NY 12228

August 25, 2025

Claire Pierson
Deputy Sheriff
Putnam County Sheriff's Office
3 County Center
Carmel, NY 10512-1323

Re: PTS-2026-Putnam Co SO -00149-(040)
Police Traffic Services
T007429
CFDA #: 20.600
EFFECTIVE DATE: October 1, 2025

Dear Deputy Sheriff Claire Pierson:

On behalf of the Governor's Traffic Safety Committee, I am pleased to notify you that the Putnam County Sheriff's Office has been awarded a total of \$24,000 to participate in the statewide Police Traffic Services Program. Our goal is to increase seat belt usage and reduce dangerous driving behaviors in an effort to reduce serious injury and death from traffic crashes. A breakdown of your grant award amount is as follows:

Category	Award Amount
Seat Belt Mobilization Enforcement	\$4,500
Regular PTS Enforcement	\$13,500
Other Than Personal Services	\$6,000
Grand Total	\$24,000

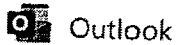
Before incurring any project related expenses, login to eGrants to review your approved budget as it may have been reduced or otherwise changed from what was requested. Crucial documents regarding your grant, the claims process, equipment, and other grant related topics can be found by visiting <https://trafficsafety.ny.gov/highway-safety-grant-program#grant-award>.

Attached to this email are the contract and a signatory page with instructions. Please follow the instructions to facilitate the prompt processing of your contract. The contract will only be effective after the Signature page has been signed by the County, City, Town, or Village, and notarized, then returned to, and signed by, the New York State Governor's Traffic Safety Committee.

Please note the following requirement:

Payment for claims submitted under this grant award shall be rendered electronically in accordance with the Office of the State Comptroller's procedures and practices governing electronic payment unless payment by paper check is expressly authorized by the head of the State Agency, in his or her sole discretion after the Contractor establishes extenuating circumstances requiring payment by paper check.

TrafficSafety.ny.gov



Re: 2026 Police Traffic Services (PTS) Grant

From Claire Pierson <Claire.Pierson@putnamcountyny.gov>

Date Fri 10/17/2025 10:54 AM

To Danielle Mahoney <Danielle.Mahoney@putnamcountyny.gov>; Kristin VanTassel
<Kristin.VanTassel@putnamcountyny.gov>

Cc Susanne Galya <Susanne.Galya@putnamcountyny.gov>; Peter Vigilio <Peter.Vigilio@putnamcountyny.gov>

All,

The breakdown for billing against the grant is as follows:

✓
Seat Belt Enforcement (BUNY) - \$4,500 allotted strictly for overtime reimbursement for that enforcement campaign

✓
Regular PTS Enforcement - \$13,500 allotted for overtime incurred for speed week details, operation safe stop, distracted driving enforcement, etc.

✓
Other than Personal Services - \$6,000, of which \$5,300 has been designated for equipment (purchase of 2 radar units for a total of \$5,210.00) and \$700.00 has been designated for training (possibly used for a Traffic Safety conference). ✓

Let me know if you need any further information from me.

Thanks,
Claire

Deputy Claire Pierson

Putnam County Sheriff's Office

3 County Center

Carmel, NY 10512

(845)808-4300 x42432



From: Danielle Mahoney <Danielle.Mahoney@putnamcountyny.gov>

Sent: Thursday, October 16, 2025 2:52 PM

To: Kristin VanTassel <Kristin.VanTassel@putnamcountyny.gov>; Claire Pierson



855 E. Collins Blvd.
Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER
Inside Sales Partner: Lisa Gaetz
+1-972-801-4875
lisa.gaetz@stalkerradar.com

Quote

2112643

Page 1 of 2
Date: 10/07/2025

Reg Sales Mgr: Dan Doyle
+1-972-398-3780
dand@stalkerradar.com

Effective From: 10/07/2025

Valid Through: 01/05/2026

Lead Time: 55 working days

Bill To:	Customer ID: 017860	Ship To:	FedEx Ground
Putnam Co Sheriffs Office 3 County Ctr Carmel, NY 10512-1323	Accounts Payable	Putnam Co Sheriffs Office 3 County Ctr Carmel, NY 10512-1323	Sergeant Peter Vigilio

Grp	Qty	Package	Description	Wnty/Mo	Price	Ext Price
1	2	805-0022-00	Dual - 2 Antenna Radar System	36	\$2,481.00	\$4,962.00
Ln	Qty	Part Number	Description		Price	Ext Price
1	2	200-0998-50*	Dual Enhanced Counting Unit, 1.5 PCB, ARM Processor			\$0.00
2	2	200-1571-00	Dual SL Modular OSC Display			\$0.00
3	4	200-1468-00	Dual DSR Ka Antenna			\$0.00
4	2	200-0920-00	Dual SL Remote Control w/Screw Latch			\$0.00
5	2	200-0769-00	25 MPH/40 KPH KA Tuning Fork			\$0.00
6	2	200-0770-00	40 MPH/64 KPH KA Tuning Fork			\$0.00
7	2	200-0243-00	Counting/Display Tall Mount			\$0.00
8	2	200-0244-00	Antenna Dash Mount			\$0.00
9	2	200-0245-00	Antenna Tall Deck Mount			\$0.00
10	2	200-0648-00	Display Sun Shield			\$0.00
11	2	155-2591-08	8 Foot Antenna Cable, IP67			\$0.00
12	2	155-2591-20	20 Foot Antenna Cable, IP67			\$0.00
13	2	200-0622-00	VSS Cable Kit			\$0.00
14	2	200-0820-00	Dual Manual Kit			\$0.00
15	2	006-0096-00	Fan Noise Suppression Addendum - Dual SL			\$0.00
16	2	005-1468-00	Dual Certified Package			\$0.00
18	2	060-1000-36	36 Month Warranty			\$0.00
19	2	006-0147-00	Certificate of Accuracy, Stalker Dual/DSR/SII/2X			\$0.00
20	2	035-0372-00	Hard Case w/Shipping Box, Dash Mount Radar		\$124.00	\$248.00
Group Total						\$5,210.00

Product	\$5,210.00	Sub-Total:	\$5,210.00
Discount	\$0.00	Sales Tax 0%	\$0.00
		Shipping & Handling:	\$0.00
Payment Terms: Net 30 days		Total: USD	\$5,210.00

Vehicle Information:
2025 Dodge Durango
NY State contract PC70500



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Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

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Quote
2112643

Page 2 of 2
Date: 10/07/2025

Reg Sales Mgr: Dan Doyle
+1-972-398-3780
dand@stalkerradar.com

Effective From: 10/07/2025

Valid Through: 01/05/2026

Lead Time: 55 working days

Bill To: Putnam Co Sheriffs Office 3 County Ctr Carmel, NY 10512-1323	Customer ID: 017860 Accounts Payable	Ship To: Putnam Co Sheriffs Office 3 County Ctr Carmel, NY 10512-1323	FedEx Ground Sergeant Peter Vigilio
---	---	---	--

This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these terms and Conditions carefully before proceeding.

Audit
10-2325 Reso
C: All
#6

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: Kristen Wunner
DEPT: Department of Mental Health & Social Services
DATE: September 29, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT #/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10431000.54646.10115 MH Contracts	10431000.55646.10115 MH Chargeback Contracts	\$25,440.00	Reappropriate funds to correct Budget Line for agreement with
10431000.54646.10115 MH Contracts	10431000.54989.10115 MH Miscellaneous	\$ 800.00	Sheriff's Office

TOTAL: \$26,240.00

SIGNATURES NOT NEEDED - THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact -\$0-
2026 Fiscal Impact -\$0-

Kristen Wunner 9/30/25
Department Head Signature/Designee Date

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiation and \$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

2025 OCT 14 PM 1:37
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

J23 / 25T319

25T319

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

All
Audit

Sign
#7

TO: Commissioner of Finance

FROM: Undersheriff J. Menton

DEPT: Sheriff

DATE: October 1, 2025

I hereby request approval for the following transfer of funds:

FROM	TO	AMOUNT	PURPOSE
ACCOUNT#/NAME	ACCOUNT #/NAME		
10364501.52695.10228	10364501.52195.10228	\$10,909.80	Ballistic Helmets
(Homeland Sec.: Rescue Equipt: SHSP '24)	(Homeland Sec.: Rescue Equipt: SHSP '24)		under \$5k

Total \$10,909.80

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact \$__0__

2026 Fiscal Impact \$__0__

Department Head Signature/Designee Date

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiation and \$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

2025 OCT -3 PM 4:22
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

25T320

P-1

PUTNAM COUNTY SHERIFF'S DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: September 19, 2025

TO: Sheriff Brian Hess
ATTN: Undersheriff James T. Menton
FROM: First Sergeant Johnathon A. Cihaneck
SUBJECT: **FUND TRANSFER**



This member requests a fund transfer be completed for the purchase of ballistic helmets previously approved under the FY24 SHSP Grant. It is requested that funding under this grant be transferred under 10364501 52695 Project 10228 be transferred to 10364501 52195 Project 10228.

\$10,909.80 **From** line 10364501 52695 Project 10228 (Rescue Equipment)

To line 10364501 52195 Project 10228 (Rescue Equipment)

25T320

Johnathon Cihanek

From: Antoniette Piriz-Smith
Sent: Wednesday, September 17, 2025 10:17 AM
To: Johnathon Cihanek; Kristin VanTassel
Subject: REQ 3281 FEDERAL EASTERN INTL

Sorry but I need to reject this req. The 52600 lines are for equipment/item that is over \$5,000. As there are 11 items and they are less than \$5000 each they need to get paid out of 52195. Please do a fund transfer as soon as possible to 52195.

Thanks,

Antoniette Smith

Putnam County
Audit Department
40 Gleneida Avenue
Carmel, NY 10512

(845) 808-1040 ext. 49219



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

QUOTE
586410

BILL TO: PUTNAM CO SO - NY
JOHNATHAN CIHANEK
3 COUNTY CENTER
CARMEL NY 10512

SHIP TO: PUTNAM CO SO - NY

3 COUNTY CENTER
CARMEL NY 10512

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

DATE	QUOTE	ACCT	CUSTOMER PO	TERMS	REP ID	OPERATOR	SHIP VIA
09/11/25	586410	FE1828	ERT HELMETS	NET 30	116	KOS	UPS GROUND

UNITS	U/M	DESCRIPTION	DISC	UNIT PRICE	AMOUNT
		PRICING BASED ON NYS HIRE CONTRACT #PC69035 AWARD #23173 GROUP #38232 NO SHIPPING CHARGE PER NYS CONTRACT			
11	EA	HIRHLMBOAD201 OPERATOR ELITE HELMET WITH 4D PADS, NVG, RAILS, DIAL HARNESS OD GREEN		861.84	9,480.24
11	EA	HIRHCUS000E0T USI SPEC OPS DELTA OPERATOR ELITE COVER		129.96	1,429.56
		SUBTOTAL			10,909.80
		TAX CERT# EXEMPT			
		QUOTE TOTAL			10,909.80
		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 TERMS:			
		**** CONTINUED ON PAGE	2		

25T320



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

QUOTE
586410

BILL TO: PUTNAM CO SO - NY
JOHNATHAN CIHANEK
3 COUNTY CENTER
CARMEL NY 10512

SHIP TO: PUTNAM CO SO - NY

3 COUNTY CENTER
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
09/11/25	586410	FE1828	ERT HELMETS	NET 30	116	KOS	UPS GROUND

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

25T320

cc All
Audit

Reso #8

William J. Carlin
Commissioner of Finance



TRISH McLOUGHLIN
County Director- Real Property

2025 OCT 15 PM 3:26
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Memorandum

To: Hon. Amy E. Sayegh, Chairwoman
Putnam County Legislature
From: Patricia A. McLoughlin, Director of Real Property
Date: October 10, 2025
Subject: Mortgage Tax Apportionment of Payments – 4/1/2025 to 9/30/2025

Town of Carmel	\$581,411.86
Town of Kent	\$224,647.02
Town of Patterson	\$192,505.93
Town of Philipstown	
Village of Cold Spring	\$16,592.64
Village of Nelsonville	\$4,727.65
Town Outside	\$198,270.54
Town of Putnam Valley	\$223,381.72
Town of Southeast	
Village of Brewster	\$9,026.25
Town Outside	\$297,570.47
Total	\$1,748,134.08

PM

Mortgage Tax Apportionment
2025 Final Assessment Roll Figures Total A/V
4/01/2025 to 9/30/2025

	Philipstown		\$	1,230,561,269	
	<u>Village of Cold Spring</u>	<u>Village of Nelsonville</u>	<u>Town of Philipstown</u>	<u>Totals</u>	
Total A/V	\$ 185,966,391	\$ 52,986,449	\$ 991,608,429	\$ 1,230,561,269	
Percentage	0.075561614	0.021529383	0.902909003	1.000000000	
Total Mtg. Tax	\$ 219,590.83	\$ 219,590.83	\$ 219,590.83		
Apportioned	\$ 16,592.64	\$ 4,727.65	\$ 198,270.54	\$ 219,590.83	
	Southeast		\$ 4,712,593,345		
	<u>Village of Brewster</u>	<u>Town of Southeast</u>		<u>Totals</u>	
Total A/V	\$ 277,478,825	\$ 4,435,114,520		\$ 4,712,593,345	
Percentage	0.029440141	0.970559859		1.000000000	
Total Mtg. Tax	\$ 306,596.72	\$ 306,596.72			
Apportioned	\$ 9,026.25	\$ 297,570.47		\$ 306,596.72	
NOTE: For percentages of the Villages, the total Village AV is divided by the TOTAL Town AV, and this is then divided by 2, per Tax Law Section 261 on Payment Over & Distribution of Taxes, as Villages pay only 50% of the					
Town's overall Mortgage Tax.					

PART II

Distribution Statement
(Columns 1 through 5) The "taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the

Credit Statement
(Column 6) This column is the net amount due to each tax district for which the Board of Supervisors shall issue its warrant or warrants.

MUNICIPALITY	2 Taxes Collected	3 Additions	4 Deductions	5 Taxes Adj. Corr	6 Amount Due Tax District
CARMEL	610,261.72	0.00	0.00	610,261.72	681,411.86
KENT	235,794.08	0.00	0.00	235,794.08	224,647.02
PATTERSON	202,058.14	0.00	0.00	202,058.14	192,505.93
PHILIPSTOWN	230,487.00	0.00	0.00	230,487.00	219,590.83
PUTNAM VALLEY	234,466.00	0.00	0.00	234,466.00	223,381.72
SOUTHEAST	321,810.16	0.00	0.00	321,810.16	306,596.72
Total Tax Districts: 6	1,834,877.10	0.00	0.00	1,834,877.10	1,748,134.08

*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers



COUNTY OF Putnam FOR THE PERIOD OF April 2025 THROUGH September 2025
CASH STATEMENT FOR TAXES COLLECTED PURSUANT TO ARTICLE 11

NEW YORK STATE MORTGAGE TAX SEMI-ANNUAL REPORT

TAX RATE: 0.9527254332

BASIC TAX DISTRIBUTED					TREASURER			ALL OTHER TAXES DISTRIBUTED				
1 Basic Tax Collected	2 Interest Received by Recording Officer	3 Recording Officer's Expense	4 Refunds or Adjustments	5 Amount Paid Treasurer (Col 1 + Col 2 - Col 3 - Col 4)	6 Interest Received by Treasurer	7 Treasurers Expense	8 Tax Districts Share (Col 5 + Col 6 - Col 7)	9 Local Tax	10 Additional Tax CNY	11 Special Assistance Fund	12 Special Additional Tax SONYMA	
Months												
Oct												
Nov												
Dec												
Jan												
Feb												
Mar												
Apr	238,389.16	8.83	14,509.02	0.00	223,888.97	0.00	0.00	223,888.97	0.00	129,931.33	88,038.44	10,809.29
May	278,414.00	0.00	14,630.29	0.00	263,783.71	0.00	0.00	263,783.71	0.00	153,277.92	94,268.33	17,577.83
Jun	303,449.72	0.00	14,336.45	0.00	289,113.27	0.00	0.00	289,113.27	0.00	169,466.41	86,377.55	36,620.52
Jul	308,897.50	9.85	14,416.07	0.00	294,491.28	0.00	0.00	294,491.28	0.00	171,804.03	127,547.77	5,410.96
Aug	307,110.22	0.00	14,460.47	0.00	292,649.75	0.00	0.00	292,649.75	0.00	170,992.44	112,667.85	17,368.41
Sep	398,616.50	0.00	14,409.40	0.00	384,207.10	0.00	0.00	384,207.10	0.00	224,114.85	169,487.91	14,356.33
Totals	1,834,877.10	18.68	86,761.70	0.00	1,748,134.08	0.00	0.00	1,748,134.08	0.00	1,019,586.98	678,397.85	102,143.34

RECEIVED

Office of Real Property Tax Services

Oct 8, 2025

Mortgage Recording Tax

RECEIVED
Office of Real Property Tax Services
Oct 8, 2025
Mortgage Recording Tax

Recording Officer

Treasurer

William J. Carlisle



PUTNAM COUNTY CLERK'S OFFICE
County Office Building
40 Gleneida Avenue
Carmel, New York 10512
Tel. (845) 808 ~1142
Fax (845) 225-3953

All
Audit

Reso

MICHAEL C. BARTOLOTTI
County Clerk

JAMES J. MCCONNELL
First Deputy County Clerk

October 10, 2025

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 OCT 10 AM 11:48

VIA HAND DELIVERY

Hon. Amy Sayegh, Chairwoman
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

Re: Semi-Annual Mortgage Tax Report, April 1, 2025 through September 30, 2025

Dear Chairwoman Sayegh:

Enclosed you will find our Semi-Annual Mortgage Tax Report for the period from April 1, 2025 through September 30, 2025.

The report has been approved by the New York State Department of Taxation and Finance.

If you have any questions or concerns regarding this matter please do not hesitate to contact me. Thank you very much.

Sincerely,

A handwritten signature in black ink, appearing to be "Michael C. Bartolotti".

Michael C. Bartolotti
Putnam County Clerk

MCB;jm

Enc. (2)



**Department of
Taxation and Finance**

Office of Real Property Tax Services Division

October 10, 2025

Tax Article: 11

Tax Type: Mortgage Recording

County: Putnam

Period: April 2025- September 2025

PUTNAM COUNTY CLERK
40 GLENEIDA AVENUE
CARMEL, NY 10512

Putnam County Clerk

OCT 10 2025

We approved your report.

We approved your Semiannual Form AU-202, *New York State Mortgage Tax Semiannual Report*, which we received on October 8th, 2025.

The net amount of \$1,748,134.08 due to the respective tax districts is approved. You may submit the report to your County Legislative Body for their action, pursuant to Tax Law §261.

Questions?

- Visit our website.
- Call George Muller at 518-486-6127



COUNTY OF Putnam

FOR THE PERIOD OF April 2025

THROUGH September 2025

CASH STATEMENT FOR TAXES COLLECTED PURSUANT TO ARTICLE 11

NEW YORK STATE MORTGAGE TAX SEMI-ANNUAL REPORT

TAX RATE: 0.9527254332

Months	BASIC TAX DISTRIBUTED					TREASURER			ALL OTHER TAXES DISTRIBUTED			
	1 Basic Tax Collected	2 Interest Received by Recording Officer	3 Recording Officer's Expense	4 Refunds or Adjustments	5 Amount Paid Treasurer (Col 1 + Col 2 - Col 3 - Col 4)	6 Interest Received by Treasurer	7 Treasurers Expense	8 Tax Districts Share (Col 5 + Col 6 - Col 7)	9 Local Tax	10 Additional Tax CNY	11 Special Assistance Fund	12 Special Additional Tax SONYMA
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Totals	1,834,877.10	18.68	86,761.70	0.00	1,748,134.08	0.00	0.00	1,748,134.08	0.00	1,019,586.98	678,397.85	102,143.34

Recording Officer

Treasurer

William J. Carlini

Distribution Statement

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PART II

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Total Tax Districts: 6	1,834,877.10	0.00	0.00	1,834,877.10	1,748,134.08

*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers

SEMI ANNUAL MORTGAGE TAX BREAKDOWN						
	10/1/2022-3/31/2023	4/1/2023-9/30/2023	10/1/2023-3/31/2024	4/1/2024-9/30/2024	10/1/2024-3/31/2025	10/1/2024-3/31/2025
CARMEL	418,352.35	375,095.30	398,314.10	374,313.93	486,067.97	581,411.86
KENT	180,311.03	191,155.25	142,963.14	141,604.32	217,380.76	224,647.02
PATTERSON	145,817.26	151,591.54	124,798.17	128,277.80	154,269.39	192,505.93
PHILIPSTOWN	164,901.07	149,445.94	119,661.71	153,421.97	151,836.90	198,270.54
COLD SPRING - VILLAGE	13,724.77	12,439.39	9,961.31	12,877.07	12,744.08	16,592.64
NELSONVILLE - VILLAGE	3,867.46	3,510.63	2,812.11	3,640.55	3,604.86	4,727.65
PUTNAM VALLEY	169,077.58	148,974.20	130,295.73	150,458.27	172,159.40	223,381.72
SOUTHEAST	210,438.84	226,353.74	324,990.79	288,341.65	238,811.41	297,570.47
BREWSTER - VILLAGE	6,736.93	7,001.09	10,054.87	8,743.05	7,241.41	9,026.25
TOTAL	1,313,227.29	1,265,567.08	1,263,851.93	1,261,678.61	1,444,116.18	1,748,134.08

THE PUTNAM COUNTY LEGISLATURE

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

#9

Amy E. Sayegh *Chairwoman*
Greg E. Ellner *Deputy Chair*
Diane Trubulsky *Clerk*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

FROM: Daniel G. Birmingham *DB/ey*
County Legislator, District 7

TO: Amy Sayegh, Chair
Audit & Administration Committee

DATE: October 16, 2025

RE: **Charter Amendment – Article 7 of the County Charter**

Please find attached (with accompanying redline comparison) a charter revision in connection with Article 7 of the County Charter "Annual Operating Budget". I would respectfully request that this document be added to the agenda of next Audit and Administration committee meeting.

As always, please do not hesitate to contact me if you have any questions or concerns.

cc: Senior Deputy County Attorney Heather M. Abissi, Esq.
County Executive Kevin Byrne
Commissioner of Finance William Carlin, Jr., CPA
Personnel Officer Paul Eldridge

Attachment

Section 1. Article 7, section A paragraph 2 of the County Charter shall be amended to read as follows:

2. Notification of dates and data. On or before the fifteenth (15th) day of July, the County Executive shall notify annually, in writing, with a copy to the County Legislature, the head of each administrative unit of County government or authorized agency receiving County funds of the date fixed which the estimates and appropriation requests for the ensuing fiscal year must be submitted. This notification shall identify the form of, and information to be contained in the estimates and appropriation requests and include the policy and practice guidelines as may be provided by the County Legislature for determining expenditures, limits and priorities.

Section 2. Article 7, section A paragraph 3 of the County Charter shall be amended to read as follows:

3. Submission of estimates and appropriation requests. On or before the fifteenth (15th) day of August each year, or such earlier date as the County Executive may prescribe, the head of each administrative unit of County government or authorized agency shall furnish to the Commissioner of Finance, with a copy to the County Legislature, an estimate of revenues and expenditures of his or her respective unit or authorized agency for the ensuing fiscal year, exclusive of capital projects. The estimates of each unit or authorized agency shall show the sources of revenues and the character and object of expenditures, which may be subclassified by functions and activities and shall be subdivided according to the internal organization of such. Estimates shall be submitted in such form and shall contain such additional information as the County Executive and the Commissioner of Finance shall require, and the estimate of expenditures shall constitute or be accompanied by a request for an appropriation. Such estimates shall be based on and shall be accompanied by a tentative work program by each unit or authorized agency

Section 3. Article 7, section A paragraph 5 of the County Charter shall be amended by adding an additional paragraph setting forth the following provisions:

(e) The tentative budget shall display, without modification by the County Executive, under a column denoted "Requested", the estimate of personnel expenditure of any administrative unit of County government or authorized agency submitted pursuant to Section A.(3) of this Article. To the extent the tentative budget decreases any such estimate of personnel expenditure, the tentative budget shall contain an explanation as to the reason for such decrease. To the extent the tentative budget contains any cost of living increases, grade reclassifications or other personnel expenditure variations from the then-current operating budget, such changes shall be set forth as separate line items in the respective department, unit or authorized agency portion of the tentative budget.

Section 1. Article 7, section A paragraph 2 of the County Charter shall be amended to read as follows:

2. Notification of dates and data. On or before the fifteenth (15th) day of July, the County Executive shall notify annually, in writing, with a copy to the County Legislature, the head of each administrative unit of County government or authorized agency receiving County funds of the date fixed which the estimates and appropriation requests for the ensuing fiscal year must be submitted. This notification shall identify the form of, and information to be contained in the estimates and appropriation requests and include the policy and practice guidelines as may be provided by the County Legislature for determining expenditures, limits and priorities.

Section 2. Article 7, section A paragraph 3 of the County Charter shall be amended to read as follows:

3. Submission of estimates and appropriation requests. On or before the fifteenth (15th) day of August each year, or such earlier date as the County Executive may prescribe, the head of each administrative unit of County government or authorized agency shall furnish to the Commissioner of Finance, with a copy to the County Legislature, an estimate of revenues and expenditures of his or her respective unit or authorized agency for the ensuing fiscal year, exclusive of capital projects. The estimates of each unit or authorized agency shall show the sources of revenues and the character and object of expenditures, which may be subclassified by functions and activities and shall be subdivided according to the internal organization of such. Estimates shall be submitted in such form and shall contain such additional information as the County Executive and the Commissioner of Finance shall require, and the estimate of expenditures shall constitute or be accompanied by a request for an appropriation. Such estimates shall be based on and shall be accompanied by a tentative work program by each unit or authorized agency

Section 3. Article 7, section A paragraph 5 of the County Charter shall be amended by adding an additional paragraph setting forth the following provisions:

(e) The tentative budget shall display, without modification by the County Executive, under a column denoted "Requested", the estimate of personnel expenditure of any administrative unit of County government or authorized agency submitted pursuant to Section A.(3) of this Article. To the extent the tentative budget decreases any such estimate of personnel expenditure, the tentative budget shall contain an explanation as to the reason for such decrease. To the extent the tentative budget contains any cost of living increases, grade reclassifications or other personnel expenditure variations from the then-current operating budget, such changes shall be set forth as separate line items in the respective department, unit or authorized agency portion of the tentative budget.

October 23, 2025
Audit Meeting

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FYI/ Guardrail & Property Damage Table