## THE PUTNAM COUNTY LEGISLATURE

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

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



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
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Erin L. Crowley	Dist. 9

October 23, 2024

Ms. Diane Schonfeld Clerk of the Legislature 40 Gleneida Avenue Carmel, New York 10512

RE: Report of the Budget & Finance Committee on the 2025 Tentative Budget

Dear Madam Clerk:

The Putnam County Budget & Finance Committee has completed its review of the 2025 Putnam County Budget. Pursuant to Section 7.04 B (3) of the Putnam County Charter, I hereby submit this report to you from the Budget & Finance Committee.

The Committee has completed its review of the 2025 Tentative Budget as submitted by the County Executive to the Legislature on October 1, 2024. The County Executive presented the Tentative Budget to the Budget & Finance Committee on Thursday, October 3, 2024. As explained in the County Executive's presentation, the 2025 Executive Budget has kept the Property Tax Levy flat at approximately \$46.2 million, which is not only in compliance with the New York State mandated Property Tax Cap, it represents a freeze in the real property tax levy from budget year 2024. Immediately following the County Executive's presentation, the Budget & Finance Committee held a Public Hearing.

Commencing on October 7, 2024, the Tentative Budget was reviewed by the appropriate Legislative Committees. Input was received from the Administration, Department Heads and County Elected Officials. Each Committee then submitted its proposed revisions and adjustments to the Budget & Finance Committee for additional review and approval on October 17, 2024. The modifications that were approved by the Budget & Finance Committee are outlined in the attached "Schedule A".

Upon recommendation of the Health, Social, Educational & Environmental Committee, the Budget & Finance Committee restored the following funding: a second lease vehicle in the Mental Health Administration, the second requested Special Patrol Officer (SPO) in the Department of Social Services, and Computer Equipment in the Department of Social Services for a total amount of \$69,504.

On August 30, 2024, when the Legislature submitted the Legislature/Auditing budgets to Commissioner of Finance Michael Lewis, in both our submittal letter and our attached budgets,

we asked that if management/confidential raises are given to all management/confidential employees of the County, please include that for the Legislators, Legislative Staff and Auditing Staff, as well as increasing the Chairman's Stipend by 25% of the Legislator's annual salary, per Section 2.04 (o) of the Putnam County Charter. The County Executive's 2025 Tentative Budget included a 2.75% Cost-of-Living Adjustment (COLA) for all management/confidential employees. The County Executive placed said 2.75% COLA for all personnel in the Legislature/Auditing budget in subcontingency, along with the other Elected Officials; Sheriff, County Clerk, Coroners and County Executive. During the Audit & Administration Budget meeting, the Committee moved the total amount placed in subcontingency back into the individual personnel lines. This proposal was approved by the Budget & Finance Committee.

In the proposed budget, there was an increase of \$5,000 in the Chief Assistant District Attorney's salary. During the Personnel Budget meeting, a proposal was made by the Administration to give an additional \$5,000 stipend to the Chief Assistant District Attorney since Section 3.01 of the County Charter stipulates that the County Executive "shall be the highest paid salaried County employee." During discussion, Legislators voiced concerns about a stipend, and instead chose to increase the salary an additional \$3,000 for a total increase of \$8,000. The Personnel Committee also moved the Health Department's requested amount of \$7,000 for a reclassification of a nursing position to a supervising public health nurse, and \$63,560 for nursing upgrades to subcontingency. A total of \$70,560 was moved to subcontingency for this request. The Personnel Committee also approved increases for the Youth Director, Director of Child Advocacy Center, and the Fiscal Manager. These are split positions within the Department of Social Services and are covered by OASAS Abatement Funds. The Budget & Finance Committee approved all of these proposals from the Personnel Committee.

The Personnel Budget Committee further approved moving the Bureau of Emergency Services Public Information Officer Stipend of \$2,500 to subcontingency. The Confidential Secretary positions in both the County Executive's office and the Bureau of Emergency Services received a pay increase, and the Sheriff's new requested position of Deputy Sheriff Criminal Investigator in the Bureau of Investigation (BCI) was approved. During discussions at the Personnel Budget Committee meeting, the Putnam County Sheriff proposed a request that Captains, Correction Captains, Lieutenants and the Undersheriff receive an increase in order to keep a pay differential similar to Resolutions #177 & #178 of 2014. The Personnel Committee and the Budget & Finance Committee approved all these requests.

At the Budget & Finance Committee meeting, the Committee approved salary adjustments for: the County Clerk's Confidential Secretary, Administrative Assistant to the Legislature, and Confidential Secretary to the Commissioner of the Department of Public Works. They also placed \$2,500 for the second Public Information Officer (PIO) which is currently in the Health Department, in subcontingency, and increased the County Contribution by \$7,000 for Career Support Solutions, restored \$17,100 for the Libraries to their requested amount, and placed the County Contribution amount of \$13,993 for the Putnam Arts Council in subcontingency.

The Budget & Finance Committee approved further adjustments made throughout the budget process at the request of the Administration to properly reflect on accounts as information became available to them.

The entire budget process ran smoothly, and although the Budget & Finance Committee made changes as outlined in the attached "Schedule A," a fiscally sound budget has been compiled through the combined efforts between the Administration and the Legislature. Most importantly this is a budget that considers the needs of our Putnam County residents, allowing the County

to continue to provide the necessary services and programs which protects their health, safety, and wellbeing.

Sincerely,

Chairman

Putnam County Budget & Finance Committee

Att./

### **SCHEDULE "A"**

**Health Department** 

FROM:

TO:

**NYC Department of Environmental** 

Protection (DEP) Grant

Revenue

12401002 422801 10050

(230,000)

(270,000)

A DIFFERENCE OF: (40,000)

**Public Health Infrastructure Grant** 

**Public Health Emergency Preparedness (PHEP)** 

Revenue

26401001 444892 10205

(258,110)

(216,851)

A DIFFERENCE OF: 41,259

A TOTAL DIFFERENCE OF: 1,259

**Youth Bureau** 

FROM:

TO:

Pegasus Program

Promotional Materials

(Move to Proper Account) **10088000 54329** 

1,000

0

Miscellaneous

10088000 54989

2,000

3,000

A DIFFERENCE OF: 0

**Mental Health Administration** 

FROM:

TO:

**OASAS Abatement Funds** 

**Correct Revenue** 

10431000 434983 10206

(284,153)

(218,179)

A DIFFERENCE OF: 65,974

Mental Health Administration FROM:

Vehicle Leasing/Rental (Include 2<sup>nd</sup> Car Requested)

10431000 54210 8,000 16,560

TO:

TO:

A DIFFERENCE OF: 8,560

Adjust Revenue Accordingly.

Office For Disabled

Computer Equipment 1,650 0

IT Computer Equipment 10168000 52130 0 1,650

FROM:

(Move to DGS & Designate for Office for Disabled)

A DIFFERENCE OF: 0

Social Services Department – Administration FROM: TO:

Computer Equipment 0 23,750

Computer Equipment 0 23,750

A DIFFERENCE OF: 47,500
(Restore to Requested Amount)

Social Services Department – Administration

FROM: TO: Chargeback Contracts

(Restore to requested two (2)
Special Patrol Officers)
10120000 55646 68,632 82,076

A DIFFERENCE OF: 13,444

**Social Services Department** FROM: TO: **Juvenile Delinquent & PINS** (Move to Proper Account) Miscellaneous 10612300 54989 153,212 0 Contracts 10612300 54646 0 153,212 A DIFFERENCE OF: 0 **Social Services Department** FROM: TO: **Putnam Workforce Partnership** WIA Adult CFDA 17.258 **Correct Revenue** 10629300 447912 (71,926)(76,866)A DIFFERENCE OF: (4,940) **WIA Dislocated Worker 17.260 Correct Revenue** 10629300 447917 (164,833)(176,154) A DIFFERENCE OF: (11,321) A TOTAL DIFFERENCE OF: (16,261) **Contingency Fund** TO: FROM: Subcontingency 10199000 54990 4,391 0 (County Clerk 2.75% COLA) A DIFFERENCE OF: (4,391) **County Clerk** 10141000 51000 (101) 148,312 152,391 (2.75% COLA Increase) **FICA** 10141000 58002 0 312 A DIFFERENCE OF: 4,391

Adjust fringes and revenue accordingly.

A TOTAL DIFFERENCE OF: 0

**Contingency Fund** FROM: TO: Subcontingency 10199000 54991 5,043 0 (Sheriff 2.75% COLA) A DIFFERENCE OF: (5,043) **Sheriff** 10311000 51000 (101) 170,376 175,061 (2.75% COLA Increase) FICA 10311000 58002 0 358 A DIFFERENCE OF: 5,043 A TOTAL DIFFERENCE OF: 0

**Contingency Fund** FROM: TO: **Subcontingency** 10199000 54992 2,280 0 (Coroners 2.75% COLA) A DIFFERENCE OF: (2,280) Coroner 10118500 51000 (101) 25,688 26,394 (2.75% COLA Increase) Coroner 10118500 51000 (102) 25,688 26,394 (2.75% COLA Increase) Coroner 10118500 51000 (103) 25,688 26,394 (2.75% COLA Increase) **FICA** 10118500 58002 0 162

A DIFFERENCE OF: 2,280

A TOTAL DIFFERENCE OF: 0

Adjust fringes and revenue accordingly.

Adjust fringes and revenue accordingly.

Contingency Fund		
	FROM:	TO:
Subcontingency		
10199000 54997	12,467	0
(Legislators 2.75% COLA)		
A DIFFERENCE OF: (12,467)		
Legislators		
(2.75% COLA Increase)		
10101001 51000 (101)	45,518	46,770
10101001 51000 (102)	45,518	46,770
10101001 51000 (103)	45,518	46,770
10101001 51000 (104)	45,518	46,770
10101001 51000 (105)	45,518	46,770
10101001 51000 (106)	45,518	46,770
10101001 51000 (107)	45,518	46,770
10101001 51000 (108)	45,518	46,770
10101001 51000 (109)	45,518	46,770
Legislative Stipend		
10101001 51000 (190)	11,380	11,693
FICA		
10101001 58002	0	886
101010010002	v	000
A DIFFERENCE OF: 12,467		
A TOTAL DIFFERENCE OF: 0		
Adjust fringes and revenue accordingly.		

Contingency Fund		
Cubcontingonou	FROM:	TO:
Subcontingency 10199000 54997 (Legislature/Auditing 2.75% COLA)	10,368	0
A DIFFERENCE OF: (10,368)		
Clerk to Legislature 10101001 51000 (110) (2.75% COLA Increase)	116,762	119,973
Deputy Clerk 10101001 51000 (111) (2.75% COLA Increase)	95,361	97,983

.

Administrative Assistant 10101001 51000 (113) (2.75% COLA Increase)	65,571	67,374
Administrative Assistant 10101001 51000 (114) (2.75% COLA Increase)	72,530	74,525
FICA 10101001 58002	0	737
A DIFFERENCE OF: 10,368		
A TOTAL DIFFERENCE OF: 0		

Contingency Fund		
Subcontingency	FROM:	TO:
<b>10199000 54997</b> (Legislature/Auditing 2.75% COLA)	9,163	0
A DIFFERENCE OF: (9,163)		
County Auditor 10132000 51000 (101) (2.75% COLA Increase)	130,305	133,888
Deputy County Auditor 10132000 51000 (103) (2.75% COLA Increase)	107,120	110,066
Audit Manager 10132000 51000 (102) (2.75% COLA Increase)	72,100	74,083
FICA 10132000 58002	0	651

A DIFFERENCE OF: 9,163

A TOTAL DIFFERENCE OF: 0

Adjust fringes and revenue accordingly.

Adjust fringes and revenue accordingly.

Contingency Fund		
Subcontingency	FROM:	TO:
10199000 54993 (County Executive 2.75% COLA)	5,211	0
A DIFFERENCE OF: (5,211)		
County Executive 10123000 51000 (101) (2.75% COLA Increase)	176,022	180,863
FICA 10123000 58002	0	370
A DIFFERENCE OF: 5,211		
A TOTAL DIFFERENCE OF: 0		
Adjust fringes and revenue accordingly.	•	

Veterans Service Agency		
· · · · · · · · · · · · · · · · · · ·	FROM:	TO:
Temporary		
10651000 51094	15,000	30,000
(Restore to Requested Amount)		
FICA		
10651000 58002	0	1,148
10031000 30002	U	1,140
A DIFFERENCE OF: 16,148		
		•
Adjust fringes and revenue accordingly.		

<u>Veterans Home</u>	FROM:	TO:
(Accounted for by DGS) Natural Gas 10651100 54630	E 000	0
Electric	5,000	0
10651100 54631	4,700	0
Security Monitoring & Rental 10651100 54637	2,500	0
A DIFFERENCE OF: (12,200)		•

Sheriff's Department - Communications  Crisis Intervention Teams Grant Federal Aid – CFDA 16.710 CIT Revenue 13311000 444900 10211  A DIFFERENCE OF: 6,890	FROM: (44,500)	TO: (37,610)
Sheriff's Department - Communications  Threat Assessment Mgmt Grant Homeland Security SHSP	FROM:	то:
Correct Revenue 13311000 440891 10218	(85,845)	(104,215)
A DIFFERENCE OF: (18,370)		
Sheriff's Department – Civil Division  Temporary	FROM:	TO:
(Restore to Requested Amount) 15311000 51094	22,140	24,000
A DIFFERENCE OF: 1,860		
Adjust Fringes accordingly.		
Sheriff Patrol Services State (Adjust Revenue & Overtime to Reflect Awarded Grants)  Police Traffic Services Program (Traffic Safety Grant) Police Traffic Serv CFDA20.600 Revenue	FROM:	то:
17311002 443893 10021	(12,144)	(12,760)
Overtime 17311002 51093 10021	12,144	12,760
Buckle Up Grant Revenue	_	

0

(4,400)

17311002 443899 10024

Overtime 4,400 17311002 51093 10024 0 A DIFFERENCE OF: 0 Adjust Fringes accordingly. **Sheriff Security Services** FROM: TO: Temporary (Account for SPO Hourly Rate Increase) 19311000 51094 145,000 186,000 FICA 24,301 19311000 58002 21,164 Adjust fringes accordingly. A DIFFERENCE OF: 44,137 **District Attorney** FROM: TO: Chief Assistant DA 8,000 10116500 51000 (9103) 5,000 (No Proposed Stipend of \$5,000 - Partially Adjust to Requested Amount) FICA 0 230 10116500 58002 A DIFFERENCE OF: 3,230 Adjust fringes & revenue accordingly. <u>Health Department – Nursing</u>

Health Department – Nursing

FROM: TO:

Requested Reclass to Supervising Public

Health Nurse \$7,000 and Upgrades for all

Nurses \$63,560

Move to Subcontingency

10199000 54987

0 70,560

A DIFFERENCE OF: 70,560

Mental Health – OASAS Abatement  Youth Director (731010904)  Split with Youth Bureau & DSS  (covered by OASAS Abatement Funds)	FROM:	TO:
(covered by OASAS Abatement Funds) 10431000 51000 10206	6,192	11,192
FICA 10431000 58002 10206	0	383
A DIFFERENCE OF: 5,383		
Adjust fringes & revenue accordingly.		
Mental Health – OASAS Abatement	FROM:	TO:
Reclass to Director of CAC (601303103) Split with CAC & DSS Adm (covered by OASAS Abatement Funds)		10.
10431000 51000 10206	11,729	16,729
FICA 10431000 58002 10206	0	383
A DIFFERENCE OF: 5,383		
Adjust fringes & revenue accordingly.		
Manufal Hardin - OAOAO Al III		
Mental Health – OASAS Abatement	FROM:	TO:
Fiscal Manager (601020924) Salary Adjustment Split with Mental Health & DSS Adm		
(covered by OASAS Abatement Funds) <b>10431000 51000 10206</b>	7,540	12,717
FICA 10431000 58002 10206	0	396
A DIFFERENCE OF: 5,573		

Adjust fringes & revenue accordingly.

Mental Health – OASAS Abatement

FROM: TO:

Revenue
100% Funded for Changes to
Youth Director, Director of CAC and
Fiscal Manager
10431000 434983 10206 (218,179) (234,578)

A DIFFERENCE OF: (16,399)

 Bureau of Emergency Services

 FROM:
 TO:

 Public Information Officer Stipend
 2,500
 0

 Subcontingency
 0
 2,500

A DIFFERENCE OF: 0

Adjust fringes & revenue accordingly.

 Bureau of Emergency Services

 FROM:
 TO:

 Confidential Secretary
 2,500
 7,500

 FICA
 0
 383

Sheriff's Department – BCI
FROM: TO:
Deputy Sheriff Criminal Investigator
32311000 51000 (118) 0 127,783
(Restore Requested Position)

Adjust fringes & revenue accordingly. 0 59,517

A DIFFERENCE OF: 187,300

A DIFFERENCE OF: 5,383

# **Sheriff's Department**

(Amend Salaries keeping Pay Differential Similar to Resolutions #177 & #178 of 2014)

	FROM:	TO:
Road Patrol Captain 10311000 51000 (103)	145,519	154,758
Criminal Investigator Captain 10311000 51000 (114)	145,519	154,758
Operations Captain 10311000 51000 (127)	145,519	154,758
Civil Bureau Captain 10311000 51000 (128)	145,519	154,758
Undersheriff 10311000 51000 (102)	153,766	162,497
FICA 10311000 58002	0	3,495
Corrections Facilities		
Corrections Facilities  Correction Captain 10315000 51000 (101)	145,518	154,758
Correction Captain	145,518 141,353	154,758 143,295
Correction Captain 10315000 51000 (101) Correction Lieutenant	,	. <b>*</b>
Correction Captain 10315000 51000 (101)  Correction Lieutenant 10315000 51000 (106)  Correction Lieutenant	141,353	143,295

A DIFFERENCE OF: 63,310

Adjust fringes & revenue accordingly.

County Executive	FROM:	TO:
Confidential Secretary 10123000 51000 (106)	4,437	6,192
FICA 10123000 58002	0	134

A DIFFERENCE OF: 1,889

Adjust fringes & revenue accordingly.

Law Department

FROM:

TO:

**Senior Deputy County Attorney** 

10142000 51000 (919)

5.000

0

(Remove Salary Adjustment)

FICA

10142000 58002

383

0

A DIFFERENCE OF: (5,383)

Adjust fringes & revenue accordingly.

#### CORRECT APPROPRIATIONS FOR THE FOLLOWING:

**Mental Health Administration** 

FROM:

TO:

**NYSDHSES – Threat Assessment Mgmt** 

**Licensing Software** 10033000 54783 10218

200

0

**Software & Accessories** 

10033000 54783

0

200

**OSR Putnam Senior Corps** 

Vision

10677300 58009

242

0

**Recreation for the Elderly** 

**Life Insurance** 

10762000 58007 10187

540

0

A DIFFERENCE OF: (782)

CORRECT REVENUES FOR THE FOLLOWING:

**Sheriff Security Services DSS** 

Central Serv. Internal Chargebacks

19005060 412941

FROM:

TO:

(68,632)

(82,076)

Sheriff - BCI Women's Resource Center

Federal Aid – Other PS 32311000 44389 10174	(29,176)	(29,184)
Sheriff License Plate Reader State Aid SAMS Grant 32311000 437897 10181	(1,546)	0
<u>Jail</u> SCAAP Grant – Criminal Alien CFDA 16.572 10315001 44389F 10032	(164,708)	(137,764)
Probation Stop DWI Fines		
10331500 426151	(81,075)	(81,100)
Mental Health Administration Crisis Intervention Teams Grant Federal Aid – CFDA 16.710 CIT		
10431000 444900 10211	(141,361)	(117,857)
Social Security Dept Administration Warming Shelters Admin Social Services		
10120000 436101 10130	(186,832)	(186,829)
DSS Grants Child Advocacy Center 22070000 436233	(201,842)	(175,663)
Crime Victims Board	, ,	, , ,
22071000 446131	(388,552)	(415,530)
Youth Program State Aid Other 10731000 430890 10182	(10,333)	0
A DIFFERENCE OF: 48,054	(,)	
	•	

Health Department		
(Properly Classify Leased Vehicles)		
	FROM:	TO:
Vehicle Leasing/Rental		
11401000 54210	6,700	13,400
•		
Environmental Health		
Vehicle Leasing/Rental	27,000	20,100
12401000 54210		

## **Early Intervention Program**

Vehicle Leasing/Rental 10405900 54210

8,300

8,100

A DIFFERENCE OF: 0

**County Clerk** 

FROM:

TO:

Confidential Secretary 10141000 51000 (904) 4,263

6,022

**FICA** 

10141000 58002 0 135

A DIFFERENCE OF: 1,894

<u>Legislature</u>

FROM: TO:

Administrative Assistant 10101001 51000 (913) 0 2,500

**FICA** 

10101001 58002 0 191

A DIFFERENCE OF: 2,691

Adjust fringes and revenue accordingly.

**Contingency Fund** 

FROM: TO:
Subcontingency
10199000 54987

0 2,500

(for 2<sup>nd</sup> Public Information Officer (PIO) currently in Health Department)

A DIFFERENCE OF: 2,500

Adjust fringes & revenue accordingly.

Department of Public Works		
	FROM:	TO:
Confidential Secretary	_	
10149000 51000 (936)	0	2,500
FICA		
10149000 58002	0	191
A DIFFERENCE OF: 2,691		
Adjust fringes & revenue accordingly.		

<u>Libraries</u> (Restore Funding to Requested Amount)		
	FROM:	TO:
Telephone 25741000 54634	6,587	6,719
Licensing Software 25741000 54783	32,938	40,938
Literacy Volunteer 25741000 54948	10,804	11,020
Local History Genealogy 25741000 54949	2,745	2,800
County Contribution 25741000 54950	422,462	430,911
Reference Center 25741000 54997	12,406	12,654
Subcontingency Outside Agencies 10199000 54996	75,000	57,900
A DIFFERENCE OF: 0		

Putnam Arts Council  County Contribution 25091000 54950	FROM: 13,993	TO: 0
Subcontingency 10199000 54996	0	13,993

A DIFFERENCE OF: 0