



# **VILLAGE OF BRIARCLIFF MANOR**

**2023-2024**

## **ADOPTED OPERATING BUDGET**

**MAYOR**

**STEVEN VESCIO**

**DEPUTY MAYOR**

**PETER CHATZKY**

**TRUSTEES**

**KEVIN HUNT**

**EDWARD NOLAN**

**RHEA MALLETT**

**VILLAGE MANAGER**

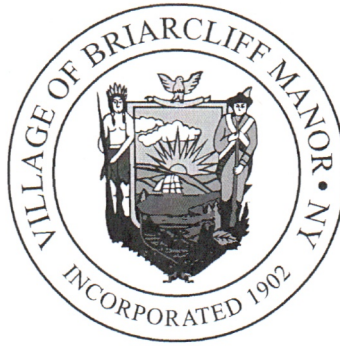
**JOSH RINGEL**

**VILLAGE TREASURER**

**KATHRYN NIVINS**

# LETTER FROM VILLAGE MANAGER

VILLAGE OF BRIARCLIFF MANOR  
1111 PLEASANTVILLE ROAD  
BRIARCLIFF MANOR, N.Y. 10510



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March 17, 2023

Honorable Mayor & Trustees  
Village of Briarcliff Manor  
1111 Pleasantville Road  
Briarcliff Manor, NY 10510

Dear Mayor and Trustees,

Attached is the Tentative Budget for the Village of Briarcliff Manor for FY 23/24. This budget is presented to you for your consideration and review following the provisions of Article 5 of New York State Village Law. The proposed budget has also been filed with the Village Clerk's office and will be made available to the public at the Briarcliff Manor Public Library, and on the Village's website.

This budget is the result of discussions and input from each of the Department Heads of the Village, analysis and review by the Treasurer, and myself. The allowable tax cap increase for this year is 2.06% or \$268,335. By comparison, last years' levy was 4.16% and \$525,117. This Tentative Budget as proposed includes a tax levy increase of 6.31% for a total tax levy increase of \$821,940; this is 4.25% or \$553,605 over the cap threshold. It should be noted that this already reflects a tax relief inclusion of \$180,000 in General Fund Balance and \$250,000 in Debt Service Balance has been applied as a tax relief measure (this will be further detailed below). For context as you review the budget, a 1.00% increase to the cap equates to roughly \$130,000.

Some may ask why the need to pierce the cap. According to the Bureau of Labor Statistics, the Consumer Price Index for the Northeast was up 6.6% from two years ago as of February 2022, and approximately 6% from last February as well. Inflationary increases have continued to impact the Village's expense accounts, including health insurance, pensions, personnel costs, equipment, contracts, and



more. Simply put, the Village needs to either find new revenues (which is not straight forward) or increase the tax levy beyond the cap to keep the budget balanced and on solid financial footing year over year.

### **Special Budget Considerations and New Initiatives**

The Village is making several operational & financial changes which are incorporated in this Tentative Budget as follows:

- Village staff are recommending to pay off the remaining debt owed on the related Capital Improvements for the Club project (2014B \_ Bond). As the Board may recall, Senior Lifestyle paid off their debt owed to the Village. Approximately 77% of the debt is in Water Fund, and 23% in General Fund. If we pay off the debt this year, the Village will retain approximately \$500,000 to use for one-time expenses. We have incorporated \$250,000 from these funds to act as tax relief for this year as a part of this budget. As discussed last year, if the Village wishes to forgo paying off the debt now, the money received from The Club will run out in approximately 2030 while the debt owed is due until 2035/36.
- The Recreation Department is looking to beef up its special event programming. This budget includes additional funding to improve Community Day and launch a smaller, neighborhood style event program so named "Bashes in Briarcliff". This seasonal monthly series of events will consist of Bashes (parties) in neighborhood parks around the Village sponsored by the Village - think small music, bounce houses, kids activities, food truck (for additional fees) and other surprises.
- The current Village Engineer/Building Inspector is retiring in May/June 23'; his replacement (Engineer) is already on staff. A separate Building Inspector is slated to be hired (splitting the position). Considering the Village's future as a whole, the decision was made to split based on other likely retirements, and to add additional staff in the field when it comes to building safety and code enforcement matters. More information is on file with the Manager's Office regarding the change.
- The Village is looking to expand the Treasurer's Department from 3 full-time employees to 4 by converting the part-time Deputy Treasurer to full-time (currently vacant). This would be achieved by combining the part-time salary



for Deputy Treasurer and eliminating the part-time clerk position and rolling the salary into the new position. The office is overwhelmed with increasing regulatory deadlines set by Federal, State and GASB. The Deputy Treasurer would assist the Village Treasurer by freeing up her time for other projects to help move the Village forward, and add new efficiencies for Village residents. This also has the dual impact of succession planning. More information is on file with the Manager's Office regarding the change. This person would be hired in October or November to help lessen the impact on General Fund in 23/24. The individual would be split 50/50 with the Water Fund.

### **Tax Assessments**

The section of the Village of Briarcliff Manor in the Town of Ossining (roughly 91%) saw an increase in its assessed value of \$150M+, while the Town of Mt. Pleasant section saw a \$4.1M increase. This is great news for Village residents who reside in the Town of Ossining section as the spread in value, even with the tentative tax levy increase as proposed, tax rates would be approximately \$6.01/thousand compared to \$6.05/thousand from FY 22/23. This results in an average Village tax bill decrease of \$35.00 for those homes located in Ossining.

The story is not the same for the Town of Mt. Pleasant properties. As these homes are not fully assessed, an equalization rate is applied. Each year the equalization rate decreases, creating a disparity in how the tax levy changes impact these homes. Based on discussions with NYS Real Property Taxation staff, the disparity is only going to continue to grow. In 23/24, Mt. Pleasant properties in the Village will see the tax rate increase to \$496.54/\$1,000 compared to \$462.36/\$1,000 from FY 22/23. This results in an average Village tax bill increase of \$318.00.

There are two ways to correct this problem:

1. Mt. Pleasant completes a revaluation and assesses its properties at Full Market Value (unlikely); or
2. The Village retakes the Assessment function and brings the Mt. Pleasant Properties up to 100% full market value (potentially recommended).

While the legal steps are known to the Village, staff are further investigating the operating mechanics, potential pitfalls/land mines and plan to make a proposal to the Village on this matter for implementation in the 24/25 budget year (it is not

realistic to implement in 23/24 without significant expense). It is important for the Board to be made aware of all of the facts in due course so that an informed decision can be made. The Village Manager's office intends to submit a draft framework for the board to review in May.

## **Revenues**

Last year, the Village continued to see a return of and increase to non-property tax revenues. It appears that the rise has come to a halt and some major items are stabilizing, or even decreasing. Revenues have remained near flat overall.

Major Revenue Losses include:

- Building Permit Revenue – \$100K loss (building picked up in a big way during pandemic)
- Interfund Revenue (Debt Service reduction) – \$201,568 (see weaning below)
- Summer Camp Expectations - \$97,674
- Film Revenue - \$15,000

Major Revenue Increases include:

- Ambulance Fees - \$82,000
- Pool Revenue - \$63,855
- Mortgage Tax - \$55,000
- \*NEW\* Interest on Monies in Bank - \$48,000 (NYCLASS)
- Parking Revenues (Permits) - \$45,000
- Cell Tower (contractual increase) - \$19,442

Relative to revenues, the Village has been reliant on Interfund Revenue (transfers from Water Fund and Debt Fund) to act as tax relief in the past. While some nominal amount is warranted, this becomes problematic when surpluses or revenue sources decrease beyond what is anticipated. A large portion of the previous year's budget gap used unassigned revenues related to a land use development in the Village. The average total amount assigned has been consistently decreasing over the past few years 18/19-\$1.2M, 19/20-\$1.1M, 20/21-\$995K, 21/22-775K, 22/23-\$545K As mentioned in the Tentative 22/23 Budget Message, the Village needs to continue to wean itself off of this artificial gap over the next two-three years. The current budget proposes filling the Interfund Revenue gap to the tune \$250,000 through Debt Service fund balance.



## **Expenditures**

Expenditures are on the rise for the Village, as previously noted. Some highlights relative to expenditures are noted below:

- There are a few reductions in expenses, but many are off set with increases
  - o Recreation Department saw a combined savings of \$61,935 due to personnel changes, and other misc. changes.
  - o Over-estimated energy costs - \$53,000 (reduced).
  - o Anticipated Tax Certioraris for 23/24 have dropped to \$100,000.
- Contractual costs for EMT support in Fire Dept & LOSAP increases - \$112,456.
- Health benefits are slated for one of the largest increases in recent memory - \$419,191.
- The Village's Debt Service payments are slated to increase \$289,326. Further detail on Debt Service can be found in the Debt Service and Capital Budget Message.
- Personnel Costs (Pay), due to contractual increases for Police, CSEA (DPW) and Non-Union (Administrative Staff) is slated to increase approximately \$248,655.
- We are continuing to build the contingency line for unexpected in-year expenditures. \$125,003 compared to \$81K in FY 22/23.

## **Water Fund**

The Village's Water Fund is an enterprise fund and therefore is a "business-like" activity and must remain at worst break-even, but often attempts to contain a nominal surplus to grow Fund Balances for emergency repairs and small Capital projects. The Village's Water Fund saw an increase in water consumption in FY 22/23 due to the extremely dry Summer. The Village is anticipating a surplus in this fund for the current year.

With the surplus, and a part of its standard review, the Village is proposing to re-balancing where a few employees fit into the Water/General Fund Split. The largest change being that of two Public Works Motor Equipment Operator (MEO) salary/benefits. This budget proposes moving 50% of an MEO2 and 25% of MEO1 into the Water Fund. These employees quite often support the department on water main breaks and general maintenance. With these moves, the Water Fund budget remains balanced, and the General Fund levy need is reduced somewhat.



Given this information, no changes to the water fee structure are recommended at this time.

### **Library Fund**

The Village's Library Board & Director had submitted an Operating Budget requesting approximately \$713,000 in Village support. I am recommending a reduction of \$23,000, and requested they use the same amount from the \$45K of available Library Fund balance instead. This represents a \$35,000 increase in the Village's allocation to the Library.

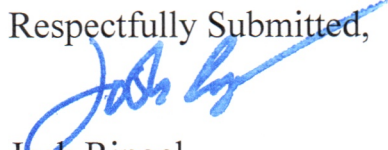
### **Capital Projects and Capital Plan**

Traditionally, the Village has completed its Capital planning post-budget process over the Summer. We are pleased to say that the Tentative Capital Budget will be submitted to the Board for review prior to the Tentative Budget Public Hearing on April 4.

### **Conclusion**

In conclusion, this is another difficult budget year, compounded by inflationary increases year over year, non-property tax revenues remaining flat overall, and contractual increases (debt service, health insurance, contractual salaries). I want to thank Village Department Heads for their hard work on the budget. I thank the Board of Trustees and the public for their patience and look forward to finalizing my 2<sup>nd</sup> Budget as Village Manager/Budget Officer for the Village of Briarcliff Manor. Lastly, special thanks to Village Treasurer Katie Nivins-Mack for whom without the numbers you're reviewing would have been impossible to prepare.

Respectfully Submitted,



Josh Ringel  
Village Manager

# TAX CAP CALCULATION & SUPPORTING DOCUMENTS

## THE TAX CAP CALCULATION FOR 2023/24

[illegible]

**Figures calculated and provide by NYS Comptroller**

**\*\*Tax base growth factor** - related to the increases and decreases of assesment values in the Village tax rolls

**\*Allowable Levy Growth Factor** - Tied to the actual rate of inflation





Village of Briarcliff Manor (550462200520)  
Fiscal Year Ending: 05/31/2024

Form Status: Unsubmitted

## Step 11 of 15 - Tax Levy Limit Calculation

*This is the maximum that a local government may raise in taxes without passing an override.*

### Tax Levy Limit, Before Adjustments and Exclusions

	Real Property Tax Levy FYE 2023	\$13,018,382
	Tax Cap Reserve Offset from FYE 2022 Used to Reduce FYE 2023 Levy	\$0
	Total Tax Cap Reserve Amount (Including Interest Earned) from FYE 2023	---
	Tax Base Growth Factor	1.0006
	PILOTs Receivable FYE 2023	---
	Tort Exclusion Amount Claimed in FYE 2023	\$0
	Allowable Levy Growth Factor	1.0200
	PILOTs Receivable FYE 2024	---
	Available Carryover from FYE 2023	---
	<b>Tax Levy Limit Before Adjustments/Exclusions</b>	<b>\$13,286,717</b>

### Adjustments for Transfer of Local Government Functions

	Costs Incurred from Transfer of Local Government Functions	\$0
	Savings Realized from Transfer of Local Government Functions	\$0
	<b>Total Adjustments</b>	<b>\$0</b>
	<b>Tax Levy Limit, Adjusted for Transfer of Local Government Functions</b>	<b>\$13,286,717</b>

### Exclusions

	Tort Exclusion	\$0
	Teachers' Retirement System Exclusion	\$0
	Employees' Retirement System Exclusion	\$0
	Police and Fire Retirement System Exclusion	\$0
	<b>Total Exclusions</b>	<b>\$0</b>
	<b>Your FYE 2024 Tax Levy Limit, Adjusted for Transfers plus Exclusions</b>	<b>\$13,286,717</b>

Cancel

FIINAL TAX RATE

## 2023/24 Budget Tax Rates

	2019/20	2020/21	2021/22	2022/23	2023/24-Final
TOTAL GF EXPENDITURES	\$ 18,205,728.19	\$ 18,198,558.34	\$ 18,577,855.00	\$ 20,340,806.00	\$ 22,013,241.00
TOTAL NON-TAX REVENUES	\$ 6,900,739.19	\$ 6,580,730.34	\$ 6,084,590.00	\$ 7,142,424.00	\$ 7,886,489.00
Approp/Overlay/Other Funds	\$ -	\$ -	\$ -	\$ 180,000.00	\$ 180,000.00
TOTAL TAXATION	2019/20	2020/21	2021/22	2022/23	2023/24-Final
Expenditures	18,205,728	18,198,558	18,577,855	20,340,806	22,013,241
Revenues	6,900,739	6,580,730	6,084,590	7,142,424	7,886,489
Appropriated Funds	-	-	-	180,000	180,000
Open Space Reserves					
Budget Overlay					
Tax Levy	11,304,989	11,617,828	12,493,265	13,018,382	13,946,752
Total Percent Increase	2.51%	2.77%	7.54%	4.20%	7.13%
Allowable Tax Cap Increase	2.51%	2.77%	4.58%	4.20%	2.06%
Over/under Tax Cap	0.00%	0.00%	2.96%	0.00%	5.07%
TOWN OF OSSINING-Median Home Assessment 2022= \$787,469	100.00%	100.00%	100.00%	100.00%	100.00%
Percent of Village assessment	91.13091%	91.34830%	91.36900%	90.79074%	91.22184%
Expenditures	16,591,047	16,624,074	16,974,400	18,467,569	20,080,884
Revenues	6,288,707	6,011,385	5,559,429	6,484,660	7,194,201
Appropriated Funds	-	-	-	163,423	164,199
Tax Levy	10,302,340	10,612,689	11,414,971	11,819,486	12,722,484
Assess Valuation	1,862,884,209	1,928,481,955	1,983,334,779	1,951,389,437	2,098,876,389
Tax Rate Per \$1,000 of Valuation	5.53	5.50	5.76	6.06	6.06
Dollar Increase	0.04	(0.03)	0.25	0.30	0.00
Percentage Increase	0.73%	-0.49%	4.58%	5.24%	0.08%
Avg Tax increase/Decrease-related to rate change	\$ 28.69	\$ (19.36)	\$ 182.16	\$ 217.67	\$ 3.63
Median Home Assessment	738,068	712,042	712,953	721,921	787,469
Avg Tax Bill Change related to the overall assement change	\$ 4,077.78	\$ 3,914.49	\$ 4,103.36	\$ 4,372.65	\$ 4,773.30

TOWN OF MT PLEASANT- Median Home Assessment 2022= \$9,200 760k)	1.42%	1.40%	1.37%	1.31%	1.21%
Percent of Village assessment	8.77816%	8.65170%	8.63100%	9.20926%	8.77816%
Expenditures	1,598,127	1,574,484	1,603,455	1,873,237	1,932,357
Revenues	605,758	569,345	525,161	657,764	692,288
Appropriated Funds	-	-	-	16,577	15,801
Tax Levy	992,370	1,005,139	1,078,294	1,198,896	1,224,268
Assess Valuation	2,574,467	2,557,081	2,566,723	2,592,975	2,443,862
Tax Rate Per \$1,000 of Valuation	385.47	393.08	420.11	462.36	500.96
Dollar Increase	21.68	7.61	27.02	42.26	38.59
Percentage Increase	0.31%	1.98%	6.88%	10.06%	8.35%
Avg Tax increase/Decrease-related to rate change	\$ 211.38	\$ 74.26	\$ 247.27	\$ 393.00	\$ 355.05
Median Home Assessment	\$ 9,752	\$ 9,752	\$ 9,150	\$ 9,300	\$ 9,200
Converted FMV	\$ 686,761	\$ 696,571	\$ 667,883	\$ 709,924	\$ 760,331
Avg Tax Bill Change related to the overall assement change	\$ 3,759.10	\$ 3,833.36	\$ 3,843.96	\$ 4,299.98	\$ 4,608.80



# **SALARIES**

## VILLAGE ADMINISTRATION SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2023/2024

ADMIN TITLES FY 23/24	EXPENSE ALLOCATIONS	YRS. OF SERVICE	CURRENT SALARY	NEW SALARY FY 23/24	ADDITIONAL COMPENSATION (Longevity/ Vacation Buyout)	BENEFITS (Retirement/EAP/ Health/WC)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSES
COURT CLERK	100% A1110	22.68	\$ 85,105	\$ 88,935	\$ 1,225	\$ 53,535	\$ 143,695	\$ 7,349	\$ 151,044
OFFICE ASST-AUTOMATED SYS*	100% A1110	5.87	\$ 53,880	\$ 55,497	\$ -	\$ 19,841	\$ 75,338	\$ 4,524	\$ 79,862
VILLAGE JUSTICES (2) PT	100% A1110		\$ 18,895	\$ 19,462	\$ -	\$ -	\$ 19,462	\$ 1,588	\$ 21,050
<b>VILLAGE JUSTICE DEPARTMENT TOTAL</b>			<b>\$ 157,880</b>	<b>\$ 163,894</b>	<b>\$ 1,225</b>	<b>\$ 73,375</b>	<b>\$ 238,495</b>	<b>\$ 13,461</b>	<b>\$ 251,956</b>
VILLAGE MANAGER	50% (A1230)/50% (F8310)	2.13	\$ 175,000	\$ 180,250	\$ -	\$ 26,075	\$ 206,325	\$ 3,065	\$ 209,390
SECRETARY TO VILLAGE MANAGER	75% (A1230)/25%(A1410)	11.48	\$ 90,722	\$ 93,444	\$ 600	\$ 28,511	\$ 122,555	\$ 7,548	\$ 130,103
<b>EXECUTIVE DEPARTMENT TOTAL</b>			<b>\$ 265,722</b>	<b>\$ 273,694</b>	<b>\$ 600</b>	<b>\$ 54,585</b>	<b>\$ 328,879</b>	<b>\$ 10,613</b>	<b>\$ 339,492</b>
SENIOR ACCOUNT CLERK	50% (A1325)/50% (F8310)	16.70	\$ 89,305	\$ 91,984	\$ 800	\$ 45,658	\$ 138,442	\$ 7,331	\$ 145,773
OFFICE ASSISTANT-FINANCIAL	50% (A1325)/50% (F8310)	20.82	\$ 82,758	\$ 85,241	\$ 1,225	\$ 23,609	\$ 110,075	\$ 6,832	\$ 116,907
TREASURER/TAX COLLECTOR*	50% (A1325)/50% (F8310)	3.84	\$ 142,857	\$ 152,857	\$ 5,880	\$ 47,672	\$ 206,409	\$ 12,541	\$ 218,950
DEPUTY TREASURER*	50% (A1325)/50% (F8310)		\$ 50,000	\$ 64,167	\$ -	\$ 22,491	\$ 86,658	\$ 5,071	\$ 91,729
<b>TREASURER DEPARTMENT TOTAL</b> <b>*Start November 1, 2023</b>			<b>\$ 364,920</b>	<b>\$ 394,249</b>	<b>\$ 7,905</b>	<b>\$ 139,430</b>	<b>\$ 541,584</b>	<b>\$ 31,775</b>	<b>\$ 573,359</b>
VILLAGE CLERK	85% (A1410)/15% (F8310)	19.08	\$ 102,290	\$ 108,428	\$ 1,025	\$ 39,692	\$ 149,145	\$ 8,841	\$ 157,986
<b>VILLAGE CLERK DEPARTMENT TOTAL</b>			<b>\$ 102,290</b>	<b>\$ 108,428</b>	<b>\$ 1,025</b>	<b>\$ 39,692</b>	<b>\$ 149,145</b>	<b>\$ 8,841</b>	<b>\$ 157,986</b>

## VILLAGE ADMINISTRATION SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2023/2024

ADMIN TITLES FY 23/24	EXPENSE ALLOCATIONS	YRS. OF SERVICE	CURRENT SALARY	NEW SALARY FY 23/24	ADDITIONAL COMPENSATION (Longevity/ Vacation Buyout)	BENEFITS (Retirement/EAP/ Health/WC)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSES
P/T: FIRE DEPARTMENT	P/T-80% A3410/20% A4540	26.43	\$ 20,184	\$ 20,790	\$ -	\$ -	\$ 20,790	\$ 1,695	\$ 22,485
<b>FIRE/AMBULANCE DEPARTMENT TOTAL</b>			<b>\$ 20,184</b>	<b>\$ 20,790</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,790</b>	<b>\$ 1,695</b>	<b>\$ 22,485</b>
PUBLIC WORKS SUPERINTEDENT	50% (A1490)/50% (F8310)	18.41	\$ 161,882	\$ 169,167	\$ 1,025	\$ 52,625	\$ 222,817	\$ 11,601	\$ 234,418
OFFICE ASST-AUTOMATED SYS	50% (A1490)/50% (F8310)	24.60	\$ 71,099	\$ 73,232	\$ 1,225	\$ 22,529	\$ 96,986	\$ 5,353	\$ 102,339
GENERAL FOREMAN	75% (A1490)/ 25% (F8310)	35.50	\$ 130,336	\$ 134,246	\$ 1,225	\$ 55,596	\$ 191,067	\$ 10,387	\$ 201,454
OFFICE ASST-AUTOMATED SYS	33% (A1490)/33% (A1440)/ 33% (F8310)	4.54	\$ 64,698	\$ 66,639	\$ -	\$ 18,149	\$ 84,788	\$ 4,459	\$ 89,247
<b>DPW ADMIN.DEPARTMENT TOTAL</b>			<b>\$ 428,015</b>	<b>\$ 443,284</b>	<b>\$ 3,475</b>	<b>\$ 148,899</b>	<b>\$ 595,657</b>	<b>\$ 31,800</b>	<b>\$ 627,458</b>
VILLAGE ENGINEER	60% (A1440)/40% (F8310)	1.05	\$ 140,000	\$ 140,000	\$ -	\$ 24,971	\$ 164,971	\$ 10,318	\$ 175,289
OFFICE ASST-AUTOMATED SYS	50% (A1440)/50% (A3620)	13.22	\$ 71,355	\$ 75,637	\$ 800	\$ 44,164	\$ 120,601	\$ 5,492	\$ 126,093
<b>ENGINEER DEPARTMENT TOTAL</b>			<b>\$ 211,355</b>	<b>\$ 215,637</b>	<b>\$ 800</b>	<b>\$ 69,134</b>	<b>\$ 285,571</b>	<b>\$ 15,810</b>	<b>\$ 301,381</b>
BUILDING INSPECTOR	100% A3620	-	\$ 140,000	\$ 140,000	\$ -	\$ 58,584	\$ 198,584	\$ 11,410	\$ 209,994
CODE ENFORCEMENT OFFICER	100% A3620	2.08	\$ 81,800	\$ 84,254	\$ -	\$ 25,017	\$ 109,271	\$ 6,868	\$ 116,139
<b>SAFETY DEPARTMENT TOTAL</b>			<b>\$ 221,800</b>	<b>\$ 224,254</b>	<b>\$ -</b>	<b>\$ 83,600</b>	<b>\$ 307,854</b>	<b>\$ 18,278</b>	<b>\$ 326,132</b>



## VILLAGE ADMINISTRATION SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2023/2024

ADMIN TITLES FY 23/24	EXPENSE ALLOCATIONS	YRS. OF SERVICE	CURRENT SALARY	NEW SALARY FY 23/24	ADDITIONAL COMPENSATION (Longevity/ Vacation Buyout)	BENEFITS (Retirement/EAP/ Health/WC)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSES
RECREATION SUPERINTENDENT	100% A7020	1.70	\$ 125,000	\$ 130,000	\$ -	\$ 56,784	\$ 186,784	\$ 10,595	\$ 197,379
ASSISTANT SUPERINTENDENT	100% A7020	22.21	\$ 93,000	\$ 95,790	\$ 1,225	\$ 37,119	\$ 134,134	\$ 7,908	\$ 142,042
RECREATION LEADER	100% A7020	1.11	\$ 55,000	\$ 55,000	\$ -	\$ 24,065	\$ 79,065	\$ 4,483	\$ 83,548
RECREATION ASSISTANT	100% A7020	22.59	\$ 73,000	\$ 75,190	\$ 1,225	\$ 29,581	\$ 105,996	\$ 6,230	\$ 112,226
SEASONAL-RECREATION ASSISTANTS (2)	100% A7020			\$ 5,865	\$ -	\$ 1,056	\$ 6,921	\$ 480	\$ 7,401
RECEATION SPECIAL EVENT OVERTIME	100% A7020			\$ 5,000		\$ 900	\$ 5,900	\$ 408	\$ 6,308
RECREATION DEPARTMENT TOTAL			\$ 346,000	\$ 366,845	\$ 2,450	\$ 149,504	\$ 518,799	\$ 30,104	\$ 548,903
TOTAL			\$ 2,546,731	\$ 2,655,565	\$ 19,105	\$ 852,496	\$ 3,527,166	\$ 186,916	\$ 3,714,083

## LIBRARY ADMINISTRATION SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2023/2024

TITLE	ALLOCATIONS	YEARS OF SERVICE AS OF 6/1/23	CURRENT SALARY	<u>3.00%</u>	NEW SALARY	ADDITIONAL COMPENSATION (Longevity/ Vacation Buyout)	BENEFITS (Retirement/EAP/ Health/WC)	TOTAL SALARY/BENEFIT PACKAGE*	VILLAGE PARYOLL TAXES	TOTAL VILLAGE EXPENSES
LIBRARY DIRECTOR	100% L7410	5.72	\$ 76,328	\$ 2,290	\$ 78,618	\$ -	\$ 47,491	\$ 126,108	\$ 6,015	\$ 132,123
LIBRARIAN I	100% L7410	19.59	\$ 70,549	\$ 3,411	\$ 73,960	\$ 1,225	\$ 50,795	\$ 125,980	\$ 5,753	\$ 131,733
LIBRARY STAFF ASSISTANT*	100% L7410	2.09	\$ 49,012	\$ 6,981	\$ 55,993	\$ -	\$ 43,418	\$ 99,411	\$ 4,284	\$ 103,695
PT (Lib Asst, Snr Clerks, Clerks, Pages)	100% L7410		\$ 115,145	\$ 12,549	\$ 127,694	\$ -	\$ -	\$ 127,694	\$ 9,770	\$ 137,464
LIBRARY DEPARTMENT TOTALS			\$ 311,034	\$ 25,231	\$ 336,265	\$ 1,225	\$ 141,703	\$ 479,193	\$ 25,822	\$ 505,015

\* LIBRARY RECOMMENDATION FOR SALARY INCREASE ABOVE 3%

## POLICE DEPARTMENT SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2023/2024

POLICE FY 23/24 RANK	YRS. OF SERVICE	CURRENT SALARY	2.25%	NEW ANNUAL SALARY 23/24	ADDITIONAL COMPENSATION (Holiday, Longevity, Vacation Buyout, Control Sick Payout, Uniform Cleaning)	BENEFITS (Retirement/EAP/Health/W C)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSE
CHIEF OF POLICE		\$ 180,250		\$ 185,000	31,412	101,696	318,108	14,154	332,262
LIEUTENANT		\$ 152,391	\$ 3,429	\$ 155,820	10,916	93,432	260,168	13,185	273,353
SGT. DET.	21.59	\$ 137,867	\$ 3,102	\$ 140,969	17,595	66,819	225,383	12,924	238,307
SERGEANT	5.39	\$ 137,867	\$ 3,102	\$ 140,969	8,448	64,199	213,616	12,179	225,795
SERGEANT	17.99	\$ 137,867	\$ 3,102	\$ 140,969	9,923	82,822	233,715	12,299	246,014
SERGEANT	16.74	\$ 137,867	\$ 3,102	\$ 140,969	9,923	82,822	233,715	12,299	246,014
SERGEANT	8.84	\$ 137,867	\$ 3,102	\$ 140,969	9,398	80,160	230,527	12,256	242,783
SERGEANT	7.16	\$ 137,867	\$ 3,102	\$ 140,969	8,923	80,024	229,916	12,218	242,134
DETECTIVE	6.36	\$ 133,071	\$ 2,994	\$ 136,066	11,587	79,322	226,974	12,035	239,009
PO 1	17.45	\$ 119,884	\$ 2,697	\$ 122,582	9,004	77,249	208,835	10,725	219,560
PO 1	7.48	\$ 119,884	\$ 2,697	\$ 122,582	8,369	74,371	205,321	10,673	215,994
PO 1	7.18	\$ 119,884	\$ 2,697	\$ 122,582	8,077	74,287	204,945	10,650	215,595
PO 1	6.59	\$ 119,884	\$ 2,697	\$ 122,582	10,836	75,078	208,496	10,875	219,371
PO 1	6.59	\$ 119,884	\$ 2,697	\$ 122,582	8,479	58,713	189,773	10,683	200,456
PO 2 (PO 1) (11/25/23)	3.10	\$ 114,501	Step Increase	\$ 119,830	7,403	73,272	200,505	10,371	210,876
PO 2 (PO 1) (12/13/2023)	1.88	\$ 106,650	Step Increase	\$ 114,052	7,069	69,489	190,610	9,873	200,483
PO 4 (PO 3) (7/5/23)	1.49	\$ 95,708	Step Increase	\$ 107,889	6,595	53,783	168,267	9,333	177,600
PO 3 (PO 2) (10/12/23)	1.22	\$ 114,501	Step Increase	\$ 118,644	7,403	55,462	181,509	10,274	191,783
PO 4 (PO 3) (3/8/2024)	0.82	\$ 95,708	Step Increase	\$ 100,272	6,595	45,186	152,053	8,711	160,764
OPEN PO 4 (PO 3 xx/xx/xx)	0.00	\$ 95,708	Step Increase	\$ 100,272	6,595	65,235	172,102	8,711	180,813
<b>TOTALS</b>		<b>\$ 2,515,110</b>	<b>\$ 38,522</b>	<b>\$ 2,596,566</b>	<b>\$ 204,554</b>	<b>\$ 1,453,419</b>	<b>\$ 4,254,538</b>	<b>\$ 224,428</b>	<b>\$ 4,478,966</b>

# DEPARTMENT OF PUBLIC WORKS AND WATER - CSEA SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2023/2024

ORG	JOB DESCRIPTION	YEARS OF SERVICE	ORG DESC./ ALLOCATIONS	CURRENT SALARY	NEW ANNUAL SALARY	ADDITIONAL COMPENSATION (Longevity, Vacation Buyout)	BENEFITS (Retirement, EAP, Health, WC, Optical, Life Insurance)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSE
A1640	LEAD MECHANIC	22.82	Split 75/25 (A/F)	91,383	93,439	1,766	51,970	147,175	7,764	154,939
A1640	AUTOMOTIVE MECHANIC	21.34	Split 75/25 (A/F)	90,212	92,241	1,766	51,814	145,821	7,666	153,487
A1640			CENTRAL GARAGE	181,595	185,681	3,532	103,784	292,997	15,430	308,427
A5110	ASSISTANT GENERAL FOREMAN	30.96		115,944	118,553	6,326	55,828	180,707	10,179	190,886
A5110	MEO SPECIAL EQUIP OPERATOR II	27.00	Split 50/50 (A/F)	91,228	93,281	5,354	52,416	151,051	8,054	159,105
A5110	MEO SPECIAL EQUIP OPERATOR II (Step 3) (1/22/24)	20.92		89,289	91,298	1,766	40,387	133,451	7,642	141,093
A5110	MOTOR EQUIPMENT OPERATOR	30.76	Split 75/25 (A/F)	85,814	87,745	5,141	51,669	144,555	7,578	152,133
A5110	MOTOR EQUIPMENT OPERATOR	18.64		85,814	87,745	1,577	31,594	120,916	7,281	128,197
A5110	LABORER	5.67		73,336	74,987	-	49,342	124,329	6,113	130,442
A5110	LABORER	4.99		73,336	74,987	-	18,426	93,412	6,113	99,525
A5110	LABORER (Step 2 XX/XX/XX)	0.93		51,624	52,786	-				
A5110			STREET MAINT.	666,388	681,381	20,164	299,662	948,421	52,960	1,001,381
A5182	SKILLED LABORER (Step 2) (7/11/23)	6.88		75,619	77,321	-	30,034	107,355	6,513	113,868
A5182			STREET LIGHTING	75,619	77,321					
A7110	PARK FOREMAN	29.07		102,016	104,311	1,766	53,384	159,461	8,647	168,108
A7110	LABORER	16.30		83,709	85,592	1,293	28,279	115,164	7,082	122,246
A7110	LABORER (Step 5) (7/29/22)	4.43		67,546	69,066	-	25,962	95,028	6,029	101,057
A7110	CARETAKER (Step 3) (6/14/23)	6.89		77,364	79,104	-	30,266	109,370	6,486	115,856
A7110			PARKS	330,634	338,074					
A8090	MOTOR EQUIPMENT OPERATOR	18.68		85,814	87,745	1,577	51,205	140,527	7,281	147,808
A8090			ENV. CTR. RECYCLE	85,814	87,745	1,577	51,205	140,527	7,281	147,808



# DEPARTMENT OF PUBLIC WORKS AND WATER - CSEA SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2023/2024

ORG	JOB DESCRIPTION	YEARS OF SERVICE	ORG DESC./ ALLOCATIONS	CURRENT SALARY	NEW ANNUAL SALARY	ADDITIONAL COMPENSATION (Longevity, Vacation Buyout)	BENEFITS (Retirement, EAP, Health, WC, Optical, Life Insurance)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSE
A8160	MEO SANITATION	26.85		87,921	89,899	1,766	51,510	143,175	7,473	150,648
A8160	MEO SANITATION	26.00		87,921	89,899	1,766	51,510	143,175	7,473	150,648
A8160	SANITATION WORKER	26.98		83,709	85,592	5,058	51,378	142,028	7,390	149,418
A8160	SANITATION WORKER (Step 6) (1/3/24)	5.81		80,903	82,723	-	19,431	102,154	6,747	108,901
A8160	SANITATION WORKER (Step 2) (01/30/24)	0.92		57,220	58,508	-	16,283	74,790	5,002	79,792
A8160	SANITATION WORKER (Step 2) (02/27/24)	0.84		57,220	58,508	-	27,588	86,096	4,781	90,877
A8160			REFUSE COLLECTION	454,894	465,129	8,590	217,700	691,419	38,866	730,285
A8510	LABORER (Step 5) (1/6/24)	3.99		67,546	69,066	-	17,656	86,722	5,816	92,538
A8510			COMMUNITY BEAUT.	67,546	69,066	-	17,656	86,722	5,816	92,538
A8989	MOTOR EQUIPMENT OPERATOR	28.60		85,814	87,745	1,766	51,230	140,741	7,296	148,037
A8989	SKILLED LABORER (Step 2) (12/21/23)	4.35		75,619	77,321	-	49,645	126,966	6,412	133,378
A8989			H & C CONSTRUCTION	161,434	165,066	1,766	100,875	267,707	13,708	281,415
F8120	LABORER (Step 4) (9/1/23)	3.33		61,754	63,143	-	17,452	80,595	5,502	86,097
F8120			SAN. SEWERS	61,754	63,143	-	17,452	80,595	5,502	86,097
F8320	WATER & SEWER MAINT FOREMAN	33.35		127,944	130,823	6,798	37,873	175,494	11,327	186,821
F8320			SUPPLY PWR. PMP.	127,944	130,823	6,798	37,873	175,494	11,327	186,821
F8340	W&S MAINTENANCE WORKER II	20.56		87,921	89,899	1,766	51,510	143,175	7,473	150,648
F8340	W&S MAINTENANCE WORKER II	9.16		87,921	89,899	1,136	51,428	142,463	7,422	149,885
F8340	W&S MAINT WORKER (Step 3) (4/9/24)	7.99		83,709	85,592	1,136	28,317	115,045	7,107	122,152
F8340			WATER TRANSMISSION	259,551	265,391	4,038	131,255	400,683	22,002	422,685
TOTALS				2,473,174	2,528,820	46,465	977,461	3,084,565	172,892	3,257,457

# REVENUE DETAIL

GENERAL FUND (A)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: REVENUE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A - Gen Fund Balance Sheets</b>										
A	0599		Appropriated Fund Balance <i>Fund Balance</i>	-	-	-	251,492	(180,000)	(180,000)	(180,000)
<b>TOTAL ORG A</b>				-	-	-	<b>251,492</b>	<b>(180,000)</b>	<b>(180,000)</b>	
<b>A0101 - Revenue - Executive</b>										
A0101	1120		Local Sales Tax	(1,822,435)	(1,890,000)	(1,890,000)	(1,165,209)	(1,952,350)	(1,900,000)	(1,900,000)
A0101	1130		Utilities Gross Receipts Tax	(212,885)	(180,750)	(180,750)	(189,168)	(212,243)	(195,000)	(195,000)
A0101	1170		Franchise Fees <i>Franchise payment from Cablevision and Verizon</i>	(201,383)	(204,469)	(204,469)	(124,809)	(194,737)	(185,000)	(185,000)
A0101	2410	2410A	Rental -Scarb P.O. <i>Lease:12 Months @ \$2,916,.67</i>	(30,000)	(30,000)	(30,000)	(29,583)	(30,000)	(35,004)	(35,004)
A0101	2415		Rental Of Real Prop (Wireless) <i>T-Mobil/Sprint Lease (9mos \$4,162.91) (3mos \$4,246.17) Verizon 12 months (Jun-Oct \$4,975.52) (Nov-May \$5,075.03) AT&amp;T Lease for 12 months Partial Year (Jun to Jan \$1,176.25 -6 Mos) (Jan-May \$2,352.50)</i>	(173,031)	(111,162)	(111,162)	(163,261)	(170,000)	(130,603)	(130,603)
A0101	2610		Fines And Forfeited Bail <i>Payments from Tickets Issued and Other Fines Issued by Court</i>	(223,609)	(190,000)	(190,000)	(164,735)	(181,251)	(190,000)	(190,000)
A0101	2666		Sale Of Equipment	(6,178)	(11,000)	(11,000)	(4,160)	(4,160)	-	-
A0101	2680		Insurance Recoveries-Prop.Dmg. <i>Insurance Recovery Property-matching expense line</i>	(40,375)	-	(20,311)	(18,033)	(18,033)	-	-
A0101	2681		Insurance Recoveries-WrkrComp	(39,209)	-	-	(6,500)	(6,500)	-	-



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
A0101	2705		Gifts And Donations	(500)	-	-	-	-	-	
A0101	2750		AIM-Related Payments	(36,431)	(36,431)	(36,431)	(36,431)	(36,431)	-	
A0101	2770		Other Unclassified Revenue	(18,772)	(650)	(8,782)	(15,132)	(15,132)	-	
A0101	2774		Misc.Rev-Empl.Hlth &Dent Reimb	(2,172)	(2,196)	(2,196)	(2,124)	(2,414)	(2,520)	
			<i>Employee Health Contribution -Secretary</i>							(2,520)
			<i>75% Court Clerk 100%</i>							
A0101	3001		State Rev Sharing	-	-	-	-	(36,431)	(36,431)	
			<i>Annual payment to the Village from NYS</i>							(36,431)
A0101	3005		Mortgage Tax	(386,459)	(260,000)	(260,000)	(198,326)	(383,677)	(315,000)	
			<i>Mortgage Tax - 2 payments per year</i>							(315,000)
A0101	3097		State Aid GenGov Capital Grant	(100,000)	-	(6,940)	(6,940)	(6,940)	-	
A0101	4089		General Fed Gov't Aid	-	(415,076)	(415,076)	-	-	-	
A0101	4560		FEMA	(374,188)	-	-	(189,074)	(189,075)	-	
<b>TOTAL ORG A0101</b>				<b>(3,667,627)</b>	<b>(3,331,734)</b>	<b>(3,367,117)</b>	<b>(2,313,485)</b>	<b>(3,439,374)</b>	<b>(2,989,558)</b>	
<b>TOTAL EXECUTIVE</b>				<b>(3,667,627)</b>	<b>(3,331,734)</b>	<b>(3,367,117)</b>	<b>(2,061,993)</b>	<b>(3,619,374)</b>	<b>(3,169,558)</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A0102 - Revenue - Treasurer</b>										
A0102	1001		Real Property Tax	(12,475,034)	(13,018,382)	(13,018,382)	(12,953,816)	(12,953,816)	(13,946,752)	
			<i>Property Tax Cap 22/24</i>							(13,286,717)
			<i>Additional amount to raise in taxes above</i>							(660,035)
			<i>23/24 Tax Cap</i>							
A0102	1088		Delinquent Water Trans. To Tax	1	-	-	-	-	-	
A0102	1089		Canceled Exemptions	(4,213)	(2,235)	(2,235)	(2,255)	(2,255)	(1,500)	
			<i>EST***Based on actual TOS sheet</i>							(1,500)
A0102	1090		Int & Pen - Prop Taxes-Curr Yr	(44,456)	(42,000)	(42,000)	(52,077)	(60,000)	(43,000)	
										(43,000)
A0102	1092		Int & Pen -PropTaxes-Prior Yrs	(12,634)	(11,390)	(11,390)	(12,048)	(12,048)	(8,000)	
										(8,000)
A0102	1235		Delinquent Tax Letter Fee	(212)	(150)	(150)	(376)	(376)	(150)	
			<i>\$2.00 letter fee for late tax payment</i>							(150)
A0102	2401		Interest & Earnings	(819)	-	-	(48,623)	(53,000)	(48,000)	
			<i>TD, Webster, NYCLASS &amp; Chase</i>							(48,000)
A0102	2774		Misc.Rev-Empl.Hlth &Dent Reimb	(3,423)	(3,675)	(3,675)	(3,559)	(4,045)	(6,174)	
			<i>Employee Health Insurance Contribution</i>							(6,174)
			<i>50% P/R clerk, 50% A/P clerk, 50%</i>							
			<i>Treasurer, 50% Deputy Treasurer</i>							
A0102	5031		Interfund - Transfers In	(765)	-	(108,848)	-	-	-	
A0102	5033		Transfer In- From Water Fund	(57,408)	(57,408)	(57,408)	-	(57,408)	(57,408)	
			<i>Water Fund Transfer</i>							(57,408)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
A0102	5036		Transfer In -From Debt Service	(774,610)	(545,715)	(545,715)	(20,262)	(292,436)	(1,439,062)	
			2022A & B Premiums, Earned Interest							(43,714)
			Closed Capital Projects Bonded Funds +							(50,433)
			Accrued Int							
			Allocation from Balance of Club Monies after							(93,062)
			paying off Bond							
			To Pay off 2014B Bond GF portion							(1,251,853)
TOTAL ORG A0102				(13,373,572)	(13,680,955)	(13,789,803)	(13,093,016)	(13,435,384)	(15,550,046)	
TOTAL TREASURER				(13,373,572)	(13,680,955)	(13,789,803)	(13,093,016)	(13,435,384)	(15,550,046)	





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
A0103 - Revenue - Police										
A0103	1520		Police Fees	(2,795)	(3,500)	(3,500)	(1,315)	(1,800)	(7,000)	
			Copy fees, report fees, fingerprints, CDs,							(1,000)
			Accident reports (CarFax)							(6,000)
			Est Tow Revenue							
A0103	1521		PO 1 OT Off Duty Fees	(30,485)	(25,000)	(25,000)	(37,565)	(43,000)	(15,000)	(15,000)
A0103	1588		Police Alarm Permit Renewals	(39,450)	(35,000)	(35,000)	(37,350)	(40,000)	(35,000)	(35,000)
			Police Alarm Permit 1,000 x 35/permit							
A0103	1589		Police Alarm Fees & Fines	(16,265)	(13,000)	(13,000)	(16,090)	(16,250)	(16,000)	(16,000)
			Alarm fines							
A0103	2774		Misc.Rev-Empl.Hlth &Dent Reimb	(36,265)	(42,515)	(42,515)	(35,772)	(39,637)	(49,837)	(49,837)
			Employee Health Insurance Contribution							
			1% of gross; 10/15% of family; 15/20% of single							
A0103	2776		Health Ins-Retirees SpouseCntr	(9,420)	(6,931)	(6,931)	(8,580)	(8,580)	(11,800)	(11,800)
			Panessa & Lewis							
A0103	3389		Other Public Safety -St Grants	(16,552)	(8,400)	(8,400)	(11,147)	(12,500)	(8,400)	(8,400)
			Westchester County STOP/DWI							
A0103	4389		Other Pub Safety - USDoJ Grant	-	(4,000)	(4,000)	-	-	(5,880)	(5,880)
			NYS Traffic Safety Grant							
TOTAL ORG A0103				(151,233)	(138,346)	(138,346)	(147,819)	(161,768)	(148,917)	
TOTAL POLICE				(151,233)	(138,346)	(138,346)	(147,819)	(161,768)	(148,917)	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
A0104 - Revenue - Fire										
A0104	1640		Ambulance Charges	(347,072)	(330,000)	(330,000)	(305,124)	(351,105)	(412,000)	
			<i>Based on PY and CY activity</i>							(350,000)
			<i>Based on increase of BLS Base fee from \$800 to \$1,500 and Mileage increase from 0.18 to 0.35</i>							(62,000)
A0104	2261		Ambulance Serv MTPL-Intergov	(4,178)	(4,262)	(4,262)	-	(4,262)	(4,347)	
			<i>Mt. Pleasant West Ambulance District - 2% Increase</i>							(4,347)
A0104	2262		Fire Protection Serv-Intergov	(270,008)	(278,174)	(278,174)	(97,033)	(270,008)	(287,466)	
			<i>Est Town of Ossining Fire Protection</i>							(179,466)
			<i>Town of Mt Pleasant Fire Protection</i>							(108,000)
TOTAL ORG A0104				(621,258)	(612,435)	(612,435)	(402,157)	(625,375)	(703,813)	
TOTAL FIRE				(621,258)	(612,435)	(612,435)	(402,157)	(625,375)	(703,813)	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A0105 - Revenue - Public Works</b>										
A0105	2123		Sanitation Fees <i>Dumpsters - 6 x \$500/ea.+ additional Misc Revenue</i>	(4,500)	-	-	(2,500)	(2,500)	-	
A0105	2131		DPW-Sale Leaf Bags/Recyc Boxes	(2,540)	(2,500)	(2,500)	(1,688)	(2,500)	(2,500)	(2,500)
A0105	2155		Sale of Unleaded/Diesel <i>Sale of fuel to Briarcliff Sch D Last year = \$8,300. 6 Month = \$8,800.</i>	(8,350)	(9,000)	(9,000)	(11,318)	(15,000)	(15,000)	(15,000)
A0105	2302		Local Gvt -Salt reimbursement <i>BOE Salt (School) \$4,000. Last Year</i>	(4,250)	(8,000)	(8,000)	-	(2,000)	(4,000)	(4,000)
A0105	2302	2302A	Snow Removal Chgs. State of NY <i>NYS Guarantees 67% of Contract - Updated agreement 2019-2024 Contract \$5,404</i>	(5,404)	(5,404)	(5,404)	(5,404)	(5,404)	(5,404)	(5,404)
A0105	2302	2302B	Snow Removal Chgs. West. Cnty. <i>WC County Snow and Ice Contract - 10/1/20 to 09/30/2025 Inc. by Allowable Levy Growth 2023-2%</i>  <i>Pleasantville Road outside of Central Business District</i>	(11,777)	(11,320)	(11,320)	-	(12,013)	(12,253)	(12,253)
A0105	2560		Street Opening Permits <i>-new fee schedule aprons/openings/shoulders increase budget \$7200</i>	(39,550)	(37,200)	(37,200)	(28,000)	(37,200)	(40,000)	(40,000)
A0105	2650		Sale Of Scrap/OrganicRecycling <i>3 year avg. = \$4,261</i>	(5,952)	(5,500)	(5,500)	(1,515)	(3,500)	(4,200)	(4,200)
A0105	2774		Misc.Rev-Empl.Hlth &Dent Reimb <i>CSEA &amp; DPW ADMIN</i>	(33,928)	(43,201)	(43,201)	(31,719)	(36,233)	(40,861)	(40,861)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
A0105	2776		Health Ins-Retirees SpouseCntr	(11,737)	(9,542)	(9,542)	(14,524)	(15,000)	(11,808)	
			<i>Maria Santucci - Sharyn Rizzi 491.59*12*2</i>							(11,808)
A0105	3501		Consolidated Highway Aid-CHIPS	(355,797)	(372,011)	(446,251)	(446,678)	(446,678)	(514,575)	
			<i>Estimated CHIPS Revenue Roll Over</i>							(416,646)
										(97,929)
TOTAL ORG A0105				(483,784)	(503,677)	(577,918)	(543,346)	(578,027)	(650,601)	
TOTAL PUBLIC WORKS				(483,784)	(503,677)	(577,918)	(543,346)	(578,027)	(650,601)	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A0106 - Revenue-Building Insp/Engineer</b>										
A0106	2110		Zoning Board Fees <i>Zoning Board applications</i>	(4,060)	(5,000)	(5,000)	(3,240)	(2,740)	(3,000)	(3,000)
A0106	2115		Planning Board Fees <i>Planning Board Fees</i>	(6,050)	(11,000)	(11,000)	(4,600)	(5,850)	(6,000)	(6,000)
A0106	2551		Maximum Admin Fee BLDG <i>Admin Fee Working Without Permit</i>	(4,538)	(5,000)	(5,000)	(898)	(898)	(500)	(500)
A0106	2552		Vacant Bldg Fee <i>Vacant Building Fee</i>	(5,670)	(6,500)	(6,500)	-	(10,000)	(10,000)	(10,000)
A0106	2553		Fire Inspections -Bldg Dept. <i>Permits and Inspection Fees</i>	(2,600)	(5,000)	(5,000)	(16,950)	(17,000)	(21,500)	(21,500)
A0106	2554		Bldg Dept-Cert of Occpnncy Fees  <i>New Fee Schedule- Temp CO</i>	(36,250)	(44,375)	(44,375)	(38,785)	(44,375)	(35,000)	(35,000)
A0106	2555		Building Permits - App Fees	(901,457)	(525,000)	(525,000)	(457,020)	(475,000)	(440,000)	(440,000)
A0106	2556		Bldg Dept-Misc & CO Copy Fees	(19,525)	(16,000)	(16,000)	(13,250)	(16,000)	(14,000)	(14,000)
A0106	2557		Electrical Permits	(33,510)	(23,000)	(23,000)	(21,685)	(23,000)	(21,500)	(21,500)
A0106	2558		Plumbing Permits  <i>New Fee-Alterations and Repairs first 5 fixtures</i>	(17,509)	(18,500)	(18,500)	(16,780)	(18,500)	(16,500)	(16,500)
A0106	2774		Misc.Rev-Empl.Hlth &Dent Reimb <i>Employee Health Contribution Engineer 50% Bldg Inspector 100% Assistant 33% Assistant 100%</i>	(4,353)	(4,663)	(4,663)	(3,310)	(3,752)	(8,458)	(8,458)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
			TOTAL ORG A0106	(1,035,522)	(664,038)	(664,038)	(576,517)	(617,115)	(576,458)	
			TOTAL BUILDING INSP/ENGINEER	(1,035,522)	(664,038)	(664,038)	(576,517)	(617,115)	(576,458)	





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
A0107 - Revenue - Recreation										
A0107	2004		After School Program	-	(36,950)	(36,950)	(75,435)	(75,435)	(51,580)	(51,580)
A0107	2012		Recreation Concessions	(3,098)	(3,800)	(3,800)	(4,260)	(4,260)	(3,800)	(3,800)
			<i>Food Trucks for Community Day</i>							
A0107	2025		Credit Card Fees	(6,959)	(6,000)	(6,000)	(4,417)	(4,439)	-	
A0107	2026		Rec Facility Charges - Pool	(286,306)	(231,145)	(231,145)	(332,390)	(332,390)	(295,000)	(295,000)
A0107	2027		Rec Facility Charges - Tennis	(44,888)	(35,290)	(35,290)	(42,218)	(42,218)	(35,290)	(35,290)
A0107	2028		RecFacilityChgs-PlatformTennis	(16,553)	(14,530)	(14,530)	(12,735)	(14,530)	(14,530)	(14,530)
A0107	2029		RecFacilityChgs-Community Ctr <i>Community Center Rentals</i>	(250)	(1,000)	(1,000)	(350)	(350)	(250)	(250)
A0107	2031		Rec Chgs -Pickle Ball	(4,438)	(6,750)	(6,750)	(19,485)	(19,485)	(13,000)	(13,000)
A0107	2410	2410B	Rental of Real Prop-Yth Center <i>Youth Center and Field Rentals</i>	(500)	(500)	(500)	(475)	(475)	(500)	(500)
A0107	2410	2410D	Rental of Real Prop (Law Park) <i>Pavilion Rentals</i>	(9,754)	(5,000)	(5,000)	(3,612)	(4,150)	(6,000)	(6,000)
A0107	2770		Other Unclassified Revenue	(25)	-	-	(1,030)	(1,095)	-	
A0107	2774		Misc.Rev-Empl.Hlth &Dent Reimb <i>2 Family 100%, 1 Single, 1 Buy Out Employee Contribution per Handbook</i>	(3,993)	(4,034)	(4,034)	(6,631)	(7,663)	(8,975)	(8,975)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
A0107	3820		State Aid - Youth Programs <i>Division for Youth Funding Available for Recreation Programs</i>	(2,207)	(2,200)	(2,200)	(2,207)	(2,207)	(1,816)	(1,816)
A0107	7311		Youth Rec Fees-Other Programs <i>Youth Rec Program Revenue</i>	(198,820)	(164,630)	(164,630)	(151,380)	(151,380)	(148,750)	(148,750)
A0107	7312		Youth Recreation Fees-Tennis <i>Youth Recreation Tennis</i>	(23,043)	(34,750)	(34,750)	(11,950)	(16,735)	(17,500)	(17,500)
A0107	7313		Youth Recreation Fees-Yth Ctr	-	(11,425)	(11,425)	-	-	-	
A0107	7314		Yth Recreation Fees-Tree Camp <i>Tree Camp - serving incoming Kindergarten and 1st graders</i>	(107,600)	(118,840)	(118,840)	(126,995)	(126,995)	(120,458)	(120,458)
A0107	7315		Yth Recreation Fees-Super Camp <i>Youth Rec Super Camp serving children entering 2nd &amp; 3rd grades</i>	(88,763)	(90,895)	(90,895)	(103,415)	(103,415)	(92,067)	(92,067)
A0107	7316		Youth Rec Fees-Camp Adventure <i>Youth Rec Camp Adventure serving children entering 4th - 6th grade</i>	(76,163)	(110,556)	(110,556)	(80,525)	(80,525)	(91,507)	(91,507)
A0107	7317		Youth Rec Fees - Camp Horizon <i>Youth Rec Camp Horizon Grades 7-9</i>	-	(85,495)	(85,495)	(58,503)	(58,503)	(54,905)	(54,905)
A0107	7610		Senior Recreation Fees <i>Senior Program &amp; Trip Entry Fee Revenue</i>	(8,725)	(24,810)	(24,810)	(9,558)	(13,000)	(13,000)	(13,000)
A0107	7621		Adult Recreation Fees-Other <i>Adult Program Revenue</i>	(6,878)	(22,730)	(22,730)	(5,380)	(7,000)	(8,830)	(8,830)
A0107	7622		Adult Recreation Fees-Tennis <i>Adult Rec Tennis</i>	(17,722)	(19,000)	(19,000)	(6,790)	(8,500)	(12,000)	(12,000)
<b>TOTAL ORG A0107</b>				<b>(906,682)</b>	<b>(1,030,330)</b>	<b>(1,030,330)</b>	<b>(1,059,740)</b>	<b>(1,074,749)</b>	<b>(989,758)</b>	
<b>TOTAL RECREATION</b>				<b>(906,682)</b>	<b>(1,030,330)</b>	<b>(1,030,330)</b>	<b>(1,059,740)</b>	<b>(1,074,749)</b>	<b>(989,758)</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A0109 - Revenue - Village Clerk</b>										
A0109	1255		Clerk Film Permit Fees <i>Film Permits</i>	(25,913)	(30,000)	(30,000)	(11,752)	(15,000)	(15,000)	(15,000)
A0109	1256		Clerk-Registrar's Fees <i>Birth and Death Certificates</i>	(5,251)	(3,500)	(3,500)	(3,880)	(3,880)	(3,500)	(3,500)
A0109	1258		Credit Card Fees	(450)	-	(200)	(610)	(600)	-	-
A0109	1720		Parking Lots And Fees	(128,215)	(115,000)	(115,000)	(144,490)	(160,000)	(160,000)	(160,000)
A0109	1720	PASS	Parking Lot Daily Pass <i>Daily Pass Revenue Net of Fees</i>	(349)	(30,000)	(30,000)	(16,237)	(18,570)	(24,000)	(24,000)
A0109	2124		Carting Fees <i>moved from A0105 (DPW)</i>	-	(3,000)	(3,000)	(2,500)	(2,500)	(2,500)	(2,500)
A0109	2501		Business Lic-Cabaret,Amuse.Dev <i>Cabaret, solicitors, fireworks, etc.</i>	(16,150)	(15,000)	(15,000)	(15,250)	(15,500)	(15,000)	(15,000)
A0109	2544		Dog Lic. Fund Apportionment <i>Dog license portion.</i>	(3,155)	(2,000)	(2,000)	(3,690)	(3,690)	(3,200)	(3,200)
A0109	2774		Misc.Rev-Empl.Hlth &Dent Reimb <i>Village Clerk - 85% Executive Assistant 25%</i>	(740)	(789)	(789)	(759)	(860)	(890)	(890)
<b>TOTAL ORG A0109</b>				<b>(180,224)</b>	<b>(199,289)</b>	<b>(199,489)</b>	<b>(199,168)</b>	<b>(220,600)</b>	<b>(224,090)</b>	
<b>TOTAL VILLAGE CLERK</b>				<b>(180,224)</b>	<b>(199,289)</b>	<b>(199,489)</b>	<b>(199,168)</b>	<b>(220,600)</b>	<b>(224,090)</b>	
<b>TOTAL FUND A</b>				<b>(20,419,901)</b>	<b>(20,160,806)</b>	<b>(20,379,476)</b>	<b>(18,083,756)</b>	<b>(20,332,391)</b>	<b>(22,013,241)</b>	

**APPROPRIATIONS**

**GENERAL FUND (A)**

**APPROPRIATIONS**

**DETAIL**

**EXECUTIVE**



VILLAGE OF BRIARCLIFF MANOR  
1111 PLEASANTVILLE ROAD  
BRIARCLIFF MANOR, N.Y. 10510



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## Village Manager

The Village of Briarcliff Manor operates under a Council-Manager form of government. Under this type of government, the elected Board of Trustees appoints a professional Village Manager to oversee the day-to-day administration of municipal government and implement policies established by the Board. In Briarcliff Manor, the position of Village Manager was created in 1974.

The Village Manager serves numerous roles in the Village government. By law, the Village Manager appoints most Village employees. The Manager acts as the Village's Personnel Officer, works in conjunction with the Village Clerk & Mayor to prepare agendas for the Board of Trustees, executes all Local Laws, acts as purchasing agent, grant writer coordinator, and oversees all departments of Village government. A Secretary to the Village Manager serves to support the Manager, and other staff in the office with day-to-day support including but not limited to: preparing Work Session agendas/assembling packets to be distributed to the Board of Trustees, handing general visitor/phone inquiries, and keeping residents informed of various municipal activities. Another aspect worth mentioning is supporting Village Departments with key functions such as issuing burial permits/affirming death certificates, collecting and inputting revenue, and issuing various permits/licenses (i.e., alarm/parking/handicap permits, dog licenses, etc.).

The Manager also establishes a vision and expectations for the professional staff, acts as the Village liaison with other governmental entities, serves as Budget Officer and makes recommendations to the Board of Trustees relative to operations, capital planning, budgeting, debt management, and strategic and long-range planning. The Village Manager is also assigned other responsibilities, such as the promulgation of parking and traffic control regulations. The current Village Manager is a member of [ICMA](#) - the professional organization for [Local Government Managers and Professionals](#) and adheres to the [ICMA Code of Ethics](#).

It is recommended that residents first contact the specific Village department responsible for the area of concern (e.g. pothole complaints should be directed to the Department of Public Works). If the matter is not corrected within a reasonable time, the Manager's Office welcomes you to reach out to seek further assistance.



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1010 - Board of Trustees										
A1010	420		General Supplies	403	500	500	1,099	1,200	600	600
A1010	433		Cable Broadcasting	8,126	9,125	9,125	7,804	9,125	8,380	480
			<i>Cable Bill</i>							480
			<i>Access AV Web Media Hosting</i>							4,780
			<i>Professional ZOOM Account 258.51/month</i>							3,120
A1010	434		Village Web Site	3,308	3,325	17,684	18,084	18,084	14,542	
			<i>Village Website - Annual Hosting Fee</i>							14,542
A1010	449		Wireless Telephone-ipads	1,931	456	456	950	950	-	
			<i>Trustee -Clerk IPAD for emergency backup</i>							
A1010	460		Contractual Services	39,774	17,500	17,500	14,429	15,000	7,000	
			<i>Video Recordings Est 28 Meetings</i>							7,000
A1010	477		Professional Development	50	600	600	100	600	1,000	
			<i>Attendance at NYCOM, Conferences and Seminars</i>							1,000
A1010	490		BOT Special Projects	8,888	40,000	10,000	2,760	40,000	40,000	
			<i>Planning Projects, Studies and other BOT projects requiring services of consultants.</i>							40,000
TOTAL ORG A1010				62,478	71,506	55,865	45,227	84,959	71,522	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1230 - Executive										
A1230	101		Personal Services: Full-time <i>Village Manager (1)</i> <i>50% (A1230)/50% (F8310)</i>	164,264	155,542	155,542	138,604	155,542	160,208	160,208
			<i>Sec. to Village Manager (1)</i> <i>75% (A1230)/ 25% (A1410)</i>							
A1230	106		Personal Services: Longevity	450	450	450	450	450	450	450
A1230	220		Exec - Vehicle Repair & Maint	895	200	200	151	200	200	200
A1230	400		Misc Expenses	9,258	-	8,174	11,744	12,000	-	-
A1230	419		Gasoline - Unleaded	518	-	-	892	885	812	812
A1230	428		Office Supplies <i>NYS Contract -Water Cooler</i> <i>Supplies \$32/month</i> <i>Misc Supplies</i>	923	784	784	1,153	1,200	800	800
A1230	430		Stationery And Printing <i>Business Cards</i>	341	75	75	220	250	75	75
A1230	446		General Postage	495	225	77	77	77	660	660
A1230	449		Wireless Telephone <i>Manager-Cell 50/50 (A/F)</i>	247	230	230	168	230	186	186
A1230	450		Telephone <i>LAN Line and Fax Line Annual Charge</i>	333	288	288	431	461	2,265	2,265
A1230	460		Grant Writing <i>Contractual -Grant Writing Support NYSDOT</i> <i>and ROW Est 65 Hours</i>	15,071	7,500	7,500	4,603	7,500	9,100	9,100



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1230	463		Contractual Serv-Housing Cncl <i>Housing Action Council - Administration of Moderate Income Housing Program-</i>	-	2,850	2,850	-	2,850	2,850	2,850
A1230	468		Dues & Subscriptions <i>Executive -Split 50/50 (A/F) NYSCMA Dues \$400 WMOA \$875 Gazette \$30 ICMA \$1137.50 Online Journal -\$120 Survey Monkey-\$600 Municipal Administrator-\$275 WC Municipal Officers-\$35</i>	1,010	2,013	2,013	1,694	1,700	1,754	1,754
A1230	476		Travel/Mileage Reimbursement <i>Parking at Meetings</i>	24	-	-	-	-	-	-
A1230	477		Professional Development <i>Split (50/50) GF/WF WC Clerks and Finance Officers</i>	260	2,000	2,000	1,639	1,640	1,403	1,250 153
A1230	490		VM Special Project <i>Manager Special Projects (Special Training)</i>	19,874	-	-	-	-	3,000	3,000
A1230	810		Optical Insurance <i>Village Manager 50/50 (A/F)</i>	133	220	370	370	400	312	312
A1230	815		Dental Insurance	2,304	1,000	1,000	854	950	1,473	1,473
A1230	820		Hospital Insurance <i>Family Buy-out Allocation Single Allocation</i>	14,259	15,180	14,991	14,991	15,469	16,959	16,959
A1230	830		Life Insurance	3,111	-	-	-	-	-	-
A1230	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	29,932	24,262	20,452	20,452	20,452	25,837	25,837



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1230	850		Social Security	12,509	11,936	11,936	9,866	11,936	11,671	11,671
A1230	890		Workers Compensation	303	306	291	291	291	321	321
A1230	891		WorkersCompAssessment <i>EST-Workers Comp Assessment</i>	15,970	17,258	14,080	14,080	14,080	16,000	16,000
A1230	895		Employee Assistance Program <i>(2) Employees</i>	33	56	56	56	56	57	57
TOTAL ORG A1230				<b>292,515</b>	<b>242,373</b>	<b>243,358</b>	<b>222,784</b>	<b>248,619</b>	<b>256,393</b>	
A1355 - Assessment										
A1355	460		Assessing Contractual <i>Village Consultant</i>	-	12,000	12,000	5,805	6,000	12,000	12,000
TOTAL ORG A1355				-	<b>12,000</b>	<b>12,000</b>	<b>5,805</b>	<b>6,000</b>	<b>12,000</b>	
A1420 - Law										
A1420	460		Legal Services <i>Legal Services Special Projects Non Staff Prosecutor to process outstanding traffic violations</i>	234,044	183,000	183,000	178,770	242,123	263,897	185,000 63,697 15,200
TOTAL ORG A1420				<b>234,044</b>	<b>183,000</b>	<b>183,000</b>	<b>178,770</b>	<b>242,123</b>	<b>263,897</b>	
A1460 - Records Management										
A1460	460		Contractual Services <i>Rental for off-site location file storage -1 units GF/WF 50/50</i>	2,202	3,303	3,303	4,548	4,548	2,988	2,988
TOTAL ORG A1460				<b>2,202</b>	<b>3,303</b>	<b>3,303</b>	<b>4,548</b>	<b>4,548</b>	<b>2,988</b>	





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1680 - Central Data Processing										
A1680	203		Equipment Purchase	-	10,000	10,000	12,770	12,780	2,000	2,000
A1680	408		Software Purchase	5,111	4,160	4,160	4,057	4,160	17,995	
			<i>Various Subscription Based Information Technology (SBITs)- Total 18,530.76-Some items moved from A1680-460</i>							12,045
			<i>65% Gen 35% water</i>							
			<i>Misc Non-Contractual Support from IT Vendor</i>							1,000
			<i>MFA - 0365 Emails</i>							4,950
A1680	436		Computer Connectivity	7,904	3,384	3,384	3,374	3,384	3,500	
			<i>Village Hall internet connection</i>							3,500
			<i>Verizon \$144/month</i>							
			<i>Optimum \$138/month</i>							
			<i>Budget increase 2%</i>							
A1680	460		Data Support Contract	36,677	38,481	38,481	39,171	38,481	27,994	
			<i>CPU/Data support Est contract</i>							22,594
			<i>23/24-\$34,760 (65/35/) A/F</i>							
			<i>Recurring Monthly Fee MFA - 0365 Emails</i>							5,400
<b>TOTAL ORG A1680</b>				<b>49,692</b>	<b>56,025</b>	<b>56,025</b>	<b>59,373</b>	<b>58,805</b>	<b>51,489</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1920 - Municipal Assoc. Dues										
A1920	468		Municipal Assoc. Dues 50/50 Split A/F	6,379	3,329	3,329	5,029	5,029	4,717	4,717
			NYCOM-\$3,658 Sustainable Westchester -\$1,000 Westchester Planning Federation -\$200 Briarcliff Manor Rotary-\$325 Westchester Municipal Assoc. Membership-\$1,075 Briarcliff Manor Chamber of Commerce-\$175 Sustainable Westchester-\$1,000 Hudson River Town - \$2,200							
			<b>TOTAL ORG A1920</b>	<b>6,379</b>	<b>3,329</b>	<b>3,329</b>	<b>5,029</b>	<b>5,029</b>	<b>4,717</b>	
A1964 - Refund Of Real Property Tax										
A1964	423		Refund Of Real Property Tax Properties Expected to Settlement in FY 23/24	166,442	260,000	270,000	273,987	273,987	100,000	100,000
			<b>TOTAL ORG A1964</b>	<b>166,442</b>	<b>260,000</b>	<b>270,000</b>	<b>273,987</b>	<b>273,987</b>	<b>100,000</b>	
A1989 - Insurance Recovery Expense										
A1989	425		Insurance Recovery Expense Expense for replacement of equipment paid by insurance-matches insurance recovery	-	-	58,629	58,439	25,122	-	
A1989	425	IDA	Insurance Recovery ExpenseIDA	95,407	-	7,935	5,362	1,495	-	
			<b>TOTAL ORG A1989</b>	<b>95,407</b>	<b>-</b>	<b>66,564</b>	<b>63,801</b>	<b>26,617</b>	<b>-</b>	
A1990 - Contingent Account										
A1990	499		Contingent Account Contingency	-	81,280	201,757	-	-	106,174	106,174
			<b>TOTAL ORG A1990</b>	<b>-</b>	<b>81,280</b>	<b>201,757</b>	<b>-</b>	<b>-</b>	<b>106,174</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A9060 - Hospital & Medical Insurance										
A9060	805		Medicare Reimbursement <i>Retirees and/or spouse</i>	54,059	59,079	59,079	43,325	56,925	57,804	57,804
A9060	825		Hospital Insurance - Retirees <i>Retiree Health Insurance</i>	275,189	327,566	328,754	328,754	328,754	357,452	357,452
TOTAL ORG A9060				<b>329,248</b>	<b>386,644</b>	<b>387,832</b>	<b>372,079</b>	<b>385,679</b>	<b>415,256</b>	
TOTAL EXECUTIVE				<b>1,505,528</b>	<b>1,567,946</b>	<b>1,741,931</b>	<b>1,463,769</b>	<b>1,594,543</b>	<b>1,563,492</b>	

# APPROPRIATIONS DETAIL

## JUSTICE COURT

VILLAGE OF BRIARCLIFF MANOR  
1111 PLEASANTVILLE ROAD  
BRIARCLIFF MANOR, N.Y. 10510



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## Justice Court

The Village Justice Court provides a forum through which citizens may seek redress while offering fair treatment to all individuals who come into the judicial process. The Court at all times conducts itself in a professional and courteous manner. The Village Court has jurisdiction over misdemeanors, criminal matters, vehicle and traffic, parking fines and Village code violations. The court also has jurisdiction over civil actions, including small claims up to \$3,000 and all summary proceedings, landlord-tenant actions, without limit. It is interesting to note that in some cases this function of the government may be one of the only a resident of the Village ever directly interacts with.

This Court engages with local, county and state courts, law enforcement, Probation Department, Department of Motor Vehicles, and the Westchester County District Attorney's office, and criminal/civil attorneys. When non-English speaking litigants come to into the Village Court, certified Court interpreters are supplied through Village funds. Most recently, the Village has used Spanish, and Mandarin Chinese translators.

The Village Justice Court sessions are held once a week on Wednesday mornings. Criminal matters are heard on the second and fourth Wednesday of each month. Traffic violations, civil matters, landlord-tenant actions and code violations are heard the first and third Wednesday of each month. Additionally, a Judge is on call 24/7, including weekends and holidays, to handle after hour arraignments, warrants and other pressing court matters. Often time staff are also required to respond on a 24/7 basis to assist the judges in processing these matters.

The Court follows all the guidelines from the Office of the Court Administration (OCA). This includes monitoring continuous revisions set force by OCA. Including record retention compliance, all mandatory training required by New York State.

In the fiscal year 2021-2022, the Court collected fines and fees totaling \$223,609.00. The court handled 144 criminal cases, 15 civil/small claim cases, 26 village code violations, and 1283 vehicle and traffic (VTL) and 300 parking violations.



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1110 - Village Justice										
A1110	101		Personal Services: Full-time <i>Court Clerk (1) 100%</i>	145,318	138,986	138,986	122,949	138,986	144,433	144,433
			<i>Office Asst-Automated Sys (1) 100%</i>							
A1110	103		Personal Services: Part-time <i>Judge (1) &amp; Associate Judge (1)</i>	18,895	18,895	18,895	16,715	18,895	19,462	19,462
A1110	106		Personal Services: Longevity	1,225	1,225	1,225	1,225	1,225	1,225	1,225
A1110	203		Office Equipment Purchase	-	-	440	-	-	-	
A1110	428		Office Supplies	1,112	900	900	725	900	950	950
A1110	430		Stationery And Printing <i>Receipt books, court record materials</i>	125	60	60	359	360	100	100
A1110	446		General Postage <i>Increased based on mailings related to Prosecutor for Village Fines and other Court Mailings</i>	2,000	2,000	1,967	1,967	2,000	5,280	5,280
A1110	450		Telephone <i>Lan Line Phone and Fax</i>	888	768	768	879	960	264	264



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1110	460		Contractual Services	14,260	17,326	17,326	11,149	15,954	19,292	
			<i>Court Reporter 12 * \$300</i>							3,600
			<i>Interpreter/Spanish Services -4x/mo.</i>							8,160
			<i>@\$170=\$680</i>							
			<i>\$680 x 12 mos.=\$8,160</i>							
			<i>Note: Over 3 hrs. additional \$130</i>							
			<i>Note: Other languages \$225</i>							
			<i>FBS-Electronic Ticketing</i>							2,150
			<i>Court Room Cleaning 12 x \$44.28</i>							532
			<i>5% increase</i>							
			<i>Bank Service Charge (JP Morgan)</i>							1,850
			<i>Audit Fees - Based on Agreement through 2026</i>							3,000
A1110	468		Dues & Subscriptions	310	435	435	420	445	445	
			<i>NYS Court Clerk Assoc. (2) \$60 each</i>							120
			<i>West. County Magistrates Association(2)</i>							150
			<i>Increased \$75 per Judge.</i>							
			<i>NYS Magistrates Association-Judges</i>							175
			<i>Judge \$110, Associate Judge \$65</i>							
A1110	476		Travel/Mileage Reimbursement	-	60	60	-	60	60	
			<i>Court Clerk Training</i>							60
A1110	477		Professional Development	-	200	200	-	200	200	
			<i>Court Clerk Conferences</i>							200
			<i>Westchester Co. Magistrates Assoc.</i>							
A1110	480		Books & Software	137	205	205	137	137	200	
			<i>Updated Vehicle and Traffic Penal Law Books</i>							200
A1110	810		Optical Insurance	290	800	690	546	690	565	
										565
A1110	815		Dental Insurance	2,402	4,083	2,083	1,589	1,750	2,163	
										2,163





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1110	816		Ortho -Dental	-	4,500	-	-	-	3,355	3,355
A1110	820		Hospital Insurance Family (1) Family Buyout 25% (1)	38,341	42,285	42,560	42,560	43,517	48,015	48,015
A1110	840		Retirement & Pension Per NYS Projection 4/1/22-3/31/23	28,638	23,213	19,568	19,568	19,568	20,041	20,041
A1110	850		Social Security	12,811	12,172	12,172	11,221	12,172	12,634	12,634
A1110	890		Workers Compensation	281	282	268	268	268	282	282
A1110	895		Employee Assistance Program (2) Employees	88	90	90	90	90	90	90
TOTAL ORG A1110				267,121	268,485	258,898	232,368	258,177	279,056	

**APPROPRIATIONS**

**DETAIL**

**TREASURER**

VILLAGE OF BRIARCLIFF MANOR  
1111 PLEASANTVILLE ROAD  
BRIARCLIFF MANOR, N.Y. 10510



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## Finance Department

The Village Treasurer's office provides professional and fiscally prudent management of all Village assets by managing and recording, safeguarding, organizing, and planning for future financial needs. The office has three full-time employees and one part-time employee with a vacant part-time deputy treasurer position. The 23/24 Budget includes a request to consolidate the funds from the part-timer into the vacant deputy treasurer position (with new funds added as well) to bring the department to four full-time personnel.

**Major Functions Financial Accounting:** Maintain the Village's general ledger for all funds (General (A), Water (F), Library (L), Capital (H), Restricted (CM), Fixed Assets (K), and Debt Service (V). These processes include creating and maintaining accounts. Complete monthly close, proofing account balances and journal entries.

**Audits:** The Finance office manages the Village, Court, and Library annual audits. This process includes the six-week preparation for a year-end close and special processing of Account Payable claims and Payroll. Review all control and subsidiary accounts, process fixed assets, and prepare the capital length schedule. Work with auditors to prepare the final report and create MDnA (Management Discussion and Analysis) for the final report. Review the annual Workers Comp Audit, and provide salary data and proof report. Administer all GASB-directed policies and provide financial training and guidance to all departments.

**Revenue Collections:** Collects the following revenue for the Village: New York State disbursements (i.e., Grants Reimbursements, AIM payments), Westchester County disbursements (i.e., CHIPS, Sales tax, mortgage tax, Police Traffic Safety Grants), Federal disbursement (i.e., FEMA reimbursements, recent ARPA funding), utility gross receipts tax, fees, leased property, insurance recoveries, gifts/donations, and reconciles all other department revenue. Ensure deposits and posting batches are accurate and applied appropriately.

**Water Revenue Collections:** Generates monthly billing, manages all resident inquiries, generates final bill reads and disputes, updates customer information, collects and processes all received revenue, and reconciles individual property accounts to general ledger receivables.

**Tax Collections:** Coordinate with the Town of Ossining and Mount Pleasant for annual assessment rolls. Generate annual billing and manage the collection and reporting of the Village Property Taxes. This process includes reconciling individual property accounts to general ledger receivables and quarterly reporting collections to the US Bureau of Property Tax. Processes all

Tax Certiorari judgments as provided by the WC Court system. Send out delinquent notices, and work with Village Attorney to process property liens.

**Accounts Payable:** On a bi-weekly basis, processes various department claims to pay vendors for purchasing services and products. Review all claims for compliance with Village and NYS procurement policies. Filing of annual 1099-M statements.

**Payroll:** On a bi-weekly basis, processes the Payroll for all Village employees. This includes the required timely filing of Federal, State, and Local Payroll Taxes, NYS Retirement contributions and related reconciliations, other required and elected employee deductions, management of various budgeted/contractual increases or salary changes, and annual W2s processing.

**Budgeting and Reporting:** Provide financial reports to the Village Manager and Board of Trustees every quarter. Work with the Village Manager to implement the Village's annual operating and capital improvement plan budgets.

**Debt Management:** Coordinate with Bond Counsel and Financial Advisors to prepare information for debt issuance, ratings for debt, and process and track debt service payments.

**Additional Treasury Functions:** Manage and analyze Village cash flow to ensure available cash according to the Village's operational needs. Monitor interest rates and prudently maximize interest earnings using the Village's approved investment institutions/vehicles. Manages Village Accounting software and provides user training and oversight of web payment processing.

## Police Department

The Police Department protects the lives and property of people in Briarcliff Manor by enforcing the laws of the Village and New York State. The Department fulfills its mission by engendering and maintaining a feeling of security in the Village, reducing the opportunities for criminal activity through crime reduction strategies, identifying, apprehending and prosecuting offenders, recovering and returning property and providing related services. The Department's divisions are Administration, Detective Division and Patrol.

**Administration** manages the strategic allocation of resources to provide the most effective and efficient police services, which include such activities as budgeting, procurement, facilities maintenance and records management. The Administration Division also processes all arrest and provides the District Attorney with all of the discovery material. Security of our court is maintained by the Administration division as well assisting the Court Clerk with the vehicle and traffic and criminal court proceedings.

The **Detective Division** processes evidence relating to crimes against persons and property and performs crime analysis tasks. During the past calendar year the Detective Division was assigned 272 cases for follow up, of which 106 ended in arrest, others were closed through investigation or non-arrest. Of note, the Detective's Division was able to arrest two suspects that were involved in the theft of catalytic converters and that investigation lead to a multi-jurisdictional arrest of the same subjects who committed similar crimes throughout Westchester.

**Patrol** operates on a twenty-four hour basis utilizing a fleet of 6 patrol vehicles, one motorcycle and one undercover vehicle. Patrol responds to emergency calls for service, operates the communications system, conducts school crossing and animal control operations and is responsible for emergency planning and coordination. In the past calendar year Patrol responded to approximately 20,504 calls for service and fielded thousands of informational requests and calls for general assistance. Recently, Patrol began a more pro-active approach to our vehicle and traffic enforcement of our "problem areas". This has resulted in a decrease of traffic accidents in the village from 358 in 2016 to 249 in 2022. The Patrol Division issued over 1800 moving violations in 2022. The motorcycle was used by our motorcycle unit to address traffic issues and during ceremonial details such as the Memorial Day Parade, Little League Parade and funeral escorts.



**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1320 - Auditor										
A1320	460		Audit Service	26,699	33,020	33,020	32,090	32,090	39,295	
			Audit 72% of \$39,500 (PKF)							28,440
			Audit-Danziger Markoff - GASB 75 \$2,855 out of \$3,700 Full Year Cycle 22/23 77.17% (A, F, L)							2,855
			Audit-AUD Submission and Follow up \$1,440 out of \$2,000 72% (A, F, L)							2,000
			Single Federal Audits >750k -CHIPS/FEMA							6,000
TOTAL ORG A1320				26,699	33,020	33,020	32,090	32,090	39,295	



**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1325 - Village Treasurer										
A1325	101		Personal Services: Full-time Senior Account Clerk (1) Office Assistant-Financial (1) Treasurer/Tax Collector (1) Deputy Treasurer (1) (11/1/2023)  50% (A1325)/50% (F8310)	154,140	157,460	157,460	139,396	157,460	197,127	197,127
A1325	103		Personal Services: Part-time PT Account Clerk 50/50 (A/F)-ELIMINATE 23/24	20,768	25,000	23,086	9,038	10,118	-	
A1325	106		Personal Services: Longevity	913	913	913	913	913	1,013	1,013
A1325	107		Personal Services: Vacation	2,642	1,374	2,748	2,747	2,747	2,830	2,830
A1325	213		Office Equipment Maintenance Folder/Sealer Annual Maintenance Printer Maintenance Kits	717	1,130	1,130	739	739	1,162	762 400
A1325	400		Other-Fees CC Fees -Annual Fee (125) and Monthly processing fees for Clerks office.	6,325	-	413	619	800	125	125
A1325	407		Software Maintenance & Support Accounting Software Annual \$53,520- GF- 76.3% -WF-21.2%-LF-2.5% Paper Vision - Archived PR and Minute Records Crystal Report Support Clear Gov - Transparency Platform-3 yr (3 of 3)- Capital Platform 3 yr (2 of 3) Debt Book - Manage Village Leases related to GASB 87 and 96 (\$7,200 - 50%-A/30% -F/20%-L)	38,870	51,382	51,382	42,343	51,382	55,955	39,700 255 1,000 11,400 3,600

TeleAscent -  
\$100  
FY 23/24  
Ossining  
Conversion





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1325	428		Office Supplies <i>Toner, Paper, Binders, Folders, etc.</i> <i>Purchases to be made April &amp; May (Tax)</i>	3,479	3,000	3,000	2,555	2,850	3,000	3,000
A1325	430		Stationery And Printing <i>PR &amp; AP Checks - Pressure Seal W-2's &amp; 1099's</i>	1,313	2,800	2,388	1,317	1,500	1,500	1,500
A1325	446		General Postage <i>Taxes, Tax Receipts, AP Checks, Receipts, W-2's &amp; 1099's</i> <i>(all in house postage)</i>	2,932	3,000	3,573	3,573	3,573	3,432	3,432
A1325	449		Wireless Telephone <i>Treasurer Cell Phone Split A/F 50/50</i>	188	188	188	156	188	186	186
A1325	450		Telephone <i>LanLine and Fax Tax/Treasurer</i>	665	576	576	659	719	527	527
A1325	460		Contractual Services <i>ACA contract Marshall &amp; Sterling</i> <i>65%GF/35%WF</i>	16,242	14,390	14,390	14,430	14,430	2,990	2,990
A1325	468		Dues & Subscriptions <i>GFOA-95/each 50/50 A/F</i> <i>Westchester Co. Municipal Clerks &amp; Finance</i> <i>Officers Association (4) 50/50 A/F</i>	-	570	570	271	271	165	95 70
A1325	476		Travel/Mileage Reimbursement <i>400 Miles @ \$0.66</i>	146	143	143	72	72	264	264
A1325	477		Professional Development <i>NYS GFOA</i> <i>Westchester Clerks Holiday Function and</i> <i>Various Meetings 50% GF 50% WF</i> <i>(\$40/person- 3 Meetings)</i>	-	750	750	232	232	800	500 300
A1325	810		Optical Insurance <i>3 year average</i>	148	200	327	327	400	391	391



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1325	815		Dental Insurance	1,582	1,100	1,100	2,743	2,950	1,694	1,694
A1325	816		Ortho -Dental	-	-	-	-	-	1,678	1,678
A1325	820		Hospital Insurance	37,737	43,792	44,625	44,625	44,625	55,985	53,988
			Allocations							
			Family (1)							
			Individual (1)							
			Family (1) Excelsior							
			(Deputy Prorated Start date 11/1)							
			23-24 Pcori\Admin Total Est (\$2,334) Split							1,997
			A/F/L							
A1325	840		Retirement & Pension	24,584	19,927	16,799	16,799	16,799	22,608	22,608
			Per NYS Projection 4/1/22-3/31/23							
A1325	850		Social Security	13,390	14,133	14,133	11,373	14,133	15,386	15,386
			50/50							
			Treasurer/Tax Collector							
			Deputy Treasurer 11/1							
			Senior Acct Clerk							
			Office Assistant							
A1325	890		Workers Compensation	250	252	240	240	240	252	252
A1325	895		Employee Assistance Program	66	68	68	68	68	92	92
TOTAL ORG A1325				327,093	342,146	339,998	295,232	327,207	369,162	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A1380 - Fiscal Agent Fees</b>										
A1380	497		Bond And Note Costs	2,600	3,000	3,000	1,125	1,125	1,470	
			<i>Filing of Annual Statement Securities</i>							1,470
			<i>Exchange Act of 1934- FA Contract 6/2022</i>							
			<i>CPI Increase 8% - 50/50 Split A/F</i>							
			<b>TOTAL ORG A1380</b>	<b>2,600</b>	<b>3,000</b>	<b>3,000</b>	<b>1,125</b>	<b>1,125</b>	<b>1,470</b>	
<b>A1980 - MTA Tax Expense</b>										
A1980	498		MTA TAX	24,592	24,775	24,776	22,011	24,776	38,615	
			<i>MTA TAX-ADMIN</i>							10,305
			<i>PD-.5%</i>							15,392
			<i>CSEA</i>							11,038
			<i>Summer Camp</i>							1,880
			<b>TOTAL ORG A1980</b>	<b>24,592</b>	<b>24,775</b>	<b>24,776</b>	<b>22,011</b>	<b>24,776</b>	<b>38,615</b>	
<b>A9730 - Bond Anticipation Notes-IntExp</b>										
A9730	620		BAN - Principal	-	25,380	25,380	25,380	25,380	-	
			<i>No BAN payments FY 23-24</i>							
A9730	720		BAN Interest Exp	30,392	26,590	26,590	26,590	26,590	-	
			<i>No BAN payments FY 23-24</i>							
			<b>TOTAL ORG A9730</b>	<b>30,392</b>	<b>51,970</b>	<b>51,970</b>	<b>51,970</b>	<b>51,970</b>	<b>-</b>	
<b>A9785 - Installment Purchase Debt</b>										
A9785	600		Principal on Indebtedness	84,581	85,403	73,248	71,048	71,048	63,715	
			<i>2021 Police-3 Vehicles Leased as of March</i>							37,315
			<i>1, 2020</i>							
			<i>Quarterly payments July, Oct , Jan, Apr</i>							
			<i>Police Radios - 5 Year Deal - Ends Oct</i>							26,400
			<i>2025-\$2,200/month</i>							
A9785	700		Interest on Indebtedness	8,342	5,104	6,883	6,883	6,883	927	
			<i>2021 Police -3 Vehicles leased March 2020</i>							927
			<i>Quarterly Payments July, Oct, Jan, Apr</i>							
			<b>TOTAL ORG A9785</b>	<b>92,923</b>	<b>90,506</b>	<b>80,131</b>	<b>77,931</b>	<b>77,931</b>	<b>64,642</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A9901 - Interfund Transfers										
A9901	910		Transfer To Capital Fund	50,000	415,076	553,924	1,202,753	372,296	-	
A9901	911		Transfer to Capital-BAN Princ.	-	-	-	25,380	25,380	-	
A9901	930		Transfer To Public Library <i>Village contribution to the Library</i>	607,191	655,000	655,000	573,125	655,000	690,000	690,000
A9901	940		Transfer To Debt Service Fund	2,174,112	2,526,720	2,526,720	2,412,376	2,526,720	4,033,733	2,781,880
<i>Funds received from Debt Service to pay off 2014B GF Portion</i>										1,251,853
<b>TOTAL ORG A9901</b>				<b>2,831,303</b>	<b>3,596,796</b>	<b>3,735,644</b>	<b>4,213,634</b>	<b>3,579,396</b>	<b>4,723,733</b>	
<b>TOTAL TREASURER</b>				<b>3,335,602</b>	<b>4,142,213</b>	<b>4,268,540</b>	<b>4,693,993</b>	<b>4,094,496</b>	<b>5,236,917</b>	

**APPROPRIATIONS**

**DETAIL**

**POLICE**

VILLAGE OF BRIARCLIFF MANOR

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## Police Department

The Police Department protects the lives and property of people in Briarcliff Manor by enforcing the laws of the Village and New York State. The Department fulfills its mission by engendering and maintaining a feeling of security in the Village, reducing the opportunities for criminal activity through crime reduction strategies, identifying, apprehending and prosecuting offenders, recovering and returning property and providing related services. The Department's divisions are Administration, Detective Division and Patrol.

**Administration** manages the strategic allocation of resources to provide the most effective and efficient police services, which include such activities as budgeting, procurement, facilities maintenance and records management. The Administration Division also processes all arrest and provides the District Attorney with all of the discovery material. Security of our court is maintained by the Administration division as well assisting the Court Clerk with the vehicle and traffic and criminal court proceedings.

The **Detective Division** processes evidence relating to crimes against persons and property and performs crime analysis tasks. During the past calendar year the Detective Division was assigned 272 cases for follow up, of which 106 ended in arrest, others were closed through investigation or non-arrest. Of note, the Detective's Division was able to arrest two suspects that were involved in the theft of catalytic converters and that investigation lead to a multi-jurisdictional arrest of the same subjects who committed similar crimes throughout Westchester.

**Patrol** operates on a twenty-four hour basis utilizing a fleet of 6 patrol vehicles, one motorcycle and one undercover vehicle. Patrol responds to emergency calls for service, operates the communications system, conducts school crossing and animal control operations and is responsible for emergency planning and coordination. In the past calendar year Patrol responded to approximately 20,504 calls for service and fielded thousands of informational requests and calls for general assistance. Recently, Patrol began a more pro-active approach to our vehicle and traffic enforcement of our "problem areas". This has resulted in a decrease of traffic accidents in the village from 358 in 2016 to 249 in 2022. The Patrol Division issued over 1800 moving violations in 2022. The motorcycle was used by our motorcycle unit to address traffic issues and during ceremonial details such as the Memorial Day Parade, Little League Parade and funeral escorts.



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A3120 - Police Department</b>										
A3120	101		Personal Services: Full-time Chief LT Sgt (5) Sgt Det. (1) Detective (1) PO (11)  *Include \$2k for Youth Officer	2,467,819	2,584,990	2,584,990	2,080,377	2,359,539	2,598,566	2,598,566
A3120	102		Personal Services: Overtime Police Overtime	383,034	250,000	250,000	367,091	434,598	250,000	250,000
A3120	104		Personal Services: Holiday Pay 13 Holidays	118,994	129,268	129,268	120,229	120,229	130,040	130,040
A3120	106		Personal Services: Longevity 14 Employees	13,490	16,526	16,526	12,486	14,240	16,355	16,355
A3120	107		Personal Services: Vacation Contractual vacation buyouts-max 80 hours 4 employees	21,165	16,876	16,876	41,170	41,170	17,511	17,511
A3120	108		Sick Contractual Payout As per Contract - Year of 1 of 5	-	-	-	-	-	10,647	10,647
A3120	109		Personal Services: Training Officer training - included PDRFM Training from A3120-460-PDRFM	35,198	15,000	29,425	23,114	25,695	25,000	25,000
A3120	112		PO 1 OT Off Duty/Grant Related Matching revenue line - Off Duty Fees - A0103-1521	12,859	16,685	16,685	23,082	25,000	10,000	10,000
A3120	113		PBA Uniform & Cleaning Payout 17 Officers @ \$1400.00 each 1 New Hire @ \$5/month Chief and LT \$1,400 each	25,578	26,660	26,660	25,135	25,135	28,000	28,000





**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3120	201		Equipment <i>Duty Ammunition \$2,500</i> <i>Battery Packs \$500</i> <i>Taser Cartridge \$1,000</i> <i>Training Ammunition and Taser Supplies \$1,000</i>	2,740	6,150	5,811	2,840	3,587	5,000	5,000
A3120	202		Radio Equipment Purchase <i>funding needed in case of non-warranty failure of portable radio or vehicle radio</i>	-	1,005	70	-	-	1,000	1,000
A3120	204		Office Furniture Purchase <i>Chair for police desk. (24 hr. use chair)</i>	-	-	-	-	-	250	250
A3120	211		Gen Repair And Maintenance <i>Cameras, radar units and firearms moved 212 and 218 into this line</i>	-	1,500	1,500	1,310	1,500	1,500	1,500
A3120	222		Veh Repair & Maint -Police <i>Maintenance and parts for Police vehs.</i>	25,626	18,000	18,000	24,015	25,060	18,000	18,000
A3120	231		Office Equipment - Leased <i>Cannon Copier @ \$107/month</i>	1,284	1,284	1,284	1,177	1,285	1,300	1,300
A3120	250		Vests/New Officer Uniform <i>New Officer uniforms - \$1,600 Each Plus additional purchases</i>	1,322	8,000	8,000	5,427	6,000	5,000	5,000
A3120	251		Motorcycle Equipment	-	900	900	-	-	900	
A3120	404		Transportation,Tow+ImpoundServ <i>Tow and impound fees</i>	125	300	300	225	225	300	300



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3120	407		Software Maintenance & Support	43,144	55,628	55,628	32,589	55,628	53,627	
			<i>Dataworks Plus (Indemia)-Support for Rici</i>							2,700
			<i>System- Est 3% Inc.</i>							
			<i>AC1-Alarm Billing Maintenance</i>							900
			<i>Axon Taser License/Maint and Storage</i>							11,000
			<i>Licensing Est 3%</i>							
			<i>Central Square/Impact - 8.75% increase</i>							21,745
			<i>Visual Computer Solutions (VCS)-</i>							1,538
			<i>Scheduling Program Est-3% Inc.</i>							
			<i>NIXLE \$5,416 (50%GF/50%WF)</i>							2,708
			<i>REKOR-LPR Maintenance Licenses (11)</i>							10,716
			<i>Business Electronic-Voice Record Maint- Est</i>							2,320
			<i>3%</i>							
A3120	419		Gasoline - Unleaded	36,804	38,340	38,340	32,919	40,748	39,000	
										39,000
A3120	420		Materials & Supplies	2,924	1,500	2,100	2,298	2,300	2,840	
			<i>Oxygen recharge \$150</i>							2,840
			<i>PD Gloves \$150</i>							
			<i>Polybags \$300</i>							
			<i>Barrier Tape \$150</i>							
			<i>Road Flares \$800</i>							
			<i>Misc</i>							
A3120	428		Office Supplies	1,858	2,250	1,650	1,129	1,500	2,250	
			<i>Office supplies, paper, toner, computer</i>							2,250
			<i>supplies</i>							
A3120	430		Stationery And Printing	179	500	500	409	500	600	
			<i>Stationery, business cards, forms and Temp</i>							500
			<i>No Parking signs</i>							
			<i>BOS Copier Printing Fees</i>							100
A3120	436		Computer Connectivity	1,401	1,404	1,404	1,284	1,400	1,404	
			<i>Cablevision @ \$117/month</i>							1,404



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3120	446		General Postage <i>Postage machine, shipping fees -includes alarm renewals</i>	287	1,250	1,250	1,105	1,250	792	792
A3120	449		Wireless Telephone <i>PD Air Cards (8) and Chief/Detective (3) Cell Phones</i>	4,347	4,500	4,500	4,410	5,000	5,015	5,015
A3120	450		Telephone <i>LANLine and Fax Line PD Tie Line Verizon @ \$186/month</i>	7,698	6,936	6,936	7,691	8,181	5,971	3,739 2,232
A3120	460		Contractual Services <i>Cleaning Services Police Area. Traffic Studies Water</i>	10,900	11,968	9,848	8,553	9,652	9,812	6,912 2,500 400
A3120	460	PDRFI	Contractual Services-PD Reform <i>Increase for Additional Training ID Cards Addt' Professional Development</i>	1,181	15,000	-	-	-	-	
A3120	468		Dues & Subscriptions <i>IACP 120, West Co. Chiefs 300, NYS Chiefs 100.00 NYSTARS 50 LEEDA 100 Service contract for hours of support on Lexipol \$10,744.27 LE Policy/DTBs 7/1/22 – 6/30/23 NY Penal and V&amp;T Law Books</i>	11,190	11,665	11,833	11,833	11,833	12,025	12,025
A3120	475		Prisoner Meals <i>Prisoner Meals</i>	19	50	50	-	-	50	50
A3120	476		Travel/Mileage Reimbursement <i>Tolls and travel re-imbursement</i>	-	40	40	-	-	40	40



**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3120	477		Professional Development <i>Promotional test -tutorial services \$0</i> <i>IACP Conference Fee \$445</i> <i>4 night stay 4 x \$300</i> <i>Flight \$300</i> <i>IACP 2022 - Chief</i>	5,200	2,600	2,432	1,085	1,085	4,600	4,600
A3120	478		Education Reimbursement	-	4,000	4,000	-	-	-	
A3120	487		Physicals <i>New hire physicals &amp; psychological and</i> <i>other medical related expenses (2)</i>	585	-	1,400	2,400	2,400	1,150	1,150
A3120	487	207C	207C Costs <i>207-C costs for Physicals and related</i>	-	500	-	-	-	-	
A3120	491		Police Dept. Drug Screening <i>PD Quarterly Testing</i> <i>Annual Contract</i>	-	764	2,564	1,442	2,082	2,685	2,685
A3120	492		Pre-Employ. Investigations <i>Pre Employment Invest. and fingerprinting</i> <i>fee</i>	-	-	14	103	103	-	
A3120	805		Medicare Reimbursement <i>Police and Spouse Medicare Reimbursement</i>	47,957	49,396	49,396	35,923	47,555	47,488	47,488
A3120	810		Optical Insurance <i>New PBA Contract Limits</i>	17,310	15,000	24,349	26,888	30,000	18,000	18,000
A3120	815		Dental Insurance	21,266	21,346	24,701	27,858	30,000	25,631	25,631
A3120	816		Ortho -Dental	984	-	4,072	5,976	5,976	-	
A3120	820		Hospital Insurance <i>Family (14)</i> <i>Individual (1)</i> <i>Fam Buyout (5)</i>	537,031	600,358	540,736	540,736	548,390	646,403	646,403



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3120	825		Hospital Insurance - Retirees <i>Family (11)</i> <i>Family Medicare (4)</i> <i>Individual (2)</i> <i>Individual Medicare (9)</i> <i>Medicare Partial (4)</i>	407,578	453,912	524,375	524,375	524,375	589,530	589,530
A3120	830		Life Insurance <i>US Life Insurance Co-Active Officers 20k,</i> <i>Retirees 10k &amp; 5k</i>	3,571	3,960	3,960	4,981	5,381	4,500	4,500
A3120	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	788,340	830,348	830,348	808,337	808,337	884,226	884,226
A3120	850		Social Security	212,769	218,362	218,362	179,794	218,362	231,449	231,449
A3120	890		Workers Compensation	31,399	31,561	30,038	30,038	30,038	31,532	31,532
A3120	895		Employee Assistance Program	920	900	900	900	900	900	900
<b>TOTAL ORG A3120</b>				<b>5,306,076</b>	<b>5,477,182</b>	<b>5,502,021</b>	<b>5,022,734</b>	<b>5,476,240</b>	<b>5,740,889</b>	
<b>A3510 - Control of Animals</b>										
A3510	458		NYS Dept of Agric and Market	-	-	-	67	80	100	100
A3510	461		Contractual Services - SPCA <i>SPCA Contract-same as 2022-23</i>	7,351	7,351	7,351	6,126	7,351	7,351	7,351
<b>TOTAL ORG A3510</b>				<b>7,351</b>	<b>7,351</b>	<b>7,351</b>	<b>6,193</b>	<b>7,431</b>	<b>7,451</b>	
<b>TOTAL POLICE</b>				<b>5,313,427</b>	<b>5,484,533</b>	<b>5,509,372</b>	<b>5,028,927</b>	<b>5,483,671</b>	<b>5,748,340</b>	

**APPROPRIATIONS**

**DETAIL**

**FIRE**

VILLAGE OF BRIARCLIFF MANOR

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## Fire Department

The Briarcliff Manor Fire Department (BMFD) has been **100% volunteer** since 1901. It provides Fire Protection and Emergency Medical Services to the Village of Briarcliff Manor and its hamlet Scarborough. The all-volunteer BMFD also serves unincorporated areas of Ossining and Mount Pleasant by contract. These areas span 5 square miles (13 km<sup>2</sup>) within Briarcliff Manor and the unincorporated portions of the Towns of Ossining and Mount Pleasant.

The Fire Department responds to the community's needs by providing professional services that are critical to the safety, health and welfare of the community. This is accomplished through fire suppression, fire prevention, public education and many other activities.

The Fire Department consists of three (3) Fire Companies,

- Briarcliff Fire Company
- Briarcliff Manor Hook & Ladder Company
- Scarborough Engine Company

BMFD operates three (3) Pumper/Engines and a Tower-Ladder. The Department maintains additional emergency vehicles, including a Heavy Rescue/Cascade Vehicle, an off-road Quad Gator and three (3) Chief's Vehicles.

In addition, the Briarcliff Manor EMS provides emergency medical intervention and transports. The Briarcliff Manor EMS operates two (2) New York State Certified Ambulances with Basic Life Support (BLS) capabilities. The EMS members answer over 1100 emergencies per year and participate in the Tri-Community Fly Car Program to provide Advanced Life Support (ALS).

The BMFD operates out of two (2) Fire Stations. The Main Headquarters is located at the Briarcliff Manor Village Hall. This is where the Briarcliff Fire Company and Briarcliff Manor Hook & Ladder are housed. The second Fire Station is located on Scarborough Road where the Scarborough Engine Company is housed. The BMFD has approximately 150 members, including a Fire Chief and two Assistant Chiefs. All of the Fire Department members, including the Fire Chiefs, are unpaid volunteers and are **not** considered paid village employees. The volunteers are qualified and trained to save lives, protect property, prevent / extinguish fires, and lend assistance to neighboring Fire Districts and EMS organizations as needed. The Department's volunteer staff devotes over 10,000 hours on an annual basis to remain current in many critical and specialized subjects such as Hazardous Material Mitigation, Weapons of Mass Destruction, Federally Mandated Incident Management Training, Safe Driving Tactics for Emergency Vehicles, Certified First Responder, Vehicle Extraction, Water Rescue, EMT, CPR, and many other firefighting and EMS tactics and strategies.





**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3410 - Fire Protection										
A3410	103		Personal Services: Part-time Secretary (1) 80/20 A3410/A4540	15,908	16,147	16,147	14,284	16,147	16,632	16,632
A3410	201		Equipment E92: Gear dryer; Mechanics tool set; Safety glasses; Fire hook combo tool; Hydra ram; Extrication gloves; Bit set; DeWalt battery and charger kit; Nylon rope; Hose washer R37: 4 gas meter; Flashlights; NY hook; Leaf blower; Driver jackets (summer and winter weight) E93: NY hook; 2.5" wye with pressure gauge; Standpipe training prop; Vulcan flashlights; Smoothbore nozzle; Combination nozzle; Driver jackets (summer and winter weight) Command Vehicles & Utility Vehicles: Hand tools & specialized equipment. TL40: In-Mask thermal imager; Saw blade post mount; Tool boxes; Pac Trac Lok Pak; First aid kit; AED; Blower; Magnetic mic; E94: Standpipe bag; NY hook; Leaf blower; Hose adaptors; Driver jackets (summer and winter weight)	27,278	29,000	24,555	20,065	28,155	32,000	9,420 3,487 5,330 8,175 5,588
A3410	202		Radio Equipment Purchase Non-Inclusion of Radio Purchase in Capital 23-24 would increase this amount to \$16,000 Upgrade older/obsolete and out of service First Responder Radio...Replacement of HT1250-w/Digital	5,848	16,000	28,073	11,478	12,464	5,000	5,000
A3410	203		Office Equipment Purchase Copier Rental in A3410-231	250	1,000	2,277	-	-	-	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3410	211		Gen Repair And Maintenance <i>Small engine repair (chainsaws, generators, etc.), Flashlight repair, Misc.Repairs at SFH,&amp;H.Q.-PMR Electric.Repairs to broken and damaged equipment. Annual Generator Maintenance</i>	4,979	5,000	5,000	4,942	5,000	5,000	3,900
										1,100
A3410	212		Radio Equipment Repair & Maint <i>Repairs of Radios and Pagers. Non inclusion of Radio Purchase in the Capital Budget would increase this amount to 4,000</i>	2,866	2,000	4,090	3,753	4,422	1,500	1,500
A3410	218		Light Equipment Repair & Maint <i>NFPA Required Annual Pump &amp; Hose Testing Repair &amp; Maintenance of Hydraulic Extrication Tools, Pump and Hose testing (\$5,000) Exhaust system repairs.H.Q.&amp; H.Q.</i>	7,902	7,000	6,900	5,995	7,000	7,000	7,000
A3410	219		Heavy Equip/Veh Repair & Maint <i>NFPA Required annual testing of Aerial Apparatus &amp; Ground Ladders.</i>	2,144	2,150	2,150	1,779	2,150	3,000	3,000
A3410	226		Veh Repair & Maint -Fire <i>Preventative Maintenance Program: All apparatus require annual PMI. (\$5,000 per truck) Repair: 2008 Seagrave experiencing multiple chassis &amp; motor issues. 2005KME repairs. Hurst Tool Repairs</i>	84,079	85,000	85,000	66,603	85,000	90,000	90,000
A3410	231		Office Equipment - Leased <i>Cannon Copier Lease \$107/month</i>	1,355	1,284	1,284	1,094	1,284	1,300	1,300



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3410	241		Scott Air Packs NFPA Required flow testing of all airpacks - \$5000 OSHA Required hydrotesting of SCOTT bottles. R&M of Scott SCBA Compressor Replacement of SCOTT air bottles (OSHA life exhausted) - \$1200/ea NFPA Required Fit Test machine calibration - \$1000 Replacement SCBA Masks(\$375)  SCBA Disinfection wipes, and cleaning and disinfecting supplies for all scott masks	25,883	26,110	26,110	9,575	13,000	26,110	26,110
A3410	242		R & M Turnout Gear Annual professional cleaning & repair of approx 194 pieces of turn out gear. Completion of Bail out system-NFPA1983 cleaning and repairs of all gear	9,389	12,750	12,750	12,094	12,750	15,000	15,000
A3410	250		Uniforms Class A Dress Uniform includes hat, pants, coat, shirt, shoes, tie,gloves and patches (approx.\$575) per uniform. Alterations to Class A Uniforms. Uniform badges. Increase uniform allocation to 12/year to be able provide uniforms sooner to newer members and increase retention. uniforms/explorer post	3,786	2,000	4,620	1,644	2,000	5,000	5,000
A3410	401		Advertising Recruitments of new members. Open House, Direct Mailings, banners, fliers, brochures.	-	1,000	1,000	1,000	2,000	2,000	2,000



**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3410	407		Software Maintenance & Support <i>SCM Maintenance Contract - \$11,000</i> <i>SCM Custom reports - \$2,000</i> <i>Quickbooks Annual Subscription - \$1,800</i> <i>Survey Monkey-\$300</i> <i>Signup Genius - \$200</i>	12,961	13,000	13,743	11,279	13,000	15,300	15,300
				<div>Add \$100 for annual AC1 Billing</div>						
A3410	408		Software Purchase <i>Various Modules in Vector Solution Online</i> <i>Training and Policy Software - \$8,500</i>	3,962	7,550	8,395	8,395	8,395	8,500	8,500
A3410	418		Fire & Ambulance Diesel	13,707	7,560	7,560	15,623	18,728	15,750	15,750
A3410	419		Gasoline - Unleaded	9,195	9,150	9,150	6,491	9,200	9,213	9,213
A3410	420		Materials & Supplies <i>Supplies for maintenance, minor repairs for</i> <i>H.Q.&amp;SFH and for all apparatus &amp; command</i> <i>vehicles, , misc supplies, water filtration</i> <i>system: H.Q./SFH,bottled water for all truck</i> <i>for hydration during calls.</i>	5,105	5,000	5,000	1,903	3,559	5,000	5,000
A3410	426		Insurance/Cancer Benefit <i>Accident Policy NYMIR (Injury and illness</i> <i>coverage) 4% of total policy \$496,368</i> <i>Cancer Policy-Est 11% inc 23/24</i> <i>Excess Insurance - Vol FD - Year 3 of 3 Rate</i>	36,680	42,727	42,727	41,223	42,727	42,061	20,120 15,629 6,312
A3410	428		Office Supplies <i>Paper, pens, general office supplies.</i> <i>Folders,pads.</i>	755	800	800	370	755	800	800
A3410	430		Stationery And Printing <i>Letterhead, Printing</i> <i>Cartridges,Envelopes,Business</i> <i>Cards,Invitations.</i> <i>BOS Copier Printing Fees</i>	603	800	800	206	800	900	800 100



**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3410	436		Computer Connectivity -Cable Cable/Internet-FIOS/SH/ H.Q.	4,295	4,000	4,103	2,554	2,586	4,000	4,000
A3410	438		Building Maintenance NFPA required fire extinguisher maintenance, grill repairs, storage upgrades, ancillary ADA equipment, pest control, A/C maintenance, lounge repair, lighting repair.Air Compressor in lounge.	3,537	5,000	6,463	4,422	5,000	5,500	5,500
A3410	439		Building Improvements Mainhouse- Paint floor and walls in Chief's & Captain's Offices.Bathroom and Shower Improvements, Outside Lighting. Fitness center improvements.	1,774	3,000	6,113	6,110	3,000	3,500	3,500
A3410	440		Utilities-Electricity	29,167	33,385	33,385	28,150	32,857	33,000	33,000
A3410	442		Natural Gas -Utility	6,827	15,000	15,000	6,107	8,893	9,000	9,000
A3410	446		General Postage Fire Alarm Billing and Misc	174	250	215	195	250	660	660
A3410	449		Wireless Telephone-Aircards 9 Aircards for Computers in all Fire Department vehicles used for dispatch/directions/reporting.	4,420	5,104	5,104	3,740	4,320	4,103	4,103
A3410	450		Telephone Lanline - SFH Lanline - HQ Fax Lines	4,452	3,742	3,897	3,991	4,227	5,595	5,595



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3410	460		Contractual Services <i>Cleaning Services for Main H.Q. and SFH. Repairs and contract maint for Power generator service SFH Generator Maintenance Contract (65% Fire). For main firehouse and Scarborough fire house. Capturing Repairs and General Maintenance in A3410-211 HVAC Maintenance</i>	17,195	14,174	14,174	12,277	14,174	16,837	15,000
A3410	464		Town Protection 209-D <i>Est Town Fire Protection Service 209-D Ossining \$179,465.32* 35% Mt Pleasant \$108,000*35%</i>	94,503	97,361	97,361	34,201	95,452	100,613	62,813
A3410	468		Dues & Subscriptions <i>NYS AFC: \$175 Explorer Post: \$440 MPCA: \$100 WCAFC: \$300 HVVFA: \$28 FASNY: \$1,160 BJ Warehouse \$130 Capital One-Northern Tool - \$40</i>	760	2,333	2,333	1,755	2,133	2,500	2,500
A3410	471		Alarm Monitoring <i>Marshall Alarm Quarterly Billing \$126: inspection \$195 Possible Additional Camera - 1st year will be covered by installation contract</i>	699	700	700	504	700	800	800
A3410	476		Travel/Mileage Reimbursement <i>Mileage Reimbursement, for bringing trucks and ambulance to the auto mechanics, tolls.</i>	115	200	200	200	200	200	200



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3410	477		Professional Development <i>NFPA Required Bailout Training &amp; Recertification Andy Frederick's Seminar Outside Vendor Specialty Training Defensive Driving</i>	8,845	11,185	11,185	6,740	6,740	15,000	15,000
A3410	480		Books & Software <i>Textbooks and workbooks for new Firefighting 1 Curriculum(2022 publication).</i>	-	500	-	-	500	500	500
A3410	485		Vaccinations <i>Vaccinations - hep B, flu, TB for new and existing members,HepC,PSA. Flu shots have increased</i>	2,690	5,000	3,582	2,040	3,230	5,000	5,000
A3410	487		Physicals <i>Yearly Physicals for All BMFD current members and new members, increase for physicals</i>	35,255	40,015	37,238	32,580	35,460	43,000	43,000
A3410	495		Public Education <i>Handouts and brochures for public, including nursery schools and Todd Elementary School, community day.</i>	264	900	900	1,028	900	900	900
A3410	845		Service Awards Program <i>Estimate based on 90 Members - 75*\$700 Current Headcount for 2022 Activity +50 Hours is 90</i>	48,385	52,500	52,500	7,854	48,385	85,500	63,000 22,500
A3410	850		Social Security	1,217	1,235	1,235	1,093	1,217	1,272	1,272
A3410	890		Workers Compensation	24,458	24,586	23,399	23,399	24,458	24,563	24,563
<b>TOTAL ORG A3410</b>				<b>563,663</b>	<b>613,198</b>	<b>627,219</b>	<b>418,729</b>	<b>583,217</b>	<b>669,109</b>	

**APPROPRIATIONS**

**DETAIL**

**AMBULANCE**





**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A4540 - Ambulance										
A4540	103		Personal Services: Part-time Secretary (1) 80% A3410/20% A4540	3,977	4,037	4,037	3,571	4,037	4,158	4,158
A4540	201		Equipment <i>Disposable Medical Equipment including but not limited to: bandages, gauze, tape, NRB masks, cannulas, misc dressings, airways, narkan, glucometer supplies, sharps containers, aspirin. Monthly equipment items that need to be replaced for 2 ambulances after monthly calls. Training equipment for mandated CPR classes, batteries for life packs, tourniquets, AED Equipment.</i>  <i>Increased demand and use of gloves, gowns, face shields and masks.</i>	5,202	6,000	6,000	5,620	6,500	7,500	7,500
A4540	211		Gen Repair And Maintenance <i>Annual Maintenance for Ambulance equipment</i>	2,677	7,000	12,381	11,593	12,381	9,600	9,600
A4540	212		Radio Equipment Repair & Maint <i>Repairs for Ambulance HT1250 radios, pagers &amp; 1st responder radios. Repair an HT1250 is \$370</i>	369	1,000	1,000	200	1,000	1,500	1,500
A4540	226		Veh Repair & Maint - Amb <i>Repair &amp; Maintenance of (2) Chevrolet 4500 ambulances. Tires/Chains, Regeneration of 53B2.</i>	8,833	10,000	10,000	6,210	10,000	16,000	16,000
A4540	250		Uniforms <i>BDU Pants @ \$90/pair Blood Resistant Boots @ \$250/pair. Dress Uniforms. Class B Uniforms. Clothing for highway operations.</i>	2,800	3,500	1,737	660	3,500	3,500	3,500



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A4540	407		Software Maintenance & Support <i>When to Help Scheduling Software</i>	350	550	550	475	475	550	550
A4540	420		Materials & Supplies <i>Refill O2 Bottles, Oxygen Canister Maintenance, Oxygen Bottle Replacement, Misc.supplies. Drinking water for ambulance corps members to be placed in ambulances. Disinfection supplies, for 2 ambulances.Sprayers and solutions.</i>	3,270	2,500	2,500	2,384	2,500	4,000	4,000
A4540	430		Stationery And Printing <i>Ambulance stationary and brochures,Printing Cartridges, Envelopes,toner</i>	-	250	250	242	250	250	250
A4540	439		Building Improvements	-	2,000	-	-	2,000	2,000	2,000
A4540	446		General Postage <i>Misc Letters to Proclaim</i>	-	-	35	35	35	100	100
A4540	449		Wireless Telephone <i>Aircards for 2 Ambulances vehicles used for dispatching, directions and reporting</i>	912	912	912	847	1,200	912	912
A4540	458		Ambulance Fees <i>Ambulance ProClaim Fees</i>	30,460	26,524	26,524	30,080	30,460	33,356	33,356
A4540	460		Contractual Services-EMT's <i>EMT Staffing</i>	119,231	147,992	147,992	125,546	147,992	210,000	210,000
A4540	462		Contractual Services - Fly Car <i>Per proposed 3 year proposal from OVAC 2023 Increased to \$149,567.97</i>	137,904	149,568	149,568	143,420	149,568	149,568	149,568



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**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A4540	477		Professional Development <i>Professional development - EMT classes, EMT recertification, CPR Classes for new members/and recertification-\$30 each. Updated protocols for EMT's and ambulance corps.Continuing Medical Education for EMT's .Basic Life Support for Healthcare Providers(BLS)refresher classes for BMFD/Ambulance Members.CME program-on-line\$2300.</i>	3,230	4,800	4,800	1,982	3,015	7,300	7,300
A4540	480		Books & Software <i>EMT Books @ \$500/each. Books only usable once.Updated protocols for ambulance corps/New CPR books and new publications of training books.</i>	321	2,500	882	-	2,500	2,500	2,500
A4540	490		Misc of net Ambulance Fees <i>Based on Ambulance Fees less administrative fees less LOSAP Increase 2022 Activity \$250/member x 35%</i>	110,814	106,217	106,217	3,845	121,290	123,665	123,665
A4540	850		Social Security	304	309	309	273	309	319	319
<b>TOTAL ORG A4540</b>				<b>430,655</b>	<b>475,658</b>	<b>475,693</b>	<b>336,983</b>	<b>499,012</b>	<b>576,778</b>	
<b>TOTAL FIRE</b>				<b>994,318</b>	<b>1,088,856</b>	<b>1,102,912</b>	<b>755,712</b>	<b>1,082,229</b>	<b>1,245,887</b>	

**APPROPRIATIONS**

**DETAIL**

**PUBLIC WORKS**

VILLAGE OF BRIARCLIFF MANOR

1111 PLEASANTVILLE ROAD

BRIARCLIFF MANOR, N.Y. 10510



WWW.BRIARCLIFFMANOR.GOV

TELEPHONE: (914) 941-4800

FAX: (914) 941-4837

## Department of Public Works

The Department of Public Works is charged with providing our residents with safe roads, a quality drinking water supply, a sanitary sewer collection system, maintenance of parks (although the Village is currently trialing this function under the heading of the Recreation Superintendent), buildings and vehicles as well as a sanitation collection and an extensive recycling program. Our 34 full-time employees are distributed to four major divisions: Highway, Water/Sewer, Sanitation and Parks with Highway and Water splitting maintenance of the Sewer Collection System. All calls come into our Public Works Facility on Buckhout Road and are distributed to the appropriate division for disposition.

## Highway Department



Maintains 40 miles of Village roadways providing paving, pot hole repair, guide rail replacement, sweeping, pavement stripping, street and regulatory sign installation, sidewalk and curb repair, stump grinding, tree cutting, brush removal, roadside mowing and snow and ice control. The highway division also maintains approximately 400 drainage basins, 630 streetlights and is responsible for over 30 miles of sewer mains. Maintenance of the Village's two (2) organic waste transfer facilities at Buckhout Road and Long Hill East, in which an estimated 2500 tons of logs, brush and leaves are transferred annually. Fall bulk leaf pickup, bagged organic waste and commingled recyclables are picked up by the Highway Division on a regular schedule.



## Water/Sewer Department



Operates and maintains the Village's Water District consisting of 8,730 water district customers and provides treated water to 2416 Village residents and an additional 363 homes in Mt. Pleasant and Ossining. The water district is comprised of approximately 65 miles of water main and 400 hydrants. The Villages full supply pump station at Neperhan Ave (Tarrytown Lakes) provides on average of 1.0 million gallons of water per day with a maximum daily capacity of 3.1 million gallons of treated water. The Water Department does daily inspections of the Village's 9 water pump stations and 9 sewer pump stations. Staff provide daily (including weekends) sampling for pH turbidity, chlorine residuals as well as additional sampling for bacteriological, lead, copper and other contaminants required by the NYSDOH.

## Sanitation Department



Provide back-door pickup of garbage and curbside removal of rubbish to over 2,400 residential homes, schools and commercial businesses twice a week. Sanitation picks up recycled paper and bulk metal items bi-monthly.

## **Parks Department**



Maintains all the Villages parks, sports fields, playgrounds, tennis courts, platform courts, Village pool and grounds of the Village buildings and pump houses.

### Parks

Law Park  
Chilmark Park  
Scarborough Park  
Schrade Road Park  
Jackson Road Park  
Mini Lot

### Sport Fields

McCrum Field  
The Club Field  
Neighborhood Field  
Youth Center Field

### Buildings/Grounds Maintenance

Village Hall  
Library  
Pool Pavilion  
Public Works  
Scarborough Fire House  
Youth Center  
Scarborough Post Office  
(9) Water Pump Stations  
(9) Sewer Stations



Maintenance of the Village's: 9 Tennis Courts, 2 platform tennis courts and 4 playgrounds. Work with the Village's Beautification Committee to provide all the hanging baskets, planters and planting beds throughout the Village.

## Central Garage



Maintenance of approximately 75 vehicles and equipment for Village departments. (Highway, Water, Sanitation, Parks, Police, Fire, Ambulance and Administration).

## Building Maintenance



Building maintenance of the Village's 8 buildings, 2 comfort stations, 9 water pump buildings and 9 sewer buildings is accomplished by utilizing in-house staff for painting, carpentry, minor electrical, plumbing, and all other minor trade work. The Village utilizes outside contractors for plumbing services, generators, HVAC maintenance, fire suppression, alarm and security systems.



## DPW Administrative Offices



General administrative support and oversight of department operations. Monitoring all DPW construction / paving operations and seasonal activities. Monitoring of water and sewer systems, data collection / report filing as per county and state regulations. Develop and oversee budget, purchasing and permits.



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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1490 - Public Works Admin.										
A1490	101		Personal Services: Full-time <i>Public Works Superintendent (1)</i> <i>50% (A1490)/50% (F8310)</i>	236,349	242,262	242,262	214,363	242,262	244,097	244,097
			<i>General Foreman (1)</i> <i>75% (A1490)/25% (F8310)</i>							
			<i>Office Asst-Automated Sys (1)</i> <i>50% (A1490)/50% (F8310)</i>							
			<i>Office Asst-Automated Sys (1)</i> <i>33% (A1490)/33% (A1440)/ 33% (F8310)</i>							
A1490	106		Personal Services: Longevity	1,013	2,105	2,105	2,105	2,105	2,045	2,045
A1490	231		Office Equipment - Leased <i>Ricoh Copier @ \$190/month A-75%/F-25%</i> <i>A-Split-GF Portion \$143/month</i>	2,278	2,424	3,070	2,624	2,571	1,716	1,716
A1490	428		Office Supplies <i>5 year avg. = \$1,100</i>	1,064	1,000	1,000	1,073	1,300	1,300	1,300
A1490	430		Stationery And Printing <i>Ricoh Copier Printing Fees @ \$25/month</i> <i>A-75%/F-25% A-Split-\$19/month</i>	140	-	128	141	141	240	240
A1490	436		Computer Connectivity <i>FIOS = \$66.63/mo. = \$796.00</i>	781	800	800	725	800	800	800
A1490	446		General Postage	-	-	-	-	-	330	330
A1490	449		Wireless Telephone <i>Superintendent, General Foreman, Asst.</i> <i>General Foreman,</i>	1,270	863	1,136	1,280	1,350	863	863
A1490	450		Telephone <i>LanLine</i>	4,437	3,600	3,600	2,978	3,440	1,066	1,066



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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1490	468		Dues & Subscriptions <i>Avg. \$300 - \$500/yr.</i>	220	400	375	330	400	400	400
A1490	477		Professional Development <i>Highway Supt. Conference - \$700. Westchester County Civil Service Fees - \$500.</i>	110	700	1,119	1,159	1,200	1,200	1,200
A1490	491		Drug Screening & IME's <i>\$125 admin fee \$500.00 *4 (quarterly) +Additional tests as necessary</i>	1,850	2,632	2,572	1,427	2,260	2,632	2,632
A1490	494		Training Expenses <i>Safety Training (Recertification) HAZ Comm (Right-to-know, MSDS), Shop &amp; Equip. Safety, Confined Space, Flagger Course</i>	123	2,000	1,660	2	500	2,000	2,000
A1490	810		Optical Insurance	54	328	328	160	328	370	370
A1490	815		Dental Insurance	2,009	1,000	1,000	2,561	1,350	1,377	1,377
A1490	820		Hospital Insurance <i>(2) Family-Allocation (2) Individual -Allocation</i>	51,529	56,448	58,370	58,370	58,370	61,288	61,288
A1490	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	44,597	36,148	30,472	30,472	30,472	33,657	33,657
A1490	850		Social Security	17,365	18,694	18,694	15,862	18,694	18,525	18,525
A1490	890		Workers Compensation	2,170	2,183	2,078	2,078	2,078	2,182	2,182
A1490	895		Employee Assistance Program <i>See 101-Exp Line for Employees</i>	93	96	96	96	96	95	95



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
			TOTAL ORG A1490	367,452	373,683	370,865	337,804	369,716	376,183	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1620 - Buildings										
A1620	102		Personal Services: Overtime	319	-	-	1,365	1,365	-	
A1620	211		Gen Repair And Maintenance <i>Some Items A/F Split 75/25 or expensed based on location</i>	6,516	14,000	14,913	24,807	30,000	14,560	14,560
			<i>Garage Door Repairs = \$1,500 A/F Gas Pump Maint. = \$2,000 A/F Pest Control - \$4,600 A HVAC Repair = \$8,000 Loc. Annual Generator Insp \$1,800 Loc.</i>							
A1620	420		Materials & Supplies <i>Building Maintenance Supplies.</i>	17,542	4,000	7,520	16,765	17,000	13,000	13,000
A1620	439		Building Improvements <i>Bldg. Improv.&amp; Maint.- DPW, VH including PD, Post Office</i>	4,206	10,000	10,000	7,907	10,000	10,000	10,000
A1620	440		Utilities-Electricity	30,722	31,563	31,563	28,785	32,238	32,238	32,238
A1620	442		Natural Gas -Utility-DPW Bldg	16,604	14,500	14,500	17,130	17,900	8,900	8,900
A1620	460		Contractual Services <i>Some items split A/F 75/25 or Based on location</i>	58,241	38,030	33,518	25,551	29,000	38,355	32,355
			<i>A Fund Portions Only</i>							
			<i>Cleaning (DPW/VH) = \$840/mo.= \$10,105 Security Cameras =\$14,042 HVAC (Maint.) = \$6,900 Handi Lift = \$829 ***Additional security cameras- Scarborough FD and Library- Annual Maintenance contracts****</i>							6,000



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1620	471		Alarm Monitoring <i>Macy Road \$180/quarter = \$720</i>	1,136	1,000	1,000	761	1,200	1,200	1,200
			<i>2 yr./avg. = \$1,100.</i>							
A1620	815		Dental Insurance	60	-	-	-	-	-	-
TOTAL ORG A1620				135,346	113,093	113,014	123,070	138,703	118,253	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1640 - Central Garage										
A1640	101		Personal Services: Full-time	134,985	135,318	135,318	119,805	135,318	139,260	139,260
A1640	102		Personal Services: Overtime	39	350	350	50	50	-	
A1640	106		Personal Services: Longevity	2,507	2,649	2,649	2,649	2,649	2,648	2,648
A1640	201		Equipment <i>Misc Equip.</i>	4,791	2,625	14,221	13,879	14,221	1,000	1,000
A1640	218		Light Equipment Repair & Maint <i>Small equip. repairs: chainsaws, mowers, generators, trimmers, trash pumps 3yr avg=\$14,000.</i>	12,534	14,000	14,000	9,745	14,000	14,000	14,000
A1640	219		Heavy Equip/Veh Repair & Maint <i>Backhoe, Loader, Lrg 6-wh.dmp, 10whler, Sweeper, Buckt &amp; VacTruck, Lg Plws, Sprders 5 yr avg = \$62,000. 3 yr avg = \$68,000.</i>	78,205	60,000	60,000	62,533	64,000	62,000	62,000
A1640	220		Vehicle Repair & Maint <i>Pickups, sml 6 whl dmp trucks, sml plws, sml sprdr, 3 year avg. =\$22,000. 6 mo. = \$15,000.</i>	14,870	22,000	22,000	21,175	22,000	23,000	23,000
A1640	221		Veh Repair & Maint -Sanitation <i>Lg GarbgTrks, RecyclTrk, Co-MnglTrk, Sml Garbg Trks, 5 year avg. \$52,000. 3 year avg. \$47,000.</i>	43,233	50,000	50,000	52,977	55,000	50,000	50,000
A1640	230		Equipment Rental <i>Back Hoe Rental</i>	-	-	-	-	-	7,500	7,500
A1640	250		Uniforms	1,170	1,050	1,050	936	1,050	1,050	1,050



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1640	407		Software Maintenance & Support 75%-A 25%-F  <i>Fleet Management/DPW Support iWorQ- \$1,500/yr. Shopkey - Est. \$4,730/yr. No Limits/USA Tools - Est. \$1,899/year</i>	6,692	6,700	6,700	6,073	6,700	6,097	6,097
A1640	418		Diesel	86,705	102,000	102,000	85,826	116,191	95,000	95,000
A1640	419		Gasoline - Unleaded	24,566	27,000	27,000	25,214	34,703	28,815	28,815
A1640	420		Materials & Supplies <i>Nuts, bolts, oils, filters, oxygen, acetylene, welding, gas, misc.electrical, etc. 5 yr. avg. = \$28,000.</i>	35,937	30,000	30,000	31,664	33,000	30,000	30,000
A1640	476		Travel/Mileage Reimbursement <i>EZ Pass</i>	447	500	500	152	250	250	250
A1640	810		Optical Insurance <i>CSEA Optical</i>	438	444	444	438	444	440	440
A1640	815		Dental Insurance <i>Ford/Ogden</i>	6,419	900	2,688	4,317	4,540	3,480	3,480
A1640	820		Hospital Insurance <i>Family (2)</i>	46,477	50,991	52,838	52,838	52,838	57,357	57,357
A1640	831		Disability Insurance	46	49	43	46	46	50	50
A1640	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	20,789	16,850	14,204	14,204	14,204	19,762	19,762
A1640	850		Social Security	10,316	10,581	10,581	9,171	10,581	10,859	10,859





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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1640	890		Workers Compensation	3,705	3,725	3,545	3,545	3,545	3,722	3,722
A1640	895		Employee Assistance Program (2) FTE 75/25 A/F	66	45	45	45	45	68	68
TOTAL ORG A1640				534,937	537,777	550,175	517,283	585,375	556,358	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A5110 - Street Maintenance										
A5110	101		Personal Services: Full-time	502,073	501,965	502,002	442,657	502,002	613,489	613,489
A5110	102		Personal Services: Overtime 3 yr. avg. - \$28,000.	25,386	28,000	28,000	20,889	28,000	28,000	28,000
A5110	102	TrnSt	Personal Services: Overtime	-	-	-	1,779	1,779	-	-
A5110	105		Personal Services: Meal Allow	96	150	150	-	-	150	150
A5110	106		Personal Services: Longevity	7,571	6,875	6,875	6,875	6,875	7,316	7,316
A5110	107		Personal Services: Vacation	10,519	11,477	11,477	9,413	9,413	8,886	8,886
A5110	108		Personal Services: Sick Bonus Disanzo - \$850.	900	850	850	-	-	-	-
A5110	111		Personal Services: Differentl 3 yr./avg. = \$1,400	1,360	1,400	1,400	237	500	1,400	1,400
A5110	201		Equipment Equipment Highway - (2) Backpack blowers = \$1200 (2) Weedwackers = \$600 (1) Chainsaw = \$600 Total = \$2,400.	871	2,400	3,232	3,526	3,526	2,400	2,400
A5110	250		Uniforms \$700. x 8 employees = \$5,600.	4,824	4,200	4,200	3,728	4,200	5,600	5,600
A5110	420		Materials & Supplies Traffic paint, signs, safety equipment, tools Topsoil, drainage pipe, catch basins, Item #4, etc. 3 yr. avg. = \$39,000. 2021 = \$45,000.	44,477	45,500	45,500	40,135	45,500	45,000	45,000



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A5110	460		Contractual Services <i>Tree Removal</i>	20,966	42,000	42,000	25,978	42,000	32,000	32,000
A5110	477		Professional Development	-	-	-	60	60	-	
A5110	810		Optical Insurance <i>CSEA Optical</i>	1,899	2,340	1,695	1,363	1,500	2,344	2,344
A5110	815		Dental Insurance	10,924	9,974	6,035	5,672	6,500	8,284	8,284
A5110	816		Ortho -Dental	3,475	-	-	1,775	1,776	2,833	2,833
A5110	820		Hospital Insurance <i>Family (4)</i> <i>Individual (1)</i> <i>Individual-Family Buyout (1)</i> <i>Individual Buyout (2)</i> <i>Family Buyout (1)</i>	136,628	142,324	129,860	129,860	133,533	186,884	186,884
A5110	831		Disability Insurance	421	414	414	214	414	264	264
A5110	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	130,340	104,528	86,631	86,631	86,631	62,621	62,621
A5110	850		Social Security	43,735	42,130	42,130	39,656	42,130	50,434	50,434
A5110	890		Workers Compensation	56,856	61,041	58,094	58,094	58,094	60,985	60,985
A5110	895		Employee Assistance Program <i>8 FT EE</i>	351	270	270	158	270	360	360
<b>TOTAL ORG A5110</b>				<b>1,003,669</b>	<b>1,007,838</b>	<b>970,816</b>	<b>878,701</b>	<b>974,704</b>	<b>1,119,250</b>	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A5112 - Road Construction										
A5112	102		Paving OT 3 yr. avg. = \$10,000.	5,750	8,000	8,000	10,719	10,719	10,000	10,000
A5112	465		CHIPS Street Re-Paving EST 23/24 Apportionment-based on 22/23 Apportionment  CHIPS = \$250,426.77 PAVE - \$67,152.09 EWR - \$54,299.24 POP - \$44,768.06  Total -\$416,646. Est. 22/23 Roll Over Balance	321,279	372,011	446,251	335,331	335,331	514,576	416,647
A5112	840		Retirement & Pension Per NYS Projection 4/1/22-3/31/23	2,674	2,167	1,827	1,827	1,827	1,607	97,929
A5112	850		Social Security Overtime	434	612	612	811	1,100	765	1,607
A5112	890		Workers Compensation	1,383	1,392	1,324	1,324	1,324	1,391	765
TOTAL ORG A5112				331,520	384,182	458,015	350,013	350,302	528,339	1,391



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A5142 - Snow Removal										
A5142	102		Personal Services: Overtime <i>5 yr. avg. = \$58,000.</i>	51,856	75,000	75,000	20,978	20,978	60,000	60,000
A5142	105		Personal Services: Meal Allow <i>5 yr. average = \$750.</i>	266	1,000	1,000	291	300	750	750
A5142	111		Personal Services Serv: Diff <i>Out of title for MEO I &amp;, MEO II</i>	-	200	200	-	200	200	200
A5142	201		Equipment <i>Plow blades, spreader parts, plow parts, etc. 3 yr. avg. = \$14,000.</i>	9,923	14,000	14,000	1,171	1,172	12,000	12,000
A5142	420		Materials & Supplies <i>Salt (average 6 year history = 1,000 tons). \$82/ton x 1000 tons = \$82,000.</i>	65,512	90,000	90,000	24,731	24,731	70,000	70,000
A5142	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	12,508	10,138	8,546	8,546	8,546	2,305	2,305
A5142	850		Social Security <i>DPW-Snow Removal-Overtime</i>	3,908	5,830	5,830	1,565	1,600	4,664	4,664
A5142	890		Workers Compensation	7,009	7,045	6,705	6,705	6,705	7,039	7,039
<b>TOTAL ORG A5142</b>				<b>150,983</b>	<b>203,213</b>	<b>201,281</b>	<b>63,987</b>	<b>64,232</b>	<b>156,958</b>	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A5182 - Street Lighting										
A5182	101		Personal Services: Full-time	85,472	88,020	88,020	77,716	88,020	79,894	79,894
A5182	106		Personal Services: Longevity	1,577	1,577	1,577	1,577	1,577	-	
A5182	111		Personal Services: Differentl	239	30	30	-	-	-	
A5182	250		Uniforms	330	700	700	627	700	700	700
A5182	420		Materials & Supplies <i>Cobra Heads, Light Bulbs, Street Lights (Wood &amp; Lamps), Photo Cells, Fuses, Plugs 3 yr avg.=\$27,000. Verde Traffic Light Maintenance \$3,000.</i>	22,024	30,000	44,804	13,311	25,000	25,000	25,000
A5182	440		Utilities-Electricity	101,791	119,042	114,609	81,523	93,771	77,357	77,357
A5182	810		Optical Insurance <i>CSEA Optical</i>	268	300	300	292	300	293	293
A5182	815		Dental Insurance	273	2,336	700	542	650	701	701
A5182	816		Ortho -Dental	3,475	-	-	-	-	1,738	1,738
A5182	820		Hospital Insurance <i>Family Buyout 50%</i>	21,769	24,118	23,419	23,419	24,504	19,163	19,163
A5182	831		Disability Insurance	15	32	32	23	32	33	33
A5182	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	11,214	9,089	7,662	7,662	7,662	14,036	14,036
A5182	850		Social Security	7,372	6,855	6,855	6,657	6,855	6,113	6,113



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A5182	890		Workers Compensation	7,355	7,392	7,036	7,036	7,036	7,386	7,386
A5182	895		Employee Assistance Program <i>EAP 1 FT</i>	44	45	45	45	45	45	45
TOTAL ORG A5182				263,217	289,537	295,789	220,429	256,152	232,459	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>A7110 - Recreation-Parks &amp; Playgrounds</b>										
A7110	101		Personal Services: Full-time <i>Park Foreman (1)</i> <i>Laborer (2)</i> <i>Caretaker (1)</i>	359,889	379,014	379,038	357,419	379,038	345,037	345,037
A7110	102		Personal Services: Overtime <i>Summer concerts= \$3,000</i> <i>Tennis court resurfacing = \$3,500</i> <i>Platform Tennis Court clearing = \$1,200</i> <i>(Added in)</i> <i>Moved from Community Day 7550</i>	11,566	6,500	6,500	5,576	6,500	10,300	7,700 2,600
A7110	102	RENT	Personal Services: OT-ParksRen <i>OT - Related to Supervising Facility rentals</i>	-	-	-	-	-	3,000	3,000
A7110	103		Personal Services: Part-time <i>Summer - 2 employees - 3.5 months @</i> <i>\$20/hr. = \$22,400</i>	2,120	15,000	15,000	-	15,000	24,000	24,000
A7110	105		Personal Services: Meal Allow	13	-	-	-	-	-	-
A7110	106		Personal Services: Longevity	1,766	1,766	1,766	1,766	1,766	3,059	3,059
A7110	107		Personal Services: Vac Lieu	21	1,962	1,962	-	-	-	-
A7110	111		Personal Services: Differentl	926	1,000	1,000	148	300	200	200
A7110	201		Equipment <i>Chainsaws, Pull Saws, Blower</i>	-	-	-	-	-	12,000	12,000
A7110	211		Gen Repair And Maintenance <i>Tennis Court</i> <i>Resurface supplies = \$500</i> <i>Material Costs = \$7,500 (2 year average)</i>	6,885	6,000	6,000	4,575	6,000	8,000	8,000
A7110	213		Equipment Repair& Maint	-	-	-	-	-	500	500





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A7110	250		Uniforms	4,107	3,500	3,500	2,935	3,200	2,800	2,800
A7110	408		Software Purchase <i>ArborPro Enterprise Software-Tree Management System</i>	-	-	-	-	-	2,750	2,750
A7110	420		Materials & Supplies <i>Field Lining Paint/Chalk Baseball Clay Playground Fiber Lawn Sprinkler Parts Mulch Portable Toilets 0</i>	29,964	29,000	29,000	34,603	37,000	30,000	30,000
A7110	440		Utilities-Electricity	4,572	4,000	4,000	3,944	4,550	4,550	4,550
A7110	449		Wireless Telephone <i>Cell Phone Recreation Parks Foreman \$34 x 12 months</i>	-	375	375	94	408	375	375
A7110	460		Contractual Services <i>Fertilization = \$45,000 - going out to re-bid Clock Maintenance = \$5,000 Life Expectancy for clock innards is 10 years - we upgraded in 2007 so we are now on 15 years - need to get away from palm pilot 2 yr. avg. = \$44,000</i>	26,135	45,000	45,000	29,961	35,000	50,000	50,000
A7110	470		Heating -Propane <i>Propane Tanks - Platform Tennis Courts</i>	1,799	1,200	1,200	717	780	600	600
A7110	477		Professional Development <i>WRAPS membership Pesticide Course Certified Pool Operators Course Trail Building Course</i>	-	-	-	-	-	500	500



**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7110	496		Trees and Shrubs <i>New Planting</i>	-	2,500	2,500	1,933	1,933	2,500	2,500
A7110	810		Optical Insurance <i>CSEA Optical</i>	1,460	1,464	1,464	1,485	1,485	1,100	1,100
A7110	815		Dental Insurance <i>5 full time staff</i>	5,553	9,186	4,450	3,395	4,395	4,251	4,251
A7110	820		Hospital Insurance <i>Family (1)</i> <i>Fam Buyout 50% (1)</i> <i>Single (2)</i>	89,581	98,924	97,818	97,818	101,388	89,790	89,790
A7110	831		Disability Insurance	31	32	38	161	161	99	99
A7110	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	61,331	49,712	41,906	41,906	41,906	81,768	81,768
A7110	850		Social Security <i>Parks Department</i>	30,535	30,924	30,924	29,590	30,924	29,501	29,501
A7110	890		Workers Compensation	30,001	30,158	28,702	28,702	28,702	30,220	30,220
A7110	895		Employee Assistance Program	219	225	225	225	225	135	135
<b>TOTAL ORG A7110</b>				<b>668,474</b>	<b>717,442</b>	<b>702,369</b>	<b>646,950</b>	<b>700,661</b>	<b>737,035</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8090 - Environmental Control-Recycle										
A8090	101		Personal Services: Full-time	84,956	85,814	85,814	75,913	85,814	87,746	87,746
A8090	102		Personal Services: Overtime <i>Leaf pick-up - OT - 2 weekends.</i>	833	20,000	20,000	19,631	20,000	22,000	22,000
A8090	103		Personal Services: Part-time <i>Fall - 2 employees/2 months @ \$20/hr. = \$12,800.</i>	-	10,000	10,000	8,156	12,800	12,800	12,800
A8090	106		Personal Services: Longevity <i>A. Silano = \$1,577</i>	1,293	1,577	1,577	1,577	1,577	1,577	1,577
A8090	250		Uniforms	668	700	700	437	700	700	700
A8090	420		Materials & Supplies <i>Recycle Bins, Paper Bags, Decals Bags-8000 @ \$.35 ea = \$2,800 Small Bins-250 @ \$7.50 ea. = \$1,875</i>	1,995	2,000	377	-	500	2,000	2,000
A8090	435		Disposal - Recyclable Material <i>Disposal Leaves, Yrd Waste, Mtr Oil, Antifirze, Propane, Freon Appliances Brush/log disposal 5 yr. avg. = \$60,000 3 yr. avg. = \$61,000 Asphalt Disposal = \$20,000/yr. Recycle Right-Annual Fee- Removed by BOT</i>	65,018	80,000	80,000	36,326	65,000	80,000	80,000
A8090	810		Optical Insurance <i>CSEA Optical</i>	292	300	300	292	300	293	293
A8090	815		Dental Insurance	-	2,302	1,636	1,392	1,500	1,572	1,572
A8090	816		Ortho -Dental	-	-	-	-	-	1,738	1,738



**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8090	820		Hospital Insurance <i>Family (1)</i>	30,984	33,994	35,226	35,226	134,900	38,238	38,238
A8090	831		Disability Insurance	31	32	32	31	33	33	33
A8090	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	16,389	13,285	11,198	11,198	11,198	13,128	13,128
A8090	850		Social Security	6,559	8,980	8,980	7,928	8,990	9,497	9,497
A8090	890		Workers Compensation	9,897	9,948	9,467	9,467	9,467	9,933	9,933
A8090	895		Employee Assistance Program <i>(1) FT</i>	44	45	45	45	45	45	45
TOTAL ORG A8090				218,958	268,977	265,353	207,619	352,825	281,300	



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**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8160 - Refuse Collection & Disposal										
A8160	101		Personal Services: Full-time	486,736	502,759	502,759	361,538	415,000	471,673	471,673
A8160	106		Personal Services: Longevity	8,357	8,357	6,591	6,591	6,591	5,298	5,298
A8160	107		Personal Services: Vacation	6,694	3,301	3,301	5,587	5,587	3,292	3,292
A8160	110		Personal Services: Retirement	-	16,650	16,650	-	-	-	
A8160	111		Personal Services: Differentl	20,006	15,000	15,000	23,461	27,530	10,000	10,000
A8160	201		Equipment (1) Dumpster	-	1,500	1,500	-	1,500	1,500	1,500
A8160	250		Uniforms \$700/ea. x 6 = \$4,200.	3,602	4,200	4,200	2,726	4,200	4,200	4,200
			<i>Cronin, Diloreto, Milano, Panessa, Siciliano, Tatum</i>							
A8160	420		Materials & Supplies Gloves, Masks, Vests	612	2,000	2,000	49	50	-	
A8160	435		Cost of Disposal Last Year - \$98,000.	98,430	95,000	95,000	83,529	94,055	95,000	95,000
A8160	810		Optical Insurance CSEA Optical	1,752	1,776	1,776	1,436	1,500	1,758	1,758
A8160	815		Dental Insurance	9,661	6,233	5,778	6,478	6,700	6,826	6,826
A8160	816		Ortho -Dental	2,800	-	-	-	-	1,400	1,400



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8160	820		Hospital Insurance <i>Family (3)</i> <i>Family Buyout 50% (1)</i> <i>Individual Buyout 50% (2)</i>	128,351	152,199	131,331	131,331	134,900	150,195	150,195
A8160	831		Disability Insurance	184	192	192	156	192	198	198
A8160	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	81,775	66,283	55,874	55,874	55,874	59,912	59,912
A8160	850		Social Security	39,297	41,775	41,775	30,730	41,775	37,506	37,506
A8160	890		Workers Compensation	39,559	39,775	37,855	37,855	37,855	39,730	39,730
A8160	895		Employee Assistance Program <i>6 Employees</i>	263	270	270	270	270	270	270
<b>TOTAL ORG A8160</b>				<b>928,079</b>	<b>957,270</b>	<b>921,852</b>	<b>747,610</b>	<b>833,579</b>	<b>888,758</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8510 - Community Beautification										
A8510	101		Personal Services: Full-time	60,365	67,546	67,546	58,772	67,546	71,344	71,344
A8510	102		Personal Services: Overtime <i>Watering - 3 yr. avg. = \$6,400. 7/hr. week x 16 weeks @ \$60/hr. = \$6,720.</i>	5,692	9,600	9,600	6,121	6,500	6,500	6,500
A8510	103		Personal Services: Part-time <i>Summer - 2 employees - 3 months @ \$20/hr.= \$20,000.</i>	23,431	15,000	15,000	22,314	30,000	20,000	20,000
A8510	111		Personal Services: Differentl	-	-	-	351	400	-	-
A8510	250		Uniforms	700	700	700	-	700	700	700
A8510	420		Materials & Supplies <i>Wd klr,seed,fert,rm string,mulch,garb cans,topsoil- 3 yr./avg. = \$10,700.</i>	11,360	9,500	9,500	5,997	11,000	11,000	11,000
A8510	496		Trees and Shrubs <i>Tree Replacement</i>	-	2,500	2,500	2,217	2,500	2,500	2,500
A8510	810		Optical Insurance <i>CSEA Optical</i>	292	300	300	292	300	293	293
A8510	820		Hospital Insurance <i>Individual Buyout 50% (1)</i>	13,505	14,712	15,098	15,098	15,098	8,116	8,116
A8510	831		Disability Insurance	-	-	-	31	33	33	33
A8510	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	7,850	6,363	5,363	5,363	5,363	9,497	9,497
A8510	850		Social Security <i>DPW-</i>	6,744	7,050	7,050	6,601	7,050	7,486	7,486



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8510	890		Workers Compensation	7,561	7,599	7,233	7,233	7,233	7,593	7,593
A8510	895		Employee Assistance Program <i>EAP FT (1)</i>	-	45	45	45	45	45	45
TOTAL ORG A8510				<b>137,499</b>	<b>140,916</b>	<b>139,935</b>	<b>130,435</b>	<b>153,768</b>	<b>145,107</b>	
A8550 - Celebrations										
A8550	406		Holiday Decorations <i>Village Wide</i>	2,909	1,000	1,000	701	1,000	1,000	1,000
TOTAL ORG A8550				<b>2,909</b>	<b>1,000</b>	<b>1,000</b>	<b>701</b>	<b>1,000</b>	<b>1,000</b>	





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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8989 - Joint Construction Services										
A8989	101		Personal Services: Full-time	156,769	159,151	159,151	141,666	159,151	166,392	166,392
A8989	105		Personal Services: Meal Allow	-	50	50	-	-	-	
A8989	106		Personal Services: Longevity	1,766	1,766	1,766	1,766	1,766	1,766	1,766
A8989	107		Personal Services: Vacation Bettini	54	3,301	3,301	-	-	-	
A8989	111		Personal Services: Differentl	-	-	-	17	17	-	
A8989	250		Uniforms	629	1,400	1,400	1,298	1,298	1,400	1,400
A8989	420		Materials & Supplies Asphalt for road repairs = \$35,000. Additional DPW projects needed = \$5,000.	53,898	50,000	50,000	31,032	50,000	42,500	42,500
A8989	810		Optical Insurance CSEA Optical	584	588	588	584	588	293	293
A8989	815		Dental Insurance	1,091	1,221	1,777	2,057	2,300	1,676	1,676
A8989	820		Hospital Insurance Family (2)	61,969	67,988	70,451	70,451	70,451	76,476	76,476
A8989	831		Disability Insurance	31	32	32	54	55	66	66
A8989	840		Retirement & Pension Per NYS Projection 4/1/22-3/31/23	18,805	15,242	12,849	12,849	12,849	24,231	24,231
A8989	850		Social Security	11,773	12,566	12,566	10,587	12,566	12,866	12,866



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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8989	890		Workers Compensation	11,783	11,846	11,274	11,274	11,274	11,835	11,835
A8989	895		Employee Assistance Program 2 Employees	88	90	90	90	90	90	90
TOTAL ORG A8989				319,239	325,241	325,294	283,725	322,405	339,591	
TOTAL PUBLIC WORKS				5,062,282	5,320,168	5,315,756	4,508,327	5,103,423	5,480,591	

**APPROPRIATIONS**

**DETAIL**

**ENGINEER/**

**BUILDING INSPECTOR**

VILLAGE OF BRIARCLIFF MANOR  
1111 PLEASANTVILLE ROAD  
BRIARCLIFF MANOR, N.Y. 10510



WWW.BRIARCLIFFMANOR.GOV  
TELEPHONE: (914) 941-4800  
FAX: (914) 941-4837

## **Village Engineer / Building Inspector**

The Village Engineer and Building Inspector operates out of a single office that provides many municipal services and has jurisdiction over many Village matters. This office houses the Village Engineer, Building Inspector and Code Enforcement functions as described below. This office operates utilizing 4.5 full-time Village employees, one volunteer, and up to 3 part-time temporary intern/junior staff employees.

## **Building Department**

The Building Department provides many services to property owners concerning documentation and certification of structures within the Village.

The Building Department:

- Performs building & construction plan review to ensure compliance with State and Village Building and Zoning Codes.
- Reviews and forwards permit applications to the appropriate Village Board, (Zoning Board of Appeals, Architectural Review Advisory Committee), and document their findings.
- Issues Building Permits, Demolition Permits, Plumbing & Electrical Permits, Fire Sprinkler Permits, Fuel Tank Removal & Installation Permits.
- Performs field construction inspections to ensure compliance with all applicable State and Village codes, and issue the appropriate inspection report.
- Issues Certificates of Occupancy, and Certificates of Compliance as required.

## **Code Enforcement**

Code Enforcement provides many services to property owners and residents in a variety of ways. Investigates complaints pertaining to Village Codes, and State Building Codes, and takes appropriate action to ensure compliance.

- Issues Violation and Order To Remedy Notices to owners of properties who are in violation of any Village or State Building or Fire codes that maybe applicable.
- Enforces other related codes, such as Flood Damage Prevention, Wetlands, Property Maintenance, Signs, Trees and others.
- Performs Fire Inspections on commercial properties, multi-family dwellings, places of public assembly, and performs follow-up inspections to ensure compliance.

## **Engineering Department**

The primary mission of the Village Engineer is to provide a variety of engineering services designed to protect and improve the public health, safety and welfare of the community. The Village Engineer is dedicated to the provision of quality technical services in support of the general Village operations, as well as the responsible development of new infrastructure. All activities are to be performed in the most cost-effective manner and should ultimately result in sustainable operation and development in the Village.

### **Village Engineer Responsibilities:**

The Village Engineer performs in an important technical and administrative position requiring a thorough knowledge of the principles and practices of engineering and a good knowledge of the operation of municipal government.

The Village Engineer works closely with the Village Manager's Office, the Building Department and the Department of Public Works to assess and maintain the Village's infrastructure (Sewer, Water, Stormwater, etc.), and determine proactive and corrective actions necessary. The Village Engineer is extremely involved in the design and construction of storm and sanitary sewers, stormwater management practices, domestic water infrastructure, curbs, sidewalks, traffic signage, pavement markings, roadway construction and other public works improvements. This position is a key player in the Village's capital planning and capital project management.

The Village Engineer serves as the advisor and provides support to the Village staff and Village Boards and Committees (Planning Board, Board of Trustees). While the Village Engineer deals with the public and property owners in many aspects regarding their buildings and properties, the Village Engineer cannot provide advice to individuals on private matters.

### **General duties include the following:**

- Makes special studies and reports on a variety of subjects and activities as basis for recommendations to the Village Manager and Village Board of Trustees.
- Coordinates and works with many Village consultants on various Engineering and Planning matters.
- Preparation of engineering studies, project designs, preliminary and final construction cost estimates, engineering drawings and project specifications.
- Reviews site plans, Stormwater Pollution Prevention Plans (SWPPP's), "as-built" surveys and other engineering documents for conformance to the Village Code and general engineering practice.
- Performs field investigations.
- Recommendation and planning of special construction or maintenance projects.
- Details maps, plans, profiles, and cross sections.
- Provides standard construction details for work performed within the Village's Right-of Way.
- Estimates the costs of construction of paving, curbs, sewers, sidewalks and other public works items.

- Assists the Department of Public Works with roadway improvements, storm and sanitary sewer connections and other public works activities.
- Works with the Village Board on legislative updates and modifications.
- Conducts negotiations between the Village and outside parties, such as County officials, Town officials, utility companies, etc.
- Coordinates with other government agencies such as the NYCDEP, NYSDOT, Army Corps of Engineers, NYS DEC, etc. on behalf of the Village.
- Supervises or undertakes preparation of plans and specifications for special construction alteration contracts or maintenance project.
- Assists the Building Department and Village Planner with keeping maps current.
- Provides existing storm and sanitary sewer information (i.e. location, size, type and depth).
- Administration of all infrastructure projects in the Capital Improvement Plan (CIP). Work includes preparation/coordination of bid documents, bid letting and award.
- Supervises or undertakes the preparation of contracts and the request for proposals, quotes, bids, etc. for engineering construction.
- Provides construction administration and oversight for capital improvement projects.
- Coordinates with the Tri-Village Community (Briarcliff Manor, Sleepy Hollow & Tarrytown) for water supply system operations and improvements.



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1440 - Village Engineer										
A1440	101		Personal Services: Full-time <i>Village Engineer (1)</i> <i>60% (A1440)/40% (F8310)</i>	131,037	148,325	148,325	120,485	148,325	144,030	144,030
			<i>Office Asst- Automated Sys (1)</i> <i>50% (A1440)/50% (A3620)</i>							
			<i>Office Asst- Automated Sys (1)</i> <i>33.3% (A1490)/33.3% (A1440)/33.4% (F8310)</i>							
A1440	103		Personal Services: Part-time <i>Intern PT Building Inspector Intern 14 hrs/per week \$37.50/hr for 4 months</i>	550	-	-	10,930	12,500	13,400	8,400
			<i>PT - Admin to continue converting property cards to electronic files</i>							5,000
A1440	106		Personal Services: Longevity	668	768	768	768	768	400	400
A1440	214		Office Equip Maintenance/Repai <i>Cannon iMage Plotter - Maintenance Agreement</i> <i>\$1,140 Allocation (A1440-32.5%, A3620-32.5%, F8310-35%)</i> <i>Misc. repair expense - \$250</i>	-	-	-	62	62	621	371
A1440	407		Software Maintenance & Support <i>Bauer Printer Maintenance moved to Obj:214</i>	570	628	628	-	570	-	
A1440	428		Office Supplies	144	350	350	438	500	350	350
A1440	449		Wireless Telephone <i>Village Engineer Cell Phone</i>	-	-	-	75	186	372	372



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1440	460		Contractual Services <i>Merritts GIS updates</i>	-	1,100	1,100	3,150	3,150	3,200	3,200
A1440	477		Professional Development <i>American Society of Civil Engineers</i>	75	75	75	715	715	500	500
A1440	494		Training Expenses <i>MUNICIPITY Training Split 50/50 (A1440/A3620)</i>	-	600	600	900	900	1,500	1,500
A1440	810		Optical Insurance	241	325	325	202	325	311	311
A1440	815		Dental Insurance	2,685	1,502	1,502	1,653	1,735	2,233	2,233
A1440	816		Ortho -Dental	-	-	1,007	1,007	1,007	3,355	3,355
A1440	820		Hospital Insurance <i>Family (1) Allocation Single (1) Allocation Family Buyout 25%</i>	33,349	39,333	34,658	34,658	35,137	30,287	30,287
A1440	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	19,667	15,942	13,438	13,438	13,438	31,493	31,493
A1440	850		Social Security	9,678	11,516	11,516	9,616	11,516	11,052	11,052
A1440	890		Workers Compensation	987	993	945	945	945	992	992
A1440	895		Employee Assistance Program	63	65	65	65	65	46	46
<b>TOTAL ORG A1440</b>				<b>199,714</b>	<b>221,521</b>	<b>215,301</b>	<b>199,104</b>	<b>231,843</b>	<b>244,142</b>	





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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1625 - Cell Tower										
A1625	400	CELL	Other Expenses <i>Misc maintenance</i>	-	-	-	-	-	1,000	1,000
A1625	436	CELL	Computer Connectivity <i>Verizon</i>	-	-	-	2,957	3,226	3,240	3,240
A1625	442	CELL	Natural Gas -Utility	-	-	-	433	456	460	460
A1625	460	CELL	Contractual Services <i>Annual Maintenance Agreement for Security Camera</i> <i>Annual HVAC Maintenance</i>	-	-	-	1,346	2,000	3,620	2,700 920
TOTAL ORG A1625				-	-	-	4,736	5,682	8,320	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3620 - Safety Inspection										
A3620	101		Personal Services: Full-time BUILDING INSPECTOR (1) 100%	149,701	196,105	196,105	151,116	196,105	262,073	
			CODE ENFORCEMENT OFFICER (1) 100%							262,073
			OFFICE ASST-AUTOMATED SYS (1) 50% (A1440) /50% (A3620)							
A3620	106		Personal Services: Longevity	668	768	768	768	768	400	400
A3620	214		Office Equip Maintenance/Repai Cannon iMage Plotter - Maintenance Agreement \$1,140 Allocation (A1440-32.5%, A3620-32.5%, F8310-35%) Misc. repair expense - \$250	-	-	-	62	62	621	371
										250
A3620	224		Veh Rep & Maint-SftyInsp Admin Misc - Bldg Car	1,605	1,500	1,500	56	1,500	1,500	1,500
A3620	231		Office Equipment - Leased Canon Plotter_lease is completed, see line 214 for maintenance agreement.	1,495	1,380	1,495	1,035	1,035	-	
A3620	407		Software Maintenance & Support Municipality Annual Renewal Munis -Permit Module -Read Only Auto-CAD LTE- A/F 65/35 - \$460/YR A-1 - Develop Annual reporting for Vacant Registry and Annual Maint Fire Inspection Billing KNOX Annual cloud software	6,720	7,159	7,159	12,118	12,119	11,133	3,720 1,114 299 5,500 500
A3620	419		Gasoline - Unleaded Full time use of Village Vehicle - 500 gallons/yr	1,896	1,500	1,500	1,306	1,790	1,800	1,800



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3620	420		Materials & Supplies <i>Misc. Measuring equip, tapes wheels etc</i>	26	500	500	-	250	250	250
A3620	428		Office Supplies <i>General Office Supplies, Water Cooler Rental Apportionment</i>	1,578	1,750	1,750	655	1,600	1,650	1,650
A3620	430		Stationery And Printing	115	300	300	166	300	300	300
A3620	446		General Postage <i>Vacant Registry and Other Mailings</i>	-	-	-	-	941	941	941
A3620	449		Wireless Telephone <i>IPAD Service (2) Code Enforcement/Fire Inspector Cell Phone-Code Enforcement Cell Phone-Building Inspector</i>	278	1,662	1,662	669	1,287	1,284	1,284
A3620	450		Telephone <i>LanLine</i>	333	288	288	359	389	527	527
A3620	460		Contractual Services	3,000	3,300	3,300	-	3,250	3,250	3,250
A3620	477		Professional Development <i>NYSBOC Membership (3) International Code Council</i>	1,440	500	500	949	1,340	1,415	1,350 65
A3620	494		Training Expenses <i>MUNICIPITY Training Split 50/50 (A1400/A3620)</i>	-	600	600	900	900	1,500	1,500
A3620	810		Optical Insurance <i>3 year average</i>	241	300	300	202	220	411	411
A3620	815		Dental Insurance	2,685	1,420	1,020	1,653	1,653	2,233	2,233



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A3620	816		Ortho -Dental	-	-	1,007	1,007	1,500	3,355	3,355
A3620	820		Hospital Insurance <i>Family (2) (1) Allocation</i> <i>Family Buyout 25% (1) 100%</i>	32,517	39,900	35,515	35,515	36,472	54,769	54,769
A3620	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	23,204	18,808	15,855	15,855	18,784	15,432	15,432
A3620	850		Social Security	13,927	15,171	15,171	12,170	13,651	20,081	20,081
A3620	890		Workers Compensation	2,454	2,468	2,349	2,349	2,349	2,466	2,466
A3620	895		Employee Assistance Program	92	95	95	95	95	113	113
<b>TOTAL ORG A3620</b>				<b>243,975</b>	<b>295,474</b>	<b>288,738</b>	<b>239,002</b>	<b>298,359</b>	<b>387,504</b>	
<b>A8010 - Zoning Board of Appeals</b>										
A8010	460		Contractual Services <i>ZBA- Consultant fees/Classes for ZBA</i> <i>members</i> <i>Video of meetings</i>	500	1,000	1,000	2,250	2,250	2,500	500 2,000
A8010	477		Professional Development <i>Annual training required by Village policy</i>	-	100	100	-	100	100	100
A8010	890		Workers Compensation	3	-	-	-	-	3	3
<b>TOTAL ORG A8010</b>				<b>503</b>	<b>1,100</b>	<b>1,100</b>	<b>2,250</b>	<b>2,350</b>	<b>2,603</b>	



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A8020 - Planning Board										
A8020	460		Contractual Services <i>Video of Meetings</i>	1,500	3,000	3,000	2,250	3,000	3,500	3,500
A8020	477		Professional Development	-	125	125	-	125	125	125
TOTAL ORG A8020				1,500	3,125	3,125	2,250	3,125	3,625	
TOTAL BUILDING INSP/ENGINEER				445,692	521,219	508,263	447,342	541,359	646,194	

APPROPRIATIONS

DETAIL

RECREATION

VILLAGE OF BRIARCLIFF MANOR  
1111 PLEASANTVILLE ROAD  
BRIARCLIFF MANOR, N.Y. 10510



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TELEPHONE: (914) 941-4800  
FAX: (914) 941-4837

## Recreation Department

This past fiscal year the department was faced with many changes. After thirty plus years Superintendent Jamin stepped down Feb 22, and after ten years as Recreation Supervisor, Peterson left in June 22. With two new Recreation employees stepping in to learn, to expand and to grow the department, we did hit a few stumbling blocks (tennis lessons not getting the revenue it was projected for and still not fully returning to pre-covid programming levels especially with adults) but we also did try to improve and add to programs which were met with great success (Portraits in the Park, Stroller Walks, Play Date Sundays, Floatie Fridays, pickleball lessons, the partnership between the High School Athletic Department and the Recreation Department, New Neighbor Networks, etc). We also hope to grow the program offerings more in 2023/24 as we launch our online registration program with CivicRec.

The Recreation Department's mission is to strive to enrich our residents' lives by offering and providing quality recreational opportunities, parks, facilities and services that are safe, provide value and promote community spirit, participation and fun. We are eager to provide all Briarcliff Manor residents with the services they desire, and we are always open to ideas that will assist us in accomplishing our mission. The Department enters the 2023/24 budget motivated to oversee eight parks/facilities (Law, Chilmark, Jackson, Neighborhood, Club, Scarborough Parks with the Youth Center and Vescio Community Center), and over 210 programs, permits, and events.

We are proud to provide a comprehensive year-round recreation program for our residents with offerings available for all ages from toddlers through seniors. We strive to deliver high quality programs, services and facilities that enhance the lives of individuals, families and the greater community by promoting and providing healthy and safe leisure-time pursuits.

As we head into 2023/24 we are excited to have a major overhaul of the Briarcliff Youth Center, which will provide more programming space as well as rental space for the residents to use. Also adding to our programming space for the upcoming budget year is the completion of closing of the oculus in the William Vescio Community Center, again allowing for more usable space and the ability to have a program/meeting upstairs while another program/meeting is downstairs. Our Parks Department was busy opening new trails this winter as well as cleaning up Kate Kennard, painting all the seasonal bathrooms, and doing necessary repairs to the Community Center and staff offices.

Program registration continues to be the hallmark of our Department's success with averaging 88 campers a week in Tree Camp (Kindergarten & 1<sup>st</sup> grades), averaging 74 campers a week in Super Camp (2<sup>nd</sup> & 3<sup>rd</sup> grades), in Camp Adventure (grades 4<sup>th</sup> – 6<sup>th</sup>) we took in 82 campers in

2022, and in Camp Adventure (grades 7<sup>th</sup> – 9<sup>th</sup>) we had 60 campers traveling with us 3 days a week. There were 67 entries for window painting this year, 188 participants enrolled in our School District Partnership programs, 15 families that participated in Portraits in the Park, 14 households that attended a New Neighbor Network event last fiscal year, 15 families contributing to Scarecrow Building in the Park, the largest crowd ever for the Ragamuffin Parade, another record breaking crowd for Community Day, more than two hundred residents attending the Community Sing a Long and bonfire.

The pool had a banner year with memberships up 106 through the various permits offered. To give you some perspective we had 15 more non-resident memberships, 7 more resident memberships than 2021, 14 more resident adult memberships and 48 additional child resident memberships in 2022. We collected \$17,4040 at the gate in guest and resident daily fees and close to 22,000 people ages 5 and up entered the pool in the summer of 2022. The dry summer certainly helped get folks out at the pool.

Finally, the Recreation Department also went through two trials with the Parks Department, one having the Parks Department with a dedicated team of five (5) under the DPW helm from February 2022 to November 2022 and the second starting at the end of November 2022 having the Parks Department team of four (4) under our Department's supervision. The results with these trials are showing progress daily!



## Village Clerk

The Village Clerk is responsible for issuing various permits, licenses, and maintaining official records, including the processing of Freedom of Information Law (FOIL) requests. In calendar year 2022, approximately 100 FOIL requests were received (nearly double of 2021). The Clerk's Office is on track to see at least a 20% increase in parking permit revenue from 2021-2022 and instituted along with the Village Manager a Daily Parking App based program which has generated a new source of revenue for the Village. The Clerk's Office saw stable numbers in most areas of permits issued: 7 firework, 1 cabaret, 4 carting, 7 film permits for a total of 11 filming days and as a licensing agent for the State of New York, the Clerk's office issued 130 disability parking permits in 2022. The Clerk's Office, on behalf of the State of New York, issues all dog licenses within the Village of Briarcliff Manor. A database of all dogs licensed with the Village is maintained and monthly renewals/invoices are emailed to registered dog owners. A total of 224 dog licenses were issued in 2022. Further, the Clerk's office is also the repository of all Lawsuits and Notices of Claims. The Clerk, acting as Registrar of Vital Statistics, of 42 death certificates and 525 death transcripts in FY 2021-2022.

The Village Clerk conducts the annual Village Election in March.

The Clerk provides administrative and clerical support to the Board of Trustees, Planning Board and Zoning Board of Appeals and attends and records minutes for all meetings. A total of 11 Local Laws were adopted and filed in 2022 by the Board of Trustees with a number of Special Permits either renewed, amended or newly issued. The Planning Board heard 8 new applications and the Zoning Board of Appeals heard 3 applications for variances. The Clerk's office is the official repository of all Board of Trustee, Planning Board and Zoning Board of Appeals actions and the Records Access Officer for the Village.

The Clerk acts as Human Resources Administration for the Village's employees and retirees and administers all benefits including health insurance as well as a self-administered dental and optical plan, workers compensation, FMLA and COVID leave. The Clerk manages all other insurances for the Village including liability, auto and cyber and inland marine. The Clerk handles all Civil Service transactions including all paperwork related new hires, promotions, retirements, separations and list canvassing.

Additionally, the Clerk oversees the Village website, cable broadcast system, newsletter, updating of the Master Fee Schedule, maintains the "Do Not Solicit" registry, offers Notary Services and schedules the Westchester County Mobile Passport Unit and Mobile Shredder events.

The office is staffed by the Village Clerk and is assisted by the Secretary to the Village Manager/Deputy Village Clerk.



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7020 - Recreation Administration										
A7020	101		Personal Services: Full-time <i>Recreation Superintendent (1) 100%</i>  <i>Assistant Superintendent (1) 100%</i>  <i>Recreation Leader (1) 100%</i>  <i>Recreation Assistant (1) 100%</i>	391,828	364,888	316,698	280,088	320,011	355,980	355,980
A7020	102		Personal Services: Overtime	-	-	-	-	-	5,000	
A7020	103		Personal Services: Part-time <i>Seasonal Office Asst.</i> <i>8wks x 7hrs/day x 15 per hr x 5 days/w</i> <i>Vacation Coverage 3wks x 7hrs/day x 15 per</i> <i>hr = 5 days/w</i> <i>Permit Sales - Special Hours</i>	9,732	5,865	23,236	11,768	15,788	5,865	5,865
A7020	106		Personal Services: Longevity	4,275	3,050	2,450	2,450	2,450	2,450	2,450
A7020	211		Gen Repair And Maintenance <i>Marshall Alarm and TriState Elevator</i> <i>Maintenance</i>	450	775	1,178	1,113	1,114	900	900
A7020	223		Veh Repair & Maint -Recreation <i>Recreation Vehicle</i>	-	1,500	2,050	2,050	2,050	1,500	1,500
A7020	231		Office Equipment - Leased <i>Ricoh Color Copier Lease, \$259/mnth</i>	4,740	4,740	5,044	5,400	5,196	3,108	3,108
A7020	400		Other Expenses-CreditCardFees <i>Forte Monthly Charges \$5 per month</i> <i>plus \$2 per check for echecks and ACH</i> <i>based on 1,020 checks</i>	6,130	300	300	4,940	5,671	2,100	2,100
A7020	407		Software Maintenance & Support <i>Civic Rec Plus Annual Maintenance (YR 2 of</i> <i>3)</i>	6,306	6,500	29,459	29,459	29,459	25,626	25,626



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7020	408		Software Purchase/Training	-	3,000	3,000	411	412	-	
A7020	419		Gasoline -Recreation Supt <i>Gasoline for Pool Car</i>	-	1,500	1,379	-	1,379	1,379	1,379
A7020	428		Office Supplies <i>Copier Paper, pens, papers, folders, chairs, replacement mice, camera, organizers</i>	1,057	1,600	1,600	1,512	1,600	1,600	600
			<i>Office Supplies</i>							500
			<i>Envelopes</i>							500
A7020	430		Stationery And Printing <i>Copier Printing Fees</i>	311	370	370	271	370	336	336
A7020	436		Computer Connectivity <i>Recreation Office Access - Verizon FIOS Internet Access - Optimum backup</i>	3,474	3,540	3,540	3,277	3,482	3,540	3,540
A7020	438		Building Maintenance <i>Cleaning Costs are in A7150-Community Center</i>	671	1,650	1,650	56	262	275	
			<i>Annual Back Flow Testing</i>							275
A7020	440		Utilities-Electricity	2,126	2,544	2,544	1,705	2,124	2,125	2,125
A7020	446		General Postage <i>Rec Dept Meter Permit Share 40% of total 280 x 0.40</i>	426	762	762	762	762	1,188	
			<i>Postage Metered thru Village Machine</i>							1,188
			<i>Senior mailings 7 mailings x 135. Eliminated and +\$300 to general postage</i>							
A7020	449		Wireless Telephone <i>Wireless Cell Phones (3) \$33 a month x 12 months</i>	1,127	1,126	1,126	956	1,188	1,125	1,125
A7020	450		Telephone <i>LanLine</i>	4,917	4,032	4,032	4,367	4,737	1,329	1,329



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7020	458		Fees- ASCAP <i>ASCAP License Fee 1 year</i>	370	390	407	407	407	425	425
A7020	468		Dues & Subscriptions <i>Sams Club Annual Membership</i> <i>NRPA Agency Membership (3)</i> <i>NRPA Small Agency Membership</i> <i>WRAPS Membership - (5)</i>	902	1,240	1,395	1,082	1,395	1,205	180 450 425 150
A7020	471		Alarm Monitoring <i>Alarm Monitoring - Marshall Alarm Contract - Rec Admin portion</i>	-	55	70	57	70	70	70
A7020	476		Travel/Mileage Reimbursement <i>2 Supv, 1 Rec Att &amp; 1 Rec Asst @ current IRS reimbursement rate for actual business miles - Reduced based on expected pool car.</i>  <i>With Pool Car this decreased</i>	273	400	322	-	150	200	200
A7020	477		Professional Development <i>8 monthly WRAPS meetings</i> <i>2 staff to NYSRPS conference</i> <i>1 Staff to NRPA conference</i> <i>NYSRPS Conference Lodging &amp; Meals</i> <i>WRAPS Monthly Meetings 2 staff x 4 mtng</i> <i>WRAPS Awards Luncheon 4 staff x 35 per</i> <i>WRAPS Downstate Conference 2 staff x 60</i>	40	720	548	210	700	1,600	1,600
A7020	810		Optical Insurance <i>4 Full time staff</i>	1,006	640	898	898	898	1,000	1,000
A7020	815		Dental Insurance <i>4 Full time</i>	8,735	4,117	2,000	552	650	4,296	4,296
A7020	816		Ortho -Dental	1,140	-	-	-	-	-	-



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7020	820		Hospital Insurance <i>Family (1)</i> <i>Family Buyout (1)</i> <i>Individual (2)</i>	102,915	99,283	76,874	76,874	78,788	89,790	89,790
A7020	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	67,283	54,537	45,973	45,973	45,973	46,855	46,855
A7020	850		Social Security	33,614	28,596	28,596	24,749	28,596	28,255	28,255
A7020	890		Workers Compensation	672	678	645	645	645	750	750
A7020	895		Employee Assistance Program	197	180	180	180	180	180	180
TOTAL ORG A7020				<b>654,719</b>	<b>598,577</b>	<b>558,326</b>	<b>502,213</b>	<b>556,506</b>	<b>590,052</b>	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7150 - Community Center										
A7150	101		Personal Services: Full-time	-	77,364	77,364	68,348	77,364	-	
A7150	102		Personal Services: Overtime <i>Moved to Parks Budget OT</i>	-	4,535	4,535	275	350	-	
A7150	211		Gen Repair And Maintenance <i>Fire Extinguisher Service, Sprinkler back wash test yearly, elevator calls, HVAC repairs, plumbing repairs.</i>	6,815	7,430	11,832	12,393	14,000	4,000	4,000
A7150	250		Uniforms <i>Dan Curtis - THIS SHOULD BE MOVED TO PARKS NOW</i>	-	-	210	598	598	-	
A7150	420		Materials & Supplies <i>Paper products &amp; general supplies Small appliances, etc</i>	65	2,000	1,588	617	1,500	1,000	1,000
A7150	436		Computer Connectivity <i>Monthly Optimum Charges</i>	953	1,200	1,200	1,056	1,144	1,200	1,200
A7150	440		Utilities-Electricity	8,564	10,238	10,238	6,879	7,915	8,000	8,000
A7150	442		Natural Gas -Utility <i>Monthly Con Ed charges</i>	590	900	900	538	720	720	720
A7150	460		Contractual Services <i>Elevator Maintenance Contract, Annual HVAC Contract - 28.48% of total Annual Exterminator Contract - JP McHale Annual Cleaning Contract-Moved from 7150-211</i>	1,115	1,965	5,969	1,058	1,200	14,433	4,800 1,176 8,457
A7150	471		Alarm Monitoring <i>Marshall Alarm</i>	334	240	1,090	1,084	1,200	1,090	1,090
A7150	810		Optical Insurance	-	350	350	268	300	-	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7150	815		Dental Insurance	-	1,000	337	120	200	-	
A7150	820		Hospital Insurance	-	33,994	24,449	24,449	26,362	-	
A7150	831		Disability Insurance	-	32	32	23	32	-	
A7150	840		Retirement & Pension <i>Moved Retirement EST to A7110</i>	-	9,440	9,440	9,440	9,440	-	
A7150	850		Social Security	-	6,265	6,265	5,494	6,265	-	
A7150	895		Employee Assistance Program	-	45	45	45	45	-	
TOTAL ORG A7150				18,435	156,998	155,843	132,684	148,635	30,443	
A7160 - After School Program										
A7160	103		Personal Services: Part-time <i>Program Supervisor - Both Sessions</i>	-	3,600	3,600	1,980	2,565	3,600	3,600
A7160	420		Materials & Supplies <i>Supplies for after school programs</i>	-	150	150	-	-	150	150
A7160	460		Contractual Services <i>Contractual Services &amp; Supplies 3rd party instructors for after school program</i>	-	30,468	36,638	47,588	67,286	47,000	47,000
A7160	850		Social Security	-	276	276	151	276	276	276
A7160	890		Workers Compensation	23	24	23	23	23	24	24
TOTAL ORG A7160				23	34,518	40,687	49,742	70,150	51,050	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7181 - Swimming Pool										
A7181	103		Personal Services: P/T Pool <i>Includes All PT Staff: Directors, Guards, Cashiers, Attendants &amp; Swim Team Coaches</i>	111,515	117,616	143,238	143,238	143,238	137,044	137,044
A7181	201		Equipment-Pool <i>Filter Fins, lap lines, pool vacuum, chairs, umbrellas, Depth Marking Signs Chaise Lounge Lane Reel Cover Deck Chairs</i>	3,468	7,500	6,059	6,059	6,059	11,000	11,000
A7181	211		Gen Rep & Maint-Pool Facility <i>Start Up &amp; Winterization, fire inspection, fryer cleaning, Backwash Pump Pump Repairs Pool System Plumbing Repairs Valve Repair Miscellaneous Hardware - Paint, Keys, Bulbs Guard Room - New Concession Service Window-VM Removed</i>	4,339	4,500	3,548	1,021	1,021	4,500	4,500
A7181	250		Uniforms-Pool Facility <i>Staff Shirts, Lifeguard Suits, Tanks, Whistles &amp; Hoodies</i>	6,647	3,645	3,645	1,287	1,287	3,645	3,645
A7181	405		Social Activities-Pool <i>Swim Team Expenses: Awards, Ribbons, Participant T-shirts, Fees, Invitational's, Officials, Poolside concerts, activities in the pool Family Fun Night Expenses: Games Supplies, Awards. Poolside Concerts \$2400</i>	2,968	4,730	4,730	4,537	4,537	4,800	4,800





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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7181	407		Software Maintenance & Support <i>When I Work App - Time and Attendance App</i>	-	-	-	-	-	960	960
A7181	420		Materials & Supp Pool Facility <i>Plantings &amp; Mulch, water test supplies, grass seed, lifeguard training supplies, hardware, paper products, membership cards, ribbon for printer, cleaning supplies, first aid supplies and emergency aid equipment</i> <i>Grass Seed</i> <i>Topsoil</i> <i>Miscellaneous Hardware</i> <i>Blank PVC ID Cards</i> <i>ID Card Printer Ribbons</i> <i>Lifeguard Course Supplies</i> <i>Paper Products</i> <i>Cleaning Supplies</i> <i>Bulletin Boards</i> <i>Water Test Kit &amp; Supplies</i> <i>First Aid Supplies</i> <i>Litter Receptacles</i> <i>Safety &amp; Rescue Equipment</i>	4,940	5,380	5,380	6,216	6,216	5,380	5,380
A7181	436		Computer Connectivity - Pool <i>Cable for RecTrac Connection to Rec Office Server. Monthly Charge + wifi service at pool</i>	895	960	960	954	1,100	1,200	1,200
A7181	437		Pool Chemicals-Pool Facility <i>Sodium Hypochlorite - chlorine, acid, all on county bid</i> <i>CO2 Cylinders</i> <i>Diatomaceous Earth</i> <i>Clarity &amp; Balancing Chemicals</i>	12,203	13,250	13,250	11,374	13,250	13,250	13,250



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A7181	438		Building Maintenance-Pool Fac. <i>Electrical Repairs</i> <i>Back flow test</i> <i>Fire extinguisher test</i> <i>Sprinkler system annual test</i> <i>Plumbing issues</i> <i>Plumbing Repairs</i> <i>Vandalism Repairs</i> <i>Annual Backflow testing of all systems at pool and pavilion</i> <i>Sprinkler System Annual Maintenance</i> <i>Concession Hood Cleaning</i> <i>Fire Extinguisher Inspection</i>	3,773	4,000	4,000	2,312	4,000	4,000	4,000
										4,000
A7181	440		Utilities-Electricity	35,209	41,380	41,380	34,358	42,727	43,000	43,000
										43,000
A7181	442		Heating - Pool <i>Natural Gas for Pool Hot Water Heaters</i>	1,623	1,770	1,770	1,425	2,328	2,330	2,330
										2,330
A7181	450		Telephone-Pool <i>Lanline</i> <i>Verizon 12 mos.</i>	622	660	660	566	619	264	264
										264
A7181	458		Fees - Pool Facility <i>County Health Department Permit Fees:</i> <i>Main Pool \$670 / Wading Pool \$330</i>	1,000	1,000	1,000	1,000	1,000	1,000	1,000
										1,000
A7181	460		Contractual Services - Pool <i>Sound Services for Community Concerts,</i> <i>Lifeguard Training Class</i> <i>Lifeguard Training Course: 1 Course</i> <i>HVAC Contract</i> <i>Annual HVAC Maintenance</i>	2,555	4,360	3,985	1,340	1,340	5,280	4,360
										4,360
										920



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A7181	468		Dues & Subscriptions - Pool <i>No. Westchester Swim Conference Dues</i> <i>County Swim Conference dues</i> <i>Westchester County Swim Association Dues</i>	-	900	900	725	725	900	900
A7181	471		Alarm Monitoring <i>Fire Alarm Monitoring - Quarterly</i> <i>Fire Alarm Service calls</i> <i>Fire Alarm Inspection</i> <i>Sprinkler System 5 Yr Inspection - 2022</i>	1,338	3,470	3,470	2,785	3,470	1,620	1,620
A7181	840		Retirement & Pension - Pool	3,109	1,398	1,179	1,179	1,179	-	
A7181	850		Social Security - Pool	8,516	8,998	10,958	10,958	10,958	10,484	10,484
A7181	890		Workers Compensation - Pool	661	666	634	634	634	666	666
TOTAL ORG A7181				205,383	226,183	250,746	231,965	245,688	251,323	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7311 - Youth Programs - Other										
A7311	103		Personal Services: P/T YthOthr <i>PT Salaries for Staff for General Youth Programs</i>	856	5,658	5,658	2,526	2,526	7,090	7,090
A7311	250		Uniforms-Youth Other Programs <i>Uniforms Youth Other Programs</i>	2,387	2,125	2,125	520	1,000	2,125	2,125
A7311	420		Materials&Supp-Yth Rec Othr Pr <i>Materials &amp; Supplies Youth Other Programs- which includes - Girls Softball, ScareCrow, Flag Football, Let's hit the Slopes, Window Painting, Egg Hunt, Basketball, First Aid Supplies, Ragamuffin Parade, etc.</i>	12,308	14,940	14,940	14,189	14,189	14,940	14,940
A7311	444		Bus Rental-Youth Programs-Othr <i>Ski Trip Buses - 5 trips 1 bus/trip</i>	4,400	4,400	4,400	2,975	3,475	3,650	3,650
A7311	460		Cntrctl Serv-Yth Rec-Otr Prog. <i>Contractual Program Leaders and Special Event Entertainment - Kids Cook, Grit Ninja, Backyard Sports, School Use Fees, North East Special Recreation, Bizzy Girls, TGA Golf/Tennis, North East Special Recreation Contract Contractual Summer Camp Programs: Play-Well, Engineering, IncrediFlix</i>	151,306	119,290	119,483	77,114	85,000	119,290	119,290
A7311	840		Retirement & Pension <i>NYS 23 Projection (4/1/22-3/31/23)</i>	-	-	-	-	-	70	70
A7311	850		Social Security	65	433	433	193	200	543	543
A7311	890		Workers Compensation	39	39	37	37	37	39	39
TOTAL ORG A7311				171,361	146,885	147,076	97,553	106,427	147,747	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7312 - Youth Programs - Youth Tennis										
A7312	460		Contractual Serv-Youth Tennis	14,804	29,190	29,190	8,895	13,895	18,000	
			Contractual Payments to Professional Tennis Instructor Provider							18,000
TOTAL ORG A7312				14,804	29,190	29,190	8,895	13,895	18,000	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7313 - Youth Programs - Youth Center										
A7313	103		Personal Services: P/T Yth Ctr <i>Part Time Staff</i>	1,031	16,491	16,491	678	678	-	
A7313	250		Uniforms-Youth Center <i>No uniforms needed if not open</i>	-	200	200	-	-	-	
A7313	420		Materials & Supp -Youth Center <i>Office Supplies, Paper Products, Cleaning Supplies, Sports Equipment, Sports Equipment Paper Products Food, Price per Event Fourth Grade Open House Splash Party Supplies Table Game Supplies &amp; help wanted ads</i>	-	2,675	2,675	410	2,675	1,000	1,000
A7313	436		Computer Connectivity <i>Cablevision Cable Box \$9/mnth</i>	101	108	108	93	108	108	108
A7313	438		Building Maint-Youth Center <i>Electrical &amp; Plumbing Repairs, Fire Extinguisher Service, Paint, Hardware, HVAC</i>	1,982	3,105	2,955	609	3,105	3,105	3,105
A7313	440		Utilities-Electricity <i>Utilities-NYPA 25% Inc Production-5% Delivery</i>	4,143	5,143	5,143	3,645	4,200	4,200	4,200
A7313	442		Heating-Yth Cntr	407	600	600	925	1,000	415	415
A7313	444		Bus Rental <i>Youth Center Special Trip Buses - local</i>	-	3,000	3,000	-	1,500	3,000	3,000
A7313	450		Telephone-Yth Center <i>Cablevision phone and wifi</i>	1,635	1,860	1,860	1,711	2,030	2,040	2,040



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7313	460		Contractual Services-Yth Cntr <i>Cleaning building, Djs Carpet / Linoleum Cleaning Possible Camera - Maintenance will be covered in 1st year in installation cost.</i>	8,856	8,270	8,256	4,098	8,657	6,320	5,320 1,000
A7313	471		Alarm Monitoring <i>Fire System Monitoring Annual Fee billed quarterly</i>	299	300	822	822	1,100	540	540
A7313	850		Social Security - Youth Center	79	1,262	1,262	52	53	-	
A7313	890		Workers Compensation	108	108	103	103	103	-	
TOTAL ORG A7313				18,641	43,122	43,475	13,145	25,209	20,728	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7314 - Youth Programs - Tree Camp										
A7314	103		Personal Services: P/T Tree PT Tree Camp Staff	73,989	86,138	71,554	71,554	71,554	93,345	93,345
A7314	250		Uniforms-Tree Camp Staff T-Shirts - Counselors & CITs Staff Placket Shirts - Specialists & Directors Campers T-Shirts	-	1,350	1,350	1,619	1,619	1,405	1,405
A7314	405		SocialAct/EntranceFees-TreeCmp Kindergarten Trip - Spins Hudson 1st grade Trip - Rock and Jump	-	1,800	1,675	990	990	1,500	1,500
A7314	420		Materials&Sup-Youth Camp(Tree) Crafts, Entertainment, Life Skills, First Aid Supplies (include Dir. Certs), Camp Office Supplies, Sports, Nature, Music, Games, Special Events, Swim Supplies, Extended Day, Outdoor supplies	4,853	5,275	5,275	4,380	4,400	5,275	5,275
A7314	444		Bus Rental 2 bus trips, daily bus shuttle for rain site/swim shuttle K Trip buses 1st Grade Trip buses	3,454	6,980	6,980	4,075	4,075	4,310	4,310
A7314	449		Wireless Telephone-Tree Camp Cell Service for (1) Tree Camp Staff	67	150	150	-	-	150	150
A7314	460		Contractual Services-Tree Camp Tree Camp Portion of Facility Rental Expenses this year for church only - next year school could be added back. Tree Camp Portion of Security Costs	6,231	6,500	6,500	1,778	1,778	3,500	3,500





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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7314	840		Retirement & Pension <i>NYS 23 Projection (4/1/21-3/31/22)</i>	-	-	-	-	-	699	699
A7314	850		Social Security	5,660	6,590	5,474	5,474	5,474	7,141	7,141
A7314	890		Workers Compensation	558	561	534	534	534	561	561
TOTAL ORG A7314				<b>94,813</b>	<b>115,344</b>	<b>99,491</b>	<b>90,403</b>	<b>90,423</b>	<b>117,886</b>	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7315 - Youth Programs - Super Camp										
A7315	103		Personal Services: P/T Super PT Super Camp Staff	51,774	59,528	62,402	62,402	62,402	71,890	71,890
A7315	250		Uniforms-Super Camp Staff T-Shirts - Counselors & CITs Staff Packet Shirts - Specialists & Directors Staff T-Shirts - Campers	-	1,000	833	833	833	1,240	1,240
A7315	405		SocialAct/EntranceFees-SuperCm Grand Prix / Spins Hudson and Maritime trips Maritime Center	-	3,765	825	825	825	3,840	3,840
A7315	420		Materials&Supp-Yth Camp(Super) Crafts, Entertainment. Camp Office Supplies, Sports Before Camp supplies, New Special, First Aid (including Directors Certs), Last Day Pizza Party, Camp Carnival, Prizes, Swim supplies, Special Events, Outdoor Supplies	3,319	4,500	4,500	3,342	3,342	4,000	4,000
A7315	444		Bus Rental Full Day Shuttle for Rainy Days or Swim, 3 Camp Trips Grand Prix / Spins Hudson Maritime Center	3,454	7,130	6,465	4,075	4,075	5,840	5,840
A7315	449		Wireless Telephone-Super Camp Cell Service for 1 Super Camp Staff	67	150	150	-	-	-	
A7315	460		Contractual Services-Super Facility Rental - Church Rental but next year will increase with School Rental Tree Camp portion of Security Costs	4,197	3,500	3,500	289	289	1,000	1,000
A7315	840		Retirement & Pension NYS 23 Projection (4/1/21-3/31/22)	-	-	-	-	-	1,048	1,048



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7315	850		Social Security <i>FICA &amp; Medicare PT</i>	3,961	4,554	4,774	4,774	4,774	5,500	5,500
A7315	890		Workers Compensation	417	420	400	400	400	420	420
TOTAL ORG A7315				67,188	84,547	83,848	76,940	76,940	94,778	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7316 - Youth Programs -Camp Adventure										
A7316	103		Personal Services: P/T Advntr <i>PT Camp Adventure Staff</i>	35,286	47,979	33,805	33,805	33,805	43,920	43,920
A7316	250		Uniforms-Camp Adventure <i>Staff and Camper Shirts</i> <i>Staff T-Shirts</i> <i>Campers T-Shirts</i>	-	843	884	884	884	945	945
A7316	405		SocialAct/EntranceFees-CampAdv <i>Grit Ninja Activities - 5 weeks, Trips -</i> <i>Boundless Adventure,</i> <i>Xtreme Play, Spins Hudson, Watson</i> <i>Adventures,</i> <i>Splash Down Beach, Funtime - 5 weeks</i> <i>Boundless Adventures</i> <i>FunTime Amusements Activities</i> <i>Playland</i> <i>Dave &amp; Busters</i> <i>Spins Hudson</i> <i>Yorktown Golf &amp; Bowling</i>	11,310	21,508	22,507	22,507	22,507	26,116	26,116
A7316	420		Materials&Supp-Yth Camp(Advntr <i>Sports, Crafts, Special event supplies, Office</i> <i>supplies/PPE, Awards/Prizes, Cpr/Rte</i> <i>Training 4 staff @ 200 each, First Aid,</i> <i>Carnival Supplies,</i> <i>Last Day Pizza, weekly ice cream</i>	5,929	10,050	7,645	5,919	5,919	10,000	10,000



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7316	444		Bus Rental <i>Full Day Shuttle - 1/3 of projected shuttle expenses</i> <i>And 5 - 6 camp trips</i> <i>Trip - Boundless Adventures</i> <i>Trip - Dave &amp; Busters</i> <i>Trip - Spins Hudson</i> <i>Trip - Playland</i> <i>Trip - Yorktown Golf &amp; Bowling</i>	3,452	8,470	9,835	9,835	9,835	6,776	6,776
A7316	449		Wireless Telephone-Camp Advntr <i>Cell Service for Camp Adventure Staff</i>	-	200	200	-	-	-	
A7316	460		Contractual Services-CampAdvnt <i>Facility Rental - Using Youth Center no space rental</i> <i>Camp Adv portion of Security Costs</i>	3,197	3,500	3,500	-	-	-	
A7316	850		Social Security <i>FICA &amp; Medicare PT</i>	2,699	3,670	2,586	2,586	2,586	3,360	3,360
A7316	890		Workers Compensation	179	180	171	171	171	180	180
TOTAL ORG A7316				62,052	96,399	81,133	75,707	75,707	91,297	



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ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7317 - Youth Programs - Camp Horizon										
A7317	103		Personal Services: PT -Horizon <i>PT Camp Horizon Staff</i>	-	19,569	10,513	10,513	10,513	11,577	11,577
A7317	250		Uniforms - Camp Horizon <i>Staff and Counselor T-Shirts</i> <i>Staff T-Shirts</i> <i>Camper T-Shirts</i>	-	1,099	1,099	659	659	648	648
A7317	405		SocialAct/EntranceFees-CmpHrzn <i>15 trip admissions, lunches,etc</i>	-	42,408	33,099	23,368	23,368	25,916	25,916
A7317	420		Materials & Supplies-CmpHrzn <i>CPR/RTE Training for 2 staff, office supplies,</i> <i>first aid supplies</i> <i>First Aid Supplies</i> <i>Office Supplies</i>	-	700	568	410	410	700	700
A7317	444		Bus Rental - Camp Horizon <i>2 Buses - for 15 trips,</i>	-	15,250	15,250	14,665	14,665	10,765	10,765
A7317	449		Wireless Telephone-Cmp Horizon <i>Cell Service for (2) Camp Horizon Staff</i>	-	200	200	-	-	200	200
A7317	850		Social Security - Camp Horizon <i>FICA &amp; Medicare for PT</i>	-	1,497	804	804	804	886	886
A7317	890		Workers Comp - Camp Horizon	113	114	108	108	108	114	114
<b>TOTAL ORG A7317</b>				<b>113</b>	<b>80,837</b>	<b>61,641</b>	<b>50,528</b>	<b>50,528</b>	<b>50,806</b>	



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A7550 - Rec Events										
A7550	102		Personal Services: Overtime <i>OT 10 hours 4 men for event \$2,600</i>	-	2,600	2,600	-	-	-	
A7550	409		Community Day <i>Community Day Major Attractions Children's Entertainer Give Away DJ Generator Rental Sound &amp; Lights Games Supplies Bonfire Event Supplies &amp; Banner updates</i>	16,410	16,100	18,899	18,931	18,931	19,000	19,000
A7550	420		New Neighbors	-	-	-	-	-	600	600
A7550	460		Briarcliff Bashes <i>Concerts, Sing Along BonFires, Banners, Major Attractions, Childrens Entertainment, DJ, Generator Rental, Sound and Lights, Games - Reduce in 1/2 by BOT</i>	-	-	-	-	-	4,550	4,550
A7550	850		Social Security	-	199	199	-	199	-	
TOTAL ORG A7550				16,410	18,899	21,698	18,931	19,130	24,150	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7610 - Senior Citizens										
A7610	103		Personal Services: Part-time <i>PT Bus Driver's Salary</i>	6,630	12,816	12,816	5,169	6,000	10,225	10,225
A7610	223		Veh Repair & Maint -Recreation <i>Seniors Bus Maintenance</i>	393	400	-	-	50	400	400
A7610	405		Social Activities-Senior Progs <i>Senior Monthly Trips Mar, Apr, May, June, July, Sept, Oct, Nov, Dec Senior BBQ</i>	5,811	19,050	19,050	8,385	8,385	14,350	14,350
A7610	419		Gasoline - Unleaded <i>Fuel for Senior Bus 60 gallons/month x \$2.75 per gallon</i>	1,038	1,560	1,560	5,481	4,496	1,980	1,980
A7610	420		Materials & Supplies <i>Decorations and Party Supplies Program Equipment</i>	61	1,200	1,200	142	200	600	600
A7610	444		Bus Rental <i>Coach Bus rentals for 9 Senior Trips</i>	4,260	8,130	8,130	4,698	8,130	9,000	9,000
A7610	449		Wireless Telephone <i>Sr. Advocate</i>	-	-	257	320	320	375	375
A7610	460		Contractual Services <i>Dance Instructor, 42 classes @ \$75.00 Mahjong Instructor, 30 classes @ \$75.00 Chair Yoga Instructor, 30 classes @ \$70.00</i>	4,894	7,500	7,500	4,060	7,500	7,500	7,500
A7610	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	1,466	1,189	1,002	1,002	1,008	280	280
A7610	850		Social Security <i>FICA &amp; Medicare PT</i>	507	981	981	395	981	783	783





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A7610	890		Workers Compensation	88	90	86	86	86	90	90
TOTAL ORG A7610				<b>25,148</b>	<b>52,916</b>	<b>52,582</b>	<b>29,738</b>	<b>37,156</b>	<b>45,583</b>	
A7621 - Adult Recreation - Other										
A7621	103		Personal Services: PT Adult Pr <i>PT Staff Adult Programs</i>	-	1,680	1,680	485	500	800	800
A7621	458		Fees	-	450	450	-	-	-	
A7621	460		Contractual Serv-Othr Programs <i>Adult Contractual Program Expenditures - Badminton, Basketball, Yoga, Pilates, Pickleball,</i>	2,474	12,514	12,514	5,015	9,000	10,000	10,000
A7621	850		Social Security - Adult OthPrg	-	129	129	37	129	62	62
A7621	890		Workers Compensation-Adult Oth	19	21	20	20	20	21	21
TOTAL ORG A7621				<b>2,493</b>	<b>14,794</b>	<b>14,793</b>	<b>5,557</b>	<b>9,649</b>	<b>10,883</b>	
A7622 - Adult Recreation - Tennis										
A7622	460		Contractual Serv-Adult Tennis <i>Contractual Payments to Professional Tennis Instructor Provider Off Season Lessons</i>	12,457	15,960	15,960	4,930	10,000	10,000	10,000
TOTAL ORG A7622				<b>12,457</b>	<b>15,960</b>	<b>15,960</b>	<b>4,930</b>	<b>10,000</b>	<b>10,000</b>	
TOTAL RECREATION				<b>1,364,039</b>	<b>1,715,168</b>	<b>1,656,490</b>	<b>1,388,931</b>	<b>1,536,042</b>	<b>1,554,726</b>	

# APPROPRIATIONS DETAIL

## VILLAGE CLERK

**VILLAGE OF BRIARCLIFF MANOR**

**1111 PLEASANTVILLE ROAD**

**BRIARCLIFF MANOR, N.Y. 10510**



**WWW.BRIARCLIFFMANOR.GOV**

**TELEPHONE: (914) 941-4800**

**FAX: (914) 941-4837**

## **Village Clerk**

The Village Clerk is responsible for issuing various permits, licenses, and maintaining official records, including the processing of Freedom of Information Law (FOIL) requests. In calendar year 2022, approximately 100 FOIL requests were received (nearly double of 2021). The Clerk's Office is on track to see at least a 20% increase in parking permit revenue from 2021-2022 and instituted along with the Village Manager a Daily Parking App based program which has generated a new source of revenue for the Village. The Clerk's Office saw stable numbers in most areas of permits issued: 7 firework, 1 cabaret, 4 carting, 7 film permits for a total of 11 filming days and as a licensing agent for the State of New York, the Clerk's office issued 130 disability parking permits in 2022. The Clerk's Office, on behalf of the State of New York, issues all dog licenses within the Village of Briarcliff Manor. A database of all dogs licensed with the Village is maintained and monthly renewals/invoices are emailed to registered dog owners. A total of 224 dog licenses were issued in 2022. Further, the Clerk's office is also the repository of all Lawsuits and Notices of Claims. The Clerk, acting as Registrar of Vital Statistics, of 42 death certificates and 525 death transcripts in FY 2021-2022.

The Village Clerk conducts the annual Village Election in March.

The Clerk provides administrative and clerical support to the Board of Trustees, Planning Board and Zoning Board of Appeals and attends and records minutes for all meetings. A total of 11 Local Laws were adopted and filed in 2022 by the Board of Trustees with a number of Special Permits either renewed, amended or newly issued. The Planning Board heard 8 new applications and the Zoning Board of Appeals heard 3 applications for variances. The Clerk's office is the official repository of all Board of Trustee, Planning Board and Zoning Board of Appeals actions and the Records Access Officer for the Village.

The Clerk acts as Human Resources Administration for the Village's employees and retirees and administers all benefits including health insurance as well as a self-administered dental and optical plan, workers compensation, FMLA and COVID leave. The Clerk manages all other insurances for the Village including liability, auto and cyber and inland marine. The Clerk handles all Civil Service transactions including all paperwork related new hires, promotions, retirements, separations and list canvassing.

Additionally, the Clerk oversees the Village website, cable broadcast system, newsletter, updating of the Master Fee Schedule, maintains the "Do Not Solicit" registry, offers Notary Services and schedules the Westchester County Mobile Passport Unit and Mobile Shredder events.

The office is staffed by the Village Clerk and is assisted by the Secretary to the Village Manager/Deputy Village Clerk.



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1410 - Village Clerk										
A1410	101		Personal Services: Full-time VILLAGE CLERK (1) 85% (A1410)/15% (F8310)	97,372	109,640	109,640	96,979	109,640	115,525	115,525
			SEC. TO VILLAGE MANAGER (1) 75% (A1230)/ 25% (A1410)							
A1410	106		Personal Services: Longevity	830	1,021	1,021	1,021	1,021	1,022	1,022
A1410	231		Office Equipment - Leased RICOH - Copier Lease 260*12=\$3120 Postage Machine 667.44*4=\$2669.76	11,000	10,050	11,918	10,280	10,050	5,790	5,790
A1410	400		Other Expenses-Credit Card Fee	717	-	200	812	1,000	-	
A1410	401		Advertising Legal Ads, Public Notices for BOT, PB, Bonds, Tax notices	1,576	2,000	2,000	1,560	1,560	2,000	2,000
A1410	428		Office Supplies Paper for all departments 12 months x 3 cases of paper.	1,988	2,500	2,500	1,387	2,500	3,000	2,500
			Water Cooler Rental & 5 Gall Water Increased Pitney Bowes Supplies for Inc. Postage usage							500
A1410	430		Stationery And Printing Manor of Speaking Parking tags Copier Printing/Copy Fees	3,295	8,600	8,600	1,038	5,000	5,110	3,500 650 960
A1410	446		General Postage Postage	1,296	1,250	1,250	1,395	1,395	2,640	2,640



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1410	449		Wireless Telephone	-	-	-	-	-	388	388
A1410	450		Telephone <i>LanLine - shifted expense for phone lines</i>	7,986	6,905	6,905	7,937	8,632	527	527
A1410	460		Contractual Services <i>General Code \$1195/yr subscription</i> <i>E-code Maintenance \$330/yr</i> <i>Supplements to Village Code 2x/yr</i>	17,483	6,525	6,525	2,059	7,000	11,525	1,195 330 10,000
A1410	468		Dues & Subscriptions <i>NY State Clerks Assn. Clerk \$50</i> <i>WCMCFOA \$35</i> <i>IIMC \$185</i> <i>Notary every 4 years - FY 24/25</i>	-	565	565	215	315	270	270
A1410	476		Travel/Mileage Reimbursement <i>Meetings, Seminars, Board of</i> <i>Elections, Perma Conf</i>	243	300	300	-	300	300	300
A1410	477		Professional Development <i>Meetings, Seminars, Board of Elections,</i> <i>Perma Conf</i>  <i>West. Municipal Clerk &amp; Finance Assn.</i> <i>WCMCFOA monthly meetings</i>	25	100	100	-	-	840	300 540
A1410	810		Optical Insurance	170	110	110	110	300	300	300
A1410	815		Dental Insurance	1,514	980	1,179	1,704	1,704	1,488	1,488
A1410	820		Hospital Insurance <i>Individual (2)-Allocation</i> <i>Family Eligible 50% Buyout - Allocation</i>	21,879	24,178	23,680	23,680	24,603	27,183	27,183



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
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**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1410	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	16,648	15,312	12,908	12,908	12,908	12,639	12,639
A1410	850		Social Security <i>Village Clerk/Assistant</i>	8,039	8,466	8,466	7,964	8,466	8,918	8,918
A1410	890		Workers Compensation	161	162	154	154	154	162	162
A1410	895		Employee Assistance Program	48	50	50	50	50	39	39
<b>TOTAL ORG A1410</b>				<b>192,270</b>	<b>198,714</b>	<b>198,070</b>	<b>171,254</b>	<b>196,597</b>	<b>199,666</b>	
<b>A1450 - Elections</b>										
A1450	420		Materials & Supplies <i>County Roster books \$150</i>	150	345	345	146	650	150	150
A1450	430		Stationery And Printing <i>Absentee Ballot envelopes - \$250</i> <i>Ballots \$500</i> <i>Update for election banner</i> <i>Increase related to additional absentee ballots</i>	275	1,200	1,200	742	1,200	1,200	750 200 250
A1450	466		Election Inspectors/Cust.Tech. <i>Election Inspectors (4 @ \$325)</i> <i>Chairperson</i>	1,157	1,550	1,550	1,425	1,550	1,675	1,300 375
A1450	475		Meals <i>Breakfast, lunch &amp; dinner for 1 election</i>	140	250	250	146	200	200	200
<b>TOTAL ORG A1450</b>				<b>1,721</b>	<b>3,345</b>	<b>3,345</b>	<b>2,459</b>	<b>3,600</b>	<b>3,225</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
A1910 - Unallocated Insurance										
A1910	426		Unallocated Insurance	296,062	295,414	310,448	314,614	314,614	334,204	
			General Liability							333,454
			67% GF; 4% Fire; 4% Library; 25% Water							
			\$496,368 (7% inc)							
			Ins Fees (MCV Enforcement-380) (Fire Fee							750
			(301.88)							
TOTAL ORG A1910				296,062	295,414	310,448	314,614	314,614	334,204	
TOTAL VILLAGE CLERK				490,053	497,473	511,864	488,327	514,811	537,095	
TOTAL FUND A				18,510,941	20,337,576	20,615,128	18,775,329	19,950,574	22,013,241	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**ALL FUNDS GRAND TOTAL**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
			<b>GRAND TOTAL</b>	<b>18,510,941</b>	<b>20,337,576</b>	<b>20,615,128</b>	<b>18,775,329</b>	<b>19,950,574</b>	<b>22,013,241</b>	



## Water/Sewer Department



Operates and maintains the Village's Water District consisting of 8,730 water district customers and provides treated water to 2416 Village residents and an additional 363 homes in Mt. Pleasant and Ossining. The water district is comprised of approximately 65 miles of water main and 400 hydrants. The Villages full supply pump station at Neperhan Ave (Tarrytown Lakes) provides on average of 1.0 million gallons of water per day with a maximum daily capacity of 3.1 million gallons of treated water. The Water Department does daily inspections of the Village's 9 water pump stations and 9 sewer pump stations.

Staff provide daily (including weekends) sampling for pH turbidity, chlorine residuals as well as additional sampling for bacteriological, lead, copper and other contaminants required by the NYSDOH.

REVENUE

DETAIL

WATER FUND (F)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
F0101 - Revenue - Executive										
F0101	2122		Annl Sewer Serv Chg-Mt PI <i>Updated - FY 2022/23</i>	(500)	(500)	(500)	(500)	(500)	(500)	(500)
F0101	2680		Insurance Recoveries-Prop.Dmg.	(40,000)	-	-	-	-	-	-
TOTAL ORG F0101				(40,500)	(500)	(500)	(500)	(500)	(500)	
TOTAL EXECUTIVE				(40,500)	(500)	(500)	(500)	(500)	(500)	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
F0102 - Revenue - Treasurer										
F0102	5031		Interfund - Transfers In	(30,000)	-	-	-	-	-	
F0102	5050		Transfer In -From Debt Serv	(342,329)	(310,171)	(310,171)	(312,114)	(312,115)	(3,067,973)	
<i>Funds transferred in from Debt Service to pay off 2014 B (Water Portion)</i>										(3,067,973)
TOTAL ORG F0102				(372,329)	(310,171)	(310,171)	(312,114)	(312,115)	(3,067,973)	
TOTAL TREASURER				(372,329)	(310,171)	(310,171)	(312,114)	(312,115)	(3,067,973)	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>F0105 - Revenue - Public Works</b>										
F0105	2140		Metered Water Sales <i>Estimated Billing Based on FY 22 FY 23 very hot and dry Estimated accrual billing (Jun 2022-August 2022)</i>	(4,714,340)	(5,119,908)	(5,119,908)	(4,285,627)	(5,869,912)	(5,371,906)	(5,371,906)
F0105	2144		Water - Final Fee <i>Fee for Final Reading 3 year avg. \$9,250</i>	(9,550)	(16,000)	(16,000)	(11,200)	(13,000)	(9,250)	(9,250)
F0105	2145		Ready to Serve Fees	-	(216,000)	(216,000)	(203,262)	(216,000)	(216,000)	(216,000)
F0105	2146		Special Meter Water Sale	-	-	-	(48,115)	(48,115)	-	
F0105	2147		Annual Private Hydrant Charge <i>'90 Private Hydrants @ \$75 = \$6,750</i>	(6,700)	(6,400)	(6,400)	(6,800)	(6,800)	(6,750)	(6,750)
F0105	2148		Int+Pen On Water <i>3 Year Average = \$106,000. Last Year = \$117,000.</i>	(89,862)	(100,000)	(100,000)	(104,853)	(111,000)	(100,000)	(100,000)
F0105	2389	TRIVG	Misc Gov't Revenue-TRi <i>Village of Sleepy Hollow and Village of Tarrytown portion of Operating Costs Bond, Permits, etc. with a matching expense code</i>	(21,553)	(23,100)	(23,100)	-	(23,100)	(23,100)	(23,100)
F0105	2401		Interest & Earnings	(11)	-	-	(2,043)	(2,100)	(1,000)	(1,000)
F0105	2665		Permit Fees/Meter Sales <i>Curb service, meter tests, service charges &amp; water taps, Water processing fees, meter sales 2 yr. avg. = \$11,500. Last Year = \$14,820. New Fees: Backflow\$7,000, Utility Inspection, Curb Service \$2,000.</i>	(14,850)	(17,000)	(17,000)	(9,350)	(10,000)	(12,000)	(12,000)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
F0105	2666		Sale of Equipment - General	(230)	-	-	-	-	-	
F0105	2770		Other Unclassified Revenue <i>see 2665</i>	(1,954)	-	(469)	(2,467)	(2,500)	-	
F0105	2774		Misc.Rev-Empl.Hlth &Dent Reimb <i>All Staff in water fund (allocations also)</i>	(15,982)	(22,469)	(22,469)	(15,976)	(18,154)	(18,347)	(18,347)
F0105	2776		Health Ins-Retirees SpouseCntr	(18,723)	-	-	(25,698)	(35,222)	-	
TOTAL ORG F0105				<b>(4,893,755)</b>	<b>(5,520,877)</b>	<b>(5,521,347)</b>	<b>(4,715,391)</b>	<b>(6,355,903)</b>	<b>(5,758,353)</b>	
TOTAL PUBLIC WORKS				<b>(4,893,755)</b>	<b>(5,520,877)</b>	<b>(5,521,347)</b>	<b>(4,715,391)</b>	<b>(6,355,903)</b>	<b>(5,758,353)</b>	
TOTAL FUND F				<b>(5,306,584)</b>	<b>(5,831,549)</b>	<b>(5,832,018)</b>	<b>(5,028,006)</b>	<b>(6,668,518)</b>	<b>(8,826,826)</b>	

**APPROPRIATIONS  
DETAIL  
WATER FUND (F)**



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>F1420 - Law</b>										
F1420	460		Legal Services <i>Retainer</i> <i>Employment Counsel</i>	50,032	46,596	46,596	38,915	46,790	48,000	47,000 1,000
			<b>TOTAL ORG F1420</b>	<b>50,032</b>	<b>46,596</b>	<b>46,596</b>	<b>38,915</b>	<b>46,790</b>	<b>48,000</b>	
<b>F1680 - Central Data Processing</b>										
F1680	408		Software Maintenance & Support <i>Various Subscription Based Information</i> <i>Technology (SBITs)- Total \$18,530.76</i> <i>Expenses moved from F1680.460</i>	2,478	2,240	2,240	2,028	2,240	6,986	6,486
			<i>65% Gen 35% water</i> <i>Misc Non-Contractual Support from IT</i> <i>Vendor</i>							500
F1680	460		Central Data Contract <i>CPU/Data support Est contract</i> <i>23/24-\$34,760 (65/35/) A/F</i>	19,337	23,237	23,237	20,806	23,237	12,166	12,166
			<b>TOTAL ORG F1680</b>	<b>21,815</b>	<b>25,477</b>	<b>25,477</b>	<b>22,835</b>	<b>25,477</b>	<b>19,152</b>	
<b>F1950 - Taxes and Assessments</b>										
F1950	422		Taxes And Assessments On Prop <i>County Sewer Taxes - Mt. Pl. &amp; Ossi</i>	28,782	35,120	35,120	34,352	34,352	35,500	35,500
			<b>TOTAL ORG F1950</b>	<b>28,782</b>	<b>35,120</b>	<b>35,120</b>	<b>34,352</b>	<b>34,352</b>	<b>35,500</b>	
<b>F9060 - Hospital &amp; Medical Insurance</b>										
F9060	805		Medicare Reimbursement <i>Medicare Reimbursement:</i>	10,180	13,268	13,268	8,728	11,320	17,115	17,115
F9060	825		Hospital Insurance - Retirees <i>Retiree Health Insurance-see Clerk List</i>	35,410	65,203	35,302	35,302	35,302	65,798	65,798
			<b>TOTAL ORG F9060</b>	<b>45,590</b>	<b>78,471</b>	<b>48,570</b>	<b>44,031</b>	<b>46,622</b>	<b>82,913</b>	
			<b>TOTAL EXECUTIVE</b>	<b>146,219</b>	<b>185,664</b>	<b>155,763</b>	<b>140,132</b>	<b>153,241</b>	<b>185,565</b>	





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>F1320 - Auditor</b>										
F1320	460		Audit Service	12,707	12,088	12,088	9,587	12,088	13,684	
			<i>Audit 24% of \$39500 (PKF)</i>							9,480
			<i>Audit-Danziger Markoff - GASB 75 \$747 out of \$3,700 Full Year Cycle 23/24 19.57% (A, F, L)</i>							724
			<i>Audit-AUD Submission and Follow up \$480 out of \$2,000 72% (A, F, L)</i>							480
			<i>Single Federal Audits &gt;750k - ARPA</i>							3,000
			<b>TOTAL ORG F1320</b>	<b>12,707</b>	<b>12,088</b>	<b>12,088</b>	<b>9,587</b>	<b>12,088</b>	<b>13,684</b>	
<b>F1380 - Fiscal Agent Fees</b>										
F1380	497		Bond And Note Costs	6,643	7,093	7,093	7,218	7,218	7,002	
			<i>Filing of Annual Statement Securities Exchange Act of 1934- FA Contract 6/2022</i>							1,470
			<i>CPI Increase 8% - 50/50 Split A/F EFC Bond Admin Fee- 7/14/2023</i>							5,532
			<b>TOTAL ORG F1380</b>	<b>6,643</b>	<b>7,093</b>	<b>7,093</b>	<b>7,218</b>	<b>7,218</b>	<b>7,002</b>	
<b>F1980 - MTA Tax Expense</b>										
F1980	498		MTA TAX	4,050	3,983	3,983	3,603	3,983	6,142	
			<i>MTA-ADMIN</i>							2,692
			<i>CSEA</i>							3,450
			<b>TOTAL ORG F1980</b>	<b>4,050</b>	<b>3,983</b>	<b>3,983</b>	<b>3,603</b>	<b>3,983</b>	<b>6,142</b>	
<b>F9730 - Bond Anticipation Notes-IntExp</b>										
F9730	720		BAN Interest Exp	3,093	2,550	2,550	2,550	2,550	-	
			<i>No BAN payments FY 23-24</i>							
			<b>TOTAL ORG F9730</b>	<b>3,093</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>	<b>-</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>F9785 - Installment Purchase Debt</b>										
F9785	600		Principal on Indebtedness - MOVED PRINC to F8320-460 and INT F9785-700 WC - Village Portion - 5.140% of DEP Pipeline connection (2015-2038) - MOVED PRINC to F8340-460 and INT F9785-700 WC - Tarrytown - Settlement Agreement Water Supply – \$40,000 - June	79,402	61,255	-	-	-	-	
F9785	700		Interest on Indebtedness WC - Village Portion - 5.140% of DEF County Distribution Chamber Buy-In (2015-2038) - 2023 Due 11/1/2023 Interest Payment WC - Village Portion - 5.140% of DEP Pipeline connection Buy-In (2015-2038) - 2023 Interest Payment (6/1/23-\$3,788.81, 11/1/23-\$3,640,79)2 Tarrytown - Settlement Agreement Water Supply- June (CPI Calculated Int 2021 vs 2022)	36,182	17,901	17,901	25,478	25,478	25,347	15,277
										7,282
										2,788
			<b>TOTAL ORG F9785</b>	<b>115,584</b>	<b>79,156</b>	<b>17,901</b>	<b>25,478</b>	<b>25,478</b>	<b>25,347</b>	
<b>F9901 - Interfund Transfers</b>										
F9901	910		Transfer-Capital Fund- Delaware Connection #18204 Requa/Union Water Main Replacement #17245	125,000	175,467	176,500	-	175,467	176,000	176,000
F9901	940		Transfer To Debt Service Fund  Funds received from Debt Service to pay off 2014B	1,727,077	1,746,588	1,746,588	1,180,963	1,746,588	4,543,928	1,475,955 3,067,973
F9901	950		Transfer To General Fund Shared Services Portion	57,408	57,408	57,408	-	57,408	57,408	57,408
			<b>TOTAL ORG F9901</b>	<b>1,909,485</b>	<b>1,979,463</b>	<b>1,980,496</b>	<b>1,180,963</b>	<b>1,979,463</b>	<b>4,777,336</b>	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
			<b>TOTAL TREASURER</b>	<b>2,051,562</b>	<b>2,084,333</b>	<b>2,024,111</b>	<b>1,229,399</b>	<b>2,030,780</b>	<b>4,829,511</b>	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F1620 - Buildings										
F1620	211		Gen Repair And Maintenance <i>Some Items A/F Split 75/25 or expensed based on location</i>	285	-	-	-	-	3,000	3,000
			<i>Garage Door Repairs = \$1,500 A/F Gas Pump Maint. = \$2,000 A/F Pest Control - \$4,600 A HVAC Repair = \$8,000 Loc. Annual Generator Insp \$1,800 Loc.</i>							
F1620	439		Building Improvements <i>Various Maintenance on pump houses</i>	754	2,500	1,716	-	800	3,000	3,000
F1620	440		Utilities-Electricity-DPW	7,410	7,910	7,910	6,824	7,784	8,375	8,375
F1620	442		Natural Gas -Utility DPW Bldg	5,151	4,000	4,000	4,553	4,977	5,300	5,300
F1620	460		Contractual Services <i>Some items split A/F 75/25 or Based on location</i>	-	-	-	-	-	5,979	5,979
			<i>2 year Averages</i>							
			<i>Cleaning Service-DPW -417/mp \$15,000 A/F Cleaning Service-Water \$5,254.20 Security Cameras =\$15,000 A/F &amp; Loc HVAC (Maint.) = \$10,000 A/F Handi Lift = \$829 A Generator Maint. and Inspection (DPW/VH) = \$2,000</i>							
TOTAL ORG F1620				13,599	14,410	13,626	11,377	13,561	25,654	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F1640 - Central Garage										
F1640	101		Personal Services: Full-time	44,429	45,106	45,106	39,935	45,106	46,421	
			Lead Mechanic							46,121 300
F1640	106		Personal Services: Longevity	836	883	883	883	883	884	884
F1640	201		Equipment	903	875	1,535	1,311	1,535	-	
F1640	220		Vehicle Repair & Maint	6,743	8,000	8,000	12,475	13,500	8,000	
			Water Dept Pick-up Trucks							8,000
F1640	250		Uniforms	204	350	350	280	350	350	
			2 @ \$700/ea.= \$1,400 (75% GF, 25% WF) = \$350.							350
F1640	407		Software Maintenance & Support	2,195	1,600	2,642	2,642	2,642	2,032	
			75%-A 25%-F							2,032
			Fleet Management/DPW Support							
			iWorQ- \$1,500/yr.							
			Shopkey - Est. \$4,730/yr.							
			No Limits/USA Tools - Est. \$1,899/year							
F1640	418		Diesel -Water Dept	3,839	-	34	44	42	-	
F1640	419		Gasoline - Unleaded	10,269	12,000	12,000	8,686	10,494	9,750	
										9,750
F1640	810		Optical Insurance	146	150	150	146	150	147	
			CSEA Optical							147
F1640	815		Dental Insurance	2,140	230	896	1,439	1,550	1,160	
										1,160
F1640	820		Hospital Insurance	15,492	16,997	17,613	17,613	17,613	19,119	
			Family (2) A/F Allocation							19,119
F1640	831		Disability Insurance	15	18	18	15	18	17	
										17



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F1640	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	6,901	5,594	4,715	4,715	4,715	6,564	6,564
F1640	850		Social Security <i>DPW-Garage 25% Ford, Ogden</i>	3,397	3,518	3,518	3,057	3,518	3,621	3,621
F1640	890		Workers Compensation	1,254	1,260	1,199	1,199	1,199	1,259	1,259
F1640	895		Employee Assistance Program <i>2 FTE 75/25% A/F</i>	22	23	23	23	23	24	24
TOTAL ORG F1640				<b>98,785</b>	<b>96,602</b>	<b>98,681</b>	<b>94,463</b>	<b>103,338</b>	<b>99,348</b>	
F1920 - Municipal Association Dues										
F1920	468		Municipal Assoc. Dues <i>50/50 (A/F)</i>	2,354	2,329	2,329	1,829	2,329	5,267	4,717
<i>NYCOM-\$3,658</i>										
<i>Sustainable Westchester -\$1,000</i>										
<i>Westchester Planning Federation -\$200</i>										
<i>Briarcliff Manor Rotary-\$325</i>										
<i>Westchester Municipal Assoc.</i>										
<i>Membership-\$1,075</i>										
<i>Briarcliff Manor Chamber of Commerce-\$175</i>										
<i>Sustainable Westchester-\$1,000</i>										
<i>Hudson River Town - \$2,200</i>										
<i>A/F Split (50/50)</i>										
<i>West Planning Federation-\$1,100</i>										
TOTAL ORG F1920				<b>2,354</b>	<b>2,329</b>	<b>2,329</b>	<b>1,829</b>	<b>2,329</b>	<b>5,267</b>	
F1990 - Contingent Account										
F1990	499		Contingent Account <i>Emergency Funds</i>	-	75,418	77,550	-	-	94,647	94,647
TOTAL ORG F1990				-	<b>75,418</b>	<b>77,550</b>	-	-	<b>94,647</b>	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8120 - Sanitary Sewers										
F8120	101		Personal Services: Full-time	85,334	85,814	85,814	75,913	85,814	67,494	67,494
F8120	102		Personal Services: Overtime 4 yr. avg. = \$6,600	2,974	6,600	6,600	2,539	6,600	6,600	6,600
F8120	106		Personal Services: Longevity	1,766	1,766	1,766	1,766	1,766	-	
F8120	107		Personal Services: Vacation	3,239	1,650	1,650	2,166	2,166	-	
F8120	211		Gen Repair And Maintenance Pump Stations 5 yr avg - \$29,000 All Makes Pump Fred Cook vac clean	17,665	43,000	41,865	14,800	20,000	29,000	29,000
F8120	250		Uniforms Caruso = \$700.	192	700	700	75	700	700	700
F8120	420		Materials & Supplies 5 yr. avg. = \$2,800.	131	3,000	1,524	495	1,524	3,000	3,000
F8120	440		Utilities-Electricity	42,060	45,483	45,483	31,905	40,500	40,500	40,500
F8120	442		Natural Gas -Utility 3 yr avg = \$2,500	2,192	3,650	3,650	1,968	2,331	2,500	2,500
F8120	450		Telephone Cottonwood, Holly Pl, Lewiston, Pine Rd, Wilderness Way	2,987	3,000	3,000	2,686	3,100	3,100	3,100
F8120	460		Contractual Services Pump Station generators Annual Maintenance, Emergency Sewer Jet, Professional Consultants Annual HVAC Service	14,056	7,000	16,560	9,800	15,000	18,675	15,000 3,675
F8120	810		Optical Insurance CSEA Optical	292	300	300	292	293	293	293



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8120	815		Dental Insurance <i>2 year average = \$3,000</i>	630	3,119	656	-	-	1,788	1,788
F8120	820		Hospital Insurance <i>Individual Buyout 50%</i>	30,984	33,994	35,226	35,226	35,226	8,116	8,116
F8120	831		Disability Insurance	31	32	32	31	32	33	33
F8120	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	15,009	12,166	10,255	10,255	10,255	13,896	13,896
F8120	850		Social Security	6,972	7,331	7,331	6,145	7,331	5,670	5,670
F8120	890		Workers Compensation	8,255	8,298	7,898	7,898	7,898	8,291	8,291
F8120	895		Employee Assistance Program <i>Caruso</i>	44	45	45	45	45	45	45
TOTAL ORG F8120				234,812	266,949	270,354	204,003	240,581	209,701	





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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8310 - Water Administration										
F8310	101		Personal Services: Full-time <i>Village Manager</i> 50% (A1230)/50% (F8310)	514,724	529,415	529,415	459,521	529,415	536,493	536,493
			<i>Village Clerk</i> 85% (A1410)/15% (F8310)							
			<i>Treasurer/Tax Collector</i> 50% (A1325)/50% (F8310)							
			<i>Deputy Treasurer (Start 11/1)</i> 50% (A1325)/50% (F8310)							
			<i>Senior Account Clerk</i> 50% (A1325)/50% (F8310)							
			<i>Office Assistant-Financial</i> 50% (A1325)/50% (F8310)							
			<i>Public Works Superintendent</i> 50% (A1490)/50% (F8310)							
			<i>General Foreman</i> 75% (A1490)/25% (F8310)							
			<i>Office Asst-Automated Sys</i> 55% (A1490)/45% (F8310)							
			<i>Office Asst-Automated Sys*</i> 33% (A1490)/33% (A1440)/ 33% (F8310)							
			<i>Village Engineer</i> 60% (A1440)/40% (F8310)							
F8310	102		Personal Services: Overtime	-	-	-	559	559	-	
F8310	103		Personal Services: Part-time	22,529	25,000	25,000	8,759	10,052	-	



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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8310	106		Personal Services: Longevity	2,780	3,039	2,926	2,926	2,926	2,559	2,559
F8310	107		Personal Services: Vacation	31,768	1,374	1,374	2,747	2,747	2,830	2,830
F8310	111		Personal Services: Differentl	-	-	-	9	9	-	
F8310	114		Personal Services: Auto Allwnc	4,688	1,920	1,920	1,699	1,920	-	
F8310	115		Personal Services: Cell Phone	1,794	-	-	-	-	-	
F8310	214		Office Equip Maintenance/Repai Cannon iMage Plotter - Maintenance Agreement \$1,140 Allocation (A1440-32.5%, A3620-32.5%, F8310-35%)	-	-	-	67	70	400	400
F8310	231		Office Equipment - Leased Canon Copier @ \$190/month A-75%/F-25% F-Split-\$48/month	790	708	1,177	1,171	1,155	576	576
F8310	407		Software Maintenance & Support Accounting Software Annual \$53,520- GF- 76.3% -WF-21.2%-LF-2.5% Rio Supply NSight Program- \$3,000/year (included in following line item) Auto-CAD LTE- A/F 65/35 - \$460/YR Scada Support - 3 Year Agreement (3 of 3) \$7790 each year NIXLE \$5,416 (50%GF/50%WF) Bauer Printer (1256/yr)  A1440-32.5% A3620-32.5% F8310-35% Debt Book - Manage Village Leases related to GASB 87 and 96 (\$7,200 - 50%-A/30% -F/20%-L)	12,173	41,727	41,727	15,156	41,727	27,645	11,382 3,000 161 7,790 2,708 444  2,160



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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8310	428		Office Supplies <i>Office Supplies - 3 yr/avg = \$700</i>	613	700	700	395	700	700	700
F8310	430		Stationery And Printing <i>Water Bills - \$1,000.</i> <i>Water Report - \$500</i> <i>Water Notices - \$800.</i> <i>W2-1099s Forms A-75%/F-25% F Split</i> <i>Canon Copier Printing Fees @ \$25/month</i> <i>A-75%/F-25% A-Split-\$6/month</i>	2,242	2,050	2,050	1,197	2,200	2,415	2,300 43 72
F8310	436		Computer Connectivity <i>Internet Connection - \$36/month.</i>	421	450	450	390	450	450	450
F8310	446		General Postage <i>Monthly Water Billing- Sending First Class</i> <i>Water postcards for May</i> <i>Water notices as necessary</i>	5,941	8,000	8,000	7,290	8,145	15,000	15,000
F8310	449		Wireless Telephone <i>Air cards (3) Allocation:</i> <i>DPW Superintendent Cell</i> <i>DPW Foreman</i> <i>Village Manager</i> <i>Village Treasurer</i> <i>Village Clerk -lpad service</i>	2,294	2,247	2,247	2,661	2,800	1,990	1,990
F8310	450		Telephone <i>LANLINE</i>	1,558	1,500	1,500	1,713	1,763	1,329	1,329
F8310	460		Contractual Services <i>Cleaning Services F1620-460</i> <i>LAN LINE - F8310-450</i> <i>Rental for off-site location file storage -1</i> <i>units GF/WF - 50/50</i> <i>ACA contract Marshall &amp; Sterling \$4,600</i> <i>(65%GF/35%WF)</i> <i>Grant Writing Support -Tri Village - Est 6</i> <i>Hours</i>	14,717	12,314	12,314	13,486	15,000	5,438	2,988 1,610 840



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8310	468		Dues & Subscriptions <i>Executive -Split 50/50 (A/F)</i> <i>See A1490</i> <i>Torhan- Water Works see 1490 50/50 \$400</i> <i>Treas - 50/50 Split See A1325-468</i>	1,658	3,300	3,300	2,596	2,597	2,084	1,719 200 165
F8310	476		Travel/Mileage Reimbursement <i>Tolls / TD BANK Cash Dep.</i>	96	500	500	72	200	200	200
F8310	477		Professional Development <i>Manager Conferences i.e ICMA</i> <i>Treas - GFOA</i>	45	1,225	1,315	1,540	1,540	1,250	1,250
F8310	494		Training Expenses <i>Safety Training (Recertification) HAZ Comm</i> <i>(Right-to-know, MSDS), Shop &amp; Equip.</i> <i>Safety, Confined Space, Flagger Course</i>  <i>Split A1490/494 - 65/35</i>	820	2,500	2,500	740	2,500	2,500	2,500
F8310	810		Optical Insurance <i>3 yr./avg.</i>	638	949	949	743	949	819	819
F8310	815		Dental Insurance	6,191	4,363	4,113	5,422	5,500	4,450	4,450
F8310	816		Ortho -Dental	-	-	1,342	1,342	1,342	5,032	5,032
F8310	820		Hospital Insurance <i>Family (6) - Allocations</i> <i>Family (1) - Excelsior</i> <i>Individual (4) -Allocations</i> <i>Single-Family Buyout (1)-Allocation</i> <i>23-24 PcoriAdmin Total Est (\$2,334) Split</i> <i>A/F/L</i>	95,867	105,082	103,269	103,269	104,389	109,144	108,874 270
F8310	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	83,039	72,087	60,766	60,766	60,766	74,157	74,157



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8310	850		Social Security	39,958	42,899	42,899	34,334	42,899	41,108	41,108
F8310	890		Workers Compensation	2,874	2,888	2,749	2,749	2,749	2,886	2,886
F8310	891		WorkersCompAssessment Assessment	719	1,892	1,543	1,543	1,543	1,600	1,600
F8310	895		Employee Assistance Program Admin Percentages	174	202	202	202	202	215	215
TOTAL ORG F8310				851,109	868,330	856,248	735,066	848,815	843,270	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8320 - Source of Supply,Power,Pumping										
F8320	101		Personal Services: Full-time	113,551	115,944	115,944	108,013	115,944	130,823	130,823
F8320	102		Personal Svc: Overtime	5	-	-	323	323	-	
F8320	105		Personal Services: Meal Allow	-	50	50	-	-	50	50
F8320	106		Personal Services: Longevity	1,766	1,766	1,766	1,766	1,766	1,766	1,766
F8320	107		Personal Services: Vacation <i>Strippoli</i>	4,434	4,459	4,459	4,921	4,921	5,032	5,032
F8320	207		Water Meter Purchase <i>3 year average = \$26,000. Meter heads, remotes (batteries failing due to age) Plus \$4,000. for failing remotes.</i>	24,188	35,000	46,526	15,517	30,000	30,000	30,000
F8320	211		Gen Repair And Maintenance <i>Water Pump Stations 5 year average - \$35,000 All Makes Pump Ross Valve NSI Systems SRI Fire Sprinkler HVAC Generators</i>	32,181	40,000	95,236	35,097	60,000	40,000	40,000
F8320	250		Uniforms <i>Strippoli = \$700.</i>	700	700	700	650	700	700	700
F8320	418		Diesel <i>Neperan Pump Station Generator 3 yr avg = \$3,500</i>	-	3,500	3,500	-	3,500	3,500	3,500



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8320	420		Materials & Supplies <i>Pump Station Materials</i> <i>year average = \$15,500.</i> <i>Sampling, pump repair parts, maintenance</i> <i>supplies</i>	15,550	13,000	13,000	14,301	16,000	16,000	16,000
F8320	436		High Speed Internet-399Neperan <i>Verizon-251</i>	2,992	3,000	3,000	2,651	3,200	6,912	4,992
			<i>Wilderness Way-165</i> <i>Optimum Internet</i>							1,920
F8320	440		Utilities-Electricity	126,893	134,791	134,791	138,689	159,286	162,000	162,000
F8320	449		Wireless Telephone <i>Cellphone and Ipad Service</i>	-	-	-	-	-	876	876
F8320	450		Telephone <i>Pump Stations (Nep, SH, Chapp, LH,</i> <i>Pump Phones)</i> <i>Round Hill -Verizon 64.28/mnth</i>	7,446	10,000	8,861	6,835	10,500	10,500	10,500
F8320	451		Water Purchases <i>3 yr. avg. = \$825,000</i>	714,472	900,000	900,000	1,089,164	1,246,539	900,000	900,000
F8320	455		Pump Station Chemicals <i>3 yr. avg. = \$30,000</i> <i>Chlorine, ortho phosphate, caustic soda</i> <i>Chemicals cost up 100% = \$30,000.</i>	27,044	31,000	31,000	42,949	50,000	60,000	60,000
F8320	456		Pump Station Sewer Pump <i>Neperan Sewer Tank - \$980/mo</i> <i>3 yr avg = \$13,000</i>	5,455	13,000	13,000	4,289	13,000	13,000	13,000
F8320	458		Fees <i>NYC DEP Long Hill Shaft 6# 9956 =</i> <i>\$6,600/yr</i> <i>Westchester County Water Permit =</i> <i>\$10,800/yr</i>	18,168	17,400	17,400	7,808	17,400	17,400	17,400



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8320	459		Laboratory Fees <i>Lab tests, Chemist Fees, Pipe Testing, Lead Testing, THM Testing.</i> <i>3 yr avg = \$15,500.</i> <i>Last Year = \$19,000.</i>	18,773	14,000	14,000	13,689	16,000	16,000	16,000
F8320	460		Contractual Services <i>Woodard &amp; Curran (SCADA) - 2 yr. avg. = \$20,000</i> <i>Water Consultant -\$3,000/mo.= \$20,000</i> <i>WC - Village Portion - 5.140% of DEP</i> <i>Pipeline connection Buy-In (2015-2038) - 2023 Principal Payment Due 11/1/2023</i>	77,146	50,000	58,560	46,786	65,000	47,734	40,000    7,734
F8320	471		Alarm Monitoring <i>Last Year = \$800.</i> <i>6 Months = \$820.</i>	758	720	822	821	1,000	1,000	1,000
F8320	810		Optical Insurance <i>CSEA Optical</i>	292	300	300	292	300	293	293
F8320	815		Dental Insurance	2,321	3,367	2,822	2,822	2,930	3,035	3,035
F8320	816		Ortho -Dental	-	-	3,475	3,475	3,475	5,957	5,957
F8320	820		Hospital Insurance <i>Empire Family 50% Buyout</i>	30,984	33,994	16,157	16,157	18,071	19,163	19,163
F8320	831		Disability Insurance	31	22	22	31	31	33	33
F8320	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	17,770	14,403	12,141	12,141	12,141	22,206	22,206
F8320	850		Social Security <i>Source of Supply, Power, Pumping-Overtime</i>	8,878	9,350	9,350	9,113	9,350	10,533	10,533





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8320	890		Workers Compensation	10,210	10,262	9,767	9,767	9,767	10,253	10,253
F8320	895		Employee Assistance Program	44	45	45	45	45	45	45
TOTAL ORG F8320				1,262,054	1,460,074	1,516,696	1,588,111	1,871,189	1,534,811	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>F8340 - Transmission and Distribution</b>										
F8340	101		Personal Services: Full-time <i>Water Sewer Maintenance Worker II (2)</i> <i>Water Sewer Maintenance Worker I (1)</i> <i>MEO II (50/50) (A/F)</i> <i>MEO I (75/25) (A/F)</i>	250,284	257,196	257,196	228,718	257,196	334,424	265,846 68,578
F8340	102		Personal Services: Overtime-	692	500	500	93	125	-	
F8340	102	Emerg	Personal Svc: Emerg. Overtime <i>3 yr. avg = \$55,000.</i>	50,954	55,000	55,000	47,943	55,000	55,000	55,000
F8340	102	Sched	Personal Svc: Sched. Overtime <i>Weekend round 10hr x 52 weeks = 520 hrs.</i> <i>x \$63./hr. = \$32,760.</i>	34,381	33,760	33,760	35,851	38,000	32,760	32,760
F8340	105		Personal Services: Meal Allow	-	175	175	133	175	175	175
F8340	106		Personal Services: Longevity  <i>MEO II (50/50)</i> <i>MEO I (75/25)</i>	2,713	2,586	2,699	2,713	2,713	5,363	4,038 1,325
F8340	107		Personal Services: Vacation <i>MEO II (50/50) (A/F)</i> <i>MEO I (75/25) (A/F)</i>	99	-	-	3,382	3,382	2,638	2,638
F8340	201		Equipment <i>Leak Detection Correlators</i>	-	-	-	-	-	10,000	10,000
F8340	250		Uniforms <i>700 x 3 = \$2,100.</i>  <i>Caliento, Jones, Traditi</i>	1,400	2,100	2,100	1,696	2,100	2,100	2,100
F8340	420		Materials & Supplies <i>Clamps, tape, pipe joint sealer, couplers,</i> <i>curb stops, bushings, pipe</i> <i>3 yr. avg. = \$64,000</i>	54,950	65,000	66,889	49,250	65,000	65,000	65,000



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8340	460		Contractual Services	13,626	25,000	86,255	73,552	90,255	91,419	
			<i>New York Leak Detection (\$10,000 every other year) Code 53 Markouts (\$500)</i>							29,000
			<i>Generator Maintenance Contract (\$4,000)</i>							
			<i>GIS Mapping updates (\$11,000)</i>							
			<i>HVAC (\$5,000)</i>							
			<i>Tarrytown - Settlement Agreement Water Supply- Due 6/1/2023</i>							40,000
			<i>WC - Village Portion - 5.140% of DEF</i>							22,419
			<i>County Distribution Chamber Buy-In (2015-2038) - 2023 Due 11/1/2023</i>							
F8340	477		Professional Development	160	750	750	275	750	750	
			<i>Seminars for Water Employees: WWWC, AWWA. (required for license) 2 yr./avg. = \$750</i>							750
			<i>4FT Water Employees</i>							
F8340	810		Optical Insurance	876	900	900	876	900	879	
			<i>CSEA Optical</i>							879
F8340	815		Dental Insurance	2,823	5,623	5,623	6,596	7,596	5,803	
										5,803
F8340	816		Ortho -Dental	2,400	-	-	-	-	-	
F8340	820		Hospital Insurance	91,275	82,700	114,423	114,423	114,423	121,350	
			<i>Family (2)</i>							121,350
			<i>Individual (1)</i>							
F8340	831		Disability Insurance	84	106	106	92	106	99	
										99
F8340	840		Retirement & Pension	55,034	44,608	37,603	37,603	37,603	43,852	
			<i>Per NYS Projection 4/1/22-3/31/23</i>							43,852
F8340	850		Social Security	19,500	19,908	19,908	16,355	19,908	31,767	
			<i>DPW-Water</i>							26,216
			<i>5110- MEO I and MEO Split</i>							5,551



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F8340	850	Emerg	Social Security-Emergency <i>Transmission and Distribution-Emergency Overtime</i>	3,817	4,208	4,208	3,567	4,208	4,208	4,208
F8340	850	Sched	Social Security-Sched <i>Transmission and Distribution-Scheduled</i>	2,581	2,583	2,583	2,632	2,700	2,506	2,506
F8340	890		Workers Compensation	30,063	30,775	29,290	29,290	29,290	30,747	30,747
F8340	895		Employee Assistance Program <i>3 FT</i>	131	135	135	135	135	180	180
<b>TOTAL ORG F8340</b>				<b>617,842</b>	<b>633,614</b>	<b>720,102</b>	<b>655,174</b>	<b>731,564</b>	<b>841,020</b>	
<b>F8350 - Tri-Village Cooperative</b>										
F8350	211		Gen Repair and Maintenance <i>VBM Share of 3 Village Operational Expenses</i>	-	5,000	5,000	496	5,000	5,000	5,000
F8350	400		Fees/Permits <i>Matayer Bonding VBM Share of 3 -Vill operational expenses VTT and VSH will have matching expense and revenue NYC DEP- #10192 Executive Blvd Permit-\$9,150 NYC DEPT #3281 Eastview Permit -\$13,900</i>	28,037	28,050	28,147	28,147	28,147	29,500	29,500
F8350	442		Natural Gas -Utility	373	650	650	428	470	500	500
F8350	460		Contractual Services	1,802	-	1,476	1,476	1,476	1,476	
<b>TOTAL ORG F8350</b>				<b>30,211</b>	<b>33,700</b>	<b>35,273</b>	<b>30,547</b>	<b>35,093</b>	<b>36,476</b>	
<b>TOTAL PUBLIC WORKS</b>				<b>3,110,766</b>	<b>3,451,427</b>	<b>3,590,859</b>	<b>3,320,571</b>	<b>3,846,470</b>	<b>3,690,194</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
F1910 - Unallocated Insurance										
F1910	426		Unallocated Insurance <i>General Liability</i> <i>67% GF; 4% Fire; 4% Library; 25% Water</i> <i>\$496,368</i>	108,566	110,125	113,056	114,784	114,784	121,556	121,556
TOTAL ORG F1910				<b>108,566</b>	<b>110,125</b>	<b>113,056</b>	<b>114,784</b>	<b>114,784</b>	<b>121,556</b>	
TOTAL VILLAGE CLERK				<b>108,566</b>	<b>110,125</b>	<b>113,056</b>	<b>114,784</b>	<b>114,784</b>	<b>121,556</b>	
TOTAL FUND F				<b>5,417,113</b>	<b>5,831,549</b>	<b>5,883,789</b>	<b>4,804,886</b>	<b>6,145,275</b>	<b>8,826,826</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**ALL FUNDS GRAND TOTAL**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
			<b>GRAND TOTAL</b>	<b>5,417,113</b>	<b>5,831,549</b>	<b>5,883,789</b>	<b>4,804,886</b>	<b>6,145,275</b>	<b>8,826,826</b>	

VILLAGE OF BRIARCLIFF MANOR  
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## Public Library

The **Briarcliff Manor Public Library** (“the Library”) is well-known in the community and beyond as a warm, welcoming resource. The staff has a well-earned reputation for being friendly, knowledgeable and dedicated. Library services are part of the fabric of the Briarcliff community. The first Briarcliff Library opened in 1914.

**As a NYS-chartered municipal public Library**, the Library is governed by a volunteer Library Board of Trustees which is appointed by the Village Board of Trustees. The Village provides an appropriation for the operation of the Library. The Library Trustees insure that funding is used responsibly in support of the Library’s mission.

By population served and circulation, the Library ranks 28th of the 38 public Libraries in the Westchester Library System. These days, the Library provides a small, well developed collection, a quiet work space and a growing collection of e-books, making the Library number 20 county-wide in e-book circulation. This is an indication of both our patrons' embrace of technology and the Library's commitment to meeting current community needs. To support use of e-books, the Library provides the Libby app, trained staff to assist patrons and popular titles in our local e-book and e-audiobook collection.

**The Library is a ticket to all the services provided by the Westchester Library System.** Briarcliff Library users received over 13,000 items from other Libraries. Without a local Library, Briarcliff Manor residents would not have access to these materials unless the Village contracted with another community.

**Children's and teen services are exemplary** and all offered by a trained, certified youth Librarian, ranking the Library 6th in proportion of children's materials in the collection and number 10 in the number of teen programs county-wide. This small Library hosts two Battle of the Books teams each year, both of which are known to be hard to beat.

**More than just a much-loved, centrally located facility**, the Library is actually an educational institution that provides information services. *Most of the Library's operating budget is focused on Library-specific functions.* As a result, the Library ranks number 7 in proportion of our operating budget spent on our collections. Our proportion of personnel expense is at the median compared with other WLS Libraries.

**What does the Library staff do?** The Library is open 45 hours per week, 10 hours above the NYS minimum standard requirement. Trained Library staff is always on hand to assist at the front

desk. The NYS certified Librarians on staff cover service hours so at least one is available much of the time for more in depth queries. Behind the scenes, staff:

- plans and carefully develops the custom collection;
- prices vendors, processes bills and timesheets;
- helps write required policies;
- does budget and resource planning;
- coordinates and promotes Library programs;
- publishes the online newsletter and
- coordinates adult and high school volunteers.

**Programming is a big part of Library services.** For 2021 reporting, 349 programs were offered, drawing 3,455 attendees. Children's programs and book groups have long been community favorites. The Library is joining forces with community partners to offer more event-like programs and exhibits.

Since the fiscal year started in June, the Library has had over 15,000 visits or an average of 70 per day. Since June 1, 31,689 items have been checked out and 149 new cardholders have signed up, joining the 3,759 "old" cardholders.

**What is in store for the Library's future?** Sixteen residents are serving on our strategic planning committee. Opportunities for the community to provide input on the Library's three-year plan, mission and goals are in the works. The Library Trustees and staff look forward to continuing to provide the very best value in Library services to the community.



# REVENUE DETAIL

LIBRARY FUND (L)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: REVENUE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>L - Library Fund Balance Sheets</b>										
L	0599		Appropriated Fund Balance	-	-	-	-	-	(14,576)	
			<b>TOTAL ORG L</b>	-	-	-	-	-	<b>(14,576)</b>	
<b>L0108 - Revenue - Library</b>										
L0108	2082		Library Charges(Fines) <i>Overdue fines and lost item charges.</i>	(2,856)	(1,200)	(1,200)	(3,184)	(3,200)	(2,400)	(2,400)
L0108	2401		Interest & Earnings	(2)	-	-	(597)	(500)	-	
L0108	2410	2410L	Rental Room/Basement <i>The Historical Society, located on the lower level, pays rent to the Village which is applied to the library budget. The library pays a portion of the expenses.</i>	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)
L0108	2705		Special Rev, Gifts, Donations	(6,123)	-	(4,635)	(4,635)	(5,000)	-	
L0108	2760		Library System Grant <i>Local Library Support Aid (LLSA) is provided by NYS and distributed by Westchester Library System (WLS) in two payments. The larger (90%) payment is received in the fall.</i>	(2,247)	(2,000)	(2,000)	(2,019)	(2,019)	(2,000)	(2,000)
L0108	2770		Other Unclassified Revenue	(508)	(1,000)	(1,000)	(699)	(700)	-	
L0108	2774		Misc.Rev-Empl.Hlth &Dent Reimb <i>annual health costs - 5% (1), 15% (2)</i>	(9,048)	(16,928)	(16,928)	(11,248)	(12,787)	(13,383)	(13,383)
L0108	5031		Interfund - Transfers In <i>Village support for Library</i>	(607,191)	(655,000)	(655,000)	(573,125)	(655,000)	(690,000)	(690,000)
			<b>TOTAL ORG L0108</b>	<b>(630,375)</b>	<b>(678,528)</b>	<b>(683,163)</b>	<b>(597,906)</b>	<b>(681,605)</b>	<b>(710,183)</b>	
			<b>TOTAL LIBRARY</b>	<b>(630,375)</b>	<b>(678,528)</b>	<b>(683,163)</b>	<b>(597,906)</b>	<b>(681,605)</b>	<b>(724,759)</b>	
			<b>TOTAL FUND L</b>	<b>(630,375)</b>	<b>(678,528)</b>	<b>(683,163)</b>	<b>(597,906)</b>	<b>(681,605)</b>	<b>(724,759)</b>	

APPROPRIATIONS  
DETAIL  
LIBRARY FUND (L)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L1420 - Law										
L1420	460		Legal Services	2,000	2,000	2,000	1,667	2,000	5,000	
			<i>Retainer Attributable to Library Fund</i>							2,000
			<i>\$166.67/month</i>							
			<i>Library Attorney</i>							3,000
TOTAL ORG L1420				<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>1,667</b>	<b>2,000</b>	<b>5,000</b>	
L1950 - Taxes and Assessments										
L1950	422		Taxes And Assessments On Prop	366	400	400	418	420	450	
			<i>Westchester County Sewer Tax</i>							450
TOTAL ORG L1950				<b>366</b>	<b>400</b>	<b>400</b>	<b>418</b>	<b>420</b>	<b>450</b>	
TOTAL EXECUTIVE				<b>2,366</b>	<b>2,400</b>	<b>2,400</b>	<b>2,085</b>	<b>2,420</b>	<b>5,450</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L1320 - Auditor										
L1320	460		Audit Service	1,894	1,598	1,598	1,598	1,598	1,781	
			Audit - 4% of \$39,500 (PKF)							1,580
			Audit-Danziger Markoff - GASB 75 \$121 out of \$3,700 Full Year Cycle 22/23 3.26% (A, F, L)							121
			Audit-AUD Submission and Follow up \$80 out of \$2,000 72% (A, F, L)							80
TOTAL ORG L1320				1,894	1,598	1,598	1,598	1,598	1,781	
TOTAL TREASURER				1,894	1,598	1,598	1,598	1,598	1,781	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L7410 - Library Operations										
L7410	101		Personal Services: Full-time <i>LIBRARY DIRECTOR</i>	185,617	192,889	195,889	173,171	195,889	208,571	208,571
			<i>LIBRARIAN I</i>							
			<i>LIBRARY STAFF ASSISTANT</i>							
L7410	103		Personal Services: Part-time <i>\$15.30-\$18.36/hour range for circulation staff; \$21.42/ hour for Library Assistant; \$26.52/hour for Librarian I; \$38/hour for Librarian 2 substitute; and \$16/hour for proposed Library Clerk substitute.</i>	97,235	115,145	117,395	94,066	112,000	127,694	127,694
			<i>Includes 2% cost of living adjustment.</i>							
L7410	106		Personal Services: Longevity	1,025	1,025	1,025	1,025	1,025	1,225	1,225
L7410	206		Special Matching Expenses	6,118	-	4,635	4,583	4,800	-	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L7410	211		Gen Repair And Maintenance	9,568	10,206	11,856	10,515	13,500	14,810	
			<i>Elevator Service Contract shared with CC and Rec.</i>							2,886
			<i>HVAC Services/Repairs</i>							3,000
			<i>J &amp; J Hardware misc. tools, keys, hardware.</i>							200
			<i>Fire Extinguisher Inspection (incl. 5% increase)</i>							126
			<i>Other Repairs for Lighting, Locks, Leaks, and Window hardware</i>							3,000
			<i>Sprinkler Back Flow test for Domestic and Fire Line (incl. 5% increase)</i>							498
			<i>3rd Party Elevator Inspection. One year test in presence of inspector. Was \$516 (Library Share) in May 2021.</i>							
			<i>SRI Sprinkler Inspection Fee - \$3,500 (2021) Completed every 5 year - 2026 is next time it is needed.</i>							
			<i>Locksmith for Children's Room Lock Replacement, if needed.</i>							700
			<i>Tri-State Elevator Service Calls</i>							700
			<i>Carpet and Floor Tile Deep Cleaning, Window Glass and Screen Cleaning</i>							2,000
			<i>Replacement of 1st Floor Reading area and 2nd Floor Hallway Carpeting for Materials</i>							1,000
			<i>Paint Women's Restroom</i>							200
			<i>Estimate for Annual Security Camera Service Calls</i>							500
L7410	231		Office Equipment - Leased	852	852	852	781	852	1,414	
			<i>Estimated new lease for Proposed new copier lease allows for larger paper sizes, color copies, and possibly a self-service/coin box option. Will include toner resulting in reduced office supply expense.</i>							1,414



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L7410	407		Software Maintenance & Support <i>Accounting Software Annual \$53,520- GF-76.3% -WF-21.2%-LF-2.5%</i> <i>Debt Book - Manage Village Leases related to GASB 87 and 96 (\$7,200 - 50%-A/30% -F/20%-L)</i>	575	743	743	574	742	2,764	1,324 1,440
L7410	420		Materials & Supplies <i>Use of consumable supplies (non-office) bathroom paper products and non commercial cleaning supplies</i>	1,351	1,700	834	833	834	1,700	1,700
L7410	428		Office Supplies <i>Book and media processing supplies, printer ribbons/tapes, copier paper, toner, inkjets + office supplies. Reduction from \$6000 due to proposed new copier lease.</i>	4,959	6,000	5,000	4,016	6,000	5,000	5,000
L7410	430		Stationery And Printing <i>Stationary and Printing. Used for signage or special handouts.</i>	4	110	110	110	110	110	110
L7410	439		Building Improvements <i>Shelving or closet for program equipment and supply storage.</i>	-	-	-	-	-	1,000	1,000
L7410	440		Utilities-Electricity	19,383	23,172	23,172	15,569	17,915	18,000	18,000
L7410	442		Natural Gas -Utility <i>Natural Gas - Utility</i>	7,683	7,300	7,300	6,403	8,119	8,200	8,200
L7410	446		General Postage <i>General correspondence</i>	64	50	50	7	50	50	50
L7410	450		Telephone <i>LanLine and Dedicated Fax line</i> <i>Anticipated service calls</i>	2,188	1,919	2,219	2,107	2,179	1,856	1,856





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L7410	460		Contractual Services	14,779	7,291	14,291	9,010	14,291	9,899	
			Monthly cleaning contract with "Superior"							6,979
			Cleaning, 3 full cleanings per week @							
			584.83/ +5%							
			Allowance for additional cleaning							2,200
			Logically data storage fee for business office							720
			computer							
L7410	461		Contractual Services - WLS	40,632	46,697	46,697	34,298	46,697	49,439	
			June - December 2023. WLS Integrated							24,122
			Library System and specialized annual IT							
			services agreement. The WLS contract							
			includes circulation & public use computers,							
			ILS system, databases, enhanced wi-fi, and							
			training/support.							
			Estimate for IT services agreement for							18,092
			January-May 2024							
			WLS App for catalog							500
			Fee for 25 email accounts (now included in							
			WLS IT service fee)							
			ILS Maintenance (now included in annual							
			WLS IT Service fee)							
			Our share of WLS subsidized digital content.							2,625
			Wireless (now included in annual WLS IT							
			Service fee)							
			Mobility and Comm (now included in annual							
			WLS IT Service fee)							
			Enhanced Wireless (now included in annual							
			WLS IT Service fee)							
			Mobile App (now included in annual WLS IT							
			Service fee)							
			Self check out application							600
			Self check out support							1,500
			Two ILS laptops for remote work							2,000



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L7410	468		Dues & Subscriptions <i>PLDA Annual Dues</i> <i>Civil Service fees</i>	80	225	225	121	121	25	25
L7410	468	ELEC	Electronic Dues& Subscriptions <i>Web hosting/domain use</i> <i>ZOOM - Two accounts through Village @ \$20/month</i> <i>Vimeo -- for videos on website</i> <i>Reservations app for website @ \$30/month</i> <i>Constant Contact for Listserv</i> <i>New Website - One time expense</i>	520	4,495	1,697	1,394	3,397	6,145	65 240 240 360 240 5,000
L7410	471		Alarm Monitoring <i>Marshall Alarm Security Monitoring, billed quarterly</i> <i>Marshall Alarm fire monitoring, billed quarterly</i> <i>Annual Fire Alarm Inspection</i>	751	652	1,970	1,820	1,970	792	328 464
L7410	477		Professional Development <i>New York Library Association (NYLA) certificate program. \$215/person x 4</i>  <i>Civil Service Fees for hiring/changing titles. (\$40x4)</i>	200	615	315	190	480	1,020	1,020
L7410	480		Books & Software <i>Baker &amp; Taylor, most print books.</i> <i>Brodart, standing orders</i> <i>Amazon, specialty items</i>	11,802	15,430	17,680	13,464	15,680	19,613	18,813 600 200
L7410	480	ELEC	Electronc-Books & Software <i>OverDrive, e-books, e-audio.</i>	10,000	19,000	17,000	8,000	17,000	20,000	20,000
L7410	481		Video Tapes/DVDs	2,710	3,000	3,000	1,352	3,000	3,000	3,000



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L7410	482		Periodicals & Magazines <i>Includes popular magazines for patron use, newspapers and one professional publication</i>	4,167	4,700	4,700	4,334	4,700	5,100	5,100
L7410	483		Children's Programs <i>Summer Reading program, children's program supplies</i>	3,188	3,170	3,170	1,781	3,170	3,170	3,170
L7410	484		Books on Tape <i>Music CDs CD Audio Books</i>	2,733	1,500	1,500	1,363	1,500	1,500	300 1,200
L7410	486		Adult Programs-Library <i>Increase to support growing demand for community building and partnering programs</i>	510	500	800	669	800	1,500	1,500
L7410	499		Contingent Account <i>10% of operating budget-Removed as per BOT - General Fund will serve as contingency.</i>	-	8,840	2,868	-	2,000	-	
L7410	805		Medicare Reimbursement <i>Medicare Reimbursement.</i>	3,270	4,083	4,083	1,997	4,083	1,979	1,979
L7410	810		Optical Insurance <i>Benefit for 3 full time staff</i>	805	1,010	1,010	-	600	600	600
L7410	815		Dental/Ortho Insurance <i>Benefit for 3 full time staff</i>	2,521	4,000	4,000	1,413	2,000	1,842	1,842
L7410	816		Ortho -Dental <i>Benefit for 3 full time staff</i>	1,342	2,000	2,000	1,807	2,000	2,220	2,220
L7410	820		Hospital Insurance <i>Family (3) 23-24 PcoriAdmin Total Est (\$2,334) Split A/F/L</i>	90,501	102,139	102,139	105,818	105,818	114,782	114,714 68
L7410	825		Hospital Insurance - Retirees <i>Retiree Health Insurance</i>	4,691	4,749	4,749	5,131	5,131	5,751	5,751



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L7410	840		Retirement & Pension <i>Per NYS Projection 4/1/22-3/31/23</i>	42,012	36,498	30,766	30,766	30,766	28,071	28,071
L7410	850		Social Security	21,305	21,903	22,503	19,696	22,503	25,822	25,822
L7410	890		Workers Compensation <i>Est.</i>	718	729	694	694	694	712	712
L7410	891		WorkersCompAssessment <i>Est.</i>	1,750	777	634	634	634	777	777
L7410	895		Employee Assistance Program <i>\$45 for each full time employee</i>	175	135	135	135	135	135	135
<b>TOTAL ORG L7410</b>				<b>597,783</b>	<b>655,249</b>	<b>659,706</b>	<b>559,645</b>	<b>653,185</b>	<b>696,288</b>	
<b>TOTAL LIBRARY</b>				<b>597,783</b>	<b>655,249</b>	<b>659,706</b>	<b>559,645</b>	<b>653,185</b>	<b>696,288</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
L1910 - Unallocated Insurance										
L1910	426		Unallocated Insurance <i>General Liability</i> <i>67% GF; 4% Fire; 4% Library; 25% Water</i> <i>\$496,368</i>	18,958	19,281	19,459	20,103	20,103	21,240	21,240
TOTAL ORG L1910				18,958	19,281	19,459	20,103	20,103	21,240	
TOTAL VILLAGE CLERK				18,958	19,281	19,459	20,103	20,103	21,240	
TOTAL FUND L				621,002	678,528	683,163	583,430	677,306	724,759	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/19/2023**

**ALL FUNDS GRAND TOTAL**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
			<b>GRAND TOTAL</b>	<b>621,002</b>	<b>678,528</b>	<b>683,163</b>	<b>583,430</b>	<b>677,306</b>	<b>724,759</b>	

# REVENUE DETAIL

DEBT FUND (V)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND V - Debt Service Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>V0102 - Revenue - Treasurer</b>										
V0102	2401		Interest & Earnings	(228)	-	-	(104,315)	(110,000)	(45,000)	
			<i>Capital Interest Estimated 23-24</i>							(35,000)
			<i>Estimated Debt Service Funds</i>							(10,000)
V0102	2710		Premium on Obligations	(34,094)	-	-	(31,214)	(31,214)	-	
V0102	2770		Other Unclassified Revenue	(583,192)	(583,192)	(583,192)	(4,665,533)	(4,665,533)	-	
			<i>Special Permit Fees -Club</i>							
V0102	5032		Transfer In- From General Fund	(2,174,112)	(2,526,720)	(2,526,720)	(2,412,376)	(2,526,720)	(4,033,733)	
			<i>DEBT PAYMENTS</i>							(2,781,880)
			<i>Club funds to payoff Debt</i>							(1,251,853)
V0102	5033		Transfer In- From Water Fund	(1,727,077)	(1,746,588)	(1,746,588)	(1,180,963)	(1,746,588)	(4,543,928)	
			<i>DEBT PAYMENTS</i>							(1,475,955)
			<i>Club funds to pay off 2014B Debt - Water only</i>							(3,067,973)
V0102	5034		Transfer In- From Capital Fund	(46,225)	-	-	-	-	-	
			<i>Closed General Capital Projects</i>							
			<i>Closed Water Capital Projects</i>							
<b>TOTAL ORG V0102</b>				<b>(4,564,926)</b>	<b>(4,856,500)</b>	<b>(4,856,500)</b>	<b>(8,394,400)</b>	<b>(9,080,054)</b>	<b>(8,622,661)</b>	
<b>TOTAL TREASURER</b>				<b>(4,564,926)</b>	<b>(4,856,500)</b>	<b>(4,856,500)</b>	<b>(8,394,400)</b>	<b>(9,080,054)</b>	<b>(8,622,661)</b>	





**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/28/2023**

**FUND V - Debt Service Fund**

**RESPONSIBILITY CENTER: REVENUE**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTDActual	2023 PROJECTED	2024 ADOPTED	2024 Detail
<b>V - Debt Service Balance Sheets</b>										
V	0599		Appropriated Fund Balance	-	-	-	272,694	-	(4,462,034)	
			<i>Appropriated FB - Available Club Funds, Premiums and Interest</i>							(142,208)
			<i>Available Club Funds to pay off General and Water portions of 2014B</i>							(4,319,826)
<b>TOTAL ORG V</b>				-	-	-	<b>272,694</b>	-	<b>(4,462,034)</b>	
<b>TOTAL REVENUE</b>				-	-	-	<b>272,694</b>	-	<b>(4,462,034)</b>	
<b>TOTAL FUND V</b>				<b>(4,564,926)</b>	<b>(4,856,500)</b>	<b>(4,856,500)</b>	<b>(8,121,706)</b>	<b>(9,080,054)</b>	<b>(13,084,695)</b>	

# APPROPRIATIONS DETAIL

DEBT SERVICE (V)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**FUND V - Debt Service Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
V9710 - Serial Bonds										
V9710	610		Serial Bonds (Principal) <i>General Fund 1,804,635</i> <i>Water Fund 1,211,221</i> <i>2014B Water and General Fund Principal</i> <i>Payoff 10/15</i>	2,900,000	3,149,000	3,149,000	2,580,000	3,149,000	7,274,769	3,015,856 4,258,913
			<i>General Fund 1,234,201</i> <i>Water Fund 3,024,712</i>							
V9710	710		Serial Bonds Interest Exp <i>General Fund 977,245</i> <i>Water Fund 264,734</i> <i>2014B Interest due at Payoff 10/15</i> <i>Gen Fund - 17,652</i> <i>Water Fund - 43,260</i>	1,001,188	1,124,308	1,124,308	1,013,338	1,124,308	1,302,891	1,241,979 60,912
TOTAL ORG V9710				3,901,188	4,273,308	4,273,308	3,593,338	4,273,308	8,577,660	
V9901 - Interfund Transfers										
V9901	950		Transfer To Gen Fund- <i>2022A &amp; B Premiums, Earned Interest</i> <i>Closed Capital Projects 21/22</i> <i>Debt Fund-Fund Balance</i> <i>Club Funds -Payoff General Fund 2014B</i>	774,610	545,715	545,715	20,262	545,715	1,439,062	43,714 50,433 93,062 1,251,853
V9901	960		Transfer to Wtr Fund- <i>Club Monies - Transfer to Water to pay off</i> <i>2014B</i>	342,329	310,171	310,171	312,114	312,114	3,067,973	3,067,973
TOTAL ORG V9901				1,116,939	855,886	855,886	332,376	857,829	4,507,035	
TOTAL TREASURER				5,018,128	5,129,194	5,129,194	3,925,715	5,131,137	13,084,695	
TOTAL FUND V				5,018,128	5,129,194	5,129,194	3,925,715	5,131,137	13,084,695	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/28/2023**

**ALL FUNDS GRAND TOTAL**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2022 ACTUAL	2023 ORIGINAL	2023 REVISED	2023 YTD ACTUAL	2023 PROJECTED	2024 ADOPTED	2024 Detail
			<b>GRAND TOTAL</b>	<b>5,018,128</b>	<b>5,129,194</b>	<b>5,129,194</b>	<b>3,925,715</b>	<b>5,131,137</b>	<b>13,084,695</b>	

VILLAGE OF BRIARCLIFF MANOR  
SCHEDULE OF DEBT SERVICE PAYMENTS  
FOR THE YEAR ENDING MAY 31, 2024

Debt Service 2023-24  
As of January 11, 2023

PURPOSE	ORIGINAL ISSUANCE YEAR	DESCRIPTION/ REFUND YEAR	1ST PAY DUE DATES	2ND PAY DUE DATES	PAYEE	1ST PAY PRINCIPAL AMOUNT	EFC ADMIN FEE (Due 7/15) & 2ND PAY PRINCIPAL AMOUNT	1ST PAY INTEREST AMOUNT	2ND PAY INTEREST AMOUNT	TOTAL	Comments
WATER FUND BONDS:											Charge F1380.497 for Admin Fee
PUBLIC IMPROVEMENT BOND	2014A	2020C Refunded	8/1/2023	2/1/2024	DEPOSITORY TRUST CO.		\$ 157,490.00	\$ 13,153.51	\$ 13,153.51	\$ 183,797.02	
PUBLIC IMPROVEMENT BOND	2011	2019 Refunded	9/1/2023	3/1/2024	DEPOSITORY TRUST CO.	\$ 24,525.00		\$ 5,259.14	\$ 4,768.64	\$ 34,552.78	
WATER IMPROVEMENT BOND	2012	EFC	11/1/2023	5/1/2024	M&T Bank -EFC		\$ 5,532.00	\$ 51,862.90	\$ 51,862.90	\$ 109,257.80	
PUBLIC IMPROVEMENT BOND	2008A	2020B Refunded	9/1/2023	3/1/2024	DEPOSITORY TRUST CO.	\$ 18,343.00		\$ 3,147.15	\$ 2,688.58	\$ 24,178.73	PAYOFF WITH CLB \$
WATER IMPROVEMENT BOND -PP Club	2014B	BONDS	10/15/2023	4/15/2024	DEPOSITORY TRUST CO.		\$ -			\$ -	
PUBLIC IMPROVEMENT BOND	2004 & 2006A	2015 Refunded	10/1/2023	4/1/2024	DEPOSITORY TRUST CO.	\$ 355,357.00		\$ 12,804.99	\$ 9,251.42	\$ 377,413.41	
WATER IMPROVEMENT BOND	2020	BONDS	8/1/2023	2/1/2024	DEPOSITORY TRUST CO.		\$ 44,723.00	\$ 12,751.43	\$ 12,751.43	\$ 70,225.86	
WATER IMPROVEMENT BOND	2021	BONDS	9/15/2023	3/15/2024	DEPOSITORY TRUST CO.	\$ 13,521.00		\$ 4,549.83	\$ 4,211.81	\$ 22,282.64	Premium Revenue offset = \$13,852.42
TOTALS BY COLUMNS						\$ 926,746.00	\$ 207,745.00	\$ 103,528.95	\$ 98,688.29	\$ 1,336,708.24	MUNS F9901-950/V0102-5033 (less EFC ADMIN FEE-\$5,532) (1,745,639.16)
TOTAL WATER BOND DEBT PRINC				\$ 1,128,959.00	TOTAL WATER BOND DEBT INTEREST	\$ 202,217.24	TOTAL WATER BOND DEBT ADMIN CHARGES (EFC)	\$ 5,532.00	TOTAL WATER BONDED DEBT PRINC/INT/ADMIN	\$ 1,336,708.24	

WATER FUND INFRASTRUCTURE (TARRYTOWN SETTLEMENT) (WESTCHESTER IMA)	Agreement/ IMA Year	BOND DESCRIPTION	1ST PAY DUE DATES	2ND PAY DUE DATES	PAYEE	1ST PAY PRINCIPAL AMOUNT	1ST PAY INTEREST AMOUNT	2ND PAY INTEREST AMOUNT	TOTAL	Comments
TARRYTOWN WATER INFRASTRUCTURE LEASE	2015	SETTLEMENT	6/1/2023		VILLAGE OF TARRYTOWN	\$ 40,000.00	\$ 2,787.87		\$ 42,787.87	P (F8340-460) I (9785-700)
DEPT OF ENVIRONMENTAL FACILITIES LEASE- WC 5.14% -	2010	IMA	6/1/2023	11/1/2023	DEPT OF ENVIR CON	\$ 7,437.66	\$ 3,788.81	\$ 3,640.79	\$ 14,867.26	P (F8320-460) I (9785-700)
SOURCE SUPPLY										
DEPT OF ENVIRONMENTAL FACILITIES LEASE- WC 5.14% -	2010	IMA	11/1/2023		DEPT OF ENVIR CON	\$ 22,418.74	\$ 15,276.35		\$ 37,695.09	P (F8340-460) I (9785-700)
DISTRIBUTION CHAMBER										
TOTALS BY COLUMNS						\$ 69,856.40	\$ 21,853.03	\$ 3,640.79	\$ 95,350.22	
TOTAL WATER LEASE PRINCIPAL						\$ 69,856.40	TOTAL WATER LEASE INTEREST	\$ 25,493.82	TOTAL WATER LEASE PRINCIPAL AND INTEREST	\$ 95,350.22

GENERAL FUND BONDS:	ORIGINAL ISSUANCE YEAR	BOND DESCRIPTION	1ST PAY DUE DATES	2ND PAY DUE DATES	PAYEE	1ST PAY PRINCIPAL AMOUNT	2ND PAY PRINCIPAL AMOUNT	1ST PAY INTEREST AMOUNT	2ND PAY INTEREST AMOUNT	TOTAL	Comments
PUBLIC IMPROVEMENT BOND	2014A	2020C Refunded	8/1/2023	2/1/2024	DEPOSITORY TRUST CO.		187,510.00	\$ 15,660.87	\$ 15,660.87	\$ 218,831.74	PAYOFF WITH CLB \$
PUBLIC IMPROVEMENT BOND	2011	2019 Refunded	9/1/2023	3/1/2024	DEPOSITORY TRUST CO.	245,475.00		\$ 52,640.86	\$ 47,731.36	\$ 345,847.22	
PUBLIC IMPROVEMENT BOND	2008A	2020B Refunded	9/1/2023	3/1/2024	DEPOSITORY TRUST CO.	346,657.00		\$ 59,477.85	\$ 50,811.42	\$ 456,946.27	
PUBLIC IMPROVEMENT BOND w/comfort station	2014B	BONDS	10/15/2023	4/15/2024	DEPOSITORY TRUST CO.					\$ -	
PUBLIC IMPROVEMENT BOND	2004& 2006A	2015 Refunded	10/1/2023	4/1/2024	DEPOSITORY TRUST CO.	409,643.00		\$ 17,001.26	\$ 12,904.83	\$ 439,549.09	
PUBLIC IMPROVEMENT BOND	2020	BONDS	8/1/2023	2/1/2024	DEPOSITORY TRUST CO.		375,277.00	\$ 106,998.57	\$ 106,998.57	\$ 589,274.14	
PUBLIC IMPROVEMENT BOND	2021	BONDS	9/15/2023	3/15/2024	DEPOSITORY TRUST CO.	136,479.00		\$ 45,925.17	\$ 42,513.20	\$ 224,917.37	
PUBLIC IMPROVEMENT BOND	2022A	BONDS	11/1/2023	5/1/2024	DEPOSITORY TRUST CO.	-	85,000.00	\$ 62,668.75	\$ 62,668.75	\$ 210,337.50	
PUBLIC IMPROVEMENT BOND	2022B	BONDS	9/15/2023	3/15/2024	DEPOSITORY TRUST CO.	20,739.00		\$ 205,713.34	\$ 103,890.63	\$ 330,342.97	
TOTALS BY COLUMNS						\$ 1,158,993.00	\$ 647,787.00	\$ 566,086.67	\$ 443,179.63	\$ 2,816,046.30	
TOTAL GENERAL BOND DEBT PRINCIPAL				\$ 1,806,780.00	TOTAL GENERAL BOND DEBT INTEREST		\$ 1,009,266.30	TOTAL GENERAL BONDED DEBT PRINC/INT		\$ 2,816,046.30	MUNIS A9901-940/V0102-5032