

# **VILLAGE OF BRIARCLIFF MANOR**

**2024-2025**

## **ADOPTED OPERATING BUDGET**

**MAYOR**

**STEVEN VESCI**

**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 19, 2024

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 24/25. 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 2.58% or \$359,267. For context, as you review the budget, a 1.00% increase to the cap equates to roughly \$139,467.52.

By comparison, last years' levy was 2.06%, or \$268,335. This Tentative Budget as proposed includes a tax levy increase of 10.73% for a total tax levy increase of \$1,496,853; this is 8.15% or \$1,137,585 over the cap threshold. It should be noted that this already reflects a tax relief inclusion of \$180,000 in General Fund Balance and \$93,000 in Debt Service Balance has been applied as a tax relief measure. Additionally, the Board and public should be aware that in FY 23/24 we included roughly \$250,000 in Debt Service Fund Balance as tax relief – the reduction to \$93,000 (which reflects dwindling Debt Service Fund Balance) contributes to the lost revenue/tax relief that was previously available for future tax relief.

When reviewing this budget, you'll see that expenditures are increasing, while revenues are decreasing. 23/24 revenues are inclusive of paying of debt through

balances on the books, so for a truer review of revenue loss, its best to look at 22/23 versus the proposed 24/25 budget (although in 22/23 revenues included over \$400K in ARPA money).

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 3% from last February. Inflationary increases have continued to impact the Village's expense accounts, including health insurance, pensions, personnel costs, equipment, contracts, and more. Additional detail on these items can be found in the Expenditures section and Special Budget Considerations of this management letter. Simply put, the Village needs to find new revenues, expand land use development options to increase overall taxable assessed value, or exceed the tax cap which is imposed upon us by New York State to keep the budget balanced and on solid financial footing year over year.

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

This years' budget brings a Union Contract Expiration (CSEA DPW, Parks). As active negotiations will begin in June of 2024, all cost of living increase assumptions for both these union personnel and non-union personnel have been accounted for in Contingency for negotiation purposes.

Health insurance continues to be a larger driver of the Village budget. This year, retiree health expenses are slated to increase well over \$300K. Retirees currently do not contribute into retirement. The continued pace of retirements and replacement employees will continue this trend into the future. New non-union hires (as of mid-2023) will be required to contribute 15% towards health premiums after retirement. While these changes will be helpful to the Village, the positive effects will not be felt for at least a decade or more.

Overall, health insurance costs continue to increase on average between all plans about 10% year over year. One of the main reasons for the overall health insurance cost increase is due to the actual rate increase in January 2024 going to 9% compared to budgeted increase of 7%. In addition, even with reducing our 1<sup>st</sup> pass rate increases from 9% to 8%, we are seeing an overall compounded increase of \$198K, approximately 11% above last year's budget.

The Village's estimated pension payment to New York State also increased by nearly \$163K. This is a cost outside of the Village's control. It is important to note

that the retirement calculations are based on salaries from 4/1/22-3/31/2023. Retiree salaries after 3/31/2023 through 3/31/2024 will be reflected in subsequent years. The positive news here is that the Village has hired numerous police officers and DPW personnel that are in higher retirement tiers. We are hopeful that this will lead to either lower pension costs, or a slowdown of increases to pension costs in 25/26 and 26/27 as we begin paying a smaller percentage for higher tiered employees. Please note that the retirement system tiers are controlled by New York State and all full-time employees are obligated to join (unless they have previously retired and are over age 65). Persons who are less than full-time may join at their option.

The Village is making several operational & financial changes which are incorporated in this Tentative Budget as follows and may be viewed as discretionary choices:

- One Additional Weekend Leaf Pick Up (\$10,000) to speed up Fall clean-up
- Advisory Board Fund (\$3,000)
  - o To be used for public education expenses (flyers, banners, etc.) or nominal programming/event setup
- Laborer Addition (Half-Year, Full-Time, to be 3 new heads over 3 years)
  - o Further detailed below
- Additional \$10,000 to BOT Special Projects with \$20K of the \$50K committed for securing a Sustainability Contractor at \$20/hour, 20 hours a week.
- \$10,000 in Software for Cybersecurity Monitoring

### *Laborer Plan*

The Department of Public Works has lost 5 worker positions since 2010. Their work load, residents' expectations and BOT/Manager expectations have increased substantially since then. This is particularly with their ability to get work completed in-house for both special infrastructure projects and building maintenance duties. Please also keep in mind that for sanitation, when employees are out, they are backfilled which impacts other operations and projects. Current sanitation operations as a whole also result in a loss of over 1,000 working hours, nearly half a full-employee. These factors and general operations force major projects to be completed only between the months of January to March (excluding projects completed on overtime)

To combat the above and permit the Village to produce more in-house work on a year-round basis, I am recommending that the Village hire over the next two-three years, 3 additional laborers, and at the end of this hiring, move three existing personnel into a Joint-Construction Services crew. This three-person team (newly promoted foreman and two workers) will act as the Village's skilled construction crew on a year-round basis accomplishing projects with the three new hires (and any other potential promotions), and acting as a back-fill to these employees lost within the other divisions of Public Works.

Here are some illustrative examples of work that would be completed by this construction crew:

- Backlogged drainage work throughout the Village
- Additional fire hydrant replacement
- Repairing more catch basins
- Trail blazing in Pine Road Park or other parks (trail plan)
- Building of Comfort Station at Chilmark Park (Composable)
- Building of Comfort Station at remaining parks
- Sidewalk expansion (areas TBD)
- Additional interior building improvements (floor replacement, carpet replacement, painting, bathroom renovations, LED light replacement)
- Field Renovations (with drainage designed either in or out of house)

The plan would be to hire/add a full-time employee each year, hired in December or January, for budget smoothing purposes (e.g. in December 2024, hire FT Laborer, December of 25, December of 26), so the head count will be as follows 24/25 - .5 Laborer, 25/26 1.5 Laborer, 26/27 2.5 Laborer, 27/28 3 Laborer (full-time) with estimated costs below each budget.

1<sup>st</sup> Year (this budget) - \$55,000

2<sup>nd</sup> Year - \$175,000 (\$120,000 "new" money)

3<sup>rd</sup> Year - \$295,000 (\$125,000 "new" money)

4<sup>th</sup> Year - \$340,000 (\$50,000 "new" money)

*Additional Promotional Salary for new Foreman and persons promoted in other titles would need to be negotiated and are not represented above, but is a significantly smaller percentage when compared to the above 4<sup>th</sup> year numbers.*

## 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 \$192M+, and the Town of Mt. Pleasant section saw a \$16.8M **increase**. This is good news for Village residents as a whole. For those who reside in the Town of Ossining section as the spread in value, with the tentative tax levy increase as proposed, tax rates would be approximately \$6.16/ thousand compared to \$6.06/thousand from FY 23/24. This results in an average Village tax bill increase of \$88 for those homes located in Ossining assuming your home value did not change year over year.

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 to the total town assessment value in order to properly apportion the Village's tax levy to each town. Each year the equalization rate decreases, creating a disparity in how the tax levy changes impact these homes. Even with a small assessment gain for 24-25, the proverbial pie by which taxes are based and distributed has only grown in small proportion, resulting in homeowners taking on larger increase in their tax bill as compared to the Town of Ossining. Based on discussions with NYS Real Property Taxation staff and professionals in the field, this trend is likely to continue.

We have continued to research how to correct this issue. The simple answer is to move the Village to an Assessment Unit. There are caveats and unintended consequences with this from an Operational and Capital cost perspective that may make this cost prohibitive for the Village and the issue requires further study. The Village Manager is seeking further advice on the implementation (non-legal) from an active professional in the field.

## Revenues

Revenues are unfortunately starting to drop. Sales taxes are flat, our pool of funding for interest earnings in the General Fund is budgeted to be slightly lower due to expected drops in the interest rates, and our Debt Service interest earning potential has shrunk due to the positive action of reducing the Village's overall Debt portfolio when we paid off the General and Water Fund Debt related to the 2014B Bond; Aid to Municipalities (State Aid) has remained flat for well over a decade; and fines and forfeitures continue to flatten out as well.

Revenue Losses include:

- Mortgage Tax - \$115K related to overall reduced inventory and increased interest rates
- \$92,000 Transfer in from Debt Service (Excluding \$1.2M 23/24 Transfer for Bond payoff)
- \$27,000 Transfer in from Water Revenue
- \$26,890 Adult and Youth Tennis

Revenue Increases include:

- \*NEW\* Hotel Room Tax - \$29,000
- Ambulance Revenue -\$70,859
- Bank Interest - \$67,000
- Estimated CHIPS Increase - \$24,207
- Police Off-Duty Fees - \$20,000
- Cell Tower (contractual increase) - \$17,000
- Pool Revenue - \$15,000
- Court Fines and Fees - \$10,000

Relative to revenues, the Village has been consistently reducing its reliance on interfund revenue (transfers from Water Fund and Debt Fund) as tax relief. While some nominal amount is warranted, a reliance can become problematic when surpluses or revenue sources decrease beyond what is anticipated.

## **Expenditures**

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

- Anticipated Tax Certioraris are remaining at \$100,000.
- Personnel Costs (Salary), due to contractual increases for Police, Step Increases for CSEA (DPW) is slated to increase approximately \$252,676
  - o This does not include DPW COLA adjustments as they are out of contract (see special considerations)
  - o This also does not include non-union COLA adjustments (see special considerations)

- This includes 1 additional DPW Laborer as part of an overall plan to expand DPW forces to perform more labor and projects in-house overtime
- Ambulance Fly Car, Increased Rate \$31,556
- Contractual EMT Services - \$20,000 related to billing change, offset by revenue
- Liability Insurance increase 5% - \$26,967
- Police Software and Equipment Replacement Program for \$19K Tasers, Interview room recording equipment and body cameras.
- Information Systems - \$24,700K
  - \$10K increase Village IT Support – correction to PY budget
  - \$10K additional Cyber Security
  - Estimated 5% increase on IT contract
- Major increases are in Health, Debt Service, Pension (see special considerations)

## **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 Water Fund as a whole has been either barely breaking even, or running at a loss for a few years. At this time, it is prudent to review the water rates which have remain unchanged for the lowest water tier for some time. The Village Board should also consider making it a regular policy to increase water rates at a minimum of the same percentage we are seeing increases in the purchase price of water from the New York City Department of Environmental Protection, which is the agency from which the Village is supplied its water. The 23/24 Tentative Budget reflects an increase on inside water rates of 10% based on NYCDEP increases for 2023, 6.72%, and an anticipated increase for 2024, 4%. Further discussions and presentations will be made during the opening Budget Public Hearing.

## **Library Fund**

The Village's Library Board & Director had submitted an Operating Budget requesting approximately \$803,027 in Village support. I am recommending a reduction of \$69,573, for total funding of \$733,454. This includes a request that

they use available Library Fund Balance to help balance their requests. The Library Board has control over the use of Fund Balance and will be reviewing if they wish to apply this Fund Balance or if they wish to make other changes to their budget to reduce the use of Fund Balance. This represents an approximate \$40,000 increase to 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 complete with its own brief management letter.

### **Conclusion**

In conclusion, this is another difficult budget year, compounded by continued inflationary increases year over year, non-property tax revenues beginning to flatten 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 3rd Budget as Village Manager/Budget Officer for the Village of Briarcliff Manor. Lastly, special thanks to Village Treasurer Katie Nivins-Mack and Deputy Village Treasurer Nicole Kenneally, 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 2024/25

Prior Levy	13,946,752							
Additional Tax Collected	0							
Total Levy 2022/23	13,946,752	+ 0	- 0 =	13,946,752	1.0023	13,978,830	+ 0 - 0 =	Tort Exclusion Prior Year
Prior fiscal year Levy		Prior Year Reserve offset	Reserve amount		Tax base growth factor			
	13,978,830	X 1.02 =	14,258,406 - 0 =	14,258,406	+ 47,614 =	14,306,020	359,268	
		**Allowable tax levy growth factor		PILOTs - coming fiscal year				

### **Figures calculated and provided by NYS Comptroller**

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

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

# Tax Cap Form

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Village of Briarcliff Manor (550462200520)

Fiscal Year Ending: 05/31/2025

## Summary

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<b>Tax Levy Limit, Before Adjustments and Exclusions</b>	
✓ Real Property Tax Levy FYE 2024	\$13,946,752
✓ Tax Cap Reserve Offset from FYE 2023 Used to Reduce FYE 2024 Levy	\$0
✓ Total Tax Cap Reserve Amount (Including Interest Earned) from FYE 2024	---
✓ Tax Base Growth Factor	1.0023
✓ PILOTs Receivable FYE 2024	---
✓ Tort Exclusion Amount Claimed in FYE 2024	\$0
✓ Allowable Levy Growth Factor	1.0200
✓ PILOTs Receivable FYE 2025	---
✓ Available Carryover from FYE 2024	---
<b>Tax Levy Limit Before Adjustments/Exclusions</b>	<b>\$14,258,406</b>
<b>Adjustments for Transfer of Local Government Functions</b>	
✓ 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>\$14,258,406</b>
<b>Exclusions</b>	
✓ Tort Exclusion	\$0
✓ Teachers' Retirement System Exclusion	\$0
✓ Employees' Retirement System Exclusion	\$5,014
✓ Police and Fire Retirement System Exclusion	\$42,600
<b>Total Exclusions</b>	<b>\$47,614</b>
<b>Your FYE 2025 Tax Levy Limit, Adjusted for Transfers plus Exclusions</b>	<b>\$14,306,020</b>
✓ Total Tax Cap Reserve Amount Used to Reduce FYE 2025 Levy	---
✓ FYE 2025 Proposed Levy, Net of Reserve	\$14,306,020
<b>Difference Between Tax Levy Limit and Proposed Levy</b>	<b>\$0</b>
* Do you plan to override the Tax Cap for FYE 2025 ?	---

## History

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Date and Time	Status Changed To	User
04/21/2023 1:42:51 PM	Form was created (Form Status set to: Unsubmitted)	Kathryn Nivins

# TENTATIVE TAX RATE CHANGE

## 2024/25 Budget **FINAL** Tax Rates

	2020/21	2021/22	2022/23	2023/24	2024/25-Final
<b>TOTAL GF APPROPRIATIONS</b>	\$ 18,198,558	\$ 18,577,855	\$ 20,340,806	\$ 22,013,241	\$ 22,277,439
<b>TOTAL NON-TAX REVENUES</b>	\$ 6,580,730	\$ 6,084,590	\$ 7,142,424	\$ 7,886,489	\$ 6,759,445
<b>Approp/Overlay/Other Funds</b>	\$ -	\$ -	\$ 180,000	\$ 180,000	\$ 180,000
<b>TOTAL TAXATION</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25-Final</b>
<b>Appropriations</b>	18,198,558	18,577,855	20,340,806	22,013,241	22,277,439
<b>Revenues</b>	6,580,730	6,084,590	7,142,424	7,886,489	6,759,445
<b>Fund Balance Tax Relief</b>	-	-	180,000	180,000	180,000
<b>Open Space Reserves</b>					
<b>Budget Overlay</b>					
<b>Tax Levy</b>	11,617,828	12,493,265	13,018,382	13,946,752	15,337,994
<b>Total Percent Increase over PY</b>	<b>2.77%</b>	<b>7.54%</b>	<b>4.20%</b>	<b>7.13%</b>	<b>9.98%</b>
<b>Allowable Tax Cap Increase</b>	<b>2.77%</b>	<b>4.58%</b>	<b>4.20%</b>	<b>2.06%</b>	<b>2.58%</b>
<b>Over/under Tax Cap</b>	<b>0.00%</b>	<b>2.96%</b>	<b>0.00%</b>	<b>5.07%</b>	<b>7.40%</b>
<b>TOWN OF OSSINING-Median Home Assessment 2023= \$876,100</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>
<b>Percent of Village assessment</b>	<b>91.34830%</b>	<b>91.36900%</b>	<b>90.79074%</b>	<b>91.22184%</b>	<b>91.28573%</b>
<b>Appropriations</b>	16,624,074	16,974,400	18,467,569	20,080,883	20,336,122
<b>Revenues</b>	6,011,385	5,559,429	6,484,660	7,194,200	6,170,409
<b>Apportioned Fund Balance Relief</b>	-	-	163,423	164,199	164,314
<b>Tax Levy</b>	10,612,689	11,414,971	11,819,486	12,722,484	14,001,399
<b>Assess Valuation</b>	1,928,481,955	1,983,334,779	1,951,389,437	2,098,876,389	2,291,266,193
<b>Tax Rate Per \$1,000 of Valuation</b>	<b>Assessed</b> 5.50	5.76	6.0569589	6.0615689	<b>6.11077</b>
<b>Dollar Increase</b>	(0.03)	0.25	0.30	0.00	<b>0.05</b>
<b>Percentage Increase</b>	-0.49%	4.58%	5.24%	0.08%	<b>0.81%</b>
<b>Avg Tax increase/Decrease</b>	<b>\$ (19.36)</b>	<b>\$ 182.16</b>	<b>\$ 217.67</b>	<b>\$ 3.63</b>	<b>\$ 43.10</b>
<b>Median Home Assessment</b>	<b>\$ 712,042</b>	<b>\$ 712,953</b>	<b>\$ 721,921</b>	<b>\$ 787,469</b>	<b>\$ 876,100</b>
<b>Avg Tax Bill</b>	<b>\$ 3,914.49</b>	<b>\$ 4,103.36</b>	<b>\$ 4,372.65</b>	<b>\$ 4,773.30</b>	<b>\$ 5,353.65</b>

<b>TOWN OF MT PLEASANT- Median Home Assessment 2023= \$9,158 (FMV 810,442)</b>	<b>1.40%</b>	<b>1.37%</b>	<b>1.31%</b>	<b>1.21%</b>	<b>1.13%</b>
<b>Percent of Village assessment</b>	<b>8.65170%</b>	<b>8.63100%</b>	<b>9.20926%</b>	<b>8.77816%</b>	<b>8.71427%</b>
<b>Appropriations</b>	1,574,484	1,603,455	1,873,237	1,932,358	1,941,317
<b>Revenues</b>	569,345	525,161	657,764	692,289	589,036
<b>Apportioned Fund Balance Relief</b>	-	-	16,577	15,801	15,686
<b>Tax Levy</b>	1,005,139	1,078,294	1,198,896	1,224,268	1,336,595
<b>Assess Valuation</b>	2,557,081	2,566,723	2,592,975	2,443,862	2,471,623
<b>Tax Rate Per \$1,000 of Valuation</b>	<b>Assessed</b> 393.08	420.11	462.36	500.96	<b>540.77606</b>
<b>Dollar Increase</b>	10.42	27.02	42.26	38.59	<b>39.82</b>
<b>Percentage Increase</b>	2.72%	6.88%	10.06%	8.35%	<b>7.95%</b>
<b>Avg Tax increase/Decrease</b>	<b>\$ 101.62</b>	<b>\$ 247.27</b>	<b>\$ 393.00</b>	<b>\$ 355.06</b>	<b>\$ 364.67</b>
<b>Median Home Assessment</b>	<b>\$ 9,752</b>	<b>\$ 9,150</b>	<b>\$ 9,300</b>	<b>\$ 9,200</b>	<b>\$ 9,158</b>
<b>Converted FMV</b>	<b>\$ 696,571</b>	<b>\$ 667,883</b>	<b>\$ 709,924</b>	<b>\$ 760,331</b>	<b>\$ 810,442</b>
<b>Avg Tax Bill</b>	<b>\$ 3,833.36</b>	<b>\$ 3,843.96</b>	<b>\$ 4,299.98</b>	<b>\$ 4,608.80</b>	<b>\$ 4,952.43</b>

# SALARIES

## VILLAGE ADMINISTRATION SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2024/2025

ADMIN TITLES FY 24/25		EXPENSE ALLOCATIONS		A-% Allocation	F-% Allocation	HIRE DATE	YRS. OF SERVICE	CURRENT SALARY	0%	NEW SALARY FY 24/25	ADDITIONAL COMPENSATION (Longevity/Vacation Buyout)	BENEFITS (Retirement/EAP /Health)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSES		
COURT CLERK	100% A1110			100.00%	0.00%	5/1/2001	23.68	\$ 88,935.00	-	\$ 88,935.00	\$ 1,225.00	\$ 55,938.00	\$ 146,098.00	\$ 7,205.00	\$ 153,303.00		
OFFICE ASST-AUTOMATED SYS*	100% A1110			100.00%	0.00%	2/19/2018	6.87	\$ 60,000.00		\$ 60,000.00	\$ -	\$ 46,334.00	\$ 106,334.00	\$ 4,794.00	\$ 111,128.00		
VILLAGE JUSTICES (2 PT)	100% A1110			100.00%	0.00%			\$ 19,462.00	-	\$ 19,462.00	\$ -	\$ -	\$ 19,462.00	\$ 1,557.00	\$ 21,019.00		
	<b>VILLAGE JUSTICE DEPARTMENT TOTALS</b>							<b>\$ 168,397.00</b>	-	<b>\$ 168,397.00</b>	<b>\$ 1,225.00</b>	<b>\$ 102,272.00</b>	<b>\$ 271,894.00</b>	<b>\$ 13,556.00</b>	<b>\$ 285,450.00</b>		
VILLAGE MANAGER	50% (A1230)/50% (F8310)			50.00%	50.00%	11/15/2021	3.13	\$ 180,250.00	-	\$ 180,250.00	\$ -	\$ 42,929.00	\$ 223,179.00	\$ 13,681.00	\$ 236,860.00		
SECRETARY TO VILLAGE MANAGER	75% (A1230)/25%(A1410)			75.00%	25.00%	7/9/2012	12.49	\$ 93,444.00		\$ 93,444.00	\$ 1,225.00	\$ 34,119.00	\$ 128,788.00	\$ 7,565.00	\$ 136,353.00		
	<b>EXECUTIVE DEPARTMENT TOTAL</b>							<b>\$ 273,694.00</b>	-	<b>\$ 273,694.00</b>	<b>\$ 1,225.00</b>	<b>\$ 77,048.00</b>	<b>\$ 351,967.00</b>	<b>\$ 21,246.00</b>	<b>\$ 373,213.00</b>		
SENIOR ACCOUNT CLERK	50% (A1325)/50% (F8310)			50.00%	50.00%	4/23/2007	17.70	\$ 91,984.00	-	\$ 91,984.00	\$ 1,025.00	\$ 56,452.00	\$ 149,461.00	\$ 7,433.00	\$ 156,894.00		
OFFICE ASSISTANT-FINANCIAL	50% (A1325)/50% (F8310)			50.00%	50.00%	3/10/2003	21.83	\$ 85,241.00	-	\$ 85,241.00	\$ 1,225.00	\$ 32,642.00	\$ 119,108.00	\$ 6,909.00	\$ 126,017.00		
TREASURER/TAX COLLECTOR*	50% (A1325)/50% (F8310)			50.00%	50.00%	3/1/2020	4.84	\$ 152,857.00	-	\$ 152,857.00	\$ 5,880.00	\$ 64,108.00	\$ 222,845.00	\$ 12,684.00	\$ 235,529.00		
DEPUTY TREASURER*	50% (A1325)/50% (F8310)			50.00%	50.00%	12/4/2023	1.08	\$ 95,000.00	-	\$ 95,000.00	\$ -	\$ 27,584.00	\$ 122,584.00	\$ 7,591.00	\$ 130,175.00		
	<b>TREASURER DEPARTMENT TOTAL</b>							<b>\$ 425,082.00</b>	-	<b>\$ 425,082.00</b>	<b>\$ 8,130.00</b>	<b>\$ 180,786.00</b>	<b>\$ 613,998.00</b>	<b>\$ 34,617.00</b>	<b>\$ 648,615.00</b>		
VILLAGE CLERK	85% (A1410)/15% (F8310)			85.00%	15%	12/6/2004	20.08	\$ 108,428.00	-	\$ 108,428.00	\$ 1,225.00	\$ 44,253.00	\$ 153,906.00	\$ 8,762.00	\$ 162,668.00		
	<b>VILLAGE CLERK DEPARTMENT TOTALS</b>							<b>\$ 108,428.00</b>	-	<b>\$ 108,428.00</b>	<b>\$ 1,225.00</b>	<b>\$ 44,253.00</b>	<b>\$ 153,906.00</b>	<b>\$ 8,762.00</b>	<b>\$ 162,668.00</b>		
P/T: FIRE DEPARTMENT	P/T-80% A3410/20% A4540			100.00%		8/2/1997	27.43	\$ 20,790.00	5,210.00	\$ 26,000.00	\$ -	\$ -	\$ 26,000.00	\$ 2,078.00	\$ 28,078.00		
	<b>FIRE/AMBULANCE DEPARTMENT TOTALS</b>							<b>\$ 20,790.00</b>	<b>5,210.00</b>	<b>\$ 26,000.00</b>	<b>\$ 2,025.00</b>	<b>\$ -</b>	<b>\$ 26,000.00</b>	<b>\$ 2,078.00</b>	<b>\$ 28,078.00</b>		
PUBLIC WORKS SUPERINTENDENT (Est. Start 6/1)	50% (A1490)/50% (F8310)			50.00%	50.00%	6/1/2024		<b>\$ 169,167.00</b>		<b>\$ 195,000.00</b>	<b>\$ -</b>	<b>\$ 42,453.00</b>	<b>\$ 237,453.00</b>	<b>\$ 13,945.00</b>	<b>\$ 251,398.00</b>		
OFFICE ASST-AUTOMATED SYS	50% (A1490)/50% (F8310)			50.00%	50.00%	6/1/1999	25.60	\$ 73,232.00	-	\$ 73,232.00	\$ 1,225.00	\$ 30,481.00	\$ 104,938.00	\$ 5,951.00	\$ 110,889.00		
GENERAL FOREMAN	75% (A1490)/ 25% (F8310)			75.00%	25.00%	1/20/1993	31.97	<b>\$ 134,246.00</b>	-	<b>\$ 134,246.00</b>	\$ 1,225.00	\$ 64,617.00	\$ 200,088.00	\$ 10,826.00	\$ 210,914.00		
OFFICE ASST-AUTOMATED SYS	33% (A1490)/ 33% (A1440)/ 33% (F8310)			33.33%	33.34%	6/17/2019	5.55	<b>\$ 44,428.22</b>	-	<b>\$ 44,428.22</b>	\$ -	<b>\$ 18,188.84</b>	<b>\$ 62,617.06</b>	<b>\$ 3,552.00</b>	<b>\$ 66,169.06</b>		
OFFICE ASST-AUTOMATED SYS (Est. Start 8/1/2024)	50% (A1490)/50% (F8310)			50.00%	50.00%	8/1/2024		\$ -	-	\$ 53,333.00	\$ -	\$ 24,955.00	\$ 78,288.00	\$ 4,263.00	\$ 82,551.00		
	<b>DPW ADMIN. DEPARTMENT TOTALS</b>							<b>\$ 53,333.33</b>		<b>\$ 421,073.22</b>	<b>\$ -</b>	<b>\$ 500,239.22</b>	<b>\$ 2,450.00</b>	<b>\$ 180,694.84</b>	<b>\$ 683,384.06</b>	<b>\$ 38,537.00</b>	<b>\$ 721,921.06</b>
ENGINEER	60% (A1440)/40% (F8310)			60.00%	40.00%	6/1/2024	0.58	<b>\$ 140,000.00</b>	-	<b>\$ 150,000.00</b>	\$ -	<b>\$ 66,709.00</b>	<b>\$ 216,709.00</b>	<b>\$ 11,985.00</b>	<b>\$ 228,694.00</b>		
OFFICE ASST-AUTOMATED SYS	33% (A1490)/33% (A1440)/ 33% (F8310)			33.33%		6/17/2019	5.55	\$ 22,210.78	-	\$ 22,210.78	\$ -	\$ 9,092.16	\$ 31,302.94	\$ 1,777.00	\$ 33,079.94		
	<b>ENGINEER DEPARTMENT TOTALS</b>							<b>\$ 162,210.78</b>	-	<b>\$ 172,210.78</b>	<b>\$ -</b>	<b>\$ 75,801.16</b>	<b>\$ 248,011.94</b>	<b>\$ 13,762.00</b>	<b>\$ 261,773.94</b>		

## VILLAGE ADMINISTRATION SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2024/2025

ADMIN TITLES FY 24/25		EXPENSE ALLOCATIONS		A-% Allocation	F-% Allocation	HIRE DATE	YRS. OF SERVICE	CURRENT SALARY	0%	NEW SALARY FY 24/25	ADDITIONAL COMPENSATION (Longevity/Vacation Buyout)	BENEFITS (Retirement/EAP /Health)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSES	
BUILDING INSPECTOR (REMOVED)	100% A3620	100%					-			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ASST. BUILDING INSPECTOR (Start Date 8/1/2024)	100% A3620	100%			8/1/2024			\$ -		\$ 83,334.00	\$ -	\$ 44,619.00	\$ 127,953.00	\$ 6,660.00	\$ 134,613.00	
OFFICE ASST-AUTOMATED SYS	50% (A1440)/50% (A3620)	50.00%		10/16/2010	14.22	\$ 75,637.00	-	\$ 75,637.00		\$ 800.00	\$ 53,446.00	\$ 129,883.00	\$ 6,109.00	\$ 135,992.00		
CODE ENFORCEMENT OFFICER	100% A3620	100%		12/1/2021	3.08	\$ 84,254.00	-	\$ 84,254.00		\$ -	\$ 23,561.00	\$ 107,815.00	\$ 6,733.00	\$ 114,548.00		
BUILDING INSPECTOR-PT	100% A3620	100%		6/1/2024		\$ -	-	\$ 35,000.00		\$ -	\$ -	\$ 35,000.00	\$ 2,797.00	\$ 37,797.00		
FIRE INSPECTOR-PT	100% A3620	100%		6/1/2024		\$ -	-	\$ 40,950.00		\$ -	\$ -	\$ 40,950.00	\$ 3,273.00	\$ 44,223.00		
SAFETY INS DEPARTMENT TOTALS						\$ 159,891.00	-	\$ 319,175.00		\$ 800.00	\$ 121,626.00	\$ 441,601.00	\$ 25,572.00	\$ 467,173.00		
RECREATION SUPERINTENDENT	100% A7020	100%		4/18/2022	2.71	\$ 130,000.00	-	\$ 130,000.00		\$ -	\$ 58,934.00	\$ 188,934.00	\$ 10,387.00	\$ 199,321.00		
ASSISTANT SUPERINTENDENT	100% A7020	100%		10/22/2001	23.21	\$ 95,790.00	-	\$ 95,790.00		\$ 1,225.00	\$ 38,384.00	\$ 135,399.00	\$ 7,752.00	\$ 143,151.00		
RECREATION LEADER	100% A7020	100%		11/21/2022	2.11	\$ 55,000.00	-	\$ 55,000.00		\$ -	\$ 25,184.00	\$ 80,184.00	\$ 4,395.00	\$ 84,579.00		
RECREATION ASSISTANT	100% A7020	100%		1/8/2024	0.98	\$ 62,000.00	-	\$ 62,000.00		\$ -	\$ 35,089.00	\$ 97,089.00	\$ 4,954.00	\$ 102,043.00		
SEASONAL-RECREATION ASSISTANTS (2)	100% A7020	100%				\$ 5,865.00		\$ 5,865.00		\$ -	\$ 1,056.00	\$ 6,921.00	\$ 470.00	\$ 7,391.00		
OVERTIME	100% A7020	100%				\$ 5,000.00		\$ 5,000.00		\$ -	\$ 900.00	\$ 5,900.00	\$ 400.00	\$ 6,300.00		
RECREATION DEPARTMENT TOTALS						\$ 353,655.00	-	\$ 353,655.00		\$ 1,225.00	\$ 159,547.00	\$ 514,427.00	\$ 28,358.00	\$ 542,785.00		
TOTAL								2,093,221.00		2,346,881.00		18,305.00	942,028.00	3,305,189.00	186,488.00	3,491,677.00

TITLE	ALLOCATIONS	L-% Allocation	Increase %	HIRE DATE	YEARS OF SERVICE AS OF 6/1/23	CURRENT SALARY	3%	NEW SALARY	ADDITIONAL COMPENSATION (Longevity/Vacation Buyout)	BENEFITS (Retirement/EAP /Health)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSES
LIBRARY DIRECTOR	100% L7410	100.00%	2.25%			\$ 80,387.00	1,808.71	\$ 105,000.00	\$ -	\$ 60,697.00	\$ 165,697.00	\$ 8,033.00	\$ 173,730.00
CHILDREN'S LIBRARIAN	100% L7410	100.00%	4.84%			\$ 77,537.00	3,749.18	\$ 65,000.00	\$ -	\$ 53,497.00	\$ 118,497.00	\$ 4,973.00	\$ 123,470.00
LIBRARY STAFF ASSISTANT	100% L7410	100.00%	3.00%	11/29/2021	3.09	\$ 55,993.00	1,679.79	\$ 57,672.79	\$ -	\$ 52,179.00	\$ 109,851.79	\$ 4,413.00	\$ 114,264.79
PT (Lib Asst, Srn Clerks, Clerks, Pages)	100% L7410	100.00%	10.90%			\$ 115,145.00	12,549.00	\$ 146,694.00	\$ -	\$ 26,405.00	\$ 173,099.00	\$ 11,224.00	\$ 184,323.00
LIBRARY DEPARTMENT TOTALS						\$ 329,062.00	\$ 19,786.67	\$ 374,366.79	\$ -	\$ 192,778.00	\$ 567,144.79	\$ 28,643.00	\$ 595,787.79

## POLICE DEPARTMENT SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2024/2025

POLICE FY 24/25 RANK	YRS. OF SERVICE	CURRENT SALARY	2.25%	NEW ANNUAL SALARY 24/25	ADDITIONAL COMPENSATION (Holiday, Longevity, Vacation Buyout, Contrl Sick Payout, Uniform Cleaning)	BENEFITS (Retirement/EAP/H ealth/WC)	TOTAL EMPLOYEE COMPENSATION PLAN		VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSE
CHIEF OF POLICE		\$ 185,000	\$ 4,163	\$ 189,163	31,824	106,661	327,647	17,658	345,305	
LIEUTENANT		\$ 170,219	\$ 3,830	\$ 174,049	11,827	96,478	282,354	14,853	297,207	
SGT. DET.	22.01	\$ 140,969	\$ 3,172	\$ 144,141	17,876	69,962	231,979	12,947	244,925	
SERGEANT	18.41	\$ 140,969	\$ 3,172	\$ 144,141	10,082	87,164	241,387	12,323	253,710	
SERGEANT	9.26	\$ 140,969	\$ 3,172	\$ 144,141	9,557	84,280	237,977	12,282	250,259	
SERGEANT	7.58	\$ 140,969	\$ 3,172	\$ 144,141	9,557	84,280	237,977	12,282	250,259	
SERGEANT	5.81	\$ 140,969	\$ 3,172	\$ 144,141	8,607	67,307	220,054	12,205	232,260	
DETECTIVE	6.78	\$ 136,066	\$ 3,061	\$ 139,127	9,087	82,617	230,832	11,844	242,675	
PO 1	17.87	\$ 122,582	\$ 2,758	\$ 125,340	9,142	81,354	215,836	10,745	226,581	
PO 1	7.90	\$ 122,582	\$ 2,758	\$ 125,340	8,617	78,282	212,238	10,704	222,943	
PO 1	7.60	\$ 122,582	\$ 2,758	\$ 125,340	8,617	78,282	212,238	10,704	222,943	
PO 1	7.01	\$ 122,582	\$ 2,758	\$ 125,340	8,617	78,282	212,238	10,704	222,943	
PO 1	7.01	\$ 140,969	\$ 3,172	\$ 144,141	9,557	67,579	221,276	12,282	233,558	
PO 1	3.52	\$ 122,582	\$ 2,758	\$ 125,340	7,667	61,309	194,315	10,628	204,943	
PO 1	1.30	\$ 122,582	\$ 2,758	\$ 125,340	7,667	75,922	208,928	10,628	219,557	
PO 2 (PO 1) (10/12/24)	1.64	\$ 117,077	Step Increase	\$ 123,175	7,559	75,231	205,965	10,446	216,411	
PO 2 (PO 1)(12/20/24)	0.45	\$ 117,077	Step Increase	\$ 122,092	7,505		129,597	10,357	139,954	
PO 3 (PO 2) (7/5/24)	1.91	\$ 109,050	Step Increase	\$ 118,764	7,338	73,824	199,926	10,077	210,003	
PO 3 (PO 2) (3/8/25)	1.24	\$ 109,050	Step Increase	\$ 113,240	7,062	50,914	171,216	9,613	180,829	
PO 5 (PO 4) (7/26/24)	0.85	\$ 82,326	Step Increase	\$ 97,314	6,266	52,368	155,947	8,276	164,224	
<b>TOTALS</b>		<b>\$ 2,607,165</b>	<b>\$ 46,633</b>	<b>\$ 2,693,805</b>	<b>\$ 204,030</b>	<b>\$ 1,452,093</b>	<b>\$ 4,349,928</b>	<b>\$ 231,560</b>	<b>\$ 4,581,487</b>	

**DEPARTMENT OF PUBLIC WORKS AND WATER - CSEA SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2024/2025**

ORG	JOB DESCRIPTION	YEARS OF SERVICE	ORG DESC./ ALLOCATIONS	CURRENT SALARY	0.00%	NEW SALARY	NEW SALARY W/PRO-RATED STEP INC.	ADDITIONAL COMPENSATION (Longevity, Vacation Buyout)	BENEFITS (Retirement, EAP, Health, Optical, Life Insurance)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSE
A1640	LEAD MECHANIC	23.737	Split 75/25 (A/F)	93,439	-	93,439	93,439	1,766	44,062	139,267	7,610	146,877
A1640	AUTOMOTIVE MECHANIC <b>(STEP 1) (4/22/2024)</b>	0.608	Split 75/25 (A/F)	81,028	-	81,028	81,601	-	24,351	105,952	6,520	112,472
<b>A1640</b>	<b>24</b>	<b>CENTRAL GARAGE</b>	<b>174,467</b>	<b>-</b>	<b>174,467</b>	<b>175,040</b>		<b>1,766</b>	<b>68,413</b>	<b>245,219</b>	<b>14,130</b>	<b>259,349</b>
A5110	ASSISTANT GENERAL FOREMAN <b>DELAY HIRE 8/1/2024</b>	0.332		86,928	-	86,962	86,962	-	42,991	129,953	6,949	136,902
A5110	MEO SPECIAL EQUIP OPERATOR II	27.918	Split 50/50 (A/F)	93,281	-	93,281	93,281	5,354	33,885	132,519	7,892	140,411
A5110	MEO SPECIAL EQUIP OPERATOR II	21.838		93,281	-	93,281	93,281	1,766	42,495	137,542	7,596	145,138
A5110	MOTOR EQUIPMENT OPERATOR	31.677	Split 75/25 (A/F)	87,745	-	87,745	87,745	5,141	43,668	136,554	7,427	143,981
A5110	MOTOR EQUIPMENT OPERATOR	19.556	Split 75/25 (A/F)	87,745	-	87,745	87,745	1,577	27,547	116,869	7,140	124,009
A5110	MOTOR EQUIPMENT OPERATOR <b>(STEP 2) (1/1/2025)</b>	6.589		78,689	-	78,689	<b>80,565</b>	-	52,353	132,918	6,439	139,357
A5110	SKILLED LABORER <b>(STEP 2) (1/7/2025)</b>	5.912		77,321	-	77,321	<b>78,422</b>	-	19,387	97,809	6,268	104,077
A5110	LABORER <b>(Step 3) (3/20/25)</b>	1.701		57,221	-	57,221	<b>58,291</b>	-	16,774	75,065	4,660	79,725
A5110	LABORER <b>(Step 2) (1/8/25)</b>	0.896		52,786	-	52,786	<b>57,494</b>	-	25,161	82,655	4,595	87,250
A5110	LABORER <b>REMOVED</b>	-		-	-	-	-	-	-	-	-	-
<b>A5110</b>			<b>STREET MAINT.</b>	<b>714,997</b>	<b>-</b>	<b>715,031</b>	<b>723,787</b>	<b>13,838</b>	<b>304,261</b>	<b>1,041,886</b>	<b>58,966</b>	<b>1,100,852</b>
A5182	MOTOR EQUIPMENT OPERATOR <b>(Step 3) (11/27/24)</b>	7.800		83,425	-	83,425	<b>84,492</b>	-	11,217	95,709	6,753	102,462
			<b>STREET LIGHTING</b>	<b>83,425</b>	<b>-</b>	<b>83,425</b>	<b>84,492</b>		<b>11,217</b>	<b>95,709</b>	<b>6,753</b>	<b>102,462</b>
A7110	PARK FOREMAN	29.986		104,311	-	104,311	104,311	1,766	55,914	161,991	8,477	170,468
A7110	PARKS GROUNDSMAN <b>(Step 4)</b>	0.499		75,720	-	75,720	75,720	-	52,407	128,127	6,148	134,275
A7110	LABORER	17.214		74,987	-	74,987	74,987	1,293	28,215	104,495	6,097	110,592
A7110	LABORER	5.345		74,987	-	74,987	74,987	-	28,047	103,034	5,993	109,027
<b>A7110</b>			<b>PARKS</b>	<b>330,004</b>	<b>-</b>	<b>330,004</b>	<b>330,004</b>	<b>3,059</b>	<b>164,583</b>	<b>497,646</b>	<b>26,715</b>	<b>524,361</b>

**DEPARTMENT OF PUBLIC WORKS AND WATER - CSEA SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2024/2025**

ORG	JOB DESCRIPTION	YEARS OF SERVICE	ORG DESC./ ALLOCATIONS	CURRENT SALARY	0.00%	NEW SALARY	NEW SALARY W/PRO-RATED STEP INC.	ADDITIONAL COMPENSATION (Longevity, Vacation Buyout)	BENEFITS (Retirement, EAP, Health, Optical, Life Insurance)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSE
A8090	MOTOR EQUIPMENT OPERATOR II <b>(Step 2) (9/25/24)</b>	19.595		89,312	-	89,312	<b>90,634</b>	1,577	53,939	146,150	7,370	153,520
A8090			ENV. CTR. RECYCLE	<b>89,312</b>	-	<b>89,312</b>	<b>90,634</b>	1,577	<b>53,939</b>	<b>146,150</b>	<b>7,370</b>	<b>153,520</b>
A8160	MEO SANITATION	27.764		89,899	-	89,899	89,899	1,766	54,040	145,705	7,326	153,031
A8160	MEO SANITATION <b>(Step 3) (5/8/25)</b>	6.726		84,996	-	84,996	<b>85,122</b>	-	29,348	114,470	6,803	121,273
A8160	SANITATION WORKER	27.899		85,592	-	85,592	85,592	5,058	53,908	144,558	7,245	151,803
A8160	SANITATION WORKER <b>(Step 6) (5/8/25)</b>	4.904		80,903	-	80,903	<b>81,119</b>	-	19,853	100,972	6,483	107,455
A8160	SANITATION WORKER <b>(Step 3) (01/30/25)</b>	2.219		63,143	-	63,143	<b>65,011</b>	-	17,544	82,555	5,196	87,751
A8160	SANITATION WORKER <b>(Step 3) (02/27/25)</b>	2.312		63,143	-	63,143	<b>64,556</b>	-	29,456	94,012	5,160	99,172
								-	1,300	1,300	799	2,099
A8160		<b>72</b>	REFUSE COLLECTION	<b>467,677</b>	-	<b>467,677</b>	<b>471,300</b>	<b>6,824</b>	<b>205,449</b>	<b>683,573</b>	<b>39,012</b>	<b>722,585</b>
A8510	LABORER <b>(Step 3) (5/8/25)</b>	1.605	COMMUNITY BEAUT.	57,221	-	57,221	<b>57,494</b>	-	16,774	74,268	4,595	78,863
A8510			COMMUNITY BEAUT.	<b>57,221</b>	-	<b>57,221</b>	<b>57,494</b>	-	<b>16,774</b>	<b>74,268</b>	<b>4,595</b>	<b>78,863</b>
A8989	SKILLED LABORER <b>(Step 3) (11/28/24)</b>	5.268		80,243	-	80,243	<b>81,669</b>	-	52,555	134,224	6,527	140,751
A8989	LABORER <b>(Step 2) (1/8/25)</b>	0.896		52,786	-	52,786	<b>54,457</b>	-	16,198	70,655	4,353	75,008
A8989			H & C CONSTRUCTION	<b>133,029</b>	-	<b>133,029</b>	<b>136,127</b>	-	<b>68,753</b>	<b>204,880</b>	<b>10,880</b>	<b>215,760</b>
	25% of MEO from 5110							-	3,502	3,502	2,179	5,681
F8120			SAN. SEWERS	-	-	-	-	-	<b>3,502</b>	<b>3,502</b>	<b>2,179</b>	<b>5,681</b>
F8320	WATER & SEWER MAINT FOREMAN	34.263		130,823	-	130,823	130,823	6,798	39,177	176,798	11,025	187,823
		<b>34</b>	SUPPLY PWR. PMP.	<b>130,823</b>	-	<b>130,823</b>	<b>130,823</b>	<b>6,798</b>	<b>39,177</b>	<b>176,798</b>	<b>11,025</b>	<b>187,823</b>

**DEPARTMENT OF PUBLIC WORKS AND WATER - CSEA SALARY/BENEFIT CALCULATION SUMMARY BY POSITION FY 2024/2025**

ORG	JOB DESCRIPTION	YEARS OF SERVICE	ORG DESC./ ALLOCATIONS	CURRENT SALARY	0.00%	NEW SALARY	NEW SALARY W/PRO-RATED STEP INC.	ADDITIONAL COMPENSATION (Longevity, Vacation Buyout)	BENEFITS (Retirement, EAP, Health, Optical, Life Insurance)	TOTAL EMPLOYEE COMPENSATION PLAN	VILLAGE PAYROLL TAXES	TOTAL VILLAGE EXPENSE
F8340	W&S MAINTENANCE WORKER II	10.082		89,899	-	89,899	89,899	1,136	53,958	144,993	7,276	152,269
F8340	W&S MAINT WORKER (Step 4) (4/9/25)	8.912		87,745	-	87,745	<b>88,019</b>	1,136	29,889	119,044	7,125	126,169
F8340	W&S MAINTENANCE WORKER II (Step 1) (6/1/24)	4.249		83,425	-	83,425	83,425	-	20,181	103,606	6,667	110,273
F8340			WATER TRANSMISSION	<b>261,069</b>	-	<b>258,917</b>	<b>261,343</b>	<b>2,272</b>	<b>104,028</b>	<b>367,643</b>	<b>21,068</b>	<b>388,711</b>
<b>TOTALS</b>				<b>2,442,024</b>	-	<b>2,439,905</b>	<b>2,461,043</b>	<b>36,134</b>	<b>1,040,096</b>	<b>3,537,272</b>	<b>202,693</b>	<b>3,739,965</b>

# GENERAL FUND (A)

## REVENUE DETAIL



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0101 - Revenue - Executive</b>										
A0101	0599		Appropriated Fund Balance	-	-	-	-	(180,000)	(180,000)	(180,000)
A0101	1120		Local Sales Tax	(1,949,086)	(1,900,000)	(1,900,000)	(1,183,299)	(1,900,000)	(1,900,000)	(1,900,000)
A0101	1130		Utilities Gross Receipts Tax	(242,556)	(195,000)	(195,000)	(204,125)	(195,000)	(195,000)	(195,000)
A0101	1170		Franchise Fees <i>Franchise payment from Cablevision and Verizon</i>	(198,782)	(185,000)	(185,000)	(126,379)	(185,000)	(185,000)	(185,000)
A0101	2410	2410A	Rental -Scarb P.O. <i>Lease:12 Months@ \$2,917</i>	(32,500)	(35,004)	(35,004)	(29,167)	(35,004)	(35,000)	(35,000)
A0101	2415		Rental Of Real Prop (Wireless) <i>T-Mobil/Sprint Lease (9mos \$4,413.51) (3mos \$4,501.78) Verizon 12 months (Jun-Oct \$5,268.08) (Nov-May \$5,373.44)</i>	(15,874)	(130,603)	(130,603)	(122,329)	(130,603)	(148,509)	(53,227)
										(63,955)
										(31,327)
A0101	2610		Fines And Forfeited Bail <i>Payments from Tickets Issued and Other Fines Issued by Court</i>	(203,826)	(190,000)	(190,000)	(189,300)	(190,000)	(200,000)	(200,000)
A0101	2666		Sale Of Equipment	(4,160)	-	-	-	-	-	-
A0101	2680		Insurance Recoveries-Prop.Dmg. <i>Insurance Recovery Property-matching expense line</i>	(28,077)	-	-	(34,388)	(35,000)	-	-
A0101	2681		Insurance Recoveries-WrkrsComp	(16,179)	-	-	(25,907)	(4,200)	-	-
A0101	2750		AIM-Related Payments	(36,431)	-	-	-	-	-	-
A0101	2770		Other Unclassified Revenue	(15,782)	-	(3,771)	(14,702)	(12,500)	-	-



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

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
A0101	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(2,414)	(2,520)	(2,520)	(4,135)	(3,500)	(9,023)	(9,023)
A0101	3001		State Rev Sharing <i>(AIM) Annual payment to the Village from NYS</i>	-	(36,431)	(36,431)	(36,431)	(36,431)	(36,431)	(36,431)
A0101	3005		Mortgage Tax <i>Mortgage Tax - 2 payments per year</i>	(290,286)	(315,000)	(315,000)	(90,938)	(315,000)	(200,000)	(200,000)
A0101	3097		State Aid GenGov Capital Grant	(6,940)	-	-	-	-	-	-
A0101	4089		General Fed Gov't Aid	-	-	(825,486)	(830,151)	(830,152)	-	-
A0101	4560		FEMA	(189,074)	-	-	(22,082)	(22,082)	-	-
<b>TOTAL ORG A0101</b>			<b>(3,231,965)</b>	<b>(2,989,558)</b>	<b>(3,818,815)</b>	<b>(2,913,333)</b>	<b>(4,074,472)</b>	<b>(3,088,963)</b>		
<b>TOTAL EXECUTIVE</b>			<b>(3,231,965)</b>	<b>(2,989,558)</b>	<b>(3,818,815)</b>	<b>(2,913,333)</b>	<b>(4,074,472)</b>	<b>(3,088,963)</b>		



**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL REVENUE 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0102 - Revenue - Treasurer</b>										
A0102	1001		Real Property Tax <i>Property Tax Cap 24/25</i> <i>Additional amount to raise in taxes above 24/25 Tax Cap</i>	(12,955,785)	(13,946,752)	(13,946,752)	(13,946,726)	(13,879,808)	(15,337,994)	(14,306,020) (1,031,974)
A0102	1089		Canceled Exemptions	(2,255)	(1,500)	(1,500)	(873)	(1,500)	(500)	(500)
A0102	1090		Int & Pen - Prop Taxes-Curr Yr	(52,403)	(43,000)	(43,000)	(34,654)	(43,000)	(45,000)	(45,000)
A0102	1092		Int & Pen -PropTaxes-Prior Yrs	(12,326)	(8,000)	(8,000)	(3,367)	(3,500)	(3,947)	(3,947)
A0102	1113		Tax on Hotel Room Occupancy	-	-	-	(17,335)	(23,000)	(29,630)	(29,630)
A0102	1235		Delinquent Tax Letter Fee <i>\$2.00 letter fee for late tax payment</i>	(382)	(150)	(150)	(376)	(365)	(200)	(200)
A0102	2401		Interest & Earnings	(88,856)	(48,000)	(48,000)	(177,799)	(180,000)	(115,000)	(115,000)
A0102	2774		Misc.Rev-Empl.Hlth &Dent Reimb	(4,045)	(6,174)	(6,174)	(3,809)	(6,174)	(4,624)	(4,624)
A0102	5031		Interfund - Transfers In	(2,595)	-	(228,607)	-	-	-	-
A0102	5033		Transfer In- From Water Fund <i>Water Fund Transfer-reduced</i> <i>For miscellaneous, operating expenses not allocated.</i>	(57,408)	(57,408)	(57,408)	-	(57,408)	(30,000)	(30,000)
A0102	5036		Transfer In -From Debt Service <i>2023 Premiums</i> <i>30% of Ending Debt Service Fund Balance 23/24</i>	(545,715)	(1,439,062)	(1,439,062)	(1,439,062)	(1,439,062)	(94,990)	(1,795) (93,195)
<b>TOTAL ORG A0102</b>				<b>(13,721,770)</b>	<b>(15,550,046)</b>	<b>(15,778,653)</b>	<b>(15,624,000)</b>	<b>(15,633,817)</b>	<b>(15,661,885)</b>	
<b>TOTAL TREASURER</b>				<b>(13,721,770)</b>	<b>(15,550,046)</b>	<b>(15,778,653)</b>	<b>(15,624,000)</b>	<b>(15,633,817)</b>	<b>(15,661,885)</b>	



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

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0103 - Revenue - Police</b>										
A0103	1520		Police Fees <i>Copy fees, report fees, fingerprints, CDs, Accident reports (CarFax) Est Tow Revenue</i>	(1,385)	(7,000)	(7,000)	(1,745)	(7,000)	(7,000)	(7,000)
A0103	1521		PO 1 OT Off Duty Fees <i>New rate</i>	(46,805)	(15,000)	(18,650)	(37,290)	(25,000)	(35,000)	(35,000)
A0103	1588		Police Alarm Permit Renewals <i>Police Alarm Permit 1,000 x 35/permit</i>	(37,950)	(35,000)	(35,000)	(36,600)	(35,000)	(35,000)	(35,000)
A0103	1589		Police Alarm Fees & Fines	(17,330)	(16,000)	(16,000)	(16,750)	(16,000)	(16,000)	(16,000)
A0103	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(41,078)	(49,837)	(49,837)	(41,431)	(49,837)	(60,015)	(60,015)
A0103	2776		Health Ins-Retirees SpouseCntr <i>Panessa &amp; Lewis</i>	(8,580)	(11,800)	(11,800)	(8,017)	(11,800)	(11,800)	(11,800)
A0103	3389		Other Public Safety -St Grants <i>Westchester County STOP/DWI</i>	(11,147)	(8,400)	(8,400)	(8,391)	(8,400)	(12,000)	(12,000)
A0103	4389		Other Pub Safety - USDoJ Grant <i>NYS Traffic Safety Grant</i>	-	(5,880)	(5,880)	-	(5,880)	(5,880)	(5,880)
<b>TOTAL ORG A0103</b>				<b>(164,275)</b>	<b>(148,917)</b>	<b>(152,567)</b>	<b>(150,224)</b>	<b>(158,917)</b>	<b>(182,695)</b>	
<b>TOTAL POLICE</b>				<b>(164,275)</b>	<b>(148,917)</b>	<b>(152,567)</b>	<b>(150,224)</b>	<b>(158,917)</b>	<b>(182,695)</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0104 - Revenue - Fire</b>										
A0104	1640		Ambulance Charges <i>Based on PY and CY activity</i>	(417,133)	(412,000)	(412,000)	(429,131)	(412,000)	(464,647)	(464,647)
A0104	2261		Ambulance Serv MTPL-Intergov <i>Mt. Pleasant West Ambulance District - 2% Increase</i>	(4,262)	(4,347)	(4,347)	-	(4,347)	(4,523)	(4,523)
A0104	2262		Fire Protection Serv-Intergov <i>Est Town of Ossining Fire Protection Town of Mt Pleasant Fire Protection</i>	(216,810)	(287,466)	(287,466)	(236,077)	(287,466)	(295,772)	(179,752) (116,020)
<b>TOTAL ORG A0104</b>				<b>(638,205)</b>	<b>(703,813)</b>	<b>(703,813)</b>	<b>(665,208)</b>	<b>(703,813)</b>	<b>(764,942)</b>	
<b>TOTAL FIRE</b>				<b>(638,205)</b>	<b>(703,813)</b>	<b>(703,813)</b>	<b>(665,208)</b>	<b>(703,813)</b>	<b>(764,942)</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0105 - Revenue - Public Works</b>										
A0105	2123		Sanitation Fees <i>Misc Revenue</i>	(2,500)	-	-	(3,500)	(3,500)	(500)	(500)
A0105	2131		DPW-Sale Leaf Bags/Recyc Boxes	(1,848)	(2,500)	(2,500)	(1,980)	(2,500)	(2,500)	(2,500)
A0105	2155		Sale of Unleaded/Diesel <i>Sale of fuel to Briarcliff Sch D</i>	(14,383)	(15,000)	(15,000)	(4,444)	(15,000)	(15,000)	(15,000)
A0105	2302		Local Gvt -Salt reimbursement <i>BOE Salt (School)</i> <i>\$4,000. Last Year</i>	(1,700)	(4,000)	(4,000)	(3,120)	(4,000)	(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>	(12,012)	(12,253)	(12,253)	-	(12,253)	(12,500)	(12,500)
			<i>Pleasantville Road outside of Central Business District</i>							
A0105	2560		Street Opening Permits <i>-new fee schedule</i> <i>aprongs/openings/shoulders</i>	(28,600)	(40,000)	(40,000)	(33,100)	(40,000)	(30,000)	(30,000)
A0105	2650		Sale Of Scrap/OrganicRecycling	(1,515)	(4,200)	(4,200)	(2,964)	(3,000)	(3,500)	(3,500)
A0105	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(35,353)	(40,861)	(40,861)	(28,801)	(40,861)	(40,701)	(40,701)
A0105	2776		Health Ins-Retirees SpouseCntr <i>Maria Santucci - Sharyn Rizzi 548.95*12*2</i>	(15,477)	(11,808)	(11,808)	(16,670)	(16,500)	(13,176)	(13,176)



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FUND A - General Fund

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
A0105	3501		Consolidated Highway Aid-CHIPS <i>Estimated CHIPS Revenue Roll Over</i>	(349,805)	(514,575)	(514,575)	(482,573)	(514,575)	(538,782)	(538,782)
			<b>TOTAL ORG A0105</b>	<b>(468,598)</b>	<b>(650,601)</b>	<b>(650,601)</b>	<b>(582,557)</b>	<b>(657,593)</b>	<b>(666,063)</b>	
			<b>TOTAL PUBLIC WORKS</b>	<b>(468,598)</b>	<b>(650,601)</b>	<b>(650,601)</b>	<b>(582,557)</b>	<b>(657,593)</b>	<b>(666,063)</b>	



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

**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0106 - Revenue-Building Insp/Engineer</b>										
A0106	2110		Zoning Board Fees	(3,400)	(3,000)	(3,000)	(3,862)	(3,400)	(4,000)	(4,000)
A0106	2115		Planning Board Fees	(4,850)	(6,000)	(6,000)	(11,290)	(9,000)	(7,500)	(7,500)
A0106	2551		Maximum Admin Fee BLDG <i>Admin Fee Working Without Permit</i>	(898)	(500)	(500)	(1,320)	(900)	(500)	(500)
A0106	2552		Vacant Bldg Fee <i>Est (11 Properties as of Jan 2024)</i>	-	(10,000)	(10,000)	-	(13,800)	(17,500)	(17,500)
A0106	2553		Fire Inspections -Bldg Dept.	(16,950)	(21,500)	(21,500)	(18,900)	(21,500)	(21,500)	(21,500)
A0106	2554		Bldg Dept-Cert of Occupancy Fees	(44,135)	(35,000)	(35,000)	(50,623)	(45,000)	(40,000)	(40,000)
A0106	2555		Building Permits - App Fees	(499,751)	(440,000)	(440,000)	(706,873)	(650,000)	(444,000)	(444,000)
A0106	2556		Bldg Dept-Misc & CO Copy Fees	(15,950)	(14,000)	(14,000)	(17,175)	(14,000)	(16,000)	(16,000)
A0106	2557		Electrical Permits	(23,735)	(21,500)	(21,500)	(23,595)	(21,500)	(21,500)	(21,500)
A0106	2558		Plumbing Permits	(19,140)	(16,500)	(16,500)	(19,585)	(16,500)	(16,500)	(16,500)
A0106	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(3,755)	(8,458)	(8,458)	(2,506)	(8,458)	(11,961)	(11,961)
<b>TOTAL ORG A0106</b>				<b>(632,563)</b>	<b>(576,458)</b>	<b>(576,458)</b>	<b>(855,728)</b>	<b>(804,058)</b>	<b>(600,961)</b>	
<b>TOTAL BUILDING INSP/ENGINEER</b>				<b>(632,563)</b>	<b>(576,458)</b>	<b>(576,458)</b>	<b>(855,728)</b>	<b>(804,058)</b>	<b>(600,961)</b>	



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

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0107 - Revenue - Recreation</b>										
A0107	2004		After School Program	(75,435)	(51,580)	(51,580)	(44,510)	(51,580)	(46,450)	(46,450)
A0107	2012		Recreation Concessions <i>Food Trucks for Community Day</i>	(4,260)	(3,800)	(3,800)	(3,500)	(3,800)	(3,100)	(3,100)
A0107	2025		Credit Card Fees	(3,387)	-	-	(10)	(125)	(4,000)	(4,000)
A0107	2026		Rec Facility Charges - Pool	(332,390)	(295,000)	(295,000)	(305,518)	(305,518)	(310,000)	(310,000)
A0107	2027		Rec Facility Charges - Tennis	(43,823)	(35,290)	(35,290)	(21,840)	(35,290)	(25,000)	(25,000)
A0107	2028		RecFacilityChgs-PlatformTennis	(12,735)	(14,530)	(14,530)	(11,010)	(14,530)	(9,000)	(9,000)
A0107	2029		RecFacilityChgs-Community Ctr <i>Community Center Rentals</i>	(825)	(250)	(850)	(1,600)	(1,560)	(850)	(850)
A0107	2031		Rec Chgs -Pickle Ball	(22,747)	(13,000)	(13,000)	(36,425)	(36,425)	(21,700)	(21,700)
A0107	2410	2410B	Rental of Real Prop-Yth Center <i>Youth Center and Field Rentals</i>	(475)	(500)	(500)	(3,450)	(3,450)	(1,000)	(1,000)
A0107	2410	2410D	Rental of Real Prop (Law Park) <i>Pavilion Rentals</i>	(5,062)	(6,000)	(6,000)	(6,310)	(7,000)	(5,000)	(5,000)
A0107	2770		Other Unclassified Revenue	(1,190)	-	(1,505)	(3,079)	(3,004)	-	-
A0107	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(7,663)	(8,975)	(8,975)	(8,426)	(8,975)	(8,953)	(8,953)



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
A0107	3820		State Aid - Youth Programs <i>Division for Youth Funding Available for Recreation Programs</i>	(2,207)	(1,816)	(1,816)	(1,816)	(1,816)	(2,200)	(2,200)
A0107	7311		Youth Rec Fees-Other Programs <i>Youth Rec Program Revenue</i>	(153,892)	(148,750)	(148,750)	(178,888)	(148,750)	(162,035)	(162,035)
A0107	7312		Youth Recreation Fees-Tennis <i>Youth Recreation Tennis</i>	(17,915)	(17,500)	(17,500)	(9,675)	(17,500)	(9,130)	(9,130)
A0107	7313		Youth Recreation Fees-Yth Ctr	-	-	-	(80)	(80)	-	-
A0107	7314		Yth Recreation Fees-Tree Camp <i>Tree Camp - serving incoming Kindergarten and 1st graders</i>	(126,995)	(120,458)	(120,458)	(128,904)	(130,769)	(125,858)	(125,858)
A0107	7315		Yth Recreation Fees-Super Camp <i>Youth Rec Super Camp serving children entering 2nd &amp; 3rd grades</i>	(103,415)	(92,067)	(92,067)	(102,231)	(102,231)	(96,567)	(96,567)
A0107	7316		Youth Rec Fees-Camp Adventure <i>Youth Rec Camp Adventure serving children entering 4th - 6th grade</i>	(80,525)	(91,507)	(91,507)	(105,980)	(105,980)	(119,350)	(119,350)
A0107	7317		Youth Rec Fees - Camp Horizon <i>Youth Rec Camp Horizon Grades 7-9</i>	(58,503)	(54,905)	(54,905)	(76,980)	(75,020)	(90,850)	(90,850)
A0107	7610		Senior Recreation Fees <i>Senior Program &amp; Trip Entry Fee Revenue</i>	(16,420)	(13,000)	(13,000)	(13,482)	(13,000)	(20,000)	(20,000)
A0107	7621		Adult Recreation Fees-Other	(7,125)	(8,830)	(8,830)	(14,990)	(8,830)	(8,500)	(8,500)
A0107	7622		Adult Recreation Fees-Tennis	(8,720)	(12,000)	(12,000)	(9,132)	(12,000)	(9,300)	(9,300)
<b>TOTAL ORG A0107</b>				<b>(1,085,708)</b>	<b>(989,758)</b>	<b>(991,863)</b>	<b>(1,087,835)</b>	<b>(1,087,233)</b>	<b>(1,078,843)</b>	
<b>TOTAL RECREATION</b>				<b>(1,085,708)</b>	<b>(989,758)</b>	<b>(991,863)</b>	<b>(1,087,835)</b>	<b>(1,087,233)</b>	<b>(1,078,843)</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A0109 - Revenue - Village Clerk</b>										
A0109	1255		Clerk Film Permit Fees <i>Film Permits, Notary Fees and Zoning Map</i>	(16,262)	(15,000)	(15,000)	(12,192)	(15,000)	(15,000)	(15,000)
A0109	1256		Clerk-Registrar's Fees <i>Birth and Death Certificates</i>	(4,400)	(3,500)	(3,500)	(5,085)	(3,745)	(3,500)	(3,500)
A0109	1258		Credit Card Fees	(627)	-	-	(1,151)	(1,500)	-	-
A0109	1720		Parking Lots And Fees <i>Daily, Monthly, Quarterly and Annual Pass</i>	(146,470)	(160,000)	(160,000)	(160,054)	(160,000)	(170,000)	(170,000)
A0109	1720	PASS	Parking Lot Daily Pass <i>Daily Pass Revenue Net of Fees</i>	(19,699)	(24,000)	(24,000)	(18,555)	(24,000)	(22,000)	(22,000)
A0109	2124		Carting Fees	(2,500)	(2,500)	(2,500)	(1,500)	(2,500)	(2,500)	(2,500)
A0109	2501		Business Lic-Cabaret,Amuse.Dev <i>Cabaret, solicitors, fireworks, etc.</i>	(15,250)	(15,000)	(15,000)	(15,500)	(15,000)	(15,000)	(15,000)
A0109	2544		Dog Lic. Fund Apportionment	(3,820)	(3,200)	(3,200)	(3,155)	(3,200)	(3,200)	(3,200)
A0109	2590		Special Permit Original	(700)	-	-	-	-	-	(700)
A0109	2591		Special Permit Renewal	(200)	-	-	-	-	-	(200)
A0109	2592		Special Permit Amendment	(1,000)	-	-	-	-	-	-
A0109	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(861)	(890)	(890)	(806)	(890)	(987)	(987)
<b>TOTAL ORG A0109</b>				<b>(211,789)</b>	<b>(224,090)</b>	<b>(224,090)</b>	<b>(217,997)</b>	<b>(225,835)</b>	<b>(233,087)</b>	
<b>TOTAL VILLAGE CLERK</b>				<b>(211,789)</b>	<b>(224,090)</b>	<b>(224,090)</b>	<b>(217,997)</b>	<b>(225,835)</b>	<b>(233,087)</b>	
<b>TOTAL FUND A</b>				<b>(20,154,874)</b>	<b>(21,833,241)</b>	<b>(22,896,860)</b>	<b>(22,096,882)</b>	<b>(23,345,738)</b>	<b>(22,277,439)</b>	

# **GENERAL FUND (A)**

## **APPROPRIATIONS**

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



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

## 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.

In addition to all of the above work that is completed on a regular basis, in 2023, the following new initiatives were established:

- **Cell Phone Recycling Program.** The Village began collecting cell phones, iPads/tablets, and mobile hot spots for recycling and removing from the waste stream.

- **New Operating Policy Handbook** – A full operating policy handbook has been implemented to provide better and standard guidance to professional staff. The handbook incorporated existing policies adopted by the Board of Trustees (Village Street Naming Policy, Procurement Policy, as examples) and new Village Manager Operating Policies (Website Information, Cyber Security Notification Policy, Emergency Notification System Use, Use of Artificial Intelligence, as examples)
- **New Emergency Alert System** – The Village has shifted tools for its Emergency / Notification System from Nixle to Everbridge. In making this cost neutral switch, the Village has gained new features, including one which permits more targeted (area based) messaging to the community on advisories and alerts.
- **Fiscal Transparency Center.** In conjunction with the Treasurer's office, a fiscal transparency center was launched on our website as a way for the public to see how the Village spends money and what revenue the Village collects.
- **Traffic Safety Program.** The Village started a traffic safety committee in 2022. In 2023, the Village expanded its traffic safety programs to start a new initiative to raise awareness for pedestrians walking at night. With the support of the NYS Governor's Traffic Safety Committee and the NYS Department of Health, the Village received free reading material and handouts to distribute. In addition, reflective gear is being provided by our Police Department. This proactive approach aims to address the risk of drivers not seeing pedestrians at night and enhance the safety for all community members.
- **Village Website Enhancement.** The Village worked on upgrading its website to a new platform. The new platform provides:
  - An enhanced look and feel that is ADA compliant
  - A mobile-optimized design to allow residents to interact with the website on a computer, smartphone, tablet, etc.
  - Residents greater connectivity with the Village to subscribe to messages, calendar updates, and alerts
  - The public additional options to conduct services online (online payments and fillable forms expansion

EXECUTIVE  
APPROPRIATIONS  
DETAIL



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1010			<b>Board of Trustees</b>							
A1010	420		General Supplies	1,418	600	600	409	600	600	600
A1010	430		Stationery And Printing	145	-	-	-	-	-	-
A1010	433		Cable Broadcasting <i>Cable Bill</i> <i>Access AV Web Media Hosting-Costs moved to A1680-434</i> <i>Professional ZOOM Account - Moved to A1680-434</i>	8,362	8,380	8,380	7,879	8,380	480	480
A1010	434		Village Web Site <i>Village Website - Moved to A1680-434</i> <i>Hosting Fee Year 3 of 4</i>	18,084	14,542	14,542	14,541	14,542	-	-
A1010	449		Wireless Telephone-ipads <i>Trustee -Clerk IPAD moved to A1410-449</i>	988	-	-	(32)	-	-	-
A1010	460		Contractual Services <i>Video Recordings Est 28 Meetings- New Vendor 23/24 - \$275/meeting</i>	14,929	7,000	7,000	5,350	7,000	7,700	7,700
A1010	477		Professional Development <i>Attendance at NYCOM, Conferences and Seminars</i>	100	1,000	1,000	-	1,000	2,000	2,000
A1010	490		BOT Special Projects <i>Planning Projects, Studies and other BOT projects requiring services of consultants.</i>	3,429	40,000	40,000	20,645	40,000	40,000	40,000
<b>TOTAL ORG A1010</b>				<b>47,455</b>	<b>71,522</b>	<b>71,522</b>	<b>48,792</b>	<b>71,522</b>	<b>50,780</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1110 - Village Justice</b>										
A1110	101		Personal Services: Full-time	138,986	144,433	144,433	129,153	144,433	148,935	148,935
A1110	103		Personal Services: Part-time	18,895	19,462	19,462	17,216	19,462	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	235	-	177	177	178	-	
A1110	204		Office Furniture Purchase	-	-	4,592	4,592	4,593	-	
A1110	428		Office Supplies	1,058	950	950	727	950	1,000	1,000
A1110	430		Stationery And Printing <i>Receipt books, court record materials</i>	359	100	100	9	100	300	300
A1110	446		General Postage <i>Mailings related to Prosecutor for Village Fines and other Court Mailings</i>	1,967	5,280	5,280	1,320	5,280	1,975	1,975
A1110	450		Telephone <i>Phone/Fax Contract (Year 2 of 5)</i>	959	264	931	851	931	1,313	1,313
A1110	460		Contractual Services <i>Court Reporter Interpreter/Spanish Services -4x/mo. @ \$220=\$880 \$880 x 12 mos.=\$10,560 Note: Over 3 hrs. additional \$165 Note: Other languages \$300 FBS-Electronic Ticketing Court Room Cleaning Est 12 x \$32 Bank Service Charge (JP Morgan) Audit Fees - Based on Agreement through 2026</i>	13,366	19,292	19,292	9,381	19,292	18,956	1,650 384 1,800 3,000



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1110	468		Dues & Subscriptions <i>NYS Court Clerk Assoc. (2) \$60 each</i> <i>Fee increase</i> <i>West. County Magistrates Association(2)</i> <i>Increased \$75 per Judge.</i> <i>NYS Magistrates Association-Judges</i> <i>Judge \$110, Associate Judge \$65</i>	420	445	445	470	470	500	500
A1110	476		Travel/Mileage Reimbursement <i>Court Clerk Training</i>	-	60	60	-	60	60	60
A1110	477		Professional Development <i>Court Clerk Conferences</i> <i>Westchester Co. Magistrates Assoc.</i> <i>Judges Annual Conferences</i>	-	200	200	180	200	1,000	200
A1110	480		Books & Software <i>Updated Vehicle and Traffic Penal Law Books</i>	137	200	200	71	200	200	200
A1110	810		Optical Insurance	681	565	565	322	565	565	565
A1110	815		Dental Insurance	1,589	2,163	2,163	853	2,163	2,163	2,163
A1110	816		Ortho -Dental	-	3,355	3,355	-	3,355	3,355	3,355
A1110	820		Hospital Insurance	43,517	48,015	48,015	60,879	60,879	83,504	83,504
A1110	840		Retirement & Pension <i>Per NYS Projection</i>	19,568	20,041	20,041	19,132	19,132	25,860	25,860
A1110	850		Social Security	12,671	12,634	12,634	11,401	12,634	13,695	13,695



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1110	890		Workers Compensation	268	282	282	262	263	268	268
A1110	895		Employee Assistance Program	90	90	90	90	90	90	90
<b>TOTAL ORG A1110</b>				<b>255,991</b>	<b>279,056</b>	<b>284,493</b>	<b>258,310</b>	<b>296,455</b>	<b>324,426</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1230	101		Personal Services: Full-time	155,541	160,208	160,208	141,722	160,208	160,208	160,208
A1230	106		Personal Services: Longevity	450	450	450	450	450	600	600
A1230	220		Exec - Vehicle Repair & Maint	151	200	200	78	200	200	200
A1230	400		Misc Expense	11,766	-	548	3,720	3,720	-	-
A1230	412		Advisory Board Fund <i>Fund will be used for things like banners, advertising materials, plantings etc for the following boards</i>	-	-	-	-	-	2,000	2,000
			<i>Environmental Advisory Council Sustainability Advisory Committee Recreation Advisory Committee</i>							
A1230	419		Gasoline - Unleaded	1,060	812	812	882	882	1,061	1,061
A1230	428		Office Supplies <i>NYS Contract -Water Cooler Supplies \$40/month Misc Supplies</i>	1,290	800	800	651	800	800	800
A1230	430		Stationery And Printing <i>Business Cards</i>	220	75	75	-	75	75	75
A1230	446		General Postage	77	660	660	396	660	300	300
A1230	449		Wireless Telephone <i>VM-Cell 50/50 (A/F) Apple Storage .99/month</i>	184	186	186	182	186	216	204
										12



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1230	450		Telephone <i>Phone Contract (Year 2 of 5)</i>	461	2,265	1,633	1,591	2,265	1,278	1,278
A1230	460		Grant Writing <i>Contractual -Grant Writing Support NYSDOT and ROW Est 65 Hours</i>	6,563	9,100	9,100	4,340	9,100	9,100	9,100
A1230	463		Contractual Serv-Housing Cncl <i>Housing Action Council - Administration of Moderate Income Housing Program-</i>	440	2,850	2,850	832	2,850	2,850	2,850
A1230	468		Dues & Subscriptions <i>Executive -\$3,732 Split 50/50 (A/F) NYSCMA Dues \$400 WMOA \$875 Gazette \$30 ICMA Est Inc \$1,207 Online Journal -\$170 Survey Monkey-\$600 Municipal Administrator-\$275 NRPLA - \$175</i>	1,704	1,754	1,754	1,880	2,200	1,866	1,866
A1230	476		Travel/Mileage Reimbursement <i>Parking at Meetings</i>	-	-	-	11	12	15	15
A1230	477		Professional Development <i>Manager Conferences Split (50/50) GF/WF NYCOM, ICMA, NPERLA WC Clerks and Finance Officers -85/15 Split with Clerk 3 meetings and 1 Holliday Event</i>	2,164	1,403	1,403	1,490	1,491	1,410	1,250
A1230	490		VM Special Project <i>Manager Special Projects/ Staff Training CPR EE Training ADMIN/CSEA Est 60 emp @ 60 each</i>	-	3,000	4,336	2,387	3,598	6,000	2,400
A1230	810		Optical Insurance	370	312	312	-	312	312	312



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1230	815		Dental Insurance	977	1,473	1,473	1,367	1,473	1,473	1,473
A1230	820		Hospital Insurance	15,469	16,959	16,959	16,532	16,959	18,665	18,665
A1230	840		Retirement & Pension <i>Per NYS Projection</i>	20,452	25,837	25,837	24,665	24,665	25,066	25,066
A1230	850		Social Security	11,282	11,671	11,671	10,266	11,671	11,943	11,943
A1230	890		Workers Compensation	291	321	321	299	299	305	305
A1230	891		WorkersCompAssessment	14,080	16,000	16,000	13,328	16,000	13,729	13,729
A1230	895		Employee Assistance Program	56	57	57	54	57	57	57
<b>TOTAL ORG A1230</b>				<b>245,048</b>	<b>256,393</b>	<b>257,645</b>	<b>227,123</b>	<b>260,133</b>	<b>259,529</b>	
<b>A1355 - Assessment</b>										
A1355	460		Assessing Contractual <i>Village Consultant</i>	5,805	12,000	12,000	-	12,000	12,000	12,000
<b>TOTAL ORG A1355</b>				<b>5,805</b>	<b>12,000</b>	<b>12,000</b>	<b>-</b>	<b>12,000</b>	<b>12,000</b>	
<b>A1420 - Law</b>										
A1420	460		Legal Services <i>Legal Services</i> <i>Special Projects</i> <i>Non Staff Prosecutor to process outstanding traffic violations</i>	239,297	263,897	263,897	184,820	263,897	261,372	195,000 50,000 16,372
<b>TOTAL ORG A1420</b>				<b>239,297</b>	<b>263,897</b>	<b>263,897</b>	<b>184,820</b>	<b>263,897</b>	<b>261,372</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1460 - Records Management</b>										
A1460	460		Contractual Services <i>Rental for off-site location file storage -1 units GF/WF 50/50</i>	4,561	2,988	2,988	2,896	2,988	2,988	2,988
										2,988
			<b>TOTAL ORG A1460</b>	<b>4,561</b>	<b>2,988</b>	<b>2,988</b>	<b>2,896</b>	<b>2,988</b>	<b>2,988</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1680			<b>A1680 - Central Data Processing</b>							
A1680	203		Equipment Purchase	12,770	2,000	2,000	6,963	9,284	2,000	2,000
A1680	408		Software Purchase <i>Various Subscription Based Information Technology (SBITs)- Total 20,392-Some items moved from A1680-460</i>	4,057	17,995	17,995	10,462	17,995	16,500	13,500
			<i>65% Gen 35% water Misc Non-Contractual Support from IT Vendor crystal reports A1 Computer Services (no split)</i>							2,000
A1680	434		Village Web Site <i>Access AV Web Media Hosting Moved from A1010-433 Professional ZOOM Account \$298/month - Allocated A\$278/L\$20 Village Website - Hosting Fee Year 3 of 4</i>	-	-	-	-	-	22,997	4,777
A1680	436		Computer Connectivity <i>Village Hall internet connection Verizon \$155/month Optimum \$138/month Budget increase 2%</i>	3,660	3,500	3,500	3,173	3,500	3,516	3,516
A1680	460		Data Support Contract <i>CPU/Data support Est contract inc 5% 24/25-\$56,146 (65/35) A/F Recurring Monthly Fee MFA - 0365 Emails Monthly Security Monitoring</i>	39,672	27,994	27,994	34,875	44,612	52,694	36,494
			<b>TOTAL ORG A1680</b>	<b>60,160</b>	<b>51,489</b>	<b>51,489</b>	<b>55,472</b>	<b>75,391</b>	<b>97,707</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1920 - Municipal Assoc. Dues</b>										
A1920	468		Municipal Assoc. Dues <i>50/50 Split A/F - \$5,250</i>	5,029	4,717	4,717	3,325	4,717	2,625	2,625
<i>NYCOM-\$3,550 Westchester Planning Federation -\$200 Briarcliff Manor Rotary-\$325 Briarcliff Manor Chamber of Commerce-\$175 Sustainable Westchester-\$1,000</i>										
			<b>TOTAL ORG A1920</b>	<b>5,029</b>	<b>4,717</b>	<b>4,717</b>	<b>3,325</b>	<b>4,717</b>	<b>2,625</b>	
<b>A1964 - Refund Of Real Property Tax</b>										
A1964	423		Refund Of Real Property Tax <i>Properties Expected to Settle</i>	273,987	100,000	100,000	51,396	100,000	100,000	100,000
			<b>TOTAL ORG A1964</b>	<b>273,987</b>	<b>100,000</b>	<b>100,000</b>	<b>51,396</b>	<b>100,000</b>	<b>100,000</b>	
<b>A1989 - Insurance Recovery Expense</b>										
A1989	425		Insurance Recovery Expense <i>Expense for replacement of equipment paid by insurance-matches insurance recovery</i>	72,945	-	-	8,360	11,167	-	-
			<b>TOTAL ORG A1989</b>	<b>72,945</b>	<b>-</b>	<b>-</b>	<b>8,360</b>	<b>11,167</b>	<b>-</b>	
<b>A1990 - Contingent Account</b>										
A1990	499		Contingent Account <i>Contingency</i>	-	106,174	101,105	-	106,174	255,661	255,661
			<b>TOTAL ORG A1990</b>	<b>-</b>	<b>106,174</b>	<b>101,105</b>	<b>-</b>	<b>106,174</b>	<b>255,661</b>	
<b>A9060 - Hospital &amp; Medical Insurance</b>										
A9060	805		Medicare Reimbursement <i>Medicare Reimbursement - Est 6% Inc</i>	61,387	57,804	57,804	42,339	57,804	70,809	70,809
A9060	825		Hospital Insurance - Retirees	328,754	357,452	357,452	463,107	508,309	601,013	601,013
			<b>TOTAL ORG A9060</b>	<b>390,141</b>	<b>415,256</b>	<b>415,256</b>	<b>505,446</b>	<b>566,113</b>	<b>671,822</b>	
			<b>TOTAL EXECUTIVE</b>	<b>1,600,418</b>	<b>1,563,492</b>	<b>1,565,112</b>	<b>1,345,941</b>	<b>1,770,557</b>	<b>2,038,910</b>	
			<b>TOTAL FUND A</b>	<b>1,600,418</b>	<b>1,563,492</b>	<b>1,565,112</b>	<b>1,345,941</b>	<b>1,770,557</b>	<b>2,038,910</b>	

VILLAGE OF BRIARCLIFF MANOR  
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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.

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 the Court Clerk is 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 2022-2023, the Court collected fines and fees totaling \$203,826.00. The court handled 101 criminal cases, 25 civil/small claim cases, 29 village code violations, 2204 vehicle and traffic (VTL) and 209 parking violations.

JUSTICE COURT  
APPROPRIATIONS  
DETAIL



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1110 - Village Justice</b>										
A1110	101		Personal Services: Full-time	138,986	144,433	144,433	129,153	144,433	148,935	148,935
A1110	103		Personal Services: Part-time	18,895	19,462	19,462	17,216	19,462	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	235	-	177	177	178	-	
A1110	204		Office Furniture Purchase	-	-	4,592	4,592	4,593	-	
A1110	428		Office Supplies	1,058	950	950	727	950	1,000	1,000
A1110	430		Stationery And Printing <i>Receipt books, court record materials</i>	359	100	100	9	100	300	300
A1110	446		General Postage <i>Mailings related to Prosecutor for Village Fines and other Court Mailings</i>	1,967	5,280	5,280	1,320	5,280	1,975	1,975
A1110	450		Telephone <i>Phone/Fax Contract (Year 2 of 5)</i>	959	264	931	851	931	1,313	1,313
A1110	460		Contractual Services <i>Court Reporter</i> <i>Interpreter/Spanish Services -4x/mo. @ \$220=\$880</i> <i>\$880 x 12 mos.=\$10,560</i> <i>Note: Over 3 hrs. additional \$165</i> <i>Note: Other languages \$300</i> <i>FBS-Electronic Ticketing</i> <i>Court Room Cleaning Est 12 x \$32</i> <i>Bank Service Charge (JP Morgan)</i> <i>Audit Fees - Based on Agreement through 2026</i>	13,366	19,292	19,292	9,381	19,292	18,956	1,650 384 1,800 3,000



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1110	468		Dues & Subscriptions <i>NYS Court Clerk Assoc. (2) \$60 each</i> <i>Fee increase</i> <i>West. County Magistrates Association(2)</i> <i>Increased \$75 per Judge.</i> <i>NYS Magistrates Association-Judges</i> <i>Judge \$110, Associate Judge \$65</i>	420	445	445	470	470	500	500
A1110	476		Travel/Mileage Reimbursement <i>Court Clerk Training</i>	-	60	60	-	60	60	60
A1110	477		Professional Development <i>Court Clerk Conferences</i> <i>Westchester Co. Magistrates Assoc.</i> <i>Judges Annual Conferences</i>	-	200	200	180	200	1,000	200
A1110	480		Books & Software <i>Updated Vehicle and Traffic Penal Law</i> <i>Books</i>	137	200	200	71	200	200	200
A1110	810		Optical Insurance	681	565	565	322	565	565	565
A1110	815		Dental Insurance	1,589	2,163	2,163	853	2,163	2,163	2,163
A1110	816		Ortho -Dental	-	3,355	3,355	-	3,355	3,355	3,355
A1110	820		Hospital Insurance	43,517	48,015	48,015	60,879	60,879	83,504	83,504
A1110	840		Retirement & Pension <i>Per NYS Projection</i>	19,568	20,041	20,041	19,132	19,132	25,860	25,860
A1110	850		Social Security	12,671	12,634	12,634	11,401	12,634	13,695	13,695



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1110	890		Workers Compensation	268	282	282	262	263	268	268
A1110	895		Employee Assistance Program	90	90	90	90	90	90	90
			<b>TOTAL ORG A1110</b>	<b>255,991</b>	<b>279,056</b>	<b>284,493</b>	<b>258,310</b>	<b>296,455</b>	<b>324,426</b>	
			<b>TOTAL EXECUTIVE</b>	<b>255,991</b>	<b>279,056</b>	<b>284,493</b>	<b>258,310</b>	<b>296,455</b>	<b>324,426</b>	
			<b>TOTAL FUND A</b>	<b>255,991</b>	<b>279,056</b>	<b>284,493</b>	<b>258,310</b>	<b>296,455</b>	<b>324,426</b>	

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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 four full-time employees with the addition of a Deputy Treasurer position in last years' budget. The 24/25 Budget includes requests to upgrade our Accounting system to include new modules which will allow for more automated time keeping and payroll entry, capabilities to electronically share W2s, Direct Deposit stubs and other employee related communication, increased water usage and rate analysis, and the ability to electronically share quarterly utility bills.

**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/activities and creating 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. Prepare financial studies and analysis for the Board of Trustees and Village Manager for Special Projects.

VILLAGE TREASURER

APPROPRIATIONS

DETAIL



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1320 - Auditor</b>										
A1320	460		Audit Service <i>Audit 72% of \$40,250 (PKF)</i> <i>Audit-Danziger Markoff - GASB 75 \$2,971</i> <i>out of \$3,850 Full Year Cycle 23/24 77.17%</i> <i>(A, F, L)</i> <i>Audit-AUD Submission and Follow up \$1,440</i> <i>out of \$2,000 72% (A, F, L)</i> <i>Single Federal Audits &gt;750k -CHIPS/FEMA</i>	32,090	39,295	39,295	35,735	39,295	37,751	29,980 2,971 1,800 3,000
			<b>TOTAL ORG A1320</b>	<b>32,090</b>	<b>39,295</b>	<b>39,295</b>	<b>35,735</b>	<b>39,295</b>	<b>37,751</b>	
<b>A1325 - Village Treasurer</b>										
A1325	101		Personal Services: Full-time	157,460	197,127	188,793	163,353	197,127	212,543	212,543
A1325	103		Personal Services: Part-time	9,779	-	1,000	986	986	-	
A1325	106		Personal Services: Longevity	913	1,013	1,013	1,013	1,013	1,126	1,126
A1325	107		Personal Services: Vacation	2,747	2,830	2,830	2,940	2,940	2,940	2,940
A1325	204		Office Furniture Purchase	-	-	5,449	5,449	5,449	-	
A1325	213		Office Equipment Maintenance <i>Folder/Sealer Annual Maintenance</i> <i>Printer Maintenance Kits</i>	739	1,162	1,162	799	1,162	1,019	1,019
A1325	400		Other-Fees <i>CC Fees -Annual Fee (150)</i> <i>Flores - HSA/FSA Admin Charges</i>	866	125	125	1,792	1,792	1,350	150 1,200
A1325	407		Software Maintenance & Support <i>Accounting Software Annual \$52,406 - 3%</i> <i>Inc- GF- 76.3% -WF-21.2%-LF-2.5%</i> <i>Paper Vision - Archived PR and Minute</i> <i>Records 50/50 A/F Split</i>	42,343	55,955	64,634	66,638	66,638	56,972	39,700 128



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
			<i>Crystal Report Support</i> <i>Split</i>							1,500 5,875
			<i>A/F</i> <i>Clear Gov - Transparency Platform/Capital</i> <i>Platform 3% Increase</i>							4,140
			<i>Debt Book - Manage Village Leases added</i> <i>2 ( new modules to manage Subscriptions</i> <i>and Debt for forecasting purposes (\$8,000 -</i> <i>50%-A/30%-F/20%-L)</i>							125
			<i>Ossining Assessment Conversion File for</i> <i>Annual Taxes-</i>							5,504
			<i>TYLER ERP -2024/25 Upgrade Employee</i> <i>Self Serve/Content Manager increased</i> <i>operating Cost (\$7,217) Split</i> <i>A-76.26%/F-21.27%/L-2.47%</i>							
A1325	428		Office Supplies <i>Toner, Paper, Binders, Folders, etc.</i> <i>Purchases to be made April &amp; May (Tax)</i>	3,119	3,000	2,950	3,235	3,235	3,000	3,000
A1325	430		Stationery And Printing <i>PR &amp; AP Checks - Reduction to 0, 1099s in</i> <i>stock and W2 based on upgrade to ESS.</i>	1,317	1,500	1,500	1,711	1,712	-	
A1325	446		General Postage <i>Taxes, Tax Receipts, AP Checks, Receipts,</i> <i>W-2's &amp; 1099's</i> <i>(all in house postage)</i>	3,573	3,432	3,287	3,913	3,913	3,280	3,280
A1325	449		Wireless Telephone <i>Treasurer Cell Phone Split A/F 50/50</i>	172	186	186	191	191	204	204
A1325	450		Telephone <i>Phone Contract (Year 2 of 5)</i>	719	527	2,937	2,783	2,783	1,023	1,023
A1325	460		Contractual Services <i>ACA contract Marshall &amp; Sterling</i> <i>65%GF/35%WF</i>	14,430	2,990	2,990	4,490	4,490	2,616	2,616



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1325	468		Dues & Subscriptions <i>GFOA-95 (1)</i> <i>50/50 A/F</i> <i>Westchester Co. Municipal Clerks &amp; Finance Officers Association (3) 50/50 A/F</i>	271	165	208	305	305	120	50
A1325	476		Travel/Mileage Reimbursement <i>400 Miles @ \$0.66</i>	72	264	264	-	264	264	70
A1325	477		Professional Development <i>GFOA NYS Annual Conference and Hotel</i> <i>Westchester Clerks Holiday Function and Various Meetings 50% GF 50% WF</i> <i>(\$40/person- 3 Meetings)</i>	232	800	800	210	800	550	250
A1325	478		Education Reimbursement	-	-	1,250	1,250	1,250	-	300
A1325	810		Optical Insurance	327	391	391	429	600	391	391
A1325	815		Dental Insurance	2,944	1,694	1,694	1,583	1,694	1,694	1,694
A1325	816		Ortho -Dental	-	1,678	1,678	-	1,678	1,678	1,678
A1325	820		Hospital Insurance <i>Pcori Annual Fees</i>	44,625	55,985	54,009	51,528	55,985	58,005	55,935
A1325	840		Retirement & Pension <i>Per NYS Projection</i>	16,799	22,608	22,608	21,598	21,599	25,622	25,622
A1325	850		Social Security	12,783	15,386	15,386	12,691	15,386	16,573	16,573
A1325	890		Workers Compensation	240	252	252	235	252	240	240



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1325	895		Employee Assistance Program	68	92	92	88	92	92	92
										92
			<b>TOTAL ORG A1325</b>	<b>316,535</b>	<b>369,162</b>	<b>377,486</b>	<b>349,206</b>	<b>393,334</b>	<b>391,302</b>	
A1380 - Fiscal Agent Fees										
A1380	497		Bond And Note Costs <i>Filing of Annual Statement Securities Exchange Act of 1934- FA Contract Increase 8% - 50/50 Split A/F</i>	1,125	1,470	1,470	1,215	1,470	1,305	1,305
			<b>TOTAL ORG A1380</b>	<b>1,125</b>	<b>1,470</b>	<b>1,470</b>	<b>1,215</b>	<b>1,470</b>	<b>1,305</b>	
A1980 - MTA Tax Expense										
A1980	498		MTA TAX <i>MTA TAX-ADMIN PD CSEA Summer Camp</i>	24,647	38,615	38,615	23,171	38,615	25,440	7,080
										10,814
										7,546
			<b>TOTAL ORG A1980</b>	<b>24,647</b>	<b>38,615</b>	<b>38,615</b>	<b>23,171</b>	<b>38,615</b>	<b>25,440</b>	
A9730 - Bond Anticipation Notes-IntExp										
A9730	720		BAN Interest Exp	26,590	-	-	-	-	-	-
			<b>TOTAL ORG A9730</b>	<b>26,590</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
A9785 - Installment Purchase Debt										
A9785	600		Principal on Indebtedness <i>LEASE COMPLETED -Police-Vehicles Police Radios - 5 Year Deal - Ends Oct 2025-\$2,200/month</i>	73,248	63,715	59,397	55,977	55,977	28,500	11,000
										17,500
A9785	700		Interest on Indebtedness	6,883	927	5,245	5,052	5,246	-	
			<b>TOTAL ORG A9785</b>	<b>80,131</b>	<b>64,642</b>	<b>64,642</b>	<b>61,029</b>	<b>61,223</b>	<b>28,500</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A9901 - Interfund Transfers</b>										
A9901	910		Transfer To Capital Fund	526,376		-	1,122,285	1,070,995	1,076,000	-
A9901	911		Transfer to Capital-BAN Princ.	25,380		-	-	-	-	-
A9901	930		Transfer To Public Library <i>Village contribution to the Library</i>	633,809	690,000	690,000	690,000	690,000	732,783	732,783
A9901	940		Transfer To Debt Service Fund <i>Principal - 2,039,271</i> <i>Interest - 958,129</i>	2,533,883	4,033,733	4,033,733	3,886,063	4,033,733	2,997,400	2,997,400
<b>TOTAL ORG A9901</b>				<b>3,719,449</b>	<b>4,723,733</b>	<b>5,846,018</b>	<b>5,647,059</b>	<b>5,799,733</b>	<b>3,730,183</b>	
<b>TOTAL TREASURER</b>				<b>4,200,568</b>	<b>5,236,917</b>	<b>6,367,526</b>	<b>6,117,414</b>	<b>6,333,671</b>	<b>4,214,481</b>	
<b>TOTAL FUND A</b>				<b>4,200,568</b>	<b>5,236,917</b>	<b>6,367,526</b>	<b>6,117,414</b>	<b>6,333,671</b>	<b>4,214,481</b>	

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 184 cases for follow up, of which 80 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 burglary of 2 homes and that investigation lead to a multi-jurisdictional arrest of the same subjects who committed similar crimes throughout New York State.

**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 19,984 calls for service and fielded thousands of informational requests and calls for general assistance. Recently, Patrol began a more pro-active approach to vehicle and traffic enforcement of our "problem areas". The Patrol Division issued over 2100 (2<sup>nd</sup> most in ten years) moving violations in 2023. 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.

POLICE

APPROPRIATIONS

DETAIL



**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A3120 - Police Department</b>										
A3120	101		Personal Services: Full-time	2,359,539	2,598,566	2,528,566	2,227,987	2,576,328	2,693,805	2,693,805
A3120	102		Personal Services: Overtime	401,792	250,000	303,892	356,467	359,735	270,000	270,000
A3120	104		Personal Services: Holiday Pay	120,229	130,040	118,886	118,886	118,886	134,092	134,092
A3120	106		Personal Services: Longevity <i>12 Employees</i>	13,796	16,355	16,355	13,898	16,355	15,831	15,831
A3120	107		Personal Services: Vacation	41,170	17,511	17,511	16,457	17,511	12,900	12,900
A3120	108		Sick Contractual Payout <i>As per Contract - Year 2 of 5</i>	-	10,647	10,647	10,689	10,690	10,690	10,690
A3120	109		Personal Services: Training	28,794	25,000	25,000	23,794	25,000	25,000	25,000
A3120	110		Personal Services: Sick/Retir	16,704	-	29,401	29,401	29,401	-	-
A3120	112		PO 1 OT Off Duty/Grant Related	25,762	10,000	10,000	17,945	17,945	23,331	23,331
A3120	113		PBA Uniform & Cleaning Payout <i>Chief and LT \$1,400 each</i>	25,135	28,000	25,862	25,862	28,000	28,000	28,000
A3120	201		Equipment <i>Duty Ammunition \$2,500 Battery Packs \$500 Taser Cartridge \$1,000 Training Supplies \$1,000</i>	3,386	5,000	4,250	5,406	5,506	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>	-	1,000	600	-	1,000	500	500



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3120	204		Office Furniture Purchase <i>Chair for police desk. (24 hr. use chair)</i>	-	250	250	1,065	1,065	1,000	1,000
A3120	211		Gen Repair And Maintenance <i>Cameras, radar units and firearms moved 212 and 218 into this line</i>	6,022	1,500	1,500	-	1,500	1,500	1,500
A3120	212		Radio Equipment Repair & Maint	935	-	-	-	-	500	500
A3120	222		Veh Repair & Maint -Police <i>Maintenance and parts for Police vehs.</i>	27,959	18,000	18,000	26,565	26,565	20,000	20,000
A3120	231		Office Equipment - Leased <i>Ricoh Copier - \$99/month</i>	1,284	1,300	1,300	1,575	1,961	1,188	1,188
A3120	250		Vests/New Officer Uniform <i>New Officer uniforms - \$1,600 Each Plus additional purchases</i>	5,800	5,000	6,150	26,981	26,981	1,600	1,600
A3120	251		Motorcycle Equipment	-	900	900	-	900	900	900
A3120	404		Transportation,Tow+ImpoundServ <i>Tow and impound fees</i>	350	300	300	175	300	300	300



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

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3120	407		Software Maintenance & Support <i>Dataworks Plus (Indemia)-Support for Ricci System-AC1-Alarm Billing Maintenance</i>	60,659	53,627	45,635	23,497	53,627	65,307	2,500
			<i>Axon- Body Camera Software License/Maint, and Video Storage. Contract Year 1 of 5</i>							995
			<i>Central Square/Impact - 8.75% increase Per Ka</i>							18,480
			<i>Visual Computer Solutions (VCS)-Scheduling Program Est-3% Inc.</i>							13,753
			<i>EVERBRIDGE EST 5% \$5,624 (50%GF/50%WF)**Same as Nixel</i>							1,543
			<i>REKOR-LPR Maintenance Licenses (11)</i>							2,812
			<i>Business Electronic-Voice Record Maint-9.6% Inc.</i>							2,475
			<i>Axon- Tasers, Software License/Maint Contract Year 1 of 5</i>							7,033
			<i>EST*Axon- Interview Room Recording Software and Storage Contract Year 1 of 5</i>							5,000
A3120	419		Gasoline - Unleaded	38,729	39,000	39,000	27,349	39,000	39,000	39,000
A3120	420		Materials & Supplies <i>Oxygen recharge \$150</i>	2,096	2,840	2,840	2,824	2,840	3,000	3,000
			<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 <i>Office supplies, paper, toner, computer supplies</i>	1,445	2,250	2,250	1,585	1,850	2,000	2,000



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

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3120	430		Stationery And Printing <i>Stationery, business cards, forms and Temp</i> <i>No Parking signs</i> <i>Ricoh Copier Printing Fees</i> <i>No parking signs</i> <i>BOS Copier Printing Fees</i>	445	600	600	76	600	500	400
A3120	436		Computer Connectivity <i>Cablevision @ \$117/month</i> <i>Est 3% increase</i>	1,401	1,404	1,404	1,281	1,404	1,409	1,409
A3120	446		General Postage <i>Postage machine, shipping fees -includes</i> <i>alarm renewals</i>	1,105	792	792	594	792	1,305	1,305
A3120	449		Wireless Telephone <i>PD Air Cards (10) and Chief/Detective (3)</i> <i>Cell Phones</i>  <i>*NEW*Additional LPR add (2)</i>	4,820	5,015	5,015	4,952	5,015	6,396	6,396
A3120	450		Telephone <i>Phone/Fax Contract (Year 2 of 5)</i> <i>PD Tie Line Verizon @ \$186/month</i> <i>Annual E-Fax Line \$60</i>	8,181	5,971	6,257	6,663	6,663	6,196	3,904
A3120	460		Contractual Services <i>Cleaning Services Police Area.</i> <i>Traffic Studies</i> <i>Water</i>	9,652	9,812	9,812	10,862	10,862	7,740	4,740
A3120	468		Dues & Subscriptions <i>IACP 190, West Co. Chiefs 250, NYS Chiefs</i> <i>100.00 NYSTARS 50 LEEDA 50</i> <i>Service contract for hours of support on</i> <i>Lexipol -Policies</i> <i>NY Penal and V&amp;T Law Books</i> <i>WC Youth Officers Association ( 2 ) Members</i>	11,833	12,025	12,025	12,738	12,738	13,291	640
										12,301
										300
										50



**VILLAGE OF BRIARCLIFF MANOR**  
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**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3120	475		Prisoner Meals <i>Prisoner Meals</i>	-	50	50	39	50	50	50
A3120	476		Travel/Mileage Reimbursement <i>Tolls and travel re-imbursement</i>	-	40	40	-	40	40	40
A3120	477		Professional Development <i>8 potential POs eligible to take the sergeants exam 8@\$900</i> <i>5 sergeants eligible to take the lieutenants exam 5@\$650</i> <i>IACP Conference Fee \$445</i> <i>4 night stay 4 x \$300</i> <i>Flight \$300</i> <i>IACP 2022 - Chief</i>	3,124	4,600	3,430	3,771	4,600	10,450	10,450
A3120	478		Education Reimbursement	-	-	-	-	-	800	800
A3120	487		Physicals <i>Possible hire physicals &amp; psychological and other medical related expenses</i>	2,400	1,150	1,150	25	700	700	700
A3120	491		Police Dept. Drug Screening <i>PD Quarterly Testing</i> <i>Annual Contract</i>	1,442	2,685	2,685	603	1,200	1,500	1,500
A3120	492		Pre-Employ. Investigations <i>Pre Employment Invest. and fingerprinting fee</i>	192	-	1,170	1,426	1,426	500	500
A3120	805		Medicare Reimbursement <i>Police and Spouse Medicare Reimbursement</i> <i>Retired - Est 6% Inc</i>	47,300	47,488	47,488	34,788	47,488	48,900	48,900
A3120	810		Optical Insurance	26,888	18,000	18,000	16,091	18,000	18,000	18,000
A3120	815		Dental Insurance	31,744	25,631	21,756	19,552	25,631	25,631	25,631



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: POLICE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3120	816		Ortho -Dental	5,976	-	3,875	3,875	3,876	-	
A3120	820		Hospital Insurance	548,389	646,403	646,403	591,298	646,403	706,835	706,835
A3120	825		Hospital Insurance - Retirees	524,375	589,530	589,530	626,136	626,136	723,120	723,120
A3120	830		Life Insurance <i>US Life Insurance Co-Active Officers 20k, Retirees 10k &amp; 5k</i>	5,332	4,500	4,500	4,304	4,500	4,500	4,500
A3120	840		Retirement & Pension <i>Per NYS Projection</i>	797,825	884,226	836,226	833,387	833,387	968,473	968,473
A3120	850		Social Security	204,711	231,449	231,449	201,827	244,690	238,768	238,768
A3120	890		Workers Compensation	30,038	31,532	31,532	29,385	31,532	29,985	29,985
A3120	895		Employee Assistance Program	900	900	900	856	900	900	900
<b>TOTAL ORG A3120</b>				<b>5,449,660</b>	<b>5,740,889</b>	<b>5,685,183</b>	<b>5,362,935</b>	<b>5,891,579</b>	<b>6,171,433</b>	
<b>A3510 - Control of Animals</b>										
A3510	458		NYS Dept of Agric and Market	84	100	100	158	192	192	192
A3510	461		Contractual Services - SPCA	7,668	7,351	7,351	5,513	7,351	7,351	7,351
<b>TOTAL ORG A3510</b>				<b>7,752</b>	<b>7,451</b>	<b>7,451</b>	<b>5,671</b>	<b>7,543</b>	<b>7,543</b>	
<b>TOTAL POLICE</b>				<b>5,457,411</b>	<b>5,748,340</b>	<b>5,692,634</b>	<b>5,368,606</b>	<b>5,899,122</b>	<b>6,178,976</b>	
<b>TOTAL FUND A</b>				<b>5,457,411</b>	<b>5,748,340</b>	<b>5,692,634</b>	<b>5,368,606</b>	<b>5,899,122</b>	<b>6,178,976</b>	

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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, a Utility Pick-up Truck, 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 1200 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**. 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.

**FIRE  
APPROPRIATIONS  
DETAIL**



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

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A3410 - Fire Protection</b>										
A3410	103		Personal Services: Part-time	16,147	16,632	16,632	16,448	16,632	20,800	20,800
A3410	201		Equipment <i>"E92: Hose washer; Fire rake; Turnout gear dryer; Talon Hook Combo Tool; Paratech Lift Bag Set; EV Car Fire Blanket; Cellblock 55 Gallon Drum; Zico electric vehicle cooling unit; Hydrant Bag; Rhyno Windshield Cutter; Broom Handles E93: Flir K65 thermal camera (NFPA standard); Vulcan LED Flash Light and Charger Base; TFT SMOOTHBORE Series NEW YORK STACK TIP 1.5""F FSNYSTACK; Driver Jacket - Summer Weight; Driver Jacket - Winter Weight; TL40: Zico Saw Blade Post Mount; Fire Truck Tool Boxes, miscellaneous; PAC TRAC LOK PAK; Tempest VS-1.2D TECH SERIES DEWALT BLOWER; Tango TX1-1 Personal CO Meter; REVEL SCOUT 2-B, SCOUT-MT; E94: Standpipe Bag Kit (See Below); Leaf Blower, battery, charger (dewalt); Driver Jacket - Summer Weight; Driver Jacket - Winter Weight; R37: Miscellaneous tools; Driver Jacket - Summer Weight; Driver Jacket - Winter Weight" E94: Standpipe bag; NY hook; Leaf blower; Hose adaptors; Driver jackets (summer and winter weight)</i>	25,011	32,000	37,410	31,926	35,600	37,500	37,500
A3410	202		Radio Equipment Purchase <i>Upgrade older/obsolete and out of service First Responder Radio...Replacement of HT1250-w/Digital</i>	11,478	5,000	14,152	10,969	10,969	1,000	1,000



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**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3410	203		Office Equipment Purchase <i>Copier Rental in A3410-231; new chairs, etc.,</i>	394	-	5,652	5,662	5,662	1,500	1,500
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. Ice machine repair; Nederman system repairs</i>	5,508	5,000	6,098	6,847	7,502	7,500	7,500
A3410	212		Radio Equipment Repair & Maint <i>Repairs of Radios and Pagers</i> <i>Non inclusion of Radio Purchase in the Capital Budget would increase this amount to 4,000</i>	3,903	1,500	1,402	109	1,500	1,500	1,500
A3410	218		Light Equipment Repair & Maint <i>NFPA Required Annual Pump &amp; Hose Testing</i> <i>Repair &amp; Maintenance of Hydraulic Extrication Tools, Pump and Hose testing (\$5,000) Exhaust system repairs. H.Q. &amp; H.Q.</i>	6,820	7,000	12,000	6,657	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>	1,967	3,000	3,000	2,990	3,000	3,750	3,750
A3410	226		Veh Repair & Maint -Fire <i>Preventative Maintenance Program: All apparatus require annual PMI. (\$5,000 per truck)</i> <i>Repair: 2008 Seagrave experiencing multiple chassis &amp; motor issues. 2005KME repairs. Hurst Tool Repairs</i>	70,392	90,000	92,137	89,324	100,687	99,000	99,000
A3410	231		Office Equipment - Leased <i>Cannon Copier Lease \$107/month will be up 2027</i>	1,322	1,300	1,300	1,070	1,300	1,284	1,284



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3410	241		Scott Air Packs <i>NFPA Required flow testing of all airpacks - \$5000 OSHA Required hydrotesting of SCOTT bottles. R&amp;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</i>	13,023	26,110	23,900	23,302	26,110	26,110	26,110
A3410	242		R & M Turnout Gear <i>Annual professional cleaning &amp; repair of approx 194 pieces of turn out gear.</i>	12,094	15,000	12,028	12,028	15,000	16,500	16,500
A3410	250		Uniforms <i>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</i>	4,184	5,000	20,000	-	5,000	7,500	7,500
A3410	401		Advertising <i>Recruitments of new members. Open House, Direct Mailings, banners, fliers, brochures.</i>	1,000	2,000	2,000	-	2,000	2,000	2,000
A3410	407		Software Maintenance & Support <i>SCM Maintenance Contract - \$11,000 SCM Custom reports - \$2,000 Quickbooks Annual Subscription - \$1,800 Survey Monkey-\$300 Signup Genius - \$200</i>	11,279	15,300	15,300	14,131	15,300	16,065	16,065
A3410	408		Software Purchase	8,395	8,500	9,512	9,512	9,512	8,925	8,925



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3410	418		Fire & Ambulance Diesel	17,201	15,750	15,750	11,971	15,750	15,750	15,750
A3410	419		Gasoline - Unleaded	7,735	9,213	9,213	5,568	9,213	9,213	9,213
A3410	420		Materials & Supplies <i>Supplies for maintenance, minor repairs for H.Q.&amp;SFH and for all apparatus &amp; command vehicles, , misc supplies, water filtration system: H.Q./SFH,bottled water for all truck for hydration during calls.</i>	4,852	5,000	5,000	4,702	5,000	6,000	6,000
A3410	426		Insurance/Cancer Benefit <i>FD Accident Policy NYMIR (Injury and illness coverage) 4% of total policy \$534,553 - 5% inc Cancer Policy-Est 10% inc 24/25 Increased Membership driving inc. Excess Insurance - Vol FD - Year 2 of 3 Rate</i>	41,223	42,061	42,061	47,250	47,250	51,193	22,142
A3410	428		Office Supplies <i>Paper, pens, general office supplies. Folders,pads, toner,</i>	549	800	800	708	800	800	800
A3410	430		Stationery And Printing <i>Letterhead, Printing Cartridges,Envelopes,Business Cards,Invitations. BOS Copier printing fees</i>	825	900	900	1,000	1,232	900	900
A3410	436		Computer Connectivity -Cable <i>Cable/Internet-FIOS/SH/ H.Q.</i>	2,802	4,000	4,000	2,554	4,000	3,200	3,200
A3410	438		Building Maintenance <i>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.</i>	5,275	5,500	5,500	4,290	5,500	6,000	6,000



**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3410	439		Building Improvements <i>Mainhouse- Paint floor and walls in Chief's &amp; Captain's Offices. Bathroom and Shower Improvements, Outside Lighting. Fitness center improvements.</i>	6,110	3,500	3,500	3,158	3,500	4,000	4,000
A3410	440		Utilities-Electricity	31,585	33,000	33,000	24,756	33,000	32,000	32,000
A3410	442		Natural Gas -Utility	6,412	9,000	9,000	7,217	9,000	7,000	7,000
A3410	446		General Postage <i>Fire Alarm Billing and Misc</i>	211	660	660	649	660	215	215
A3410	449		Wireless Telephone-Aircards <i>9 Aircards for Computers in all Fire Department vehicles used for dispatch/directions/reporting.</i>	4,081	4,103	4,103	3,804	4,103	4,320	4,320
A3410	450		Telephone <i>Phone Contract (Year 2 of 5)</i> <i>Annual Charge Fax Lines</i>	4,146	5,595	3,247	3,538	5,595	4,986	2,812 60 2,114
A3410	460		Contractual Services <i>Cleaning Services for Main H.Q. and SFH.</i> <i>Contract Maintenance Power generator service. Main firehouse and Scarborough fire house</i> <i>Contract Maintenance Power HVAC service. Main firehouse and Scarborough firehouse</i>	15,098	16,837	16,837	17,683	17,683	15,533	12,876 737 1,920
A3410	464		Town Protection 209-D <i>Est Town Fire Protection Service 209-D</i>	75,884	100,613	100,613	63,402	100,613	103,521	103,521



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

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3410	468		Dues & Subscriptions <i>NYSAFC: \$175</i> <i>Explorer Post: \$440</i> <i>MPCA: \$100</i> <i>WCAFC: \$300</i> <i>HVVFA: \$28</i> <i>FASNY: \$1,160</i> <i>BJWarehouse \$130</i> <i>Capital One-Northern Tool - \$40</i>	1,755	2,500	2,500	575	2,500	2,750	2,750
A3410	471		Alarm Monitoring <i>Marshall Alarm Quarterly Billing \$126:</i> <i>inspection \$195</i>	630	800	800	378	800	800	800
A3410	476		Travel/Mileage Reimbursement <i>Mileage Reimbursement, for bringing trucks</i> <i>and ambulance to the auto mechanics, tolls.</i>	200	200	200	164	200	250	250
A3410	477		Professional Development <i>NFPA Required Bailout Training &amp;</i> <i>Recertification</i> <i>Andy Frederick's Seminar</i> <i>Outside Vendor Specialty Training</i> <i>Defensive Driving</i>	9,490	15,000	19,972	11,145	15,000	22,500	22,500
A3410	480		Books & Software <i>Textbooks and workbooks for new</i> <i>Firefighting 1 Curriculum</i>	-	500	500	-	500	550	550
A3410	485		Vaccinations <i>Vaccinations - hep B, flu, TB for new and</i> <i>existing members, HepC, PSA. Flu shots have</i> <i>increased</i>	2,040	5,000	3,988	1,460	3,988	5,000	5,000
A3410	487		Physicals <i>Yearly Physicals for All BMFD current</i> <i>members and new members, increase for</i> <i>physicals</i>	33,040	43,000	33,000	30,780	43,000	43,000	43,000



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

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3410	495		Public Education <i>Handouts and brochures for public, including nursery schools and Todd Elementary School, community day.</i>	1,028	900	900	754	900	1,575	1,575
A3410	845		Service Awards Program <i>Estimate based on 83 Members and Est. Forfeitures as per Fire Fly</i>	104,791	85,500	85,500	8,081	85,500	100,000	100,000
A3410	850		Social Security	1,235	1,272	1,272	1,258	1,272	1,592	1,592
A3410	890		Workers Compensation	23,399	24,563	24,563	22,890	24,563	23,358	23,358
<b>TOTAL ORG A3410</b>				<b>594,510</b>	<b>669,109</b>	<b>699,901</b>	<b>510,711</b>	<b>703,895</b>	<b>723,940</b>	
<b>TOTAL FIRE</b>				<b>594,510</b>	<b>669,109</b>	<b>699,901</b>	<b>510,711</b>	<b>703,895</b>	<b>723,940</b>	
<b>TOTAL FUND A</b>				<b>594,510</b>	<b>669,109</b>	<b>699,901</b>	<b>510,711</b>	<b>703,895</b>	<b>723,940</b>	

AMBULANCE

APPROPRIATIONS

DETAIL



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

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A4540 - Ambulance</b>										
A4540	103		Personal Services: Part-time	4,037	4,158	4,158	3,137	4,158	5,200	5,200
A4540	201		Equipment <i>Disposable Medical Equipment including but not limited to: bandages, gauze, tape, NRB masks, cannulas, misc dressings, airways, narcan, 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. Increased demand and use of gloves, gowns, face shields and masks.</i>	5,973	7,500	7,500	6,653	7,500	9,000	9,000
A4540	211		Gen Repair And Maintenance <i>Annual Maintenance for Ambulance equipment</i>	11,709	9,600	9,600	713	9,600	15,072	15,072
A4540	212		Radio Equipment Repair & Maint <i>Repairs for Ambulance HT1250 radios, pagers &amp; 1st responder radios. Repair an HT1250 is \$370</i>	200	1,500	1,500	-	1,500	500	500
A4540	226		Veh Repair & Maint - Amb <i>Repair &amp; Maintenance of (2) Chevrolet 4500 ambulances. Tires/Chains, Regeneration of 53B2.</i>	6,597	16,000	16,000	12,914	16,000	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>	1,113	3,500	4,250	660	3,500	3,500	3,500
A4540	407		Software Maintenance & Support <i>When to Help Scheduling Software</i>	475	550	550	-	550	578	578



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
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>	2,831	4,000	4,000	3,597	4,000	4,000	4,000
A4540	430		Stationery And Printing <i>Ambulance stationery and brochures,Printing Cartridges, Envelopes,toner</i>	242	250	250	181	250	275	275
A4540	439		Building Improvements	-	2,000	2,000	-	2,000	2,200	2,200
A4540	446		General Postage <i>Misc Letters to Proclaim</i>	35	100	100	75	100	35	35
A4540	449		Wireless Telephone <i>Aircards for 2 Ambulances vehicles used for dispatching, directions and reporting</i>	923	912	912	836	912	960	960
A4540	458		Ambulance Fees <i>Ambulance ProClaim Fees</i>	36,974	33,356	33,356	38,854	45,872	41,168	41,168
A4540	460		Contractual Services-EMT's <i>EMT Staffing</i>	158,084	210,000	210,000	167,735	210,000	230,000	230,000
A4540	462		Contractual Services - Fly Car <i>Per proposed 3 year</i>	143,420	149,568	149,568	172,990	175,157	181,124	181,124



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: FIRE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 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.</i>	2,842	7,300	8,000	7,300	8,000	8,000	8,000
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>	-	2,500	2,500	1,860	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 \$500/member x 35%</i>	125,635	123,665	123,665	-	123,665	132,643	132,643
A4540	850		Social Security	309	319	319	240	319	398	398
<b>TOTAL ORG A4540</b>			<b>501,399</b>	<b>576,778</b>	<b>578,228</b>	<b>417,745</b>	<b>615,583</b>	<b>653,153</b>		
<b>TOTAL FIRE</b>			<b>501,399</b>	<b>576,778</b>	<b>578,228</b>	<b>417,745</b>	<b>615,583</b>	<b>653,153</b>		
<b>TOTAL FUND A</b>			<b>501,399</b>	<b>576,778</b>	<b>578,228</b>	<b>417,745</b>	<b>615,583</b>	<b>653,153</b>		



## 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 Department), buildings and vehicles as well as a sanitation collection and an extensive recycling program. Our 34 full-time employees are distributed to five major divisions: Highway, Water/Sewer, Sanitation, Garage 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.

## Sanitation Department



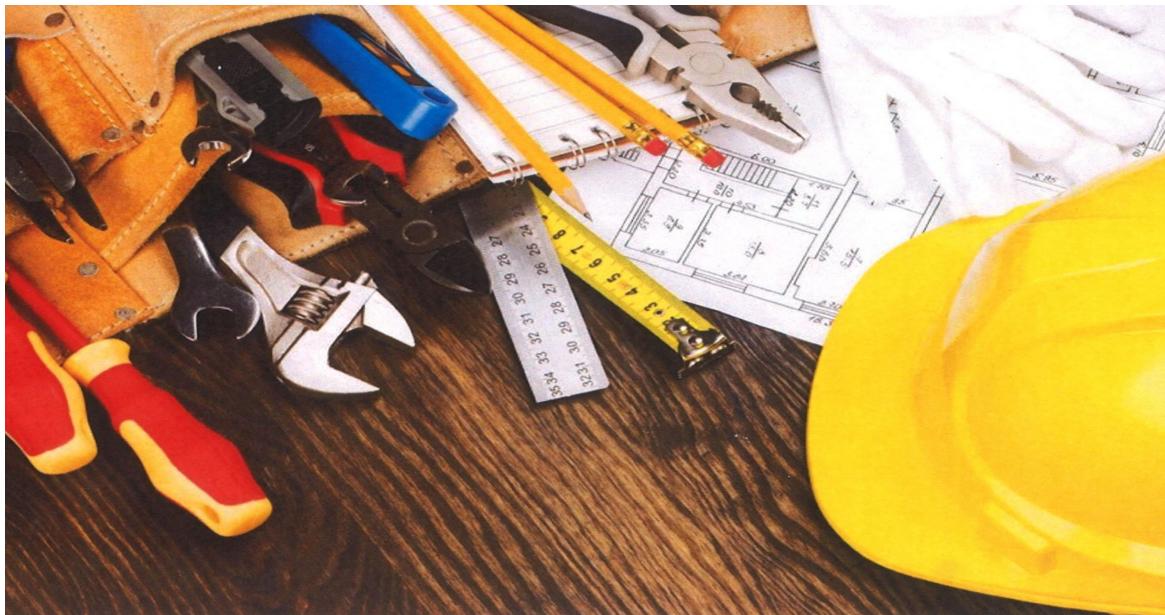
Provide pickup of garbage and curbside removal of rubbish to over 2,400 residential homes, schools and commercial businesses twice a week. Sanitation picks up recycled paper and bulk metal items bi-monthly.

## Central Garage



Maintenance of approximately 65 vehicles and 35 pieces of equipment for Village departments. (Highway, Water, Sanitation, Parks, Police, Fire, Ambulance and Administration).

## Building Maintenance



Building maintenance of the Village's 30 facilities comprised of 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.

### Building Maintenance

Village Hall	Scarborough Fire House	Platform Tennis Hut
Library	Scarborough Post Office	McCrum Field Restroom
Pool Pavilion	(9) Water Pump Station	Club Field Restroom
Public Works	(9) Sewer Stations	Old Recreation Building
Youth Center	Wireless Communication Facility	

## 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.

## **Ground Maintenance and Beautification (Under Public Works)**



Maintains grounds of Village buildings, central business district, 9 water pump stations, 9 sewer stations, 20 cul-de-sacs/triangles/islands and 20 roadside areas, throughout the village.

### Buildings

Village Hall

Scarborough Fire House

Public Works

Water Pump Stations (9)

Sewer Pump Stations (9)

## **Parks Department (Under Recreation)**



Maintains all the Villages parks, sports fields, playgrounds, tennis courts, platform courts, Village pool, 9 tennis courts, 2 platform tennis courts and 4 playgrounds.

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  
Atria Filed

Maintenance

Pool Pavilion  
Platform Tennis  
Law Park Tennis Courts  
Chilmark Park Tennis Courts  
Youth Center

DEPT OF PUBLIC WORKS

APPROPRIATIONS  
DETAIL



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

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1490 - Public Works Admin.</b>										
A1490	101		Personal Services: Full-time	242,323	244,097	244,097	213,640	244,097	283,680	283,680
A1490	106		Personal Services: Longevity	2,105	2,045	2,045	2,044	2,045	1,532	1,532
A1490	231		Office Equipment - Leased <i>Ricoh Copier @ \$190/month A-75%/F-25%</i> <i>A-</i> <i>P3 Cost Analysts (Copier Savings allocation)</i> <i>6.67% of \$2,928.00 - 27 out of 36 Months</i>	2,719	1,716	1,716	1,859	1,859	1,901	1,710
A1490	428		Office Supplies	1,101	1,300	1,300	924	1,300	1,300	1,300
A1490	430		Stationery And Printing	300	240	240	344	459	375	375
A1490	436		Computer Connectivity <i>FIOS = \$66.63/mo. = \$796.00</i>	801	800	800	871	871	800	800
A1490	446		General Postage	-	330	330	165	330	330	330
A1490	449		Wireless Telephone <i>Superintendent Cell Phone Split A/F 50/50</i> <i>General Foreman Cell Phone Split A/F 75/25</i> <i>Asst. General Foreman 100%</i>	1,352	863	863	1,057	1,278	1,128	1,128
A1490	450		Telephone <i>Phone Contract Yr (2 of 5)</i>	3,210	1,066	1,790	1,522	1,939	1,278	1,278
A1490	468		Dues & Subscriptions <i>Avg. \$300 - \$500/yr.</i>	330	400	400	248	400	400	400
A1490	477		Professional Development <i>Highway Supt. Conference - \$700.</i> <i>Westchester County Civil Service Fees - \$500.</i>	1,159	1,200	1,200	1,504	1,504	1,200	1,200



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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1490	491		Drug Screening & IME's \$125 admin fee \$500.00 *4 (quarterly) +Additional tests as necessary	2,202	2,632	2,632	1,906	2,632	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>	2	2,000	2,000	563	2,000	500	500
A1490	810		Optical Insurance	160	370	542	1,149	1,149	370	370
A1490	815		Dental Insurance	2,593	1,377	1,377	3,226	3,226	1,377	1,377
A1490	820		Hospital Insurance	58,370	61,288	61,288	61,864	61,864	74,083	74,083
A1490	840		Retirement & Pension <i>Per NYS Projection</i>	30,472	33,657	33,657	32,131	32,131	38,948	38,948
A1490	850		Social Security	17,987	18,525	18,525	16,085	18,525	21,436	21,436
A1490	890		Workers Compensation	2,078	2,182	2,182	2,033	2,182	2,075	2,075
A1490	895		Employee Assistance Program	96	95	95	90	95	118	118
<b>TOTAL ORG A1490</b>				<b>369,358</b>	<b>376,183</b>	<b>377,079</b>	<b>343,223</b>	<b>379,886</b>	<b>435,463</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1620 - Buildings</b>										
A1620	102		Personal Services: Overtime	1,979	-	-	4,321	4,321	2,000	2,000
A1620	103		Personal Services: Part-time	3,641	-	-	1,348	1,349	-	
A1620	211		Gen Repair And Maintenance <i>Some Items A/F Split 65/35 or expensed based on location</i>	42,183	14,560	14,560	30,760	30,760	8,580	8,580
			<i>A Portions Only -\$13,200*65%</i>							
			<i>Garage Door Repairs = \$1,500 A/F</i>							
			<i>Gas Pump Maint. = \$4,600 A/F</i>							
			<i>Pest Control - \$2,100 A/F</i>							
			<i>Misc - \$5000</i>							
A1620	420		Materials & Supplies <i>Building Maintenance Supplies. 6 Months = \$5,500.</i>	21,538	13,000	13,000	11,685	13,000	11,000	11,000
A1620	439		Building Improvements <i>Bldg. Improv.&amp; Maint.- DPW, VH including PD, Post Office</i>	8,223	10,000	10,000	12,337	15,571	10,000	10,000
A1620	440		Utilities-Electricity	31,615	32,238	32,238	21,433	32,238	25,000	25,000
A1620	442		Natural Gas -Utility-DPW Bldg	18,246	8,900	8,900	19,389	21,825	17,800	17,800



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1620	460		Contractual Services <i>Some items split A/F 65/35 or Based on location</i>	31,377	38,355	38,355	39,573	39,573	44,370	44,370
			<i>A Fund Portions Only</i>							
			<i>Cleaning (DPW/VH) 65% = \$8,424</i>							
			<i>Security Cameras 65% (Maint.) = \$14,475</i>							
			<i>Generator (Maint.) 65% = \$732</i>							
			<i>HVAC (Maint.) 65% Yr. 2 of 5 = \$7,896</i>							
			<i>Handi Lift 100% = Est 3% inc \$890</i>							
			<i>Sprinkler Testing 65% - \$975</i>							
			<i>Annual Extinguisher Testing - \$975</i>							
			<i>Misc-\$10k</i>							
A1620	471		Alarm Monitoring <i>Macy Road \$180/quarter = \$720</i>	761	1,200	1,200	1,062	1,200	1,200	1,200
			<i>2 yr./avg. = \$1,100.</i>							
A1620	850		Social Security	428	-	-	431	431	153	153
<b>TOTAL ORG A1620</b>				<b>159,991</b>	<b>118,253</b>	<b>118,253</b>	<b>142,338</b>	<b>160,268</b>	<b>120,103</b>	



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**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1640 - Central Garage</b>										
A1640	101		Personal Services: Full-time	135,520	139,260	139,260	125,841	139,260	131,281	131,281
A1640	102		Personal Services: Overtime	50	-	-	412	412	500	500
A1640	106		Personal Services: Longevity	2,649	2,648	2,648	-	2,648	1,325	1,325
A1640	107		Personal Services: Vacation	2,602	-	-	-	-	-	-
A1640	201		Equipment <i>Misc Equip.</i>	14,896	1,000	131	1,299	1,300	1,200	1,200
A1640	218		Light Equipment Repair & Maint <i>Small equip. repairs: chainsaws, mowers, generators, trimmers, trash pumps</i> <i>3yr avg=\$12,000.</i>	11,358	14,000	14,000	7,322	10,000	12,000	12,000
A1640	219		Heavy Equip/Veh Repair & Maint <i>Backhoe, Loader, Lrg 6-wh.dmp, 10whler, Sweeper,Buckt &amp; Vac Truck, Lg Plws, Sprders</i> <i>5 yr avg = \$64,000.</i> <i>3 yr avg = \$68,000.</i>	69,277	62,000	62,000	59,544	59,544	64,000	64,000
A1640	220		Vehicle Repair & Maint <i>Pickups, sml 6 wheel dump trucks, small plows, small spreader, 3 year avg.</i> <i>=\$21,000.</i>	21,539	23,000	23,000	16,101	21,468	21,000	21,000
A1640	221		Veh Repair & Maint -Sanitation <i>Lg GarbgTrks,RecyclTrk,Co-MnglTrk,Sml Garbg Trks,</i> <i>5 year avg. \$55,000.</i> <i>3 year avg. \$54,000.</i>	57,183	50,000	50,000	45,997	45,997	55,000	55,000
A1640	230		Equipment Rental	-	7,500	-	-	7,500	-	-



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1640	250		Uniforms	1,056	1,050	1,050	1,056	1,056	1,050	1,050
A1640	407		Software Maintenance & Support <i>Est Total - \$10,580</i> <i>Split</i>  <i>75%-A 25%-F</i>  <i>Fleet Management/DPW Support</i> <i>iWorQ- \$1,950/yr.</i> <i>iWorQ-Service Req Mgr- \$1,275</i> <i>Shopkey - Est.5% Inc \$5,120/yr.</i> <i>All Weld- \$240/yr</i> <i>No Limits/USA Tools - Est. 5% inc</i> <i>\$1,994/year</i>	6,073	6,097	6,097	6,123	7,935	7,935	7,935
A1640	418		Diesel	94,792	95,000	87,817	66,230	76,000	94,250	94,250
A1640	419		Gasoline - Unleaded	30,306	28,815	28,815	21,411	28,815	32,500	32,500
A1640	420		Materials & Supplies <i>Nuts, bolts, oils, filters, oxygen, acetylene, welding, gas, misc.electrical, etc.</i> <i>3 yr. avg. = \$35,000.</i>	37,695	30,000	30,000	31,721	31,721	35,000	35,000
A1640	450		Telephone	-	-	-	-	-	256	256
A1640	476		Travel/Mileage Reimbursement <i>EZ Pass</i>	152	250	250	106	250	250	250
A1640	494		Training Expenses	-	-	4,744	4,744	4,800	-	-
A1640	810		Optical Insurance	438	440	440	438	440	440	440



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A1640	815		Dental Insurance	5,238	3,480	2,680	1,835	3,480	3,480	3,480
A1640	820		Hospital Insurance	52,838	57,357	57,357	57,820	57,820	44,760	44,760
A1640	831		Disability Insurance	46	50	50	46	50	50	50
A1640	840		Retirement & Pension <i>Per NYS Projection</i>	14,204	19,762	19,762	18,865	18,866	21,973	21,973
A1640	850		Social Security	10,544	10,859	10,859	9,438	10,859	10,177	5,464 4,683 30
A1640	890		Workers Compensation	3,545	3,722	3,722	3,468	3,722	3,539	3,539
A1640	895		Employee Assistance Program	45	68	68	65	68	68	68
<hr/> TOTAL ORG A1640				<b>572,047</b>	<b>556,358</b>	<b>544,750</b>	<b>479,880</b>	<b>534,010</b>	<b>542,034</b>	



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A5110 - Street Maintenance</b>										
A5110	101		Personal Services: Full-time	489,295	613,489	613,489	548,849	613,489	630,238	630,238
A5110	102		Personal Services: Overtime	27,543	28,000	28,000	26,849	28,000	28,000	28,000
A5110	102	TrnSt	Personal Services: Overtime	1,779	-	-	4,126	4,127	-	-
A5110	103		Personal Services: Part-time	600	-	-	-	-	-	-
A5110	105		Personal Services: Meal Allow	-	150	150	-	150	150	150
A5110	106		Personal Services: Longevity	6,875	7,316	7,316	7,317	7,317	5,157	5,157
A5110	107		Personal Services: Vacation	9,413	8,886	8,886	4,560	8,886	4,326	4,326
A5110	110		Personal Services: Retirement	4,384	-	-	-	-	-	-
A5110	111		Personal Services: Differentl	260	1,400	1,400	181	1,400	1,400	1,400
A5110	201		Equipment <i>Equipment Highway - (2) Backpack blowers = \$1200 (2) Weedwackers = \$600 (1) Chainsaw = \$600 Total = \$2,400.</i>	3,526	2,400	3,269	3,269	4,359	2,400	2,400
A5110	250		Uniforms <i>\$700. x 9 employees = \$5,075. MEO's Allocated</i>	5,137	5,600	5,600	3,725	5,600	5,775	5,775



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A5110	420		Materials & Supplies <i>Traffic paint, signs, safety equipment, tools Topsoil, drainage pipe, catch basins, Item #4, etc. 3 yr. avg. = \$44,000. 2021 = \$42,000.</i>	58,810	45,000	45,000	37,010	45,000	45,000	45,000
A5110	460		Contractual Services <i>Tree Removal</i>	30,295	32,000	32,000	20,599	32,000	32,000	32,000
A5110	477		Professional Development <i>CDL - A Training Reimb</i>	60	-	-	741	988	3,500	3,500
A5110	494		Training Expenses	-	-	2,439	2,439	3,252	6,000	6,000
A5110	810		Optical Insurance	1,363	2,344	2,344	1,795	2,344	2,564	2,564
A5110	815		Dental Insurance	5,912	8,284	8,284	7,531	8,284	8,284	8,284
A5110	816		Ortho -Dental	1,775	2,833	2,833	-	2,833	2,833	2,833
A5110	820		Hospital Insurance	133,533	186,884	186,884	199,416	199,416	206,608	206,608
A5110	831		Disability Insurance	214	264	264	229	264	283	283
A5110	840		Retirement & Pension <i>Per NYS Projection</i>	86,631	62,621	62,621	69,327	69,328	86,937	86,937
A5110	850		Social Security	43,985	50,434	50,434	46,468	50,434	51,213	51,213
A5110	850	TrnSt	Social Security	136	-	-	313	313	-	-



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A5110	890		Workers Compensation	58,094	60,985	60,985	56,846	60,985	57,993	57,993
A5110	895		Employee Assistance Program	158	360	360	342	360	377	377
			<b>TOTAL ORG A5110</b>	<b>969,779</b>	<b>1,119,250</b>	<b>1,122,558</b>	<b>1,041,931</b>	<b>1,149,129</b>	<b>1,181,038</b>	
A5112 - Road Construction										
A5112	102		Paving OT	10,719	10,000	10,000	12,788	12,789	13,000	13,000
A5112	465		CHIPS Street Re-Paving <i>EST 23/24 Apportionment-based on 22/23 Apportionment</i>	335,331	514,576	514,576	464,919	514,576	538,782	538,782
			<i>CHIPS = \$282,723. PAVE - \$67,055. EWR - \$54,299. POP - \$44,703.</i>							
			<i>Total -\$448,782.</i>							
A5112	840		Retirement & Pension <i>Per NYS Projection</i>	1,827	1,607	1,607	1,533	1,534	1,745	1,745
A5112	850		Social Security	811	765	765	966	1,000	995	995
A5112	890		Workers Compensation	1,324	1,391	1,391	1,296	1,391	1,323	1,323
			<b>TOTAL ORG A5112</b>	<b>350,013</b>	<b>528,339</b>	<b>528,339</b>	<b>481,502</b>	<b>531,290</b>	<b>555,845</b>	



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A5142 - Snow Removal</b>										
A5142	102		Personal Services: Overtime	20,978	60,000	50,000	42,336	60,000	60,000	60,000
A5142	105		Personal Services: Meal Allow	291	750	750	462	750	750	750
A5142	111		Personal Services Serv: Diff	-	200	200	-	200	200	200
A5142	201		Equipment <i>Plow blades, spreader parts, plow parts, etc.</i> <i>5 yr. avg. = \$10,000.</i>	1,171	12,000	12,000	4,979	12,000	10,000	10,000
A5142	420		Materials & Supplies <i>Salt</i>	24,731	70,000	70,000	60,930	70,000	50,000	50,000
A5142	840		Retirement & Pension <i>Per NYS Projection</i>	8,546	2,305	2,305	2,200	2,200	3,411	3,411
A5142	850		Social Security	1,565	4,664	4,664	3,239	4,664	4,663	4,663
A5142	890		Workers Compensation	6,705	7,039	7,039	6,559	7,039	6,693	6,693
<b>TOTAL ORG A5142</b>				<b>63,987</b>	<b>156,958</b>	<b>146,958</b>	<b>120,703</b>	<b>156,853</b>	<b>135,717</b>	



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A5182 - Street Lighting</b>										
A5182	101		Personal Services: Full-time	88,019	79,894	79,894	71,798	79,894	84,492	84,492
A5182	102		Personal Services: Overtime	-	-	-	174	174	-	-
A5182	106		Personal Services: Longevity	1,577	-	-	-	-	-	-
A5182	111		Personal Services: Differentl	-	-	-	151	152	-	-
A5182	250		Uniforms <i>Conte</i>	627	700	700	201	700	700	700
A5182	420		Materials & Supplies <i>Cobra Heads, Light Bulbs, Street Lights (Wood &amp; Lamps), Photo Cells, Fuses, Plugs 3 yr avg. = \$23,000. Verde Traffic Light Maintenance \$3,000.</i>	19,712	25,000	37,182	33,502	33,502	25,000	25,000
A5182	440		Utilities-Electricity	92,556	77,357	77,357	75,081	77,357	80,000	80,000
A5182	810		Optical Insurance	292	293	293	292	293	293	293
A5182	815		Dental Insurance	1,023	701	701	191	701	701	701
A5182	816		Ortho -Dental	-	1,738	1,738	-	1,738	1,738	1,738
A5182	820		Hospital Insurance	24,504	19,163	19,163	16,856	19,163	20,876	20,876
A5182	831		Disability Insurance	23	33	33	31	33	33	33
A5182	840		Retirement & Pension <i>Per NYS Projection</i>	7,662	14,036	14,036	13,399	13,399	14,199	14,199



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A5182	850		Social Security	7,523	6,113	6,113	6,807	6,807	6,465	6,465
A5182	890		Workers Compensation	7,036	7,386	7,386	6,883	7,386	7,024	7,024
A5182	895		Employee Assistance Program	45	45	45	43	45	45	45
TOTAL ORG A5182				<b>250,598</b>	<b>232,459</b>	<b>244,641</b>	<b>225,408</b>	<b>241,344</b>	<b>241,566</b>	



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<b>A7110 - Recreation-Parks &amp; Playgrounds</b>										
A7110	101		Personal Services: Full-time	410,426	345,037	345,037	285,471	345,037	330,004	330,004
A7110	102		Personal Services: Overtime	9,322	10,300	10,900	4,421	5,339	11,000	11,000
			<i>Moved from Community Day 7550</i>							
A7110	102	RENT	Personal Services: OT-ParksRen	-	3,000	3,000	4,313	5,000	5,000	5,000
A7110	103		Personal Services: Part-time	476	24,000	24,000	19,821	24,000	24,000	24,000
A7110	106		Personal Services: Longevity	1,766	3,059	3,059	3,059	3,059	3,059	3,059
A7110	107		Personal Services: Vac Lieu	-	-	-	1,073	1,073	-	-
A7110	111		Personal Services: Differentl	148	200	200	474	587	200	200
A7110	201		Equipment <i>Chainsaws, Pull Saws, Blower</i>	-	12,000	12,000	10,877	12,000	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>	5,238	8,000	6,965	13,198	13,198	8,000	8,000
A7110	213		Equipment Repair& Maint <i>Equipment is old and needs a bit of work</i>	-	500	1,535	3,608	4,286	2,500	2,500
A7110	223		Veh Repair & Maint -Recreation	-	-	-	299	398	2,000	2,000
A7110	250		Uniforms	3,542	2,800	2,800	1,804	2,800	2,800	2,800



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A7110	408		Software Purchase <i>ArborPro Enterprise Software-Tree Management System</i>	-	2,750	2,750	2,750	2,750	2,750	2,750
A7110	420		Materials & Supplies <i>Field Lining Paint/Chalk Baseball Clay Playground Fiber Lawn Sprinkler Parts Mulch Portable Toilets</i>	40,371	30,000	30,000	28,247	30,000	30,000	30,000
A7110	440		Utilities-Electricity	4,335	4,550	4,550	3,617	4,550	4,550	4,550
A7110	449		Wireless Telephone <i>Cell Phone Recreation Parks Foreman</i>	127	375	375	344	375	396	396
A7110	450		Telephone <i>Phone Contract Year 2 of 5</i>	-	-	-	-	-	256	256
A7110	460		Contractual Services <i>Fertilization = 32k Clock Maintenance = \$1,000</i>	40,084	50,000	50,000	33,165	50,000	33,000	33,000
A7110	470		Heating -Propane <i>Propane Tanks - Platform Tennis Courts -increase in demand for rentals and usage</i>	1,675	600	600	697	929	1,300	1,300
A7110	477		Professional Development <i>WRAPS membership Pesticide Course Certified Pool Operators Course Trail Building Course</i>	-	500	500	1,205	1,553	1,000	1,000
A7110	496		Trees and Shrubs <i>New Planting</i>	1,933	2,500	2,500	-	2,500	2,500	2,500
A7110	810		Optical Insurance	1,485	1,100	1,100	1,095	1,100	1,100	1,100



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A7110	815		Dental Insurance	3,866	4,251	3,716	1,357	4,251	4,251	4,251
A7110	820		Hospital Insurance	101,387	89,790	89,790	86,051	89,790	119,358	119,358
A7110	831		Disability Insurance	161	99	99	122	122	132	132
A7110	840		Retirement & Pension <i>Per NYS Projection</i>	41,906	81,768	81,768	78,060	78,060	65,046	65,046
A7110	850		Social Security	34,176	29,501	29,501	24,735	29,501	28,257	28,257
A7110	850	RENT	Social Security	-	-	-	323	383	383	383
A7110	890		Workers Compensation	28,702	30,220	30,220	28,162	30,220	28,737	28,737
A7110	895		Employee Assistance Program	225	135	135	128	135	180	180
<hr/> TOTAL ORG A7110				<b>731,349</b>	<b>737,035</b>	<b>737,100</b>	<b>638,473</b>	<b>742,996</b>	<b>723,759</b>	



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A8090			A8090 - Environmental Control-Recycle							
A8090	101		Personal Services: Full-time	85,814	87,746	87,746	78,496	87,746	90,634	90,634
A8090	102		Personal Services: Overtime	19,631	22,000	32,000	26,950	26,950	33,000	33,000
A8090	103		Personal Services: Part-time	8,156	12,800	12,800	19,888	24,623	12,800	12,800
A8090	106		Personal Services: Longevity	1,577	1,577	1,577	1,577	1,577	1,577	1,577
A8090	111		Personal Services: Differentl	-	-	-	244	245	-	
A8090	250		Uniforms A. Silano - \$700.00	730	700	700	681	700	700	700
A8090	402		Equip Rental:Screeener:Excavator <i>Backhoe Rental for leaf pick-up.</i>	-	-	-	12,365	12,365	8,000	8,000
A8090	420		Materials & Supplies <i>Recycle Bins, Paper Bags, Decals</i> <i>Bags-8000 @ \$.35 ea = \$2,800</i> <i>Small Bins-250 @ \$7.50 ea. = \$1,875</i>	-	2,000	2,000	-	2,000	500	500
A8090	435		Disposal - Recyclable Material	36,326	80,000	80,000	63,803	80,000	70,000	70,000
A8090	810		Optical Insurance	292	293	293	292	293	293	293
A8090	815		Dental Insurance	1,392	1,572	1,572	1,440	1,572	1,572	1,572
A8090	816		Ortho -Dental	-	1,738	1,738	-	1,738	1,738	1,738
A8090	820		Hospital Insurance	35,226	38,238	38,238	38,546	38,546	41,752	41,752



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A8090	831		Disability Insurance	31	33	33	31	33	33	33
A8090	840		Retirement & Pension <i>Per NYS Projection</i>	11,198	13,128	13,128	12,532	12,533	17,055	17,055
A8090	850		Social Security	8,669	9,497	9,497	9,537	9,537	10,561	10,561
A8090	890		Workers Compensation	9,467	9,933	9,933	9,256	9,933	9,446	9,446
A8090	895		Employee Assistance Program	45	45	45	43	45	45	45
<b>TOTAL ORG A8090</b>				<b>218,554</b>	<b>281,300</b>	<b>291,300</b>	<b>275,681</b>	<b>310,437</b>	<b>299,706</b>	



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

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A8160 - Refuse Collection &amp; Disposal</b>										
A8160	101		Personal Services: Full-time	407,702	471,673	471,673	398,526	471,673	471,300	471,300
A8160	102		Personal Services: Overtime	52	-	-	1,074	1,074	-	
A8160	106		Personal Services: Longevity	6,591	5,298	5,298	3,532	5,298	3,532	3,532
A8160	107		Personal Services: Vacation	5,587	3,292	3,292	3,292	3,293	3,292	3,292
A8160	111		Personal Services: Differentl	25,516	10,000	10,000	15,321	15,321	10,000	10,000
A8160	201		Equipment <i>(1) Dumpster</i>	-	1,500	1,500	-	1,500	1,500	1,500
A8160	250		Uniforms <i>\$700/ea. x 6 = \$4,200.</i>	3,374	4,200	4,200	2,186	4,200	4,200	4,200
A8160	420		Materials & Supplies <i>Gloves, Masks, Vests</i>	1,317	-	-	-	-	-	-
A8160	435		Cost of Disposal <i>2 Year Avg. = \$98,000.</i>	99,617	95,000	95,000	71,000	95,000	98,000	98,000
A8160	810		Optical Insurance	1,436	1,758	1,758	1,144	1,758	1,758	1,758
A8160	815		Dental Insurance	6,623	6,826	6,826	6,316	6,826	6,826	6,826
A8160	816		Ortho -Dental	-	1,400	1,400	1,242	1,400	1,400	1,400
A8160	820		Hospital Insurance	135,452	150,195	150,195	116,936	150,195	140,235	140,235



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A8160	831		Disability Insurance	156	198	198	186	198	198	198
A8160	840		Retirement & Pension <i>Per NYS Projection</i>	55,874	59,912	59,912	57,195	57,196	72,661	72,661
A8160	850		Social Security	34,700	37,506	37,506	32,660	37,506	37,349	37,349
A8160	890		Workers Compensation	37,855	39,730	39,730	37,025	39,730	37,781	37,781
A8160	895		Employee Assistance Program	270	270	270	257	270	270	270
<b>TOTAL ORG A8160</b>				<b>822,122</b>	<b>888,758</b>	<b>888,758</b>	<b>747,892</b>	<b>892,438</b>	<b>890,302</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A8510 - Community Beautification</b>										
A8510	101		Personal Services: Full-time	66,566	71,344	71,344	46,695	71,344	57,494	57,494
A8510	102		Personal Services: Overtime	6,121	6,500	6,500	3,518	6,500	6,500	6,500
A8510	103		Personal Services: Part-time	24,489	20,000	20,000	9,812	20,000	20,000	20,000
A8510	111		Personal Services: Differentl	351	-	-	-	-	-	-
A8510	250		Uniforms	557	700	700	520	700	700	700
A8510	420		Materials & Supplies <i>Wd klr,seed,fert,frm string,mulch,garb cans,topsoil-</i>	6,252	11,000	11,000	7,914	11,000	10,000	10,000
A8510	477		Professional Development	60	-	-	-	-	-	-
A8510	496		Trees and Shrubs <i>Tree Replacement</i>	3,365	2,500	2,500	-	2,500	2,500	2,500
A8510	810		Optical Insurance	292	293	293	-	293	293	293
A8510	820		Hospital Insurance	15,098	8,116	8,116	7,139	8,116	8,964	8,964
A8510	831		Disability Insurance	31	33	33	28	33	33	33
A8510	840		Retirement & Pension <i>Per NYS Projection</i>	5,363	9,497	9,497	9,066	9,066	12,454	12,454
A8510	850		Social Security	7,350	7,486	7,486	5,134	7,486	6,427	6,427



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A8510	890		Workers Compensation	7,233	7,593	7,593	7,075	7,593	7,220	7,220
A8510	895		Employee Assistance Program	45	45	45	43	45	45	45
			<b>TOTAL ORG A8510</b>	<b>143,172</b>	<b>145,107</b>	<b>145,107</b>	<b>96,945</b>	<b>144,676</b>	<b>132,630</b>	
<b>A8550 - Celebrations</b>										
A8550	406		Holiday Decorations <i>Village Wide</i> <i>3 year avg. = \$3,000.</i>	891	1,000	4,616	4,616	4,617	3,000	3,000
			<b>TOTAL ORG A8550</b>	<b>891</b>	<b>1,000</b>	<b>4,616</b>	<b>4,616</b>	<b>4,617</b>	<b>3,000</b>	



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

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A8989 - Joint Construction Services</b>										
A8989	101		Personal Services: Full-time	160,293	166,392	166,392	148,623	166,392	136,127	136,127
A8989	106		Personal Services: Longevity	1,766	1,766	1,766	1,766	1,766	-	-
A8989	107		Personal Services: Vacation	-	-	-	12	13	-	-
A8989	111		Personal Services: Differentl	17	-	-	-	-	-	-
A8989	250		Uniforms	1,397	1,400	1,400	524	1,400	1,400	1,400
A8989	420		Materials & Supplies <i>Asphalt for road repairs = 2 year avg. = \$48,000.</i>	43,162	42,500	42,500	10,703	42,500	50,000	50,000
A8989	810		Optical Insurance	584	293	389	584	584	293	293
A8989	815		Dental Insurance	2,057	1,676	2,742	3,506	3,506	1,676	1,676
A8989	820		Hospital Insurance	70,451	76,476	76,476	62,430	76,476	50,716	50,716
A8989	831		Disability Insurance	54	66	66	61	66	61	61
A8989	840		Retirement & Pension <i>Per NYS Projection</i>	12,849	24,231	24,231	23,131	23,132	25,780	25,780
A8989	850		Social Security	11,784	12,866	12,866	9,327	12,866	10,416	10,416
A8989	890		Workers Compensation	11,274	11,835	11,835	11,029	11,835	11,255	11,255
A8989	895		Employee Assistance Program	90	90	90	86	90	90	90
<b>TOTAL ORG A8989</b>				<b>315,778</b>	<b>339,591</b>	<b>340,754</b>	<b>271,784</b>	<b>340,627</b>	<b>287,814</b>	
<b>TOTAL PUBLIC WORKS</b>				<b>4,967,640</b>	<b>5,480,591</b>	<b>5,490,213</b>	<b>4,870,378</b>	<b>5,588,570</b>	<b>5,548,977</b>	
<b>TOTAL FUND A</b>				<b>4,967,640</b>	<b>5,480,591</b>	<b>5,490,213</b>	<b>4,870,378</b>	<b>5,588,570</b>	<b>5,548,977</b>	

VILLAGE OF BRIARCLIFF MANOR  
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## 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 or temporary employees depending on staffing needs.

## Building Department

The Building Department provides many services to property owners concerning documentation and certification of structures within the Village required by the New York State Department of State.

- 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, Planning Board, or Board of Trustees), document their findings, and retain records.
- 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.
- Ensures the Village complies with all Department of State Building Department requirements for record keeping and reporting.

## Code Enforcement

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

- Issues Violation and/or Order To Remedy Notices to owners of properties who are in violation of any Village or 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, capital project management 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 manners.
- 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 and assessments of Village Infrastructure.
- Recommendation and planning of special construction or maintenance projects.
- Provides standard construction details for work performed within the Village.
- 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 Village 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.

BUILDING &  
ENGINEER

APPROPRIATIONS  
DETAIL



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A1440 - Village Engineer</b>										
A1440	101		Personal Services: Full-time	141,182	144,030	144,030	122,712	144,030	150,030	150,030
A1440	103		Personal Services: Part-time	10,930	13,400	13,400	8,332	8,332	-	-
A1440	106		Personal Services: Longevity	768	400	400	400	400	400	400
A1440	114		Personal Services: Auto Allwnc	1,440	-	-	66	66	-	-
A1440	214		Office Equip Maintenance/Repa <i>Cannon iMage Plotter - Maintenance Agreement</i> \$1,140	62	621	621	570	621	621	371
			<i>Allocation (A1440-32.5%, A3620-32.5%, F8310-35%)</i>							
			<i>Misc. repair expense - \$250</i>							250
A1440	400		Other Expenses	930	-	-	-	-	-	-
A1440	428		Office Supplies	473	350	550	541	812	600	600
A1440	449		Wireless Telephone <i>Village Engineer Cell Phone Split A/F 60/40</i>	91	372	372	156	372	240	240
A1440	450		Telephone <i>Phone Contract Year 2 of 5</i>	-	-	-	-	-	511	511
A1440	460		Contractual Services <i>Merritts GIS updates</i>	-	3,200	3,200	1,575	3,200	3,200	3,200
A1440	477		Professional Development <i>American Society of Civil Engineers Westchester NYSBOC Membership</i>	715	500	500	-	500	750	500
										250



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1440	494		Training Expenses <i>MUNICITY Training Split 50/50 (A1440/A3620)</i>	900	1,500	1,500	-	1,500	1,500	1,500
A1440	810		Optical Insurance	262	311	311	53	311	311	311
A1440	815		Dental Insurance	2,090	2,233	2,233	1,596	2,233	2,233	2,233
A1440	816		Ortho -Dental	1,007	3,355	3,355	-	3,355	3,355	3,355
A1440	820		Hospital Insurance	35,136	30,287	30,287	30,197	30,287	51,897	51,897
A1440	840		Retirement & Pension <i>Per NYS Projection</i>	13,438	31,493	31,493	30,064	30,065	22,925	22,925
A1440	850		Social Security	11,228	11,052	11,052	10,675	11,052	7,516	7,516
A1440	890		Workers Compensation	945	992	992	924	992	944	944
A1440	895		Employee Assistance Program	65	46	46	44	46	65	65
<b>TOTAL ORG A1440</b>				<b>221,660</b>	<b>244,142</b>	<b>244,342</b>	<b>207,905</b>	<b>238,174</b>	<b>247,098</b>	



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1625			A1625 - Cell Tower							
A1625	400	CELL	Other Expenses <i>Misc maintenance</i>	531	1,000	1,000	1,328	1,500	1,000	1,000
A1625	408	CELL	Software Purchase <i>Cell/Twr FortinetDeviceRenewal</i>	-	-	-	622	630	630	630
A1625	436	CELL	Computer Connectivity <i>Verizon</i>	3,226	3,240	3,240	2,959	3,240	3,240	3,240
A1625	442	CELL	Natural Gas -Utility	512	460	460	460	460	550	550
A1625	460	CELL	Contractual Services <i>Annual Maintenance Agreement for Security Camera</i> <i>Annual HVAC Maintenance</i> <i>Annual Maintenance for Generator</i>	1,576	3,620	3,620	2,863	3,620	5,113	3,448
<b>TOTAL ORG A1625</b>				<b>5,845</b>	<b>8,320</b>	<b>8,320</b>	<b>8,231</b>	<b>9,450</b>	<b>10,533</b>	



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A3620 - Safety Inspection</b>										
A3620	101		Personal Services: Full-time	170,686	262,073	262,073	109,842	126,275	205,407	205,407
A3620	103		Personal Services: Part-time	7,720	-	-	47,313	48,000	88,950	13,000 75,950
A3620	106		Personal Services: Longevity	768	400	400	400	400	400	400
A3620	107		Personal Services: Vacation	-	-	-	5,169	5,170	-	
A3620	114		Personal Services: Auto Allwnc	1,440	-	-	66	1,440	-	
A3620	203		Office Equipment Purchase	1,001	-	-	-	-	-	
A3620	214		Office Equip Maintenance/Repai <i>Cannon iMage Plotter - Maintenance Agreement \$1,140</i>	62	621	621	570	621	621	371
			<i>Allocation (A1440-32.5%, A3620-32.5%, F8310-35%) Misc. repair expense - \$250</i>							250
A3620	224		Veh Rep & Maint-SftyInsp Admin <i>Misc - Bldg Car</i>	56	1,500	1,500	336	500	2,500	2,500
A3620	231		Office Equipment - Leased <i>Canon Plotter_lease is completed, see line 214 for maintenance agreement.</i>	1,035	-	-	-	-	-	-
A3620	407		Software Maintenance & Support <i>Municity Annual Renewal Tyler-Munis -Permit Module -3% Increase Auto-CAD LTE- A/F 65/35 - Est \$483/YR</i>	16,197	11,133	11,133	1,424	5,460	5,460	4,000 1,147 313



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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3620	419		Gasoline - Unleaded <i>Anticipating Additional Car for New Building Inspector</i>	1,507	1,800	1,800	784	1,800	2,400	2,400
A3620	420		Materials & Supplies <i>Misc. Measuring equip, tapes wheels etc</i>	(33)	250	250	-	250	250	250
A3620	428		Office Supplies <i>General Office Supplies, Water Cooler Rental Apportionment</i>	867	1,650	1,450	1,308	1,650	2,000	2,000
A3620	430		Stationery And Printing <i>Business Cards</i>	166	300	300	120	300	300	300
A3620	446		General Postage <i>Vacant Registry and Other Mailings</i>	-	941	941	705	941	500	500
A3620	449		Wireless Telephone <i>Air Card Service (2) Code Enforcement/Fire Inspector</i> <i>Cell Phone-Code Enforcement</i> <i>Cell Phone-Building Inspector</i>	776	1,284	1,284	1,182	1,284	2,232	2,232
A3620	450		Telephone <i>Phone Contract (Year 2 of 5)</i>	389	527	752	730	794	511	511
A3620	460		Contractual Services <i>Storm Water Report</i>	3,250	3,250	3,250	-	3,250	3,800	3,800
A3620	477		Professional Development <i>NYSBOC Membership (4) - \$475/member</i> <i>International Code Council</i>	949	1,415	1,415	1,410	1,415	1,900	1,900
A3620	494		Training Expenses <i>MUNICITY Training Split 50/50</i> <i>(A1400/A3620)</i>	900	1,500	1,500	-	1,500	1,500	1,500
A3620	810		Optical Insurance	262	411	411	53	411	411	411

411



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**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A3620	815		Dental Insurance	1,903	2,233	2,233	498	2,233	2,233	2,233
A3620	816		Ortho -Dental	1,007	3,355	3,355	-	-	3,355	3,355
A3620	820		Hospital Insurance	36,472	54,769	54,769	28,654	54,769	66,108	66,108
A3620	840		Retirement & Pension <i>Per NYS Projection</i>	15,855	15,432	15,432	14,732	14,733	28,636	28,636
A3620	850		Social Security	13,788	20,081	20,081	13,030	20,081	24,274	24,274
A3620	890		Workers Compensation	2,349	2,466	2,466	2,298	2,466	2,345	2,345
A3620	895		Employee Assistance Program	95	113	113	107	113	113	113
TOTAL ORG A3620				<b>279,464</b>	<b>387,504</b>	<b>387,529</b>	<b>230,732</b>	<b>295,856</b>	<b>446,206</b>	
A8010 - Zoning Board of Appeals										
A8010	460		Contractual Services <i>ZBA- Consultant fees/Classes for ZBA members Video of meetings</i>	2,250	2,500	2,500	1,050	2,500	3,000	2,500
A8010	477		Professional Development <i>Annual training required by Village policy</i>	-	100	100	-	100	100	100
A8010	890		Workers Compensation	-	3	3	3	3	3	3
TOTAL ORG A8010				<b>2,250</b>	<b>2,603</b>	<b>2,603</b>	<b>1,053</b>	<b>2,603</b>	<b>3,103</b>	

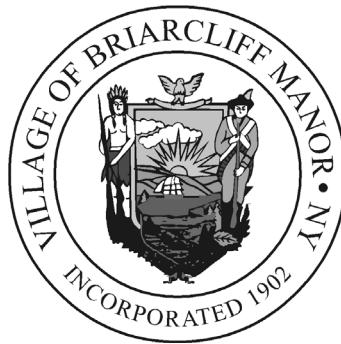


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**FUND A - General Fund**

**RESPONSIBILITY CENTER: BUILDING INSP/ENGINEER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A8020 - Planning Board</b>										
A8020	460		Contractual Services <i>Videographer for Estimate of 12 Meetings</i>	2,500	3,500	3,500	2,150	3,500	3,300	3,300
A8020	477		Professional Development	-	125	125	-	125	125	125
<b>TOTAL ORG A8020</b>				<b>2,500</b>	<b>3,625</b>	<b>3,625</b>	<b>2,150</b>	<b>3,625</b>	<b>3,425</b>	
<b>TOTAL BUILDING INSP/ENGINEER</b>				<b>511,719</b>	<b>646,194</b>	<b>646,419</b>	<b>450,071</b>	<b>549,708</b>	<b>710,365</b>	
<b>TOTAL FUND A</b>				<b>511,719</b>	<b>646,194</b>	<b>646,419</b>	<b>450,071</b>	<b>549,708</b>	<b>710,365</b>	



## Recreation Department 2024/25

This past fiscal year the department was faced with some more changes and plenty of growth with programming, an updated online recreation software and website, revenue and staff. After twenty-two years Recreation Assistant Stephanie Rossi who handled seniors and the office retired. With two new Recreation employees stepping in to learn and grow the department, we feel there is a bright future ahead.

The Recreation Department's mission is to strive to enrich our residents' lives by offering and providing a comprehensive year-round quality recreational opportunities, parks, facilities and services that are safe, provide value and promote community spirit for residents from toddler age to seniors. 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 2024/25 budget motivated to continue to build on the successes of 2023/2024 providing over 300 programs, permits, and events.

We are proud of revenue increases that we saw at the Pool and with Pickleball permits which we benefited greatly from the Picks and Pickleball event in May 2023 and look forward to bring it back in 2024. We partnered with the High School Athletic Department to provide over 10 program offerings some at no cost, we returned an in-village basketball league to Briarcliff with the 3<sup>rd</sup> & 4<sup>th</sup> grade boys basketball league with 6 teams as well as partnering up with Ossining to offer a league for the 5<sup>th</sup> & 6<sup>th</sup> grade boys. We saw increases to our facility rentals even with the price increases that to the upgrades to the Youth Center, the Briarcliff Bashes were a big hit this past summer, as well as private and semi-private swim lesson. We had more campers this past summer enrolled, more window painters for Halloween window painting and more portraits in the park participants. We cannot forget that closing of the oculus in the Community Center - giving us more program space, the trail connecting the youth center with the North County Trailway with Bike Repair stand. Our Camps saw an increase of enrollment, we offered two buses for many weeks of Camp Horizon. We enjoyed building our relationship and partnering with the Sustainability Committee on many different events including Earth Day and Sport Swap. We did have some lows where we missed our mark on revenues such as tennis lessons (new instructor), after school programming (reduction in useable space at Todd), platform tennis permits (members don't feel it is worth it). With two new staffers and a sense of enthusiasm we have from our new staff, we also hope to grow the program offerings more in 2024/25.

As we head into 2024/25 budget year, we are excited to implement providing AEDs at all of our parks with playing fields, and working with the Little League with some upgrades of McCrum. While getting our seasonal staff closer to competitive wages, going from a 3-day travel camp to a 5 day travel camp, expanding our basketball leagues, and no doubt there will be more.

The Recreation Department team enjoys the working relationships we have with the Department of Works Department in sharing equipment, supplies and personnel as well as the closer working relationship we now have with the Parks Department getting results, faster reaction times to concerns and issues and having happier users and neighbors due to their efforts. We were sad to see one of our Parks Crew, Dan Curtis, go, because he was such a huge asset to our team. We are eager to get his replacement in the team soon and hope that they fill some fairly large shoes.

In conclusion, by carefully allocating resources, monitoring expenditures, and maximizing efficiency, we are poised to achieve our objectives while maintaining fiscal responsibility in 2024 - 2025. This narrative serves as a transparent and strategic tool for stakeholders to understand our financial goals and support our mission. As we move forward, we remain committed to prudent financial management and continuous improvement to ensure the long-term sustainability and success of our recreational offerings for all.

RECREATION

APPROPRIATIONS  
DETAIL



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A7020 - Recreation Administration</b>										
A7020	101		Personal Services: Full-time	320,011	355,980	355,980	309,259	355,980	342,790	342,790
A7020	102		Personal Services: Overtime	-	5,000	5,000	4,727	5,000	5,000	5,000
A7020	103		Personal Services: Part-time	15,800	5,865	5,865	1,832	5,865	5,865	5,865
			<i>Vacation Coverage 3wks x 7hrs/day x 15 per hr = 5 days/w</i>							
			<i>Permit Sales - Special Hours</i>							
A7020	106		Personal Services: Longevity	2,450	2,450	2,450	2,450	2,450	1,225	1,225
A7020	107		Personal Services: Vacation	20,893	-	-	14,278	14,278	-	-
A7020	211		Gen Repair And Maintenance <i>Marshall Alarm and TriState Elevator Maintenance</i>	1,263	900	822	271	900	900	900
A7020	223		Veh Repair & Maint -Recreation <i>Recreation Vehicle</i>	2,050	1,500	1,376	-	1,500	900	900
A7020	231		Office Equipment - Leased <i>Ricoh Color Copier Lease, \$259/mnth</i> <i>P3 Cost Analysts (Copier Savings allocation)</i> <i>25.81% of \$2,928.00 (27 out of 36 Months Cost Savings)</i>	5,400	3,108	3,108	3,793	4,712	3,848	3,108
										740
A7020	400		Other Expenses-CreditCardFees <i>Forte Monthly Charges</i>	5,040	2,100	2,100	114	2,100	400	400
A7020	407		Software Maintenance & Support <i>Civic Rec Plus Annual Maintenance (YR 2 of 3)</i> <i>multiplied year 1 by rate of inflation</i>	29,459	25,626	25,626	-	25,626	26,497	26,497
A7020	408		Software Purchase/Training	411	-	-	-	-	-	-



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7020	419		Gasoline -Recreation Supt	-	1,379	1,379	37	1,379	800	800
A7020	428		Office Supplies <i>Copier Paper, pens, papers, folders, chairs, replacement mice, camera, organizers</i> Office Supplies <i>Envelopes</i>	1,699	1,600	1,200	1,071	1,600	1,600	1,600
A7020	430		Stationery And Printing <i>Copier Printing Fees</i> <i>Overages of Ricoh printer</i> <i>Being placed in two lines this one and .231</i>	511	336	736	551	735	1,120	1,120
A7020	436		Computer Connectivity <i>Recreation Office Access - Verizon FIOS</i> <i>Internet Access - Optimum backup</i>	3,573	3,540	3,540	3,335	3,540	3,700	3,700
A7020	438		Building Maintenance <i>Cleaning Costs are in A7150-Community Center</i> <i>Annual Back Flow Testing</i>	56	275	337	112	275	275	275
A7020	440		Utilities-Electricity	1,971	2,125	2,125	1,628	2,125	2,125	2,125
A7020	446		General Postage <i>Postage Metered thru Village Machine</i>	762	1,188	1,188	891	1,188	265	265
A7020	449		Wireless Telephone <i>Wireless Cell Phones (3)</i>	1,050	1,125	1,125	1,031	1,125	1,188	1,188
A7020	450		Telephone <i>Phone Contract (Year 2 of 5)</i>	4,737	1,329	1,634	2,429	3,059	1,278	1,278
A7020	458		Fees- ASCAP <i>ASCAP License Fee 1 year</i>	407	425	443	443	443	475	475



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7020	460		Contractual Services <i>Annual HVAC Maint (Shared with CC/Lib)</i>	-	-	314	288	349	1,914	1,914
A7020	468		Dues & Subscriptions <i>WRAPS Membership (5 members - Durso, Kuzio, Medico, Ehrlich, Mas)</i> <i>NYSPRS Membership (3 Members - Durso, Kuzio, Medico)</i> <i>NRPA Membership (3 Members - Durso, Kuzio, Medico)</i> <i>Sams Club</i> <i>NRPA Agency Membership (3)</i> <i>NRPA Small Agency Membership</i> <i>WRAPS Membership - (5)</i>	1,082	1,205	1,328	1,328	1,771	1,400	1,400
A7020	471		Alarm Monitoring <i>Alarm Monitoring - Marshall Alarm Contract - Rec Admin portion</i>	57	70	86	75	75	90	90
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>	-	200	200	-	200	200	200
A7020	477		<i>With Pool Car this decreased</i> Professional Development <i>8 monthly WRAPS meetings</i> <i>2 staff to NYSPRS conference</i> <i>1 Staff to NRPA conference</i> <i>NYSPRS 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>	249	1,600	1,145	215	1,600	1,600	1,600
A7020	810		Optical Insurance	898	1,000	1,000	914	1,000	1,000	1,000



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7020	815		Dental Insurance	844	4,296	4,296	-	4,296	4,296	4,296
A7020	820		Hospital Insurance	78,787	89,790	89,790	88,071	89,790	104,439	104,439
A7020	840		Retirement & Pension <i>Per NYS Projection</i>	45,973	46,855	46,855	44,729	44,730	53,147	53,147
A7020	850		Social Security	28,179	28,255	28,255	26,178	28,255	27,684	27,684
A7020	890		Workers Compensation	645	750	750	698	750	713	713
A7020	895		Employee Assistance Program	180	180	180	171	180	180	180
<hr/> TOTAL ORG A7020				<b>574,437</b>	<b>590,052</b>	<b>590,233</b>	<b>510,921</b>	<b>606,876</b>	<b>596,914</b>	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7150			Community Center							
A7150	101		Personal Services: Full-time	77,275	-	-	-	-	-	-
A7150	102		Personal Services: Overtime <i>Moved to Parks Budget OT</i>	275	-	-	-	-	-	-
A7150	211		Gen Repair And Maintenance <i>Fire Extinguisher Service, Sprinkler back wash test yearly, elevator calls, HVAC repairs, plumbing repairs.</i>	13,961	4,000	4,000	2,070	4,000	4,000	4,000
A7150	250		Uniforms	648	-	-	-	-	-	-
A7150	420		Materials & Supplies <i>Paper products &amp; general supplies Small appliances, etc</i>	617	1,000	1,000	169	1,000	1,000	1,000
A7150	436		Computer Connectivity <i>Monthly Optimum Charges</i>	1,151	1,200	1,200	1,094	1,200	1,300	1,300
A7150	440		Utilities-Electricity	7,949	8,000	8,000	9,169	10,400	10,500	10,500
A7150	442		Natural Gas -Utility <i>Monthly Con Ed charges</i>	619	720	720	599	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>	1,650	14,433	14,433	10,596	12,000	12,324	2,844
A7150	471		Alarm Monitoring <i>Marshall Alarm</i>	1,084	1,090	1,090	772	1,090	1,090	1,090
A7150	810		Optical Insurance	268	-	-	-	-	-	-
A7150	815		Dental Insurance	120	-	-	-	-	-	-
A7150	820		Hospital Insurance	26,362	-	-	-	-	-	-



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7150	831		Disability Insurance	23	-	-	-	-	-	-
A7150	840		Retirement & Pension	9,440	-	-	-	-	9,995	9,995
A7150	850		Social Security	6,324	-	-	-	-	-	-
A7150	895		Employee Assistance Program	45	-	-	-	-	-	-
			TOTAL ORG A7150	<b>147,809</b>	<b>30,443</b>	<b>30,443</b>	<b>24,469</b>	<b>30,410</b>	<b>40,929</b>	
<b>A7160 - After School Program</b>										
A7160	103		Personal Services: Part-time	1,980	3,600	3,600	1,283	3,600	3,240	3,240
A7160	420		Materials & Supplies <i>Supplies for after school programs</i>	-	150	150	145	150	150	150
A7160	460		Contractual Services <i>Contractual Services &amp; Supplies 3rd party instructors for after school program</i>	61,758	47,000	46,978	27,699	47,000	40,770	40,770
A7160	850		Social Security	151	276	276	98	276	248	248
A7160	890		Workers Compensation	23	24	24	22	24	23	23
			TOTAL ORG A7160	<b>63,912</b>	<b>51,050</b>	<b>51,028</b>	<b>29,247</b>	<b>51,050</b>	<b>44,431</b>	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A7181 - Swimming Pool</b>										
A7181	103		Personal Services: P/T Pool	143,238	137,044	137,438	137,216	137,217	148,000	148,000
A7181	201		Equipment-Pool <i>Filter Fins, lap lines, pool vacuum, chairs, umbrellas,</i>  <i>Need chairs 2024 -</i> <i>Depth Marking Signs</i> <i>Chaise Lounge</i> <i>Lane Reel Cover</i> <i>Deck Chairs</i>	6,059	11,000	11,000	8,302	11,000	11,000	11,000
A7181	211		Gen Rep & Maint-Pool Facility <i>Start Up &amp; Winterization, fire inspection, fryer cleaning,</i> <i>Backwash Pump</i> <i>Pump Repairs</i> <i>Pool System Plumbing Repairs</i> <i>Valve Repair</i> <i>Miscellaneous Hardware - Paint, Keys, Bulbs</i> <i>Guard Room - New Concession Service</i> <i>Window-VM Removed</i>	1,158	4,500	4,500	1,082	4,500	4,500	4,500
A7181	250		Uniforms-Pool Facility <i>Staff Shirts, Lifeguard Suits, Tanks, Whistles &amp; Hoodies</i>	1,935	3,645	3,645	3,209	3,209	3,700	3,700
A7181	405		Social Activities-Pool <i>Swim Team Expenses: Awards, Ribbons, Participant T-shirts, Fees, Invitational's, Officials, Poolside concerts, activities in the pool,</i> <i>Family Fun Night Expenses: Games Supplies, Awards. Poolside Concerts \$2400</i>	4,537	4,800	4,800	4,708	4,708	5,000	5,000



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7181	407		Software Maintenance & Support <i>When I Work App - Time and Attendance App</i>  <i>Price went up to \$5 per person - and we had between 60 -65 staff on the list for 3 - 4 months.</i> <i>\$5 x 65 staff = \$325 x 4 months = 1,300</i>	-	960	1,055	1,055	1,055	1,300	1,300
A7181	420		Materials & Supp Pool Facility <i>Water test supplies, grass seed, lifeguard training supplies, hardware, paper products, membership cards, cleaning supplies, first aid supplies and emergency aid equipment</i> <i>Topsoil</i> <i>Bulletin Boards</i> <i>Water Test Kit &amp; Supplies</i> <i>Litter Receptacles</i> <i>Safety &amp; Rescue Equipment</i>	6,650	5,380	4,407	3,244	5,380	4,500	4,500
A7181	436		Computer Connectivity - Pool <i>Cable for RecTrac Connection to Rec Office Server. Monthly Charge + wifi service at pool</i>	1,039	1,200	1,200	984	1,200	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>	14,024	13,250	13,250	13,045	13,250	15,000	15,000



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
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>	3,462	4,000	4,000	1,539	4,000	4,000	4,000
A7181	440		Utilities-Electricity	38,379	43,000	43,000	31,033	40,000	41,000	41,000
A7181	442		Heating - Pool <i>Natural Gas for Pool Hot Water Heaters</i>	1,576	2,330	2,330	1,756	1,850	2,000	2,000
A7181	450		Telephone-Pool <i>Verizon</i>	617	264	644	587	750	644	644
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
A7181	460		Contractual Services - Pool <i>Sound Services for Community Concerts,</i> <i>Lifeguard Training Course: 1 Course</i> <i>Annual - HVAC Contract</i>	1,801	5,280	5,280	2,597	5,280	6,400	5,280
A7181	468		Dues & Subscriptions - Pool <i>No. Westchester Swim Conference Dues</i>	725	900	900	-	900	800	800



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
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>	2,964	1,620	1,620	760	1,620	1,620	1,620
A7181	840		Retirement & Pension - Pool	24,767	-	-	-	-	2,538	2,538
A7181	850		Social Security - Pool	10,958	10,484	10,484	10,497	10,498	11,322	11,322
A7181	890		Workers Compensation - Pool	634	666	666	620	620	633	633
TOTAL ORG A7181				265,521	251,323	251,219	223,232	248,037	266,157	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A7311 - Youth Programs - Other</b>										
A7311	103		Personal Services: P/T YthOthr	2,526	7,090	7,090	2,002	7,090	2,890	2,890
A7311	250		Uniforms-Youth Other Programs <i>Uniforms Youth Other Programs</i>	3,385	2,125	2,125	1,043	1,043	1,020	1,020
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>	14,498	14,940	14,663	10,464	14,940	15,265	15,265
A7311	444		Bus Rental-Youth Programs-Othr <i>Ski Trip Buses - 5 trips 1 bus/trip</i>	2,975	3,650	3,650	3,125	3,650	3,280	3,280
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>	115,700	119,290	109,175	95,759	119,290	121,605	121,605
A7311	840		Retirement & Pension	-	70	70	67	67	-	
A7311	850		Social Security	193	543	543	153	543	221	221
A7311	890		Workers Compensation	37	39	39	36	39	38	38
<b>TOTAL ORG A7311</b>				<b>139,314</b>	<b>147,747</b>	<b>137,355</b>	<b>112,649</b>	<b>146,662</b>	<b>144,319</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7312			A7312 - Youth Programs - Youth Tennis							
A7312	460		Contractual Serv-Youth Tennis <i>Contractual Payments to Professional Tennis Instructor Provider</i>	8,895	18,000	18,000	7,368	18,000	7,650	7,650
			<b>TOTAL ORG A7312</b>	<b>8,895</b>	<b>18,000</b>	<b>18,000</b>	<b>7,368</b>	<b>18,000</b>	<b>7,650</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
			<b>A7313 - Youth Programs - Youth Center</b>							
A7313	103		Personal Services: P/T Yth Ctr <i>Part Time Staff</i>	678	-	-	-	-	-	-
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>	2,548	1,000	1,375	1,624	1,624	1,000	1,000
A7313	436		Computer Connectivity <i>Cablevision Cable Box \$9/mnth</i>	101	108	108	93	108	115	115
A7313	438		Building Maint-Youth Center	1,290	3,105	3,105	1,515	3,105	3,000	3,000
A7313	440		Utilities-Electricity	4,142	4,200	4,200	2,446	4,200	4,200	4,200
A7313	442		Heating-Yth Cntr	1,103	415	415	1,547	1,547	1,450	1,450
A7313	444		Bus Rental <i>Youth Center Special Trip Buses - local</i>	-	3,000	3,000	-	3,000	-	-
A7313	450		Telephone-Yth Center <i>Optimum Wifi/Phone</i>	2,089	2,040	1,420	2,106	2,106	2,500	2,500
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>	4,858	6,320	6,320	4,244	6,320	6,500	6,500



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7313	471		Alarm Monitoring <i>Fire System Monitoring Annual Fee billed quarterly</i>	1,797	540	540	503	540	540	540
A7313	850		Social Security - Youth Center	52	-	-	-	-	-	-
A7313	890		Workers Compensation	103	-	-	-	-	-	-
TOTAL ORG A7313				18,759	20,728	20,483	14,078	22,550	19,305	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A7314 - Youth Programs - Tree Camp</b>										
A7314	103		Personal Services: P/T Tree	71,554	93,345	93,345	85,572	85,572	90,620	90,620
A7314	250		Uniforms-Tree Camp <i>Staff T-Shirts - Counselors &amp; CITs</i> <i>Staff Placket Shirts - Specialists &amp; Directors</i> <i>Campers T-Shirts</i>	1,619	1,405	1,067	1,067	1,067	1,405	1,405
A7314	405		SocialAct/EntranceFees-TreeCmp <i>Camp trip to Spins Mt. Kisco</i>	990	1,500	1,267	1,267	1,267	1,500	1,500
A7314	420		Materials&Sup-Youth Camp(Tree) <i>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</i>	5,193	5,275	3,574	3,573	3,573	4,200	4,200
A7314	444		Bus Rental <i>2 buses for trip, daily bus shuttle for rain site/swim shuttle</i> <i>K Trip buses</i> <i>1st Grade Trip buses</i>	4,075	4,310	4,250	4,250	4,250	4,950	4,950
A7314	449		Wireless Telephone-Tree Camp <i>Cell Service for (1) Tree Camp Staff</i>	-	150	-	-	-	-	-
A7314	460		Contractual Services-Tree Camp <i>Tree Camp Portion of Facility Rental Expenses this year for church only</i> <i>Tree Camp Portion of Security Costs</i>	1,778	3,500	1,010	278	278	2,800	2,800
A7314	840		Retirement & Pension	-	699	699	667	667	2,459	2,459
A7314	850		Social Security	5,474	7,141	7,141	6,546	6,547	6,932	6,932
A7314	890		Workers Compensation	534	561	561	522	523	533	533
<b>TOTAL ORG A7314</b>				<b>91,216</b>	<b>117,886</b>	<b>112,913</b>	<b>103,741</b>	<b>103,744</b>	<b>115,399</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7315	103		A7315 - Youth Programs - Super Camp Personal Services: P/T Super	62,402	71,890	71,890	71,620	71,621	69,400	69,400
A7315	250		Uniforms-Super Camp <i>Staff T-Shirts - Counselors &amp; CITs</i> <i>Staff Packet Shirts - Specialists &amp; Directors</i> <i>Staff T-Shirts - Campers</i>	833	1,240	929	929	930	1,270	1,270
A7315	405		SocialAct/EntranceFees-SuperCm <i>Maritime Center</i>	825	3,840	1,291	1,291	1,292	1,300	1,300
A7315	420		Materials&Supp-Yth Camp(Super) <i>Crafts, Entertainment. Camp Office Supplies, Sports</i> <i>Before Camp supplies, New Special, First Aid (including Directors Certs), Last Day Pizza Party, Camp Carnival, Prizes, Swim supplies, Special Events, Outdoor Supplies</i>	4,087	4,000	2,293	2,293	2,293	4,000	4,000
A7315	444		Bus Rental <i>Full Day Shuttle for Rainy Days , 2 buses for camp trips</i> <i>Grand Prix / Spins Hudson Maritime Center</i>	4,075	5,840	4,250	4,250	4,250	4,500	4,500
A7315	460		Contractual Services-Super <i>Pods</i> <i>Tree Camp portion of Security Costs</i>	289	1,000	278	278	278	1,000	1,000
A7315	840		Retirement & Pension	-	1,048	1,048	1,000	1,000	315	315
A7315	850		Social Security	4,774	5,500	5,500	5,479	5,500	5,309	5,309
A7315	890		Workers Compensation	400	420	420	391	391	399	399
TOTAL ORG A7315				77,685	94,778	87,899	87,532	87,555	87,493	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
			<b>A7316 - Youth Programs -Camp Adventure</b>							
A7316	103		Personal Services: P/T Advntr	33,805	43,920	41,442	41,172	41,172	49,025	49,025
A7316	250		Uniforms-Camp Adventure <i>Staff and Camper Shirts</i> <i>Staff T-Shirts</i> <i>Campers T-Shirts</i>	884	945	802	802	803	1,000	1,000
A7316	405		SocialAct/EntranceFees-CampAdv <i>Grit Ninja Activities - 5 weeks trip and special events - Boundless Adventure, Xtreme Play, Spins Hudson, Watson Adventures,</i> <i>Splash Down Beach, Funtime - 5 weeks 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>	22,507	26,116	28,218	27,507	27,508	27,650	27,650
A7316	420		Materials&Supp-Yth Camp(Advntr <i>Sports, Crafts, Special event supplies, Office supplies/PPE, Awards/Prizes, Cpr/Rte Training 4 staff @ 200 each, First Aid, Carnival Supplies, Last Day Pizza, weekly ice cream</i>	5,919	10,000	5,106	1,947	1,948	8,100	8,100



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7316	444		Bus Rental <i>Full Day Shuttle - 1/3 of projected shuttle expenses</i> <i>And 5 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>	9,835	6,776	9,950	9,950	9,950	9,900	9,900
A7316	460		Contractual Services-CampAdvnt <i>Facility Rental - rainy days. Edith Macy Conference Center</i> <i>Camp Adv portion of Security Costs</i>	-	-	-	-	-	2,000	2,000
A7316	840		Retirement & Pension	-	-	-	-	-	635	635
A7316	850		Social Security	2,586	3,360	3,360	3,150	3,150	3,751	3,751
A7316	890		Workers Compensation	171	180	180	168	168	171	171
<b>TOTAL ORG A7316</b>				<b>75,707</b>	<b>91,297</b>	<b>89,058</b>	<b>84,695</b>	<b>84,699</b>	<b>102,232</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7317			A7317 - Youth Programs - Camp Horizon							
A7317	103		Personal Services: PT -Horizon	10,513	11,577	14,055	14,055	14,056	24,703	24,703
A7317	250		Uniforms - Camp Horizon <i>Staff and camper T-Shirts</i>	659	648	1,245	1,245	1,245	1,000	1,000
			<i>Staff T-Shirts</i>							
			<i>Camper T-Shirts</i>							
A7317	405		SocialAct/EntranceFees-CmpHrzn <i>23 trip admissions, lunches,etc</i>	23,368	25,916	38,476	38,916	38,916	39,600	39,600
A7317	420		Materials & Supplies-CmpHrzn <i>CPR/RTE Training for 2 staff, office supplies, first aid supplies</i>	410	700	185	185	186	700	700
			<i>First Aid Supplies</i>							
			<i>Office Supplies</i>							
A7317	444		Bus Rental - Camp Horizon <i>1 Bus for 23 trips</i>	14,665	10,765	21,890	21,890	21,890	19,110	19,110
A7317	449		Wireless Telephone-Cmp Horizon <i>Cell Service for (1) Camp Horizon Staff</i>	-	200	-	-	200	150	150
A7317	840		Ret & Pension - Camp Horizon	-	-	-	-	-	159	159
A7317	850		Social Security - Camp Horizon	804	886	886	1,075	1,076	1,890	1,890
A7317	890		Workers Comp - Camp Horizon	108	114	114	106	107	109	109
<b>TOTAL ORG A7317</b>				<b>50,528</b>	<b>50,806</b>	<b>76,851</b>	<b>77,473</b>	<b>77,676</b>	<b>87,421</b>	



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A7550 - Rec Events</b>										
A7550	409		Community Day <i>Community Day</i> <i>Major Attractions</i> <i>Children's Entertainer</i> <i>Give Away</i> <i>DJ</i> <i>Generator Rental</i> <i>Sound &amp; Lights</i> <i>Games Supplies</i> <i>Bonfire Event Supplies &amp; Banner updates</i>	18,931	19,000	19,277	19,277	19,277	20,000	20,000
A7550	420		New Neighbors	-	600	600	262	600	300	300
A7550	460		Briarcliff Bashes <i>Concerts, Sing Along BonFires, Banners,</i> <i>Major Attractions, Childrens Entertainment,</i> <i>DJ, Generator Rental, Sound and Lights,</i> <i>Games - Reduce in 1/2 by BOT</i>	-	4,550	6,244	6,244	6,244	5,000	5,000
<b>TOTAL ORG A7550</b>				<b>18,931</b>	<b>24,150</b>	<b>26,120</b>	<b>25,782</b>	<b>26,121</b>	<b>25,300</b>	



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**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>A7610 - Senior Citizens</b>										
A7610	103		Personal Services: Part-time	6,309	10,225	10,225	9,120	10,225	22,000	22,000
A7610	223		Veh Repair & Maint -Recreation <i>Seniors Bus Maintenance</i>	81	400	524	62	400	400	400
A7610	405		Social Activities-Senior Progs <i>Senior Monthly Trips</i> <i>Mar, Apr, May, June, July, Sept, Oct, Nov, Dec</i> <i>Senior BBQ</i>	8,385	14,350	11,176	11,424	14,350	19,000	19,000
A7610	419		Gasoline - Unleaded	6,548	1,980	1,980	5,271	5,271	6,500	6,500
A7610	420		Materials & Supplies <i>Decorations and Party Supplies</i> <i>Program Equipment</i>	1,095	600	600	176	600	600	600
A7610	444		Bus Rental <i>Coach Bus rentals for 10 Senior Trips</i>	7,043	9,000	9,000	6,650	9,000	21,000	21,000
			<i>Average cost of bus trips are \$1,800 x 10 trips for a coach bus = \$18,000</i>							
A7610	449		Wireless Telephone <i>Sr. Advocate</i>	351	375	375	344	375	396	396
A7610	450		Telephone <i>Phone Contract Year 2 of 5</i>	-	-	-	51	51	256	256
A7610	460		Contractual Services <i>Dance Instructor, 42 classes @ \$75.00</i> <i>Mahjong Instructor, 30 classes @ \$75.00</i> <i>Chair Yoga Instructor, 30 classes @ \$70.00</i>	4,785	7,500	7,500	2,272	7,500	6,000	6,000
			<i>I do anticipate Joni increasing programming</i>							



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**FUND A - General Fund**

**RESPONSIBILITY CENTER: RECREATION**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A7610	840		Retirement & Pension <i>Per NYS Projection</i>	1,002	280	280	267	267	-	
A7610	850		Social Security	483	783	783	698	783	1,683	1,683
A7610	890		Workers Compensation	86	90	90	84	90	86	86
			<b>TOTAL ORG A7610</b>	<b>36,167</b>	<b>45,583</b>	<b>42,533</b>	<b>36,416</b>	<b>48,912</b>	<b>77,921</b>	
<b>A7621 - Adult Recreation - Other</b>										
A7621	103		Personal Services: PT Adult Pr	710	800	800	1,139	1,139	800	800
A7621	460		Contractual Serv-Othr Programs <i>Adult Contractual Program Expenditures - Badminton, Basketball, Yoga, Pilates, Pickleball,</i>	13,112	10,000	10,398	14,560	19,414	15,000	15,000
A7621	850		Social Security - Adult OthPrg	54	62	62	87	87	61	61
A7621	890		Workers Compensation-Adult Oth	20	21	21	20	20	20	20
			<b>TOTAL ORG A7621</b>	<b>13,896</b>	<b>10,883</b>	<b>11,281</b>	<b>15,805</b>	<b>20,660</b>	<b>15,881</b>	
<b>A7622 - Adult Recreation - Tennis</b>										
A7622	460		Contractual Serv-Adult Tennis <i>Contractual Payments to Professional Tennis Instructor Provider Off Season Lessons</i>	4,930	10,000	10,000	4,896	10,000	7,680	7,680
			<b>TOTAL ORG A7622</b>	<b>4,930</b>	<b>10,000</b>	<b>10,000</b>	<b>4,896</b>	<b>10,000</b>	<b>7,680</b>	
			<b>TOTAL RECREATION</b>	<b>1,587,707</b>	<b>1,554,726</b>	<b>1,555,418</b>	<b>1,358,305</b>	<b>1,582,951</b>	<b>1,639,032</b>	
			<b>TOTAL FUND A</b>	<b>1,587,707</b>	<b>1,554,726</b>	<b>1,555,418</b>	<b>1,358,305</b>	<b>1,582,951</b>	<b>1,639,032</b>	



## 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 2023, approximately 100 FOIL requests were received. The Clerk's Office saw a 15% increase in parking permit revenue from 2022-2023 and continues to offer 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: 5 firework, 1 solicitor, 5 carting. Only four film permits for a total of 4 filming days were issued which decreased as a result of the strike impacting the film industry. As a licensing agent for the State of New York, the Clerk's office issued 159 disability parking permits in 2023. 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 135 dog licenses were issued in 2023. 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 43 death certificates and 440 death transcripts in calendar year 2023.

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 8 Local Laws were adopted and filed in 2023 by the Board of Trustees. The Planning Board heard 12 new applications and the Zoning Board of Appeals heard 8 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 CLERK  
APPROPRIATIONS  
DETAIL



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

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
			<b>A1410 - Village Clerk</b>							
A1410	101		Personal Services: Full-time	109,628	115,525	115,525	102,195	115,525	115,525	115,525
A1410	106		Personal Services: Longevity	1,021	1,022	1,022	1,021	1,022	1,242	1,242
A1410	231		Office Equipment - Leased <i>RICOH - Copier Lease</i> <i>260*12=\$3120</i> <i>Postage Machine</i> <i>667.44*4=\$2669.76</i> <i>P3 Cost Analysts (Copier Savings allocation)</i> <i>67.52% of \$2,928.00 (27 out of 36 Months</i> <i>Cost Savings)</i>	10,948	5,790	5,790	6,905	6,905	7,724	5,790
A1410	400		Other Expenses-Credit Card Fee	945	-	-	335	335	-	-
A1410	401		Advertising <i>Legal Ads, Public Notices for BOT, PB,</i> <i>Bonds, Tax notices</i>	2,168	2,000	4,025	3,113	4,670	2,000	2,000
A1410	428		Office Supplies <i>Paper for all departments 12 months x 3</i> <i>cases of paper.</i>  <i>Water Cooler Rental &amp; 5 Gall Water</i> <i>Increased Pitney Bowes Supplies for Inc.</i> <i>Postage usage</i>	1,668	3,000	3,000	1,878	3,000	2,500	2,500
A1410	430		Stationery And Printing <i>Manor of Speaking and Parking Permits</i> <i>(Rydin)</i> <i>Parking tags</i> <i>Copier Printing/Copy Fees</i>	1,572	5,110	4,910	4,902	5,110	4,600	4,600
A1410	446		General Postage <i>Postage</i>	1,395	2,640	1,740	1,200	2,640	600	600



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1410	449		Wireless Telephone <i>Clerk Cell Phone Split A/F 85/15</i>	-	388	388	387	388	408	408
A1410	450		Telephone <i>Phone Contract (Year 2 of 5)</i>	8,657	527	4,199	4,177	6,063	1,336	1,080 256
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>	2,059	11,525	11,525	9,963	11,525	8,525	1,195 330 7,000
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>	255	270	270	190	270	185	125 60
A1410	476		Travel/Mileage Reimbursement <i>Meetings, Seminars, Board of</i> <i>Elections, Perma Conf</i>	-	300	300	-	300	350	350
A1410	477		Professional Development <i>Meetings (WCMCTA 8x\$40), Seminars,</i> <i>Board of Elections (\$60),</i> <i>Perma Conf, NYCOM Fall School (\$1250)</i> <i>West. Municipal Clerk &amp; Finance Assn.</i> <i>WCMCFOA monthly meetings. Partial 15%</i> <i>of Dep Clerk Events</i>	-	840	60	120	840	1,830	1,630 200
A1410	810		Optical Insurance	110	300	300	135	300	300	300
A1410	815		Dental Insurance	2,555	1,488	1,488	640	1,488	1,488	1,488
A1410	820		Hospital Insurance	24,603	27,183	27,183	26,326	27,183	29,846	29,846



**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1410	840		Retirement & Pension <i>Per NYS Projection</i>	12,908	12,639	12,639	12,066	12,066	17,610	17,610
A1410	850		Social Security	8,992	8,918	8,918	8,374	8,918	8,935	8,935
A1410	890		Workers Compensation	154	162	162	151	162	154	154
A1410	895		Employee Assistance Program	50	39	39	37	39	51	51
<b>TOTAL ORG A1410</b>				<b>189,686</b>	<b>199,666</b>	<b>203,483</b>	<b>184,115</b>	<b>208,749</b>	<b>205,209</b>	
<b>A1450 - Elections</b>										
A1450	420		Materials & Supplies <i>County Roster books \$150</i>	146	150	150	148	150	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>	742	1,200	1,200	739	1,200	1,200	1,200
A1450	466		Election Inspectors/Cust.Tech. <i>Election Inspectors (4 @ \$325)</i> <i>Chairperson</i>	1,425	1,675	1,675	1,075	1,675	1,675	1,675
A1450	475		Meals <i>Breakfast, lunch &amp; dinner for 1 election</i>	146	200	200	115	200	200	200
<b>TOTAL ORG A1450</b>				<b>2,459</b>	<b>3,225</b>	<b>3,225</b>	<b>2,077</b>	<b>3,225</b>	<b>3,225</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND A - General Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
A1910			A1910 - Unallocated Insurance							
A1910	426		Unallocated Insurance <i>General Liability</i> 67% GF; 4% Fire; 4% Library; 25% Water \$534,553 (5% inc) <i>Ins Fees (MCV Enforcement-400) (Fire Fee</i> (350)	314,614	334,204	334,204	345,098	345,098	361,171	360,421
			<b>TOTAL ORG A1910</b>	<b>314,614</b>	<b>334,204</b>	<b>334,204</b>	<b>345,098</b>	<b>345,098</b>	<b>361,171</b>	<b>750</b>
			<b>TOTAL VILLAGE CLERK</b>	<b>506,759</b>	<b>537,095</b>	<b>540,912</b>	<b>531,291</b>	<b>557,073</b>	<b>569,605</b>	
			<b>TOTAL FUND A</b>	<b>506,759</b>	<b>537,095</b>	<b>540,912</b>	<b>531,291</b>	<b>557,073</b>	<b>569,605</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 Village's full supply pump station at Neperhan Ave (Tarrytown Lakes) provides an 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 and three (3) water tanks. 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.

### Water Pump Stations

Neperhan Pump Station 3mg  
Catskill Aqueduct Tap 1mg  
Delaware Aqueduct Tap 300k gall.  
Scarborough Pump Station Long  
Hill Pump Station  
Ridgecrest Pump Station  
Pocantico Pump Station  
Chappaqua Pump Station Round  
Hill Pump Station

### Sewer Pump Stations

Long Hill  
Pine Road  
Brookwood  
Wilderness Way  
Lewiston Court  
Cottonwood Lane  
Holly Place Buckhout  
Road Holbrook Road

### Water Tanks

Briarcliff (Wilderness Way)  
Farm Road (Erani)  
Edith Macy

**WATER FUND (F)**

**REVENUE**



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F0101 - Revenue - Executive</b>										
F0101	0599		Appropriated Fund Balance	-	-	-	-	-	-	-
F0101	2122		Annl Sewer Serv Chg-Mt PI <i>Updated - FY 2023/24</i>	(500)	(500)	(500)	-	(500)	(500)	(500)
F0101	2680		Insurance Recoveries-Prop.Dmg.	-	-	-	(6,394)	(6,394)	-	-
F0101	4560		FEMA	-	-	-	(11,890)	(11,891)	-	-
<b>TOTAL ORG F0101</b>				<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(18,284)</b>	<b>(18,785)</b>	<b>(500)</b>	
<b>TOTAL EXECUTIVE</b>				<b>(500)</b>	<b>(500)</b>	<b>(500)</b>	<b>(18,284)</b>	<b>(18,785)</b>	<b>(500)</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

FUND F - Water Fund

RESPONSIBILITY CENTER: TREASURER

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F0102 - Revenue - Treasurer</b>										
F0102	5031		Interfund - Transfers In	-	-	(17,529)	-	-	-	-
F0102	5050		Transfer In -From Debt Serv <i>2023 Premium and Est Interest</i> <i>Est Water Capital Interest</i>	(310,171)	(3,067,973)	(3,093,944)	(3,093,944)	(3,093,944)	(5,409)	(409) (5,000)
			<b>TOTAL ORG F0102</b>	<b>(310,171)</b>	<b>(3,067,973)</b>	<b>(3,111,473)</b>	<b>(3,093,944)</b>	<b>(3,093,944)</b>	<b>(5,409)</b>	
			<b>TOTAL TREASURER</b>	<b>(310,171)</b>	<b>(3,067,973)</b>	<b>(3,111,473)</b>	<b>(3,093,944)</b>	<b>(3,093,944)</b>	<b>(5,409)</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F0105 - Revenue - Public Works</b>										
F0105	2140		Metered Water Sales	(5,321,467)	(5,371,906)	(5,371,906)	(4,132,673)	(5,519,776)	(5,771,906)	(5,371,906)
			<i>Est additional Revenue 9.75% increase IW &amp; OW based on NYC DEP increases for 2023 6.72% and anticipated increase for 2024 - 4%</i>							(400,000)
F0105	2144		Water - Final Fee <i>Est 3 Year Avg</i>	(11,650)	(9,250)	(9,250)	(11,750)	(13,000)	(11,000)	(11,000)
F0105	2145		Ready to Serve Fees	(220,434)	(216,000)	(216,000)	(201,956)	(216,000)	(216,000)	(216,000)
F0105	2146		Special Meter Water Sale	(109,777)	-	-	(69,830)	(69,830)	-	-
F0105	2147		Annual Private Hydrant Charge <i>'90 Private Hydrants @ \$75 = \$6,750</i>	(6,800)	(6,750)	(6,750)	(6,800)	(6,800)	(6,750)	(6,750)
F0105	2148		Int+Pen On Water <i>Expected decrease as we roll out recurring payment options</i>	(117,634)	(100,000)	(100,000)	(89,910)	(100,000)	(96,000)	(96,000)
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>	(21,868)	(23,100)	(23,100)	-	(23,100)	(23,000)	(23,000)
F0105	2401		Interest & Earnings	(3,288)	(1,000)	(1,000)	(15,172)	(15,000)	(10,000)	(10,000)
F0105	2665		Permit Fees/Meter Sales <i>Curb service, meter tests, service charges &amp; water taps, Water processing fees, meter sales</i> <i>2 yr. avg. = \$11,500. Last Year = \$14,820. New Fees: Backflow \$7,000, Utility Inspection, Curb Service \$2,000.</i>	(9,950)	(12,000)	(12,000)	(5,500)	(12,000)	(4,500)	(4,500)



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
F0105	2770		Other Unclassified Revenue	(4,557)	-	-	(7,479)	(7,440)	-	-
F0105	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(18,158)	(18,347)	(18,347)	(15,786)	(18,347)	(21,437)	(21,437)
F0105	2776		Health Ins-Retirees SpouseCntr	(25,698)	-	-	-	-	-	-
			<b>TOTAL ORG F0105</b>	<b>(5,871,281)</b>	<b>(5,758,353)</b>	<b>(5,758,353)</b>	<b>(4,556,856)</b>	<b>(6,001,293)</b>	<b>(6,160,593)</b>	
			<b>TOTAL PUBLIC WORKS</b>	<b>(5,871,281)</b>	<b>(5,758,353)</b>	<b>(5,758,353)</b>	<b>(4,556,856)</b>	<b>(6,001,293)</b>	<b>(6,160,593)</b>	
			<b>TOTAL FUND F</b>	<b>(6,181,952)</b>	<b>(8,826,826)</b>	<b>(8,870,326)</b>	<b>(7,669,084)</b>	<b>(9,114,022)</b>	<b>(6,166,502)</b>	

**WATER FUND (F)**

**APPROPRIATIONS**

**DETAIL**



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
			<b>F1420 - Law</b>							
F1420	460		Legal Services <i>Retainer</i> <i>Employment Counsel</i>	46,821	48,000	48,000	49,254	55,550	56,000	47,000 9,000
			<b>TOTAL ORG F1420</b>	<b>46,821</b>	<b>48,000</b>	<b>48,000</b>	<b>49,254</b>	<b>55,550</b>	<b>56,000</b>	
			<b>F1680 - Central Data Processing</b>							
F1680	408		Software Maintenance & Support <i>Various Subscription Based Information</i> <i>Technology (SBITs)- Total \$20,392 Expenses</i> <i>moved from F1680.460</i>	2,028	6,986	6,986	1,291	6,986	7,568	6,893
			<i>65% Gen 35% water</i> <i>Misc Non-Contractual Support from IT</i> <i>Vendor</i>							675
F1680	460		Central Data Contract <i>CPU/Data support Est contract</i> <i>24/25-\$56146 (65/35) A/F</i>	21,108	12,166	12,166	22,518	28,136	14,045	14,045
			<b>TOTAL ORG F1680</b>	<b>23,136</b>	<b>19,152</b>	<b>19,152</b>	<b>23,809</b>	<b>35,122</b>	<b>21,613</b>	
			<b>F1950 - Taxes and Assessments</b>							
F1950	422		Taxes And Assessments On Prop <i>County Sewer Taxes - Mt. Pl.&amp; Ossi</i>	34,352	35,500	35,500	38,875	38,875	41,020	41,020
			<b>TOTAL ORG F1950</b>	<b>34,352</b>	<b>35,500</b>	<b>35,500</b>	<b>38,875</b>	<b>38,875</b>	<b>41,020</b>	
			<b>F1989 - Insurance Recovery Expense</b>							
F1989	425		Insurance Recovery Expense	-	-	-	6,394	6,394	-	
			<b>TOTAL ORG F1989</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,394</b>	<b>6,394</b>	<b>-</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
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**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F9060 - Hospital &amp; Medical Insurance</b>										
F9060	805		Medicare Reimbursement <i>Medicare Reimbursement - Est 6% Inc</i>	12,760	17,115	17,115	10,793	17,115	16,335	16,335
F9060	825		Hospital Insurance - Retirees	35,302	65,798	65,798	74,628	74,628	163,225	163,225
<b>TOTAL ORG F9060</b>				<b>48,062</b>	<b>82,913</b>	<b>82,913</b>	<b>85,421</b>	<b>91,743</b>	<b>179,560</b>	
<b>TOTAL EXECUTIVE</b>				<b>152,371</b>	<b>185,565</b>	<b>185,565</b>	<b>203,753</b>	<b>227,684</b>	<b>298,193</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F1320			<b>F1320 - Auditor</b>							
F1320	460		Audit Service <i>Audit 24% of \$40,250 (PKF)</i> <i>Audit-Danziger Markoff - GASB 75 \$753 out of \$3,850 Full Year Cycle 24/25 19.57% (A, F, L)</i> <i>Audit-AUD Submission and Follow up \$480 out of \$2,000 72% (A, F, L)</i> <i>Single Federal Audits &gt;750k - ARPA</i>	9,587	13,684	13,684	10,684	13,684	14,013	9,660 753 600 3,000
			<b>TOTAL ORG F1320</b>	<b>9,587</b>	<b>13,684</b>	<b>13,684</b>	<b>10,684</b>	<b>13,684</b>	<b>14,013</b>	
F1380			<b>F1380 - Fiscal Agent Fees</b>							
F1380	497		Bond And Note Costs <i>Filing of Annual Statement Securities Exchange Act of 1934- FA Contract 6/2024 Inc 8% - \$2,610 50/50 Split A/F EFC Bond Admin Fee- 7/14/2024</i>	7,218	7,002	7,002	6,747	7,002	6,270	1,305 4,965
			<b>TOTAL ORG F1380</b>	<b>7,218</b>	<b>7,002</b>	<b>7,002</b>	<b>6,747</b>	<b>7,002</b>	<b>6,270</b>	
F1980			<b>F1980 - MTA Tax Expense</b>							
F1980	498		MTA TAX <i>MTA-ADMIN reduced back down to 0.0034 CSEA - reduced back down to 0.0034</i>	4,102	6,142	6,142	3,904	6,142	4,129	1,872 2,257
			<b>TOTAL ORG F1980</b>	<b>4,102</b>	<b>6,142</b>	<b>6,142</b>	<b>3,904</b>	<b>6,142</b>	<b>4,129</b>	
F9730			<b>F9730 - Bond Anticipation Notes-IntExp</b>							
F9730	720		BAN Interest Exp <i>No BAN payments FY 23-24</i>	2,550	-	-	-	-	-	
			<b>TOTAL ORG F9730</b>	<b>2,550</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F9785 - Installment Purchase Debt</b>										
F9785	700		Interest on Indebtedness <i>WC - Village Portion - 5.140% of DEF County Distribution Chamber Buy-In (2015-2038) - 2024 Due 11/1/2024 Interest Payment WC - Village Portion - 5.140% of DEP Pipeline connection Buy-In (2015-2038) - 2024 Interest Payments (11/1/24-\$3,486.90), 4/1/25-\$3,486.90)</i> <i>Tarrytown - Settlement Agreement Water Supply- June (CPI Calculated Int 2023 vs 2022)</i>	25,478	25,347	25,347	39,501	39,501	22,511	14,156
										6,974
										1,381
			<b>TOTAL ORG F9785</b>	<b>25,478</b>	<b>25,347</b>	<b>25,347</b>	<b>39,501</b>	<b>39,501</b>	<b>22,511</b>	
<b>F9901 - Interfund Transfers</b>										
F9901	910		Transfer-Capital Fund- <i>Delaware Connection #18204 Requa/Union Water Main Replacement #17245 Transfer to Capital to offset Debt borrowing</i>	176,500	176,000	193,529	-	193,529	260,988	175,000
										85,988
F9901	940		Transfer To Debt Service Fund <i>Principal - \$1,260,729 Interest - \$209,576 FY 23/24 - Funds received from Debt Service to pay off 2014B</i>	1,746,588	4,543,928	4,569,899	3,997,456	4,569,899	1,470,305	1,470,305
F9901	950		Transfer To General Fund <i>Reduced transfer from Water to General for non allocated expenses</i>	57,408	57,408	57,408	-	57,408	30,000	30,000
			<b>TOTAL ORG F9901</b>	<b>1,980,496</b>	<b>4,777,336</b>	<b>4,820,836</b>	<b>3,997,456</b>	<b>4,820,836</b>	<b>1,761,293</b>	
			<b>TOTAL TREASURER</b>	<b>2,029,431</b>	<b>4,829,511</b>	<b>4,873,011</b>	<b>4,058,292</b>	<b>4,887,165</b>	<b>1,808,216</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F1620 - Buildings</b>										
F1620	211		Gen Repair And Maintenance <i>Some Items A/F Split 65/35 or expensed based on location</i>	402	3,000	4,627	12,108	13,994	4,620	4,620
			<i>F Portions Only -\$13,200*35%</i>							4,620
			<i>Garage Door Repairs = \$1,500 A/F</i> <i>Gas Pump Maint. = \$4,600 A/F</i> <i>Pest Control - \$2,100 A/F</i> <i>Misc - \$5000</i>							
F1620	439		Building Improvements <i>Various Maintenance on pump houses</i>	-	3,000	3,000	3,567	3,567	3,000	3,000
F1620	440		Utilities-Electricity-DPW	7,512	8,375	8,375	5,540	6,000	8,875	8,875
F1620	442		Natural Gas -Utility DPW Bldg <i>2 year avg. = \$5000.</i>	4,896	5,300	5,300	4,137	5,300	5,000	5,000
F1620	460		Contractual Services <i>Some items split A/F 65/35 or Based on location</i>	-	5,979	9,587	5,009	5,979	17,507	17,507
			<i>F Fund Portions Only</i>							
			<i>HVAC (Maint.) Yr. 2 of 5= \$2,774</i> <i>(35%)(VH-DPW)</i> <i>Generator (Maint.) = \$497 (35%)(VH/DPW)</i> <i>Cleaning 35% (DPW/VH) = \$4,800</i> <i>Security Cameras (Maint.) 35% = \$2,432</i> <i>Sprinkler Testing 35%- \$975</i> <i>Annual Extinguisher Testing - \$975</i> <i>Misc. \$5k</i>							
<b>TOTAL ORG F1620</b>				<b>12,810</b>	<b>25,654</b>	<b>30,889</b>	<b>30,362</b>	<b>34,840</b>	<b>39,002</b>	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F1640 - Central Garage</b>										
F1640	101		Personal Services: Full-time	45,174	46,421	46,421	41,947	46,421	43,223	23,360 19,863
F1640	102		Personal Services: Overtime	17	-	-	137	412	-	
F1640	106		Personal Services: Longevity	883	884	884	-	884	442	442
F1640	107		Personal Services: Vacation	867	-	-	-	-	-	-
F1640	201		Equipment 2 year avg. = \$1,000.	1,311	-	49	49	1,732	1,400	1,400
F1640	220		Vehicle Repair & Maint <i>Water Dept Pick-up Trucks</i>	12,658	8,000	8,000	5,478	8,000	9,000	9,000
			<i>3 year avg. = \$9,000.</i>							
F1640	250		Uniforms 2 @ \$700/ea. = \$1,400 (75% GF, 25% WF) = \$350.	320	350	350	352	352	350	350
F1640	407		Software Maintenance & Support <i>"Est Total - \$10,580</i> <i>Split</i>	2,642	2,032	2,032	2,074	2,766	2,645	2,645
			<i>75%-A 25%-F</i>							
			<i>Fleet Management/DPW Support</i> <i>iWorQ- \$1,950/yr.</i> <i>iWorQ-Service Req Mgr- \$1,275</i> <i>Shopkey - Est. 5% Inc \$5,120/yr.</i> <i>All Weld- \$240/yr</i> <i>No Limits/USA Tools - Est. 5% inc</i> <i>\$1,994/year"</i>							
F1640	418		Diesel -Water Dept <i>Repurposed Fire Truck</i>	2,500	-	20	45	61	300	300



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F1640	419		Gasoline - Unleaded	10,514	9,750	9,750	7,045	9,750	10,000	10,000
F1640	420		Materials & Supplies	-	-	5	10	10	-	
F1640	494		Training Expenses	-	-	1,581	1,581	1,582	-	
F1640	810		Optical Insurance	146	147	147	146	147	147	147
F1640	815		Dental Insurance	1,439	1,160	1,160	612	1,160	1,160	1,160
F1640	820		Hospital Insurance	17,613	19,119	19,119	19,273	19,273	14,920	14,920
F1640	831		Disability Insurance	15	17	17	15	17	17	17
F1640	840		Retirement & Pension <i>Per NYS Projection</i>	4,715	6,564	6,564	6,266	6,267	7,298	7,298
F1640	850		Social Security	3,515	3,621	3,621	3,146	3,621	3,340	3,340
F1640	890		Workers Compensation	1,199	1,259	1,259	1,173	1,259	1,197	1,197
F1640	895		Employee Assistance Program	23	24	24	23	24	24	24
TOTAL ORG F1640				105,551	99,348	101,003	89,374	103,738	95,463	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F1920 - Municipal Association Dues</b>										
F1920	468		Municipal Assoc. Dues 50/50 Split A/F - \$5,250	1,829	5,267	5,267	3,025	5,267	2,725	2,625
			NYCOM-\$3,550 <i>Westchester Planning Federation -\$200</i> <i>Briarcliff Manor Rotary-\$325</i> <i>Briarcliff Manor Chamber of Commerce-\$175</i> <i>Sustainable Westchester-\$1,000</i> <i>A/F Split (50/50)-Finance</i>							100
			<i>GFOA - Treas (1)</i> <i>WC Clerk and Finance-(3)</i>							
			<b>TOTAL ORG F1920</b>	<b>1,829</b>	<b>5,267</b>	<b>5,267</b>	<b>3,025</b>	<b>5,267</b>	<b>2,725</b>	
<b>F1990 - Contingent Account</b>										
F1990	499		Contingent Account <i>Emergency Funds</i>	-	94,647	29,604	-	29,604	158,794	158,794
			<b>TOTAL ORG F1990</b>	<b>-</b>	<b>94,647</b>	<b>29,604</b>	<b>-</b>	<b>29,604</b>	<b>158,794</b>	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F8120 - Sanitary Sewers</b>										
F8120	101		Personal Services: Full-time <i>Partial Allocation of MEO</i>	85,814	67,494	67,494	60,080	67,494	21,937	21,937
F8120	102		Personal Services: Overtime	4,350	6,600	6,600	4,263	6,600	5,000	5,000
F8120	106		Personal Services: Longevity	1,766	-	-	-	-	395	395
F8120	107		Personal Services: Vacation	2,166	-	-	-	-	-	-
F8120	111		Personal Services: Differentl	-	-	-	240	241	-	-
F8120	211		Gen Repair And Maintenance <i>All Makes Pump</i> <i>Fred Cook Jr</i>	15,730	29,000	29,000	38,636	38,636	36,000	30,000 6,000
F8120	250		Uniforms <i>25% Partial MEO</i>	795	700	700	407	700	175	175
F8120	420		Materials & Supplies <i>5 yr. avg. = \$2,800.</i>	495	3,000	3,000	211	3,000	3,000	3,000
F8120	440		Utilities-Electricity	36,940	40,500	40,500	34,605	40,500	40,000	40,000
F8120	442		Natural Gas -Utility <i>3 yr avg = \$2,500</i>	2,320	2,500	2,500	2,095	2,500	2,500	2,500
F8120	450		Telephone <i>Cottonwood, Holly Pl, Lewiston, Pine Rd,</i> <i>Wilderness Way - 3 year avg. = \$3,000.</i>	3,051	3,100	3,100	2,890	3,100	3,000	3,000
F8120	460		Contractual Services <i>HVAC Contract</i> <i>Sewer Pump Stations-Generator Maint. (8)</i> <i>Annual</i>	10,718	18,675	18,675	9,192	18,675	8,950	4,480 4,470



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8120	810		Optical Insurance	292	293	293	292	293	74	74
F8120	815		Dental Insurance	-	1,788	1,788	-	1,788	1,788	1,788
F8120	820		Hospital Insurance	35,226	8,116	8,116	7,139	8,116	5,219	5,219
F8120	831		Disability Insurance	31	33	33	36	36	7	7
F8120	840		Retirement & Pension <i>Per NYS Projection</i>	10,255	13,896	13,896	13,266	13,266	14,358	14,358
F8120	850		Social Security	7,021	5,670	5,670	5,484	5,670	2,091	2,091
F8120	890		Workers Compensation	7,898	8,291	8,291	7,726	8,291	7,884	7,884
F8120	895		Employee Assistance Program	45	45	45	43	45	18	18
<hr/> TOTAL ORG F8120				<b>224,911</b>	<b>209,701</b>	<b>209,701</b>	<b>186,605</b>	<b>218,952</b>	<b>152,396</b>	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F8310 - Water Administration</b>										
F8310	101		Personal Services: Full-time	525,705	536,493	528,905	459,427	536,493	595,493	595,493
F8310	102		Personal Services: Overtime	559	-	-	-	-	-	-
F8310	103		Personal Services: Part-time	9,500	-	-	795	795	-	-
F8310	106		Personal Services: Longevity	2,926	2,559	2,559	3,039	3,039	2,229	2,229
F8310	107		Personal Services: Vacation	2,747	2,830	2,830	9,832	9,832	2,940	2,940
F8310	111		Personal Services: Differentl	9	-	-	-	-	-	-
F8310	114		Personal Services: Auto Allwnc	1,920	-	-	89	89	-	-
F8310	204		Office Furniture Purchase	-	-	7,568	7,568	7,568	-	-
F8310	211		Gen Repair And Maintenance	-	-	-	-	-	-	-
F8310	214		Office Equip Maintenance/Repa <i>Cannon iMage Plotter - Maintenance Agreement \$1,140</i>	67	400	400	-	400	371	371
<i>Allocation (A1440-32.5%, A3620-32.5%, F8310-35%)</i>										
F8310	231		Office Equipment - Leased <i>Ricoh Copier @ \$190/month A-75%/F-25%</i>	1,171	576	576	776	910	570	570



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## FUND F - Water Fund

## RESPONSIBILITY CENTER: PUBLIC WORKS

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8310	407		Software Maintenance & Support <i>Accounting Software Annual \$52,406 - 3% Inc- GF- 76.3% -WF-21.2%-LF-2.5%</i> Water Gun Software <i>Rio Supply NSight Program- \$4,500/year Auto-CAD LTE- A/F 65/35 - Est \$483/YR</i> EVERBRIDGE EST 5% \$5,624 (50%GF/50%WF) Bauer Printer (1256/yr)	15,686	27,645	45,778	18,968	45,778	30,717	11,382
			<i>A1440-214-32.5% A3620-214-32.5% F8310-407-35%</i> Debt Book - Manage Village Leases added 2 ( new modules to manage Subscriptions and Debt for forecasting purposes (\$8,000 - 50%-A/30%-F/20%-L) Crystal Report Support Paper Vision - Archived PR and Minute Records 50/50 A/F Split TYLER ERP -2024/25 Upgrade Employee Self Serve/Content Manager increased operating Cost (\$7,217) Split A-76.26%/F-21.27%/L-2.47% Split						2,400	
			<i>A/F Clear Gov - Transparency Platform/Capital Platform 3% Increase</i>						1,500	
									128	
									1,535	
									5,875	
F8310	428		Office Supplies <i>Office Supplies - 3 yr/avg = \$700</i>	395	700	700	734	950	750	750



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8310	430		Stationery And Printing <i>Water Bills - \$1,000. Water Report - \$500 Water Notices - \$800. W2-1099s Forms A-75%/F-25% F Split Canon Copier Printing Fees A-75%/F-25%</i>	1,250	2,415	2,415	2,365	2,415	2,540	2,415
F8310	436		Computer Connectivity <i>Internet Connection - \$36/month.</i>	416	450	450	458	458	450	450
F8310	446		General Postage <i>Monthly Water Billing Water postcards for May Water notices as necessary</i>	7,290	15,000	15,000	15,000	15,000	11,000	11,000
F8310	449		Wireless Telephone <i>Air cards (3) Allocation: DPW Superintendent Cell Phone Split A/F 50/50 DPW Foreman Cell Phone Split A/F 50/50 Village Manager Cell Phone Split A/F 50/50 Village Treasurer Cell Phone Split A/F 50/50 Village Clerk -AirCard Split A/F 85/15 Village Engineer Cell Phone Split A/F 60/40</i>	3,050	1,990	1,990	1,985	1,990	2,316	2,316
F8310	450		Telephone <i>Phone Contract (Year 2 of 5)</i>	1,422	1,329	1,329	1,712	2,149	256	256
F8310	460		Contractual Services <i>Rental for off-site location file storage -1 units GF/WF - 50/50 ACA contract Marshall &amp; Sterling \$4,600 (65%GF/35%WF) Grant Writing Support -Tri Village - Est 25 Hours</i>	17,948	5,438	5,438	5,292	7,859	8,098	2,988
										1,610
										3,500



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8310	468		Dues & Subscriptions <i>Executive -\$3,732 Split 50/50 (A/F)</i> <i>NYSCMA Dues \$400</i> <i>WMOA \$875</i> <i>Gazette \$30</i> <i>ICMA Est Inc \$1,207</i> <i>Online Journal -\$170</i> <i>Survey Monkey-\$600</i> <i>Municipal Administrator-\$275</i> <i>NRPLA - \$175</i> <i>Superintendent - Water Works see 1490</i> <i>50/50 \$400</i> <i>Treas - 50/50 Split See A1325-468</i> <i>WC Municipal Clerk &amp; Finance (3)</i>	2,606	2,084	2,084	2,375	3,157	2,183	1,866
F8310	476		Travel/Mileage Reimbursement <i>Tolls and Mileage Reimbursement</i>	72	200	200	11	200	264	264
F8310	477		Professional Development <i>Manager Conferences Split (50/50) GF/WF</i> <i>NYCOM, ICMA, NPERLA</i> <i>GFOA NYS Annual Conference and Hotel</i> <i>Westchester Clerks Holiday Function and</i> <i>Various Meetings 50% GF 50% WF</i> <i>(\$40/person- 3 Meetings)</i>	1,725	1,250	1,250	1,949	2,599	1,800	1,250
F8310	478		Education Reimbursement	-	-	1,250	1,250	1,667	-	
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>	1,340	2,500	2,500	790	2,500	2,500	2,500
F8310	810		Optical Insurance	743	819	819	1,260	1,260	819	819



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8310	815		Dental Insurance	5,909	4,450	4,450	5,452	5,452	4,450	4,450
F8310	816		Ortho -Dental	1,342	5,032	5,032	-	5,032	5,032	5,032
F8310	820		Hospital Insurance	104,388	109,144	107,914	103,892	109,144	146,265	145,995
			<i>Pcorl\Admin</i>							270
F8310	840		Retirement & Pension <i>Per NYS Projection</i>	60,766	74,157	74,157	70,794	70,794	82,893	82,893
F8310	850		Social Security	39,434	41,108	41,108	35,479	41,108	40,682	40,682
F8310	890		Workers Compensation	2,749	2,886	2,886	2,689	2,886	2,744	2,744
F8310	891		WorkersCompAssessment <i>Est 3% Inc - NYS Assessment Fee</i>	1,543	1,600	1,600	1,460	1,600	1,505	1,505
F8310	895		Employee Assistance Program	202	215	215	204	215	214	214
TOTAL ORG F8310				814,880	843,270	861,403	755,648	883,340	949,081	



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**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8320	101		Source of Supply,Power,Pumping							
F8320	101		Personal Services: Full-time	122,776	130,823	130,823	115,225	130,823	130,823	130,823
F8320	102		Personal Srvc: Overtime	384	-	-	252	252	300	300
F8320	105		Personal Services: Meal Allow	-	50	50	13	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	4,921	5,032	5,032	5,032	5,032	5,032	5,032
F8320	207		Water Meter Purchase <i>Replacement of Meter heads, remotes (batteries failing due to age) Plus \$4,000. for failing remotes.</i>	26,421	30,000	53,526	48,355	48,355	55,500	55,500
F8320	211		Gen Repair And Maintenance <i>NSI Neal Systems PRM Electric - \$380 Ross Valve - \$2000 Savino - \$1000</i>	61,659	40,000	68,796	29,678	68,796	24,630	21,250
										380
										2,000
										1,000
F8320	250		Uniforms <i>Strippoli = \$700.</i>	700	700	700	504	700	700	700
F8320	418		Diesel <i>Neperan Pump Station Generator 3 yr avg = \$3,500</i>	-	3,500	3,500	1,936	3,500	3,500	3,500
F8320	420		Materials & Supplies <i>Pump Station Materials year average = \$15,500. Sampling, pump repair parts, maintenance supplies</i>	14,809	16,000	16,000	17,517	17,517	16,000	16,000



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**FUND F - Water Fund**

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ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8320	436		High Speed Internet-399Neperan <i>High Speed Internet - Verizon - \$100/mo. Wilderness</i>	3,030	6,912	6,912	3,507	6,912	3,200	3,200
			<i>Optimum Internet - \$180/mo. Neperan</i> <i>Optimum Internet</i>							
F8320	440		Utilities-Electricity	155,057	162,000	139,595	113,923	140,000	140,000	140,000
F8320	449		Wireless Telephone <i>DPW Foreman Cell Phone &amp; Air Card</i>	-	876	876	1,266	1,266	1,104	1,104
F8320	450		Telephone <i>Pump Stations (Nep, SH, Chapp, LH, Pump Phone Lines) Approx - \$655/month</i>	7,953	10,500	10,500	6,413	10,500	8,000	8,000
F8320	451		Water Purchases <i>Reflect Est. 10% increase</i>	1,307,102	900,000	900,000	705,106	900,000	990,000	990,000
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>	49,832	60,000	60,000	45,398	60,000	60,000	60,000
F8320	456		Pump Station Sewer Pump <i>Neperan Sewer Tank - \$980/mo</i> <i>3 yr avg = \$13,000</i>	4,289	13,000	13,000	-	5,000	5,000	5,000
F8320	458		Fees <i>NYC DEP Long Hill Shaft 6# 9956 = \$7,147/yr</i> <i>Westchester County Water Permit = \$10,800/yr</i>	7,808	17,400	17,400	7,587	17,948	17,948	17,948
F8320	459		Laboratory Fees <i>Lab tests, Chemist Fees, Pipe Testing, Lead Testing, THM Testing.</i> <i>3 yr avg = \$15,500.</i>	15,554	16,000	16,000	13,960	16,000	16,000	16,000



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8320	460		Contractual Services <i>WC - Village Portion - 5.140% of DEP Pipeline connection Buy-In (2015-2038) - 2024 Principal Payment Due 11/1/2024 Woodward &amp; Curran - SCADA Maintenance Water Consultant Lackowitz Engineering - \$35,000 Marshall Alarm System</i>	79,968	47,734	56,294	49,428	56,294	79,442	8,042
F8320	471		Alarm Monitoring <i>Last Year = \$800. 6 Months = \$820.</i>	821	1,000	1,000	760	1,000	800	800
F8320	810		Optical Insurance	292	293	293	268	293	293	293
F8320	815		Dental Insurance	2,822	3,035	3,035	1,414	3,035	3,035	3,035
F8320	816		Ortho -Dental	3,475	5,957	5,957	-	5,957	5,957	5,957
F8320	820		Hospital Insurance	18,071	19,163	19,163	16,856	19,163	20,876	20,876
F8320	831		Disability Insurance	31	33	33	31	33	33	33
F8320	840		Retirement & Pension <i>Per NYS Projection</i>	14,381	22,206	22,206	21,198	21,199	19,514	19,514
F8320	850		Social Security	10,393	10,533	10,533	8,851	10,533	10,556	10,556
F8320	890		Workers Compensation	9,767	10,253	10,253	9,555	9,555	9,750	9,750
F8320	895		Employee Assistance Program	45	45	45	43	45	45	45
TOTAL ORG F8320				1,924,126	1,534,811	1,573,288	1,225,837	1,561,524	1,629,854	45



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F8340 - Transmission and Distribution</b>										
F8340	101		Personal Services: Full-time	258,666	334,424	334,424	271,731	334,424	329,921	329,921
F8340	102		Personal Services: Overtime-	93	-	-	-	-	-	-
F8340	102	Emerg	Personal Srvc: Emerg. Overtime	57,489	55,000	55,000	82,528	82,528	55,000	55,000
F8340	102	Sched	Personal Srvc: Sched. Overtime	40,035	32,760	32,760	33,079	35,851	40,000	40,000
F8340	105		Personal Services: Meal Allow	133	175	175	540	540	375	375
F8340	106		Personal Services: Longevity	2,713	5,363	5,363	4,921	5,363	3,597	3,597
F8340	107		Personal Services: Vacation	3,382	2,638	2,638	7,254	7,255	2,638	2,638
F8340	111		Personal Services: Differentl	4,563	-	-	8,377	8,377	-	-
F8340	201		Equipment	-	10,000	10,000	6,361	10,000	-	-
F8340	201	CHAP	Equipment	-	-	30,969	59,080	59,080	-	-
F8340	250		Uniforms <i>(700 x 3) = \$2,100</i> <i>Partial Employees 25/50%</i>	2,024	2,100	2,100	1,120	2,100	2,625	2,625
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> <i>Prices up 30 to 40%.</i>	66,043	65,000	92,732	117,750	117,750	109,760	109,760



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8340	460		Contractual Services <i>New York Leak Detection (\$10,000 every other year)</i> <i>Code 53 Markouts (\$500)</i> <i>Generator Maintenance (4) (\$3,280)</i> <i>GIS Mapping updates (\$11,000)</i> <i>Misc \$5,700</i> <i>Tarrytown - Settlement Agreement Water Supply- Due 6/1/2024 = \$40,000.</i> <i>WC - Village Portion - 5.140% of DEF</i> <i>County Distribution Chamber Buy-In (2015-2038) Due 11/1/2024 = \$23,506.96</i>	77,102	91,419	86,184	99,882	99,882	93,987	30,480
F8340	477		Professional Development <i>Seminars for Water Employees: WWWC, AWWA. (required for license) 2 yr./avg. = \$750</i> <i>Mark out tools/correlator, annual training = \$1,000.</i>	625	750	1,500	1,215	1,620	1,750	1,750
F8340	810		Optical Insurance	876	879	879	980	980	1,100	1,100
F8340	815		Dental Insurance	6,924	5,803	5,803	2,167	5,803	5,803	5,803
F8340	820		Hospital Insurance	114,423	121,350	121,350	95,954	121,350	99,957	99,957
F8340	831		Disability Insurance	92	99	99	101	101	116	116
F8340	840		Retirement & Pension <i>Per NYS Projection</i>	37,603	43,852	43,852	41,863	41,864	57,272	57,272
F8340	850		Social Security	18,651	31,767	31,767	20,878	31,767	25,721	20,170 5,551



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: PUBLIC WORKS**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
F8340	850		Emerg Social Security-Emergency	4,290	4,208	4,208	5,785	5,785	4,208	4,208
F8340	850		Sched Social Security-Sched	2,945	2,506	2,506	2,373	2,506	3,071	3,071
F8340	890		Workers Compensation	29,290	30,747	30,747	28,654	30,747	29,239	29,239
F8340	895		Employee Assistance Program	135	180	180	171	180	156	156
<b>TOTAL ORG F8340</b>				<b>728,095</b>	<b>841,020</b>	<b>895,235</b>	<b>892,764</b>	<b>1,005,852</b>	<b>866,296</b>	
<b>F8350 - Tri-Village Cooperative</b>										
F8350	211		Gen Repair and Maintenance <i>VBM Share of 3 Village Operational Expenses</i>	496	5,000	5,000	4,510	5,000	5,000	5,000
F8350	400		Fees/Permits <i>Matayer Bonding</i> <i>VBM Share of 3 -Vill operational expenses</i> <i>VTT and VSH will have matching expense and revenue</i> <i>NYC DEP- #10192 Executive Blvd</i> <i>Permit-\$9,150</i> <i>NYC DEPT #3281 Eastview Permit -\$13,900</i>	28,147	29,500	29,500	28,037	29,500	29,500	29,500
F8350	442		Natural Gas -Utility	499	500	500	398	500	500	500
F8350	460		Contractual Services <i>MISC</i> <i>Annual Generator Maint.</i>	1,476	1,476	1,476	885	1,476	2,045	1,500
<b>TOTAL ORG F8350</b>				<b>30,618</b>	<b>36,476</b>	<b>36,476</b>	<b>33,829</b>	<b>36,476</b>	<b>37,045</b>	
<b>TOTAL PUBLIC WORKS</b>				<b>3,842,821</b>	<b>3,690,194</b>	<b>3,742,866</b>	<b>3,217,445</b>	<b>3,879,592</b>	<b>3,930,656</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND F - Water Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>F1910 - Unallocated Insurance</b>										
F1910	426		Unallocated Insurance <i>General Liability</i> 67% GF; 4% Fire; 4% Library; 25% Water \$534,553 - 5% inc.	114,784	121,556	121,556	122,936	122,936	129,437	129,437
			<b>TOTAL ORG F1910</b>	<b>114,784</b>	<b>121,556</b>	<b>121,556</b>	<b>122,936</b>	<b>122,936</b>	<b>129,437</b>	
			<b>TOTAL VILLAGE CLERK</b>	<b>114,784</b>	<b>121,556</b>	<b>121,556</b>	<b>122,936</b>	<b>122,936</b>	<b>129,437</b>	
			<b>TOTAL FUND F</b>	<b>6,139,406</b>	<b>8,826,826</b>	<b>8,922,998</b>	<b>7,602,425</b>	<b>9,117,377</b>	<b>6,166,502</b>	



## Public Library

The Briarcliff Manor Public Library continues to be a warm, welcoming resource with a friendly, knowledgeable staff, according to a June 2023 community survey.

By population, the Library ranks 28th of the 38 public Libraries in the Westchester Library System. It ranks 29 in circulation due to its small, targeted popular collection. In ebook circulation, the Library ranks 23. This is an indication of both our patrons' embrace of technology and the Library's commitment to supporting community needs. February 2024 marks the first month that the number of e-books purchased surpassed the number of print books purchased.

The Library is a ticket to all the services provided by the Westchester Library System. Briarcliff Library users received over 7,500 items from other Libraries. Since the fiscal year started in June, the Library has had about 13,000 visits or an average of 64 per day. Since June 1, 32,000 items have been checked out, 22,000 electronic items used and 168 new cardholders have signed up.

Over that last year:

- some needed repairs and updates were done on the lovely 2008 Library wing,
- a new Library website was launched,
- both the teen and children's team won the county-wide Battle of the Books,
- the children's graphic novel section was expanded,
- a children's art exhibit space was added,
- the adult cookbook section was expanded and got a larger location,
- the volunteer program grew thanks to many new volunteers,
- "museum" passes were added, including popular pool passes, thanks to the Friends.
- Also thanks to the Friends, coffee and cookies are served most days.

The Briarcliff Library was first funded by the Village in 1924, one hundred years ago. 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 Library Board recently welcomed five new trustee to its nine-member board. The Village continues to provide an appropriation for the operation of the Library. The Library Trustees drive the strategic vision for the Library and insure that funding is used efficiently in support of the Library's mission. Without a local Library, Briarcliff Manor residents would not have access to Library books, ebooks and movies, unless the Village contracted with another community.

**LIBRARY FUND (L)**

**REVENUE**



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>L0108 - Revenue - Library</b>										
L0108	0599		Appropriated Fund Balance	-	-	-	-	-	-	
L0108	2082		Library Charges(Fines) <i>Lost and damaged item charges.</i>	(3,385)	(2,400)	(2,400)	(2,336)	(2,400)	(1,000)	(1,000)
L0108	2401		Interest & Earnings	(735)	-	-	(1,694)	(1,800)	(1,800)	(1,800)
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	(4,635)	-	(2,428)	(2,428)	(2,428)	-	
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>	(2,243)	(2,000)	(2,000)	(2,023)	(2,024)	(2,000)	(2,000)
L0108	2770		Other Unclassified Revenue <i>Includes copy machine copies, faxing and non-Envisionware printing.</i>	(779)	-	(71)	(904)	(913)	(300)	(300)
L0108	2774		Misc.Rev-Empl.Hlth & Dent Reimb	(12,787)	(13,383)	(13,383)	(15,259)	(13,383)	(18,789)	(18,789)
L0108	5031		Interfund - Transfers In <i>Village support for Library</i>	(633,809)	(690,000)	(690,000)	(690,000)	(690,000)	(732,783)	(732,783)
<b>TOTAL ORG L0108</b>				<b>(660,773)</b>	<b>(710,183)</b>	<b>(712,682)</b>	<b>(717,044)</b>	<b>(715,348)</b>	<b>(759,072)</b>	
<b>TOTAL LIBRARY</b>				<b>(660,773)</b>	<b>(710,183)</b>	<b>(712,682)</b>	<b>(717,044)</b>	<b>(715,348)</b>	<b>(759,072)</b>	
<b>TOTAL FUND L</b>				<b>(660,773)</b>	<b>(710,183)</b>	<b>(712,682)</b>	<b>(717,044)</b>	<b>(715,348)</b>	<b>(759,072)</b>	

**LIBRARY FUND (L)**

**APPROPRIATIONS**

**DETAIL**



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: EXECUTIVE**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>L1420 - Law</b>										
L1420	460		Legal Services <i>Retainer Attributable to Library Fund</i> <i>\$170/month</i> <i>Library Attorney</i>	2,000	5,000	5,000	1,698	2,000	4,040	2,040
										2,000
			<b>TOTAL ORG L1420</b>	<b>2,000</b>	<b>5,000</b>	<b>5,000</b>	<b>1,698</b>	<b>2,000</b>	<b>4,040</b>	
<b>L1950 - Taxes and Assessments</b>										
L1950	422		Taxes And Assessments On Prop <i>Westchester County Sewer Tax</i>	418	450	450	475	475	477	477
			<b>TOTAL ORG L1950</b>	<b>418</b>	<b>450</b>	<b>450</b>	<b>475</b>	<b>475</b>	<b>477</b>	
			<b>TOTAL EXECUTIVE</b>	<b>2,418</b>	<b>5,450</b>	<b>5,450</b>	<b>2,173</b>	<b>2,475</b>	<b>4,517</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
L1320			L1320 - Auditor							
L1320	460		Audit Service	1,598	1,781	1,781	1,781	1,781	1,836	1,610
			<i>Audit - 4% of \$40,250 (PKF)</i>							126
			<i>Audit-Danziger Markoff - GASB 75 \$126 out of \$3,850 Full Year Cycle 24/25 3.26%</i>							
			<i>(A, F, L)</i>							
			<i>Audit-AUD Submission and Follow up \$80 out of \$2,500 72% (A, F, L)</i>							100
			<b>TOTAL ORG L1320</b>	<b>1,598</b>	<b>1,781</b>	<b>1,781</b>	<b>1,781</b>	<b>1,781</b>	<b>1,836</b>	
			<b>TOTAL TREASURER</b>	<b>1,598</b>	<b>1,781</b>	<b>1,781</b>	<b>1,781</b>	<b>1,781</b>	<b>1,836</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>L7410 - Library Operations</b>										
L7410	101		Personal Services: Full-time	195,774	208,571	208,571	178,073	208,571	227,673	227,673
L7410	103		Personal Services: Part-time	109,009	127,694	127,694	107,167	127,694	133,822	133,822
L7410	106		Personal Services: Longevity	1,025	1,225	1,225	1,225	1,225	-	
L7410	206		Special Matching Expenses	4,635	-	2,428	2,370	2,370	-	
L7410	211		Gen Repair And Maintenance	11,882	14,810	14,681	11,365	11,365	10,224	2,880
			<i>Elevator Service Contract shared with CC and Rec.</i>							
			<i>Repairs for HVAC, lighting, locks, leaks, and window hardware</i>							3,000
			<i>J &amp; J Hardware misc. tools, keys, hardware, bulbs.</i>							200
			<i>Annual Fire Extinguisher Inspection</i>							126
			<i>Removed as Per VM Meeting -Locksmith for Children's Room lock replacement, if needed</i>							498
			<i>Sprinkler Back Flow test for Domestic and Fire Line</i>							
			<i>Paint for annual touch ups.</i>							400
			<i>SRI Sprinkler Inspection Fee - \$3,500 (2021)</i>							
			<i>Completed every 5 year - 2026 is next time it is needed.</i>							
			<i>Tri-State Elevator Service Calls (4 x \$280 each)</i>							1,120
			<i>Carpet and Floor Tile deep cleaning or replacement</i>							2,000
L7410	231		Office Equipment - Leased	852	1,414	1,485	981	1,414	936	936
			<i>Leased copier for public and staff use.</i>							



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
L7410	407		Software Maintenance & Support <i>Accounting Software Annual \$52,406 - 3% Inc- GF- 76.3% -WF-21.2%-LF-2.5% Debt Book - Manage Village Leases related to GASB 87 and 96 (\$8 ,200 - 50%-A/30%-F/20%-L) TYLER ERP -2024/25 Upgrade Employee Self Serve/Content Manager increased operating Cost (\$7,217) Split A-76.26%/F-21.27%/L-2.47%</i>	620	2,764	2,916	3,382	4,509	3,143	1,324
L7410	420		Materials & Supplies <i>Use of consumable supplies (non-office) bathroom paper products and non commercial cleaning supplies</i>	1,239	1,700	1,700	820	1,200	1,700	1,700
L7410	428		Office Supplies <i>Book and media processing supplies, printer ribbons/tapes, copier paper, toner, inkjets + office supplies.</i>	7,500	5,000	5,000	3,171	3,500	5,000	5,000
L7410	430		Stationery And Printing <i>Stationary and Printing used for signage or special handouts.</i>	110	110	110	11	110	110	110
L7410	439		Building Improvements <i>New high hats over circulation desk to replace ones that do not work with bulbs that cannot be changed. Replacement carpeting near the new book section in front lobby</i>	-	1,000	700	-	1,000	3,000	1,000
L7410	440		Utilities-Electricity	17,992	18,000	18,000	14,862	18,000	18,000	18,000
L7410	442		Natural Gas -Utility <i>Natural Gas - Utility</i>	8,493	8,200	8,200	7,472	8,200	7,500	7,500
L7410	446		General Postage <i>General correspondence</i>	49	50	50	38	50	50	50



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
L7410	450		Telephone <i>Phone Contract (Yr 2 of 5)</i> <i>Anticipated service calls</i> <i>Annnual Fax Line</i>	2,247	1,856	1,856	1,146	1,856	1,960	1,790 100 70
L7410	460		Contractual Services <i>Monthly cleaning contract with "Superior" Cleaning, 3 full weekly cleanings @ 609.83 per month.</i> <i>Allowance for additional cleaning</i> <i>Logically data storage fee for business office computer</i> <i>Annual Generator Inspection</i>	10,846	9,899	13,399	6,829	13,399	4,031	1,896 1,000 150 985
L7410	461		Contractual Services - WLS <i>June - December 2024. WLS Integrated Library System and specialized annual IT services agreement.</i>  <i>The WLS contract includes circulation &amp; public use computers, ILS system, databases, enhanced wi-fi, and training/support.</i> <i>Estimate for IT services agreement for January-May 2025</i> <i>WLS App for catalog</i> <i>Our share of WLS subsidized digital content.</i> <i>ILS laptops for remote work. Incremental cost for support to be provided by WLS for their on-going use and to provide access to Evergreen system</i> <i>Mobile App (now included in annual WLS IT Service fee)</i>	43,423	49,439	50,985	44,993	50,985	49,633	25,788 19,345 500 2,000 2,000
L7410	468		Dues & Subscriptions <i>PLDA Annual Dues</i> <i>Civil Service fees</i>	121	25	25	25	25	25	25



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
L7410	468	ELEC	Electronic Dues& Subscriptions <i>Digital Space Designs - Website</i> <i>Maintenance/upgrades/hosting and plug-ins</i> <i>ZOOM - Two accounts through Village @ \$20/month</i> <i>Vimeo -- for videos on website</i> <i>Constant Contact for Listserv</i>	1,434	6,145	6,445	6,012	6,145	2,794	2,000 240 260 294
L7410	471		Alarm Monitoring <i>Marshall Alarm Security Monitoring, billed quarterly</i> <i>Marshall Alarm fire monitoring, billed quarterly</i> <i>Service calls</i>	1,945	792	889	884	884	1,092	328 464 300
L7410	477		Professional Development <i>Civil Service Fees for hiring/changing titles. (\$40x4)</i> <i>New York Library Association (NYLA) certificate program fees for 5 staff members (5X\$220)</i>	190	1,020	420	75	1,020	1,260	160 1,100
L7410	480		Books & Software <i>Baker &amp; Taylor, most print books.</i> <i>Brodart, standing orders</i> <i>Amazon, specialty items</i>	16,426	19,613	22,639	18,958	19,639	21,594	20,794 600 200
L7410	480	ELEC	Electronc-Books & Software <i>OverDrive, e-books, e-audio.</i>	17,000	20,000	17,000	17,000	20,000	20,000	20,000
L7410	481		Video Tapes/DVDs <i>Video Tapes/DVDs</i>	1,555	3,000	1,600	666	3,000	1,200	1,200
L7410	482		Periodicals & Magazines <i>Includes popular magazines for patron use, newspapers and two professional publications</i>	4,334	5,100	5,100	4,662	5,100	5,120	5,120



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
L7410	483		Children's Programs <i>Summer Reading program, children's program supplies</i>	3,271	3,170	3,570	2,448	3,170	3,170	3,170
L7410	484		Books on Tape <i>Music CDs</i> <i>CD Audio Books</i>	1,975	1,500	1,500	967	1,500	1,500	300 1,200
L7410	486		Adult Programs-Library <i>To meet growing demand for community building and partnering programs</i>	820	1,500	2,200	2,044	2,650	3,000	3,000
L7410	499		Contingent Account <i>Removed as Village General Fund will handle all building/maintenance major repairs.</i>	-	-	-	-	-	-	-
L7410	805		Medicare Reimbursement <i>Medicare Reimbursement - Est 6% inc.</i>	2,491	1,979	1,979	1,853	1,979	2,220	2,220
L7410	810		Optical Insurance	-	600	600	-	600	600	600
L7410	815		Dental/Ortho Insurance	1,413	1,842	2,742	2,689	2,689	1,752	1,752
L7410	816		Ortho -Dental <i>Xfer from General fund if necessary</i>	1,807	2,220	2,220	-	2,220	-	-
L7410	820		Hospital Insurance	105,818	114,782	114,782	115,752	115,752	125,256	125,256
L7410	825		Hospital Insurance - Retirees	5,131	5,751	5,751	6,003	6,003	6,972	6,972
L7410	840		Retirement & Pension <i>Per NYS Projection</i>	31,316	28,071	28,071	26,798	26,798	36,727	36,727
L7410	850		Social Security	22,450	25,822	25,822	21,211	25,822	27,655	27,655



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: LIBRARY**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
L7410	890		Workers Compensation <i>Est.</i>	694	712	712	679	712	692	692
L7410	891		WorkersCompAssessment <i>Est 3 % Inc NYS Assessment Fee</i>	634	777	777	600	777	619	619
L7410	895		Employee Assistance Program	135	135	135	123	135	135	135
<b>TOTAL ORG L7410</b>				<b>636,654</b>	<b>696,288</b>	<b>703,979</b>	<b>613,354</b>	<b>702,069</b>	<b>730,165</b>	
<b>TOTAL LIBRARY</b>				<b>636,654</b>	<b>696,288</b>	<b>703,979</b>	<b>613,354</b>	<b>702,069</b>	<b>730,165</b>	



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND L - Library Fund**

**RESPONSIBILITY CENTER: VILLAGE CLERK**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>L1910 - Unallocated Insurance</b>										
L1910	426		Unallocated Insurance <i>General Liability</i> 67% GF; 4% Fire; 4% Library; 25% Water \$534,553	20,103	21,240	21,240	21,416	21,416	22,554	22,554
			<b>TOTAL ORG L1910</b>	<b>20,103</b>	<b>21,240</b>	<b>21,240</b>	<b>21,416</b>	<b>21,416</b>	<b>22,554</b>	
			<b>TOTAL VILLAGE CLERK</b>	<b>20,103</b>	<b>21,240</b>	<b>21,240</b>	<b>21,416</b>	<b>21,416</b>	<b>22,554</b>	
			<b>TOTAL FUND L</b>	<b>660,773</b>	<b>724,759</b>	<b>732,450</b>	<b>638,724</b>	<b>727,741</b>	<b>759,072</b>	

DEBT FUND (V)

REVENUE



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL REVENUE 4/26/2024**

**FUND V - Debt Service Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTDActual	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>V0102 - Revenue - Treasurer</b>										
V0102	0599		Appropriated Fund Balance	-	-	-	-	(4,462,034)	(80,399)	
V0102	2401		Interest & Earnings <i>Capital Interest Estimated 24-25</i> <i>Estimated Debt Service Funds</i>	(145,063)	(45,000)	(45,000)	(99,571)	(105,000)	(20,000)	(20,000)
V0102	2710		Premium on Obligations	(31,214)	-	-	(2,033)	(2,034)	-	
V0102	2770		Other Unclassified Revenue	(4,665,533)	-	(49,971)	-	(49,971)	-	
V0102	5032		Transfer In- From General Fund <i>GF (A) DEBT PAYMENTS</i>	(2,533,883)	(4,033,733)	(4,033,733)	(3,886,063)	(4,033,733)	(2,997,400)	(2,997,400)
V0102	5033		Transfer In- From Water Fund <i>Water (F) DEBT PAYMENTS</i>	(1,746,588)	(4,543,928)	(4,569,899)	(3,997,456)	(4,569,899)	(1,470,305)	(1,470,305)
<b>TOTAL ORG V0102</b>				<b>(9,122,281)</b>	<b>(8,622,661)</b>	<b>(8,698,602)</b>	<b>(7,985,123)</b>	<b>(13,222,670)</b>	<b>(4,568,104)</b>	
<b>TOTAL TREASURER</b>				<b>(9,122,281)</b>	<b>(8,622,661)</b>	<b>(8,698,602)</b>	<b>(7,985,123)</b>	<b>(13,222,670)</b>	<b>(4,568,104)</b>	
<b>TOTAL FUND V</b>				<b>(9,122,281)</b>	<b>(8,622,661)</b>	<b>(8,698,602)</b>	<b>(7,985,123)</b>	<b>(13,222,670)</b>	<b>(4,568,104)</b>	

DEBT SERVICE (V)

APPROPRIATIONS

DETAIL



**VILLAGE OF BRIARCLIFF MANOR**  
**CURRENT YEAR / NEXT YEAR BUDGET COMPARISON REPORT**  
**DETAIL EXPENDITURES 4/26/2024**

**FUND V - Debt Service Fund**

**RESPONSIBILITY CENTER: TREASURER**

ORG	OBJ	PROJ	DESCRIPTION	2023 ACTUAL	2024 ORIGINAL	2024 REVISED	2024 YTD ACTUAL	2024 PROJECTED	2025 ADOPTED	2025 Detail
<b>V9710 - Serial Bonds</b>										
V9710	610		Serial Bonds (Principal) <i>General Fund 1,363,177</i> <i>Water Fund 1,260,729</i>	3,090,000	7,274,769	7,300,740	6,700,739	7,300,740	3,300,000	<i>3,300,000</i>
V9710	710		Serial Bonds Interest Exp <i>General Fund 958,129</i> <i>Water Fund 209,575</i> <i>2014B Interest due at Payoff 10/15</i> <i>Gen Fund - 17,652</i> <i>Water Fund - 43,260</i>	1,190,471	1,302,891	1,302,891	1,182,780	1,302,891	1,167,705	<i>1,167,705</i>
			<b>TOTAL ORG V9710</b>	<b>4,280,471</b>	<b>8,577,660</b>	<b>8,603,631</b>	<b>7,883,519</b>	<b>8,603,631</b>	<b>4,467,705</b>	
<b>V9901 - Interfund Transfers</b>										
V9901	910		Transfer To Capital Fund <i>Balance of Special use Funds</i>	-	-	24,000	24,000	24,000	-	
V9901	950		Transfer To Gen Fund- <i>2023 Premiums, Est Earned Interest</i> <i>30% of available ending F/B from 22/25</i>	545,715	1,439,062	1,439,062	1,439,062	1,439,062	94,990	<i>1,795</i> <i>93,195</i>
V9901	960		Transfer to Wtr Fund- <i>2023 Premium, Estimated Interest</i>	310,171	3,067,973	3,093,944	3,093,944	3,093,944	5,409	<i>5,409</i>
			<b>TOTAL ORG V9901</b>	<b>855,886</b>	<b>4,507,035</b>	<b>4,557,006</b>	<b>4,557,005</b>	<b>4,557,006</b>	<b>100,399</b>	
			<b>TOTAL TREASURER</b>	<b>5,136,357</b>	<b>13,084,695</b>	<b>13,160,636</b>	<b>12,440,524</b>	<b>13,160,636</b>	<b>4,568,104</b>	
			<b>TOTAL FUND V</b>	<b>5,136,357</b>	<b>13,084,695</b>	<b>13,160,636</b>	<b>12,440,524</b>	<b>13,160,636</b>	<b>4,568,104</b>	

**VILLAGE OF BRIARCLIFF MANOR**  
**SCHEDULE OF DEBT SERVICE PAYMENTS**  
**FOR THE YEAR ENDING MAY 31, 2025**

**Debt Service 2024-25**  
**As of January 25, 2024**

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
<b>WATER FUND BONDS:</b>											
PUBLIC IMPROVEMENT BOND	2014A	2020C Refunded	8/1/2024	2/1/2025	DEPOSITORY TRUST CO.	\$ 162,054.00	\$ 11,578.61	\$ 11,578.61	\$ 185,211.22		
PUBLIC IMPROVEMENT BOND	2011	2019 Refunded	9/1/2024	3/1/2025	DEPOSITORY TRUST CO.	\$ 25,887.00	\$ 4,768.64	\$ 4,250.90	\$ 34,906.54		
WATER IMPROVEMENT BOND	2012	EFC-REFUNDED 2023	11/1/2024	5/1/2025	M&T Bank -EFC	\$ 525,000.00	\$ 44,780.57	\$ -	\$ 569,780.57	Charge F1380.497 for Admin Fee-	
			n/a	5/1/2025	M&T Bank -EFC	\$ -	\$ 4,965.00		\$ 4,965.00		
PUBLIC IMPROVEMENT BOND	2008A	2020B Refunded	9/1/2024	3/1/2025	DEPOSITORY TRUST CO.	\$ 19,348.00	\$ 2,688.58	\$ 2,204.88	\$ 24,241.46		
WATER IMPROVEMENT BOND -PP Club	2014B	BONDS (SEWER ONLY)	10/15/2024	4/15/2025	DEPOSITORY TRUST CO.	\$ 80,000.00	\$ 14,369.38	\$ 13,369.38	\$ 107,738.76		
PUBLIC IMPROVEMENT BOND	2004 & 2006A	2015 Refunded	10/1/2024	4/1/2025	DEPOSITORY TRUST CO.	\$ 361,246.00	\$ 9,251.42	\$ 5,638.96	\$ 376,136.38		
WATER IMPROVEMENT BOND	2020	BONDS	8/1/2024	2/1/2025	DEPOSITORY TRUST CO.	\$ 46,852.00	\$ 11,633.37	\$ 11,633.37	\$ 70,118.74		
WATER IMPROVEMENT BOND	2021	BONDS	9/15/2024	3/15/2025	DEPOSITORY TRUST CO.	\$ 14,422.00	\$ 4,211.81	\$ 3,851.26	\$ 22,485.07		
PUBLIC IMPROVEMENT BOND	2022B	BONDS	9/15/2024	3/15/2025	DEPOSITORY TRUST CO.	\$ 12,928.00	\$ 10,745.24	\$ 10,486.68	\$ 34,159.92		
PUBLIC IMPROVEMENT BOND	2023	BONDS	9/15/2024	3/15/2025	DEPOSITORY TRUST CO.	\$ 12,992.00	\$ 21,862.20	\$ 10,671.76	\$ 45,525.96	Offset Debt with Premium 408.88	1,363,177
					TOTALS BY COLUMNS	\$ 1,051,823.00	\$ 213,871.00	\$ 135,889.82	\$ 73,685.80		
					TOTAL WATER BOND DEBT PRINC	\$ 1,265,694.00	TOTAL WATER BOND INTEREST	\$ 209,575.62	TOTAL WATER BOND DEBT ADMIN CHARGES (EFC)	-	TOTAL WATER BONDED DEBT PRINC/INT/ADMIN \$ 1,475,269.62
<b>WATER FUND INFRASTRUCTURE (TARRYTOWN SETTLEMENT) (WESTCHESTER IMA)</b>											
TARRYTOWN WATER INFRASTRUCTURE LEASE	Agreement/IMA 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
DEPT OF ENVIRONMENTAL FACILITIES LEASE- WC 5.14% - SOURCE SUPPLY											
DEPT OF ENVIRONMENTAL FACILITIES LEASE- WC 5.14% - DISTRIBUTION CHAMBER											
					TOTALS BY COLUMNS	\$ 63,506.96		\$ 19,023.32	\$ 3,486.90	\$ 94,058.66	
					TOTAL WATER LEASE PRINCIPAL	\$ 63,506.96	TOTAL WATER LEASE INTEREST	\$ 22,510.22	TOTAL WATER LEASE PRINCIPAL AND INTEREST	\$ 86,017.18	
<b>GENERAL FUND BONDS:</b>											
PUBLIC IMPROVEMENT BOND	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											
PUBLIC IMPROVEMENT BOND											
PUBLIC IMPROVEMENT BOND											
PUBLIC IMPROVEMENT BOND											
PUBLIC IMPROVEMENT BOND											
PUBLIC IMPROVEMENT BOND											
PUBLIC IMPROVEMENT BOND											
PUBLIC IMPROVEMENT BOND											
					TOTALS BY COLUMNS	\$ 1,363,177.00	\$ 676,094.00	\$ 515,840.15	\$ 442,288.60	\$ 2,997,399.75	
					TOTAL GENERAL BOND DEBT PRINCIPAL	\$ 2,039,271.00	TOTAL GENERAL BOND DEBT INTEREST	\$ 958,128.75	TOTAL GENERAL BONDED DEBT PRINC/INT	\$ 2,997,399.75	MUNIS A9901-940/V0102-5032