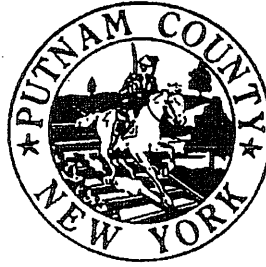


THE PUTNAM COUNTY LEGISLATURE

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

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



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

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

Members: Chairman Castellano and Legislators Ellner & Gouldman

Monday **January 29, 2024**
(Immediately following Personnel Mtg. beginning at 6:30pm)

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – December 19, 2023
4. Correspondence/County Auditor
 - a. Sales Tax Report
 - b. Board In Revenue Report
 - c. OTB Report
 - d. Transfer/Revenue Report
 - e. 2023 Contingency/Sub-Contingency Report
 - f. 2024 Contingency/Sub-Contingency Report
5. Correspondence/ Commissioner of Finance
 - a. Approval/ Budgetary Amendment 23A091/ Year End Journal Entry #2
 - b. Approval/ Budgetary Amendment 24A002/ Tourism/ Temporary (Also reviewed in Personnel)
 - c. Approval/ Budgetary Amendment 24A003/ Youth Bureau/ Increase in State Funding Received
 - d. Approval/ Budgetary Amendment 24A004/ Youth Bureau/ County's Allocation from NYS Office of Children & Family Services

- e. **Approval/ Budgetary Amendment 24A005/ Sheriff's Dept./ Accurately Reflect Personnel Expenses Associated with SCAAP Grant (Also reviewed in Personnel)**
 - f. **Approval/ Budgetary Amendment 24A006/ Planning/ County's Final Allocation of Section 5307/5339 Danbury CT-NY Small Urbanized Area (SUZA) Funds for the Federal Fiscal Year 2023**
 - g. **Approval/ Budgetary Amendment 24A007/ Dept. of Social Services/ State Aid through NYS Office of Mental Health & Office of Addiction Services & Supports**
 - h. **Approval/ Budgetary Amendment 24A008/ Dept. of Social Services/ Increase Funding Level of Putnam County's Day Care Registration & Inspection Allocation in Accordance with Program Approved by NYS Office of Children & Family Services**
 - i. **Approval/ Budgetary Amendment 24A009/ Probation/ Funding from NY Division of Criminal Justice Services to Offset Costs Associated with Provision of Certified Pretrial Services**
 - j. **Approval/ Budgetary Amendment 24A011/ DPW/ Insurance Reimbursement for Damages to Guide Rail**
6. **Approval/ Fund Transfer 23T478/ Sheriff's Dept./ Current & Projected Overage in Temporary Line**
 7. **Approval/ Fund Transfer 23T497/ Dept. of Social Services/ Mental Health/ Adjust Account per Amended Agreement**
 8. **Approval/ Fund Transfer 23T507/ Health Dept./ Gasoline Chargeback – Preschool**
 9. **Approval/ Fund Transfer 23T508/ Health Dept./ Early Intervention-Itinerant Services**
 10. **Approval/ Fund Transfer 23T509/ Health Dept./ Preschool Evaluations**
 11. **Approval/ Fund Transfer 23T510/ County Attorney/ Judgements & Claims/ Rivera v. County of Putnam Settlement**
 12. **Approval/ Fund Transfer 23T512/ Health Dept./ Non-Employee Preschool Travel**
 13. **Approval/ Fund Transfer 24T011/ Finance/ Funding for 2024 Salary & Benefit Costs Pursuant to Ratified Contract Settlement with PUMA (Also reviewed in Personnel)**
 14. **Approval/ Authorization for Legislators to Attend February NYSAC Conference**
 15. **FYI/ County's Deposits & Investments/ 4th Quarter 2023**
 16. **FYI/ 2023 & 2024 Guardrail & Property Damage Tables**
 17. **Other Business**
 18. **Adjournment**

c. Approval/ Budgetary Amendment 23A074/ DPW/ Recognize Insurance Reimbursement (Also reviewed in Physical)

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

Chairman Castellano made a motion to prefile the necessary resolution; Seconded by Legislator Ellner. All in favor.

d. Approval/ Budgetary Amendment 23A075/ Planning/ Distribution of NYMTC (New York Metropolitan Transportation Council) Monies for Federal Fiscal Year 2023 (Also reviewed in Physical)

Chairman Castellano made a motion to prefile the necessary resolution; Seconded by Legislator Ellner. All in favor.

e. Approval/ Budgetary Amendment 23A079/ Sheriff/ Recognize Vehicle Accident Claim Reimbursement (Also reviewed in Protective)

Chairman Castellano made a motion to prefile the necessary resolution; Seconded by Legislator Ellner. All in favor.

f. Approval/ Budgetary Amendment 23A084/ Health Dept./ Rabies Grant Reimbursed Feral Cat Trap Neuter Spay Expenses

Director of Environmental Health Shawn Rogan stated this is money that was left in the current grant and the New York State Department of Health approved rolling the money over and earmarking it for the Feral Cat Task Force. He stated this program reimburses the volunteers in Putnam County who capture feral cats in the community, get them spayed or neutered, and vaccinated for rabies. He stated the ears of the cats are clipped so they can be identified as being vaccinated in the future. He stated the cats are then returned to the wild where they were captured, or they are adopted out if they are determined to be adoptable. He stated this additional funding will increase the numbers of cats the Task Force is able to help.

Chairman Castellano questioned how many feral cats are in Putnam County.

Director Rogan stated he does not know, but this program helps. He stated most importantly this program helps the concern for rabies exposure. He stated if a resident has contact with a feral cat, they can avoid unnecessary rabies treatment if they see the clipped ear of the cat. He stated comparatively, rabies treatment is a much larger expense than this proactive program.

Chairman Castellano questioned what the ear of the cat would look like.

Director Rogan stated they make a notch in the ear.

Legislator Addonizio stated this is a wonderful program. She shared that she recently helped a constituent connect with the Feral Cat Task Force and was surprised to hear the constituent was unaware it was in place.

Director Rogan stated they are certainly a very busy group. He stated Putnam County contributes to this program as well as some towns including Kent, Patterson, and Putnam Valley.

Legislator Montgomery stated she is aware of some individuals who do similar work in their neighborhoods at their own expense.

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

g. Approval/ Budgetary Amendment 23A085/ DPW/ Additional Funds for Sprout Brook Road Bridge Replacement (Also reviewed in Physical)

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

h. Approval/ Budgetary Amendment 23A086/ Planning/ Utilizing CRRSA & ARPA Funds to Support Transit Operations & Maintenance at Aging Transit Facility (Also reviewed in Physical)

Chairman Castellano made a motion to prefile the necessary resolution; Seconded by Legislator Ellner. All in favor.

i. Approval/ Budgetary Amendment 23A087/ Health Dept./ Account for Costs Pursuant to Local Health Performance Incentive Initiative

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

j. Approval/ Budgetary Amendment 23A088/ Purchasing/ Distribution of CMAQ (Congestion Mitigation & Air Quality) Funds for Peekskill Hollow Road Project (Also reviewed in Physical)

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

k. Approval/ Budgetary Amendment 24A001/ Health Dept./ Recognize NYS DOH Public Health Infrastructure, Workforce, & Data Systems Grant Award (Also reviewed in Personnel) (To be approved at the 2024 Organizational Meeting)

Chairman Castellano stated this budgetary amendment will be moved forward to the 2024 Organizational Meeting.

Legislator Jonke stated this was reviewed in the Personnel Committee. He stated the Health Department originally planned to have four (4) part time positions but have changed their plans and will now have two (2) full time positions.

Chairman Castellano made a motion to prefile the necessary resolution to be approved at the 2024 Organizational Meeting; Seconded by Legislator Ellner. All in favor.

Item #6 – Approval/ Fund Transfer 23T394/ Dept. of Social Services/ Cover State Chargebacks

Chairman Castellano made a motion to approve Fund Transfer 23T394; Seconded by Legislator Gouldman. All in favor.

Item #7 – Approval/ Fund Transfer 23T396/ DPW/ Overtime through Year End (Also reviewed in Personnel)

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

Item # 8 – Approval/ Fund Transfer 23T425/ Dept. of Social Services/ Cover Expenses through Year End

Chairman Castellano made a motion to approve Fund Transfer 23T425; Seconded by Legislator Gouldman. All in favor.

Item #9 – Approval/ Fund Transfer 23T454/ Real Property/ Reclassification of Two Positions/ Assessment Clerk to Senior Office Assistant (Also reviewed in Personnel)

Chairman Castellano made a motion to approve Fund Transfer 23T394; Seconded by Legislator Gouldman. All in favor.

Item #10 – Approval/ Fund Transfer 23T459/ Emergency Services/ Cover Overtime due to Vacancies (Also reviewed in Personnel)

Chairman Castellano stated a plan is in place to fill the vacancies, which will alleviate the need for overtime.

Legislator Montgomery stated it is important to note that this is not the first request for overtime from Emergency Services for their dispatch center. She stated her concern for the mental health of the employees working extra hours.

Chairman Castellano stated he believes two (2) exams were held this year to try to fill vacancies. He stated a change has also been made which may make the process of filling a vacancy faster.

Legislator Montgomery stated yes, the State has offered a program that removes the long waiting period.

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

Item #11 – Approval/ Fund Transfer 23T460/ Finance/ Outside Auditors/ Additional Costs Associated with Year End Audit 2022

First Deputy Commissioner Barrett stated they have called upon the auditors a few times this year. She stated there has been a substantial amount of work outside of their regular audit, therefore the County was billed.

Chairman Castellano made a motion to prefile the necessary resolution; Seconded by Legislator Ellner. All in favor.

Item #12 – Approval/ Fund Transfer 23T474/ Emergency Services/ Computers & Monitors for 911 Dispatch Center (Also reviewed in Protective)

Chairman Castellano made a motion to approve Fund Transfer 23T474; Seconded by Legislator Ellner. All in favor.

Item #13 – Approval/ Fund Transfer 23T480/ Emergency Services/ Funds for FEMA Consultants

Chairman Castellano made a motion to approve Fund Transfer 23T480; Seconded by Legislator Ellner. All in favor.

Item #14 – Approval/ Fund Transfer 24T001/ Dept. of Social Services/ Upgrade Caseworker Position from Grade 15 Step 1 to Senior Caseworker Grade 17 Step 3 (Also reviewed in Personnel) (To be approved at the 2024 Organizational Meeting)

Chairman Castellano stated this budgetary amendment will be moved forward to the 2024 Organizational Meeting.

Chairman Castellano made a motion to prefile the necessary resolution to be approved at the 2024 Organizational Meeting; Seconded by Legislator Ellner. All in favor.

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

Item #16 – Other Business

- a. Approval/ Budgetary Amendment 23A089/ District Attorney/ Utilize Asset Forfeiture Reserve Funds to Purchase Furniture (Also reviewed in Protective)**

Chairman Castellano made a motion to waive the rules and accept the other businesses; Seconded by Legislator Ellner. All in favor.

Chairman Castellano made a motion to prefile the necessary resolution; Seconded by Legislator Ellner. All in favor.

- b. Approval/ Budgetary Amendment 23A090/ Finance/ Year End Journal Entry #1**

Chairman Castellano made a motion to waive the rules and accept the other businesses; Seconded by Legislator Ellner. All in favor.

Chairman Castellano made a motion to prefile the necessary resolution; Seconded by Legislator Ellner. All in favor.

Item #17 – Adjournment

There being no further business at 6:58pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Gouldman. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.

- d. Approval/ Budgetary Amendment 23A075/ Planning/ Distribution of NYMTC (New York Metropolitan Transportation Council) Monies for Federal Fiscal Year 2023 (Also reviewed in Physical)**
 - e. Approval/ Budgetary Amendment 23A079/ Sheriff/ Recognize Vehicle Accident Claim Reimbursement (Also reviewed in Protective)**
 - f. Approval/ Budgetary Amendment 23A084/ Health Dept./ Rabies Grant Reimbursed Feral Cat Trap Neuter Spay Expenses**
 - g. Approval/ Budgetary Amendment 23A085/ DPW/ Additional Funds for Sprout Brook Road Bridge Replacement (Also reviewed in Physical)**
 - h. Approval/ Budgetary Amendment 23A086/ Planning/ Utilizing CRRSA & ARPA Funds to Support Transit Operations & Maintenance at Aging Transit Facility (Also reviewed in Physical)**
 - i. Approval/ Budgetary Amendment 23A087/ Health Dept./ Account for Costs Pursuant to Local Health Performance Incentive Initiative**
 - j. Approval/ Budgetary Amendment 23A088/ Purchasing/ Distribution of CMAQ (Congestion Mitigation & Air Quality) Funds for Peekskill Hollow Road Project (Also reviewed in Physical)**
 - k. Approval/ Budgetary Amendment 24A001/ Health Dept./ Recognize NYS DOH Public Health Infrastructure, Workforce, & Data Systems Grant Award (Also reviewed in Personnel) (To be approved at the 2024 Organizational Meeting)**
- 6. Approval/ Fund Transfer 23T394/ Dept. of Social Services/ Cover State Chargebacks**
- 7. Approval/ Fund Transfer 23T396/ DPW/ Overtime through Year End (Also reviewed in Personnel)**
- 8. Approval/ Fund Transfer 23T425/ Dept. of Social Services/ Cover Expenses through Year End**
- 9. Approval/ Fund Transfer 23T454/ Real Property/ Reclassification of Two Positions/ Assessment Clerk to Senior Office Assistant (Also reviewed in Personnel)**
- 10. Approval/ Fund Transfer 23T459/ Emergency Services/ Cover Overtime due to Vacancies (Also reviewed in Personnel)**

- 11. Approval/ Fund Transfer 23T460/ Finance/ Outside Auditors/ Additional Costs Associated with Year End Audit 2022**
- 12. Approval/ Fund Transfer 23T474/ Emergency Services/ Computers & Monitors for 911 Dispatch Center (Also reviewed in Protective)**
- 13. Approval/ Fund Transfer 23T480/ Emergency Services/ Funds for FEMA Consultants**
- 14. Approval/ Fund Transfer 24T001/ Dept. of Social Services/ Upgrade Caseworker Position from Grade 15 Step 1 to Senior Caseworker Grade 17 Step 3 (Also reviewed in Personnel) (To be approved at the 2024 Organizational Meeting)**
- 15. FYI/ Guardrail & Property Damage Table**
- 16. Other Business**
- 17. Adjournment**

#1/a

Sales Tax	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	+or(-) Same Period
January**	\$ 3,910,113	\$ 4,117,955	\$ 4,235,351	\$ 4,472,651	\$ 4,699,597	\$ 4,966,930	5,536,978	4,810,372	6,071,784	6,673,020	601,236
February	3,270,383	3,234,919	3,828,416	3,797,974	4,062,844	4,228,841	4,573,894	4,483,277	5,047,591	5,979,925	932,334
March	5,708,091	4,670,041	5,932,547	5,174,049	5,383,664	5,792,011	5,949,514	8,065,989	8,250,002	7,952,761	(297,241)
April**	4,077,701	4,248,878	4,354,716	4,344,286	4,696,971	4,674,670	3,538,226	5,264,056	6,424,074	6,652,126	228,052
May	5,793,860	6,075,331	5,946,190	6,367,505	6,807,221	7,425,730	5,011,290	7,975,256	9,113,026	10,361,506	1,248,479
June	4,053,988	3,621,035	4,666,527	3,983,941	4,182,456	4,557,885	5,146,439	6,789,670	4,685,857	5,311,513	625,655
July**	4,320,542	4,558,502	4,372,322	4,952,664	4,835,632	5,266,612	4,871,906	6,094,635	6,393,098	6,737,854	344,755
August	4,179,098	4,312,904	4,286,170	4,754,633	4,815,929	5,368,556	4,918,555	6,017,886	6,254,546	6,609,400	354,854
September	5,997,983	5,347,273	6,377,884	5,821,648	7,067,806	7,331,396	9,125,106	8,508,962	8,459,469	9,682,066	1,222,597
October	4,179,344	4,311,976	4,555,008	4,449,271	4,840,611	5,244,815	4,917,403	5,730,039	6,397,048	6,520,201	123,153
November*	4,513,878	4,190,564	4,407,709	4,616,873	4,715,091	4,959,534	4,492,906	5,514,058	6,265,506	6,722,976	457,470
December	5,881,014	5,264,022	6,092,242	6,056,492	7,037,269	6,186,904	8,678,973	8,798,537	8,601,579	9,246,984	645,384
Actual	\$ 55,885,996	\$ 53,953,400	\$ 59,055,082	\$ 58,791,988	\$ 63,145,092	\$ 66,003,884	66,761,192	78,052,738	81,963,580	88,450,310	
Budget/(Rev)	\$ 52,495,824	\$ 53,953,400	\$ 54,739,000	\$ 57,366,282	\$ 58,513,608	\$ 60,484,333	65,705,798	60,404,887	65,000,000	74,750,000	
Over/(Under)Budget	3,390,172	(0)	4,316,082	1,425,706	4,631,484	5,519,551	1,055,394	17,647,851	16,963,580	13,700,310	6,486,730

#410

BOARD IN REVENUE											
	2014*	2015*	2016*	2017*	2018*	2019*	2020*	2021*	2022*	2023*	+or(-) Same Period
January	8,370.00	22,190.00	43,680.00	47,160.00	54,980.00	52,490.00	74,950.00	104,400.00	126,600.00	94,350.00	(32,250.00)
February	9,180.00	17,970.00	41,610.00	41,280.00	52,760.00	45,070.00	72,300.00	95,250.00	113,100.00	86,250.00	(26,850.00)
March	11,640.00	26,490.00	41,400.00	50,480.00	59,820.00	50,795.00	70,650.00	119,700.00	130,800.00	91,100.00	(39,700.00)
April	16,490.00	30,930.00	37,670.00	55,060.00	53,730.00	50,490.00	68,400.00	149,650.00	124,350.00	84,000.00	(40,350.00)
May	17,100.00	35,580.00	39,120.00	61,070.00	49,860.00	52,975.00	63,150.00	149,850.00	131,550.00	84,550.00	(47,000.00)
June	16,760.00	37,160.00	45,700.00	59,190.00	39,060.00	48,300.00	61,050.00	153,300.00	120,450.00	74,850.00	(45,600.00)
July	17,140.00	43,010.00	52,480.00	64,540.00	37,260.00	47,840.00	86,550.00	161,100.00	125,550.00	79,300.00	(46,250.00)
August	16,740.00	43,340.00	49,600.00	62,650.00	37,530.00	50,180.00	92,250.00	154,500.00	121,500.00	78,250.00	(43,250.00)
September	16,830.00	48,370.00	46,290.00	61,050.00	36,180.00	43,600.00	91,200.00	145,800.00	118,800.00	80,850.00	(37,950.00)
October	20,130.00	54,340.00	40,340.00	57,380.00	41,850.00	71,750.00	99,750.00	150,300.00	100,650.00	74,200.00	(26,450.00)
November	18,600.00	45,700.00	34,120.00	56,580.00	43,080.00	71,400.00	95,550.00	135,000.00	90,000.00	70,500.00	(19,500.00)
December	21,940.00	42,260.00	39,600.00	56,600.00	46,780.00	76,700.00	98,250.00	133,500.00	98,400.00	70,750.00	(27,650.00)
Actual	190,920.00	447,340.00	511,610.00	673,040.00	552,890.00	661,590.00	974,050.00	1,652,350.00	1,401,750.00	968,950.00	
Budget	129,600.00	155,000.00	525,000.00	484,760.00	535,000.00	550,600.00	908,000.00	908,000.00	1,371,750.00	1,478,250.00	
Revised Budget											
Surplus/(Deficit)	61,320.00	292,340.00	(13,390.00)	188,280.00	17,890.00	110,990.00	66,050.00	744,350.00	30,000.00	(509,300.00)	(432,800.00)

*Revenue includes US Marshalls

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 22CP01	Capital Projects	55197000	53000	51509	CAPITAL EXPENDITURES	100,000.00	C	FLOORING REPAIR
2023 12 22CP01	Capital Projects	55197000	532201	51509	FLOORING	100,000.00	D	FLOORING REPAIR
2023 12 23A087	Health ATUPA	12023000	51093		OVERTIME	2,000.00	D	PII
2023 12 23A087	Contingency	10199000	54980		GENERAL CONTINGENCIES	3,566.00	D	PII
2023 12 23A087	Health - Nursing	11401000	52130		COMPUTER EQUIPMENT	2,600.00	D	PII
2023 12 23A087	Health - Rabies	11024000	54330		MEDICAL SUPPLIES	2,200.00	D	PII
2023 12 23A087	Health - Lead	11015000	54510		MACHINE MAINTENANCE	2,000.00	D	PII
2023 12 23A087	Health ATUPA	12023000	58002		SOCIAL SECURITY	153.00	D	PII
2023 12 23A087	Health - Nursing	11401000	58002		SOCIAL SECURITY	383.00	D	PII
2023 12 23A087	Health - EHS	12401000	51093		OVERTIME	4,000.00	D	PII
2023 12 23A087	Health - Nursing	11401000	51093		OVERTIME	5,000.00	D	PII
2023 12 23A087	Health Admin	10401000	434890	10118	STATE AID OTHER HEALTH	22,208.00	C	PII
2023 12 23A087	Health - EHS	12401000	58002		SOCIAL SECURITY	306.00	D	PII

#40

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T452	Health - EHS	12401000	54314		POSTAGE	20.01	C	DEC 2023 JN SUBSCRIPTION
2023 12 23T452	Health - EHS	12401000	54313		BOOKS AND SUPPLEMENTS	20.01	D	DEC 2023 JN SUBSCRIPTION
2023 12 23T453	Personnel	10143000	54640		EDUCATION AND TRAINING	3,000.00	C	ADVERTISING FEES
2023 12 23T453	Personnel	10143000	54664		ADVERTISING	3,000.00	D	ADVERTISING FEES
2023 12 23T455	Health Admin	10401000	54313		BOOKS AND SUPPLEMENTS	272.00	D	ALLSCRIPTS 2023
2023 12 23T455	Health - Education State	21401000	54640		EDUCATION AND TRAINING	60.00	C	ALLSCRIPTS 2023
2023 12 23T455	Health - Education State	21401000	54313		BOOKS AND SUPPLEMENTS	212.00	C	ALLSCRIPTS 2023
2023 12 23T456	Law	10142000	52130		COMPUTER EQUIPMENT	700.00	D	EQUIPMENT
2023 12 23T456	Law	10142000	54664		ADVERTISING	700.00	C	EQUIPMENT
2023 12 23T457	OSR	10677900	54383		BUILDING RENTAL	500.00	D	PHILIPSTOWN RENT
2023 12 23T457	OSR	10677900	54989		MISCELLANEOUS	500.00	C	PHILIPSTOWN RENT
2023 12 23T458	Veterans Home	10651100	54321		BOTTLED WATER	200.00	D	BOTTLED WATER
2023 12 23T458	Veterans Home	10651100	52110		FURNITURE AND FURNISHINGS	200.00	C	BOTTLED WATER
2023 12 23T461	Highway - Parks	10711000	54410		SUPPLIES AND MAT	30.00	C	FOR RENTAL OF COPIER

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023	12	23T461	Highway - Parks	10711000	54560		EQUIP RENTAL LEASE	30.00	D	FOR RENTAL OF COPIER
2023	12	23T462	Health - Nursing	11401000	52110		FURNITURE AND FURNISHINGS	50.00	C	A. KAUFMAN MEALS
2023	12	23T462	Health - Nursing	11401000	54640		EDUCATION AND TRAINING	50.00	D	A. KAUFMAN MEALS
2023	12	23T463	Tilly Foster	10084000	54146		FEED for FARM ANIMALS	3,200.00	D	FOR ANIMAL FEED, SUPPLIES Y/E
2023	12	23T463	Tilly Foster	10084000	54147		VETERINARIAN SERVICES	3,200.00	C	FOR ANIMAL FEED, SUPPLIES Y/E
2023	12	23T464	Health - Education State	21401000	54313		BOOKS AND SUPPLEMENTS	15.00	C	PRINTER/COPIER LEASE
2023	12	23T464	Health - Education State	21401000	54311		PRINTING AND FORMS	15.00	D	PRINTER/COPIER LEASE
2023	12	23T465	OEOB CAC	22070000	54640		EDUCATION AND TRAINING	33.00	C	PRINTING
2023	12	23T465	OEOB CAC	22070000	54311		PRINTING AND FORMS	33.00	D	PRINTING
2023	12	23T466	Highway Road Machinery	10513000	54540		RADIO COMMUNICATIONS	516.00	D	COVER RADIOS
2023	12	23T466	Highway Road Machinery	10513000	54370		AUTOMOTIVE	516.00	C	COVER RADIOS
2023	12	23T467	Tilly Foster	10084000	54300	10143	MISC SUPPLIES	350.00	C	FOR WINTER HATS
2023	12	23T467	Highway Facilities	10511100	54385		UNIFORMS	350.00	D	FOR WINTER HATS
2023	12	23T469	ENGINEERING	10144000	54782		SOFTWARE ACCESSORIES	1,231.00	C	TO PROPERLY ALLOCATE ENG EXPEN

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T469	ENGINEERING	10144000	54682		SPECIAL SERVICES	1,231.00	D	TO PROPERLY ALLOCATE ENG EXPEN
2023 12 23T470	Probation	10314000	54314		POSTAGE	150.00	D	COVER SHIPPING COST
2023 12 23T470	Probation	10314000	54330		MEDICAL SUPPLIES	150.00	C	COVER SHIPPING COST
2023 12 23T471	District Attorney	10116500	52120		OFFICE EQUIPMENT	100.00	C	PRINTING
2023 12 23T471	District Attorney	10116500	54311		PRINTING AND FORMS	100.00	D	PRINTING
2023 12 23T472	Sheriff - Narcotics	14311000	54310		OFFICE SUPPLIES	320.00	C	PURCHASE PORT SSD AND 64GB DIS
2023 12 23T472	Sheriff - Narcotics	14311000	54782		SOFTWARE ACCESSORIES	320.00	D	PURCHASE PORT SSD AND 64GB DIS
2023 12 23T473	Health - EHS	12401000	54445		LAB ANALYSIS	340.00	C	LEAD CERTIFICATION
2023 12 23T473	Health - EHS	12401000	54640		EDUCATION AND TRAINING	340.00	D	LEAD CERTIFICATION
2023 12 23T474	EMS Dispatch	13398900	52130		COMPUTER EQUIPMENT	2,900.00	D	COMPUTERS FOR DISPATCH
2023 12 23T474	EMS	14398900	54330		MEDICAL SUPPLIES	5,000.00	C	COMPUTERS FOR DISPATCH
2023 12 23T474	EMS Dispatch	13398900	52130		COMPUTER EQUIPMENT	5,000.00	D	COMPUTERS FOR DISPATCH
2023 12 23T474	EMS Indian Point	10014000	52110		FURNITURE AND FURNISHINGS	5,000.00	C	COMPUTERS FOR DISPATCH
2023 12 23T474	EMS Indian Point	10014000	54640		EDUCATION AND TRAINING	2,900.00	C	COMPUTERS FOR DISPATCH

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T474	EMS Dispatch	13398900	52130		COMPUTER EQUIPMENT	5,000.00	D	COMPUTERS FOR DISPATCH
2023 12 23T475	Highway Facilities	10511100	54989		MISCELLANEOUS	2,250.00	D	COVER MEAL ALLOWANCE
2023 12 23T475	Judicial	10116200	54410		SUPPLIES AND MAT	2,250.00	C	COVER MEAL ALLOWANCE
2023 12 23T476	DSS Overhead	10120000	54310		OFFICE SUPPLIES	200.00	C	POSTAGE
2023 12 23T476	DSS Overhead	10120000	54314		POSTAGE	200.00	D	POSTAGE
2023 12 23T477	Highway Roads & Bridges	10511000	54300		MISC SUPPLIES	450.00	C	FOR WINTER HATS, BOOTS
2023 12 23T477	Highway Roads & Bridges	10511000	54385		UNIFORMS	450.00	D	FOR WINTER HATS, BOOTS
2023 12 23T479	Sheriff - Narcotics	14311000	54370		AUTOMOTIVE	1,751.00	D	COVER REPAIR COSTS UNIT40
2023 12 23T479	BCI	32311000	54370		AUTOMOTIVE	1,751.00	C	COVER REPAIR COSTS UNIT40
2023 12 23T480	Emergency Services	10398900	54640		EDUCATION AND TRAINING	5,000.00	C	FEMA CONSULTANTS
2023 12 23T480	Emergency Services	10398900	54646	52309	CONTRACTS	5,000.00	D	FEMA CONSULTANTS
2023 12 23T481	Sheriff - Patrol	17311000	52180	10181	OTHER EQUIPMENT	1,362.00	D	CVR INC OF QUOTE,LPR SAM GRANT
2023 12 23T481	BCI	32311000	52180	10181	OTHER EQUIPMENT	1,362.00	C	CVR INC OF QUOTE,LPR SAM GRANT
2023 12 23T482	IT	10168000	54634		TELEPHONE	580.00	D	MAGNA 5 TELEPHONE BILL FOR DEC

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T482	IT	10168000	54510		MACHINE MAINTENANCE	580.00	C	MAGNA 5 TELEPHONE BILL FOR DEC
2023 12 23T483	OSR	10677600	51093		OVERTIME	1,808.00	D	PLEASE SEE ATTACHED EMAIL
2023 12 23T483	OSR	10677900	51093		OVERTIME	1,808.00	C	PLEASE SEE ATTACHED EMAIL
2023 12 23T484	Highway Facilities	10511100	54540		RADIO COMMUNICATIONS	115.00	D	COVER RADIOS
2023 12 23T484	Highway Facilities	10511100	54410		SUPPLIES AND MAT	115.00	C	COVER RADIOS
2023 12 23T485	Finance	10131000	54560		EQUIP RENTAL LEASE	268.00	C	TRANSFER TO COMPUTER - PRINTER
2023 12 23T485	Finance	10131000	52130		COMPUTER EQUIPMENT	268.00	D	TRANSFER FROM EQUIPMENT LEASE
2023 12 23T486	Records Mgmt	10146000	54634		TELEPHONE	39.34	D	TRANSFER TO COVER YEAR END
2023 12 23T486	Veterans Services	10651000	54634		TELEPHONE	16.36	D	TRANSFER TO COVER YEAR END
2023 12 23T486	Board of Elections	10145000	54634		TELEPHONE	98.39	D	TRANSFER TO COVER YEAR END
2023 12 23T486	Probation	10314000	54634		TELEPHONE	245.10	D	TRANSFER TO COVER YEAR END
2023 12 23T486	Real Property	10135500	54634		TELEPHONE	2.60	D	TRANSFER TO COVER YEAR END
2023 12 23T486	Health - EHS Water	12022000	54634		TELEPHONE	19.51	D	TRANSFER TO COVER YEAR END
2023 12 23T486	County Executive	10123000	54634		TELEPHONE	66.84	D	TRANSFER TO COVER YEAR END

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T486	Highway Facilities	10511100	54634		TELEPHONE	768.88	C	TRANSFER TO COVER YEAR END
2023 12 23T486	Legislature	10101001	54634		TELEPHONE	114.23	D	TRANSFER TO COVER YEAR END
2023 12 23T486	District Attorney	10116500	54634		TELEPHONE	164.02	D	TRANSFER TO COVER YEAR END
2023 12 23T486	Health Admin	10401000	54634		TELEPHONE	2.49	D	TRANSFER TO COVER YEAR END
2023 12 23T487	Health - Lead	11015000	54311		PRINTING AND FORMS	80.00	C	LEAD RECERT
2023 12 23T487	Health - Lead	11015000	54640		EDUCATION AND TRAINING	80.00	D	LEAD RECERT
2023 12 23T488	Tourism	10641000	51094		TEMPORARY	89.37	D	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	51094		TEMPORARY	65.00	D	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	51094		TEMPORARY	5.00	D	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	54989		MISCELLANEOUS	5.00	C	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	51094		TEMPORARY	250.00	D	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	54675		TRAVEL	250.00	C	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	54664		ADVERTISING	65.00	C	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	51094		TEMPORARY	28.25	D	COVER SHORTFALL IN TEMP LINE

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T488	Tourism	10641000	54329		PROMOTIONAL MATERIALS	28.25	C	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	54313		BOOKS AND SUPPLEMENTS	300.00	C	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	54311		PRINTING AND FORMS	89.37	C	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	51094		TEMPORARY	63.35	D	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	54310		OFFICE SUPPLIES	63.35	C	COVER SHORTFALL IN TEMP LINE
2023 12 23T488	Tourism	10641000	51094		TEMPORARY	300.00	D	COVER SHORTFALL IN TEMP LINE
2023 12 23T489	Law	10142000	52130		COMPUTER EQUIPMENT	90.00	C	LASER DRUM
2023 12 23T489	Law	10142000	54510		MACHINE MAINTENANCE	90.00	D	LASER DRUM
2023 12 23T490	Preschool	10296000	54670		TRAVEL NON EMPLOYEES	1,000.00	D	PARENT TRAVEL REIMB
2023 12 23T490	Early Intervention	10405900	54670		TRAVEL NON EMPLOYEES	1,000.00	C	PARENT TRAVEL REIMB
2023 12 23T491	IT	10168000	52130		COMPUTER EQUIPMENT	470.00	D	COVER OVERAGE
2023 12 23T491	IT	10168000	54510		MACHINE MAINTENANCE	470.00	C	COVER OVERAGE
2023 12 23T492	ENGINEERING	10144000	54682		SPECIAL SERVICES	2,830.00	D	TO PROPERLY ALLOCATE EXPENSE
2023 12 23T492	ENGINEERING	10144000	51094		TEMPORARY	2,830.00	C	TO PROPERLY ALLOCATE EXPENSE

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T493	Sheriff - Communications	13311000	54636		INTERNET COSTS	100.00	C	PAY FINAL '23 INV. 13 INLAND
2023 12 23T493	Sheriff - Narcotics	14311000	54636		INTERNET COSTS	100.00	D	PAY FINAL '23 INV. 13 INLAND
2023 12 23T494	Finance	10131000	54646		CONTRACTS	1,410.00	C	EXCEL
2023 12 23T494	Finance	10131000	54311		PRINTING AND FORMS	1,410.00	D	EXCEL
2023 12 23T495	Health - EHS	12401000	54310		OFFICE SUPPLIES	150.00	C	2023 FINAL MILEAGE
2023 12 23T495	Health - EHS	12401000	54675		TRAVEL	150.00	D	2023 FINAL MILEAGE
2023 12 23T496	Highway - Parks	10711000	54516		WATER SYSTEM	500.00	C	TO PROPERLY ALLOCATE CEMCO
2023 12 23T496	Highway Facilities	10511100	54516		WATER SYSTEM	500.00	D	TO PROPERLY ALLOCATE CEMCO
2023 12 23T498	Health - Tobacco	11018000	54488		RABIES	250.00	D	2023 PATIENT EXPENSES
2023 12 23T498	Health - Tobacco	11018000	54330		MEDICAL SUPPLIES	250.00	C	2023 PATIENT EXPENSES
2023 12 23T499	Health - Lead	11015000	54510		MACHINE MAINTENANCE	290.00	C	DEC 2023 UPS SHIPPING
2023 12 23T499	Health - Lead	11015000	54314		POSTAGE	290.00	D	DEC 2023 UPS SHIPPING
2023 12 23T500	Health - EHS	12401000	54510		MACHINE MAINTENANCE	7.00	C	2023 PETTY CASH
2023 12 23T500	Health - EHS	12401000	54410		SUPPLIES AND MAT	7.00	D	2023 PETTY CASH

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T501	Veterans Services	10651000	54512		LOYALTY DAY	250.00	C	TRANSPORTATION
2023 12 23T501	Veterans Services	10651000	54678		LEASED TRANSPORTATION	250.00	D	TRANSPORTATION
2023 12 23T502	Law	10142000	55314		CHRGBK POSTAGE	130.00	D	POSTAGE
2023 12 23T502	Law	10142000	54125		LEGAL SERVICES	130.00	C	POSTAGE
2023 12 23T503	Highway Facilities	10511100	54516		WATER SYSTEM	501.00	D	DECEMBER WATER OPERATIONS INV
2023 12 23T503	Highway - Parks	10711000	54516		WATER SYSTEM	501.00	C	DECEMBER WATER OPERATIONS INV
2023 12 23T504	Personnel	10143000	55314		CHRGBK POSTAGE	100.00	D	PAY POSTAGE
2023 12 23T504	Personnel	10143000	54640		EDUCATION AND TRAINING	100.00	C	PAY POSTAGE
2023 12 23T505	Health - EHS	12401000	55314		CHRGBK POSTAGE	320.00	C	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health - EHS State	12401002	55371	10050	CHRGBK GASOLINE	100.00	D	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health - EHS State	12401002	55370	10050	CHRGBK AUTOMOTIVE	100.00	C	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health - Nursing	11401000	55314		CHRGBK POSTAGE	320.00	D	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health - EHS	12401000	55371		CHRGBK GASOLINE	710.00	D	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health - EHS	12401000	55314		CHRGBK POSTAGE	710.00	C	2023 Y/E CHARGEBACK EXPENSES

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 23T505	Health - EHS Water	12022000	55371		CHRGBK GASOLINE	155.00	D	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health - Nursing	11401000	55314		CHRGBK POSTAGE	305.00	D	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health Admin	10401000	55314		CHRGBK POSTAGE	305.00	C	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T505	Health Admin	10401000	55314		CHRGBK POSTAGE	155.00	C	2023 Y/E CHARGEBACK EXPENSES
2023 12 23T506	DSS	10101000	55370		CHRGBK AUTOMOTIVE	448.00	D	AUTOMOTIVE
2023 12 23T506	DSS Overhead	10120000	55370		CHRGBK AUTOMOTIVE	448.00	C	AUTOMOTIVE
2023 12 23T511	OSR	10677900	54989		MISCELLANEOUS	1,650.00	C	4TH QTR 2023 LEGAL FEES
2023 12 23T511	OSR	10677200	54125		LEGAL SERVICES	1,650.00	D	4TH QTR 2023 LEGAL FEES
2023 12 23T513	Probation	10314000	55371		CHRGBK GASOLINE	178.00	D	COVER SHORTFALL FOR GASOLINE
2023 12 23T513	Probation	10314000	55370		CHRGBK AUTOMOTIVE	178.00	C	COVER SHORTFALL FOR GASOLINE
2023 12 CP1909	Capital Projects	55197000	53000	51509	CAPITAL EXPENDITURES	75,000.00	C	ROOF REPLACEMENT
2023 12 CP1909	Capital Projects	55197000	531909	51509	ROOF REPLACEMENT	75,000.00	D	ROOF REPLACEMENT
2023 12 CP2004	Capital Projects	55197000	532004	51509	CAPITAL PROJECTS	100,000.00	D	SIDEWALK
2023 12 CP2004	Capital Projects	55197000	53000	51509	CAPITAL EXPENDITURES	100,000.00	C	SIDEWALK

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 CP2318	Capital Projects	55197000	53000	51509	CAPITAL EXPENDITURES	25,000.00	C	CP2318
2023 12 CP2318	Capital Projects	55197000	532318	51509	PURCHASING RENOVATION	25,000.00	D	CP2318
2023 12 CP2319	Capital Projects	55197000	53000	51509	CAPITAL EXPENDITURES	25,000.00	C	CP2319
2023 12 CP2319	Capital Projects	55197000	532319	51509	TILLY BGDG 6 CANTINA	25,000.00	D	CP2319
2023 12 R#2023-292	Finance	10131000	54646		CONTRACTS	22,500.00	C	ADDITIONAL COST
2023 12 R#2023-292	Audit	10132000	54111		INDEPENDENT AUDIT	22,500.00	D	ADDITIONAL COST
2023 12 R#270-2023	Contingency	10199000	54980		GENERAL CONTINGENCIES	1,120.00	C	R270-2023
2023 12 R#270-2023	Real Property	10135500	51000		PERSONNEL SERVICES	520.00	D	R270-2023
2023 12 R#270-2023	Real Property	10135500	58002		SOCIAL SECURITY	40.00	D	R270-2023
2023 12 R#270-2023	Real Property	10135500	51000		PERSONNEL SERVICES	520.00	D	R270-2023
2023 12 R#270-2023	Real Property	10135500	58002		SOCIAL SECURITY	40.00	D	R270-2023
2023 12 R#271-2023	EMS Dispatch	13398900	51093		OVERTIME	15,192.00	D	POSITION #12129
2023 12 R#271-2023	EMS Dispatch	13398900	51000		PERSONNEL SERVICES	15,192.00	C	POSITION #12129
2023 12 R#271-2023	EMS Dispatch	13398900	51093		OVERTIME	12,603.00	D	POSITION #12127

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 R#271-2023	EMS Dispatch	13398900	51000		PERSONNEL SERVICES	12,603.00	C	POSITION #12127
2023 12 R#271-2023	EMS Dispatch	13398900	51000		PERSONNEL SERVICES	22,205.00	C	POSITION #12126
2023 12 R#271-2023	EMS Dispatch	13398900	51093		OVERTIME	22,205.00	D	POSITION #12126
2023 12 R#278/23	Finance	10131000	449898	52201	ARPA	214,368.00	D	REPURPOSE
2023 12 R#278/23	Finance	10131000	411100		SALES AND USE TAX	360,632.00	C	SPROUT BROOK
2023 12 R#278/23	To Road	10990100	59020	51914	TRANSFER TO CAPITAL	575,000.00	D	REPURPOSE
2023 12 R#278/23	To Road	10990100	59020	52201	TRANSFER TO CAPITAL	214,368.00	C	REPURPOSE
2023 12 R#278/23	Finance	10131000	449898	51914	ARPA	214,368.00	C	REPURPOSE
2023 12 R#278/23	Capital Projects	55197000	53000	51914	CAPITAL EXPENDITURES	575,000.00	D	REPURPOSE
2023 12 R#278/23	Capital Projects	55197000	53000	52201	CAPITAL EXPENDITURES	214,368.00	C	REPURPOSE
2023 12 R#278/23	Capital Projects	55197000	428601	51914	TRANSFER FROM OTHER FUND	575,000.00	C	REPURPOSE
2023 12 R#278/23	Capital Projects	55197000	428601	52201	TRANSFER FROM OTHER FUND	214,368.00	D	REPURPOSE
2023 12 R#279/23	Capital Projects	55997000	53000	52103	CAPITAL EXPENDITURES	486,847.00	C	RECLASS TO TRANSIT FAC
2023 12 R#279/23	Capital Projects	55997000	53000	52009	CAPITAL EXPENDITURES	1,098,500.00	D	RECLASS TO TRANSIT FAC

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 R#279/23	Capital Projects	55997000	53000	52103	CAPITAL EXPENDITURES	611,653.00	C	RECLASS TO TRANSIT FAC
2023 12 R#279/23	Capital Projects	55997000	449898	52009	ARPA	611,653.00	C	RECLASS TO TRANSIT FAC
2023 12 R#279/23	Capital Projects	55997000	445894	52009	MAYBROOK BIKEWAY PH B	486,847.00	C	RECLASS TO TRANSIT FAC
2023 12 R#279/23	Capital Projects	55997000	449898	52103	ARPA	611,653.00	D	RECLASS TO TRANSIT FAC
2023 12 R#279/23	Capital Projects	55997000	445894	52103	MAYBROOK BIKEWAY PH B	486,847.00	D	RECLASS TO TRANSIT FAC
2023 12 R#286-2023	Capital Projects	05000	45710N	50245	PEEKSKILL HOLLOW RD	1,565,000.00	C	PEEKSKILL HOLLOW
2023 12 R#286-2023	Capital Projects	05000	45710N	50245	PEEKSKILL HOLLOW RD	2,000,000.00	D	PEEKSKILL HOLLOW
2023 12 R#286-2023	Capital Projects	55197000	53000	50245	CAPITAL EXPENDITURES	2,000,000.00	C	PEEKSKILL HOLLOW
2023 12 R#286-2023	Capital Projects	55197000	53000	50245	CAPITAL EXPENDITURES	7,826,000.00	D	PEEKSKILL HOLLOW
2023 12 R#286-2023	Capital Projects	55197000	445971	50245	FEDERAL AID TRANSP CAP PROJ	6,261,000.00	C	PEEKSKILL HOLLOW
2023 12 R#296-2023	District Attorney	10001000	427152		ASSET FORFEITURE PROGRAM	14,256.50	C	PURCH FURNITURE FOR AF PROGRAM
2023 12 R#296-2023	District Attorney	10001000	52110		FURNITURE AND FURNISHINGS	14,256.50	D	PURCH FURNITURE FOR AF PROGRAM
2023 12 R#297-2023	Health - Education State	21401000	54313		BOOKS AND SUPPLEMENTS	15.00	D	YE ENTRY1
2023 12 R#297-2023	Health ATUPA	12023000	51093		OVERTIME	362.00	D	YE ENTRY 1

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 R#297-2023	WIA	10629300	447917		WIA DISLOCATED WORKER 17.260	30,829.00	C	YE ENTRY 1
2023 12 R#297-2023	Judicial	10116200	43089H		REF PRIOR YRS EXP STATE	60,913.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway County Snow	10514200	51093		OVERTIME	64,798.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway Roads & Bridges	10511000	51093	52309	OVERTIME	44,874.00	D	YE ENTRY 1
2023 12 R#297-2023	Highway Roads & Bridges	10511000	51093		OVERTIME	17,038.00	D	YE ENTRY 1
2023 12 R#297-2023	Transit - PART	95630000	54980		GENERAL CONTINGENCIES	428,090.00	D	YE ENTRY 1
2023 12 R#297-2023	Transit - PART	95630000	435211		ST AID PART SYSTEM	375,990.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway State Snow	10514400	58008		HEALTH PLANS	1,478.00	D	YE ENTRY 1
2023 12 R#297-2023	Sheriff - Youth	16311000	422601		DEPUTY OUTSIDE SERVICES	30,669.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway Roads & Bridges	10511000	426801		INSURANCE RECOVERIES	9,232.00	C	YE ENTRY 1
2023 12 R#297-2023	Day Care Services	10605500	418551		DAY CARE	30,977.00	C	YE ENTRY 1
2023 12 R#297-2023	Social Services	10601000	418111		CHILD SUPP INCENT EARNING	32,505.00	C	YE ENTRY 1
2023 12 R#297-2023	Mental Health Legal	10033000	444902		93.778 MA SAL SH	36,558.00	C	YE ENTRY 1
2023 12 R#297-2023	Jail	10008000	412941	10151	CTRL SERV INTERNAL CHGBKS	43,255.00	C	YE ENTRY 1

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 R#297-2023	Early Intervention	10405900	416216		EI INSURANCE RECOVERIES	44,299.00	C	YE ENTRY 1
2023 12 R#297-2023	Medical Assistance	10610100	436011		MEDICAL ASSISTANCE	44,623.00	C	YE ENTRY 1
2023 12 R#297-2023	OSR	10762000	58011	10187	FLEX PLAN	127.00	D	YE ENTRY 1
2023 12 R#297-2023	Transit - PART	95630000	54646		CONTRACTS	52,100.00	C	YE ENTRY 1
2023 12 R#297-2023	Corrections	10315000	422641		PRISONER BOARD	13,100.00	C	YE ENTRY 1
2023 12 R#297-2023	DSS HEAP	10614100	418411		HEAP	29,169.00	C	YE ENTRY 1
2023 12 R#297-2023	Golf	10085000	420031	10149	PUT NATIONAL INCOME	28,037.00	C	YE ENTRY 1
2023 12 R#297-2023	EMS Fed	10398901	440891	10148	FY06 HOMELAND SECURITY SHSP	24,524.00	C	YE ENTRY 1
2023 12 R#297-2023	Consumer Affairs	10661000	427701		UNCLASSIFIED	21,055.00	C	YE ENTRY 1
2023 12 R#297-2023	Finance	10131000	427011		REF PRIOR YEARS EXPENDITURES	20,820.00	C	YE ENTRY 1
2023 12 R#297-2023	Health - EHS	12401000	43089H		REF PRIOR YRS EXP STATE	19,940.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway County Snow	10514200	58008		HEALTH PLANS	10,640.00	D	YE ENTRY 1
2023 12 R#297-2023	Health - EHS Local	12401003	416012	10056	PUBLIC WATER PROJECT FEES	14,294.00	C	YE ENTRY 1
2023 12 R#297-2023	Purchasing	10134500	426551		MINOR SALES OTHER	76,794.00	C	YE ENTRY 1

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 R#297-2023	Sheriff - Patrol	17311000	422601	10102	DEPUTY OUTSIDE SERVICES	11,800.00	C	YE ENTRY 1
2023 12 R#297-2023	Consumer Affairs	10661000	426106		FINES WEIGHTS AND MEASURES	10,450.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway Road Machinery	10513000	54370		AUTOMOTIVE	8,211.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway Road Machinery	10513000	52680		OTHER EQUIPMENT	10,000.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway Road Machinery	10513000	427011		REF PRIOR YEARS EXPENDITURES	3,729.00	C	YE ENTRY 1
2023 12 R#297-2023	Highway Road Machinery	10513000	58002	52309	SOCIAL SECURITY	537.00	D	YE ENTRY 1
2023 12 R#297-2023	Highway Road Machinery	10513000	51093	52309	OVERTIME	21,403.00	D	YE ENTRY 1
2023 12 R#297-2023	Finance	10131000	427701		UNCLASSIFIED	17,275.00	C	YE ENTRY 1
2023 12 R#297-2023	Sheriff - Civil	15311000	51096		HOLIDAY PAY	1,125.00	D	YE ENTRY 1
2023 12 R#297-2023	Legal Aid 18B	25117100	430251		ST AID INDIGENT LEGAL SERV	45,604.00	C	YE ENTRY 1
2023 12 R#297-2023	Planning - Soil	10874500	51000		PERSONNEL SERVICES	11,445.00	D	YE ENTRY 1
2023 12 R#297-2023	EMS Dispatch	13398900	51093		OVERTIME	8,898.00	D	YE ENTRY 1
2023 12 R#297-2023	Sheriff - Security	19311000	51094		TEMPORARY	8,250.00	D	YE ENTRY 1
2023 12 R#297-2023	OSR	10677300	58008		HEALTH PLANS	7,849.00	D	YE ENTRY 1

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2023 12 R#297-2023	OSR	10677400	58002		SOCIAL SECURITY	6,844.00 D	YE ENTRY 1
2023 12 R#297-2023	OSR	10677700	58008		HEALTH PLANS	17,700.00 D	YE ENTRY 1
2023 12 R#297-2023	Health - Nursing	11401000	51093		OVERTIME	1,430.00 D	YE ENTRY 1
2023 12 R#297-2023	OSR	10677400	58008		HEALTH PLANS	28,118.00 D	YE ENTRY 1
2023 12 R#297-2023	Sheriff - Youth	16311000	51096		HOLIDAY PAY	1,125.00 D	YE ENTRY 1
2023 12 R#297-2023	Planning - Soil	10874500	58002		SOCIAL SECURITY	897.00 D	YE ENTRY 1
2023 12 R#297-2023	OSR	10677900	51000	10193	PERSONNEL SERVICES	681.00 D	YE ENTRY 1
2023 12 R#297-2023	OSR	10677300	58002		SOCIAL SECURITY	622.00 D	YE ENTRY 1
2023 12 R#297-2023	Board of Elections	10145000	43089H		REF PRIOR YRS EXP STATE	29,290.00 C	YE ENTRY 1
2023 12 R#297-2023	Health - Recycling	10816000	58002		SOCIAL SECURITY	171.00 D	YE ENTRY 1
2023 12 R#297-2023	OEOP CAC	22070000	58011		FLEX PLAN	78.00 D	YE ENTRY 1
2023 12 R#297-2023	Sheriff	10311000	51096		HOLIDAY PAY	3,828.00 D	YE ENTRY 1
2023 12 R#297-2023	Finance	10131000	427161		USE OF FUND BALANCE	2,217,041.00 D	YE ENTRY 1
2023 12 R#297-2023	EMS Dispatch	13398900	43089H		REF PRIOR YRS EXP STATE	101,559.00 C	YE ENTRY 1

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023	12 R#297-2023	District Attorney	10116502	43089E	10001	AID TO PROSECUTION GR	117,246.00	C	YE ENTRY 1
2023	12 R#297-2023	Purchase Services	10607000	446611		TITLE IV-B 1 and 2	125,925.00	C	YE ENTRY 1
2023	12 R#297-2023	Purchase Services	10607000	446702		PREVTANF	126,155.00	C	YE ENTRY 1
2023	12 R#297-2023	Consumer Affairs	10661000	425451		ELECTRICAL AND LICENSE FEES	142,598.00	C	YE ENTRY 1
2023	12 R#297-2023	Consumer Affairs	10661000	425424		PLUMBING LICENSES	190,810.00	C	YE ENTRY 1
2023	12 R#297-2023	Sheriff - Youth	16311000	58008		HEALTH PLANS	13,783.00	D	YE ENTRY 1
2023	12 R#297-2023	Railroad Maintenance	10564000	445894		MAYBROOK BIKEWAY PH B	1,132,264.00	C	YE ENTRY 1
2023	12 R#297-2023	Health ATUPA	12023000	58002		SOCIAL SECURITY	18.00	D	YE ENTRY 1
2023	12 R#297-2023	Contingency	10199000	54980		GENERAL CONTINGENCIES	548,848.00	C	YE ENTRY 1
2023	12 R#297-2023	Contingency	10199000	54980		GENERAL CONTINGENCIES	767,810.00	D	YE ENTRY 1
2023	12 R#297-2023	Golf	10085000	54646	10149	CONTRACTS	157,130.00	D	YE ENTRY 1
2023	12 R#297-2023	Golf	10085000	54646		CONTRACTS	132,086.00	D	YE ENTRY 1
2023	12 R#297-2023	OSR	10677900	51000		PERSONNEL SERVICES	63,827.00	D	YE ENTRY 1
2023	12 R#297-2023	OSR	10677400	51000		PERSONNEL SERVICES	34,770.00	D	YE ENTRY 1

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 12 R#297-2023	OSR	10677900	58008		HEALTH PLANS	32,442.00	D	YE ENTRY 1
2023 12 R#297-2023	Purchase Services	10607000	446701		SERIVCES FOR RECIPIENTS	316,287.00	C	YE ENTRY 1

Debits 18,130,657.36

Credits 18,130,657.36

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2023 Contingency Report

<u>Beginning Balance 1/1/23</u>		\$ 1,382,685.00
Res30	County Executive changes	104,724.00
Res80	Highway reclassification	14,428.00
Res87	Criminal Justice Discovery Reform Grant FY22-23	101,157.00
Res152	Youth Bureau	6,945.00
Res291	Health- Performace Initiative	3,566.00
Res297	Year End Entry 1	767,810.00
23A091	Year End Entry 2	148,689.35
Subtotal General Contingency		\$ 2,381,315.00

Deductions:

Res69	OSR- reclass to Fiscal Technician	(2,700.00)
Res72	To cover Insurance bill	(15,877.00)
Res90	To repair Health Department vehicle	(6,724.35)
Res79	OPWDD Coordinator	(20,951.00)
Res133	Sheriff - funding for Axon	(32,315.00)
Res198	Environmental Health - overtime	(9,646.00)
Res199	Countywide Pavement Maintenance & Rehabilitation	(675,000.00)
Res225	Preschool	(210,600.00)
Res297	Year Entry 1	(548,848.00)
Res270	Reclass: Assessment Clerk	(1,120.00)
	Subtotal	(1,523,781.35)
Total		\$ 857,533.65

Proposed Deductions:

23T510	Judgement & Claims	(125,000.00)
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(125,000.00)

Pending Balance 12/31/23

\$732,533.65

Note:

R= resolution

A= proposed budgetary amendment

2023 Subcontingency Report

4985- Maintenance & Repairs

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

Subtotal Subcontingency \$ 45,000.00

Deductions:

Total \$ 45,000.00

Proposed Deductions:

Pending Balance 1/29/24 \$45,000.00

Note:

R= resolution

A= proposed budgetary amendment

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2024 Contingency Report

		2,547,527.00
<u>Beginning Balance 1/1/24</u>		
24A005	Sheriff Scaap funds	56,489.00
Subtotal General Contingency		<u>\$ 2,604,016.00</u>
Deductions:		
Res24	Reclass Senior Caseworker	(18,005.00)
		 (18,005.00)
Total		<u>\$ 2,586,011.00</u>
<u>Proposed Deductions:</u>		
24A003	Runaway & Homeless Youth Allocation	(19,462.00)
24A006	Planning Section 5307/5339 Allocation	(32,631.00)
24T011	Contract Puma	(63,050.00)
		 (115,143.00)
Pending Balance 1/29/24		<u><u>\$2,470,868.00</u></u>

Note:
R= resolution
A= proposed budgetary amendment

2024 Subcontingency Report

4981- Subcontingency (Peer Influence Peers)

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

Subtotal Subcontingency **\$ 36,000.00**

Deductions:

Total 0.00
\$ 36,000.00

Proposed Deductions:

Pending Balance 1/29/24 **\$36,000.00**

Note:

R= resolution

A= proposed budgetary amendment

2024 Subcontingency Report

4982- Subcontingency (Salaries)

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

Subtotal Subcontingency **\$ 12,725.00**

Deductions:

Total 0.00
\$ 12,725.00

Proposed Deductions:

Pending Balance 1/29/24 \$12,725.00

Note:

R= resolution

A= proposed budgetary amendment

2024 Subcontingency Report

4987- Subcontingency (Probation)

Beginning Balance 1/1/24

24A009 Pretrial Grant FY23-24

\$ -
130,809.00

Subtotal Subcontingency

\$ 130,809.00

Deductions:

Total

0.00
\$ 130,809.00

Proposed Deductions:

Pending Balance 1/29/24

\$130,809.00

Note:

R= resolution

A= proposed budgetary amendment

2024 Subcontingency Report

4998- Subcontingency (IT & GIS)

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

Subtotal Subcontingency **\$ 54,000.00**

Deductions:

Total 0.00
\$ 54,000.00

Proposed Deductions:

Pending Balance 1/29/24 **\$54,000.00**

Note:

R= resolution

A= proposed budgetary amendment

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
A+A #50
RCSO

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: Budgetary Amendment – 23A091
DATE: January 22, 2024

2024 JAN 22 PM 4:49
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

GENERAL FUND:

Increase estimated appropriations:

SEE ATTACHED SHEET 1,098,689.35

Increase estimated revenues:

SEE ATTACHED SHEET 1,098,689.35

DEBT SERVICE FUND:

Increase estimated appropriations:

SEE ATTACHED SHEET 3,599.55

Increase estimated revenues:

SEE ATTACHED SHEET 3,599.55

CAPITAL FUND:

Increase estimated appropriations:

SEE ATTACHED SHEET

252,443.42

Decrease estimated appropriations:

SEE ATTACHED SHEET

136,712.22

Increase estimated revenues:

SEE ATTACHED SHEET

4,589,267.91

Decrease estimated appropriations:

SEE ATTACHED SHEET

4,473,536.71

Fiscal Impact - 2023 - (\$152,288.90)

Fiscal Impact - 2024 - \$ 0

This Resolution is required to record year end journal entry #2 as per the attached spreadsheet.

FUND	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	INCREASE APPROPRIATIONS	DECREASE APPROPRIATIONS	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	JUSTIFICATION
05	57997000	53000	50299	CAPITAL EXPENDITURES	-	491.58	-	-	CLOSE OUT PROJECT - CONSERVATION ENHANCEMENT
05	57997000	59030	50299	TRANSFER TO GENERAL	491.58	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	57997000	53000	50328	CAPITAL EXPENDITURES	-	2,296.00	-	-	CLOSE OUT PROJECT - CAMP HERRLICH
05	57997000	59030	50328	TRANSFER TO GENERAL	2,296.00	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	58989000	53000	50336	CAPITAL EXPENDITURES	-	8,937.00	-	-	CLOSE OUT PROJECT - LANDFILL CAP
05	58989000	59030	50336	TRANSFER TO GENERAL	8,937.00	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	51989000	53000	50044	CAPITAL EXPENDITURES	-	0.30	-	-	CLOSE OUT PROJECT - CARD READER/LOCK SYSTEMS
05	51989000	59030	50044	TRANSFER TO GENERAL	0.30	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	51989000	53000	51215	CAPITAL EXPENDITURES	-	81.69	-	-	CLOSE OUT PROJECT - 121 MAIN STREET
05	51989000	59030	51215	TRANSFER TO GENERAL	81.69	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	56997000	53000	51619	CAPITAL EXPENDITURES	-	15,324.36	-	-	CLOSE OUT PROJECT - BUTTERFIELD SR CENTER
06	56997000	59030	51619	TRANSFER TO GENERAL	15,324.36	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	53197000	53000	51704	CAPITAL EXPENDITURES	-	3,599.55	-	-	CLOSE OUT PROJECT - CORRECTIONAL FACILITY
05	53197000	59057	51704	TRANSFER TO DSF	3,599.55	-	-	-	TRANSFER BACK UNEXPENDED BOND PROCEEDS
05	53197000	53000	51715	CAPITAL EXPENDITURES	-	83,455.92	-	-	CLOSE OUT PROJECT - CORRECTIONAL WATER PROJECT
05	53197000	59030	51715	TRANSFER TO GENERAL	83,455.92	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	55197000	53000	51810	CAPITAL EXPENDITURES	-	20,102.50	-	-	CLOSE OUT PROJECT - KOEHLER ACCESS ROAD
05	55197000	59030	51810	TRANSFER TO GENERAL	20,102.50	-	-	-	TRANSFER BACK TO GENERAL FUND FOR EXCESS
05	56997000	437897	52011	CAPITAL EXPENDITURES	-	2,423.32	-	-	CLOSE OUT PROJECT - 121 MAIN STREET RENOVATION GRANT
05	56997000	437897	52011	STATE AID - SAM GRANT	-	2,423.32	-	-	CLOSE OUT PROJECT - 121 MAIN STREET RENOVATION GRANT
05	05000	45710J	51910	BOND PROCEEDS	-	-	2,423.32	2,423.32	UNEXPENDED STATE AID FUNDING
05	05000	45710K	51910	BOND PROCEEDS	-	-	800,000.00	800,000.00	TO CORRECT BUDGET ACCOUNT - FAÇADE RENOVATION
05	05000	45710N	52304	BOND PROCEEDS	-	-	600,000.00	600,000.00	TO CORRECT BUDGET ACCOUNT - FAÇADE RENOVATION
05	55197000	428601	52304	INTERFUND TRANSFER	-	-	-	-	DEOBLIGATION OF BORROWING
05	55997000	445971	51812	FEDERAL AID	-	-	600,000.00	-	FUNDED WITH SALES TAX
05	55997000	428601	51812	INTERFUND TRANSFER	-	-	511.68	511.68	CLOSE OUT PROJECT - FEASIBILITY STUDY - ROUNDABOUTS
05	05000	45710M	52207	BOND PROCEEDS	-	-	-	-	CLOSE OUT PROJECT - FEASIBILITY STUDY - ROUNDABOUTS
05	55997000	428601	52207	INTERFUND TRANSFER	-	-	350,000.00	350,000.00	DEOBLIGATION OF BORROWING
05	53097000	449898	51601	INTERFUND TRANSFER	-	-	-	-	FUNDED WITH SALES TAX
05	53097000	424400	51601	FEDERAL AID - CFDA 21.027	-	-	2,500,000.00	2,500,000.00	CORRECT BUDGET ACCOUNT
05	53097000	53000	51601	CAPITAL EXPENDITURES	-	-	73,262.00	-	CORRECT BUDGET ACCOUNT
05	58989000	423891	50347	EOH FUNDS - SEPTIC PHASE 1	73,262.00	-	-	-	RENTAL INCOME FOR FISCAL YEAR 2023
05	58989000	423891	50344	EOH FUNDS - WATER QUALITY	-	-	220,601.71	-	CORRECT BUDGET ACCOUNT
05	58989000	423891	50344	EOH FUNDS - WATER QUALITY	-	-	-	220,601.71	CORRECT BUDGET ACCOUNT
05	58989000	53000	50344	EOH WATER QUALITY CAPITAL	44,892.52	-	-	-	INTEREST ON WQIP FUND FOR FY 2023
05	58989000	53000	50344	EOH WATER QUALITY CAPITAL	44,892.52	-	-	-	INTEREST ON WQIP FUND FOR FY 2023
				TOTAL CAPITAL FUND	\$ 252,443.42	\$ 136,712.22	\$ 4,589,267.91	\$ 4,473,536.71	
01	10131000	428501		TRANSFER FROM CAPITAL	-	-	130,689.35	-	TRANSFER IN FROM UNEXPENDED FUNDS
01	10990100	59020		TRANSFER OUT CAPITAL	600,000.00	-	-	-	TRANSFER OUT TO FUND PROJECT 52304 - HIGHWAY EQUIPMENT
01	10990100	59020		TRANSFER OUT CAPITAL	350,000.00	-	-	-	TRANSFER OUT TO FUND PROJECT 52207 - PRESCHOOL & EIP BUSES
01	10131000	411100		SALES & USE TAX	-	-	950,000.00	-	SURPLUS REVENUES
01	10158000	440891		FEDERAL AID CFDA 97.067	-	-	18,000.00	-	TO RECOGNIZE CY 2019 CYBER SECURITY GRANT
01	10199000	54980		GENERAL CONTINGENCY	18,000.00	-	-	-	REPLISH CONTINGENCY AS A RESULT OF CY 2019 CYBER GRANT
01	10199000	54980		GENERAL CONTINGENCY	130,689.35	-	-	-	TRANSFER IN FROM UNEXPENDED FUNDS
				TOTAL GENERAL FUND	\$ 1,096,689.35	\$ -	\$ 1,096,689.35	\$ -	
10	V9710000	428501		TRANSFER FROM CAPITAL	-	-	3,599.55	-	TRANSFER FROM CAPITAL FOR UNEXPENDED BOND PROCEEDS
10	V9710000	54980		GENERAL CONTINGENCY	3,599.55	-	-	-	TRANSFER FROM CAPITAL FOR UNEXPENDED BOND PROCEEDS
				TOTAL DEBT SERVICE	\$ 3,599.55	\$ -	\$ 3,599.55	\$ -	

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
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DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: Budgetary Amendment – 24A002
DATE: December 15, 2023

2023 DEC 21 PM 12:41
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance and Director of Tourism, the following budgetary amendment is necessary.

General Fund:

Increase Appropriations:

10641000 51094 TOURISM - TEMPORARY \$ 16,990

Decrease Appropriations:

10641000 51000 (101) TOURISM - PERSONNEL SERVICES \$ 4,167

10641000 54328 TOURISM - I LOVE NEW YORK \$ 16,522

10641000 54989 TOURISM - MISCELLANEOUS \$ 4,562

Decrease Estimated Revenues:

10641000 437151 TOURISM - STATE AID - I LOVE NEW YORK \$ 8,261

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

The above budgetary amendment is a reallocation of the adopted 2024 Tourism Budget. Please refer to the memorandum attached for further information.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive

December 14, 2023

Commissioner Lewis,

As you are aware, I have handed in my retirement papers, and my last day as Tourism Director is 12/31/23. After conversations with the County Executive and Personnel Director, I am very interested and would look forward to continuing working for the County in Tourism on a part-time basis.

I am requesting the following budgetary amendments to the 2024 Tourism Budget:

- Adjusting the I Love NY Budgetary Line down \$16,522 from \$120,000 to the correct amount of \$103,478. I am requesting this change because I Love NY awarded only \$51,739 and not the \$60k that was requested. I am further requesting that the County portion of the \$16,522 (\$8,261) be moved to the Temporary line (51094).
- Adjusting the Tourism Director salary line from \$89,167 to \$85,000 and moving \$4,000 to the Temporary Line (51094).
- Moving \$4,739 from the Misc. line to the Temporary line (51094).

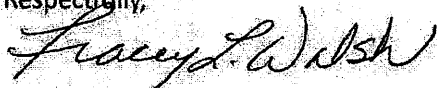
These adjustments will increase the Temporary Line from \$15,510 to \$32,510 and create the opportunity for me to stay on in a part-time capacity (at \$22,000 per year) as an assistant and resource to the new Tourism Director. The remaining \$10,500 in the Temporary Line would be used to fund an administrative assistant position. These budgetary amendments would create no change to the 2024 Tourism Budget and would be at no additional cost to the taxpayers.

I am proud to say that according to the most recent report from Tourism Economics, Putnam County Tourism generated \$78M from traveler spending. This represents year over year growth of \$16.9M which is an increase of 24.8%.

Putnam County Tourism is an advocate and champion for Putnam County. It is a revenue generator and an investment in the county which benefits every one of its residents.

I respectfully request that these amendments be approved so that I may continue to be a part of this small but important team.

Respectfully,



Tracey L. Walsh

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
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DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment – 24A003**
DATE: December 15, 2023

2023 DEC 21 PM 12:41
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance and the Youth Bureau Director, the following budgetary amendment is necessary.

General Fund:

Increase Estimated Revenues:

10731000 438204	RHY - GREEN CHIMNEYS TLP	\$	1,260
10731000 438622	RHY - RUNAWAY COORDINATION	\$	764
10731000 438623	RHY - ARBOR HOUSE RHY	\$	19,544

Increase Appropriations:

10731000 54907	RHY - GREEN CHIMNEYSS TLP	\$	2,100
10731000 54970	RHY - ARBOR HOUSE RHY	\$	38,930

Decrease Appropriations:

10199000 54980	GENERAL CONTINGENCIES	\$	19,462
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Fiscal Impact - 2024 - \$ 19,462

Fiscal Impact - 2025 - \$ 0

KEVIN BYRNE
County Executive

MICHAEL PIAZZA, JR.
Commissioner



YOUTH BUREAU

SARA SERVADIO
Deputy Commissioner

JANEEN CUNNINGHAM
Executive Director

M E M O R A N D U M

TO: Micheal Lewis
Commissioner of Finance

FROM: Janeen Cunningham *JCC*
Youth Bureau Director

DATE: 10/23/23

RE: **Runaway and Homeless Youth Allocations Oct. 1, 2023-Sept. 30, 2024**
Supporting documentation attached:

- 23-OCFS-LCM-22
- OCFS RHY Allocation by COUNTY
- RHY CLAIMING GUIDE 2024

The Youth Bureau received an increase of state funding from the Office of Children and Family Services for the 2023/24 new fiscal year.

OCFS RHY state allocation (60%) 70,916 =RHY1 (ARBOR HOUSE) 56,986 / RHY2 (TLP) 13,930

County match (40%) 47,277.33

RHY Coordination (-10% RHY1) 5,698.60

OCFS revenue for Green Chimney's: RHY1 (ARBOR HOUSE) 51,287.40 / RHY2 (TLP) 13,930

County RHY Budget (100%) RHY1 (ARBOR HOUSE) 85,479 / RHY2 (TLP) 23,216.66 = 108,695.66

Increase 2024 Estimated Revenues:	<u>STATE AID 23/24</u>	<u>2024 BDGT</u>	<u>ADJ. Needed:</u>
10731000 438204 GREEN CHIMNEYS TLP	- 13,930	-12,670	1,260
10731000 438622 RUNAWAY COORDINATION	-5,698.60	-4,935	763.60
10731000 438623 ARBOR HOUSE RHY	-51,287.40	-31,743	19,544.40
Increase 2024 Appropriations:			
10731000 54907 GREEN CHIMNEYS TLP	23,216.66	21,117	2,099.66
10731000 54970 ARBOR HOUSE RHY	85,479	46,549	38,930

2024 FISCAL IMPACT: 19,461.66

DONALD B. SMITH COUNTY GOVERNMENT CAMPUS
110 Old Route Six ~ Building Three ~ Carmel, New York 10512
(845) 808-1600 ~ Fax (845) 808-1907



Office of Children and Family Services

Kathy Hochul
Governor

52 WASHINGTON STREET
RENSSELAER, NY 12144

Suzanne Miles-Gustave, Esq.
Acting Commissioner

Local Commissioners Memorandum

Transmittal:	23-OCFS-LCM-22
To:	Municipal Youth Bureau Directors
Issuing Division/Office:	Division of Youth Development and Partnerships for Success/Bureau of Youth Development and Well-Being
Date:	October 4, 2023
Subject:	Municipal Allocations for Youth Development Program, Runaway and Homeless Youth, and Youth Sports and Education Opportunity Funding for Program Year October 1, 2023 – September 30, 2024
Contact Person(s):	See Section III.
Attachments:	<i>Appendix A: Municipal Youth Development Program Allocations, October 1, 2023 – September 30, 2024</i> <i>Appendix B: Municipal Runaway and Homeless Youth Allocations, October 1, 2023 – September 30, 2024</i> <i>Appendix C: Municipal Youth Sports and Education Opportunity Funding Allocations, October 1, 2023 – September 30, 2024</i>

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to advise municipal youth bureaus on the availability of Youth Development Program (YDP), Runaway and Homeless Youth (RHY), and Youth Sports and Education Opportunity Funding (YSEF) allocations for program year October 1, 2023 – September 30, 2024.

II. Background

The New York State Office of Children and Family Services (OCFS) issues YDP, RHY, and YSEF allocations to municipal youth bureaus. Each youth bureau must submit a Resource Allocation Plan (RAP) to OCFS that indicates how these funds will be utilized. Counties are also required to submit an annual Child and Family Services Plan (CFSP) and/or a CFSP update to OCFS. Among other topics, these plans articulate how the county will administer and support RHY and youth development programming. Programs and services must be included in the appropriate section(s) of a county’s CFSP to be eligible for YDP or RHY state aid.

Additional details about completing the CFSP can be found in 23-OCFS-LCM-06, Guidelines and Instructions for Preparing the Child and Family Services Annual Plan Update, and in the resource documents embedded within the CFSP portal. The CFSP portal can be accessed at <https://countyplans.ocfs.ny.gov/log-in/>.

In rare instances, a county may identify mid-year that they have been allocated YDP, RHY, and/or YSEF funds that they cannot spend or claim. When this occurs, counties are encouraged to contact OCFS as soon as possible. Sharing this information with OCFS may allow those unused funds to be moved to another county with similar programming and demonstrated fiscal need. Counties demonstrate fiscal need – and therefore may become eligible to receive additional funds should they become available – by accurately completing the RAP.

YDP

Eligible expenses and claiming processes remain unchanged from previous years. Additional details about the RAP submission and approval process can be found in guidance documents on the home page of the Quality Youth Development System (QYDS) at <https://hs.ocfs.ny.gov/qyds/>. State share is available for 100% of eligible expenditures as included in the approved RAP. Claims are due September 30, 2025.

The allocations are distributed using each county's allocation percentage compared to the total funds, as determined in the calendar year 2016 Spending Plan. OCFS expects to review this methodology in upcoming program years.

RHY

Eligible expenses and claiming processes remain unchanged from previous years with the following exception: effective program year 2023-2024, a county may use up to **10%** of its RHY allocation to support the salary of the municipal RHY service coordinator, with limited exceptions. The remaining 90% must go toward RHY programming.

An exception may be made when the only RHY service in a county is non-residential programming provided directly by the RHY service coordinator. In this instance, the work of the coordinator is both administrative and programmatic, thus the 10% cap does not apply.

A total of \$4,984,000 is allocated in accordance with each county's proportion of OCFS-certified beds. The additional allocation of \$2.1 million is distributed based on each county's proportion of Transitional Independent Living Support Program beds. Counties that only offer non-residential services are capped at \$15,000. State share is available for 60% of eligible expenditures as included in the approved RAP. Claims are due 12 months after the calendar quarter in which services were delivered.

Additional information can be found in the 2024 RHY claiming guide.

YSEF

YSEF awards are guided by the following principles:

- Sports are effective tools in positive youth development and family engagement.
- Sports improve the lives of young people by promoting positive social, emotional, health, and educational outcomes and have important life-long effects.
- Sports enable opportunities for young people to thrive through leadership roles.
- Coaching education greatly improves young people's sports experience and development outcomes.

Funded programs must provide a variety of sports for a broad range of youth in under-resourced communities. OCFS encourages a wide and flexible definition of sports that encompasses any organized activities with movement, including physical fitness activities such as yoga, hiking, dance, and active outdoor pursuits.

To ensure that funding is going to the intended population, municipal youth bureaus must distribute funds based on local need,¹ considering factors including, but not limited to the following:

- historically under-resourced communities;
- public housing;
- high rates of family homelessness;
- Opportunity Zones or neighborhoods/cities/areas deemed “low-income” via externally available tools like the New York State Council on Children and Families Kids’ Well-being Indicators Clearinghouse;
- marginalized communities or groups with higher barriers to participation in sports (e.g., youth with disabilities; girls; transgender/gender non-binary youth; and youth who identify as lesbian, gay, bisexual, or questioning);
- federally and/or New York State-recognized tribes and tribal organizations; and
- neighborhoods that experience higher rates of crime and violence and have lower-performing schools.

Additionally, municipal youth bureaus should give priority consideration to programs that serve youth identifying as Black, indigenous, or people of color, as well as to providers of adaptive sports for youth with physical disabilities.

All funded programs must aim to foster the following:

- Educational connection and achievement – More youth attending and completing school with increased attainment, including collegiate placement success
- Physical health and well-being – Increasing physical activity and positive relationships to one’s body and physical activity
- Mental health and well-being – Improving outcomes related to youth’s mental health and social and emotional skills development and connectedness
- Employment – Increasing qualifications and skills, such as collective problem-solving, teamwork, and dispute resolution, which help prepare youth for suitable employment
- Community cohesion – Breaking down barriers to reduce discrimination, crime, and violence in communities and help young leaders emerge

Eligibility and Funding

Municipal youth bureaus will contract with local organizations, municipalities, and/or local or municipal youth bureaus directly for up to \$50,000 per program. Organizations that serve multiple areas through different programs may be funded above \$50,000. Funding may provide general operating dollars to give programs flexibility to efficiently allocate resources for quality programming. Line-item budgets should focus on programming costs, including, but not limited to, the following:

- Coaches/instructors/direct service staff/mentors (including training/professional development)
- Equipment
- Educational programming costs
- Facility/field space cost
- A maximum of 15% of program funds may be used to support administrative/overhead costs

¹ Data sources to consult in assessing local need include, but are not limited to, the New York State Council on Children and Families Kids’ Well-being Indicators Clearinghouse, <https://www.ccf.ny.gov/council-initiatives/kids-well-being-indicators-clearinghouse-kwic/>; public data from the New York State Education Department, <https://data.nysed.gov/>; and youth arrest data from the New York State Division of Criminal Justice Services, <https://www.criminaljustice.ny.gov/crimnet/ojsa/juvenilearrests/index.htm>.

Programs eligible for funding must meet the criteria below:

- Provide structured sports activities for youth ages 6-17
- Serve youth in New York State
- Demonstrate basic competency in the areas of governance, monitoring and evaluation, partnership, and financial stewardship
- Have a child protection policy in place that includes adherence to local city, agency, school district, and state child protection guidelines
- Collect registration data, including participant demographic information, as required by OCFS in a manner that allows for accurate reporting of anonymized aggregate data

Organizations and activities not eligible for funding are the following:

- For-profit organizations or businesses
- Private foundations, as defined in section 509(a) of the U.S. Internal Revenue Code
- Organizations that discriminate based on age, ethnicity/race, political affiliation, religion, sexual orientation, gender, gender identity, physical or other disability, national origin, or any protected characteristic under local, state, and/or federal law
- Research or project-planning activities
- Support for elite or private sports camps, programs, or teams
- Endowments, memorials, budget deficits, or fundraising activities
- Religious organizations whose sports programs do not have a secular and community focus
- Lobbying, political, or fraternal activities
- Capital projects

Touchstone Life Areas and Services, Opportunities and Supports (SOS) in the Quality Youth Development System (QYDS)

Municipal youth bureaus will be required to report demographics and outcomes through QYDS. The Life Area and SOS selections that will be required in QYDS for YSEF are as follows:

- Life Area: 2PEH Physical and Emotional Health
- SOS: 0232 Year-Round/Seasonal Activities
- Performance measures:
 - How Much: 0232A.1 – Number of youth participating (unduplicated)
 - How Well: 0232B.4 – Percent of youth completing the program
 - Better Off: 0232C.1 – Number and percent reporting they have improved their ability to socialize/interact with peers/family/other members of the community

Allocations are established based on census data in each county, with a minimum allocation of \$10,000 to each county.

In program year 2023-2024, municipal youth bureaus will receive an additional allocation of \$10,344 with the exception of New York City (NYC), which will receive \$10,392. These funds were appropriated based on online gambling revenue and divided evenly among the state's 58 social services districts, with the rounding difference going to NYC. Eligible expenses include one-time investments in infrastructure for physical activity. Examples include improvements to sport fields or courts, building a storage unit to maintain equipment, the purchase of sporting equipment or uniforms, or similar costs. State share is available for 100% of eligible expenditures as included in the approved RAP. Eligible expenses and claiming processes remain unchanged from the previous year. Claims are due September 30, 2025.

III. Contacts

- For questions about YDP or YSEF, please email the shared mailbox for Youth Bureaus at YouthBureau@ocfs.ny.gov.
- For questions about RHY, please email the RHY shared mailbox at RHY@ocfs.ny.gov.

/s/ Nina Aledort, Ph.D.

Issued by:

Name: Nina Aledort, Ph.D.

Title: Deputy Commissioner

Division/Office: Division of Youth Development and Partnerships for Success/Bureau of Youth Development

County	Pl 1	Pl 2	Total Allocation
Albany	\$ 99,931	\$ 27,861	\$ 127,295
Allegany			\$ -
Broome	\$ 115,100	\$ 31,343	\$ 146,443
Cattaraugus			\$ -
Cayuga			\$ -
Chautauqua	\$ 410,337	\$ 41,741	\$ 181,178
Chemung			\$ -
Chenango			\$ -
Clinton			\$ -
Columbia			\$ -
Cortland			\$ -
Delaware			\$ -
Dutchess	\$ 110,803		\$ 110,803
Erie	\$ 214,836		\$ 214,836
Essex			\$ -
Franklin			\$ -
Fulton			\$ -
Genesee			\$ -
Greene			\$ -
Hamilton			\$ -
Herkimer	\$ 15,000		\$ 15,000
Jefferson			\$ -
Lewis			\$ -
Livingston			\$ -
Madison			\$ -
Monroe	\$ 308,757	\$ 149,712	\$ 458,469
Montgomery			\$ -
Nassau	\$ 296,874	\$ 0	\$ 296,874
New York City	\$ 3,542,000	\$ 0	\$ 3,542,000
Niagara	\$ 96,885		\$ 96,885
Oneida	\$ 186,899	\$ 0	\$ 186,899
Onondaga	\$ 230,167	\$ 0	\$ 230,167
Ontario			\$ -
Orange	\$ 80,514		\$ 80,514
Orleans			\$ -
Oswego	\$ 150,296	\$ 0	\$ 150,296
Otsego			\$ -
Putnam	\$ 70,916	\$ 0	\$ 70,916
Rensselaer			\$ -
Rockland			\$ -
Saratoga	\$ 47,363		\$ 47,363
Schenectady	\$ 63,138		\$ 63,138
Schoharie			\$ -
Schuyler	\$ 15,000		\$ 15,000
Seneca	\$ 15,000		\$ 15,000
Steuben			\$ -

St. Lawrence			\$ -
Suffolk	377,789		\$ 377,789
Sullivan			\$ -
Tioga			\$ -
Tompkins	108,205	108,205	\$ 108,205
Ulster	250,722	250,722	\$ 250,722
Warren			\$ -
Washington	175,917	175,917	\$ 175,917
Wayne	15,000	15,000	\$ 15,000
Westchester	107,291	107,291	\$ 107,291
Wyoming			\$ -
Yates			\$ -
Grand Total	\$ 7,084,000	\$ 7,084,000	\$ 7,084,000

The above budgetary amendment is a direct result of increased state funding from the Office of Children and Family Services for SFY 2023-24. Please refer to the memorandum attached for further information.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive

MICHAEL J. LEWIS
Commissioner of Finance



*Call
HEALTH
ATA*

Press

SHEILA BARRETT
First Deputy Commissioner of Finance

#501

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment – 24A004**
DATE: December 21, 2023

2024 JAN - 8 AM 3: 51
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance and the Youth Bureau Director, the following budgetary amendment is necessary.

General Fund:

Increase Estimated Revenues:

10058000 436101 STATE AID - SAFE HARBOR \$ 30,000

Increase Appropriations:

10058000 54646 CONTRACTS - SAFE HARBOR \$ 30,000

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

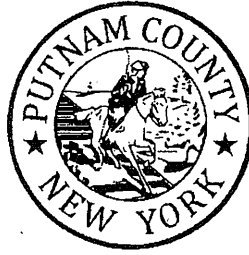
The above budgetary amendment is the County's allocation from the NYS Office of Children and Family Services (OCFS) for program year January 1, 2024, through December 31, 2024. Please refer to the memorandum attached for further information.

Please forward it to the appropriate committee.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner
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Counsel for DSS
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DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

December 19, 2023

TO: Michael Lewis, Commissioner of Finance

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

SUBJECT: DSS 2024 Budgetary Amendment

Your approval is requested to amend the DSS budget to include Putnam's Safe Harbor allocation for the purpose of contracting with a provider to address the needs of trafficked and commercially sexually exploited children and youth in accordance with Putnam's Safe Harbor project plan approved by the NYS Office of Children and Family Services (OCFS).

Increase Estimated Revenue:

10058000		SAFE HARBOR	
	436101	ADM SOCIAL SERVICES	\$30,000
		Total Estimated Revenues	\$30,000


Increase Appropriations:

10058000		SAFE HARBOR	
	54646	CONTRACTS	\$30,000
		Total Appropriations	\$30,000
		Fiscal Impact (24)	- 0 -
		Fiscal Impact (25)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

23-OCFS-LCM-25 Municipal Safe Harbour: NY Allocations for Program Year 2024

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



Office of Children and Family Services

Kathy Hochul
Governor

52 WASHINGTON STREET
RENSELAER, NY 12144

Suzanne Miles-Gustave, Esq.
Acting Commissioner

Local Commissioners Memorandum

Transmittal:	23-OCFS-LCM-25
To:	Local Departments of Social Services
Issuing Division/Office:	Division of Youth Development and Partnerships for Success Bureau of Youth Development and Well-Being
Date:	December 5, 2023
Subject:	Municipal Safe Harbour: NY Allocations for Program Year 2024
Suggested Distribution:	Municipal Youth Bureau Directors
Contact Person(s):	See section III.
Attachments:	Appendix A: <i>Municipal Safe Harbour: NY Allocations, 2024</i> Appendix B: <i>Safe Harbour: NY Allowable Use of Funds, 2024</i> Appendix C: <i>Safe Harbour: NY Resources and Commitments, 2024</i> Appendix D: <i>Safe Harbour: NY 2023 Report and 2024 Plan Template</i> Appendix E: <i>Safe Harbour: NY 2024 Budget Template</i>

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to inform local departments of social services (LDSSs) about funding for the Safe Harbour: NY Program for program year January 1, 2024 – December 31, 2024.

II. Background

Safe Harbour: NY program funds are intended to support **all** youth identified as trafficked, sexually exploited, or being at risk up to the age of 21. A youth's eligibility for services or support funded through Safe Harbour: NY is not contingent on any demographic factors or other personal characteristics such as immigration status, the source of the referral, or the youth's involvement in child welfare or juvenile justice system(s).

Each LDSS is required to submit to the New York State Office of Children and Family Services (OCFS) planning documents including the Sexually Exploited and Trafficked Youth section in the CFSP, the Safe Harbour: NY Program Plan, and the Safe Harbour NY Program Budget. The Safe Harbour: NY plan and budget must be submitted to OCFS using the templates provided. Plans are informed by an assessment of local need as well as guidance provided by OCFS, including but not limited to the *Blueprint for Building a Child Welfare Response to Commercially Sexually Exploited and Trafficked Youth* (Blueprint). The Blueprint, and many other resources, can be found on the OCFS website at <https://ocfs.ny.gov/programs/human-trafficking/>.

Additional details about completing the CFSP can be found in 21-OCFS-LCM-06, Guidelines and Instructions for Preparing the Child and Family Services Annual Plan Update, and within resource documents embedded within the CFSP portal. The CFSP portal can be accessed at <https://countyplans.ocfs.ny.gov/log-in/>.

III. Program Implications

Each LDSS is required to submit to OCFS the following planning documents: *Appendix D: Safe Harbour: NY 2023 Report and 2024 Plan Template*, and *Appendix E: Safe Harbour: NY 2024 Budget Template*. These documents are to be submitted to the county's OCFS Safe Harbour program lead by **December 29, 2023**. If the LDSS does not know who their program lead is, an inquiry can be made to humantrafficking@ocfs.ny.gov.

Allocations are issued as preliminary. OCFS retains the ability to evaluate programming and spending throughout the program year. Underspent or unclaimed funds are subject to redistribution to other LDSSs based on demonstrated need.

All Safe Harbour funds from the 2024 program year must be expended by January 31, 2025, and all claims must be submitted and approved by the New York State Office of Temporary and Disability Assistance (OTDA) by March 31, 2025. These deadlines are firm; any unspent funds will be lost and may impact future funding.

IV. Claiming

Safe Harbour expenditures must be separately identified and claimed through the RF-17 claim package for special project claiming. The costs must be first identified on the RF-2A claim package as F17 functional costs and reported in the F17 column on the *Cost Allocation Schedule of Payments Administrative Expenses Other Than Salaries* (LDSS-923) and the Schedule D, *DSS Administrative Expenses Allocation and Distribution by Function and Program* (LDSS-2347). After final acceptance of the RF-2A claim package, the individual project costs are then reported under the project label "Safe Harbor 2024" on the RF-17 Worksheet, *Distribution of Allocated Costs to Other Reimbursable Programs* (LDSS-4975A).

Salaries, fringe benefits, staff counts, and central services costs must be directly entered on the RF-17 Worksheet, *Distribution of Allocated Costs to Other Reimbursable Programs* (LDSS-4975A), while overhead costs are automatically brought over from the RF-2A, Schedule D, and distributed based upon the proportion of the number of staff assigned to this project. Employees not working all their time on this project must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs must be reported with the appropriate object of expense(s) on the Summary-Administrative (page 1), *Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs* (LDSS-923-B).

Program costs must be reported as object of expense 37 - Special Project Program Expense on the Summary - Program (page 2), *Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs* (LDSS-923-B).

Total project costs, including all costs regardless of state reimbursement, must be reported on the LDSS-4975, *Monthly Statement of Special Project Claims Federal and State Aid (RF-17)*, as 100% state share excluding central services costs, which are local share. Local districts will be reimbursed up to their approved allocation.

To receive reimbursement, claims for eligible "Safe Harbor 2024" expenditures for the period January 1, 2024, through January 31, 2025, must be final accepted in the Automated Claiming System (ACS) by March 31, 2025.

Further instructions for completing time studies, the LDSS-923 and Schedule D, and the RF-17 claim package can be found in Chapters 4, 7, and 18, respectively, of the *Fiscal Reference Manual (FRM)*, Volume 3. The FRM is available online at <https://intranet.otda.ny.gov/bfdm/finance/>.

/s/ Nina Aledort, Ph.D.

Issued by:

Name: Nina Aledort, Ph.D.

Title: Deputy Commissioner

Division/Office: Division of Youth Development and Partnerships for Success

Appendix A: Municipal Safe Harbour: NY Allocations, 2024

DISTRICT	CY 2024 ALLOCATION
ALBA	\$ 40,000
ALLE	\$ 30,000
BROO	\$ 35,000
CATT	\$ 35,000
CAYU	\$ 30,000
CHAU	\$ 35,000
CHEM	\$ 35,000
CHEN	\$ 30,000
CLIN	\$ 30,000
COLU	\$ 30,000
CORT	\$ 30,000
DELA	\$ 30,000
DUTC	\$ 35,000
ERIE	\$ 40,000
ESSE	\$ 30,000
FRAN	\$ 30,000
FULT	\$ 30,000
GENE	\$ 30,000
GREE	\$ 30,000
HAMI	\$ 30,000
HERK	\$ 30,000
JEFF	\$ 35,000
LEWI	\$ 30,000
LIVI	\$ 30,000
MADI	\$ 30,000
MONR	\$ 40,000
MONT	\$ 30,000
NASS	\$ 40,000
NIAG	\$ 35,000
ONEI	\$ 40,000
ONON	\$ 40,000
ONTA	\$ 30,000
ORAN	\$ 40,000
ORLE	\$ 30,000
OSWE	\$ 35,000
OTSE	\$ 30,000
PUTN	\$ 30,000
RENS	\$ 35,000
ROCK	\$ 35,000
SARA	\$ 35,000
SCHE	\$ 35,000

DISTRICT	CY 2024 ALLOCATION
SCHO	\$ 30,000
SCHU	\$ 30,000
SENE	\$ 30,000
STEU	\$ 35,000
STLA	\$ 35,000
STRE	\$ 30,000
SUFF	\$ 40,000
SULL	\$ 30,000
TIOG	\$ 30,000
TOMP	\$ 30,000
ULST	\$ 35,000
WARR	\$ 30,000
WASH	\$ 30,000
WAYN	\$ 30,000
WEST	\$ 40,000
WYOM	\$ 30,000
YATE	\$ 30,000
NYC	\$ 50,000
TOTAL	\$ 1,955,000



Office of Children and Family Services

Appendix B:

Safe Harbour: NY Allowable Use of Funds, 2024

Target Population:

Services for sexually exploited children created in each target county pursuant to the Safe Harbour for Exploited Children Act are to be made available to **all** children who have been commercially sexually exploited (CSEC). This is inclusive of all youth, irrespective of gender identity or sexual orientation, up to age 21. Youth are eligible for Safe Harbour: NY funded supports whether they are identified voluntarily; as a condition of an adjournment in contemplation of dismissal issued in criminal court or through procedures or diversion services associated with the Family Court Act (diversion services, child welfare, juvenile delinquency, etc.); or a referral from a local social services agency.¹

Fiscal Requirements:

- The **program year** is January 1 – December 31, 2024. All Safe Harbour funds must be expended by January 31, 2025, and all claims must be approved by the New York State Office of Temporary and Disability Assistance by March 31, 2025. These deadlines are firm; unspent funds will be lost and may impact future funding.
- Claims must be in alignment with the OCFS-approved program plan and budget.
- Allocations are issued as preliminary. OCFS retains the ability to evaluate programming and spending throughout the program year. Underspent and unclaimed funds are subject to redistribution to other counties based on demonstrated need.

Allowable Expenses:

Counties receiving Safe Harbour: NY funds are charged with developing a service system to meet the needs of these youth. Allowable expenses to support this effort include but are not limited to the following:

1. Hiring a Safe Harbour coordinator who will provide leadership in developing and implementing program goals and objectives. (Fringe benefits are capped at 30% unless the coordinator is a local department of social services [LDSS] employee).
2. Providing case assessment and referral services through a multidisciplinary team approach, including the utilization of Child Advocacy Centers/Multidisciplinary Teams, to interview youth and develop case plans to meet their needs.
3. Supporting the salary of per diem and other staff at community agencies that meet the needs of CSEC and at-risk youth, including staff of Runaway and Homeless Youth programs.
4. Creating or further developing a critical team to address the issue of the sexual exploitation of children on a community-wide basis.
5. Providing intensive case planning to meet the needs of sexually exploited youth, including but not limited to food, clothing, age-appropriate leadership development and recreational opportunities, transportation, purchase of items to meet emergency needs, disposable cell phones, etc.

¹ See SSL §447-b(2).



Office of Children and Family Services

6. Providing safe long- and short-term housing, including the use of respite or runaway and homeless youth beds where appropriate.
7. Developing and promoting community awareness campaigns about the sexual exploitation and trafficking of youth, including information on the identification and referral to services through community events or other methods of disseminating information (such materials must be approved by OCFS before they are published).
8. Maintenance of a county website regarding sexually exploited youth and/or Safe Harbour.
9. Providing supportive services to non-offending family members of trafficked and exploited youth so they are best equipped to support their youth.
10. Travel to participate in appropriate human trafficking trainings, conferences, and stakeholder meetings.
11. Partnering with other counties in the region to share information and develop a regional approach to bring awareness, training, and services.
12. LDSSs may contract with local partner agencies; however, to be successful, LDSSs must remain engaged in ongoing program planning and implementation.

Non-Permissible Expenses:

Expenses that **cannot** be purchased using Safe Harbour funds include but are not limited to the following:

1. Administrative overhead costs, for example, rent/property leasing, standard utility usage, including electric and power costs, janitorial services, etc.
2. Staff fringe benefits exceeding 30% unless program staff are LDSS employees.
3. Developing a local hotline for CSEC (contact OCFS to learn about existing hotlines to meet this need).
4. Public awareness materials and program brochures that have not received prior approval from OCFS.
5. Food and refreshments for adults at meetings and trainings (some exceptions may apply; contact OCFS for more details).
6. Other expenses are at the discretion of OCFS.

Please contact (humantrafficking@ocfs.ny.gov) with additional questions on funding and spending.



Office of Children and Family Services

Appendix C:

Safe Harbour: NY Resources and County Commitments 2024

OCFS is pleased to fund partner counties to develop a system response to commercially sexually exploited children (CSEC) and youth who have been trafficked or are at risk of being trafficked. To support the development and implementation of these programs, OCFS offers a number of resources and has several expectations of county partners.

The following resources are available to all counties:

- *Responding to Commercially Sexually Exploited and Trafficked Youth: A Blueprint for Systems of Care in New York State*: Practical guidance in developing comprehensive, sustainable system interventions to best meet the needs of trafficked and exploited youth.
- *Responding to Commercially Sexually Exploited and Trafficked Youth: A Handbook for Child Serving Professionals*: Practical guidance for professionals working directly with trafficked, exploited, and at-risk youth.
- *New York State Processes Related to notifications of Victims of Human Trafficking* INF (17-OCFS-INF-03).
- *Requirements to Identify, Document, Report, and Provide Services to Child Sex Trafficking Victims* ADM (15-OCFS-ADM-16) and associated tools and FAQ documents: An OCFS policy directive that must be followed by OCFS, local departments of social services (LDSSs), and relevant voluntary agency staff.
- Sample flow charts to illustrate potential referral processes for youth who are and are not subject to 15-OCFS-ADM-16.
- Optional *Initial Trafficking Interview Tool for Youth* (OCFS-2715) and corresponding training in the Human Services Learning Center (HSLC) site.
- *Sex Trafficking Allegation* (19-OCFS-ADM-11).
- Several free trainings are available on the HSLC, including *Human Trafficking/Commercial Sexual Exploitation of Children: An Overview and Using the Initial Trafficking Interview Tool for Youth*.
- Free training videos on a wide variety of topics are available on the OCFS Human Trafficking YouTube playlist.
- Fast facts, palm cards, and other technical assistance documents are available for counties to reference and distribute from this OCFS website: <https://ocfs.ny.gov/programs/human-trafficking/resources-professionals.php>
- A shared mailbox or general inquires is available: humantrafficking@ocfs.ny.gov.
Note: Please do not send any urgent case matters or case-identifying information to this mailbox.

Counties who receive Safe Harbour: NY funds are committed to meet the following expectations:

- Under the leadership of the LDSSs, counties with Safe Harbour funds will develop or utilize the following:



Office of Children and Family Services

- An existing critical team to lead the development of a countywide system response to commercially sexually exploited children and trafficked and at-risk youth (Safe Harbour program). *It is strongly recommended that programs use the Blueprint to guide the work of the critical team.*
- An asset map and needs assessment related to services that can support youth who have experienced CSEC and human trafficking in a survivor-centered, trauma-responsive manner.
- Standardized tools, including those included in [15-OCFS-ADM-16](#), to screen and assess youth for CSEC and human trafficking experiences.
- Referral pathways to ensure trafficked, exploited, and at-risk youth will be provided an appropriate service response.
- Public awareness campaigns and/or outreach initiatives to contact trafficked, exploited, and at-risk youth. (Note: All public awareness materials require OCFS approval before they may be published with OCFS funds.)
- Offer training opportunities to LDSSs and community-based providers on identifying and providing specialized services to youth who have experienced CSEC and human trafficking.
 - OCFS offers Train-the-Trainer opportunities to capacitate local partners to deliver trainings locally.
 - Youth engagement specialists are available at each OCFS regional office to deliver free training on human trafficking to child welfare professionals.
- Partner counties are further committed to the following:
 - Participate in regional Safe Harbour meetings (as applicable).
 - Participate in OCFS's statewide annual conferences.
 - Submit, at OCFS's request, details regarding program spending and claims.
 - Provide a program plan and proposed budget at the beginning of each funding year.
 - Provide a report on its progress at the end of each funding year using the provided template.
 - Respond to OCFS requests for additional information.
- Collect data on all youth identified as commercially sexually exploited, trafficked, or at risk by Safe Harbour: NY-funded agencies in the county, and report this data to OCFS quarterly using the provided template.
 - Data is due to the humantrafficking@ocfs.ny.gov mailbox according to the following schedule:
 - Q1: data from January 1 – March 31 (Due 4/22/24)
 - Q2: data from April 1 – June 30 (Due 7/22/24)
 - Q3: data from July 1 – September 30 (Due 10/21/24)
 - Q4: data from October 1 – December 31 (Due 1/20/25)

For more information about Safe Harbour: NY, please contact
humantrafficking@OCFS.ny.gov.



Office of Children and Family Services

Appendix D: Safe Harbour: NY 2023 Report and 2024 Plan Template

This 2023 report and 2024 plan and budget proposal are due to OCFS by December 1, 2023. Please be as specific as possible; incomplete plans will be returned.

Part I: Summary of Program Year 2023

1) What were the top needs identified in the 2023 plan? (Select all that apply.)

- Housing
Mental health services
Multidisciplinary partnerships
Emergency funds/wrap around supports
Training
Transportation
Substance misuse services
Public Awareness
Other:

a. What steps were taken to address those needs?

Two horizontal lines for text entry.

b. Was the county able to implement its 2023 plan?

- Yes, fully
Yes, partially
No (Describe barriers or limitations below.)

Two horizontal lines for text entry.

2) What trends identified as trafficked or at-risk youth did your program notice in 2023?

Two horizontal lines for text entry.

Part II: Implementing the Blueprint:

1) Developing or sustaining a local critical team (Blueprint, page 6)

a. How does the critical team support the coordinator in accomplishing the program's goals? Please provide at least one specific example.

Three horizontal lines for text entry.



Office of Children and Family Services

- b. What challenges, barriers, or limitations did the critical team face in 2023, and what strategies were employed to address those challenges?

- 2) Countywide Needs and Resources Assessment (Blueprint, page 8). Which resources/strengths/assets have been most effective at meeting the needs of trafficked, sexually exploited, and at-risk youth in your county?

3) Training for professionals

- a. Please provide name(s) and affiliations of any trainers your county would recommend.

- 4) Developing or sustaining local referral pathways to best meet the needs of trafficked, exploited, and at-risk youth (Blueprint, page 29)

Each county is required to develop referral procedures (typically illustrated via flowchart) to document how youth from different systems will be referred to the safe harbour coordinator for service provision and local data collection. In 2023 did your county's referral procedures change for the following:

- a. Youth involved in child welfare who are referred for services.
- Yes, see updated procedures attached.
- No, procedures did not change in 2023.
- b. Youth who are not involved in child welfare who are referred for services.
- Yes, see updated procedures attached.
- No, procedures did not change in 2023.
- c. Youth who are referred to the coordinator solely for the purpose of local data collection, regardless of child welfare involvement.
- Yes, see updated procedures attached.
- No, procedures did not change in 2023.
- d. Which program types or population groups do you suspect are being underreported or under-referred to Safe Harbour?



Office of Children and Family Services

-
-
- 5) Please describe how the Safe Harbour program and LDSS collaborate to ensure that all relevant professionals are screening youth in accordance with 15-OCFS-ADM-16.

Part III: 2024 Plans and Budget

- 1) What are the top needs for 2024, and how will they be addressed? What challenges are anticipated related to program implementation?

-
-
- 2) Describe the efforts and methods your program will use to identify, engage, and provide services to trafficked and at-risk youth in 2024, including those not served by the child welfare system. Specifically address the population mentioned above in response to question 4d.

-
-
- 3) Describe any training activities planned in 2024 (Blueprint, page 12):

-
-
- a. Are there specific population(s) that will be targeted for awareness and/or skill-building training in 2024? How was this population determined as needing training?

-
-
- 4) What activities are planned to continue raising awareness in 2024?

-
-
- 5) If the county utilizes other funding sources to support Safe Harbour implementation, please list those sources here.
-
-



**Office of Children
and Family Services**

Signatures:

Safe Harbour Coordinator

Printed Name

Signature

Date

LDSS Representative

Printed Name

Signature

Date

By signing this document, you acknowledge that you have reviewed and approved the program plan and associated budget.

Appendix E: Safe Harbour: NY 2024 Budget Template

County : _____ Contact Name: _____
 Contact Email: _____

Personnel Services	Amount \$	Notes
Personnel Services (project staff, salaries)		
Fringe (max 30%)		
Other (explain)		
Total Personnel Services	50.00	
Other Than Personnel Services		
Contracted Services (Include contractor and services provided in notes column.)		
Public Awareness Campaign (development and publishing)		
Printing (program materials, etc.)		
Office Supplies		
Equipment and Technology		
Wraparound funds/client assistance (food, clothing, hygiene products, transportation, phones, fee-for-service care, etc.)		
Staff Training and Development		
Staff Travel (to attend trainings, etc.)		
Other (Explain in notes column)		
Total Other Than Personnel Services	50.00	
Total	50.00	

MICHAEL J. LEWIS
Interim Commissioner Of Finance



SCAAP
Per's
AAA

SHEILA M. BARRETT
Deputy Commissioner Of Finance

Prison

#5e

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: Sheila M. Barrett, Deputy Commissioner of Finance *DMB*
Re: Budgetary Amendment - **24A005**

Date: January 11, 2023

At the request of the Sheriff's Department, the following budgetary amendment is required.

Increase estimated appropriations:

10315001.51000.10032.01111	Personnel Services - Corrections Sergeant	105,859
10315001.58001.10032.01111	Retirement	15,981
10315001.58002.10032.01111	FICA	8,098
10315001.58004.10032.01111	Workers Comp	1,880
10315001.58006.10032.01111	Dental	2,004
10315001.58008.10032.01111	Health Insurance	28,284
10315001.58009.10032.01111	Vision	242
<i>tail SCAAP</i>		<u>162,348</u>

Decrease estimated appropriations:

10315000.51000.10161	Personnel Services - Corrections Sergeant	105,859
10315001.58001.10161	Retirement	15,981
10315001.58002.10161	FICA	8,098
10315001.58004.10161	Workers Comp	1,880
10315001.58006.10161	Dental	2,004
10315001.58008.10161	Health Insurance	28,284
10315001.58009.10161	Vision	242
<i>tail</i>		<u>162,348</u>

Increase estimated revenue:

10315001.44389F.10032	SCAAP Grant	56,489
-----------------------	-------------	--------

increase estimated appropriation:

10199000.54980	Contingency	56,489
----------------	-------------	--------

Fiscal Impact - 2024 - (\$56,489)

Fiscal Impact - 2025 - 0

This Resolution is necessary to accurately reflect the Personnel expenses associated with the SCAAP Grant.

Approved:

Kevin M. Byrne
County Executive

Please forward to the appropriate committee.

Approved:

LEGISLATURE
PUTNAM COUNTY
CARHILL, NY

2024 JAN 17 AM 11:51



KEVIN J. MCCONVILLE
SHERIFF

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



THOMAS H. LINDERT
UNDERSHERIFF

January 2, 2024

**Mr Michael Lewis
Commissioner of Finance
40 Gleneida Avenue
Carmel, N.Y. 10512**

To Commissioner Lewis:

I hereby request the following regarding SCAAP funds for the 2024 budget.

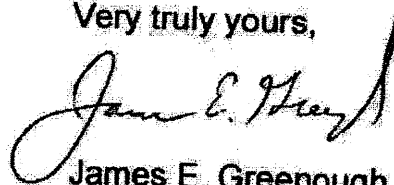
Increase revenue line 44389F by \$162,348.00. These funds will be out of the deferred revenue line.

Would also request to increase expenditure lines as follows, which have been provided by First Deputy Commissioner Sheila Barrett.

- Org. 10315001 Obj. 51000 Personnel Services Proj. 10032 by \$105,859.00.
- Org. 10315001 Obj. 58001 State Retirement Proj. 10032 by \$15,981.00.
- Org. 10315001 Obj. 58002 Social Security Proj. 10032 by \$8,098.00.
- Org. 10315001 Obj. 58004 Workers Compensation Proj. 10032 by \$1,880.00.
- Org. 10315001 Obj. 58006 Dental Benefits Proj. 10032 by \$2,004.00.
- Org. 10315001 Obj. 58008 Health Plans Proj. 10032 by \$28,284.00.
- Org. 10315001 Obj. 58009 Vision Proj. 10032 by \$242.00.

Thank You for your attention to this matter.

Very truly yours,


James E. Greenough
Captain

MICHAEL J. LEWIS
Commissioner of Finance



cc: all
AFA

#5F Reso

SHEILA BARRETT
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Amendment – 24A006**
DATE: January 17, 2024

2024 JAN 18 AM 11:46
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Planning, the following budgetary amendment is necessary.

Capital Fund:

Increase Estimated Revenues:

55997000 428601 52306	INTERFUND TRANSFER - GENERAL (LOCAL 10%)	\$	32,631
55997000 435970 52306	STATE AID - TRANSIT 5307/5339 FFY23		32,631
55997000 445970 52306	FEDERAL AID - TRANSIT 5307/5339 FFY23		261,052

Increase Appropriations:

55997000 53000 52306	CAPITAL - TRANSIT SECTION 5307 FFY23	\$	285,879
55997000 53000 52306	CAPITAL - TRANSIT SECTION 5339 FFY23		40,435

General Fund:

Increase Appropriations:

10990100 59020	TRANSFER OUT - GENERAL	\$	32,631
----------------	------------------------	----	--------

Decrease Appropriations:

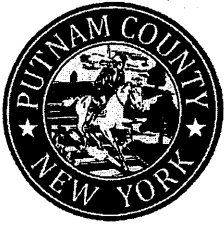
10199000 54980	CONTINGENCY	\$	32,631
----------------	-------------	----	--------

Fiscal Impact - 2024 - \$ 32,631

Fiscal Impact - 2025 - \$ 0

The above budgetary amendment is the County's final Section 5307/5339 allocation for Federal Fiscal Year (FFY) 2023. Please refer to the memorandum attached from Commissioner Barbosa. The budgetary amendment above also accounts for the 10% State and 10% local matching of the funds.

Please forward it to the appropriate committee.



**Putnam County
Department of Planning, Development,
and Public Transportation**

www.putnamcountyny.com

**Barbara Barosa
Commissioner**

**841 Fair Street
Carmel, NY 10512**

**Phone: (845) 878-3480
Fax: (845) 808-1948**

January 8, 2024

Mr. Michael Culotta
Acting Regional Administrator, Region II
Federal Transit Administration
1 Bowling Green, Room # 429
New York, NY 10004-1415

Mr. Peter Butler
Regional Administrator, Region I
Federal Transit Administration
55 Broadway, Suite # 920
Cambridge, MA 02142-1093

Re: Allocation of FFY 2023 Section 5307/5340 Danbury, CT-NY Small Urbanized Area (SUZA) Funds between Putnam County and the Metropolitan Transportation Authority (MTA)

Dear Messrs. Culotta and Butler:

Putnam County and the MTA have reached an agreement on the fair and rational sub-regional allocation of the FFY 2023 Section 5307 and Section 5340 funds apportioned to the New York side of Danbury CT-NY Small Urbanized Area. The agreed upon allocation is as follows:

Funding Source	FFY 2023 Apportionment
Section 5307/5340	
Putnam County	\$241,990
MTA	\$0
Section 5340 Growing Sites (GS)	
Putnam County	\$8,346
MTA	\$0
Section 5340 High Density (HD)	
Putnam County	\$35,543
MTA	
Grand Total	\$285,879

Please do not hesitate to contact the undersigned if there is anything further that you require in this regard.

Sincerely,

Barbara Barosa
Commissioner, Putnam County Department of Planning, Development & Public Transportation

FTA Letter 2023 Split Section 5307/5340
January 8, 2024

cc: Marie Therese Dominguez, Commissioner, NYS Department of Transportation
Garrett Eucalitto, Commissioner, Connecticut Department of Transportation
Janno Lieber, Chairman, Chief Executive Officer, MTA
Stephanie Delisle, MTA
Donald Burns, FTA Region II
Darreyl Davis, FTA Region II
Emily Maciejak, FTA Region II
Faye Ellison, FTA Region II
Madeleine Duchatellier, FTA Region II
Tom Vaughan, Public Transportation Bureau, NYSDOT
Jonathan Cmaylo, Public Transportation Bureau, NYSDOT
Harriet Lewis, Statewide Planning Bureau, NYSDOT
Gerry Bogacz, NYMTC
Ali Mohseni, MHSTCC
Kevin Byrne, County Executive, Putnam County
Matthew Covucci, Putnam County
Carrie DeMarchi, Putnam County
Barbara Barosa, Putnam County



**Putnam County
Department of Planning, Development,
and Public Transportation**

www.putnamcountyny.com

**Barbara Barosa
Commissioner**

**841 Fair Street
Carmel, NY 10512**

**Phone: (845) 878-3480
Fax: (845) 808-1948**

January 8, 2024

Mr. Michael Culotta
Acting Regional Administrator, Region II
Federal Transit Administration
1 Bowling Green, Room # 429
New York, NY 10004-1415

Mr. Peter Butler
Regional Administrator, Region I
Federal Transit Administration
55 Broadway, Suite # 920
Cambridge, MA 02142-1093

Re: Allocation of FFY 2023 Section 5339 Danbury CT-NY Small Urbanized Area (SUZA) Funds between Putnam County and the Metropolitan Transportation Authority (MTA)

Dear Messrs. Culotta and Butler:

Putnam County and the MTA have reached an agreement on the fair and rational sub-regional allocation of the FFY 2023 Section 5339 apportioned to the New York side of Danbury CT-NY. The agreed upon allocation is as follows:

Funding Source	FFY 2023 Apportionment
Section 5339 SUZA	
Putnam County	\$9,235
MTA	\$0
Section 5339 National Distribution (ND)	
Putnam County	\$31,200
MTA	\$0
Grand Total	\$40,435

Please do not hesitate to contact the undersigned if there is anything further that you require in this regard.

Sincerely,

Barbara Barosa
Commissioner, Putnam County Department of Planning, Development & Public Transportation

FTA Letter 2023 Split Section 5339
January 8, 2024

cc: Marie Therese Dominguez, Commissioner, NYS Department of Transportation
Garrett Eucalitto, Commissioner, Connecticut Department of Transportation
Janno Lieber, Chairman, Chief Executive Officer, MTA
Stephanie Delisle, MTA
Donald Burns, FTA Region II
Darreyl Davis, FTA Region II
Emily Maciejak, FTA Region II
Faye Ellison, FTA Region II
Madeleine Duchatellier, FTA Region II
Tom Vaughan, Public Transportation Bureau, NYSDOT
Jonathan Cmaylo, Public Transportation Bureau, NYSDOT
Harriet Lewis, Statewide Planning Bureau, NYSDOT
Gerry Bogacz, NYMTC
Ali Mohseni, MHSTCC
Kevin Byrne, County Executive, Putnam County
Matthew Covucci, Putnam County
Carrie DeMarchi, Putnam County
Barbara Barosa, Putnam County

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
ARA #59 Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Amendment – 24A007**
DATE: January 17, 2024

2024 JAN 19 AM 10:45
LEGISLATURE
PUTNAM COUNTY
CARNEL, NY

At the request of the Fiscal Manager for Mental Health and DSS, the following budgetary amendment is necessary.

General Fund:

Increase Estimated Revenues:

10030000 434884	STATE AID - PRIVATE OASAS LOCAL ASST	\$	593
10037000 434946	STATE AID - ADULT CASE MGT		17,696

Increase Appropriations:

10030000 54647	OASAS CONTRACTED SVS - SUB CONTRACTORS	\$	593
10037000 54647	MH INTV CASE MGMT - SUB CONTRACTORS		17,696

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

The above budgetary amendment is to amend the County's Mental Health budget based on approved state aid level funding through the NYS Office of Mental Health (OMH) and NYS Office of Addition Services and Supports (OASAS) respectively. Please refer to supporting documentation for further explanation.

Please forward it to the appropriate committee.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner
Sara.Servadio@dfa.state.NY.US

GRACE M. BALCER
Fiscal Manager
37A279@dfa.state.NY.US



ELIZABETH BARCAVAGE
Director of Eligibility
Elizabeth.Barcavage@dfa.state.NY.US

FRANK MAROCCO, ESQ.
Director of Children and
Family Services
Frank.Marocco@dfa.state.NY.US

FAYE THORPE, ESQ.
Counsel for DSS
Faye.Thorpe@dfa.state.NY.US

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

January 10, 2024

TO: Michael Lewis, Commissioner of Finance

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

SUBJECT: Mental Health 2024 Budgetary Amendment

Your approval is requested to amend the 2024 Mental Health budget to reflect approved state aid levels to be passed through to provider agencies in accordance with State Aid authorizations from the NYS Office of Mental Health (OMH) dated 12/29/2023 and the NYS Office of Addiction Services and Supports (OASAS) dated 12/28/2023. Supporting documentation attached.

Increase Estimated Revenue:

10030000		OASAS CONTRACTED SVCS	
	434884	PRIVATE OASAS ST LOCAL ASST	\$593
10037000		MH INTV CASE MGMT	
	434946	MH ST AID ADULT CASE MG	\$17,696
		Total Estimated Revenues	\$18,289

Increase Appropriations:

10030000		OASAS CONTRACTED SVCS	
	54647	SUB CONTRACTORS	\$593
10037000		MH INTV CASE MGMT	
	54647	SUB CONTRACTORS	\$17,696
		Total Appropriations	\$18,289
		Fiscal Impact (24)	- 0 -
		Fiscal Impact (25)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

**Summary of County Budget Accounts – OMH/OASAS ADP CY2024 – Contract Agencies
New York State Office of Addiction Services and Supports – 2024 State Aid Funding Authorization
Office of Mental Health – 2024 Funding Source Allocation Table**

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



SUMMARY OF COUNTY BUDGET ACCOUNTS-OMH/OASAS ADP CY 2024 - CONTRACT AGENCIES

FC:	013S 10030000 54647	078 10034000 54647	014 10036000 54647	034J/570 10037000 54647	985/965S 10038000 54647	034K/570K 10039000 54647	200/200C 10040000 54647
ADOPTED/REVISED	453035	2173872	108029	373290	74252	54696	847167
AGENCY in accordance with state aid authorizations							
Green Chim							
PHC							250850
ARC			59987				
Careers					197		
SFC							
PrYr liability 122P		2114333			852		9788
SH Workforce RIV FC 200C							
MHA - Putnam			31686	10678	15936		129333
PFCS/COVE CARE							
Family Supprt Nav.	353835			311088			218877
Health Home FC 570/570K	99793			69220		54696	
PEOPLES							
PrYr liability 122P		85716			57267		183570
NCA							
MHA - Westchester							
PrYr liability 122P		28572					
PC SHERIFF							
TBD			16356				
TOTALS	453628	2228621	108029	390986	74252	54696	792418
(OVER)/UNDER							

New York State Office of Addiction Services and Supports
State Aid Funding Authorization

As of: 12/28/2023

Fiscal Year : 2024

County: Putnam (40)


Region: Hudson

Agency Number/Name	Init Code	Program Code/Index	PRU Direct	Gross	Revenue	Net	Approved Budgeted Amounts				Resr. Code	
							Funded Net Code	Funding Source	One-time	Approved State Aid		Local Share
27700	0860	00	53172	99,793	0	99,793	99,793	013S	0	99,793	0	0
Putnam Family and Community Services, Inc. db/a CoveCare Center	3520	00	50422	585,835	232,000	353,835	353,835	013S	145,459	208,376	145,459	0
	5520	00	90024	373,731	34,249	339,482	339,482	013S	65,805	273,677	65,805	0
Agency 27700 Total:				1,059,359	266,249	793,110	793,110	All	211,264	581,846	211,264	0
34280	5620	00	90031	218,997	60,721	158,276	158,276	013S	7,000	151,276	7,000	0
The Prevention Council of Putnam, Inc.	Agency 34280 Total:			218,997	60,721	158,276	158,276	All	7,000	151,276	7,000	0
70310	0890	00	70007	73,319	28,513	44,806	44,806	013S	11,051	33,755	11,051	0
Putnam County Mental Health Services	JB 4084	00	53435	122,332	7,332	115,000	115,000	013S	0	115,000	0	0
Agency 70310 Total:				195,651	35,845	159,806	159,806	All	11,051	148,755	11,051	0

County Putnam (40) Summary - All Agencies: 1,474,007 362,815 1,111,192 1,111,192 All 881,877 229,315 0

Less Direct Contracts/DASNY: 0 0 0 All 0 0 0

Approved LGU Funding: 1,474,007 362,815 1,111,192 1,111,192 All 881,877 229,315 0


Signature _____
Date 1/4/24



Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2024 Amendment: 2 - 12/29/2023 4:03:06 PM

Print Date : 01/02/2024 01:39 PM
 Printed By : L6684GM9
 Page : 1 of 2

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Local Assistance	001A	GS	\$60,488	\$0	\$60,488	\$0	\$0	\$0	
Community Support Services	014	GS	\$111,568	\$0	\$111,568	\$0	\$0	\$0	
Adult Case Management & ACT	034J	GS	\$321,766	\$0	\$321,766	\$0	\$0	\$0	
Integrated Supp Emp	037	GS	\$52,328	\$0	\$52,328	\$0	\$0	\$0	
PROS State Aid	037P	GS	\$89,636	\$0	\$89,636	\$0	\$0	\$0	

Remarks

Effective 1/1/2024, PROS Residual State Aid and PROS Vocational Initiative funding recalculated based upon monthly census data reported in CAIRS. CY 2023 funding increases are PFCS PROSper SA \$34,624 Voc \$55,011.

Effective 04/01/2023, PROS Residual State Aid and PROS Vocational Initiative funding is being increased based upon the 4% COLA effective 04/01/2023. CY 2023 funding increases are PFCS PROSper SA \$1,088 Voc \$1,696.

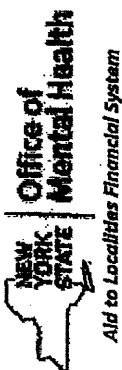
Dwyer Veteran P2P	038F	GS	\$7,400	\$185,000	\$192,400	\$0	\$0	\$0	
Clinical Infrastructure-Adult	039P	GS	\$62,560	\$0	\$62,560	\$0	\$0	\$0	
CMHS Kids COVID Relief Funds	044C	F	\$0	\$0	\$0	\$0	\$0	\$0	
Clinical Infrastructure-C&F	046A	GS	\$77,916	\$0	\$77,916	\$0	\$0	\$0	
Community Support Programs-C&F	046L	GS	\$322,914	\$0	\$322,914	\$0	\$0	\$0	
Supported Housing	078	GS	\$2,228,621	\$0	\$2,228,621	\$0	\$0	\$0	78

Remarks

Effective 1/1/24, 2 beds and \$64,749 are being moved from FSC 200C to FSC 078.

Effective 4/1/23, a \$930 per bed COLA and a \$1,812 per bed stipend increase are being allocated for 76 SH beds. The first year value of this increase is \$156,294. The full annual value \$208,392.

Prior Year Liability	122P	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Expanded Community Support Adult	142A	GS	\$276,316	\$0	\$276,316	\$0	\$0	\$0	
Suicide Prevention & Crisis Services	164	GS	\$150,000	\$0	\$150,000	\$0	\$0	\$0	
Trans. Mgmt. Kendra's	170B	GS	\$7,700	\$0	\$7,700	\$0	\$0	\$0	
MGP Admlh Kendra's	170C	GS	\$2,532	\$0	\$2,532	\$0	\$0	\$0	



Attachment A
Funding Source Allocation Table
 County Code: 40 County Name: Putnam
 Year: 2024 Amendment: 2 - 12/29/2023 4:03:06 PM

Print Date : 01/02/2024 01:39 PM
 Printed By : L6884GMB
 Page : 2 of 2

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Article 28&31 Closure Re-Invest. (Adult)	175A	GS	\$27,740	\$0	\$27,740	\$0	\$0	\$0	
Com. Reinvestment	200	GS	\$794,416	\$0	\$794,416	\$0	\$0	\$0	
Supported Housing - Workforce RIV	200C	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Remarks									
Effective 1/1/24, 2 beds and \$54,748 are being moved from FSC 200C to FSC 078.									
Effective 4/1/23, a \$930 per bed COLA and a \$1,812 per bed stipend increase are being allocated for 2 SH beds. The first year value of this increase is \$4,113. The full annual value is \$5,484.									
Commissioner's Perf.	400	GS	\$27,524	\$0	\$27,524	\$0	\$0	\$0	
Health Home	570	GS	\$69,220	\$0	\$69,220	\$0	\$0	\$0	
Kids Health Home Care Management	570K	GS	\$54,696	\$0	\$54,696	\$0	\$0	\$0	
Funding Reduction/COLA	965	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Personal Services Enhancements	965S	GS	\$74,252	\$0	\$74,252	\$0	\$0	\$0	
Grand Total:			\$4,819,593	\$185,000	\$5,004,593	\$0	\$0	\$0	\$0

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
ATA

#5h

Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Amendment – 24A008**
DATE: January 17, 2024

2024 JAN 19 AM 10:51
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Fiscal Manager for Mental Health and DSS, the following budgetary amendment is necessary.

General Fund:

Increase Estimated Revenues:

10601000 446102 FEDERAL AID - SS PROGRAM ADMIN CDBG 93.575 \$ 19,612

Increase Appropriations:

10102000 54647 SS PROGRAM ADMN SVCS - SUB CONTRACTORS \$ 19,612

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

The above budgetary amendment is to amend the County's Department of Social Services' budget to increase the funding level of the Putnam's Day Care Registration and Inspection allocation in accordance with program approved by the New York State Office of Children and Family Services (OCFS). Please refer to supporting documentation for further explanation.

Please forward it to the appropriate committee.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner
Sara.Servadio@dfa.state.NY.US

KRISTEN WUNNER
Fiscal Manager
Kristen.Wunner@putnamcountyny.gov



ELIZABETH BARCAVAGE
Director of Eligibility
Elizabeth.Barcavage@dfa.state.NY.US

FRANK MAROCCO, ESQ.
Director of Children and
Family Services
Frank.Marocco@dfa.state.NY.US

GILLIAN MCGOEY, ESQ
Counsel for DSS
Gillian.McGoey@putnamcountyny.gov

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

January 12, 2024

TO: Michael Lewis, Commissioner of Finance

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

SUBJECT: DSS 2024 Budgetary Amendment

Your approval is requested to amend the DSS budget to increase the funding level for Putnam's Day Care Registration and Inspection allocation in accordance with program approved by the New York State Office of Children and Family Services (OCFS).

Increase Estimated Revenue:

10601000		SOCIAL SERVICES PROGRAM ADMN	
	446102	ADM CCDBG 93.575	\$19,612
		Total Estimated Revenues	\$19,612


Increase Appropriations:

10102000		SS PROGRAM ADMN SVCS	
	54647	SUB CONTRACTS	\$19,612
		Total Appropriations	\$19,612
		Fiscal Impact (24)	- 0 -
		Fiscal Impact (25)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

OCFS 2024 Funding Letter

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



**Office of Children
and Family Services**

KATHY HOCHUL
Governor

SUZANNE MILES GUSTAVE, ESQ.
Acting Commissioner

November 17, 2023

Commissioner
Putnam County Department of Social Services
110 Old Route Six, Bldg. No. 2
Carmel, NY 10512

Re: MOU 2303
MOU Period: January 1, 2024 to December 31, 2024

Dear Commissioner:

The New York State Office of Children and Family Services (OCFS), through the Division of Child Care Services (DCCS), is pleased to inform you of the OCFS intention to renew the Memorandum of Understanding (MOU) for your Local Department of Social Services (LDSS) Day Care Registration and Inspection program. This letter serves to provide you with the funding level for the above calendar year. The MOU documents will provide LDSS with the necessary information to complete the Day Care Registration and Inspection Project electronic application. The documents are included in the email attachments that accompany this funding letter.

The disbursement of funding for your registration contract is described below:

Maximum Funding Available: **\$95,615.00**

- **Please be advised that the signature of an authorized LDSS representative is not required at this point.** It will only be required once your agency receives the paper copies of the MOU from your program contract manager *after* DCCS review and approval of your electronic application.
- **No scanned or PDF formats will be accepted.**

The registration MOU electronic application includes the Appendix D (application pages), Staff Plan Form (all registration staff **must be identified by name and title**) and the Draft simplified budget(s). The Appendix C-1 of Standard Performance Levels and Payment Schedule is attached for your review.
Note: **Performance standards have been amended for 2024.**

DCCS has entered the 2024 dates into the Day Care Registration application and budget(s) pages for you from a copy of the 2023 Appendix D, budget(s), and staff plan **which you can modify accordingly with current 2024 information.** You may save a copy of the completed documents for your files. **Please make all necessary amendments to these forms, which has the most current text, and return for processing.** If changes occur after the submission of the Appendix D, please notify the DCCS

contract unit immediately. An e-mail address is being requested on the Appendix D for all contacts, including county administrative staff. (You may use your county email if that is more convenient.)

Please do not amend the budget templates; use those forms provided in the attachments and ensure any subcontractor uses the current template.

The LDSS Districts that utilize a subcontractor to conduct the Day Care Registration and Inspection services will need to include in their electronic application an additional, completed subcontractor budget. Please do not amend the budget templates. The subcontractor's budget, if applicable, needs to be included in the LDSS budget in Section B4. The LDSS (and subcontractor's) B section needs either a quarterly or monthly cost in the line item description, in addition to the description for annual expenses over \$500. The OCFS and Total Cost field amounts need to be filled. LDSS has a ceiling of 5% administration cost when there is a subcontractor.

As a reminder, where applicable, the LDSS, as the contractor, is responsible for the day care registration and inspection project. Therefore, should LDSS utilize a subcontractor to perform the Registration services on their behalf, **LDSS is required to include in their subcontractor's agreement:**

1. Every standard performance level of the registration MOU found in Appendix C-1.
2. The same rules of confidentiality and professional conduct that are required of all registration staff in the LDSS and the DCCS Regional Offices. **It is essential that this language be included.**
3. DCCS requests the inclusion of the following statement: It is important to note that during the Day Care Registration and Inspection contract period, training will be conducted and attendance is required, as determined by the OCFS DCCS Regional Office.

It is required to provide to the DCCS Regional Office Manager a signed copy of the subcontractor agreement.

It is the legal responsibility of the contractor, LDSS, to provide supervision and oversight for the Day Care Registration and Inspection Project. DCCS requires for each renewal year, LDSS identify a designee/liaison for the Day Care Registration and Inspection Project. It is a requirement that the LDSS staff person is employed at a professional level. Therefore, it is necessary to provide the DCCS Regional Office with the name of the current LDSS registration staff person responsible for the monitoring of the registration activities as reflected on the Appendix D.

The Appendix C-1 performance standards include the requirement that the contractor maintain identified staffing levels that are necessary to conduct the registration activities and that there be specific, designated staff conducting the registration activities. Therefore, **all registration staff must be identified by name and title**, as well as their percent of time scheduled for the registration project. Abbreviated names and titles are accepted due to format limitations. We developed a means of electronic transfer of personnel budget information to the Staffing Plan form to better assist in this process. The Staffing Plan form matches the size of the personnel columns in the budget for easy electronic copying of staff names and percentage on the project between these two documents. We added "Paste" buttons for your convenience. **Save a copy for your records. You will use this form during the year to report staff changes.**

It is a project requirement that the registration staffing plan is submitted as part of the application. The Regional Office Manager will review and approve your registration personnel. Staff resumes must be submitted to the DCCS Regional Office Manager for review and approval.

The staffing levels are also reviewed for approval and updated quarterly on the Summary of Quarterly Registration Review Report by the DCCS Regional Office. It is a quarterly requirement, that after the end of the quarter, any change in registration personnel be reported to the DCCS Regional Office. However, significant registration staff changes should be reported as they occur, anytime during the year, to the Regional Office on this Staffing Plan form. If any staffing requirements are not satisfactorily met, there will be a reduction of the quarterly performance payment as described in the Registration MOU Appendix C-1.

The performance-based claiming process provides equal quarterly payments (1/4 of the total funding, including cents) for the registration and inspection services upon verification of the standard performance levels being met. After the quarter ends, the appropriate DCCS Regional Office Manager will complete a Summary of Quarterly Registration Review Report. The electronically signed quarterly registration report will be sent to LDSS attention. The DCCS Regional Office report will specify that full quarterly payment will be allocated.

If a performance standard is not met, a payment reduction percentage must be applied as established in the Appendix C-1. A copy of the DRAFT Summary of Quarterly Registration Review Report and Overdue Program Report will be provided to the LDSS contractor and, where applicable, the subcontractor. LDSS will have the opportunity to explain how they were not able to meet the standard due to extraordinary or unforeseen circumstances as stated in the Appendix C-1. After receiving such explanation, the DCCS Regional Office report will specify if the reduction is waived and a full quarterly payment will be allocated, or no waiver issued, and payment reduced.

Upon receiving the completed Summary of Quarterly Registration Review Report electronically, LDSS submits an ink signed voucher/claim to the appropriate DCCS Regional Office Manager for the exact amount (including cents) that is in the report. You may create a claim template with standard information for your convenience. However, the claim will need to be printed and ink signed for this Office to process. Please use the Office of the State Comptroller claiming form AC3253-S (2012).

The amount on the claim needs to reflect the exact amount (including cents) shown on the quarterly report or Appendix C-1 (if there is no penalty). There is no rounding to the nearest dollar. Place data inside of the Vendor Box. This ink signed voucher/claim for payment will be scanned by the DCCS Regional Office Manager to the Registration Contract Manager at DCCS Central Office for the processing of the quarterly payment.

Your contribution in this process cannot be overstated. All efforts to submit your completed registration package electronically by **December 1, 2023** or earlier will be greatly appreciated. It is essential to take into consideration that the MOU processing time frame may need a two-month minimum from the time that the MOU and budget are reviewed and approved by DCCS, and LDSS returns by mail the authorized signed documents. The sooner your registration renewal package is returned to the DCCS Program Contract Manager and Regional Office Manager, the sooner the review and approval process can begin.

Please complete all documents in the electronic application and submit the Appendix D, staff plan and budget documents electronically and simultaneously to:

- Caitlin Shea, DCCS Registration Contract Manager; Caitlin.Shea@ocfs.ny.gov,
- your DCCS Regional Manager,
- AND Kevin Helems, DCCS Director of Child Care Resource and Contract Unit
Kevin.Helems@ocfs.ny.gov

We will be anticipating an electronic copy of your completed registration renewal. **Please remember: no scanned or PDF documents will be accepted.** Return the forms attached in this email with current information.

Please contact me with any questions or for technical assistance with the forms. If I am not available, you may contact Kevin Helems via email or at (518) 402-6860.

Thank you for your continued partnership and your commitment to the children and families in New York State. We will contact you as soon as possible with an approved MOU for signature.

Sincerely,

Caitlin Shea

Caitlin Shea
Pronouns: She/Her/Hers
Program Contract Manager
Division of Child Care Services
518-408-9058 Caitlin.Shea@ocfs.ny.gov

cc: DCCS Regional Office Manager

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
A+A #5: Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Amendment – 24A009**
DATE: January 18, 2024

2024 JAN 18 AM 11:46
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Director of Probation, the following budgetary amendment is necessary.

General Fund:

Increase Estimated Revenues:

10314000 433106 STATE AID - PRETRIAL GRANT FY23-24 NYSDCJS \$ 130,809

Increase Appropriations:

10199000 54987 SUB CONTINGENCY - PROBATION \$ 130,809

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

The New York Division of Criminal Justice Services (DCJS) granted Putnam County funding to offset the costs associated with the provision of certified pretrial services, including but not limited to screening, assessments, supervision, and reporting as provided in the SFY 2023-24 New York State budget for the period April 1, 2023, through March 31, 2024. Pursuant to the award letter (see attached), DCJS has required the County to submit a spending overview (program budget) within 60 days of the award letter (December 20, 2023). The Probation Director is prepared to come before the committee at a later date once DCJS has officially adopted the spending plan.

Please forward it to the appropriate committee.



**Division of Criminal
Justice Services**

KATHY HOCHUL
Governor

ROSSANA ROSADO
Commissioner

CILLIAN FLAVIN
Deputy Commissioner, Program
Development and Funding

Grant Award Notice

December 20, 2023

Hon. Kevin Byrne
County Executive

The New York State Division of Criminal Justice Services (DCJS) is pleased to advise you that your county will receive funding to offset the costs associated with the provision of certified pretrial services, including but not limited to screening, assessment, supervision, and reporting as provided in the enacted (SFY 2023-24) New York State budget. The funding provided to the county herein must be used to support certified pretrial services. Pursuant to Criminal Procedure Law § 510.45, the Office of Court Administration certifies one or more pretrial services agencies in each county and maintains a listing of such agencies on their public website at: <https://ww2.nycourts.gov/court-research/ListOfAgencies.shtml>.

Project Name:	Putnam County Pretrial Services	Award Amount:	\$ 130,809.00
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Additional Information:

Your 2023-24 award is consistent with the appropriation amount enacted for this purpose in the State budget and was determined based on an analysis of the five-year average of lower court arraignments in your county. Rather than issuing your grant award through a DCJS grant contract for this funding, the full award amount will be automatically disbursed to the county in one payment.

DCJS requests that your county’s certified pretrial services agency or agencies submit a Pretrial Services spending overview within 60 days of receiving the award. Attached to this letter is a form that DCJS requests agencies use in submitting the spending overview.

Should you have any programmatic questions, please contact Nicole Aldi, Program Manager, DCJS Office of Probation and Correctional Alternatives at (518) 485-8457 or nicole.aldi@dcjs.ny.gov. If you have any fiscal questions, please contact the DCJS Finance Office at (518) 457-6105 or dcjsGrantsUnitVoucherInquiry@dcjs.ny.gov.

Attachment: Pretrial Services Funding Overview

CC: Robert M. Maccarone, Deputy Commissioner and Director of Probation
John Osterhout II, Probation Director

cc:all
A+A #5j Reso



MICHAEL LEWIS
Commissioner Of Finance

SHEILA BARRETT
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

January 18, 2024

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

Dear Ms. Schonfeld

2024 JAN 19 AM 10:56
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2024 Department of Public Works budget:

Increase Revenues:

10511000 426801 DPW Rd/Bridges – Insurance Recoveries \$7,438.94

Increase Expenses:

10511000 54647 DPW Rd/Bridges – Sub-Contractors \$7,438.94

2024 Fiscal Impact - 0
2025 Fiscal Impact - 0

This amendment recognizes a December 2023 reimbursement received from Progressive Insurance Co. for damages to a guide rail. The funds were put in deferred revenue for use in 2024 per department request.

AUTHORIZATION:

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

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

Date Chairperson Audit/Designee: \$0 - \$10,000.00 **24A011**

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

2024 BA

Susanne Galya

From: Kerriane Knapp
Sent: Tuesday, December 19, 2023 1:44 PM
To: Susanne Galya
Cc: Melissa Kishbaugh; Brian Whitten
Subject: RE: INSURANCE RECOVERY

Hi Sue, can you please put the money in 2024. We do need a budgetary please put the money in 10511000 54647 (Sub Contractor).

Thank you

Kerri

KERRIANNE KNAPP
PUTNAM COUNTY DPW
842 FAIR STREET
CARMEL, NY 10512
PHONE 845-878-6331 EXT 40113
FAX 845-808-1908

From: Susanne Galya <Susanne.Galya@putnamcountyny.gov>
Sent: Wednesday, December 6, 2023 10:18 AM
To: Kerriane Knapp <Kerriane.Knapp@putnamcountyny.gov>
Subject: RE: INSURANCE RECOVERY

SORRY!

From: Kerriane Knapp <Kerriane.Knapp@putnamcountyny.gov>
Sent: Wednesday, December 6, 2023 10:04 AM
To: Susanne Galya <Susanne.Galya@putnamcountyny.gov>; Melissa Kishbaugh <melissa.vatne@putnamcountyny.gov>
Subject: RE: INSURANCE RECOVERY

Hi Sue, no attachment ☺

Kerri

KERRIANNE KNAPP
PUTNAM COUNTY DPW
842 FAIR STREET
CARMEL, NY 10512
PHONE 845-878-6331 EXT 40113
FAX 845-808-1908

From: Susanne Galya <Susanne.Galya@putnamcountyny.gov>
Sent: Wednesday, December 6, 2023 10:01 AM

To: Kerrienne Knapp <Kerrienne.Knapp@putnamcountyny.gov>; Melissa Kishbaugh <melissa.vatne@putnamcountyny.gov>
Subject: INSURANCE RECOVERY

Hi,

This came in – which org do you want this to go to and if you need a budgetary please tell me which expense line you need funded.

Thanks
Sue

JENNIFER S. BUMGARNER
County Attorney

CONRAD J. PASQUALE
Sr. Deputy County Attorney



ANNA M. DIAZ
Sr. Deputy County Attorney

LAURIE TIEDER McDERMOTT
Sr. Deputy County Attorney

CONOR McKIERNAN
Deputy County Attorney

DEPARTMENT OF LAW

MEMORANDUM:

TO: Michael Lewis, Finance
FROM: Mat C Bruno, Risk Manager
DATE: December 4, 2023
RE: Property Damage Reimbursement

Enclosed please find Progressive check # _____ dated 11/28/2023, in the amount of \$7788.94 made payable to Putnam County representing payment for the property damage claim below:

Claim Number	Date of Accident	Reimbursement	Ins. Co	Driver
	08/08/2023	\$7788.94	Progressive	

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

PROGRESSIVE 8/8/23 #
PROGRESSIVE 8/8/23 #

350.00
7438.94
7788.94

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

Tel. (845) 808-1150 / Fax (845) 808-1903*
*This office will not accept service via facsimile

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc: all
TROT
A7A (Jan) R...*
#6

TO: Commissioner of Finance
FROM: Sheriff Kevin J. McConville
DEPT: Sheriff
DATE: December 12, 2023

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
17311000.51093 (Sheriff Patrol: Overtime)	19311000.51094 (Sheriff Security Svcs: Temporary)	\$20,000.00	Cover coverage for Cty. Security Srv. Temp line.
17311000.58002 (Sheriff Patrol: FICA)	19311000.58002 (Sheriff Security Svcs: FICA)	\$1,530.00	FICA related charges
	Total	\$21,530.00	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2023 Fiscal Impact \$ 0
2024 Fiscal Impact \$ 0

2023 DEC 13 11:34
LEGISLATURE
PUTNAM COUNTY
CARNELNY

Department Head Signature/Designee Date

AUTHORIZATION:

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

23T478

P-1

PUTNAM COUNTY SHERIFF'S DEPARTMENT
INTER-OFFICE MEMORANDUM

DATE: December 12, 2023

TO: Undersheriff Thomas H. Lindert
Attn: Sheriff Kevin J. McConville
FROM: Fiscal Manager, Kristin Van Tassel
SUBJECT: BUDGET TRANSFER

KJV

I am requesting the following budget transfer to cover the current and projected overage in the temporary line for Sheriff Security Services.

\$20,000.00 **FROM** 17311000.51093 (Sheriff Patrol: Overtime)
TO 19311000.51094 (Sheriff Security Srvs: Temporary)

\$ 1,530.00 **FROM** 17311000.58002 (Sheriff Patrol: FICA)
TO 19311000.58002 (Sheriff Security Srvs: FICA)

APPROVED: 

Undersheriff Thomas H. Lindert

23T478

cc: all Health AYA B-30 #7

COUNTY OF PUTNAM FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: Grace Balcer
DEPT: Mental Health 2023
DATE: 1/3/24

2024 JAN - 8 AM 10:40
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
<i>the 2023 amount</i> 1004000 54647 (Sub-Contractors)	<i>mt support for 2023</i> 10034000 54647 (Sub-Contractors)	\$4,968	Adjust account in accordance with account in the amended agreement 2023041

2023 Fiscal Impact \$ 0
2024 Fiscal Impact \$ 0

Grace Balcer 1/3/24
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

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

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

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


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

23T497

ADVANCE WORKSHEET - SEARCH FOR CHANGE

BUDGET CODE: FUNDING CODE:	10034000 078	10034000 122P	10044000 037	10040000 200	10040000 200C	10040000 122P	10038000 965	10038000 965S	TOTAL
2023 AMENDED CONTRACT AMOUNT(2023041)	2,073,972	183,816	19,620	9,694	52,682	0	0	843	2,340,627
1/Q ADV 25% OF CONTRACT	418,284	45,954	4,762	2,353	11,620	0	0	118	483,091
2/Q ADV 25% OF CONTRACT	418,284	45,954	4,762	2,353	11,620	0	0	118	483,091
3/Q ADV 25% OF CONTRACT	418,284	45,954	4,762	2,353	11,620	0	0	118	483,091
4/Q SUPP BALANCE OF AMENDED CONTRACT	819,120	45,954	5,334	2,635	17,822	0	0	489	891,354

1/3/24

1/3
 Allow,
 Please enclose into
 MUNIS for Kristen's
 approval.
 Thanks,




YEAR-TO-DATE BUDGET REPORT

FOR 2023 12 JOURNAL DETAIL 2023 1 TO 2023 12

	ORIGINAL APPROP	TRANSFRS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL CONTRACTS	0	1,290	1,290	.00	.00	1,290.00	.0%
TOTAL SYSTEM OF CARE	0	0	0	.00	.00	.00	.0%
TOTAL MH LGU SPOA	144,199	-36,558	107,641	.188,358.15	.00	-80,717.15	175.0%
TOTAL REVENUES	-135,072	-37,848	-172,920	-67,553.00	.00	-105,367.00	
TOTAL EXPENSES	279,271	1,290	280,561	255,911.15	.00	24,649.85	

10034000 MH SUPPORTED HOUSING

434903 MH ST AID SUPPORTED HOUSING							
10034000 434903 MH ST AID SUPPO	-1,514,376	-863,334	-2,377,710	.00	.00	-2,377,710.00	.0%*
2023/01/000807 01/23/2023 BUA	-440,496.00	REF 23A003					
2023/01/001566 01/01/2023 BUC	-1,514,376.00	REF					
2023/03/000947 03/21/2023 BUA	-266,544.00	REF 23A010					
2023/07/001110 07/31/2023 BUA	-156,294.00	REF 23A049					
TOTAL MH ST AID SUPPORTED HOUSING	-1,514,376	-863,334	-2,377,710	.00	.00	-2,377,710.00	.0%

54647 SUB CONTRACTORS

10034000 54647 SUB CONTRACTORS	1,514,376	863,334	2,377,710	1,517,604.00	.00	860,106.00	63.8%
2023/01/000807 01/23/2023 BUA	440,496.00	REF 23A003					
2023/01/001392 01/27/2023 API	14,397.50	VND 009938					
2023/01/001566 01/01/2023 BUC	1,514,376.00	REF					
2023/03/000947 03/21/2023 BUA	266,544.00	REF 23A010					
2023/04/000242 04/04/2023 API	1,863.00	VND 009938					
2023/04/000537 04/13/2023 API	6,430.50	VND 016567					
2023/04/000537 04/13/2023 API	6,430.50	VND 016567					
2023/05/000926 05/17/2023 API	464,238.00	VND 011616					
2023/05/000926 05/17/2023 API	464,238.00	VND 011616					
2023/07/000179 07/06/2023 API	17,428.50	VND 009938					
2023/07/000179 07/06/2023 API	1,863.00	VND 009938					
2023/07/000865 07/17/2023 API	5,809.50	VND 016567					
2023/07/000865 07/17/2023 API	621.00	VND 016567					
2023/07/000865 07/17/2023 API	464,238.00	VND 011616					
2023/07/001110 07/31/2023 BUA	156,294.00	REF 23A049					
2023/10/001463 10/26/2023 API	36,961.50	VND 009938					

sfe 4/9 865,074
4/968
from 1004000



YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

JOURNAL DETAIL 2023 1 TO 2023 12

	ORIGINAL APPROP	TRANSFRS/ADJUSTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10040000 MH REINVESTMENT							
434981 MH ST AID							
10040000 434981 MH ST AID	-801,799	-40,650	-842,449	.00	.00	-842,449.00	.00%
2023/01/000807 01/23/2023 BUA	-11,592.00 REF 23A003						
2023/01/001566 01/01/2023 BUC	-801,799.00 REF						
2023/03/000947 03/21/2023 BUA	-2,088.00 REF 23A010						
2023/07/001110 07/31/2023 BUA	-26,970.00 REF 23A049						
TOTAL MH ST AID	-801,799	-40,650	-842,449	.00	.00	-842,449.00	.00%
54647 SUB CONTRACTORS							
10040000 54647 SUB CONTRACTORS	801,799	40,650	842,449	749,487.50	.00	92,961.50	89.0%
2023/01/000807 01/23/2023 BUA	11,592.00 REF 23A003	VCH					
2023/01/001392 01/27/2023 API	30,692.00 VND 008033	VCH					
2023/01/001392 01/27/2023 API	43,562.25 VND 009938	VCH					
2023/01/001392 01/27/2023 API	51,940.50 VND 010037	VCH					
2023/01/001566 01/01/2023 BUC	801,799.00 REF						
2023/03/000947 03/21/2023 BUC	2,088.00 REF 23A010	VCH					
2023/04/000242 04/04/2023 API	31,090.00 VND 008033	VCH					
2023/04/000242 04/04/2023 API	44,127.50 VND 009938	VCH					
2023/04/001238 04/28/2023 API	52,614.50 VND 010037	VCH					
2023/05/000926 05/17/2023 API	13,973.00 VND 011616	VCH					
2023/05/000926 05/17/2023 API	13,973.00 VND 011616	VCH					
2023/07/000179 07/06/2023 API	44,127.50 VND 009938	VCH					
2023/07/000179 07/06/2023 API	31,090.00 VND 008033	VCH					
2023/07/000179 07/06/2023 API	52,614.50 VND 010037	VCH					
2023/07/000865 07/17/2023 API	13,973.00 VND 011616	VCH					
2023/07/001110 07/31/2023 BUA	26,970.00 REF 23A049	VCH					
2023/09/000368 09/06/2023 API	60,300.50 VND 010509	VCH					
2023/09/000368 09/06/2023 API	60,300.50 VND 010509	VCH					
2023/09/000368 09/06/2023 API	59,602.50 VND 010037	VCH					
2023/10/000678 10/11/2023 API	49,987.75 VND 009938	VCH					
2023/10/001463 10/26/2023 API	35,218.00 VND 008033	VCH					
2023/10/001723 10/31/2023 API							

ADJUST TO APPRVD ST AID LEVELS
 THE 67,536.50 4/2
 SRC 20,457 4/2
 to 10034000

23T497

cc: all
ATA

Reso
#8

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 2363

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: January 18, 2024

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10296000-54678 Preschool-Leased Trans.	10296000-55371 Preschool-Chargeback Gas	\$7,100.00

PURPOSE
To cover the cost of gasoline year-end 2023.

2022 Fiscal Impact \$ 0.00
2023 Fiscal Impact \$ 0.00

2024 JAN 19 AM 10:32
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)
Date Commissioner of Finance / Designee: Initiated by: \$0 - \$5,000.00

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

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

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

23T507

cc: all
A+A

Reso
#9

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 2355

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: January 18, 2024

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10405900-54483 Early Intervention-Asst. Tech.	10405900-54441 Early Intervention-Itinerant Serv.	\$15,000.00
10405900-54414 Early Intervention-Care at Priv. Inst.	10405900-54441 Early Intervention-Itinerant Serv.	\$40,000.00
10405900-54417 Early Intervention-Evaluations	10405900-54441 Early Intervention-Itinerant Serv.	\$33,000.00
	Total	\$88,000.00

PURPOSE
Please see attached memo for justification.

2022 Fiscal Impact \$ 0.00

2023 Fiscal Impact \$ 0.00

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2024 JAN 19 AM 10:34

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

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

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

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

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

23T508

To: William Orr, Fiscal Manager

FROM: Valerie Kurtz, Supervisor of Early Intervention and Preschool Programs

RE: Budget Deficits in Preschool and Early Intervention

DATE: January 16, 2024

This memo is to explain the budget deficit with preschool evaluations and itinerant services for Early Intervention. The accounts currently do not have enough money to cover the remainder of the 2023 vouchers. This is hard to forecast as we cannot predict how many children will be referred to the Early Intervention program and the Committee of Preschool Special Education (CPSE).

PRESCHOOL:

The New York State Education Department sets the rates and may change the rates at any given time. The increase in the rates below began on July 1, 2023.

The number of children being referred to Preschool for an evaluation to determine eligibility has increased. Please also note that the Committee of Preschool Special Education Chair determines what evaluations are to be conducted, depending on the family's concerns. However, it is regulation that each child receives at least a psychological, educational, and a social history evaluation. Bilingual evaluations rates are higher than the amount shown below in the chart.

Preschool Evaluations

Year-2022	# conducted	Amount paid	Year-2023	# conducted	Amount paid
Psychological	122	\$270	Psychological	242	\$273
Educational	118	\$178	Educational	243	\$180
Social History	122	\$158	Social History	241	\$160
Speech	118	\$178	Speech	231	\$180
Occupational	85	\$178	Occupational	146	\$180
Physical	30	\$178	Physical	55	\$180
Total:	568		Total:	1158	

- The monies to cover the deficit for Preschool Evaluation can be taken from excess in the school district administration budget.

Preschool Center-based program requires additional money due to the increase of children needing and attending a center-based program. At this time \$240,000 is needed and can be taken from the Preschool itinerant budget. In 2023, more children were attending center-based programs and less children were receiving home services. This will have no fiscal impact on the County.

EARLY INTERVENTION:

Early Intervention the budget for itinerant services is also short \$88,000 for the 2023 year. In 2023, we averaged 200 children in the program. As we evaluated these children most are demonstrating delays in three areas of development. (Cognitive, Communication, and Social Emotional) The needs of these children and the severity of delays are more intense. This level need leads to increases in services to assist the families and help the children meet their potential. We are requesting to move monies from Early Intervention evaluations, center-based, and assistive technology to cover the deficit of Early Intervention itinerant services. This will have no impact on the County.

cc: call
AVA
3030
#10

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 2353

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: January 18, 2024

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10296000-54113 Preschool-Exc. School Dist. Admin	10296000-54417 Preschool-Evaluations	\$30,000.00
10296000-54441 Preschool-Itinerant Services	10296000-54414 Preschool-Care at Private Inst.	\$240,000.00
	Total	\$270,000.00

PURPOSE
Please see attached memo for justification.

2022 Fiscal Impact \$ 0.00

2023 Fiscal Impact \$ 0.00

2024 JAN 19 AM 10:37
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

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

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

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

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

2257509

To: William Orr, Fiscal Manager

FROM: Valerie Kurtz, Supervisor of Early Intervention and Preschool Programs

RE: Budget Deficits in Preschool and Early Intervention

DATE: January 16, 2024

This memo is to explain the budget deficit with preschool evaluations and itinerant services for Early Intervention. The accounts currently do not have enough money to cover the remainder of the 2023 vouchers. This is hard to forecast as we cannot predict how many children will be referred to the Early Intervention program and the Committee of Preschool Special Education (CPSE).

PRESCHOOL:

The New York State Education Department sets the rates and may change the rates at any given time. The increase in the rates below began on July 1, 2023.

The number of children being referred to Preschool for an evaluation to determine eligibility has increased. Please also note that the Committee of Preschool Special Education Chair determines what evaluations are to be conducted, depending on the family's concerns. However, it is regulation that each child receives at least a psychological, educational, and a social history evaluation. Bilingual evaluations rates are higher than the amount shown below in the chart.

Preschool Evaluations

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Physical	30	\$178		Physical	55	\$180
Total:	568			Total:	1158	

- The monies to cover the deficit for Preschool Evaluation can be taken from excess in the school district administration budget.

Preschool Center-based program requires additional money due to the increase of children needing and attending a center-based program. At this time \$240,000 is needed and can be taken from the Preschool itinerant budget. In 2023, more children were attending center-based programs and less children were receiving home services. This will have no fiscal impact on the County.

EARLY INTERVENTION:

Early Intervention the budget for itinerant services is also short \$88,000 for the 2023 year. In 2023, we averaged 200 children in the program. As we evaluated these children most are demonstrating delays in three areas of development. (Cognitive, Communication, and Social Emotional) The needs of these children and the severity of delays are more intense. This level need leads to increases in services to assist the families and help the children meet their potential. We are requesting to move monies from Early Intervention evaluations, center-based, and assistive technology to cover the deficit of Early Intervention itinerant services. This will have no impact on the County.

MICHAEL J. LEWIS
Commissioner of Finance



cc: all
A+A

#11
RESO

SHEILA BARRETT
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: Budgetary Transfer – 23T510
DATE: January 18, 2024

2024 JAN 19 AM 11:08
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance & County Attorney, the following budgetary transfer is necessary.

General Fund:

Increase Appropriations:

10193000 54933 Judgements & Claims \$ 125,000

Decrease Appropriations:

10199000 54980 General Contingency \$ 125,000

Fiscal Impact - 2023 - \$ 125,000

Fiscal Impact - 2024 - \$ 0

The above Budgetary transfer is needed to cover costs incurred in connection with the Rivera vs COP settlement pursuant to Resolution #268-2023. Please refer to the other supporting documentation for further information.

Please forward it to the appropriate committee.

PUTNAM COUNTY LEGISLATURE

Resolution #268

Introduced by Legislator: Toni Addonizio on behalf of the Rules, Enactments & Intergovernmental Relations Committee at the Year End Meeting held on December 19, 2023.

page 1

APPROVAL/ LITIGATION SETTLEMENT AGREEMENT / MATTHEW RIVERA V. COUNTY OF PUTNAM

WHEREAS, on or about June 29, 2020, at approximately 2:00 a.m., Plaintiff Matthew Rivera, was walking on the Maybrook Trailways at or near where it crosses the East Bank of the Croton River in Brewster, New York, when he tripped and fell from the train trestle he was walking on to the ground far below sustaining severe injuries; and

WHEREAS, on or about September 16, 2020 Plaintiff Matthew Rivera commenced action against the County of Putnam, Metro North Commuter Railroad and the Metropolitan Transportation Authority in Supreme Court, Putnam County alleging that his injuries were caused, inter alia, by the defendants' failure to properly secure the train track and trestle, inadequate lighting in the area, and improperly maintained fence whereby Plaintiff obtained access to the train tracks and trestle; and

WHEREAS, Plaintiff sought recovery for compensatory damages in an undetermined amount as well as costs, disbursements, attorney's fees and interest; and

WHEREAS, the Claims Committee for the New York Municipal Insurance Reciprocal (NYMIR) recently arrived at a settlement value for this case of two hundred and fifty thousand (\$250,000.00) dollars; and

WHEREAS, Plaintiff agreed to a settlement with the County, subject to the Legislature's approval, in which the County agreed to pay Plaintiff the sum of two hundred and fifty thousand (\$250,000.00) dollars; and

WHEREAS, the County Attorney, the County's outside counsel, James A. Randazzo, Esq., and NYMIR's claims representative have recommended the settlement as an alternative to trial; and

WHEREAS, counsel for the County of Putnam has in fact settled the matter with Plaintiff for the sum of two hundred and fifty thousand (\$250,000.00) dollars, and Plaintiff has executed the required General Release which, upon approval by the Legislature will be filed with the Court, thereby discontinuing this matter and allowing Plaintiff to receive his settlement payment in the agreed upon amount; and

WHEREAS, the aforementioned settlement is in the public interest and avoids the costs of further litigation, additional attorney's fees and costs and the risk of a high jury verdict; now therefore be it

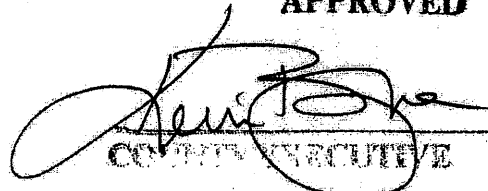
RESOLVED, that the proposed settlement of this matter for the sum of two hundred and fifty thousand (\$250,000.00) dollars is hereby approved; and

RESOLVED, that the County Executive is hereby authorized to sign any required settlement documents on behalf of the County including a Settlement Agreement and Release with respect thereto.

BY POLL VOTE: ALL AYES. LEGISLATORS NACERINO AND SAYEGH WERE ABSENT. MOTION CARRIES.

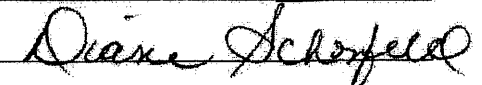
State of New York
ss:
County of Putnam

APPROVED

 12/27/23
COUNTY EXECUTIVE DATE

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on December 19, 2023.

Dated: December 21, 2023

Signed: 

Diane Schonfeld
Clerk of the Legislature of Putnam County

COUNTY OF PUTNAM

cc: all
A+A

Reso

#12

FUND TRANSFER REQUEST # 2360

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: January 18, 2024

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10296000-54678 Preschool-Leased Trans.	10296000-54670 Preschool-Travel Non-Emp.	\$5,000.00

PURPOSE

More parents are driving their child to school-based programs in 2023 than forecasted.

2022 Fiscal Impact \$ 0.00

2023 Fiscal Impact \$ 0.00

2024 JAN 19 AM 10:40
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Department Head Signature/Designee _____ Date

AUTHORIZATION: (Electronic signatures)

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

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

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

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

23T512

MICHAEL J. LEWIS
Commissioner of Finance



cc: all
Per's
AHA

SHEILA BARRETT
First Deputy Commissioner of Finance

Reso

#13

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Transfer – 24T011**
DATE: January 23, 2024

2024 JAN 23 PM 1:32
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Increase estimated appropriations:

10033000	51000	Personnel Services	\$	5,068
10033000	58002	Social Security		388
10102000	51000	Personnel Services		1,531
10102000	58002	Social Security		117
10108000	51000	Personnel Services		2,229
10108000	58002	Social Security		170
10116500	51000	Personnel Services		992
10116500	58002	Social Security		76
10120000	51000	Personnel Services		6,037
10120000	58002	Social Security		462
10131000	51000	Personnel Services		2,622
10131000	58002	Social Security		201
10142000	51000	Personnel Services		7,896
10142000	58002	Social Security		604
10143000	51000	Personnel Services		7,720
10143000	58002	Social Security		591
10144000	51000	Personnel Services		2,013
10144000	58002	Social Security		154
10401000	51000	Personnel Services		3,520
10401000	58002	Social Security		269
10431000	51000	Personnel Services		1,992
10431000	58002	Social Security		152

10661000	51000	Personnel Services	4,335
10661000	58002	Social Security	332
10677200	51000	Personnel Services	5,614
10677200	58002	Social Security	429
10677300	51000	Personnel Services	1,628
10677300	58002	Social Security	125
10677900	51000	Personnel Services	512
10677900	58002	Social Security	39
10762000	51000	Personnel Services	171
10762000	58002	Social Security	13
12401000	51000	Personnel Services	3,669
12401000	58002	Social Security	281
22070000	51000	Personnel Services	1,021
22070000	58002	Social Security	78

Decrease estimated appropriations:

10199000	54980	Contingency	\$ 63,050
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Fiscal Impact - 2024 - \$ 63,050

Fiscal Impact - 2025 - \$ 58,895

This Resolution is required to provide for the funding for the 2024 salary and benefit costs pursuant to the ratified contract settlement between Putnam County and PUMA.

Please forward it to the appropriate committee.

ORG	Group/BU	Position Number Description	2024 Adopted	2024 Revised w/ COLA 2.75%	2025 Estimated w/ COLA 2.5%	51000	58002
10033000	PUMA	SPOA COORD (CHILDREN)	94,369	96,964	99,388	2,595	199
10033000	PUMA	SPOA COORD (ADULTS)	89,915	92,388	94,697	2,473	189
10102000	PUMA	COORD CHILD ADVC PRG	55,674	57,205	58,635	1,531	117
10108000	PUMA	COORD CHILD SUPP ENF	81,038	83,267	85,348	2,229	170
10116500	PUMA	VICTIM/WITNESS ASST	36,069	37,061	37,987	992	76
10120000	PUMA	FISCAL MANAGER	48,302	49,630	50,871	1,328	102
10120000	PUMA	DIR OF ELIGIBILITY	109,137	112,138	114,942	3,001	230
10120000	PUMA	PARALEGAL	62,100	63,808	65,403	1,708	131
10131000	PUMA	FISCAL MANAGER	95,363	97,985	100,435	2,622	201
10142000	PUMA	PARALEGAL	62,100	63,808	65,403	1,708	131
10142000	PUMA	SOC SVCS ATTORNEY (moved from DSS)	122,525	125,894	129,042	3,369	258
10142000	PUMA	SOCIAL SERV ATTORNEY	102,511	105,330	107,963	2,819	216
10143000	PUMA	PR PERSONNEL SPEC	90,000	92,475	94,787	2,475	189
10143000	PUMA	PERSONNEL SPECIALIST TRN	52,542	53,987	55,337	1,445	111
10143000	PUMA	SR PERSONNEL SPEC	74,028	76,064	77,965	2,036	156
10143000	PUMA	SR PERS SPECIALIST TRAINEE	64,170	65,935	67,583	1,765	135
10144000	PUMA	PROJECT MANAGER	73,186	75,199	77,079	2,013	154
10401000	PUMA	SR FISCAL MANAGER	128,001	131,521	134,809	3,520	269
10431000	PUMA	FISCAL MANAGER	72,453	74,445	76,307	1,992	152
10661000	PUMA	DIR OF CODE ENFORCEMENT	62,012	63,717	65,310	1,705	130
10661000	PUMA	SECY TO ELECTR BOARD	47,805	49,120	50,348	1,315	101
10661000	PUMA	SECY TO PLUMB BOARD	47,805	49,120	50,348	1,315	101
10677200	PUMA	SENIOR CENTER MGR	37,260	38,285	39,242	1,025	78
10677200	PUMA	NUTRITION SVCS COORD/HD COOK	73,725	75,752	77,646	2,027	155
10677200	PUMA	FISCAL MANAGER	93,150	95,712	98,104	2,562	196
10677300	PUMA	SENIOR CENTER MGR	59,192	60,820	62,340	1,628	125
10677900	PUMA	SENIOR CENTER MGR	18,630	19,142	19,621	512	39
10762000	PUMA	SENIOR CENTER MGR	6,210	6,381	6,540	171	13
12401000	PUMA	DIR OF ENVIR HLTH SVCES	133,424	137,093	140,520	3,669	281
22070000	PUMA	COORD CHILD ADVC PRG	37,116	38,137	39,090	1,021	78
			\$ 2,129,812	\$ 2,188,382	\$ 2,243,091	58,570	4,481
FISCAL IMPACT W/O FICA				\$ 58,570	\$ 54,710		
FICA %				7.65%	7.65%		
FICA 7.65% ON NET IMPACT				4,481	4,185		
TOTAL FISCAL IMPACT				\$ 63,050	\$ 58,895		

#14

APPROVAL – AUTHORIZATION – LEGISLATORS TO ATTEND FEBRUARY NEW YORK STATE ASSOCIATION OF COUNTIES CONFERENCE

WHEREAS, six (6) Legislators have requested permission to attend the New York State Association of Counties Conference to be held in Albany, New York in February 2024 for registration and lodging total expenditure of approximately \$960 per person; and

WHEREAS, the Audit & Administration Committee has reviewed and approved their requests; now therefore be it

RESOLVED, that the Putnam County Legislature authorizes six (6) Legislators to attend the New York State Association of Counties Conference to be held in Albany, New York in February 2024.

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

CCAI
Audit - FYI

#15

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: County's Deposit & Investments for Q4 2023
DATE: January 22, 2024

2024 JAN 22 PM 4:57
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Pursuant to Section 11 of the County's Deposit and Investment Policies, enclosed is the report on the County's Deposit and Investments for fourth quarter ending December 31, 2023.

Interest income through **December 31, 2023** (unaudited), was **\$6,420,994.85 vs. \$1,388,042.22 for December 31, 2022**. For the second consecutive year in a row, Federal Reserve Rates were at their highest level within the last 15 years. At the beginning of the year, rates were between **4.50% and 4.75%**. As of this report, the rates were between **5.25%-5.50%** with the feds holding rates steady as inflation is settling down. Most recently, the Federal Open Market Committee meeting in December indicated that the Federal Reserve would start cutting rates in 2024 as much as three times, four cuts in fiscal year ending 2025 and another three more reductions in fiscal year ending 2026 that would eventually bring the interest rates back down to 2.00% to 2.25%.

Meanwhile, the County has been able to take advantage of investment options including NYCLASS Prime, NYLAF, NY Muni-Trust and short and long-term Certificates of Deposits by laddering twelve (12) and eighteen (18) month CDs based on cash management strategies provided by the County's Cash Management advisor, Three Plus One.

FINANCIAL INSTITUTION	ACCOUNT TYPE	INTEREST RATE, %	AMOUNT
CHASE	GENERAL FUND	2.70%	\$ 4,968,625.79
TOMPKINS MAHOPAC BANK	PUTNAM COUNTY WELFARE ACCT COMM FINANCE	3.92%	\$ 239,804.11
PUTNAM COUNTY NATIONAL BANK	GENERAL FUND - CHECKING ACCT	0.05%	\$ 1,963,309.14
PCSB BANK	GENERAL FUND - MUNICIPAL MM	3.77%	\$ 4,015,954.32
TOMPKINS MAHOPAC BANK	PC GOLF COURSE OPERATING ACCT	3.92%	\$ 312,860.56
TD BANK	GENERAL FUND	0.00%	\$ 23,940.51
NEW YORK LIQUID ASSET FUND	GENERAL FUND	5.28%	\$ 38,951,692.12
PUTNAM COUNTY NATIONAL BANK	PCSO STATE FORF. ASSETS	0.05%	\$ 99,026.03
TOMPKINS MAHOPAC BANK	INMATE T COMMISSION - CHECKING	****	\$ 210,927.46
PUTNAM COUNTY NATIONAL BANK	DA FORF. ASSETS CHECKING ACCT	0.05%	\$ 152,778.35
PUTNAM COUNTY NATIONAL BANK	PCSO FORF. ASSETS	0.05%	\$ 87,014.63
PUTNAM COUNTY NATIONAL BANK	PCNB 6192 LAKELAND	0.05%	\$ 100.19
PCSB BANK	AMERICAN RESCUE ACT 2620	3.77%	\$ 7,450,881.24
JP MORGAN CHASE	ADOPTION SUBSIDY DC/DD	****	\$ -
TOMPKINS MAHOPAC BANK	PC GOLF COURSE FOOD & BEVERAGE	3.92%	\$ 189,961.31
TOMPKINS MAHOPAC BANK	PC GOLF COURSE MERCHANT	3.92%	\$ 1,407,464.51
TOMPKINS MAHOPAC BANK	PC GOLF COURSE FOOD & BEVERAGE MERCHANT	3.92%	\$ 654,843.85
PUTNAM COUNTY NATIONAL BANK	GENERAL FUND - CREDIT CARD ACCT	****	\$ 48,520.79
TOMPKINS MAHOPAC BANK	GENERAL ACCOUNT	3.92%	\$ 96,954.83
JP MORGAN CHASE	PAYABLES	****	\$ -
TD BANK	BOND PROCEEDS - 2012	3.62%	\$ 296,031.93
TD BANK	2016 SERIES A BOND	3.62%	\$ 116,803.29
WEBSTER BANK (Sterling)	2017 BOND ISSUE A - MUN MONEY MKT	2.51%	\$ 326,929.01
WEBSTER BANK (Sterling)	2018 BOND - MUN MONEY MKT PLUS	2.51%	\$ 23,307.95
US BANK	ESCROW 2020 FUND	ARTICLE 9	\$ 478,793.79
PCSB BANK	BONDS 2020	3.77%	\$ 1,257,737.56
NYCLASS	WATER QUALITY	5.4373	\$ 2,177,454.16
PCSB BANK	6N INSURANCE FUND - MUNICIPAL MM	3.77%	\$ 1,522,194.44
TD BANK	WORKERS COMP RESERVE	3.62%	\$ 4,088,950.29
CHASE	COP FLEX ACCT	2.73%	\$ 46,961.59
PCNB	TRUST ACCT - CHECKING	0.05%	\$ 1,727,924.68
PCNB	TRUST ACCT - VETERANS SECURITY SAVINGS	0.03%	\$ 19,798.63

FINANCIAL INSTITUTION	ACCOUNT TYPE	INTEREST RATE, %	AMOUNT
PCNB	TRUST ACCT - COURT & TRUST	0.05%	\$ 214,017.49
TD BANK	TRUST ACCT - MTG TAX ACCT	3.45%	\$ 451,703.18
TOMPKINS MAHOPAC BANK	MUNI SAVINGS 1363	4.88%	\$ 6,733,881.05
CHASE	PAYROLL - CHECKING	****	\$ -
NYCLASS PRIME	GENERAL FUND	5.44%	\$ 9,857,974.93
NYCLASS PRIME	ARPA	5.44%	\$ 10,181,909.84
TD BANK	GENERAL FUND - 12 MO CD ROLLED TO 18 MO	5.05%	\$ 2,645,013.29
TD BANK	GENERAL FUND - 12 MO CD ROLLED TO 18 MO	5.05%	\$ 7,924,087.50
TD BANK	GENERAL FUND - 12 MONTH CD	5.05%	\$ 13,979,062.50
NYCLASS 21BOND	NYCLASS 21BOND	5.28%	\$ 882,045.07
TD Bank	Jumbo CD Matures 5/17/2024	4.98%	\$ 4,000,000.00
TD Bank	Jumbo CD Matures 5/17/2024	4.98%	\$ 10,000,000.00
NY Municipal Trust	EXCELSIOR FUND GIP470199	5.46%	\$ 24,498,888.01
GRAND TOTAL			<u>\$ 164,326,129.92</u>

**** Non-Interest Bearing Accounts

RECAP BY BANK	BANK BALANCE	MAXIMUM CAP **
JPMorgan Chase	\$ 5,015,587.38	\$ 40,000,000.00
Putnam County National	4,312,489.93	20,000,000.00
PCSB	14,246,767.56	40,000,000.00
TD Bank	43,525,592.49	50,000,000.00
Tompkins Mahopac Bank	9,846,697.68	30,000,000.00
Webster Bank	350,236.96	40,000,000.00
NYClass	23,099,384.00	50,000,000.00
NYLAF	38,951,692.12	50,000,000.00
NY Municipal Trust	24,498,888.01	50,000,000.00
US BANK	478,793.79	ESCROW ART 9
	\$ 164,326,129.92	
** pursuant to Local Law # 5 of 2023 Resolution 74-2023		

**January 23, 2024
Audit Meeting**

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FYI/ 2023 & 2024 Guardrail & Property Damage Table