

terms of food and beverage. He stated this is because in 2013 the year really began in March. He stated in 2014, another \$74,000 was made from the food and beverage operation. He stated there is room for continued growth and they are projecting a 10% increase in revenue for 2015. He stated the Golf Course is now hosting higher quality events. He stated in 2014, eight (8) weddings were hosted at the Golf Course. He stated one (1) hurdle they face is the lack of a hotel in the area. He stated guests must stay in either Fishkill or Danbury. He stated the Golf Course almost lost a CSEA golf outing because of the lack of a hotel.

Legislator LoBue questioned why there was a jump in the expenses from 2013 to 2014.

General Manager McCall stated it is because of the revenue split. He stated Homestyle Caterers gets 70% of the revenue. He stated the percentages between the two (2) years should be about equal.

Legislator LoBue stated the expenses increased a lot, while the profit increased only a little. She stated the caterer seems to be making out great.

General Manager McCall stated of the 70% that the caterer receives he must pay for the food and the labor. He stated at the bottom line, the Golf Course and the Caterer are probably making about the same amount. He stated in 2014, the revenue increased 41%. He stated the percentages between the revenue and expenses are the same when comparing 2013 and 2014.

Legislator Gross stated 2013 is not a great year to look at due to the restoration of the Golf Course.

General Manager McCall stated when looking at the Munis report compared to the report coming from the Golf Course, there is a difference in the revenue number and the expense number. He stated in the report from the Golf Course, sales tax is not allocated as revenue, however on Munis it is. He stated Munis also considers merchandise an expense. He stated the Golf Course does not consider it an expense until it is sold. He stated County chargebacks represents insurance and any materials used or purchased by the Highways & Facilities Department on the Golf Course. He stated the profit was almost doubled as compared to 2013. He stated the Golf Course is still not where they would like to be.

Legislator Gouldman questioned if tips were included in the revenue.

General Manager McCall stated cash tips are not accounted for, however when gratuity for large events is added to an overall cost it is included. He stated the Golf Course does not take a cut of the gratuity.

Legislator Gouldman questioned what the gratuity percentage was.

General Manager McCall stated it is 18%. He stated there have been capital improvements on the Golf Course as well. He stated bunkers on six (6) of the 18 holes have been redone. He stated sand is being replaced and drainage is being put in so the water does not need to be pumped out of the bunker. He stated four (4) or five (5) bunkers have been eliminated, which reduces maintenance costs and makes it easier for the players to get around. He stated new golf carts and pavers were purchased in 2014. He stated drainage was put in, which was incorporated with the bunker project. He stated a swale was put in that reroutes the water into the retention pond. He stated the process of mitigating the pervious surfaces has also begun.

Legislator LoBue questioned if this was the golf path.

General Manager McCall stated it is, some paths need to be eliminated because of the expansion of the parking area.

Legislator LoBue questioned if all the paths are going to be redone.

General Manager McCall stated they will not be. He stated there is 10,000 square feet that needs to be mitigated. He stated they will keep the asphalt on the steep slopes. He stated another issue at the Golf Course is the bathrooms. He stated this is the biggest detriment they face right now in terms of both aesthetics and functionality. He stated the toilets and urinals flood and they are very low to the floor. He stated many senior events are held at the Golf Course and the seniors have trouble using the bathrooms as they are. He stated bars were installed to help combat this issue, however the issue does need to be seriously addressed. He stated the Golf Course is losing events due to the bathrooms. He stated with events such as weddings, bathrooms and their condition are vital. He stated he is getting the numbers together to present on how this project can be completed.

Legislator Gross stated there are toilets that are taller than conventional ones that are also better on water.

Director of the Office for Senior Resources Pat Sheehy stated if an investment is to be made it should definitely be for a handicapped facility. She stated at each event she hears a lot of feedback about the condition of the bathrooms.

Legislator Gouldman questioned if there are bathrooms downstairs.

General Manager McCall stated there are bathrooms downstairs and they also sit low to the ground. He stated the downstairs bathrooms are not as high on his list of priorities as the bathrooms on the main floor.

Legislator LoBue questioned how the pro shop is doing.

General Manager McCall stated he would prefer to have a smaller pro shop. He stated competition with large sporting goods stores is difficult. He stated the shop brings in

about \$15,000. He stated this is mostly in small purchases such as golf balls and gloves. He stated they would also like to put an awning over the back deck. He stated this would allow for expanding the main room, or can act as another space entirely. He stated they are also hoping to have a small structure out on the golf course to sell snacks and drinks right on the course. He stated the bunkers have a useful life of about 20 years and they are two-thirds through redoing the bunkers on the course. He stated they are also looking to improve the maintenance facility. He stated it does not increase revenue, but it does increase efficiency. He stated all of their equipment is inside, however it is a challenge. He stated they are looking into getting a large tent to store equipment as well.

Legislator Gross questioned how much the awning would cost.

General Manager McCall stated it would be a three (3) season awning with sides that would be taken down in the winter and the quote he received was between \$30,000 and \$40,000. He stated it would increase the utilization of the patio. He stated it would be very useful for the Friday night barbecues in the summer as well. He stated the events are attracting a more diverse set of customers and as they are not huge money makers, the bar does very well. He also stated the events expose people to the space. He stated following events, people book private events at the Golf Course. He stated Applied Golf puts the marketing materials together.

Legislator LoBue questioned who pays for the marketing material.

General Manager McCall stated the Golf Course pays for the design and Homestyle Caterers pays for the posters.

Legislator LoBue questioned who installs the posters.

General Manager McCall stated they are installed by Homestyle Caterers.

Legislator LoBue stated the Town of Carmel is considering changing their sign law.

General Manager McCall stated the Golf Course is aware of that and they will have to see how the change goes. He stated they would like to promote more golf events. He stated they have specials they run throughout the year as well as clinics for young golfers. He stated the website will also be revised and will no longer be golf dominated. He stated it will be easier to find the upcoming events. He stated they have almost the whole year planned out in terms of events.

Chairman Castellano questioned the "Oktoberfest" event that was held at Veteran's Memorial Park that featured the band The Nerds.

General Manager McCall stated it had rained that day but had subsided by night and about 300 people attended the event. He stated it was a great venue and they would like to explore holding events there in the future. He stated Homestyle was happy with the

location as well as they were able to set up in the pavilion. He stated the potential for the venue is great.

Legislator Gouldman questioned if there was a breakdown showing the customers who are residents of Putnam County and non-residents of Putnam County.

General Manager McCall stated the residents of Putnam County receive a 14%-25% discount on the rate.

Legislator Gouldman questioned if the number of people utilizing the Golf Course was recorded.

General Manager McCall stated he will get that information. He stated they have mostly emails rather than physical addresses for customers. He stated a social media person was hired by Applied Golf to control social media sites and to get people in.

Legislator Gouldman questioned if the Golf Course would consider lowering their rates if the number of customers who are residents was low.

General Manager McCall stated they really cannot lower the rate any more. He stated they do offer a junior rate and they hold clinics.

Legislator LoBue questioned if the junior rates and the clinics are promoted through the high schools in the area.

General Manager McCall stated that is a good idea and he will look into doing that.

Legislator LoBue stated she is concerned that golf is on a decline nationwide and fewer kids are golfing.

General Manager McCall stated golf was flat in 2014. He stated the only golf courses doing very well are when a golf course closes within 50 miles of it. He stated the national average is about 31,000 rounds. He stated Putnam County Golf Course is meeting that average. He stated he would like to get to 35,000 rounds to be viable. He stated about 140 golf courses are closing per year. He stated Putnam County is holding on.

Legislator Gross questioned if the Friday night barbecues would be held again in 2015.

General Manager McCall stated the barbecues would be held and they will be \$20.00 per person. He stated the bar brings in between \$2,000-\$3,000 per night.

Legislator LoBue questioned if money is being made from the barbecues.

General Manager McCall stated the price was raised this year from \$15.00 to \$20.00. He stated special events are more costly.

Legislator Gross questioned if the Mahopac Golf Team practices at the Golf Course.

General Manager McCall stated they do practice at the Golf Course. He stated they play complimentary. He stated Putnam Valley practices as well.

Legislator LoBue suggested raising the price more. She stated she would rather invest money into the catering side of the Golf Course as opposed to the golf side of it. She stated the golf industry is having a hard time, but restaurants in the area are doing well.

General Manager McCall stated he does not disagree. He stated he would like to invest in both as there is growth potential.

Chairman Castellano questioned when the first barbecue is.

General Manager McCall stated it will be in May.

Legislator Albano stated that although the events are not huge money makers, it provides exposure to the customers, which is great. He stated it is also good for the residents to have a place to go to get out for a night without spending a lot of money.

General Manager McCall stated the Golf Course is also going to send more email blasts promoting their events. He stated it is sometimes difficult to get emails, however when events are paid for through PayPal, everyone's email is submitted to the Golf Course. He stated those emails are kept and added to their email list.

Legislator Gouldman suggested possibly holding more events such as a Sunday brunch and bringing in a different type of crowd.

Item #5 - Update/ Drug Testing Machine/ Probation Director Funicelli

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

Probation Director Gene Funicelli stated testing began on October 16, 2014 and the information provided to the Committee is from that date to February 18, 2015. He stated the machine has been in use for 80 work days and 717 tests have been run. He stated the machine time is 359 hours and includes the time it takes to run a test as well as the maintenance time. He stated for the person running the machine, about 60% of their full work week is allocated for the maintenance and the running of the tests.

Legislator LoBue questioned how many tests per week are run through the machine.

Probation Supervisor John Osterhout stated there have been a total of 717 tests, which equates to about 60 or 70 tests per week. He stated Tuesdays and Thursdays are the busiest testing days, where 20-30 tests may be done.

Chairman Castellano questioned if they are able to handle that many tests in one (1) day.

Director Funicelli stated running the tests is not a full time requirement.

Legislator LoBue questioned if a part-time employee was running the tests.

Director Funicelli stated a full-time probation assistant, who has a variety of duties, is running the tests. He stated some things that person used to handle have been given to other employees in the office.

Chairman Castellano questioned what happens when that person is out.

Director Funicelli stated they have a second person who can run tests.

Legislator LoBue questioned if Director Funicelli felt they had enough coverage.

Director Funicelli stated down the road they will be looking to bring on a part-time employee who will be only running tests. He stated they would like the probation assistant to get back to what they were hired to do.

Legislator LoBue questioned what costs were associated with the drug testing machine.

Director Funicelli stated the only costs are for the supplies.

Legislator LoBue questioned what the cost was when the tests were sent to the lab.

Probation Supervisor Osterhout stated the cost was \$12,000 per year, or \$1,000 per month.

Director Funicelli stated it is no longer a set \$1,000 per month. He stated they pay as they need reagents. He stated since the machine has only been in use since October, they do not have a good picture of how often they will need to order supplies. He stated other supplies are also purchased that do not run out as quickly as reagents.

Chairman Castellano stated in time, Director Funicelli will have a better idea on spending.

Legislator LoBue questioned if they had an idea from the three (3) months the machine has been in use.

Probation Supervisor Osterhout stated the set-up was expensive, as it was about \$11,000.

Legislator LoBue questioned how much they have spent this far besides the setup fee.

Probation Supervisor Osterhout stated so far in 2015 they have spent about \$5,000 to \$6,000.

Legislator LoBue stated \$12,000 per year was being spent when the Probation Department was sending the tests to the lab, however in two (2) months half of that money has already been spent. She questioned why so much money was spent.

Chairman Castellano stated there is also a benefit to have the machine in house.

Director Funicelli stated they are satisfied with the immediate results. He stated the Probation Department is servicing Treatment Court participants as well as probationers. He stated they also charge a drug testing fee, which is allowed by Local Law. He stated since December, they have collected \$5,500. He stated each test is \$5.00. He stated they have implemented a system where the probationers and Treatment Court participants pay \$50.00 and set up an account. He stated money is then drawn from that account each time they have a test, and they replenish the account when needed. He stated \$5,500 is the amount of money they have collected to date. He stated this will not be collected on a regular basis, as the \$50.00 will cover each participant until 10 tests are done.

Chairman Castellano questioned if there has been any push back in regards to payment for the testing.

Director Funicelli stated there has not been much push back. He stated the probationers are aware that they are required to pay by Local Law. He stated if no payment is collected, it would be a civil matter, but there have not been a lot of problems.

Legislator Addonizio questioned how accurate this method is as opposed to sending the tests to the lab.

Director Funicelli stated a specimen is collected in a cup with a testing slide built in. He stated if that test comes up positive, in the past, they would send that specimen to the lab for confirmation. He stated now that they have the machine onsite, they are able to confirm the cup test immediately. He stated they have found that the cups themselves are fairly accurate. He stated the results from the drug testing machine are sustainable in court. He stated they have found the cups to have a 98% accuracy rating when confirmed by the machine.

Legislator Gouldman questioned what the procedure is when collecting a specimen and performing a test.

Director Funicelli stated the specimen collection is observed.

Legislator Gouldman questioned what drugs are tested for.

Director Funicelli stated the test is for all kinds of drugs including alcohol, prescription drugs, and street drugs.

Chairman Castellano stated he would like to have Probation Director Funicelli come back before the Committee in a few months to provide a further update.

Director Funicelli stated he hopes to have a better outlook on their spending in a few months as well.

Chairman Castellano stated at this point, he would like to move item #15 up on the agenda.

Item #15 - County Attorney/ Settlement/ Litigation Matter

At 7:36pm Chairman Castellano made a motion to go into executive session to discuss a litigation matter; Seconded by Legislator Nacerino. All in favor.

At 7:52pm Chairman Castellano made a motion to come out of executive session; Seconded by Legislator Nacerino. All in favor.

Chairman Castellano stated no action was taken.

Item #6 - Correspondence/ County Auditor

a. Sales Tax Report

Legislator Gouldman questioned if it would be possible to get a breakdown of where the taxes are coming from regarding the different sections of the economy.

Commissioner Carlin stated he would look into it.

b. Board In Revenue Report – Duly Noted

c. OTB Report

Commissioner Carlin stated the taxes owed are net of the PILOT (Payment in Lieu of Taxes).

Chairman Castellano questioned if this was included in previous Januarys.

County Auditor Michele Sharkey stated it was included. She stated there was more revenue in the past.

Commissioner Carlin stated even though the revenue has decreased, the PILOT has remained the same. He stated it is not a legal PILOT, it was a legislative initiative that dates back to the early 2000's.

County Auditor Sharkey stated it was done in 2011.

Legislator Nacerino questioned if Commissioner Carlin would explain what the PILOT is.

Commissioner Carlin stated OTB owns the place where they are located so it is off the tax rolls. He stated the Legislature decided that the County would make up for that.

Legislative Counsel Clem Van Ross stated it was based on the assessment. He stated it was capped, and it has been at that cap ever since, although the revenues are down.

Chairman Castellano questioned the assessment of the property.

Legislative Counsel Van Ross stated the assessment doesn't matter. He stated the cap is what matters.

Commissioner Carlin stated if the revenue keeps decreasing, it will be negative soon.

Legislator Nacerino questioned if this PILOT issue can be revisited.

Chairman Castellano stated more information can be collected.

County Auditor Sharkey stated the resolution can be pulled and put on the agenda for next month.

Chairman Castellano questioned if this applies to the site in Mahopac as well.

Commissioner Carlin stated no because that is private.

d. Transfer/Revenue Report – Duly Noted

e. Contingency/Sub-Contingency Report – Duly Noted

Item #7 - Correspondence/ Commissioner of Finance

a. Overtime/Temporary Report – Duly Noted

b. Approval/ Budgetary Amendment (14A126)/ Finance/ Year End Journal Entry #2

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Chairman Castellano. All in favor.

c. Approval/ Budgetary Amendment (15A007)/ Sheriff's Dept./ Purchase Vehicle for Road Patrol

Legislator Gross made a motion to approve Fund Transfer 15A007; Seconded by Chairman Castellano. All in favor.

d. Approval/ Budgetary Amendment (15A008)/ Sheriff's Dept./ Purchase Two Vehicles for Narcotics Enforcement

Commissioner Carlin stated the Sheriff and the District Attorney both have the authority to designate what the seized asset funds are to be used for. He stated it cannot supplant the County budget, but it may be used to supplement. He stated the County's purchasing policies and procedures must be followed.

Legislator Nacerino questioned if this money was going toward the purchase of the cars that were approved in the budget process.

Commissioner Carlin stated it is adding to the price of the cars.

Legislator Albano stated the cars cost more than what was budgeted and these funds are covering the extra cost.

Commissioner Carlin stated the use of the Sheriff's seized asset funds cannot be planned for.

Legislator Nacerino stated the rationale for putting cars in their budget can be commented on.

Legislator LoBue stated this budgetary amendment should be denied straight out. She stated the Sheriff's Department is getting three (3) cars on top of the three (3) cars they got last year.

Commissioner Carlin stated the Legislature does not have the authority to deny it since the Sheriff has the authority to decide how the funds should be spent.

Legislator LoBue stated cars were just purchased with money from their utility lines and the Sheriff's Department is now purchasing more vehicles. She stated she requested a variance report from Commissioner Carlin via telephone and was told this would be available when the year was closed out in the beginning of March. She stated she is interested in the variances between the adopted County budget for 2014 and the actual spending broken down by Department. She stated the Legislature got a list of the vehicles in the Sheriff's Department and they have all new cars.

Legislator Albano stated during the budget process next year, the Legislature should keep an eye on the amount budgeted for vehicles.

Legislator Nacerino stated a detailed report of how many cars were being purchased or retired was never given to the Legislature. She stated it should be anticipated when a car will be retired.

Legislator Gross stated a listing of mileage was received and it showed the vehicles to have high mileage.

Legislator LoBue stated the brand new vehicles that are being purchased are being maintained properly and the life of the cars should be extended.

Chairman Castellano questioned how many miles the vehicles should be extended to.

Legislator LoBue stated the vehicles should be driven up to 180,000 miles.

Chairman Castellano stated the cars do have very high mileage.

Legislator Gross stated the cars must stay idling to keep the computers working.

Chairman Castellano stated this budgetary amendment is for two (2) vehicles that were budgeted for. He stated they are supplementing the budgeted amount with the seized asset funds to meet the price of the two (2) cars.

Commissioner Carlin stated the budgeted amount for the two (2) vehicles was \$30,000 and the extra \$14,000 from seized asset funds makes it \$44,000. He stated each vehicle costs \$22,000.

Chairman Castellano stated the seized asset funds may be used any way the Sheriff sees fit.

Commissioner Carlin stated he believed the Legislature would prefer the seized asset funds be used rather than take from contingency.

Legislator Nacerino questioned if they are purchasing an extra car. She states she is referring to Budgetary Amendment 15A007 that was just approved.

Commissioner Carlin stated that vehicle is from the T account. He stated that vehicle will go directly to road patrol. He stated the purchase of five (5) new road patrol vehicles are allowed each year.

Legislator LoBue stated the accident reports used to be submitted to the Rules Committee. She stated she would like to bring that back so the Legislature is up to date.

Chairman Castellano stated he would like to have a vehicle report at either Audit or Protective every six (6) months, possibly beginning in June.

Commissioner Carlin stated a report is submitted in August for the budget process. He stated this can be requested earlier.

Legislator LoBue stated she would like a report every month.

Chairman Castellano stated he believes having the report every six (6) months would be sufficient.

Legislator Nacerino made a motion to approve Fund Transfer 15A008; Seconded by Chairman Castellano. All in favor.

e. Approval/ Bond Resolution – \$120,000/ Office for Senior Resources/ Purchase Two OSR Buses

Legislator Gross made a motion to pre-file the necessary resolution; Seconded by Legislator Nacerino. All in favor.

f. Approval/ Budgetary Amendment (15A011)/ Office for Senior Resources/ Purchase Two OSR Buses

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

Item #8 - Approval/ Fund Transfer (14T392)/ Social Services/ Year End Purposes (Also reviewed in Health)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

Item #9 - Approval/ Fund Transfer (14T393)/ Social Services/ Year End Purposes(Also reviewed in Health)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Nacerino. All in favor.

Item #10 - Approval/ Fund Transfer (14T394)/ Social Services/ Year End Purposes(Also reviewed in Health)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

Item #11 - Approval/ Fund Transfer (15T013)/ Sheriff's Dept./ Cover Overtime due to Correctional Officer Vacancies (Also reviewed in Personnel)

Legislator Nacerino questioned when these vacancies would be filled.

Commissioner Carlin stated the process has begun, however it does take time as the candidates have to undergo many tests. He stated two (2) of the four (4) vacancies have been filled.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

Item #12 - Approval/ Fund Transfer (15T016)/ Sheriff's Dept./ Personnel Reimbursement for ERT Training

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Chairman Castellano. All in favor.

Item #13 - Approval/ Fund Transfer (15T018)/ Finance/ Transfer Upgrade Funds from Subcontingency (Also reviewed in Personnel)

Legislator Gross made a motion to pre-file the necessary resolution; Seconded by Legislator Nacerino. All in favor.

Item #14 - FYI/ Consumer Affairs/ Electrical Revenue-Fines Report – Duly Noted

Item #4 - Update/ Putnam County Golf Course/ General Manager McCall (continued)

Legislator LoBue questioned why the labor done at Putnam County Golf Course is not being charged back.

Commissioner Carlin stated that has not been done in years.

Legislator LoBue questioned why it is not accounted for. She stated the Parks Department is being sent to the Golf Course is do work.

Legislator Nacerino stated Munis does not have the capability to chargeback.

Commissioner Carlin stated Munis can track it.

Legislator LoBue stated the Parks Department was present at the Friday night event that featured The Nerds and employees were flagging and helping with parking. She stated this is an expense that the caterer should be bearing. She stated she would like to see the chargebacks for 2013 and 2014. She sated this is also overtime used.

Item #16 - Other Business - None

Item #17 - Adjournment

There being no further business, at 8:19 P.M., Chairman Castellano made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.