

# THE PUTNAM COUNTY LEGISLATURE

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



|                   |         |
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October 24, 2023

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

RE: Report of the Budget & Finance Committee on the 2024 Tentative Budget

Dear Madam Clerk:

The Putnam County Budget & Finance Committee has completed its review of the 2024 Putnam County Budget. Pursuant to Section 7.04 B (3) of the Putnam County Charter, I hereby submit this report to you from the Budget & Finance Committee.

The Committee has completed its review of the 2024 Tentative Budget as submitted by the County Executive to the Legislature on October 2, 2023. The County Executive presented the Tentative Budget to the Budget & Finance Committee on Thursday, October 5, 2023. As explained in the County Executive's presentation, the 2024 Executive Budget has kept the Property Tax Levy flat at approximately \$46.7 million, which is not only in compliance with the New York State mandated Property Tax Cap, it represents a freeze in the real property tax levy from 2023. Immediately following the County Executive's presentation, the Budget & Finance Committee held a Public Hearing.

Commencing on October 10, 2023, the Tentative Budget was reviewed by the appropriate Legislative Committees. Input was received from the Administration, Department Heads and County Elected Officials. Each Committee then submitted its proposed revisions and adjustments to the Budget & Finance Committee for additional review and approval on October 19, 2023. The modifications that were approved by the Budget & Finance Committee are outlined in the attached "Schedule A".

Upon recommendation of the Health, Social, Educational & Environmental Committee, the Budget & Finance Committee restored funding for two (2) programs. One was the Peers Influence Peers Program, placing \$36,000 in the subcontingency line until further discussion of

said program in an upcoming Health Committee meeting. The second program was the Office For Senior Resources' RSVP Program which provides technology training for our senior community. A total of \$6,000 was allocated for said program.

For the Protective Services Committee meeting, the Administration provided the Committee with information that the County had been awarded \$24,000 for the Stop DWI Program. They requested that an adjustment be made to the budget to accept this amount, since \$17,500 was originally budgeted as a place holder in the 2024 Tentative Budget in anticipation of receiving said funding. The Budget & Finance Committee approved this request.

The Rules, Enactments & Intergovernmental Relations Committee received and approved a request made by the Board of Election Commissioners to increase their Printing & Forms line by \$50,000 due to another Election which will be scheduled in the summer of 2024. The Budget & Finance Committee approved this request.

The Personnel Committee received a request from the Administration to remove the Senior Personnel Assistant position for \$80,707 from the Personnel Department's budget due to a retirement. This request was granted by the Personnel Committee and the Budget & Finance Committee. The Budget & Finance Committee also approved several other proposals made by the Personnel Committee such as: increasing the salary for a Confidential Secretary position by \$3,000 in the Sheriff's Department, reinstating a request made by the Sheriff for a Deputy Sheriff Sergeant position in the Civil Division, giving the Coroners, County Clerk and Sheriff the same 2.75% COLA increase that was received by all management positions; moving the \$12,725 amount "Reserved for Salary Adjustment" for the Commissioner of Health into subcontingency, and providing a salary increase of \$5,000 for the County Auditor.

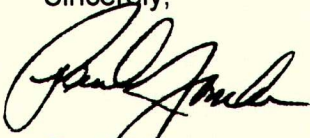
During the Budget & Finance Committee meeting, I proposed the removal of two (2) new initiatives included in the 2024 Executive Budget: a Municipal Partnership Initiative Program for \$250,000 and \$250,000 for a Community Assistance Initiative Program for not-for-profit organizations. Although the County Executive presented excellent proposals, we now have the opportunity moving forward to accomplish the details before potentially funding these proposals in the 2025 budget. My proposal removed the \$500,000 from the budget and used it to offset the changes made by the Budget & Finance Committee during the budget review process. The balance of approximately \$475,000 would then be used to reduce the tax levy for our taxpayers.

The Budget & Finance Committee also made a few minor adjustments at the request of the Administration to properly reflect accounts as information became available to them.

The entire budget process ran smoothly, and although the Budget & Finance Committee made slight changes as outlined in the attached "Schedule A", a fiscally sound budget has been compiled through the combined efforts between the Administration and the Legislature. The County Executive's proposed 2024 Tentative Budget kept the real property tax increase within the New York State Tax Cap, while the revisions made by the Budget & Finance Committee reduce the property tax levy. The resulting budget will also allow the County to continue to

provide the necessary services and programs to meet the health, safety and welfare needs of the Putnam County residents.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul E. Donke". The signature is fluid and cursive, with a large initial "P" and "D".

Paul E. Donke  
Chairman  
Putnam County Budget & Finance Committee

Att./

**SCHEDULE "A"**

**Alcohol & Substance Abuse**

|   | <b>FROM:</b> | <b>TO:</b>    |
|---|--------------|---------------|
| <b>Peers Influence Peers</b><br>(Restore Funding)<br><b>Subcontingency</b><br><b>10199000 54981</b> | <b>0</b>     | <b>36,000</b> |

**A DIFFERENCE OF: 36,000**

**Adjust fringes and revenue accordingly.**

**Social Services Department Adm**

|  | <b>FROM:</b>  | <b>TO:</b>    |
|--|---------------|---------------|
| <b>Contracts</b><br><b>10120000 54646</b><br>(Correcting budget line)              | <b>60,000</b> | <b>0</b>      |
| <b>Payments To Recipients</b><br><b>10120000 54493</b><br>(Correcting budget line) | <b>0</b>      | <b>60,000</b> |

**A DIFFERENCE OF: 0**

**Adjust fringes and revenue accordingly.**

**Purchase Services Recipients**

|  | <b>FROM:</b>     | <b>TO:</b>       |
|--|------------------|------------------|
| <b>Contracts</b><br><b>10607000 54646</b><br>(Correcting budget line)              | <b>1,100,000</b> | <b>0</b>         |
| <b>Payments To Recipients</b><br><b>10607000 54493</b><br>(Correcting budget line) | <b>0</b>         | <b>1,100,000</b> |

**A DIFFERENCE OF: 0**

**Adjust fringes and revenue accordingly.**

**Office For Senior Resources**

|                              | <b>FROM:</b> | <b>TO:</b>   |
|------------------------------|--------------|--------------|
| <b>Putnam Senior Corp.</b>   |              |              |
| <b>Contracts</b>             |              |              |
| (Restore Technology Classes) |              |              |
| <b>10677300 54646</b>        | <b>0</b>     | <b>6,000</b> |

**A DIFFERENCE OF: 6,000**

**Adjust fringes and revenue accordingly.**

**Health Department**

|  | <b>FROM:</b> | <b>TO:</b> |
|--|--------------|------------|
| <b>Reopening Schools</b>                   |              |            |
| <b>Social Security</b>                     |              |            |
| <b>26401001 58002 10167</b>                | <b>1,008</b> | <b>0</b>   |
| (Grant ended 7/30/23 – No Budget for 2024) |              |            |

**A DIFFERENCE OF: (1,008)**

|  |            |          |
|--|------------|----------|
| <b>Reopening Schools</b>                   |            |          |
| <b>Workers Compensation</b>                |            |          |
| <b>26401001 58004 10167</b>                | <b>167</b> | <b>0</b> |
| (Grant ended 7/30/23 – No Budget for 2024) |            |          |

**A DIFFERENCE OF: (167)**

|                                    |              |          |
|------------------------------------|--------------|----------|
| <b>Office of Homeland Security</b> |              |          |
| <b>State Retirement</b>            |              |          |
| <b>26401001 58001 10067</b>        | <b>2,337</b> | <b>0</b> |
| (Not a Health Dept Account)        |              |          |

**A DIFFERENCE OF: (2,337)**

|  |                |                |
|--|----------------|----------------|
| <b>NYS Public Health Corps – Revenue</b>           |                |                |
| <b>Public Health Emergency Preparedness (PHEP)</b> |                |                |
| <b>264001001 444892 10173</b>                      | <b>297,511</b> | <b>314,758</b> |

**A DIFFERENCE OF: 17,247**

|   |                |                |
|---|----------------|----------------|
| <b>Public Health Infrastructure – Revenue</b> |                |                |
| <b>PHEP</b>                                   |                |                |
| <b>26401001 444892 10205</b>                  | <b>175,192</b> | <b>181,120</b> |

**A DIFFERENCE OF: 5,928**

|                                 |         |         |
|---------------------------------|---------|---------|
| <b>Administration – Revenue</b> |         |         |
| State Aid Public Health         |         |         |
| 10401000 434011                 | 340,408 | 358,479 |

**A DIFFERENCE OF: 18,071**

|  |        |        |
|--|--------|--------|
| <b>Health Nursing Immunization – Revenue</b> |        |        |
| State Aid Public Health                      |        |        |
| 11017000 434011                              | 84,417 | 88,774 |

**A DIFFERENCE OF: 4,357**

|                                 |         |         |
|---------------------------------|---------|---------|
| <b>Health Nursing - Revenue</b> |         |         |
| State Aid Public Health         |         |         |
| 11401000 434011                 | 678,665 | 738,695 |

**A DIFFERENCE OF: 60,030**

|   |       |       |
|---|-------|-------|
| <b>Health EHS Drinking H2O Supply – Revenue</b> |       |       |
| State Aid Public Health                         |       |       |
| 12022000 434011                                 | 7,340 | 9,876 |

**A DIFFERENCE OF: 2,536**

|                                       |         |         |
|---------------------------------------|---------|---------|
| <b>Environmental Health – Revenue</b> |         |         |
| State Aid Public Health               |         |         |
| 12401000 434011                       | 845,297 | 875,886 |

**A DIFFERENCE OF: 30,589**

|                                   |         |         |
|-----------------------------------|---------|---------|
| <b>Health Education – Revenue</b> |         |         |
| State Aid Public Health           |         |         |
| 21401000 434011                   | 275,568 | 282,081 |

**A DIFFERENCE OF: 6,513**

|   |   |       |
|---|---|-------|
| <b>Emergency Preparedness – Revenue</b> |   |       |
| State Aid Public Health                 |   |       |
| 26401001 434011 10066                   | 0 | 2,496 |

**A DIFFERENCE OF: 2,496**

**A TOTAL DIFFERENCE OF: 151,279**

**Adjust fringes and revenue accordingly.**

**Probation Department**

|                               | <b>FROM:</b>  | <b>TO:</b>    |
|-------------------------------|---------------|---------------|
| <b>Partnership Initiative</b> |               |               |
| <b>Stop DWI</b>               |               |               |
| (Award Rec'd - \$24,000)      |               |               |
| <b>10331500 54936</b>         | <b>17,500</b> | <b>24,000</b> |

**A DIFFERENCE OF: 6,500**

**Public Safety Other – Revenue**

|                          | <b>FROM:</b>  | <b>TO:</b>    |
|--------------------------|---------------|---------------|
| <b>Stop DWI</b>          |               |               |
| (Award Rec'd - \$24,000) |               |               |
| <b>10331500 443890</b>   | <b>17,500</b> | <b>24,000</b> |

**A DIFFERENCE OF: 6,500**

**Adjust fringes and revenue accordingly.**

**Bureau of Emergency Services**

|                       | <b>FROM:</b> | <b>TO:</b> |
|-----------------------|--------------|------------|
| <b>Gasoline</b>       |              |            |
| <b>10398900 54371</b> | <b>270</b>   | <b>0</b>   |

**A DIFFERENCE OF: (270)**

**Adjust fringes and revenue accordingly.**

**Board of Elections**

|   | <b>FROM:</b>   | <b>TO:</b>     |
|---|----------------|----------------|
| <b>Printing &amp; Forms</b>                 |                |                |
| (Due to Possibility of Additional Election) |                |                |
| <b>10145000 54311</b>                       | <b>100,000</b> | <b>150,000</b> |

**A DIFFERENCE OF: 50,000**

**Adjust fringes and revenue accordingly.**

**Personnel Department**

|   | <b>FROM:</b>   | <b>TO:</b>     |
|---|----------------|----------------|
| <b>Senior Personnel Assistant</b><br><b>10143000 51000 (117)</b><br>(Remove from Budget Due<br>to Retirement) | <b>900,180</b> | <b>819,473</b> |

**A DIFFERENCE OF: (80,707)**

|  |                |                |
|--|----------------|----------------|
| <b>State Retirement</b><br><b>10143000 58001</b> | <b>124,876</b> | <b>110,556</b> |
|--|----------------|----------------|

**A DIFFERENCE OF: (14,320)**

|                                      |               |               |
|--------------------------------------|---------------|---------------|
| <b>FICA</b><br><b>10143000 58002</b> | <b>79,115</b> | <b>72,941</b> |
|--------------------------------------|---------------|---------------|

**A DIFFERENCE OF: (6,174)**

|  |              |              |
|--|--------------|--------------|
| <b>Workers Compensation</b><br><b>10143000 58004</b> | <b>5,169</b> | <b>4,147</b> |
|--|--------------|--------------|

**A DIFFERENCE OF: (1,022)**

|  |               |               |
|--|---------------|---------------|
| <b>Dental</b><br><b>10143000 58006</b> | <b>17,512</b> | <b>15,508</b> |
|--|---------------|---------------|

**A DIFFERENCE OF: (2,004)**

|  |                |                |
|--|----------------|----------------|
| <b>Health Plans</b><br><b>10143000 58008</b> | <b>273,296</b> | <b>243,951</b> |
|--|----------------|----------------|

**A DIFFERENCE OF: (29,345)**

|  |              |              |
|--|--------------|--------------|
| <b>Vision</b><br><b>10143000 58009</b> | <b>1,831</b> | <b>1,589</b> |
|--|--------------|--------------|

**A DIFFERENCE OF: (242)**

**A TOTAL DIFFERENCE OF: (133,814)**

**Adjust fringes and revenue accordingly.**



**Sheriff's Department - Administration**

|   | <b>FROM:</b> | <b>TO:</b> |
|---|--------------|------------|
| <b>Confidential Secretary</b><br>10311000 51000 (910) | 0            | 3,000      |
| <b>FICA</b><br>10311000 58002                         | 0            | 230        |

**A DIFFERENCE OF: 3,230**

**Adjust fringes and revenue accordingly.**

**Sheriff's Department - Civil Division**

|  | <b>FROM:</b> | <b>TO:</b> |
|--|--------------|------------|
| <b>Deputy Sheriff Sergeant</b><br>15311000 51000 (102) | 0            | 115,000    |
| <b>Retirement</b><br>15311000 58001                    | 0            | 24,788     |
| <b>FICA</b><br>15311000 58002                          | 0            | 8,798      |
| <b>Health Plans</b><br>15311000 58008                  | 0            | 31,441     |

**A DIFFERENCE OF: 180,027**

**Adjust fringes and revenue accordingly.**

**Coroners**

|   | <b>FROM:</b> | <b>TO:</b> |
|---|--------------|------------|
| <b>Coroner</b><br>10118500 51000 (101)<br>(2.75% COLA Increase) | 25,000       | 25,688     |

**A DIFFERENCE OF: 688**

|                             |               |               |
|-----------------------------|---------------|---------------|
| <b>Coroner</b>              |               |               |
| <b>10118500 51000 (102)</b> | <b>25,000</b> | <b>25,688</b> |
| (2.75% COLA Increase)       |               |               |

**A DIFFERENCE OF: 688**

|                             |               |               |
|-----------------------------|---------------|---------------|
| <b>Coroner</b>              |               |               |
| <b>10118500 51000 (103)</b> | <b>25,000</b> | <b>25,688</b> |
| (2.75% COLA Increase)       |               |               |

**A DIFFERENCE OF: 688**

|                       |          |            |
|-----------------------|----------|------------|
| <b>FICA</b>           |          |            |
| <b>10118500 58002</b> | <b>0</b> | <b>159</b> |

**A DIFFERENCE OF: 159**

**A TOTAL DIFFERENCE OF: 2,223**

**Adjust fringes and revenue accordingly.**

**County Clerk**

|                             |                |                |
|-----------------------------|----------------|----------------|
|                             | <b>FROM:</b>   | <b>TO:</b>     |
| <b>County Clerk</b>         |                |                |
| <b>10141000 51000 (101)</b> | <b>144,343</b> | <b>148,312</b> |
| (2.75% COLA Increase)       |                |                |

|                       |          |            |
|-----------------------|----------|------------|
| <b>FICA</b>           |          |            |
| <b>10141000 58002</b> | <b>0</b> | <b>304</b> |

**A DIFFERENCE OF: 4,273**

**Adjust fringes and revenue accordingly.**

**Sheriff's Department – Administration**

|                             |                |                |
|-----------------------------|----------------|----------------|
|                             | <b>FROM:</b>   | <b>TO:</b>     |
| <b>Sheriff</b>              |                |                |
| <b>10311000 51000 (101)</b> | <b>165,816</b> | <b>170,376</b> |
| (2.75% COLA Increase)       |                |                |

|                |   |     |
|----------------|---|-----|
| FICA           |   |     |
| 10311000 58002 | 0 | 349 |

A DIFFERENCE OF: 4,909

Adjust fringes and revenue accordingly.

Health Department

|   | FROM:  | TO: |
|---|--------|-----|
| Reserve for Salary Adjustment   |        |     |
| 10401000 51000 (905)  | 12,725 | 0   |
| (Proposal for Commissioner of Health Salary – Move to Subcontingency) |        |     |

|                |   |        |
|----------------|---|--------|
| Subcontingency |   |        |
| 10199000 54982 | 0 | 12,725 |

A DIFFERENCE OF: 0

Adjust fringes and revenue accordingly.

County Auditor

|                      | FROM:   | TO:     |
|----------------------|---------|---------|
| County Auditor       |         |         |
| 10132000 51000 (101) | 125,305 | 130,305 |

|                |   |     |
|----------------|---|-----|
| FICA           |   |     |
| 10132000 58002 | 0 | 383 |

A DIFFERENCE OF: 5,383

Adjust fringes and revenue accordingly.

Adjust Chargebacks

|   | FROM:  | TO:    |
|---|--------|--------|
| Warming Shelter Contract Chargeback Expense |        |        |
| 10120000 55646                              | 82,076 | 68,632 |

**A DIFFERENCE OF: (13,444)**

**Central Service Internal Chargeback  
Revenue**

|                        |                |                |
|------------------------|----------------|----------------|
| <b>10161000 412941</b> | <b>129,700</b> | <b>132,650</b> |
|------------------------|----------------|----------------|

**Part Bus System - Revenue**

**Central Service Internal Chargeback  
95630000 412941**

|                |                |
|----------------|----------------|
| <b>127,028</b> | <b>122,600</b> |
|----------------|----------------|

**Road Machinery – Revenue**

**Central Service Internal Chargeback  
10513000 412941**

|                |                |
|----------------|----------------|
| <b>342,100</b> | <b>336,100</b> |
|----------------|----------------|

**Stop DWI Fines - Revenue**

**10331500 426151**

|               |               |
|---------------|---------------|
| <b>75,806</b> | <b>76,200</b> |
|---------------|---------------|

**Sheriff Security Service DSS – Revenue**

**Central Service Internal Chargeback  
19005060 412941**

|               |               |
|---------------|---------------|
| <b>82,076</b> | <b>68,632</b> |
|---------------|---------------|

**A DIFFERENCE OF: (20,528)**

**Adjust fringes and revenue accordingly.**

**Legislature**

**FROM:**

**TO:**

**Temporary**

**(Cover Upcoming Maternity Leave)**

**10101001 51094**

**0**

**10,000**

**FICA**

**10101001 58002**

**0**

**765**

**A DIFFERENCE OF: 10,765**

**Adjust fringes and revenue accordingly.**

**Planning Department**

|  | <b>FROM:</b>   | <b>TO:</b>     |
|--|----------------|----------------|
| <b>Municipal Partnership Initiative<br/>Contracts<br/>10802000 54646 10208</b> | <b>250,000</b> | <b>225,469</b> |

**A DIFFERENCE OF: (24,531)**

|  |                |          |
|--|----------------|----------|
| <b>Municipal Partnership Initiative<br/>10802000 54646 10208</b> | <b>225,469</b> | <b>0</b> |
|--|----------------|----------|

**A DIFFERENCE OF: (225,469)**

|  |                |          |
|--|----------------|----------|
| <b>Community Assistance Program<br/>Contracts<br/>10802000 54646 10209</b> | <b>250,000</b> | <b>0</b> |
|--|----------------|----------|

**A DIFFERENCE OF: (250,000)**

**Offset Changes and Reduce Tax Levy**