

WARREN COUNTY BOARD OF SUPERVISORS

WARREN COUNTY MUNICIPAL CENTER
1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845-9803

Telephone 518-761-6535
Fax 518-761-7652

Frederick H. Monroe, Chairman

Joan Sady, Clerk of the Board

AGENDA BUDGET COMMITTEE April 8, 2009

OLD AND NEW BUSINESS:

- Update: 2010 Projected Warren County Budget Increases. These are implicit increases that have been projected by the Treasurer's Office. These are appropriations that cannot be reduced due to signed contracts or other factors.
- Request: Discussion for additional information to include in the 2010 Budget Guidelines.
- Rationale: Add or delete items to the Budget Guidelines that the Department Heads will be able to work with when creating their 2010 budget. The Guidelines established at the last meeting are attached with a couple of additional talking points. A resolution should be adopted by the next Budget Committee Meeting on May 6, 2009 to establish these guidelines.

PENDING ITEMS:

1. Referral from Occupancy Tax Committee to determine an annual source of funding of snowmobile clubs rather than having the funds disbursed from the General Fund.
2. Lists from Departments reflecting the programs offered and how they are funded.
3. Report to Committee on research of the total amount spent for 2008 on architect and engineering services.
4. Report on grant funded positions.

2010 Projected Warren County Budget Increases

Health Insurance	\$450,000.00
Retirement	\$1,400,000.00
Waste Management	\$2,200,000.00
Contract Settlements	\$1,100,000.00
Debt	\$1,200,000.00
Total	\$6,350,000.00

Percentage Increase 17.60%

3/11/2009

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2010 BUDGET GUIDELINES

Guidelines to include from the 3/11/09 Budget Committee Meeting

- Zero % increase in total departmental budgets.
- Detail list of furniture and equipment over a 3 year timeframe to be approved based on need.
- No raises for all non-bargaining employees.
- Follow the 2010 Budget Timetable.
- Develop a three-year budget plan.

Do we want to include:

- No new positions
- Set a target increase in the amount to be raised.
- Develop strategies to increase fund balance.

Budget Timetable 2010

3/11/2009	Committee meeting to discuss 2010 Budget Guidelines
4/8/2009	Committee meeting for more discussion on 2010 Budget Guidelines
5/6/2009	Committee to set 2010 Budget Guidelines for Board Resolution
5/15/2009	2010 Budget Guidelines to be adopted by the Board
6/26/2009	Salary Schedule due to Administrator (Civil Service)
6/30/2009	Unappropriated Surplus fund balances to be sent to budget team (Rick)
7/1/2009	Estimate of borrowings for 2010 to be sent to budget team (Rick)
7/1/2009	Position report due to budget team- 3 year trend (Todd)
7/1/2009	Salary Schedule to Department Heads for review (JoAnn)
7/10/2009	Salary changes from Department Heads due to budget team
7/15/2009	Budget Packets with instructions to be sent to Department Heads (JoAnn)
8/25-8/28/09	2010 Budget Review meetings with the Budget Committee
9/4/2009	Completed 2010 budgets due from Departments
10/2/2009	Footings due to budget team (Real Property)
10/7/2009	2010 Budget Status Report to be presented at Budget Committee Meeting
10/23/2009	Budget Officer to file 2010 budget with the Clerk of the Board
11/6/2009	Board to adopt 2010 Tentative Budget and set public hearing
11/9/2009	2010 Tentative Budget sent for printing
11/13/2009	Mail 2010 Tentative Budget to Supervisors for review
11/20/2009	Adopt final 2010 Budget
12/1/2009	Send final 2010 Budget Worksheets to Department Heads
12/1/2009	Tax Rates due from Real Property
12/2/2009	Send 2010 Adopted Budget to IT to put on web page