

WARREN COUNTY BOARD OF SUPERVISORS

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

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Frederick H. Monroe, Chairman

Joan Sady, Clerk of the Board

AGENDA BUDGET COMMITTEE September 16, 2009

1. Summary of Budget Committee Meetings – All departments were asked to submit a zero increase in the budget from 2009. This document shows the actual increase or decrease in the Departmental request for 2010 Budget.
2. Positions Abolished 2008-2010 – This report details the positions that have been abolished since 2008. These figures do not include loss of revenue resulting from the abolishment of positions.
3. Position Status – This report shows positions that have been submitted for Abolishment. Some have been reinstated by the Standing Committee and some will be eliminated in the departmental budgets in order to arrive at a zero percent increase. Also included are additional positions to be considered and those positions that were tabled at the last Full Board Meeting on 8/21/09.
4. Summary of non-mandated programs – This report lists programs that are not mandated by law and the anticipated cost to the County for 2010 for these programs.
5. Summary of Agencies and Proposed 2010 Budget Costs – This report shows the outside agencies that receive County funding and the proposed funding allocations for 2010 Budget.

SUMMARY OF BUDGET COMMITTEE MEETINGS

Department/Contract	2009 Budgeted Cost to County	2010 Budget	(Decrease) or Increase	Decrease (-) Increase (%)	Comments
Admin & Fiscal	\$ 187,116.00	\$ 169,933.00	\$ (17,183.00)	-9.18%	
Assigned Counsel	\$ 363,324.00	\$ 365,164.00	\$ 1,840.00	0.51%	Contract line cannot be reduced due to signed contracts
Board of Elections	\$ 395,920.00	\$ 539,514.00	\$ 143,594.00	36.27%	Reduce to 0% increase per Budget Officer Recommendation
Budget Officer	\$ 9,388.00	\$ 9,388.00	\$ -	0.00%	
Civil Service	\$ 175,412.00	\$ 175,412.00	\$ -	0.00%	
Clerk of the Board	\$ 295,963.00	\$ 294,863.00	\$ (1,100.00)	-0.37%	
Countryside Adult Home	\$ 547,324.00	\$ 665,586.00	\$ 118,262.00	21.61%	Budget Submitted is higher than requested by Committee
County Attorney	\$ 368,868.00	\$ 368,667.00	\$ (201.00)	-0.05%	
County Auditor	\$ 98,966.00	\$ 99,711.00	\$ 745.00	0.75%	
County Clerk	\$ (2,724,940.00)	\$ (2,736,778.00)	\$ (11,838.00)	-0.36%	
District Attorney	\$ 473,746.00	\$ 475,182.00	\$ 1,436.00	0.30%	
Economic Development	\$ 340,000.00	\$ 315,000.00	\$ (25,000.00)	-7.35%	
Fire & Building Code	\$ 154,669.00	\$ 151,142.00	\$ (3,527.00)	-2.28%	
Fleet Management	\$ 20,400.00	\$ 19,075.00	\$ (1,325.00)	-6.50%	
Health Services	\$ 1,303,180.00	\$ 1,259,175.00	\$ (44,005.00)	-3.38%	
Human Resources	\$ 116,123.00	\$ 112,572.00	\$ (3,551.00)	-3.06%	
Information Tech	\$ 364,566.00	\$ 320,682.00	\$ (43,884.00)	-12.04%	Includes elimination of Info Tech Business Analyst.
Justices & Constables	\$ 2,000.00	\$ 2,000.00	\$ -	0.00%	
Legislative Board	\$ 688,458.00	\$ 602,188.00	\$ (86,270.00)	-12.53%	
Mailroom	\$ 72,759.00	\$ 47,768.00	\$ (24,991.00)	-34.35%	Includes elimination of Asst. Messenger
Mental Health	\$ 42,219.00	\$ 134,639.00	\$ 92,420.00	218.91%	
Medical Examiners/Coroners	\$ 102,297.00	\$ 102,297.00	\$ -	0.00%	
Adk Park Local Gov't Review	\$ 6,500.00	\$ 6,500.00	\$ -	0.00%	
Cornell Coop Ext.-Youth	\$ 31,500.00	\$ 31,500.00	\$ -	0.00%	
Cornell Coop Ext.	\$ 462,500.00	\$ 346,875.00	\$ (115,625.00)	-25.00%	
Empire Zone Admin	\$ 45,000.00	\$ -	\$ (45,000.00)	-100.00%	
LARAC	\$ 5,000.00	\$ -	\$ (5,000.00)	-100.00%	
So. Adk Library	\$ 50,000.00	\$ 50,000.00	\$ -	0.00%	
Warren Co. SPCA	\$ 16,000.00	\$ 16,000.00	\$ -	0.00%	
Municipal Assoc. Dues	\$ 8,155.00	\$ 8,400.00	\$ 245.00	3.00%	
Office for the Aging	\$ 669,275.00	\$ 671,263.00	\$ 1,988.00	0.30%	
Office of Emergency Services	\$ 133,778.00	\$ 133,770.00	\$ (8.00)	-0.01%	Includes salary increase for Coordinator.
Planning	\$ 401,606.00	\$ 357,001.00	\$ (44,605.00)	-11.11%	
Printshop	\$ 34,185.00	\$ 34,185.00	\$ -	0.00%	
Probation	\$ 694,381.00	\$ 719,451.00	\$ 25,070.00	3.61%	Accepted by the Budget Officer
Public Defender	\$ 449,139.00	\$ 449,149.00	\$ 10.00	0.00%	
Public Works	\$ 10,752,748.00	\$ 10,998,230.00	\$ 245,482.00	2.28%	Does not include Solid Waste
Purchasing	\$ 106,388.00	\$ 105,338.00	\$ (1,050.00)	-0.99%	

SUMMARY OF BUDGET COMMITTEE MEETINGS

Real Property	\$ 200,942.00	\$ 200,776.00	\$ (166.00)	-0.08%	
Sheriff Department	\$ 12,679,130.00	\$ 12,606,480.00	\$ (72,650.00)	-0.57%	Includes elimination of 3 patrol officers and 1 Civil Officer
Social Services	\$ 16,183,118.00	\$ 15,466,155.00	\$ (716,963.00)	-4.43%	
Soil & Water	\$ 232,000.00	\$ 215,000.00	\$ (17,000.00)	-7.33%	
Storeroom	\$ 42,511.00	\$ 23,950.00	\$ (18,561.00)	-43.66%	Storekeeper reduced to Part time
Regional Planning Board	\$ 7,000.00	\$ 7,809.00	\$ 809.00	11.56%	
Treasurer	\$ 748,312.00	\$ 739,458.00	\$ (8,854.00)	-2.84%	Not including reduction in Sales Tax Revenue of \$1 Million
Tourism	\$ 3,427,901.00	\$ 3,343,426.00	\$ (84,475.00)	-2.46%	
Unallocated Insurance	\$ 290,000.00	\$ 260,000.00	\$ (30,000.00)	-10.34%	
Veterans	\$ 82,906.00	\$ 71,856.00	\$ (11,050.00)	-13.33%	
Weights & Measures	\$ 43,447.00	\$ 41,629.00	\$ (1,818.00)	-4.18%	
Westmount	\$ 170,191.00	\$ 400,000.00	\$ -	0.00%	\$400,000 to be transferred from fund balance. Includes - Director to PT, Deputy Director to Admin Asst. 50% to DSS
Youth Programs	\$ 61,762.00	\$ 30,927.00	\$ (30,835.00)	-49.93%	DSS
Total reduction from Dept. Requests			\$ (834,634.00)		

Positions Abolished 2008-2010

Department	Title	Amount
2008		
Positions Abolished		
Auditor	Sr. Account Clerk	\$ 30,193.00
DPW	Laborer #29	\$ 22,503.00
Total		\$ 52,696.00
2009		
Abolished during budget process		
Clerk of the Board	Secretary Clerk of the Board	\$ 32,805.00
Real Property	Tax Map Technician	\$ 32,812.00
County Attorney	Legal Assistant	\$ 31,193.00
Buildings & Grounds	Laborer	\$ 22,503.00
Parks & Recreation	Laborer	\$ 22,503.00
Parks & Recreation	Laborer	\$ 22,503.00
Maintenance Roads	MEO (L)	\$ 27,424.00
Maintenance Roads	Working Supervisor	\$ 26,101.00
Probation	Word Processing Operator	\$ 12,030.00
Sheriff's Law Enforcement	Property Clerk	\$ 13,000.00
Sheriff's Law Enforcement	Building Maintenance Worker	\$ 28,184.00
Sheriff's Law Enforcement	Patrol Officer	\$ 29,500.00
Civil Defense	Fire Coordinator	\$ 5,175.00
Health Services	Senior Clerk	\$ 24,059.00
Health Services	Word Processing Operator	\$ 24,059.00
Social Services	Deputy Commissioner	\$ 60,000.00
Westmount	Personal Care Provider	\$ 9,360.00
Occupancy Tax	Tourism Aide	\$ 960.00
Total		\$ 424,171.00
2009		
First Round of Position Abolishments		
Probation	Part Time Probation Officer	\$ 20,530.00
Probation	Part Time Probation Assistant	\$ 14,266.00
Countryside Adult Home	Recreation Aide	\$ 25,470.00
	Laundry Worker	\$ 22,897.00
Health Services	Food Service Helper	\$ 18,318.00
	Senior Account Clerk #2	\$ 28,041.00
	Word Processing Operator #4	\$ 24,480.00
Health Services	Account Clerk #1	\$ 24,480.00
	Community Health Nurse #34	\$ 41,358.00
Fire & Building Codes	Code Enforcement Officer #4	\$ 37,934.00
Social Services	Social Welfare Examiner #29	\$ 29,199.00
	Caseworker #8	\$ 34,178.00
Information Technology	Info Tech Business Analyst	\$ 33,000.00
County Clerk/DMV	Motor Veh License/Reg. Clerk #9	\$ 26,558.00
Westmount	Cleaner #3	\$ 22,897.00

Positions Abolished 2008-2010

Public Works	Airport Maintenance Worker #2	\$ 29,199.00
	Motor Equipment Operator	\$ 28,384.00
	Laborer #34	\$ 22,897.00
	Laborer #18	\$ 22,897.00
Up Yonda	Naturalist #1	\$ 33,558.00
Total		\$ 540,541.00
Grand Total		\$ 901,038.00

Please Note:

List includes only positions that were abolished. This does not include those positions deleted and reclassified to another paygrade.

Position Status

Positions that were prospective cuts but were reinstated by the Standing Committee

Department	Position Reduction	Approx. Salary
County Attorney	Asst. County Attorney	\$ 60,827.00
Health Services	RN	\$ 39,660.00
Probation	Probation Officer	\$ 44,000.00
Social Services	2 Caseworkers	\$ 69,552.00
	Senior Account Clerk	\$ 28,041.00
	Social Welfare Examiner	\$ 29,199.00
	Sr. Welfare Examiner	\$ 38,672.00
Printshop	Reduce to Part Time	\$ 17,000.00
Office of Emergency Services	3rd & 4th EMS Coordinator	\$ 6,000.00
Total		\$ 332,951.00

Positions eliminated in the 2010 Budget to help reduce budget for a zero percent increase

Department	Position Reduction	Approx. Salary
Administrative & Fiscal Services	1 Part Time Keyboard Specialist	\$ 10,709.00
	Reduction of hours Keyboard Specialist	\$ 8,147.00
DPW	Auto Mechanic Helper	\$ 35,609.00
	Laborer - Airport	\$ 26,410.00
	Highway Construction Supervisor	\$ 36,844.00
	Laborer Highway	\$ 23,298.00
	Information Systems Manager	\$ 45,898.00
	Investigator reduction of hours	\$ 10,320.00
District Attorney	Reduce Asst. Director to Part Time	\$ 29,063.00
Mental Health	3 Patrol Officers-Early Rtrmt Incentive	\$ 164,955.00
Sheriff	Civil Law Enforcement Officer #3	\$ 25,888.00
	Storekeeper-reduction to Part Time	\$ 18,561.00
Stockroom	Assistant Messenger	\$ 26,239.00
Mailroom	Reduce Director to Part Time	\$ 21,545.00
Youth	Deputy Director to Part Time	\$ 19,420.00
Parks & Rec	Bldg. Maint. Mech.	\$ 41,179.00
Total		\$ 544,085.00

Position Status

Additional Positions to be considered

Department	Position Reduction	Approx. Salary	
Clerk of Legislative Board	Legislative Office Specialist	\$ 32,090.00	
Countryside	*Abolish Case Manager	\$ 39,420.00	Resolution to be presented at Board Meeting 9/18/09
	*Abolish FT Activities Director	\$ 39,085.00	Resolution to be presented at Board Meeting 9/18/09
District Attorney	Typist	\$ 26,980.00	
	Investigator	\$ 36,123.00	
DPW - Parks & Rec	Director	\$ 67,974.00	
Health Services	Fiscal Manager	\$ 51,804.00	
	Office Specialist	\$ 34,609.00	Resolution to be presented at Board Meeting 9/18/09
Information Technology	Director	\$ 78,963.00	
	Help Desk Technician	\$ 37,058.00	
Office for the Aging	Part Time Food Service Helper	\$ 15,506.00	
Office of Emergency Services	4th EMS Deputy Coordinator	\$ 2,999.00	
Personnel/Human Resources	Personnel Technician	\$ 43,703.00	
	Admin Assistant	\$ 30,759.00	
Planning	Asst. Director	\$ 62,753.00	
Sheriff	Abolish Major-create Lieutenant	\$ 7,628.00	
Social Services	Sr. Support Investigator	\$ 40,491.00	
	Caseworker #22	\$ 42,577.00	
	Social Services Attorney	\$ 71,883.00	
Veterans	Reorganization of Dept. Organization Chart	\$ 130,000.00	
	Intake Clerk #3	\$ 24,480.00	Resolution to be presented at Board Meeting 9/18/09
	Sr. Typist	\$ 30,565.00	
Total		\$ 947,450.00	

Positions tabled at full Board Meeting on 8/21/09

Department	Position Reduction	Approx. Salary
County Clerk	DMV Clerk	\$ 26,558.00
	Legal Recording Clerk	\$ 28,041.00
Health Services	CHN	\$ 41,358.00
Treasurer	Senior Account Clerk	\$ 28,041.00
Office of Emergency Services	2nd Deputy EMS Coordinator	\$ 2,999.00
	3rd Deputy EMS Coordinator	\$ 2,999.00
Social Services	Caseworker	\$ 37,934.00
Total		\$ 167,930.00

Summary of Non-Mandated Programs 2

Department	Non-Mandated Programs - Implications of not providing services	2010 Anticipated Cost to County
Countryside Adult Home	Up to sixty residents will have to be re-located. Thirty-two employees will be displaced.	\$ 665,586.00
Airport	Airport promotes economic development	\$ 591,121.00
Fish Hatchery	Raises fish to stock in Warren County waters to promote tourism	\$ 104,000.00
Health Services-Preventive Program	Promotes most Health Services programs	\$ 54,917.00
Health Services-Family Health	Home visits to high risk pregnant women, postpartum and breastfeeding mothers and newborns.	\$ 47,975.00
Health Services-Disease control/immunizations	Communicable Disease control activities and all clinic services	\$ 27,949.00
Health Services-Tobacco Education	Education and advertising activities-monitoring activities for tobacco usage	\$ 15,000.00
Human Resources-EAP Program	Employee Assistance Program	\$ 14,250.00
Office for the Aging	Services for Seniors including meal sites and meals-on-wheels program.	\$ 671,263.00
Planning - GIS	Administration of GIS System	\$ 30,604.00
Social Services - Northeast Parent & Child		\$ 59,773.00
Social Services - St. Anne Institute		\$ 30,800.00
Social Services - Probation		\$ 27,386.00
Social Services - COPS Youth Bureau		\$ 14,947.00
Westmount	Eighty residents will have to be re-located. Will eliminate approximately 110 jobs.	\$ -
Youth Bureau	Serves Warren County youth up to age 21 to prevent delinquency prevention through positive youth development.	\$ 30,927.00
Total		\$ 2,386,498.00
Sheriff	Road Patrol (including fringe)	\$ 7,319,950.00
Total including Road Patrol		\$ 9,706,448.00

Summary of Agencies and Proposed 2010 Budget
 UPDATED 9/15/2009

Agencies that receive funding from Warren County	Non-Mandated Programs	2009 Anticipated Cost to County	2010 Proposed Budget	Savings
Agencies with a separate budget code				
Economic Development	Promotes businesses in Warren County Reso 420 of 2009	\$ 340,000.00	\$ 315,000.00	\$ 25,000.00
	Provides programs for youth and families that promote positive relationships, optimal health, natural resources and water quality, wise energy use and 4H youth development. Reso 461 of 2009	\$ 462,500.00	\$ 346,875.00	\$ 115,625.00
Local Development Corp	Promotes businesses in Warren County	\$ 21,000.00	\$ 21,000.00	\$ -
Soil and Water Conservation	Assists municipalities and residents regarding natural resources. Reso 459 of 2009	\$ 232,000.00	\$ 215,000.00	\$ 17,000.00
Warren Co. Arts Initiative	Funds for LARAC	\$ 5,000.00	\$ -	\$ 5,000.00
Youth Program 4-H Camp	Funds under privileged youth to attend summer camp	\$ 31,500.00	\$ 31,500.00	\$ -
Warren Co. Conservation Council	Promotion of natural resource conservation practices and programs	\$ 1,000.00	\$ 1,000.00	\$ -
Warren Co. SPCA	Perform certain services in th prevention of cruelty to animals	\$ 16,000.00	\$ 16,000.00	\$ -
Lake Champlain-Lake George Regional Planning Board	Multi-County agency (Clinton, Essex, Hamilton, Warren and Washington). Employees are paid through Warren County Payroll.	\$ 7,000.00	\$ 7,000.00	\$ -
Southern Adirondack Library System	Serves six libraries and provides bookmobile service to forty-six communities. Joint financing for the So. Adk Library System (in conjunction with Hamilton, Saratoga and Washington counties)	\$ 50,000.00	\$ 50,000.00	\$ -
Adirondack Park Local Gov't Review Board	Operational Costs	\$ 6,500.00	\$ 6,500.00	\$ -
Totals		\$ 1,172,500.00	\$ 1,009,875.00	\$ 162,625.00
Included in Legislative Board Budget				
Adk North Country Assoc.	County membership for regional economic development	\$ 1,915.00	\$ 750.00	\$ 1,165.00
City of Glens Falls	Funds recreation facilities and the Civic Center. Reso 460 of 2009	\$ 125,000.00	\$ 100,000.00	\$ 25,000.00
Sister Cities	Promotes Japan's Sister City	\$ 4,500.00	\$ 4,500.00	\$ -
W/W Counties Homeless Youth	Funding for the WAIT House	\$ 24,000.00	\$ -	\$ 24,000.00
Warren Co. Historical Assoc	Funds for Historical book and programs	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Community Action Agency(Cornlinks)	Delivery of gleaned foods to emergency food relief organizations	\$ 4,000.00	\$ 4,000.00	\$ -
Adirondack Regional Business Incubator	Company dissolved??	\$ 45,000.00	\$ -	\$ 45,000.00
Totals		\$ 209,415.00	\$ 111,750.00	\$ 97,665.00
GRAND TOTALS		\$ 1,381,915.00	\$ 1,121,625.00	\$ 260,290.00

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Comparison 2010 Budget to 2009 Budget

	2009	2010
Appropriations	146,245,803.00	155,696,775.00
Estimated Revenues	109,401,309.00	112,426,866.00
Less Sales Tax Credit	4,150,000.00	4,150,000.00
Less Town Payment	60,000.00	-
Subtotal	41,054,494.00	47,419,909.00
Less Appropriated Fund Balance		
Enterprise Revenue	170,191.00	73,000.00
Risk Retention	12,300.00	-
Waste Management	1,600,000.00	-
Debt Service	97,000.00	-
County road	750,000.00	200,000.00
Road Machinery	100,000.00	100,000.00
Occupancy Tax	2,320,000.00	2,100,000.00
Amount to be Raised	36,005,003.00	44,946,909.00
Increase to be Raised		8,941,906.00
Percentage Increase		24.84%

September 15.2009

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2010 Warren County Appropriation Increases

Debt	\$1,350,000.00
Other Payments/Contribution	-\$1,100,000.00
Rent	\$350,000.00
Health Insurance	\$950,000.00
Retirement	\$1,215,000.00
Waste Management	\$2,976,000.00
Interfund Transfers	\$2,100,000.00
Transportation	\$600,000.00
Contract Settlement	\$1,100,000.00
Total	\$9,541,000.00

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2010 Warren County Budget Estimated Revenue Comparison

	2010	2009	Increase (Decrease)
Real Property Tax Items	1,575,000.00	\$ 1,615,000.00	(40,000.00)
Non Property Tax Items	50,876,214.00	\$ 52,774,436.00	(1,898,222.00)
Departmental Income	15,696,802.00	\$ 15,917,599.00	(220,797.00)
Intergovernmental Charges	1,307,025.00	\$ 1,736,023.00	(428,998.00)
Use of Money&Property	693,644.00	\$ 1,115,236.00	(421,592.00)
Misc&Local Sources	4,034,686.00	\$ 3,895,208.00	139,478.00
State Aid	23,409,849.00	\$ 21,011,796.00	2,398,053.00
Federal Aid	10,804,427.00	\$ 9,531,995.00	1,272,432.00
Interfund Transfers	4,029,219.00	\$ 1,804,016.00	2,225,203.00
Total	112,426,866.00	\$ 109,401,309.00	3,025,557.00

September 15.2009