



Village of Suffern, New York

Adopted Budgets Fiscal Year Ending May 31, 2020

**As Adopted by the Village Board of Trustees
April 30, 2019**

CONTENTS

Budget Message	1
General Fund	6
Water Fund	20
Sewer Fund	22
Debt Service Fund	24
Schedule of Salaries & Wages	25
Debt Schedules	31
Capital Projects	34
Tax and Debt Limit Calculations	35
Comprehensive Financial Policies	39
Budget Resolutions	67

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Village of Suffern, New York

2019-2020 Budget Message

April 30, 2019

To the Mayor, the Board of Trustees and the residents of the Village of Suffern, New York:

Introduction

In accordance with Section 5-508 of Village Law and as adopted by the Village Board on April 30, 2019, submitted herewith are the budgets for the General Fund (including the Curbside Solid Waste District and the Container Solid Waste District), the Water Fund, the Sewer Fund, and the Debt Service Fund for the fiscal year ending May 31, 2020 (the 2019-2020 fiscal year).

Also included in this document are various supporting schedules and a list of capital projects recommended to be undertaken in the 2019-2020 fiscal year. No spending or encumbrance against any of the projects listed is authorized until and unless the Village Board adopts one or more resolutions to undertake the project(s), identifies and secures the source(s) of financing for said project(s), and establishes the necessary project budget(s) (estimated revenues and appropriations).

Budget preparation worksheets and instructions were distributed to department heads in January 2019 and returned to the Treasurer's Office during the month of February 2019. A tentative budget was presented by the Mayor to the Village Clerk, distributed to the Board of Trustees and made available on the Village website on March 21, 2019.

The Village Clerk presented the tentative budget to the Village Board at the Village Board meeting of April 1, 2019. Public hearings on the tentative budget, a proposed local law to override the 2019-2020 real property tax levy limit ("tax cap"), the proposed 2019-2020 water rates and the proposed 2019-2020 sewer rents were held on April 11 and April 17, 2019, after which the public hearings were closed. On April 30, 2019, the Village Board adopted the 2019-2020 water rates, the 2019-2020 sewer rents, a local law to override the 2019-2020 tax cap and the 2019-2020 budgets for the General Fund, the Water Fund, the Sewer Fund and the Debt Service Fund.

The Village began on a path to return the Village to fiscal stability in April 2015 with the adoption of the 2015-2016 fiscal year budget. Continuous monitoring of expenditures and revenues is an extension of that process that allows us to adjust to significant variances from the spending plans we adopted. Unless otherwise noted, all comparisons presented in this document are to the budgets as adopted for the 2018-2019 fiscal year.

Contingency

The General Fund, Water Fund, and Sewer Fund budgets include amounts for contingency. Because budgeting is not an exact science, the Village is authorized to include an amount in its budget for unforeseen circumstances. This amount is referred to as the contingency, or contingent account. Should the amount in the contingent account not be needed, the unused amount would simply add to fund balance at the close of the fiscal year. It is the position of the Village Board and Village Treasurer that these contingencies are appropriate and necessary to provide for both the unanticipated and as a means of rebuilding the fund balances to reasonable levels.

General Fund

The General Fund is the major operating fund of the Village and includes all accounts that would not otherwise be required to be kept in another fund. General Fund appropriations will increase \$546,641 (3.7%) from \$15 million to \$15.5 million and revenues other than property taxes will decrease \$117,020 (2.9%). As a result, the real property tax levy will increase \$663,661 (6.1%) from \$10.9 million to \$11.6 million.

Together with a \$1.1 million (0.8%) reduction in taxable assessed valuation of real property (from \$134 million to \$132.8 million), the 2019-2020 real property tax rate will increase from \$81.30 to \$86.98 (7%) per \$1,000 taxable assessed valuation. The real property tax rate changes approximately one percent (1%) for every \$116,000 change in estimated revenue or appropriation and for every \$1.33 million change in taxable assessed valuation.

The increase in Village taxes for the year on a single-family home with the median taxable assessed value of \$41,100 will be \$234.

Solid Waste Districts

The Curbside Solid Waste District provides residential refuse and recycling services to residents of the Village, other than those living in condominiums and cooperative apartments ("co-ops"). Costs of operating the Curbside Solid Waste District decrease \$25,552. Together with a reduction in the number of units serviced from 1,908 to 1,878, the annual service charge per unit will increase \$46 from \$534 to \$540.

The Container Solid Waste district provides residential refuse and recycling services to residents living in condominiums and co-ops. The 2019-2020 Adopted Budget of \$313,586 for services to 1,723 units results in a decrease in the annual rate of one dollar per unit, from \$183 to \$182.

Water Fund

The Water Fund accounts for the activities of the Village's drinking water treatment and distribution system. Total costs of operating the Water Fund will increase \$104,064 (5.1%) and estimated revenues other than water rents will increase \$8,100. It is estimated that the water bill for the average single-family home will increase \$12 per year.

Sewer Fund

The Sewer Fund accounts for the activities of the Village's sanitary sewer treatment plant and collection system. Total costs of operating the Sewer Fund will increase \$261,115 (11.6%) and total estimated revenues other than sewer rents will increase \$2,300. It is estimated that the sewer bill for the average single-family home will increase \$38 per year.

Debt Service Fund

The Debt Service Fund is used to accumulate the resources (money) necessary to meet the required payments of principal and interest (debt service) on outstanding serial bonds. Debt service requirements for 2019-2020 will increase a nominal \$5,698 (0.5%) from \$1,187,768 to \$1,193,466. Debt service payments are funded by transfers in from the General, Water and Sewer funds.

Capital Projects

The \$4.5 million of capital projects listed in this document represent assets that are expected to last at least three years and that New York State Local Finance Law allows the issuance of debt to finance the cost of those assets. Debt is the proposed source of funding for all of the capital projects listed, but the source of funding is subject to change based on the availability of grants and aid. It is important to note that no person representing the Village is legally authorized to expend, or commit the Village to expend, money on any project until the necessary resolutions to establish project budgets and financing, including but not limited to bond resolutions, are adopted by the Village Board.

Short- and Long-Term Debt

Included as separate schedules is information on the Village's short- and long-term debt. Short-term debt outstanding at the date of this publication includes bond anticipation notes (BANs) and installment purchase contracts. The only long-term debt issued by the Village are general obligation ("GO") serial bonds backed by the full faith and credit of the Village.

Real Property Tax Levy Limit

On June 24, 2011 the real property tax levy limit ("tax cap") was signed into law as Chapter 97 of the New York State Laws of 2011 and became permanent as part of the 2019-2020 New York State budget, which was adopted on March 31, 2019. The tax cap law establishes a limit on the annual growth of real property taxes levied by the Village to two percent or the rate of inflation, whichever is less. There are limited, narrow exclusions to the tax cap, including certain costs of significant judgments arising out of tort actions and unusually large year-to-year increases in pension contribution rates. The tax levy cannot exceed the cap unless 60 percent of the total voting power of the Village Board (at least three affirmative votes) adopt a local law to override the tax cap. It is important to note that the tax cap is on the tax *levy* (the amount to be raised in real property taxes), and not the tax *rate* (the amount to be raised in real property taxes divided by the total taxable assessed value of the Village).

On April 30, 2019, the Village Board adopted a local law to override the 2019-2020 tax cap.

Acknowledgements

We thank the department heads and employees of the Village who helped prepare the tentative budget, the Office of State Comptroller for their review and consideration of the tentative budget, and the Mayor and Board of Trustees for their ardent work in transforming the tentative budget into this adopted budget. Most of all, we thank the residents and businesses of the Village of Suffern for their contributions to making our community the wonderful place it is to live, work and enjoy.

Respectfully submitted,

/s/ Michael A. Genito

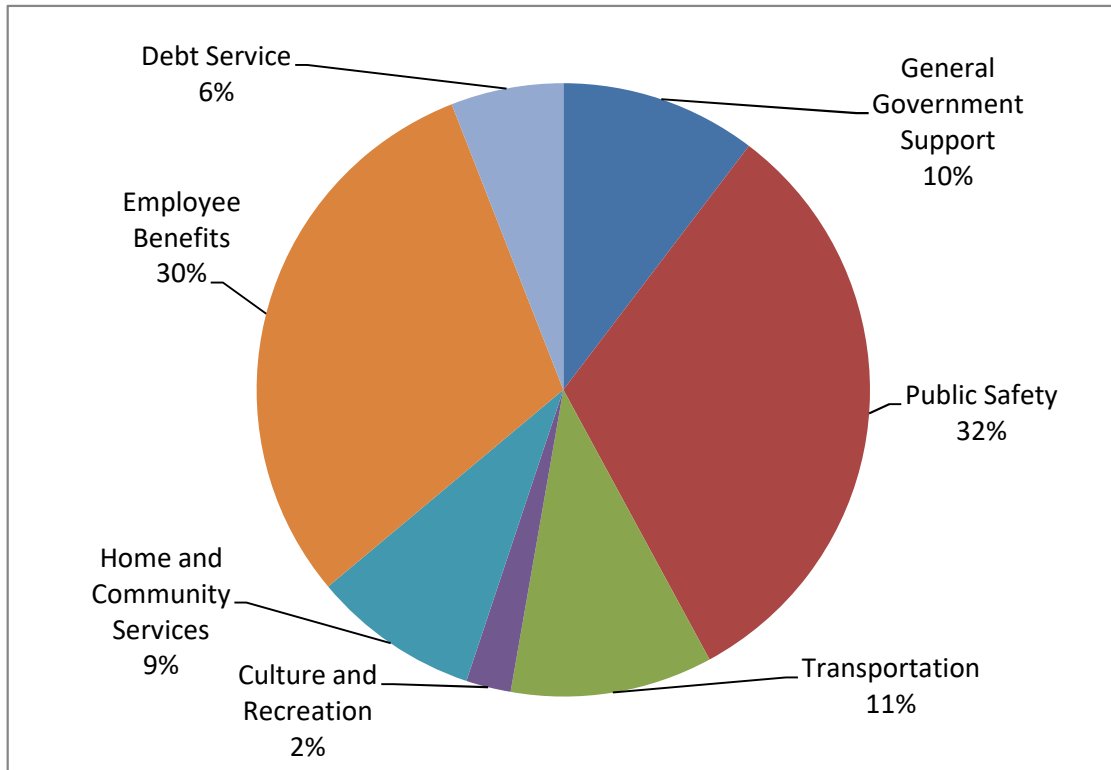
Michael A. Genito
Village Treasurer

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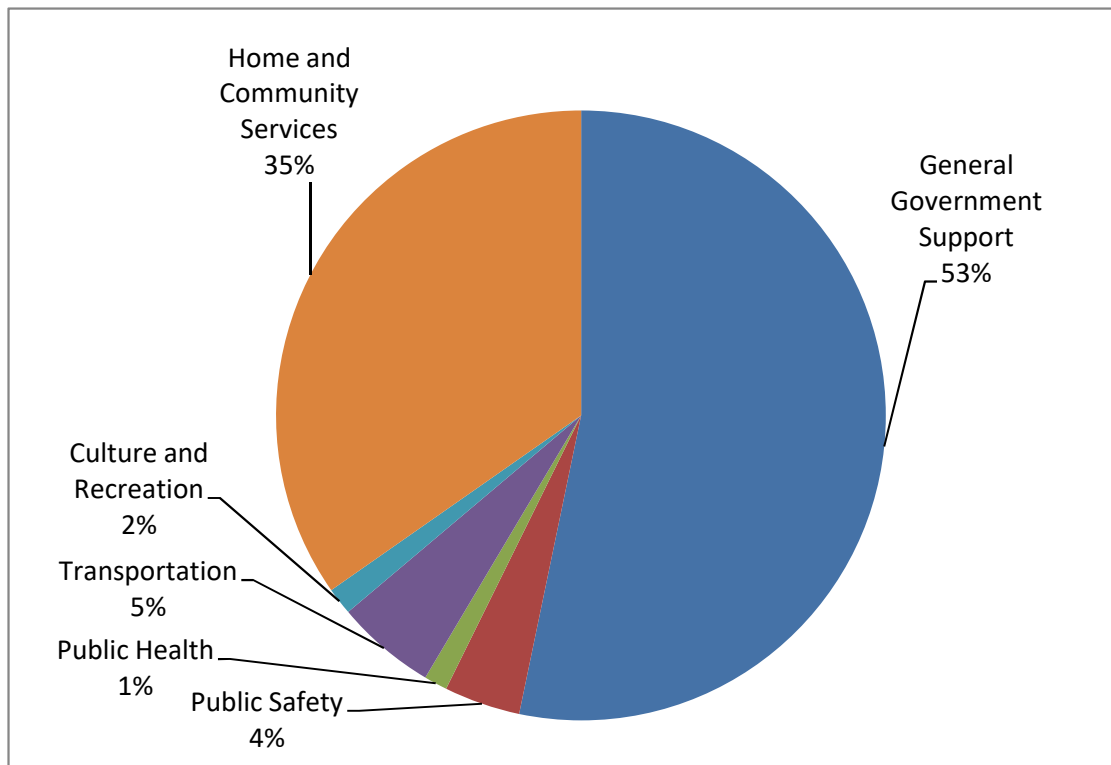
Village of Suffern, New York General Fund
Summary of Changes by Program
Fiscal Year Ending May 31, 2020

	Adopted 2019	Tentative 2020	Adopted 2020	Change 2019 to 2020	
Appropriations:					
General Government Support	\$ 1,594,468	\$ 1,656,067	\$ 1,604,373	\$ 9,905	0.6%
Public Safety	4,552,582	5,199,229	4,919,752	367,170	8.1%
Public Health	9,600	9,600	9,600	-	0.0%
Transportation	1,722,572	1,799,284	1,654,373	(68,199)	-4.0%
Culture and Recreation	345,364	372,865	366,175	20,811	6.0%
Home and Community Services	1,380,634	1,400,208	1,363,938	(16,696)	-1.2%
Employee Benefits	4,399,161	4,871,489	4,673,761	274,600	6.2%
Debt Service	960,918	919,968	919,968	(40,950)	-4.3%
Total Appropriations	\$ 14,965,299	\$ 16,228,710	\$ 15,511,940	\$ 546,641	3.7%
Estimated Revenues:					
General Government Support	\$ 2,169,681	\$ 2,090,431	\$ 2,107,431	\$ (62,250)	-2.9%
Public Safety	170,750	160,000	160,000	(10,750)	-6.3%
Public Health	48,000	49,000	49,000	1,000	2.1%
Transportation	230,588	180,588	210,164	(20,424)	-8.9%
Culture and Recreation	60,000	57,000	57,000	(3,000)	-5.0%
Home and Community Services	1,395,655	1,410,329	1,374,059	(21,596)	-1.5%
Total Estimated Revenues	\$ 4,074,674	\$ 3,947,348	\$ 3,957,654	\$ (117,020)	-2.9%
Total Appropriations	\$ 14,965,299	\$ 16,228,710	\$ 15,511,940	\$ 546,641	3.7%
Less: Estimated Revenues	4,074,674	3,947,348	3,957,654	(117,020)	-2.9%
	10,890,625	12,281,362	11,554,286	663,661	6.1%
Less: Appropriated Fund Balance	-	-	-	-	0.0%
Real Property Tax Levy	10,890,625	12,281,362	11,554,286	663,661	6.1%
Village Taxable Assessed Valuation	133,954,425	132,575,136	132,840,366	(1,114,059)	-0.8%
Tax Rate per \$1,000 Assessed Valuation	\$81.30	\$92.64	\$86.98	\$5.68	7.0%
Median taxable assessed value,					
single family home	\$41,100		\$41,100	\$0	
Property taxes on median single family home	\$3,341		\$3,575	\$234	
The following changes would change the tax rate by one (1%) percent:					
A change in revenues and/or expenditures of:				\$116,000	
A change in taxable assessed valuation of:				\$1,328,000	

2019-2020 General Fund Appropriations by Program



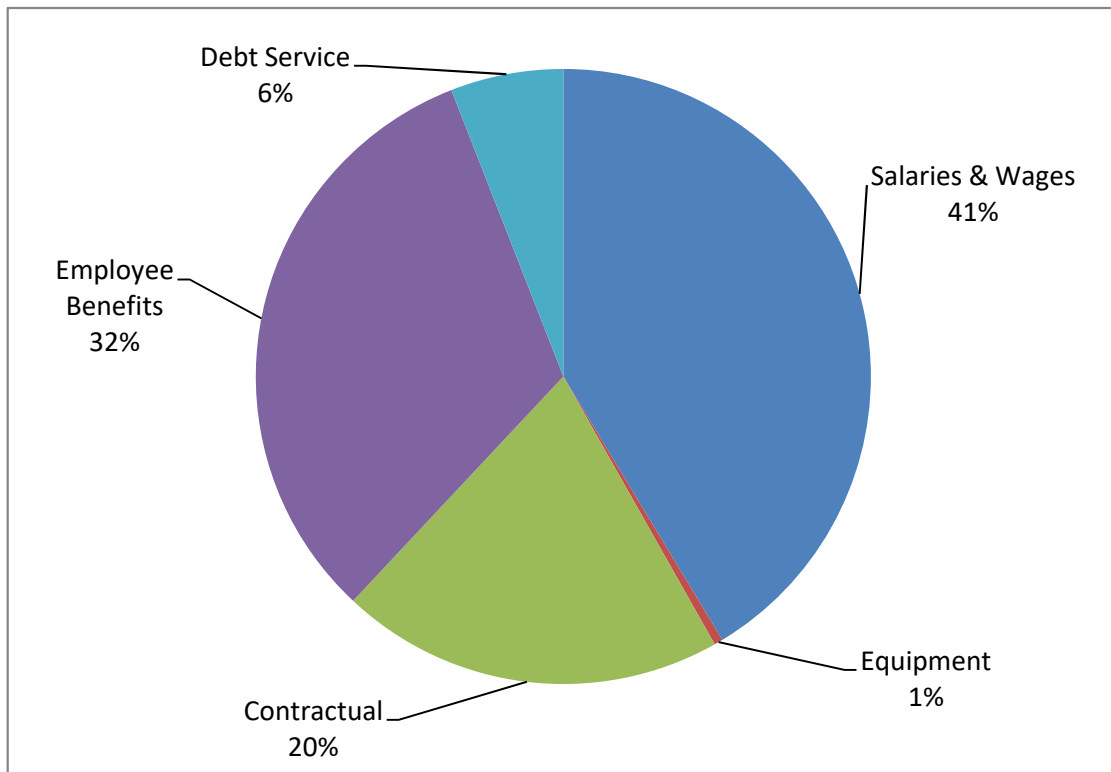
2019-2020 General Fund Estimated Revenues by Program



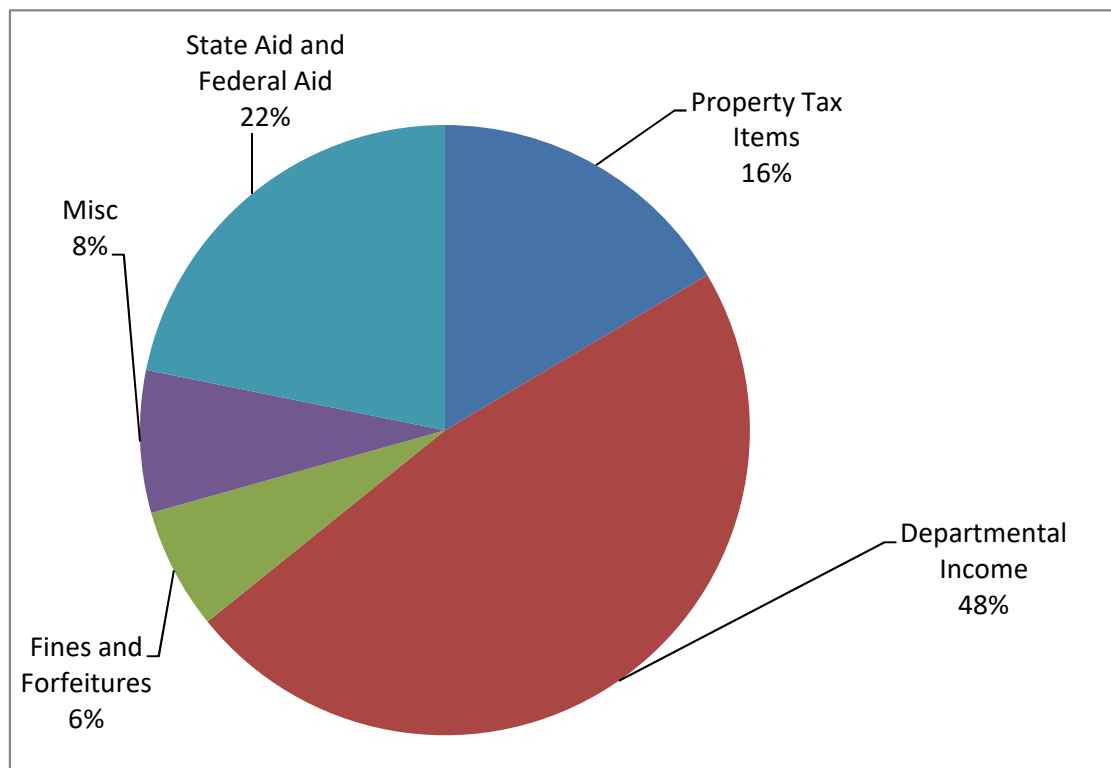
Village of Suffern, New York General Fund
Summary of Changes by Object and Source
Fiscal Year Ending May 31, 2020

	Adopted 2019	Tentative 2020	Adopted 2020	Change 2019 to 2020	
Appropriations:					
Salaries & Wages	\$ 6,029,256	\$ 6,683,846	\$ 6,414,519	\$ 385,263	6.4%
Equipment	197,153	85,301	71,601	(125,552)	-63.7%
Contractual	3,086,721	3,353,169	3,128,424	41,703	1.4%
Employee Benefits	4,691,251	5,186,426	4,977,428	286,177	6.1%
Debt Service	960,918	919,968	919,968	(40,950)	-4.3%
Total Appropriations	<u>\$ 14,965,299</u>	<u>\$ 16,228,710</u>	<u>\$ 15,511,940</u>	<u>\$ 546,641</u>	<u>3.7%</u>
Estimated Revenues Other Than Real Property Taxes:					
Property Tax Items	\$ 629,072	\$ 633,578	\$ 633,578	\$ 4,506	0.7%
Departmental Income	1,904,993	1,856,917	1,831,075	(73,918)	-3.9%
Use of Money and Property	56,000	56,117	56,117	117	0.2%
Licenses and Permits	40,750	34,000	34,000	(6,750)	-16.6%
Fines and Forfeitures	270,000	247,000	247,000	(23,000)	-8.5%
Sale of Property and Compensation for Loss	49,000	28,000	28,000	(21,000)	-42.9%
Misc. Revenues	300,000	273,000	290,000	(10,000)	-3.3%
State Aid and Federal Aid	824,859	818,736	837,884	13,025	1.6%
Total Estimated Revenues	<u>\$ 4,074,674</u>	<u>\$ 3,947,348</u>	<u>\$ 3,957,654</u>	<u>\$ (117,020)</u>	<u>-2.9%</u>
Total Appropriations	\$ 14,965,299	\$ 16,228,710	\$ 15,511,940	\$ 546,641	3.7%
Less: Estimated Revenues	<u>4,074,674</u>	<u>3,947,348</u>	<u>3,957,654</u>	<u>(117,020)</u>	<u>-2.9%</u>
	10,890,625	12,281,362	11,554,286	663,661	6.1%
Less: Appropriated Fund Balance	-	-	-	-	0.0%
Real Property Tax Levy	10,890,625	12,281,362	11,554,286	663,661	6.1%
Village Taxable Assessed Valuation	<u>133,954,425</u>	<u>132,575,136</u>	<u>132,840,366</u>	<u>(1,114,059)</u>	<u>-0.8%</u>
Tax Rate per \$1,000 Assessed Valuation	<u>\$81.30</u>	<u>\$92.64</u>	<u>\$86.98</u>	<u>\$5.68</u>	<u>7.0%</u>

2019-2020 General Fund Appropriations by Object



2019-2020 General Fund Estimated Revenues by Source



**Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2020
Appropriations**

Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
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GENERAL GOVERNMENT SUPPORT

BOARD OF TRUSTEES

A1010.1 Personal Services	\$ 35,249	\$ 38,250	\$ 38,250	\$ 38,250
A1010.4 Contractual Expenses	11,690	15,000	15,832	15,832
TOTAL	46,939	53,250	54,082	54,082

JUDICIAL

VILLAGE JUSTICE

A1110.1 Personal Services	188,396	201,236	218,992	218,992
A1110.4 Contractual Expenses	49,385	76,410	74,426	62,226
TOTAL	237,781	277,646	293,418	281,218

EXECUTIVE

MAYOR

A1210.1 Personal Services	27,935	27,000	27,000	27,000
A1210.4 Contractual Expenses	1,335	3,050	3,258	3,258
TOTAL	29,270	30,050	30,258	30,258

FINANCE

AUDITOR

A1320.4 Contractual Expenses	24,336	38,000	38,000	38,000
TOTAL	24,336	38,000	38,000	38,000

TREASURER

A1325.1 Personal Services	66,668	79,450	80,763	80,763
A1325.4 Contractual Expenses	47,456	59,100	64,224	59,224
TOTAL	114,124	138,550	144,987	139,987

ASSESSOR

A1355.1 Personal Services	13,557	13,103	13,103	13,103
TOTAL	13,557	13,103	13,103	13,103

MUNICIPAL FINANCIAL ADVISOR

A1380.4 Contractual Expenses	2,500	2,500	4,000	4,000
TOTAL	2,500	2,500	4,000	4,000

TOTAL FINANCE	154,517	192,153	200,090	195,090
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STAFF

VILLAGE CLERK

A1410.1 Personal Services	128,645	133,924	152,595	152,595
A1410.4 Contractual Expenses	105,872	99,400	55,587	55,587
TOTAL	234,517	233,324	208,182	208,182

**Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2020
Appropriations**

	Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
VILLAGE ATTORNEY				
A1420.1 Personal Services	72,227	71,351	24,994	17,000
A1420.4 Contractual Expenses	199,431	92,800	198,008	171,508
TOTAL	271,658	164,151	223,002	188,508

TOTAL STAFF	506,175	397,475	431,184	396,690
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SHARED SERVICES

BUILDINGS

A1620.1 Personal Services	49,566	49,234	49,235	49,235
A1620.4 Contractual Expenses	123,881	154,200	154,200	154,200
TOTAL SHARED SERVICES	173,447	203,434	203,435	203,435

SPECIAL ITEMS

A1910.4 Unallocated Insurance	141,429	165,460	168,600	168,600
A1920.4 Municipal Association Dues	4,846	5,000	5,000	5,000
A1930.4 Judgement and Claims	898	70,000	70,000	70,000
A1990.4 Contingent Account	-	200,000	200,000	200,000
TOTAL SPECIAL ITEMS	147,173	440,460	443,600	443,600

TOTAL GENERAL GOVERNMENT SUPPORT	1,295,302	1,594,468	1,656,067	1,604,373
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PUBLIC SAFETY & EDUCATION

DARE

A2989.1 DARE	57,840	40,000	40,000	40,000
TOTAL	57,840	40,000	40,000	40,000

POLICE

A3120.1 Personal Services	3,432,866	3,663,878	4,319,030	4,114,102
A3120.2 Equipment	58,298	48,369	20,000	20,000
A3120.4 Contractual Expenses	188,415	239,685	242,413	217,413
TOTAL	3,679,579	3,951,932	4,581,443	4,351,515

FIRE DEPARTMENT

A3410.2 Equipment	72,656	72,584	64,101	51,101
A3410.4 Contractual Expenses	230,863	244,591	271,163	267,783
TOTAL	303,519	317,175	335,264	318,884

SAFETY INSPECTION

A3620.1 Personal Services	207,084	215,100	215,199	193,905
A3620.4 Contractual Expenses	11,190	28,375	27,323	15,448
TOTAL	218,274	243,475	242,522	209,353

TOTAL PUBLIC SAFETY AND EDUCATION	4,259,212	4,552,582	5,199,229	4,919,752
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Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2020
Appropriations

	Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
HEALTH				
REGISTRAR OF VITAL STATISTICS				
A4020.1 Personal Services	9,720	9,600	9,600	9,600
TOTAL HEALTH	9,720	9,600	9,600	9,600

TRANSPORTATION				
STREET ADMINISTRATION				
A5010.1 Personal Services	23,852	6,542	-	-
A5010.4 Contractual Expenses	9,197	20,000	15,116	15,116
TOTAL	33,049	26,542	15,116	15,116
STREET MAINTENANCE				
A5110.1 Personal Services	712,673	783,083	782,434	782,434
A5110.2 Equipment	-	40,000	-	-
A5110.4 Contractual Expenses	255,616	410,200	484,416	391,416
TOTAL	968,289	1,233,283	1,266,850	1,173,850
SNOW REMOVAL				
A5142.4 Contractual Expenses	116,036	114,000	147,500	132,500
TOTAL	116,036	114,000	147,500	132,500
STREET LIGHTING				
A5182.4 Contractual Expenses	176,490	235,700	245,000	245,000
TOTAL	176,490	235,700	245,000	245,000
PARKING DEPARTMENT				
A5650.1 Personal Services	52,588	69,777	72,432	38,321
A5650.4 Contractual Expenses	72,114	43,270	52,386	49,586
TOTAL	124,702	113,047	124,818	87,907
TOTAL TRANSPORTATION	1,418,566	1,722,572	1,799,284	1,654,373

CULTURE AND RECREATION				
PLAYGROUND AND RECREATION CENTERS				
A7140.1 Personal Services	144,385	157,302	158,579	172,711
A7140.2 Equipment	299	1,200	1,200	500
A7140.4 Contractual Expenses	130,178	95,900	118,372	114,782
TOTAL	274,862	254,402	278,151	287,993
SUFFERN COMMUNITY CENTER				
A7141.1 Personal Services	54,816	63,831	63,583	48,451
A7141.4 Contractual Expenses	25,975	22,550	29,150	27,750
TOTAL	80,791	86,381	92,733	76,201

Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2020
Appropriations

	Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
HISTORIAN				
A7510.1 Personal Services	2,049	1,981	1,981	1,981
A7510.4 Contractual Expenses	1,753	2,600	-	-
TOTAL	3,802	4,581	1,981	1,981

TOTAL CULTURE AND RECREATION	359,455	345,364	372,865	366,175
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HOME AND COMMUNITY SERVICES

ZONING				
A8010.1 Personal Services	4,254	4,863	4,863	4,863
A8010.4 Contractual Expenses	1,076	1,000	1,000	1,000
TOTAL	5,330	5,863	5,863	5,863

PLANNING				
A8020.1 Personal Services	5,814	5,616	5,616	5,616
A8020.4 Contractual Expenses	21,430	16,500	25,900	25,900
TOTAL	27,244	22,116	31,516	31,516

CURBSIDE SOLID WASTE				
A8160.1 Personal Services	432,242	434,135	445,597	445,597
A8160.2 Equipment	-	35,000	-	-
A8160.4 Contractual Expenses	229,441	277,300	288,709	263,709
A8160.8 Employee Benefits	283,620	292,090	314,937	303,667
TOTAL	945,303	1,038,525	1,049,243	1,012,973

CONTAINER SOLID WASTE				
A8161.4 Contractual Expenses	284,295	314,130	313,586	313,586
TOTAL	284,295	314,130	313,586	313,586

TOTAL HOME AND COMMUNITY SERVICES	1,262,172	1,380,634	1,400,208	1,363,938
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UNDISTRIBUTED

EMPLOYEE BENEFITS				
A9010.8 State Retirement	307,078	307,185	377,042	368,096
A9015.8 Police Retirement.	812,094	854,593	948,861	903,834
A9025.8 Firefighter Service Award Program	128,719	129,000	140,000	140,000
A9030.8 Social Security	402,571	415,025	477,226	426,778
A9031.8 MTA Commuter Tax	18,545	20,000	22,000	22,000
A9036.8 Disability Insurance	103	200	200	200
A9037.8 Flexible Spending Plan	1,300	800	1,200	1,200
A9040.8 Workers Compensation	454,084	443,000	426,160	380,753
A9045.8 Life Insurance	74,477	75,000	75,000	75,000
A9050.8 Unemployment Ins.	1,700	6,000	6,000	6,000
A9060.8 Hospital & Medical Ins.	1,904,474	2,055,700	2,297,800	2,249,900

**Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2020
Appropriations**

	Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
A9065.8 Dental Insurance	90,207	92,658	100,000	100,000
TOTAL	4,195,352	4,399,161	4,871,489	4,673,761
DEBT SERVICE				
A9730.6 Bond Anticipation Notes Principal	347,457	263,308	151,000	151,000
A9730.7 Bond Anticipation Notes Interest	32,131	12,946	8,284	8,284
A9785.6 Installment Purchase Contracts Principal	29,772	30,973	96,964	96,964
A9785.7 Installment Purchase Contracts Interest	20,005	18,805	25,705	25,705
TOTAL	429,365	326,032	281,953	281,953
OPERATING TRANSFERS TO OTHER FUNDS				
A9901.9 Transfer to Debt Service				
A9901.6 Serial Bond Principal	454,991	469,321	492,782	492,782
A9901.7 Serial Bond Interest	184,982	165,565	145,233	145,233
A9950.9 Transfer to Capital Projects Fund	54,983	-	-	-
TOTAL	694,956	634,886	638,015	638,015
TOTAL UNDISTRIBUTED	5,319,673	5,360,079	5,791,457	5,593,729
TOTAL APPROPRIATIONS	\$ 13,924,100	\$ 14,965,299	\$ 16,228,710	\$ 15,511,940

**Village of Suffern, New York General Fund
Estimated Revenues
Fiscal Year Ending May 31, 2020**

Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
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TAX ITEMS

OTHER TAX ITEMS

A1081 Payments in Lieu of Taxes	\$ 184,526	\$ 189,072	\$ 193,578	\$ 193,578
A1090 Interest & Pen on Real Prop Taxes	44,024	20,000	20,000	20,000
TOTAL OTHER TAX ITEMS	228,550	209,072	213,578	213,578

NON-PROPERTY TAX ITEMS

A1130 Utilities Gross Receipts Tax	174,689	170,000	170,000	170,000
A1170 Franchises	327,697	250,000	250,000	250,000
TOTAL NON-PROPERTY TAX ITEMS	502,386	420,000	420,000	420,000

TOTAL TAX ITEMS	730,936	629,072	633,578	633,578
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DEPARTMENTAL INCOME

PUBLIC SAFETY

A1560 Safety Inspection Fees	120,089	150,000	140,000	140,000
A1589 Other Public Safety	20,000	20,000	20,000	20,000
A2260 Police Services	6,488	750	-	-
TOTAL PUBLIC SAFETY	146,577	170,750	160,000	160,000

HEALTH

A1603 Vital Statistics Fees	51,905	48,000	49,000	49,000
TOTAL HEALTH	51,905	48,000	49,000	49,000

TRANSPORTATION

A1710 Public Works Services	7,553	-	-	-
A1721 Parking Permits	173,493	225,000	175,000	185,428
A2302 Snow Removal Other Governments	835	5,588	5,588	5,588
TOTAL TRANSPORTATION	181,881	230,588	180,588	191,016

CULTURE AND RECREATION

A2025 Pool Fees	45,962	45,000	42,000	42,000
A2089 Other Culture/Recreation	16,328	15,000	15,000	15,000
TOTAL CULTURE AND RECREATION	62,290	60,000	57,000	57,000

HOME AND COMMUNITY SERVICES

A2130 Refuse Charges	24,684	26,500	25,000	25,000
A2110 Zoning Fees	2,720	2,500	2,500	2,500
A2115 Planning Board Fees	19,637	35,000	20,000	20,000
A3265 Curside District Solid Waste Fees	938,810	1,017,525	1,049,243	1,012,973
A3265 Container District Solid Waste Fees	307,571	314,130	313,586	313,586
TOTAL HOME & COMMUNITY SERVICES	1,293,422	1,395,655	1,410,329	1,374,059

**Village of Suffern, New York General Fund
Estimated Revenues
Fiscal Year Ending May 31, 2020**

	Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
TOTAL DEPARTMENTAL INCOME	1,736,075	1,904,993	1,856,917	1,831,075

USE OF MONEY AND PROPERTY

A2401 Interest & Earnings	521	-	-	-
A2410 Rental of Cell Tower	36,019	38,000	38,117	38,117
A2410 Rental of Parking Spaces	18,000	18,000	18,000	18,000
TOTAL USE OF MONEY AND PROPERTY	54,540	56,000	56,117	56,117

LICENSES & PERMITS

A2501 Business Licenses	-	750	-	-
A2590 Other Permits	22,651	40,000	34,000	34,000
TOTAL LICENSES & PERMITS	22,651	40,750	34,000	34,000

FINES & FORFEITURES

A2610 Fines and Forfeited Bail	255,803	270,000	247,000	247,000
TOTAL FINES & FOREITURES	255,803	270,000	247,000	247,000

SALES OF PROPERTY & COMPENSATION FOR LOSS

A2651 Sale of Recyclables	6,724	3,000	3,000	3,000
A2651 Curbside District Sale of Recyclables	-	21,000	-	-
A2680 Insurance Recovery	47,267	25,000	25,000	25,000
TOTAL SALES & COMPENSATION FOR LOSS	53,991	49,000	28,000	28,000

MISCELLANEOUS

A2701 Refunds of Prior Years Expenditures	44,980	21,500	-	-
A2705 DARE Donations	66,862	40,000	40,000	40,000
A2705 Salvation Army Contribution	20,000	20,000	20,000	20,000
A2705 Miscellaneous Gifts & Donations	23,442	11,500	5,000	5,000
A2710 Premium on Obligations	1,626	-	-	-
A2709 Employee Health Insurance Contributions	171,432	167,000	168,000	185,000
A2770 HCBA Fee	40,000	40,000	40,000	40,000
A2770 Miscellaneous Unclassified Revenues	106,710	-	-	-
TOTAL MISCELLANEOUS	475,052	300,000	273,000	290,000

STATE AND GOVERNMENT AID

GENERAL GOVERNMENT

A3001 Aid & Incentive to Municipalities (AIM)	88,416	99,859	88,416	88,416
A3005 Mortgage Tax	195,361	200,000	195,000	195,000
A3089 Per Capita State Aid	10,320	-	10,320	10,320
A3089 County Sales Tax Distribution	526,222	525,000	525,000	525,000
TOTAL GENERAL GOVERNMENT	820,319	824,859	818,736	818,736

**Village of Suffern, New York General Fund
Estimated Revenues
Fiscal Year Ending May 31, 2020**

	Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
TRANSPORTATION				
A3501 CHIPS	26,504	-	-	-
A3502 Snow and Ice	18,084	-	-	19,148
TOTAL TRANSPORTATION	44,588	-	-	19,148
HOME AND COMMUNITY SERVICES				
A3991 Water Capital Project	49,306	-	-	-
TOTAL STATE AND GOVERNMENT AID	914,213	824,859	818,736	837,884
GRAND TOTAL REVENUES OTHER THAN REAL PROPERTY TAXES	\$ 4,243,261	\$ 4,074,674	\$ 3,947,348	\$ 3,957,654

Village of Suffern, New York Curbside Solid Waste District
Calculation of Per Unit Solid Waste Fee
Fiscal Year Ending May 31, 2020

Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
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APPROPRIATIONS:

HOME AND COMMUNITY SERVICES

A8160.1	Personal Services	432,242	434,135	445,597	445,597
A8160.2	Equipment	-	35,000	-	-
A8160.4	Contractual Expenses	229,441	277,300	288,709	263,709
TOTAL		661,683	746,435	734,306	709,306

EMPLOYEE BENEFITS

A4810	State Retirement	61,654	60,418	63,379	63,379
A4830	Social Security	23,308	31,762	34,088	31,860
A4840	Workers Compensation	65,033	63,000	60,170	53,328
A4845	Life Insurance	2,342	2,500	2,500	2,500
A4860	Hospital & Medical Insurance	122,873	129,700	146,300	144,100
A4865	Dental Insurance	8,410	4,710	8,500	8,500
TOTAL		283,620	292,090	314,937	303,667

TOTAL APPROPRIATIONS	945,303	1,038,525	1,049,243	1,012,973
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**ESTIMATED REVENUES OTHER THAN
DISTRICT SERVICE CHARGES**

A3265	Sales of Recyclables	-	21,000	-	-
TOTAL OTHER REVENUES		-	21,000	-	-
LESS: TOTAL APPROPRIATIONS		945,303	1,038,525	1,049,243	1,012,973

REVENUES TO BE RAISED BY

DISTRICT SERVICE CHARGES	\$ 938,810	\$ 1,017,525	\$ 1,049,243	\$ 1,012,973
UNITS TO BE SERVICED	1,923	1,908	1,877	1,878
Annual service charge per unit	\$488	\$534	\$559	\$540
Change in annual service charge amount			\$25	\$6
Change in annual service charge percent			4.7%	1.1%

Village of Suffern, New York Container Solid Waste District
Calculation of Per Unit Solid Waste Fee
Fiscal Year Ending May 31, 2020

Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
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HOME AND COMMUNITY SERVICES

A8161.4 CONTAINER SERVICES	\$ 284,295	\$ 314,130	\$ 313,586	\$ 313,586
TOTAL APPROPRIATIONS	\$ 284,295	\$ 314,130	\$ 313,586	\$ 313,586

REVENUES TO BE RAISED BY

DISTRICT SERVICE CHARGES	\$ 307,571	\$ 314,130	\$ 313,586	\$ 313,586
UNITS TO BE SERVICED	1,722	1,723	1,723	1,723
Annual service charge per unit	\$179	\$183	\$182	\$182
Change in annual service charge amount		\$4	(\$1)	(\$1)
Change in annual service charge percent		2.2%	-0.5%	-0.5%

Village of Suffern, New York Water Fund
Appropriations
Fiscal Year Ending May 31, 2020

		Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
SPECIAL ITEMS					
F1990	Contingent Account	-	200,000	200,000	200,000
HOME AND COMMUNITY SERVICES					
F8310.1	Personal Services	234,338	246,073	248,910	244,490
F8310.4	Contractual Expenses	60,748	66,930	137,708	137,708
F4810	State Retirement	33,557	35,808	35,403	34,775
F4830	Social Security	-	18,825	19,042	17,481
F4840	Workers Compensation	2,194	5,665	5,470	4,848
F4860	Hospital & Medical Ins.	60,529	60,100	77,600	76,400
TOTAL		391,366	433,401	524,133	515,702
SOURCE OF SUPPLY, POWER AND PUMPING					
F8320.1	Personal Services	482,978	574,670	575,810	575,810
F8320.4	Contractual Expenses	196,497	259,100	305,600	275,600
F4810	State Retirement	82,689	79,259	81,900	81,900
F4830	Social Security	36,118	41,667	44,049	41,170
F4831	MTA Commuter Tax	1,637	2,700	2,000	2,000
F4840	Workers Compensation	39,581	43,000	38,290	33,936
F4845	Life Insurance	2,386	2,200	2,200	2,200
F4860	Hospital & Medical Ins.	206,423	233,500	245,800	242,000
F4865	Dental Insurance	3,437	7,850	6,000	6,000
TOTAL		1,051,746	1,243,946	1,301,649	1,260,616
TRANSMISSION AND DISTRIBUTION					
F8340.4	Contractual Expenses	79,515	98,700	103,500	104,000
TOTAL		79,515	98,700	103,500	104,000
SHORT-TERM DEBT SERVICE					
F9730.6	Bond Anticipation Notes Principal	25,625	10,125	10,125	10,125
F9730.7	Bond Anticipation Notes Interest	1,829	633	485	485
TOTAL		27,454	10,758	10,610	10,610
LONG-TERM DEBT SERVICE					
F9901.6	Serial Bond Principal	47,912	50,070	52,431	52,431
F9901.7	Serial Bond Interest	23,331	21,025	18,605	18,605
TOTAL		71,243	71,095	71,036	71,036
TOTAL APPROPRIATIONS		1,621,324	2,057,900	2,210,928	2,161,964

**Village of Suffern, New York Water Fund
Appropriations
Fiscal Year Ending May 31, 2020**

Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
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**Village of Suffern, New York Water Fund
Estimated Revenues
Fiscal Year Ending May 31, 2020**

Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
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HOME AND COMMUNITY SERVICES

F3214	Water Meter Charges and Permits	32,900	1,500	1,500	1,500
F3214	Interest and Penalties	25,827	12,000	19,000	19,000
TOTAL METER CHARGES AND RELATED ITEMS		58,727	13,500	20,500	20,500

F3277	MISCELLANEOUS	10,463	6,600	7,000	7,700
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GRAND TOTAL ESTIMATED REVENUES OTHER THAN METERED WATER SALES		69,190	20,100	27,500	28,200
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F3214	ESTIMATED METERED WATER SALES	1,855,879	2,037,800	2,183,428	2,133,764
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TOTAL ESTIMATED REVENUES		1,925,069	2,057,900	2,210,928	2,161,964
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F2909	(INCREASE)/DECREASE IN FUND BALANCE	(303,745)	-	-	-
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Total revenue to be raised by metered water sales	\$ 1,855,879	\$ 2,037,800	\$ 2,183,428	\$ 2,133,764
Less estimated minimum annual service charge	N/A	(167,755)	(167,755)	(167,755)
Revenue to be raised by water units consumed	N/A	\$ 1,870,045	\$ 1,971,691	\$ 1,966,009
Estimated Units of Water Sold (748 gallons/100 cubic ft)	588,000	449,000	449,000	449,000
Units sold up to 70 units per billing	N/A	190,000	190,000	190,000
Units sold over 70 units per billing	N/A	259,000	259,000	259,000
Water rents up to 70 units per billing	N/A	\$ 673,216	\$ 709,809	\$ 707,763
Water rents over 70 units per billing	N/A	\$ 1,196,829	\$ 1,261,882	\$ 1,258,246
Per unit rates for consumers within the Village:				
Minimum charge for the first 10 units or fraction thereof	\$35.00	\$35.00	\$35.00	\$35.00
For the portion over 10 units and less than 71 units	\$3.35	\$3.54	\$3.74	\$3.73
For the portion over 70 units	\$3.83	\$4.62	\$4.87	\$4.86
Per unit rates for consumers outside the Village limits:				
Minimum charge for the first 10 units or fraction thereof	\$60.00	\$60.00	\$60.00	\$60.00
For the portion over 10 units	\$4.89	\$5.31	\$5.61	\$5.60
Median household water bill (31 units every six months)	\$278	\$289	\$302	\$301
Dollar change in median household annual water bill			\$12	\$12
Percent change in median household annual water bill			4.12%	4.07%

Village of Suffern, New York Sewer Fund
Appropriations
Fiscal Year Ending May 31, 2020

		Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
SPECIAL ITEMS					
G1990	Contingency	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
SEWER ADMINISTRATION					
G8110.1	Personal Services	233,999	246,073	248,910	244,490
G8110.4	Contractual Expenses	47,752	57,430	80,416	80,416
G4810	State Retirement	33,564	35,808	35,403	34,775
G4830	Social Security	-	18,825	19,042	17,481
G4840	Workers Compensation	1,499	5,665	5,470	4,848
G4860	Hospitalization & Medical Insurance	46,690	60,100	55,600	54,700
TOTAL SEWER ADMINISTRATION		363,504	423,901	444,841	436,710
WASTEWATER TREATMENT PLANT					
G8130.1	Personal Services	321,131	423,934	229,509	207,366
G8130.2	Equipment	50	80,000	-	-
G8130.4	Contractual Expenses	537,322	395,500	759,004	770,504
G4810	State Retirement	80,502	61,690	32,644	32,644
G4830	Social Security	22,013	32,431	17,557	16,410
G4831	MTA Commuter Tax	998	2,300	1,000	1,000
G4840	Workers Compensation	32,649	35,000	38,290	33,936
G4845	Life Insurance	1,843	1,800	1,800	1,800
G4860	Hospitalization & Medical Insurance	123,605	129,700	148,600	146,300
G4865	Dental Insurance	10,558	4,316	11,000	11,000
TOTAL WASTEWATER TREATMENT PLANT		1,130,671	1,166,671	1,239,404	1,220,960
SHORT-TERM DEBT SERVICE					
G9730.6	Bond Anticipation Notes Principal	72,900	72,900	60,400	60,400
G9730.7	Bond Anticipation Notes Interest	12,362	5,489	9,378	9,378
G9790.7	State (EFC) Loan Interest	3,404	-	-	-
TOTAL SHORT-TERM DEBT SERVICE		88,666	78,389	69,778	69,778
G9795.6 GENERAL FUND LOAN REPAYMENT					
		-	-	200,000	200,000
LONG-TERM DEBT SERVICE					
G9901.9	Transfer to Debt Service Fund				
	Serial Bond Principal	287,097	300,609	314,183	314,183
	Serial Bond Interest	179,095	181,178	170,232	170,232
TOTAL LONG-TERM DEBT SERVICE		466,192	481,787	484,415	484,415
TOTAL APPROPRIATIONS		\$ 2,049,033	\$ 2,250,748	\$ 2,538,438	\$ 2,511,863

Village of Suffern, New York Sewer Fund
Estimated Revenues
Fiscal Year Ending May 31, 2020

	Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
DEPARTMENTAL INCOME				
G2122 Sewer Charges	\$ 3,600	\$ 3,000	\$ -	\$ -
G2128 Interest and Penalties	27,828	9,500	13,000	13,000
TOTAL	31,428	12,500	13,000	13,000
USE OF MONEY AND PROPERTIES				
G2401 Interest Earnings	2	-	-	-
TOTAL	2	-	-	-
MISCELLANEOUS INCOME				
G2770 Unclassified	12,445	9,200	10,000	11,000
TOTAL	12,445	9,200	10,000	11,000
TOTAL REVENUES OTHER THAN SEWER RENTS	\$ 43,875	\$ 21,700	\$ 23,000	\$ 24,000
BUDGET SUMMARY AND RATE ANALYSIS				
APPROPRIATIONS:				
OPERATION & MAINTENANCE	\$ 1,494,175	\$ 1,690,572	\$ 1,784,245	\$ 1,757,670
DEBT SERVICE	554,858	560,176	754,193	754,193
TOTAL APPROPRIATIONS	2,049,033	2,250,748	2,538,438	2,511,863
LESS REVENUES OTHER THAN SEWER RENTS	43,875	21,700	23,000	24,000
NET APPROPRIATIONS	2,005,158	2,229,048	2,515,438	2,487,863
(INCREASE)/DECREASE IN FUND BALANCE	20,945	-	-	-
REQUIRED SEWER RENTS	\$ 1,984,213	\$ 2,229,048	\$ 2,515,438	\$ 2,487,863
ESTIMATED AVERAGE UNIT SALES		215,000	215,000	215,000
ACTUAL/ESTIMATED UNIT RATE	\$ 7.93	\$ 10.37	\$ 11.70	\$ 11.57
APPROPRIATION PERCENTAGES:				
OPERATION, MAINTENANCE & REPAIR	77.48%	75.11%	70.29%	69.97%
DEBT SERVICE	22.52%	24.89%	29.71%	30.03%
TOTAL PERCENTAGE	100.00%	100.00%	100.00%	100.00%
APPROPRIATION APPORTIONMENT:				
OPERATION, MAINTENANCE & REPAIR	\$ 6.14	\$ 7.79	\$ 8.22	\$ 8.10
DEBT SERVICE	1.79	2.58	3.48	3.47
TOTAL SEWER RATE	\$ 7.93	\$ 10.37	\$ 11.70	\$ 11.57
Rates for consumers within the Village:				
Minimum charge	\$25.00	\$25.00	\$25.00	\$25.00
Per 100 cubic feet of water consumed	\$7.93	\$10.37	\$11.70	\$11.57
Rates for consumers outside the Village limits:				
Minimum charge	\$25.00	\$25.00	\$25.00	\$25.00
Per 100 cubic feet of water consumed	\$8.61	\$12.96	\$14.63	\$14.46
Estimated annual sewer bill for median Village household	\$246	\$321	\$363	\$359
Dollar change in median household annual sewer bill			\$42	\$38
Percent change in median household annual sewer bill			13.1%	10.5%

Village of Suffern, New York Debt Service Fund
Fiscal Year Ending May 31, 2020

		Actual 2018	Adopted 2019	Tentative 2020	Adopted 2020
9710V	APPROPRIATIONS:				
4906	2007 Serial Bond Principal	\$ 245,000	\$ 255,000	\$ 270,001	\$ 270,001
4906	2012 Serial Bond Principal	175,000	165,000	170,000	170,000
4906	2015 Serial Bond Principal	45,000	50,000	50,000	50,000
4906	2016 Serial Bond Principal	325,000	340,000	355,000	355,000
4906	2017C EFC Serial Bond Principal	-	10,000	14,395	14,395
	TOTAL SERIAL BOND PRINCIPAL	790,000	820,000	859,396	859,396
4907	2007 Serial Bond Interest	62,483	52,419	41,720	41,720
4907	2012 Serial Bond Interest	101,363	96,987	92,864	92,864
4907	2015 Serial Bond Interest	45,563	43,900	42,150	42,150
4907	2016 Serial Bond Interest	178,000	161,751	144,752	144,752
4907	2017C EFC Serial Bond Interest	-	12,711	12,584	12,584
	TOTAL SERIAL BOND INTEREST	387,409	367,768	334,070	334,070
	TOTAL APPROPRIATIONS	\$ 1,177,409	\$ 1,187,768	\$ 1,193,466	\$ 1,193,466
9900V	ESTIMATED REVENUES:				
3503	Transfer in from General Fund	\$ 639,972	\$ 634,886	\$ 638,015	\$ 638,015
3503	Transfer in from Water Fund	71,244	71,095	71,036	71,036
3503	Transfer in from Sewer Fund	466,193	481,787	484,415	484,415
	TOTAL ESTIMATED REVENUES	1,177,409	1,187,768	1,193,466	1,193,466
	Appropriated Fund Balance	-	-	-	-
	TOTAL ESTIMATED REVENUES AND APPROPRIATED FUND BALANCE	\$ 1,177,409	\$ 1,187,768	\$ 1,193,466	\$ 1,193,466

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2020

		2018-2019	REVISED 2019-2020			
UNIT	TITLE	ADOPTED BUDGET	BASE SALARY	LONG -EVITY	SPECIAL PAY	TOTAL SALARY
GENERAL FUND						
BOARD OF TRUSTEES						
A1010.1	DEPUTY MAYOR	\$ 9,900	\$ 9,900	\$ -	\$ -	\$ 9,900
A1010.1	TRUSTEE	9,450	9,450	-	-	9,450
A1010.1	TRUSTEE	9,450	9,450	-	-	9,450
A1010.1	TRUSTEE	9,450	9,450	-	-	9,450
TOTAL LEGISLATIVE		38,250	38,250	-	-	38,250
VILLAGE JUSTICE						
A1110.1	JUSTICE	27,892	27,892	-	-	27,892
A1110.1	ACTING JUSTICE	8,294	8,294	-	-	8,294
A1110.1	COURT ATTENDANT	5,200	5,200	-	-	5,200
A1110.1	COURT CLERK	63,882	81,500	2,000	-	83,500
A1110.1	ASST COURT CLERK	53,708	52,708	1,000	-	53,708
A1110.1	DATA ENTRY OPERATOR II	32,760	34,398	-	-	34,398
SUBTOTAL JUDICIAL		191,736	209,992	3,000	-	212,992
OVERTIME		9,500	6,000	-	-	6,000
TOTAL JUDICIAL		201,236	215,992	3,000	-	218,992
A1210.1	MAYOR	27,000	27,000	-	-	27,000
TREASURER						
A1325.1	TREASURER	101,400	101,400	-	-	101,400
A1325.1	SENIOR ACCOUNT CLERK	52,500	55,125	-	-	55,125
SUBTOTAL TREASURER		153,900	156,525	-	-	156,525
OVERTIME		2,500	2,500	-	-	2,500
ALLOCATIONS OUT		(76,950)	(78,262)	-	-	(78,262)
TOTAL TREASURER		79,450	80,763	-	-	80,763
A1355.1	ASSESSOR	13,103	13,103	-	-	13,103
VILLAGE CLERK						
A1410.1	VILLAGE CLERK	31,442	80,850	-	-	80,850
A1410.1	DEPUTY CLERK	64,050	49,000	-	-	49,000
A1410.1	OFFICE SERVICES AIDE	36,991	39,310	-	-	39,310
A1410.1	CLERK TYPIST	61,515	56,515	4,000	-	60,515
A1410.1	SENIOR CLERK	60,514	57,514	3,000	-	60,514
SUBTOTAL VILLAGE OFFICE		254,512	283,189	7,000	-	290,189
OVERTIME		6,000	7,500	-	-	7,500
ALLOCATIONS OUT		(126,588)	(145,094)	-	-	(145,094)
TOTAL VILLAGE CLERK		133,924	145,595	7,000	-	152,595
A1420.1	VILLAGE ATTORNEY	108,701	-	-	-	-
A1420.1	ASST VILLAGE ATTORNEY	34,000	34,000	-	-	34,000
SUBTOTAL VILLAGE ATTORNEY		142,701	34,000	-	-	34,000
ALLOCATIONS OUT		(71,350)	(17,000)	-	-	(17,000)
TOTAL VILLAGE ATTORNEY		71,351	17,000	-	-	17,000

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2020

		2018-2019	REVISED 2019-2020			
UNIT	TITLE	ADOPTED BUDGET	BASE SALARY	LONG -EVITY	SPECIAL PAY	TOTAL SALARY
SHARED SERVICES						
A1620.1	CUSTODIAL WORKER	48,734	45,735	3,000	-	48,735
	OVERTIME	500	500	-	-	500
TOTAL SHARED SERVICES		49,234	46,235	3,000	-	49,235
POLICE						
A3120.1	CHIEF	208,898	206,733	13,500	12,706	232,939
A3120.1	LIEUTENANT	184,666	187,939	3,600	7,367	198,906
A3120.1	LIEUTENANT	173,866	187,939	14,400	7,782	210,121
A3120.1	DETECTIVE SGT	161,087	170,854	6,000	1,500	178,354
A3120.1	SERGEANT	161,987	155,322	8,400	-	163,722
A3120.1	SERGEANT	160,787	155,322	6,000	-	161,322
A3120.1	SERGEANT	149,116	155,322	8,400	-	163,722
A3120.1	SERGEANT	145,516	155,322	6,000	17,085	178,407
A3120.1	SERGEANT	145,515	155,322	4,800	17,085	177,207
A3120.1	SENIOR DETECTIVE	157,227	155,997	14,400	1,500	171,897
A3120.1	COMMUNITY/K-9 OFFICER	144,739	145,193	14,400	3,176	162,769
A3120.1	YOUTH OFFICER	140,238	145,193	7,200	1,500	153,893
A3120.1	POLICE OFFICER 1	127,161	135,063	1,200	-	136,263
A3120.1	POLICE OFFICER 1	124,761	135,063	3,600	-	138,663
A3120.1	POLICE OFFICER 1	123,561	135,063	1,200	-	136,263
A3120.1	POLICE OFFICER 1	123,561	135,063	1,200	14,857	151,120
A3120.1	POLICE OFFICER 1	123,561	135,063	1,200	14,857	151,120
A3120.1	POLICE OFFICER 1	123,561	135,063	1,200	-	136,263
A3120.1	POLICE OFFICER 1	117,279	135,063	1,200	14,857	151,120
A3120.1	POLICE OFFICER 3	80,623	97,898	1,200	-	99,098
A3120.1	POLICE OFFICER 3	67,251	87,555	-	-	87,555
A3120.1	POLICE OFFICER 2	41,683	87,555	-	9,631	97,186
A3120.1	POLICE OFFICER PT	24,842	24,842	-	-	24,842
A3120.1	POLICE OFFICER PT	24,842	24,842	-	-	24,842
A3120.1	POLICE OFFICER PT	24,838	24,838	-	-	24,838
A3120.1	POLICE OFFICER PT	24,740	24,740	-	-	24,740
A3120.1	POLICE OFFICER PT	24,078	24,078	-	-	24,078
A3120.1	POLICE OFFICER PT	21,103	-	-	-	-
A3120.1	POLICE OFFICER PT	10,162	10,162	-	-	10,162
A3120.1	RECORDS PERSON	80,629	80,600	-	-	80,600
A3120.1	DISPATCHER	65,935	65,935	-	-	65,935
A3120.1	DISPATCHER	78,494	77,480	-	-	77,480
A3120.1	DISPATCHER	81,634	73,745	-	7,375	81,120
A3120.1	DISPATCHER PT	20,353	20,353	-	-	20,353
A3120.1	DISPATCHER PT	45,032	20,353	-	-	20,353
A3120.1	DISPATCHER PT	20,906	20,353	-	-	20,353
SUBTOTAL		3,534,232	3,687,228	119,100	131,278	3,937,606
	ALLOCATIONS OUT	(134,354)	(157,504)	-	-	(157,504)
	SICK TIME	34,000	34,000	-	-	34,000
	PATROL & DET OVERTIME	230,000	300,000	-	-	300,000
	2018-2019 POLICE RETRO	-	-	-	-	-
TOTAL POLICE		3,663,878	3,863,724	119,100	131,278	4,114,102

Note: Police Special Pay includes shift differential, detective clothing allowance, vacation buyback and K-9 stipend.

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2020

		2018-2019	REVISED 2019-2020			
UNIT	TITLE	ADOPTED BUDGET	BASE SALARY	LONG -EVITY	SPECIAL PAY	TOTAL SALARY
SAFETY INSPECTION						
A3620.1	SR CLK TYPIST/RECEPTIONIST	57,111	35,817	-	-	35,817
A3620.1	CODE ENFORCEMENT PT	22,418	22,218	200	-	22,418
A3620.1	CODE ENFORCEMENT PT	22,300	22,200	100	-	22,300
A3620.1	BUILDING INSPECTOR PT	37,514	37,515	-	-	37,515
A3620.1	ASST BLDG INSPECTOR PT	37,515	37,513	100	-	37,613
A3620.1	FIRE INSPECTOR PT	37,742	37,542	200	-	37,742
	SUBTOTAL	214,600	192,805	600	-	193,405
	OVERTIME	500	500	-	-	500
TOTAL SAFETY INSPECTION		215,100	193,305	600	-	193,905
A4020.1	REGISTRAR	4,800	4,800	-	-	4,800
A4020.1	ASST REGISTRAR	2,400	2,400	-	-	2,400
A4020.1	ASST REGISTRAR	2,400	2,400	-	-	2,400
TOTAL REGISTRAR		9,600	9,600	-	-	9,600
STREET ADMINISTRATION						
A5010.1	SUPERINTENDENT PUBLIC WORKS	122,098	121,598	500	-	122,098
A5010.1	RECEPTIONIST TYPIST	35,627	38,163	-	-	38,163
SUBTOTAL		157,725	159,761	500	-	160,261
	O.T./EMERGENCY	-	-	-	-	-
	ALLOCATIONS OUT	(151,183)	(160,261)	-	-	(160,261)
TOTAL STREET ADMIN		6,542	(500)	500	-	-
STREET MAINTENANCE						
A5110.1	MEO2/MAINT SUPV	94,659	93,658	1,000	-	94,658
A5110.1	AUTO MECH 1	67,954	67,954	-	-	67,954
A5110.1	MECH EQUIP OPER 2	64,397	61,397	3,000	-	64,397
A5110.1	MECH EQUIP OPER 2	60,986	57,986	3,000	-	60,986
A5110.1	MECH EQUIP OPER 2	59,675	58,675	1,000	-	59,675
A5110.1	MECH EQUIP OPER 2	59,675	53,165	1,000	-	54,165
A5110.1	MECH EQUIP OPER 2	55,870	58,677	-	-	58,677
A5110.1	MAINT HELPER	56,160	53,160	3,000	-	56,160
A5110.1	MAINT HELPER	55,162	52,162	3,000	-	55,162
A5110.1	MAINT HELPER	52,165	41,662	-	-	41,662
A5110.1	LABORER	41,671	43,745	-	-	43,745
A5110.1	LABORER	41,506	43,745	-	-	43,745
A5110.1	LABORER	38,424	41,670	-	-	41,670
SUBTOTAL		748,304	727,656	15,000	-	742,656
	O.T./EMERGENCY	75,000	80,000	-	-	80,000
	ALLOCATIONS IN	23,201	23,199	-	-	23,199
	ALLOCATIONS OUT	(63,422)	(63,421)	-	-	(63,421)
TOTAL STREET MAINTENANCE		783,083	767,434	15,000	-	782,434

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2020

		2018-2019	REVISED 2019-2020			
UNIT	TITLE	ADOPTED BUDGET	BASE SALARY	LONG -EVITY	SPECIAL PAY	TOTAL SALARY
PARKING DEPARTMENT						
A5650.1	RECEPTIONIST	31,456	-	-	-	-
A5650.1	PARKING ENFORCEMENT AIDE PT	12,844	12,844	-	-	12,844
A5650.1	PARKING ENFORCEMENT AIDE PT	12,350	12,350	-	-	12,350
A5650.1	CLERK PT	13,127	13,127	-	-	13,127
	SUBTOTAL	69,777	38,321	-	-	38,321
	OVERTIME	-	-	-	-	-
TOTAL PARKING DEPARTMENT		69,777	38,321	-	-	38,321
CULTURE & RECREATION						
A7140.1	REC COORDINATOR	60,602	60,528	-	-	60,528
A7140.1	REC INFORMATION CLERK	38,792	40,895	-	-	40,895
A7140.1	POOL REGISTRATION CLERK	1,300	1,300	-	-	1,300
A7140.1	GROUNDSKEEPER	4,659	4,659	-	-	4,659
A7140.1	HEAD LIFEGUARD	7,584	7,584	-	-	7,584
A7140.1	HEAD LIFEGUARD	7,584	7,584	-	-	7,584
A7140.1	LIFEGUARD	5,396	5,396	-	-	5,396
A7140.1	LIFEGUARD	5,105	5,105	-	-	5,105
A7140.1	LIFEGUARD	5,250	5,250	-	-	5,250
A7140.1	LIFEGUARD	5,105	5,105	-	-	5,105
A7140.1	LIFEGUARD	4,375	4,375	-	-	4,375
A7140.1	LIFEGUARD	4,521	4,521	-	-	4,521
A7140.1	LIFEGUARD	4,521	4,521	-	-	4,521
A7140.1	LIFEGUARD - PT	2,188	2,188	-	-	2,188
A7140.1	LIFEGUARD - PT	2,115	2,115	-	-	2,115
A7140.1	LIFEGUARD - PT	2,115	2,115	-	-	2,115
A7140.1	LIFEGUARD - PT	2,115	2,115	-	-	2,115
A7140.1	SWIM INSTRUCTORS	6,855	6,855	-	-	6,855
	SUBTOTAL RECREATION	170,182	172,211	-	-	172,211
	OVERTIME	2,250	500	-	-	500
	ALLOCATIONS OUT	(15,130)	-	-	-	-
TOTAL ADMINISTRATION & POOL		157,302	172,711	-	-	172,711
YOUTH RECREATION CENTER						
A7141.1	REC LEADER PT	7,037	7,037	-	-	7,037
A7141.1	REC FACILITY ATTENDANT	40,914	38,914	2,000	-	40,914
	SUBTOTAL YOUTH RECREATION CENTER	47,951	45,951	2,000	-	47,951
	OVERTIME	750	500	-	-	500
	ALLOCATIONS IN	15,130	-	-	-	-
TOTAL YOUTH RECREATION CENTER		63,831	46,451	2,000	-	48,451
TOTAL RECREATION		221,133	219,162	2,000	-	221,162
A7510.1	VILLAGE HISTORIAN	1,981	1,981	-	-	1,981

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2020

		2018-2019	REVISED 2019-2020			
UNIT	TITLE	ADOPTED BUDGET	BASE SALARY	LONG -EVITY	SPECIAL PAY	TOTAL SALARY
ZONING BOARD OF APPEALS						
A8010.1	CHAIRPERSON	1,098	1,098	-	-	1,098
A8010.1	BOARD MEMBER	753	753	-	-	753
A8010.1	BOARD MEMBER	753	753	-	-	753
A8010.1	BOARD MEMBER	753	753	-	-	753
A8010.1	BOARD MEMBER	753	753	-	-	753
A8010.1	AD HOC BD MEMBER	753	753	-	-	753
TOTAL ZONING BOARD		4,863	4,863	-	-	4,863
PLANNING BOARD						
A8020.1	CHAIRPERSON	1,098	1,098	-	-	1,098
A8020.1	BOARD MEMBER	753	753	-	-	753
A8020.1	BOARD MEMBER	753	753	-	-	753
A8020.1	BOARD MEMBER	753	753	-	-	753
A8020.1	BOARD MEMBER	753	753	-	-	753
A8020.1	AD HOC BD MEMBER	753	753	-	-	753
A8020.1	AD HOC BD MEMBER	753	753	-	-	753
TOTAL PLANNING BOARD		5,616	5,616	-	-	5,616
TOTAL GENERAL FUND		5,595,121	5,687,444	150,200	131,278	5,968,922
CURBSIDE SOLID WASTE DISTRICT						
A8160.1	MECH EQUIP OPER 2	62,483	57,483	5,000	-	62,483
A8160.1	MECH EQUIP OPER 2	59,676	58,675	1,000	-	59,675
A8160.1	LABORER	46,926	45,925	1,000	-	46,925
A8160.1	LABORER	37,783	39,684	-	-	39,684
A8160.1	LABORER	37,783	37,783	-	-	37,783
A8160.1	LABORER	35,984	39,684	-	-	39,684
SUBTOTAL		280,635	279,234	7,000	-	286,234
OVERTIME		45,000	50,000	-	-	50,000
ALLOCATIONS IN		108,500	109,363	-	-	109,363
TOTAL CURBSIDE SOLID WASTE DISTRICT		434,135	438,597	7,000	-	445,597
WATER FUND						
WATER ADMINISTRATION						
F8310.1	SALARIES - ALLOCATIONS IN	246,073	244,490	-	-	244,490
TOTAL WATER ADMINISTRATION		246,073	244,490	-	-	244,490
WATER POWER, SUPPLY & PUMPING						
F8320.1	CHIEF OPER IB WTR TREAT	99,268	95,672	5,000	-	100,672
F8320.1	ASST OPER IIB WTR TREAT	86,830	82,590	4,000	-	86,590
F8320.1	MAINT. SUPERVISOR	82,680	82,680	-	-	82,680
F8320.1	ASST MAIN MECH	63,939	60,939	3,000	-	63,939
F8320.1	S/W SYS MECH II	73,323	71,299	2,000	-	73,299
F8320.1	ASST MAIN MECH	62,637	61,637	1,000	-	62,637
SUBTOTAL		468,677	454,817	15,000	-	469,817
OVERTIME		130,000	130,000	-	-	130,000
SICK PAYOUT AT RETIREMENT		35,993	35,993	-	-	35,993
WORK FOR SEWER DEPT		(60,000)	(60,000)	-	-	(60,000)
TOTAL SOURCE OF SUPPLY		574,670	560,810	15,000	-	575,810
TOTAL WATER FUND		820,743	805,300	15,000	-	820,300

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2020

		2018-2019	REVISED 2019-2020			
UNIT	TITLE	ADOPTED BUDGET	BASE SALARY	LONG -EVITY	SPECIAL PAY	TOTAL SALARY
SEWER FUND						
SEWER ADMINISTRATION						
G8110.1	SALARIES - ALLOCATIONS IN	246,073	244,490	-	-	244,490
TOTAL SEWER ADMIN		246,073	244,490	-	-	244,490
WASTEWATER TREATMENT						
G8130.1	CHIEF OPER 4A WW	105,259	-	-	-	-
G8130.1	ASST OPER 3A-WW	90,703	-	-	-	-
G8130.1	MAINT HELPER	54,201	53,201	1,000	-	54,201
G8130.1	MAINT HELPER	51,628	53,165	-	-	53,165
G8130.1	MAINT HELPER	17,143	-	-	-	-
SUBTOTAL		318,934	106,366	1,000	-	107,366
	OVERTIME	45,000	40,000	-	-	40,000
	WORK BY WATER DEPT	60,000	60,000	-	-	60,000
TOTAL WASTEWATER TREATMENT		423,934	206,366	1,000	-	207,366
TOTAL SEWER FUND		670,007	450,856	1,000	-	451,856
TOTAL ALL FUNDS						
		\$ 7,520,006	\$ 7,382,197	\$ 173,200	\$ 131,278	\$ 7,686,675

Village of Suffern, New York
Schedule of Short-Term Debt Service
Fiscal Year Ending May 31, 2020

Project No.	Holder	Project Title	Fund	Original Issue Date	Original Issue Amount	Current Issue Date	Current Maturity Date	Fiscal Year Beginning Principal	Current Issue Rate	Fiscal Year Principal Payment	Fiscal Year Interest Payment	Fiscal Year Total Payment	Fiscal Year Ending Principal
Bond Anticipation Note:													
2015-001	JPMorgan Chase Bank	2015 Fire Equipment	General	11/20/14	81,000	11/15/18	11/15/19	20,250	2.940%	20,250	595	20,845	-
2015-002	JPMorgan Chase Bank	2015 Refurbish Well 3	Water	11/20/14	15,000	11/15/18	11/15/19	3,750	2.940%	3,750	110	3,860	-
2016-001	JPMorgan Chase Bank	2016 Computer Systems	General	11/19/15	87,000	11/15/18	11/15/19	43,500	2.940%	21,750	1,279	23,029	21,750
2016-002	JPMorgan Chase Bank	2016 Fire Equipment	General	11/19/15	52,500	11/15/18	11/15/19	26,250	2.940%	13,125	772	13,897	13,125
2016-003	JPMorgan Chase Bank	2016 Road Improvements	General	11/19/15	61,000	11/15/18	11/15/19	30,500	2.940%	15,250	897	16,147	15,250
2016-004	JPMorgan Chase Bank	2016 DPW Vehicles	General	11/19/15	108,000	11/15/18	11/15/19	54,000	2.940%	27,000	1,588	28,588	27,000
2016-005	JPMorgan Chase Bank	2016 LED Street Lighting	General	11/19/15	25,500	11/15/18	11/15/19	12,750	2.940%	6,375	375	6,750	6,375
2016-006	JPMorgan Chase Bank	2016 Sewer System Improvements	Sewer	11/19/15	92,000	11/15/18	11/15/19	46,000	2.940%	23,000	1,352	24,352	23,000
2016-007	JPMorgan Chase Bank	2016 Water System Improvements	Water	11/19/15	25,500	11/15/18	11/15/19	12,750	2.940%	6,375	375	6,750	6,375
2016-009	JPMorgan Chase Bank	2016 Village Hall Improvements	General	11/19/15	87,000	11/15/18	11/15/19	43,500	2.940%	21,750	1,279	23,029	21,750
	JPMorgan Chase Bank	2016 Tax Certiorari	General	11/19/15	102,000	11/15/18	11/15/19	51,000	2.940%	25,500	1,499	26,999	25,500
2017-001	JPMorgan Chase Bank	2017 Sewer System Improvements	Sewer	11/17/16	187,000	11/15/18	11/15/19	112,200	2.940%	37,400	3,299	40,699	74,800
	TBD	Various EFC Sewer Projects	Sewer	04/01/19	978,000	04/01/19	06/28/19	978,000	2.000%	-	4,727	4,727	978,000
Total BAN					\$ 1,901,500			\$ 1,434,450		\$ 221,525	\$ 18,147	\$ 234,945	\$ 1,212,925
Short-Term Debt by Fund:													
General					\$ 604,000			\$ 281,750		\$ 151,000	\$ 8,284	\$ 159,284	\$ 130,750
Water					40,500			16,500		10,125	485	10,610	6,375
Sewer					1,257,000			1,136,200		60,400	9,378	69,778	1,075,800
Total Short-Term Debt					\$ 1,901,500			\$ 1,434,450		\$ 221,525	\$ 18,147	\$ 239,672	\$ 1,212,925

Village of Suffern, New York
Schedule of Long-Term Debt Service
Fiscal Year Ending May 31, 2020

Issue	Original Issue		Final Maturity Date	Beginning Principal Balance	Rate	Principal Payment	Interest Payment	Total Payment	Ending Principal Balance
	Date	Amount							
General Fund:									
Various Purpose 2007	08/15/2007	\$ 3,170,000	08/15/2022	\$ 1,047,478	4.125%	\$ 248,087	\$ 38,334	\$ 286,421	\$ 799,391
Various Purpose 2012	01/04/2012	1,167,000	01/01/2032	803,314	2.500%	51,436	28,098	79,534	751,878
Deficit Financing 2016	03/31/2016	2,112,234	03/15/2026	1,576,010	5.000%	193,259	78,801	272,060	1,382,751
Total General Fund		6,449,234		3,426,802		492,782	145,233	638,015	2,934,020
Water Fund:									
Various Purpose 2007	08/15/2007	140,000	08/15/2022	46,261	4.125%	10,957	1,693	12,650	35,304
Deficit Financing 2016	03/31/2016	453,298	03/15/2026	338,221	5.000%	41,474	16,912	58,386	296,747
Total Water Fund		593,298		384,482		52,431	18,605	71,036	332,051
Sewer Fund:									
Various Purpose 2007	08/15/2007	140,000	08/15/2022	46,261	4.125%	10,957	1,693	12,650	35,304
Various Purpose 2012	01/04/2012	2,690,000	01/01/2032	1,851,686	2.500%	118,564	64,766	183,330	1,733,122
Sewer System 2015	11/20/2015	1,261,000	11/15/2035	1,095,000	3.500%	50,000	42,150	92,150	1,045,000
Deficit Financing 2016	03/31/2016	1,314,468	03/15/2026	980,769	5.000%	120,267	49,039	169,306	860,502
NYS EFC 2017C	10/25/2017	419,395	08/01/2047	409,395	1.031%	14,395	12,584	26,979	395,000
Total Sewer Fund		5,824,863		4,383,111		314,183	170,232	484,415	4,068,928
Total All Funds		\$ 12,867,395		\$ 8,194,395		\$ 859,396	\$ 334,070	\$ 1,193,466	\$ 7,334,999
Totals by Issue:									
Various Purpose 2007	08/15/2007	\$ 3,450,000	08/15/2022	\$ 1,140,000	4.125%	\$ 270,001	\$ 41,720	\$ 311,721	\$ 869,999
Various Purpose 2012	01/04/2012	3,857,000	01/01/2032	2,655,000	2.500%	170,000	92,864	262,864	2,485,000
Sewer System 2015	11/20/2015	1,261,000	11/15/2035	1,095,000	3.500%	50,000	42,150	92,150	1,045,000
Deficit Financing 2016	03/31/2016	3,880,000	03/15/2026	2,895,000	5.000%	355,000	144,752	499,752	2,540,000
NYS EFC 2017C	10/25/2017	419,395	08/01/2047	409,395	1.031%	14,395	12,584	26,979	395,000
Total All Funds		\$ 12,867,395		\$ 8,194,395		\$ 859,396	\$ 334,070	\$ 1,193,466	\$ 7,334,999

Village of Suffern, New York
Schedule of Installment Purchase Contracts
Fiscal Year Ending May 31, 2020

Issue	Original Issue		Final Maturity Date	Beginning Principal Balance	Rate	Principal Payment	Interest Payment	Total Payment	Ending Principal Balance
	Date	Amount							
General Fund:									
2015 Fire Rescue Vehicle	03/12/2015	\$ 557,084	12/15/2029	\$ 435,295	4.033%	\$ 32,222	\$ 17,556	\$ 49,778	\$ 403,073
2017 Police Vehicles	08/15/2017	87,568	08/15/2020	43,722	5.450%	21,282	2,383	23,665	22,440
2018 Police Vehicle	06/08/2018	47,026	06/08/2021	34,231	5.950%	10,758	2,037	12,795	23,473
2019 Fire Chief Vehicle	02/01/2019	35,768	03/31/2022	35,768	3.665%	11,496	1,311	12,807	24,272
2019 Building Inspector Vehicle	02/01/2019	21,992	03/31/2022	21,992	3.665%	7,069	806	7,875	14,923
2019 Fire Inspector Vehicle	02/01/2019	21,992	03/31/2022	21,992	3.665%	7,069	806	7,875	14,923
2019 Parking Enforcement Vehicle	02/01/2019	21,992	03/31/2022	21,992	3.665%	7,068	806	7,874	14,924
2019 Police Venicles*	08/01/2019	104,000	08/01/2023	102,000	5.500%	-	-	-	102,000
Total General Fund		\$ 897,422		\$ 716,992		\$ 96,964	\$ 25,705	\$ 122,669	\$ 620,028

Village of Suffern, New York
Proposed Capital Projects
Fiscal Year Ending May 31, 2020

Project Title	Fund	Funding Source	Estimated Cost
Meter Replacement	Water	Debt	900,000
Monitoring System	Water	Debt	220,000
Heavy Duty Truck with Plow	Water	Debt	60,000
Plant Upgrades	Water	Debt	75,000
Plant Roof Replacement	Water	Debt	140,000
Crew Cab Truck with Plow	General	Debt	50,000
Roadway Improvements	General	Debt	250,000
Brine Equipment	General	Debt	20,000
Stormwater Management	General	Debt	60,000
Trackless Snow Removal Equipment	General	Debt	20,000
Garbage Truck with Plow	General	Debt	240,000
Building Modifications	General	Debt	130,000
HVAC Upgrade	General	Debt	350,000
Asbestos Abatement	General	Debt	50,000
Fire Stations Floor Replacements	General	Debt	70,000
Roof Replacement	General	Debt	275,000
WWTP Gravity Thickener	Sewer	Debt	80,000
WWTP Classifier	Sewer	Debt	70,000
WWTP Grit Pump	Sewer	Debt	20,000
WWTP Roof Replacement	Sewer	Debt	200,000
WWTP Automatic Bar	Sewer	Debt	600,000
WWTP Screens	Sewer	Debt	650,000
Total Capital Projects			\$ 4,530,000
Projects funded by	General		\$ 1,515,000
Projects funded by	Water		1,395,000
Projects funded by	Sewer		1,620,000
Total Capital Projects			\$ 4,530,000
Projects funded by	Cash		\$ -
Projects funded by	Debt		4,530,000
Projects funded by	CHIPS		-
Total Capital Projects			\$ 4,530,000

Note: The above is only a listing of capital projects proposed to be implemented in the forthcoming year. Before any capital project is initiated, resolutions of the Village Board must be adopted to establish the project and authorize the project's appropriations and the source and amount of revenues to finance those appropriations.

Village of Suffern, New York
 Constitutional Tax Limit
 Fiscal Year Ending May 31, 2020

Fiscal Year End May 31	Assessment Roll Date	Taxable Assessed Value	Equalization Rate Date	Rate	Taxable Full Value
2019	7/1/2018	\$ 132,840,366	7/24/2018	11.90%	\$ 1,116,305,597
2018	7/1/2017	133,744,841	8/15/2017	12.60%	1,061,466,992
2017	7/1/2016	136,180,055	8/17/2016	13.57%	1,003,537,620
2016	7/1/2015	138,853,534	8/10/2015	14.52%	956,291,556
2015	7/1/2014	146,366,366	7/29/2014	15.84%	924,030,088
Five year total full valuation					5,061,631,853
Five year average full valuation					1,012,326,371
Constitutional tax limit				2.00%	\$ 20,246,527
Tax levy					\$ 11,554,286
Less exclusions:					
Notes payments - General Fund				\$ 638,015	
Debt service - General Fund				159,284	
Debt service - Water Fund				71,036	
Notes payments - Water Fund				10,610	
Equipment and capital outlay				71,601	950,546
Tax levy subject to constitutional tax limit					10,603,740
Constitutional tax margin					\$ 9,642,787
Constitutional tax limit exhausted					52.37%
Constitutional tax limit remaining					47.63%

Village of Suffern, New York
Constitutional Debt Limit
May 31, 2019

Fiscal Year End May 31	Assessment Roll Date	Taxable Assessed Value	Equalization Rate Date	Rate	Taxable Full Value
2019	07/01/2018	\$ 132,840,366	7/24/2018	11.90%	\$ 1,116,305,597
2018	07/01/2017	133,744,841	8/15/2017	12.60%	1,061,466,992
2017	07/01/2016	136,180,055	8/17/2016	13.57%	1,003,537,620
2016	07/01/2015	138,853,534	8/10/2015	14.52%	956,291,556
2015	07/01/2014	146,366,366	7/29/2014	15.84%	924,030,088
Five year total full valuation					<u>5,061,631,853</u>
Five year average full valuation					<u>1,012,326,371</u>
Constitutional debt limit				7%	<u>70,862,846</u>
Gross Indebtedness:					
Serial bonds					8,194,395
Bond anticipation notes					<u>1,434,450</u>
Total gross indebtedness					<u>9,628,845</u>
Exclusions:					
Water bonds and notes					400,982
Sewer bonds and notes					5,519,311
Appropriations for equipment					85,301
Appropriations for General Fund debt service					<u>638,015</u>
Total exclusions					<u>6,643,609</u>
Net Indebtedness					<u>2,985,236</u>
Net debt contracting margin					<u>\$ 67,877,610</u>
Debt limit exhausted					4.21%
Debt limit remaining					95.79%

Village of Suffern, New York
Office of State Comptroller Tax Levy Cap Reporting Form
Fiscal Year Ending May 31, 2020
Prepared March 20, 2019

Real property tax levy current fiscal year (net of reserve)	\$ 10,890,625
Add special assessments	-
Total taxes levied current fiscal year	10,890,625
Add total reserve amount (including interest earned) from current fiscal year	-
Subtotal	10,890,625
Tax base growth factor	1.0043
Subtotal	10,937,455
Add PILOTS receivable current fiscal year	189,072
Subtotal	11,126,527
Allowable levy growth factor (2% or rate of inflation, whichever is less)	1.0200
Subtotal	11,349,058
Less PILOTS receivable forthcoming fiscal year	(193,578)
Add available carryover from current fiscal year	46,956
Total Levy Limit (Cap) before adjustments and exclusions	11,202,436
Adjustments for Transfer of Local Government Functions:	
Add costs incurred from transfer of local government functions	-
Add savings realized from transfer of local government functions	-
Total Adjustments for Transfer of Local Government Functions	-
Tax Levy Limit, Adjusted for Transfer of Local Government Functions	11,202,436
Exclusions:	-
Tax levy necessary for court-ordered tort expenditures	-
Tax levy necessary for excess ERS contributions	-
Tax levy necessary for excess PFRS contributions	-
Total Exclusions	-
Tax Levy Limit, Adjusted for Transfers and Exclusions	11,202,436
Proposed real property tax levy	11,554,286
Add: Proposed special assessments	-
Proposed Total Real Property Tax Levy	11,554,286
Amount of Tax Levy Below/(Exceeding) Tax Levy Limit	\$ (351,850)

Do you plan to override the cap in the forthcoming year?

Yes

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Village of Suffern, New York

Comprehensive Financial Policy Document

As Adopted by the Village Board of Trustees
April 30, 2019

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Table of Contents

Letter of Transmittal	1
Introduction	2
Budget Policy	3
Investment Policy	5
Capital Asset Policy	12
Debt Management Policy	14
Expenditure/Expense Policy	15
Village Credit Card Policy	16
Operating Position Policy.....	18
Procurement Policy	19
Revenue Policy.....	23
Periodic Review	23

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Village of Suffern

61 Washington Avenue, Suffern, New York 10901
Telephone: (845) 357-2600 • Fax: (845) 357-0649
www.suffernny.gov

Letter of Transmittal

April 30, 2019

To the Honorable Mayor and Village Board of Trustees of the Village of Suffern, New York:

Submitted herewith is the Village of Suffern Comprehensive Financial Policy Document, which incorporates all of the financial management policies adopted by the Village Board.

These policies will be reviewed on a regular basis, and where necessary, updated to reflect changes in law or generally accepted accounting principles. These policies may also be updated to enhance our understanding and implementation of sound financial practices, or in response to changes and events that may affect our financial health.

We believe that the financial policies contained in this document represent the best practices of governmental financial management. Adhering to these policies will help to ensure that we maximize our revenues, minimize our expenditures/expenses, preserve the safety of our public funds and maintain a strong position in the financial community.

Your adoption of this Comprehensive Financial Policy Document confirms our commitment to financial excellence, full disclosure and responsible financial management.

Respectfully submitted,
VILLAGE OF SUFFERN

Michael A. Genito
Village Treasurer

Introduction

The Village of Suffern (Village) has an important responsibility to carefully account for public funds, to manage municipal finances wisely and to plan and provide for the adequate funding of public facilities and services. The financial goals and policies set forth in this document are intended to establish guidelines for the strength and stability of the Village. They will be reviewed at least annually and amended as necessary.

Financial Goals

Financial goals are broad, fairly timeless statements of the financial position the Village seeks to attain. The financial goals for the Village are:

- To provide full value for each tax dollar by delivering quality services efficiently and on a cost- effective basis.
- To preserve our quality of life by providing and maintaining adequate financial resources necessary to sustain a sufficient level of municipal services, and to respond to changes in the economy, the priorities of governmental and non-governmental organizations, and other changes that may affect our financial well-being.
- To maintain a strong credit rating in the financial community.

Financial Policies

Financial policies support the financial goals. They are general statements that guide decision-making in specific situations, to ensure that a decision will contribute to the attainment of the financial goals. Federal and state laws, rules, and regulations, our Village Code, and generally accepted accounting principles promulgated by the Governmental Accounting Standards Board (GASB) and the Best Practices/Advisories of the Government Finance Officers Association of the United States and Canada (GFOA) govern our financial policies and processes.

Budget Policy

Article 5 of the New York State Village Law, sound financial practices and the desire to maintain a strong credit rating dictate that our budgets be balanced, constantly monitored, and responsive to changes in service demands. With these concepts in mind, the Village has adopted the following budget policy statements:

- Annual operating budgets will be adopted for the General Fund, Water Fund, Sewer Fund and Debt Service Fund. Project-length budgets will be adopted for all capital projects.
- Annual operating budgets will be adopted on a balanced basis, where total estimated revenues equal total appropriations.
- The Village will adopt an annual budget for the General Fund that includes a contingency equal to at least 1%, but no more than 10%, of total General Fund appropriations, not including such contingency. This contingency will be used to provide for expenditures that exceed, or revenues that do not meet, budget estimates, and/or for new or increased program requirements required by law or approved by Village Board resolution.
- Unassigned fund balance may be appropriated as part of the adopted budget to fund capital, debt, emergency, or unusual and non-recurring expenditures/expenses. Fund balance should not be used to fund recurring expenditures/expenses.
- One-time revenues that are not required by law or agreement to be expended for a specific purpose will only be used to fund capital, debt, emergency, or unusual and non-recurring expenditures/expenses. One-time revenues are major revenues that are not likely to recur on a regular basis.
- The Village will seek to stay within the New York State real property tax levy limit (tax cap).

The Village's fiscal year begins on June 1 and ends on May 31. The Village follows the budget calendar and process as specified in Article 5 of New York State Village Law:

The budget officer notifies the heads of administrative units in writing of the necessity for and form of estimates of revenues and expenditures for the ensuing fiscal year. (Village Law Section 5-502[1])	By February 8th
The heads of administrative units submit estimates to the budget officer. (Village Law Section 5-502[2])	By March 1st
The budget officer prepares the tentative budget, furnishes a copy to each member of the board of trustees, reproduces copies for public distribution and files the tentative budget with the village clerk. (Village Law Section 5-504)	By March 20th
The village clerk presents the tentative budget to the board of trustees and the board reviews and modifies the tentative budget. (Village Law Section 5-508[1])	By March 31st
Notice of public hearing on tentative budget; at least five days shall elapse between first publication and date specified for the hearing, which is to be held not later than. (Village Law Section 5-508[3])	April 15th
Public hearing may be adjourned from day to day, but not beyond. (Village Law Section 5-508[3])	April 20th
Final revision of tentative budget. (Village Law Section 5-508[4])	After public hearing but prior to adoption
Adoption of budget. (Village Law Section 5-508[4])	By May 1st

The legal level of control refers to the level at which management can reassign appropriations without governing board approval. The Office of the State Comptroller requires that budgets must be adopted at a minimum level of function and object of expenditure/expense. The Village Treasurer is authorized to transfer funds within the same function and object of expenditure/expense. A Village Board resolution is required to transfer funds among or between objects of expenditure/expense, or to increase or decrease total estimated revenues or appropriations. No appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the available balance thereof.

Investment Policy

Scope

This investment policy applies to all moneys and other financial resources available for deposit and investment by the Village on its own behalf or on behalf of any other entity or individual.

Objectives

The primary objectives of the local government's investment activities are, in priority order:

1. To conform with all applicable federal, State and other legal requirements (legality);
2. To adequately safeguard principal (safety);
3. To provide sufficient liquidity to meet all operating requirements (liquidity) and
4. To obtain a reasonable rate of return (yield).

Delegation of Authority

The governing board's responsibility for administration of the investment program is delegated to the Village Treasurer, who shall establish written procedures for the operation of the investment program consistent with this investment policy. Such procedures shall include internal controls to provide a satisfactory level of accountability based upon records incorporating the description and amounts of investments, the fund(s) for which they are held, the place(s) where kept and other relevant information, including dates of sale or other dispositions and amounts realized. In addition, the internal control procedures shall describe the responsibilities and levels of authority for key individuals involved in the investment program.

Prudence

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Village to govern effectively.

Investments shall be made with prudence, diligence, skill, judgment and care, under circumstances then prevailing, which knowledgeable and prudent persons acting in like capacity would use, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions.

Diversification

It is the policy of the Village to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

The Village Board of Trustees shall establish appropriate limits for the amount of investments which can be made with each financial institution or dealer and shall evaluate this listing at least annually.

Internal Controls

It is the policy of the Village for all moneys collected by any officer or employee of the Village to transfer those funds to the Village Treasurer within one business day of receipt of such moneys by that officer or employee, or within the time period specified in law, whichever is shorter.

The Village Treasurer is responsible for establishing and maintaining internal control procedures to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization, properly recorded, and managed in compliance with applicable laws and regulations.

Designation of Depositaries

The banks and trust companies that are authorized for the deposit of moneys, and the maximum amount which may be kept on deposit at any time, are presented in Schedule A attached hereto and made part of this Investment Policy.

Securing Deposits and Investments

All deposits and investments at a bank or trust company, including all demand deposits, certificates of deposit and special time deposits (hereinafter, collectively, "deposits") made by officers of the Village that are in excess of the amount insured under the provisions of the Federal Deposit Insurance Act, including pursuant to a Deposit Placement Program in accordance with law, shall be secured by one or more of the following:

- A pledge of "eligible securities" with an aggregate "market value" (as provided by Section 10 of the General Municipal Law) that is at least equal to the aggregate amount of deposits by the officers. See Schedule A of this Investment Policy for a listing of "eligible securities."
- A pledge of a pro rata portion of a pool of eligible securities, having in the aggregate a market value at least equal to the aggregate amount of deposits from all such officers within New York State at the bank or trust company.
- An "eligible surety bond" payable to the Village for an amount at least equal to 100 percent of the aggregate amount of deposits and the agreed-upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations. The Village Board of Trustees shall approve the terms and conditions of the surety bond.
- An "eligible letter of credit," payable to the Village as security for the payment of 140 percent of the aggregate amount of deposits and the agreed-upon interest, if any. An "eligible letter of credit" shall be an irrevocable letter of credit issued in favor of the Village, for a term not to exceed 90 days, by a qualified bank (other than the bank where the secured money is deposited). A qualified bank is either one whose commercial paper and other unsecured short-term debt obligations (or, in the case of a bank which is the principal subsidiary of a holding company, whose holding company's commercial paper and other unsecured short-term debt obligations) are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization, or one that is in compliance with applicable federal minimum risk-based capital requirements.

- An “irrevocable letter of credit” issued in favor of the Village by a federal home loan bank whose commercial paper and other unsecured short-term debt obligations are rated in the highest rating category by at least one nationally recognized statistical rating organization, as security for the payment of 100 percent of the aggregate amount of deposits and the agreed-upon interest, if any.

Collateralization and Safekeeping

Eligible securities used for collateralizing deposits made by officers of the Village shall be held by (the depository or a third party) bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities (or the pro rata portion of a pool of eligible securities) are being pledged to secure such deposits together with agreed-upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon a default. It shall also provide the conditions under which the securities (or pro rata portion of a pool of eligible securities) held may be sold, presented for payment, substituted or released and the events of default which will enable the local government to exercise its rights against the pledged securities.

In the event that the pledged securities are not registered or inscribed in the name of the Village, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Village or the custodial bank or trust company. Whenever eligible securities delivered to the custodial bank or trust company are transferred by entries on the books of a federal reserve bank or other book-entry system operated by a federally regulated entity without physical delivery of the evidence of the obligations, then the records of the custodial bank or trust company shall be required to show, at all times, the interest of the local government in the securities (or the pro rata portion of a pool of eligible securities) as set forth in the security agreement.

The custodial agreement shall provide that pledged securities (or the pro rata portion of a pool of eligible securities) will be held by the custodial bank or trust company as agent of, and custodian for, the Village, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt, substitution or release of the collateral and it shall provide for the frequency of revaluation of collateral by the custodial bank or trust company and for the substitution of collateral when a change in the rating of a security causes ineligibility. The security and custodial agreements shall also include all other provisions necessary to provide the Village with a perfected security interest in the eligible securities and to otherwise secure the local government’s interest in the collateral and may contain other provisions that the governing board deems necessary.

Permitted Investments

As provided by Section 11 of the General Municipal Law, the Village Board of Trustees authorizes the Village Treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts in, or certificates of deposit issued by, a bank or trust company located and authorized to do business in the State of New York;
- Through a Deposit Placement Program, certificates of deposit in one or more “banking institutions”, as defined in Section 9-r of the Banking Law;

- Obligations of the United States of America;
- Obligations guaranteed by agencies of the United States of America, where the payment of principal and interest are guaranteed by the United States of America;
- Obligations of the State of New York;
- With the approval of the State Comptroller, obligations issued pursuant to Sections 24 or 25 of the Local Finance Law (i.e., Tax Anticipation Notes and Revenue Anticipation Notes) by any municipality, school district or district corporation in the State of New York other than the Village; and
- Obligations of the (unit of government,), but only with moneys in a reserve fund established pursuant to Sections 6-c, 6-d, 6-e, 6-f, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n of the General Municipal Law.

All investment obligations shall be payable or redeemable at the option of the Village within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable in any event at the option of the Village within two years of the date of purchase. Time deposit accounts and certificates of deposit shall be payable within such times as the proceeds will be needed to meet expenditures for which the moneys were obtained and shall be secured as provided for in this Investment Policy.

Except as may otherwise be provided in a contract with bondholders or noteholders, any moneys of the Village authorized to be invested may be commingled for investment purposes, provided that any investment of commingled moneys shall be payable or redeemable at the option of the Village within such time as the proceeds shall be needed to meet expenditures for which such moneys were obtained, or as otherwise specifically provided in Section 11 of the General Municipal Law. The separate identity of the sources of these funds shall be maintained at all times and income received shall be credited on a pro rata basis to the fund or account from which the moneys were invested.

Any obligation that provides for the adjustment of its interest rate on set dates is deemed to be payable or redeemable on the date on which the principal amount can be recovered through demand by the holder.

Authorized Financial Institutions and Dealers

All financial institutions and dealers with which the Village transacts business shall be creditworthy, and have an appropriate level of experience, capitalization, size and other factors that make the financial institution or the dealer capable and qualified to transact business with the Village. The Village Treasurer shall evaluate the financial position and maintain a listing of proposed depositories, trading partners, and custodians. Recent Reports of Condition and Income (call reports) shall be obtained for proposed banks, and security dealers that are not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers.

The Village shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amounts of investments that can be made with each financial institution or dealer.

Purchase of Investments

The Village Treasurer is authorized to contract for the purchase of investments directly from an authorized trading partner and/or by participation in a cooperative investment agreement with other authorized municipal corporations pursuant to Article 5-G of the General Municipal Law and in accordance with Article 3-A of the General Municipal Law.

All purchased obligations, unless registered or inscribed in the name of the Village, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Village by the bank or trust company.

Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in Section 10(3)(a) of the General Municipal Law. The agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the Village, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt and release of the securities.

Such agreement shall include all provisions necessary to secure the Village's perfected interest in the securities and the agreement may also contain other provisions that the Village Board of Trustees deems necessary. The security and custodial agreements shall also include all other provisions necessary to provide the Village with a perfected interest in the securities.

The Village Treasurer, where authorized, can direct the bank or trust company to register and hold the evidences of investments in the name of its nominee, or may deposit or authorize the bank or trust company to deposit, or arrange for the deposit of any such evidences of investments with a federal reserve bank or other book-entry transfer system operated by a federally regulated entity. The records of the bank or trust company shall show, at all times, the ownership of such evidences of investments, and they shall be, when held in the possession of the bank or trust company, at all times, kept separate from the assets of the bank or trust company. All evidences of investments delivered to a bank or trust company shall be held by the bank or trust company pursuant to a written custodial agreement as set forth in Section 10(3)(a) of the General Municipal Law and as described earlier in this section. When any such evidences of investments are so registered in the name of a nominee, the bank or trust company shall be absolutely liable for any loss occasioned by the acts of such nominee with respect to such evidences of investments.

Courier Service

The Village Treasurer may, subject to the approval by resolution of the Village Board of Trustees, enter into a contract with a courier service for the purpose of causing the deposit of public funds with a bank or trust company. The courier service shall be required to obtain a surety bond for the full amount entrusted to the courier, payable to the Village and executed by an insurance company authorized to do business in the State of New York, with a claims-paying ability that is rated in the highest rating category by at least two nationally recognized statistical rating organizations, to insure against any loss of public deposits entrusted to the courier service for deposit or failure to deposit the full amount entrusted to the courier service.

The Village may agree with the depository bank or trust company that the bank or trust company will reimburse all or part of, but not more than, the actual cost incurred by the Village in transporting items for deposit through a courier service. Any such reimbursement agreement shall apply only to a specified deposit transaction, and may be subject to such terms, conditions and limitations as the bank or trust company deems necessary to ensure sound banking practices, including, but not limited to, any terms, conditions or limitations that may be required by the Department of Financial Services or other federal or State authority.

Annual Review and Amendments

The Village shall review this investment policy annually, and it shall have the power to amend this policy at any time.

Definitions

The term "Village Treasurer" shall mean the person appointed to that position by the Village Board of Trustees, or any person authorized by law to perform the duties and/or functions stated in this policy. The terms "public funds," "public deposits," "bank," "trust company," "eligible securities," "eligible surety bond," and "eligible letter of credit" shall have the same meanings as set forth in Section 10 of the General Municipal Law.

Schedule A - Designation of Depositories

The banks and trust companies that are authorized for the deposit of moneys and the maximum amount that may be kept on deposit at any time, together with the date authorized by adoption of a resolution by the Village Board of Trustees are as follows:

Depository Name	Maximum Amount	Date
Capital One Bank	\$12,000,000	04/30/2019
Citibank	\$12,000,000	04/30/2019
JPMorgan Chase Bank	\$12,000,000	04/30/2019
Key Bank	\$12,000,000	04/30/2019
Sterling National Bank	\$12,000,000	04/30/2019
TD Bank	\$12,000,000	04/30/2019

Schedule B - Schedule of Eligible Securities for Collateralizing Deposits and Investments in Excess of FDIC Coverage

Eligible Securities for Collateral	Percentage of Market Value
(i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government- sponsored corporation.	100%
(ii) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank and the African Development Bank.	100%
(iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market value of the obligation that represents the amount of the insurance or guaranty.	100%
(iv) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of this State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.	100%
(v) Obligations issued by states (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.	100% if rated in the highest category; 90% for 2nd highest; 0% for 3rd highest.
(vi) Obligations of the Commonwealth of Puerto Rico rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.	100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest.
(vii) Obligations of counties, cities and other governmental entities of another state having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.	100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest.
(viii) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization.	80%
(ix) Any mortgage-related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by federal bank regulatory agencies.	70%
(x) Commercial paper and bankers' acceptances issued by a bank (other than the bank with which the money is being deposited or invested) rated in the highest short-term category by at least one nationally recognized statistical rating organization and having maturities of no longer than 60 days from the date they are pledged.	80%
(xi) Zero-coupon obligations of the United States government marketed as "Treasury STRIPS."	80%

Capital Asset Policy

This policy is to establish the principles related to the accounting and financial reporting of our capital assets.

Capital assets include land, land improvements, buildings, building improvements, construction in progress, machinery and equipment, vehicles, infrastructure, easements, and works of art and historical treasures. A capital asset is to be reported and, with certain exceptions, depreciated in government-wide statements. In the government-wide statements, assets that are not capitalized are expended in the year of acquisition.

Infrastructure assets are long-lived capital assets that normally can be preserved for a significant greater number of years than most capital assets and that are normally stationary in nature. Examples include roads, bridges, tunnels, drainage systems, water systems, and dams. Infrastructure assets do not include buildings, drives, parking lots or any other examples given above that are incidental to property or access to the property.

The Village Treasurer is responsible for the development and maintenance of a system to ensure an accurate, complete, and up-to-date record of capital assets. Completeness and accuracy should be ensured through physical counts, review of purchase records, prior inventory count records, listings maintained by other government agencies, and other methods deemed necessary.

A capitalization threshold is the cost established by the Village Treasurer that must be met or exceeded if an asset is to be recorded and depreciated as a capital asset. The capitalization threshold is based on the cost of a single asset. Assets that do not meet the capitalization threshold will be recorded as expenditures or expenses. The acquisition of land will be recorded regardless of cost. The capitalization threshold for depreciable land improvements, infrastructure, and buildings is \$50,000. The capitalization threshold for vehicles, machinery, equipment and furniture is \$10,000. For purposes of property control (insurance, security, etc.), the Village Treasurer and/or department heads may develop and maintain the appropriate record keeping system(s) to account for assets that do not meet the capitalization threshold.

Capital assets that meet the capitalization threshold will be recorded at the acquisition cost (for purchased items), the construction cost (for constructed items) or the fair market value on the date of donation (for donated items). The cost of a capital asset may include ancillary charges necessary to place the asset into its intended location and condition for use. Ancillary charges include costs that are directly attributable to asset acquisition or construction, such as freight and transportation charges, site preparation costs, and professional fees. Estimated historical cost may be used in those cases where the actual historical cost is not readily available. Estimated historical cost will be calculated using the current replacement cost of a similar asset and deflating this cost to the acquisition year (or estimated acquisition year) using a price-level index approved by the Village Treasurer.

Depreciable (exhaustible) capital assets will be depreciated over their estimated useful lives, as established by the Village Treasurer, using the straight-line method of depreciation. The Village Treasurer may, but is not required to, assign a salvage value to depreciable capital assets. In no event shall the useful life of a capital asset financed by debt be less than the period of probable usefulness established for debt purposes as found in Section 11 of the New York State Local Finance Law.

The Village Treasurer will maintain an inventory of capital assets. Each inventory record should include a description, the year and method of acquisition (e.g., purchase, donation, etc.), funding source, cost or estimated cost, salvage value, estimated useful life and the function(s) that use the asset. The Village Treasurer and/or department heads, may, but are not required to, maintain an inventory of non-capital assets for property control

Land is to be recorded regardless of cost and capitalized but not depreciated. Land is recorded at historical cost and remains at that cost until disposal.

Land improvements include items such as excavation, non-infrastructure utility installation, driveways, sidewalks, parking lots, flagpoles, retaining walls, fencing, outdoor lighting, and other non-building improvements intended to make the land ready for its intended purpose. Land improvements are further categorized as non-exhaustible and exhaustible. Land improvements that do not require maintenance or replacement, expenditures to bring land into condition to commence erection of structures, expenditures for improvements not identified with structures, and expenditures for land improvements that do not deteriorate with use or passage of time are additions to the cost of land and are generally not exhaustible and therefore not depreciable. Land improvements that are part of a site, such as parking lots, landscaping and fencing, are usually exhaustible and are therefore depreciable. Depreciation of site improvements is necessary if the improvement is exhaustible.

Buildings will be recorded at cost and depreciated. The cost should be carefully evaluated to determine if a significant portion of the cost includes other major capital assets (such as land or land improvements), or major building components (such as a roof or HVAC system), should be valued and recorded as separate assets.

Building improvements that meet the capitalization threshold and extend the useful life of a building should be capitalized. Examples of building improvements include roofing projects, major energy conservation projects, or remodeling and replacing major building components.

Construction in progress, where it is anticipated that the final total cost at completion of construction meets the capitalization threshold of the constructed asset, should be capitalized and not depreciated.

Furniture, machinery, vehicles and equipment that meet the capitalization threshold will be recorded at cost and depreciated. Improvements to furniture, machinery, vehicles and equipment that meet the capitalization threshold and extend the useful life of such asset should be capitalized. The Village may, but is not required to, aggregate the fiscal year cost and capitalize assets that individually would not meet the capitalization threshold (such as computers or lawnmowers), after determining the significance or materiality of the aggregated cost.

Depreciation is not required for collections or works of art that are inexhaustible.

Capital assets will be recorded and reported in the appropriate funds or records in accordance with generally accepted accounting principles. The Village Treasurer will establish and maintain the record keeping system necessary to allow for the accounting, auditing, and reporting of such assets, including depreciation.

Debt Management Policy

Debt is an effective way to finance capital improvements or to even out short-term revenue flows. Properly managed debt preserves our credit rating, provides flexibility in current and future operating budgets and provides us with long-term assets that maintain or improve our quality of life. To provide for the appropriate issuance and responsible use of debt, the Village has adopted the following debt management policy statements:

- Debt will be issued only for objects or purposes having a period of probable usefulness of at least five years under New York State Local Finance Law.
- Short-term debt may be issued to finance current operating expenditures only in the event of extreme financial emergency or in anticipation of grant reimbursements.
- Whenever appropriate, the Village should issue debt that can be repaid from special assessments or revenues, grants in aid, or sources other than a general levy of real property taxes.
- Whenever appropriate, the Village should obtain cost beneficial financing through governmental agencies and other resources (such as the NYS Environmental Facilities Corporation).
- The maturity of debt issued for the acquisition or construction of capital assets will not exceed the lesser of the useful life of the capital asset, or the period of probable usefulness of the object or purpose as defined in New York State Local Finance Law.
- The Village will seek the advice of bond counsel prior to the issuance of any debt.
- The annual operating budgets of all funds will be maintained so as to ensure the full and timely repayment of debt principal and interest due that year.
- As required under Section 104 of the New York State Local Finance Law, the total amount of outstanding debt will not exceed 7% of the Village's five-year average full valuation.
- In accordance with Securities and Exchange Commission (SEC) Rule 15Ba1-1, no one other than a Village employee, or a municipal (financial) advisor registered with the SEC, is authorized to provide advice to or on behalf of the Village with respect to municipal financial products or the issuance of Village debt, including advice with respect to the structure, timing, terms, and other similar matters concerning such products or debt.

Good communications will be maintained with bond rating agencies, bond counsel, banks, municipal advisors and others involved in debt issuance and management. The Village Treasurer or his/her designee shall be the Village's representative in official matters involving Village debt and shall determine who should participate in communications with rating agencies concerning Village debt. The Village Treasurer shall coordinate and participate in communications between and among other Village officials and the Village's bond counsel, municipal and financial institutions concerning Village debt. Our audited financial reports and official statements will reflect our commitment to full and open disclosure concerning our debt.

Expenditure/Expense Policy

Expenditures/expenses are a rough measure of a local government's service output. While many expenditures/expenses can be easily controlled, emergencies, unfunded mandates and unanticipated service demands may strain our ability to maintain a balanced budget. To ensure the proper control of expenditures/expenses and provide for a quick and effective response to adverse financial situations, the Village has adopted the following expenditure/expense policy statements:

- Expenditures/expenses and purchase commitments will be made in a form and process that is legal, appropriate, funded, authorized and sufficiently documented.
- Expenditures/expenses and purchase commitments will be recorded in an accurate and timely fashion.
- The review and approval process for all claims made against the Village shall be as follows:
 - Departments must issue purchase orders as required under our procurement policy. Departments are encouraged to issue purchase orders whenever practicable, even if they are not required.
 - Properly completed claims must be prepared and submitted to the Treasurer's office by the department responsible for originating the claim. A properly completed claim must include, but is not limited to, the vendor's name and address, date of claim, explanation, accounts to be charged, department authorization signature and sufficient documentation. Sufficient documentation means that a person unfamiliar with the transaction would understand what was ordered, when, by whom, from what vendor, at what price, when the goods or services were delivered, who accepted delivery and who authorized payment. Typical documentation includes copies of purchase orders, invoices and/or statements, Village Board resolutions awarding bids, state contracts, records of quotes received, receiving slips, correspondence and other communications.
 - The Village Treasurer's office will issue checks promptly for all claims properly completed and submitted.
- The balances in appropriation accounts will be monitored regularly to ensure that the total of expenditures/expenses and purchase commitments in any account do not exceed the authorized budget for that account.
- Requests for competitive bids, proposals, formal and informal quotes and other methods of seeking and encouraging vendor competition will be obtained as required by law or otherwise established by the Village Board or Village Treasurer.
- Arrangements will be encouraged with other governments, private individuals and firms to contract out or cooperatively deliver services in a manner that reduces cost and/or improves efficiency and effectiveness while maintaining service quality.
- The full direct and indirect costs will be calculated for any service provided for a fee or charge, or where there is a potential for the reimbursement of such costs.
- We will maintain an effective risk management program that provides adequate coverage, minimizes losses, and reduces costs.
- All appropriations shall lapse at the close of the fiscal year to the extent that they shall not have been expended or encumbered.

Village Credit Card Policy

When employees need to make certain purchases, it is often more convenient, and sometimes required, for them to pay with a credit card, rather than go through the normal procurement process of submitting a purchase requisition. The use of a credit card can also make the process of purchasing several small items more efficient and effective, ultimately saving time and money.

The cost of this convenience and increase in efficiency is the heightened risk of inappropriate spending, such as wasteful or personal purchases. To ensure that credit cards are used only for approved and necessary expenses, the Village has established the following credit card policy and system of internal controls as regards Village credit cards:

- Village credit cards must be authorized by the Village Board.
- The Village Treasurer or his/her designee are the only persons who serve as the Village's liaison with financing institutions and others for the issuance of Village credit cards.
- The Village Treasurer is responsible for the development and maintenance of a system for the issuance and use of Village credit cards.
- Village credit cards will be issued in the names of the employees for better accountability.
- Village credit card holders will be trained in the use of a Village credit card and acknowledge in writing that they understand their responsibilities.
- A Village credit card may only be used for official Village business purchases. The use of Village credit cards for personal expenses is prohibited, with no exceptions.
- Village credit card holders will be responsible for any charges on their card that is disputed (hereinafter known as "unauthorized charges") by the Village Treasurer or Village Board and must agree to allow the Village to withhold the amount of any unauthorized charges from the cardholder's paycheck.
- No Village credit cards will be issued that allow cash advances.
- No Village credit cards will be issued that allow cash back from purchases to any individual or entity, other than the Village.
- The Village Treasurer may establish the terms and conditions of each Village credit card issued, including but not limited to credit limits and balances, authorized vendors and types of purchases.
- The Village credit card holder is responsible for keeping his/her Village credit card in a secure location at all times to prevent unauthorized use.
- The Village Clerk will maintain a log for the use of Village credit cards shared by more than one employee.
- As with all purchases, procurement duties among employees, such as approval, verification and payment of Village credit card claims/vouchers will be segregated.
- Village credit card holders are never allowed to review and approve their own purchases.
- To the extent practicable, billing statements will be detailed and summarized by Village credit card holder and department.
- A copy of the Village credit card holder's monthly statement will be provided to his/her department head. The department head will review the statement, and after conferring with the Village credit card holder (if necessary), but no later than five business days of receipt of the statement, submit a claim voucher with full documentation to the Village Treasurer's office. "Full documentation" includes all the information necessary for a person unfamiliar with the transaction to reconstruct the transaction (the "who," "what," "when," "where" and "why" of the transaction), which includes but is not limited to copies of requisitions, purchase orders, invoices, receipts, receiving slips, etc. If an expense is incurred that involves someone other than the Village credit card holder, the Village credit

card holder must provide the name(s) of anyone who incurred the expense. For example, if food was supplied at a meeting, indicate who was there. The Village credit card holder, his/her department head, and the Village Treasurer's office are required to review Village credit card billing statements for unusual destinations or purchases

- The Village Treasurer's office will pay all monthly statements in a timely manner and advise the credit card issuer of any disputed charges. Automatic payment deductions will not be used to pay credit card bills. Unauthorized charges will be recovered from the Village credit card holder. If necessary, the Village Treasurer is authorized to deduct the amount of unauthorized charges to be recovered from the Village credit card holder's paycheck.
- The Village credit card holder is responsible for immediately reporting to the Village Treasurer a lost or stolen Village credit card. As soon as practicable after notification or knowledge, the Village Treasurer will cancel any Village credit card reported as lost or stolen.
- The Village Treasurer will cancel Village credit cards when the Village credit card holder has left employment with the Village. The Village Treasurer is authorized to cancel or modify the terms and conditions of any and all Village credit cards, at any time, at his/her discretion, with or without cause.
- Any Village credit card holder found guilty of illegal or unauthorized use of a municipal credit card may be subject to penalties allowed by law and/or disciplinary action(s) up to and including termination.

Operating Position Policy

Operating position refers to the Village's ability to balance its budget on a current basis, maintain reserves for emergencies, and maintain sufficient cash to pay its bills on a timely basis. Our operating position policy requires that:

- With the exception of grants, gifts, or other revenues that may be used to pay recurring expenditures, only recurring revenues will be used to pay recurring expenditures.
- Encumbrances represent commitments related to unperformed contracts for goods or services and will be recorded when incurred. Encumbrances outstanding at year-end will be reported in accordance with generally accepted accounting principles.
- The Village will strive to maintain the fund balance of the General Fund at a level of at least 20% of the total General Fund appropriations
- Fund balance should be used for capital, emergency, non-recurring expenditures. Fund balance should not be used to pay recurring expenditures/expenses.

Procurement Policy

The adoption of a procurement policy confirms the commitment of a local government to ensure that its procurements of goods and services are made legally, fairly, prudently, competently, and at the lowest possible cost offered by responsible vendors. This procurement policy, Sections 103 through 109 of the General Municipal Law and publications of the Office of the State Comptroller and professional associations provide guidance to those Village officials and employees involved in the procurement process.

The requirements set forth in this Procurement Policy shall be deemed to be the minimum requirements for procurement. All procuring officials shall use their best efforts to investigate alternative suppliers to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost and to avoid even the appearance of favoritism, extravagance, fraud, or corruption. The Village has adopted the following procurement policy statements in accordance with Section 104-b of the General Municipal Law (GML):

The Village Treasurer and/or his/her designee shall be responsible for the implementation and enforcement of this Procurement Policy, and is authorized to establish, maintain and enforce the necessary and desired systems and procedures to ensure compliance with this Procurement

Policy

Every procurement to be made must be initially reviewed to determine whether it is a purchase contract (a contract that only involves the procurement of commodities) or a public works contract (a contract that only involves the procurement of services, or a combination of services and commodities). Once that determination has been made, a good faith effort will be made to determine whether it is known or can reasonably be expected that the aggregate amount to be spent on the commodities and/or services is subject to competitive bidding pursuant to Section 103 of the General Municipal Law, taking into account the estimated aggregate amount that will be spent on same or similar commodities or services in the 12 month period immediately following the procurement.

All procurements of commodities and/or services having a value of \$1,000 or more will be secured by use of competitive sealed bids, written requests for proposals or quotations, a written record of verbal requests for quotations, or any other method that assures that the commodities and/or services will be procured in accordance with law and this Procurement Policy, at the lowest price offered by a responsive and responsible bidder, and that avoids the appearance of impropriety or favoritism.

The following items are not subject to competitive bidding pursuant to Sections 103 and 104: of the General Municipal Law:

- purchase contracts under \$20,000 and public works contracts under \$35,000;
- emergency procurements;
- goods procured from agencies for the blind or severely handicapped;
- goods procured from correctional institutions;
- procurements using contracts let the United States or any agency thereof;
- procurements using contracts let by any state or any political subdivision or district therein;
- surplus and second-hand procurements from another governmental entity..

The decision that a procurement is not subject to competitive bidding will be documented in writing and made part of the procurement record by the department head or an individual authorized by the department head to make a procurement (authorized purchasers).

The following method of procurement will be used in order to achieve the highest savings:

For Purchase Contracts:

\$0 - \$999	No quotes or proposals required
\$1,000 - \$2,999	A written record of three verbal quotes or proposals
\$3,000 - \$19,999	Three written (letter, fax, or e-mail) proposals or quotations
\$20,000 and above	Competitive bidding

For Public Works Contracts:

\$0 - \$999	No quotes or proposals required
\$1,000 - \$2,999	A written record of three verbal quotes or proposals
\$3,000 - \$34,999	Three written (letter, fax, or e-mail) proposals or quotations
\$35,000 and above	Competitive bidding

A good faith effort shall be made to obtain the required number of proposals or quotations. If the authorized purchaser is unable to obtain the required number of proposals or quotations, the authorized purchaser will document in writing the attempts made at obtaining the proposals or quotations. In no event shall the failure to obtain the proposals be a bar to the procurement.

If any contract is awarded to other than the lowest responsible bidder/proposer, the authorized purchaser shall document in writing the reason(s) that such an award was made and how such an award furthers the purposes of General Municipal Law.

Procurements valued below \$1,000 may be made at the discretion of the authorized purchaser. Where it is economically feasible, authorized purchasers are encouraged to seek written proposals or quotes from three contractors or vendors.

Purchase orders are required for commodities or services having a value of \$1,500 or more, including but not limited to contracts for professional and other services, except for the following:

- Salaries and employee benefits.
- Reimbursement of employee expenses.
- Reimbursement of petty cash funds.
- Utilities, including but not limited to electric, gas, water, sewer, telephone and cable television services.
- Interfund or interdepartmental charges.
- Medical examinations.
- Legal notices.
- Claims for food for prisoners.
- Postage meter costs.
- Real property taxes and assessments.

Pursuant to Section 104-b(2)(f) of the General Municipal Law, the Village Board has determined that competitive bids are not required and contracts may be awarded to other than the lowest responsive and responsible bidder/proposer for the following types of procurements:

- Professional services (services requiring special or technical skill, training or expertise), where the individual or company is selected based on accountability, reliability, responsibility, skill, education and training, judgment, integrity and moral worth. These qualifications are not necessarily found in the individual or company that offers the lowest price and the nature of these services are such that they do not readily lend themselves to competitive bidding. Professional services include, but are not limited to the services of accountants, architects, attorneys, computer or technology consultants, engineers, municipalities, grant writers, insurance agents or consultants, investment managers or consultants, and physicians. In determining whether a service fits into this category, the Village Board shall take into consideration the following:
 - Whether the services are subject to New York State licensing or testing requirements;
 - Whether substantial formal education or training is a necessary prerequisite to the performance of the service; and
 - Whether the service requires a personal relationship between the individual and municipal officials.
- Emergency procurements pursuant to Section 103(4) of the General Municipal Law. Due to the nature of this exception, these goods or services must be procured immediately and without delay for the protection of life and/or property. This action does not preclude alternate proposals if time permits.
- Goods or services under \$1,000. The time and documentation required for procurement may be costlier than the item itself and would, therefore, not be in the best interests of the Village. In addition, it is not likely that such de minimis contracts would be awarded based on favoritism.

It is the responsibility of the authorized purchaser, prior to making a procurement, to ensure that:

- The procurement is in conformance with federal, state and local laws, rules and regulations, including but not limited to any grant or aid requirements, and this Procurement Policy;
- Any necessary approvals or authorizations, including but not limited to financing of the procurement by debt, grants in aid, or currently available funds are in place as may be required by any federal, state or local agency, including but not limited to the Village Board;
- The appropriate accounts are charged and have an unencumbered (available) budget amount sufficient to fund the procurement;
- Any budget transfers or amendments needed to fund the procurement have been approved and entered by the Village Treasurer's office.

It is the responsibility of the department head and all employees involved in the procurement process (ordering, receiving, approval of invoice, etc.) to ensure that claims received for payment are reviewed and processed in an accurate, complete and prompt manner, and forwarded to the Village Treasurer's office with all necessary documentation for payment as soon as possible thereafter, so as to ensure prompt and timely payment to vendors and contractors.

It is the responsibility of the department head to ensure that the procurement record of any procurement made by his/her department is sufficiently documented. "Sufficiently documented" means that a person unfamiliar with the transaction would understand the transaction, including, but not limited to the nature and purpose of the transaction, parties involved, goods or services ordered and delivered, itemized and total costs, accounts charged, person(s) who authorized the purchase, person(s) who confirmed receipt of the goods or services, and the date of each material event in the procurement process.

Retainage will be withheld and released in accordance with contract or legal requirements. As such, contracts requiring retainage and legal requirements to withhold retainage (such as federal, state or local laws, Department of Labor or other official agency notices, mechanics or other liens, grant agreements, etc.) must be thoroughly reviewed and understood so that retainage is withheld and released in accordance with such requirements.

Blanket purchase orders are open-ended purchase orders issued to vendors and contractors for the purpose of consolidating numerous purchases over the course of a fiscal year. Blanket purchase orders eliminate the issuance of separate purchase orders for groups of items which are purchased frequently from the same vendor, and permit departments to purchase items of this nature on an "as needed" basis. A change order must be submitted to the Village Treasurer whenever the remaining amount allowed on the blanket purchase order will be exceeded. All outstanding blanket purchase orders will be canceled ("liquidated") at the end of each fiscal year.

A change order is a properly prepared and authorized document that directs and authorizes a contractor or vendor providing goods or services to change the quantity, character, and/or price of the goods or services to be provided from those originally specified or estimated. Proposed change orders are to be submitted to the Village Treasurer for review and approval prior to confirming the change with the contractor or vendor.

Periodically and at least annually, the Village Treasurer shall carefully review all outstanding purchase orders, and after such review, shall be authorized to close ("liquidate") any outstanding purchase orders that, in the sole discretion of the Village Treasurer, no longer represent a valid procurement purpose. The Village Treasurer will confer with the appropriate department head(s) prior to closing such purchase orders to the extent that doing so is economical, reasonable and practicable.

The justification and reasons for any variance from this Procurement Policy will be documented in writing and made a part of the procurement record. Procurement records will be retained as required by New York State record retention laws, or longer, as required by another federal, state, or local law, rule or regulation, the terms and conditions of any debt covenants, grantor agreements, or other legal or contractual obligation.

The unintentional failure to comply with this procurement policy or the provisions of Section 104-b of the General Municipal Law shall not be grounds to void action taken or give rise to a cause of action against the Village or any officer or employee of the Village.

This policy shall be periodically and at least annually reviewed and updated as necessary or desired.

Revenue Policy

Revenues determine the capacity of a local government to provide services. Under ideal conditions, revenues would grow at a rate equal to or greater than expenditures/expenses. To ensure that our revenues are balanced and capable of supporting our desired levels of services, the Village has adopted the following revenue policy statements:

- Each year and whenever appropriate, existing revenues will be re-examined and possible new sources of revenues will be explored to ensure that we are maximizing our revenue potential.
- Legally restricted revenues will be avoided when they adversely affect the short- or long-term financial health of our government.
- We will strive to be informed and aware of all grants and other aid that may be available to us. All potential grants and other aid shall be carefully examined for restrictive covenants and matching dollar or level-of-effort requirements to ensure that our participation in such grants will be beneficial and cost-effective.
- Each year and whenever appropriate, intergovernmental revenues will be reviewed to determine their short- and long-term stability, to minimize the impact of any adverse changes. Intergovernmental revenues shall be used as legally prescribed or otherwise set forth by policy.
- A balance will be sought in the revenue structure between elastic and inelastic revenues, to minimize any adverse effects caused by inflationary or economic changes.
- One-time revenues will be used for the payment of debt, capital improvements, or as legally restricted to a specific purpose.
- We will carefully and routinely monitor any amounts due to us. An aggressive policy of collection will be followed for all receivables.
- Revenues of the Water Fund and Sewer Fund will be set so as to generate sufficient revenue sufficient to recover their operating and capital costs.
- Revenue forecasts shall be conservative, using generally accepted forecasting techniques and appropriate data.
- Each year and whenever appropriate, we will review our schedule of fees and related administrative procedures.

Periodic Review

This Comprehensive Financial Policy Document, and each of the policies contained within, shall be reviewed by the Village Board at least annually. Comments, questions and suggestions concerning this Comprehensive Financial Policy Document may be directed to:

Village Treasurer
Village of Suffern
61 Washington Avenue
Suffern, NY 10901
treasurer@suffernny.gov
TEL: 845-357-2600 FAX: 845-357-0649

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Village of Suffern
61 Washington Avenue
Suffern, New York 10901

RESOLUTION NO. 90 of 2019

**RESOLUTION TO ADOPT THE CHANGES TO THE TENTATIVE BUDGETS
FOR FISCAL YEAR ENDING MAY 31, 2020**

WHEREAS, Section 5-508 of Village Law provides that the 2019-2020 budget for fiscal year ending May 31, 2019 must be adopted on or before May 1, 2018; and

WHEREAS, the 2019-2020 Tentative Budget ("Tentative Budget") was prepared and transmitted by the Village Treasurer to the Village Board on March 21, 2019; and

WHEREAS, public hearings on the Tentative Budget, the proposed 2019-2020 water rates and the proposed 2019-2020 sewer rates were held on April 11 and April 13, 2019; and

WHEREAS, members of the Village Board have proposed amendments to the Tentative Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Suffern does hereby adopt the following amendments to the Tentative Budget:

General Fund Estimated Revenues

Decrease A1001 Real Property Taxes from \$12,281,362 to \$11,800,886

Decrease A8160.2130 Curbside Solid Waste Charges from \$1,049,243 to \$1,012,973

Increase A2709 Employee Contributions from \$168,000 to \$185,000

General Fund Appropriations

Decrease:

A1110.4 Village Justice Contractual from \$74,426 to \$62,226

A1325.4 Village Treasurer Contractual from \$64,224 to \$59,224

A1420.1 Village Attorney Personal Services from \$24,994 to \$17,000

A1420.4 Village Attorney Contractual from \$198,008 to \$171,508

A3120.1 Police Personal Services from \$4,319,030 to \$4,273,771

A5110.4 Street Maintenance Contractual from \$484,416 to \$391,416

A5142.4 Snow Removal Contractual from \$147,500 to \$132,500

A5650.1 Parking Personal Services from \$72,432 to \$38,321

A5650.4 Parking Contractual from \$52,386 to \$49,586

A7140.2 Recreation Equipment from \$1,200 to \$500

A7140.4 Recreation Contractual from \$118,372 to \$114,782

A7141.1 Recreation Center Personal Services from \$63,583 to \$62,583

A7141.4 Recreation Center Contractual from \$29,150 to \$27,750

A8160.4 Curbside Solid Waste Contractual from \$288,709 to \$263,709

A8160.4830 Curbside Solid Waste Social Security from \$34,088 to \$31,860

A8160.4840 Curbside Solid Waste Workers Compensation from \$60,170 to \$53,328

A8160.4860 Curbside Solid Waste Hospital & Medical from \$146,300 to \$144,100

A9000.4810 NYS Retirement from \$377,042 to \$368,096

A9000.4815 Police & Fire Retirement from \$948,861 to \$938,773

A9000.4830 Social Security from \$477,226 to \$438,194

A9000.4840 Workers Compensation from \$426,160 to \$380,753

A9000.4860 Hospital & Medical from \$2,297,800 to \$2,249,900

Eliminate the salary allocation in and out between A7140.1 Recreation Personal Services and A7141.1 Recreation Center Personal Services, thus increasing A7140.1 Recreation Personal Services in the amount of \$14,132 and decreasing A7141.1 Recreation Center Personal Services in the same amount of \$14,132.

Water Fund

Decrease F2140 Metered Water Sales Estimated Revenue from \$2,183,428 to \$2,133,764

Increase F2709 Employee Contributions from \$7,000 to \$7,700

Decrease the following appropriations:

F8310.1 Personal Services from \$248,910 to \$244,490

F8310.4810 NYS Retirement from \$35,403 to \$34,775

F8310.4830 Social Security from \$19,042 to \$17,481

F8310.4840 Workers Compensation from \$5,470 to \$4,848

F8310.4860 Hospital & Medical from \$77,600 to \$76,400

F8320.4 Source of Supply Contractual from \$305,600 to \$275,600

F8320.4830 Social Security from \$44,049 to \$41,170

F8320.4840 Workers Compensation from \$38,290 to \$33,936

F8320.4860 Hospital & Medical from \$245,800 to \$242,000

Increase F8340.4 Water Transmission Contractual from \$103,500 to \$104,000

Sewer Fund

Decrease G2120 Sewer Rents Estimated Revenue from \$2,515,438 to \$2,489,199

Increase G2709 Employee Contributions from \$10,000 to \$11,000

Decrease the following appropriations:

G8110.1 Personal Services from \$248,910 to \$244,490

G8110.4810 NYS Retirement from \$35,403 to \$34,775

G8110.4830 Social Security from \$19,042 to \$17,481

G8110.4840 Workers Compensation from \$5,470 to \$4,848

G8110.4860 Hospital & Medical from \$55,600 to \$54,700

G8130.1 Personal Services from \$229,509 to \$212,366

G8110.4810 NYS Retirement from \$32,644 to \$30,206

G8130.4830 Social Security from \$17,557 to \$15,184

G8130.4840 Workers Compensation from \$38,290 to \$33,936

G8130.4860 Hospital & Medical from \$148,600 to \$146,300

Increase G8130.4 Contractual from \$759,004 to 770,504

A motion to approve the foregoing resolution was made by Trustee Moira Hertzman and seconded by Steve Alpert and a roll call vote was recorded as follows:

NAME	YES	NO	NOT VOTING	ABSENT
Alpert	X			
Girard	X			
Hagen	X			
Hertzman	X			
Markunas	X			

Mayor Markunas declared the Resolution adopted on April 17, 2019.



Village of Suffern

RESOLUTION NO. 93 of 2019

RESOLUTION TO ADOPT THE CHANGES TO THE TENTATIVE BUDGETS FOR FISCAL YEAR ENDING MAY 31, 2020

WHEREAS, Section 5-508 of Village Law provides that the 2019-2020 budget for fiscal year ending May 31, 2019 must be adopted on or before May 1, 2018; and

WHEREAS, the 2019-2020 Tentative Budget ("Tentative Budget") was prepared and transmitted by the Village Treasurer to the Village Board on March 21, 2019; and

WHEREAS, public hearings on the Tentative Budget, the proposed 2019-2020 water rates and the proposed 2019-2020 sewer rates were held on April 11, April 13 and April 17, 2019; and

WHEREAS, in addition to amendments to the Tentative Budget that were adopted by the Village Board on April 17, 2019, members of the Village Board have proposed additional amendments to the Tentative Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Suffern does hereby adopt the following additional amendments to the Tentative Budget:

General Fund Estimated Revenues

Decrease A1001 Real Property Taxes from \$11,800,886 to \$11,554,286

Increase A1721 Parking Permits from \$175,000 to \$185,428

Increase A3502 Snow & Ice State Aid from \$-0- to \$19,148

General Fund Appropriations

Decrease:

A3120.1 Police Personal Services from \$4,273,771 to \$4,114,102

A3120.4 Police Contractual from \$242,413 to \$217,413

A9000.4815 Police & Fire Retirement from \$938,773 to \$903,834

A9000.4830 Social Security from \$438,194 to \$426,778

Sewer Fund

Decrease G2120 Sewer Rents Estimated Revenue from \$2,489,199 to \$2,484,199

Decrease G8130.1 Personal Services from \$212,366 to \$207,366

A motion to approve the foregoing resolution was made by Trustee Steve Alpert and seconded by Frank Hagen.

AYES: Mayor Edward Markunas

Trustee Steven Alpert, Trustee Frank Hagen, Trustee Moira Hertzman

NOES: None

Adopted April 23, 2019



VILLAGE OF SUFFERN

RESOLUTION NO. 94 OF 2019

ADOPTING LOCAL LAW 2 OF 2019 – AUTHORIZING A PROPERTY TAX LEVY IN EXCESS OF THE LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW SECTION 3-C

WHEREAS, a proposed local law authorizing a property tax levy in excess of the limit established in General Municipal Law Section 3-c for the fiscal year ending May 31, 2020 was introduced at the meeting of the Village Board held on April 1, 2019 at which time a public hearing was set for April 11, 2019; and

WHEREAS, the public hearing was held on April 11, 2019 and April 17, 2019, at which time all person interested in speaking on this matter were given an opportunity to be heard, after which the public hearing was closed; and

RESOLVED, that, after careful consideration of the proposed local law, comments received at the public hearing on said proposed local law, and the status of the Tentative Budget, the Village Board hereby adopts Local Law 2 of 2019 authorizing a property tax levy in excess of the limit established in General Municipal Law Section 3-c as follows:

LOCAL LAW AUTHORIZING A PROPERTY TAX LEVY IN EXCESS OF THE LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW SECTION 3-C

Section 1. Legislative Intent - It is the intent of this local law to allow the Village of Suffern to adopt a budget for the fiscal year ending May 31, 2020 that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law Section 3-c.

Section 2. Authority - This local law is adopted pursuant to subdivision 5 of General Municipal Law Section 3-c, which expressly authorizes a local government’s governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3. Tax Levy Limit Override - The Board of Trustees of the Village of Suffern, County of Rockland, is hereby authorized to adopt a budget for the fiscal year ending May 31, 2020 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law Section 3-c.

Section 4. Severability - If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective date - This local law shall take effect immediately upon filing with the Secretary of State.

A motion to approve the foregoing resolution was made by Trustee Frank Hagen and seconded by Trustee Moira Hertzman. A roll call of the vote is as follows:

NAME	YES	NO	ABSENT
Alpert		X	
Girard		X	
Hagen	X		
Hertzman	X		
Markunas	X		

The Local Law was declared adopted April 30, 2019



VILLAGE OF SUFFERN

RESOLUTION NO. 95 OF 2019

RESOLUTION TO ADOPT THE FISCAL YEAR 2019-2020 BUDGETS FOR THE GENERAL FUND (INCLUDING THE CURBSIDE SOLID WASTE DISTRICT AND THE CONTAINER SOLID WASTE DISTRICT), THE WATER FUND, THE SEWER FUND AND THE DEBT SERVICE FOR FISCAL YEAR ENDING MAY 31, 2020

WHEREAS, Section 5-508 of Village Law provides that the 2019-2020 budget for fiscal year ending May 31, 2020 must be adopted on or before May 1, 2019; and

WHEREAS, the 2019-2020 Tentative Budgets ("Tentative Budgets") were prepared and transmitted by the Village Treasurer to the Village Board on March 21, 2019; and

WHEREAS, public hearings on the Tentative Budgets, the proposed 2019-2020 water rates and the proposed 2019-2020 sewer rates were held on April 11, 2019 and closed on April 17, 2019; and

WHEREAS, a public hearing on adopting a local law authorizing a property tax levy in excess of the limit established in General Municipal Law Section 3-c for the fiscal year ending May 31, 2020 was held on April 11, 2019 and closed on April 17, 2019; and

WHEREAS, on April 17, 2019, the Village Board of Trustees adopted a resolution amending the Tentative Budgets, which included an increase in estimated revenues for employee health insurance contributions to reflect a higher contribution amount calculated by applying the employee contribution percentage to higher health insurance costs; and

WHEREAS, on April 23, 2019, the Village Board of Trustees adopted a resolution amending the Tentative Budgets, which included an increase in estimated revenues for the following:

Increase A1721 Parking Permits from \$175,000 to \$185,428 to reflect the sale of new parking permits to Orange Avenue Apartments; and

Increase A3502 Snow & Ice State Aid from \$-0- to \$19,148 to reflect the estimated contractual obligation from the New York State Department of Transportation for the removal of snow and ice on New York State roads by the Village; and

WHEREAS, on April 30, 2019, the Village Board adopted Local Law 2 of 2019 authorizing a property tax levy in excess of the limit established in General Municipal Law Section 3-c for the fiscal year ending May 31, 2020; and

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Suffern does hereby adopt the 2019-2020 budgets for the General Fund (including the Curbside Solid Waste

District and the Container Solid Waste District), the Water Fund, the Sewer Fund and the Debt Service for fiscal year ending May 31, 2020 as follows:

General Fund:	
Appropriations	\$ 15,511,940
Less: Estimated revenues other than real property taxes	(3,957,654)
Real property tax levy	11,554,286
Taxable assessed valuation	132,840,366
Tax rate per \$1,000 taxable assessed valuation	<u>\$86.98</u>
Curbside Solid Waste District:	
Appropriations	\$ 1,012,973
Less: Estimated revenues other district service charges	-
Amount to be raised by district service charges	1,012,973
Units to be serviced	1,878
Annual service charge per unit	<u>\$540.00</u>
Container Solid Waste District:	
Amount to be raised by district service charges	\$ 313,586
Units to be serviced	1,723
Annual service charge per unit	<u>\$182.00</u>
Water Fund:	
Appropriations	\$ 2,161,964
Less: Estimated revenues other than water rents	(28,200)
Amount to be raised by metered water sales	<u>\$ 2,133,764</u>
Per unit water rates within Village:	
Minimum charge up to 10 units	\$35.00
For the portion over 10 but less than 71 units	\$3.73
For the portion over 70 units	\$4.86
Per unit water rates outside Village limits:	
Minimum charge up to 10 units	\$60.00
For the portion over 10 units	\$5.60
Sewer Fund:	
Appropriations	\$ 2,511,863
Less: Estimated revenues other than sewer rents	(24,000)
Amount to be raised by sewer rents	<u>\$ 2,487,863</u>
Per unit sewer rates within Village:	
Minimum charge	\$25.00
Per unit of water consumed	\$11.57
Per unit sewer rates outside Village limits:	
Minimum charge	\$25.00
Per unit of water consumed	\$14.46
Debt Service Fund:	
Appropriations	<u>\$ 1,193,466</u>
Estimated Revenues	<u>\$ 1,193,466</u>

A motion to approve the foregoing resolution was made by Trustee Frank Hagen and seconded by Trustee Moira Hertzman. A roll call of the vote is as follows:

NAME	YES	NO	ABSENT
Alpert		X	
Girard		X	
Hagen	X		
Hertzman	X		
Markunas	X		

The Local Law was declared adopted April 30, 2019