



Village of Suffern, New York

Adopted Budgets Fiscal Year Ending May 31, 2022

**As Adopted by the Village Board of Trustees
April 29, 2021**

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Village of Suffern, New York

2021-2022 Budget Message

April 29, 2021

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 29, 2021, 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, 2022 (the 2021-2022 fiscal year).

Also included in this document are various supporting schedules, the Comprehensive Financial Policies of the Village of Suffern, and a list of capital projects recommended to be undertaken in the 2021-2022 fiscal year. No spending or encumbrance for any capital project is authorized until and unless the Village Board adopts one or more resolutions to undertake the project, identifies and secures the source(s) of financing for said project, and establishes the necessary project budget (estimated revenues and appropriations).

Budget preparation worksheets and instructions were distributed to department heads in January 2021 and returned to the Treasurer's Office during the month of March 2021. 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 18, 2021.

Due to the COVID-19 emergency, the Village Board held several budget meetings via video conference pursuant to and in accordance with Governor Andrew Cuomo's Executive orders. The Village Clerk presented the tentative budget to the Village Board at the Village Board meeting of March 18, 2021. A public hearing on the tentative budget and a proposed local law to override the 2021-2022 real property tax levy limit ("tax cap") was held on April 12, 2021. A public hearing on the proposed 2021-2022 water rates and the proposed 2021-2022 sewer rents was held on April 19, 2021. On April 22, 2021 and April 26, 2021, the Village Board held meetings to consider final changes to the 2021-2022 Tentative Budget.

At the Village Board meeting of April 29, 2021, the Village Board adopted the 2021-2022 budgets for the General Fund, the Water Fund, the Sewer Fund and the Debt Service Fund, the associated real property tax rate, the Curbside and Container districts solid waste rates, the water and sewer rates, and the Village's Comprehensive Financial Policies.

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 2020-2021 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.

Office of the State Comptroller Budget Review

Chapter 99 of the Laws of 2015 authorized the Village to issue the Village's 2016 Serial Bonds to liquidate the accumulated deficits in the Village's General, Water, Sewer, and Capital Projects funds as of May 31, 2015. New York State Local Finance Law Section 10.10 requires the Village to submit to the State Comptroller, for each fiscal year during which the deficit obligations are outstanding, the Village's tentative budget for the forthcoming fiscal year. The scheduled final principal and interest payment dates are in the fiscal year ending May 31, 2026. The bonds maturing on or after March 15, 2022 are subject to optional redemption prior to maturity ("callable").

On April 16, 2021, the Office of the State Comptroller (OSC) issued *Report Number B21-6-2, Village of Suffern 2021-2022 Tentative Budget Review*, wherein the OSC determined that *"Based on the results of our review, except for the item discussed below [the Sewer Fund 2021-2022 estimated revenues], we found that the significant revenue and expenditure projections contained in the tentative budget were reasonable."* The Village Board and Village Treasurer share the concerns noted by the OSC as regards the Sewer Fund: *"...because the impacts of the [COVID-19] pandemic are ongoing we believe there is still a risk of revenues being less than prior years. Village officials should carefully monitor this revenue and make adjustments to the budget as needed throughout the year."*

The OSC budget review report has been published on the Village's website.

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 decrease \$75,004 (0.5%) from \$15.9 million to \$15.8 million and revenues other than property taxes will decrease \$215,060 (5.3%) from \$4 million to \$3.8 million. As a result, the real property tax levy will increase \$140,056 (1.2%) from \$11.9 million to \$12 million.

Together with a \$34,776 increase in taxable assessed valuation of real property, the 2021-2022 real property tax rate will increase from \$90.06 to \$91.09 (1.1%) per \$1,000 taxable assessed valuation. The real property tax rate changes approximately one percent (1%) for every \$120,000 change in estimated revenue or appropriation and for every \$1.32 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 is estimated to be \$43.

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, cooperative apartments ("co-ops") and apartments. Costs of operating the Curbside Solid Waste District increase \$21,026 (2%). The number of units serviced remains the same at 1,870, resulting in an annual service charge per unit that will increase \$11 from \$551 to \$562.

The Container Solid Waste district provides residential refuse and recycling services to residents living in condominiums and co-ops. The \$356,661 required for services to 1,723 units remains the same, resulting in an annual rate of \$207 per unit. These services are provided by an independent refuse and recycling contractor under an agreement that expires on May 31, 2022.

Water Fund

The Water Fund accounts for the activities of the Village's drinking water treatment and distribution system. Total costs of the Water Fund decrease \$27,042 and estimated revenues increase \$1,500. It is estimated that the annual cost of water for the average single-family home will decrease three dollars.

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 \$142,811 (5.3%) and total estimated revenues other than sewer rents will increase \$5,000. It is estimated that the annual cost of sewer service for the average single-family home will increase \$30 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 2021-2022 will increase \$35,085 (3%) from \$1,155,981 to \$1,191,066. This increase is primarily due to the addition of the 2020B Serial Bonds issued through the Environmental Facilities Corporation (EFC) that closed on December 17, 2020. Debt service payments are funded by transfers in from the General, Water and Sewer funds.

Capital Projects

The \$2.9 million list of proposed capital projects represents assets that have a value of at least \$15,000 with an estimated life of at least three years. Debt is the proposed source of funding for all the capital projects listed, but the source of funding is subject to change based on the availability of grants and aid or other revenues. It is important to note that no person or entity is legally authorized to expend, or commit the Village to expend, money on any project until the necessary resolutions to establish the project budget and financing source(s) 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 (taxing power) 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 2019-2021 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% 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 12, 2021, a public hearing was held to consider the 2021-2022 Tentative Budget and to consider a local law to authorize a property tax levy in excess of the limit established in General Municipal Law Section 3-c for the fiscal year ending May 31, 2022. At the conclusion of the public hearing, a motion made and seconded to adopt the local law failed on a vote of three against and two in favor of the local law. The budget as adopted on April 29, 2021 is \$170,097 below the tax levy limit ("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

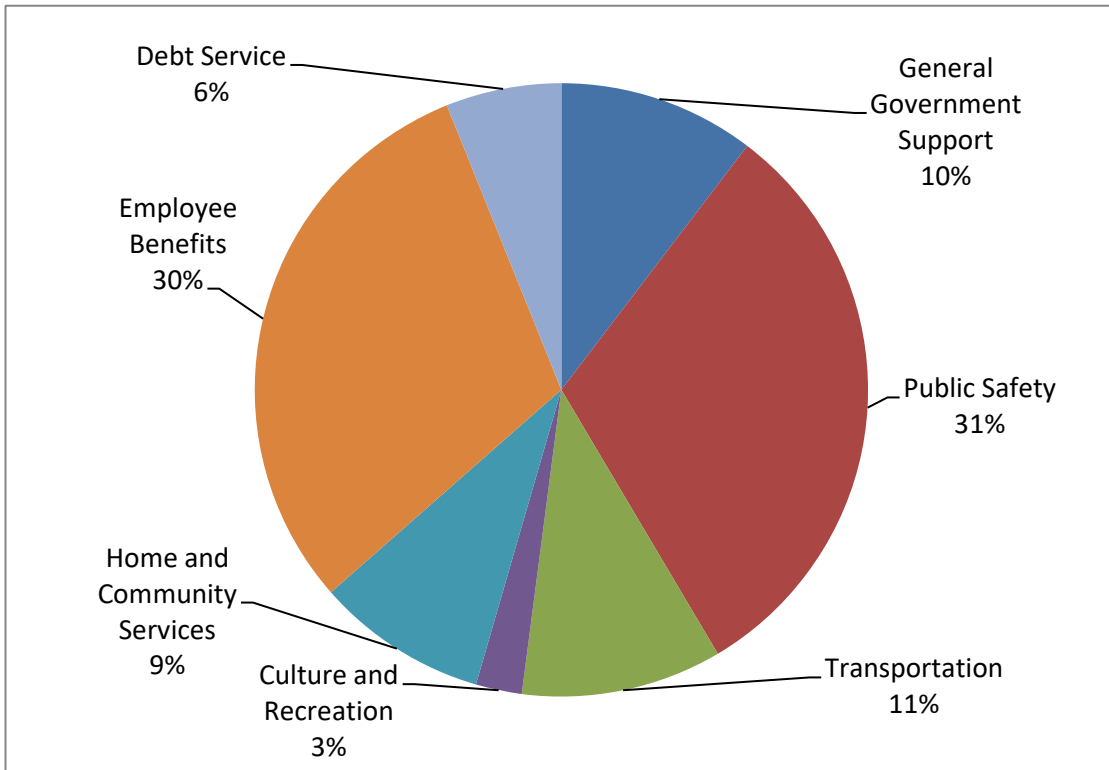
Michael A. Genito
Village Treasurer

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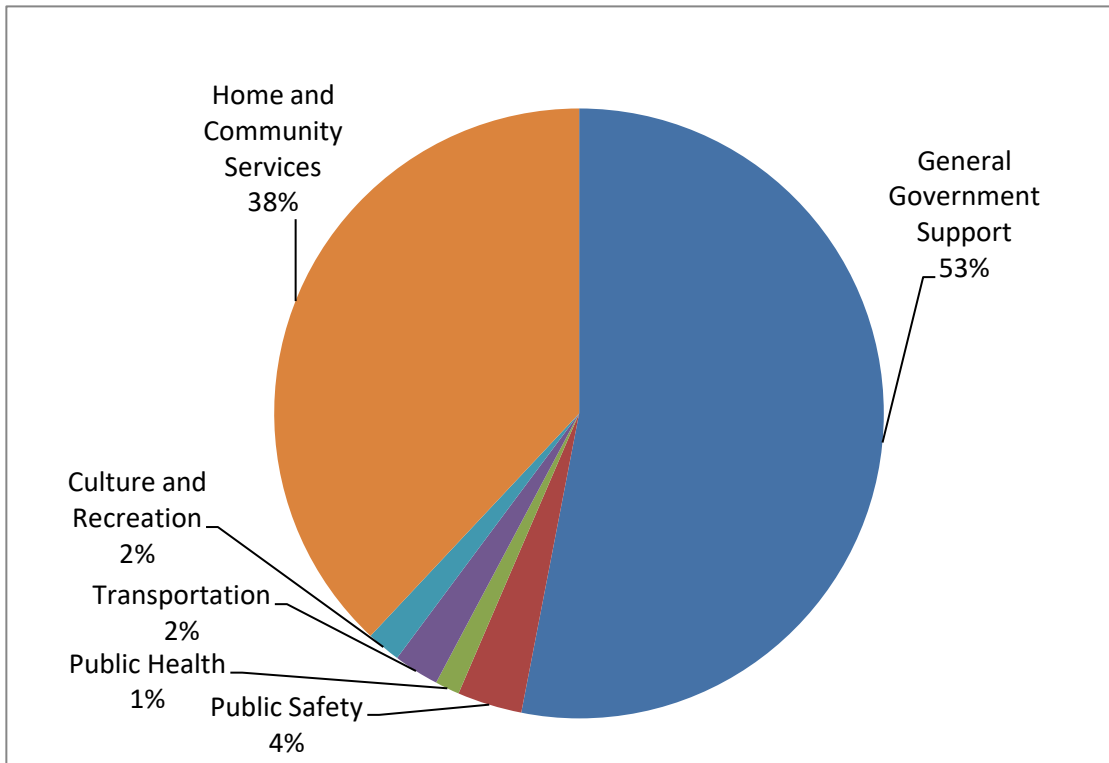
**Village of Suffern, New York General Fund
Summary of Changes by Program
Fiscal Year Ending May 31, 2022**

	Adopted 2021	Tentative 2022	Adopted 2022	Change 2021 to 2022	
Appropriations:					
General Government Support	\$ 1,477,593	\$ 1,692,332	\$ 1,639,418	\$ 161,825	11.0%
Public Safety	5,203,250	5,075,104	4,922,945	(280,305)	-5.4%
Public Health	9,600	9,600	9,600	-	0.0%
Transportation	1,620,340	1,702,997	1,674,497	54,157	3.3%
Culture and Recreation	280,162	383,294	383,294	103,132	36.8%
Home and Community Services	1,413,610	1,435,106	1,431,036	17,426	1.2%
Employee Benefits	4,850,554	4,786,600	4,805,970	(44,584)	-0.9%
Debt Service	1,049,665	963,010	963,010	(86,655)	-8.3%
Total Appropriations	\$ 15,904,774	\$ 16,048,043	\$ 15,829,770	\$ (75,004)	-0.5%
Estimated Revenues:					
General Government Support	\$ 2,181,362	\$ 2,018,669	\$ 2,018,669	\$ (162,693)	-7.5%
Public Safety	131,000	130,000	130,000	(1,000)	-0.8%
Public Health	49,000	50,000	50,000	1,000	2.0%
Transportation	219,148	91,755	91,755	(127,393)	-58.1%
Culture and Recreation	15,000	69,000	69,000	54,000	360.0%
Home and Community Services	1,425,331	1,450,427	1,446,357	21,026	1.5%
Total Estimated Revenues	\$ 4,020,841	\$ 3,809,851	\$ 3,805,781	\$ (215,060)	-5.3%
Total Appropriations	\$ 15,904,774	\$ 16,048,043	\$ 15,829,770	\$ (75,004)	-0.5%
Less: Estimated Revenues	4,020,841	3,809,851	3,805,781	(215,060)	-5.3%
	11,883,933	12,238,192	12,023,989	140,056	1.2%
Less: Appropriated Fund Balance	-	-	-	-	0.0%
Real Property Tax Levy	11,883,933	12,238,192	12,023,989	140,056	1.2%
Village Taxable Assessed Valuation	131,966,754	131,978,854	132,001,530	34,776	0.0%
Tax Rate per \$1,000 Assessed Valuation	\$90.06	\$92.73	\$91.09	\$1.03	1.1%
Median taxable assessed value,					
single family home	\$41,100	\$41,100	\$41,100	\$0	0
Property taxes on median single family home	\$3,701	\$3,811	\$3,744	\$43	1.2%
The following changes would change the tax rate by one (1%) percent:					
A change in revenues and/or expenditures of:		\$122,000	\$120,000		
A change in taxable assessed valuation of:		\$1,320,000	\$1,320,000		

2021-2022 General Fund Appropriations by Program



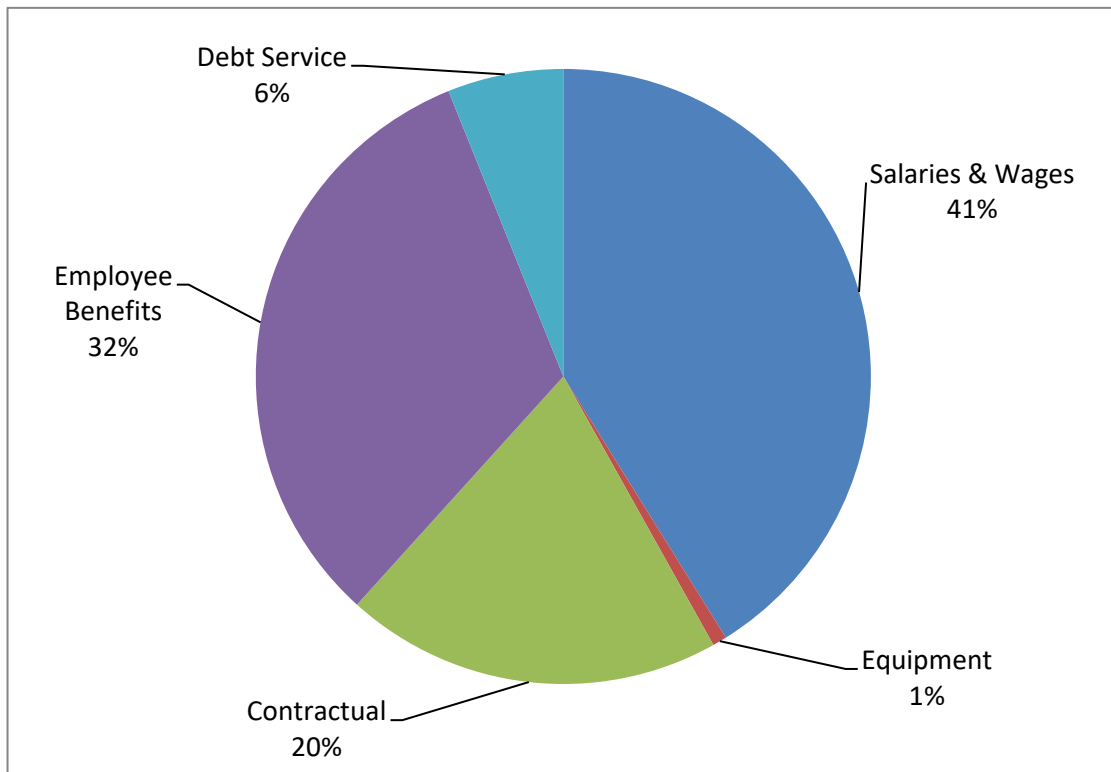
2021-2022 General Fund Estimated Revenues by Program



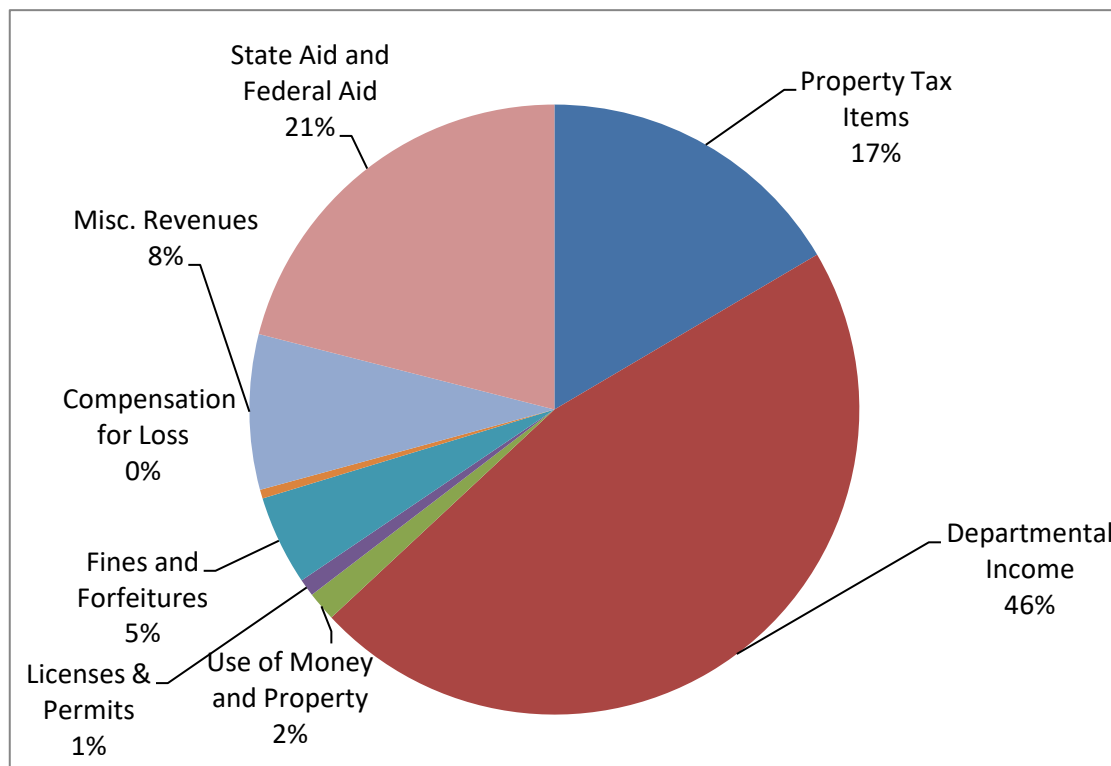
**Village of Suffern, New York General Fund
Summary of Changes by Object and Source
Fiscal Year Ending May 31, 2022**

	Adopted 2021	Tentative 2022	Adopted 2022	Change 2021 to 2022	
Appropriations:					
Salaries & Wages	\$ 6,575,942	\$ 6,595,292	\$ 6,510,678	\$ (65,264)	-1.0%
Equipment	91,052	179,800	119,800	28,748	31.6%
Contractual	3,026,061	3,231,006	3,137,047	110,986	3.7%
Employee Benefits	5,162,054	5,078,935	5,099,235	(62,819)	-1.2%
Debt Service	1,049,665	963,010	963,010	(86,655)	-8.3%
Total Appropriations	<u>\$ 15,904,774</u>	<u>\$ 16,048,043</u>	<u>\$ 15,829,770</u>	<u>\$ (75,004)</u>	<u>-0.5%</u>
Estimated Revenues Other Than Real Property Taxes:					
Property Tax Items	\$ 638,387	\$ 629,197	\$ 629,197	\$ (9,190)	-1.4%
Departmental Income	1,820,331	1,774,427	1,770,357	(49,974)	-2.7%
Use of Money and Property	98,559	59,739	59,739	(38,820)	-39.4%
Licenses and Permits	35,000	35,000	35,000	-	0.0%
Fines and Forfeitures	251,000	181,000	181,000	(70,000)	-27.9%
Sale of Property and Compensation for Loss	28,000	18,000	18,000	(10,000)	-35.7%
Misc. Revenues	385,416	312,733	312,733	(72,683)	-18.9%
State Aid and Federal Aid	764,148	799,755	799,755	35,607	4.7%
Total Estimated Revenues	<u>\$ 4,020,841</u>	<u>\$ 3,809,851</u>	<u>\$ 3,805,781</u>	<u>\$ (215,060)</u>	<u>-5.3%</u>
Total Appropriations	\$ 15,904,774	\$ 16,048,043	\$ 15,829,770	\$ (75,004)	-0.5%
Less: Estimated Revenues	<u>4,020,841</u>	<u>3,809,851</u>	<u>3,805,781</u>	<u>(215,060)</u>	<u>-5.3%</u>
	11,883,933	12,238,192	12,023,989	140,056	1.2%
Less: Appropriated Fund Balance	-	-	-	-	0.0%
Real Property Tax Levy	11,883,933	12,238,192	12,023,989	140,056	1.2%
Village Taxable Assessed Valuation	131,966,754	131,978,854	132,001,530	34,776	0.0%
Tax Rate per \$1,000 Assessed Valuation	<u>\$90.06</u>	<u>\$92.73</u>	<u>\$91.09</u>	<u>\$1.03</u>	<u>1.1%</u>
Median taxable assessed value,					
single family home	\$41,100	\$41,100	\$41,100		
Property taxes on median single family home	\$3,701	\$3,811	\$3,744	\$43	1.2%
The following changes would change the tax rate by one (1%) percent:					
A change in revenues and/or expenditures of:		\$122,000	\$120,000		
A change in taxable assessed valuation of:		\$1,320,000	\$1,320,000		

2021-2022 General Fund Appropriations by Object



2021-2022 General Fund Estimated Revenues by Source



**Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2022
Appropriations**

Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
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GENERAL GOVERNMENT SUPPORT

BOARD OF TRUSTEES

A1010.1 Personal Services	\$ 38,255	\$ 38,250	\$ 38,250	\$ 38,250
A1010.4 Contractual Expenses	9,775	15,832	13,350	12,825
TOTAL	48,030	54,082	51,600	51,075

JUDICIAL

VILLAGE JUSTICE

A1110.1 Personal Services	212,058	227,437	200,233	198,233
A1110.4 Contractual Expenses	17,952	37,634	36,874	34,785
TOTAL	230,010	265,071	237,107	233,018

EXECUTIVE

MAYOR

A1210.1 Personal Services	27,000	27,000	27,000	27,000
A1210.4 Contractual Expenses	1,982	3,458	3,250	3,250
TOTAL	28,982	30,458	30,250	30,250

FINANCE

AUDITOR

A1320.4 Contractual Expenses	21,698	38,000	38,000	38,000
TOTAL	21,698	38,000	38,000	38,000

TREASURER

A1325.1 Personal Services	89,440	83,976	97,745	97,745
A1325.4 Contractual Expenses	37,912	64,924	88,080	84,780
TOTAL	127,352	148,900	185,825	182,525

ASSESSOR

A1355.1 Personal Services	13,103	13,103	13,103	13,103
A1355.4 Contractual Expenses	-	-	1,000	1,000
TOTAL	13,103	13,103	14,103	14,103

MUNICIPAL FINANCIAL ADVISOR

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

TOTAL FINANCE	164,653	204,003	241,928	238,628
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STAFF

VILLAGE CLERK

A1410.1 Personal Services	158,582	159,531	164,247	164,247
A1410.2 Equipment	-	1,000	1,000	1,000
A1410.4 Contractual Expenses	47,049	56,440	60,000	60,000
TOTAL	205,631	216,971	225,247	225,247

**Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2022
Appropriations**

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
VILLAGE ATTORNEY				
A1420.1 Personal Services	16,385	17,000	42,500	42,500
A1420.4 Contractual Expenses	271,372	172,008	179,070	159,070
TOTAL	287,757	189,008	221,570	201,570

TOTAL STAFF	493,388	405,979	446,817	426,817
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SHARED SERVICES

BUILDINGS

A1620.1 Personal Services	1,320	-	52,650	52,650
A1620.4 Contractual Expenses	141,449	160,000	163,500	163,500
TOTAL SHARED SERVICES	142,769	160,000	216,150	216,150

SPECIAL ITEMS

A1910.4 Unallocated Insurance	146,091	168,000	178,480	178,480
A1920.4 Municipal Association Dues	4,846	5,000	5,000	5,000
A1930.4 Judgement and Claims	86,923	85,000	85,000	85,000
A1990.4 Contingent Account	-	100,000	200,000	175,000
TOTAL SPECIAL ITEMS	237,860	358,000	468,480	443,480

TOTAL GENERAL GOVERNMENT SUPPORT	1,345,692	1,477,593	1,692,332	1,639,418
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PUBLIC SAFETY & EDUCATION

DARE

A2989.1 DARE	70,762	50,000	6,000	6,000
TOTAL	70,762	50,000	6,000	6,000

POLICE

A3120.1 Personal Services	4,086,324	4,310,705	4,085,201	3,997,587
A3120.2 Equipment	17,553	35,200	140,000	80,000
A3120.4 Contractual Expenses	177,358	229,547	250,820	246,950
TOTAL	4,281,235	4,575,452	4,476,021	4,324,537

FIRE DEPARTMENT

A3410.2 Equipment	41,699	54,852	38,800	38,800
A3410.4 Contractual Expenses	266,407	273,893	297,090	297,090
TOTAL	308,106	328,745	335,890	335,890

SAFETY INSPECTION

A3620.1 Personal Services	198,294	207,053	224,193	224,193
A3620.4 Contractual Expenses	13,619	42,000	33,000	32,325
TOTAL	211,913	249,053	257,193	256,518

TOTAL PUBLIC SAFETY AND EDUCATION	4,872,016	5,203,250	5,075,104	4,922,945
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Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2022
Appropriations

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
HEALTH				

REGISTRAR OF VITAL STATISTICS

A4020.1 Personal Services	9,600	9,600	9,600	9,600
TOTAL HEALTH	9,600	9,600	9,600	9,600

TRANSPORTATION

STREET ADMINISTRATION

A5010.1 Personal Services	-	-	-	-
A5010.4 Contractual Expenses	9,959	16,616	16,616	16,616
TOTAL	9,959	16,616	16,616	16,616

STREET MAINTENANCE

A5110.1 Personal Services	747,171	829,793	885,794	885,794
A5110.2 Equipment	-	-	-	-
A5110.4 Contractual Expenses	300,337	349,466	378,416	354,916
TOTAL	1,047,508	1,179,259	1,264,210	1,240,710

SNOW REMOVAL

A5142.4 Contractual Expenses	52,256	145,000	150,500	145,500
TOTAL	52,256	145,000	150,500	145,500

STREET LIGHTING

A5182.4 Contractual Expenses	174,643	220,000	225,000	225,000
TOTAL	174,643	220,000	225,000	225,000

PARKING DEPARTMENT

A5650.1 Personal Services	33,527	29,007	29,271	29,271
A5650.4 Contractual Expenses	33,699	30,458	17,400	17,400
TOTAL	67,226	59,465	46,671	46,671

TOTAL TRANSPORTATION	1,351,592	1,620,340	1,702,997	1,674,497
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CULTURE AND RECREATION

PLAYGROUND AND RECREATION CENTERS

A7140.1 Personal Services	215,747	108,813	196,114	196,114
A7140.2 Equipment	-	-	-	-
A7140.4 Contractual Expenses	120,400	99,674	114,249	114,249
TOTAL	336,147	208,487	310,363	310,363

SUFFERN COMMUNITY CENTER

A7141.1 Personal Services	49,059	44,444	45,500	45,500
A7141.4 Contractual Expenses	20,932	22,750	22,750	22,750
TOTAL	69,991	67,194	68,250	68,250

**Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2022
Appropriations**

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
HISTORIAN				
A7510.1 Personal Services	1,980	1,981	1,981	1,981
A7510.4 Contractual Expenses	1,911	2,500	2,700	2,700
TOTAL	3,891	4,481	4,681	4,681

TOTAL CULTURE AND RECREATION	410,029	280,162	383,294	383,294
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HOME AND COMMUNITY SERVICES

ZONING				
A8010.1 Personal Services	4,286	4,863	4,863	4,863
A8010.4 Contractual Expenses	1,274	1,700	1,700	1,700
TOTAL	5,560	6,563	6,563	6,563

PLANNING				
A8020.1 Personal Services	5,619	5,616	5,616	5,616
A8020.4 Contractual Expenses	1,184	16,100	12,500	12,500
TOTAL	6,803	21,716	18,116	18,116

CURBSIDE SOLID WASTE				
A8160.1 Personal Services	466,357	457,770	471,431	476,431
A8160.2 Equipment	-	-	-	-
A8160.4 Contractual Expenses	257,120	259,400	290,000	280,000
A8160.8 Employee Benefits	261,324	311,500	292,335	293,265
TOTAL	984,801	1,028,670	1,053,766	1,049,696

CONTAINER SOLID WASTE				
A8161.4 Contractual Expenses	284,295	356,661	356,661	356,661
TOTAL	284,295	356,661	356,661	356,661

TOTAL HOME AND COMMUNITY SERVICES	1,281,459	1,413,610	1,435,106	1,431,036
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UNDISTRIBUTED

EMPLOYEE BENEFITS				
A9010.8 State Retirement	316,744	322,292	336,514	335,984
A9015.8 Police Retirement.	851,233	942,657	1,156,766	1,156,766
A9025.8 Firefighter Service Award Program	118,046	148,568	163,717	163,717
A9030.8 Social Security	380,092	419,000	395,200	389,400
A9031.8 MTA Commuter Tax	20,004	19,300	19,500	19,100
A9036.8 Disability Insurance	137	137	137	137
A9037.8 Flexible Spending Plan	1,200	1,200	1,200	1,200
A9040.8 Workers Compensation	374,289	439,300	388,100	388,100
A9045.8 Life Insurance	72,339	61,800	62,800	61,900
A9050.8 Unemployment Ins.	-	2,500	20,000	20,000
A9060.8 Hospital & Medical Ins.	1,926,015	2,392,000	2,138,386	2,165,386

**Village of Suffern, New York General Fund
Fiscal Year Ending May 31, 2022
Appropriations**

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
A9065.8 Dental Insurance	101,032	101,800	104,280	104,280
TOTAL	4,161,131	4,850,554	4,786,600	4,805,970

DEBT SERVICE

A9730.6 Bond Anticipation Notes Principal	125,500	345,750	296,300	296,300
A9730.7 Bond Anticipation Notes Interest	8,283	24,048	10,176	10,176
A9785.6 Installment Purchase Contracts Principal	96,962	131,940	113,748	113,748
A9785.7 Installment Purchase Contracts Interest	25,704	24,440	18,965	18,965
TOTAL	256,449	526,178	439,189	439,189

OPERATING TRANSFERS TO OTHER FUNDS

A9901.9 Transfer to Debt Service				
A9901.6 Serial Bond Principal	497,406	391,408	411,543	411,543
A9901.7 Serial Bond Interest	130,302	132,079	112,278	112,278
A9950.9 Transfer to Capital Projects Fund	87,946	-	-	-
TOTAL	715,654	523,487	523,821	523,821

TOTAL UNDISTRIBUTED	5,133,234	5,900,219	5,749,610	5,768,980
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TOTAL APPROPRIATIONS	\$ 14,403,622	\$ 15,904,774	\$ 16,048,043	\$ 15,829,770
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**Village of Suffern, New York General Fund
Estimated Revenues
Fiscal Year Ending May 31, 2022**

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
TAX ITEMS				
OTHER TAX ITEMS				
A1081 Payments in Lieu of Taxes	\$ 200,750	\$ 204,387	\$ 209,197	\$ 209,197
A1090 Interest & Pen on Real Prop Taxes	66,426	20,000	20,000	20,000
TOTAL OTHER TAX ITEMS	267,176	224,387	229,197	229,197
NON-PROPERTY TAX ITEMS				
A1130 Utilities Gross Receipts Tax	150,621	164,000	150,000	150,000
A1170 Franchises	251,833	250,000	250,000	250,000
TOTAL NON-PROPERTY TAX ITEMS	402,454	414,000	400,000	400,000
TOTAL TAX ITEMS	669,630	638,387	629,197	629,197
DEPARTMENTAL INCOME				
PUBLIC SAFETY				
A1560 Safety Inspection Fees	117,751	111,000	110,000	110,000
A1589 Other Public Safety	24,361	20,000	20,000	20,000
A2260 Police Services	495	-	-	-
TOTAL PUBLIC SAFETY	142,607	131,000	130,000	130,000
HEALTH				
A1603 Vital Statistics Fees	55,230	49,000	50,000	50,000
TOTAL HEALTH	55,230	49,000	50,000	50,000
TRANSPORTATION				
A1721 Parking Permits	175,189	200,000	75,000	75,000
TOTAL TRANSPORTATION	175,189	200,000	75,000	75,000
CULTURE AND RECREATION				
A2012 Recreation Concessions	5,075	-	5,000	5,000
A2025 Pool Fees	51,214	-	49,000	49,000
A2089 Other Culture/Recreation	9,234	15,000	15,000	15,000
TOTAL CULTURE AND RECREATION	65,523	15,000	69,000	69,000
HOME AND COMMUNITY SERVICES				
A2130 Refuse Charges	25,688	25,000	25,000	25,000
A2110 Zoning Fees	3,050	2,500	2,500	2,500
A2115 Planning Board Fees	4,875	12,500	12,500	12,500
A3265 Curside District Solid Waste Fees	1,010,249	1,028,670	1,053,766	1,049,696
A3265 Container District Solid Waste Fees	313,586	356,661	356,661	356,661
TOTAL HOME & COMMUNITY SERVICES	1,357,448	1,425,331	1,450,427	1,446,357
TOTAL DEPARTMENTAL INCOME	1,795,997	1,820,331	1,774,427	1,770,357

Village of Suffern, New York General Fund
 Estimated Revenues
 Fiscal Year Ending May 31, 2022

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
USE OF MONEY AND PROPERTY				
A2401 Interest & Earnings	183,692	40,000	-	-
A2410 Rental of Cell Tower	38,213	39,359	40,539	40,539
A2410 Rental of Parking Spaces	19,200	19,200	19,200	19,200
TOTAL USE OF MONEY AND PROPERTY	241,105	98,559	59,739	59,739

LICENSES & PERMITS				
A2590 Other Permits	30,690	35,000	35,000	35,000
TOTAL LICENSES & PERMITS	30,690	35,000	35,000	35,000

FINES & FORFEITURES				
A2610 Fines and Forfeited Bail	209,961	251,000	181,000	181,000
TOTAL FINES & FOREITURES	209,961	251,000	181,000	181,000

SALES OF PROPERTY & COMPENSATION FOR LOSS				
A2651 Sale of Recyclables	3,248	3,000	3,000	3,000
A2665 Sale of Equipment	1,509	-	-	-
A2680 Insurance Recovery	18,063	25,000	15,000	15,000
TOTAL SALES & COMPENSATION FOR LOSS	22,820	28,000	18,000	18,000

MISCELLANEOUS				
A2701 Refunds of Prior Years Expenditures	70,932	-	-	-
A2705 DARE Donations	74,223	50,000	6,000	6,000
A2705 Salvation Army Contribution	20,000	20,000	20,000	20,000
A2705 Miscellaneous Gifts & Donations	33,546	19,000	9,000	9,000
A2710 Premium on Obligations	8,491	-	-	-
A2709 Employee Health Insurance Contributions	167,119	168,000	167,000	167,000
A2750 AIM-Related Payments	88,416	88,416	70,733	70,733
A2770 HCBA Fee	40,000	40,000	40,000	40,000
A2770 Miscellaneous Unclassified Revenues	30,421	-	-	-
TOTAL MISCELLANEOUS	533,148	385,416	312,733	312,733

STATE AND GOVERNMENT AID

GENERAL GOVERNMENT				
A3005 Mortgage Tax	249,870	204,000	235,000	235,000
A3089 County Sales Tax Distribution	558,641	541,000	548,000	548,000
TOTAL GENERAL GOVERNMENT	808,511	745,000	783,000	783,000

PUBLIC SAFETY				
A3389 Miscellaneous Public Safety	14,044	-	-	-
TOTAL PUBLIC SAFETY	14,044	-	-	-

**Village of Suffern, New York General Fund
Estimated Revenues
Fiscal Year Ending May 31, 2022**

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
TRANSPORTATION				
A3501 CHIPS	-	-	-	-
A3502 Snow and Ice	211	19,148	16,755	16,755
TOTAL TRANSPORTATION	211	19,148	16,755	16,755
CULTURE AND RECREATION				
A3820 Recreation Programs	-	-	-	-
HOME AND COMMUNITY SERVICES				
A3991 Water Capital Project	-	-	-	-
TOTAL STATE AND GOVERNMENT AID	822,766	764,148	799,755	799,755
GRAND TOTAL REVENUES OTHER THAN REAL PROPERTY TAXES	\$ 4,326,117	\$ 4,020,841	\$ 3,809,851	\$ 3,805,781

Village of Suffern, New York Curbside Solid Waste District
Calculation of Per Unit Solid Waste Fee
Fiscal Year Ending May 31, 2022

Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
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APPROPRIATIONS:

HOME AND COMMUNITY SERVICES

A8160.1	Personal Services	466,357	457,770	471,431	476,431
A8160.2	Equipment	-	-	-	-
A8160.4	Contractual Expenses	257,120	259,400	290,000	280,000
TOTAL		723,477	717,170	761,431	756,431

EMPLOYEE BENEFITS

A4810	State Retirement	53,328	56,900	58,785	59,315
A4830	Social Security	24,954	31,400	30,400	30,700
A4840	Workers Compensation	53,328	63,100	53,000	53,000
A4845	Life Insurance	2,111	4,600	4,800	4,900
A4860	Hospital & Medical Insurance	122,083	152,300	135,400	135,400
A4865	Dental Insurance	5,520	3,200	9,950	9,950
TOTAL		261,324	311,500	292,335	293,265

TOTAL APPROPRIATIONS	984,801	1,028,670	1,053,766	1,049,696
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**ESTIMATED REVENUES OTHER THAN
DISTRICT SERVICE CHARGES**

A3265	Sales of Recyclables	-	-	-	-
TOTAL OTHER REVENUES		-	-	-	-
LESS: TOTAL APPROPRIATIONS		984,801	1,028,670	1,053,766	1,049,696

REVENUES TO BE RAISED BY

DISTRICT SERVICE CHARGES	\$ 1,011,976	\$ 1,028,670	\$ 1,053,766	\$ 1,049,696
UNITS TO BE SERVICED	-	1,870	1,870	1,870
Annual service charge per unit	\$0	\$551	\$564	\$562
Change in annual service charge amount		\$11	\$13	\$11
Change in annual service charge percent		2.0%	2.4%	2.0%

Village of Suffern, New York Container Solid Waste District
Calculation of Per Unit Solid Waste Fee
Fiscal Year Ending May 31, 2022

Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
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HOME AND COMMUNITY SERVICES

A8161.4 CONTAINER SERVICES	\$ 284,295	\$ 356,661	\$ 356,661	\$ 356,661
TOTAL APPROPRIATIONS	\$ 284,295	\$ 356,661	\$ 356,661	\$ 356,661

REVENUES TO BE RAISED BY

DISTRICT SERVICE CHARGES	\$ -	\$ 356,661	\$ 356,661	\$ 356,661
UNITS TO BE SERVICED	1,723	1,723	1,723	1,723
Annual service charge per unit	\$183	\$207	\$207	\$207
Change in annual service charge amount		\$25	\$0	\$0
Change in annual service charge percent		13.7%	0.0%	0.0%

Village of Suffern, New York Water Fund
Appropriations
Fiscal Year Ending May 31, 2022

		Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
SPECIAL ITEMS					
F1990	Contingent Account	-	200,000	200,000	200,000
HOME AND COMMUNITY SERVICES					
F8310.1	Personal Services	253,193	258,355	276,508	274,682
F8310.4	Contractual Expenses	49,827	129,308	121,160	121,160
F4810	State Retirement	28,833	31,900	34,424	33,894
F4830	Social Security	17,481	17,700	17,800	17,700
F4840	Workers Compensation	4,848	3,200	2,700	2,700
F4860	Hospital & Medical Ins.	65,376	80,800	72,500	72,500
TOTAL		419,558	521,263	525,092	522,636
SOURCE OF SUPPLY, POWER AND PUMPING					
F8320.1	Personal Services	466,291	558,251	522,323	529,270
F8320.4	Contractual Expenses	195,436	284,800	336,100	331,100
F4810	State Retirement	68,721	69,100	65,141	65,670
F4830	Social Security	36,525	38,200	33,700	34,200
F4831	MTA Commuter Tax	1,708	2,400	2,300	2,400
F4840	Workers Compensation	33,936	39,800	33,500	33,500
F4845	Life Insurance	2,393	8,200	8,200	8,200
F4860	Hospital & Medical Ins.	205,103	255,800	227,400	227,400
F4865	Dental Insurance	5,088	4,600	5,860	5,860
TOTAL		1,015,201	1,261,151	1,234,524	1,237,600
TRANSMISSION AND DISTRIBUTION					
F8340.2	Equipment	11,127	-	-	-
F8340.4	Contractual Expenses	69,874	105,500	112,000	107,000
TOTAL		81,001	105,500	112,000	107,000
SHORT-TERM DEBT SERVICE					
F9730.6	Bond Anticipation Notes Principal	10,125	6,375	-	-
F9730.7	Bond Anticipation Notes Interest	485	127	-	-
TOTAL		10,610	6,502	-	-
LONG-TERM DEBT SERVICE					
F9901.6	Serial Bond Principal	52,536	48,073	50,620	50,620
F9901.7	Serial Bond Interest	17,908	16,271	13,862	13,862
TOTAL		70,444	64,344	64,482	64,482
OPERATING TRANSFERS TO OTHER FUNDS					
F9950.9	Transfer to Capital Projects Fund	50,000	-	-	-
TOTAL		50,000	-	-	-
TOTAL APPROPRIATIONS		1,646,814	2,158,760	2,136,098	2,131,718

Village of Suffern, New York Water Fund
Appropriations
Fiscal Year Ending May 31, 2022

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
HOME AND COMMUNITY SERVICES				
F2144 Water Meter Charges and Permits	2,900	2,000	2,500	2,500
F2148 Interest and Penalties	31,144	19,000	20,000	20,000
TOTAL METER CHARGES AND RELATED ITEMS	34,044	21,000	22,500	22,500
USE OF MONEY AND PROPERTIES				
F2401 Interest and Earnings	7,979	-	-	-
TOTAL USE OF MONEY AND PROPERTY	7,979	-	-	-
F2700 MISCELLANEOUS	11,329	9,500	9,500	9,500
F5031 INTERFUND TRANSFERS	15,000	-	-	-
GRAND TOTAL ESTIMATED REVENUES OTHER THAN METERED WATER SALES	68,352	30,500	32,000	32,000
F3214 ESTIMATED METERED WATER SALES	1,799,393	2,128,260	2,104,098	2,099,718
TOTAL ESTIMATED REVENUES	1,867,745	2,158,760	2,136,098	2,131,718
F2909 (INCREASE)/DECREASE IN FUND BALANCE	(220,931)	-	-	-
Total revenue to be raised by metered water sales	\$ 1,799,393	\$ 2,128,260	\$ 2,104,098	\$ 2,099,718
Less estimated minimum annual service charge	N/A	(167,755)	(167,755)	(167,755)
Revenue to be raised by water units consumed	N/A	\$ 1,960,505	\$ 1,936,343	\$ 1,931,963
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	\$ 705,782	\$ 697,083	\$ 695,507
Water rents over 70 units per billing	N/A	\$ 1,254,723	\$ 1,239,260	\$ 1,236,456
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	\$3.73	\$3.71	\$3.67	\$3.66
For the portion over 70 units	\$4.86	\$4.84	\$4.78	\$4.77
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	\$5.60	\$5.57	\$5.51	\$5.49
Median household water bill (31 units every six months)	\$301	\$300	\$298	\$297
Dollar change in median household annual water bill	\$12	(\$1)	(\$2)	(\$3)

Village of Suffern, New York Sewer Fund
Appropriations
Fiscal Year Ending May 31, 2022

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
SPECIAL ITEMS				
G1990 Contingency	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
SEWER ADMINISTRATION				
G8110.1 Personal Services	253,193	258,355	276,508	274,682
G8110.4 Contractual Expenses	50,913	72,000	55,260	55,260
G4810 State Retirement	28,833	31,900	34,424	33,894
G4830 Social Security	17,481	17,700	17,800	17,700
G4840 Workers Compensation	4,848	2,700	2,300	2,300
G4860 Hospitalization & Medical Insurance	46,394	57,800	51,400	51,400
TOTAL SEWER ADMINISTRATION	401,662	440,455	437,692	435,236
WASTEWATER TREATMENT PLANT				
G8130.1 Personal Services	215,152	245,642	278,298	278,298
G8130.4 Contractual Expenses	749,742	797,500	893,300	893,300
G4810 State Retirement	22,554	30,400	34,424	34,424
G4830 Social Security	11,422	16,800	18,000	18,000
G4831 MTA Commuter Tax	507	1,500	1,600	1,600
G4840 Workers Compensation	33,936	32,700	27,500	27,500
G4845 Life Insurance	658	5,100	5,700	5,700
G4860 Hospitalization & Medical Insurance	124,878	154,700	138,500	138,500
G4865 Dental Insurance	2,435	2,500	2,520	2,520
TOTAL WASTEWATER TREATMENT PLANT	1,161,284	1,286,842	1,399,842	1,399,842
SHORT-TERM DEBT SERVICE				
G9730.6 Bond Anticipation Notes Principal	60,400	60,400	71,620	71,620
G9730.7 Bond Anticipation Notes Interest	10,654	21,951	11,148	11,148
TOTAL SHORT-TERM DEBT SERVICE	71,054	82,351	82,768	82,768
G9795.6 GENERAL FUND LOAN REPAYMENT	-	200,000	200,000	200,000
LONG-TERM DEBT SERVICE				
G9901.9 Transfer to Debt Service Fund				
Serial Bond Principal	305,059	400,519	448,338	448,338
Serial Bond Interest	171,427	167,631	154,425	154,425
TOTAL LONG-TERM DEBT SERVICE	476,486	568,150	602,763	602,763
TOTAL APPROPRIATIONS	\$ 2,110,486	\$ 2,677,798	\$ 2,823,065	\$ 2,820,609

Village of Suffern, New York Sewer Fund
Appropriations
Fiscal Year Ending May 31, 2022

	Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
DEPARTMENTAL INCOME				
G2122 Sewer Charges	\$ -	\$ -	\$ -	\$ -
G2128 Interest and Penalties	39,302	15,000	20,000	20,000
TOTAL	39,302	15,000	20,000	20,000
USE OF MONEY AND PROPERTIES				
G2401 Interest Earnings	237	-	-	-
TOTAL	237	-	-	-
MISCELLANEOUS INCOME				
G2770 Unclassified	5,531	5,550	5,500	5,500
TOTAL	5,531	5,550	5,500	5,500
TOTAL REVENUES OTHER THAN SEWER RENTS	\$ 45,070	\$ 20,550	\$ 25,500	\$ 25,500
BUDGET SUMMARY AND RATE ANALYSIS				
APPROPRIATIONS:				
OPERATION & MAINTENANCE	\$ 1,562,946	\$ 1,827,297	\$ 1,937,534	\$ 1,935,078
DEBT SERVICE	547,540	850,501	885,531	885,531
TOTAL APPROPRIATIONS	2,110,486	2,677,798	2,823,065	2,820,609
LESS REVENUES OTHER THAN SEWER RENTS	45,070	20,550	25,500	25,500
NET APPROPRIATIONS	2,065,416	2,657,248	2,797,565	2,795,109
(INCREASE)/DECREASE IN FUND BALANCE	85,477	-	-	-
REQUIRED SEWER RENTS	\$ 2,150,893	\$ 2,657,248	\$ 2,797,565	\$ 2,795,109
ESTIMATED AVERAGE UNIT SALES	215,000	215,000	210,000	210,000
ACTUAL/ESTIMATED UNIT RATE	\$ 10.37	\$ 12.36	\$ 13.32	\$ 13.31
APPROPRIATION PERCENTAGES:				
OPERATION, MAINTENANCE & REPAIR	74.06%	68.24%	68.63%	68.60%
DEBT SERVICE	25.94%	31.76%	31.37%	31.40%
TOTAL PERCENTAGE	100.00%	100.00%	100.00%	100.00%
APPROPRIATION APPORTIONMENT:				
OPERATION, MAINTENANCE & REPAIR	\$ 7.68	\$ 8.43	\$ 9.14	\$ 9.13
DEBT SERVICE	2.69	3.93	4.18	4.18
TOTAL SEWER RATE	\$ 10.37	\$ 12.36	\$ 13.32	\$ 13.31
Rates for consumers within the Village:				
Minimum charge	\$25.00	\$25.00	\$25.00	\$25.00
Per 100 cubic feet of water consumed	\$11.57	\$12.36	\$13.32	\$13.31
Rates for consumers outside the Village limits:				
Minimum charge	\$25.00	\$25.00	\$25.00	\$25.00
Per 100 cubic feet of water consumed	\$14.46	\$15.45	\$16.65	\$16.64
Estimated annual sewer bill for median Village household	\$359	\$383	\$413	\$413
Dollar change in median household annual sewer bill	\$38	\$24	\$30	\$30

Village of Suffern, New York Debt Service Fund
Fiscal Year Ending May 31, 2022

		Actual 2020	Adopted 2021	Tentative 2022	Adopted 2022
9710V	APPROPRIATIONS:				
4400	Contractual Expenditures	\$ 81,627	\$ -	\$ -	\$ -
4906	2007 Serial Bond Principal	270,000	-	-	-
4906	2012 Serial Bond Principal	170,000	-	-	-
4906	2015 Serial Bond Principal	50,000	50,000	55,000	55,000
4906	2016 Serial Bond Principal	355,000	375,000	395,000	395,000
4906	2017C EFC Serial Bond Principal	14,395	10,000	10,000	10,000
4906	2020 Refunding Bond Principal	10,000	405,000	425,000	425,000
4906	2020B EFC Serial Bond Principal	-	-	25,501	25,501
4906	2007 & 2012 Refunded Bonds	3,355,000	-	-	-
	TOTAL SERIAL BOND PRINCIPAL	4,224,395	840,000	910,501	910,501
4907	2007 Serial Bond Interest	23,627	-	-	-
4907	2012 Serial Bond Interest	92,862	-	-	-
4907	2015 Serial Bond Interest	42,150	40,400	38,563	38,563
4907	2016 Serial Bond Interest	144,750	127,002	108,251	108,251
4907	2017C EFC Serial Bond Interest	12,584	12,453	12,334	12,334
4907	2020 Refunding Bond Interest	3,664	136,126	115,377	115,377
4907	2020B EFC Serial Bond Interest	-	-	6,040	6,040
4906	2007 & 2012 Refunded Bonds	33,565	-	-	-
	TOTAL SERIAL BOND INTEREST	353,202	315,981	280,565	280,565
	TOTAL APPROPRIATIONS	\$ 4,659,224	\$ 1,155,981	\$ 1,191,066	\$ 1,191,066
9900V	ESTIMATED REVENUES:				
2401	Interest Earnings	\$ 6	\$ -	\$ -	\$ -
2710	Premium on Obligations	542,413	-	-	-
3503	Transfer in from General Fund	627,707	523,487	523,821	523,821
3503	Transfer in from Water Fund	70,444	64,344	64,482	64,482
3503	Transfer in from Sewer Fund	476,486	568,150	602,763	602,763
3503	Transfer in from Capital Projects Fund	-	-	-	-
5792	2020 Refunding Bond Proceeds	2,935,000	-	-	-
	TOTAL ESTIMATED REVENUES	4,652,056	1,155,981	1,191,066	1,191,066
	Appropriated Fund Balance	-	-	-	-
	TOTAL ESTIMATED REVENUES AND APPROPRIATED FUND BALANCE	\$ 4,652,056	\$ 1,155,981	\$ 1,191,066	\$ 1,191,066

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2022

UNIT	TITLE	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET
GENERAL FUND			
BOARD OF TRUSTEES			
A1010.1	DEPUTY MAYOR	\$ 9,900	\$ 9,900
A1010.1	TRUSTEE	9,450	9,450
A1010.1	TRUSTEE	9,450	9,450
A1010.1	TRUSTEE	9,450	9,450
TOTAL LEGISLATIVE		38,250	38,250
VILLAGE JUSTICE			
A1110.1	JUSTICE	27,892	27,892
A1110.1	ASSOCIATE JUSTICE	8,294	8,294
A1110.1	COURT CLERK	83,500	75,075
A1110.1	ASST COURT CLERK	58,113	45,045
A1110.1	DATA ENTRY OPERATOR II	38,438	35,727
A1110.1	COURT ATTENDANT	5,200	5,200
SUBTOTAL JUDICIAL		221,437	197,233
OVERTIME		6,000	1,000
TOTAL JUDICIAL		227,437	198,233
A1210.1	MAYOR	27,000	27,000
TREASURER			
A1325.1	TREASURER	101,400	123,243
A1325.1	SENIOR ACCOUNT CLERK	61,552	66,248
SUBTOTAL TREASURER		162,952	189,491
OVERTIME		2,500	3,000
ALLOCATIONS OUT		(81,476)	(94,746)
TOTAL TREASURER		83,976	97,745
A1355.1	ASSESSOR	13,103	13,103
VILLAGE CLERK			
A1410.1	VILLAGE CLERK	84,893	89,137
A1410.1	DEPUTY CLERK	49,000	49,000
A1410.1	OFFICE SERVICES AIDE	41,824	42,879
A1410.1	CLERK TYPIST	64,173	65,738
A1410.1	SENIOR CLERK	64,173	66,739
SUBTOTAL VILLAGE OFFICE		304,063	313,493
OVERTIME		7,500	7,500

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2022

UNIT	TITLE	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET
	ALLOCATIONS OUT	(152,032)	(156,746)
TOTAL VILLAGE CLERK		159,531	164,247
A1420.1	VILLAGE ATTORNEY	-	50,000
A1420.1	ASST VILLAGE ATTORNEY	34,000	35,000
SUBTOTAL VILLAGE ATTORNEY		34,000	85,000
	ALLOCATIONS OUT	(17,000)	(42,500)
TOTAL VILLAGE ATTORNEY		17,000	42,500
SHARED SERVICES			
A1620.1	CUSTODIAL WORK BY WATER DEPT	-	52,650
	OVERTIME	-	-
TOTAL SHARED SERVICES		-	52,650
POLICE			
A3120.1	CHIEF	240,221	231,221
A3120.1	LIEUTENANT	205,823	207,023
A3120.1	LIEUTENANT	216,623	201,023
A3120.1	DETECTIVE SGT	181,980	181,980
A3120.1	SERGEANT	185,980	181,180
A3120.1	SERGEANT	167,182	162,382
A3120.1	SERGEANT	169,582	169,582
A3120.1	SERGEANT	183,580	165,982
A3120.1	SERGEANT	164,782	183,580
A3120.1	SENIOR DETECTIVE	176,278	-
A3120.1	DETECTIVE	-	155,427
A3120.1	COMMUNITY/K-9 OFFICER	163,949	87,197
A3120.1	YOUTH OFFICER	156,749	84,197
A3120.1	POLICE OFFICER 1	156,818	156,818
A3120.1	POLICE OFFICER 1	156,818	156,818
A3120.1	POLICE OFFICER 1	156,818	156,818
A3120.1	POLICE OFFICER 1	145,115	140,315
A3120.1	POLICE OFFICER 1	142,715	140,315
A3120.1	POLICE OFFICER 1	156,818	-
A3120.1	POLICE OFFICER 1	141,515	-
A3120.1	POLICE OFFICER 2	111,894	-
A3120.1	POLICE OFFICER 2	99,438	104,552
A3120.1	POLICE OFFICER 3	92,082	-
A3120.1	POLICE OFFICER 4	-	58,079

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2022

UNIT	TITLE	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET
A3120.1	POLICE OFFICER 4	-	74,013
A3120.1	POLICE OFFICER 4	-	74,127
A3120.1	POLICE OFFICER 4	-	66,031
A3120.1	POLICE OFFICER 5 (Dec - May)	-	29,619
A3120.1	POLICE OFFICER 5 (Dec - May)	-	29,619
A3120.1	POLICE OFFICER PT	24,078	31,616
A3120.1	POLICE OFFICER PT	24,842	31,616
A3120.1	POLICE OFFICER PT	24,838	31,616
A3120.1	POLICE OFFICER PT	24,740	31,616
A3120.1	POLICE OFFICER PT	24,078	31,616
A3120.1	POLICE OFFICER PT	10,162	13,007
A3120.1	RECORDS PERSON	88,566	90,355
A3120.1	RECORDS PERSON PT	17,784	17,784
A3120.1	DISPATCHER	72,571	74,027
A3120.1	DISPATCHER	47,341	67,288
A3120.1	DISPATCHER	87,082	88,821
A3120.1	DISPATCHER PT	20,353	20,353
A3120.1	DISPATCHER PT	20,353	20,353
A3120.1	DISPATCHER PT	20,353	20,353
SUBTOTAL		4,079,901	3,768,319
	ALLOCATIONS OUT	(163,196)	(150,732)
	SICK TIME	34,000	20,000
	PATROL & DET OVERTIME	360,000	360,000
TOTAL POLICE		4,310,705	3,997,587
SAFETY INSPECTION			
A3620.1	SR CLK TYPIST/RECEPTIONIST	-	57,166
A3620.1	RECEPTIONIST	38,111	-
A3620.1	CODE ENFORCEMENT PT	24,147	24,542
A3620.1	CODE ENFORCEMENT PT	23,919	24,413
A3620.1	BUILDING INSPECTOR PT	39,913	41,012
A3620.1	ASST BLDG INSPECTOR PT	40,113	41,111
A3620.1	FIRE INSPECTOR PT	40,350	35,449
SUBTOTAL		206,553	223,693
	OVERTIME	500	500
TOTAL SAFETY INSPECTION		207,053	224,193
A4020.1	REGISTRAR	4,800	4,800
A4020.1	ASST REGISTRAR	2,400	2,400

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2022

UNIT	TITLE	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET
A4020.1	ASST REGISTRAR	2,400	2,400
	TOTAL REGISTRAR	9,600	9,600
STREET ADMINISTRATION			
A5010.1	SUPERINTENDENT PUBLIC WORKS	122,598	122,598
A5010.1	RECEPTIONIST TYPIST TO CLERK	55,765	58,240
	SUBTOTAL	178,363	180,838
	O.T./EMERGENCY	-	-
	ALLOCATIONS OUT	(178,363)	(180,838)
	TOTAL STREET ADMIN	-	-
STREET MAINTENANCE			
A5110.1	MEO2/MAINT SUPV	101,650	104,146
A5110.1	AUTO MECH 1	72,322	74,152
A5110.1	AUTO MECH 1	72,322	74,152
A5110.1	MECH EQUIP OPER 2	68,515	70,200
A5110.1	MECH EQUIP OPER 2	65,416	67,018
A5110.1	MECH EQUIP OPER 2	63,419	66,019
A5110.1	MECH EQUIP OPER 2	62,421	64,022
A5110.1	MECH EQUIP OPER 1	56,597	57,970
A5110.1	MAINT HELPER	59,592	60,965
A5110.1	MAINT HELPER	57,595	58,968
A5110.1	LABORER	38,252	43,222
A5110.1	LABORER	38,252	43,222
A5110.1	LABORER	38,252	43,222
	SUBTOTAL	794,605	827,278
	O.T./EMERGENCY	80,000	105,000
	ALLOCATIONS IN	23,294	23,294
	ALLOCATIONS OUT	(68,106)	(69,778)
	TOTAL STREET MAINTENANCE	829,793	885,794
PARKING DEPARTMENT			
A5650.1	PARKING ENFORCEMENT AIDE PT	14,820	14,820
A5650.1	CLERK PT	14,187	14,451
	SUBTOTAL	29,007	29,271
	OVERTIME	-	-
	TOTAL PARKING DEPARTMENT	29,007	29,271
CULTURE & RECREATION			

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2022

UNIT	TITLE	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET
A7140.1	REC COORDINATOR	60,528	73,382
A7140.1	PROGRAM ASSISTANT	48,285	51,943
A7140.1	POOL REGISTRATION CLERK	-	1,300
A7140.1	GROUNDSKEEPER PT	-	2,330
A7140.1	GROUNDSKEEPER PT	-	2,330
A7140.1	HEAD LIFEGUARD	-	7,584
A7140.1	HEAD LIFEGUARD	-	7,584
A7140.1	LIFEGUARD	-	5,396
A7140.1	LIFEGUARD	-	5,250
A7140.1	LIFEGUARD	-	5,105
A7140.1	LIFEGUARD	-	5,105
A7140.1	LIFEGUARD	-	4,521
A7140.1	LIFEGUARD	-	4,521
A7140.1	LIFEGUARD	-	4,375
A7140.1	LIFEGUARD - PT	-	2,188
A7140.1	LIFEGUARD - PT	-	2,115
A7140.1	LIFEGUARD - PT	-	2,115
A7140.1	LIFEGUARD - PT	-	2,115
A7140.1	SWIM INSTRUCTORS	-	6,855
SUBTOTAL RECREATION		108,813	196,114
OVERTIME		-	-
TOTAL ADMINISTRATION & POOL		108,813	196,114
YOUTH RECREATION CENTER			
A7141.1	REC FACILITY ATTENDANT	44,444	45,500
SUBTOTAL YOUTH RECREATION CENTER		44,444	45,500
OVERTIME		-	-
TOTAL YOUTH RECREATION CENTER		44,444	45,500
TOTAL RECREATION		153,257	241,614
A7510.1	VILLAGE HISTORIAN	1,981	1,981
ZONING BOARD OF APPEALS			
A8010.1	CHAIRPERSON	1,098	1,098
A8010.1	BOARD MEMBER	753	753
A8010.1	BOARD MEMBER	753	753
A8010.1	BOARD MEMBER	753	753
A8010.1	BOARD MEMBER	753	753
A8010.1	AD HOC BD MEMBER	753	753
TOTAL ZONING BOARD		4,863	4,863

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2022

UNIT	TITLE	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET
PLANNING BOARD			
A8020.1	CHAIRPERSON	1,098	1,098
A8020.1	BOARD MEMBER	753	753
A8020.1	BOARD MEMBER	753	753
A8020.1	BOARD MEMBER	753	753
A8020.1	BOARD MEMBER	753	753
A8020.1	AD HOC BD MEMBER	753	753
A8020.1	AD HOC BD MEMBER	753	753
TOTAL PLANNING BOARD		5,616	5,616
CURBSIDE SOLID WASTE DISTRICT			
A8160.1	MECH EQUIP OPER 2	63,419	66,019
A8160.1	MECH EQUIP OPER 2	63,419	66,019
A8160.1	LABORER	42,182	41,163
A8160.1	LABORER	40,165	43,222
A8160.1	LABORER	40,165	41,163
A8160.1	LABORER	38,252	41,163
SUBTOTAL		287,602	298,749
	OVERTIME	50,000	55,000
	ALLOCATIONS IN	120,168	122,682
TOTAL CURBSIDE SOLID WASTE DISTRICT		457,770	476,431
TOTAL GENERAL FUND		6,575,942	6,510,678
WATER FUND			
WATER ADMINISTRATION			
F8310.1	SALARIES - ALLOCATIONS IN	258,355	274,682
TOTAL WATER ADMINISTRATION		258,355	274,682
WATER POWER, SUPPLY & PUMPING			
F8320.1	CHIEF OPER/SUPERVISOR 1B	117,250	120,099
F8320.1	ASST CHIEF OPER/SUPERVISOR 1B	105,768	106,142
F8320.1	S/W SYS MECH II	77,875	79,747
F8320.1	ASST MAINT MECH	68,515	70,200
F8320.1	MAINT MECH I	66,518	75,150
F8320.1	MAINT HELPER	44,325	52,582
SUBTOTAL		480,251	503,920
	OVERTIME	138,000	138,000
	CUSTODIAL WORK A1620 SHARED SVCS	-	(52,650)
	WORK FOR SEWER DEPT	(60,000)	(60,000)

Village of Suffern, New York
Schedule of Salaries and Wages - All Funds
Fiscal Year Ending May 31, 2022

UNIT	TITLE	2020-2021 ADOPTED BUDGET	2021-2022 ADOPTED BUDGET
	TOTAL SOURCE OF SUPPLY	558,251	529,270
	TOTAL WATER FUND	816,606	803,952
SEWER FUND			
	SEWER ADMINISTRATION		
G8110.1	SALARIES - ALLOCATIONS IN	258,355	274,682
	TOTAL SEWER ADMIN	258,355	274,682
	WASTEWATER TREATMENT		
G8130.1	WW CHIEFOPER 3A	-	102,149
G8130.1	WW OPER MAINT TECH II	73,320	76,149
G8130.1	WW OPER MAINT TECH II	72,322	-
	SUBTOTAL	145,642	178,298
	OVERTIME	40,000	40,000
	WORK BY WATER DEPT	60,000	60,000
	TOTAL WASTEWATER TREATMENT	245,642	278,298
	TOTAL SEWER FUND	503,997	552,980
	TOTAL ALL FUNDS	\$ 7,896,545	\$ 7,867,610

Village of Suffern, New York
Schedule of Short-Term Debt Service
Fiscal Year Ending May 31, 2022

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:													
2017-001	TD Bank	2017 Sewer System Improvements	Sewer	11/17/16	187,000	11/12/20	11/12/21	37,400	0.550%	37,400	206	37,606	-
2019-005	TD Bank	2019 Fire Dept SCBA	General	11/14/19	175,000	11/12/20	11/12/21	140,000	0.550%	35,000	770	35,770	105,000
2020-002	TD Bank	2020 Roadway Improvements	General	11/14/19	500,000	11/12/20	11/12/21	400,000	0.550%	100,000	2,200	102,200	300,000
2020-003	TD Bank	2020 Parking Lot B Improvements	General	11/14/19	300,000	11/12/20	11/12/21	240,000	0.550%	60,000	1,320	61,320	180,000
2020-004	TD Bank	2020 Village Hall Parking Lot	General	11/14/19	100,000	11/12/20	11/12/21	80,000	0.550%	20,000	440	20,440	60,000
2020-008	TD Bank	2020 Fire Truck	General	11/12/20	875,000	11/12/20	11/12/21	875,000	0.550%	58,300	4,813	63,113	816,700
2021-001	TD Bank	2021 Police Vehicles & Cameras	General	11/12/20	115,000	11/12/20	11/12/21	115,000	0.550%	23,000	633	23,633	92,000
2018-001	TD Bank	2018 Digester Boiler	Sewer	11/12/20	106,100	11/12/20	11/12/21	106,100	0.550%	21,220	584	21,804	84,880
2018-001	TD Bank	2018 WWTP Capacity Assurance	Sewer	11/12/20	65,000	11/12/20	11/12/21	65,000	0.550%	13,000	358	13,358	52,000
	EFC	Various Sewer Projects (Estimated)	Sewer		-	06/01/20	05/31/21	1,000,000	1.000%	-	10,000	10,000	1,000,000
Total BAN					\$ 2,423,100			\$ 3,058,500		\$367,920	\$ 21,324	\$389,244	\$ 2,690,580
Short-Term Debt by Fund:													
General					\$ 2,065,000			\$ 1,850,000		\$296,300	\$ 10,176	\$306,476	\$ 1,553,700
Water					-			-		-	-	-	-
Sewer					358,100			1,208,500		71,620	11,148	82,768	1,136,880
Total Short-Term Debt					\$ 2,423,100			\$ 3,058,500		\$367,920	\$ 21,324	\$389,244	\$ 2,690,580

Note: Village to consider issuing serial bond to pay off above BANs and provide funding for other projects not financed through EFC.

Village of Suffern, New York
Schedule of Long-Term Debt Service
Fiscal Year Ending May 31, 2022

Issue	Original Issue		Final Maturity Date	Beginning Principal Balance	Rate	Principal Payment	Interest Payment	Total Payment	Ending Principal Balance
	Date	Amount							
General Fund:									
Deficit Financing 2016	03/31/2016	\$ 2,112,234	03/15/2026	\$ 1,178,605	5.000%	\$ 215,034	\$ 58,931	\$ 273,965	\$ 963,571
Refunding Bonds 2020	02/06/2020	1,357,070	08/15/2031	1,165,184	5.000%	196,509	53,347	249,856	968,675
Total General Fund		3,469,304		2,343,789		411,543	112,278	523,821	1,932,246
Water Fund:									
Deficit Financing 2016	03/31/2016	453,298	03/15/2026	252,936	5.000%	46,148	12,647	58,795	206,788
Refunding Bonds 2020	02/06/2020	30,886	08/15/2031	26,519	5.000%	4,472	1,215	5,687	22,047
Total Water Fund		484,184		279,455		50,620	13,862	64,482	228,835
Sewer Fund:									
Sewer System 2015	11/20/2015	1,261,000	11/15/2035	1,045,000	3.500%	55,000	38,563	93,563	990,000
Deficit Financing 2016	03/31/2016	1,314,468	03/15/2026	733,459	5.000%	133,818	36,673	170,491	599,641
NYS EFC 2017C	10/25/2017	419,395	08/01/2047	385,000	1.241%	10,000	12,334	22,334	375,000
Refunding Bonds 2020	02/06/2020	1,547,044	08/15/2031	1,328,297	5.000%	224,019	60,815	284,834	1,104,278
NYS EFC 2020B	12/03/2020	630,501	04/01/2040	605,501	0.240%	25,501	6,040	31,541	580,000
Total Sewer Fund		5,172,408		4,097,257		448,338	154,425	602,763	3,648,919
Total All Funds		\$ 9,125,896		\$ 6,720,501		\$ 910,501	\$ 280,565	\$ 1,191,066	\$ 5,810,000
Totals by Issue:									
Sewer System 2015	11/20/2015	\$ 1,261,000	11/15/2035	\$ 1,045,000	3.500%	\$ 55,000	\$ 38,563	\$ 93,563	\$ 990,000
Deficit Financing 2016	03/31/2016	3,880,000	03/15/2026	2,165,000	5.000%	395,000	108,251	503,251	1,770,000
NYS EFC 2017C	10/25/2017	419,395	08/01/2047	385,000	1.241%	10,000	12,334	22,334	375,000
Refunding Bonds 2020	02/06/2020	2,935,000	08/15/2031	2,520,000	5.000%	425,000	115,377	540,377	2,095,000
NYS EFC 2020B	12/03/2020	630,501	04/01/2040	605,501	0.240%	25,501	6,040	31,541	580,000
Total All Funds		\$ 9,125,896		\$ 6,720,501		\$ 910,501	\$ 280,565	\$ 1,191,066	\$ 5,810,000

Village of Suffern, New York
Schedule of Installment Purchase Contracts
Fiscal Year Ending May 31, 2022

Issue	Original Issue		Final	Beginning	Rate	Principal Payment	Interest Payment	Total Payment	Ending
	Date	Amount	Maturity Date	Principal Balance					Principal Balance
General Fund:									
2015 Fire Rescue Vehicle	03/12/2015	\$ 557,084	12/15/2029	\$ 369,551	4.033%	\$ 34,873	\$ 14,904	\$ 49,777	\$ 334,678
2018 Police Vehicle	06/08/2018	47,026	06/08/2021	12,076	5.950%	12,076	719	12,795	-
2019 Fire Chief Vehicle	02/01/2019	40,697	02/01/2022	14,055	3.665%	14,055	516	14,571	-
2019 Building Inspector Vehicle	02/01/2019	20,349	02/01/2022	7,029	3.665%	7,029	258	7,287	-
2019 Fire Inspector Vehicle	02/01/2019	20,349	02/01/2022	7,029	3.665%	7,029	258	7,287	-
2019 Parking Enforcement Vehicle	02/01/2019	20,349	02/01/2022	7,029	3.665%	7,029	258	7,287	-
2020 Police Vehicles	08/26/2019	95,000	08/01/2023	64,322	3.190%	31,657	2,052	33,709	32,665
Total General Fund		\$ 800,854		\$ 481,091		\$ 113,748	\$ 18,965	\$ 132,713	\$ 367,343

Village of Suffern, New York
Proposed Capital Projects
Fiscal Year Ending May 31, 2022

Project Title	Fund	Funding Source	Estimated Cost
Roadway Improvements	General	Debt	\$ 400,000
Lift and Go Truck	General	Debt	200,000
Hot Box for Lift and Go Truck	General	Debt	25,000
Crew Cab Truck with Plow	General	Debt	60,000
Snow Removal Equipment (Sidewalks)	General	Debt	25,000
Village Hall Network Upgrade	General	Debt	50,000
Fire Chiefs Vehicles (2)	General	Debt	126,000
Meter Replacement	Water	Debt	1,100,000
Water Well Houses Generator	Water	Debt	350,000
Bon Aire Pump Station Generator	Water	Debt	250,000
Water Treatment Plant Roof Replacement	Water	Debt	165,000
Water Treatment Plant Upgrades	Water	Debt	75,000
Heavy Duty Truck with Plow	Water	Debt	60,000
Manganese Filter Upgrade	Water	Debt	50,000
Total Capital Projects			\$ 2,936,000
Projects categorized as	General		\$ 886,000
Projects categorized as	Water		2,050,000
Projects categorized as	Sewer		-
Total Capital Projects			\$ 2,936,000
Projects funded by	Cash		\$ -
Projects funded by	Debt		2,936,000
Projects funded by	CHIPS		-
Total Capital Projects			\$ 2,936,000

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, 2022

Fiscal Year End May 31	Assessment Roll Date	Taxable Assessed Value	Equalization Rate		Taxable Full Value
			Date	Rate	
2021	07/01/2020	\$ 132,001,530	06/09/2020	11.44%	\$ 1,153,859,528
2020	07/01/2019	131,966,754	06/26/2019	11.90%	1,108,964,319
2019	07/01/2018	132,840,366	07/24/2018	12.60%	1,054,288,619
2018	07/01/2017	133,741,841	08/15/2017	13.57%	985,569,941
2017	07/01/2016	136,180,055	08/17/2016	14.52%	937,879,167
Five year total full valuation					5,240,561,574
Five year average full valuation					1,048,112,315
Constitutional tax limit				2.00%	\$ 20,962,246
Tax levy					\$ 12,023,989
Less exclusions:					
Notes payments - General Fund				\$ 296,300	
Debt service - General Fund				523,821	
Debt service - Water Fund				64,482	
Notes payments - Water Fund				-	
Equipment and capital outlay				119,800	1,004,403
Tax levy subject to constitutional tax limit					11,019,586
Constitutional tax margin					\$ 9,942,660
Constitutional tax limit exhausted					52.57%
Constitutional tax limit remaining					47.43%

Village of Suffern, New York
 Constitutional Debt Limit
 May 31, 2021

Fiscal Year End May 31	Assessment Roll Date	Taxable Assessed Value	Equalization Rate		Taxable Full Value
			Date	Rate	
2021	07/01/2020	\$ 132,001,530	6/9/2020	11.44%	\$ 1,153,859,528
2020	07/01/2019	131,966,754	6/26/2019	11.90%	1,108,964,319
2019	07/01/2018	132,840,366	7/24/2018	12.60%	1,054,288,619
2018	07/01/2017	133,741,841	8/15/2017	13.57%	985,569,941
2017	07/01/2016	136,180,055	8/17/2016	14.52%	937,879,167
Five year total full valuation					5,240,561,574
Five year average full valuation					1,048,112,315
Constitutional debt limit					7% 73,367,862
Gross Indebtedness:					
Serial bonds					6,720,501
Bond anticipation notes					2,058,500
Total gross indebtedness					8,779,001
Exclusions:					
Water bonds and notes					279,455
Sewer bonds and notes					4,305,757
Appropriations for equipment					119,800
Appropriations for General Fund debt service					523,821
Total exclusions					5,228,833
Net Indebtedness					3,550,168
Net debt contracting margin					\$ 69,817,694
Debt limit exhausted					4.84%
Debt limit remaining					95.16%

Village of Suffern, New York
Office of State Comptroller Tax Levy Cap Reporting Form
Fiscal Year Ending May 31, 2022

Real property tax levy current fiscal year (net of reserve)	\$ 11,883,933
Add special assessments	-
Total taxes levied current fiscal year	11,883,933
Add total reserve amount (including interest earned) from current fiscal year	-
Subtotal	11,883,933
Tax base growth factor	1.0007
Subtotal	11,892,252
Add PILOTS receivable current fiscal year	204,387
Subtotal	12,096,639
Allowable levy growth factor (2% or rate of inflation, whichever is less)	1.0131
Subtotal	12,255,105
Less PILOTS receivable forthcoming fiscal year	(209,197)
Add available carryover from current fiscal year	70,927
Total Levy Limit (Cap) before adjustments and exclusions	12,116,835
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	12,116,835
Exclusions:	
Tax levy necessary for court-ordered tort expenditures	-
Tax levy necessary for excess ERS contributions	-
Tax levy necessary for excess PFRS contributions	77,251
Total Exclusions	77,251
Tax Levy Limit, Adjusted for Transfers and Exclusions	12,194,086
Proposed real property tax levy	12,023,989
Add: Proposed special assessments	-
Proposed Total Real Property Tax Levy	12,023,989
Amount of Tax Levy Below/(Exceeding) Tax Levy Limit	\$ 170,097
Do you plan to override the cap in the forthcoming year?	No

COMPREHENSIVE FINANCIAL POLICIES

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Village of Suffern, New York

Comprehensive Financial Policy Document

As Adopted by the Village Board of Trustees
April 29, 2021

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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 29, 2021

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
Capital One Bank	\$12,000,000
Citibank	\$12,000,000
JPMorgan Chase Bank	\$12,000,000
Key Bank	\$12,000,000
Sterling National Bank	\$12,000,000
TD Bank	\$12,000,000

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)(g) 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

BUDGET RESOLUTIONS



Village of Suffern

RESOLUTION NO. 69 OF 2021

RESOLUTION ADOPTING CHANGES TO THE TENTATIVE BUDGETS FOR FISCAL YEAR ENDING MAY 31, 2022

WHEREAS, Section 5-508 of Village Law provides that the 2021-2022 budget for fiscal year ending May 31, 2022 must be adopted on or before May 1, 2021; and

WHEREAS, the 2021-2022 Tentative Budget ("Tentative Budget") was transmitted by the Village Clerk to the Village Board on March 18, 2021; and

WHEREAS, a public hearing on the Tentative Budget was held on April 12, 2021; and

WHEREAS, a public hearing on the proposed 2021-2022 water rates and the proposed 2021-2022 sewer rates was held on April 19, 2021; 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:

Decrease A1010.4 BOARD OF TRUSTEES Contractual \$525
Decrease A1110.1 VILLAGE JUSTICE Personal Services \$2,000
Decrease A1110.4 VILLAGE JUSTICE Contractual \$2,089
Decrease A1325.4 VILLAGE TREASURER Contractual \$3,300
Decrease A420.4 VILLAGE ATTORNEY Contractual \$20,000
Decrease A1990.4 CONTINGENT ACCOUNT \$25,000
Decrease A3120.1 POLICE Personal Services \$87,614
Decrease A3120.2 POLICE Equipment \$60,000
Decrease A3120.4 POLICE Contractual \$3,870
Decrease A36204 SAFETY INSPECTION Contractual \$675
Decrease A5110.4 STREET MAINTENANCE Contractual \$23,500
Decrease A5142.4 SNOW REMOVAL Contractual \$5,000
Increase A8160.1 CURBSIDE SOLID WASTE Personal Services \$5,000
Decrease A8160.4 CURBSIDE SOLID WASTE Contractual \$10,000
Increase A8160.8 CURBSIDE SOLID WASTE Employee Benefits \$930
Decrease A9010.8 STATE RETIREMENT \$530
Decrease A9030.8 SOCIAL SECURITY \$5,800
Decrease A9031.8 MTA COMMUTER TAX \$400
Decrease A9045.8 LIFE INSURANCE \$900
Increase A9060.8 HOSPITAL & MEDICAL INSURANCE \$27,000
Decrease A3265 CURBSIDE SOLID WASTE FEES \$4,070
Decrease A1001 REAL PROPERTY TAX LEVY \$214,203

Decrease F8310.1 WATER ADMINISTRATION Personal Services \$1,826
 Decrease F8310.4810 WATER ADMINISTRATION State Retirement \$530
 Decrease F8310.4830 WATER ADMINISTRATION Social Security \$100
 Increase F8320.1 WATER SUPPLY Personal Services \$6,947
 Decrease F8320.4 WATER SUPPLY Contractual \$5,000
 Increase F8320.4810 WATER SUPPLY State Retirement \$529
 Increase F8320.4830 WATER SUPPLY Social Security \$500
 Increase F8320.4831 WATER SUPPLY MTA Commuter Tax \$100
 Decrease F8340.4 WATER DISTRIBUTION Contractual \$5,000
 Decrease F2140 METERED WATER SALES \$4,380
 Decrease G8110.1 SEWER ADMINISTRATION Personal Services \$1,826
 Decrease G8110.4810 SEWER ADMINISTRATION State Retirement \$530
 Decrease G8110.4830 SEWER ADMINISTRATION Social Security \$100
 Decrease G2120 SEWER RENTS \$2,456

A motion to approve the foregoing resolution was made by Trustee Charles Barone and seconded by Trustee Steven Alpert and a roll call vote was recorded as follows:

NAME	YES	NO	ABSENT
Alpert	X		
Barone	X		
Meegan-Corrigan	X		
Sauberman	X		
Markunas		X	

Mayor Markunas declared the Resolution adopted on April 29, 2021.



VILLAGE OF SUFFERN

RESOLUTION NO. 70 OF 2021

RESOLUTION TO ADOPT THE FISCAL YEAR 2021-2022 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, 2022

WHEREAS, Section 5-508 of Village Law provides that the 2021-2022 budget for fiscal year ending May 31, 2022 must be adopted on or before May 1, 2021; and

WHEREAS, the 2021-2022 Tentative Budgets ("Tentative Budgets") were prepared and transmitted by the Village Clerk to the Village Board on March 18, 2021; and

WHEREAS, a public hearing on the Tentative Budget was held on April 12, 2021; and

WHEREAS, a public hearing on the proposed 2021-2022 water rates and the proposed 2021-2022 sewer rates was held on April 19, 2021; and

WHEREAS, on April 29, 2021, the Village Board of Trustees adopted a resolution amending the Tentative Budgets.

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Suffern does hereby adopt the 2021-2022 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 fiscal year ending May 31, 2022 as follows:

General Fund:	
Appropriations	\$ 15,829,770
Less: Estimated revenues other than real property taxes	<u>(3,805,781)</u>
Real property tax levy	12,023,989
Taxable assessed valuation	<u>132,001,530</u>
Tax rate per \$1,000 taxable assessed valuation	<u><u>\$91.09</u></u>
Curbside Solid Waste District:	
Appropriations	\$ 1,049,696
Less: Estimated revenues other district service charges	<u>-</u>
Amount to be raised by district service charges	1,049,696
Units to be serviced	<u>1,870</u>
Annual service charge per unit	<u><u>\$562.00</u></u>
Container Solid Waste District:	
Amount to be raised by district service charges	\$ 356,661
Units to be serviced	<u>1,723</u>
Annual service charge per unit	<u><u>\$207.00</u></u>
Water Fund:	
Appropriations	\$ 2,131,718
Less: Estimated revenues other than water rents	<u>(32,000)</u>
Amount to be raised by metered water sales	<u>\$ 2,099,718</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	\$3.66
For the portion over 70 units	\$4.77
Per unit water rates outside Village limits:	
Minimum charge up to 10 units	\$60.00
For the portion over 10 units	\$5.49
Sewer Fund:	
Appropriations	\$ 2,820,609
Less: Estimated revenues other than sewer rents	<u>(25,500)</u>
Amount to be raised by sewer rents	<u>\$ 2,795,109</u>
Per unit sewer rates within Village:	
Minimum charge	\$25.00
Per unit of water consumed	\$13.31
Per unit sewer rates outside Village limits:	
Minimum charge	\$25.00
Per unit of water consumed	\$16.64
Debt Service Fund:	
Appropriations	<u>\$ 1,191,066</u>
Estimated Revenues	<u><u>\$ 1,191,066</u></u>

BE IT FURTHER RESOLVED, that the Village Board of the Village of Suffern does hereby adopt the Comprehensive Financial Policies of the Village of Suffern as presented in the 2021-2022 Adopted Budget document.

A motion to approve the foregoing resolution was made by Trustee Steven Alpert and seconded by Trustee Charles Barone and a roll call vote was recorded as follows:

NAME	YES	NO	ABSENT
Alpert	X		
Barone	X		
Meegan-Corrigan	X		
Sauberman	X		
Markunas		X	

Mayor Markunas declared the Resolution adopted on April 29, 2021.