

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue  
Carmel, New York 10512  
(845) 808-1020 Fax (845) 808-1933

Toni E. Addonizio *Chairwoman*  
Neal L. Sullivan *Deputy Chair*  
Diane Schonfeld *Clerk*  
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Carl L. Albano	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Neal L. Sullivan	Dist. 9

**AGENDA**

**AUDIT & ADMINISTRATION COMMITTEE MEETING**

**To Be Held via Audio Webinar Pursuant to Temporary Emergency Orders**

**Members: Chairman Castellano, Legislators Gouldman & Sayegh**

**Monday 6:00pm June 29, 2020**

1. Pledge of Allegiance
2. Roll Call
3. Approval of Minutes – May 26, 2020
4. Update/ First Quarter Financials/ Putnam County Golf Course & Tilly Foster Farm/ General Manager Mike McCall
5. Correspondence/County Auditor (Attached for Information Only)
  - a. Sales Tax Report
  - b. Board In Revenue Report
  - c. Transfer/Revenue Report
  - d. 2020 Contingency/Sub-Contingency Report
6. Correspondence/Commissioner of Finance
  - a. Overtime/Temporary Report (Attached for Information Only)
  - b. Approval/ Budgetary Amendment 20A030/ Planning Dept./ Adjust Capital Budget (Also reviewed in Physical)
  - c. Approval/ Budgetary Amendment 20A031/ Highways & Facilities/ Amend 2020 CHIPS County Capital Project Budget to Equal the NYS Adopted Budget (Also reviewed in Physical)

- d. Approval/ Budgetary Amendment 20A032/ Adjust 2020 Budget due to Economic Effects of the COVID-19 Pandemic
7. Approval/ Fund Transfer 20T097/ Sheriff's Dept./ Purchase Vests from Proper Account (Also reviewed in Protective)
8. Approval/ Fund Transfer 20T099/ Sheriff's Dept./ Cover Expenses due to 2 Vacancies (Also reviewed in Protective & Personnel)
9. Approval/ Fund Transfer 20T103/ Sheriff's Dept./ Cover Overtime Expenses due to 2 Dispatcher Vacancies for May (Also reviewed in Protective & Personnel)
10. Approval/ Refunding of Certain Outstanding Serial Bonds in an Amount not to Exceed \$3,300,000
11. Approval/ Revise Resolution #99 of 2020/ Budgetary Amendment 20A022/ Sheriff's Dept./ NYSDCJS National Criminal History Improvement Program Grant Award (Also reviewed in Protective)
12. Approval/ Authorizing Filing of an Application for State Assistance from the Household Hazardous Waste State Assistance Program and Signing of the Associated State master Grant Contract, Under the Appropriate Laws of New York State
13. Update/ Commissioner of Finance Carlin/ Financial Impact of COVID-19 Pandemic
14. Other Business
15. Adjournment

#3

**AUDIT & ADMINISTRATION COMMITTEE MEETING**  
**To Be Held via Audio Webinar Pursuant to Temporary Emergency Orders**

**Members: Chairman Castellano, Legislators Gouldman & Sayegh**

**Tuesday** 6:00pm May 26, 2020

The Audit & Administration Committee Meeting was originally scheduled for May 21, 2020, however it was rescheduled due to a technical issue preventing public access.

The meeting was called to order via audio webinar at 6:01pm by Chairman Castellano who lead in the Pledge of Allegiance. Upon roll call Committee Members Gouldman, Sayegh & Chairman Castellano were present.

**Item #3 - Approval of Minutes – April 27, 2020**

The minutes were approved as submitted.

**Item #4 - Correspondence/County Auditor (Attached for Information Only)**

- a. Sales Tax Report – Duly Noted
- b. Board In Revenue Report – Duly Noted
- c. Transfer/Revenue Report – Duly Noted
- d. 2020 Contingency/Sub-Contingency Report – Duly Noted

**Item #5 - Correspondence/Commissioner of Finance**

- a. Overtime/Temporary Report (Attached for Information Only) – Duly Noted
- b. Approval/ Budgetary Amendment 20A022/ Sheriff's Department/ NYSDCJS National Criminal History Improvement Program Grant Award (Also reviewed in Protective)

Chairman Castellano made a motion to waive the rules and accept the additional; Seconded by Legislator Gouldman. All in favor.

Legislator Sayegh questioned if this grant would be used for the Livescan equipment.

Chairman Castellano stated yes, the grant was for that equipment which has already been paid for. He requested that Commissioner of Finance William Carlin clarify this.

Commissioner Carlin stated the adopted budget for the Sheriff's Department included funding for the Livescan project. He stated after the budget was adopted in October, Sheriff Langley was able to secure a grant to pay for half the cost, lowering the County share to 50%. He stated the remaining money is being used to bolster contingency.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Sayegh. All in favor.

**c. Approval/ Budgetary Amendment 20A023/ Planning Dept./ Allocate MEP & Transit 5307 Funds to Transit Facility Rehabilitation Project per Resolution #150 of 2019**

Legislator Sayegh questioned if this was pertaining to the Fair Street project.

Legislator Albano stated this is for the rehabilitation of the Transportation facility, which is located on Fair Street, and utilizes State and Federal aid.

Legislator Nacerino stated this money is being put to good use and it is great that the County was awarded this funding.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

**d. Approval/ Budgetary Amendment 20A024/ District Attorney/ Use Forfeited Asset Reserve Funds for Minor Renovations to Front Office (Also reviewed in Protective)**

Legislator Nacerino stated her support for this budgetary amendment. She stated she believes Department Heads know what is best for their office. She stated this is a reconfiguration and will make the front office flow better and more safely.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Sayegh. All in favor.

**Item #6 - Approval/ Fund Transfer 20T074/ 2020 Salary & Benefit Costs Pursuant to the Ratified Contract Settlement Between Putnam County and the Putnam County Sheriff's Employees Association (Also Reviewed in Personnel)**

Legislator Nacerino stated she is happy this contract has been ratified and she thanked Commissioner Carlin for having the foresight to allocate these funds in the 2020 budget in anticipation of this ratification. She stated this is a win-win for both the taxpayers and collective bargaining unit.

Legislator Addonizio stated she is glad to see this moving forward.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

**Item #7 - Approval/ Fund Transfer 20T081/ Sheriff's Department/ Cover Overtime Expenses due to 3 Vacancies, 1 Extended Sick Leave and 1 Officer on 207C in April 2020 (Also reviewed in Protective & Personnel)**

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

**Item #8 - Approval/ Fund Transfer 20T088/ Sheriff's Department/ Reallocate 2018 State Homeland Security Program Grant to Purchase Communications Equipment/ Headsets (Also reviewed in Protective)**

Chairman Castellano made a motion to approve Fund Transfer 20T088; Seconded by Legislator Goldman. All in favor.

**Item #9 - Approval/ Budgetary Transfer 20T091/ Probation/ Projected Monitoring Costs**

Chairman Castellano stated this is an increased cost, which he believes is a result of bail reform, increasing the number of individuals on probation.

Legislator Gouldman questioned if this transfer of \$9,000 was for the remainder of 2020 or for this quarter.

Chairman Castellano stated the increased cost is for the remainder of 2020; \$5,000 is being transferred out of contingency and \$4,000 is being transferred out of lab analysis to cover the cost of the contract.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Sayegh. All in favor.

**Item #10 - Approval/ Budgetary Transfer 20T092/ County Executive/ Deputy County Executive Position (to be reviewed in Personnel Committee)**

Chairman Castellano stated this budgetary transfer would cover the cost of a temporary Deputy County Executive from June 1, 2020 to December 31, 2020. He stated he is supportive of this necessary position, especially during these times when the County is working to restart the economy in Putnam County. He stated it will be helpful to have someone in the position who is knowledgeable to help guide us through this process.

Legislator Sayegh agreed with Chairman Castellano. She stated the position of Deputy County Executive has been vacant since October 2017, which has saved the County over \$450,000. She stated now is the time to fill this position as the County Executive cannot be everywhere at once. She stated it will be great to have someone with business experience, project experience, and construction experience to help the County move through the phases of reopening.

Legislator Sullivan stated he could not be happier with the County Executive's choice of Deputy County Executive. He stated he has known the candidate for many years and considers him a close friend. He stated the candidate is dedicated, sincere, hardworking, and always takes a common sense approach to getting things done. He stated County Executive MaryEllen Odell has gone above and beyond what could be expected of her over the past few years without a deputy. He stated the vacancy saved the County over \$450,000. He stated with the COVID-19 pandemic, everything has changed including the workload on County government. He stated the way we do business moving forward is going to be very different and will require a tremendous amount of time and work from the Administration. He stated the County Executive really needs someone to help her with the added workload and he is very happy that she has chosen the candidate she did. He stated he looks forward to working closely with the Deputy County Executive in the coming months. He stated this has a \$0 fiscal impact for this year.

Legislator Nacerino stated she would like to dispel some of the notions made at the May 18, 2020 Personnel Committee Meeting. She stated this budgetary transfer request was emailed to each Legislator on Friday, May 15, 2020 and it is the responsibility of each Legislator to check their email. She stated to suggest or ask if the majority party caucused as to be apprised of this matter in advance not only challenges our integrity, but seems foolhardy because if held at all, caucuses are usually held before a Full Legislative Meeting. She stated if this was the case in this matter, it certainly would have been contemplated well in advance and would have been placed on the Personnel Committee Meeting agenda accordingly and would not warrant a letter of necessity. She stated the Legislature does not review resumes, nor do they appoint to positions under other Elected Officials. She stated this budgetary transfer on the agenda is to approve the funding for the part time position of Deputy County Executive for the remainder of 2020. She stated County Executive Odell has been working without a Deputy for over two (2) years which is the exception in New York State and by doing so she has saved taxpayers nearly \$500,000, which is significant. She stated it is a fallacy to insinuate that her annual percentage was contingent upon the Deputy County Executive vacancy. She stated the vacancy was merely a point of reference in the 2020 budget, which under other circumstances most likely would have remained vacant. She stated no one could have predicted that a worldwide pandemic would hit and cripple our Federal, State, and local economies, our health, our safety, and our welfare. She stated to be clear, the County Executive's increase was the same percentage as every other Elected Official. She stated she applauds County Executive Odell for her intuition and her ability to get in front of issues. She stated to fill the Deputy County Executive position, given the circumstances of the health crisis and economic fallout, is a wise decision. She stated the reality at this point, is that we do not know the gravity of the situation at hand. She stated this is a smart, rational move.

Legislator Addonizio stated her support of filling the Deputy County Executive position. She stated the candidate has the qualifications needed. She stated as previously mentioned, the position has been vacant since October 2017, which has resulted in a large savings to the County. She stated this budgetary transfer has a \$0 fiscal impact for 2020.

Legislator Montgomery questioned if this part time position comes with a County vehicle.

Commissioner Carlin stated a vehicle will be used during the day, but will not be used overnight. He stated he could clarify that information.

Legislator Montgomery stated it is noted that the annual salary will be \$116,217. She questioned if that amount is being approved as well. She stated the budgetary transfer is being approved for the part time temporary position and requested further clarification on the annual salary.

Commissioner Carlin stated the budgetary transfer covers the difference between the annual salary and the salary that the candidate currently makes in his full time position with the County. He stated they wanted to make sure that information was included to be completely transparent. He stated they usually include the annual salary in these resolutions. He stated as for the vehicle, there is already a Highway vehicle allocated to him as the Project Manager, therefore an additional vehicle is not necessary.

Legislator Montgomery questioned where the vehicle will be next year.

Chairman Castellano stated this budgetary transfer is only for 2020. He stated if someone were to be hired for the position in 2021, it will be taken up in the budget process in October.

Legislator Montgomery stated this is a \$35,000 increase for this individual who is already a County employee making over \$80,000 in his position in the Highway Department. He stated next year, it would be \$116,217, which is a \$35,000 increase in salary. He stated this year, in addition to their current salary of over \$80,000, they will be earning an additional \$20,000.

Chairman Castellano stated \$20,558 is being transferred for the rest of the year. He stated the position is already budgeted and this will cover the cost for this year. He stated if it is included in the 2021 budget, that can be addressed during the budget process in October. He requested further clarification from Commissioner Carlin.

Commissioner Carlin stated that is correct; this is only for 2020 and using temporary funds already in the County Executive's budget leaving no fiscal impact. He stated if it is included in the County Executive's 2021 budget, the Legislature will take any actions they believe are necessary at that time.

Legislator Montgomery clarified that the employee will continue to perform his functions as Project Manager in the Highway Department in addition to getting the County back on track in terms of economic support and being the mediator between the County's Economic Development Corporation and the County Executive's office. She stated he will be the full time Project Manager in the Highway Department and the Deputy County Executive.

Commissioner Carlin stated that is correct.

Legislator Montgomery stated she listened to United States Congressman Sean Patrick Maloney's meeting with the County Executives from Westchester County, Dutchess County, and Orange County and together they appealed to the Federal Government to aid County Governments during this time. She stated they all projected dire financial straits for their counties and likely massive layoffs in County government. She stated this means cuts in capacity for County agencies and departments, cuts in services to constituents, and by extension means a reduction in buying power for families of County workers which means reduced spending in the local economy and further losses in sales tax. She stated this is a vicious cycle. She stated Commissioner Carlin was quoted in a recent article stating the County's expenditures are mostly mandates, therefore cuts will have to be made in the unmandated programs which could involve layoffs and furloughs and that everything would be on the table. She stated as a Legislative Body, we have a sworn fiduciary responsibility for the County budget and we approve all spending. She stated now more than ever, we need to make smart, fiscally conservative decisions. She stated when money is tight, you have to make sacrifices and our constituents know this first-hand in their own family budgets. She stated if there is not enough to go around, cuts need to be made to pay for the most critical needs. She stated sometimes, we will have to say "no" to unnecessary spending. She stated now is not the time for the creation or reinstatement of any position. She stated now is the time for hiring freezes and austerity measures until the County finances can be stabilized. She stated we need to take care of the rank and file employees before they need to be laid off. She stated we need to retain as many as possible before expanding any County management and executive position. She stated she cannot support the budgetary transfer for this position because it does nothing to ease the burdens that the departments, workers, and constituents are facing due to the COVID-19 pandemic. She stated while the selection of a particular candidate is not within the purview of the Legislature, she believes Legislators have a duty to raise concerns when they see what may be the mismanagement of public funds. She stated she wants the public to understand why she cannot support the hiring of a new Deputy County Executive right now, under the proposed circumstances. She stated the Deputy County Executive position has been vacant since 2017 and the County Executive has bragged about her ability to run a smaller, more efficient executive team. She stated this should have been preparation for the situation we are in now, when we all need to work smarter and leaner. She stated this is the time for the County Executive to double down on her skills to oversee a smaller County government, including her own office. She stated she is going to ask departments and employees to sacrifice. She stated the whole County was asked to volunteer; a good leader never asks the ranks to do something they will not do themselves. She stated she cannot support this proposal because the duties described by the County Executive in a memorandum dated May 15, 2020 are entirely unrelated to the job description. She stated the duties as stated by the County Executive, among others, is to provide operational assistance and support to the County Executive related to departmental affairs. She stated the memorandum states that the County Executive needs a Deputy County Executive to provide information, assistance, and assurances, for our Economic Development Corporation and local

business community from the County's perspective. She stated this task is entirely absent from the job description for the Deputy County Executive. She stated further, the County Executive states that the candidate is uniquely qualified for these non-existent duties because he is a successful local business owner. He stated the candidate already collects a salary of \$80,975 as a Project Manager in the Highway Department where he has overseen projects at Tilly Foster Farm and Butterfield. She stated both properties have had enormous cost overruns that taxpayers are paying for with borrowing, debt service, and drawdowns from County reserve funds. She stated despite this questionable record, the County Executive is asking to give the candidate a second part time position with expanded powers for an additional \$20,558. She stated how dare the Legislature approve a second salary for an already well paid manager. She stated especially in a time when in admission by Commissioner Carlin, we are going to have to lay off and furlough department workers. She stated this is insensitive at best. She stated although the budgetary amendment is for a part time position, the last line of the budget request states the annual salary of the position would be \$116,317. She stated if this candidate rolls into a full time position next year, he will be receiving a pay raise of \$35,242. She stated this will have a major impact on the candidate's salary upon retirement, and the public pension he will receive, which concerns her. She stated this candidate is not the first to double dip from County coffers. She stated this process has been in place longer than she has been on the Legislature will very few questions asked by the Legislature. She stated she will not participate in what looks like milking the public purse to benefit a select few; for example the Transportation Manager received a stipend on top of his \$80,000 salary.

Chairman Castellano asked Legislator Montgomery to stick to the topic.

Legislator Montgomery stated she is speaking to the practice of giving stipends on top of salary and how that would affect retirement or the pension fund. She questioned how this would factor in.

Chairman Castellano stated there is a benefit of having one (1) individual handling two (2) jobs. He stated the alternative is to hire a second employee, which would result in an additional health benefit package and retirement. He stated he believes it is good business practice to consolidate by having one (1) employee do two (2) jobs. He stated in this instance, we are dealing with unique events, where a Deputy County Executive could be helpful in reopening to government and economy. He stated if a second employee were to be hired, he would understand the concern, however in this case he believes having one (1) employee handle two (2) jobs is a good use of money.

Legislator Albano agreed with Chairman Castellano. He stated he is in support of filling the position and the candidate. He stated in terms of the financial uncertainty that the COVID-19 pandemic has caused, he believes Putnam County is in better financial shape than some other municipalities. He stated it is a good idea to have one (1) employee to two (2) jobs rather than hiring a second employee.

Commissioner Carlin stated as is the case in Putnam County, he is sure cuts will have to be made by the three (3) County Executives that Legislator Montgomery mentioned from Westchester, Dutchess, and Orange Counties, however he doubts any of them will cut their Deputy County Executive. He stated County Executive Odell has not bragged, but rather has always complimented the employees of the County, including the Legislature, as being part of a team that has enabled and helped the Deputy County Executive position to be left vacant for so long. He stated he is able to provide a different perspective on the work being done by the County Executive. He stated as an acting County Executive who is able to fill in, County Executive Odell requested that he listen to some of the many phone calls she goes on each day. He stated there could be anywhere from three (3) to seven (7) multiple-hour calls beginning in the morning about 8:00am and ending at about 8:00pm. He stated there is only so much one (1) person can do in a day. He stated County Executive Odell has not doubled down; she has tripled down, and he has seen it every single day. He stated they wanted to fill the Deputy County Executive position without hiring a new employee because they know money will be lost moving forward due to the COVID-19 pandemic. He stated the candidate is already helping because frankly, the office needs the help. He stated we are in a new era due to the COVID-19 pandemic, and otherwise this position may have remained unfilled.

Legislator Sullivan stated he would like to comment on statements made by Legislator Montgomery pertaining to layoffs and furloughs. He stated these comments are unnecessarily scaring employees. He stated the Legislature has not had any discussions about laying employees off or furloughing anybody. He stated to make those comments, it sounds like decisions have been made or discussions have been held and it is unfair to the employees.

Legislator Montgomery referred to a memorandum from Commissioner Carlin to Chairwoman Addonizio dated May 20, 2020 regarding the anticipated revenue shortfall due to the COVID-19 pandemic. She stated based on this alone, it should require an immediate hiring freeze to new employees or backfilling existing positions until the County has a better idea what the budget will look like. She stated there is a newspaper article where Commissioner Carlin was interviewed and he is quoted as saying the County's expenditures are mostly mandates, therefore we will have to go to unmandated programs that could include layoffs, furloughs, and everything would be on the table. She stated it is no secret that this is a scary time and the truth is not always so positive. She stated she is trying to relay the truth, and this is not the time to hire anybody, it is the time to take care of the employees. She stated the time to hire people was in March when the Health Department needed support. She stated to Legislator Nacerino's point regarding the way this was put forward, it raised many red flags for her at the Personnel Meeting. She stated she did not see the email that went out the Friday before the May 18, 2020 Personnel Committee Meeting; the day after the agenda was set. She stated her fellow Legislators stated they could not discuss the details of the position being funded, as it was merely a budgetary amendment. She stated she was the only one to ask any questions. She stated this is a big item that came in under the radar.

Legislator Addonizio stated in reference to Legislator Montgomery's comments about the memorandum, due to the ongoing pandemic she requested that Commissioner Carlin send an anticipation of the fiscal challenges the County will be facing. She stated currently, there is nothing set in stone. She stated the County had a surplus, that will now become a deficit due to the result of the pandemic. She stated the conservative budgeting practices of the County have put us in a better position in terms of the deficit we will be facing.

Commissioner Carlin stated he believes Putnam County is in a stronger position than other municipalities due to the conservative budgeting practices that the Legislature and County Executive have adopted over the years. He stated this is why the position of Deputy County Executive is being filled the way it is. He stated there is no doubt that things will get tough, but the job needs to be done and the County Executive needs the help in her office right now. He stated Director of Personnel Paul Eldridge, who served as County Executive, has always stated that the Deputy County Executive is a vital position. He stated in the ability to save money, the position has been left vacant, which is a credit to the County Executive. He stated they are now at a point where the position is needed. He stated other positions such as Undersheriff or Deputy County Clerk, for example, have not been vacant or any long period of time. He stated the County Executive went as long as possible with the position being vacant, and now it is time to fund it.

Legislator Montgomery stated she hopes to be able to see that the person who is slated for this position meets the job description. She stated she understands that the County Executive's office needs help. She stated help was needed in March when she sent memorandums requesting what resources the Health Department needed, which went ignored, and now volunteers are being asked to help. She stated she cannot approve this budgetary amendment as she believes it is unfair to the other employees in the County. She stated there are other departments that need support.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Sayegh. All in favor.

**Item #11 - Approval/ Semi-Annual Mortgage Tax Payments/ October 1, 2019 – March 31, 2020**

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

**Item #12 - Approval/ Sales Tax Adjustment**

Chairman Castellano stated this is requested on a regular basis to keep the additional 1% sales tax, which represents about \$15,000,000 of the County's budget. He stated this tax is imposed of any purchase made within Putnam County and without it, the additional cost would fall upon the property owners within Putnam County.

Legislator Sayegh stated this additional 1% of sales tax is a way spread out the burden without putting extra strain on the already overtaxed homeowners within Putnam County.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Sayegh. All in favor.

**Item #13 - FYI/ County's Deposits & Investment Policies (Attached for Information Only) – Duly Noted**

**Item #14 - Other Business – None**

**Item #15 - Adjournment**

There being no further business at 6:57pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Gouldman. All in favor.

Respectfully submitted by Administrative Assistant, Beth Green.

#4

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue  
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**MEMORANDUM**

**DATE:** June 23, 2020

**TO:** MaryEllen Odell  
Putnam County Executive

**CC:** Michael McCall  
General Manager, Putnam County Golf Course & Tilly Foster Farm

**FROM:** Joseph Castellano  
Chairman, Audit & Administration Committee

**RE:** Putnam County Golf Course and Tilly Foster Farm Financial Update

Per the attached request from my colleague, Legislator Carl Albano, I respectfully request General Manager of Putnam County Golf Course & Tilly Foster Farm Mike McCall attend the June 29, 2020 Audit & Administration Committee Meeting to provide an update on the financials of both the Putnam County Golf Course and Tilly Foster Farm through the first quarter of 2020.

The meeting will begin at 6:00pm and will be held via audio webinar. The registration link to the meeting is available on the Legislature's "Legislative Meetings" webpage. Thank you.

Attachment

THE PUTNAM COUNTY LEGISLATURE

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**MEMORANDUM**

**DATE:** June 23, 2020

**TO:** Joseph Castellano  
Chairman, Audit & Administration Committee

**FROM:** Carl Albano  
Chairman, Physical Services Committee

**RE:** Tilly Foster Farm and Putnam County Golf Course Financial Update

As you are aware, the June 22, 2020 Physical Services Committee Meeting agenda included an update on the Putnam County Golf Course and Tilly Foster Farm through the first quarter of 2020. General Manager of both properties Mike McCall was invited to the Physical Services Meeting to speak to the financial status of each property. On June 11, 2020 the First Quarter Summary Report was forwarded to the Legislative Office by County Executive MaryEllen Odell and was included on the agenda. Unfortunately, General Manager McCall was not in attendance at said meeting.

Therefore, I respectfully request that an update of the financial standing of both the Putnam County Golf Course and Tilly Foster Farm through the first quarter of 2020 be included on the June 29, 2020 Audit & Administration Committee Meeting agenda. Please invite General Manager McCall to provide an update and overview of the financial information. Thank you for your attention to this request.

# PUTNAM COUNTY EXECUTIVE

MaryEllen Odell  
County Executive

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www.putnamcountyny.gov

*Phap. 6.22.20*  
*1st Qtr Financial*  
*Update*

Patricia Simone  
Chief of Staff

*Update # 12*



## MEMORANDUM

2020 JUN 11 PM 4:46  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**TO:** Toni Addonizio, Chairwoman  
Putnam County Legislature

**FROM:** MaryEllen Odell  
County Executive *MaryEllen Odell*

**RE:** Putnam County Golf Course and Tilly Foster Farm 1<sup>st</sup> Qtr Summary Report

**DATE:** June 11, 2020

I respectfully request that you place on the agenda for discussion the attached Putnam County Golf Course and Tilly foster Farm 1<sup>st</sup> Quarter Summary Report. This report was prepared by Mike McCall, General Manager. Forward to my office from William Carlin, Commissioner of finance. Also I have attached is two complimentary Emails one from Greg Wojick, and one from Bill Perlee both Gentleman from Golfweek magazine.

Thank you.



**From:** Mike McCall, General Manager

**To:** William Carlin, Commissioner of Finance

**Date:** May 30, 2020

**Subject:** Putnam County Golf Course and Tilly Foster Farm 1<sup>st</sup> Qtr Summary Report

As we discussed, consider this the first quarter summary report in order to collect more meaningful and insightful information through the end of April given the timing of the Covid-19 shutdown.

Obviously, the pandemic has thrown a vicious curveball at the operations of both the golf course and Tilly's Table just like all of the other businesses in the Mid-Hudson Region. The hospitality industry, restaurants and catering in particular, has been severely affected due to the nature of the pandemic. The saving grace in Putnam's case has been that golf for the most part has been able to operate in some fashion and the weather this year has been very favorable. Additionally, the food and beverage compensation agreement at Tilly's Table is based on revenue sharing thereby limiting the county's financial exposure to minimum fixed expenses. Given the circumstance, I am pleased with our current financial status at both properties and with continued diligence and a little luck I am optimistic that we will weather this storm admirably.

**GOLF COURSE**

For the first time in four years we had a "March" that golfers could enjoy and the golf course was off to a stellar start. In mid-march came the prohibition of gatherings greater than 50 people and finally the Governor's Executive Order on March 20<sup>th</sup> closing all non-essential businesses ending all F&B related events at the golf course and a constant changing of rules associated with golf course operations.

**Financial Summary**

Apr 2020	Current	Current	Current	YTD	YTD	YTD
	Actual	Budget	Variance	Actual	Budget	Variance
Revenue	\$70,138	\$191,350	(\$121,212)	\$300,511	\$359,500	(\$58,989)
Expenses	\$106,827	\$186,956	(\$80,301)	\$447,203	\$508,633	(\$61,430)
Gross						
Profit/Loss	(\$36,827)	(\$28,550)	(\$8,277)	(\$181,513)	(\$229,885)	\$48,372

\* Gross profit does not include Insurance and County Chargebacks of \$59,166 or any debt service

## Golf Operations

The early start to the golfing season would have been welcome in any year but this year it has proven to be a life line due to the circumstance we find ourselves. Over the past seven (7) years we have had an average of 293 rounds in the month of March. This year we had 1,415 contributing to golf exceeding the revenue budget by a positive variance of \$43,712. In April, due to the Governor's orders all golf courses were completely shut down at one point. Putnam GC was closed for seven (7) days. The golf course still managed to host 1,866 rounds which was similar to 2019 but less than most other years and therefore revenue was less than budget by a negative variance of (\$41,212). We are still being somewhat hampered by the statewide regulation of one rider per cart particularly on weekends but given the circumstances things could be worse. May is looking to be a strong golfing month.

In order to make the golf operation as safe as possible during this time frame numerous precautions were taken. First due to our recent upgrade of our point of sale system over the winter we were able to quickly implement online tee-times and payments. No customers were permitted in the pro shop or building. Golf carts were washed after each use and all touch points were sanitized with disinfectant wipes. Customers were provided a disinfectant wipe to wipe down carts again for their own piece of mind. Signage was purchased to remind people of social distancing. All ballwashers, water coolers, and bunker rakes were removed from the golf course.

In the midst of all of this, our golf course superintendent, who had done a great job for the past four seasons had left for another position. Appliedgolf conducted a search for a replacement and narrowed the field to 3 finalists who were interviewed at the facility by appliedgolf and myself and we hired Ron McMaster, a former assistant superintendent from Sterling Farms Golf Course in Connecticut. His first day was April 18<sup>th</sup>.

## Food and Beverage

Until gathering guidelines followed by the Governor's Executive Order were issued food and beverage activities were running smoothly and on budget. The last event at the golf course was held on March 11<sup>th</sup>. We continued to provide take-out food and beverage items until the golf carts were no longer permitted in late march for a period of time. To error on the side of safety with respect to sanitation and limit building access at the time we waited until May 1<sup>st</sup> to reinstitute take-out serve and additionally deployed the beverage cart.

Homestyle has been busy doing their best to work with customers to reschedule events that were scheduled during the April-June timeframe. In many cases it was not plausible such as yearly school events and obviously any Homestyle entertainment events. That said private events have rescheduled into the fall. If this region is permitted to host banquet style events in some capacity we should have a very busy fall.

## Facilities

If there is any bright side to this period it is that we have been able to take advantage of the lack of facility usage to address some minor deferred maintenance on the interior and improve a few of the

carts paths which is one of most frequent complaints voiced about the golf course and a safety issue that has been pointed out long before I arrived.

Additionally, the chimney is in progress of being repaired that was had serious water integrity issues that were the cause of the damage to flooring in the hallway between the lower level restrooms. The flooring in that hallway has been removed and the concrete has been painted temporarily until all the work on the chimney is completed.

**TILLY FOSTER FARM**

After exceeding revenue projections in January and February and getting ready for events to recommence in the Barn in March after receiving approval for the alteration to expand the liquor license operations to include the Barn all operations for both the restaurant and the Barn came to a halt in mid-March. Fortunately, as mentioned the agreement with Homestyle Caterers is that of a revenue sharing contract therefore expenses are fairly limited and proportional therefore if the restaurant is able to begin operations in a reasonable time frame the financial outlook should quickly reverse course.

**Financials**

Apr 2020	Current	Current	Current	YTD	YTD	YTD
	Actual	Budget	Variance	Actual	Budget	Variance
Revenue	\$0	\$72,800	(\$72,000)	\$158,790	\$218,400	(\$59,610)
Expenses	\$5,490	\$64,264	(\$58,774)	\$145,245	\$199,272	(\$54,027)
Gross						
Profit/Loss	(\$5,490)	\$8,538	(\$14,028)	\$13,545	\$19,128	(\$5,583)

**Food and Beverage**

As is the case with the golf course Homestyle has been working to try and retain and reschedule as many events as possible. All efforts are now going into what opening will look like and making preliminary preparations. One benefit that we currently have is that many of our patrons are trained to make reservations online. Another which has been underutilized in the past but can be leveraged going forward is our deck seating as outdoor dining appears to preferential during the pandemic.

Due to unexpected and welcome changes from the Governor’s office Tilly’s Table is making preparations to open for outdoor dining commencing Tuesday, June 9<sup>th</sup>. The restaurant will offer a limited menu and recommend reservations and slowly expand menu offerings and seating capacity as demand increases.

## BOCES

I have had occasional contact with BOCES during the pandemic and it was apparent during the early part of the shutdown that if schools would return that the culinary component due to its close quarters and hands on environment would most likely not have returned to Tilly. It is still a little too early to know what might happen in the fall but given the sharing of spaces between Homestyle and BOCES I am envisioning an even greater level of segregation of both food preparation items and food storage areas requiring possibly additional lockable storage shelving or other lockable storage units along with additional procedures between turnovers.

## Summary

What would have been a great start to the year with fantastic weather in March has quickly morphed into one of survival. Thus far we have managed fairly well thanks to golf being permitted although with some restrictions and keeping expenses to a minimum. Both appliedgolf and Homestyle Catering have accessed the Payroll Protection Plan and will be paying their Putnam employees with these funds during May and June until expended thus reducing our need to reimburse a large portion and helping to offset some of the lost revenue in both golf and especially food and beverage. As it stands now if we can continue to achieve our current golf results and start to phase in food and beverage in July and August and then operate close to 100% in the fall and winter we have a good chance of still attaining our budget projections based on my forecasting.

cc:

Patricia Simone, Chief of Staff, County Executive

Putnam County Golf Course  
Income Summary  
For the Four Months Ending April 30, 2020

	Current Actual	Current Budget	Current Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b><u>Revenues</u></b>						
Golf Operations	70,138	111,350	(41,212)	158,544	144,500	14,044
Food & Beverage	0	80,000	(80,000)	141,967	215,000	(73,033)
<b>Total Revenues</b>	<b>70,138</b>	<b>191,350</b>	<b>(121,212)</b>	<b>300,511</b>	<b>359,500</b>	<b>(58,989)</b>
<b><u>Cost of Sales</u></b>						
Cost of Sales - Pro Shop	310	5,040	(4,730)	2,979	5,760	(2,781)
Cost of Sales - Food	0	19,600	(19,600)	24,519	52,675	(28,156)
Cost of Sales - Beer & Wine	0	4,352	(4,352)	2,841	11,696	(8,855)
Cost of Sales - Liquor	0	3,952	(3,952)	4,482	10,621	(6,139)
<b>Total Cost of Sales</b>	<b>310</b>	<b>32,944</b>	<b>(32,634)</b>	<b>34,821</b>	<b>80,752</b>	<b>(45,931)</b>
<b>Gross Profit</b>	<b>69,828</b>	<b>158,406</b>	<b>(88,578)</b>	<b>265,690</b>	<b>278,748</b>	<b>(13,058)</b>
<b><u>Payroll Expenses</u></b>						
Golf Operations	12,446	18,355	(5,909)	37,936	41,783	(3,847)
Golf Course Maintenance	23,640	28,028	(4,388)	78,367	76,449	1,918
Food & Beverage	5,299	20,000	(14,701)	53,757	53,750	7
<b>Total Payroll Expenses</b>	<b>41,385</b>	<b>66,383</b>	<b>(24,998)</b>	<b>170,060</b>	<b>171,982</b>	<b>(1,922)</b>
<b><u>Operating Expenses</u></b>						
Golf Operations	10,503	15,323	(4,820)	23,033	31,076	(8,043)
Golf Course Maintenance	15,132	44,400	(29,268)	65,341	78,700	(13,359)
Administrative	20,929	21,200	(271)	80,363	80,400	(37)
Food & Beverage	13,000	30,100	(17,100)	79,296	103,175	(23,879)
Property Operations	3,291	4,550	(1,259)	10,837	18,300	(7,463)
Utilities	2,415	5,000	(2,585)	18,273	25,000	(6,727)
<b>Total Operating Expenses</b>	<b>65,270</b>	<b>120,573</b>	<b>(55,303)</b>	<b>277,143</b>	<b>336,651</b>	<b>(59,508)</b>
<b>Total Expenses</b>	<b>106,655</b>	<b>186,956</b>	<b>(80,301)</b>	<b>447,203</b>	<b>508,633</b>	<b>(61,430)</b>
<b>Gross Operating Profit</b>	<b>(36,827)</b>	<b>(28,550)</b>	<b>(8,277)</b>	<b>(181,513)</b>	<b>(229,885)</b>	<b>48,372</b>
Co. Chargeback - Insurance	0	0	0	56,132	60,000	(3,868)
Co. Chargeback - Highway Dept.	152	1,500	(1,348)	3,034	6,000	(2,966)
<b>Net Operating Profit</b>	<b>(36,979)</b>	<b>(30,050)</b>	<b>(6,929)</b>	<b>(240,679)</b>	<b>(295,885)</b>	<b>55,206</b>

Tilly's Table  
Income Summary  
For the Four Months Ending April 30, 2020

	<u>Month Actual</u>	<u>Month Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>YTD Variance</u>
<b><u>Revenues</u></b>					
Restaruant	\$0	\$50,000	\$114,455	\$170,000	-\$55,545
Events	\$0	\$0	\$25,603	\$0	\$25,603
Barn	\$0	\$15,000	\$0	\$25,000	-\$25,000
Tips/Gratuuity/Service Charge	\$0	\$7,800	\$18,733	\$23,400	-\$4,668
<b>Total Revenues</b>	<u>\$0</u>	<u>\$72,800</u>	<u>\$158,790</u>	<u>\$218,400</u>	<u>-\$59,610</u>
<b><u>Operating Expenses</u></b>					
Homestyle Payments	\$0	\$56,784	\$121,451	\$170,352	-\$48,901
Management Services	\$2,301	\$2,280	\$9,899	\$9,120	\$779
Advertising	\$0	\$1,000	\$500	\$4,000	-\$3,500
Electricity	\$818	\$1,000	\$1,810	\$3,700	-\$1,890
Propane	\$1,584	\$1,000	\$2,377	\$4,000	-\$1,623
Cable /Internet	\$459	\$200	\$867	\$800	\$67
Waste Removal	\$165	\$400	\$1,050	\$1,600	-\$551
Equipment Rental	\$0	\$250	\$0	\$1,000	-\$1,000
Machine Maintenance	\$0	\$350	\$0	\$1,400	-\$1,400
Misc	\$0	\$0	\$7,128	\$0	\$7,128
Cleaning	\$0	\$500	\$0	\$2,000	-\$2,000
Supplies	\$164	\$500	\$164	\$1,300	-\$1,136
Furniture & Fixtures	\$0	\$0	\$0	\$0	\$0
<b>Total Operating Expenses</b>	<u>\$5,490</u>	<u>\$64,264</u>	<u>\$145,245</u>	<u>\$199,272</u>	<u>-\$54,027</u>
<b>Gross Operating Profit</b>	<u><u>-\$5,490</u></u>	<u><u>\$8,536</u></u>	<u><u>\$13,545</u></u>	<u><u>\$19,128</u></u>	<u><u>-\$5,583</u></u>

On June 11, 2020 at 11:10:05 AM, Bill Perlee ([billperlee@gmail.com](mailto:billperlee@gmail.com)) wrote:

Mike,

Just a quick note of thanks for hosting our group of GolfWeek raters at Putnam County Golf Club on Wednesday.

We have been concentrating on Courses in the Metropolitan area this Spring that are accessible to the public. Putnam was in the elite group we have stumbled upon. From conditioning, layout and enjoyment it surpassed all expectations and left a smile on all our faces.

Please pass along our appreciation to your Golf Course Superintendent, Golf Professional, clubhouse staff, and the County officials, well done all around.

Sincerely,

Bill Perlee  
Senior Golfweek Rater

**From:** [gwojick@goplaybooks.com](mailto:gwojick@goplaybooks.com)

**Date:** June 11, 2020 at 7:31:03 AM EDT

**To:** [mike@mccallmg.com](mailto:mike@mccallmg.com)

**Cc:** John Cody <[codes78.jc@gmail.com](mailto:codes78.jc@gmail.com)>, "Bill Perlee (new)" <[billperlee@gmail.com](mailto:billperlee@gmail.com)>, DAVID ADAMS <[djadams@optonline.net](mailto:djadams@optonline.net)>

**Subject:** Putnam County Golf experience

Good Morning Mike,

I want to let you know how impressed our golf group was yesterday after playing Putnam County Golf Club. All four of us are raters with Golfweek magazine and we get to see many facilities through our involvement in the rating process. It was by unanimous consensus that we praise not only the golf course and its architecture but also at how well the entire golf experience was for us. We acknowledged that the weather was near-perfect and the agronomic conditions were above expectations but we all agreed that Putnam County golf should hold a higher ranking and position in the golf community than the well-kept secret that it is. From the pleasant greeting at the bag drop area to the friendliness of all the staff we encountered, the "muni" feel did not exist. In its place we found the experience to rival that of many of the high-end private clubs we visit. I'd personally want to congratulate you on your achievements at Putnam and cheer for continued success as you continue to move that operation forward. Golf needs more experiences like the one we had the pleasure to experience yesterday.

Warmest regards and heartfelt thanks,

Greg

**Greg Wojick**

Golfweek Magazine

203-219-0254



BOARD IN REVENUE

	2010	2011	2012	2013	2014*	2015*	2016*	2017*	2018*	2019*	2020	+or(-) Same Period
January	5,565.00	23,310.00	11,730.00	46,390.00	8,370.00	22,190.00	43,680.00	47,160.00	54,980.00	52,490.00	74,950.00	22,460.00
February	6,660.00	25,200.00	9,670.00	41,930.00	9,180.00	17,970.00	41,610.00	41,280.00	52,760.00	45,070.00	72,300.00	27,230.00
March	8,370.00	43,330.00	9,890.00	43,140.00	11,640.00	26,490.00	41,400.00	50,480.00	59,820.00	50,795.00	70,650.00	19,855.00
April	8,100.00	49,425.00	14,020.00	40,800.00	16,490.00	30,930.00	37,670.00	55,060.00	53,730.00	50,490.00	68,400.00	17,910.00
May	8,100.00	46,220.00	27,090.00	23,800.00	17,100.00	35,580.00	39,120.00	61,070.00	49,860.00	52,975.00	63,150.00	10,175.00
June	14,890.00	45,300.00	52,700.00	10,800.00	16,760.00	37,160.00	45,700.00	59,190.00	39,060.00	48,300.00		
July	51,165.00	44,350.00	53,380.00	11,960.00	17,140.00	43,010.00	52,480.00	64,540.00	37,260.00	47,840.00		
August	55,720.00	47,430.00	54,860.00	10,260.00	16,740.00	43,340.00	49,600.00	62,650.00	37,530.00	50,180.00		
September	29,825.00	16,670.00	43,240.00	7,560.00	16,830.00	48,370.00	46,290.00	61,050.00	36,180.00	43,600.00		
October	22,900.00	13,170.00	48,090.00	7,270.00	20,130.00	54,340.00	40,340.00	57,380.00	41,850.00	71,750.00		
November	20,430.00	12,900.00	46,360.00	9,090.00	18,600.00	45,700.00	34,120.00	56,580.00	43,080.00	71,400.00		
December	20,340.00	15,985.00	50,830.00	8,530.00	21,940.00	42,260.00	39,600.00	56,600.00	46,780.00	76,700.00		
Actual	252,065.00	383,290.00	421,860.00	261,530.00	190,920.00	447,340.00	511,610.00	673,040.00	552,890.00	661,590.00	349,450.00	
Budget	285,000.00	781,100.00	450,000.00	217,000.00	129,600.00	155,000.00	525,000.00	484,760.00	535,000.00	550,600.00	908,000.00	
Revised Budget	285,000.00	345,000.00	450,000.00	232,590.00								
Surplus/(Deficit)	(32,935.00)	38,290.00	(28,140.00)	28,940.00	61,320.00	292,340.00	(13,390.00)	188,280.00	17,890.00	110,990.00	(558,550.00)	97,630.00

- \*2014 revenue includes US Marshalls
- \*2015 revenue includes US Marshalls
- \*2016 revenue includes US Marshalls
- \*2017 revenue includes US Marshalls
- \*2018 revenue includes US Marshalls
- \*2019 revenue includes US Marshalls
- \*2020 revenue includes US Marshalls

#50

# 2020 Transfer/Revenue Report - May

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2020 5 20A016	BCI	32311000	427151		PROCEEDS OF SEIZED PROPERTY	632.00 C	RENEW CRIMEDEX LAW ENF SUB
2020 5 20A016	BCI	32311000	54782		SOFTWARE ACCESSORIES	632.00 D	RENEW CRIMEDEX LAW ENF SUB
2020 5 20A027	Health - Community Health Assessment Fed	26401001	52190	10066	MEDICAL EQUIPMENT	1,400.00 D	ADDITL FUNDS COVID19 AWARD 2
2020 5 20A027	Health - Community Health Assessment Fed	26401001	54646	10066	CONTRACTS	6,250.00 D	ADDITL FUNDS COVID19 AWARD 2
2020 5 20A027	Health - Community Health Assessment Fed	26401001	58002	10066	SOCIAL SECURITY	1,989.00 D	ADDITL FUNDS COVID19 AWARD 2
2020 5 20A027	Health - Community Health Assessment Fed	26401001	51094	10066	TEMPORARY	2,176.00 D	ADDITL FUNDS COVID19 AWARD 2
2020 5 20A027	Health - Community Health Assessment Fed	26401001	51093	10066	OVERTIME	24,000.00 D	ADDITL FUNDS COVID19 AWARD 2
2020 5 20A027	Health - Community Health Assessment Fed	26401001	444892	10066	BIO TERRORISM	46,415.00 C	ADDITL FUNDS COVID19 AWARD 2
2020 5 20A027	Health - Community Health Assessment Fed	26401001	54664	10066	ADVERTISING	10,600.00 D	ADDITL FUNDS COVID19 AWARD 2
2020 5 20LT01	Highway - Parks	10711000	54710		MAINT AND REPAIRS	9,000.00 D	XFER FROM 10199000 54985
2020 5 20LT01	Contingency	10199000	54985		SUB CONTINGENCY HGWY M and R	9,000.00 C	XFER TO 10711000 54710
2020 5 20T090	Legislature	10101001	54635		CELLPHONES	510.00 D	SET UP CELL PHONE
2020 5 20T090	Legislature	10101001	54634		TELEPHONE	510.00 C	SET UP CELL PHONE
2020 5 20T093	Highway Facilities	10511100	54410		SUPPLIES AND MAT	3,000.00 C	ADDL FUNDS NEEDED FOR COVID EX
2020 5 20T093	Highway Facilities	10511100	54410	10158	SUPPLIES AND MAT	3,000.00 D	ADDL FUNDS NEEDED FOR COVID EX

#5C

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2020 5 20T094	Health - Community Health Assessment Fed	26401001	52190	10066	MEDICAL EQUIPMENT	800.00 D	COVID-19
2020 5 20T094	Health - Community Health Assessment Fed	26401001	54314	10066	POSTAGE	800.00 C	COVID-19
2020 5 20T095	WIA	10629300	54311		PRINTING AND FORMS	300.00 C	PURCHASE OF 3 COLOR TONERS
2020 5 20T095	WIA	10629300	54310		OFFICE SUPPLIES	300.00 D	PURCHASE OF 3 COLOR TONERS
2020 5 20T096	Board of Elections	10145000	52110		FURNITURE AND FURNISHINGS	8,348.00 D	PLEXI CUBICLES BOE OFFICE
2020 5 20T096	Board of Elections	10145000	51093		OVERTIME	8,348.00 C	PLEXI CUBICLES BOE OFFICE
2020 5 20T098	OEOP Crime Victims	22071000	54640		EDUCATION AND TRAINING	600.00 C	MILEAGE REIMB 1.1-9.30.20
2020 5 20T098	OEOP Crime Victims	22071000	54675		TRAVEL	600.00 D	MILEAGE REIMB 1.1-9.30.20
2020 5 20T099	Legislature	10101001	54675		TRAVEL	1,000.00 C	ADD FUNDS TRANSCRIBING MINUTES
2020 5 20T099	Legislature	10101001	54125		LEGAL SERVICES	2,000.00 C	ADD FUNDS TRANSCRIBING MINUTES
2020 5 20T099	Legislature	10101001	54612	10158	STENOGRAPHIC SERVICES	3,000.00 D	ADD FUNDS TRANSCRIBING MINUTES
2020 5 20T100	Board of Elections	10145000	54510		MACHINE MAINTENANCE	1,425.00 C	QUADIENT MAIL OPENER LEASE
2020 5 20T100	Board of Elections	10145000	54560		EQUIP RENTAL LEASE	1,425.00 D	QUADIENT MAIL OPENER LEASE
2020 5 20T101	Jail Maintenance	10011000	54634		TELEPHONE	216.00 D	PURCHASE INTERCOM
2020 5 20T101	Jail Maintenance	10011000	54755		JANITORIAL SERVICES	216.00 C	PURCHASE INTERCOM
2020 5 20T102	Jail Food	10010000	52670		KITCHEN EQUIPMENT	4,000.00 D	REPLACE RANGE IN JAIL

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 5 20T102	Jail Food	10010000	54300		MISC SUPPLIES	1,544.00	C	REPLACE RANGE IN JAIL
2020 5 20T102	Jail Food	10010000	52670		KITCHEN EQUIPMENT	1,544.00	D	REPLACE RANGE IN JAIL
2020 5 20T102	Jail Food	10010000	52170		KITCHEN EQUIPMENT	4,000.00	C	REPLACE RANGE IN JAIL
2020 5 20T104	EMS Dispatch	13398900	54782		SOFTWARE ACCESSORIES	1,400.00	C	SOFTWARE RENEWAL
2020 5 20T104	Emergency Services	10398900	54782		SOFTWARE ACCESSORIES	1,400.00	D	SOFTWARE RENEWAL
2020 5 R#104/20	County Executive	10123000	51094		TEMPORARY	20,558.00	C	10102 DEPUTY COUNTY EXEC
2020 5 R#104/20	County Executive	10123000	51000		PERSONNEL SERVICES	20,558.00	D	10102 DEPUTY COUNTY EXEC
2020 5 R#106/20	Contingency	10199000	54980		GENERAL CONTINGENCIES	5,000.00	C	20T091 ELECTRONIC MONITORING
2020 5 R#106/20	Probation	10314000	54445		LAB ANALYSIS	4,000.00	C	20T091 ELECTRONIC MONITORING
2020 5 R#106/20	Probation - ATI	10098000	54646		CONTRACTS	9,000.00	D	20T091 ELECTRONIC MONITORING
					Debits	110,748.00		
					Credits	110,748.00		

#5a

## 2020 Subcontingency Report

4982- Salaries

Beginning Balance 1/1/20 \$ 75,000.00

**Subtotal Subcontingency** \$ 75,000.00

**Deductions:**

**Total** 0.00  
**\$ 75,000.00**

Proposed Deductions:

**Pending Balance 6/29/20** 0.00  
**\$75,000.00**

Note:

R= resolution

A= proposed budgetary amendment

# 2020 Subcontingency Report

4983- Special Services (District Attorney)

Beginning Balance 1/1/20 \$ 30,000.00

**Subtotal Subcontingency** \$ 30,000.00

**Deductions:**

**Total** 0.00  
\$ 30,000.00

Proposed Deductions:

20A032 Budget adjustment due to economic effects of COVID-19 Pandemic (15,000.00)

**Pending Balance 6/29/20** (15,000.00)  
\$15,000.00

Note:

R= resolution

A= proposed budgetary amendment

# 2020 Subcontingency Report

4985- Maintenance & Repairs

Beginning Balance 1/1/20 \$ 15,000.00

**Subtotal Subcontingency** \$ 15,000.00

**Deductions:**

20LT01 Normal park maintenance nail, paint etc. (9,000.00)

**Total** (9,000.00)  
\$ 6,000.00

Proposed Deductions:

**Pending Balance 6/29/20** \$6,000.00

Note:

R= resolution

A= proposed budgetary amendment

**2020 Subcontingency Report**

4986- Sheriff

**Beginning Balance 1/1/20** \$ 32,962.00

**Subtotal Subcontingency** \$ 32,962.00

**Deductions:**

Res46 Sheriff Deputy - Upgrade to Sergeant (17,962.00)

**Total** (17,962.00)  
\$ 15,000.00

**Proposed Deductions:**

**Pending Balance 6/29/20** 0.00  
\$15,000.00

Note:  
R= resolution  
A= proposed budgetary amendment

**KEY**

LICENSE PLATE READERS 15,000.00  
UPGRADE - SHERIFF DEPUTY 17,962.00  
TOTAL SUBCONTINGENCY 32,962.00

# 2020 Subcontingency Report

4988-Vehicle Lease

Beginning Balance 1/1/20 \$ 25,000.00

**Subtotal Subcontingency** \$ 25,000.00

**Deductions:**

**Total** 0.00  
**\$ 25,000.00**

Proposed Deductions:

20T032 Budget adjustments due to economic effects of COVID-19 Pandemic (25,000.00)

**Pending Balance 6/29/20** (25,000.00)  
\$0.00

Note:

R= resolution

\= proposed budgetary amendment

FYI: PERS: 6/18/20 #Coa  
Audit 6/29/20



WILLIAM J. CARLIN, Jr. CPA, CPFO  
Commissioner Of Finance

ANITA Z. GILBERT  
Chief Deputy Commissioner Of Finance

SHEILA M. BARRETT  
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
DATE: June 12, 2020  
FROM: William J. Carlin, Jr., Commissioner of Finance *WJC*  
SUBJECT: **Overtime/Temporary Help Recap for Audit and Administrative Committee Meeting**

2020 JUN 12 AM 11:15  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Please include the attached report in the Audit and Administrative Committee and the Personnel Committee Agendas for its next meeting.

Enclosure

Overtime Temporary - RECAP - 2020

As of Date: June 12, 2020

Org Description	Org	Object	Project	Acct. Description	2019 Actual	2020 Original Budget	2020 Revised Budget	2020 Actual	2020 Distributed Budget	2020 Available	2020 Percent
DSS - Family First Transit	10102000	51093	10152	OVERTIME	1,234.64	0.00	5,117.36	3,374.70	2,274.38	1,742.66	65.95%
DSS - JD and PINS	10612300	51093		OVERTIME	21,013.70	0.00	9,196.00	5,627.37	4,087.11	3,568.63	61.19%
<b>Emergency Services - Dispatch</b>	<b>13398900</b>	<b>51094</b>		<b>TEMPORARY</b>	<b>16,070.10</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>11,909.80</b>	<b>8,888.89</b>	<b>8,090.20</b>	<b>59.55%</b>
Health - Early Intervention	10405900	51094		TEMPORARY	4,280.38	14,296.00	14,296.00	13,221.91	6,353.78	1,074.09	92.49%
<b>Health - PH Emergency Preparedness</b>	<b>26401001</b>	<b>51094</b>	<b>10066</b>	<b>TEMPORARY</b>	<b>2,200.00</b>	<b>2,500.00</b>	<b>4,676.00</b>	<b>2,885.44</b>	<b>2,078.22</b>	<b>1,790.56</b>	<b>61.71%</b>
Health - PH Emergency Preparedness	26401001	51093	10066	OVERTIME	-13.68	0.00	119,505.00	102,976.77	53,113.33	16,528.23	86.17%
Sheriff - Communications	13311000	51094		TEMPORARY	45,999.84	34,000.00	34,000.00	17,798.00	15,111.11	16,202.00	52.35%

\*New Departments in Bold.



Prep - 6/22/20  
Audit - 6/29/20 #6b

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

2020 JUN 16 PM 12:19  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
Re: Budgetary Amendment - **20A030**  
Date: June 16, 2020

At the request of the Commissioner of Planning & Development, the following budgetary amendment is required.

**CAPITAL FUND:**

**Increase Estimated Appropriations:**

55997000 53000 52010	Empire Trail Access Pjct - PIN 8762.43	790,000
55997000 53000 51806	Section 5307 FFY 2018	271,564
55997000 53000 51906	Section 5307 FFY 2019	258,768
55997000 53000 52006	Section 5307 FFY 2020	228,234
		<u>1,548,566</u>

**Increase Estimated Revenues:**

55997000 445970 52010	Fed Aid - Section 5307 FFY 2018	632,000
55997000 435970 52010	State Aid - Section 5307 FFY 2018	79,000
55997000 428601 52010	Transfer from General Fund	79,000
55997000 445970 51806	Fed Aid - Section 5307 FFY 2018	217,251
55997000 435970 51806	State Aid - Section 5307 FFY 2018	27,157
57997000 428601 51806	Transfer from General Fund	27,156
55997000 445970 51906	Fed Aid - Section 5307 FFY 2019	207,014
55997000 435970 51906	State Aid - Section 5307 FFY 2019	25,877
57997000 428601 51906	Transfer from General Fund	19,975
55997000 428601 51906	Transfer from General Fund	5,902
55997000 445970 52006	Fed Aid - Section 5307 FFY 2020	182,588
55997000 435970 52006	State Aid - Section 5307 FFY 2020	22,823
57997000 428601 52006	Transfer from General Fund	22,823
		<u>1,548,566</u>

Fiscal Impact - 2020 - \$ 0  
Fiscal Impact - 2021 - \$ 0

20 A030

This Resolution is required to adjust the capital budget to include funding for the Empire Trail Access Project PIN 8762.43 as per the Transportation Improvement Plan (TIP) and allocate FTA formula funds as of 6-15-20.

Approved : : \_\_\_\_\_  
MaryEllen Odell, County Executive

## FTA Formula Funds (6/15/2020)

### FTA Formula Funds (FFY 2016)

<b>Annual Allocation:</b>			<b>Available Funds:</b>	
<u>Federal</u>	<u>Matched</u>	<u>Fund Source</u>	<u>Federal</u>	<u>Matched</u>
\$748,321	\$935,401	NY Section 5307 & 5340	\$ 0	\$ 0
\$ 26,532	\$ 33,165	NY Section 5339 (Part A)	\$ 0	\$ 0
\$153,801	\$192,251	CT Section 5307 & 5340	\$ 0	\$ 0
<u>\$ 21,221</u>	<u>\$ 26,526</u>	CT Section 5339 (Part A)	<u>\$ 0</u>	<u>\$ 0</u>
\$949,875	\$1,187,343	Grand Total	\$ 0	\$ 0

### FTA Formula Funds (FFY 2017)

<b>Annual Allocation:</b>			<b>Available Funds:</b>	
<u>Federal</u>	<u>Matched</u>	<u>Fund Source</u>	<u>Federal</u>	<u>Matched</u>
\$768,807	\$ 961,009	NY Section 5307 & 5340	\$ 0	\$ 0
\$ 27,620	\$ 34,525	NY Section 5339 (Part A)	\$ 0	\$ 0
\$157,169	\$ 196,461	CT Section 5307 & 5340	\$ 0	\$ 0
<u>\$ 21,413</u>	<u>\$ 26,766</u>	CT Section 5339 (Part A)	<u>\$ 0</u>	<u>\$ 0</u>
\$975,009	\$1,218,761	Grand Total	\$ 0	\$ 0

Note: CT Section 5339 (Part A): \$7,767 SUZA & \$13,646 ND

### FTA Formula Funds (FFY 2018)

<b>Annual Allocation:</b>			<b>Available Funds:</b>	
<u>Federal</u>	<u>Matched</u>	<u>Fund Source</u>	<u>Federal</u>	<u>Matched</u>
\$785,954	\$982,443	NY Section 5307 & 5340	\$ 54,806	\$ 68,508
\$ 36,905	\$ 46,131	NY Section 5339 (Part A)	\$ 0	\$ 0
\$162,445	\$203,056	CT Section 5307 & 5340	\$162,445	\$203,056
<u>\$ 37,900</u>	<u>\$ 47,375</u>	CT Section 5339 (Part A)	<u>\$ 0</u>	<u>\$ 0</u>
\$1,023,204	\$1,279,005	Grand Total	\$217,251	\$271,564

## FTA Formula Funds (FFY 2019)

### Annual Allocation:

<u>Federal</u>	<u>Matched</u>	Fund Source	<u>Federal</u>	<u>Matched</u>
\$788,997	\$986,246	NY Section 5307 & 5340	\$788,997	\$986,246
\$ 33,154	\$ 41,443	NY Section 5339 (Part A)	\$ 33,154	\$ 41,443
\$180,634	\$225,793	CT Section 5307 & 5340	\$180,634	\$225,793
<u>\$ 37,009</u>	<u>\$ 46,261</u>	CT Section 5339 (Part A)	<u>\$ 37,009</u>	<u>\$ 46,261</u>
\$1,039,794	\$1,299,743	Grand Total	\$1,039,794	\$1,299,743

### Available Funds:

## FTA Formula Funds (FFY 2020)

### Annual Allocation:

<u>Federal</u>	<u>Matched</u>	Fund Source	<u>Federal</u>	<u>Matched</u>
\$ 802,537	\$1,003,171	NY Section 5307 & 5340	\$ 802,537	\$1,003,171
\$ 34,585	\$ 43,231	NY Section 5339 (Part A)	\$ 34,585	\$ 43,231
\$ 185,466	\$ 231,832	CT Section 5307 & 5340	\$ 185,466	\$ 231,832
\$ 37,405	\$ 46,756	CT Section 5339 (Part A)	\$ 37,405	\$ 46,756
\$1,062,588	\$1,328,234	Subtotal Regular Funds	\$1,062,588	\$1,328,234
\$ 522,254	\$ 522,254	CT CARES Act (100% FTA)	\$ 522,254	\$ 522,254
<u>\$2,272,230</u>	<u>\$2,272,230</u>	NY CARES Act (100% FTA)	<u>\$2,272,230</u>	<u>\$2,272,230</u>
\$3,854,477	\$4,119,474	Grand Total	\$3,854,477	\$4,119,474

### Available Funds:

### Grand Total: (FFY 2016 thru FFY 2020)

<u>Federal</u>	<u>Matched</u>	<u>Fund Source</u>	<u>Federal</u>	<u>Matched</u>
\$7,842,359	\$9,104,326	Grand Total	\$5,111,522	\$5,690,781

Note: The Section 5339 includes both SUZA and National Distribution allocations.

Note: The Section 5340 is combined HD (High Density) & GS (Growing States).

Note: The Section 5339 funds lapse after 3 years (FFY 2016 lapse after 9/30/19).

Note: The Section 5307 funds lapse after 5 years (FFY 2016 lapse after 9/30/21).



WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

cc. on  
Physical Reso  
Acht #60

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance  
Re: Budgetary Amendment - 20A031  
Date: June 12, 2020

*WJC*

2020 JUN 12 AM 11:56  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is required.

**Increase estimated appropriations:**

55197000 53000 52003 CHIPS 2020 281,690

**Increase estimated revenues:**

55197000 435011 52003 State Aid - CHIPS 2020 281,690

Fiscal Impact - 2020 - \$ 0

Fiscal Impact - 2021 - \$ 0

This Resolution is required to amend the 2020 CHIPS County capital project budget to equal the adopted NYS Budget. Pursuant to NYS Budget directives, this aid may be subject to a reduction of up to 20%. Therefore, our Commissioner of Highways & Facilities has been authorized to plan for spending the entire amount, but authorized currently only to spend 80 percent of the total expected funding in order to accommodate this possible State Aid cut.

Please forward to the appropriate committee.

Approved:

MaryEllen Odell  
County Executive

20 A031

NEW YORK STATE OF DEPARTMENT OF TRANSPORTATION  
 Extreme Winter Recovery Program  
 Budget Proposal, Dated 07-Apr-2020

County	OSC Code	Municipality Name	1920 Ext. Winter total	2021 Est. Winter total	2021 Est. Winter change	Percent changed
(County)	-	County of Greene	245,698.48	245,698.48	0.00	0.00
	-	County of Hamilton	90,999.42	90,999.42	0.00	0.00
	-	County of Herkimer	545,996.54	545,996.54	0.00	0.00
	-	County of Jefferson	519,996.57	519,996.57	0.00	0.00
	-	County of Lewis	241,148.29	241,148.29	0.00	0.00
	-	County of Livingston	224,248.35	224,248.35	0.00	0.00
	-	County of Madison	414,047.43	414,047.43	0.00	0.00
	-	County of Monroe	621,396.18	621,396.18	0.00	0.00
	-	County of Montgomery	374,397.56	374,397.56	0.00	0.00
	-	County of Nassau	692,245.64	692,245.64	0.00	0.00
	-	County of Niagara	272,998.27	272,998.27	0.00	0.00
	-	County of Oneida	551,196.48	551,196.48	0.00	0.00
	-	County of Onondaga	759,195.30	759,195.30	0.00	0.00
	-	County of Ontario	224,898.43	224,898.43	0.00	0.00
	-	County of Orange	288,598.06	288,598.06	0.00	0.00
	-	County of Orleans	187,848.86	187,848.86	0.00	0.00
	-	County of Oswego	470,596.91	470,596.91	0.00	0.00
	-	County of Otsego	452,397.15	452,397.15	0.00	0.00
	-	County of Putnam	111,799.14	111,799.14	0.00	0.00
	-	County of Rensselaer	313,947.96	313,947.96	0.00	0.00
	-	County of Rockland	136,498.97	136,498.97	0.00	0.00
	-	County of Saratoga	339,947.60	339,947.60	0.00	0.00
	-	County of Schenectady	207,998.49	207,998.49	0.00	0.00
	-	County of Schoharie	300,948.14	300,948.14	0.00	0.00
	-	County of Schuyler	115,699.25	115,699.25	0.00	0.00
	-	County of Seneca	146,898.82	146,898.82	0.00	0.00
	-	County of St Lawrence	544,046.66	544,046.66	0.00	0.00
	-	County of Steuben	642,568.88	642,568.88	0.00	0.00
	-	County of Suffolk	395,197.26	395,197.26	0.00	0.00
	-	County of Sullivan	365,947.59	365,947.59	0.00	0.00
	-	County of Tioga	138,448.86	138,448.86	0.00	0.00

PaveNY

Budget Proposal, Dated 07-Apr-2020

County	OSC Code	Municipality Name	1920 PaveNY total	2021 PaveNY total	2021 PaveNY change	Percent changed
(County)	-	County of Greene	387,334.93	387,430.07	95.14	0.02
	-	County of Hamilton	134,590.70	134,583.70	-7.00	-0.01
	-	County of Herkimer	805,896.86	805,763.74	-133.12	-0.02
	-	County of Jefferson	803,725.04	802,863.57	-861.47	-0.11
	-	County of Lewis	395,903.33	395,903.33	0.00	0.00
	-	County of Livingston	375,043.67	375,043.67	0.00	0.00
	-	County of Madison	629,701.68	629,851.77	150.09	0.02
	-	County of Monroe	1,213,482.48	1,215,391.50	1,909.02	0.16
	-	County of Montgomery	552,370.88	552,315.92	-54.96	-0.01
	-	County of Nassau	1,598,142.58	1,594,950.23	-3,192.35	-0.20
	-	County of Niagara	493,517.00	493,822.41	305.41	0.06
	-	County of Oneida	918,406.20	919,049.99	641.79	0.07
	-	County of Onondaga	1,281,137.27	1,281,499.25	361.98	0.03
	-	County of Ontario	394,642.03	394,642.03	0.00	0.00
	-	County of Orange	594,913.07	595,273.56	360.49	0.06
	-	County of Orleans	292,839.57	293,037.56	197.99	0.07
	-	County of Oswego	738,320.20	738,410.14	89.94	0.01
	-	County of Otsego	699,545.85	699,699.85	154.00	0.02
	-	County of Putnam	217,453.71	217,412.58	-41.13	-0.02
	-	County of Rensselaer	533,135.02	533,032.35	-102.67	-0.02
	-	County of Rockland	332,745.28	332,457.49	-287.79	-0.09
	-	County of Saratoga	604,328.44	605,214.56	886.12	0.15
	-	County of Schoenectady	367,461.91	367,909.40	447.49	0.12
	-	County of Schoharie	457,333.54	457,297.49	-36.05	-0.01
	-	County of Schuyler	196,538.46	196,538.46	0.00	0.00
	-	County of Seneca	232,893.99	233,133.29	239.30	0.10
	-	County of St Lawrence	891,118.09	891,118.09	0.00	0.00
	-	County of Steuben	1,011,150.07	1,011,150.07	0.00	0.00
	-	County of Suffolk	1,391,570.73	1,390,565.68	-1,005.05	-0.07
	-	County of Sullivan	607,409.62	607,409.62	0.00	0.00
	-	County of Tioga	270,880.57	270,880.57	0.00	0.00

NEW YORK STATE  
DEPARTMENT OF TRANSPORTATION  
Consolidated Local Street and Highway Improvement Program (CHIPS)  
Budget Proposal, Dated 07-APR-20

County	OSC Code	Municipality Name	1920 REG. CAP portion	1920 CONV. CAP portion	1920 CHIPS total	2021 REG. CAP portion	2021 CONV. CAP portion	2021 CHIPS total	2021 CHIPS change	Percent changed
(county)	320100000000	County of Ontario	1,496,877.87	232,037.01	1,728,914.88	1,496,877.87	232,037.01	1,728,914.88	0.00	0.00
	330100000000	County of Orange	2,256,507.31	349,789.00	2,606,296.31	2,257,874.64	350,000.95	2,607,875.59	1,579.28	0.06
	340100000000	County of Orleans	1,110,740.56	172,180.83	1,282,921.39	1,111,491.51	172,297.24	1,283,788.75	867.36	0.07
	350100000000	County of Oswego	2,800,448.73	434,109.93	3,234,558.66	2,800,789.87	434,162.82	3,234,952.69	394.03	0.01
	360100000000	County of Otsego	2,653,377.45	411,311.92	3,064,689.37	2,653,961.59	411,402.46	3,065,364.05	674.68	0.02
	370100000000	County of Putnam	824,802.54	127,855.64	952,658.18	824,646.53	127,831.46	952,477.99	-180.19	-0.02
	380100000000	County of Rensselaer	2,022,181.80	313,466.72	2,335,648.52	2,021,792.38	313,406.36	2,335,198.74	-449.78	-0.02
	390100000000	County of Rockland	1,262,104.53	195,642.57	1,457,747.10	1,261,012.94	195,473.36	1,456,486.30	-1,260.80	-0.09
	400100000000	County of St. Lawrence	3,380,011.68	523,949.96	3,903,961.64	3,380,011.68	523,949.96	3,903,961.64	0.00	0.00
	410100000000	County of Saratoga	2,292,218.89	355,325.87	2,647,544.76	2,295,579.98	355,846.87	2,651,426.85	3,882.09	0.15
	420100000000	County of Schenectady	1,393,783.66	216,055.93	1,609,839.59	1,395,481.02	216,319.04	1,611,800.06	1,960.47	0.12
	430100000000	County of Schoharie	1,734,666.05	268,898.49	2,003,564.54	1,734,529.29	268,877.29	2,003,406.58	-157.96	-0.01
	440100000000	County of Schuyler	745,470.61	115,558.47	861,029.08	745,470.61	115,558.47	861,029.08	0.00	0.00
	450100000000	County of Seneca	883,367.01	136,934.58	1,020,301.59	884,274.67	137,075.27	1,021,349.94	1,048.35	0.10
	460100000000	County of Steuben	3,835,292.51	594,525.60	4,429,818.11	3,835,292.51	594,525.60	4,429,818.11	0.00	0.00
	470100000000	County of Suffolk	5,278,238.45	818,191.16	6,096,429.61	5,274,426.27	817,600.24	6,092,026.51	-4,403.10	-0.07
	480100000000	County of Sullivan	2,303,905.29	357,138.03	2,661,043.32	2,303,905.29	357,138.03	2,661,043.32	0.00	0.00
	490100000000	County of Iloga	1,027,450.77	159,268.86	1,186,719.63	1,027,450.77	159,268.86	1,186,719.63	0.00	0.00
	500100000000	County of Tompkins	1,745,670.49	270,804.09	2,016,474.58	1,745,650.51	270,600.99	2,016,251.50	-23.08	0.00
	510100000000	County of Ulster	2,597,216.57	402,805.18	2,999,821.75	2,598,525.34	402,808.04	3,001,333.38	1,511.63	0.05
	520100000000	County of Warren	1,423,937.28	220,730.61	1,644,667.89	1,422,799.12	220,554.19	1,643,353.31	-1,314.58	-0.08
	530100000000	County of Washington	1,679,942.20	260,414.85	1,940,357.05	1,679,942.20	260,414.85	1,940,357.05	0.00	0.00
	540100000000	County of Wayne	2,312,588.58	358,484.55	2,671,073.13	2,312,405.41	358,456.15	2,670,861.56	-211.57	-0.01
	550100000000	County of Westchester	2,381,895.43	369,222.05	2,751,117.48	2,377,799.51	368,587.14	2,746,386.65	-4,730.83	-0.17
	560100000000	County of Wyoming	1,394,475.88	216,163.93	1,610,639.81	1,393,718.48	216,046.53	1,609,765.01	-874.80	-0.05
	570100000000	County of Yates	1,010,750.91	156,681.00	1,167,431.91	1,010,750.91	156,681.00	1,167,431.91	0.00	0.00
.....		Sum	129,112,418.35	20,014,233.62	149,126,651.97	129,137,360.00	20,018,099.83	149,155,459.83	28,807.86	0.02



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Sub + m13  
6/29/20

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
Re: Budgetary Amendment - 20A032  
Date: June 19, 2020

2020 JUN 22 AM 10:41  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is required.

**GENERAL FUND:**

**Increase Estimated Appropriations:**

SEE ATTACHED SHEET 552,810

**Decrease Estimated Appropriations:**

SEE ATTACHED SHEET 1,958,747

**Increase Estimated Revenues:**

SEE ATTACHED SHEET 1,506,395

**Decrease Estimated Revenues:**

SEE ATTACHED SHEET 2,912,332

**CAPITAL FUND:**

**Decrease Estimated Appropriations:**

SEE ATTACHED SHEET 503,011

**Increase Estimated Revenues:**

SEE ATTACHED SHEET 2,151,879

**Decrease Estimated Revenues:**

SEE ATTACHED SHEET 2,654,890

20 A032

**TRANSPORTATION FUND:**

**Increase Estimated Appropriations:**

SEE ATTACHED SHEET 953,585

**Decrease Estimated Appropriations:**

SEE ATTACHED SHEET 25,000

**Increase Estimated Revenues:**

SEE ATTACHED SHEET 1,128,585

**Decrease Estimated Revenues:**

SEE ATTACHED SHEET 200,000

Fiscal Impact - 2020 - \$ 0

Fiscal Impact - 2021 - \$ 0

This Resolution is required to adjust the 2020 County Budget due to the economic effects of the COVID-19 Pandemic. Please forward to the appropriate committee.

Approved : : \_\_\_\_\_  
MaryEllen Odell, County Executive

FD ORG	OBJECT	PROJECT	DESCRIPTION	INCREASE ESTIMATED APPROPNS	DECREASE ESTIMATED APPROPNS	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	COMMENTS
01 10131000	51093		OVERTIME		5,625.00			REMOVE FUNDING - FINANCE
01 10131000	51094		TEMPORARY		7,500.00			REMOVE FUNDING - FINANCE
01 10131000	58002		FICA		1,004.00			REMOVE FUNDING - FINANCE
01 10131000	54640		EDUCATION & TRAINING		3,000.00			REMOVE FUNDING - FINANCE
01 10990100	59020		TRANSFER TO CAPITAL FUND	552,810.00				ADJUST BIKEWAY & 5307 CAPITAL PROJECTS TO PROJECTION
01 10131000	427161		USE OF RESERVE			552,810.00		ADJUST BIKEWAY & 5307 CAPITAL PROJECTS TO PROJECTION
01 10141000	54646		CONTRACTS		40,732.00			REMOVE FUNDING - COUNTY CLERK
01 10142000	51094		TEMPORARY		10,000.00			REDUCE FUNDING - COUNTY ATTORNEY
01 10142000	58002		FICA		765.00			REDUCE FUNDING - COUNTY ATTORNEY
01 10143000	52110		FURNITURE		1,500.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54152		MEDICAL EXAMS		1,000.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54156		DRUG TESTING		2,000.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54182		CONSULTANTS		750.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54310		OFFICE SUPPLIES		250.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54311		PRINTING & FORMS		250.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54640		EDUCATION & TRAINING		5,000.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54782		SOFTWARE		250.00			REMOVE FUNDING - PERSONNEL DEPT
01 10143000	54989		MISCELLANEOUS		500.00			REMOVE FUNDING - PERSONNEL DEPT
01 10161000	51094		TEMPORARY		4,000.00			REMOVE FUNDING -PURCHASING
01 10161000	58002		FICA		306.00			REMOVE FUNDING -PURCHASING
01 10161000	54314		POSTAGE		20,000.00			REMOVE FUNDING -PURCHASING
01 10161000	54371		GASOLINE		20,000.00			REMOVE FUNDING -PURCHASING
01 10199000	54983		SUBCONTINGENCY - SPECIAL SERVICES		15,000.00			REMOVE FUNDING - DA 1/2 YEAR NOT USED
01 10199000	54988		SUBCONTINGENCY - VEHICLE LEASING		25,000.00			REMOVE FUNDING - VEHICLE LEASING
01 10123000	54640		EDUCATION & TRAINING		3,000.00			REMOVE FUNDING - COUNTY EXECUTIVE
01 10123000	51094		TEMPORARY		5,000.00			REMOVE FUNDING - COUNTY EXECUTIVE
01 10123000	58002		FICA		383.00			REMOVE FUNDING - COUNTY EXECUTIVE
01 10132000	51094		TEMPORARY		10,000.00			REMOVE FUNDING - AUDITING
01 10132000	58002		FICA		765.00			REMOVE FUNDING - AUDITING
01 10135000	51094		TEMPORARY		6,000.00			REMOVE FUNDING - REAL PROPERTY
01 10135000	58002		FICA		459.00			REMOVE FUNDING - REAL PROPERTY
01 10641000	51094		TEMPORARY		14,380.00			REMOVE FUNDING - TOURISM
01 10641000	58002		FICA		1,100.00			REMOVE FUNDING - TOURISM
01 10311000	51094		TEMPORARY		10,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	58002		FICA		765.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	52110		FURNITURE		1,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	54311		PRINTING & FORMS		1,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	54314		POSTAGE		1,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	54329		PROMOTIONAL MATERIALS		1,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	54510		MACHINE MAINTENANCE		1,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	54560		EQUIP RENTAL LEASE		1,275.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01 10311000	54640		EDUCATION & TRAINING		1,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION

FD ORG	OBJECT	PROJECT	DESCRIPTION	INCREASE ESTIMATED APPROPNS	DECREASE ESTIMATED APPROPNS	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	COMMENTS
01	10311000		EI INCENTIVE AWARDS		2,000.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01	10311000		TRAVEL		895.00			REMOVE FUNDING - SHERIFF ADMINISTRATION
01	13311000		FURNITURE		3,200.00			REMOVE FUNDING - SHERIFF COMMUNICATIONS
01	13311000		OTHER EQUIPMENT		1,000.00			REMOVE FUNDING - SHERIFF COMMUNICATIONS
01	13311000		MISC SUPPLIES		1,000.00			REMOVE FUNDING - SHERIFF COMMUNICATIONS
01	13311000		OFFICE SUPPLIES		1,000.00			REMOVE FUNDING - SHERIFF COMMUNICATIONS
01	13311000		UNIFORMS		3,000.00			REMOVE FUNDING - SHERIFF COMMUNICATIONS
01	13311000		MACHINE MAINTENANCE		500.00			REMOVE FUNDING - SHERIFF COMMUNICATIONS
01	13311000		CONTRACTS		10,000.00			REMOVE FUNDING - SHERIFF COMMUNICATIONS
01	10314000		OVERTIME		3,000.00			REMOVE FUNDING - PROBATION
01	10314000		TEMPORARY		5,000.00			REMOVE FUNDING - PROBATION
01	10314000		FICA		612.00			REMOVE FUNDING - PROBATION
01	10401000		OVERTIME		1,000.00			REMOVE FUNDING - HEALTH ADMINISTRATION
01	10401000		FURNITURE		1,200.00			REMOVE FUNDING - HEALTH ADMINISTRATION
01	10401000		COMPUTER EQUIPMENT		848.00			REMOVE FUNDING - HEALTH ADMINISTRATION
01	10401000		STATE AID - PUBLIC HEALTH			1,097.00		REMOVE FUNDING - HEALTH ADMINISTRATION
01	10401000	10118	COMPUTER EQUIPMENT		1,210.00			REMOVE FUNDING - HEALTH PERFORMANCE INCENTIVE
01	10401000	10118	FOOD		2,500.00			REMOVE FUNDING - HEALTH PERFORMANCE INCENTIVE
01	10431000		TEMPORARY		26,065.00			REMOVE FUNDING - MENTAL HEALTH ADMIN
01	10431000		FICA		1,994.00			REMOVE FUNDING - MENTAL HEALTH ADMIN
01	10431000		TRAVEL		400.00			REMOVE FUNDING - MENTAL HEALTH ADMIN
01	10033000		EDUCATION & TRAINING		300.00			REMOVE FUNDING - MENTAL HEALTH LGU SPOA
01	10333000		TRAVEL		100.00			REMOVE FUNDING - MENTAL HEALTH LGU SPOA
01	10198900		COMM DISBURSEMENT		175.00			REMOVE FUNDING - MENTAL HEALTH LGU SPOA
01	10198900		EDUCATION & TRAINING		200.00			REMOVE FUNDING - MENTAL HEALTH OFFICE OF DISABLED
01	10198900		TRAVEL		200.00			REMOVE FUNDING - MENTAL HEALTH OFFICE OF DISABLED
01	10439000		PARC OT 620		62,500.00			REMOVE FUNDING - MENTAL HEALTH - PROGRAM ELIMINATED
01	10431000		STATE AID - MH CSS CORE			4,220.00		REMOVE FUNDING - MENTAL HEALTH ADMIN
01	10816000		PROMOTIONAL MATERIALS		1,000.00			REMOVE FUNDING - HEALTH SOLID WASTE
01	10816000		UNIFORMS		1,100.00			REMOVE FUNDING - HEALTH SOLID WASTE
01	10816000		EDUCATION & TRAINING		1,500.00			REMOVE FUNDING - HEALTH SOLID WASTE
01	10816000		ADVERTISING		4,000.00			REMOVE FUNDING - HEALTH SOLID WASTE
01	11017000		EDUCATION & TRAINING		1,200.00			REMOVE FUNDING - HEALTH IMMUNIZATION
01	11401000		TEMPORARY		5,000.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		FURNITURE		700.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		PRINTING & FORMS		200.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		BOOKS & SUPPLEMENTS		200.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		FOOD		300.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		SUPPLIES & MATERIALS		300.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		EDUCATION & TRAINING		1,200.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		CONTRACTS		4,400.00			REMOVE FUNDING - HEALTH NURSING
01	11401000		ADVERTISING		400.00			REMOVE FUNDING - HEALTH NURSING

FD ORG	OBJECT	PROJECT	DESCRIPTION	INCREASE ESTIMATED APPROPNS	DECREASE ESTIMATED APPROPNS	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	COMMENTS
01 11401000	434011		STATE AID - PUBLIC HEALTH				4,572.00	REMOVE FUNDING - HEALTH NURSING
01 12401000	52110		FURNITURE		400.00			REMOVE FUNDING - HEALTH EHS
01 12401000	52130		COMPUTER EQUIPMENT		1,200.00			REMOVE FUNDING - HEALTH EHS
01 12401000	54311		PRINTING & FORMS		800.00			REMOVE FUNDING - HEALTH EHS
01 12401000	54320		FOOD		3,200.00			REMOVE FUNDING - HEALTH EHS
01 12401000	54385		UNIFORMS		300.00			REMOVE FUNDING - HEALTH EHS
01 12401000	54612		STENOGRAPHIC SERVICES		400.00			REMOVE FUNDING - HEALTH EHS
01 12401000	54640		EDUCATION & TRAINING		1,200.00			REMOVE FUNDING - HEALTH EHS
01 12401000	54646		CONTRACTS		1,000.00			REMOVE FUNDING - HEALTH EHS
01 12401000	434011		STATE AID - PUBLIC HEALTH				3,060.00	REMOVE FUNDING - HEALTH EHS
01 21401000	51093		OVERTIME		1,000.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	52110		FURNITURE		400.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54311		PRINTING & FORMS		2,325.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54320		FOOD		100.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54329		PROMOTIONAL MATERIALS		400.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54410		SUPPLIES & MATERIALS		600.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54640		EDUCATION & TRAINING		300.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54646		CONTRACTS		45.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54664		ADVERTISING		300.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54675		TRAVEL		200.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	54989		MISCELLANEOUS		200.00			REMOVE FUNDING - HEALTH EDUCATION
01 21401000	434011		STATE AID - PUBLIC HEALTH				2,113.00	REMOVE FUNDING - HEALTH EDUCATION
01 10405900	54414		CARE AT PRIVATE INSTITUTION		20,000.00			REMOVE FUNDING - HEALTH EARLY INTERVENTION
01 10405900	54441		INTINERANT SERVICES		150,000.00			REMOVE FUNDING - HEALTH EARLY INTERVENTION
01 10405900	54678		LEASED TRANSPORTATION		50,000.00			REMOVE FUNDING - HEALTH EARLY INTERVENTION
01 10296000	434491		STATE AID - EI				108,000.00	REMOVE FUNDING - HEALTH EARLY INTERVENTION
01 10296000	54441		INTINERANT SERVICES		300,000.00			REMOVE FUNDING - HEALTH EARLY INTERVENTION
01 10296000	54678		LEASED TRANSPORTATION		400,000.00			REMOVE FUNDING - HEALTH EARLY INTERVENTION
01 10296000	432773		STATE AID - 3-5 PREK				232,000.00	REMOVE FUNDING - HEALTH PRESCHOOL ED 3-5
01 10296000	444516		STATE AID - MEDICAID				70,000.00	REMOVE FUNDING - HEALTH PRESCHOOL ED 3-5
01 14311000	52180		OTHER EQUIPMENT		3,500.00			REMOVE FUNDING - HEALTH PRESCHOOL ED 3-5
01 14311000	54640		EDUCATION & TRAINING		6,000.00			REMOVE FUNDING - SHERIFF NARCOTICS
01 15311000	51094		TEMPORARY		15,000.00			REMOVE FUNDING - SHERIFF CIVIL
01 15311000	58002		FICA		1,148.00			REMOVE FUNDING - SHERIFF CIVIL
01 15311000	52130		COMPUTER EQUIPMENT		1,500.00			REMOVE FUNDING - SHERIFF CIVIL
01 15311000	54640		EDUCATION & TRAINING		4,200.00			REMOVE FUNDING - SHERIFF CIVIL
01 17311000	51090		CANINE STIPEND		3,000.00			REMOVE FUNDING - SHERIFF ROAD PATROL
01 17311000	52110		FURNITURE		1,000.00			REMOVE FUNDING - SHERIFF ROAD PATROL
01 17311000	54150		CANINE		500.00			REMOVE FUNDING - SHERIFF ROAD PATROL
01 17311000	54410		SUPPLIES & MATERIALS		3,000.00			REMOVE FUNDING - SHERIFF ROAD PATROL
01 17311000	54510	10144	MACHINE MAINTENANCE		1,000.00			REMOVE FUNDING - SHERIFF ACCIDENT RECONSTRUCTION
01 18311000	51094		TEMPORARY		6,000.00			REMOVE FUNDING - SHERIFF TRAFFIC SAFETY

FD	ORG	OBJECT	PROJECT	DESCRIPTION	INCREASE ESTIMATED APPROPNS	DECREASE ESTIMATED APPROPNS	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	COMMENTS
01	18311000	58002		FICA		459.00			REMOVE FUNDING - SHERIFF TRAFFIC SAFETY
01	18311000	54329		PROMOTIONAL MATERIALS		5,000.00			REMOVE FUNDING - SHERIFF TRAFFIC SAFETY
01	18311000	54640		EDUCATION & TRAINING		3,000.00			REMOVE FUNDING - SHERIFF TRAFFIC SAFETY
01	32311000	52110		FURNITURE		1,000.00			REMOVE FUNDING - SHERIFF BCI
01	32311000	54640		EDUCATION & TRAINING		7,000.00			REMOVE FUNDING - SHERIFF BCI
01	10010000	54320		FOOD		50,000.00			REMOVE FUNDING - SHERIFF JAIL FOOD
01	10010000	54646		CONTRACTS		1,000.00			REMOVE FUNDING - SHERIFF JAIL FOOD
01	10009000	51093		OVERTIME		75,000.00			REMOVE FUNDING - SHERIFF JAIL TRANSPORTATION
01	10009000	58002		FICA		5,738.00			REMOVE FUNDING - SHERIFF JAIL TRANSPORTATION
01	10011000	54631		ELECTRIC		10,000.00			REMOVE FUNDING - SHERIFF JAIL MAINTENANCE
01	10011000	54755		JANITORIAL SERVICES		648.00			REMOVE FUNDING - SHERIFF JAIL MAINTENANCE
01	10315000	51094		TEMPORARY		25,000.00			REMOVE FUNDING - SHERIFF JAIL GENERAL
01	10315000	58002		FICA		1,913.00			REMOVE FUNDING - SHERIFF JAIL GENERAL
01	10315000	54510		CANINE		1,500.00			REMOVE FUNDING - SHERIFF JAIL GENERAL
01	10661000	52120		OFFICE EQUIPMENT		1,000.00			REDUCE FUNDING - CONSUMER AFFAIRS
01	10661000	52180		OTHER EQUIPMENT		500.00			REDUCE FUNDING - CONSUMER AFFAIRS
01	10661000	54310		OFFICE SUPPLIES		1,000.00			REDUCE FUNDING - CONSUMER AFFAIRS
01	10661000	54385		UNIFORMS		750.00			REDUCE FUNDING - CONSUMER AFFAIRS
01	10661000	54640		EDUCATION & TRAINING		500.00			REDUCE FUNDING - CONSUMER AFFAIRS
01	10661000	51094		TEMPORARY		7,800.00			REDUCE FUNDING - CONSUMER AFFAIRS
01	10661000	58002		FICA		597.00			REDUCE FUNDING - CONSUMER AFFAIRS
01	10677200	51093		OVERTIME		1,726.00			REDUCE FUNDING - OSR - TITLE 3
01	10677200	51094		TEMPORARY		3,587.00			REDUCE FUNDING - OSR - TITLE 3
01	10677200	52110		FURNITURE		3,000.00			REDUCE FUNDING - OSR - TITLE 3
01	10677200	52140		AUDIO VISUAL EQUIPMENT		3,000.00			REDUCE FUNDING - OSR - TITLE 3
01	10677200	58002		FICA		406.00			REDUCE FUNDING - OSR - TITLE 3
01	10677300	51093		OVERTIME		1,020.00			REDUCE FUNDING - OSR - RSVP
01	10677300	51094		TEMPORARY		2,079.00			REDUCE FUNDING - OSR - RSVP
01	10677300	58002		FICA		237.00			REDUCE FUNDING - OSR - RSVP
01	10677400	51093		OVERTIME		1,870.00			REDUCE FUNDING - OSR - NUTR
01	10677400	51094		TEMPORARY		27,708.00			REDUCE FUNDING - OSR - NUTR
01	10677400	58002		FICA		2,263.00			REDUCE FUNDING - OSR - NUTR
01	10677400	52110		FURNITURE		5,000.00			REDUCE FUNDING - OSR - NUTR
01	10677400	51093		OVERTIME		436.00			REDUCE FUNDING - OSR - EIHS
01	10677700	51093		OVERTIME		750.00			REDUCE FUNDING - OSR - EIHS
01	10677700	51094		TEMPORARY		5,573.00			REDUCE FUNDING - OSR - ELD
01	10677700	58002		FICA		484.00			REDUCE FUNDING - OSR - ELD
01	10677700	52110		FURNITURE		2,000.00			REDUCE FUNDING - OSR - ELD
01	10677700	54646		CONTRACTS		5,000.00			REDUCE FUNDING - OSR - ELD
01	10677800	51093		OVERTIME		556.00			REDUCE FUNDING - OSR - WIN
01	10677800	51094		TEMPORARY		17,450.00			REDUCE FUNDING - OSR - WIN
01	10677800	58002		FICA		1,377.00			REDUCE FUNDING - OSR - WIN

FD ORG	OBJECT	PROJECT	DESCRIPTION	INCREASE ESTIMATED APPROPNS	DECREASE ESTIMATED APPROPNS	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	COMMENTS
01 10762000	51093		OVERTIME		435.00			REDUCE FUNDING - OSR - RECREATION
01 10762000	54646		CONTRACTS		5,880.00			REDUCE FUNDING - OSR - RECREATION
01 10762000	54682		SPECIAL SERVICES		6,600.00			REDUCE FUNDING - OSR - RECREATION
01 10762000	54989		MISCELLANEOUS		10,000.00			REDUCE FUNDING - OSR - RECREATION
01 10802000	54182		CONSULTANTS		50,000.00			REDUCE FUNDING - PLANNING
01 10802000	54647		SUB CONTRACTORS		25,000.00			REDUCE FUNDING - PLANNING
01 10102000	51000		PERSONNEL SERVICES		113,675.00			REDUCE FUNDING - DSS ADMIN VACANCIES TO DATE
01 10102000	58002		FICA		8,696.00			REDUCE FUNDING - DSS ADMIN VACANCIES TO DATE
01 10102000	54640		EDUCATION & TRAINING		2,000.00			REDUCE FUNDING - DSS ADMIN VACANCIES TO DATE
01 10108000	54640		EDUCATION & TRAINING		2,500.00			REDUCE FUNDING - DSS CHILD SUPPORT COLLECTION
01 10120000	51000		PERSONNEL SERVICES		46,232.00			REDUCE FUNDING - DSS ADMIN OVHD VACANCIES TO DATE
01 10120000	51094		TEMPORARY		39,098.00			REDUCE FUNDING - DSS ADMIN OVHD VACANCIES TO DATE
01 10120000	58002		FICA		6,528.00			REDUCE FUNDING - DSS ADMIN OVHD VACANCIES TO DATE
01 10120000	54640		EDUCATION & TRAINING		2,000.00			REDUCE FUNDING - DSS ADMIN OVHD VACANCIES TO DATE
01 10601000	436101		STATE AID - DSS			73,870.00		REDUCE FUNDING - DSS ESTIMATED AID
01 10601000	446101		FED AID - DSS			75,364.00		REDUCE FUNDING - DSS ESTIMATED AID
01 10131000	428641		TRANSFER FROM TRANSPORTATION FUND			953,585.00		INTERFUND TRANSFER - 09 FUND
01 10131000	411100		SALES TAX				2,338,036.00	NET DIFFERENCES
				552,810.00	1,958,747.00	1,506,395.00	2,912,332.00	

FD ORG	OBJECT	PROJECT	DESCRIPTION	INCREASE ESTIMATED APPROPNS	DECREASE ESTIMATED APPROPNS	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	COMMENTS
05	55997000	51312	MAYBROOK BIKEWAY - PHASE B		503,011.00			ADJUST TO PROJECTION
05	05000	51312	SERIAL BOND PROCEEDS - 2013			113,554.00		ADJUST TO PROJECTION
05	55997000	51312	TRANSFER FROM GENERAL FUND			165,060.00		ADJUST TO PROJECTION
05	55997000	51312	STATE AID - MAYBROOK BIKEWAY - PHASE B			201,609.00		ADJUST TO PROJECTION
05	55997000	51312	FED AID - MAYBROOK BIKEWAY - PHASE B			1,591,858.00		ADJUST TO PROJECTION
05	55997000	52009	TRANSFER FROM GENERAL FUND			79,768.00		ADJUST TO PROJECTION
05	55997000	52009	STATE AID - MEP FACILITY			30.00		ADJUST TO PROJECTION
05	05000	51312	SERIAL BOND PROCEEDS - 2013				127,500.00	ADJUST TO PROJECTION
05	55997000	51312	STATE AID - 5307 - MAYBROOK BIKEWAY - PHASE B				271,955.00	ADJUST TO PROJECTION
05	55997000	51312	FED AID - 5307 - MAYBROOK BIKEWAY - PHASE B				2,175,637.00	ADJUST TO PROJECTION
05	55997000	52009	FED AID - 5307 - TRANSIT FACILITY				70,932.00	ADJUST TO PROJECTION
05	55997000	52009	STATE AID - 5307 - TRANSIT FACILITY				8,866.00	ADJUST TO PROJECTION
					503,011.00	2,151,879.00	2,654,890.00	
09	95630000	417511	FARES - PART BUS				40,000.00	ADJUST PART SYSTEM TO PROJECTION
09	95630000	435211	ST AID - PART SYSTEM STOA				160,000.00	ADJUST PART SYSTEM TO PROJECTION
09	95630000	54371	GASOLINE		25,000.00			ADJUST PART SYSTEM TO PROJECTION
09	95630000	445894	FED AID CARES ACT - TRANSPORTATION			1,128,585.00		ADJUST PART SYSTEM TO PROJECTION
09	99901000	59030	TRANSFER TO GENERAL FUND	953,585.00				ADJUST PART SYSTEM TO PROJECTION
				953,585.00	25,000.00	1,128,585.00	200,000.00	

COUNTY OF PUTNAM  
FUND TRANSFER REQUEST

cc: all  
Prot - FYI  
ATA - sign

sign  
#7

TO: Commissioner of Finance

FROM: Sheriff Robert Langley Jr.

DEPT: Sheriff's Dept.

DATE: May 20, 2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
17311000.54385 (Patrol: Uniforms)	17311000.52180 (Patrol: other equipment)	\$837.00	To purchase vest from proper account; funds Original placed in Uniform account

Total \$837.00

2020 Fiscal Impact \$ 0  
2021 Fiscal Impact \$ 0

Department Head Signature/Designee

Date

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

2020 MAY 29 AM 9:56

AUTHORIZATION: (Electronic signatures)

Date Commissioner of Finance Designee Initiated by: \$0 - \$5,000.00

Date County Executive/Designee Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date Chairperson Audit Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00



201097

PUTNAM COUNTY SHERIFF'S DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: May 19<sup>th</sup>, 2020

TO: Sheriff Robert L. Langley Jr.  
(Attention: Captain Harry Tompkins)

FROM: Sergeant Timothy C. Keith

SUBJECT: FUND TRANSFER

This member requests a fund transfer be completed to purchase body armor for a new hire, at the cost of \$837.00. Reason for fund transfer is due to finance department requiring this specific uniform component to be purchased from "other equipment" line.

\$837.00 From line 01 17311000 54385 (Uniforms)

to line 01 17311000 52180 (Other Equipment)

RECEIVED AND FORWARDED  
FOR ACTION

SGT	_____
LT	_____
CAPT	_____
US	_____
SHERIFF	_____

202097

Quote Date: 04.18.20  
 Quote Title: Road Patrol Body Armor  
 Contact: Sgt. Tim Keith  
 Customer Name: Putnam County Sheriff's Office  
 Address: 3 County Center  
 Carmel Hamlet, NY 10512  
 Phone Number: 845-222-9672  
 Fax Number:  
 Email Address: [timothy.keith@putnamcountyny.gov](mailto:timothy.keith@putnamcountyny.gov)



1523 Chaffee Road S, Unit 12, Jacksonville, FL 32221  
 Business Office: 727-827-2697, Fax: 727-954-8806  
[www.fedcastintl.com](http://www.fedcastintl.com)

Item Number / Item Description	Quantity	Unit Price	Line Total
Point Blank AXII with Two Black HiLite Inner Carriers Contract Part #HL6AXACS0M	1	837.00	837.00

Pricing Based on NYS Contract PC67147

No Shipping Charge Per NYS Contract

Comments: Contract #PC67147  
 Delivery Time: 4-6 Weeks  
 Payment Terms: Net 30  
 Validity Date: 04.18.20  
 Quoted By: Richard Kowakowski [richk@fedcastintl.com](mailto:richk@fedcastintl.com) 518-586-4024

Subtotal	837.00
Sales Tax	0.00%
Total Tax	
Shipping/Handling	
Grand Total	\$837.00

**\*Please send purchase order or order approval to the sales manager who provided this quote.\***

Thank you for allowing Federal Eastern International to provide you with a quote.

20T097

cc: all  
Prot  
Pers  
ATA

#8

Reso

COUNTY OF PUTNAM  
FUND TRANSFER REQUEST

TO: Commissioner of Finance  
FROM: Sheriff Robert Langley Jr.  
DEPT: Sheriff's Dept.  
DATE: May 26, 2020

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, IN

2020 MAY 29 AM 9:56

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
13311000.51000.10102 (Communications Personnel)	13311000.51094 (Communications Temp)	\$253.44	to cover temporary expenses due to 2 vacancies
13311000.51000.10106 (Communications Personnel)	13311000.51094 (Communications Temp)	\$3,603.38	to cover temporary expenses due to 2 vacancies
<b>Total</b>		<b>\$3,856.82</b>	

2020 Fiscal Impact \$ 0  
2021 Fiscal Impact \$ 0

  
Department Head Signature/Designee  
Date 5/26/2020

AUTHORIZATION: (Electronic signatures)

Date \_\_\_\_\_ Commissioner of Finance Designee: Initiated by: \$0 - \$5,000.00

Date \_\_\_\_\_ County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date \_\_\_\_\_ Chairperson Audit/Designee: \$0 - \$10,000.00

Date \_\_\_\_\_ Audit & Administration Committee: \$10,000.01 - \$25,000.00

202099

PUTNAM COUNTY SHERIFF'S DEPARTMENT  
INTER-OFFICE MEMORANDUM

DATE: May 26, 2020

TO: Sheriff Robert L. Langley Jr.  
Attn: Undersheriff Kevin Cheverko

FROM: Kristin Van Tassel 

SUBJECT: BUDGET TRANSFER

I am requesting the following budget transfer to cover the temporary costs that have been incurred due to running the month of April 2020 with two full time dispatcher vacancies. Approving the below listed lines will reduce the temporary expenses incurred, bringing the percentage used to date, to approximately 40%. This will be more in line with the time period for the fiscal year.

\$3,856.82 FROM 13311000.51000 (Communications: Personnel Services);  
current balance \$537,890.64

TO 13311000.51094 (Communications: Temp) current balance: \$16,570.00

APPROVED: 

Sheriff Robert L. Langley Jr.

20T099

SHERIFF'S DEPT.

Account Information

Position	Last Day of Employment	2020 Adopted Budget				Vacation Payout	Vacant Working Days in April	TL Salary funds to Transfer
		Salary	Hourly Rate	Daily Rate				
311013102	4/10/20	\$ 60,458.00	\$ 28.84	\$ 230.76	\$ 2,977.14	14	\$ 253.44	
311013106	VACANT	\$ 42,913.00	\$ 20.47	\$ 163.79	\$	22	\$ 3,603.38	
							\$ 3,856.82	

{ 3,270.54 }  
 2,977.14

20 TO 99

**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST**

*cc call  
Prst  
Per's  
A+A*

*Reso  
#9*

TO: Commissioner of Finance

FROM: Sheriff Robert Langley Jr.

DEPT: Sheriff's Dept.

DATE: June 1, 2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
13311000.51000.10102 (Communications Personnel)	13311000.51093 (Communications OT)	\$4,845.87	to cover overtime expenses due to 2 <i>Dispatchers</i> Vacancies for May
13311000.51000.10106 (Communications Personnel)	13311000.51093 (Communications OT)	\$3,439.59	to cover overtime expenses due to 2 <i>Dispatchers</i> Vacancies for May
	<b>Total</b>	<b>\$8,285.46<sup>2</sup></b>	

2020 Fiscal Impact \$ 0  
2021 Fiscal Impact \$ 0

\_\_\_\_\_  
Department Head Signature/Designee

\_\_\_\_\_  
Date

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

2020 JUN - 3 AM 9:40

**AUTHORIZATION: (Electronic signatures)**

\_\_\_\_\_  
Date Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00

\_\_\_\_\_  
Date County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

\_\_\_\_\_  
Date Chairperson Audit /Designee: \$0 - \$10,000.00

\_\_\_\_\_  
Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

*202103*

PUTNAM COUNTY SHERIFF'S DEPARTMENT  
INTER-OFFICE MEMORANDUM

DATE: June 1, 2020

TO: Sheriff Robert L. Langley Jr.  
Attn: Undersheriff Kevin Cheverko

FROM: Kristin Van Tassel 

SUBJECT: **BUDGET TRANSFER**

I am requesting the following budget transfer to cover the overtime costs that have been incurred due to running the month of May 2020 with two full time dispatcher vacancies. Approving the below listed lines will reduce the overtime expenses incurred.

\$8,285.46 **FROM** 13311000.51000 (Communications: Personnel Services);  
current balance \$500,080.12

**TO:** 13311000.51093 (Communications: Overtime) current balance:  
\$111,612.91

APPROVED: \_\_\_\_\_



Sheriff Robert L. Langley Jr.

Communications

SHERIFF'S DEPT.

Position	Last Day of Employment	2020 Adopted Budget			Daily Rate	Vacant Working		TL. Salary funds to Transfer
		Salary	Hourly Rate	Days in May				
311013102	4/10/20	\$ 60,458.00	\$ 28.84	\$ 230.76	21	\$ 4,845.87		
311013106	VACANT	\$ 42,913.00	\$ 20.47	\$ 163.79	21	\$ 3,439.59	\$ 8,285.46	

certified  
A+A  
RESO

#10

PHONE 212-820-9300  
FAX 212-514-8425

7 WORLD TRADE CENTER  
250 GREENWICH STREET  
NEW YORK, NY 10007  
WWW.HAWKINS.COM

NEW YORK  
WASHINGTON  
NEWARK  
HARTFORD  
LOS ANGELES  
SACRAMENTO  
SAN FRANCISCO  
PORTLAND  
ANN ARBOR

(212) 820-9563

June 9, 2020

County of Putnam, New York  
(Our File Designation: 4867/44405)

William J. Carlin, Jr., CPA  
Commissioner of Finance  
County of Putnam  
40 Gleneida Avenue  
Carmel, New York 10512

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY  
2020 JUN 18 AM 9:52

Dear Bill:

via e-mail only: [william.carlin@putnamcountyny.com](mailto:william.carlin@putnamcountyny.com)

In connection with the proposed refunding of certain outstanding bonds of the County of Putnam, we have prepared and now send you a draft Extract of Minutes of the County Legislature meeting to be held on July 7, 2020, showing adoption of a refunding bond resolution authorizing the issuance of \$3,300,000 refunding bonds. Such resolution provides for publication of a summary form thereof in the County's official newspapers.

Please note that the refunding bond resolution is to be adopted by **at least a two-thirds (2/3rds) vote of the entire membership** of the County Legislature.

***Kindly note that the proposed refunding financial plan (attached hereto as a 16-page PDF document), MUST be inserted as Exhibit A to the refunding bond resolution and must appear, or be incorporated by reference, in the Official Minutes of the meeting.***

A copy of the summary form of the refunding bond resolution, with the prescribed form of Clerk's statutory notice affixed in readiness for publication in the official newspapers of the County is also included as the *last page of this document*. The publication should be made **as soon as reasonably possible** after the adoption of the refunding bond resolution.

You will recall that publication of the refunding bond resolution, in summary, commences a 20-day statute of limitations period pursuant to the provisions of Section 80.00 et seq. of the Local Finance Law.

Kindly obtain and forward to us one certified copy of the Extract of Minutes and original newspaper publisher Affidavit of Publication, when available. One copy of the Extract

is to be filed in the office of the Clerk of the County Legislature and another is to be filed in the Finance Department.

Please do not hesitate to call me if you have any questions or concerns related to the enclosed resolution or any other aspects of the proposed refunding bond issue.

With all best wishes, I am

Very truly yours,

A handwritten signature in black ink, appearing to read "Dan Birmingham". The signature is written in a cursive style with a horizontal line above the "B".

Daniel G. Birmingham

DGB:cel  
Enclosures

EXTRACT OF MINUTES

Meeting of the County Legislature of  
the County of Putnam, New York

July 7, 2020

\* \* \*

A regular meeting of the County Legislature of the County of Putnam, New York,  
was held on July 7, 2020, at \_\_\_\_\_ o'clock P.M. (Prevailing Time).

The following Legislators were present:

There were absent:

Also present: Diane Schonfeld, Clerk of the County Legislature

\* \* \*

Legislator \_\_\_\_\_ offered the following resolution and  
moved its adoption:

REFUNDING BOND RESOLUTION OF THE COUNTY OF PUTNAM,  
 NEW YORK, ADOPTED JULY 7, 2020, AUTHORIZING THE  
 REFUNDING OF CERTAIN OUTSTANDING SERIAL BONDS OF SAID  
 COUNTY, STATING THE PLAN OF REFUNDING, APPROPRIATING  
 AN AMOUNT NOT TO EXCEED \$3,300,000 FOR SUCH PURPOSE,  
 AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$3,300,000  
 REFUNDING BONDS TO FINANCE SAID APPROPRIATION, AND  
 MAKING CERTAIN OTHER DETERMINATIONS RELATIVE  
 THERETO

Recitals

WHEREAS, on November 21, 2012, the County of Putnam, New York (herein called the “County”), issued its \$6,446,535 Public Improvement (Serial) Bonds, 2012, currently outstanding in the principal amount of \$3,680,000 (the “Outstanding Bonds”); and were originally issued pursuant to various bond resolutions duly adopted to finance the purposes set forth in **Exhibit B**; and

WHEREAS, the Outstanding Bonds mature on November 15 in the years and in the principal amounts and bear interest payable semiannually on May 15 and November 15 in each year to maturity, as follows:

<u>Year of Maturity</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Year of Maturity</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2020	\$ 495,000	2.00%	2024	\$ 535,000	2-1/8%
2021	505,000	2.00	2025	545,000	2.25
2022	515,000	2.00	2026	560,000	2-3/8
2023	525,000	2.00			

WHEREAS, the Outstanding Bonds maturing on and after November 15, 2021 are subject to redemption prior to maturity, at the option of the County, on November 15, 2020, and any date thereafter, as a whole or in part, at par, plus accrued interest to the date of redemption; and

WHEREAS, Sections 90.00 and 90.10 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the "Law"), permit the County to refund all or a portion of the outstanding unredeemed maturities of the Outstanding Bonds by the issuance of new bonds, the issuance of which will result in present value debt service savings for the County, and the County Legislature has determined that it may be advantageous to refund all or a portion of the Outstanding Bonds;

NOW, THEREFORE, be it

RESOLVED BY THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, **(by the favorable vote of not less than two-thirds of all the members of said County Legislature)** AS FOLLOWS:

Section 1. In this resolution, the following definitions apply, unless a different meaning clearly appears from the context:

- (a) "Bond To Be Refunded" or "Bonds To Be Refunded" means all or a portion of the Outstanding Bonds, as shall be determined in accordance with Section 8 hereof.
- (b) "Escrow Contract" means the contract to be entered into by and between the County and the Escrow Holder pursuant to Section 10 hereof.
- (c) "Escrow Holder" means the bank or trust company designated as such pursuant to Section 10 hereof.
- (d) "Outstanding Bonds" shall mean the Outstanding Bonds referred to in the Recitals hereof.
- (e) "Present Value Savings" means the dollar savings which result from the issuance of the Refunding Bonds computed by discounting the principal and interest payments on both the Refunding Bonds and the Bonds To Be Refunded from the respective maturities thereof to the date of issue of the Refunding Bonds at a rate equal to the effective interest cost of the Refunding Bonds. The effective interest cost of the Refunding Bonds shall be that rate which is arrived at by doubling the semi-annual interest rate (compounded semi-annually) necessary to discount the debt service payments on the Refunding Bonds from the maturity dates thereof to the date of issue of the

Refunding Bonds and to the agreed upon price including estimated accrued interest.

- (f) "Redemption Date" or "Redemption Dates" means November 15, 2020, and any date thereafter with respect to the Outstanding Bonds maturing on and after November 15, 2021.
- (g) "Refunding Bond" or "Refunding Bonds" means all or a portion of the \$3,300,000 Refunding Serial Bonds of the County of Putnam, New York, authorized pursuant to Section 2 hereof.
- (h) "Refunding Bond Amount Limitation" means an amount of Refunding Bonds which does not exceed the principal amount of Bonds To Be Refunded plus the aggregate amount of unmatured interest payable on such Bonds To Be Refunded, to and including the applicable Redemption Date, plus redemption premiums payable on such Bonds To Be Refunded as of such Redemption Date, as hereinabove referred to in the Recitals hereof, plus costs and expenses incidental to the issuance of the Refunding Bonds including the development of the refunding financial plan, and of executing and performing the terms and conditions of the Escrow Contract and all fees and charges of the Escrow Holder as referred to in Section 10 hereof.

Section 2. The County Legislature of the County hereby authorizes the refunding of the Bonds To Be Refunded, and appropriates an amount not to exceed \$3,300,000 to accomplish such refunding. The plan of financing said appropriation includes the issuance of not to exceed \$3,300,000 Refunding Bonds and the levy and collection of a tax upon all the taxable real property within the County to pay the principal of and interest on said Refunding Bonds as the same shall become due and payable. Bonds of the County in the maximum principal amount of \$3,300,000 are hereby authorized to be issued pursuant to the provisions of the Law. The proposed financial plan for the refunding in the form attached hereto as **Exhibit A** (the "Refunding Financial Plan") prepared for the County by Roosevelt & Cross, Inc., New York, New York, and hereby accepted and approved, includes the deposit of all the proceeds of said Refunding Bonds with an Escrow Holder pursuant to an Escrow Contract as authorized in Section 10 hereof, the payment of all costs incurred by the County in connection with said refunding from such proceeds and the investment of a portion of such proceeds by the Escrow

Holder in certain obligations. The principal of and interest on such investments, together with the balance of such proceeds to be held uninvested, if any, shall be sufficient to pay (i) the principal of and interest on the Bonds To Be Refunded, if any, becoming due and payable on and prior to each applicable Redemption Date and (ii) the principal of and premium on the Bonds To Be Refunded which are to be called for redemption prior to maturity on any such Redemption Date.

Section 3. The Bonds To Be Refunded referred to in Section 1 hereof are all or a portion of the unmatured aggregate outstanding balances of the Outstanding Bonds issued pursuant to various bond resolutions of the County duly adopted by the County Legislature of the County on their respective dates, authorizing the issuance of bonds of the County for various purposes in and for the County. In accordance with the refunding financial plan, the Refunding Bonds authorized in the aggregate principal amount of not to exceed \$3,300,000 shall mature in amounts and at dates to be determined. The Commissioner of Finance, the chief fiscal officer of the County, is hereby authorized to approve all details of the refunding financial plan not contained herein.

Section 4. The issuance of the Refunding Bonds will not exceed the Refunding Bond Amount Limitation. The Refunding Bonds shall mature not later than the maximum period of probable usefulness ("PPU") permitted by law at the time of original issuance of the Bonds to be Refunded, as set forth in **Exhibit B** annexed hereto and hereby made a part hereof, for the objects or purposes financed with the proceeds of the Bonds to be Refunded, commencing at the date of issuance of the first bond or bond anticipation note issued in anticipation of the sale of such bonds.

Section 5. The aggregate amount of estimated Present Value Savings is set forth in the proposed refunding financial plan attached hereto as **Exhibit A**, computed in accordance with subdivision two of paragraph b of Section 90.10 of the Law. Said refunding financial plan has been prepared based upon the assumption that the Refunding Bonds will be issued in the aggregate principal amount, and will mature, be of such terms and bear such interest as set forth therein. The County Legislature recognizes that the principal amount of the Refunding Bonds, the maturities, terms and interest rates, the provisions, if any, for the redemption thereof prior to maturity, and whether or not any or all of the Refunding Bonds will be insured, and the resulting present value savings, may vary from such assumptions and that the refunding financial plan may vary from that attached hereto as **Exhibit A**.

Section 6. (a) The Refunding Bonds may be sold at public or private sale.

(i) If the Refunding Bonds are sold at private sale, the Commissioner of Finance is hereby authorized to execute a purchase contract on behalf of the County for the sale of said Refunding Bonds, provided that the terms and conditions of such sale shall be approved, to the extent as may be required, by the State Comptroller.

(ii) If the Refunding Bonds are sold at public sale pursuant to Section 57.00 of the Law, the Commissioner of Finance is hereby authorized and directed to prepare or have prepared a Notice of Sale, which shall be published at least once in "*The Bond Buyer*," published in the City of New York, not less than five (5) nor more than thirty (30) days prior to the date of said sale. A copy of such notice shall be sent not less than eight (8) nor more than thirty (30) days prior to the date of said sale (a) to the State Comptroller, Albany, New York 12236; (b) to at least two (2) banks or trust companies having a place of business in the County in which the County is located, or, if only one (1) bank is located in such County, then to such bank and to at

least two (2) banks or trust companies having a place of business in an adjoining County; and (c) to “The Bond Buyer”, 1 State Street Plaza, New York, New York 10004; and (d) at least ten (10) bond dealers.

(b) Prior to the issuance of the Refunding Bonds the Commissioner of Finance shall file with the County Legislature all requisite certifications, including a certificate approved by the State Comptroller setting forth the Present Value Savings to the County resulting from the issuance of the Refunding Bonds. In connection with the sale of Refunding Bonds, the County authorizes the preparation of an Official Statement and approves its use in connection with such sale, and further consents to the distribution of a Preliminary Official Statement prior to the date said Official Statement is distributed. The Commissioner of Finance and his designees are hereby further authorized and directed to take any and all actions necessary to accomplish said refunding, and to execute any contracts and agreements for the purchase of and payment for services rendered or to be rendered to the County in connection with said refunding, including the preparation of the Refunding Financial Plan..

Section 7. Each of the Refunding Bonds authorized by this resolution shall contain the recital of validity prescribed by Section 52.00 of the Law and said Refunding Bonds shall be general obligations of the County, payable as to both principal and interest by a general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said Refunding Bonds and provision shall be made annually in the budget of the County for (a) the amortization and redemption of the Refunding Bonds to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 8. Subject to the provisions of this resolution and of the Law and Section 21.00 of the Law relative to the authorization of the issuance of bonds with substantially level or declining annual debt service and Sections 50.00, 56.00 to 60.00, 90.10 and 168.00 of the Law, the powers and duties of the County Legislature relative to determining the amount of Bonds To Be Refunded, prescribing the terms, form and contents and as to the sale and issuance of the Refunding Bonds, and executing any arbitrage certification relative thereto, and as to executing the Escrow Contract described herein, the Official Statement referred to in herein and any contracts for credit enhancements in connection with the issuance of the Refunding Bonds and any other certificates and agreements, and as to making elections to call in and redeem all or a portion of the Bonds to be Refunded, are hereby delegated to the Commissioner of Finance, the chief fiscal officer of the County.

Section 9. The validity of the Refunding Bonds authorized by this resolution may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 10. Prior to the issuance of the Refunding Bonds, the County shall contract with a bank or trust company located and authorized to do business in New York State, for the purpose of having such bank or trust company act as the Escrow Holder of the proceeds, inclusive of any premium from the sale of the Refunding Bonds, together with all income

derived from the investment of such proceeds. Such Escrow Contract shall contain such terms and conditions as shall be necessary in order to accomplish the refunding financial plan, including provisions authorizing the Escrow Holder, without further authorization or direction from the County, except as otherwise provided therein, (a) to make all required payments of principal, interest and redemption premiums to the appropriate paying agent with respect to the Bonds To Be Refunded, (b) to pay costs and expenses incidental to the issuance of the Refunding Bonds, including the development of the refunding financial plan, and costs and expenses relating to the execution and performance of the terms and conditions of the Escrow Contract and all of its fees and charges as the Escrow Holder, (c) at the appropriate time or times to cause to be given on behalf of the County the notice of redemption authorized to be given pursuant to Section 13 hereof, and (d) to invest the monies held by it consistent with the provisions of the refunding financial plan. The Escrow Contract shall be irrevocable and shall constitute a covenant with the holders of the Refunding Bonds.

Section 11. The proceeds, inclusive of any premium, from the sale of the Refunding Bonds, immediately upon receipt shall be placed in escrow by the County with the Escrow Holder in accordance with the Escrow Contract. All moneys held by the Escrow Holder, if invested, shall be invested only in direct obligations of the United States of America or in obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, which obligations shall mature or be subject to redemption at the option of the holder thereof not later than the respective dates when such moneys will be required to make payments in accordance with the refunding financial plan. Any such moneys remaining in the custody of the Escrow Holder after the full execution of the Escrow Contract shall be returned to

the County and shall be applied by the County only to the payment of the principal of or interest on the Refunding Bonds then outstanding.

Section 12. That portion of such proceeds from the sale of the Refunding Bonds, together with interest earned thereon, which shall be required for the payment of the principal of and interest on the Bonds To Be Refunded, including any redemption premiums, in accordance with the refunding financial plan, shall be irrevocably committed and pledged to such purpose and the holders of the Bonds To Be Refunded shall have a lien upon such moneys and the investments thereof held by the Escrow Holder. All interest earned from the investment of such moneys which is not required for such payment of principal of and interest on the Bonds To Be Refunded shall be irrevocably committed and pledged to the payment of the principal of and interest on the Refunding Bonds, or such portion or series thereof as shall be required by the refunding financial plan, and the holders of such Refunding Bonds shall have a lien upon such moneys held by the Escrow Holder. The pledges and liens provided for herein shall become valid and binding upon the issuance of the Refunding Bonds and the moneys and investments held by the Escrow Holder shall immediately be subject thereto without any further act. Such pledges and liens shall be valid and binding against all parties having claims of any kind in tort, contract or otherwise against the County irrespective of whether such parties have notice thereof. Neither this resolution, the Escrow Contract, nor any other instrument relating to such pledges and liens, need be filed or recorded.

Section 13. In accordance with the provisions of Section 53.00 and of paragraph h of Section 90.10 of the Law, the County Legislature hereby elects to call in and redeem all or a portion of the Bonds To Be Refunded which are subject to prior redemption according to their terms on the Redemption Date, as shall be determined by the Commissioner of Finance in

accordance with Section 8 hereof. The sum to be paid therefor on the applicable Redemption Date shall be the par value thereof, the accrued interest to such Redemption Date and the redemption premiums, if any. The Escrow Holder is hereby authorized and directed to cause a notice of such call for redemption to be given in the name of the County by mailing such notice at least thirty days prior to such Redemption Date, and in accordance with the terms appearing in the Bonds to be Refunded, to the registered holders of the Bonds To Be Refunded which are to be called in and redeemed. Upon the issuance of the Refunding Bonds, the election to call in and redeem the Bonds To Be Refunded which are to be called in and redeemed in accordance herewith and the direction to the Escrow Holder to cause notice thereof to be given as provided in this Section shall become irrevocable and the provisions of this Section shall constitute a covenant with the holders, from time to time, of the Refunding Bonds, provided that this Section may be amended from time to time as may be necessary to comply with the publication requirements of paragraph a of Section 53.00 of the Law, as the same may be amended from time to time.

Section 14. This bond resolution shall take effect immediately upon approval by the County Executive, and the Clerk of the Legislature is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law in the official newspapers of the County.

The adoption of the foregoing resolution was seconded by Legislator

\_\_\_\_\_ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*\*\*

EXHIBIT A

PROPOSED REFUNDING FINANCIAL PLAN

## EXHIBIT B

### Outstanding Bonds

<u>Purpose</u>	<u>PPC</u>
Parking Structure Rehab	25
Minor Renovations	5
Carmel Revitalization 2	15
Carmel Revitalization 2	10
Para-Bus	5
County Dam Engineering/Asses	5
DSS Boiler	10
Buses	5
Underground Storage Tanks	15
Infrastructure	15
Boiler Replacement	10
Highway Snow Trucks	15
Bikeway Maybrook 2	15
New Freedom Grant Match	10

**CLERK'S CERTIFICATE**

I, Diane Schonfeld, Clerk of the Putnam County Legislature, in the State of New York, HEREBY CERTIFY that Bond Resolution No. \_\_\_\_ - 2020 contained in the foregoing annexed extract from the minutes of a meeting of the County Legislature of the County of Putnam duly called and held on July 7, 2020, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said County Legislature and is a true, complete and correct copy thereof and of the whole of said original Bond Resolution, which was duly adopted by the County Legislature on July 7, 2020, and approved by the County Executive on July \_\_\_\_, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County Legislature on this \_\_\_\_ day of July, 2020.

(SEAL)

---

Diane Schonfeld  
Clerk of the Legislature

**PLEASE HAVE THE FOLLOWING  
PAGE PUBLISHED IN THE  
COUNTY'S OFFICIAL  
NEWSPAPERS FOLLOWING  
ADOPTION OF THE REFUNDING  
BOND RESOLUTION**

LEGAL NOTICE

The resolution, a summary of which is published herewith, has been adopted on July 7, 2020, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the **County of Putnam, New York**, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the constitution.

REFUNDING BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED JULY 7, 2020, AUTHORIZING THE REFUNDING OF CERTAIN OUTSTANDING SERIAL BONDS OF SAID COUNTY, STATING THE PLAN OF REFUNDING, APPROPRIATING AN AMOUNT NOT TO EXCEED \$3,300,000 FOR SUCH PURPOSE, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$3,300,000 REFUNDING BONDS TO FINANCE SAID APPROPRIATION, AND MAKING CERTAIN OTHER DETERMINATIONS RELATIVE THERETO.

Object or purpose:                    refunding of all or a portion of currently outstanding Bonds of the County issued in 2012.

Period of probable  
usefulness:                            various between five (5) and twenty-five (25) years, commencing on the date of original issuance of the first note or bond issued for the purposes for which the outstanding bonds were issued.

Amount of  
obligations  
to be issued:                        not to exceed \$3,300,000

A complete copy of the refunding bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Clerk of the Putnam County Legislature, 40 Gleneida Avenue, Carmel, New York

Dated:                                July 7, 2020  
    Carmel, New York

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TABLE OF CONTENTS

County of Putnam, NY  
Refunding Bonds  
Refunding of 11/21/2012 bonds (11/15/2021 - 2026)  
---  
Aa1, BQ, Non-Callable

Report	Page
Refunding Highlights	1
Sources and Uses of Funds	2
Summary of Refunding Results	3
Savings	4
Bond Pricing	5
Bond Debt Service	6
Escrow Requirements	7
Escrow Descriptions	8
Escrow Statistics	9
Escrow Sufficiency	10
Proof of Arbitrage Yield	11
Summary of Bonds Refunded	12
Prior Bond Debt Service	13
Bond Summary Statistics	14
Aggregate Debt Service	15

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REFUNDING HIGHLIGHTS

County of Putnam, NY  
Refunding Bonds  
Refunding of 11/21/2012 bonds (11/15/2021 - 2026)  
---  
Aa1, BQ, Non-Callable

Dated/Delivery Date	08/26/2020
Refunding Bond Par Amount	2,875,000.00
Bond Arbitrage Yield	0.764304%
Escrow Yield	0.131490%
Refunded Bonds Par Amount	3,185,000.00
<hr/>	
Net PV Savings	76,359.75
% Savings of Refunded Bonds	2.3975%

Date	FY Savings
12/31/2020	1,298.55
12/31/2021	12,131.26
12/31/2022	15,081.26
12/31/2023	12,581.26
12/31/2024	10,681.26
12/31/2025	13,562.50
12/31/2026	11,550.00
<hr/>	
	76,886.09
<hr/> <hr/>	

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SOURCES AND USES OF FUNDS

County of Putnam, NY  
Refunding Bonds  
Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

Aa1, BQ, Non-Callable

Dated Date 08/26/2020  
Delivery Date 08/26/2020

Sources:

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Bond Proceeds	
Par Amount	2,875,000.00
Premium	422,988.70
	<hr/>
	3,297,988.70

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Uses:

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Refunding Escrow Deposits:	
Cash Deposit	5.26
SLGS Purchases	<hr/>
	3,217,987.00
	3,217,992.26
Delivery Date Expenses:	
Cost of Issuance	55,000.00
Underwriter's Discount	<hr/>
	23,000.00
	78,000.00
Other Uses of Funds:	
Additional Proceeds	1,996.44
	<hr/>
	3,297,988.70

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SUMMARY OF REFUNDING RESULTS

County of Putnam, NY  
Refunding Bonds  
Refunding of 11/21/2012 bonds (11/15/2021 - 2026)  
---  
Aa1, BQ, Non-Callable

Dated Date	08/26/2020
Delivery Date	08/26/2020
Arbitrage yield	0.764304%
Escrow yield	0.131490%
Bond Par Amount	2,875,000.00
True Interest Cost	0.958245%
Net Interest Cost	1.050512%
All-In TIC	1.429695%
Average Coupon	4.678230%
Average Life	3.835
Par amount of refunded bonds	3,185,000.00
Average coupon of refunded bonds	2.191077%
Average life of refunded bonds	3.778
PV of prior debt to 08/26/2020 @ 0.764304%	3,372,352.01
Net PV Savings	76,359.75
Percentage savings of refunded bonds	2.397480%

SAVINGS

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

Aa1, BQ, Non-Callable

Date	Prior Debt Service	Refunding Debt Service	Savings	Annual Savings	Present Value to 08/26/2020 @ 0.7643040%
11/15/2020	33,915.63	32,617.08	1,298.55		1,296.38
12/31/2020				1,298.55	
05/15/2021	33,915.63	62,850.00	-28,934.37		-28,776.01
11/15/2021	538,915.63	497,850.00	41,065.63		40,685.39
12/31/2021				12,131.26	
05/15/2022	28,865.63	56,325.00	-27,459.37		-27,101.54
11/15/2022	543,865.63	501,325.00	42,540.63		41,826.44
12/31/2022				15,081.26	
05/15/2023	23,715.63	47,425.00	-23,709.37		-23,222.58
11/15/2023	548,715.63	512,425.00	36,290.63		35,410.21
12/31/2023				12,581.26	
05/15/2024	18,465.63	38,125.00	-19,659.37		-19,109.40
11/15/2024	553,465.63	523,125.00	30,340.63		29,379.58
12/31/2024				10,681.26	
05/15/2025	12,781.25	26,000.00	-13,218.75		-12,751.31
11/15/2025	557,781.25	531,000.00	26,781.25		25,735.87
12/31/2025				13,562.50	
05/15/2026	6,650.00	13,375.00	-6,725.00		-6,437.89
11/15/2026	566,650.00	548,375.00	18,275.00		17,428.19
12/31/2026				11,550.00	
	3,467,703.17	3,390,817.08	76,886.09	76,886.09	74,363.31

Savings Summary

PV of savings from cash flow	74,363.31
Plus: Refunding funds on hand	1,996.44
Net PV Savings	<u>76,359.75</u>

BOND PRICING

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

Aa1, BQ, Non-Callable

Bond Component	Maturity Date	Amount	Rate	Yield	Price
Serial Bond	11/15/2020	5,000	3.000%	0.570%	100.531
	11/15/2021	435,000	3.000%	0.570%	102.948
	11/15/2022	445,000	4.000%	0.600%	107.484
	11/15/2023	465,000	4.000%	0.630%	110.722
	11/15/2024	485,000	5.000%	0.700%	117.846
	11/15/2025	505,000	5.000%	0.780%	121.541
	11/15/2026	535,000	5.000%	0.920%	124.606
		2,875,000			

Dated Date	08/26/2020	
Delivery Date	08/26/2020	
First Coupon	11/15/2020	
Par Amount	2,875,000.00	
Premium	422,988.70	
Production	3,297,988.70	114.712650%
Underwriter's Discount	-23,000.00	-0.800000%
Purchase Price	3,274,988.70	113.912650%
Accrued Interest		
Net Proceeds	3,274,988.70	

BOND DEBT SERVICE

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

Aa1, BQ, Non-Callable

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
11/15/2020	5,000	3.000%	27,617.08	32,617.08	
12/31/2020					32,617.08
05/15/2021			62,850.00	62,850.00	
11/15/2021	435,000	3.000%	62,850.00	497,850.00	
12/31/2021					560,700.00
05/15/2022			56,325.00	56,325.00	
11/15/2022	445,000	4.000%	56,325.00	501,325.00	
12/31/2022					557,650.00
05/15/2023			47,425.00	47,425.00	
11/15/2023	465,000	4.000%	47,425.00	512,425.00	
12/31/2023					559,850.00
05/15/2024			38,125.00	38,125.00	
11/15/2024	485,000	5.000%	38,125.00	523,125.00	
12/31/2024					561,250.00
05/15/2025			26,000.00	26,000.00	
11/15/2025	505,000	5.000%	26,000.00	531,000.00	
12/31/2025					557,000.00
05/15/2026			13,375.00	13,375.00	
11/15/2026	535,000	5.000%	13,375.00	548,375.00	
12/31/2026					561,750.00
	2,875,000		515,817.08	3,390,817.08	3,390,817.08

ESCROW REQUIREMENTS

County of Putnam, NY  
Refunding Bonds  
Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

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Aa1, BQ, Non-Callable

Period Ending	Interest	Principal Redeemed	Total
11/15/2020	33,915.63	3,185,000.00	3,218,915.63
	33,915.63	3,185,000.00	3,218,915.63

ESCROW DESCRIPTIONS

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

Aa1, BQ, Non-Callable

Type of Security	Type of SLGS	Maturity Date	First Int Pmt Date	Par Amount	Rate	Max Rate
Aug 26, 2020: SLGS	Certificate	11/15/2020	11/15/2020	3,217,987	0.130%	0.130%
				3,217,987		

SLGS Summary

SLGS Rates File	01JUN20
Total Certificates of Indebtedness	3,217,987.00

ESCROW STATISTICS

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

---  
 Aa1, BQ, Non-Callable

	Total Escrow Cost	Modified Duration (years)	Yield to Receipt Date	Yield to Disbursement Date	Perfect Escrow Cost	Value of Negative Arbitrage	Cost of Dead Time
Global Proceeds Escrow:	3,217,992.26	0.219	0.131490%	0.131490%	3,213,536.58	4,455.67	0.01
	3,217,992.26				3,213,536.58	4,455.67	0.01

Delivery date 08/26/2020  
 Arbitrage yield 0.764304%

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ESCROW SUFFICIENCY

County of Putnam, NY  
Refunding Bonds  
Refunding of 11/21/2012 bonds (11/15/2021 - 2026)  
---  
Aa1, BQ, Non-Callable

Date	Escrow Requirement	Net Escrow Receipts	Excess Receipts	Excess Balance
08/26/2020		5.26	5.26	5.26
11/15/2020	3,218,915.63	3,218,915.37	-0.26	5.00
	3,218,915.63	3,218,920.63	5.00	

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PROOF OF ARBITRAGE YIELD

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)  
 ---  
 Aa1, BQ, Non-Callable

Date	Debt Service	Present Value to 08/26/2020 @ 0.7643040491%
11/15/2020	32,617.08	32,562.52
05/15/2021	62,850.00	62,506.01
11/15/2021	497,850.00	493,240.22
05/15/2022	56,325.00	55,591.02
11/15/2022	501,325.00	492,908.53
05/15/2023	47,425.00	46,451.29
11/15/2023	512,425.00	499,993.41
05/15/2024	38,125.00	37,058.46
11/15/2024	523,125.00	506,554.80
05/15/2025	26,000.00	25,080.59
11/15/2025	531,000.00	510,272.87
05/15/2026	13,375.00	12,803.99
11/15/2026	548,375.00	522,964.97
	3,390,817.08	3,297,988.70

Proceeds Summary

Delivery date	08/26/2020
Par Value	2,875,000.00
Premium (Discount)	422,988.70
Target for yield calculation	3,297,988.70

SUMMARY OF BONDS REFUNDED

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

---  
 Aa1, BQ, Non-Callable

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
2012, 2012, BOND	11/15/2021	2.000%	505,000.00	11/15/2020	100.000
	11/15/2022	2.000%	515,000.00	11/15/2020	100.000
	11/15/2023	2.000%	525,000.00	11/15/2020	100.000
	11/15/2024	2.125%	535,000.00	11/15/2020	100.000
	11/15/2025	2.250%	545,000.00	11/15/2020	100.000
	11/15/2026	2.375%	560,000.00	11/15/2020	100.000
			3,185,000.00		

PRIOR BOND DEBT SERVICE

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

---  
 Aa1, BQ, Non-Callable

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
11/15/2020			33,915.63	33,915.63	
12/31/2020					33,915.63
05/15/2021			33,915.63	33,915.63	
11/15/2021	505,000	2.000%	33,915.63	538,915.63	
12/31/2021					572,831.26
05/15/2022			28,865.63	28,865.63	
11/15/2022	515,000	2.000%	28,865.63	543,865.63	
12/31/2022					572,731.26
05/15/2023			23,715.63	23,715.63	
11/15/2023	525,000	2.000%	23,715.63	548,715.63	
12/31/2023					572,431.26
05/15/2024			18,465.63	18,465.63	
11/15/2024	535,000	2.125%	18,465.63	553,465.63	
12/31/2024					571,931.26
05/15/2025			12,781.25	12,781.25	
11/15/2025	545,000	2.250%	12,781.25	557,781.25	
12/31/2025					570,562.50
05/15/2026			6,650.00	6,650.00	
11/15/2026	560,000	2.375%	6,650.00	566,650.00	
12/31/2026					573,300.00
	3,185,000		282,703.17	3,467,703.17	3,467,703.17

BOND SUMMARY STATISTICS

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

Aa1, BQ, Non-Callable

Dated Date	08/26/2020
Delivery Date	08/26/2020
Last Maturity	11/15/2026
Arbitrage Yield	0.764304%
True Interest Cost (TIC)	0.958245%
Net Interest Cost (NIC)	1.050512%
All-In TIC	1.429695%
Average Coupon	4.678230%
Average Life (years)	3.835
Weighted Average Maturity (years)	3.950
Duration of Issue (years)	3.621
Par Amount	2,875,000.00
Bond Proceeds	3,297,988.70
Total Interest	515,817.08
Net Interest	115,828.38
Bond Years from Dated Date	11,025,902.78
Bond Years from Delivery Date	11,025,902.78
Total Debt Service	3,390,817.08
Maximum Annual Debt Service	561,750.00
Average Annual Debt Service	545,196.14

Bond Component	Par Value	Price	Average Coupon	Average Life
Serial Bond	2,875,000.00	114.713	4.678%	3.835
	2,875,000.00			3.835

	TIC	All-In TIC	Arbitrage Yield
Par Value	2,875,000.00	2,875,000.00	2,875,000.00
+ Accrued Interest			
+ Premium (Discount)	422,988.70	422,988.70	422,988.70
- Underwriter's Discount	-23,000.00	-23,000.00	
- Cost of Issuance Expense		-55,000.00	
- Other Amounts			
Target Value	3,274,988.70	3,219,988.70	3,297,988.70
Target Date	08/26/2020	08/26/2020	08/26/2020
Yield	0.958245%	1.429695%	0.764304%

AGGREGATE DEBT SERVICE

County of Putnam, NY  
 Refunding Bonds  
 Refunding of 11/21/2012 bonds (11/15/2021 - 2026)

---  
 Aa1, BQ, Non-Callable

Date	Refunding Bonds Principal	Refunding Bonds Interest	Unrefunded Bonds Principal	Unrefunded Bonds Interest	Aggregate Principal	Aggregate Interest	Aggregate Debt Service	Annual Aggregate D/S
11/15/2020	5,000	27,617.08	495,000	4,950	500,000	32,567.08	532,567.08	
12/31/2020								532,567.08
05/15/2021		62,850.00				62,850.00	62,850.00	
11/15/2021	435,000	62,850.00			435,000	62,850.00	497,850.00	
12/31/2021								560,700.00
05/15/2022		56,325.00				56,325.00	56,325.00	
11/15/2022	445,000	56,325.00			445,000	56,325.00	501,325.00	
12/31/2022								557,650.00
05/15/2023		47,425.00				47,425.00	47,425.00	
11/15/2023	465,000	47,425.00			465,000	47,425.00	512,425.00	
12/31/2023								559,850.00
05/15/2024		38,125.00				38,125.00	38,125.00	
11/15/2024	485,000	38,125.00			485,000	38,125.00	523,125.00	
12/31/2024								561,250.00
05/15/2025		26,000.00				26,000.00	26,000.00	
11/15/2025	505,000	26,000.00			505,000	26,000.00	531,000.00	
12/31/2025								557,000.00
05/15/2026		13,375.00				13,375.00	13,375.00	
11/15/2026	535,000	13,375.00			535,000	13,375.00	548,375.00	
12/31/2026								561,750.00
	2,875,000	515,817.08	495,000	4,950	3,370,000	520,767.08	3,890,767.08	3,890,767.08

Review of 2020-21 Budget  
2020-21 May Audit 02/24

Protective  
6/9/20

#11

PUTNAM COUNTY LEGISLATURE

Audit 6/29/20

Resolution #99

Introduced by Legislator: Paul Jonke on behalf of the Protective Services Committee at a Regular Meeting held on June 2, 2020.

page 1

APPROVAL/ BUDGETARY AMENDMENT / SHERIFF'S DEPARTMENT BCI PUBLIC SAFETY/ NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES (DCJS) GRANT/ LIVESCAN EQUIPMENT PROGRAM

WHEREAS, by Resolution #312 of 2019, the Putnam County Legislature authorized the Putnam County Sheriff's Department to apply for the SFY2020-2021 LIVESCAN Equipment Program Grant, through the New York State Division of Criminal Justice Services (DCJS), in the amount of \$60,000; and

WHEREAS, the Sheriff's Department has been awarded \$28,901 for expenses associated with the purchase and installation of Livescan equipment to replace outdated/ end of life equipment, including software, intended to be used to transmit prints to (DCJS); and

WHEREAS, the grant is administered by NYS DCJS with funds from the Federal Fiscal Year (FFY) 2019 NYS national Criminal History Improvement Program; and

WHEREAS, the performance period of the grant is from April 1, 2020 to June 30, 2021; and

WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approve said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment (20A022) be made:

Increase Revenue:

32311000	Sheriff BCI	
443890	Public Safety Other	28,901

Increase Appropriations:

32311000	Sheriff BCI	
54782	Software & Accessories	28,901

2020 Fiscal Impact - 0 -  
2021 Fiscal Impact - 0 -

BY ROLL CALL VOTE: ALL AYES. CARRIED UNANIMOUSLY.



State of New York  
ss:  
County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on June 2, 2020.

Dated: June 4, 2020

Signed: *Diane Schonfeld*

Diane Schonfeld  
Clerk of the Legislature of Putnam County

Amended 50 Revised  
Reso



WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

ANITA Z. GILBERT  
Chief Deputy Commissioner Of  
Finance

SHEILA BARRETT  
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

May 21, 2020

Ms. Diane Schonfeld, Clerk  
Putnam County Legislature  
40 Gleneida Avenue  
Carmel, New York 10512

2020 MAY 21 PM 3:34  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Pursuant to Resolution 312 dated 12/23/19, the following amendment to the Putnam County Sheriff Department's 2020 budget is required.

Increase Revenue:

32311000	Sheriff BCI	
443890	Public Safety Other	<u>\$28,901</u>

Increase Appropriation:

10199000	General Contingencies	
54980	General Contingencies	<u>\$28,901</u>

2020 Fiscal Impact - (28,901)  
2021 Fiscal Impact -0-

The Putnam County Sheriff's Department has been awarded a grant (LS19-1034-E00) for expenses associated with the purchase and installation of Livescan equipment to replace outdated/end of life equipment (including software) intended to be used to transmit prints to the Division of Criminal Justice Services (DCJS). This grant is administered by NYS DCJS with funds from the Federal Fiscal Year (FFY) 2019 NYS National Criminal History Improvement Program. The term for this grant is April 1, 2020 through June 30, 2021. This expense is included in the Sheriff's 2020 budget.

AUTHORIZATION:

20A022 REVISED

Date \_\_\_\_\_ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date \_\_\_\_\_ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

Date \_\_\_\_\_ Chairperson Audit/Designee: \$0 - \$10,000.00

Date \_\_\_\_\_ Audit & Administration Committee: \$10,000.01 - \$25,000.00 T662186 CFDA#: 16.554

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance



ANITA Z. GILBERT  
Chief Deputy Commissioner Of Finance

SHEILA BARRETT  
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

April 23, 2020

Ms. Diane Schonfeld, Clerk  
Putnam County Legislature  
40 Gleneida Avenue  
Carmel, New York 10512

2020 APR 27 PM 3:23  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Pursuant to Resolution 312 dated 12/23/19, the following amendment to the Putnam County Sheriff Department's 2020 budget is required.

Increase Revenue:

32311000	Sheriff BCI	
443890	Public Safety Other	<u>\$28,901</u>

Increase Appropriation:

32311000	Sheriff BCI	
54782	Software & Accessories	<u>\$28,901</u>

2020 Fiscal Impact -0-  
2021 Fiscal Impact -0-

The Putnam County Sheriff's Department has been awarded a grant (LS19-1034-E00) for expenses associated with the purchase and installation of Livescan equipment to replace outdated/end of life equipment (including software) intended to be used to transmit prints to the Division of Criminal Justice Services (DCJS). This grant is administered by NYS DCJS with funds from the Federal Fiscal Year (FFY) 2019 NYS National Criminal History Improvement Program. The term for this grant is April 1, 2020 through June 30, 2021.

AUTHORIZATION:

20A022

Date \_\_\_\_\_ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date \_\_\_\_\_ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

Date \_\_\_\_\_ Chairperson Audit/Designee: \$0 - \$10,000.00

Date \_\_\_\_\_ Audit & Administration Committee: \$10,000.01 - \$25,000.00 T662186 CFDA#: 16.554



**PUTNAM COUNTY DEPARTMENT OF HEALTH**

1 Geneva Road, Brewster, NY 10509 ■ 845-808-1390

www.putnamcountyny.gov/health

A PHAB-ACCREDITED HEALTH DEPARTMENT

MaryEllen Odell  
COUNTY EXECUTIVE

Michael J. Nesheiwat, MD  
COMMISSIONER OF HEALTH

RECEIVED BY  
LEGISLATIVE OFFICE  
June 23, 2020

#12

# MEMORANDUM

**TO:** Diane Schonfeld

**FROM:** Michael Nesheiwat, MD Commissioner of Health

**DATE:** March 13, 2020

**RE:** Resolution for Household Hazardous Waste Grant

2020 JUN 24 AM 9:48  
LEGISLATURE  
PUTNAM COUNTY  
CARNEL, NY

The Department is in the process of preparing the request for NYS Department of Environmental Conservation funding for the Household Hazardous Waste Collection events held in 2020/ 2021. The application requires that a Legislative Resolution be passed and submitted with the request.

Attached please find the sample resolution and the certificate of recording officer, with the specific language required for this purpose. Also attached is a copy of a resolution from a previous year for reference.

The Department requests that this item be placed on the agenda for the next Legislative meeting.

Thank you.

cc: Jane Meunier  
Solid Waste Mgt. Program Coordinator

Enc. Samples of previous years



MaryEllen Odell  
County Executive

Putnam County  
Department of Health  
1 Geneva Road,  
Brewster, New York 10509  
(845) 808-1390



Michael Nesheiwat, M.D.  
Interim Commissioner of Health  
Robert Morris, P.E., M.P.H.  
Director of Environmental Health

## MEMORANDUM

**TO:** Diane Schonfeld  
**FROM:** Robert Morris, P.E., M.P.H.  
**DATE:** October 20, 2016  
**RE:** Resolution for Household Hazardous Waste Grant

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The Department is in the process of preparing the request for NYS Department of Environmental Conservation funding for the Household Hazardous Waste Collection events held in 2016. The application requires that a Legislative Resolution be passed and submitted with the request.

Attached please find the sample resolution and the certificate of recording officer, with the specific language required for this purpose. Also attached is a copy of a resolution from a previous year for reference.

The Department requests that this item be placed on the agenda for the next Legislative meeting.

Thank you.

cc: Victoria DiLonardo

Old Request

## SAMPLE RESOLUTION

*Note: The text of this resolution has been pre-approved by DEC attorneys.  
Use of the language of this pre-approved resolution will reduce time for review.*

A Resolution Authorizing the Filing of an Application for a State Assistance from the Household Hazardous Waste (HHW) State Assistance Program and Signing of the Associated State Master Grant Contract, Under the Appropriate Laws of New York State.

WHEREAS, the State of New York provides financial aid for household hazardous waste programs; and

WHEREAS \_\_\_\_\_  
*(Legal Name of Municipality)*

herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and

WHEREAS, it is necessary that a Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Aid;

NOW, THEREFORE,  
BE IT RESOLVED BY \_\_\_\_\_  
*(Governing Body of Applicant)*

1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.

2. That \_\_\_\_\_,  
*(TITLE of Applicant's designated Authorized Representative)*

or his/her designee is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application, to sign the resulting contract if said application is approved by the STATE; and to provide such additional information as may be required.

3. That the MUNICIPALITY agrees that it will fund the entire cost of said household hazardous waste program and will be reimbursed by the State for share of such costs as indicated in the contract.

4. That two (2) Certified Copies of this Resolution be prepared and sent to the New York State Department of Environmental Conservation together with a complete application.

5. That this resolution shall take effect immediately.

CERTIFICATE OF RECORDING OFFICER

That the attached Resolution is a true and correct copy of the Resolution, authorizing the signing of an application for State Assistance, authorizing the signing of a State Contract, and assuring funding of the municipal portion of the cost of the project as regularly adopted at a legally convened meeting of the

\_\_\_\_\_  
*(Name of Governing Body of the Applicant)*

duly held on the \_\_\_\_\_ day of \_\_\_\_\_,

and further that such Resolution has been fully recorded in the

\_\_\_\_\_ in my office.

*(Title of Record Book)*

In witness whereof, I have hereunto set my hand this \_\_\_\_\_ day

of \_\_\_\_\_.

If the Applicant has an Official Seal,  
Impress here.

\_\_\_\_\_  
Signature of Recording Officer

If not, then please sign both  
certificates in original signatures.

\_\_\_\_\_  
Title of Recording Officer

PUTNAM COUNTY LEGISLATURE

Resolution #291

Introduced by Legislator: Toni Addonizio on behalf of the Health, Social, Educational & Environmental Committee at the Year End Meeting held on December 20, 2017.

page 1

APPROVAL/ AUTHORIZING THE FILING OF AN APPLICATION FOR A STATE ASSISTANCE FROM THE HOUSEHOLD HAZARDOUS WASTE (HHW) STATE ASSISTANCE PROGRAM AND SIGNING OF THE ASSOCIATED STATE MASTER GRANT CONTRACT, UNDER THE APPROPRIATE LAWS OF NEW YORK STATE

WHEREAS, the State of New York provides financial aid for household hazardous waste programs; and

WHEREAS, Putnam County, herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and

WHEREAS, it is necessary that a Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Aid;

NOW THEREFORE BE IT RESOLVED by the Putnam County Legislature

1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.
2. That the Commissioner of Health or his/her designee is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application, to sign the resulting contract if said application is approved by the STATE; and to provide such additional information as may be required.
3. That the MUNICIPALITY agrees that it will fund the entire cost of said household hazardous waste program and will be reimbursed by the State for share of such costs as indicated in the contract.
4. That two (2) certified copies of this Resolution be prepared and sent to the New York State Department of Environmental Conservation together with a complete application.
5. That this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Vote:

State Of New York

ss:

County of Putnam



I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on December 20, 2017.

Dated: December 22, 2017

Signed: Diane Schonfeld

Diane Schonfeld  
Clerk Of The Legislature Of Putnam County

APPROVAL/ AUTHORIZING THE FILING OF AN APPLICATION FOR A STATE ASSISTANCE FROM THE HOUSEHOLD HAZARDOUS WASTE (HHW) STATE ASSISTANCE PROGRAM AND SIGNING OF THE ASSOCIATED STATE MASTER GRANT CONTRACT, UNDER THE APPROPRIATE LAWS OF NEW YORK STATE

WHEREAS, the State of New York provides financial aid for household hazardous waste programs; and

WHEREAS, Putnam County, herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and

WHEREAS, it is necessary that a Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Aid;

NOW THEREFORE BE IT RESOLVED by the Putnam County Legislature

1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.
2. That the Commissioner of Health or his/her designee is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application, to sign the resulting contract if said application is approved by the STATE; and to provide such additional information as may be required.
3. That the MUNICIPALITY agrees that it will fund the entire cost of said household hazardous waste program and will be reimbursed by the State for share of such costs as indicated in the contract.
4. That two (2) certified copies of this Resolution be prepared and sent to the New York State Department of Environmental Conservation together with a complete application.
5. That this resolution shall take effect immediately.

Update: Audit #13  
6/29/20



WILLIAM J. CARLIN, Jr. CPA, CPFO  
Commissioner Of Finance

ANITA Z. GILBERT  
Chief Deputy Commissioner Of Finance

SHEILA BARRETT  
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Toni Addonizio, Chairwoman – Putnam County Legislature  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
RE: COVID -19 Anticipated Revenue Shortfall – Update # 2  
Date: June 22, 2020

2020 JUN 22 AM 11:07  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Please accept this memorandum as my second written report regarding projected revenue shortfalls pursuant to your memorandum dated May 4, 2020.

**SALES TAX REVENUE – 39% of 2020 County Budget**

In June 2020, the County has received \$ 3,098,565.55, a decrease of \$ 1,972,665.57 (39%) from June 2019. As a result, the 2020 sales tax revenue budget deficit has risen to \$ 1,279,374.63. We anticipate that this deficit will increase in coming months as parts of the county economy will remain closed or limited by the pandemic. Despite our conservative budgeting practices (we budgeted less in 2020 sales tax revenue (\$ 64,408,000) than we ended up receiving in 2019 (\$ 66,354,863.42)), we will nonetheless continue to experience a shortfall due to the devastating economic effects of COVID-19. The latest New York Association of Counties (NYSAC), has estimated a sales tax revenue loss ranging from \$ 5.4 million to \$ 13.1 million, depending on the economic scenario that becomes reality. The longer the economy stays closed/limited, the higher the ultimate sales tax revenue shortfall will be realized by the County.

**PROPERTY TAX REVENUE – 27% of 2020 County Budget**

Fortunately, the 2020 property tax collection was substantially completed when the Executive orders to close/limit the economy began in Mid- March. Therefore, we expect that we will remain neutral in terms of 2020 real property tax collections. In 2021, NYSAC projects that the County Property Tax Cap Inflation Factor for 2021 will be approximately 1.5%.

**STATE & FEDERAL AID – 18% of 2020 County Budget**

Unfortunately, this category remains one of the biggest unknowns to the County. The 2020/21 NYS Budget

enabled the Governor to reduce reimbursement aid to Counties throughout the State Fiscal Year. NYSAC has projected the potential State Aid loss for Putnam County to be from \$ 4.4 million to \$ 11.1 million. Much will depend upon the Federal Government passing a stimulus act that provides aid to State and Local Governments. The HEROES ACT passed by the House of Representatives provides such funding, but the passage of this Legislation in its current form will not happen, and it is uncertain what, if any, legislation will ultimately be passed. Latest reports indicate that the next future stimulus package, if passed, will occur in the August 2020 timeframe.

### DEPARTMENTAL REVENUES – 14% OF 2020 County Budget

We are in the process of determining the potential impacts, but they will vary based on what services we are able to provide, and when and to what extent we are able to provide them.

### SUMMARY

It is evident that we are in a highly uncertain, rapidly changing economic environment that will have a large negative effect on our current and future budgets. The ultimate actions that the County takes regarding appropriations (spending) will obviously depend on the severity of revenue losses. In response to the ongoing economic concerns, County Executive Odell issued a Budget Reduction memorandum on June 3 to all Departments Heads and Elected Officials. As a result, we have forwarded for consideration by the Legislature budgetary amendment 20A032, proposing various cuts to the 2020 County Budget and reducing the County Sales Tax estimated revenues by \$ 2,338,036. We will continue to reduce 2020 budgeted sales tax revenue as opportunities arise, such as through the accumulation of vacancy controls savings.

On a final note, we have made changes to the 2021 budget process as a result of the COVID-19 pandemic. Budget meetings with outside agencies with the administration have been cancelled. Agencies have been advised that County Executive will recommend level funding, at most, in 2021, but this may not be possible given our fiscal circumstances. We have also waived the informational requirements contained in the Decentralized Budget Review Guidelines, but we advised agencies that this information must be made available upon request. Agencies have also been advised to check with the Legislative Clerk regarding budget meetings held by the Legislature in October as the date approaches. We currently plan to hold County Department 2021 Budget meetings in room 318, but we may adjust to telephone meetings depending on the course taken by the pandemic over the summer.

Please feel free to contact me if you have any questions concerning this memorandum.

CC: MaryEllen Odell, County Executive