

# TENTATIVE BUDGET

## 2021 - 2022

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Budget Hearing Presentation  
Mayor / Board of Trustees  
March 2021

# The Budgetary Process

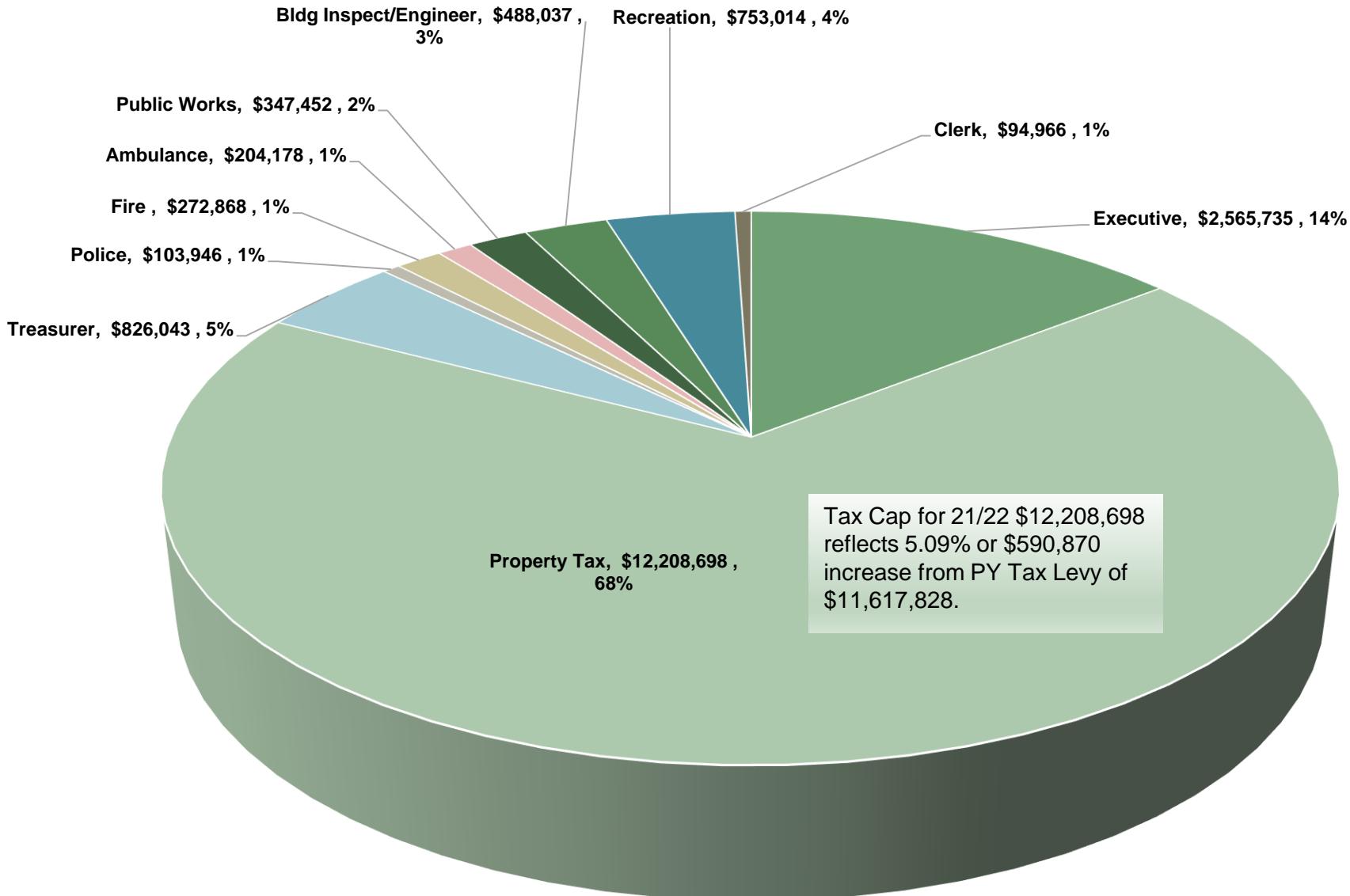
- ✓ Village Manager proposes the Budget;
- ✓ **Tentative Budget due by March 20<sup>th</sup>; filed March 19<sup>th</sup>;**
- Open Budget Hearing by April 15; set for, April 6th;**
- Close Budget Hearing by April 20<sup>th</sup>;**
- M/BOT reviews/proposes budget changes before adoption;
- Adopt Budget by May 1<sup>st</sup>; propose for Special Meeting on April 27<sup>th</sup> BOT session;**
- Tax Bills prepared; mailed by June 1; due by July 1<sup>st</sup>.

# VBM 2021 – 2022 BUDGET

## GENERAL FUND **REVENUE**

General Fund Revenue	Major Change Items	2020 Actual	2021 Original Budget	2022 Tentative Budget	Increase / Decrease
<b>Executive</b>	Decrease: Fines/Forfeited bail-\$171k	\$2,798,994	\$2,745,712	\$2,565,735	(\$179,977)
<b>Treasurer</b>	Increase: Tax Levy \$590k Decrease: Transfer in from Debt Service, \$511k, Water Fund \$30k	\$12,590,406	\$13,003,939	\$13,034,741	\$30,802
<b>Police</b>	Decrease: OT off Duty OT Fees \$37k	\$164,309	\$140,716	\$103,946	(\$36,770)
<b>Fire</b>	Increase 2% on 209D Contracts	\$302,346	\$254,565	\$272,868	\$18,303
<b>Ambulance</b>	Increase: Ambulance Fees	\$287,544	\$4,016	\$204,178	\$200,162
<b>Public Works</b>	Decrease: CHIPS-\$55K	\$404,900	\$401,505	\$347,452	(\$54,053)
<b>Building Inspector / Engineer</b>	Decrease: Building Permits Application Fees, Plumbing, Electric – 25k, Fire Inspections-\$6k	\$504,717	\$518,963	\$488,037	(\$30,926)
<b>Recreation</b>	Decrease: Summer Camp restrictions \$158k, Pool \$42k, Increase: Tennis and other programs \$99k	\$764,563	\$851,581	\$753,014	(\$98,567)
<b>Village Clerk</b>	Parking Lot Fees-\$342k	\$399,430	\$432,560	\$94,966	(\$337,594)
<b>Total General Fund Revenue</b>		<b>\$18,217,209</b>	<b>\$18,353,557</b>	<b>\$17,864,937</b>	<b>(\$488,620)</b>

## VBM 2021-2022 GENERAL FUND **REVENUE** by DEPARTMENT

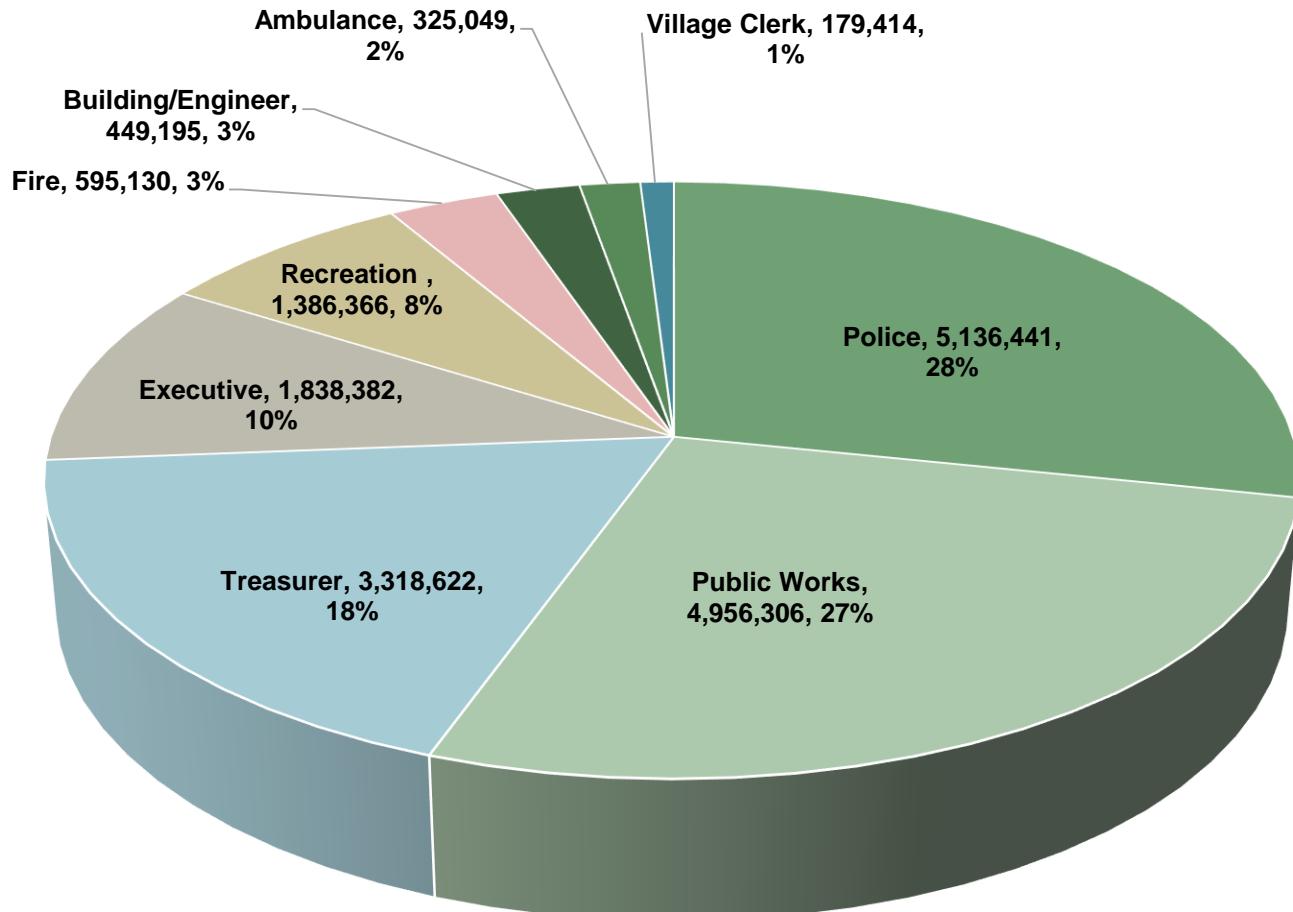


# VBM 2021 – 2022 BUDGET

## GENERAL FUND **EXPENSE**

General Fund Expense	Major Change Items	2020 Actual	2021 Original Budget	2022 Tentative Budget	Increase / Decrease
<b>Executive</b>	Increase: Town Village Study \$63k, Justice Court, Prosecutor/COVID Changes \$18k, Asst. Manager \$36k, Legal Services \$62k, Tax Cert \$100k	\$1,887,380	\$1,708,745	\$1,838,382	\$129,637
<b>Treasurer</b>	Decrease: in PT Costs/Contractual Services \$15k, Transfers to Library and Debt Service \$132k Increase: BAN Debt \$95k	\$4,059,598	3,349,563	\$3,318,622	<b>(\$30,941)</b>
<b>Police</b>	Decrease: Removed 1 Patrol \$150k Increase: Retirement \$210k, PDRFM \$10k,	\$4,578,998	\$5,064,877	\$5,136,441	\$71,565
<b>Fire</b>	Increase: Scot Air Packs \$11k, Vehicle Maint. \$9k, Software \$5k,	\$562,709	\$568,469	\$595,130	\$26,662
<b>Ambulance</b>	Increase: EMT Contract-\$22k; Repair and Maint.-\$5k	\$268,711	\$292,555	\$325,049	\$32,494
<b>Public Works</b>	Decrease: CHIPS-\$55K	\$5,063,820	\$5,118,599	\$4,956,306	<b>(\$162,293)</b>
<b>Building Inspector / Engineer</b>	Decrease: Building Permits Application Fees, Plumbing, Electric – 25k, Fire Inspections-\$6k	\$407,110	\$426,095	\$449,195	\$23,100
<b>Recreation</b>	Decrease: Eliminate After School Program \$32k, Youth Center Programs and Summer Camps (\$150K), \$10k, Increase: Tennis and other programs \$60k	\$1,343,900	\$1,505,434	\$1,386,366	<b>(\$119,070)</b>
<b>Village Clerk</b>	Decrease: Parking Lot Contract Valet (\$124k), Eliminate Monthly Manor Publication (\$10k)	\$293,667	\$319,221	\$179,414	<b>(\$139,807)</b>
<b>Total Expenditures</b>		<b>\$18,465,895</b>	<b>\$18,353,558</b>	<b>\$18,184,905</b>	<b>(\$168,653)</b>

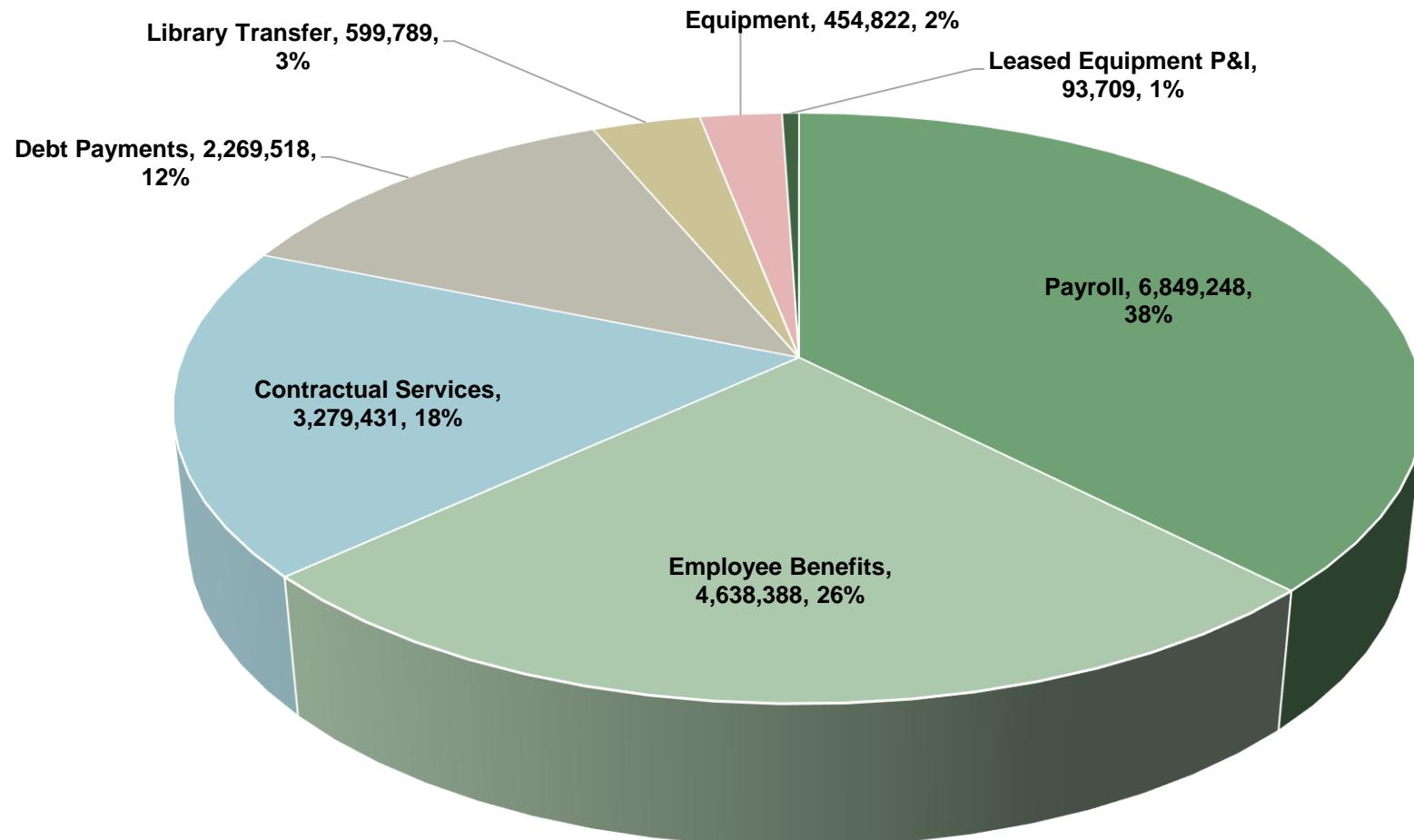
# VBM 2021-2022 GENERAL FUND **EXPENDITURES BY DEPARTMENT**



## General Fund 2020-2021 vs. 2021-2022 **Expense** Budget +/- by Cost Category Group

	FY 2020-2021 Original Budget	FY 2021-2022 Tentative Budget	Increase / Decrease
Salary & Salary Related	\$7,170,905	\$6,849,248	(\$321,657)
Equipment & Maintenance	\$435,024	\$454,822	\$19,798
Contractual, Software & Supplies	\$3,306,734	\$3,279,431	(\$27,303)
Health & Retirement (Benefits)	\$3,547,358	\$3,769,270	\$221,912
Other Benefits	\$908,896	\$869,118	(\$39,778)
Debt Service Transfer	\$2,268,115	\$2,174,118	(\$93,997)
Library Transfer	\$638,217	\$599,789	(\$38,428)
BAN Principal & Interest	\$0	\$95,400	\$95,400
Leased Equipment P & I	\$78,309	\$93,709	\$15,400
<b>Total Expenses:</b>	<b>\$18,353,558</b>	<b>\$18,184,905</b>	<b>(\$168,653)</b>

## VBM 2021-2022 GENERAL FUND EXPENDITURES BY EXPENSE CATEGORY



# PRESSURE POINTS

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EXPENSE & REVENUE

## VBM 2020 – 2021 GENERAL FUND **REVENUE** ACTIVITY MAJOR IMPACTS

Revenue Description	2020 Actual	2021 Projection	2021 Projection Variance to 2020 Actuals	Estimated Current NYS Withholdings
Local Sales Tax	\$1,572,373	\$1,512,703	(\$59,670)	(\$38,642)
Fines and Forfeited Bail	\$188,763	\$30,000	(\$158,763)	
Interest and Earnings	\$16,000	\$500	(\$15,500)	
Transfer In-Water	\$368,264	\$292,000	(\$76,264)	
Transfer In-Capital	\$173,414	\$11,322	(\$162,092)	
Police Off Duty Fees	\$71,754	\$6,000	(\$65,755)	
Ambulance Fees	\$283,528	\$200,000	(\$83,528)	
Fire Protection Services-Inter-government	\$285,447	\$254,565	(\$30,882)	
Building Permits	\$430,525	\$400,000	(\$30,525)	
Consolidated Highway (CHIPS)	\$305,820	\$221,065	(\$84,755)	(\$55,147)
After School Program	\$35,328	\$-	(\$35,328)	
Pool Revenue	\$214,850	\$147,723	(\$67,127)	
Camps	\$391,208	\$-	(\$391,208)	
Parking Lot and Fees	\$356,422	\$32,000	(\$324,422)	
Withheld NYS/FEMA Grant Reimbursements (Community Center/FEMA/ISAIA)			(\$285,536)	(\$100,000)
<b>Total Revenue Impacts</b>	<b>\$4,693,696</b>	<b>\$3,107,878</b>	<b>(\$1,871,354)</b>	<b>(\$193,789)</b>

## VBM 2020 – 2021 GENERAL FUND **EXPENSE** MAJOR IMPACTS

Expense Description	2021 Original Budget	2021 Projection	Projection Variance to 2021 Budget
BOT Special Projects (Wetlands/Business Zone Studies)	\$10,000	\$25,744	(\$15,744)
Buildings-Gen Repair And Maintenance	\$0	\$13,000	(\$13,000)
Vehicle Repair & Maintenance - Sanitation	\$32,500	\$55,000	(\$22,500)
Tax Certiorari Refunds	\$100,000	\$272,000	(\$172,000)
Police – Unanticipated Retirements	\$0	\$183,472	(\$183,472)
Police NYS Yearly Retirement Invoice	\$650,000	\$685,733	(\$35,733)
Police OT*	\$200,000	\$298,281	(\$98,281)
Cost of Disposal-Sanitation*	\$85,000	\$90,000	(\$5,000)
COVID Expense*	\$0	\$57,271	(\$57,271)
STORM ISAIA	\$0	\$128,265	(\$128,265)
Total Expenses	\$1,185,250	\$1,809,366	(\$624,116)

\*COVID/STORM ISAIA related expense total - \$288,817

# WATER, LIBRARY AND DEBT SERVICE FUNDS

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REVENUE & EXPENSE

# WATER FUND **REVENUE** BUDGET COMPONENTS

Budget Year	Water Rents	Other	Total Budget
<b>2021/2022</b> <i>+10% rate increase to match DEP increase only to affect consumers using less than 5,000 cubic feet</i>	\$5,289,358 96.42%	\$196,020 3.58%	\$5,485,978
<b>2021/2022</b> <i>As presented</i>	\$4,789,358 96.07%	\$196,020 3.93%	\$4,985,378
<b>2020/2021</b>	\$4,881,500 96.14%	\$196,020 3.86%	\$5,077,520
<b>2019/2020</b>	\$4,906,500 88.02%	\$667,990 11.98%	\$5,574,490
<b>2018/2019</b>	\$5,254,700 90.33%	\$562,417 9.67%	\$5,817,117
<b>2017/2018</b>	\$5,292,000 90.30%	\$568,383 9.70%	\$5,860,383

# VBM 2021 – 2022 WATER FUND REVENUE & EXPENSE

Water Fund Revenues	Major Change Items	2020 Actual	2021 Original Budget	2021 Projection	2022 Tentative	PY Budget Increase / Decrease
Public Works (other)	Final Fees, Annual Private Hydrant Charge, Permit/Meter Sales	\$182,261	\$406,303	\$142,793	\$485,378	\$79,075
Public Works	Water sale consistent with actual  Requesting 10% Increase for monthly bills >5,000 cubic feet usage –Est Revenue	\$4,428,536	\$4,881,500	\$5,000,000	\$4,500,000  \$500,000	(\$381,500)  \$500,000
Fund Balance	Proposed Use				\$218,611	\$218,611
Total WF Revenues		\$4,610,797	\$5,287,803	\$5,142,793	\$5,703,989	\$416,186
Water Fund Expense	Major Change Items	2020 Actual	2021 Original Budget	2021 Projection	2022 Tentative	PY Budget Increase / Decrease
Executive	Decrease: Unallocated Insurance allocation based on actual vehicle liability.	\$255,169	\$288,234	\$288,290	\$271,895	(\$16,939)
Treasurer	Increase: New BAN payments/WC DEP \$128,371, Transfer to Capital for Water Funded Projects \$125,000 Decrease: Refunded PY Bonds (\$15k), Transfer to GF (\$320k)	\$2,072,209	\$2,086,750	\$1,796,503	\$2,001,211	(\$85,539)
Public Works	Water Sales to NYC DEP rate increase +\$300k –	\$3,595,006	\$3,160,958	\$3,339,293	\$3,430,883	\$269,925
Total WF Expense		\$5,922,384	\$5,535,942	\$5,424,086	\$5,703,989	\$168,047

# VBM 2021 – 2022 LIBRARY FUND

## REVENUE & EXPENSE

Library Fund Revenues	Major Change Items	2020 Actual	2021 Original Budget	2021 Projections	2021 Tentative Budget	PY Increase / Decrease
Library Revenue	Fines, Room Rentals, Grants, Health Insurance Recovery	\$22,108	\$19,713	\$15,456	\$15,812	(\$3,901)
GF Village Support		\$606,680	\$638,217	\$638,217	\$599,789	(\$38,428)
Fund Balance	Proposed Use *Will not use 2021 Fund balance as budgeted-defer to 2022 FY	-	\$58,400		\$50,000	(\$8,400)
<b>Total LF Revenues</b>		<b>\$628,788</b>	<b>\$716,330</b>	<b>\$653,673</b>	<b>\$665,601</b>	<b>(\$50,729)</b>

Library Fund Expense	Major Change Items	2020 Actual	2021 Original Budget	2021 Projections	2021 Tentative Budget	PY Increase / Decrease
Executive		\$19,846	\$19,800	\$22,389	\$19,560	(\$240)
Treasurer		\$1,350	\$1,750	\$1,750	\$1,460	(\$290)
Library	Decrease: Delay FT hiring to replace retiree \$21k Books and Software \$29k	\$660,761	\$694,563	\$629,534	\$644,581	(\$49,982)
<b>Total LF Expenses</b>		<b>\$681,957</b>	<b>\$716,113</b>	<b>\$653,673</b>	<b>\$665,601</b>	<b>(\$50,512)</b>

# VBM 2021 – 2022 DEBT SERVICE FUND

## REVENUE & EXPENSE

Debt Service Fund Revenue	2021 Original Budget	2022 Tentative Budget	Increase / Decrease
Club payments Debt Service	\$583,192	\$583,192	-
Transfer In-From General Fund	\$2,268,155	\$2,174,118	(\$93,997)
Transfer In-From Water Fund	\$1,742,512	\$1,727,070	(\$15,442)
Use of Reserves	\$-	\$-	\$-
<b>Total Debt Service Revenue Run-off</b>	<b>\$4,593,819</b>	<b>\$4,484,380</b>	<b>(\$109,439)</b>

Debt Service Fund Expense	2021 Original Budget	2022 Tentative Budget	Increase / Decrease
Serial Bonds (Principal)	\$2,855,000	\$2,900,000	\$45,000
Serial Bonds Interest Expense	\$1,155,626	\$1,001,188	(\$154,438)
Transfer To General Fund	\$994,880	\$479,044	(\$515,836)
Transfer To Water Fund	\$239,968	\$346,299	\$106,331
<b>Total Debt Service Expense Run-off</b>	<b>\$5,245,475</b>	<b>\$4,726,532</b>	<b>(\$518,943)</b>

# FUND BALANCE PROJECTIONS AND 21/22 PROPOSED USES

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**Village of Briarcliff Manor**  
**Fund Balance Analysis**  
**2021 Projections**

<b>Fund</b>	<b>A</b>	<b>F</b>	<b>V</b>	<b>L</b>	<b>Totals</b>
<b>20/21 Revenue</b>	17,201,358	5,145,293	13,349,832	653,673	36,350,156
<b>20/21 Expense</b>	(17,727,989)	(5,424,086)	(13,197,316)	(667,699)	(37,017,090)
<b>Net/Fund Balance</b>	(526,631)	(278,793)	152,516	(14,026)	(666,934)
<b>2019/20 Fund Balance- Unappropriated</b>	2,560,887	1,151,461	951,997	64,740	4,729,085
<b>NetGain/(Loss)</b>					
<b>2020/21(Projected)</b>					
<b>Budget</b>	2,034,256	872,668	1,104,513	50,714	4,062,151
<b>Prelim % to Budget 20/21</b>	11.47%	16.09%	8.37%	7.60%	10.97%
Apply to 21/22 Budget	-	(218,611)	-	(50,000)	
Net Fund Balance 20/21	2,034,256	654,057	1,104,513	714	4,062,151
<b>% to Budget 20/21*</b>	11.47%	12.06%	8.37%	0.11%	10.97%

\*Library (L) and Debt Service (V) Funds not restricted to Fund Balance Policy Threshold of 10%

# Village of Briarcliff Manor

## Fund Balance Analysis

### 21/22 Budget Tentative Analysis

<u>Fund</u>	<u>A</u>	<u>F</u>	<u>V</u>	<u>L</u>	<u>Totals</u>
<b>21/22 Revenue</b>	17,864,937	4,985,378	4,484,380	615,601	27,950,296
Rate increase*		500,000			500,000
<b>21/22 Expense</b>	(18,184,905)	(5,703,989)	(4,726,532)	(665,601)	(29,281,027)
<b>Budget Variance</b>	(319,968)	(218,611)	(242,152)	(50,000)	(830,731)
Use of Fund Balance	-	218,611	-	50,000	268,611
Variance**	(319,968)	-	(242,152)	-	(562,120)

\*\*Water Revenue increase as a result of NYC Increase (see supporting documentation)

\*\* (A) General Fund Variance to be covered through 2.75% increase above the Tax Cap

\*\*(V) Debt Fund Variance reflects usage of Bond Premium from 20/21 Refundings

# TAX LEVY & TAX RATE CALCULATIONS

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# TAX LEVY COMPONENTS

Budget Year	Tax Levy	Other Revenues	Total Budget
<b>2021/2022</b> <small>Expense as presented requires Allowable Tax Cap +2.75% (\$317,968 additional \$)</small>	\$12,528,666 68.88%	\$5,656,239 31.12%	\$18,184,905
<b>2021/22 Tax Cap</b>	\$12,208,698 68.34%	\$5,656,239 31.66%	\$17,864,937
<b>2020/2021</b>	\$11,617,828 63.84%	\$6,580,730 36.16%	\$18,198,558
<b>2019/2020</b>	\$11,304,989 62.73%	\$6,715,739 37.27%	\$18,020,728
<b>2018/2019</b>	\$11,027,877 62.65%	\$6,575,781 37.35%	\$16,985,180
<b>2017/2018</b>	\$10,846,173 64.12%	\$6,068,307 35.88%	\$16,914,480

# 2021/2022 TAX CAP CALCULATION

**Village of Briarcliff**  
**Expense, Revenue and Tax Cap Changes 2020/21**  
**plus 2021/22 Tax Cap Break Scenarios**



VILLAGE OF BRIARCLIFF MANOR  
TAX LEVY AND RATES  
2021/22 TAX CAP AND INCREMENTS

			<i>Presented Expense Budget</i>	
	<u>2020/21</u>	<u>2021/22-CAP</u>	<u>+2.75%</u>	<u>Total Cap</u>
Expense	18,198,558	17,864,937	319,968	18,184,905
Non Tax Revenue	6,580,730	5,656,239	(0)	5,656,239
Tax Levy	11,617,828	12,208,698	319,968	12,528,666
Tax Levy Increase		590,870	319,968	910,838
% Increase		5.09%	2.75%	7.84%

21/22 Avg Assessment \$721,953

Ossining Tax Rate/Thousand	5.5031	5.6243	0.1475	5.7718
Estimated Ossining Tax Rate Increase PY	(0.03)	0.12	0.15	0.27
Estimated Ossining Average Tax Bill	3,973.00	4,060.00	107.00	4,167.00
Estimated Ossining Average Tax Bill Inc/Dec based on Tax Levy	(19.37)	87.50	107.00	194.50
Estimated % Increase from 20/21 Tax Bill		2.20%	2.69%	4.90%

21/22 Avg Assessment \$9,150=\$668,000 1.37 RAR

Mount Pleasant Tax Rate/Thousand	393.0808	410.5363	10.7595	421.2958
Estimated Mt. Pleasant Tax Rate Increase PY	14.08	17.46	10.76	28.22
Estimated Mt. Pleasant Average Tax Bill	3,597.00	3,756.00	99.00	3,855.00
Estimated Mt. Pleasant Average Tax Bill Inc/Dec based on Tax Levy	128.80	159.72	99.00	258.72
Estimated % Increase from 20/21 Tax Bill		4.44%	2.75%	7.19%

# PROPOSED TAX RATES

## Includes breaking Tax Cap +2.75%

### TOWN OF OSSINING

<input type="checkbox"/> Tax Rate (\$1,000)	\$5.7718
<input type="checkbox"/> Home Assessment	\$721,953
<input type="checkbox"/> Equalization Rate (21/22)	100%

#### “Estimate Average Home Value”

<input type="checkbox"/> 2020-2022*	\$721,953
<input type="checkbox"/> 2020-2021*	\$712,042
<input type="checkbox"/> 2019-2020*	\$711,569
<input type="checkbox"/> 2018-2019	\$793,809
<input type="checkbox"/> 2017-2018	\$793,809

#### Tax Bill

<input type="checkbox"/> 2021-2022	\$4,167.00
<input type="checkbox"/> 2020-2021	\$3,973.00
<input type="checkbox"/> 2019-2020	\$4,077.78
<input type="checkbox"/> 2018-2019	\$3,967.69
<input type="checkbox"/> 2017-2018	\$4,389.76

\*Confirmed True Value with Town Assessor

Average 21-22 Tax Payer Increase: \$194.00  
4.88%

### TOWN OF MT. PLEASANT

<input type="checkbox"/> Tax Rate (\$1,000)	\$421.2958
<input type="checkbox"/> Home Assessment	\$9,150
<input type="checkbox"/> Equalization Rate (21/22)	1.37%

#### “True Value”

<input type="checkbox"/> 2021-2022	\$668,000
<input type="checkbox"/> 2020-2021*	\$653,500
<input type="checkbox"/> 2019-2020	\$686,761
<input type="checkbox"/> 2018-2019	\$681,678
<input type="checkbox"/> 2017-2018	\$641,316

#### Tax Bill

<input type="checkbox"/> 2021-2022	\$3,855.00
<input type="checkbox"/> 2020-2021	\$3,833.36
<input type="checkbox"/> 2019-2020	\$3,696.09
<input type="checkbox"/> 2018-2019	\$3,745.82
<input type="checkbox"/> 2017-2018	\$3,546.23

Average 21-22 Tax Payer Increase: \$18.64  
0.48%

# Changes to VBM's Assessed Value

Town of Ossining (TOS) 91.38%;  
 Town of Mount Pleasant (TMP) 8.62%

			<b><u>% Change</u></b>
□ TOS (FY 2022)	*Full value	\$1,983,334,779	+2.844%
	(FY 2021)	\$1,928,481,955	+3.521%
	(FY 2020)	\$1,862,884,209	+2.023%
	(FY 2019)	\$1,825,949,543	+1.837%
	(FY 2018)	\$1,793,007,525	+3.619%
□ TMP (FY 2022)		\$2,566,723	+ 0.377%
	(FY 2021)	\$2,557,081	- 0.675%
	(FY 2020)	\$2,574,467	- 0.504%
	(FY 2019)	\$2,587,498	+1.049%
	(FY 2018)	\$2,560,631	+0.156%

## CHANGES TO VBM's ASSESSED VALUE

### TOWN OF OSSINING ASSESSED VALUE

- \*(FY2022) \$1,983,334,779
- \*(FY 2021) \$1,928,481,955
- \*(FY 2020) \$1,862,884,209
- \*(FY 2019) \$1,825,949,543
- \*(FY 2018) \$1,793,007,525

\*TOS is @ full value

### TOWN OF MT. PLEASANT ASSESSED VALUE

- (FY 2022) \$2,566,723
- (FY 2021) \$2,557,081
- (FY 2020) \$2,574,467
- (FY 2019) \$2,587,498
- (FY 2018) \$2,560,631

## EQUALIZATION RATES: HOWEVER...

### TOWN OF OSSINING EQUALIZATION RATE

- \*(FY 2022) 100.00%
- \*(FY 2021) 100.00%
- \*(FY 2020) 100.00%
- \*(FY 2019) 100.00%
- \*(FY 2018) 100.00%

\*TOS is @ full value

### TOWN OF MT. PLEASANT EQUALIZATION RATE

- (FY 2022) 1.37%
- (FY 2021) 1.40%
- (FY 2020) 1.42%
- (FY 2019) 1.43%
- (FY 2018) 1.52%