

THE CITY OF WHITE PLAINS

2021 – 2022

PROPOSED BUDGET

MAYOR

THOMAS M. ROACH

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BUDGET MESSAGE

OVERVIEW

The annual budget process is one of the most important financial planning activities undertaken by the City each year. The process consists of activities that encompass the development, implementation and evaluation of a financial plan in a manner that will help our elected officials make informed choices about the provision of services and capital assets. Key to the process is the fact that it should incorporate both a short and long term perspective, establish linkages to organizational goals, focus on results and outcomes and promote effective communication among the public, the Common Council, the City administration and departments and other stakeholders. The 2021-2022 Proposed Budget has been constructed to maintain the City's high (Aa1) credit rating with Moody's Investors Service, a rating that it has proudly held since 1988.

BUDGET SUMMARY

The 2021-2022 Proposed Budget for the General Fund, like the current year budget, was greatly impacted by the economic downturn resulting from the COVID-19 pandemic. Even with this challenge the budget provides for reasonable and realistic revenue and expenditure estimates and a real property tax rate necessary to achieve a balanced budget:

- A property tax rate of \$230.22 per \$1,000 taxable assessed valuation, which is 2.5% more than the 2020-2021 tax rate of \$224.52. For a residential home with a median assessed value of \$13,500 this would yield an increase in City property taxes of \$77 annually;
- Appropriations of \$183.7 million, \$2.4 million (1.3%) more than the 2020-2021 Adopted Budget of \$181.4 million;
- A continuation of hiring restrictions;
- Debt proceeds are not used as a financing source for tax certiorari or pension amortization;
- \$4.9 million is appropriated from the tax stabilization account;
- \$6.9 million is appropriated from various other components of fund balance, which is \$3.1 million less than was appropriated in the 2020-2021 Adopted Budget;
- Taxable assessed valuation of \$284.3 million, a decrease of \$0.2 million from the assessed valuation from the prior year;
- Includes \$10.99 million in Federal Relief Aid from the "American Rescue Plan Act of 2021".

BUDGET MESSAGE

This is the tenth fiscal year that we developed an annual budget in accordance with a real property tax levy cap ("tax cap") mandated by Chapter 97 of the New York State Laws of 2011. In all ten years the City has met this tax cap limit and has not once required an override of the cap. This law limits the real property tax levy increase over the prior year's levy by not more than two percent (2%) or the rate of inflation, whichever is less. The rate of inflation utilized by the State for our 2021-2022 fiscal year was 1.23%. In addition to the inflation rate, the tax cap formula also includes adjustments to the maximum allowed levy for special assessments (such as Business Improvement District assessments), a tax based growth factor provided by the State (such as new construction), certain increases in pension costs (also provided by the State) and judgments or court orders related to tort actions (tax certiorari are not considered to be tort actions). When compared to the current year, the 2021-2022 adopted real property tax levy is increasing \$1.6 million or 2.5%. This increase is actually \$1.6 million less than the maximum increase allowed by the NYS tax cap formula and allows the City to maintain a rollover amount to be used in future budget years. The real property tax levy of \$65.5 million represents 35.6% of total General Fund revenues and other resources.

The 2021-2022 proposed property tax rate is \$230.22 per \$1,000 taxable assessed valuation. For a residential home with a median assessed value of \$13,500 this would yield an increase in City property taxes of \$77 annually or 2.5%.

Revenues that increase and decrease with changes in the economy are an important component of the City's budget. Two of these revenue items in particular were greatly impacted by the economic downturn that resulted from the COVID-19 pandemic. These two revenue items are sales tax revenues and parking revenues. The amount included for both items in the 2021-2022 Proposed Budget is less than the amount received before the pandemic, but more than is projected to be received in the current year. As more and more people are vaccinated and safety measures are lessened allowing the economy to open up, these revenues should continue to increase throughout the next year and into the near future. Offsetting these revenue losses in the current year and in FY 2021-2022 is the revenue expected to be received by the City as part of the Federal American Rescue Plan of 2021. The total amount expected to be received is \$21.98 million. The first half of this amount is expected before the end of the current fiscal year and the remaining half, or \$10.99 million, is included in the 2021-2022 Proposed Budget. While the receipt of this revenue is welcome news to the City it should be noted that it is far less than the actual revenue loss estimated by the City due to the economic downturn caused by the pandemic.

Over the past several years, the City has made significant strides in addressing the expenditure side of the equation. One of the recent initiatives undertaken by the City has been a "green initiative" to convert less efficient, older technology lighting over to LED lighting. In cooperation with the New York State Power Authority (NYPA) the City has converted street lighting to LED lighting and has also installed LED lighting in certain City parking garages and facilities. The City is now looking to convert additional City facilities,

BUDGET MESSAGE

parking structures and fields to LED lighting as well. This and other “green initiatives” are constantly being looked at as ways to help both the environment and the City Budget. In addition, the City has entered into a 25-year agreement to lease property for solar development. Through this contract solar energy systems will be installed at eight City owned facilities and will benefit both the City and its residents in addition to helping to preserve the environment. Once fully implemented this program is expected to bring in approximately one million dollars per year in new revenue to the City. Installation of the systems is beginning in the current fiscal year. The City should realize approximately \$600,000 in the upcoming year as these systems are installed.

In spite of the challenges imposed by the real property tax cap and the slowdown in the economy, the City continues to offer superior services to our residents and maintains its infrastructure in peak condition. The 2021-2022 Proposed Budget provides the amounts necessary to fund salaries, benefits, debt service and other costs in accordance with current contractual or legal requirements. Taxes levied on behalf of the Business Improvement District (B.I.D.) remain at \$700,000.

The City is using its bonding authority to address capital needs where appropriate, and although financing rates are extremely low, there is an incremental cost to making new debt service payments. Close attention to cost control measures by departments in the current and prior years, and in planning for next year, have kept the total increase in operating costs to \$2.4 million (1.3%) when compared to the 2020-2021 Adopted Budget. It should be noted that the amount being proposed for pension costs is also increasing by \$2.4 million. Without this increase in pension costs, which is due to the higher rates set by New York State, total General Fund expenditures in this budget would not be increasing over what was approved in the FY 2021-2021 Adopted Budget.

The total 2021-2022 Proposed Budget for the Library Fund is \$6.6 million. Property taxes raised through the General Fund will provide \$6.5 million (99.1%) of the funding needed for Library operations, a decrease of \$221,700 over the previous year.

The 2021-2022 Proposed Budget of \$15.7 million for the Debt Service Fund is \$0.1 million less than the amount in the 2020-2021 Adopted Budget. The 2021-2022 Proposed Budget provides \$11.6 million for the payment of principal and \$4.1 million for the payment of interest on general long-term debt. Transfers in from the General Fund and Library Fund of \$13.6 million and \$0.7 million, respectively, together with a \$1.3 million appropriation of fund balance and a subsidy of \$133,087 from the New York State Environmental Facilities Corporation (EFC) provide the resources needed for these payments. It is estimated that there will be \$1.1 million of fund balance remaining at 2021-2022 year-end.

Excluding depreciation (a non-cash expense) of \$1.9 million, the 2021-2022 Water Fund Proposed Budget provides for \$16.3 million of expenses. Included within these expenses is \$0.9 million for capital improvements or emergency repairs. These expenses are fully covered by revenue from user charges and other revenues.

BUDGET MESSAGE

The 2021-2022 Sewer Rent Fund Proposed Budget provides for \$3.7 million of expenses, including depreciation in the amount of \$1.0 million. Funding is provided for \$525,000 in capital improvements recommended in the Capital Improvement Program or needed for emergency repairs. Revenues from user charges of \$3.2 million as well as other miscellaneous revenues fund the entire \$3.7 million of expenses. The sewer rent surcharge that the City bills residents and businesses is 18% of the total water bill.

The 2021-2022 Proposed Budget of \$5.1 million for the Self Insurance Fund covers current operating costs needed during the fiscal year for the City's risk management and insurance program. These costs are charged back to the other funds of the City through interfund service charges.

KEY REVENUE SOURCES

Unrestricted sales tax revenue for fiscal year 2020-2021 is currently projected at \$39.9 million. This is down from the last full year actual revenue before the pandemic (fiscal year 2018-2019) of \$45.1 million. Due at least in part to the enhanced State collection of internet sales taxes, this revenue was up significantly in FY 2019-2020 before the economy collapsed and was on track to easily exceed the \$45.1 million collected in 2018-2019. Monthly collections have increased from Summer lows, but still have a long way to go and are conservatively budgeted at \$41.7 million in FY 2021-2022. The City's sales tax rate is 2.5%, comprised of 1.5% unrestricted (Section 1210 of Tax Law); 0.75% unrestricted (Section 1210(41)(3)(i) of Tax Law) and 0.25% restricted (Section 1210(41)(3)(ii) of Tax Law). While the 1.5% unrestricted component is permanent, the 0.75% unrestricted and 0.25% restricted components need to be renewed every two years. They are currently due to expire on August 31, 2021. A provision has been included in the Governor's Budget to make these components permanent as well. The addition of retail and residential units in the City, which is now underway, should provide new retail purchases which will also help to strengthen the sales tax revenue.

Parking related revenues of \$20.9 million including meter fees, parking related fines, red light fines, and permit charges represent 11.4% of total General Fund revenues and other resources. Parking revenues fund the total cost of operating and maintaining parking facilities and help support the costs of services provided to non-residents visiting or doing business in the City. Like sales tax revenues above, parking revenues were dramatically impacted by the economic shutdown beginning in March of 2020. The actual parking revenue received in 2018-2019 was \$26.8 million or 22% more than is being proposed for 2021-2022. As the economy improves, this revenue is expected to increase and again reduce the reliance on property taxes or outside aid to fund vital City services.

The 2021-2022 Proposed Budget includes intergovernmental grants and aid of \$17.7 million representing 9.7% of total General Fund revenues and other resources. Federal Aid from the American Rescue Plan of 2021 accounts for \$10.99 million of this amount. An

BUDGET MESSAGE

additional \$4.4 million is budgeted from the New York State Aid and Incentives to Municipalities (AIM) program. This amount was decreased by \$1.1 million (20%) in the Governor's Budget from what has been received in recent years to the \$4.4 million that is included in the proposed budget. This same reduction was originally expected in the current year, but the 20% reduction was recently reduced to a 5% reduction for the City. The hope is that due to the funding that New York State received from the Federal American Rescue Plan of 2021 the State will reinstate this cut in Aid. Also in this category is Mortgage Tax Revenue which is budgeted at \$2.0 million

In the 2021-2022 Proposed Budget the amount of unassigned fund balance appropriated is \$5.0 million. This amount is \$3.1 million less than was appropriated in the 2020-2021 Adopted Budget. An appropriation of \$1.8 million from the fund balance committed to tax certiorari and \$4.9 million from the tax stabilization account are also included.

THE FUTURE

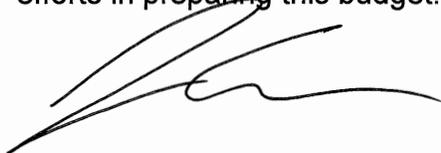
The objectives of this budget are to contain costs, to seek reasonable and responsible increases or new forms of revenue and to ensure that our fiscal performance goals meet or exceed best practices. We strive to achieve the alignment of revenues with activities generating costs to alleviate to the extent possible the burden on our taxpayers.

We affirm our commitment to maintain and replace our capital assets in a manner that spreads the costs appropriately over the life of those assets and to those receiving the benefits produced by those assets. This includes responsible long-term planning for the acquisition, maintenance and disposal of assets and a judicious funding blend of cash, debt and grants/aid.

The 2021-2022 Proposed Budget offers a plan for the delivery of needed and desired services that preserve our quality of life while adhering to fiscal policies that will ensure retention of our coveted Aa1 credit rating. The budget achieves these goals while remaining within the State mandated cap on the property tax levy.

ACKNOWLEDGMENTS

Appreciation is extended to all department heads for their cooperation and participation throughout the budget process. I specifically thank Eileen Bradley, Carolyn Mayo, James Heslop, Rosemary Cucurullo, and Deputy Commissioner of Finance Carol Endres for their efforts in preparing this budget.



James Arnett
Budget Director

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BUDGET AT A GLANCE

FISCAL YEAR
JULY 1, 2021 - JUNE 30, 2022
DATE OF BUDGET ADOPTION
ON OR BEFORE MAY 30, 2021

GENERAL FUND TAX BUDGET:

◆	Total General Fund Tax Budget	\$ 183,728,071
◆	Change versus 2020-2021 Adopted Budget	\$ 2,376,176
◆	Percentage Change	1.3%

TAX BASE:

◆	Total Taxable Assessed Valuation	\$ 284,300,633
◆	Change versus 2020-2021 Assessment	\$ (215,324)
◆	Percentage Change	(0.1%)

PROPERTY TAXES:

◆	Property Tax Rate (per \$1,000 Taxable Assessed Valuation)	\$ 230.22
◆	Change versus 2020-2021 Tax Rate	\$ 5.70
◆	Percentage Change	2.5%

COMBINED OPERATING BUDGETS:

(General, Library, Self Insurance, Sewer Rent and Water Funds)

◆	Total (Memorandum Only)	\$ 203.4 m
◆	Change versus 2020-2021 Adopted Budgets	\$ 1.1 m
◆	Percentage Change	0.5%

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BUDGET STRATEGIES

The Fiscal Year 2021-2022 Budget has been prepared in compliance with the City's Fiscal Performance Goals and the City Charter. Section 68 of the City Charter requires the Budget Director to prepare a proposed budget in the form required by law and transmit this proposed budget in writing to the Common Council at their stated meeting in April. Copies of the proposed budget are made available to the public immediately following transmission to the Common Council.

The Common Council must consider the proposed budget as submitted by the Budget Director and adopt a budget for the ensuing fiscal year on or before the 30th day of May. The following strategies were used in reviewing departmental requests and in preparing the proposed budget:

- ◆ The property tax levy does not exceed the state mandated cap calculated using the Office of the State Comptroller's Local Government Property Tax Cap filing system.
- ◆ The property tax rate is proposed at the level needed to remain within the state mandated property tax levy and to maintain a high level of City service.
- ◆ All City fees were reviewed and revised, as needed, in the proposed budget to 1) ensure that the historical relationship between the fees and the cost of providing services for which the fees are charged is maintained and 2) ensure that fees are imposed and levied on a fair and equitable basis.
- ◆ All other revenues are budgeted in accordance with the guidelines mandated by the City's Charter.
- ◆ Departments were required to submit budgets within a target developed to minimize expenditure growth.
- ◆ Departmental budget proposals were analyzed in the context of available resources, expenditure growth rates, program objectives and performance measures as demonstrated by the budget submission materials, annual reports, discussions with department heads and City priorities.
- ◆ Full-time positions are budgeted according to current labor contracts, and pension costs are funded as mandated by the State retirement system.
- ◆ Self-insurance costs are budgeted in accordance with state regulations and actuarial projections of risk exposure.
- ◆ Tax certiorari claims expected to be settled within the new fiscal year continue to be fully funded without the use of debt.
- ◆ Capital needs of the City's general, water, and sewer infrastructure are supported in the proposed budget in accordance with the 2021-2027 Capital Improvement Program and as adopted by the Capital Projects Board.
- ◆ In conformance with the City's Fiscal Performance goals, the Reserve for Financing for contingencies is budgeted in an amount not to exceed 1% of the proposed tax budget.
- ◆ Water Fund and Sewer Rent Fund operating and capital expenses are supported entirely by user charges.

HOW TO USE THIS BUDGET

This Proposed Budget is both a planning and a policy document. When adopted, it becomes an important legal document that serves as a policy document, a financial plan, an operations guide, and a communications device. As such, it is important that the reader have a thorough understanding of the wealth of information it contains.

Table of Contents: The detailed Table of Contents specifies each of the areas addressed in the City's budget. A few moments spent reviewing the Table of Contents will reduce the time spent finding items or areas of interest to the reader.

Section I - Budget Message & Summaries: In this section we strive to summarize in words and simple graphics the important issues facing the City and the proposed solutions. We inform the reader of the various components of City government, of the process used to develop the City's budget and the policies and procedures employed by the City in managing and safeguarding its resources. We also outline the revenue and expenditure assumptions used in developing the proposed budget and explore the short and long-term impact of key revenue and expenditure trends. Finally, we provide graphic and tabular summaries of financial information by sources of revenue (where does the money come from?), objects of expenditure (where does the money go?), departments (who spends it?) and activities (for what services?). The remainder of Section I contains various summaries of the Combined Budgets (General Fund, Library Fund, Self Insurance Fund, Sewer Rent Fund and Water Fund). The summaries provide a multi-year perspective to facilitate "last year/this year/next year analysis."

Section II - General Fund Budget By Departments: Section II presents information by departments. Departments are organizational units established under the authority of the City Charter to provide specific programs and/or services. These programs and/or services are known as "activities". Displayed in this section are brief descriptions of each department and major bureau, as well as a listing of the activities they provide. Next year's proposed net cost is compared with last year's actual net cost and this year's revised budget for each activity. A page number is provided next to this information that refers the reader to the appropriate page in Section III where a much more detailed analysis of the activity is provided. Section II also provides the reader with the Table of Organization and an analysis of filled and vacant positions for each department. Finally, historical and proposed revenue, expenditure and net cost data are provided for each department. The departments are arranged in alphabetical order.

Section III - General Fund Budget By Goals: Section III presents information by goals and activities. Activities are on-going, identifiable programs or services provided by departments that are of sufficient magnitude and interest to the public to warrant tracking. Department heads have stated the objectives that they seek to accomplish for each activity. The various tasks performed and quantitative/qualitative criteria by which to measure the degree of accomplishment in achieving the stated goals are presented, as are responsibilities mandated by law. The municipal entity that mandates a Task/Measure, if applicable, is identified by an abbreviation: FED - Federal Government, NY - New York State, WC - Westchester County and WP - White Plains. Historical and proposed revenue, expenditure and net cost data are also provided, and each activity is cross-referenced back to the appropriate department page in Section II.

It is important to note that throughout the fiscal year, department heads assess their progress towards achieving their objectives. Department heads submit annual reports outlining their achievements in meeting their objectives to the Mayor and Common Council.

Section III is subdivided into six groups of activities. Each group of activities is preceded by a City-wide goal. The activities linked to a particular goal represent what the City as a whole is doing to achieve its goals regardless of which department(s) is/are providing the service(s). Activities are further displayed by their "sub-groups" within each of the six groups of activities. For example, activities are arranged by cultural, recreational and social sub-groups under the City-wide goal of Social Enrichment Opportunities. While at first the grouping of activities in this manner might be confusing to readers who have become accustomed to government budgets that stress "who is spending", the public and City officials recognize that it is a much more meaningful way of assessing the City's overall progress in meeting the needs of the community. In other words, it is more meaningful and important to ask, "What is being accomplished?" rather than, "Who is spending?"

Section IV – Other Operating Funds: Library, Self Insurance, Sewer Rent, and Water:

Section IV contains information concerning the budgets for other funds adopted by the Common Council: the Library Fund, the Self Insurance Fund, the Sewer Rent Fund and the Water Fund. Information is presented by fund, department (similar to Section II) and activity (similar to Section III). Graphic and tabular summaries for each of these funds are also presented to facilitate multi-year analyses.

Section V - Indebtedness: This section contains the proposed Debt Service Fund budget which is also adopted by the Common Council. The Debt Service Fund accumulates resources (money) for the payment of principal and interest on general long-term debt other than the debt related to water and sewer projects. This section also contains debt information related to the Water Fund and the Sewer Rent Fund, and multi-year projections for all of the City's indebtedness. Graphical and tabular summaries are contained in Section V to facilitate multi-year analyses.

Section VI - Supplemental Information: Section VI contains statistical information on the City as a whole, including the funds whose budgets are not adopted by the Common Council (White Plains Urban Renewal Agency, Cable TV Fund, etc.). This section also includes detailed information on the City's assessment roll, property taxes and sales taxes, personnel costs, staffing levels, demographics and other information.

Glossary, Acronyms and Index: This section contains a Glossary of terms and Acronyms used throughout this document, and an Index to assist the reader in locating information of particular interest.

FUNDS, DEPARTMENTS, AND ACTIVITIES

The City uses a three-tiered organizational structure to budget and account for the needs and desires of the community: funds, departments, and activities.

FUNDS: A “fund” is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The City adopts annual budgets for the General Fund, Library Fund, Debt Service Fund, Self Insurance Fund, Sewer Rent Fund and Water Fund. This document references other funds, such as the Cable Television Fund, Capital Projects Fund, Youth Development Fund and Community Development Fund, that have an impact on the City’s operations, but do not have budgets adopted annually by the Common Council.

FUND/PURPOSE	RELATIONSHIP TO OTHER FUNDS
<p><u>General Fund</u> The General Fund is used to account for and report all financial resources not accounted for and reported in another fund. Budget is adopted by the Common Council.</p>	<p>Provides funding to the Library Fund for Library operations; to the Debt Service Fund for payments of principal and interest on general long-term debt other than water, sewer, open space and municipal garage debt; to the Capital Projects Fund for capital improvements; to other funds for specific purposes. “Buys” services from the Self-Insurance Fund.</p>
<p><u>Library Fund</u> The Library Fund is a special revenue fund used to account for the operations of the White Plains Public Library. Budget is adopted by the Common Council.</p>	<p>Receives funding from the General Fund for operating expenditures. Provides funding to the Debt Service Fund and the Capital Projects Fund. “Buys” services from the Self Insurance Fund.</p>
<p><u>Self Insurance Fund</u> The Self Insurance Fund is an internal service fund that accounts for and reports on the City’s risk management and insurance program. Budget is adopted by the Common Council.</p>	<p>“Sells” risk management services and provides insurance protection to all entities of the City.</p>
<p><u>Sewer Rent Fund</u> The Sewer Rent Fund is an enterprise fund, funded entirely by fees charged to users of the sewer system, that accounts for and reports on the City’s sanitary sewer operations. Budget is adopted by the Common Council.</p>	<p>“Buys” services from the General and Self Insurance Funds. Uses no tax dollars for support.</p>
<p><u>Water Fund</u> The Water Fund is an enterprise fund, funded entirely by fees charged to users of the water system, that accounts for and reports on the City’s water supply and distribution operations. Budget is adopted by the Common Council.</p>	<p>“Buys” services from the General and Self Insurance Funds. Uses no tax dollars for support.</p>

FUND/PURPOSE	RELATIONSHIP TO OTHER FUNDS
<p><u>Cable Television Fund</u> The Cable Television Fund is a special revenue fund used to account for and report the proceeds of cable television franchise fees (as determined by the Common Council) that are restricted or committed to expenditure for the operation of cable television channels for public and governmental purposes. Budgets are approved by the Cable Commission.</p>	<p>Receives funding from the City's cable franchise fees, as determined by the Common Council.</p>
<p><u>Capital Projects Fund</u> The Capital Projects fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. A multi-year Capital Improvement Program is developed annually. Individual project budgets are adopted by the Common Council as needed or desired.</p>	<p>Receives funding from the General Fund and Library Fund, various forms of grants, aid and contributions, and from the proceeds of the sale of debt instruments to be used to acquire or construct capital facilities and other capital assets.</p>
<p><u>Debt Service Fund</u> The Debt Service Fund is used to account for and report financial resources that are restricted, committed, or assigned for principal and interest expenditures. Budget is adopted by Common Council.</p>	<p>Receives funding from the General Fund and Library Fund for annual principal and interest payments on general long-term debt. Also, receives dedicated revenues as specified by the Common Council to meet the debt service requirements of the City's open space bonds.</p>
<p><u>Youth Development Fund</u> The Youth Development Fund is a special revenue fund used to account for and report the proceeds of grants and contributions that are restricted or committed to expenditure for youth development programs.</p>	<p>Receives funding from various grants related to youth. Grant terms vary in length and terms.</p>
<p><u>White Plains Housing Authority</u> The White Plains Housing Authority is a separate public agency established to manage the City's public housing facilities.</p>	<p>The City pays the Chairman and tenant members of the Board of Directors an annual stipend from the General Fund.</p>
<p><u>Community Development Block Grant (CDBG)</u> CDBG is a special revenue fund used to account for and report proceeds of grants restricted or committed to expenditure for housing, public works and assistance programs. Budget is determined by the grant application as amended and approved by the authorizing federal agency and public service programs.</p>	<p>Provides funding to various City programs, "buys" services from several General Fund Departments (Finance, Law, Planning, etc.).</p>

FUND/PURPOSE	RELATIONSHIP TO OTHER FUNDS
<p><u>White Plains City Court</u> The White Plains City Court is an entity of the New York State Unified Court System and is administered by the New York State Office of Court Administration.</p> <p><u>White Plains Urban Renewal Agency</u> The White Plains Urban Renewal Agency is a public benefit corporation authorized by Title 14, Article 15-B of New York State General Municipal Law to exercise certain powers to carry out urban renewal projects approved by the Common Council which conform to and promote the goals and objectives of the City's Comprehensive Plan.</p>	<p>The City of White Plains appoints four full-time City Court Judges for a term expiring ten years after the date of such appointment or upon a vacancy within the ten-year appointment. The Court adjudicates violations of various statutes and transfers municipal related fines to the City. Most of the expenses of the Court are funded by the State of New York, but the City funds some minimal expenses. The City of White Plains Traffic Violations Bureau, which operates under the Parking Department, assists the court in disposition of offenses in relation to traffic violations.</p> <p>The White Plains Urban Renewal Agency is comprised of a five member board including the Mayor and four other members appointed by the Mayor. City departments provide administrative support to the White Plains Renewal Agency for which the City is reimbursed by the Agency.</p>

DEPARTMENTS: Departments are organizational units established under the authority of the City Charter. The City appropriates funding by department and department heads are empowered to commit City resources. The Public Works Department includes "sub-organizations" called bureaus. Budgets are adopted for the major bureaus, but ultimate management and financial responsibility remains with the department heads.

ACTIVITIES: Activities are identifiable programs or services which are provided by the departments. The City has identified as activities those on-going programs and services that are of sufficient magnitude and interest to the public to warrant tracking.

Exhibit I.1 on the next page illustrates the organizational structure of the City in terms of funds, departments, and activities. It shows the five operating funds for which the Common Council adopts budgets (General Fund, Library Fund, Self Insurance Fund, Sewer Rent Fund and Water Fund). Within each fund, the schedule shows the various departments, and within each department, the various activities provided by the departments.

**CITY OF WHITE PLAINS
SCHEDULE OF FY 2021 - 2022 BUDGET ENTITIES
FUNDS, DEPARTMENTS & ACTIVITIES**

GENERAL FUND

<p>Council & Boards</p> <p>Assessment Review Board Assessment Review</p> <p>White Plains Board of Ethics Board of Ethics</p> <p>City Court City Court Proceedings</p> <p>Common Council Policy Formulation</p> <p>Real Estate Committee Tax Property Management</p> <p>Zoning Board of Appeals Review of Zoning Appeals</p> <p>White Plains Housing Authority Board White Plains Housing Authority</p>	<p>General Government (continued)</p> <p>Information Technology Information Technology</p> <p>Law Department Counsel to City Labor Relations Litigation & Tax Assessment Review</p> <p>Office of the Assessor Establish/Maintain Assessment Roll</p> <p>Office of the City Clerk City Clerk Services Elections</p> <p>Office of the Mayor Municipal Management</p> <p>Personnel Department Civil Service Administration Personnel Administration</p> <p>Planning Department City Support to Federal Programs City Support to Urban Renewal Agency Planning Services</p> <p>Purchase Department Purchasing, Stockroom & Warehouse</p> <p>Parking</p> <p>Department of Parking General Operations Garages Parking Lots & On-street Parking Parking Violations Enforcement-General & City Center Traffic Engineering Traffic Maintenance</p>	<p>Public Safety</p> <p>Department of Public Safety Public Safety Administration Public Safety Administration Emergency Medical Services</p> <p>Fire Department Fire Administration Fire Prevention Fire Suppression Fire Training Fire Special Operations</p> <p>Police Department Administration Communication Equipment License Unit Support Services Training/Special Projects Community Policing Criminal Investigations Narcotics Unit Patrol Operations Traffic Enforcement Operations Emergency Services Unit/Special Response Team</p> <p>Public Works</p> <p>Department of Public Works Bureau of Administration DPW Program Management & Admin.</p> <p>Bureau of Building Maintenance City-owned Building Maintenance</p> <p>Bureau of Garage & Shop Rolling Stock Maintenance</p>	<p>Public Works (continued)</p> <p>Bureau of Highways & Grounds Street Lighting Forestry Services Leaf Removal Snow Removal Street Cleaning Street Repairs Parks Maintenance</p> <p>Bureau of Sanitation Waste Collection, Disposal & Recycling</p> <p>Bureau of Storm Water Storm Water System Maintenance</p> <p>Bureau of Engineering Engineering Services</p> <p>Community Services</p> <p>Public Library General Fund Contribution to the Library</p> <p>Recreation & Parks Cultural & Special Events Admin. Services Rec. & Parks Programs for People with Differing Abilities Ebersole Rink Day Camps & Special Interest Camps Outdoor Pools Youth Sports, Athletics & Special Interests Adult Sports, Athletics & Special Interests Renaissance Plaza Senior & Citizens Services</p> <p>Youth Bureau After School Centers & Saturday Academy Bits 'N Pieces Summer Day Camp Alternatives Program Neighborhood Services Youth Employment Services Youth Program Management & Admin.</p>	<p>LIBRARY FUND</p> <p>White Plains Public Library Library Administration Circulation/Technical Support Adult Services Youth Services Library Building Operations</p> <p>SELF INSURANCE FUND Risk Management Self Insurance</p> <p>SEWER RENT FUND Waste Water Operations & Maintenance</p> <p>WATER FUND</p> <p>Bureau of Water Water Bureau Administration Water Supply Operations Water Distribution System</p>
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**GENERAL FUND BUDGET
BY MAJOR SOURCES OF REVENUE
AND OBJECTS OF EXPENDITURE**

This section addresses the various revenue and expenditure assumptions contained in the budget. Section 68(5)(C)(a) of the City Charter requires that revenue estimates are conservative: "With the exception of additional revenues resulting from increases in fees or intergovernmental assistance, or the additional revenue to be derived from sources other than those which furnish revenues in the current year, miscellaneous revenues from sources other than the property tax levy shall in no instances nor as to any item be estimated at an amount in excess of the amount of such miscellaneous revenues estimated to be recognized in the current year."

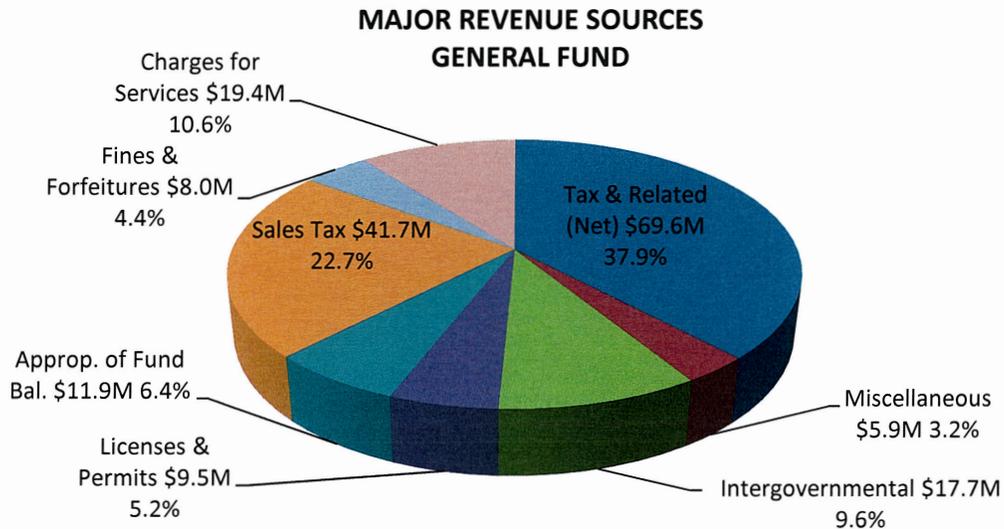


Exhibit I.2

The City's major revenues are derived from the sources shown on the schedule below. To aid in analysis, the proposed budget is compared to the current year revised budget as of December 31st and last fiscal year's actual revenues.

	2019-2020 Actual	2020-2021 Revised Budget	2021-2022 Proposed Budget
Property Taxes (Net)	\$ 62,701,372	\$ 65,106,425	\$ 66,723,880
Sales Tax – Unrestricted	42,943,225	43,300,000	41,700,000
Sales Tax – Restricted	4,771,469	-	-
Other Taxes	3,278,008	3,459,277	2,851,250
Intergovernmental - Federal Aid	-	-	10,990,000
Intergovernmental - All Other	8,489,569	7,842,745	6,751,554
Charges for Services	20,696,867	22,965,866	19,394,087
Licenses and Permits	12,127,240	9,196,918	9,538,488
Fines & Forfeitures	8,121,833	8,310,515	8,031,395
Miscellaneous	5,998,103	6,021,366	5,902,967
	<u>169,127,686</u>	<u>166,203,112</u>	<u>171,883,621</u>
Appropriated for Tax Stabilization	-	5,198,783	4,924,450
Appropriated for Open Space	-	120,000	120,000
Appropriated for Tax Certioraris	-	1,800,000	1,800,000
Assigned to Prior Yr. Encumbrance	-	2,243,851	-
Unassigned	-	8,065,000	5,000,000
	<u>\$ 169,127,686</u>	<u>\$ 183,630,746</u>	<u>\$ 183,728,071</u>

Property Tax Levy: The assessed valuation of taxable properties in the City of White Plains on March 1, 2021 was \$284,300,633, a decrease of \$215,324 from 2020. The following schedule summarizes the changes from the 2020 roll:

	<u>Taxable Properties</u>	<u>Special Franchise</u>	<u>Total Taxable Roll</u>
FY 2020-2021 Taxable Roll	\$ 272,313,384	\$ 12,202,573	\$ 284,515,957
Assessments Added to Roll	3,974,930	26,160	4,001,090
Assessments Removed from Roll	(4,307,083)	-	(4,307,083)
Net Change to Partial Exemption	90,669	-	90,669
FY 2021-2022 TAXABLE ROLL	\$ 272,071,900	\$ 12,228,733	\$ 284,300,633
Net Change	\$ (241,484)	\$ 26,160	\$ (215,324)

EXHIBIT 1.3

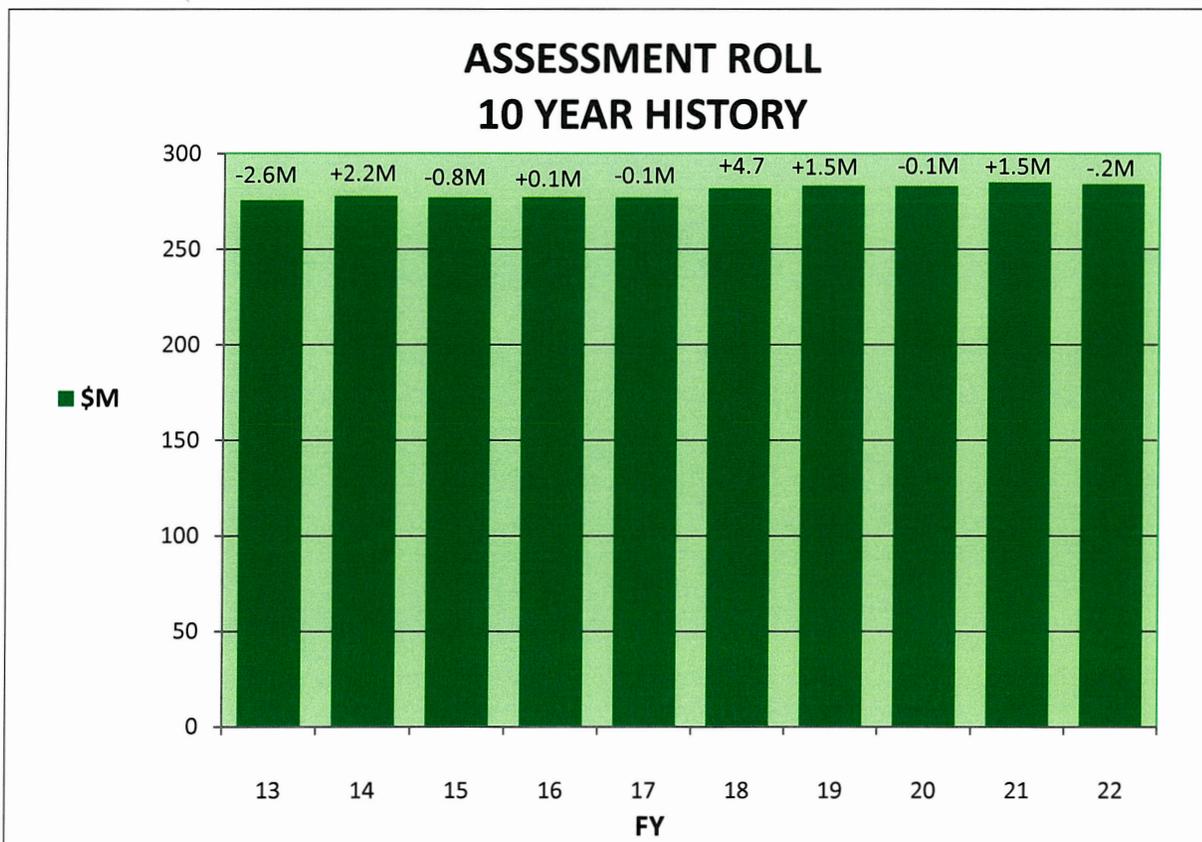


Exhibit 1.3 shows the changes to the City’s assessment roll over the last ten years. The City’s assessment roll for FY 2021-2022 decreased by \$.2 million following an increase of \$1.5 million in the previous fiscal year. Components of the year-to-year change impacting the proposed budget are as follows: additional assessments of \$4.0 million, net change to partial exemptions of \$90,669 and assessments removed from the roll of \$4.3 million. The current fiscal year City tax rate is \$224.52. The fiscal year 2021-2022 budget proposes a property tax rate increase of 2.5%, or \$5.70 per thousand of assessed value, for a total rate of \$230.22. For a residential home with a median assessment of \$13,500, City property taxes will be \$3,108, an increase of approximately \$77 annually. Revenue from payments in lieu of taxes (PILOTs) is budgeted at \$1.1 million in fiscal year

2021-2022, an increase of approximately \$45,000 from the current fiscal year. The following schedule summarizes the changes in the City's property tax levy, including PILOTs and prior year tax collections:

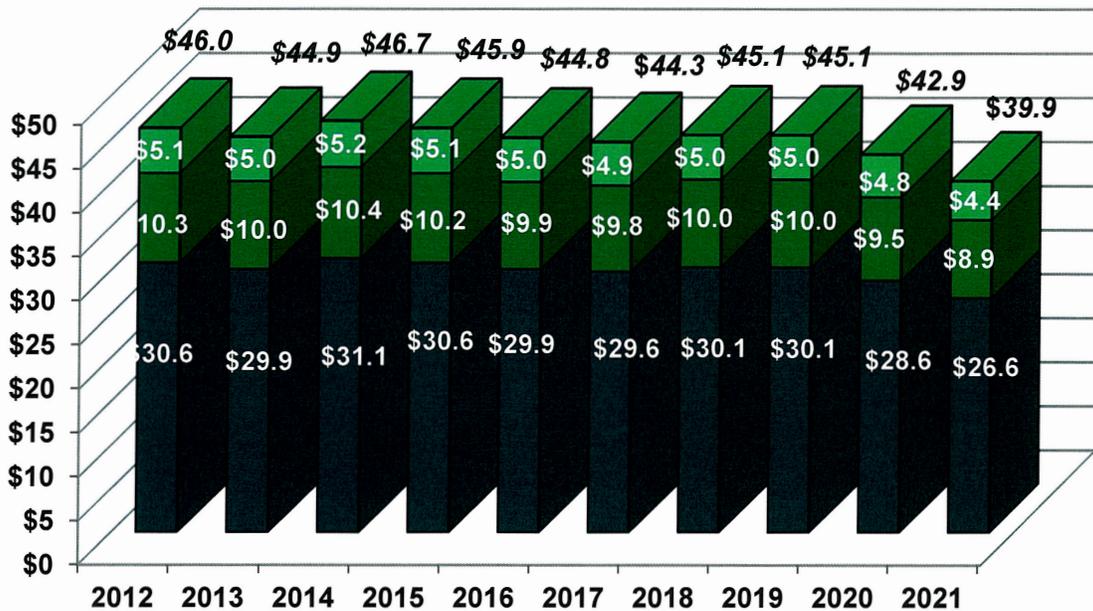
	2019-2020 Actual	2020-2021 Budget	2021-2022 Budget
Property Tax Levy	\$61,032,931	\$63,879,523	\$65,451,692
Payments in Lieu of Taxes	1,348,168	1,048,902	1,093,803
Prior Year Collections	150,563	200,000	200,385
Allowance for Refunds/ Uncollected Taxes	169,710	(22,000)	(22,000)
	<u>\$62,701,372</u>	<u>\$65,106,425</u>	<u>\$66,723,880</u>
Tax Rate	<u>\$217.07</u>	<u>\$224.52</u>	<u>\$230.22</u>

Chapter 97 of the (New York State) Laws of 2011 established a tax levy limit ("tax cap") that became effective in 2012 and was made permanent in 2019. Under this law, the property taxes levied cannot increase by more than two percent or the rate of inflation (whichever is lower), unless a super majority of the Common Council votes affirmatively to override the tax cap. The formula used to calculate the tax cap includes property taxes; the City's Business Improvement District (BID) special assessments; PILOTs; a tax based growth factor (generally new construction); exclusions for increases in employer contributions to the New York State Retirement Systems where the increase is caused by growth in the system average actuarial contribution rate in excess of two percentage points; exclusions for expenditures resulting in court orders or judgments arising out of tort actions (this does not include tax certiorari) for any amount that exceeds five percent of the prior year tax levy, and adjustments for cost and savings as determined by the State Comptroller due to the transfer of functions from one local government to another. The proposed tax levy increase is less than the maximum allowed by the above formula.

In addition to the tax cap, there is a New York State constitutional tax limit that restricts the total amount of the property tax levy to two percent of the five-year average full valuation of real property within the City. It is projected that the City will have a constitutional tax limit of \$719.34 per \$1,000 on July 1, 2020. This limit, when compared with the proposed tax rate of \$230.22, less allowable exclusions, leaves a potential taxing margin of \$536.08 per \$1,000.

Sales Tax: Exhibit 1.4 shows a ten-year history of receipts from the City's sales tax. Since its inception in 1973, the City's sales tax has generated significant revenues. The local sales tax rate was two percent until 1982 when Westchester County pre-empted one half of one percent of the tax, reducing the City's rate to one and a half percent. A significant shift in the tax burden from sales to property taxes occurred after 1982. Every two years since 1993, the City has needed approval from New York State to retain the full sales tax rate. The currently Proposed New York State Budget eliminates this requirement and makes the entire sales tax rate permanent. In 2008, the New York State Legislature approved an additional 1/4% increment bringing the sales tax rate to 2.25%. The FY 2021-2022 proposed budget of \$41.7 million (the full 2 1/4% rate), is \$1.6 million less than the \$43.3 million included in the current year budget. Not included in the proposed sales tax budget is the 1/4% increase initially approved in June 2010 because that increase is dedicated to the City's Tax Stabilization Account. The authorization for this tax will also expire on August 31, 2021. The 1.5% base sales tax rate is permanent and not subject to renewal.

Sales Tax Receipts (in Millions) 10 Year History



Rate increased from 1.5% to 2% effective 9/1/93. Additional .25% increase added 6/1/08, bringing unrestricted rate to 2.25% subject to renewal every two years. FY 2020-2021 receipts are projected.

Exhibit 1.4

On June 1, 2010, the City began to receive sales tax receipts for its Tax Stabilization Account based on the authorization for a 1/4% increase in the sales tax rate. As of June 30, 2020, there was \$4.9 million in the Tax Stabilization Account which was not appropriated. The use of these funds is restricted to appropriation for tax stabilization or for unknown contingencies as defined by Section 6-e of the General Municipal Law. Funds recognized on or before June 30, 2020 are available for appropriation in the City's 2021-2022 fiscal year, while funds recognized during the current fiscal year will be available for appropriation in FY 2022-2023. This account is an important resource for the City to maintain a reasonably stable tax levy.

The 2021-2022 fiscal year proposed budget includes a sales tax estimate of \$41.7 million (23% of General Fund funding) which is almost \$2.0 million higher than the expectation for current year collections. The proposed budget for sales tax is \$1.6 million less than the current year's budget due to the prolonged impact of the COVID-19 pandemic. The State does not supply the City with detailed information about its sales tax distribution, but we can only assume that the new internet sales tax has offset some of the loss in traditional sales tax receipts since the beginning of the pandemic.

For the first seven months of fiscal year 2020-2021, actual sales tax receipts, exclusive of the 1/4% dedicated to the Tax Stabilization Account, totaled \$23.6 million. Due to the COVID pandemic, sales tax receipts for that seven month period decreased by 18% as compared to the prior year. The sales tax estimate in the proposed budget is conservative because at this time it is still unclear when the economy will rebound from the downturn associated with the pandemic. While the City's sales tax is an equitable way to fund the services needed in a retail, governing and business center, it must be recognized that it is a revenue source that is sensitive to economic fluctuations.

Other Tax-Related Sources: Revenue sources in this category include property tax interest and penalties (\$470,000), which is estimated at the same amount as in the current year's budget and the

utilities gross receipts tax which is budgeted at \$1,176,000, which is an increase of almost 8% over the current year. The taxes levied for the Business Improvement District (B.I.D.) will remain at \$700,000. The remaining source in this category is the hotel occupancy tax budgeted at \$505,250, which is a decrease from the \$1,200,000 budgeted in the current year. This too is a COVID related decrease. This tax is also subject to authorization by the State. The current authorization has been extended until December 31, 2021.

Intergovernmental Revenues: Intergovernmental revenues in the FY 2021-2022 proposed budget include the revenue expected to be received by the City of White Plains in the recently passed Federal American Rescue Plan of 2021. The total amount expected to be received is \$21.98 million. The first half of this amount is expected by the end of the current fiscal year and the remaining half, or \$10.99 million, is expected to be received in the 2021-2022 Fiscal Year.

General state aid, known as Aid and Incentives to Municipalities (AIM), is the second largest revenue item in this category and is budgeted at \$4.371 million. This is a 20% reduction from the amount that was budgeted in the current year and has been received in recent years. The Governor's Budget includes this lower amount because of the reduction in total revenues received by New York State since the pandemic began. It is unclear if this lower amount will be in the final State Budget at this time, because the State has also received significant funding from the Federal American Rescue Plan. The Mortgage Recording Tax revenue is proposed at \$2,000,000 in the fiscal year 2021-2022 budget, the same amount as the current year's budget. Six month receipts totaled \$832,207 for the period April 2020 through September 2020. Preliminary returns for the second half of the year reinforce the \$2,000,000 projected to be received in the current year.

All other Intergovernmental revenue is budgeted at \$380,949.

Charges for Services: As part of the budget process each year, all departments are asked to review the fees that are charged for services provided to ensure that the historical relationship between the fees and the cost of providing the service is maintained. That exercise is especially critical in the development of any budget because of the limitations imposed by the property tax levy cap. Charges for Services in the proposed FY 2021-2022 budget total \$19.4 million, a decrease \$3.5 million or 15% as compared to the FY 2020-2021 adopted budget. This is mainly due to parking meter and parking permit revenue decreases. Since the COVID pandemic the amount of commuters and consumers coming into the City on a daily basis has decreased significantly. It is expected, however, that these revenues will increase next year and thus are budgeted \$2.8 million higher than is currently being projected for the current fiscal year. A charge to the Water Fund (\$1,466,455) for services provided by the General Fund, as well as a charge to the Sewer Rent Fund (\$795,477) is included in the proposed budget. The charges in both categories reflect the need for increased engineering services from City staff to comply with federal and state mandates and to implement capital projects approved by the Common Council. Fee increases for Recreation and Youth programs approved earlier this year are also reflected in the proposed budget. Revenue for Police contract services will decrease from \$2.1 million to \$1.8 million.

Charges for services represents fees levied for a variety of City services including recreation and camp fees, vital statistic fees, towing, parking permits and fees, as well as charges to other funds and governmental entities.

Licenses and Permits: Revenue from various types of licenses and permits is proposed conservatively at \$9.5 million, a slight increase over the FY 2020-2021 adopted budget. Receipts in this category last year totaled \$12.1 million, but are projected at around \$9.3 million for the current fiscal year. Revenues from the Building Department represent the largest component of this revenue category totaling \$6.3 million, or over 65% of the total category. Building permits are budgeted at \$4.0 million in fiscal year 2021-2022, representing new building construction, as well as the regular annual building activity in the City. Another important revenue source in the Licenses and Permits category is franchise fees (cable and fiber optic) which are budgeted at \$924,500. Of this amount, \$797,500 represents the City's share of monies expected from Cable Television Franchise Fees. Based on current agreements, cable television companies that operate within the City are required to remit 5%

of their gross receipts to the City as part of their franchise agreement. These monies are then used by the City and its Cable TV Access Commission. This revenue source has been decreasing annually as consumers convert to new technology. It is estimated that this erosion will escalate over the next five years. Public Works revenue in this category includes permits for street openings, street obstructions and storm water permits and is expected to decrease 6% to \$1,074,750. Revenue from Public Safety permits are expected to decrease slightly based on revenue projections for the current fiscal year. Public Safety revenue includes permits for taxis, towing medallion and hazard alarm registration. Also included in the category of licenses and permits is filming fees and permits which are included in the proposed budget at \$80,000.

Fines and Forfeitures: Fines and forfeitures in the proposed budget total \$8.0 million, a minor decrease from the \$8.3 million in the fiscal year 2020-2021 adopted budget. Major revenue sources within this category include parking fines (\$6.1 million), fines and bail imposed through the City Court (down 20% to \$600,000 as courts are not yet back to pre-pandemic operating levels), overtime parking notices (\$85,733), hazard alarm fines (\$100,000), and fines imposed for red light violations (\$1.1 million). The proposed budget for the red light violations now assumes the use of cameras in all intersections authorized by the State.

Miscellaneous Revenues: Miscellaneous revenues are budgeted at \$5.8 million in fiscal year 2021-2022, an increase of 9% from the current year's adopted budget. The largest revenue sources in this category are the rental of City properties (\$1,637,378), developer's contributions/fees (\$1,875,000), the lease of parking spaces within the Longview garage (\$895,121) and other City parking areas, as well as the rental of a portion of Renaissance Park (\$116,800). Other sources of revenue within this category are the sale of rolling stock and other surplus property, certain insurance reimbursements, and the partial repayment of health insurance fees (due over a five year period). The revenue from the rental of City properties includes \$600,000 for the approved solar panel rental agreement initiative. It is expected that this agreement will add approximately \$1 million in new revenue for the City when fully implemented.

Interest Income: Interest income from the City's investments has varied over the years, based on the City's fund balance, revenue stream and investment rates. Due to historically low interest rates the proposed budget for interest earnings in FY 2021-2022 is \$122,475, a substantial decrease from what was received in 2019-2020 (\$955,662) but in line with what is estimated to be received in the current fiscal year.

Appropriation of Fund Balance: The City Charter states, "An amount not to exceed the undesignated fund balance as of the close of the preceding fiscal year may be appropriated for use in the (succeeding) budget year." The proposed budget for FY 2021-2022 recommends an appropriation of \$5.0 million to balance the budget. An appropriation of \$1,800,000 from fund balance committed to tax certiorari is also recommended. In addition, as in prior years, a portion of the City's recreation and open space reserve (\$120,000) will be allocated towards debt service on prior recreation improvements and land acquired by the City. Finally, the proposed budget for FY 2021-2022 also includes an appropriation of \$4.9 million from the City's Tax Stabilization and Reserve Account; this appropriation includes FY 2019-2020 receipts from the quarter percent in sales tax dedicated for this purpose. The proposed appropriations of fund balance constitute 6% of the total general fund revenue budget. The appropriation of fund balance is an important tool in balancing the budget. One of the objectives of this budget proposal is to maintain a structural balance on the revenue side of the budget without negatively impacting property taxes or total fund balance. The implementation of the Tax Stabilization Account (funded by a 1/4% increment in the sales tax rate) is an important component of maintaining that structural balance. However, care must be taken with this account as the cap on the property tax levy makes it more challenging to absorb any future annual deficits between operating revenues and expenditures.

Revenue Outlook: The City is committed to securing new sources of income to fund operations and to maintain or grow its fund balance in order to provide for long term financial stability. The proposed budget includes revenue (\$600,000) to be earned from the installation of solar panels over certain City facilities and garages. Continuation of the City's current temporary authorization of its 1% sales tax

rate, which provides over \$20 million annually, is a top priority for the City. The local hotel occupancy tax that also requires State renewal is expected to provide over \$.5 million in revenue to the City, but double this amount when the City emerges from the current economic downturn of the COVID-19 pandemic. The City has also negotiated payments from developers, who are using the County's IDA, to replace local sales and mortgage taxes. The proposed and future budgets will continue to reflect these payments based on the building permit approval process and loan closings. Also included in these negotiations, are payments into a fund to develop new parks in the City. The extension of the City's utilities gross receipts tax to cell phones is another revenue initiative that would enhance the City's revenues, but State approval is needed for this as well. The City will continue to adjust the revenue sources within its jurisdiction (charges for services, licenses and permits and certain fines), to reflect the increase in the cost of providing services, but the cooperation of the county and state will always be needed to impact certain revenue sources positively.

MAJOR EXPENDITURES GENERAL FUND

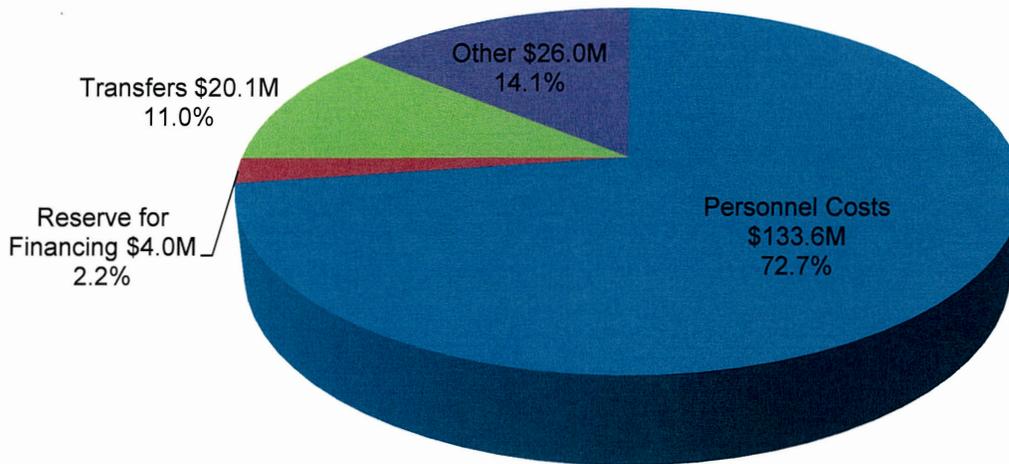


Exhibit 1.5

A comparison of expenditures between the proposed budget, the revised budget as of December 31, 2020 and last year's actual expenditures are shown below:

EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget	2021-2022 Budget
Salaries & Wages	\$ 74,923,833	\$ 78,575,226	\$ 79,798,013
Employee Benefits	47,943,847	51,052,305	53,819,955
Materials & Supplies	8,057,615	10,113,198	8,913,737
Direct Costs	14,754,873	18,163,351	15,957,505
Equipment/Rolling Stock	611,392	1,438,213	1,077,289
Reserve for Financing	-	3,959,390	4,037,738
Operating Transfers:			
Capital Projects Fund	-	-	-
Debt Service Fund	13,897,526	13,550,554	13,578,534
Library Fund	6,297,594	6,778,509	6,545,300
Other Funds	-	-	-
Total Expenditures:	\$ 166,486,680	\$ 183,630,746	\$ 183,728,071

Salaries & Wages: Based on approved pay plans, \$79.8 million is budgeted for salaries and wages, a decrease of \$1.0 million or 1.3% from the FY 2020-2021 adopted budget. The decrease is the result of an increase in the number of unfunded positions in the 2021-2022 proposed budget, plus or minus many other factors, when compared to the current year budget. The FY 2021-2022 budget reflects positions filled as of the end of February 2021 with some adjustments for positions expected to be filled or become vacant in the future. An allowance for merit pay which will be calculated in June 2021 has been included in the Reserve for Financing. Pursuant to City policy, the salaries and wages budget does not usually include funding for vacant full-time positions other than specific cases. For example, because of the start dates of training academies, funding has been provided for some currently vacant Public Safety positions. The City's salary and wages budget will be adjusted at budget adoption for any staffing changes that occur between the proposed budget and the first pay

period in May. The budget also provides funding for part-time positions in accordance with proposed changes to the City's hourly pay plan. The budget for part-time salaries totals \$2.2 million in the proposed FY 2021-2022 budget, 12% less than the FY 2020-2021 adopted budget. Decreased funding for part-time salaries is due to certain programmatic changes related to the number of individuals being served due to New York State COVID regulations.

A total of 887 positions are authorized City-wide (of which 837 are funded) in the proposed budget. There are 771 full-time positions funded in the General Fund proposed budget out of an authorized total of 815 positions. No provision has been made in the proposed budget to fund any grant positions which may end during the fiscal year. Departmental overtime proposed budgets total \$4.9 million or 6% less than the amount funded in the current fiscal year. The largest decrease is allocated to contracted overtime in the Police Department based on the expected level of need for this service.

As full-time positions become vacant, unused appropriations for salaries and benefits are transferred by the Budget Department to the Reserve for Financing-Position Control account under the authority of the budget ordinances. Conversely, when positions are filled, or adjustments to wages are authorized by the Personnel Officer or the Common Council, sufficient funding is transferred from Position Control to cover the cost of salaries and benefits from the date of hire or adjustment through the end of the fiscal year. The filling of vacant positions is controlled by the Mayor who acts on requests of the Vacancy Release Committee which is comprised of the Budget Director, the Personnel Officer and the Chief of Staff. In order to provide maximum flexibility in meeting the City's short term staffing requirements, the budget ordinances continue to include authorization for the Budget Department to transfer full-time salary savings from the Position Control account to departmental overtime, part-time and temporary office help accounts provided the approval of the Vacancy Release Committee is secured. These transfers are done on an as needed basis and are driven by personnel changes throughout the fiscal year.

Personnel costs inclusive of employee benefits represent over 72% of the budget. To put the cost of the City's employees into perspective, the total revenues raised from the property tax and the sales tax, the two largest sources of revenue in the budget, are not sufficient to fund the cost of personnel. Salaries and benefits in the FY 2021-2022 proposed budget total \$133.6 million without consideration for merit increases or most vacancies. Revenues from the sales and real property tax are expected to total \$107.2 million. Accordingly, management of the City's work force through the Vacancy Release Committee is key to controlling costs.

The challenge facing government policy-makers and managers today is to utilize human resources more effectively; to provide employees with clear-cut objectives; and to give them the tools that are necessary to get the job done correctly and efficiently. Also important is the need to eliminate unproductive and/or ineffective practices, to utilize available technology to the greatest extent possible and to review requests for additional staff critically to ensure proper staffing levels. The City's management reviews staffing levels throughout the year, often on a weekly basis.

The City-wide workforce of 887 authorized positions can be summarized as follows:

	<u>Authorized</u>	<u>% of Total</u>
General Government	102	12 %
Parking	97	11 %
Public Works	234	26 %
Public Safety	392	44 %
Community Services	<u>62</u>	<u>7 %</u>
	887	100 %

Vacant positions, to the extent that they are filled, can only be funded through salary savings returned by the departments to the City's position control account.

Employee Benefits: Employee benefits in the proposed budget total \$53.8 million, an increase of \$2.3 million or 4.5% over the current adopted budget. This category of expenditures consists of three

major elements: social security, pension costs and health insurance. Social Security costs in the General Fund are budgeted at \$6.0 million in FY 2021-2022, a slight decrease over the current year. The MTA payroll tax is also budgeted in this category at \$270,281.

Pension costs are the reason for the increase in this category of expense in the FY 2021-2022 proposed budget and are estimated at \$17.2 million, an increase of \$2.4 million which is more than a 16% increase when compared to the current adopted budget. Pension rates are set by the Office of the New York State Comptroller and are significantly higher than in the previous year. The rates are set as of March 31st of the prior year. The dip in the Pension Fund value last March, due to the negative impact on the Stock Market resulting from the COVID-19 pandemic, led to this increase. Even with the City's lower starting salaries for new employees, the estimated increase in pension costs is substantial. The proposed budget does not anticipate that rates will increase in the last three months of the new fiscal year based on the performance of the financial index used by of the Office of the State Comptroller in calculating rates. The following chart provides a comparison of pension rates supplied by the State for 2019-2020 through 2021-2022.

<u>Pension Rates</u>	<u>04/01/19- 03/31/20 Actual</u>	<u>04/01/20- 03/31/21 Actual</u>	<u>04/01/21- 06/30/22 Budget</u>
<u>Police & Fire Retirement:</u>			
Tier 2	24.3%	26.0%	30.9%
Tier 3	24.2%	25.7%	29.9%
Tier 5	19.8%	21.4%	26.0%
Tier 6	14.6%	16.0%	20.1%
<u>Employees Retirement System:</u>			
Tier 1	21.4%	21.6%	25.2%
Tier 2	19.5%	19.7%	23.0%
Tiers 3, 4	15.8%	16.1%	18.2%
Tier 5	13.2%	13.4%	15.2%
Tier 6	9.3%	9.3%	10.7%

The final major expenditure within the employee benefits category is insurances for active and retired employees. Total health insurance costs are proposed at \$28.1 million in fiscal year 2021-2022, the same as the adopted budget for FY 2020-2021. The New York State Health Insurance Program (NYSHIP) has increased premium rates starting January 1, 2021 (2.7% for family plans; 4.2% for single plans) as compared to 2020. In addition, an increase of 5% is included in the proposed budget for January 1, 2022. Retiree health insurance costs are included in these increases and are budgeted at \$10.2 million, which is included in the total cost of health insurance above as is the cost for active employee premiums (\$15.6 million). Also included is the expense for Retirees Medicare Payments (\$1.6 million).

The City funds the entire premium cost for many active employees. However, new employees and some existing employees are responsible for a portion of their health insurance premiums. Many retirees must also contribute to their insurance. Effective April 1, 2020, certain retirees are eligible for 100% coverage once they are Medicare eligible plus five years. The City offers a voluntary health insurance "buy-out" program to all employees and retirees. This program generates savings for the City, a percentage of which is returned to the employees or retirees. Health insurance buyout payments for active employees is budgeted at \$530,000, while buyouts for retirees is budgeted at \$190,500.

Dental insurance premium payments are budgeted at \$504,691 based on the City's current number of eligible employees, which includes the CSEA, managerial/confidential and appointed officials. Based

on the current CSEA agreement, the City will pay \$1,477 per eligible employee towards the cost of dental coverage in the new fiscal year. Employee payments make up the balance that is needed to run the program. Premiums for optical insurance are budgeted at \$117,845, based on the current number of eligible employees and the contracted rate for next year of \$349 per employee. The premium for group life insurance is budgeted at \$73,250. The City also pays supplemental benefits, uniform maintenance and shoe allowance in the amount of \$789,011. Also included in employee benefits are expenses related to education and training (\$113,270), tuition reimbursement (\$29,500) and work clothing, protective clothing and uniforms (\$487,366).

Materials & Supplies: Appropriations in this category of expense total \$8.9 million in the proposed budget, down 8% from the fiscal year 2020-2021 adopted budget. The largest decrease occurs in the cost of electricity which is down 14% from the current year adopted budget. The majority of this savings is a result of the continued installation of LED lighting in various locations throughout the City. Also reduced (by \$100,000) was the appropriation for street resurfacing. Appropriations for rolling stock repairs and maintenance are budgeted at \$1.4 million. The proposed budget for building and facility operations decreased slightly to \$1.0 million. Other major expenditures within the category of materials and supplies include office operations, traffic lighting operations and rentals.

Direct Costs: Direct costs, which are comprised primarily of insurance costs and contractual services (such as waste haul-away, ambulance and other service contracts, procedural review of tax assessments and labor counsel) total \$16.0 million in the proposed budget, a decrease of 5% from the current year's adopted budget. Included in this category is \$700,000 for BID services (offset by BID assessments on the revenue side of the budget). The proposed budget includes an allocation of \$729,054 for the ambulance contract which as of the current fiscal year includes an additional ambulance for use in peak hours. The two largest components of direct costs are legal judgments and settlements for tax certiorari which is again budgeted at \$1.8 million and the contribution to the Self Insurance Fund (\$4.9 million). A detailed analysis of the Self Insurance Fund budget is contained in Section IV of this document. Other major components of Direct Costs include waste haul-away services (\$904,599), service contracts (\$1.2 million), ticket collections (\$305,000) and credit card fees (\$554,766). Support to the Slater Center will remain at \$226,000. Bus transportation charges have decreased by 52% to \$55,325 due to COVID related safety measures. The proposed budget includes an allocation of \$810,000 for the red light camera contract as cameras for all authorized intersections will be on line.

Equipment: Included in this category is the acquisition of rolling stock and miscellaneous equipment. The proposed budget includes \$217,289 for the acquisition/replacement of equipment throughout various departments. Included in this amount is \$28,056 for machinery and tools, \$50,000 for protective services equipment, \$20,000 for parking meters and \$64,533 for computer and related equipment.

Rolling Stock: The City's Capital Improvement Program recommends the replacement of certain vehicles in FY 2021-2022. In the General Fund proposed budget, sixteen vehicles, including 10 hybrid police vehicles, plus a lawn tractor are funded with cash. Other vehicles planned to be financed with cash include an electric compact in the Building Department, a hybrid carryall and a pickup in the Fire Department and two electric cars and a hybrid carryall in the Department of Public Works. A total of \$860,000 has been included in the proposed budget for the above listed rolling stock items. The Capital Improvement Program also recommends the purchase of thirteen vehicles with the proceeds of debt at a total estimated cost of \$2,872,000. The following vehicles are recommended for replacement through the issuance of debt: a fire pumper truck, a vacuum sweeper, four garbage compactors, a passenger bus, a dump truck, two trailers, a wheel loader and a sidewalk plow.

Reserve for Financing: Pursuant to the City's Fiscal Performance Goals, the Reserve for Financing includes an amount not to exceed one percent of the budget as a contingency for unknown expenses which might occur during the fiscal year. The Reserve for Financing in the FY 2021-2022 Budget includes an allowance for merit pay increases owed as of July 1 pursuant to the CSEA contract as well as an allowance to settle any potential labor contracts. If necessary, funds will be transferred to

the appropriate salary and benefit accounts after budget adoption. The proposed budget for the Reserve for Financing is \$4.0 million.

Transfer to Library Fund: The proposed budget includes a General Fund contribution to the Library Fund in the amount of \$6,545,300. All Library merit increases are currently budgeted in the General Fund pending their approval. Once approved, these monies will be moved to the Library Fund and the budget will be increased accordingly. The transfer to the Library Fund, as proposed, is 3.6% of the City's total budget, approximately the same as this year. A more detailed analysis of the Library Fund Budget is contained in Section IV of this document.

Transfer to Capital Projects Fund: On February 1, 2020, the Chairman of the Capital Projects Board submitted the approved Capital Improvement Program (CIP) for 2021-2022 and the succeeding five years to the Common Council. Pursuant to City policy, the program is not adopted by the Common Council as a capital budget. Rather, the Common Council acts on each specific project, including the review of plans and specifications, and adopts budgets for each project at the completion of the competitive bidding process. The funding provided in this expenditure category represents the General Fund's cash contribution to those projects. The 2021-2022 Capital Improvement Program recommends no contribution from the General Fund for capital projects and none is included in the proposed operating budget for FY 2021-2022, with the exception of rolling stock financed with cash as noted above. In addition to the rolling stock to be financed through the issuance of debt discussed above, it is recommended that all other capital projects related to the General Fund be funded through debt issuance, with the exception of those projects for which grant funding is available.

Transfer to Debt Service: An appropriation for debt service in the amount of \$13.6 million is included in the General Fund budget as a contribution to make principal and interest payments (on tax-supported debt other than the Library) that are due in fiscal year 2021-2022. This is a similar amount as what was included in the current year adopted budget. In addition, an appropriation of debt service fund balance (\$1.3 million) is needed to meet current obligations in the new budget year. Based on the recommendations of the Budget and Management Advisory Committee, the proceeds from certain foreclosed property sales have been dedicated to the Debt Service Fund available for appropriation in FY 2021-2022.

A complete discussion and analysis of the Debt Service Fund and City indebtedness, including multi-year projections of authorized and outstanding indebtedness, is provided in Section V.

Expenditure Outlook: In the FY 2021-22 proposed budget, the City has continued its efforts to control costs. All full time positions are reviewed before approval to hire is granted. Current labor contracts all include provisions for reduced pay plans for new employees. Also key to continued expenditure control are pension rates set by the State and other employee benefits. Grant funding for capital projects will reduce the challenge of funding future debt service costs.

The City continues to pay over a quarter of a million dollars annually city-wide in payroll tax to the MTA (Metropolitan Transportation Authority). This onerous tax has been repealed by the State on many small businesses, schools and not-for-profits. It makes no sense for City government to continue to be saddled with this obligation. Relief from the State is needed for this tax and for numerous unfunded mandates that originate at the state level. A two percent cap on municipal tax levies has been imposed by the State with the promise of mandate relief to result in expenditure savings. Until the state delivers on its promise, funding the expenditures required to provide the services needed by our residents will continue to be an enormous challenge and could, in the future, require the City to override the property tax limit as some communities have already done.

There will undoubtedly continue to be upward pressure on costs in the future due to employee salary progression as well as increased demand for services driven by the expansion of the White Plains population - both resident and non-resident. For example, there has been an expansion of services provided by the Youth Bureau through the active pursuit of grants. However, there has been no moderation or reduction in the amount the General fund provides for youth services. In response to

these pressures, the City will need to continue to look at duplication of services, new technologies and other approaches to improve efficiency. One example of an expenditure efficiency that the City has achieved in the proposed budget is the lowering of costs for electricity through solar panels to be installed over certain City property.

In the current economic environment and as the Country emerges from the economic crisis related to the COVID-19 pandemic, controlling expenditures is of critical importance. If not for the increase in pension costs related to the rate increase imposed by New York State, the total expenses in FY 2021-2022 proposed budget for the City would have slightly decreased as compared to the current year adopted budget.

Discussion of Fiscal Year 2021-2022 Proposed Budget And The City's Fiscal Performance Goals

The City's Fiscal Performance Goals require the proposed and adopted tax budget documents to include "an explanation as to how the budget compares to the City's Fiscal Performance Goals." Following is a discussion of how the City's proposed FY 2021-2022 Budget applies to each Fiscal Performance Goal that is applicable to the budget.

Revenue Performance Goals

All of the City's revenue performance goals are addressed in the FY 2021-2022 proposed budget. The General Fund budget is financed by a diversified and stable revenue system; annual revenues are estimated on an objective and reasonable basis; and user charges and fees were evaluated and adjusted, as necessary. Included in the proposed budget are fee increases for the Departments of Recreation and Parks. Funding is provided in the proposed budget for a lobbyist to continue to assist the City in securing alternative revenue sources that require State authorization. In the proprietary funds (Self Insurance Fund, Sewer Rent Fund and Water Fund), revenues and other financing sources are sufficient to support current operating costs. The Sewer Rent surcharge that the City bills residents and businesses is 18% of the total water bill. As new developments are approved, the Common Council is imposing a fee-in-lieu to be used exclusively for park, playground and other recreational purposes, including the acquisition of real property. The Common Council has also imposed on IDA supported projects, the requirement to pay local sales tax and mortgage tax to the City.

Operating Expenditures Goals

The 2021-2022 Proposed Budget is balanced, and current operating and maintenance expenses are funded from current revenues and other financing sources. Adequate funding is provided for all employee benefit programs, as well as for the maintenance of capital assets and equipment. Sufficient resources are in place for a risk management and insurance program that includes coverage for current general and automobile liability, unemployment insurance and workers compensation. Vacant positions in the proposed budget are not funded and can only be filled from the savings generated when other positions become vacant during the fiscal year. The effort to replace incandescent and fluorescent lighting with energy efficient LED (light emitting diode) lighting continues. The City has already replaced street lighting, lighting in certain City garages and facilities and is now replacing lighting at additional facilities as well as lighting at Delfino Park and City Hall. The street lights that have been replaced with LED lights have resulted in a net savings of over \$200,000 annually in electrical costs. The City will soon have estimates on the savings from other facilities as well.

Reserve Performance Goals

A Reserve for Financing is included in the 2021-2022 Proposed Budget as specified by the Fiscal Performance Goals and provides for the funding salary and merit increases as well as unknown contingencies. The amount budgeted for the latter category does not exceed one percent (1%) of the budget. A position control reserve account is budgeted as specified.

An unassigned fund balance of \$13.4 million as of June 30, 2020 (\$8.4 million after an appropriation of \$5.0 million for 2021-2022) is maintained in an amount necessary to maintain adequate cash flow and to avoid large increases in the property tax rate. The total estimated amount of unrestricted fund balance as of June 30, 2021 is 16.0% of 2021-2022 General Fund expenditures.

Capital Improvements Performance Goals

The development of the 2021-2027 Capital Improvement Program (CIP) was coordinated with the operating budget in order to maintain a reasonably stable total tax levy. The CIP is summarized in the 2021-2022 Budget and identifies the estimated cost and potential funding sources for all capital projects. The estimated amount of annual debt service payments is included in the CIP and the proposed budget. Annual operating and maintenance costs associated with each project were submitted by departments during the capital program review process. The Capital Improvement Program for 2021-2027 includes limited funding from intergovernmental sources such as the New York State Consolidated Highway Improvements Program (CHIPS), PAVE NY and the City's Community Development Grant.

Debt Performance Goals

In the FY 2021-2022 proposed budget, long-term debt is recommended for only those capital improvements that cannot be financed from current revenues. The City's constitutional debt margin of 85.1% compares favorably with the need to reserve 30% for emergency purposes. Total net indebtedness does not exceed five percent (5%) of the full assessed value of taxable property. Total outstanding debt per capita at June 30, 2020 is projected to be \$3,256, but long-term net debt per capita is projected at \$1,683 or approximately \$317 less than the recommended limit of \$2,000 per capita. While the City has the capacity for significant additional debt under the State constitutional taxing limit and the City's debt performance goals, it is losing its ability to make associated debt service payments within the State cap on the property tax levy. The proposed budget does not include the issuance of budget, tax or revenue anticipation notes.

Financial Reporting Performance Goals

The 2021-2022 proposed Budget was prepared in a manner to maximize its understanding by both citizens and elected officials. Copies of the FY 2021-2022 Proposed Budget are made available to the public in print and posted to the City's website (www.whiteplainsny.gov). Summaries of the budget are publicly noticed. Public budget review sessions will be held during the month of April. A public hearing on the proposed budget will be held at the regularly scheduled May meeting of the Common Council. The FY 2021-2022 budget will be adopted at a public meeting held on or before May 30, 2021.

Schedules

A detailed schedule of the General Fund budget by sources of revenue and objects of expenditure is shown at the end of this section.

EXHIBIT 1.6 details the distribution of resources in the proposed FY 2021-2022 budget by department. In analyzing the relative size of the various City departments, it is important to note that some departmental budgets include amounts which are attributable to all General Fund Departments. For example, the Common Council's budget includes the Reserve for Financing and the Finance Department includes the General Fund's total insurance and retirees' health insurance costs, as well as the contribution to the Debt Service Fund exclusive of the contribution for parking debt.

A more comprehensive schedule of the General Fund budget by department, including historical comparisons, is provided at the end of this section. Detailed information on each department is provided in Section II.

GENERAL FUND EXPENDITURES BY DEPARTMENT

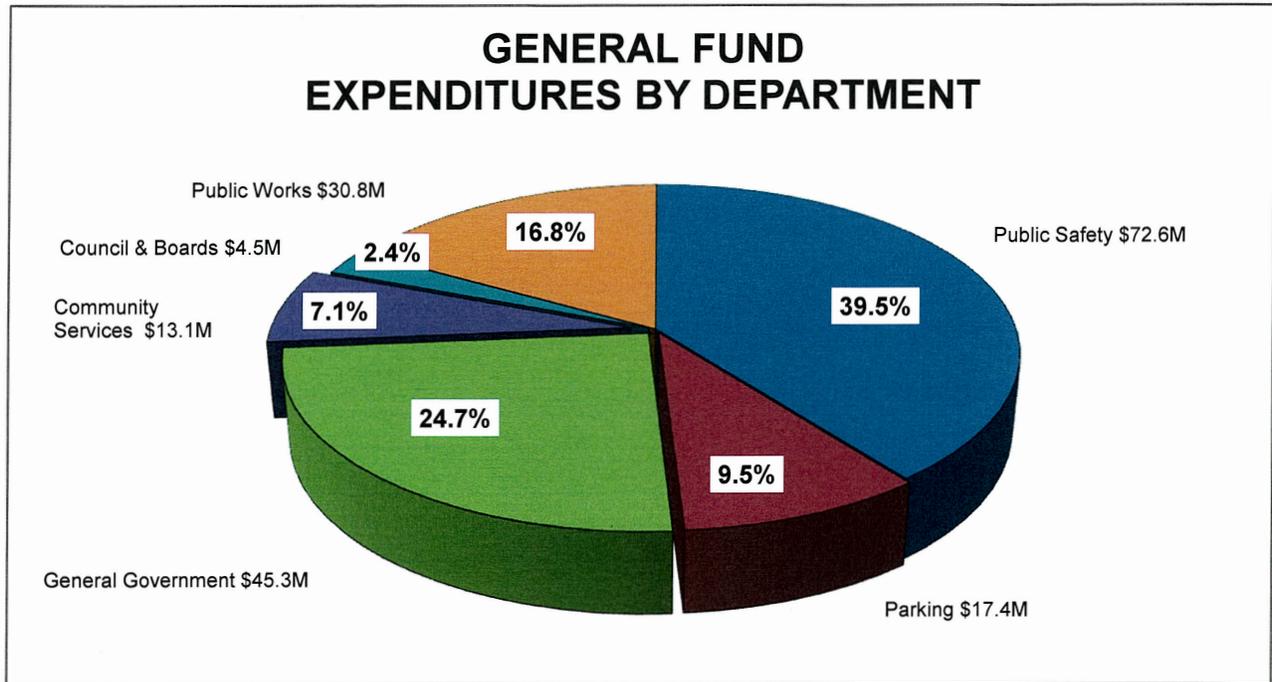
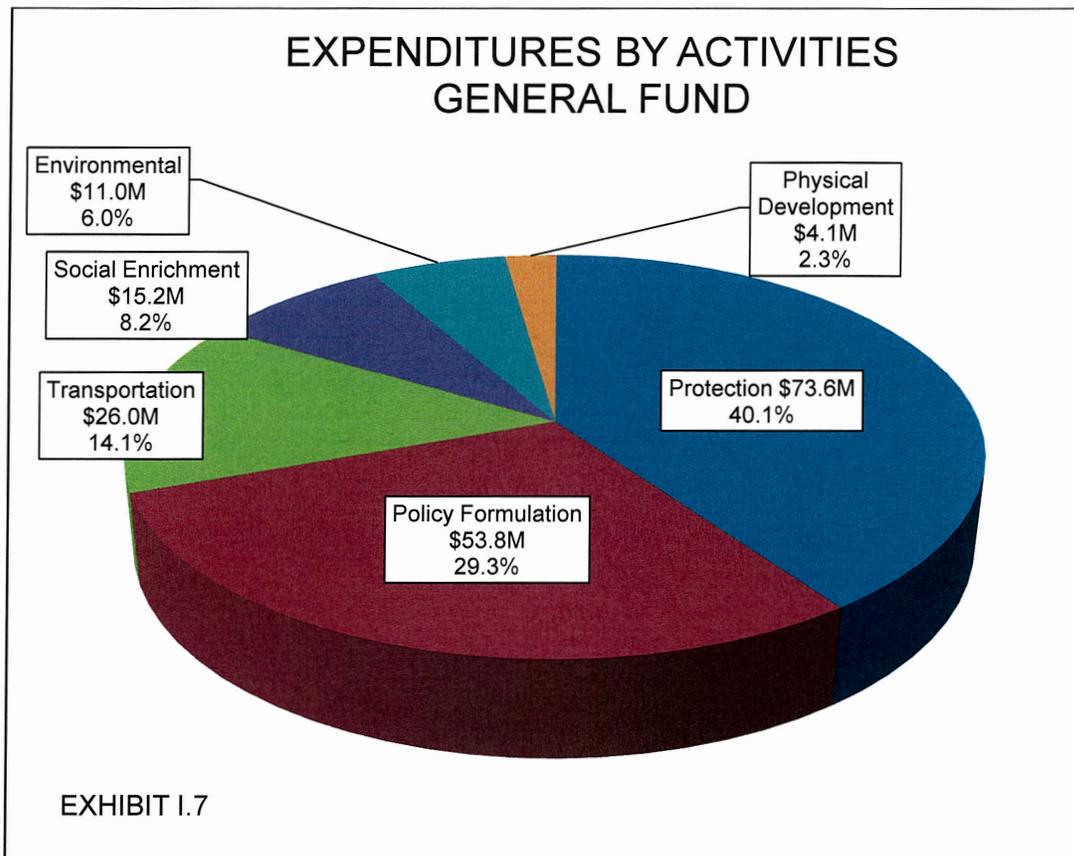


Exhibit I.6

Department	2021-2022 Budget	Percent of Total	Department	2021-2022 Budget	Percent of Total
Council & Boards:			Public Works:		
Council*	\$4,426,271	2.41%	Bureau of Admin.	1,675,620	0.91%
City Court	25,500	0.01%	Bureau of Engineering	2,981,573	1.62%
Board of Assessment Review	18,731	0.01%	Bureau of Bldg. Mntce.	3,932,188	2.14%
Zoning Board of Appeals	3,092	0.00%	Bureau of Garage & Shop	2,441,608	1.33%
Real Estate Committee	3,000	0.00%	Bureau of Storm Water	80,986	0.04%
Board of Ethics	300	0.00%	Bureau of Highways	9,593,448	5.22%
White Plains Housing Authority	10,538	0.01%	Parks Maintenance	2,047,058	1.11%
	<u>4,487,432</u>	<u>2.44%</u>	Bureau of Sanitation	8,044,755	4.38%
				<u>30,797,236</u>	<u>16.76%</u>
General Government:			Public Safety:		
Office of the Mayor	979,781	0.53%	Public Safety Admin.	1,860,068	1.01%
City Clerk Office	700,247	0.38%	Fire Department	29,230,813	15.91%
Law Department	3,003,223	1.63%	Police Department	41,513,869	22.61%
Assessor Office	680,977	0.37%		<u>72,604,750</u>	<u>39.53%</u>
Finance Department	32,315,999	17.59%	Community Services:		
Budget Department	536,062	0.29%	G/F Contribution to Library	6,545,300	3.56%
Information Technology	1,586,042	0.86%	Recreation & Parks	3,641,516	1.98%
Purchase Department	492,794	0.27%	Youth Bureau	2,937,100	1.60%
Planning Department	1,170,278	0.64%		<u>13,123,916</u>	<u>7.14%</u>
Building Department	2,908,470	1.58%			
Personnel Department	937,095	0.51%			
	<u>45,310,968</u>	<u>24.66%</u>	Total Expenditures	<u>\$183,728,071</u>	<u>100.00%</u>
Parking:					
General Operations	8,737,806	4.76%			
Garages	2,027,894	1.10%			
Lots	232,861	0.13%			
Violations	1,768,424	0.96%			
Enforcement	2,739,046	1.49%			
Enforcement - City Center	295,543	0.16%			
Traffic Operations	1,602,195	0.87%			
	<u>17,403,769</u>	<u>9.47%</u>			

*Includes the City's Reserve for Financing



GENERAL FUND BUDGET BY ACTIVITIES:

Listed below are the City's six goals which emphasize the very high level of service desired by the citizens of White Plains.

1. POLICY FORMULATION AND ADMINISTRATION

White Plains will be a well-managed and financially sound City in which policies are formulated to meet community needs and protect the community's interests and in which efficient management support activities are provided that assist in the attainment of all City goals.

2. PROTECTION OF PERSONS AND PROPERTY

White Plains will be a City which protects its people and property from external harm and promotes an atmosphere of personal security.

3. ENVIRONMENTAL PROTECTION

White Plains will be a City which protects the environmental health and welfare of its people.

4. TRANSPORTATION

White Plains will promote a network of integrated transportation facilities which allows for the movement of people and goods quickly, safely and economically.

5. SOCIAL ENRICHMENT OPPORTUNITIES

White Plains will be a beautiful City in which a variety of recreational and cultural activities are available. The City will promote the enlargement of the personal and social characteristics of a diverse population.

6. PHYSICAL RESOURCE DEVELOPMENT

White Plains will be a City which supports the balanced development, improvement, and protection of its physical resources. The City will promote the creation of economic opportunities.

The goals specify the ultimate end which the City is attempting to achieve. The goals set for the City may never be fully accomplished; indeed, the progress made toward each one may only be partially affected by our local government. However, the value of all governmental programs must eventually be measured by the extent to which they reflect the needs and concerns of the community. Without specific goals which reflect many of the basic themes which run through our lives, those comparisons would be difficult to make and impossible to evaluate.

Each activity provided by the City is "linked" to a City-wide goal so that financial and performance information may be captured to evaluate the City's success in achieving its goals. The "linkage" transcends departmental lines so that the efforts of various service providers may be evaluated jointly.

The combined expenditure budgets for all activities according to the City-wide goals are as follows:

<u>City-wide Goal</u>	<u>Revised 2020-2021</u>	<u>Proposed 2021-2022</u>	<u>Percent Change</u>
Policy Formulation and Administration			
City Wide Expenses*	\$ 36,348,195	\$ 36,299,307	(0.1)%
Other	18,583,460	17,469,761	(6.0)%
Protection of Persons & Property	70,716,714	73,603,523	4.1%
Environmental Protection	10,890,938	11,034,211	1.3%
Transportation	26,969,843	25,998,444	(3.6)%
Social Enrichment Opportunities	15,893,745	15,175,277	(4.5)%
Physical Resource Development	4,227,851	4,147,548	(1.9)%
Total Expenditures:	\$ 183,630,746	\$ 183,728,071	0.1%

* This category includes the costs which are attributable to all General Fund departments, such as the reserve for financing, insurance, retirees' health insurance, cash to capital contribution, transfer to debt service and tax certiorari payments.

A more comprehensive schedule of the General Fund budget by goals and activities, including historical comparisons, is shown at the end of this section. Detailed information on each activity is provided in Section III.

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**GENERAL FUND
FORECAST OF FINANCIAL CONDITION**

The schedule below shows total revenues and expenditures, the amount of revenues over/under expenditures and the ending fund balance of the General Fund during the past five years.

Fiscal Year	Total Revenues & Other Sources	Total Expenditures & Other Uses	Revenues Over/(Under) Expenditure	Tax Stabilization Account	Fund Balance
2015-16	\$155,024,540	\$158,263,545	\$(3,239,005)	\$4,979,155	\$35,431,213
2016-17	155,964,535	160,211,964	(4,247,429)	4,931,035	36,114,819
2017-18	158,979,564	164,583,139	(5,603,575)	5,007,666	35,518,910
2018-19	164,402,611	166,480,702	(2,078,091)	5,011,553	38,452,372
2019-20	164,356,217	166,486,680	(2,130,463)	4,771,469	41,093,382

Expenditures: The foregoing schedule shows the impact of the City's plan to re-build its fund balance and restore fiscal stability over the past five years. The impact of previous staff reductions and the implementation of different pay plans for new employees by the City continue to be reflected in the expenditure column. Beginning in fiscal year 2015-2016, new union contracts included significant changes to pay grades for new employees. These changes will continue to provide significant savings in future payroll expenses and related benefits. During FY 2016-2017 and 2017-2018 all unions agreed to new contracts with the City. The cost of living adjustments (COLAs) for these unions varied based on the savings each union was able to generate by changing its pay plans for new hires. Expenditure growth for FY 2015-2016 was 1%, the same as for FY 2016-2017. Expenditure growth for FY 2017-2018 was 2.7%. FY 2018-2019 expenditure growth was 1.2%. There was no expenditure growth for FY 2019-2020. Expenditure growth for FY 2020-2021 is projected at 1.4%. The main component of the growth is the significant increase in pension costs due to the rates set by New York State. Pension rates continue to negatively impact expenditures.

Revenues: The General Fund's two major sources of revenue, the property tax and sales tax, are included in the FY 2021-2022 proposed budget at \$65.5 million and \$41.7 million, respectively. Property tax rates generally increase to fund losses in assessed value and expenditure growth not funded through an increase in sales tax receipts and other revenue sources. The economic downturn of COVID-19 pandemic which has negatively impacted revenues in the City has stressed this balance even more so. As an example, sales tax revenue collections which were \$45.1 million in FY 2018-2019 decreased to \$42.9 million in FY 2019-2020 as the pandemic began. Sales tax revenues continue to decrease in the current fiscal year and are projected at \$39.9 million. This revenue is expected to increase in the next fiscal year but still fall below the pre-pandemic level of collections. Federal Relief aid in the amount of \$21.98 million has been allocated to the City in the "American Rescue Plan Act of 2021". This revenue will be received in two equal allocations. The first allocation will be received in FY 2020-2021 and will help to offset revenue losses already incurred since the beginning of the pandemic and the second allocation will be received during the next fiscal year. While this revenue falls short of the actual revenue lost expected by the City due to the pandemic it, combined with the City's strong fiscal standing when the pandemic began, is expected to allow the City to endure this economic challenge with little disruption to the vital services and programs provided.

Assessed value decreased by \$215,324 in FY 2021-2022. Over the past ten years, the assessment roll has increased by a total of \$8.8 million. Until new projects currently approved and/or under

consideration by the City are actually constructed, it is anticipated that there will be no substantial growth in the assessment roll other than additional transfers from the PILOT roll.

This year, the City (and all other local taxing jurisdictions) is again required to comply with, or override by a super majority, a state-imposed cap on its property tax levy. This year the cap is based on a 1.2% inflation growth, plus or minus other factors. The proposed property tax levy will increase by \$1.6 million; the levy reflects the amount of revenue that is required to be generated from the City's assessment roll to balance the City's budget after all other revenues have been included.

The City's sales tax represents 23% of proposed operating revenues in the General Fund based on an unrestricted City sales tax rate of 2.25%. The City also receives another 1/4% sales tax which is dedicated by statute to a Tax Stabilization and Reserve Account. This fund is an important tool for the City to re-build its fund balance and provide property tax rate stability in future years. Only a 1.5% sales tax rate is permanent. Sales tax receipts decreased by 2.3% in fiscal year 2015-2016 before decreasing again (1.0%) in the next fiscal year. Receipts increased (1.6%) in FY 2017-2018, and again in 2018-2019, but only by 0.1%. As previously mentioned, once the economy began to struggle after the onset of the COVID-19 pandemic this revenue decreased dramatically. The projection for the current year is \$39.9 million, a decrease of 7%. For the 2021-2022 fiscal year, sales tax is budgeted conservatively at \$41.7 million for unrestricted sales tax. While sales tax revenue has decreased dramatically so far this fiscal year, it is expected that as more and more people are vaccinated and safety restrictions can be lifted that the economy will open up and sales tax revenues will increase again over the next year and perhaps well beyond the amount budgeted for FY 2021-2022. In future years, sales tax revenue collections should continue this increasing trend as the National Economy continues to improve. As the foregoing chart indicates, expenditures have exceeded revenues, but the tax stabilization has made it possible to overcome that deficit and increase fund balance.

The next largest source of operating revenue to the City in the General Fund is Charges for Services which is budgeted at \$19.4 million in the FY 2021-2022 proposed budget. This is an increase of 16.9% over the current fiscal year forecast of \$16.6 million. This category of revenue provides 10.6% of the funding in the proposed budget. Charges for Services in several departments are raised periodically to reflect the increased cost of providing services. In the 2021-2022 Budget, Recreation and Parks are proposing minor fee increases in this category. The Parking Department is expected to raise almost \$20 million in Charges for Services and Fines and Forfeitures combined next year to finance the construction, maintenance and operation of the City's extensive parking system which serves residents and non-residents alike. Parking revenues, like sales tax collections, were also hit hard by the recent economic downturn and collections are currently well below what was collected in recent years. There are no parking fee increases included in the proposed budget. The City will continue to periodically evaluate its parking fees in order to ensure that the ongoing and future needs of its parking system will be met. Revenue from licenses and permits is approximately \$9.5 million in the Proposed Budget. Building permit revenue is budgeted at \$4.0 million, up from the \$3.8 million budgeted in the current year but below what was actually received in the two prior fiscal years. Projections for this year are expected to come in around the \$3.8 million that was budgeted.

State aid is currently projected at the amount included in the Governor's Budget (\$4.4 million). This is a decrease of 20% from what has been received in recent years and there is some hope that the full amount will be restored in the final New York State Budget. There has been no increase in state aid for municipalities in several years in spite of increases in aid to school districts that also operate under the tax levy cap. Several other major categories of revenue, such as mortgage tax and building permits, are projected to fluctuate with changes in economic activity. Mortgage tax receipts are budgeted at the same amount (\$2 million) as the current year's adopted budget. Interest income is projected to remain about the same as is currently forecasted for the current year but well below what has been earned in previous years due to historically low interest rates.

Fund Balance: The total appropriation of fund balance in the proposed fiscal year 2021-2022 General Fund budget has decreased from \$15.2 million to \$11.8 million. The appropriation of unassigned fund balance will decrease by \$3.1 million to a total of \$5.0 million. An appropriation of \$4.9 million from the Tax Stabilization Account is also proposed. Other proposed fund balance appropriations in FY 2020-2021 include \$120,000 from the recreation and open space reserve, and \$1,800,000 from the tax certiorari reserve. These appropriations are needed to fill the gap between proposed revenues and proposed expenditures.

The following forecasts are not absolutes, but are provided to stimulate a constructive discussion of the City's overall economic position as the Common Council reviews the proposed budget.

	Actual 2019-20	Forecast 2020-21	Forecast 2021-22
Revenues & Other Sources			
Property Tax Levy (net)	\$ 62.7	\$ 64.7	\$ 66.6
Sales Tax - Unrestricted	43.0	39.9	43.0
Other Tax Related Items	3.3	2.8	3.2
Intergovernmental	8.5	18.3	14.8
Charges for Services	20.7	16.6	19.9
Licenses Permits	12.1	9.3	9.6
Fines & Forfeitures	8.1	7.9	8.4
All Other	6.0	4.7	6.0
	<u>164.4</u>	<u>164.2</u>	<u>171.5</u>
Expenditures & Other Uses:			
Salaries & Wages	74.9	77.0	77.4
Employee Benefits	47.9	50.0	52.5
Materials & Supplies	8.1	7.3	8.6
Direct Costs	14.8	14.2	15.5
Equipment/Rolling Stock	0.6	0.5	1.0
Reserve for Financing	0.0	0.0	2.0
Interfund Transfers:			
Library Fund	6.3	6.3	6.5
Debt Service Fund	13.9	13.6	13.6
Other Funds	0.0	0.0	0.0
	<u>166.5</u>	<u>168.9</u>	<u>177.1</u>
Total Revenues Over (Under) Expenditures	(2.1)	(4.7)	(5.6)
Restricted Sales Tax	4.8	4.5	4.6
Beginning Fund Balance	38.4	41.1	40.9
Ending Fund Balance	<u>\$ 41.1</u>	<u>\$ 40.9</u>	<u>\$ 39.9</u>
Components of Ending Fund Balance:			
Non-spendable(inventory/ prepaid expenditures/receivables)	\$ 1.1	\$ 1.1	\$ 1.1
Assigned to purchases on order	2.1	2.4	2.2
Assigned to tax certiorari	4.0	5.0	5.0
Assigned to subsequent year's expenditure	15.2	11.8	12.7
Assigned to WP Housing Authority	0.2	0.0	0.0
Committed for open space	0.2	0.2	0.2
Restricted for tax stabilization	4.9	4.5	4.6
Unassigned	13.4	15.9	14.1
Total Components of Ending Fund Balance	<u>\$ 41.1</u>	<u>\$ 40.9</u>	<u>\$ 39.9</u>

THE BUDGET DEVELOPMENT CYCLE

Planning for the FY 2021-2022 budget began in September 2020 when department heads' input was solicited for the Capital Improvement Program. Their proposals for capital improvements to be undertaken in the upcoming and five subsequent years were consolidated by the Budget Department and submitted to the Capital Projects Board for review. Simultaneously, the Budget Department outlined the financial limits within which the Capital Improvement Program could be developed in order to ensure that the program is affordable by the City and that the City's credit rating is preserved.

The Capital Projects Board, which consists of the Commissioners of Public Works, Recreation & Parks, Public Safety, Finance, Planning, the Budget Director, the Deputy of Commissioner of Parking II, a Planning Board representative, a member of the Common Council and the Mayor (ex-officio), reviewed each project proposal according to the City's need to undertake the project and the implications of not doing so; the relative priority for each project vis-a-vis the various other projects; and the City's ability to successfully implement the project using available resources with the least possible disruption to the daily routine of the people of White Plains. The Rolling Stock Committee, appointed by the Mayor, provided recommendations on the replacement and major refurbishing of the City's rolling stock fleet for inclusion in the Capital Improvement Program. The Capital Projects Board concluded its review in December 2020 and submitted its program to the Budget Department for inclusion in the operating budget. The Program was also submitted to the Common Council at its February 2021 meeting.

Concurrently, a manual containing operating budget forms and instructions was sent to the departments in late December of 2020 for fiscal year 2021-22 operating budgets. The Budget Department outlined the financial parameters within which each department was to formulate budget requests. Forms containing the department heads' recommended spending plan for the new fiscal year were returned to the Budget Department on February 1, 2021. During the period between late February and early March, the Budget Department reviewed the department heads' recommendations and held budget review sessions with departments.

In accordance with the City Charter, the proposed budget is submitted to the Mayor and Common Council at the regularly scheduled meeting in April. A public notice of the formal public hearing on the proposed budget, which will be held on May 3, 2021 this year, will be published in the City's official newspaper. A copy of the proposed budget will be made available for the public to review at the Library and the City Clerk's office. The proposed budget will also be posted on the City's website. The Common Council will review the proposed budget at public work sessions scheduled in conjunction with the Mayor's office. These public meetings are traditionally held during April. The public, press, members of the Mayor's Budget and Management Advisory Committee, League of Women Voters and all interested parties are invited to participate in the review process.

Each year, the Mayor appoints a Budget and Management Advisory Committee. This Committee is responsible for developing in-depth analyses and recommendations for the City's fiscal and programmatic operations. In addition, they review and comment on the City's proposed budget. The Committee will review the City's proposed budget and hold meetings to formulate their report to the Common Council. The Committee submits a written report of findings and recommendations to the Common Council at the Public Hearing.

As a result of this review and public comment, the Common Council may revise proposed expenditures and/or revenues. The Common Council must adopt a balanced tax budget where planned expenditures equal estimated revenues no later than May 30th of each fiscal year. The Fiscal Year 2021-2022 budget will be adopted at a Special Meeting of the Common Council held in May 2021.

Finally, the Common Council does not adopt a Capital Improvement Budget per se. Rather, the Common Council formally adopts budgets for each new capital project outlined in the City's Capital Improvement Program after reviewing plans and specifications and after public bidding has been concluded.

Procedures employed to amend the budget once adopted by the Common Council are outlined on the following page under the heading entitled Summary of Significant Accounting, Budgeting and Management Policies.

Exhibit I.8 depicts the budget development cycle.

BUDGET DEVELOPMENT CYCLE

<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>
For the fiscal year beginning on July 1st. Budget Department begins analysis of fiscal planning and performance.	Capital Improvement planning process begins in the Budget Department.	Budget Department distributes Capital Project/Rolling Stock instructions & forms to Depts.	Department Heads submit Capital Improvement Proposals. Capital Projects Board begins deliberations. Budget Director submits recommendations on financial limits of program.	Capital Projects Board deliberations continue.	Capital Projects Board deliberations continue. Capital Improvement Program approved by Capital Projects Board.
<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
Operating Budget process begins-forms and instructions sent to Department Heads. Budget & Management Advisory Committee finalizes annual report.	Capital Improvement Program submitted to Common Council & Budget Director. Operating Budget Requests submitted to Budget Director. Department budget reviews begin.	Budget Department conducts departmental review conferences and considers Capital Improvement Program (ongoing).	Proposed Operating Budget (with Capital Improvement element) submitted to Common Council by Budget Department. Mayor and Common Council begin deliberations seeking advice from Budget & Management Advisory Committee.	Public Hearing held. Budget & Management Advisory Committee reports to Common Council. Deliberations continue. Budget adopted no later than May 30th.	Summary of Adopted Budget published in newspaper. Copies of Budget Ordinances submitted to N.Y.S. Comptroller.

Exhibit 1.8

SUMMARY OF SIGNIFICANT ACCOUNTING, BUDGETING AND MANAGEMENT POLICIES

ACCOUNTING AND BUDGETING PRACTICES & INTERNAL CONTROL PROCEDURES:

The following information, while technical in nature, is provided to inform the interested reader of significant accounting practices and internal control mechanisms adhered to by the City of White Plains and how they are utilized to ensure that government resources are managed and accounted for in compliance with applicable laws and regulations.

Basis/Focus: The City's operating budgets, i.e. General Fund, Library Fund, Self Insurance Fund, Water Fund, Sewer Rent Fund and Debt Service Fund are prepared on a basis consistent with Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) and the best practices and advisories set forth by the Government Finance Officers Association of the United States and Canada (GFOA).

Governmental funds (General Fund, Debt Service Fund and Library Fund) are accounted for using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become susceptible to accrual, that is, when they become both "measurable" and "available" to finance expenditures of the fiscal period. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related liability is incurred, except for interest that has not matured on general long-term debt and compensated absences which are recognized when due.

Proprietary Funds (Self Insurance Fund, Water Fund and Sewer Rent Fund) are accounted for using the economic resources measurement focus and accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Under the basis of accounting, receipt of long-term debt proceeds, capital outlays and debt service principal payments are not reported, but allocations for depreciation and amortization expense are recorded. Often, *but not always*, the opposite is true under the basis of budgeting.

Internal Controls: The City of White Plains employs a system where budgetary accounts are formally integrated with the City's general ledger accounts. As a result, budgetary financial statements present actual vs. budgetary comparisons, thus enhancing budgetary control and management decision making. The City also utilizes encumbrance accounting to assure effective budgetary control and accountability and to facilitate effective cash planning and control.

Encumbrances are commitments related to unperformed (executory) contracts for goods or services and are recorded and reported as restrictions, commitments or assignments of fund balance. Outstanding encumbrances do not constitute expenditures or liabilities.

Other internal controls employed by the City in the management of its resources includes formal review procedures in the filling of vacant positions (Position Control), in the processing of purchase orders and contracts, payroll transactions, inventory and in the handling of cash. Funding for vacant positions is not generally provided in the City's budget.

Budget Amendments: The City's Charter establishes the procedures for amending the operating and capital budgets during the fiscal year and for the processing of transfers between appropriations.

The Common Council must formally approve amendments to the budget that increase overall spending or the spending level of individual departments. Transfers within the budgets of departments may be made by the Budget Department within specified limits as requested by department heads or deemed necessary by the Budget Director. The Budget Director may also employ a budgetary allotment system and may set aside an amount not to exceed twenty percent of unobligated appropriations for possible emergencies arising during the budget year.

Independent Audit: The City of White Plains issues a Comprehensive Annual Financial Report (CAFR) which is audited by an independent certified public accountant. The City's financial records are also audited on a periodic basis by the Office of the Comptroller of the State of New York. The City of White Plains has earned the GFOA's *Certificate of Achievement for Excellence in Financial Reporting* each year since 1981 and the GFOA's *Distinguished Budget Presentation Award* each year since 1984.

MANAGEMENT POLICIES - FISCAL PERFORMANCE GOALS

The City's Fiscal Performance Goals, which were formally adopted by the Common Council, represent ongoing policies to guide the City's financial management practices. While some of the performance goals are specific and will limit certain types of financial activity, the goal statements are not intended to restrict the Common Council's ability and responsibility to respond to emergencies or service delivery requirements above or beyond the limitations established by the Fiscal Performance Goals. The City's goals are:

REVENUE PERFORMANCE GOALS

- ◆ The City will maintain a diversified and stable revenue system as protection from short-run fluctuations.
- ◆ The City will estimate annual revenues on an objective and reasonable basis. The City will develop a method to project revenues, expenditures/expenses and fund balance on a multi-year basis.
- ◆ The City will use one-time or special purpose revenues for capital expenditures, reduction of outstanding debt or for expenditures required by the revenue, and not to subsidize recurring operating and maintenance costs.
- ◆ The City will establish and annually re-evaluate all user charges and fees at a level related to the cost of providing the services.
- ◆ The City will endeavor to reduce reliance on the property tax by developing and expanding alternative revenue sources.
- ◆ The City will endeavor to improve and diversify the City's mix of commercial and residential properties.
- ◆ Proprietary funds (Self Insurance Fund, Water Fund and Sewer Rent Fund) will maintain revenues sufficient to support their respective full direct and indirect costs.

OPERATING EXPENDITURES PERFORMANCE GOALS

- ◆ The Budget Director will propose and the Common Council will adopt and maintain a balanced budget in which expenditures will not be allowed to exceed reasonable estimated resources and revenues.
- ◆ The City will pay for all current operating and maintenance expenses from current revenue sources.
- ◆ The operating budget will provide for the adequate maintenance of capital assets and equipment.
- ◆ The budget will provide for adequate funding of all employee benefit programs.
- ◆ The City will maintain a budgetary control system that will enable it to adhere to the adopted budget.
- ◆ The City will maintain a system of financial and budgetary reporting that provides comparative actual to budget results.
- ◆ The City will develop and implement an effective risk management program to minimize losses and reduce costs. The Common Council will ensure that adequate resources and insurance are in place. This shall include coverage for general and automobile liability, unemployment and Workers Compensation.
- ◆ The City will encourage delivery of services by other public and private organizations whenever and wherever greater efficiency and effectiveness can be expected, as well as to develop and internally use technology and productivity advancements that will help reduce or avoid increasing personnel costs. The intent is to control personnel costs as a proportion of the total budget, to more productively and creatively use available resources, and to avoid duplication of effort and resources.

RESERVE PERFORMANCE GOALS

- ◆ The City will establish annually in the operating budget a reserve for financing to:
 - provide for settlement of pending labor contract negotiations;
 - provide for temporary funding of unforeseen needs of an emergency or non-recurring nature;
 - permit orderly budgetary adjustments when revenues are lost through the actions of other governmental bodies;
 - provide the local match for public or private grants; and,
 - meet unexpected small increases in service delivery costs.
- ◆ The reserve for financing will be budgeted at a level sufficient to provide for settlement of pending labor contract negotiations plus an amount not to exceed one percent (1%) of the proposed tax budget. Use of the contingency funds will only be by action of the Common Council. The reserve for financing shall be separate from any component of fund balance (restricted, committed or assigned) used to fund subsequent year's expenditures.

- ◆ The City will maintain an employee position control reserve account. Funding will be provided from salary lines plus related benefits as positions become vacant during the fiscal year. Funding for personnel to fill authorized but unfilled budgetary salary positions will be provided from the position control reserve account. The Budget Department will be responsible for the control of the reserve account. The Personnel Department will be responsible for ensuring that positions are filled only when adequate funds are available in the reserve account.
- ◆ The City will maintain spendable fund balance in an amount necessary to maintain adequate cash flow to prevent the demand for short-term borrowing, the disruption of services to its citizens due to unexpected temporary revenue shortfalls or unpredicted one-time expenditures and the need for large increases in the property tax rate. The fund balance has been accumulated to provide stability and flexibility to respond to unexpected adversity and/or opportunities.
- ◆ The fund balance comprised of amounts restricted for tax stabilization or subsequent year's expenditures, amounts assigned for subsequent year's expenditures, plus unassigned fund balance shall be maintained at a minimum of fifteen percent (15%) of the General Fund total expenditures, and shall be separate from the amount provided for in the reserve for financing.
- ◆ When the previously identified fund balance comprised of amounts restricted for tax stabilization or subsequent year's expenditures, amounts assigned for subsequent year's expenditures, plus unassigned fund balance falls below the 15% of total expenditures target, a plan shall be developed to replenish the deficient amount as soon as is necessary and/or reasonable, but in no event over a period greater than five years after the original determination was made that the amount was below target level.
- ◆ The Common Council is the highest level of decision-making authority and may restrict, commit or assign portions of fund balance by adopted resolution and/or ordinance. The Common Council has designated the Commissioner of Finance as the official having authority to assign portions of fund balance categories based on generally accepted accounting principles. The City will expend funds in the following order: restricted first, the committed, then assigned, and lastly, unassigned.

INVESTMENT PERFORMANCE GOALS

- ◆ The City's primary investment performance objectives, in priority order, shall be legality, safety, liquidity and yield.
- ◆ The City will develop a cash flow analysis of all funds on a regular basis. Collections, deposits and disbursements of all funds will be scheduled to ensure maximum cash availability.
- ◆ The City will optimize the return on all cash investments.
- ◆ Where permitted by law, cash from several separate funds and sources will be pooled to optimize investment yields. Interest will be credited to the sources of the invested monies.
- ◆ The Department of Finance will provide quarterly information to the Common Council concerning investment performance.

CAPITAL IMPROVEMENTS PERFORMANCE GOALS

- ◆ Capital improvements will be based on long range projected needs rather than on immediate needs in order to minimize future maintenance, replacement, and capital costs.
- ◆ All capital improvements will be made in accordance with the City's approved five year capital improvement program (CIP). The CIP shall be updated annually.
- ◆ The development of the CIP will be coordinated with the operating budget in order to maintain a reasonably stable total tax levy.
- ◆ The City will identify the estimated cost and potential funding sources for each capital project proposed in the CIP before submission to review bodies and the Common Council.
- ◆ Future annual costs associated with a proposed capital improvement, including annual debt service and operating and maintenance costs will be estimated and included in the CIP and updated if necessary before a decision to implement a project is made by the Common Council.
- ◆ Federal, State and other intergovernmental and private funding sources shall be sought out and used as available to assist in financing capital improvements.

DEBT PERFORMANCE GOALS

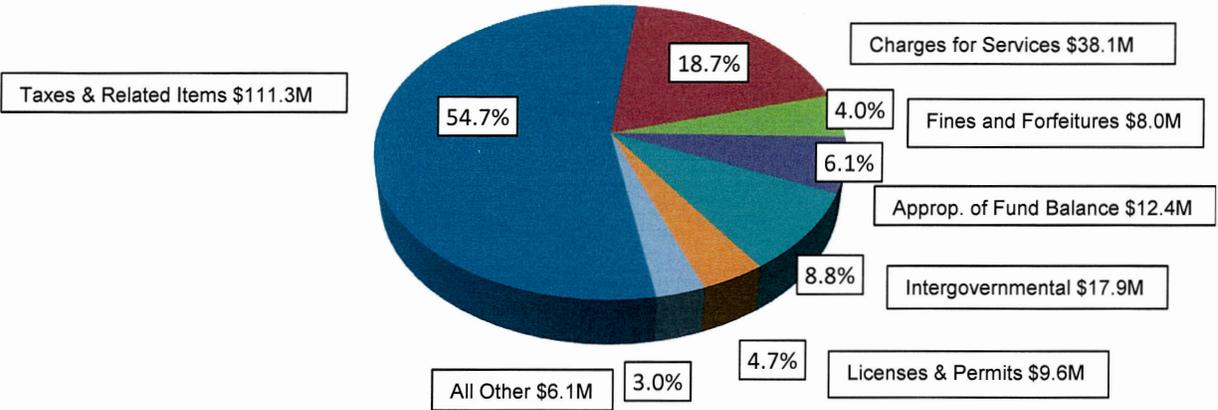
- ◆ The City will limit long-term debt to only those capital improvements that cannot be financed from current revenues.
- ◆ The maturity date for any debt will not exceed the period of probable usefulness (PPU) provided for in the New York State Local Finance Law.
- ◆ Thirty percent (30%) of the City's available general obligation debt limit shall be reserved for emergency purposes.
- ◆ As a means of further minimizing the impact of debt obligations on the City taxpayers:
 - the total net indebtedness (total general obligations less exclusions for water projects, sewer projects and current debt principal appropriations) shall not exceed five percent (5%) of the full assessment value of taxable property;
 - long-term net debt shall not exceed \$2,000 per capita;
 - these limitations shall not apply to any debt incurred for emergency purposes.
- ◆ The City will avoid the issuance of budget, tax and revenue anticipation notes.
- ◆ The City will issue debt that will be repaid from special assessments, specific revenues (such as water rents, sewer rents, parking revenues, etc.) and/or any source other than property taxes ("self-liquidating debt") whenever reasonable and appropriate.
- ◆ The City will prepare and distribute an official statement whenever required for the issuance of debt and maintain compliance with the annual reporting requirements of Securities and Exchange Commission (SEC) Rule 15c2-12 (municipal securities disclosure).
- ◆ The City shall encourage and maintain good relations with financial and bond rating agencies, and will follow a policy of full and open disclosure on every financial report and official statement.

FINANCIAL REPORTING PERFORMANCE GOALS

- ◆ The City will adhere to a policy of full and open public disclosure of all financial activity. The proposed tax budget will be prepared in a manner to maximize its understanding by citizens and elected officials. Copies of financial documents will be made publicly available. Opportunities will be provided for full citizen participation prior to final decisions on adopting the budget. Detailed budgetary information; i.e. specific sources of revenue and objects of expenditure, will be made publicly available.
- ◆ The City shall include in the proposed and adopted tax budget documents an explanation as to how the budget compares to the City's Fiscal Performance Goals.
- ◆ The City's accounting system will maintain records on a basis consistent with generally accepted accounting principles.
- ◆ The Commissioner of Finance will prepare regular quarterly and annual financial reports presenting a summary of financial activity by major types of funds and programs.
- ◆ The City will prepare The Comprehensive Annual Financial Report in conformity with generally accepted governmental accounting principles and financial reporting best practices.
- ◆ The City will employ an independent certified public accounting firm to perform an annual audit of all funds, authorities, agencies, and grant programs and will make the annual audited report publicly available. The audit shall be completed and submitted to the Common Council within 180 days of the close of the City's fiscal year.
- ◆ The annual audit of the City will be conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States and in conformity with accounting principles generally accepted in the United States of America.
- ◆ The annual audit of the City will comply with the requirements of the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations* ("Single Audit").
- ◆ The City each year will submit its CAFR to the GFOA for GFOA's *Certificate of Achievement for Excellence in Financial Reporting* award program.

**CITY OF WHITE PLAINS
SUMMARY OF COMBINED OPERATING BUDGETS
2021 - 2022**

REVENUES: \$203.4M



EXPENDITURES: \$203.4M

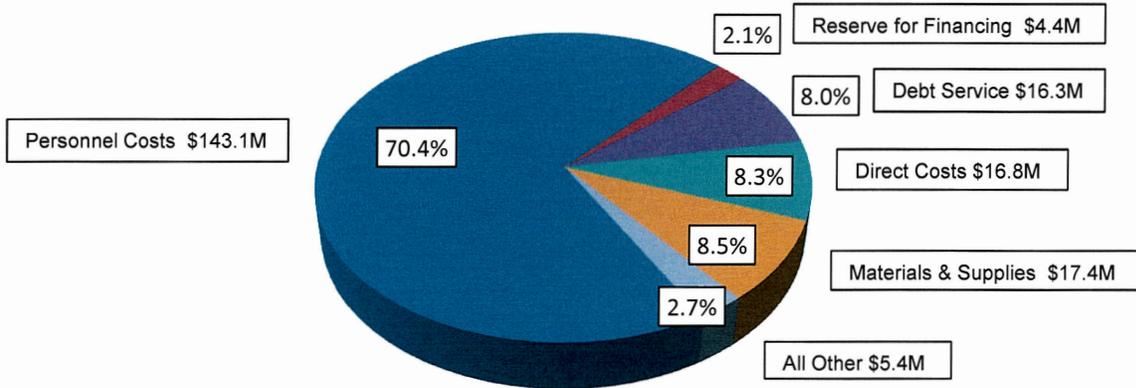


Exhibit I.9

CITY OF WHITE PLAINS
SUMMARY COMBINED OPERATING BUDGETS
2021-2022
(in 000's of dollars)

	General Fund	Library Fund	Self Insurance Fund	Sewer Rent Fund	Water Fund	Interfund Adjustments	Combined Total (Memorandum Only)
REVENUES:							
Property Tax & Related Items	\$ 111,275	\$	\$	\$	\$	\$	\$ 111,275
Intergovernmental	17,742	12			123		17,877
Charges for Services	19,394	2	5,123	3,183	17,807	(7,382)	38,127
Licenses & Permits	9,539				2		9,541
Fines & Forfeitures	8,031						8,031
Miscellaneous	5,781				32		5,813
Interest & Dividends	122			10	40		172
Operating Transfers		6,545				(6,545)	-
Total Revenues	171,884	6,559	5,123	3,193	18,004	(13,927)	190,836
Appropriation of Fund Balance	11,844	43		499	192		12,578
Total Funds Available	\$ 183,728	\$ 6,602	\$ 5,123	\$ 3,692	\$ 18,196	\$ (13,927)	\$ 203,414
EXPENDITURES:							
Salaries and Wages	\$ 79,798	\$ 3,073	\$ 18	\$ 526	\$ 2,423	\$	\$ 85,838
Employee Benefits	53,820	1,653	18	363	1,445		57,299
Materials & Supplies	8,914	790		187	7,490		17,381
Direct Costs	15,957	383	4,992	945	1,895	(7,382)	16,790
Equipment/Rolling Stock	1,077				62		1,139
Depreciation				954	1,927		2,881
Capital Outlay				525	900		1,425
Debt Service				145	1,887		2,032
Operating Transfers:							
Debt Service Fund	13,579	703					14,282
Library Fund	6,545					(6,545)	-
Reserve for Financing	4,038		95	47	167		4,347
Total Expenditures	183,728	6,602	5,123	3,692	18,196	(13,927)	203,414
Interfund Adjustments	(11,460)	(38)		(846)	(1,583)		-
Total (Memorandum Only)	\$ 172,268	\$ 6,564	\$ 5,123	\$ 2,846	\$ 16,613	\$ -	\$ 203,414

City of White Plains
Actual, Projected and Proposed Budgets
(in 000's of dollars)

	General Fund			Library Fund			Self Insurance Fund		
	2019-20 Actual	2020-21 Projected	2021-22 Proposed	2019-20 Actual	2020-21 Projected	2021-22 Proposed	2019-20 Actual	2020-21 Projected	2021-22 Proposed
FINANCIAL SOURCES:									
Property & Related Taxes	\$ 108,923	\$ 107,400	\$ 111,275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	8,490	18,300	17,742	20	13	12	-	-	-
Charges for Services	20,697	16,600	19,394	2	1	2	6,287	5,389	5,123
Licenses & Permits	12,127	9,300	9,539	-	-	-	-	-	-
Fines & Forfeitures	8,122	7,900	8,031	-	-	-	-	-	-
Miscellaneous	5,042	4,600	5,781	36	2	-	34	530	-
Interest Income	956	122	122	-	-	-	269	60	-
Transfers In	0	-	-	6,298	6,300	6,545	-	-	-
Appropriation of Fund Balance	0	-	11,844	-	-	43	-	-	-
Total Financial Sources	164,357	164,222	183,728	6,356	6,316	6,602	6,590	5,979	5,123
FINANCIAL USES:									
Salaries and Wages	74,924	77,000	79,798	2,862	2,900	3,073	-	-	18
Employee Benefits	47,944	50,000	53,820	1,539	1,550	1,653	(10)	18	18
Materials & Supplies	8,058	7,300	8,914	871	800	790	-	-	-
Direct Costs	14,755	14,200	15,957	364	400	383	6,049	5,475	4,992
Equipment/Rolling Stock	611	500	1,077	19	19	-	-	-	-
Depreciation	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Debt Service-Principal	-	-	-	-	-	-	-	-	-
Debt Service-Interest	-	-	-	-	-	-	-	-	-
Transfers Out	20,195	19,900	20,124	701	708	703	-	-	-
Reserve for Financing	-	-	4,038	-	-	-	-	-	95
Total Financial Uses	166,487	168,900	183,728	6,356	6,377	6,602	6,039	5,493	5,123
Excess of Revenues and Other Sources Over(Under) Expenses/ Expenditures and Other Uses	(2,130)	(4,678)	-	-	(61)	-	551	486	-
Restricted Sales Tax	4,771	4,500	-	-	-	-	-	-	-
Beginning Fund Balance/Equity	38,452	41,093	40,915	123	123	62	(1,080)	(529)	(43)
Ending Fund Balance/Equity	\$ 41,093	\$ 40,915	\$ 40,915	\$ 123	\$ 62	\$ 62	\$ (529)	\$ (43)	\$ (43)

Sewer Rent Fund			Water Fund			Debt Service Fund			Total - All Funds		
2019-20	2020-21	2021-22	2019-20	2020-10	2021-22	2019-20	2020-21	2021-22	2019-20	2020-21	2021-22
Actual	Projected	Proposed	Actual	Projected	Proposed	Actual	Projected	Proposed	Actual	Projected	Proposed
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 108,923	\$ 107,400	\$ 111,275
204	-	-	119	121	123	146	140	133	8,979	18,574	18,010
3,025	3,300	3,183	18,548	18,400	17,807	-	-	-	48,559	43,690	45,509
-	-	-	-	-	-	-	-	-	12,127	9,300	9,539
-	-	-	-	-	-	-	-	-	8,122	7,900	8,031
27	15	-	10	351	226	1,206	2,477	-	6,355	7,975	6,007
57	4	10	308	38	40	29	12	-	1,619	236	172
-	-	-	-	-	-	14,651	14,284	14,281	20,949	20,584	20,826
-	-	500	-	-	-	-	-	-	-	-	12,387
<u>3,313</u>	<u>3,319</u>	<u>3,693</u>	<u>18,985</u>	<u>18,910</u>	<u>18,196</u>	<u>16,032</u>	<u>16,913</u>	<u>14,414</u>	<u>215,633</u>	<u>215,659</u>	<u>231,756</u>
494	505	526	2,283	2,400	2,423	-	-	-	80,563	82,805	85,838
739	348	363	2,095	1,300	1,445	-	-	-	52,307	53,216	57,299
76	165	188	5,979	8,900	7,490	-	-	-	14,984	17,165	17,382
641	650	945	2,076	1,450	1,895	-	-	-	23,885	22,175	24,172
7	-	-	163	150	62	-	-	-	800	669	1,139
866	899	954	1,473	1,550	1,927	-	-	-	2,339	2,449	2,881
501	875	525	-	900	900	-	-	-	501	1,775	1,425
-	-	-	-	-	-	11,217	11,259	11,619	11,217	11,259	11,619
96	133	145	1,429	2,097	1,887	4,314	4,316	4,095	5,839	6,546	6,127
-	-	-	-	-	-	-	-	-	20,896	20,608	20,827
-	-	47	-	-	167	-	-	-	-	-	4,347
<u>3,420</u>	<u>3,575</u>	<u>3,693</u>	<u>15,498</u>	<u>18,747</u>	<u>18,196</u>	<u>15,531</u>	<u>15,575</u>	<u>15,714</u>	<u>213,331</u>	<u>218,667</u>	<u>233,056</u>
(107)	(256)	-	3,487	163	-	501	1,338	(1,300)	2,302	(3,008)	(1,300)
-	-	-	-	-	-	-	-	-	4,771	4,500	-
<u>9,133</u>	<u>9,026</u>	<u>8,770</u>	<u>31,604</u>	<u>35,091</u>	<u>35,254</u>	<u>2,966</u>	<u>3,467</u>	<u>4,805</u>	<u>81,198</u>	<u>88,271</u>	<u>89,763</u>
<u>\$ 9,026</u>	<u>\$ 8,770</u>	<u>\$ 8,770</u>	<u>\$ 35,091</u>	<u>\$ 35,254</u>	<u>\$ 35,254</u>	<u>\$ 3,467</u>	<u>\$ 4,805</u>	<u>\$ 3,505</u>	<u>\$ 88,271</u>	<u>\$ 89,763</u>	<u>\$ 88,463</u>

**CITY OF WHITE PLAINS
GENERAL FUND BUDGET SUMMARY
2021-2022**

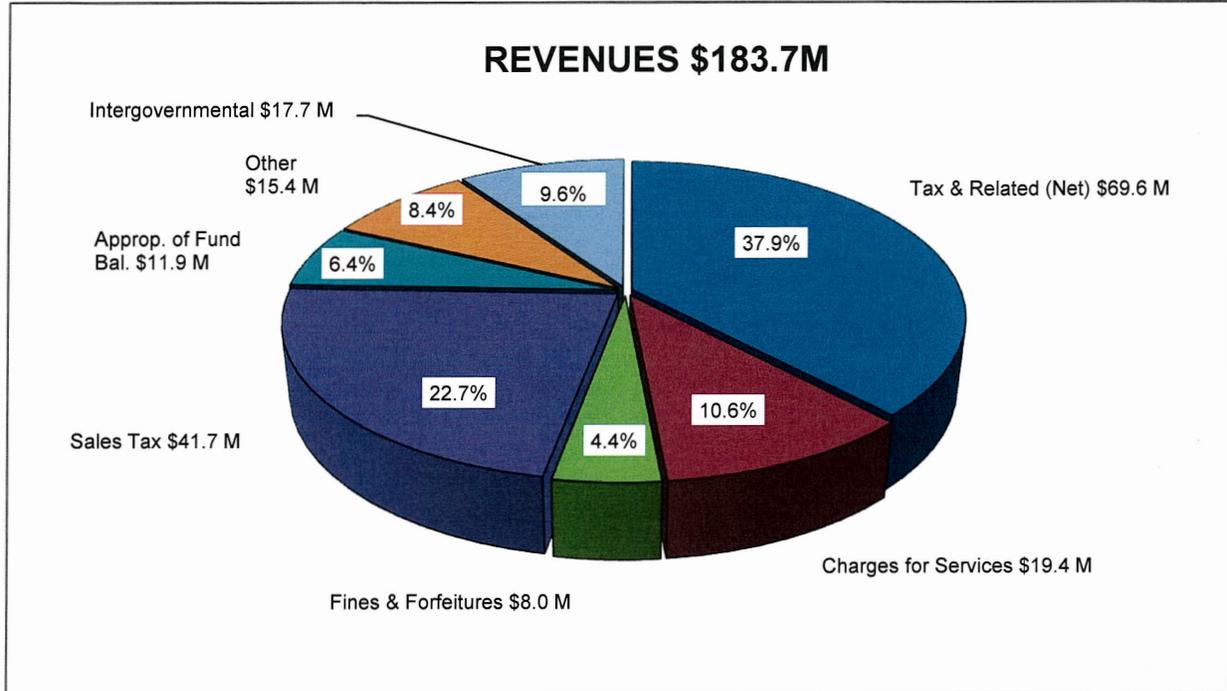


EXHIBIT 1.10

	<u>Revised Budget</u> FY 2020-2021	<u>Proposed Budget</u> FY 2021-2022	<u>% CHANGE</u>
EXPENDITURE BY MAJOR CATEGORY:			
Salaries & Wages	\$ 78,575,226	\$ 79,798,013	1.5%
Employee Benefits	51,052,305	53,819,955	5.4%
Materials & Supplies	10,113,198	8,913,737	-11.9%
Direct Costs	18,163,351	15,957,505	-12.1%
Equipment & Rolling Stock	1,438,213	1,077,289	-25.1%
Interfund Transfers	20,329,063	20,123,834	-1.0%
Reserve for Financing	3,959,390	4,037,738	2.0%
	<u>\$183,630,746</u>	<u>\$183,728,071</u>	<u>0.1%</u>
EXPENDITURE BY DEPARTMENTS (SERVICE PROVIDERS):			
Council & Boards	\$ 4,405,793	\$ 4,487,432	1.9%
General Government	46,050,929	45,310,968	-1.6%
Public Works	31,628,281	30,797,236	-2.6%
Parking	18,107,559	17,403,769	-3.9%
Public Safety	69,680,929	72,604,750	4.2%
Community Services	13,757,255	13,123,916	-4.6%
	<u>\$183,630,746</u>	<u>\$183,728,071</u>	<u>0.1%</u>
EXPENDITURE BY GOALS & OBJECTIVES (SERVICE PROVIDED):			
Policy Formulation & Administration	\$ 54,931,655	\$ 53,769,068	-2.1%
Protection of Persons & Property	70,716,714	73,603,523	4.1%
Environmental Protection	10,890,938	11,034,211	1.3%
Transportation	26,969,843	25,998,444	-3.6%
Social Enrichment Opportunities	15,893,745	15,175,277	-4.5%
Physical Resource Development	4,227,851	4,147,548	-1.9%
	<u>\$ 183,630,746</u>	<u>\$ 183,728,071</u>	<u>0.1%</u>

**CITY OF WHITE PLAINS
GENERAL FUND
SUMMARY BUDGET COMPARISONS**

	2019-20 Actual*	2020-21		Proposed 2021-22 Budget
		Revised Budget 12/31/2020	Year to Date Actual 12/31/2020	
REVENUES:				
Property Taxes	\$ 62,531,662	\$ 65,128,425	\$ 64,431,246	\$ 66,745,880
Allowance for Uncollected Taxes	169,710	(22,000)	-	(22,000)
Net Tax Contribution	62,701,372	65,106,425	64,431,246	66,723,880
Sales Tax - Unrestricted	42,943,225	43,300,000	19,546,823	41,700,000
Sales Tax - Restricted	4,771,469	-	2,171,869	-
Hotel Occupancy Tax	875,487	1,200,000	205,290	505,250
Tax Related Items (Other than Levy)	2,402,521	2,259,277	1,390,858	2,346,000
Intergovernmental:				
FED/American Rescue Plan	-	-	-	10,990,000
NYS/AIM	4,826,088	5,463,256	762,242	4,370,605
Other	3,663,481	2,379,489	1,037,246	2,380,949
Charges for Services	20,696,867	22,965,866	9,985,363	19,394,087
Licenses & Permits	12,127,240	9,196,918	4,886,513	9,538,488
Fines & Forfeitures	8,121,833	8,310,515	2,911,568	8,031,395
Miscellaneous	5,042,441	5,280,366	2,246,270	5,780,492
Interest	955,662	741,000	52,401	122,475
Total Revenues	169,127,686	166,203,112	109,627,689	171,883,621
Fund Balance:				
Restricted for Tax Stabilization	-	5,198,783	-	4,924,450
Committed to Open Space/Recreation	-	120,000	-	120,000
Committed to Tax Certs	-	1,800,000	-	1,800,000
Assigned for Pr. Yr. Enc.	-	2,243,851	-	-
Unassigned	-	8,065,000	-	5,000,000
Total Funds Available	\$ 169,127,686	\$ 183,630,746	\$ 109,627,689	\$ 183,728,071
EXPENDITURES:				
Salaries & Wages	\$ 74,923,833	\$ 78,575,226	\$ 37,505,749	\$ 79,798,013
Employee Benefits	47,943,847	51,052,305	24,824,183	53,819,955
Materials & Supplies	8,057,615	10,113,198	3,431,402	8,913,737
Direct Costs	14,754,873	18,163,351	10,682,284	15,957,505
Equipment/Rolling Stock	611,392	1,438,213	403,501	1,077,289
Operating Transfers:				
Debt Service Fund	13,897,526	13,550,554	4,159,560	13,578,534
Library Fund	6,297,594	6,778,509	2,872,495	6,545,300
Reserve for Financing	-	3,959,390	-	4,037,738
Total Expenditures	\$ 166,486,680	\$ 183,630,746	\$ 83,879,174	\$ 183,728,071
ASSESSED VALUATION	\$ 283,027,686	\$ 284,515,957		\$ 284,300,633
PROPERTY TAX RATE	\$217.07	\$224.52		\$230.22

* Source: Comprehensive Annual Financial Report for the Fiscal Year July 1, 2019-June 30, 2020

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CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY SOURCES OF REVENUE & OBJECTS OF EXPENDITURE

REVENUES:	2019-2020 Actual	2019-2020 Revised Budget 12/31/2020	2019-2020 Recognized 12/31/2020	2021-2022 Proposed Budget	% Increase (Decrease)
Taxes & Related Items:					
Property Tax Levy	\$ 61,032,931	\$ 63,879,523	\$ 63,795,014	\$ 65,451,692	2%
Interest-Penalty	389,000	350,000	130,671	350,000	0%
Pr Yr Property Tax Collection	150,563	200,000	(1,347)	200,385	
Payments in Lieu of Taxes	1,348,168	1,048,902	637,579	1,093,803	4%
Allowance for Uncollected Taxes	169,710	(22,000)	-	(22,000)	0%
Property Tax Interest-Penalty	130,200	120,000	35,227	120,000	0%
BID Assessments	700,000	700,000	700,000	700,000	0%
Sales & Use Tax - Unrestricted	42,943,225	43,300,000	19,546,823	41,700,000	-4%
Sales & Use Tax - Restricted	4,771,469	-	2,171,869	-	0%
Hotel Occupancy Tax	875,487	1,200,000	205,290	505,250	-58%
Utility Gross Receipts	1,183,321	1,089,277	524,960	1,176,000	8%
Total Taxes & Related Items	<u>113,694,074</u>	<u>111,865,702</u>	<u>87,746,086</u>	<u>111,275,130</u>	<u>-1%</u>
Intergovernmental:					
Federal:					
Federal Relief Aid	-	-	-	10,990,000	100%
Senior Citizens T-III B	20,973	19,500	10,711	21,000	8%
Dept. of Justice Vest Partnership	6,355	18,400	12,709	18,400	0%
Nutrition Title-III C	45,386	35,200	17,600	35,200	0%
Other	13,916	6,200	3,100	6,200	0%
Total Federal	<u>86,630</u>	<u>79,300</u>	<u>44,120</u>	<u>11,070,800</u>	<u>13861%</u>
State:					
AIM	4,826,088	5,463,256	762,242	4,370,605	-20%
Arterial Highway Maintenance	28,050	28,050	14,025	28,050	0%
Mental Health	34,220	45,000	2,731	35,000	-22%
NYS Unified Court System	58,248	60,000	59,948	60,000	0%
NYS Criminal Justice Service	6,355	4,000	4,766	4,000	0%
Youth Program	18,333	30,519	-	30,519	0%
Other	19,099	37,970	25,568	47,930	26%
Total State	<u>4,990,393</u>	<u>5,668,795</u>	<u>869,280</u>	<u>4,576,104</u>	<u>-19%</u>
County and Local Support:					
Mortgage Tax	3,323,124	2,000,000	832,207	2,000,000	0%
Stop DWI/SEAS Program	3,922	8,400	4,971	8,400	0%
Community Development	85,500	86,250	48,910	86,250	0%
Total County	<u>3,412,546</u>	<u>2,094,650</u>	<u>886,088</u>	<u>2,094,650</u>	<u>0%</u>
Total Intergovernmental	<u>8,489,569</u>	<u>7,842,745</u>	<u>1,799,488</u>	<u>17,741,554</u>	<u>126%</u>
Charges for Services:					
General:					
Building Code Enforcement Fees	110,178	110,000	90,529	115,000	5%
Civil Service Exam Fees	76,253	25,250	2,578	14,700	-42%
Community Development	38,400	37,800	40,400	38,200	1%
Sewer Fund	542,000	558,260	558,260	795,477	42%
Water Fund	995,000	1,024,850	1,024,850	1,466,455	43%
White Plains URA	18,522	8,250	13,212	8,250	0%
WP School District	60,000	60,000	60,000	60,000	0%
Other	4,478	4,700	4,160	4,550	-3%
Total General	<u>1,844,831</u>	<u>1,829,110</u>	<u>1,793,989</u>	<u>2,502,632</u>	<u>37%</u>

**CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY SOURCES OF REVENUE & OBJECTS OF EXPENDITURE**

REVENUES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Recognized 12/31/2020	2021-2022 Proposed Budget	% Increase (Decrease)
Charges for Services (cont'd):					
Departmental:					
City Clerk	127,338	115,700	49,826	120,600	4%
Parking Department	14,635,842	15,461,748	6,618,022	12,234,119	-21%
Public Safety	1,864,815	2,835,026	900,622	2,242,262	-21%
Public Works	251,460	282,629	143,567	241,571	-15%
Recreation & Parks	1,313,028	1,581,750	469,841	1,193,000	-25%
Youth Services	659,553	859,903	9,496	859,903	0%
Total Departmental	<u>18,852,036</u>	<u>21,136,756</u>	<u>8,191,374</u>	<u>16,891,455</u>	<u>-20%</u>
Total Charges for Services	<u>20,696,867</u>	<u>22,965,866</u>	<u>9,985,363</u>	<u>19,394,087</u>	<u>-16%</u>
Licenses and Permits:					
Building Department	8,789,059	5,742,750	2,565,472	6,252,550	9%
City Clerk	17,196	20,900	5,629	16,000	-23%
City Franchise Fees	1,029,713	972,211	484,332	931,211	-4%
Office of Mayor	81,000	100,000	29,700	80,000	-20%
Planning	20,750	5,000	8,119	6,000	20%
Public Safety	1,135,272	1,213,957	1,032,664	1,174,977	-3%
Public Works	1,054,250	1,139,500	757,997	1,074,750	-6%
Recreation & Parks	-	2,600	2,600	3,000	15%
Total Licenses and Permits	<u>12,127,240</u>	<u>9,196,918</u>	<u>4,886,513</u>	<u>9,538,488</u>	<u>4%</u>
Fines & Forfeitures:					
Alarm Ordinance	53,875	130,000	23,575	100,000	-23%
Fines & Bail Court	546,453	750,000	121,865	600,000	-20%
Forfeited Deposits	1,950	300	-	300	0%
Overtime Parking Notices	95,750	110,600	42,867	85,733	-22%
Parking Fines	6,229,012	6,159,615	2,218,080	6,100,000	-1%
Red Light Fines	1,194,793	1,160,000	505,181	1,145,362	-1%
Total Fines & Forfeitures	<u>8,121,833</u>	<u>8,310,515</u>	<u>2,911,568</u>	<u>8,031,395</u>	<u>-3%</u>
Miscellaneous:					
Sale of Property	353,764	131,250	55,126	181,000	38%
Insurance Recovery	109,385	129,500	62,391	107,500	-17%
Contributions-Developer	1,671,640	1,796,803	825,000	1,875,000	4%
Contributions- Miscellaneous	41,157	17,700	822	15,500	-12%
Tenant Emergency Protection	98,099	106,000	106,000	98,000	-8%
Rents - Commissions	965,361	1,357,247	165,200	1,754,178	29%
Senior Citizens	36,706	62,000	5,606	40,000	-35%
Other	1,766,329	1,679,866	1,026,125	1,709,314	2%
Total Miscellaneous	<u>5,042,441</u>	<u>5,280,366</u>	<u>2,246,270</u>	<u>5,780,492</u>	<u>9%</u>
Interest	<u>955,662</u>	<u>741,000</u>	<u>52,401</u>	<u>122,475</u>	<u>-83%</u>
Transfer from Capital Projects Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Appropriation of Fund Balance:					
Prior Year Encumbrances	-	2,243,851	-	-	-100%
Apprtd. Open Space Reserve	-	120,000	-	120,000	0%
Apprtd. Tax Certiorari Reserve	-	1,800,000	-	1,800,000	0%
Apprtd. Tax Stabilization Reserve	-	5,198,783	-	4,924,450	-5%
Apprtd. Fund Balance	-	8,065,000	-	5,000,000	-38%
Total Appropriation of Fund Balance	<u>-</u>	<u>17,427,634</u>	<u>-</u>	<u>11,844,450</u>	<u>-32%</u>
Total Revenues	<u>\$ 169,127,686</u>	<u>\$ 183,630,746</u>	<u>\$ 109,627,689</u>	<u>\$ 183,728,071</u>	<u>0%</u>

**CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY SOURCES OF REVENUE & OBJECTS OF EXPENDITURE**

EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Exp/Encumb 12/31/2020	2021-2022 Proposed Budget	% Increase (Decrease)
Salaries and Wages:					
Elected	\$ 380,326	\$ 380,326	\$ 186,494	\$ 380,326	0%
Appointed	4,067,400	4,072,367	1,987,841	4,071,367	0%
Managerial/Confidential	2,616,130	2,703,972	1,351,313	3,224,126	19%
CSEA	21,486,578	22,024,028	10,780,556	22,002,384	0%
Police	20,267,729	21,612,922	10,548,803	22,167,083	3%
Fire	15,810,043	16,095,230	7,948,426	16,701,419	4%
Sanitation	3,961,147	3,805,558	1,970,561	3,943,756	4%
Overtime:					
Managerial/Confidential	18,011	27,132	7,414	27,359	1%
CSEA	847,047	1,216,623	331,762	1,109,271	-9%
Police	2,310,868	2,852,785	1,098,872	2,700,000	-5%
Fire	925,156	917,100	550,009	915,600	0%
Sanitation	138,280	180,776	61,928	161,323	-11%
Other:					
P/T & Seasonal	1,896,879	2,531,858	605,950	2,239,450	-12%
207-A & Pensioner Payments	198,239	154,549	75,820	154,549	0%
Total Salaries & Wages	<u>74,923,833</u>	<u>78,575,226</u>	<u>37,505,749</u>	<u>79,798,013</u>	<u>2%</u>
Employee Benefits:					
Social Security	5,545,896	5,940,248	2,729,183	6,022,509	1%
MTA Payroll Tax	251,649	269,374	128,589	270,281	0%
Pension System:					
NYS Employee System	4,739,869	5,113,780	2,355,096	5,554,892	9%
NYS Police & Fire System	8,972,776	9,889,938	4,953,197	11,620,102	17%
Insurances:					
Health Insurances:					
Active Employees	14,913,642	15,087,099	7,422,043	15,650,767	4%
Active Employees Buyout	540,180	510,856	517,382	530,000	4%
Retired Employees	10,818,344	11,708,511	5,597,407	11,778,000	1%
Retired Employees Buyout	189,713	180,253	183,478	190,500	6%
Dental Insurance	487,829	493,969	249,835	504,691	2%
Optical Insurance	116,900	117,110	58,287	117,845	1%
Group Life Insurance	68,151	75,150	34,679	73,250	-3%
Professional Development	120,707	228,562	44,339	230,541	1%
Clothing & Uniforms	425,692	652,483	232,450	487,566	-25%
Supplemental Benefits:					
Employee Assistance Program	14,360	14,480	7,240	14,520	0%
Police	360,555	378,567	146,850	382,567	1%
Fire	279,953	288,156	101,790	288,156	0%
Sanitation	97,631	103,769	62,338	103,768	0%
Total Employee Benefits	<u>47,943,847</u>	<u>51,052,305</u>	<u>24,824,183</u>	<u>53,819,955</u>	<u>5%</u>
Total Personnel Costs	<u>122,867,680</u>	<u>129,627,531</u>	<u>62,329,932</u>	<u>133,617,968</u>	<u>3%</u>

**CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY SOURCES OF REVENUE & OBJECTS OF EXPENDITURE**

EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Exp/Encumb 12/31/2020	2021-2022 Proposed Budget	% Increase (Decrease)
Materials and Supplies:					
Office Operations:					
Office Supplies	128,593	151,555	52,499	148,645	-2%
Advertising	22,344	18,605	11,315	20,345	9%
Printing	52,447	101,900	3,039	98,600	-3%
Postage	128,737	151,740	39,964	145,790	-4%
Books-Subscriptions	56,683	61,375	23,663	66,065	8%
Program Supplies	222,725	278,514	74,926	273,035	-2%
Office Equipment Maintenance	260,810	255,200	241,774	306,440	20%
Software	22,450	24,000	-	24,000	0%
Total Office Operations	894,789	1,042,889	447,180	1,082,920	4%
Land & Road Maintenance:					
Street Resurfacing	140,799	225,000	-	125,000	-44%
Asphalt Materials	470,538	479,090	94,623	479,090	0%
Salt/Sand	459,078	718,160	4,613	665,510	-7%
Land Maintenance	296,470	315,918	49,000	308,293	-2%
Tree Removal/Replacement	55,128	147,167	98,647	80,000	-46%
Other	148,000	144,535	90,499	149,410	3%
Total Land & Road Maintenance	1,570,013	2,029,870	337,382	1,807,303	-11%
Traffic Lighting Operations:					
Street Lighting	45,162	50,000	15,585	50,000	0%
Lamps & Poles	13,026	23,500	-	23,500	0%
Signs & Signals	608	6,000	-	4,000	-33%
Traffic Supplies	102,415	112,600	19,756	114,600	2%
Total Traffic Lighting Operations	161,211	192,100	35,341	192,100	0%
Building & Facility Operations:					
Fuel Oil	5,276	6,750	977	5,100	-24%
Building Facility Maintenance	155,096	479,530	229,150	282,000	-41%
Maintenance Supplies	194,562	217,810	60,137	219,356	1%
Radio Communications	22,402	57,000	13,979	43,000	-25%
HVAC - Plumbing - Electrical	127,597	187,300	99,647	195,800	5%
Parking Meter Maintenance/Parts	66,101	72,188	5,590	69,000	-4%
Emergency Repairs	139,958	250,718	226,695	29,000	-88%
Other	106,547	169,550	76,104	174,750	3%
Total Building & Facility Operations	817,539	1,440,846	712,279	1,018,006	-29%
Rolling Stock Operations:					
Fuel	406,998	586,242	186,219	480,702	-18%
Fire & Police Vehicles Supplies	29,642	36,218	11,619	39,800	10%
Tire & Chains	31,000	33,100	11,919	33,100	0%
Repairs & Maintenance	778,653	905,131	344,609	856,650	-5%
Other	21,501	31,009	19,798	17,050	-45%
Total Rolling Stock Operations	1,267,794	1,591,700	574,164	1,427,302	-10%
Utilities:					
Electricity	2,005,923	2,445,719	832,643	2,097,050	-14%
Telephone/Data Lines	201,653	216,663	85,723	211,837	-2%
Gas	310,078	367,472	33,919	350,953	-4%
Water	137,439	145,205	32,676	141,505	-3%
Total Utilities	2,655,093	3,175,059	984,961	2,801,345	-12%

**CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY SOURCES OF REVENUE & OBJECTS OF EXPENDITURE**

EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Exp/Encumb 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Materials & Supplies (cont'd):					
Rentals:					
Property - Space	208,154	195,510	90,729	195,510	0%
Software	403,626	353,396	212,717	300,864	-15%
Equipment	72,459	83,828	34,137	82,387	-2%
Total Rentals	<u>684,239</u>	<u>632,734</u>	<u>337,583</u>	<u>578,761</u>	<u>-9%</u>
K-9 Police Unit	<u>6,937</u>	<u>8,000</u>	<u>2,512</u>	<u>6,000</u>	<u>-25%</u>
Total Materials & Supplies	<u>8,057,615</u>	<u>10,113,198</u>	<u>3,431,402</u>	<u>8,913,737</u>	<u>-12%</u>
Direct Costs:					
Contractual Services:					
Ambulance Service Contract	680,580	704,400	352,200	729,054	4%
Consultants	115,195	755,422	340,473	403,400	-47%
Financial & Auditing	102,705	102,705	100,005	102,705	0%
Public Stenographer	11,609	31,800	3,033	26,000	-18%
Athletic Officials	56,552	90,000	19,200	90,000	0%
Civil Service Exam Admin.	26,360	42,480	20,333	39,400	-7%
Medical Examinations	19,315	69,750	8,394	62,588	
Service Contracts	1,068,361	1,368,637	871,414	1,206,003	-12%
Bus Transportation	63,750	114,825	-	55,325	-52%
Waste Disposal Haulaway	834,410	944,762	366,573	904,599	-4%
Labor Counsel	17,804	363,795	263,795	200,000	-45%
Legal Services	1,654	77,500	10,000	67,500	-13%
Program Services	795,995	1,600,648	849,797	1,041,818	-35%
Network Support - Internet Access	102,565	106,150	89,640	101,150	-5%
Humane Society	44,892	44,892	22,446	44,892	0%
Red Light Cameras Contract	528,698	675,000	281,250	810,000	20%
On-Line Subscription Services	106,802	130,160	60,923	110,000	-15%
Ticket Collections	315,137	395,000	127,258	305,000	-23%
Arbitration & Hearing Officers	5,650	130,700	-	130,700	0%
Meals	34,906	47,000	7,557	40,500	-14%
Towing	20,526	36,500	6,024	21,500	-41%
Armory Contract Charges	277,412	282,962	163,893	288,620	2%
Credit Card Fees	714,407	888,411	231,879	554,766	-38%
Miscellaneous	81,883	112,165	36,975	94,950	-15%
Insurances:					
Contribution to Self Insurance Fund	6,026,127	5,149,487	5,149,487	4,914,535	-5%
Other Insurance Premiums	103,799	121,200	101,231	108,500	-10%
Legal Judgments - Settlements	1,030,674	1,800,000	44,701	1,800,000	0%
Taxes	409,880	425,000	8,396	425,000	0%
BID Services	700,000	700,000	700,000	700,000	0%
Rent Abatements (ETPA)	44,457	75,000	14,946	50,000	-33%
NYS Admin. Charges (ETPA)	49,040	56,000	56,000	56,000	0%
Procedural Review Tax Assess.	29,800	275,500	211,500	100,000	-64%
Community Activities	97,653	186,000	40,549	117,000	-37%
Slater Center Support	226,000	226,000	113,000	226,000	0%
Crime Control Planning	10,275	25,000	5,929	20,000	-20%
Other	-	8,500	3,483	10,000	18%
Total Direct Costs	<u>14,754,873</u>	<u>18,163,351</u>	<u>10,682,284</u>	<u>15,957,505</u>	<u>-12%</u>

**CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY SOURCES OF REVENUE & OBJECTS OF EXPENDITURE**

EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Exp/Encumb 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Equipment:					
Rolling Stock	336,109	1,184,049	361,355	860,000	-27%
Office Equipment	54,933	85,012	11,174	73,533	-14%
Machinery & Tools	79,728	37,502	1,136	28,056	-25%
Building Facility Enhancements	1,792	6,500	7,232	2,500	-62%
Protective Services Equipment	49,292	58,950	9,227	50,000	-15%
Fire Station Furnishings	3,703	4,000	2,680	4,000	0%
Mobile Radios	10,084	10,200	-	10,200	0%
Security Equipment	4,728	5,000	345	5,000	0%
Parking Meters	50,000	20,000	-	20,000	0%
Traffic Control Equipment	7,436	12,000	10,352	12,000	0%
Other Equipment	13,587	15,000	-	12,000	100%
Total Equipment	<u>611,392</u>	<u>1,438,213</u>	<u>403,501</u>	<u>1,077,289</u>	<u>-25%</u>
Other Financial Uses:					
Transfer To:					
Library Fund	* 6,297,594	6,778,509	2,872,495	6,545,300	-3%
Debt Service Fund	13,897,526	13,550,554	4,159,560	13,578,534	0%
Capital Projects Fund	-	-	-	-	0%
Public Safety Grant Fund	-	-	-	-	-100%
Housing Auth. Enhancement Fund	-	-	-	-	-100%
Total Other Financial Uses	<u>20,195,120</u>	<u>20,329,063</u>	<u>7,032,055</u>	<u>20,123,834</u>	<u>-1%</u>
Reserve for Financing	-	3,959,390	-	4,037,738	2%
Total Other than Personnel Costs	<u>43,619,000</u>	<u>54,003,215</u>	<u>21,549,242</u>	<u>50,110,103</u>	<u>-7%</u>
Total Expenditures	<u>\$ 166,486,680</u>	<u>\$ 183,630,746</u>	<u>\$ 83,879,174</u>	<u>\$ 183,728,071</u>	<u>0%</u>

* Classification for Budgetary purposes.

**CITY OF WHITE PLAINS - GENERAL FUND
REVENUE BUDGET BY DEPARTMENTS**

REVENUES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Recognized 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Council & Boards:					
Common Council	\$ -	\$ 10,308,851	\$ -	\$ 5,000,000	-51%
City Court	546,453	750,000	121,865	600,000	-20%
Real Estate Committee	169,702	-	-	-	0%
Total Council & Boards	<u>716,155</u>	<u>11,058,851</u>	<u>121,865</u>	<u>5,600,000</u>	<u>-49%</u>
General Government:					
Office of the Mayor	81,000	100,000	29,700	80,000	-20%
City Clerk Office	146,128	138,392	56,358	138,160	0%
Law Department	5,739	2,300	7,758	2,550	11%
Assessor's Office	2,744	3,550	3,177	3,800	7%
Finance Department	127,429,942	131,843,974	92,383,490	141,020,062	7%
Budget Department	-	-	50	-	0%
Information Technology	-	-	-	-	0%
Purchasing Department	149,052	110,000	25,444	160,000	45%
Planning Department	158,528	143,000	145,162	136,000	-5%
Building Department	8,910,826	5,866,700	2,661,330	6,379,150	9%
Personnel Department	88,355	37,330	14,578	38,740	4%
Total General Government	<u>136,972,314</u>	<u>138,245,246</u>	<u>95,327,047</u>	<u>147,958,462</u>	<u>7%</u>
Public Works:					
Bureau of Administration	1,054,467	1,282,524	806,725	1,146,098	-11%
Bureau of Engineering	156,770	125,300	147,569	135,300	8%
Bureau of Building Maintenance	857,651	1,251,947	509,385	1,707,878	36%
Bureau of Garage and Shop	-	-	299	-	0%
Bureau of Storm Water	-	-	-	-	0%
Bureau of Highways	149,819	140,379	18,411	139,846	0%
Parks Maintenance	132,288	135,800	50,646	137,300	1%
Bureau of Sanitation	70,241	76,900	10,232	76,000	-1%
Total Public Works	<u>2,421,236</u>	<u>3,012,850</u>	<u>1,543,267</u>	<u>3,342,422</u>	<u>11%</u>
Parking:					
General Operations	617,100	582,775	380,473	512,869	-12%
Garages	10,102,652	10,572,115	4,315,912	8,106,057	-23%
Surface Lots	2,814,818	2,954,876	1,398,406	2,594,664	-12%
Streets	2,212,844	2,421,567	937,178	2,108,840	-13%
Violations	7,540,283	7,497,615	2,745,526	7,305,534	-3%
City Center Enforcement	334,793	349,010	167,115	295,543	-15%
Traffic Operations	20,269	18,711	13,026	18,711	0%
Total Parking	<u>23,642,759</u>	<u>24,396,669</u>	<u>9,957,636</u>	<u>20,942,218</u>	<u>-14%</u>
Public Safety:					
Public Safety Administration	3,400	2,400	1,000	2,400	0%
Fire Department	887,821	912,857	926,002	922,277	1%
Police Department	2,234,841	3,254,851	1,179,984	2,646,520	-19%
Total Public Safety	<u>3,126,062</u>	<u>4,170,108</u>	<u>2,106,986</u>	<u>3,571,197</u>	<u>-14%</u>
Community Services:					
Recreation and Parks	1,523,864	1,822,600	561,922	1,389,350	-24%
Youth Bureau	725,296	924,422	8,966	924,422	0%
Total Community Services	<u>2,249,160</u>	<u>2,747,022</u>	<u>570,888</u>	<u>2,313,772</u>	<u>-16%</u>
Total Revenues	<u>\$ 169,127,686</u>	<u>\$ 183,630,746</u>	<u>\$ 109,627,689</u>	<u>\$ 183,728,071</u>	<u>0%</u>

**CITY OF WHITE PLAINS - GENERAL FUND
EXPENDITURE BUDGET BY DEPARTMENTS**

EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Exp/Encumb 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Council & Boards:					
Common Council	\$ 379,823	\$ 4,344,422	\$ 183,276	\$ 4,426,271	2%
City Court	20,479	25,625	11,818	25,500	0%
Board of Assessment Review	17,628	18,767	-	18,731	0%
Zoning Appeals Board	3,018	3,164	1,542	3,092	-2%
Real Estate Committee	-	3,000	-	3,000	0%
Board of Ethics	-	300	-	300	0%
Housing Authority	10,498	10,515	5,250	10,538	0%
Total Council & Boards	431,446	4,405,793	201,886	4,487,432	2%
General Government:					
Office of the Mayor	852,033	998,850	461,328	979,781	-2%
City Clerk Office	639,805	701,740	372,534	700,247	0%
Law Department	1,674,063	3,291,943	1,720,946	3,003,223	-9%
Assessor's Office	635,944	660,426	289,849	680,977	3%
Finance Department	31,822,953	32,740,235	17,196,850	32,315,999	-1%
Budget Department	494,479	496,408	235,314	536,062	8%
Information Technology	1,645,577	1,636,416	887,267	1,586,042	-3%
Purchasing Department	479,535	469,980	226,018	492,794	5%
Planning Department	1,087,467	1,233,773	566,708	1,170,278	-5%
Building Department	2,903,241	2,900,538	1,388,434	2,908,470	0%
Personnel Department	866,499	920,620	424,893	937,095	2%
Total General Government	43,101,596	46,050,929	23,770,141	45,310,968	-2%
Public Works:					
Bureau of Administration	1,634,115	1,735,899	803,024	1,675,620	-3%
Bureau of Engineering	2,818,206	2,998,307	1,359,632	2,981,573	-1%
Bureau of Building Maintenance	3,833,720	4,494,018	2,302,679	3,932,188	-13%
Bureau of Garage and Shop	2,234,903	2,379,327	1,128,377	2,441,608	3%
Bureau of Storm Water	107,694	153,973	75,527	80,986	-47%
Bureau of Highways	8,906,252	9,898,069	3,844,372	9,593,448	-3%
Parks Maintenance	1,811,565	2,132,261	880,070	2,047,058	-4%
Bureau of Sanitation	7,674,095	7,836,427	3,785,797	8,044,755	3%
Total Public Works	29,020,550	31,628,281	14,179,478	30,797,236	-3%
Parking:					
General Operations	8,900,134	9,299,443	2,764,577	8,737,806	-6%
Garages	1,996,772	2,185,782	1,039,595	2,027,894	-7%
Surface Lots	242,442	232,870	94,910	232,861	0%
Violations	1,469,667	1,756,884	696,087	1,768,424	1%
Enforcement	2,661,531	2,683,550	1,324,137	2,739,046	2%
Enforcement - City Center	329,346	343,565	164,386	295,543	-14%
Traffic Operations	1,428,793	1,605,465	726,426	1,602,195	0%
Total Parking	17,028,685	18,107,559	6,810,118	17,403,769	-4%
Public Safety:					
Public Safety Administration	1,839,965	1,773,798	983,448	1,860,068	5%
Fire Department	26,743,772	27,736,430	13,660,926	29,230,813	5%
Police Department	36,123,851	40,170,701	19,027,326	41,513,869	3%
Total Public Safety	64,707,588	69,680,929	33,671,700	72,604,750	4%
Community Services:					
Public Library-G.F. Contribution	6,297,594	6,778,509	2,872,495	6,545,300	-3%
Recreation and Parks	3,415,879	4,056,365	1,442,788	3,641,516	-10%
Youth Bureau	2,483,342	2,922,381	930,568	2,937,100	1%
Total Community Services	12,196,815	13,757,255	5,245,851	13,123,916	-5%
Total Expenditures	\$ 166,486,680	\$ 183,630,746	\$ 83,879,174	\$ 183,728,071	0%

**CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY ACTIVITIES**

REVENUES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Recognized 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Policy Formulation & Administration:					
CC Policy Formulation	\$ -	\$ 10,308,851	\$ -	\$ 5,000,000	-51%
City Court Proceedings	546,453	750,000	121,865	600,000	-20%
Municipal Management	81,000	100,000	29,700	80,000	-20%
City Clerk Services	146,128	138,392	56,358	138,160	0%
Counsel to City	5,739	2,300	7,758	2,550	11%
Establish/Maintain Assessment Roll	2,744	3,550	3,177	3,800	7%
Financial Policy and Administration	249	300	124	300	0%
Bookkeeping & Financial Reporting	11,608	11,500	16,119	11,650	1%
Disbursements & Payroll	4,000	4,020	4,008	4,020	0%
Revenue Collections	920,357	716,000	51,329	120,000	-83%
City-wide Financial Activities	126,493,728	131,112,154	92,311,910	140,884,092	7%
Resource Planning & Management	-	-	50	-	0%
Information Technology	-	-	-	-	0%
Purchasing, Stockroom & Warehouse	149,052	110,000	25,444	160,000	45%
Personnel Administration	62	40	0	40	0%
Civil Service Administration	88,293	37,290	14,578	38,700	4%
DPW Program Mgmt. & Admin.	1,054,467	1,282,524	806,725	1,146,098	-11%
DPW City-owned Bldg. Maintenance	857,651	1,251,947	509,385	1,707,878	36%
DPW Rolling Stock Maintenance	-	-	299	-	0%
Tax Property Management	169,702	-	-	-	0%
Total Policy Formulation & Admin.	<u>130,531,233</u>	<u>145,828,868</u>	<u>93,958,829</u>	<u>149,897,288</u>	<u>3%</u>
Protection of Persons & Property:					
Street Lighting	17,715	10,000	-	5,000	-50%
Public Safety Administration	3,400	2,400	1,000	2,400	0%
Fire Admin., Prevention & Suppression	887,821	912,857	926,002	922,277	1%
Police Administration	18,610	22,400	17,475	22,400	0%
License Division	339,415	463,200	191,320	384,800	-17%
Support Services	27,089	39,000	13,262	33,000	-15%
Community Policing	275,000	275,000	110,000	275,000	0%
Patrol Operations	1,563,477	2,439,251	846,502	1,926,320	-21%
Traffic Enforcement Operations	8,250	5,000	1,425	5,000	0%
ESU/Special Response Team	3,000	11,000	-	0	100%
Total Protection of Persons & Property	<u>3,143,777</u>	<u>4,180,108</u>	<u>2,106,986</u>	<u>3,576,197</u>	<u>-14%</u>
Environmental Protection:					
Waste Collection, Disposal & Recycling	70,241	76,900	10,232	76,000	-1%
Housing Code Enforcement	16,364	33,000	18,918	21,600	-35%
Equip/Environmental Code Enforcement	1,823,296	1,061,200	416,489	1,162,750	10%
Eng. Review/Construction Code Enf.	7,071,166	4,772,500	2,225,923	5,194,800	9%
Total Environmental Protection	<u>8,981,067</u>	<u>5,943,600</u>	<u>2,671,562</u>	<u>6,455,150</u>	<u>9%</u>
Transportation:					
Forestry Services	-	1,500	1,071	1,500	0%
Snow Removal	101,408	100,579	-	105,046	4%
Street Repairs	30,533	28,050	17,274	28,050	0%
Leaf Removal	163	250	66	250	0%
Parking	23,622,490	24,377,958	9,944,610	20,923,507	-14%
Traffic Engineering & Administration	6,152	6,711	6,711	6,711	0%
Operation/Maint. of Traffic Control Devices	14,117	12,000	6,315	12,000	0%
Total Transportation	<u>23,774,863</u>	<u>24,527,048</u>	<u>9,976,047</u>	<u>21,077,064</u>	<u>-14%</u>

CITY OF WHITE PLAINS - GENERAL FUND

BUDGET BY ACTIVITIES

REVENUES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Recognized 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Social Enrichment Opportunities:					
Recreation & Parks Administration	25,009	35,400	15,895	35,000	-1%
Camps	521,216	538,200	84,023	416,800	-23%
Ebersole Rink	392,144	431,800	205,708	202,200	-53%
Pools	27,402	39,000	15,012	25,000	-36%
Youth Sports & Activities	169,414	241,500	45,914	199,500	-17%
Adult Sports & Activities	216,251	327,500	146,539	334,400	2%
Special Recreation	51,315	66,000	4,562	55,550	-16%
Cultural & Special Events	8,460	15,100	6,680	15,500	3%
Parks Maintenance	132,288	135,800	50,646	137,300	1%
Senior & Citizens Services	112,653	128,100	37,589	105,400	-18%
Youth Program Mgmt/Administration	14,120	-	(530)	-	0%
After School Centers & Saturday Academy	562,293	759,000	9,496	759,000	0%
Youth Employment	-	-	-	-	0%
Neighborhood Services	-	-	-	-	0%
Alternatives Program	18,333	30,519	-	30,519	0%
Bits 'N Pieces Summer Day Camp	130,550	134,903	-	134,903	0%
City Support to Federal Programs	26,924	27,000	24,608	27,000	0%
Total Social Enrichment Opportunities	<u>2,408,372</u>	<u>2,909,822</u>	<u>646,142</u>	<u>2,478,072</u>	<u>-15%</u>
Physical Resource Development:					
Planning Services	118,839	111,000	114,119	104,000	-6%
City Support to URA	12,765	5,000	6,435	5,000	0%
Engineering Services	156,770	125,300	147,569	135,300	8%
Total Physical Development	<u>288,374</u>	<u>241,300</u>	<u>268,123</u>	<u>244,300</u>	<u>1%</u>
Total Revenues	<u>\$ 169,127,686</u>	<u>\$ 183,630,746</u>	<u>\$ 109,627,689</u>	<u>\$ 183,728,071</u>	<u>0%</u>

**CITY OF WHITE PLAINS - GENERAL FUND
BUDGET BY ACTIVITIES**

EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Exp/Encumb 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Policy Formulation & Administration:					
CC Policy Formulation	\$ 379,823	\$ 4,344,422	\$ 183,276	\$ 4,426,271	2%
City Court Proceedings	20,479	25,625	11,818	25,500	0%
Assessment Review	17,628	18,767	-	18,731	0%
Review of Zoning Appeals	3,018	3,164	1,542	3,092	-2%
Tax Property Management	-	3,000	-	3,000	0%
Board of Ethics	-	300	-	300	0%
WP Housing Authority	10,498	10,515	5,250	10,538	0%
Municipal Management	852,033	998,850	461,328	979,781	-2%
City Clerk Services	562,318	619,263	293,018	614,394	-1%
Elections	77,487	82,477	79,516	85,853	4%
Counsel to City	1,291,634	1,696,207	841,191	1,991,693	17%
Litigation	227,318	493,745	230,117	372,889	-24%
Labor Relations	125,311	826,491	438,138	538,641	-35%
Tax Assessment Review	29,800	275,500	211,500	100,000	-64%
Establish/Maintain Assessment Roll	635,944	660,426	289,849	680,977	3%
Financial Policy and Administration	592,327	640,339	273,833	617,056	-4%
Bookkeeping & Financial Reporting	356,479	376,681	173,088	387,072	3%
Disbursements & Payroll	526,956	575,789	272,741	571,171	-1%
Revenue Collections	714,538	792,566	349,642	792,473	0%
City-wide Financial Activities	29,632,653	30,354,860	16,127,546	29,948,227	-1%
Resource Planning & Management	494,479	496,408	235,314	536,062	8%
Information Technology	1,645,577	1,636,416	887,267	1,586,042	-3%
Purchasing, Stockroom & Warehouse	479,535	469,980	226,018	492,794	5%
Personnel Administration	296,670	296,594	134,410	297,470	0%
Civil Service Administration	569,829	624,026	290,483	639,625	2%
DPW Program Mgmt. & Admin.	1,634,115	1,735,899	803,024	1,675,620	-3%
DPW City-Owned Bldg. Maintenance	3,833,720	4,494,018	2,302,679	3,932,188	-13%
DPW Rolling Stock Maintenance	2,234,903	2,379,327	1,128,377	2,441,608	3%
Total Policy Formulation & Admin.	<u>47,245,072</u>	<u>54,931,655</u>	<u>26,250,965</u>	<u>53,769,068</u>	<u>-2%</u>
Protection of Persons & Property:					
Street Lighting	961,065	1,035,785	397,923	998,773	-4%
Public Safety Administration	1,159,385	1,069,398	631,248	1,131,014	6%
Fire Administration	382,385	425,921	195,424	439,077	3%
Fire Prevention	898,073	1,115,193	408,062	1,043,233	-6%
Fire Training	332,101	434,956	164,627	411,740	-5%
Fire Apparatus & Building Maintenance	207,480	213,725	62,741	186,355	-13%
Fire Special Operations	214,672	314,827	142,495	317,423	1%
Emergency Medical Services	680,580	704,400	352,200	729,054	4%
Fire Suppression	24,709,061	25,231,808	12,687,577	26,832,985	6%
Police Personnel/Administration	3,250,833	3,650,004	1,674,469	3,793,644	4%
Police Comm/Equip. Maint.	172,722	61,121	25,704	40,700	-33%
Support Services	1,392,591	1,568,783	706,624	1,791,984	14%
Training/Special Programs	372,027	151,577	189,573	337,078	122%
Community Policing	2,128,253	2,241,781	1,091,282	2,273,466	1%
Criminal Investigations	3,846,732	4,326,936	2,149,469	4,621,231	7%
Narcotics Unit	1,337,640	1,400,923	671,210	1,443,574	3%
Patrol Operations	20,604,802	23,646,328	11,040,052	24,065,177	2%
Traffic Enforcement	2,794,339	3,061,401	1,410,569	3,082,017	1%
ESU/Special Response Team	223,912	61,847	68,374	64,998	5%
Total Protection of Persons & Property	<u>65,668,653</u>	<u>70,716,714</u>	<u>34,069,623</u>	<u>73,603,523</u>	<u>4%</u>

**CITY OF WHITE PLAINS - GENERAL FUND
BUGET BY ACTIVITIES**

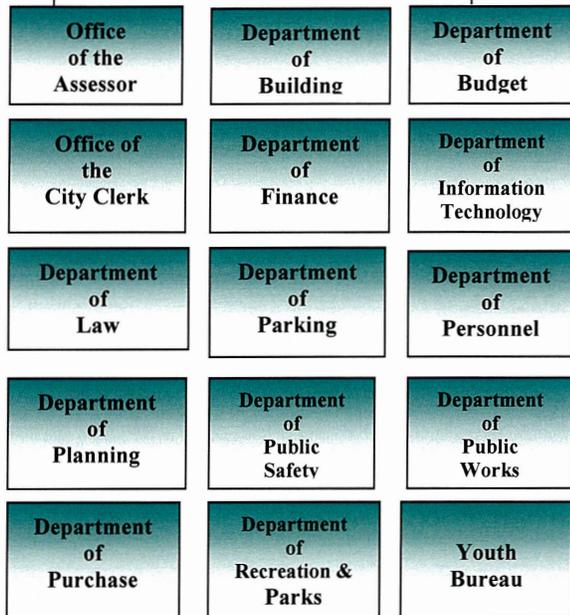
EXPENDITURES:	2019-2020 Actual	2020-2021 Revised Budget 12/31/2020	2020-2021 Exp/Encumb 12/31/2020	2021-2022 Budget	% Increase (Decrease)
Environmental Protection:					
Storm Water System Maintenance	107,694	153,973	75,527	80,986	-47%
Waste Collection, Disposal & Recycling	7,674,095	7,836,427	3,785,797	8,044,755	3%
Housing Code Enforcement	667,227	666,422	317,762	676,105	1%
Equip/Environmental Code Enforcement	1,036,664	1,047,615	512,029	1,065,945	2%
Eng. Review/Construction Code Enf.	1,199,350	1,186,501	558,643	1,166,420	-2%
Total Environmental Protection	10,685,030	10,890,938	5,249,758	11,034,211	1%
Transportation:					
Forestry Services	712,270	823,914	414,552	736,633	-11%
Snow Removal	813,309	1,378,517	16,115	1,299,530	-6%
Street Cleaning	507,238	547,629	244,158	555,856	2%
Street Repairs	5,612,830	5,770,002	2,579,888	5,745,763	0%
Leaf Removal	299,540	342,222	191,736	256,893	-25%
Parking	15,599,892	16,502,094	6,083,692	15,801,574	-4%
Traffic Engineering & Administration	433,397	434,371	208,311	442,779	2%
Operations/Maint. of Traffic Control Devices	995,396	1,171,094	518,115	1,159,416	-1%
Total Transportation	24,973,872	26,969,843	10,256,567	25,998,444	-4%
Social Enrichment Opportunities:					
Recreation & Parks Administration	937,120	1,056,883	441,081	1,051,788	0%
Camps	490,149	607,788	68,287	301,407	-50%
Ebersole Rink	240,357	298,032	80,932	252,385	-15%
Pools	127,197	160,222	125,048	160,222	0%
Youth Sports & Activities	493,316	598,060	237,456	568,658	-5%
Adult Sports & Activities	240,612	348,286	111,525	293,311	-16%
Special Recreation	36,097	80,871	3,342	62,778	-22%
Cultural & Special Events	166,267	191,349	46,589	150,822	-21%
Renaissance Plaza	35,433	41,434	17,718	39,837	-4%
Parks Maintenance	1,811,565	2,132,261	880,070	2,047,058	-4%
Senior & Citizens Services	649,331	673,440	310,810	760,308	13%
Youth Program Mgmt/Administration	609,236	653,725	292,821	658,577	1%
After School Centers & Saturday Academy	735,662	962,597	191,277	873,664	-9%
Youth Employment	553,575	605,092	242,774	713,487	18%
Neighborhood Services	209,373	294,370	66,318	289,744	-2%
Alternatives Program	273,012	303,562	129,865	306,242	1%
Bits 'N Pieces Summer Day Camp	102,484	103,035	7,513	95,386	-7%
General Fund Contribution to Library	6,297,594	6,778,509	2,872,495	6,545,300	-3%
City Support to Federal Programs	4,108	4,229	2,068	4,303	2%
Total Social Enrichment Opportunities	14,012,488	15,893,745	6,127,989	15,175,277	-5%
Physical Resource Development:					
Planning Services	1,076,514	1,222,497	561,192	1,158,804	-5%
City Support to URA	6,845	7,047	3,448	7,171	2%
Engineering Services	2,818,206	2,998,307	1,359,632	2,981,573	-1%
Total Physical Development	3,901,565	4,227,851	1,924,272	4,147,548	-2%
Total Expenditures	\$ 166,486,680	\$ 183,630,746	\$ 83,879,174	\$ 183,728,071	0%

**The People of
the
City of White Plains**

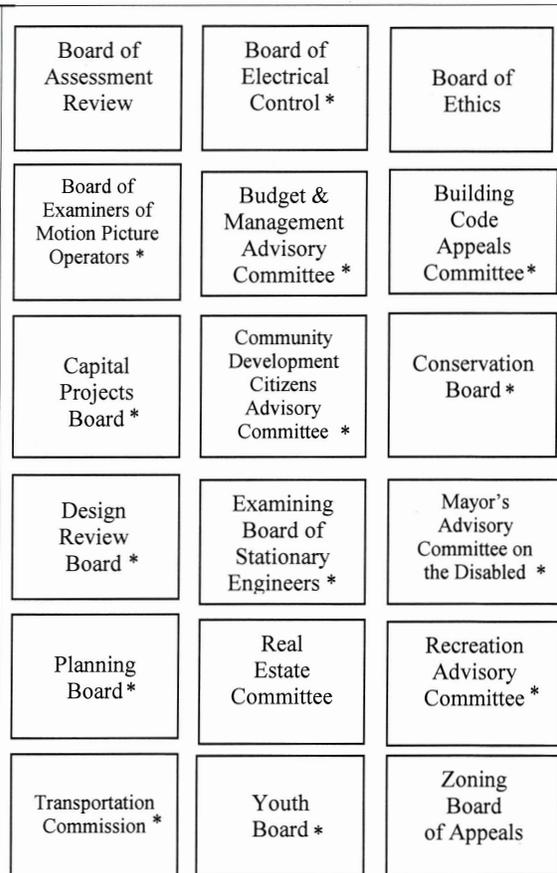
Mayor

**Common
Council**

Operating Departments



Advisory Boards & Commissions



Other Operating Agencies

White Plains Cable Television Access Commission *
 White Plains City Court
 White Plains Housing Authority *
 White Plains Public Library
 White Plains Urban Renewal Agency*

*Budget is adopted by governing board other than the Common Council.

* Does not have operating budget and is not reflected in document.

ASSESSMENT REVIEW BOARD

DEPARTMENT DESCRIPTION:

The Board of Assessment Review is a quasi-judicial agency which conducts public hearings to review taxpayer complaints of alleged illegality, or erroneousessness of their property assessments. The Board administers oaths and receives evidence. The Board, in executive session, determines the assessment of the real property of each complainant and amends the tentative assessment roll, if necessary.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Assessment Review	A004	\$ 17,628	\$ 18,767	\$ 18,731	III-41

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

NONE

There are three members of this Board who receive an annual stipend pursuant to the City's Compensation and Leave Ordinance.

ASSESSMENT REVIEW BOARD

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 15,637	\$ 15,900	\$ -	\$ 15,900
Employee Benefits	1,915	1,982	-	2,031
Materials & Supplies	76	585	-	500
Direct Costs	<u>-</u>	<u>300</u>	<u>-</u>	<u>300</u>
Total Expenditures	<u>\$ 17,628</u>	<u>\$ 18,767</u>	<u>\$ -</u>	<u>\$ 18,731</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 17,628</u>	<u>\$ 18,767</u>	<u>\$ -</u>	<u>\$ 18,731</u>

ASSESSOR

DEPARTMENT DESCRIPTION:

This office performs the assessments for all real property and apportions special franchise assessments within the City of White Plains. It provides the City with a basis for determining the tax levy for the operations of the City for each fiscal year. As administrator of real property records, it provides services, as required, to the general public. The Assessor is also a member of the City's Real Estate Committee.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Establishment/Maintenance of Assessment Roll	A015	\$ 633,200	\$ 656,876	\$ 677,177	III-11

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Assessor	Appt.	1	1	-	1	1	-
Assistant Assessor	13	1	1	-	1	1	-
Assessor's Aide	11	1	1	-	1	1	-
Senior Assessment Clerk	8	1	-	1	1	1	-
Assessment Clerk	3	1	1	-	1	1	-
		<u>5</u>	<u>4</u>	<u>1</u>	<u>5</u>	<u>5</u>	<u>-</u>

ASSESSOR

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 424,850	\$ 401,361	\$ 198,881	\$ 448,729
Employee Benefits	189,709	189,080	88,126	204,763
Materials & Supplies	19,016	65,435	2,541	22,935
Direct Costs	386	2,950	301	2,950
Equipment	1,983	1,600	-	1,600
Total Expenditures	\$ 635,944	\$ 660,426	\$ 289,849	\$ 680,977
<u>Revenues</u>				
Miscellaneous Revenues	\$ 2,744	\$ 3,550	\$ 3,177	\$ 3,800
Total Program Generated Revenues	\$ 2,744	\$ 3,550	\$ 3,177	\$ 3,800
Net Cost	\$ 633,200	\$ 656,876	\$ 286,672	\$ 677,177

BUDGET DEPARTMENT

DEPARTMENT DESCRIPTION:

The Budget Department is responsible for presenting a complete financial plan to the Mayor and Common Council for the ensuing fiscal year and for the management of the City's revenues and expenditures throughout the year. It analyzes the financial condition of the City by balancing its management resources and physical and financial assets against its statutory obligations and service delivery commitments; formulates recommendations for improved management of the City's operations; and carries out management and productivity improvement studies of departmental organizations, functions, and procedures.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Resource Planning & Management	A022	\$ 494,479	\$ 496,408	\$ 536,062	III-35

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

<u>Title</u>	<u>Grade</u>	<u>FY 20-21 Revised Budget 12/31/20</u>			<u>FY 21-22 Proposed Budget</u>		
		<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Budget Director	Appt.	1	1	-	1	1	-
Deputy Budget Director	Appt.	1	-	1	1	-	1
Budget Analyst	M/C12	1	-	1	1	-	1
Budget Assistant	10	1	1	-	1	1	-
		<u>4</u>	<u>2</u>	<u>2</u>	<u>4</u>	<u>2</u>	<u>2</u>

BUDGET DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 376,261	\$ 357,355	\$ 180,415	\$ 385,655
Employee Benefits	109,304	128,453	53,199	140,407
Materials & Supplies	7,759	9,400	1,700	9,400
Direct Costs	575	600	-	600
Equipment	580	600	-	-
Total Expenditures	\$ <u>494,479</u>	\$ <u>496,408</u>	\$ <u>235,314</u>	\$ <u>536,062</u>
<u>Revenues</u>				
Miscellaneous	\$ -	\$ -	\$ 50	\$ -
Net Cost	\$ <u><u>494,479</u></u>	\$ <u><u>496,408</u></u>	\$ <u><u>235,264</u></u>	\$ <u><u>536,062</u></u>

BUILDING DEPARTMENT

DEPARTMENT DESCRIPTION:

The Department of Building is responsible for the enforcement of the Ordinances of the City of White Plains and all applicable County and State Laws which regulate the use and occupancy of private land and structures. The goal is to secure the public's general health and safety through inspections relating to the structural strength, stability, means of egress, adequate light and ventilation of occupied structures. Our permit procedure provides the oversight on the design, construction, alteration, addition, repair, removal demolition, and the use and occupancy of structures in the City, thereby minimizing the loss to property and life which could occur as a result of accidents and natural disasters.

The Department coordinates its program with other departments and agencies of the City, County and State Governments and also with private agencies that have similar responsibilities, including among others, the American Society for Testing & Materials, the National Fire Protection Association and the Underwriters Laboratories.

City Ordinances enforced by the Department include the White Plains Supplemental Building Code Ordinance, the Zoning Ordinance, Charter related laws and Municipal Code of the City of White Plains. State Laws enforced include the Multiple Residence Law, the State Labor Law, the State Industrial Code, the New York State Uniform Fire Prevention and Building Code.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Engineering Review & Const. Code Enforcement	C010	\$ (5,871,816)	\$ (3,585,999)	\$ (4,028,380)	III-115
Equipment & Environmental Code Enforcement	C008	(786,632)	(13,585)	(96,805)	III-117
Housing Code Enforcement	C007	650,863	633,422	654,505	III-119
		<u>\$ (6,007,585)</u>	<u>\$ (2,966,162)</u>	<u>\$ (3,470,680)</u>	

BUILDING DEPARTMENT

REQUIRED RESOURCES- FULL TIME POSITIONS:		FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
Title	Grade	Authorized	Filled	Vacant	Authorized	Filled	Vacant
Commissioner of Building	Appt.	1	1	-	1	1	-
Deputy Comm. of Building	Appt.	1	1	-	1	1	-
Secretary to the Commissioner	M/C8	1	1	-	1	1	-
Senior Architect Code							
Enforcement Spanish Spk.	16	1	1	-	1	1	-
Senior Engineer Code							
Enforcement	16	1	1	-	1	1	-
Assistant Engineer Code							
Enforcement	14	1	-	1	1	-	1
Senior Code							
Enforcement Officer	14	6	4	2	6	4	2
Sr. Electric. Code							
Enforcement Officer	14	1	1	-	1	1	-
Sr. Elevator Code							
Enforcement Officer	14	1	1	-	1	1	-
Sr. Plumbing Code							
Enforcement Officer	14	1	1	-	1	1	-
Sr. Bldg./Housing Code							
Enforcement Officer	14	1	1	-	1	1	-
Elevator Code Enf Officer	12	1	1	-	1	1	-
Housing Enforcement Officer	12	2	1	1	2	1	1
Plumbing Code							
Enforcement Officer	12	1	-	1	1	-	1
Office Assistant I -							
Spanish Speaking	4	1	1	-	1	1	-
Office Assistant I	3	2	2	*	2	2	*
		<u>23</u>	<u>18</u>	<u>5</u>	<u>23</u>	<u>18</u>	<u>5</u>

* One or more positions underfilled

BUILDING DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,959,184	\$ 1,936,959	\$ 953,048	\$ 1,913,848
Employee Benefits	859,470	856,876	410,624	882,889
Materials & Supplies	34,105	44,959	15,897	43,080
Direct Costs	15,850	28,800	8,685	22,000
Rolling Stock/Equipment	34,632	32,944	180	46,653
Total Expenditures	\$ 2,903,241	\$ 2,900,538	\$ 1,388,434	\$ 2,908,470
<u>Revenues</u>				
Charges for Services	\$ 110,407	\$ 110,450	\$ 90,565	\$ 115,300
Licenses & Permits:				
Building	5,652,081	3,797,000	1,646,799	4,000,000
Plumbing	1,403,432	650,000	150,750	800,000
Electrical	1,027,054	640,000	331,872	850,000
Elevator	250,280	240,050	222,849	212,050
Other	456,212	415,700	213,202	390,500
Miscellaneous Revenues	11,360	13,500	5,293	11,300
Total Program Generated Revenues	\$ 8,910,826	\$ 5,866,700	\$ 2,661,330	\$ 6,379,150
Net Cost	\$ (6,007,585)	\$ (2,966,162)	\$ (1,272,896)	\$ (3,470,680)

CITY COURT

DEPARTMENT DESCRIPTION:

The City Court of White Plains is a "multi-purpose" Court which handles criminal and civil matters, small claims cases, vehicle and traffic law infractions and misdemeanors, City Ordinance violations, and parking violations. In addition there is an active Hub-Drug Treatment Court, a Veterans Court, and a DWI Court. The Court, which is a Court of record under the Unified Court System of the State of New York, decides all matters presented for resolution fairly and promptly.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
City Court Proceedings	A003	\$ (525,974)	\$ (724,375)	\$ (574,500)	III-43

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Full time Court Personnel are New York State Employees.

<u>REQUIRED RESOURCES- SUMMARY</u>	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
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Expenditures

Employee Benefits -				
Non-Salary Related	\$ 1,557	\$ 2,500	\$ 575	\$ 2,500
Materials & Supplies	16,933	16,125	10,303	17,500
Direct Costs	1,989	7,000	940	5,500
Total Expenditures	\$ 20,479	\$ 25,625	\$ 11,818	\$ 25,500

Revenues

Fines & Forfeitures	\$ 546,453	\$ 750,000	\$ 121,865	\$ 600,000
Total Program Generated Revenues	\$ 546,453	\$ 750,000	\$ 121,865	\$ 600,000
Net Cost	\$ (525,974)	\$ (724,375)	\$ (110,047)	\$ (574,500)

CITY CLERK

DEPARTMENT DESCRIPTION:

Vital Statistics: All births, deaths and marriages are recorded, certificates are issued, and activities reported as required to New York State and Westchester County.

Clerk of the Common Council: Preparation of agendas for monthly Regular Stated Meetings and Special Meetings of the Common Council; preparation and maintenance of the Official Proceedings Minutes; certifications of authenticity of Ordinances and Resolutions; indexing Common Council proceedings; and administrative support for the Common Council.

Administrative Services: Various administrative services including acting as liaison to constituents for the Westchester County Board of Elections; licensing of other activities under the Municipal Code/City Charter, or State Law, including dogs, transient merchants, window cleaners, peddlers, and transient sales; researching legislation for City Departments; response to all information inquiries on both the City Hall phone line, and the City's website.

Archives-Records Management: Dissemination of information regarding records retention, management and storage; coordination of records management process for the City; management of the City Archives of historical records and artifacts, including acquisition, processing, preservation and re-formatting to digital records for future generations.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
City Clerk Services	A009	\$ 416,190	\$ 480,871	\$ 476,234	III-3
Elections	A010	77,487	82,477	85,853	III-47
		<u>\$ 493,677</u>	<u>\$ 563,348</u>	<u>\$ 562,087</u>	

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
City Clerk	Appt.	1	1	-	1	1	-
Deputy City Clerk	Appt.	1	-	1	1	-	1
Principal Clerk	8	1	1	-	1	1	-
Office Assistant II	6	3	3	-	3	3	-
		<u>6</u>	<u>5</u>	<u>1</u>	<u>6</u>	<u>5</u>	<u>1</u>

CITY CLERK

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 372,061	\$ 399,920	\$ 197,443	\$ 400,261
Employee Benefits	168,113	177,300	86,300	183,656
Materials & Supplies	12,891	20,130	4,673	18,030
Direct Costs	<u>86,740</u>	<u>104,390</u>	<u>84,118</u>	<u>98,300</u>
Total Expenditures	<u>\$ 639,805</u>	<u>\$ 701,740</u>	<u>\$ 372,534</u>	<u>\$ 700,247</u>
<u>Revenues</u>				
Charges for Services	\$ 127,338	\$ 115,900	\$ 49,826	\$ 120,600
Licenses & Permits	17,196	20,900	5,629	16,000
Miscellaneous Revenues	<u>1,594</u>	<u>1,592</u>	<u>903</u>	<u>1,560</u>
Total Program Generated Revenues	<u>\$ 146,128</u>	<u>\$ 138,392</u>	<u>\$ 56,358</u>	<u>\$ 138,160</u>
Net Cost	<u><u>\$ 493,677</u></u>	<u><u>\$ 563,348</u></u>	<u><u>\$ 316,176</u></u>	<u><u>\$ 562,087</u></u>

COMMON COUNCIL

DEPARTMENT DESCRIPTION:

The City of White Plains is governed by a Common Council which consists of a Mayor and six other Council members. The seven-member Common Council is the City's policy making legislative body. It enacts laws and performs the administrative functions of establishing municipal departments and positions, prescribing duties, and fixing salaries. It adopts a budget, appropriates monies, grants franchises, and sells or leases properties. The Council must approve appointments to key administrative posts made by the Mayor.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Policy Formulation	A001	\$ 379,823	\$ (5,964,429)	\$ (573,729)	III-57

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Common Council Member (President's Stipend)	Elec.	1	1	-	1	1	-
Common Council Member	Elec.	5	5	-	5	5	-
		<u>6</u>	<u>6</u>	<u>-</u>	<u>6</u>	<u>6</u>	<u>-</u>

COMMON COUNCIL

<u>REQUIRED RESOURCES- SUMMARY</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 221,326	\$ 221,326	\$ 108,517	\$ 221,326
Employee Benefits	117,800	100,556	47,648	105,007
Materials & Supplies	12,220	7,150	6,973	6,700
Direct Costs	28,477	55,500	20,138	55,500
Equipment	-	500	-	-
Reserve for Financing	-	3,959,390	-	4,037,738
Total Expenditures	<u>\$ 379,823</u>	<u>\$ 4,344,422</u>	<u>\$ 183,276</u>	<u>\$ 4,426,271</u>
<u>Revenues</u>				
Appropriation for Prior Year Encumbrances	\$ -	\$ 2,243,851	\$ -	\$ -
Appropriation of Fund Balance	<u>-</u>	<u>8,065,000</u>	<u>-</u>	<u>5,000,000</u>
Total Program Generated Revenues	<u>\$ -</u>	<u>\$ 10,308,851</u>	<u>\$ -</u>	<u>\$ 5,000,000</u>
Net Cost	<u><u>\$ 379,823</u></u>	<u><u>\$ (5,964,429)</u></u>	<u><u>\$ 183,276</u></u>	<u><u>\$ (573,729)</u></u>

FINANCE DEPARTMENT

DEPARTMENT DESCRIPTION:

The Finance Department is responsible for the administration and management of all the City's finances pursuant to local and state laws, the City Charter, and ordinances of the Common Council. Included in these functions are the receipt, disbursement, and accounting of all City funds. The Department is responsible for the billing and receipt of all property taxes on behalf of the City, School District, and County, water collections, and receipt of all other monies collected by the City. As the custodian for all City cash, all banking and investments are conducted through the Finance Department.

As the disbursing officer of City's monies, the Finance Department is responsible for the auditing and payment of all claims, including those to vendors and other recipients. The Department processes the City's payroll and is responsible for tax returns and other filings on behalf of the City. Employee benefits and risk management functions are also conducted through the Finance Department. The Department manages and sells all City debt and is responsible for the proper accounting of all financial transactions. Each year the department produces the Comprehensive Annual Financial Report (CAFR), the City's annual financial audit to the Mayor, Common Council, and other interested parties.

The Department operates in accordance with its stated Fiscal Performance Goals, adopted by the Common Council in 1981 and amended in 1985 and 2013, in the areas of revenue systems, operating expenditures, capital improvements, investments, debt management, and financial reporting. In addition, the department operates in accordance with Charter requirements, State Laws, Comptroller's Guidelines and Government Accounting Standards. The Commissioner of Finance is the City's Chief Financial Officer and Receiver of Taxes. The Commissioner of Finance also serves as Fiscal Officer to the Cable TV Commission, Urban Renewal Agency, and the White Plains Local Development Corporation.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Bookkeeping & Financial Reporting	A018	\$ 344,871	\$ 365,181	\$ 375,422	III-25
City-wide Financial Activities	A021	(96,861,075)	(100,757,294)	(110,935,865)	III-27
Disbursements & Payroll	A019	522,956	571,769	567,151	III-29
Financial Policy & Admin.	A017	592,078	640,039	616,756	III-31
Revenue Collections	A020	(205,819)	76,566	672,473	III-37
		<u>\$ (95,606,989)</u>	<u>\$ (99,103,739)</u>	<u>\$ (108,704,063)</u>	

FINANCE DEPARTMENT

REQUIRED RESOURCES- FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Commissioner of Finance	Appt.	1	1	-	1	1	-
Deputy Commissioner of Finance	Appt.	1	1	-	1	1	-
Chief Accountant	M/C17	1	-	1	1	-	1
Secretary to the Commissioner	M/C 8	1	1	-	1	1	-
Accts. Receivable Supervisor	15	1	1	-	1	1	-
Accts. Payable Supervisor	15	1	1	-	1	1	-
Senior Accountant	14	1	1	*	1	1	*
Accountant	12	1	1	-	1	1	-
Assistant Accountant	11	1	1	-	1	1	-
Senior Payroll Clerk	10	1	1	-	1	1	-
Employee Benefits Clerk	10	1	1	-	1	1	-
Assist. Employee Benefits Clerk	8	1	-	1	1	-	1
Bookkeeper	8	4	4	-	4	4	-
Senior Account Clerk	5	1	1	-	1	1	-
		<u>17</u>	<u>15</u>	<u>2</u>	<u>17</u>	<u>15</u>	<u>2</u>

* One or more positions underfilled

FINANCE DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,505,847	\$ 1,590,858	\$ 711,933	\$ 1,547,019
Employee Benefits	695,699	753,966	378,801	790,067
Health Insurance Administration	24,260	47,000	39,268	42,000
Health Insurance Buyouts	729,893	691,109	700,860	720,500
Retirees' Health Benefits	10,818,344	11,708,511	5,597,407	11,778,000
Group Life Insurance-Management	68,151	75,150	34,679	73,250
Materials & Supplies	36,846	60,850	16,363	60,850
Direct Costs:				
Contribution to Self Ins. Fund	6,026,127	5,149,487	5,149,487	4,914,535
Legal Judgments-Tax Certs	1,030,674	1,800,000	44,701	1,800,000
Taxes-City Property	409,880	425,000	8,396	425,000
B.I.D. Services	700,000	700,000	700,000	700,000
Other	216,800	592,505	441,390	324,505
Equipment	4,356	2,400	-	-
Transfer to Debt Service Fund	9,556,076	9,143,399	3,373,565	9,140,273
Total Expenditures	<u>\$ 31,822,953</u>	<u>\$ 32,740,235</u>	<u>\$ 17,196,850</u>	<u>\$ 32,315,999</u>
<u>Revenues</u>				
Taxes & Related Items:				
Property Tax Levy	\$ 61,032,931	\$ 63,879,523	\$ 63,795,014	\$ 65,451,692
Sales Tax	42,943,224	43,300,000	21,718,692	41,700,000
Sales Tax-Restricted	4,771,469	-	-	-
Other	4,946,450	4,686,179	2,232,380	4,123,438
Intergovernmental	8,149,212	7,463,256	1,594,449	17,360,605
Charges for Services	1,592,857	1,638,910	1,643,353	2,317,882
Licenses & Permits	1,023,561	965,500	477,621	924,500
Miscellaneous Revenues	2,014,576	2,050,823	869,580	2,175,020
Interest Income	955,662	741,000	52,401	122,475
Apprtd. Tax Stabilization Reserve	-	5,198,783	-	4,924,450
Apprtd. Open Space Reserve	-	120,000	-	120,000
Apprtd. Tax Certiorari Reserve	-	1,800,000	-	1,800,000
Total Program Generated Revenues	<u>\$ 127,429,942</u>	<u>\$ 131,843,974</u>	<u>\$ 92,383,490</u>	<u>\$ 141,020,062</u>
Net Cost	<u><u>\$ (95,606,989)</u></u>	<u><u>\$ (99,103,739)</u></u>	<u><u>\$ (75,186,640)</u></u>	<u><u>\$ (108,704,063)</u></u>

GENERAL FUND CONTRIBUTION TO THE LIBRARY FUND

DEPARTMENT DESCRIPTION:

Appropriated in the General Fund each year is a contribution to the Library Fund in an amount which is consistent with overall City Spending.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
General Fund Contribution to the Library	F019	\$ <u>6,297,594</u>	\$ <u>6,778,509</u>	\$ <u>6,545,300</u>	III-152

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

See Library Fund Budget, Section IV

INFORMATION TECHNOLOGY DEPARTMENT

DEPARTMENT DESCRIPTION:

The Information Technology (IT) Department is responsible for the planning and development of City-wide information service policy. IT directs, coordinates and manages new automated information and communication systems and technology, as well as provides enhancements to existing automated systems. IT is responsible for the planning, coordination and implementation of the security measures used to ensure the security and integrity of data and computer files developed by the City. The IT Department provides consulting, support services and guidance to all departments which require the application of technology to meet their departmental goals.

ACTIVITIES PERFORMED:

Net Cost

Title	Activity Code	FY 19-20 Actual	FY 20-21		Reference Page
			Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Information Technology	IT01	\$ 1,645,577	\$ 1,636,416	\$ 1,586,042	III-13

REQUIRED RESOURCES- FULL TIME POSITIONS:

FY 20-21 Revised Budget 12/31/20

FY 21-22 Proposed Budget

Title	Grade	Authorized	Filled	Vacant	Authorized	Filled	Vacant
Chief Information Officer	Appt.	1	1	-	1	1	-
Information Tech. Manager	M/C16	1	1	-	1	1	-
PC Network Specialist	14	4	3	1	4	3	1
PC Network Technician	12	1	1	-	1	1	-
		<u>7</u>	<u>6</u>	<u>1</u>	<u>7</u>	<u>6</u>	<u>1</u>

INFORMATION TECHNOLOGY DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 717,364	\$ 743,720	\$ 362,295	\$ 743,720
Employee Benefits	280,835	297,790	143,436	310,658
Materials & Supplies:				
Computer Sys. Software	233,348	139,096	75,247	121,000
Application Software	146,239	142,000	135,112	149,764
Data Communications	28,208	20,000	11,347	25,000
Other	11,138	9,200	3,809	10,200
Direct Costs:				
Network Support	102,565	105,000	89,640	100,000
On-line Subscription Service	106,802	130,160	60,923	110,000
Other	3,043	5,450	5,000	4,700
Equipment	16,035	44,000	458	11,000
Total Expenditures	\$ 1,645,577	\$ 1,636,416	\$ 887,267	\$ 1,586,042
 <u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
 Net Cost	\$ 1,645,577	\$ 1,636,416	\$ 887,267	\$ 1,586,042

LAW DEPARTMENT

DEPARTMENT DESCRIPTION:

The Law Department is in charge of and conducts all of the legal business of the municipal corporation, the City of White Plains. The Corporation Counsel is the legal advisor to the Common Council and to each officer, department, bureau, board and commission of the City, and furnishes to them such advice and assistance as counsel and attorney, in and out of Court, as may be necessary.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Counsel to City	A011	\$ 1,285,895	\$ 1,693,907	\$ 1,989,143	III-45
Labor Relations	A013	125,311	826,491	538,641	III-51
Litigation/Tax Assess Review	A012/A014	257,118	769,245	472,889	III-49
		<u>\$ 1,668,324</u>	<u>\$ 3,289,643</u>	<u>\$ 3,000,673</u>	

REQUIRED RESOURCES- FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Corporation Counsel	Appt.	1	1	-	1	1	-
Deputy Corp. Counsel	Appt.	1	1	-	1	1	-
Sr. Asst. Corp. Counsel	M/C20	6	4	2	6	6	-
Secretary to the Corporation Counsel	M/C10	1	-	1	1	1	-
Legal Secretary	M/C8	1	1	-	1	1	-
		<u>10</u>	<u>7</u>	<u>3</u>	<u>10</u>	<u>10</u>	<u>-</u>

* One or more positions underfilled.

LAW DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,131,334	\$ 1,206,598	\$ 584,425	\$ 1,537,108
Employee Benefits	363,297	406,830	188,880	533,015
Materials & Supplies	44,545	50,100	22,217	50,100
Direct Costs:				
Consultants	56,945	599,522	329,884	310,000
Labor Counsel	17,804	363,795	263,795	200,000
Proceed. Review -Tax Certiorari	29,800	275,500	211,500	100,000
Other	28,701	376,000	113,945	266,000
Equipment	1,637	13,598	6,300	7,000
Total Expenditures	\$ 1,674,063	\$ 3,291,943	\$ 1,720,946	\$ 3,003,223
<u>Revenues</u>				
Charges for Services	\$ 5,625	\$ 2,300	\$ 6,450	\$ 2,550
Miscellaneous Revenues	114	-	1,308	-
Total Program Generated Revenues	\$ 5,739	\$ 2,300	\$ 7,758	\$ 2,550
Net Cost	\$ 1,668,324	\$ 3,289,643	\$ 1,713,188	\$ 3,000,673

OFFICE OF THE MAYOR

DEPARTMENT DESCRIPTION:

The Mayor is the Chief Executive Officer and is responsible for the overall management of the City. He directs and coordinates the activities of all City departments, boards and commissions, enforces the provisions of the City Charter, local laws and ordinances; and executes contracts and other legal agreements on behalf of the City. The Mayor's Office oversees City economic development initiatives and programs. The Mayor presides at all meetings of the Common Council, and implements policies approved by that body, including administration of the budget and appointment of key staff.

ACTIVITIES PERFORMED:

Net Cost

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Municipal Management	A007	\$ 771,033	\$ 898,850	\$ 899,781	III-59

REQUIRED RESOURCES- FULL TIME POSITIONS:

FY 20-21 Revised Budget 12/31/20

FY 21-22 Proposed Budget

Title	Grade	Authorized	Filled	Vacant	Authorized	Filled	Vacant
Mayor	Elec.	1	1	-	1	1	-
Chief of Staff	Appt.	1	-	1	1	-	1
Coordinator of Economic Dev. & Public Information	M/C17	1	1	-	1	1	-
Administrative Aide	M/C14	1	1	-	1	1	-
Executive Secretary to the Mayor	M/C11	1	1	-	1	1	-
Graphics Technician	M/C 8	1	1	-	1	1	-
		<u>6</u>	<u>5</u>	<u>1</u>	<u>6</u>	<u>5</u>	<u>1</u>

OFFICE OF THE MAYOR

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 552,811	\$ 586,945	\$ 282,247	\$ 593,813
Employee Benefits	255,200	277,705	133,301	289,168
Materials & Supplies	9,492	16,200	3,182	15,800
Direct Costs:				
Special Events	33,170	102,000	36,627	70,000
Other	1,360	6,000	971	6,000
Equipment	-	10,000	5,000	5,000
Total Expenditures	<u>\$ 852,033</u>	<u>\$ 998,850</u>	<u>\$ 461,328</u>	<u>\$ 979,781</u>
<u>Revenues</u>				
Licenses & Permits	<u>\$ 81,000</u>	<u>\$ 100,000</u>	<u>\$ 29,700</u>	<u>\$ 80,000</u>
Total Program Generated Revenues	<u>\$ 81,000</u>	<u>\$ 100,000</u>	<u>\$ 29,700</u>	<u>\$ 80,000</u>
Net Cost	<u>\$ 771,033</u>	<u>\$ 898,850</u>	<u>\$ 431,628</u>	<u>\$ 899,781</u>

PARKING DEPARTMENT

DEPARTMENT DESCRIPTION:

The Parking Department operates, manages, and maintains the City of White Plains Municipal Parking System (MPS). The Department also oversees the City's Traffic Division which is responsible for the design, installation and maintenance of all traffic control devices within the City. The Department also reviews the impact of proposed development in order to determine the current and future transportation needs of the City as required by projected traffic flows. The Municipal Parking System includes nine garages and twenty-three surface lots throughout the City. The MPS also includes all on-street parking meters in White Plains. There are over 13,400 spaces within the City of White Plains' MPS. Additionally, the Department operates the Parking Violations Office. The Department of Parking is responsible for meter revenue collection, meter revenue processing, parking facility maintenance, general cleaning, landscaping, snow removal, signage maintenance and installation throughout the MPS. The Department maintains and collects revenue for approximately 1,600 single space parking meters and 156 multi-space parking meters throughout the MPS. The Department sells permits, takes parking ticket payments, and assists the public at four parking garage offices. The Department oversees the Parking Enforcement Unit. The Department prepares the annual budget and monitors and evaluates the Parking Department's income and expenses. The Department continually responds to the changing demands and needs of the City of White Plains.

ACTIVITIES PERFORMED:

Net Cost

<u>Title</u>	<u>Activity Code</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21</u>		<u>Reference Page</u>
			<u>Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
General Operations	P100	\$ 8,283,034	\$ 8,716,668	\$ 8,224,937	III-135
Garages	P202/P209	(8,105,880)	(8,386,333)	(6,078,163)	III-137
Lots and On-Street Parking	P300/P400	(4,785,220)	(5,143,573)	(4,470,643)	III-139
Parking Violations	P500	(6,070,616)	(5,740,731)	(5,537,110)	III-141
Enforcement-Gen. Parking	P600	2,661,531	2,683,550	2,739,046	III-142
City Center Enforcement	P700	(5,447)	(5,445)	-	III-143
Traffic Engineering	P809	427,245	427,660	436,068	III-145
Traffic Maintenance	P810	981,279	1,159,094	1,147,416	III-147
		<u>\$ (6,614,074)</u>	<u>\$ (6,289,110)</u>	<u>\$ (3,538,449)</u>	

PARKING DEPARTMENT

REQUIRED RESOURCES- FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Commissioner of Parking	Appt.	1	1	-	1	1	-
Dep. Commissioner of Pkg I	Appt.	1	-	1	1	-	1
Dep. Commissioner of Pkg II	Appt.	1	1	-	1	1	-
Secretary to the Commissioner of Parking	M/C 8	1	1	-	1	1	-
Supervisor of Enforcement-Pkg	15	1	1	-	1	1	-
Transportation Engineer II	15	1	1	-	1	1	-
Traffic Signal Installer II	13	1	1	-	1	1	-
Traffic Signal Installer	12	2	2	-	2	2	-
Parking Violations Supvr.	12	1	1	-	1	1	-
Parking Ramp Attendant Supvr.	12	2	2	-	2	2	-
Sr. Parking Ramp Attendant	10	5	4	1	5	5	-
Electrician	10	1	1	-	1	1	-
Staff Assistant	10	1	1	-	1	1	-
Collection Clerk	9	1	1	-	1	1	-
Sr. Traffic Sign Installer	9	1	1	-	1	1	-
Crew Leader	9	4	4	-	4	4	-
Sr. Parking Enforcement Officer	9	2	2	-	2	2	-
Sr. Pkg Code Enforce Officer	9	1	1	-	1	1	-
Parking Ramp Attendant	8Q	10	10	-	10	10	-
Traffic Sign Installer	8	2	2	-	2	2	-
Bookkeeper	8	1	1	-	1	1	-
Parking Enforcement Officer	7	12	12	-	12	12	-
Pkg/ Code Enforcement Officer	7	15	13	2	15	13	2
Pkg./Code Enforce Off- Span S.	7	2	1	1	2	1	1
Skilled Laborer	6	13	10	*	13	10	*
Senior Clerk	5	2	2	-	2	2	-
Account Clerk	4	1	1	-	-	-	-
Semi-Skilled Laborer	4	2	-	2	2	-	2
Cashier	4	9	8	1	10	10	-
		<u>97</u>	<u>86</u>	<u>11</u>	<u>97</u>	<u>88</u>	<u>9</u>

* One or more positions underfilled.

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PARKING DEPARTMENT

<u>REQUIRED RESOURCES- SUMMARY</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 6,106,670	\$ 6,330,322	\$ 3,093,939	\$ 6,190,696
Employee Benefits	2,920,862	3,024,532	1,449,834	3,051,518
Materials & Supplies	1,354,486	1,576,299	427,136	1,395,187
Direct Costs	2,136,940	2,647,251	1,042,517	2,283,107
Equipment	67,456	45,000	10,697	45,000
Rolling Stock	100,821	77,000	-	-
Transfer to Debt Service Fund	4,341,450	4,407,155	785,995	4,438,261
Total Expenditures	<u>\$ 17,028,685</u>	<u>\$ 18,107,559</u>	<u>\$ 6,810,118</u>	<u>\$ 17,403,769</u>
<u>Revenues</u>				
Charges for Services:				
CashKey Collections	\$ 12,273	\$ 11,000	\$ -	\$ -
Permits	6,635,084	7,070,786	3,296,458	4,729,601
Meters	7,617,115	7,965,997	3,139,983	7,208,975
Other	451,271	527,010	189,380	355,715
Licenses & Permits	6,152	6,711	6,711	6,711
Fines & Forfeitures	7,519,555	7,430,215	2,766,128	7,331,095
Miscellaneous Revenues	1,401,309	1,384,950	558,976	1,310,121
Total Program Generated Revenues	<u>\$ 23,642,759</u>	<u>\$ 24,396,669</u>	<u>\$ 9,957,636</u>	<u>\$ 20,942,218</u>
Net Cost	<u><u>\$ (6,614,074)</u></u>	<u><u>\$ (6,289,110)</u></u>	<u><u>\$ (3,147,518)</u></u>	<u><u>\$ (3,538,449)</u></u>

PARKING DEPARTMENT GENERAL OPERATIONS

DEPARTMENT DESCRIPTION:

The Parking Department operates, manages, and maintains the City of White Plains Municipal Parking System (MPS). The MPS includes garages, surface lots, and all on-street parking meters throughout the City. General Operations is responsible for the meter revenue collections, meter revenue processing and it performs daily parking facility maintenance, which includes general cleaning, landscaping, snow removal and signage maintenance. General Operations maintains and collects the revenue throughout the MPS. General Operations sells permits, accepts parking ticket payments, sells CashKeys and assists the general public at the four parking garage offices. The Enforcement Unit patrols and issues tickets at all garages, lots and City streets.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
General Operations	P100	\$ <u>8,283,034</u>	\$ <u>8,716,668</u>	\$ <u>8,224,937</u>	III-135

PARKING DEPARTMENT GENERAL OPERATIONS

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 2,183,640	\$ 2,254,880	\$ 1,079,950	\$ 2,140,787
Employee Benefits	1,092,359	1,124,967	531,934	1,096,172
Materials & Supplies:				
Maintenance Supplies	75,407	100,000	21,941	100,000
Parking Meter Maint./Parts	62,101	68,188	5,590	65,000
Rolling Stock Operations	93,060	93,200	38,736	91,700
Other	44,383	89,600	14,063	92,500
Direct Costs:				
Credit Card Fees	660,574	818,311	219,936	489,873
Other	190,247	237,142	66,087	194,513
Equipment	56,092	29,000	345	29,000
Rolling Stock	100,821	77,000	-	-
Transfer to Debt Service Fund	4,341,450	4,407,155	785,995	4,438,261
Total Expenditures	\$ 8,900,134	\$ 9,299,443	\$ 2,764,577	\$ 8,737,806
 <u>Revenues</u>				
Charges for Services:				
Cash Key Collections	\$ 12,273	\$ 11,000	\$ -	\$ -
Permits	5,475	7,075	225	3,875
Meters	174,715	178,200	86,879	175,744
Miscellaneous Revenues:				
Property Rental	48,700	48,500	14,750	-
Developer's Contribution	250,000	250,000	250,000	250,000
Other	125,937	88,000	28,619	83,250
Total Program Generated Revenues	\$ 617,100	\$ 582,775	\$ 380,473	\$ 512,869
 Net Cost	 \$ 8,283,034	 \$ 8,716,668	 \$ 2,384,104	 \$ 8,224,937

PARKING DEPARTMENT GARAGES

DEPARTMENT DESCRIPTION:

The Parking Department operates and maintains nine municipal parking garages within the City of White Plains. Four of these garages have an office open to the public for general assistance, as well as permit sales, parking ticket payment, overtime notice payment and CashKey sales. Other functions of the Parking Department staff at various City parking garages include general cleaning services, building systems monitoring, parking meter repair, parking meter collection, snow and ice control and traffic control. City owned and operated parking facilities are critical to the economic vitality of the City of White Plains.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Garages	P202-P209	\$ (8,105,880)	\$ (8,386,333)	\$ (6,078,163)	III-137

PARKING DEPARTMENT GARAGES

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 699,674	\$ 734,195	\$ 357,524	\$ 721,021
Employee Benefits	356,116	369,708	178,507	380,252
Materials & Supplies:				
Utilities	570,501	652,050	207,134	516,839
Other	29,638	42,451	1,186	40,700
Direct Costs:				
Service Contracts	236,434	267,528	192,699	260,832
Insurance Premiums	101,810	117,200	101,231	105,000
Other	2,599	2,650	1,314	3,250
Total Expenditures	\$ <u>1,996,772</u>	\$ <u>2,185,782</u>	\$ <u>1,039,595</u>	\$ <u>2,027,894</u>
<u>Revenues</u>				
Charges for Services:				
Permits	\$ 4,737,237	\$ 5,072,711	\$ 2,545,817	\$ 3,882,787
Meters	4,307,110	4,402,354	1,467,936	3,172,666
Fines & Forfeitures	95,750	110,600	42,867	85,733
Miscellaneous Revenues:				
White Plains Hospital Lease	891,860	910,980	229,632	895,121
Other Lease	70,695	75,470	29,660	69,750
Total Program Generated Revenues	\$ <u>10,102,652</u>	\$ <u>10,572,115</u>	\$ <u>4,315,912</u>	\$ <u>8,106,057</u>
Net Cost	\$ <u>(8,105,880)</u>	\$ <u>(8,386,333)</u>	\$ <u>(3,276,317)</u>	\$ <u>(6,078,163)</u>

PARKING DEPARTMENT LOTS & ON-STREET PARKING

DEPARTMENT DESCRIPTION:

The Parking Department operates and maintains twenty-three municipal parking lots throughout the City of White Plains. Functions performed include general cleaning services, parking meter repair, parking meter collection, snow and ice control, lighting maintenance and repair, and pavement maintenance. Municipal lots within the City vary greatly in type of utilization. These surface lots serve commuters, overnight and 24 hour residential parkers, central business district transient parkers, school district employees, City employees, etc.

On-Street Parking maintains all on-street meters throughout the City. This includes meter maintenance, repair and replacement, and the collection of monies.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Parking Lots and On-street Parking	P300/ P400	\$ (4,785,220)	\$ (5,143,573)	\$ (4,470,643)	III-139

PARKING DEPARTMENT LOTS & ON-STREET PARKING

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Materials & Supplies:				
Utilities	\$ 39,431	\$ 47,000	\$ 15,971	\$ 41,565
Property Rental	146,644	129,000	30,729	129,000
Other	-	-	-	5,000
Direct Costs	<u>56,367</u>	<u>56,870</u>	<u>48,210</u>	<u>57,296</u>
Total Expenditures	<u>\$ 242,442</u>	<u>\$ 232,870</u>	<u>\$ 94,910</u>	<u>\$ 232,861</u>
 <u>Revenues</u>				
Charges for Services:				
Permits	\$ 1,892,372	\$ 1,991,000	\$ 750,416	\$ 842,939
Meters	<u>3,135,290</u>	<u>3,385,443</u>	<u>1,585,168</u>	<u>3,860,565</u>
Total Program Generated Revenues	<u>\$ 5,027,662</u>	<u>\$ 5,376,443</u>	<u>\$ 2,335,584</u>	<u>\$ 4,703,504</u>
 Net Cost	 <u><u>\$ (4,785,220)</u></u>	 <u><u>\$ (5,143,573)</u></u>	 <u><u>\$ (2,240,674)</u></u>	 <u><u>\$ (4,470,643)</u></u>

PARKING DEPARTMENT VIOLATIONS

DEPARTMENT DESCRIPTION:

The Parking Department operates the City Court's Parking Violations Office. The Office provides assistance to the public regarding all parking ticket issued within the City of White Plains. The Parking Violations Office (PVO) is responsible for maintaining all parking ticket records and data. The PVO processes parking ticket payments by mail, over the phone, and in-person at PVO public payment windows. The PVO is responsible for mailing late payment notices and managing the City's scofflaw program. The PVO processes in-person red light camera notice of liability payments.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Parking Violations Office	P500	\$ (6,070,616)	\$ (5,740,731)	\$ (5,537,110)	III-141

PARKING DEPARTMENT VIOLATIONS

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 373,107	\$ 384,036	\$ 188,759	\$ 384,036
Employee Benefits	157,858	164,838	79,729	172,685
Materials & Supplies:				
Printing	4,273	11,400	-	10,000
Postage	63,830	65,000	14,043	60,000
Other	3,690	18,510	1,341	3,810
Direct Costs:				
Ticket Collection Contract	315,137	395,000	127,258	305,000
Red Light Cameras Contract	528,698	675,000	281,250	810,000
Towing	13,525	30,000	575	15,000
Credit Card Fees	8,907	12,100	2,847	6,893
Other	642	1,000	285	1,000
Total Expenditures	\$ <u>1,469,667</u>	\$ <u>1,756,884</u>	\$ <u>696,087</u>	\$ <u>1,768,424</u>
<u>Revenues</u>				
Charges for Services:				
Towing & Storage	\$ 116,478	\$ 178,000	\$ 22,265	\$ 60,172
Fines & Forfeitures:				
Parking Fines	6,229,012	6,159,615	2,218,080	6,100,000
Red Light Fines	1,194,793	1,160,000	505,181	1,145,362
Total Program Generated Revenues	\$ <u>7,540,283</u>	\$ <u>7,497,615</u>	\$ <u>2,745,526</u>	\$ <u>7,305,534</u>
Net Cost	\$ <u>(6,070,616)</u>	\$ <u>(5,740,731)</u>	\$ <u>(2,049,439)</u>	\$ <u>(5,537,110)</u>

PARKING DEPARTMENT ENFORCEMENT - GENERAL PARKING

DEPARTMENT DESCRIPTION:

The Enforcement Unit of the Parking Department consists of a Supervisor of Enforcement, thirteen uniformed Parking Enforcement Officers, two Senior Parking Enforcement Officers, one Senior Parking/Code Enforcement Officer, and twelve Parking/Code Enforcement Officers, one of which is Spanish speaking. The primary duty of this Unit is the issuance of summonses for parking violations throughout the City; however summonses are also issued for various code violations. This includes all City streets, lots and parking structures. The Unit works rotating shifts with several different starting times. These shifts cover day and night tours seven days a week, including most holidays. Their posts are patrolled by walking and motorized vehicle, providing a more uniform presence to the public. Members of this Unit observe the safety of the general public, and notify the police when the need arises. Tickets are written both on paper and state-of-the-art hand-held units that are downloaded into a computerized system.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Parking Enforcement - General Parking	P600	\$ 2,661,531	\$ 2,683,550	\$ 2,739,046	III-142

PARKING DEPARTMENT ENFORCEMENT-GENERAL PARKING

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,839,828	\$ 1,864,689	\$ 928,251	\$ 1,877,115
Employee Benefits	810,811	809,761	395,038	852,831
Materials & Supplies	6,964	5,100	848	5,100
Equipment	3,928	4,000	-	4,000
Total Expenditures	\$ 2,661,531	\$ 2,683,550	\$ 1,324,137	\$ 2,739,046
 <u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ 2,661,531	\$ 2,683,550	\$ 1,324,137	\$ 2,739,046

PARKING DEPARTMENT CITY CENTER ENFORCEMENT

DEPARTMENT DESCRIPTION:

The City Center parking structure is centrally located in the business district and provides metered and permit parking in support of the City Center retail facility.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Parking City Center Enforcement	P700	\$ (5,447)	\$ (5,445)	\$ -	III-143

PARKING DEPARTMENT CITY CENTER ENFORCEMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 222,896	\$ 229,191	\$ 110,780	\$ 204,306
Employee Benefits	<u>106,450</u>	<u>114,374</u>	<u>53,606</u>	<u>91,237</u>
Total Expenditures	<u>\$ 329,346</u>	<u>\$ 343,565</u>	<u>\$ 164,386</u>	<u>\$ 295,543</u>
 <u>Revenues</u>				
Charges for Services:				
Sec & Enforcement Reimbursement	\$ <u>334,793</u>	\$ <u>349,010</u>	\$ <u>167,115</u>	\$ <u>295,543</u>
Total Program Generated Revenues	<u>\$ 334,793</u>	<u>\$ 349,010</u>	<u>\$ 167,115</u>	<u>\$ 295,543</u>
 Net Cost	 <u>\$ (5,447)</u>	 <u>\$ (5,445)</u>	 <u>\$ (2,729)</u>	 <u>\$ -</u>

PARKING DEPARTMENT - TRAFFIC DIVISION

DEPARTMENT DESCRIPTION:

The Parking Department's Traffic Division is responsible for the design, installation, and maintenance of all traffic control devices within the City. There are over 14,000 traffic signs throughout the City which are in frequent need of replacement due to wear, accident damage or vandalism. The City also has over 50 miles of pavement markings which must be remarked on a regular schedule during the warmer months. The Division utilizes both paint and thermoplastic to refresh the markings. Finally, the Traffic Control System consists of 136 signalized intersections, most of which are connected via communications cable to the Central Computer Room at City Hall. All of the signals and the computers are maintained as part of a 24/7 emergency repair operation which is provided by the Division.

The Division performs traffic surveys, accident studies, travel time studies, highway capacity calculations, signal timing optimization programming (SYNCRO) and traffic volume counts.

The Division also reviews the impact of proposed development in order to determine the current and future transportation needs of the City, as required by projected traffic flows. There are also several databases maintained, including accident records, sign/marketing inventories and volume histories.

There are currently 5.2 miles of designated bike lanes and numerous other bike routes with painted shoulders and sharrows for shared lanes in the City. The bike lanes have all been designed by the Traffic Division and all signs and markings are either maintained by the Division following Capital Project installation or actually installed using Division maintenance forces.

The Division/Department coordinates the new red light camera program. There are currently 15 cameras installed at 12 intersections.

The Traffic Division had been active in working with various agencies to advance Transit Signal Priority (TSP) and Integrated Corridor Management (IMC) as part of the Lower Hudson Transit Link (LHTL) project. There are 21 intersections planned for the addition of TSP. The City is currently operating TSP at nine intersections along Central Avenue.

ACTIVITIES PERFORMED:

Net Cost

<u>Title</u>	<u>Activity Code</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	<u>Reference Page</u>
Traffic Engineering	P809	\$ 427,245	\$ 427,660	\$ 436,068	III-145
Traffic Maintenance	P810	981,279	1,159,094	1,147,416	III-147
		<u>\$ 1,408,524</u>	<u>\$ 1,586,754</u>	<u>\$ 1,583,484</u>	

PARKING DEPARTMENT - TRAFFIC DIVISION

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 787,525	\$ 863,331	\$ 428,675	\$ 863,431
Employee Benefits	397,268	440,884	211,020	458,341
Materials & Supplies:				
Traffic Maintenance Supplies	62,857	87,000	14,528	87,000
Utilities	136,868	150,000	58,406	129,573
Other	14,839	17,800	2,620	17,400
Direct Costs	22,000	34,450	825	34,450
Equipment	7,436	12,000	10,352	12,000
Total Expenditures	\$ 1,428,793	\$ 1,605,465	\$ 726,426	\$ 1,602,195
 <u>Revenues</u>				
Licenses & Permits	\$ 6,152	\$ 6,711	\$ 6,711	\$ 6,711
Miscellaneous Revenues	14,117	12,000	6,315	12,000
Total Program Generated Revenues	\$ 20,269	\$ 18,711	\$ 13,026	\$ 18,711
 Net Cost	 \$ 1,408,524	 \$ 1,586,754	 \$ 713,400	 \$ 1,583,484

PERSONNEL DEPARTMENT

DEPARTMENT DESCRIPTION:

The Personnel Department is responsible for the establishment and implementation of comprehensive policies and procedures consistent with professional standards and labor agreements, as well as applicable Federal, State, and Local laws affecting all aspects of employment, compensation, labor relations, and performance standards to insure a stable, productive, effective and diverse workforce for the various mandates, services and programs carried out by the Departments of the City of White Plains.

In addition, the Personnel Officer functions as the local Civil Service administrator of the City of White Plains, the White Plains Board of Education and the Housing Authority with responsibility for ensuring compliance to New York State Civil Service Law and Rules for the selection, retention, classification, discipline, and employment records of all applicable staff.

The Personnel Department provides consulting support services to the various City Departments to assist in managing their staff to meet the City's goals and objectives as well as departmental service mandates. Work is performed in coordination with the Law Department in the negotiation and administration of all Labor agreements, disciplinary procedures, and other legal aspects affecting employment.

ACTIVITIES PERFORMED:

Net Cost

Title	Activity Code	FY 20-21			Reference Page
		FY 19-20 Actual	Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Civil Service Administration	A030	\$ 481,536	\$ 586,736	\$ 600,925	III-7
Personnel Administration	A029	296,608	296,554	297,430	III-15
		<u>\$ 778,144</u>	<u>\$ 883,290</u>	<u>\$ 898,355</u>	

REQUIRED RESOURCES- FULL TIME POSITIONS:

FY 20-21 Revised Budget 12/31/20

FY 21-22 Proposed Budget

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Personnel Officer	Appt.	1	1	-	1	1	-
Deputy Personnel Officer	Appt.	1	1	-	1	1	-
Personnel Associate	M/C13	1	1	*	1	1	*
Civil Service Assistant	M/C8	2	2	-	2	2	-
		<u>5</u>	<u>5</u>	<u>-</u>	<u>5</u>	<u>5</u>	<u>-</u>

* One or more positions underfilled

PERSONNEL DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 569,667	\$ 564,275	\$ 277,913	\$ 572,131
Employee Benefits	212,961	232,362	111,329	244,221
Employee Benefits-City-wide	18,360	18,980	9,240	19,020
Materials & Supplies	9,011	18,150	3,990	17,650
Direct Costs:				
Civil Service Exams	26,360	42,480	20,333	40,900
Other	23,960	43,173	785	43,173
Equipment	6,180	1,200	1,303	-
Total Expenditures	<u>\$ 866,499</u>	<u>\$ 920,620</u>	<u>\$ 424,893</u>	<u>\$ 937,095</u>
<u>Revenues</u>				
Charges for Services	\$ 88,253	\$ 37,250	\$ 14,578	\$ 38,700
Miscellaneous Revenues	<u>102</u>	<u>80</u>	<u>-</u>	<u>40</u>
Total Program Generated Revenues	<u>\$ 88,355</u>	<u>\$ 37,330</u>	<u>\$ 14,578</u>	<u>\$ 38,740</u>
Net Cost	<u><u>\$ 778,144</u></u>	<u><u>\$ 883,290</u></u>	<u><u>\$ 410,315</u></u>	<u><u>\$ 898,355</u></u>

PLANNING DEPARTMENT

DEPARTMENT DESCRIPTION:

The central purpose and function of the Department of Planning is to create and implement plans, policies, and programs that work together to achieve the community's vision for the City of White Plains today and in the future - a sustainable City with a diverse population, a robust economy, and interesting and livable neighborhoods that are easily accessible to all.

The Department supports and advises the Mayor, the Common Council, and other Boards and Departments on a wide range of issues related to the development and preservation of the City. Each year, the Department reviews more than 70 land use applications for zoning amendments, site plan approvals, special permit approvals and disposition of City property. The Planning Department also directs comprehensive, consensus-based planning, zoning, and economic development initiatives that apply both city-wide and to individual neighborhoods. Its support of other City agencies includes technical assistance such as map preparation, and data base research as well as the identification of funding opportunities and the application for grants from government and private sources.

The Planning Department also administers federally assisted activities including the Community Development Block Grant, and provides staff support to the Urban Renewal Agency.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
City Support to Federal Programs	F022	\$ (22,816)	\$ (22,771)	\$ (22,697)	III-189
City Support to Urban Renewal Agency	F025	(5,920)	2,047	2,171	III-193
Planning Services	F001	957,675	1,111,497	1,054,804	III-197
		<u>\$ 928,939</u>	<u>\$ 1,090,773</u>	<u>\$ 1,034,278</u>	

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Comm. of Planning	Appt.	1	1	-	1	1	-
Deputy Comm. of Planning	Appt.	1	1	-	1	1	-
Senior Planner	17	1	1	-	1	1	-
Planner II	14	1	1	-	1	1	-
Planner I	11	1	-	1	1	-	1
Drafter II	10	1	1	-	1	1	-
Office Assistant II	6	1	1	-	1	1	-
		<u>7</u>	<u>6</u>	<u>1</u>	<u>7</u>	<u>6</u>	<u>1</u>

PLANNING DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 719,379	\$ 741,836	\$ 353,490	\$ 744,108
Employee Benefits	262,541	291,692	136,417	304,025
Materials & Supplies	9,385	14,445	5,262	12,445
Direct Costs:				
Rent Abatements	44,457	75,000	14,946	50,000
ETPA Admin. Charges	49,040	56,000	56,000	56,000
Other	2,011	53,000	593	2,000
Equipment	654	1,800	-	1,700
Total Expenditures	\$ 1,087,467	\$ 1,233,773	\$ 566,708	\$ 1,170,278
<u>Revenues</u>				
Charges for Services	\$ 39,689	\$ 32,000	\$ 31,043	\$ 32,000
Licenses & Permits	20,750	5,000	8,119	6,000
Miscellaneous Revenues	98,089	106,000	106,000	98,000
Total Program Generated Revenues	\$ 158,528	\$ 143,000	\$ 145,162	\$ 136,000
Net Cost	\$ 928,939	\$ 1,090,773	\$ 421,546	\$ 1,034,278

PUBLIC SAFETY DEPARTMENT

DEPARTMENT DESCRIPTION:

The City Charter directs the Commissioner of Public Safety to have jurisdiction, supervision and control of the government, administration, disposition, and discipline of the officers and members of the Fire and Police Bureaus, Emergency Planning and Emergency Medical Services, and shall provide in all ways possible for the safety and protection of the inhabitants of the City and of their property; and, they shall have further powers and duties as may be provided by ordinance of the Common Council. To increase overall accountability and improve management in the Department, significant changes have been made to identify spending and revenues by specific police and fire divisions.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Administration					
Public Safety Administration	B005	\$ 1,155,985	\$ 1,066,998	\$ 1,128,614	III-63
Emergency Medical Services	B020	680,580	704,400	729,054	III-65
Fire Department	Various	25,855,951	26,823,573	28,308,536	III-69 to 77
Police Department	Various	33,889,010	36,915,850	38,867,349	III-81 to 101
		<u>\$ 61,581,526</u>	<u>\$ 65,510,821</u>	<u>\$ 69,033,553</u>	

PUBLIC SAFETY DEPARTMENT**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

FY 20-21
Revised Budget
12/31/20

FY 21-22
Proposed
Budget

<u>Title</u>	<u>Grade</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Comm. of Public Safety	Appt.	1	1	-	1	1	-
Deputy Comm. of Public Safety	Appt.	1	1	-	1	1	-
Physician	Appt.	1	1	-	1	1	-
Fire Chief	M/C	1	1	-	1	1	-
Police Chief	M/C	1	1	-	1	1	-
Asst. Police Chief	M/C	1	-	1	1	-	1
Captain (Police)	3	4	4	-	4	4	-
Deputy Chief (Fire)	3	6	5	1	6	6	-
Lieutenant (Police)	2	13	13	-	13	13	-
Lieutenant (Fire)	1	40	37	3	40	40	-
Sergeant (Police)	1	19	19	-	19	19	-
Police Officer	P	163	158	5	163	163	-
Fire Fighter	F	106	104	2	106	106	-
Secretary to the Commissioner of Public Safety	M/C8	1	1	-	1	1	-
Departmental Secretary I-Police	8	1	1	-	1	1	-
PSA I-Dispatcher	8	6	6	-	6	6	-
Public Safety Records Clerk	8	1	1	-	1	1	-
PSA I-Animal Enforcement	7	1	1	-	1	1	-
Special Patrol Officer	7	1	1	-	1	1	-
Secretary	7	1	1	-	1	1	-
Office Assistant II	6	1	1	-	1	1	-
Senior Clerk	5	1	1	-	1	1	-
Senior Clerk Sp Spk	5	1	1	-	1	1	-
School Crossing Guard	1	20	20	-	20	20	-
		<u>392</u>	<u>380</u>	<u>12</u>	<u>392</u>	<u>391</u>	<u>1</u>

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PUBLIC SAFETY DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 41,006,181	\$ 43,305,551	\$ 21,131,660	\$ 44,372,073
Attendance Bonus	249,379	288,500	-	285,500
Pensioners Payments	177,568	134,049	65,741	134,049
Employee Benefits	21,114,356	22,729,780	10,963,530	24,741,849
Materials & Supplies	1,117,493	1,257,333	682,004	1,272,025
Direct Costs	857,593	1,016,817	453,811	1,044,854
Equipment	62,351	133,350	13,599	74,400
Rolling Stock	122,667	815,549	361,355	582,500
Transfer To Special Revenue Fd	-	-	-	97,500
Total Expenditures	<u>\$ 64,707,588</u>	<u>\$ 69,680,929</u>	<u>\$ 33,671,700</u>	<u>\$ 72,604,750</u>
<u>Revenues</u>				
Intergovernmental	\$ 43,373	\$ 68,770	\$ 48,014	\$ 78,730
Charges for Services	1,792,914	2,729,981	900,822	2,190,090
Licenses & Permits	1,135,272	1,213,957	1,032,664	1,174,977
Fines & Forfeiture	53,875	130,000	23,575	100,000
Miscellaneous Revenues	100,628	27,400	101,911	27,400
Total Program Generated Revenues	<u>\$ 3,126,062</u>	<u>\$ 4,170,108</u>	<u>\$ 2,106,986</u>	<u>\$ 3,571,197</u>
Net Cost	<u><u>\$ 61,581,526</u></u>	<u><u>\$ 65,510,821</u></u>	<u><u>\$ 31,564,714</u></u>	<u><u>\$ 69,033,553</u></u>

PUBLIC SAFETY ADMINISTRATION

DEPARTMENT DESCRIPTION:

The Department of Public Safety provides overall management support and technical expertise to the department bureaus; the Department assures that resources are utilized effectively and efficiently; that all department personnel remain highly trained and motivated through proper support and direction; and that all Public Safety services are coordinated to achieve the City's goal of protecting its persons and property.

ACTIVITIES PERFORMED:

Net Cost

Title	Activity Code	FY 20-21			Reference Page
		FY 19-20 Actual	Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Public Safety Administration	B005	\$ 1,155,985	\$ 1,066,998	\$ 1,128,614	III-63
Emergency Medical Services	B020	680,580	704,400	729,054	III-65
		<u>\$ 1,836,565</u>	<u>\$ 1,771,398</u>	<u>\$ 1,857,668</u>	

REQUIRED RESOURCES- FULL TIME POSITIONS:

FY 20-21 Revised Budget 12/31/20

FY 21-22 Proposed Budget

Title	Grade	Authorized	Filled	Vacant	Authorized	Filled	Vacant
Comm. of Public Safety	Appt.	1	1	-	1	1	-
Deputy Comm. of Public Safety	Appt.	1	1	-	1	1	-
Physician	Appt.	1	1	-	1	1	-
Secretary to the Commissioner of Public Safety	MC/8	1	1	-	1	1	-
Secretary	7	1	1	-	1	1	-
		<u>5</u>	<u>5</u>	<u>-</u>	<u>5</u>	<u>5</u>	<u>-</u>

PUBLIC SAFETY ADMINISTRATION

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 671,276	\$ 604,915	\$ 296,674	\$ 604,915
Employee Benefits	221,260	192,828	93,110	204,719
Materials & Supplies:				
Computer Equip. Mntce.	247,008	235,000	231,903	291,810
Other	5,644	7,405	2,214	7,130
Direct Costs:				
Ambulance Service Contract	680,580	704,400	352,200	729,054
Service Contracts	9,544	15,000	6,128	8,190
Other	4,653	14,250	1,219	14,250
Total Expenditures	\$ <u>1,839,965</u>	\$ <u>1,773,798</u>	\$ <u>983,448</u>	\$ <u>1,860,068</u>
<u>Revenues</u>				
Miscellaneous Revenues	\$ <u>3,400</u>	\$ <u>2,400</u>	\$ <u>1,000</u>	\$ <u>2,400</u>
Total Program Generated Revenues	\$ <u>3,400</u>	\$ <u>2,400</u>	\$ <u>1,000</u>	\$ <u>2,400</u>
Net Cost	\$ <u><u>1,836,565</u></u>	\$ <u><u>1,771,398</u></u>	\$ <u><u>982,448</u></u>	\$ <u><u>1,857,668</u></u>

PUBLIC SAFETY - FIRE

DEPARTMENT DESCRIPTION:

The mission of the Fire Bureau is to provide fire prevention, education, suppression and rescue services through effective management and training. If these services are properly delivered, City-wide fire safety will be increased, citizen fear will be reduced, and personal satisfaction will have been achieved.

ACTIVITIES PERFORMED:

Net Cost

Title	Activity Code	FY 19-20 Actual	FY 20-21		Reference Page
			Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Fire Administration	B009	\$ (467,486)	\$ (454,836)	\$ (451,100)	III-69
Fire Prevention	B008/B011	1,075,909	1,297,018	1,197,688	III-71
Fire Suppression	B021	24,700,755	25,231,608	26,832,785	III-73
Fire Training	B010	332,101	434,956	411,740	III-75
Fire Special Operations	B012	214,672	314,827	317,423	III-77
		<u>\$ 25,855,951</u>	<u>\$ 26,823,573</u>	<u>\$ 28,308,536</u>	

REQUIRED RESOURCES- FULL TIME POSITIONS:

FY 20-21 Revised Budget 12/31/20

FY 21-22 Proposed Budget

Title	Grade	Authorized	Filled	Vacant	Authorized	Filled	Vacant
Chief	M/C	1	1	-	1	1	-
Deputy Chief	3	6	5	1	6	6	-
Lieutenant	1	40	37	3	40	40	-
Fire Fighter	F	106	104	2	106	106	-
Office Assistant II	6	1	1	-	1	1	-
		<u>154</u>	<u>148</u>	<u>6</u>	<u>154</u>	<u>154</u>	<u>-</u>

PUBLIC SAFETY - FIRE

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 16,863,968	\$ 17,161,669	\$ 8,625,891	\$ 17,767,299
Attendance Bonus	111,500	110,500	-	110,500
Pensioners Payments	177,568	134,049	65,741	134,049
Employee Benefits	9,226,806	9,844,192	4,851,399	10,720,927
Materials & Supplies:				
Maintenance /Supplies	28,684	32,000	6,582	85,000
Rolling Stock Operations	62,962	73,900	22,221	62,900
Utilities	98,281	108,300	34,394	103,300
Other	84,225	70,945	32,224	17,945
Direct Costs:				
Service Contracts	29,194	22,525	1,700	11,155
Medical Examinations	13,068	57,000	7,175	49,838
Other	3,500	21,000	-	21,000
Equipment	44,016	100,350	13,599	49,400
Transfer To Special Revenue Fd	-	-	-	97,500
Total Expenditures	<u>\$ 26,743,772</u>	<u>\$ 27,736,430</u>	<u>\$ 13,660,926</u>	<u>\$ 29,230,813</u>
<u>Revenues</u>				
Charges for Services	\$ 35,433	\$ 32,100	\$ 6,209	\$ 32,100
Licenses & Permits:				
Fire Inspection	849,682	880,702	864,919	890,127
Other	50	55	-	50
Miscellaneous Revenues	2,656	-	54,874	-
Total Program Generated Revenues	<u>\$ 887,821</u>	<u>\$ 912,857</u>	<u>\$ 926,002</u>	<u>\$ 922,277</u>
Net Cost	<u><u>\$ 25,855,951</u></u>	<u><u>\$ 26,823,573</u></u>	<u><u>\$ 12,734,924</u></u>	<u><u>\$ 28,308,536</u></u>

PUBLIC SAFETY - POLICE

DEPARTMENT DESCRIPTION:

The mission of the Police Bureau is to prevent crime and disorder, to preserve peace, community safety and well-being; to protect life and property and individual freedom for personal safety and well-being through the enforcement of State laws and City ordinances.

The Police mission requires that the department deal with a wide range of behavioral and social problems that arise in a community and that the end product consists of dealing with these problems.

The Police Bureau is accredited by the State of New York.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Administration	BA30	\$ 3,232,223	\$ 3,627,604	\$ 3,771,244	III-81
Communication Equipment	BA31	172,722	61,121	40,700	III-83
License Unit	BA32	(339,415)	(463,200)	(384,800)	III-85
Police Support Services	BA33	1,365,502	1,529,783	1,758,984	III-87
Training/Special Projects	BA36	372,027	151,577	337,078	III-89
Community Policing	BC20	1,853,253	1,966,781	1,998,466	III-91
Criminal Investigations	BD40	3,846,732	4,326,936	4,621,231	III-93
Narcotics Unit	BD42	1,337,640	1,400,923	1,443,574	III-95
Patrol Operations	BP50	19,041,325	21,207,077	22,138,857	III-97
Traffic Enforcement Operations	BS11	220,912	50,847	64,998	III-101
Emergency Service Unit/Special Response Team	BS12	2,786,089	3,056,401	3,077,017	III-99
		<u>\$ 33,889,010</u>	<u>\$ 36,915,850</u>	<u>\$ 38,867,349</u>	

PUBLIC SAFETY - POLICE**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

FY 20-21
Revised Budget
12/31/20

FY 21-22
Proposed
Budget

Title	Grade	Authorized	Filled	Vacant	Authorized	Filled	Vacant
Chief	M/C	1	1	-	1	1	-
Asst. Police Chief	M/C	1	-	1	1	-	1
Captain	3	4	4	-	4	4	-
Lieutenant	2	13	13	-	13	13	-
Sergeant	1	19	19	-	19	19	-
Police Officer	P	163	158	5	163	163	-
Departmental Secretary I	8	1	1	-	1	1	-
Public Safety Records Clerk	8	1	1	-	1	1	-
PSA I-Dispatcher	8	6	6	-	6	6	-
PSA I-Animal Enforcement	7	1	1	-	1	1	-
Special Patrol Officer	7	1	1	-	1	1	-
Senior Clerk	5	1	1	-	1	1	-
Senior Clerk-Spanish Spk.	5	1	1	-	1	1	-
School Crossing Guard	1	20	20	-	20	20	-
		<u>233</u>	<u>227</u>	<u>6</u>	<u>233</u>	<u>232</u>	<u>1</u>

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PUBLIC SAFETY - POLICE

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 23,470,937	\$ 25,538,967	\$ 12,209,095	\$ 25,999,859
Attendance Bonus	137,879	178,000	-	175,000
Employee Benefits	11,666,290	12,692,760	6,019,021	13,816,203
Materials & Supplies:				
Maintenance /Supplies	153,504	147,185	115,089	150,410
Rolling Stock Operations	241,103	281,218	109,755	262,800
Telephone/Data	71,652	91,920	36,405	91,920
Other	124,430	209,460	91,217	198,810
Direct Costs:				
Humane Society	44,892	44,892	22,446	44,892
Service Contracts	41,196	56,075	25,555	93,225
Crime Control Planning	10,275	25,000	5,929	20,000
Other	20,691	56,675	31,459	53,250
Equipment	18,335	33,000	-	25,000
Rolling Stock	122,667	815,549	361,355	582,500
Total Expenditures	\$ 36,123,851	\$ 40,170,701	\$ 19,027,326	\$ 41,513,869
<u>Revenues</u>				
Intergovernmental	\$ 43,373	\$ 68,770	\$ 48,014	\$ 78,730
Charges for Services:				
Prisoner Transportation	262,230	252,881	21,276	10,000
Contracted Services	1,172,037	2,100,000	736,900	1,819,990
Other	323,214	345,000	136,437	328,000
Licenses & Permits:				
Taxi Operators	94,165	105,000	61,470	82,000
Towing Medallions	50,000	60,000	10,000	60,000
Hazard Alarm Registration	128,425	150,000	89,175	125,000
Other	12,950	18,200	7,100	17,800
Fines & Forfeiture	53,875	130,000	23,575	100,000
Miscellaneous Revenues	94,572	25,000	46,037	25,000
Total Program Generated Revenues	\$ 2,234,841	\$ 3,254,851	\$ 1,179,984	\$ 2,646,520
Net Cost	\$ 33,889,010	\$ 36,915,850	\$ 17,847,342	\$ 38,867,349

PUBLIC WORKS DEPARTMENT

DEPARTMENT DESCRIPTION:

The Department of Public Works provides many essential services for the residents of the City. It is responsible for the design, construction, maintenance, cleaning and lighting of all public streets, parks and rights-of-way, any trees or shrubs contained therein, the municipal water works, the collections and disposal or recycling of waste and garbage; the construction and maintenance of all public buildings, sanitary sewers and storm drains; and the design, specification and subsequent inspection of all municipal motor vehicles, and the complete maintenance of vehicles. The Department is also responsible for placement of orders, and the record keeping of the fuel, electricity and natural gas used by various City Agencies and Departments. This responsibility pertains to building structures, as well as detailed vehicle-by-vehicle information on motor fuel consumption, including the City of White Plains School District vehicles.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Bureau of Administration- DPW Program Management & Administration	A032	\$ 579,648	\$ 453,375	\$ 529,522	III-9
Bureau of Building Maintenance- City Owned Building Maint.	A033/A035 A036/A037/A041	2,976,069	3,242,071	2,224,310	III-5
Bureau of Garage & Shop- Rolling Stock Maintenance	A034	2,234,903	2,379,327	2,441,608	III-19
Bureau of Highways & Grounds:					
Street Lighting	B004	943,350	1,025,785	993,773	III-105
Forestry Services	D004	712,270	822,414	735,133	III-131
Leaf Removal	D015	299,377	341,972	256,643	III-123
Snow Removal	D005	711,901	1,277,938	1,194,484	III-125
Street Cleaning	D013	507,238	547,629	555,856	III-127
Street Repairs	D014	5,582,297	5,741,952	5,717,713	III-129
Parks Maintenance	E03P	1,679,277	1,996,461	1,909,758	III-165
Bureau of Sanitation- Waste Collection, Disposal & Recycling	C003/C004	7,603,854	7,759,527	7,968,755	III-109
Bureau of Storm Water Storm Water System Maint.	C002	107,694	153,973	80,986	III-111
Bureau of Engineering- Engineering Services	F027	2,661,436	2,873,007	2,846,273	III-199
		<u>\$ 26,599,314</u>	<u>\$ 28,615,431</u>	<u>\$ 27,454,814</u>	

PUBLIC WORKS DEPARTMENT

REQUIRED RESOURCES- FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Comm. of Public Works Deputy Commissioner	Appt.	1	1	-	1	1	-
Supt. of Highways & Grounds	Appt.	2	2	-	2	2	-
Assoc. Engineer (B.S.)	M/C17	1	1	-	1	1	-
Assoc. Mech. Engineer (B.S.)	17	1	1	-	1	1	-
Supt. of Public Facilities	17	1	1	-	1	1	-
Chief Construction Coord.	16	1	1	-	1	1	-
Sr. Engineer (B.S.)	16	3	3	-	3	3	-
Garage & Shop Supt.	M/C15	1	1	-	1	1	-
Sanitation Superintendent	M/C15	1	1	-	1	1	-
Coord. Computer Systems	15	1	1	-	1	1	-
Assistant Highway Supt.	14	1	-	1	1	1	-
Asst. Super. Pub. Facilities Engineer II (B.S.)	14	1	-	1	1	-	1
Construction Coordinator	14	2	2	-	2	2	-
Administrative Officer	14	2	1	1	2	1	1
Design Coordinator	M/C14	1	1	-	1	1	-
Assistant Sanitation Supt.	14	1	1	-	1	1	-
Assistant Construction Coordinator	14	1	1	-	1	1	-
Parks Maintenance Supvr I	11	2	2	-	2	2	-
Lead Auto. Mechanic	11	2	2	-	2	2	-
Street Light Installer	11	1	1	-	1	1	-
Code Enforcement Officer II - PW	11	1	1	-	1	1	-
Plumber	11	1	1	-	1	1	-
Secretary to the Commissioner of Public Works	M/C10	1	1	-	1	1	-
Safety Coordinator	10	1	1	-	1	1	-
Lead Tree Trimmer	10	1	1	-	1	1	-
Subtotal		35	32	3	35	32	3

PUBLIC WORKS DEPARTMENT

REQUIRED RESOURCES- FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Subtotal brought forward		35	32	3	35	32	3
Welder	10	1	1	-	1	1	-
Carpenter	10	1	1	-	1	1	-
Automotive Mechanic II	10	11	10	*	11	10	*
Crew Leader	9	8	8	-	8	8	-
Automotive Mechanic I	9	1	1	-	1	1	-
Engineering Technician	9	2	2	-	2	2	-
Code Enforcement Officer I	9	1	1	-	1	1	-
Contracts Clerk	8	1	1	-	1	1	-
Maintenance Mechanic	8	13	13	-	13	13	-
Tree Trimmer	8	2	2	-	2	2	-
Bookkeeper	8	2	2	-	2	2	-
Operations Assistant	8	1	1	-	1	1	-
Motor Equipment Operator	7A	20	18	2	20	18	2
Skilled Laborer	6	14	13	1	14	13	1
Automotive Stock Clerk	8	1	1	-	1	1	-
Lead Bldg. Service Worker	5	1	1	-	1	1	-
Semi-Skilled Laborer	4	16	10	6	16	10	6
Building Service Worker	3	8	7	*	8	7	*
Messenger	3	1	1	-	1	1	-
Sanitation Leader	39	1	-	1	1	-	1
Sanitation Driver	37	19	18	1	19	19	-
Sanitation Worker	35	38	33	5	38	34	4
		<u>198</u>	<u>177</u>	<u>21</u>	<u>198</u>	<u>179</u>	<u>19</u>

* One or more positions underfilled

PUBLIC WORKS DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 14,930,221	\$ 15,257,646	\$ 7,422,404	\$ 15,434,512
Employee Benefits	7,492,452	7,644,375	3,662,924	7,952,071
Materials & Supplies	4,401,221	5,958,702	1,778,241	5,034,711
Direct Costs	2,045,714	2,528,346	1,314,936	2,190,106
Equipment	63,102	106,712	973	45,836
Rolling Stock	87,840	132,500	-	140,000
Total Expenditures	\$ <u>29,020,550</u>	\$ <u>31,628,281</u>	\$ <u>14,179,478</u>	\$ <u>30,797,236</u>
<u>Revenues</u>				
Intergovernmental	\$ 86,298	\$ 88,050	\$ 73,973	\$ 88,050
Charges for Services	251,460	282,629	143,567	241,571
Licenses & Permits	1,054,250	1,139,500	757,997	1,074,750
Fines & Forfeiture	1,950	300	-	300
Miscellaneous Revenues	1,027,278	1,502,371	567,730	1,937,751
Total Program Generated Revenues	\$ <u>2,421,236</u>	\$ <u>3,012,850</u>	\$ <u>1,543,267</u>	\$ <u>3,342,422</u>
Net Cost	\$ <u>26,599,314</u>	\$ <u>28,615,431</u>	\$ <u>12,636,211</u>	\$ <u>27,454,814</u>

PUBLIC WORKS - BUREAU OF ADMINISTRATION

DEPARTMENT DESCRIPTION:

The Bureau of Administration provides administrative support and assistance to the Commissioner, Deputies and Bureau Chiefs in responsibilities related to its personnel, payrolls, purchasing, contracting, correspondence, records, telephone service, and duplicating service. The Bureau develops and coordinates the Department segment of the City operating budget. It is also responsible for providing technical advice and written specifications for City Agencies and Departments for purchasing mechanical equipment and rolling stock. The Bureau has the responsibility to institute and expand an occupational safety training and risk reduction program for the Department, as well as inter-agency cross training as feasible. The Bureau of Administration provides Code Enforcement that is responsible for the investigation of potential violations and the enforcement of municipal codes, ordinances and regulations. The Bureau addresses matters from both residential and commercial properties that affect the City Right-of-Way (ROW).

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Department of PW Program Management & Administration	A032	\$ 579,648	\$ 453,375	\$ 529,522	III-9

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Commissioner of Public Works	Appt.	1	1	-	1	1	-
Deputy Commissioner of PW	Appt.	2	2	-	2	2	-
Administrative Officer	M/C14	1	1	-	1	1	-
Code Enforcement Officer II-PW	11	1	1	-	1	1	-
Secretary to the Commissioner of Public Works	M/C10	1	1	-	1	1	-
Safety Coordinator	10	1	1	-	1	1	-
Code Enforcement Officer I-PW	9	1	1	-	1	1	-
Bookkeeper	8	2	2	-	2	2	-
		<u>10</u>	<u>10</u>	<u>-</u>	<u>10</u>	<u>10</u>	<u>-</u>

PUBLIC WORKS - BUREAU OF ADMINISTRATION

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,117,614	\$ 1,138,166	\$ 557,019	\$ 1,138,266
Employee Benefits	443,475	469,965	223,951	458,773
Materials & Supplies	43,128	46,048	10,096	41,436
Direct Costs	27,928	81,720	11,958	36,195
Equipment	1,970	-	-	950
Total Expenditures	\$ 1,634,115	\$ 1,735,899	\$ 803,024	\$ 1,675,620
 <u>Revenues</u>				
Charges for Services	\$ 25,532	\$ 72,050	\$ 46,048	\$ 26,525
Licenses & Permits:				
Street Openings	332,319	300,000	90,043	300,000
Street Obstructions	496,906	525,000	490,689	500,000
Other	134,725	239,500	127,215	189,750
Miscellaneous Revenues	64,985	145,974	52,730	129,823
Total Program Generated Revenues	\$ 1,054,467	\$ 1,282,524	\$ 806,725	\$ 1,146,098
 Net Cost	 \$ 579,648	 \$ 453,375	 \$ (3,701)	 \$ 529,522

PUBLIC WORKS - BUREAU OF BUILDING MAINTENANCE

DEPARTMENT DESCRIPTION:

The Bureau of Building Maintenance provides centralized maintenance services for City-owned buildings, including the T. H. Slater Center and the Performing Arts Center, in the areas of cleaning, painting, carpentry, general repairs; maintenance of plumbing, electrical, heating, cooling, security, fire alarm and mechanical systems; and any and all other building services, including responsibilities related to mail and messenger service. The Bureau awards and administers contractual maintenance services for all City agencies.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
City Owned Buildings Maintenance	A033 A035/A036 A037/A041	\$ 2,976,069	\$ 3,242,071	\$ 2,224,310	III-5

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Supt. of Public Facilities	17	1	1	-	1	1	-
Asst. Superintendent of Public Facilities	14	1	-	1	1	-	1
Plumber	11	1	1	-	1	1	-
Carpenter	10	1	1	-	1	1	-
Crew Leader	9	2	2	-	2	2	-
Maintenance Mechanic	8	3	3	-	3	3	-
Lead Building Service Worker	5	1	1	-	1	1	-
Building Service Worker	3	8	7	*	8	7	*
Messenger	3	1	1	-	1	1	-
		<u>19</u>	<u>17</u>	<u>2</u>	<u>19</u>	<u>17</u>	<u>2</u>

* One or more positions underfilled

PUBLIC WORKS - BUREAU OF BUILDING MAINTENANCE

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,278,809	\$ 1,208,569	\$ 622,589	\$ 1,239,295
Employee Benefits	579,762	547,528	269,940	581,783
Materials & Supplies:				
Building - Facilities	422,543	773,268	527,303	402,400
Utilities	684,956	932,142	218,024	803,449
Other	15,752	30,723	25,502	29,059
Direct Costs:				
Armory Contract	277,412	282,962	163,893	288,620
Service Contracts	461,040	576,032	471,105	514,322
Other	59,457	67,714	3,350	55,970
Equipment	53,989	75,080	973	17,290
Total Expenditures	<u>\$ 3,833,720</u>	<u>\$ 4,494,018</u>	<u>\$ 2,302,679</u>	<u>\$ 3,932,188</u>
 <u>Revenues</u>				
Intergovernmental	\$ 58,248	\$ 60,000	\$ 59,948	\$ 60,000
Miscellaneous Revenues:				
Rental Real Property	799,403	1,191,947	449,437	1,647,878
Total Program Generated Revenues	<u>\$ 857,651</u>	<u>\$ 1,251,947</u>	<u>\$ 509,385</u>	<u>\$ 1,707,878</u>
 Net Cost	 <u><u>\$ 2,976,069</u></u>	 <u><u>\$ 3,242,071</u></u>	 <u><u>\$ 1,793,294</u></u>	 <u><u>\$ 2,224,310</u></u>

PUBLIC WORKS - BUREAU OF ENGINEERING

DEPARTMENT DESCRIPTION:

The Bureau of Engineering is responsible for the planning, design and construction of Public Works and Capital Improvement Projects. The majority of these projects include City-owned facilities, Right-of-Way (ROW) and utilities. We also assist internal clients to plan, design and construct City Projects. The Bureau performs essential Departmental functions which include, but are not limited to, the following: (1) Administration and Annual Program Management (e.g. roads, curbs and sidewalks, pedestrian curb ramps, utilities, etc.), (2) Survey, (3) Site Plan Review (4) Design, (5) Contractor Procurement and (6) Construction Administration and Inspection. Staff consists of highly professional administrative and technical personnel that provide both office and field support for a variety of City and private projects. Execution of these functions provides a sound infrastructure that meets the current and future public needs.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Engineering Services	F027	\$ 2,661,436	\$ 2,873,007	\$ 2,846,273	III-195

REQUIRED RESOURCES-FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Assoc. Engineer (B.S.)	17	1	1	-	1	1	-
Assoc. Mech. Engineer (B.S)	17	1	1	-	1	1	-
Sr. Engineer (B.S.)	16	3	3	-	3	3	-
Chief Construction Coordinator	16	1	1	-	1	1	-
Coord. Computer Systems	15	1	1	-	1	1	-
Engineer II (B.S.)	14	2	2	-	2	2	-
Construction Coordinator	14	2	1	1	2	1	1
Design Coordinator	14	1	1	-	1	1	-
Asst. Construction Coordinator	11	2	2	-	2	2	-
Engineering Technician	9	2	2	-	2	2	-
Contracts Clerk	8	1	1	-	1	1	-
		<u>17</u>	<u>16</u>	<u>1</u>	<u>17</u>	<u>16</u>	<u>1</u>

PUBLIC WORKS - BUREAU OF ENGINEERING

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,865,371	\$ 1,939,068	\$ 911,024	\$ 1,934,068
Employee Benefits	889,337	935,184	439,264	973,095
Materials & Supplies	21,093	28,130	6,893	23,485
Direct Costs	3,738	6,925	2,451	6,925
Equipment	2,792	4,000	-	4,000
Rolling Stock	35,875	85,000	-	40,000
	<u>35,875</u>	<u>85,000</u>	<u>-</u>	<u>40,000</u>
Total Expenditures	\$ <u>2,818,206</u>	\$ <u>2,998,307</u>	\$ <u>1,359,632</u>	\$ <u>2,981,573</u>
 <u>Revenues</u>				
Charges for Services:				
Engineering Inspection Fees	\$ 64,520	\$ 50,000	\$ 97,519	\$ 50,000
Licenses & Permits:				
Storm Water MS4 Permits	90,300	75,000	50,050	85,000
Fines & Forfeitures	1,950	300	-	300
	<u>1,950</u>	<u>300</u>	<u>-</u>	<u>300</u>
Total Program Generated Revenues	\$ <u>156,770</u>	\$ <u>125,300</u>	\$ <u>147,569</u>	\$ <u>135,300</u>
 Net Cost	 \$ <u><u>2,661,436</u></u>	 \$ <u><u>2,873,007</u></u>	 \$ <u><u>1,212,063</u></u>	 \$ <u><u>2,846,273</u></u>

PUBLIC WORKS - BUREAU OF GARAGE & SHOP

DEPARTMENT DESCRIPTION:

The Bureau of Garage and Shop provides both centralized maintenance and repairs, and preventative maintenance, for all City-owned motor vehicles, including automobiles, trucks, heavy equipment and specialized units, including Fire vehicles. These services are also provided to the White Plains School District (WPSD). The Bureau also provides mandated State inspection services for municipal vehicles, and works in conjunction with the City's Department of Purchase to dispose of vehicles at public auction.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Rolling Stock Maintenance	A034	\$ 2,234,903	\$ 2,379,327	\$ 2,441,608	III-19

REQUIRED RESOURCES- FULL TIME POSITIONS:

<u>Title</u>	<u>Grade</u>	<u>FY 20-21 Revised Budget 12/31/20</u>			<u>FY 21-22 Proposed Budget</u>		
		<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Garage & Shop Supt.	M/C15	1	1	-	1	1	-
Lead Auto. Mechanic	11	2	2	-	2	2	-
Automotive Mechanic II	10	11	10	*	11	10	*
Welder	10	1	1	-	1	1	-
Automotive Mechanic I	9	1	1	-	1	1	-
Automotive Stock Clerk	8	1	1	-	1	1	-
Skilled Laborer	6	2	2	-	2	2	-
Semi-skilled Laborer	4	1	1	-	1	1	-
		<u>20</u>	<u>19</u>	<u>1</u>	<u>20</u>	<u>19</u>	<u>1</u>

* One or more positions underfilled

PUBLIC WORKS - BUREAU OF GARAGE & SHOP

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,416,730	\$ 1,453,509	\$ 705,142	\$ 1,482,090
Employee Benefits	690,470	721,118	341,998	755,609
Materials & Supplies	118,045	133,153	80,953	148,208
Direct Costs	5,307	57,225	284	6,225
Equipment	4,351	14,322	-	9,476
Rolling Stock	-	-	-	40,000
Total Expenditures	\$ 2,234,903	\$ 2,379,327	\$ 1,128,377	\$ 2,441,608
<u>Revenues</u>				
Miscellaneous	\$ -	\$ -	\$ 299	\$ -
Net Cost	\$ 2,234,903	\$ 2,379,327	\$ 1,128,078	\$ 2,441,608

PUBLIC WORKS - BUREAU OF HIGHWAYS AND GROUNDS

DEPARTMENT DESCRIPTION:

The Bureau of Highways maintains and repairs all City streets, highways, bridges, and other municipal properties, including certain maintenance functions on Country roadways, together with removal of ice and snow, collection of leaves and brush, and provides labor and equipment to other operational divisions of the City government. It also directs and supervises Street Cleaning, Forestry, Parks Maintenance and Street Lighting activities. The Bureau also is responsible for certain recycling programs*, storage and transportation to market of scrap metal (including resident's "white goods"), and recycling of discarded sections of old asphalt for use as pothole patching material in City streets.

*Including residential compostable pickup

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Street Lighting	B004	\$ 943,350	\$ 1,025,785	\$ 993,773	III-105
Forestry Services	D004	712,270	822,414	735,133	III-131
Leaf Removal	D015	299,377	341,972	256,643	III-123
Snow Removal	D005	711,901	1,277,938	1,194,484	III-125
Street Cleaning	D013	507,238	547,629	555,856	III-127
Street Repairs	D014	5,582,297	5,741,952	5,717,713	III-129
Parks Maintenance	various	1,679,277	1,996,461	1,909,758	III-165
		<u>\$ 10,435,710</u>	<u>\$ 11,754,151</u>	<u>\$ 11,363,360</u>	

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Superintendent of Highways and Grounds	M/C17	1	1	-	1	1	-
Asst. Highway Superintendent	14	1	-	1	1	1	-
Parks Maintenance Superv. I	11	2	2	-	2	1	1
Street Light Installer	11	1	1	-	1	1	-
Lead Tree Trimmer	10	1	1	-	1	1	-
Crew Leader	9	6	6	-	6	6	-
Maintenance Mechanic	8	10	10	-	10	10	-
Operations Assistant	8	1	1	-	1	1	-
Tree Trimmer	8	2	2	-	2	2	-
Motor Equipment Operator	7A	19	17	2	19	17	2
Skilled Laborer	6	12	11	1	12	11	1
Semi-Skilled Laborer	4	14	9	5	14	9	5
		<u>70</u>	<u>61</u>	<u>9</u>	<u>70</u>	<u>61</u>	<u>9</u>

PUBLIC WORKS - BUREAU OF HIGHWAYS AND GROUNDS

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 4,975,696	\$ 5,264,377	\$ 2,451,123	\$ 5,274,621
Employee Benefits	2,558,131	2,622,974	1,217,425	2,696,121
Materials & Supplies:				
Street Resurfacing/Asphalt	611,337	704,090	94,623	604,090
Sand/Salt	459,078	718,160	4,613	665,510
Land Maint. Supplies	276,165	275,578	33,006	280,453
Traffic Lighting Operations	97,746	99,100	20,813	99,100
Rolling Stock Operations	429,635	580,627	193,775	495,026
Utilities	731,026	831,872	280,177	796,759
Building - Facilities	46,808	159,839	35,696	7,600
Other	120,149	226,707	123,504	282,166
Direct Costs:				
Program Services	322,250	431,236	222,667	324,575
Other	37,831	55,770	47,020	41,175
Equipment	-	12,500	-	13,310
Rolling Stock	51,965	47,500	-	60,000
Total Expenditures	<u>\$ 10,717,817</u>	<u>\$ 12,030,330</u>	<u>\$ 4,724,442</u>	<u>\$ 11,640,506</u>
<u>Revenues</u>				
Intergovernmental	\$ 28,050	\$ 28,050	\$ 14,025	\$ 28,050
Charges for Services	101,408	100,579	-	105,046
Miscellaneous:				
Rental of Property	117,258	116,800	48,400	116,800
Other	35,391	30,750	6,632	27,250
Total Program Generated Revenues	<u>\$ 282,107</u>	<u>\$ 276,179</u>	<u>\$ 69,057</u>	<u>\$ 277,146</u>
Net Cost	<u><u>\$ 10,435,710</u></u>	<u><u>\$ 11,754,151</u></u>	<u><u>\$ 4,655,385</u></u>	<u><u>\$ 11,363,360</u></u>

PUBLIC WORKS - BUREAU OF SANITATION

DEPARTMENT DESCRIPTION:

The Bureau of Sanitation provides a solid-waste and refuse collection system for residents, institutions and commercial establishments within the City on established schedules. It also provides weekly newspaper, corrugated cardboard and food and beverage container recycling collections from all residential and commercial buildings for recycling purposes and maintains records and necessary billing statements for materials processed for other agencies. Recycling of "white goods" (scrap metal) and other large (scrap metal) items as well as maintaining a recycling drop-off facility is conducted by this Bureau which also provides recycling consulting services for business and multi-family housing facilities. The Bureau is also responsible for meeting State and County imposed recycling and waste reduction goals.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Waste Collection, Disposal & Recycling	C003/C004	\$ 7,603,854	\$ 7,759,527	\$ 7,968,755	III-109

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Sanitation Superintendent	M/C15	1	1	-	1	1	-
Asst. Sanitation Superintendent	14	1	1	-	1	1	-
Sanitation Leader	39	1	-	1	1	-	1
Sanitation Driver	37	19	18	1	19	19	-
Sanitation Worker	35	38	33	5	38	34	4
		60	53	7	60	55	5

PUBLIC WORKS - BUREAU OF SANITATION

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 4,205,452	\$ 4,179,896	\$ 2,128,726	\$ 4,313,171
Employee Benefits	2,311,750	2,322,819	1,155,102	2,471,705
Materials & Supplies:				
Rolling Stock Operations	276,374	335,450	117,055	313,410
Other	29,768	41,190	5,206	29,560
Direct Costs:				
Waste Disposal	834,410	944,762	366,573	904,599
Other	16,341	11,500	13,135	11,500
Equipment	-	810	-	810
Total Expenditures	\$ 7,674,095	\$ 7,836,427	\$ 3,785,797	\$ 8,044,755
 <u>Revenues</u>				
Charges for Services	\$ 60,000	\$ 60,000	\$ -	\$ 60,000
Miscellaneous Revenues	10,241	16,900	10,232	16,000
Total Program Generated Revenues	\$ 70,241	\$ 76,900	\$ 10,232	\$ 76,000
 Net Cost	 \$ 7,603,854	 \$ 7,759,527	 \$ 3,775,565	 \$ 7,968,755

PUBLIC WORKS - BUREAU OF STORM WATER

DEPARTMENT DESCRIPTION:

The Bureau of Storm Water maintains the storm water drain system owned by the City.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Storm Water System Maintenance	C002	\$ <u>107,694</u>	\$ <u>153,973</u>	\$ <u>80,986</u>	III-111

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

<u>Title</u>	<u>Grade</u>	<u>FY 20-21 Revised Budget 12/31/20</u>			<u>FY 21-22 Proposed Budget</u>		
		<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Motor Equipment Operator	7A	1	1	-	1	1	-
Semi-skilled Laborer	4	1	-	1	1	-	1
		<u>2</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>1</u>	<u>1</u>

PUBLIC WORKS - BUREAU OF STORM WATER

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 70,549	\$ 74,061	\$ 46,781	\$ 53,001
Employee Benefits	19,527	24,787	15,244	14,985
Materials & Supplies	17,618	42,625	1,002	13,000
Direct Costs	-	12,500	12,500	-
Total Expenditures	\$ <u>107,694</u>	\$ <u>153,973</u>	\$ <u>75,527</u>	\$ <u>80,986</u>

Revenues

None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u>107,694</u>	\$ <u>153,973</u>	\$ <u>75,527</u>	\$ <u>80,986</u>

PURCHASE DEPARTMENT

DEPARTMENT DESCRIPTION:

The Department of Purchase provides the various departments and agencies of the City of White Plains with all required materials, supplies and equipment through sound purchasing techniques pursuant to New York State Municipal Law and the Charter of the City of White Plains.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Purchasing, Stockroom & Warehouse	A025/A026	\$ 330,483	\$ 359,980	\$ 332,794	III-17

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Commissioner of Purchase	Appt.	1	1	-	1	1	-
Assistant Buyer	10	1	1	-	1	1	-
Purchase Clerk	8	1	1	-	1	1	-
Sr. Data Entry Operator/Verifier	5	1	-	1	1	-	1
Stock Clerk I	5	1	1	-	1	1	-
		<u>5</u>	<u>4</u>	<u>1</u>	<u>5</u>	<u>4</u>	<u>1</u>

PURCHASE DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 338,339	\$ 332,993	\$ 165,229	\$ 336,591
Employee Benefits	129,940	123,287	59,387	143,903
Materials & Supplies	10,001	11,050	1,402	11,700
Equipment	1,255	2,650	-	600
Total Expenditures	\$ <u>479,535</u>	\$ <u>469,980</u>	\$ <u>226,018</u>	\$ <u>492,794</u>
<u>Revenues</u>				
Miscellaneous Revenues	\$ <u>149,052</u>	\$ <u>110,000</u>	\$ <u>25,444</u>	\$ <u>160,000</u>
Total Program Generated Revenues	\$ <u>149,052</u>	\$ <u>110,000</u>	\$ <u>25,444</u>	\$ <u>160,000</u>
Net Cost	\$ <u><u>330,483</u></u>	\$ <u><u>359,980</u></u>	\$ <u><u>200,574</u></u>	\$ <u><u>332,794</u></u>

REAL ESTATE COMMITTEE

DEPARTMENT DESCRIPTION:

The Real Estate Committee, established by Section 105 (as amended) of the City Charter consists of the Assessor, the Corporation Counsel, and the Commissioners of Finance, Planning and Public Works. The primary function of the Real Estate Committee is to hold and manage all property acquired by the City through tax foreclosures and to recommend to the Common Council the disposition of these properties. The Commissioner of Finance is the current chairperson of the Committee.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Tax Property Management	A038	\$ <u>(169,702)</u>	\$ <u>3,000</u>	\$ <u>3,000</u>	III-21

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

None

REAL ESTATE COMMITTEE

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Materials & Supplies	\$ -	\$ 500	\$ -	\$ 500
Direct Costs	-	2,500	-	2,500
Total Expenditures	\$ -	\$ 3,000	\$ -	\$ 3,000
 <u>Revenues</u>				
Real Property Sales	\$ 169,702	\$ -	\$ -	\$ -
Net Cost	\$ (169,702)	\$ 3,000	\$ -	\$ 3,000

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RECREATION & PARKS DEPARTMENT

DEPARTMENT DESCRIPTION:

The Department of Recreation & Parks is charged with ensuring that White Plains is a beautiful City in which a variety of recreational and cultural experiences are available to the general population. As the City department responsible for recreational services, it is community-driven and dedicated to creatively developing and providing quality programs, services and opportunities which enable all people to participate and enjoy, thereby enhancing the quality of life within our community. The Department provides approximately five hundred thirty-five (535) different recreational, cultural and sports programs, special events and services which are directed at all age groups and encourage participation at all levels of proficiency.

Special efforts are made to improve the access that all children, youth and families have to participate in the programs of the Department of Recreation and Parks through increased financial aid, collaboration with the City's Youth Bureau including co-planning programs, co-promotion of programs, bilingual flyers and information in our bi-annual program brochure. The City's contribution to the Thomas H. Slater Center for youth and adult programs and activities is now funded through the Recreation and Parks budget.

The Department of Recreation and Parks operates the Senior Center, offering recreational and cultural opportunities to seniors, as well as transportation services, nutritional and educational programs and outreach services throughout the City of White Plains. It also oversees seventy-six (76) parks, playgrounds, gardens, and malls and medians that are maintained by the Department of Public Works.

CITY OF WHITE PLAINS RECREATION AND PARKS MISSION STATEMENT:

The mission of the City of White Plains Recreation and Parks Department is to enhance the quality of life by providing recreational opportunities through safe, well-organized and affordable programs and facilities; and to maintain a comprehensive network of parks, trails and open spaces that promote the mental, physical and social well-being of our residents.

ACTIVITIES PERFORMED:

Net Cost

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Cultural & Special Events	E011	\$ 157,807	\$ 176,249	135,322	III-151
Admin. Services Rec. & Parks	E002	912,111	1,021,483	1,016,788	III-155
Programs for People with Differing Abilities	E009	(15,218)	14,871	7,228	III-161
Ebersole Rink	E004	(151,787)	(133,768)	(164,415)	III-167
Day Camps & Special Interest Camps	E005	(31,067)	69,588	99,207	III-169
Outdoor Pools	E006	99,795	121,222	135,222	III-171
Youth Sports, Athletic & Special Interest Programs	E007	323,902	356,560	369,158	III-173
Adult Sports, Athletics & Special Interest Programs	E008	24,361	20,786	(41,089)	III-175
Renaissance Plaza	E018	35,433	41,434	39,837	III-177
Senior & Citizens Services	F006	536,678	545,340	654,908	III-183
		<u>\$ 1,892,015</u>	<u>\$ 2,233,765</u>	<u>\$ 2,252,166</u>	

RECREATION & PARKS DEPARTMENT

REQUIRED RESOURCES- FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Commissioner of Recreation and Parks	Appt.	1	1	-	1	1	-
Deputy Commissioner of Recreation and Parks	Appt.	1	1	-	1	1	-
Secretary to the Commissioner of Recreation and Parks	M/C 7	1	1	*	1	1	*
Director Community Center	14	1	1	-	1	1	-
Recreation Supervisor I	13	2	2	-	2	2	-
Asst. Director - Community Center	12	1	1	-	1	1	-
Assistant Accountant	11	1	1	-	1	1	-
Sr. Recreation Leader	6	1	1	*	1	1	*
Office Assistant II	6	1	1	-	1	1	-
Driver/Custodian	5	1	1	-	1	1	-
Recreation Leader	4	2	1	1	2	1	1
Office Assistant I	3	1	1	-	1	1	-
		14	13	1	14	13	1

* One or more positions underfilled

RECREATION & PARKS DEPARTMENT

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,753,749	\$ 2,066,020	\$ 769,030	\$ 1,818,976
Employee Benefits	530,622	629,286	267,614	635,940
Materials & Supplies:				
Program Supplies	108,873	151,609	31,118	144,500
Building-Facilities	11,453	11,800	3,031	12,200
Rolling Stock Operations	13,880	15,300	1,953	12,500
Utilities	235,099	288,050	103,281	244,550
Space Rental	60,000	60,000	60,000	60,000
Other	66,829	72,950	10,511	71,150
Direct Costs:				
Meals	33,132	41,000	7,557	38,000
Sports Officials	56,552	90,000	19,200	90,000
Program Services	160,036	197,500	38,471	172,500
Slater Center Support	226,000	226,000	113,000	226,000
Bus Transportation	52,241	93,500	-	36,500
Other	68,324	97,350	14,386	60,200
Equipment	39,089	16,000	3,636	18,500
Total Expenditures	\$ 3,415,879	\$ 4,056,365	\$ 1,442,788	\$ 3,641,516
<u>Revenues</u>				
Intergovernmental	\$ 159,103	\$ 158,150	\$ 83,052	\$ 149,650
Charges for Services	1,313,028	1,581,750	469,842	1,181,200
Licenses & Permits	-	2,600	2,600	3,000
Miscellaneous Revenues	51,733	80,100	6,428	55,500
Total Program Generated Revenues	\$ 1,523,864	\$ 1,822,600	\$ 561,922	\$ 1,389,350
Net Cost	\$ 1,892,015	\$ 2,233,765	\$ 880,866	\$ 2,252,166

WHITE PLAINS BOARD OF ETHICS

DEPARTMENT DESCRIPTION:

The White Plains Board of Ethics consists of (5) members appointed by the Common Council. A majority of the members are persons other than officers or employees of the City, but there must be at least one (1) member who is an elected or appointed officer or employee of the City. The City Corporation Counsel, or his designate, is a member ex-officio of the Board without the power to vote. The Board of Ethics has the powers and duties prescribed by Article 18 of the General Municipal Law and renders advisory opinions to officers and employees of the City, with respect to Article 18 of the General Municipal Law and any code of ethics adopted pursuant to such article under such rules and regulations as the Board of Ethics may prescribe. The advisory opinions are on ethics-related matters involving prospective conduct and may be requested only by the individual officer or employee whose conduct may be called into question. The Board may make recommendations with respect to the drafting and adoption of a code of ethics or amendments thereto upon request of the Common Council. The Board also has the authority to receive from any person a written complaint with respect to the compliance by any City officer with the provision of the Code and to resolve same in accordance with the terms of the Code of Ethics.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Board of Ethics	A040	\$ -	\$ 300	\$ 300	III-42

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

None

WHITE PLAINS HOUSING AUTHORITY BOARD

DEPARTMENT DESCRIPTION:

The White Plains Housing Authority is responsible for operating and maintaining public housing facilities in the City of White Plains. The Authority Board consists of seven members, five of whom are appointed by the Mayor to serve terms of five years. The remaining two members are elected by the tenants for terms of two years. The Chairman and tenant members receive an annual stipend which is paid by the City for their services. The information provided on this page represents those stipends.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
White Plains Housing Authority	A039	\$ 10,498	\$ 10,515	\$ 10,538	III-22

REQUIRED RESOURCES-

FULL TIME POSITIONS: None

There are seven members of this Board who receive an annual stipend pursuant to the City's Compensation and Leave Ordinance.

YOUTH BUREAU

DEPARTMENT DESCRIPTION:

The Youth Bureau is responsible for the planning, implementation and coordination of the continuum of youth development services for all youth, ages 5 - 24, in the City of White Plains. Youth development is a process which prepares young people to meet the challenges of adolescence and adulthood through a coordinated, progressive series of activities and experiences which help them to become socially, morally, emotionally, physically, and cognitively competent. Positive youth development addresses the broader developmental needs of youth, in contrast to deficit-based models which focus solely on youth problems.

The Youth Bureau fosters youth development through the provision of a wide array of programs under the broad categories of Youth Employment Services, Neighborhood Services, After School Services, Prevention Services, Counseling, Youth Leadership Services, and Community Education and Training Services. The Youth Bureau acts as the lead agency in developing collaborations with other youth and community organizations to provide an integrated service delivery system in White Plains that is responsive to the current needs of youth and families that maximize the strengths of all community resources.

ACTIVITIES PERFORMED:

Title	Activity Code	Net Cost			Reference Page
		FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
After School Centers/Sat. Academy	F011/F017	\$ 173,369	\$ 203,597	\$ 217,580	III-157
Bits 'N Pieces Day Camp	F016	(28,066)	(31,868)	(39,517)	III-159
Alternatives Program:					
Youth Development and Delinquency Prevention	F014	254,679	273,043	275,723	III-181
Neighborhood Services	F013	209,373	294,370	289,744	III-163
Youth Employment Services	F012	553,575	605,092	610,571	III-185
Youth Prog. Manag. & Admin.	F010	595,116	653,725	658,577	III-187
		<u>\$ 1,758,046</u>	<u>\$ 1,997,959</u>	<u>\$ 2,012,678</u>	

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Youth Services Director	Appt.	1	1	-	1	1	-
Asst. to YB Director - Admin.	M/C11	1	1	*	1	1	*
Youth Specialist II	14	3	3	-	3	3	-
Youth Specialist I	12	2	2	*	2	2	*
Youth Care Specialist	11	1	1	-	1	1	-
Bookkeeper - Youth Bureau	10	1	1	-	1	1	-
Youth Services Aide	9	3	3	-	3	3	-
Office Assist. I (Spanish Spk.)	4	1	1	-	1	1	-
		<u>13</u>	<u>13</u>	<u>-</u>	<u>13</u>	<u>13</u>	<u>-</u>

* One or more positions underfilled

YOUTH BUREAU

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,784,405	\$ 2,081,492	\$ 641,339	\$ 2,090,398
Employee Benefits	576,858	641,824	260,128	668,097
Materials & Supplies:				
Program Supplies	27,880	36,515	8,773	33,755
Rolling Stock Operations	2,888	9,500	399	9,500
Other	15,732	29,875	4,621	29,875
Direct Costs:				
Bus Transportation	11,509	21,325	-	18,825
Program Services	27,921	57,150	4,293	52,150
Consultants	30,300	35,900	8,089	25,900
Other	5,095	8,800	2,926	8,600
Equipment	754	-	-	-
Total Expenditures	\$ 2,483,342	\$ 2,922,381	\$ 930,568	\$ 2,937,100
<u>Revenues</u>				
Intergovernmental	\$ 51,583	\$ 64,519	\$ -	\$ 64,519
Charges for Services	659,553	859,903	8,966	859,903
Miscellaneous Revenues	14,160	-	-	-
Total Program Generated Revenues	\$ 725,296	\$ 924,422	\$ 8,966	\$ 924,422
Net Cost	\$ 1,758,046	\$ 1,997,959	\$ 921,602	\$ 2,012,678

ZONING BOARD OF APPEALS

DEPARTMENT DESCRIPTION:

The Zoning Board of Appeals, a quasi-judicial body, consists of five members and a secretary, all of whom are appointed by the Mayor. Because zoning ordinances are in many respects technical and restrictive, the Zoning Board of Appeals may grant relief where hardship or practical difficulty would result if the ordinances were strictly followed. The Board may permit certain reasonable differences from the Zoning Ordinance itself where the community or applicant would mutually benefit. The Zoning Board of Appeals also passes on all applications for permits for Special uses listed in the Zoning Ordinance that are subject to review. Any company or individual making an application to the Board must first publish its intention in a local newspaper and give notice to the owners within 200 feet of the applicant's property and adjoining municipalities. This requirement gives all interested parties a fair opportunity to support or challenge such requests and obtain reasonable conditions of safeguards deemed appropriate by the Board. The Board meets the first Wednesday of each month, except August, in the Common Council Chambers and holds executive meetings as required. It also makes field trips to inspect actual site conditions.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Net Cost</u>			<u>Reference Page</u>
		<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>	
Review of Zoning Appeals	A005	\$ 3,018	\$ 3,164	\$ 3,092	III-53

**REQUIRED RESOURCES-
FULL TIME POSITIONS:**

None

There are three members of this Board who receive an annual stipend pursuant to the City's Compensation and Leave Ordinance.

ZONING BOARD OF APPEALS

REQUIRED RESOURCES- SUMMARY	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries and Wages	\$ 2,100	\$ 2,100	\$ 1,050	\$ 2,100
Employee Benefits	350	364	176	362
Materials & Supplies	<u>568</u>	<u>700</u>	<u>316</u>	<u>630</u>
Total Expenditures	\$ <u>3,018</u>	\$ <u>3,164</u>	\$ <u>1,542</u>	\$ <u>3,092</u>
 <u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u>3,018</u>	\$ <u>3,164</u>	\$ <u>1,542</u>	\$ <u>3,092</u>

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ADMINISTRATION

CITY CLERK SERVICES
DEPT. PROVIDING SERVICE: CITY CLERK

OBJECTIVES:

To record Vital Statistics and issue certificates with immediate service at the counter and within 24 hours for mail requests.

To prepare the Common Council Meeting Agenda draft promptly after the Pre-Agenda Meeting; to mail all certified copies the day following stated monthly meetings; to complete Official Minutes for printing within one week of Stated Monthly Meeting; to accomplish indexing of Council Minutes in a timely fashion; to provide research service of Common Council Proceedings to Council members and City Departments.

To provide each Department of the City with record retention reminders on a quarterly basis to insure that non-essential documents are removed from active files.

To conserve, preserve, and protect, for future generations of citizens, the records, photographs, films, and artifacts that document the historical past of the City and promote the City Archives as a resource for educators, students and the public.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	Births recorded	1,850	2,019	2,000	2,000
	Certificates issued	2,750	2,860	1,900	1,900
NY	Deaths recorded	830	748	1,050	1,050
	Certificates issued	7,700	7,410	9,000	7,500
NY	Marriage licenses issued	850	702	300	300
	Certificates issued	1,750	1,472	1,000	1,000
NY/WP	Other licenses issued	525	591	475	475
NY/WP	Genealogy requests	50	69	45	45
NY/WP	Minutes recorded/indexed	2,600	2,206	2,500	2,500
NY/WP	Code books/maps	25	14	26	25
NY/WP	Archival accessions	50 c.f.	65 c.f.	50 c.f.	50 c.f.
NY/WP	Archival processing	80 c.f.	90 c.f.	80 c.f.	80 c.f.
NY/WP	Media conversion archival	2	3	2	2
NY	EZ Pass	300	324	350	275
NY/WP	Archival man-hours	750	754	750	750

CITY CLERK SERVICES
DEPT. PROVIDING SERVICE: CITY CLERK

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 370,206	\$ 397,920	\$ 195,323	\$ 397,961
Employee Benefits	<u>167,719</u>	<u>176,823</u>	<u>85,881</u>	<u>183,103</u>
S/T	537,925	574,743	281,204	581,064
Materials & Supplies	12,891	20,130	4,673	18,030
Direct Costs	<u>11,502</u>	<u>24,390</u>	<u>7,141</u>	<u>15,300</u>
Total	<u>\$ 562,318</u>	<u>\$ 619,263</u>	<u>\$ 293,018</u>	<u>\$ 614,394</u>
<u>Revenues</u>				
Charges for Services:				
Vital Records Certificates	\$ 126,700	\$ 115,000	\$ 49,540	\$ 120,000
Other	638	900	286	600
Licenses & Permits	17,196	20,900	5,629	16,000
Miscellaneous	<u>1,594</u>	<u>1,592</u>	<u>903</u>	<u>1,560</u>
Total	<u>\$ 146,128</u>	<u>\$ 138,392</u>	<u>\$ 56,358</u>	<u>\$ 138,160</u>
Net Cost	<u><u>\$ 416,190</u></u>	<u><u>\$ 480,871</u></u>	<u><u>\$ 236,660</u></u>	<u><u>\$ 476,234</u></u>

DEPARTMENT REFERENCE PAGE: II-12

CITY - OWNED BUILDING MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

- To consolidate all work requests from the various City Agencies in order to schedule work in an efficient manner.
- To provide repair, renovation and custodial services for over 37 City-owned buildings; to maintain the Thomas H. Slater Center facility, the White Plains Performing Arts Center and the Education Training Center.
- To respond to all departments' requests processed through the Bureau of Building Maintenance.
- To maintain the City-owned fiber optic network.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Average response days to review work requests	1.0	1.0	1.0	1.0
	Percentage of requests done "in-house"	90%	90%	90%	90%
	Heating plants operated	38	38	38	38
	Buildings cleaned	3	3	3	3
	Buildings Maintained:				
	Occupied	28	28	28	28
	Non-occupied	5	5	5	5
	Miles of fiber optic cable maintained	35	35	35	35

CITY OWNED BUILDING MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 1,278,809	\$ 1,208,569	\$ 622,589	\$ 1,239,295
Employee Benefits	<u>579,762</u>	<u>547,528</u>	<u>269,940</u>	<u>581,783</u>
S/T	1,858,571	1,756,097	892,529	1,821,078
Materials & Supplies	1,123,251	1,736,133	770,829	1,234,908
Direct Costs	797,909	926,708	638,348	858,912
Equipment	<u>53,989</u>	<u>75,080</u>	<u>973</u>	<u>17,290</u>
Total	<u>\$ 3,833,720</u>	<u>\$ 4,494,018</u>	<u>\$ 2,302,679</u>	<u>\$ 3,932,188</u>
<u>Revenues</u>				
Intergovernmental:				
NYS Unified Court System	\$ 58,248	\$ 60,000	\$ 59,948	\$ 60,000
Miscellaneous:				
Rental Real Property	799,403	1,191,947	449,437	1,637,378
Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,500</u>
Total	<u>\$ 857,651</u>	<u>\$ 1,251,947</u>	<u>\$ 509,385</u>	<u>\$ 1,707,878</u>
Net Cost	<u><u>\$ 2,976,069</u></u>	<u><u>\$ 3,242,071</u></u>	<u><u>\$ 1,793,294</u></u>	<u><u>\$ 2,224,310</u></u>

DEPARTMENT REFERENCE PAGE: II-66

CIVIL SERVICE ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PERSONNEL

OBJECTIVES:

To administer and ensure compliance to Civil Service Laws, rules and procedures by all departments of the City, Board of Education and the Housing Authority while striving to maximize recruitment and retention goals, and support operational objectives.

To administer and update the local Civil Service Rules and Appendices.

To maintain accurate personnel and exam records; and report to New York State Civil Service required statistical data in an annual report.

To administer all Civil Service examinations, establish and certify lists, and coordinate candidate recruitment and appointment.

To administer written and agility police and fire exams, coordinate medical exams and psychological testing, establish eligible lists, prepare statistical reports; and coordinate with counsel the requirements set forth by Federal Court consent decrees.

To approve hires, promotions, leaves, reinstatements, transfers and workforce reductions consistent with Civil Service Law and Rules.

To assist departments in the processing of Civil Service Law Section 71 & 72 proceedings related to employees who are unable to work.

To ensure implementation of NYS mandated hiring/promotional preferences for active military and veterans.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	Payroll certifications	3	3	3	3
NY	Roster records maintained	3,300	3,678	3,600	3,600
NY/FED	Exam applications processed	350	3,438	1,000	300
NY/FED	Examinations administered	40	40	40	40
NY/FED	Physical agility exams administered	20	2	55	5
	No. of candidates eligible (agility, practice/actual)	2,500	2	3,200	500
FED	Training for actual exams	12	12	6	6
	No. of candidates eligible (training)	3,225	3,063	800	50
NY	Performance exams administered (typing, database, etc.)	5	2	10	4
	No. of candidates eligible (performance)	40	6	40	15
NY	Eligible lists established	30	27	20	30
NY	Eligible lists certified	50	40	30	40
NY	Collected exam fees (no. of checks, money orders, etc.)	350	3,438	1,000	300
NY	Collected fees for non-competitive and promotional (no. of checks, money orders, etc.)	50	55	50	50
NY	Candidate verifications	100	80	50	75
WP	Records Retention				
	Stored	N/A	403	4,715	1,250
	Destroyed	N/A	405	400	350

CIVIL SERVICE ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PERSONNEL

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 385,409	\$ 396,030	\$ 196,398	\$ 405,484
Employee Benefits	132,877	154,516	73,752	162,241
S/T	518,286	550,546	270,150	567,725
Materials & Supplies	-	5,000	-	5,000
Direct Costs:				
Civil Service Exams	26,360	42,480	20,333	40,900
Other	20,980	26,000	-	26,000
Equipment	4,203	-	-	-
Total	\$ 569,829	\$ 624,026	\$ 290,483	\$ 639,625
Revenues				
Charges for Services:				
White Plains School District	\$ 12,000	\$ 12,000	\$ 12,000	\$ 24,000
Civil Service Exam Fees	75,003	24,000	1,928	13,700
Civil Service Non Comp Appl Fee	1,250	1,250	650	1,000
Miscellaneous	40	40	-	-
Total	\$ 88,293	\$ 37,290	\$ 14,578	\$ 38,700
Net Cost	\$ 481,536	\$ 586,736	\$ 275,905	\$ 600,925

DEPARTMENT REFERENCE PAGE: II-44

DPW PROGRAM MANAGEMENT AND ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To manage all resources of the Department of Public Works to provide the services set forth in the City Charter in the most efficient and effective manner possible.

To respond to all departments' requests processed through the Bureau of Building Maintenance.

To manage the City's fleet tracker system and to provide rolling stock billing and accounting services to all City departments and agencies. To maintain compliance with applicable City codes and ordinances within the City rights-of-way that may adversely affect quality of life, aesthetics, public health, safety and welfare.

To provide Departmental occupational safety training for field personnel.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of payrolls prepared	29	29	29	29
WP	No. of requisitions prepared	270	209	180	200
	No. of purchase orders handled	280	215	200	200
WP	No. of purchase/vouchers orders prepared	1,600	1,139	1,250	1,250
	No. of personnel files maintained	350	350	350	350
WP	No. of sidewalk vault permits renewed	60	53	58	58
	No. of pieces of inter-office and metered mail processed	241,000	241,000	241,000	241,000
	Municipal Court and examination before trial appearances/affidavits, claim investigations and FOIL responses	29	8	15	15
	No. of street opening/obstruction permits issued (includes those issued to Verizon)	180	190	150	210
	Con Edison street opening/obstruction permits issued	185	316	300	320
	No. of sidewalk, curb and driveway permits issued	31	14	15	25
	No. of sidewalk café licenses issued	18	45	45	20
	No. of Gedney Way landscaper drop off permits issued	7	4	5	7
	No. of Safety Seminar Presentations & Inspections	30	30	30	30
	No. of cell phone towers monitored	50	27	50	50

DPW PROGRAM MANAGEMENT AND ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,117,614	\$ 1,138,166	\$ 557,019	\$ 1,138,266
Employee Benefits	443,475	469,965	223,951	458,773
S/T	1,561,089	1,608,131	780,970	1,597,039
Materials & Supplies	43,128	46,048	10,096	41,436
Direct Costs	27,928	81,720	11,958	36,195
Equipment	1,970	-	-	950
Total	\$ 1,634,115	\$ 1,735,899	\$ 803,024	\$ 1,675,620
<u>Revenues</u>				
Charges for Services:				
WP School District	\$ 20,132	\$ 29,550	\$ 9,298	\$ 21,525
Other	5,400	42,500	36,750	5,000
Licenses & Permits:				
Landscape Gardener Fees	3,000	6,500	2,250	6,500
Street Openings & Obstructions	829,225	825,000	580,732	800,000
Sidewalks-Curbs-Driveways	28,475	75,000	37,215	75,000
Sidewalk Café	9,250	48,000	2,250	2,250
Street Vaults	94,000	110,000	85,500	106,000
Miscellaneous	64,985	145,974	52,730	129,823
Total	\$ 1,054,467	\$ 1,282,524	\$ 806,725	\$ 1,146,098
Net Cost	\$ 579,648	\$ 453,375	\$ (3,701)	\$ 529,522

DEPARTMENT REFERENCE PAGE: II-64

ESTABLISH AND MAINTAIN ASSESSMENT ROLL
DEPT. PROVIDING SERVICE: ASSESSOR

OBJECTIVES:

To provide the assessments for all real property and to apportion special franchise assessments within the City of White Plains in accordance with applicable laws and practices.

To provide the City with a basis for determining the annual tax levy.

To provide services, as required, to the general public.

To assist in maintaining fair and equitable assessments on all real properties within the City.

PERFORMANCE MEASURES:

Mandate	Task/Measure	FY 19-20 Estimate	FY 19-20 Actual	FY 20-21 Estimate	FY 21-22 Planned
NY	No. of inspections	2,000	2,000	2,000	2,000
NY	Property Transfers:				
	Ownership changes	561	561	541	600
	Deed review	765	765	733	750
	Tax bill address changes	1,078	1,078	1,038	1,000
NY	Review of Wholly Exempt Parcels	395	395	408	410
NY	Review of Partial Exemptions:				
	Veteran	1,870	1,870	1,867	1,800
	Senior	190	190	198	200
	STAR Enhanced	933	933	960	900
	STAR Basic	4,505	4,505	4,055	4,000
NY	Residential Assessment Ratio Survey Analysis	700	700	700	700
NY	Inventory:				
	Update property record cards & Property Assessment System	3,000	3,000	3,000	3,000
	Splits and merges of parcels	12	12	4	5
	Digital property photographs	2,500	2,500	2,500	2,500
	Update tax maps	18	18	18	18
NY	Court Appearances/Appraisal Review:				
	Small Claims Assessment Review (SCAR)	145	145	150	150
	Certiorari appraisal review	600	600	600	600
NY	Assessment valuation review	2,500	2,500	2,500	2,500
	Assessment Changes:				
	Residential	245	245	268	275
	Commercial	253	253	437	425
	No. of income & expense reports	344	344	306	325
NY	State reports	10	10	10	10
WC	County reports	4	4	4	4
	Public assistance	12 hrs/wk	12 hrs/wk	12 hrs/wk	12 hrs/wk
WP	No. of assessment complaints reviewed	1,200	1,200	1,200	1,200
	No. of tax certiorari cases settled	48	48	32	45
	No. of hours of conferences with Assessor and special counsel	3 hrs/wk	3 hrs/wk	3 hrs/wk	3 hrs/wk
	No. of small claims filed	145	145	150	150
	No. of hours in service of this activity	21 hrs/wk	21 hrs/wk	21 hrs/wk	21 hrs/wk

ESTABLISH AND MAINTAIN ASSESSMENT ROLL
DEPT. PROVIDING SERVICE: DEPT. OF ASSESSOR

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
Expenditures				
Salaries & Wages	\$ 424,850	\$ 401,361	\$ 198,881	\$ 448,729
Employee Benefits	<u>189,709</u>	<u>189,080</u>	<u>88,126</u>	<u>204,763</u>
S/T	614,559	590,441	287,007	653,492
Materials & Supplies	19,016	65,435	2,541	22,935
Direct Costs	386	2,950	301	2,950
Equipment	<u>1,983</u>	<u>1,600</u>	<u>-</u>	<u>1,600</u>
Total	\$ <u>635,944</u>	\$ <u>660,426</u>	\$ <u>289,849</u>	\$ <u>680,977</u>
Revenues				
Miscellaneous:				
Maps	\$ 2,300	\$ 3,000	\$ 2,950	\$ 3,400
Other	<u>444</u>	<u>550</u>	<u>227</u>	<u>400</u>
Total	\$ <u>2,744</u>	\$ <u>3,550</u>	\$ <u>3,177</u>	\$ <u>3,800</u>
Net Cost	\$ <u>633,200</u>	\$ <u>656,876</u>	\$ <u>286,672</u>	\$ <u>677,177</u>

DEPARTMENT REFERENCE PAGE: II-4

INFORMATION TECHNOLOGY**DEPT. PROVIDING SERVICE: DEPT. OF INFORMATION TECHNOLOGY****OBJECTIVES:**

To direct, manage, support and extend the information technology utilized by the departments throughout the City of White Plains.

To effectively track all issues routed to the IT support desk, record the approach taken to remedy the issue, and foster accountability within IT while providing clarity and attentiveness to the user community.

To provide subject matter expertise and to serve as technical advisor to the Mayor, Common Council, Department Heads, and the user community throughout the various departments within the City of White Plains.

To leverage knowledge of new or existing technologies that satisfy the goals of the City, reduce costs and create technical efficiencies.

To centralize and simplify the disparate systems utilized throughout the City of White Plains in order to provide agile support, timely issue resolution and/or rapid deployment.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of support calls taken	5,000	5,500	5,000	5,500
	Support Tickets per resource	833	917	833	917
	Response by priority:				
	Low	1 hour	1 hour	1 hour	1 hour
	Medium	30 min	30 min	30 min	30 min
	High	10 min	10 min	10 min	10 min
	Reduction in PC's	N/A	N/A	N/A	20

INFORMATION TECHNOLOGY**DEPT. PROVIDING SERVICE: DEPT. OF INFORMATION TECHNOLOGY****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 717,364	\$ 743,720	\$ 362,295	\$ 743,720
Employee Benefits	<u>280,835</u>	<u>297,790</u>	<u>143,436</u>	<u>310,658</u>
S/T	998,199	1,041,510	505,731	1,054,378
Materials & Supplies:				
Computer Sys. Software	233,348	139,096	75,247	121,000
Application Software	146,239	142,000	135,112	149,764
Data Communications	28,208	20,000	11,347	25,000
Other	11,138	9,200	3,809	10,200
Direct Costs:				
Network Support	102,565	105,000	89,640	100,000
Other	109,845	135,610	65,923	114,700
Equipment	<u>16,035</u>	<u>44,000</u>	<u>458</u>	<u>11,000</u>
Total	<u>\$ 1,645,577</u>	<u>\$ 1,636,416</u>	<u>\$ 887,267</u>	<u>\$ 1,586,042</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 1,645,577</u>	<u>\$ 1,636,416</u>	<u>\$ 887,267</u>	<u>\$ 1,586,042</u>

DEPARTMENT REFERENCE PAGE: II-20

PERSONNEL ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PERSONNEL

OBJECTIVES:

To serve as personnel advisor to the Mayor, Common Council, City department heads and managers, and develop appropriate policies and procedures in managing the workforce.

To manage all City recruitment (vacancy control, posting, advertising, application review) to insure the hiring and promotion of qualified candidates consistent with Civil Service law, State and Federal requirements, and applicable labor agreements.

To manage and ensure compliance to Federal Consent Decrees for recruitment, training, selection and reporting of Police Officers and Fire Fighters.

To review, study and recommend proper classification and salary allocations for the City's positions, manage employee compensation and merit reviews, develop appropriate job specifications, and maintain employment records.

To ensure compliance to the applicable provisions of the Federal Regulations, New York State Retirement System, Americans with Disabilities Act, Equal Employment Opportunity, Family Medical Leave Act (FMLA), City of White Plains policies, and Department of Labor regulations as well as provide management support and professional consultation to the City's departments.

To manage tuition reimbursement, employee ID's, employee assistance, supervisory and sexual harassment training; and coordinate participation in various community and employee programs.

To maintain effective labor/management relations under the New York State Taylor Law; and coordinate the administration of labor agreements with departments in a fair and consistent manner; and participate in grievance procedures.

To advertise and participate in executive searches and recruitment.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Personnel recruitment/related procedures:				
	- Executive	1	-	1	1
	- Full time	50	55	50	50
	- Hourly	425	227	300	400
NY/WP	Salary/classification studies	14	13	12	12
	Surveys completed	15	16	15	15
WP	Changes to the Compensation and Leave Plan	8	17	10	10
	Tuition reimbursements	4	4	6	6
	Advertisements placed	5	1	12	2
	Training/Community Service Programs (including F/T Employee Orientation, P/T Retirement Registration and Retirement Assistance)	1,400	1,421	1,400	1,400
	No. of contracts administered	4	4	4	4
WP	No. of merit performance reviews	42	44	25	5
	No. Payroll/Personnel Action Forms	1,800	1,312	1,200	1,500
	BOE Change Order Forms	120	90	90	100
NY/WP	Job specifications written/revised	80	54	50	50
NY	Employee Verifications	75	142	125	125
WP	Records Retention				
	Stored	N/A	302	300	300
	Destroyed	N/A	304	300	300

PERSONNEL ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PERSONNEL

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 184,258	\$ 168,245	\$ 81,515	\$ 166,647
Employee Benefits	<u>98,444</u>	<u>96,826</u>	<u>46,817</u>	<u>101,000</u>
S/T	282,702	265,071	128,332	267,647
Materials & Supplies	9,011	13,150	3,990	12,650
Direct Costs	2,980	17,173	785	17,173
Equipment	<u>1,977</u>	<u>1,200</u>	<u>1,303</u>	<u>-</u>
Total	\$ <u>296,670</u>	\$ <u>296,594</u>	\$ <u>134,410</u>	\$ <u>297,470</u>
<u>Revenues</u>				
Miscellaneous	\$ <u>62</u>	\$ <u>40</u>	\$ <u>-</u>	\$ <u>40</u>
Total	\$ <u>62</u>	\$ <u>40</u>	\$ <u>-</u>	\$ <u>40</u>
Net Cost	\$ <u>296,608</u>	\$ <u>296,554</u>	\$ <u>134,410</u>	\$ <u>297,430</u>

DEPARTMENT REFERENCE PAGE: II-44

PURCHASING, STOCKROOM & WAREHOUSE
DEPT. PROVIDING SERVICE: DEPT. OF PURCHASE

OBJECTIVES:

To facilitate the purchase of all equipment, materials and supplies utilized by the City and ensure the most economical use of taxpayers' dollars in providing quality, price and timeliness of delivery.

To maintain a central stockroom for the common use commodities required by various City agencies, and to obtain better commodity pricing through the bulk purchase method.

To enhance inventory control and reduce the cost of carrying inventory through the application of efficient materials management techniques.

To provide adequate and safe storage of valuable City materials.

PERFORMANCE MEASURES:

Mandate	Task/Measure	FY 19-20 Estimate	FY 19-20 Actual	FY 20-21 Estimate	FY 21-22 Planned
NY	No. of advertised bids	40	31	20	25
NY	No. of unadvertised bids	120	88	50	80
WP	No. of purchase requisitions processed	1,200	1,190	700	1,200
	No. of purchase orders issued	700	592	400	600
	No. of direct claim vouchers processed	3,200	2,897	2,400	3,000
	No. of Credit Card Transactions	1,400	1,485	1,000	1,400
	Value of Credit Card Transactions	\$ 400,000	\$ 494,597	\$ 300,000	\$ 400,000
	On-line auctions of surplus equipment and rolling stock	3	2	2	3
	Value of on-line auctions combined	\$ 100,000	\$ 103,340	\$ 60,000	\$ 100,000
	Value of issued purchase orders and direct claim vouchers	\$ 10,500,000	\$ 13,315,325	\$ 7,500,000	\$ 12,000,000
	No. of contract claim vouchers prepared	320	366	300	375
	Value of contract claim vouchers prepared	\$ 1,500,000	\$ 1,811,940	\$ 1,100,000	\$ 1,800,000
	Value of stock room goods distributed & inventory	\$ 300,000	\$ 409,665	\$ 425,000	\$ 400,000
	Department estimate of savings achieved through bulk purchasing, central storage and distribution	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000
	Average response time (days) to department requests (stock room requisitions)	1-2 days	1-2 days	1-2 days	1-2 days
WP	No. of stock room requisitions processed	800	600	700	600
	<u>Bulk Storage Area:</u>				
WP	Storage Capacity (cu. ft.)	4,000	4,000	4,000	4,000
	Estimated savings due to bulk storage	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
	Sale of topsoil and mulch	\$ 50,000	\$ 54,975	\$ 45,000	\$ 60,000

PURCHASING STOCKROOM & WAREHOUSE
DEPT. PROVIDING SERVICE: DEPT. OF PURCHASE

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 338,339	\$ 332,993	\$ 165,229	\$ 336,591
Employee Benefits	129,940	123,287	59,387	143,903
S/T	468,279	456,280	224,616	480,494
Materials & Supplies	10,001	11,050	1,402	11,700
Equipment	1,255	2,650	-	600
Total	\$ 479,535	\$ 469,980	\$ 226,018	\$ 492,794
Revenues				
Miscellaneous:				
Sale of Property	\$ 97,460	\$ 60,000	\$ 540	\$ 100,000
Other	51,592	50,000	24,904	60,000
Total	\$ 149,052	\$ 110,000	\$ 25,444	\$ 160,000
Net Cost	\$ 330,483	\$ 359,980	\$ 200,574	\$ 332,794

DEPARTMENT REFERENCE PAGE: II-78

ROLLING STOCK MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To maintain and repair all City-owned vehicles, including those of the Public Safety Department and the White Plains School District.

To maintain and repair mechanized units, non-self propelled.

To provide state emission and safety inspections for municipal vehicles.

To maintain parts inventory and work orders through fleet tracker system.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of City vehicles maintained	415	415	415	415
	No. of School District vehicles maintained	35	35	35	35
	No. of work orders processed	2,800	2,584	2,800	2,800
NY	No. of emission inspections performed* (includes safety inspections for most vehicles)	275	275	275	275
NY	No. of safety inspections performed (includes five motorcycles)	60	60	60	60
	No. of lawn equipment, saws, pumps and generators served	260	260	260	260

* New York Emissions inspections include diesel.

ROLLING STOCK MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 1,416,730	\$ 1,453,509	\$ 705,142	\$ 1,482,090
Employee Benefits	<u>690,470</u>	<u>721,118</u>	<u>341,998</u>	<u>755,609</u>
S/T	2,107,200	2,174,627	1,047,140	2,237,699
Materials & Supplies:				
Rolling Stock Repairs	101,768	116,308	72,597	126,578
Other	16,277	16,845	8,356	21,630
Direct Costs	5,307	57,225	284	6,225
Equipment	<u>4,351</u>	<u>14,322</u>	<u>-</u>	<u>49,476</u>
Total	<u>\$ 2,234,903</u>	<u>\$ 2,379,327</u>	<u>\$ 1,128,377</u>	<u>\$ 2,441,608</u>
<u>Revenues</u>				
Miscellaneous	\$ -	\$ -	\$ 299	\$ -
Net Cost	<u>\$ 2,234,903</u>	<u>\$ 2,379,327</u>	<u>\$ 1,128,078</u>	<u>\$ 2,441,608</u>

DEPARTMENT REFERENCE PAGE: II-70

TAX PROPERTY MANAGEMENT
DEPT. PROVIDING SERVICE: REAL ESTATE COMMITTEE

OBJECTIVES:

To review tax foreclosed property and recommend disposition of such property to the Common Council.

To dispose of tax foreclosed property approved for sale by the Common Council.

To lease tax foreclosed property as approved by the Common Council.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of Committee meetings	1	1	1	2
	No. of parcels of tax foreclosed property to be disposed of through private sale or public auction	2	-	1	1
	No. of tax foreclosed properties over which the Committee has jurisdiction	2	2	2	2
	Cost-basis of tax foreclosed properties under the Committee's jurisdiction	\$ 25,554	\$ 17,684	\$ 18,889	\$ 19,889

TAX PROPERTY MANAGEMENT
DEPT. PROVIDING SERVICE: REAL ESTATE COMMITTEE

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Materials & Supplies	\$ -	\$ 500	-	\$ 500
Direct Costs	-	2,500	-	2,500
 Total	 \$ -	 \$ 3,000	 \$ -	 \$ 3,000
 <u>Revenues</u>				
Miscellaneous:				
Real Property Sales	\$ 169,702	\$ -	\$ -	\$ -
 Total	 \$ 169,702	 \$ -	 \$ -	 \$ -
 Net Cost	 \$ (169,702)	 \$ 3,000	 \$ -	 \$ 3,000

DEPARTMENT REFERENCE PAGE: II-80

WHITE PLAINS HOUSING AUTHORITY BOARD
DEPT. PROVIDING SERVICE: WHITE PLAINS HOUSING AUTHORITY

OBJECTIVES:

To operate and maintain public housing facilities in the City of White Plains.

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 9,500	\$ 9,500	\$ 4,750	\$ 9,500
Employee Benefits	<u>998</u>	<u>1,015</u>	<u>500</u>	<u>1,038</u>
S/T	10,498	10,515	5,250	10,538
Operating Transfer Out: Housing Enhancement Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 10,498</u>	<u>\$ 10,515</u>	<u>\$ 5,250</u>	<u>\$ 10,538</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 10,498</u>	<u>\$ 10,515</u>	<u>\$ 5,250</u>	<u>\$ 10,538</u>

DEPARTMENT REFERENCE PAGE: II-87

FINANCIAL

BOOKKEEPING & FINANCIAL REPORTING
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

OBJECTIVES:

To maintain the financial records of all City Departments, the Cable TV Commission, the Urban Renewal Agency and the White Plains Local Development Corporation, in conformance with GASB, State, Local and Federal financial reporting requirements.

To monitor fiscal performance and trends through timely and accurate financial reporting to all City departments, component units and the Common Council.

To provide accounting services for all City budgets and capital projects.

To receive an unqualified audit opinion from the City's outside auditors and to prepare the annual CAFR for submission to GFOA.

To implement the City's debt service policy and to prepare all documentation necessary for the City's official statement.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Accounting System in compliance with GASB standards and pronouncements	100%	100%	100%	100%
	No. of financial reports submitted to Common Council	4	4	4	4
	No. of financial reports submitted to City Departments	38	38	38	38
	No. of external financial reports submitted	45	45	45	45
	No. of grants accounted for	58	57	56	55
	Grants subject to single audit	18	23	22	22
	No. of Capital Projects accounted for	58	61	60	58

BOOKKEEPING & FINANCIAL REPORTING
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 231,893	\$ 239,848	\$ 116,823	\$ 243,348
Employee Benefits	110,797	114,483	55,799	121,374
S/T	342,690	354,331	172,622	364,722
Materials & Supplies	435	2,350	466	2,350
Direct Costs	13,354	20,000	-	20,000
Total	<u>\$ 356,479</u>	<u>\$ 376,681</u>	<u>\$ 173,088</u>	<u>\$ 387,072</u>
<u>Revenues</u>				
Charges for Services:				
Community Development Program	\$ 10,176	\$ 10,000	\$ 14,742	\$ 10,150
WP Urban Renewal Agency	1,432	1,500	1,377	1,500
Total	<u>\$ 11,608</u>	<u>\$ 11,500</u>	<u>\$ 16,119</u>	<u>\$ 11,650</u>
Net Cost	<u><u>\$ 344,871</u></u>	<u><u>\$ 365,181</u></u>	<u><u>\$ 156,969</u></u>	<u><u>\$ 375,422</u></u>

DEPARTMENT REFERENCE PAGE: II-16

CITY-WIDE FINANCIAL ACTIVITIES
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

OBJECTIVES:

To oversee and account for all City-wide receipts including property taxes, sales tax, hotel occupancy tax, intergovernmental aid, utility gross receipts, and franchise fees.

To effectively administer and account for City-wide expenditures including taxes on City-owned property, insurance costs, active and retired employee health benefits, and the year end audit.

To coordinate and oversee the year end audit and all other such audits that affect City departments.

To administer all City employee benefit programs at the least cost to employees.

To administer the New York State ETPA Program, in full compliance with program guidelines.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of ETPA units billed	2,400	2,452	2,382	2,370
	No. of employee benefit consultations	2,000	2,000	2,000	2,000
	No. of active employees receiving health benefits	684	746	746	746
	No. of retired employees receiving health benefits	725	709	709	709
	No. of employees receiving dental benefits	399	477	477	477
	No. of employees receiving optical benefits	402	430	430	430
	No. of employees receiving life insurance	62	64	64	64
	No. of enrollments/changes processed	300	300	300	300
	No. of employees participating in Flex Spending Plan	89	84	84	84
	No. of employees participating in the Dental Premium Redirection	260	226	226	226
	No. of persons receiving COBRA benefits	4	8	8	8
	No. of Employees in Deferred Compensation Program	535	545	552	555

CITY - WIDE FINANCIAL ACTIVITIES
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

REQUIRED RESOURCES:

	FY 19-20	FY 20-21	FY 20-21	FY 21-22
	Actual	Revised	Exp/Oblig	Proposed
		Budget	12/31/20	Budget
		12/31/20	12/31/20	
Expenditures				
Salaries & Wages	\$ 57,500	\$ 60,000	\$ -	\$ 60,000
Employee Benefits	67,133	69,499	53,293	71,964
S/T	124,633	129,499	53,293	131,964
Retirees' Health Insurance	9,426,887	10,158,511	4,942,487	10,178,000
Retirees' Health Insurance Buyout	189,713	180,253	183,478	190,500
Active Health Insurance Buyout	540,180	510,856	517,382	530,000
Retirees' Medicare Payments	1,391,457	1,550,000	654,920	1,600,000
Group Life Insurance	68,151	75,150	34,679	73,250
Health Insurance Admin. Charge	24,260	47,000	39,268	42,000
Direct Costs:				
Financial and Auditing	102,705	102,705	100,005	102,705
Self Insurance Fund Contrib.	6,026,127	5,149,487	5,149,487	4,914,535
Taxes on City Property	409,880	425,000	8,396	425,000
Legal Judgments-Settlements	1,030,674	1,800,000	44,701	1,800,000
Other	741,910	1,083,000	1,025,885	820,000
Transfer to Debt Service Fund	9,556,076	9,143,399	3,373,565	9,140,273
Total	\$ 29,632,653	\$ 30,354,860	\$ 16,127,546	\$ 29,948,227
Revenues				
Tax & Related Items:				
Property Tax and Related	\$ 63,920,572	66,276,425	65,297,144	67,893,880
Sales Tax	42,943,224	43,300,000	19,546,823	41,700,000
Sales Tax Restricted	4,771,469	-	2,171,869	-
Hotel Tax	875,487	1,200,000	205,290	505,250
Utility Gross Receipts	1,183,322	1,089,277	524,960	1,176,000
Intergovernmental:				
Federal Relief Aid	-	-	-	10,990,000
AIM (state aid)	4,826,088	5,463,256	762,242	4,370,605
Mortgage Tax	3,323,124	2,000,000	832,207	2,000,000
Charges for Services	1,577,000	1,623,110	1,623,110	2,301,932
Licenses & Permits	1,023,561	965,500	477,621	924,500
Miscellaneous	2,049,881	2,075,803	870,644	2,177,475
Apprtd. Tax Stabilization Reserve	-	5,198,783	-	4,924,450
Apprtd. Open Space Reserve	-	120,000	-	120,000
Apprtd. Tax Cert Reserve	-	1,800,000	-	1,800,000
Total	\$ 126,493,728	\$ 131,112,154	\$ 92,311,910	\$ 140,884,092
Net Cost	\$ (96,861,075)	\$ (100,757,294)	\$ (76,184,364)	\$ (110,935,865)

DEPARTMENT REFERENCE PAGE: II-16

DISBURSEMENTS & PAYROLL
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

OBJECTIVES:

To efficiently process all claims for payments on behalf of the City departments and agencies including those for payroll, contracts, and purchases and to ensure that City monies are being expended for the appropriate purpose.

To accurately report all payroll and tax information related to these claims to the appropriate State and Federal agencies.

To maintain compliance with IRS regulations.

To provide for efficient benefit and retirement reporting on behalf of all City employees.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of employees utilizing direct deposit of payroll (includes part time)	1,019	1,000	1,015	1,020
	No. of manual checks	20	22	21	20
	Accuracy of claims processed	99%	99%	99%	99%
	No. of purchase orders outstanding for more than a year	5	5	3	2
	No. of federal and state payroll reports	22	22	22	22
	No. of City payroll reports	41	41	42	42
	No. of tax returns filed	32	32	32	32
	W-2's issued	1,870	1,975	1,960	1,965
	1099's issued	240	235	240	245
	Compliance with IRS Regulations	100%	100%	100%	100%

DISBURSEMENTS & PAYROLL
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 361,802	\$ 393,854	\$ 188,705	\$ 383,854
Employee Benefits	<u>156,737</u>	<u>166,985</u>	<u>80,227</u>	<u>173,567</u>
S/T	518,539	560,839	268,932	557,421
Materials & Supplies	6,662	11,750	2,054	11,750
Direct Costs	1,755	2,000	1,755	2,000
Equipment	<u>-</u>	<u>1,200</u>	<u>-</u>	<u>-</u>
Total	\$ <u>526,956</u>	\$ <u>575,789</u>	\$ <u>272,741</u>	\$ <u>571,171</u>
<u>Revenues</u>				
Charges for Services	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Miscellaneous	<u>-</u>	<u>20</u>	<u>8</u>	<u>20</u>
Total	\$ <u>4,000</u>	\$ <u>4,020</u>	\$ <u>4,008</u>	\$ <u>4,020</u>
Net Cost	\$ <u>522,956</u>	\$ <u>571,769</u>	\$ <u>268,733</u>	\$ <u>567,151</u>

DEPARTMENT REFERENCE PAGE: II-16

FINANCIAL POLICY & ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

OBJECTIVES:

To serve as the City's Chief Fiscal Officer, and financial advisor to the Mayor, the Common Council, City Departments, Boards and Commissions, including the Cable TV Commission, Urban Renewal Agency, and the White Plains Local Development Corporation.

To maintain a system of accounts in conformance with State regulations and GASB standards.

To plan and direct fiscal operations of the City to maximize investment returns and ensure the safety of principal.

To ensure that City fiscal policies mandated by Charter and outlined in the City's fiscal performance goals are being implemented and adhered to City-wide.

To administer and direct all borrowing on behalf of the City with the intent of obtaining the lowest interest rates at the least cost. To administer the City's debt service policy in conformance with state law and the City's fiscal performance goals.

To implement fiscal policies that support the City's strong credit rating and strengthen its value in the market.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	City's Credit Rating	Moody's Aa1	Moody's Aa1	Moody's Aa1	Moody's Aa1
	Interest Income (all Funds)	\$ 1,770,000	\$ 1,634,518	\$ 200,000	\$ 300,000
	Outstanding Debt exclusive of Enterprise Funds	\$ 136.8m	\$ 128.0m	\$ 133.7m	\$ 121.0m
	Number of In Rem properties at year end	20	27	25	20
	Timely and unqualified independent audit	1	1	1	1
	Receive GFOA Certificate of Excellence in Financial Reporting	1	1	1	1
	Timely submittal of SEC Annual Disclosure	1	1	1	1

FINANCIAL POLICY & ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 428,437	\$ 458,210	\$ 191,480	\$ 420,671
Employee Benefits	<u>158,347</u>	<u>169,079</u>	<u>78,938</u>	<u>184,535</u>
S/T	586,784	627,289	270,418	605,206
Materials & Supplies	4,894	11,850	3,415	11,850
Equipment	<u>649</u>	<u>1,200</u>	<u>-</u>	<u>-</u>
Total	\$ <u>592,327</u>	\$ <u>640,339</u>	\$ <u>273,833</u>	\$ <u>617,056</u>
<u>Revenues</u>				
Charges for Services:				
WP Urban Renewal Agency	\$ -	\$ 250	\$ -	\$ 250
Other	<u>249</u>	<u>50</u>	<u>124</u>	<u>50</u>
Total	\$ <u>249</u>	\$ <u>300</u>	\$ <u>124</u>	\$ <u>300</u>
Net Cost	\$ <u>592,078</u>	\$ <u>640,039</u>	\$ <u>273,709</u>	\$ <u>616,756</u>

DEPARTMENT REFERENCE PAGE: II-16

RESOURCE PLANNING & MANAGEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUDGET

OBJECTIVES:

Budget Development

The Budget Department will submit to the Mayor and Common Council each April annual budgets for the City's operating funds in accordance with the City's Charter, and will provide the Mayor and Common Council the information and assistance they require in their review of those proposed budgets.

The Budget Department will ensure that the City's operating budgets are prepared and managed to achieve 100% compliance with the City's Fiscal Performance Goals relating to Operating Revenues, Expenditures and Reserve performance.

The Budget Department will participate in the development of the City's Capital Improvement Program as a member of the Capital Projects Board and will ensure that the program is in 100% compliance with the City's Fiscal Performance Goals relating to Capital Improvements and Debt.

Budget Management

The Budget Department will analyze operating revenues and expenditures throughout the year. All proposed revisions to the City's Adopted Budgets will be acted upon pursuant to the requirements of the City Charter and Budget Ordinances within five days of approval by appropriate authority.

The Budget Department will provide the Mayor with an analysis of manpower utilization on a monthly basis.

Management Analysis

The Budget Department will conduct management studies as required to improve the effectiveness and efficiency of the City services.

RESOURCE PLANNING & MANAGEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUDGET

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	<u>Budget Development:</u>				
WP	Departmental budget reviews conducted	15	15	15	15
WP	Budgets proposed to the Common Council by stated meeting in April	6	6	6	6
	Common Council Budget review sessions conducted	5	5	5	5
	Capital Projects Board/Rolling Stock meetings attended and documented	8	9	8	7
	<u>Budget Management:</u>				
	Capital Projects Budgets established or amended	36	24	33	25
	Percentage of budget changes processed within 5 days of approval	100%	100%	100%	100%
	Monthly Manpower Reports prepared	12	12	12	12
	GFOA Distinguished Budgeting Presentation Award Received	1	1	N/A	N/A
	<u>Management Analysis:</u>				
	Management Studies	3	3	3	3

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RESOURCE PLANNING & MANAGEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUDGET

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 376,261	\$ 357,355	\$ 180,415	\$ 385,655
Employee Benefits	109,304	128,453	53,199	140,407
S/T	485,565	485,808	233,614	526,062
Materials & Supplies	7,759	9,400	1,700	9,400
Direct Costs	575	600	-	600
Equipment	580	600	-	-
Total	\$ 494,479	\$ 496,408	\$ 235,314	\$ 536,062
<u>Revenues</u>				
Miscellaneous	\$ -	\$ -	\$ 50	\$ -
Net Cost	\$ 494,479	\$ 496,408	\$ 235,264	\$ 536,062

DEPARTMENT REFERENCE PAGE: II-6

REVENUE COLLECTIONS
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

OBJECTIVES:

To receive and account for all monies due and payable to the City of White Plains and ensure the efficient and effective investment of these funds.

To maintain all property tax accounts on behalf of the City, School District, and County; prepare all tax bills and receipts; process collections; and handle constituent inquiries to ensure the most timely payment of bills.

To process all water payments from City residents and commercial users and to respond to inquiries related to the same.

To provide for reimbursement billing, including Police and Fire overtime.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Property tax collection rate	99.56%	99.40%	99.45%	99.50%
	Water billing collection rate	97.00%	92.37%	93.00%	94.00%
	No. of tax bills in delinquency	1,200	1,493	1,300	1,200
	No. of ACH tax payments	1,094	1,123	1,152	1,181
	No. of lockbox tax payments	22,500	19,487	18,500	17,500
	No. of web tax payments	3,818	4,604	5,390	6,176

REVENUE COLLECTIONS
DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 426,215	\$ 438,946	\$ 214,925	\$ 439,146
Employee Benefits	<u>202,685</u>	<u>233,920</u>	<u>110,544</u>	<u>238,627</u>
S/T	628,900	672,866	325,469	677,773
Materials & Supplies	24,855	34,900	10,428	34,900
Direct Costs	57,076	84,800	13,745	79,800
Equipment	<u>3,707</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	\$ <u>714,538</u>	\$ <u>792,566</u>	\$ <u>349,642</u>	\$ <u>792,473</u>
<u>Revenues</u>				
Interest Income	\$ <u>920,357</u>	\$ <u>716,000</u>	\$ <u>51,329</u>	\$ <u>120,000</u>
Total	\$ <u>920,357</u>	\$ <u>716,000</u>	\$ <u>51,329</u>	\$ <u>120,000</u>
Net Cost	\$ <u><u>(205,819)</u></u>	\$ <u><u>76,566</u></u>	\$ <u><u>298,313</u></u>	\$ <u><u>672,473</u></u>

DEPARTMENT REFERENCE PAGE: II-16

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LEGAL & JUDICIAL

ASSESSMENT REVIEW**DEPT. PROVIDING SERVICE: BOARD OF ASSESSMENT REVIEW****OBJECTIVES:**

To insure that all taxpayers are treated fairly and equally.

To hear and act upon taxpayers grievances administratively.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	No. of sessions conducted:				
	Public	3	3	3	3
	Executive	6	6	6	6
	Administrative	2	2	2	2
	Total no. of filings	482	482	491	535
	No. of cases adjudicated	481	481	490	534
	No. of cases withdrawn	1	1	1	1
	No. of corrections to the assessment roll approved	-	-	3	2
	No. of reductions to the assessment roll approved	60	60	45	66

ASSESSMENT REVIEW
DEPT. PROVIDING SERVICE: BOARD OF ASSESSMENT REVIEW

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 15,637	\$ 15,900	\$ -	\$ 15,900
Employee Benefits	<u>1,915</u>	<u>1,982</u>	<u>-</u>	<u>2,031</u>
S/T	17,552	17,882	-	17,931
Materials & Supplies	76	585	-	500
Direct Costs	<u>-</u>	<u>300</u>	<u>-</u>	<u>300</u>
Total	\$ <u>17,628</u>	\$ <u>18,767</u>	\$ <u>-</u>	\$ <u>18,731</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u><u>17,628</u></u>	\$ <u><u>18,767</u></u>	\$ <u><u>-</u></u>	\$ <u><u>18,731</u></u>

DEPARTMENT REFERENCE PAGE: II-2

BOARD OF ETHICS
DEPT. PROVIDING SERVICE: BOARD OF ETHICS

OBJECTIVES:

To administer and enforce the City's Code of Ethics.

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Direct Costs	\$ -	\$ 300	\$ -	\$ 300
Total	\$ -	\$ 300	\$ -	\$ 300
 <u>Revenues</u>				
None	\$ -	\$ -	\$ -	\$ -
Net Cost	<u>\$ -</u>	<u>\$ 300</u>	<u>\$ -</u>	<u>\$ 300</u>

DEPARTMENT REFERENCE PAGE: II-86

CITY COURT PROCEEDINGS
DEPT. PROVIDING SERVICE: CITY COURT

OBJECTIVES:

To decide all matters for resolution fairly and promptly.

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Employee Benefits	\$ 1,557	\$ 2,500	\$ 575	\$ 2,500
S/T	1,557	2,500	575	2,500
Materials & Supplies	16,933	16,125	10,303	17,500
Direct Costs	<u>1,989</u>	<u>7,000</u>	<u>940</u>	<u>5,500</u>
Total	\$ <u>20,479</u>	\$ <u>25,625</u>	\$ <u>11,818</u>	\$ <u>25,500</u>
<u>Revenues</u>				
Fines & Forfeitures:				
Fines and Bail Court	\$ <u>546,453</u>	\$ <u>750,000</u>	\$ <u>121,865</u>	\$ <u>600,000</u>
Total	\$ <u>546,453</u>	\$ <u>750,000</u>	\$ <u>121,865</u>	\$ <u>600,000</u>
Net Cost	\$ <u>(525,974)</u>	\$ <u>(724,375)</u>	\$ <u>(110,047)</u>	\$ <u>(574,500)</u>

DEPARTMENT REFERENCE PAGE: II-11

COUNSEL TO THE CITY
DEPT. PROVIDING SERVICE: DEPT. OF LAW

OBJECTIVES:

To give legal advice to the Common Council with respect to all proposed legislative actions, including the preparation of all ordinances and resolutions, to insure that City actions comply with Federal and State laws and regulations.

To give legal advice to all boards and commissions of the City.

To give legal advice to each officer and department of the City.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of Common Council meetings	37	36	35	38
	No. of Common Council ordinances	340	305	280	310
	No. of Common Council resolutions	230	207	210	225
	Transportation Commission meetings	12	12	12	12
	Urban Renewal Agency meetings	6	6	7	5
	WP Cable TV Commission meetings (as needed)	1	-	1	1
WP	No. of meetings of Planning Board and Zoning Board of Appeals (as needed)	23	23	23	23
WP	No. of Historic Preservation Commission meetings	10	7	10	10
	No. of Zoning Board of Appeals and Historic Preservation Commission resolutions	45	46	40	41
WP	No. of meetings of the Board of Ethics	1	1	1	1
WP	No. of hours devoted to conferences and meetings	4,325	4,410	4,200	4,220

COUNSEL TO THE CITY
DEPT. PROVIDING SERVICE: DEPT. OF LAW

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 879,336	\$ 953,505	\$ 460,300	\$ 1,284,015
Employee Benefits	300,748	339,004	156,622	460,578
S/T	1,180,084	1,292,509	616,922	1,744,593
Materials & Supplies	44,545	50,100	22,217	50,100
Direct Costs	65,368	340,000	195,752	190,000
Equipment	1,637	13,598	6,300	7,000
Total	<u>\$ 1,291,634</u>	<u>\$ 1,696,207</u>	<u>\$ 841,191</u>	<u>\$ 1,991,693</u>
<u>Revenues</u>				
Charges for Services:				
Community Development	\$ 1,300	\$ 800	\$ 1,050	\$ 1,050
WP Urban Renewal Agency	4,325	1,500	5,400	1,500
Miscellaneous	114	-	1,308	-
Total	<u>\$ 5,739</u>	<u>\$ 2,300</u>	<u>\$ 7,758</u>	<u>\$ 2,550</u>
Net Cost	<u><u>\$ 1,285,895</u></u>	<u><u>\$ 1,693,907</u></u>	<u><u>\$ 833,433</u></u>	<u><u>\$ 1,989,143</u></u>

DEPARTMENT REFERENCE PAGE: II-22

ELECTIONS**DEPT. PROVIDING SERVICE: CITY CLERK****OBJECTIVES:**

To provide support to voters on polling places, districts and candidates; provide information to candidates as requested; notification, coordination and safety of polling places throughout the City; staff the Office election day for voter support and serve as liaison for the Westchester County Board of Elections during election for all aspects of voting in the City of White Plains.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	No. of elections	3	2	3	2
NY	No. of elections districts	46	46	46	46
NY	Ballots cast	34,713	34,450	45,000	45,000

ELECTIONS
DEPT. PROVIDING SERVICE: CITY CLERK

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 1,855	\$ 2,000	\$ 2,120	\$ 2,300
Employee Benefits	<u>394</u>	<u>477</u>	<u>419</u>	<u>553</u>
S/T	2,249	2,477	2,539	2,853
Direct Costs	<u>75,238</u>	<u>80,000</u>	<u>76,977</u>	<u>83,000</u>
Total	\$ <u>77,487</u>	\$ <u>82,477</u>	\$ <u>79,516</u>	\$ <u>85,853</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u><u>77,487</u></u>	\$ <u><u>82,477</u></u>	\$ <u><u>79,516</u></u>	\$ <u><u>85,853</u></u>

DEPARTMENT REFERENCE PAGE: II-12

LITIGATION/TAX ASSESSMENT REVIEW
DEPT. PROVIDING SERVICE: DEPT. OF LAW

OBJECTIVES:

To represent the interests of the City in all litigation.

To assist in maintaining fair and equitable assessments on all real properties within the City.

To provide legal advice to the Assessor.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of State Supreme Court cases	275	282	290	275
	No. of Appellate Division cases	21	20	18	22
WP	No. of City Court cases	940	820	750	900
	No. of Federal cases	55	41	25	30
	No. of State Agency cases	3	2	3	3
	No. of Assessment cases reviewed	675	665	670	670
	No. of Tax Certiorari cases reviewed	390	400	395	400

LITIGATION/TAX ASSESSMENT REVIEW
DEPT. PROVIDING SERVICE: DEPT. OF LAW

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 169,003	\$ 169,385	\$ 83,073	\$ 169,385
Employee Benefits	45,755	48,360	23,782	52,504
S/T	214,758	217,745	106,855	221,889
Direct Costs:				
Consultants	-	250,000	121,363	125,000
Legal Services	755	10,000	-	-
Procedural Review	29,800	275,500	211,500	100,000
Other	11,805	16,000	1,899	26,000
Total	\$ 257,118	\$ 769,245	\$ 441,617	\$ 472,889
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ 257,118	\$ 769,245	\$ 441,617	\$ 472,889

DEPARTMENT REFERENCE PAGE: II-22

LABOR RELATIONS**DEPT. PROVIDING SERVICE: DEPT. OF LAW****OBJECTIVES:**

To assist in securing current, fair and equitable collective bargaining agreements with the City's labor unions.

To counsel and assist in administering the terms of the City's collective bargaining agreements.

To effectively and fairly represent the City in disciplinary and grievance hearings.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of personnel consultations with departmental heads and labor counsel	2,850	3,100	2,900	2,950
	No. of grievance proceedings	2	1	2	2
	Disciplinary proceedings:				
	No. of charges	18	11	12	13
	No. of trials	1	-	1	1
	No. of settlements	17	11	11	12
	No. of Arbitrations	1	-	1	1
NY	No. of PERB* actions	1	1	2	3

*PERB: Public Employment Relations Board

LABOR RELATIONS
DEPT. PROVIDING SERVICE: DEPT. OF LAW

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 82,995	\$ 83,708	\$ 41,052	\$ 83,708
Employee Benefits	16,794	19,466	8,476	19,933
S/T	99,789	103,174	49,528	103,641
Direct Costs:				
Arbitration	5,650	125,000	-	125,000
Consultants	1,945	224,522	124,521	100,000
Labor Counsel	17,804	363,795	263,795	200,000
Other	123	10,000	294	10,000
Total	\$ 125,311	\$ 826,491	\$ 438,138	\$ 538,641
Revenues				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u>125,311</u>	\$ <u>826,491</u>	\$ <u>438,138</u>	\$ <u>538,641</u>

DEPARTMENT REFERENCE PAGE: II-22

REVIEW OF ZONING APPEALS**DEPT. PROVIDING SERVICE: ZONING APPEALS BOARD****OBJECTIVES:**

To act as a "safety-valve" to relieve the pressure caused by too rigid enforcement of zoning regulations and to grant relief from such enforcement where it is shown the same will benefit the surrounding property, the owner and the City in general.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of monthly review meetings (public)	11	9	11	11
	No. of executive meetings, discussions, and field trips	11	9	11	11
	No. of cases studied	35	30	44	40
	Percentage of cases studied for which relief was granted	95%	93%	95%	95%

REVIEW OF ZONING APPEALS
DEPT. PROVIDING SERVICE: ZONING BOARD OF APPEALS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 2,100	\$ 2,100	\$ 1,050	\$ 2,100
Employee Benefits	<u>350</u>	<u>364</u>	<u>176</u>	<u>362</u>
S/T	2,450	2,464	1,226	2,462
Materials & Supplies	<u>568</u>	<u>700</u>	<u>316</u>	<u>630</u>
Total	<u>\$ 3,018</u>	<u>\$ 3,164</u>	<u>\$ 1,542</u>	<u>\$ 3,092</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 3,018</u>	<u>\$ 3,164</u>	<u>\$ 1,542</u>	<u>\$ 3,092</u>

DEPARTMENT REFERENCE PAGE: II-90

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MANAGERIAL

COMMON COUNCIL POLICY FORMULATION
DEPT. PROVIDING SERVICE: COMMON COUNCIL

OBJECTIVES:

The goal of this Council is to review and enact legislation for the benefit of our City and its residents; to review and enact legislation for our City in relation to and with other governmental bodies; and to be responsive to and available to our constituency.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP/NY	No. of Common Council meetings	33	27	24	26
WP/NY	No. of agenda items	1,250	1,226	1,100	1,100
WP/NY	No. of pages of minutes documented	2,000	2,206	2,200	2,000
WP	No. of Common Council Public Hearings	35	21	25	25

COMMON COUNCIL POLICY FORMULATION
DEPT. PROVIDING SERVICE: COMMON COUNCIL

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 221,326	\$ 221,326	\$ 108,517	\$ 221,326
Employee Benefits	<u>117,800</u>	<u>100,556</u>	<u>47,648</u>	<u>105,007</u>
S/T	339,126	321,882	156,165	326,333
Materials & Supplies	12,220	7,150	6,973	6,700
Direct Costs	28,477	55,500	20,138	55,500
Equipment	-	500	-	-
Reserve for Financing	<u>-</u>	<u>3,959,390</u>	<u>-</u>	<u>4,037,738</u>
Total	\$ <u>379,823</u>	\$ <u>4,344,422</u>	\$ <u>183,276</u>	\$ <u>4,426,271</u>
<u>Revenues</u>				
Appropriation for Prior Year	\$ -	\$ 2,243,851	\$ -	\$ -
Encumbrances				
Appropriation of Fund Balance	<u>-</u>	<u>8,065,000</u>	<u>-</u>	<u>5,000,000</u>
Total	\$ <u>-</u>	\$ <u>10,308,851</u>	\$ <u>-</u>	\$ <u>5,000,000</u>
Net Cost	\$ <u>379,823</u>	\$ <u>(5,964,429)</u>	\$ <u>183,276</u>	\$ <u>(573,729)</u>

DEPARTMENT REFERENCE PAGE: II-14

MUNICIPAL MANAGEMENT
DEPT. PROVIDING SERVICE: OFFICE OF THE MAYOR

OBJECTIVES:

The Office of the Mayor provides policy direction for City departments and works to ensure that municipal programs and services meet the needs of all residents and businesses in the City. In particular, the Office of the Mayor focuses on:

Economic development and maintenance of a strong economic base in the City;

Ensuring that the government is providing services in the most cost effective and efficient manner;

Preserving and strengthening the City's neighborhoods;

Maintaining productive relationships with the School District and County, State and Federal Governments;

Communicating with residents and the business community in an accurate and consistent way about programs and services as well as issues of concern;

Enhancing citizen participation in government through regular meetings with neighborhood associations and community groups and expanding the number of citizen volunteers serving on City Committees, boards, and commissions; and

Creating a government of courtesy and inclusion.

MUNICIPAL MANAGEMENT
DEPT. PROVIDING SERVICE: OFFICE OF THE MAYOR

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 552,811	\$ 586,945	\$ 282,247	\$ 593,813
Employee Benefits	<u>255,200</u>	<u>277,705</u>	<u>133,301</u>	<u>289,168</u>
S/T	808,011	864,650	415,548	882,981
Materials & Supplies	9,492	16,200	3,182	15,800
Direct Costs:				
Special Events	33,170	102,000	36,627	70,000
Other	1,360	6,000	971	6,000
Equipment	<u>-</u>	<u>10,000</u>	<u>5,000</u>	<u>5,000</u>
Total	<u>\$ 852,033</u>	<u>\$ 998,850</u>	<u>\$ 461,328</u>	<u>\$ 979,781</u>
<u>Revenues</u>				
Licenses & Permits	<u>\$ 81,000</u>	<u>\$ 100,000</u>	<u>\$ 29,700</u>	<u>\$ 80,000</u>
Total	<u>\$ 81,000</u>	<u>\$ 100,000</u>	<u>\$ 29,700</u>	<u>\$ 80,000</u>
Net Cost	<u>\$ 771,033</u>	<u>\$ 898,850</u>	<u>\$ 431,628</u>	<u>\$ 899,781</u>

DEPARTMENT REFERENCE PAGE: II-24

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PUBLIC SAFETY
ADMINISTRATIVE SERVICES

PUBLIC SAFETY ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To preserve the rights of citizens and reduce fear in the City through the prevention of crime, prevention and suppression of fire, and to anticipate and respond to events that threaten public order.

Public Safety's mission also requires that the Department deal with a wide range of behavioral and social problems that arise in the City and that the end product of Public Safety consists of dealing with these problems.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	Percentage of Public Safety objectives achieved	100%	90%	55%	90%
	Emergency Medical Services	100%	90%	66%	90%
	Police Department	91%	90%	53%	90%
	Fire Department	94%	90%	58%	90%

PUBLIC SAFETY ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 671,276	\$ 604,915	\$ 296,674	\$ 604,915
Employee Benefits	<u>221,260</u>	<u>192,828</u>	<u>93,110</u>	<u>204,719</u>
S/T	892,536	797,743	389,784	809,634
Materials & Supplies:				
Computer Equip. Maintenance	247,008	235,000	231,903	291,810
Other	5,644	7,405	2,214	7,130
Direct Costs	<u>14,197</u>	<u>29,250</u>	<u>7,347</u>	<u>22,440</u>
Total	<u>\$ 1,159,385</u>	<u>\$ 1,069,398</u>	<u>\$ 631,248</u>	<u>\$ 1,131,014</u>
<u>Revenues</u>				
Miscellaneous	\$ <u>3,400</u>	\$ <u>2,400</u>	\$ <u>1,000</u>	\$ <u>2,400</u>
Total	<u>\$ 3,400</u>	<u>\$ 2,400</u>	<u>\$ 1,000</u>	<u>\$ 2,400</u>
Net Cost	<u>\$ 1,155,985</u>	<u>\$ 1,066,998</u>	<u>\$ 630,248</u>	<u>\$ 1,128,614</u>

DEPARTMENT REFERENCE PAGE: II-52

EMERGENCY MEDICAL SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

- To provide prompt and effective emergency medical assistance to all residents and visitors.
- To investigate all allegations pertaining to delay of transport and inappropriate medical procedures.
- To monitor accuracy and procedures of current ambulance contract.
- To monitor performance and response time of current EMS contract holder.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
WP	No. of Police dispatched emergency ambulance calls	8,658	9,000	7,643 *	8,000
	No. of allegations of delay of transport investigated	1	2	2	2
	Percentage of ambulance call response under 7 minutes	90%	90%	90%	90%

*Affected by Covid Pandemic beyond our control

EMERGENCY MEDICAL SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Direct Costs:				
Ambulance Contract	\$ 680,580	\$ 704,400	\$ 352,200	\$ 729,054
Total	\$ 680,580	\$ 704,400	\$ 352,200	\$ 729,054
 <u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 680,580</u>	<u>\$ 704,400</u>	<u>\$ 352,200</u>	<u>\$ 729,054</u>

DEPARTMENT REFERENCE PAGE: II-52

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FIRE SERVICES

FIRE ADMINISTRATION**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****OBJECTIVES:**

To effectively and efficiently utilize the Bureau's resources to achieve at least 90% of the department's objectives, through the scheduling, control and continuous review of the operations and performance of all divisions.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	Percentage of Fire Bureau objectives achieved	93%	90%	60%	90%

FIRE ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 229,192	\$ 251,519	\$ 121,798	\$ 252,622
Employee Benefits	<u>126,250</u>	<u>147,257</u>	<u>63,290</u>	<u>159,310</u>
S/T	355,442	398,776	185,088	411,932
Materials & Supplies	26,943	22,645	10,336	22,645
Direct Costs	<u>-</u>	<u>4,500</u>	<u>-</u>	<u>4,500</u>
Total	<u>\$ 382,385</u>	<u>\$ 425,921</u>	<u>\$ 195,424</u>	<u>\$ 439,077</u>
<u>Revenues</u>				
Licenses & Permits:				
Fire Inspection Certificates	\$ 849,682	\$ 880,702	\$ 864,919	\$ 890,127
Other	50	55	-	50
Miscellaneous	<u>139</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 849,871</u>	<u>\$ 880,757</u>	<u>\$ 864,919</u>	<u>\$ 890,177</u>
Net Cost	<u>\$ (467,486)</u>	<u>\$ (454,836)</u>	<u>\$ (669,495)</u>	<u>\$ (451,100)</u>

DEPARTMENT REFERENCE PAGE: II-54

FIRE PREVENTION**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****OBJECTIVES:**

To reduce the probability of loss of life and property through systematic control and elimination of fire hazards in the City, and to educate the public on all matters of fire safety.

To enforce the Fire Code of New York State and the White Plains Supplemental Code through plan review, consultation, and on-site inspection.

To continue to get the fire message out via cable television, radio and newspaper, Lexington-Grove Municipal Parking Garage Variable Message Sign, school presentations, fire house visits, etc.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
NY	No. of buildings inspections	1,336	1,261	707 *	1,261
NY	No. of violations issued	2,316	1,944	1,054 *	1,944
	No. of re-checks performed	351	347	121 *	350
	No. of consultations, including meetings with design personnel and contractors	197	233	226	233
	Estimate of number of people reached with a fire safety message	28,977	21,000	14,216 *	21,000
WP	No. of legal actions taken (Court Appearance Tickets issued)	18	25	6 *	12
	No. of complaint investigations	66	41	46	41
NY/WP	No. of fires investigated by Cause and Origin Unit	33	30	32	30
	No. of public education details completed	84	80	116	80
WP	No. of life safety systems and building site plan reviews	337	323	194 *	266
FED	No. of property violation record searches performed	9	7	21	14
	No. of juvenile fire interventions	15	15	1	8

*Affected by Covid Pandemic beyond our control

FIRE PREVENTION**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 579,197	\$ 729,025	\$ 259,689	\$ 648,294
Employee Benefits	<u>318,876</u>	<u>386,168</u>	<u>148,373</u>	<u>394,939</u>
S/T	898,073	1,115,193	408,062	1,043,233
Materials & Supplies	178,286	195,700	61,041	179,700
Direct Costs	<u>29,194</u>	<u>18,025</u>	<u>1,700</u>	<u>6,655</u>
Total	\$ <u>1,105,553</u>	\$ <u>1,328,918</u>	\$ <u>470,803</u>	\$ <u>1,229,588</u>
<u>Revenues</u>				
Charges for Services	\$ <u>29,644</u>	\$ <u>31,900</u>	\$ <u>6,209</u>	\$ <u>31,900</u>
Total	\$ <u>29,644</u>	\$ <u>31,900</u>	\$ <u>6,209</u>	\$ <u>31,900</u>
Net Cost	\$ <u>1,075,909</u>	\$ <u>1,297,018</u>	\$ <u>464,594</u>	\$ <u>1,197,688</u>

DEPARTMENT REFERENCE PAGE: II-54

FIRE SUPPRESSION**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****OBJECTIVES:**

To suppress fires resulting in: (1) prevention of loss of life and property, (2) confinement of fire to place of origin.

To respond to citizen requests for emergency services in situations other than actual fires; i.e., rescue, emergency medical assist, explosions, hazardous conditions, electrical, flammable gas or liquid, hazardous materials, service calls, water and smoke conditions, public service assistance, fire alarm response, severe weather and natural disasters.

To perform fire prevention assistance, train school children in evacuation procedures and educate suppression force in building familiarization and pre-planning.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	Structure Fire	41	43	48	43
	Mobile Property Fire	19	20	13	18
	Natural Vegetation/Outside Fire	25	24	42 *	33*
WC	Mutual Aid rendered to other municipalities	14	14	11	14
WC	Mutual Aid requested by White Plains	3	4	1	3
	Rescue /Emergency Medical Service	646	661	443 *	600
	Other Alarms (explosion, hazardous condition, service call, good intent)	1,149	1,336	1,124	1,250
	False calls (malicious, malfunction, unintentional)	1,785	1,829	1,486	1,600
WP	Public assembly inspections	191	191	41 *	191
	Average response time (department)	4 min.	4 min.	4 min.	4 min.

*Affected by Covid Pandemic beyond our control

FIRE SUPPRESSION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 16,009,779	\$ 15,983,576	\$ 8,113,258	\$ 16,681,799
Employee Benefits	<u>8,586,343</u>	<u>9,081,082</u>	<u>4,536,676</u>	<u>9,937,486</u>
S/T	24,596,122	25,064,658	12,649,934	26,619,285
Materials & Supplies	68,923	66,800	24,044	66,800
Equipment	<u>44,016</u>	<u>100,350</u>	<u>13,599</u>	<u>146,900</u>
Total	<u>\$ 24,709,061</u>	<u>\$ 25,231,808</u>	<u>\$ 12,687,577</u>	<u>\$ 26,832,985</u>
<u>Revenues</u>				
Charges for Services	\$ 5,789	\$ 200	\$ -	\$ 200
Miscellaneous	<u>2,517</u>	<u>-</u>	<u>54,874</u>	<u>-</u>
Total	<u>\$ 8,306</u>	<u>\$ 200</u>	<u>\$ 54,874</u>	<u>\$ 200</u>
Net Cost	<u>\$ 24,700,755</u>	<u>\$ 25,231,608</u>	<u>\$ 12,632,703</u>	<u>\$ 26,832,785</u>

DEPARTMENT REFERENCE PAGE: II-54

FIRE TRAINING**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****OBJECTIVES:**

To provide 229 hours of recruit training per firefighter pursuant to State mandate; the City's recruit firefighters receive 680 hours of instruction.

To provide 101 hours of in-service training per firefighter pursuant to State mandate.

To provide the training necessary to achieve 100% certification of those volunteer firefighters who meet department requirements.

To provide a diversified qualified in-service training program for all firefighters and officers.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
NY	Percentage of recruits who receive state-mandated training (229 hours mandated, recruit firefighters receive 680 hours of instruction)	100%	100%	100%	100%
NY	Percentage of firefighters who receive state-mandated training (101 hours required, firefighters receive 150 hours of instruction)	100%	100%	100%	100%
NY	No. of man-hours of in-service training for firefighters and superior officers	35,605	32,000	26,443 *	32,000
NY	No. of man-hours of volunteer division certification training	954	908	942	908
NY	No. of man-hours of specialized training (codes, sprinklers, arson, etc.)	1,512	1,700	1,167 *	1,500

*Affected by Covid Pandemic beyond our control

FIRE TRAINING
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 202,830	\$ 269,953	\$ 113,033	\$ 256,797
Employee Benefits	<u>125,771</u>	<u>144,003</u>	<u>51,594</u>	<u>133,943</u>
S/T	328,601	413,956	164,627	390,740
Direct Costs	<u>3,500</u>	<u>21,000</u>	<u>-</u>	<u>21,000</u>
Total	<u>\$ 332,101</u>	<u>\$ 434,956</u>	<u>\$ 164,627</u>	<u>\$ 411,740</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 332,101</u>	<u>\$ 434,956</u>	<u>\$ 164,627</u>	<u>\$ 411,740</u>

DEPARTMENT REFERENCE PAGE: II-54

FIRE SPECIAL OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To provide appropriate, specialized rescue and hazardous material response to the City of White Plains.

To provide specialized rescue and hazardous material technician training for firefighters.

To participate in a Regional Task Force performing decontamination and other hazardous material functions during emergencies in the City of White Plains and areas throughout Westchester County.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	No. of man-hours of specialized rescue training	3,934	1,660	1,470	1,660
FED	No. of man-hours of hazardous material technician training	2,819	2,200	624 *	2,200
	Percentage of participation in all Task Force hazardous material responses	100%	100%	N/A	100%

*Affected by Covid Pandemic beyond our control

FIRE SPECIAL OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 132,038	\$ 172,145	\$ 83,854	\$ 172,336
Employee Benefits	69,566	85,682	51,466	95,249
S/T	201,604	257,827	135,320	267,585
Direct Costs	13,068	57,000	7,175	49,838
Total	<u>\$ 214,672</u>	<u>\$ 314,827</u>	<u>\$ 142,495</u>	<u>\$ 317,423</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 214,672</u>	<u>\$ 314,827</u>	<u>\$ 142,495</u>	<u>\$ 317,423</u>

DEPARTMENT REFERENCE PAGE: II-54

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POLICE SERVICES

POLICE ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To coordinate all transactions i.e., recording attendance, computing overtime, processing personnel requests for time off, time owed, and monitoring all personnel contractual obligations.

To maintain a liaison with all unit commanders for scheduling, and to increase the Bureau's efficiency, productivity and effectiveness.

To monitor sick time for the entire department and conduct personnel interviews with division members who exceed the desired goal.

To achieve 90% of the department's stated objectives.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	No. of personnel transactions processed	9,917	11,000	8,787	10,000
WP	No. of vouchers for overtime, court time processed	8,476	9,500	6,813	8,500
	No. of personnel interviews to reduce sick time	25	20	8	20
	Average number of sick hours taken by personnel	43	40	36	40
	No. of vacation selections processed and recorded	1,023	971	971	1,106
	No. of vacation changes processed and recorded	54	60	94	60

POLICE ADMINISTRATION
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 1,979,135	\$ 2,217,775	\$ 985,634	\$ 2,248,560
Employee Benefits	<u>958,241</u>	<u>1,040,854</u>	<u>470,944</u>	<u>1,146,509</u>
S/T	2,937,376	3,258,629	1,456,578	3,395,069
Materials & Supplies:				
Program Supplies	52,750	56,000	32,477	61,000
Ammunition	42,619	85,000	56,212	90,000
Telephone	69,758	90,000	35,616	90,000
Other	135,199	134,075	91,814	138,700
Direct Costs	5,631	8,300	1,772	8,875
Equipment	<u>7,500</u>	<u>18,000</u>	<u>-</u>	<u>10,000</u>
Total	<u>\$ 3,250,833</u>	<u>\$ 3,650,004</u>	<u>\$ 1,674,469</u>	<u>\$ 3,793,644</u>
<u>Revenues</u>				
Intergovernmental	\$ 12,710	\$ 22,400	\$ 17,475	\$ 22,400
Miscellaneous	<u>5,900</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 18,610</u>	<u>\$ 22,400</u>	<u>\$ 17,475</u>	<u>\$ 22,400</u>
Net Cost	<u>\$ 3,232,223</u>	<u>\$ 3,627,604</u>	<u>\$ 1,656,994</u>	<u>\$ 3,771,244</u>

DEPARTMENT REFERENCE PAGE: II-56

COMMUNICATION & EQUIPMENT
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To ensure that all vehicles and radios (Police and Fire) are maintained in a state of readiness for the safety of the officers and the protection of the public by maintaining effective in-house repairs.

To keep current with all the latest state-of-the-art equipment to bring to the department the best communications technology available.

To maintain an inventory of all rolling stock assigned to the Police Bureau.

To act as the contact and control person for telecommunications and alarm systems in the department.

To maintain an appropriate level of vehicle supplies, emergency lighting and radio equipment parts as necessary to maintain fleet operations 24 hours a day, including storm preparedness and response.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	Radio equipment maintenance in-house 180* (Police Department units) hours	750	750	750	750
FED	Maintain and inventory telephone radio frequency tapes - Police/Fire Departments - Hours	600	600	600	600
	Install and maintain radios, light bars, sirens, portable radios, digital and other auto equipment - Hours	500	500	800	800
	Maintain service records of Police vehicles (60 vehicles) - Hours	300	300	400	400
	Maintain, issue and inventory emergency equipment (flares, oxygen, etc.) - Hours	250	250	250	250
	Prepare, record and file requisitions, RFP's and specifications for ordering Police and Fire equipment - Hours	500	500	500	500
	Maintain total communications system including: satellite receivers, base stations, mobiles, portable vocal alarms, consoles, telephones, etc. - Hours	1,000	1,000	1,600	1,600

* Hours based on Police only. Fire, Parking, and Housing maintain their Department radios, vehicles, and equipment

COMMUNICATION & EQUIPMENT
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 85,945	\$ -	\$ -	\$ -
Employee Benefits	<u>63,292</u>	<u>203</u>	<u>12,904</u>	<u>200</u>
S/T	149,237	203	12,904	200
Materials & Supplies	23,243	60,418	12,747	40,000
Direct Costs	<u>242</u>	<u>500</u>	<u>53</u>	<u>500</u>
Total	<u>\$ 172,722</u>	<u>\$ 61,121</u>	<u>\$ 25,704</u>	<u>\$ 40,700</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 172,722</u>	<u>\$ 61,121</u>	<u>\$ 25,704</u>	<u>\$ 40,700</u>

DEPARTMENT REFERENCE PAGE: II-56

LICENSE UNIT**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****OBJECTIVES:**

To improve the services and safety of taxicabs operating in the City by conducting inspections to ensure compliance under laws and ordinances.

To investigate taxi complaints and make disciplinary recommendations to the Commissioner of Public Safety or his designee.

To investigate and process various licenses and permits issued by the City for the safety and security of home and store owners.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
WP	Taxicab and car for hire inspections	380	400	127 *	190
WP	Taxi complaints and investigations	150	160	10 *	12
WP	Taxicab and car for hire license (renewals)	216	225	127 *	190
WP	Taxi driver licenses (renewals and new issues)	315	330	175 *	200
WP	City license renewals (i.e. junk dealer, second-hand dealer, cabaret and peddlers)	70	75	35 *	50
WP	No. of taxi medallions	200	200	200	200
WP	No. of taxi medallions sales processed	10	10	14	20
WP	No. of taxi companies operating in White Plains	5	5	5	5
WP	No. of independent taxi companies	35	35	35	35

*Affected by Covid Pandemic beyond our control

LICENSE UNIT**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	\$ -	\$ -	\$ -	\$ -
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>Revenues</u>				
Licenses & Permits:				
Taxis and Operators	\$ 94,165	\$ 105,000	\$ 61,470	\$ 82,000
Towing Medallions	50,000	60,000	10,000	60,000
Hazard Alarm Registration	128,425	150,000	89,175	125,000
Other	12,950	18,200	7,100	17,800
Fines & Forfeitures	53,875	130,000	23,575	100,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	\$ 339,415	\$ 463,200	\$ 191,320	\$ 384,800
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Net Cost	\$ (339,415)	\$ (463,200)	\$ (191,320)	\$ (384,800)
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

DEPARTMENT REFERENCE PAGE: II-56

POLICE SUPPORT SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To coordinate all departmental purchasing, including supervising the preparation of direct claim vouchers, purchase requisitions and payment of purchase orders.

To plan, develop, install, implement and maintain the Computer Aided Dispatch System, Records Management System and Mobile Computers software for the Police and Fire Departments and to create and maintain the files necessary for accurate reporting and retrieval, and to produce reports as required.

To ensure that the information allowed by law, and/or departmental procedures will be supplied to citizens and other government agencies in a timely manner. This shall include request fulfillment, FOIL requests , Good Conduct Certificate processing and Special Event request processing and notification.

To produce all digital evidence requests required by law including Body Worn Camera video, City Camera video, Digital Photos and Police Audio recordings. Provide courtroom testimony when necessary.

To approve and process all Red Light Camera violations recorded by the City of White Plains Traffic Safety Program System and to conduct monthly hearings and testify when necessary

To monitor and act as Westchester County Liaison for the White Plains E911 emergency call answering point.

To secure all system and data files from unauthorized use and to provide on-going review of computer capacity to meet user demand.

To maintain an error rate of less than 3% in our monthly IBR (Incident Based Reporting) data submission to DCJS (Department of Criminal Justice Services).

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
WP	Purchase-related claims & requisitions processed	772	810	924	900
WP	Processed - calls for service	65,191	68,450	83,217	85,000
NY	Monitor NYS TSLED Personal Summons	10,106	10,610	4,904 *	8,000
NY	Red light Camera Violations Processed	34,819	36,560	23,265 *	25,500
NY	Red light Camera Hearings	220	230	61 *	200
NY	911 calls received	49,099	51,550	40,511	41,000
NY	Personal Computers Maintained	180	190	190	195
NY	Arrests Processed	2,271	2,385	1,557 *	2,200
NY	Fingerprints (ink) civilian	237	250	232	250
NY	Fingerprints (electronic) criminal	1,369	1,440	990 *	1,400
NY	Fingerprints (electronic) civil applicant	183	190	52 *	120
NY	FOIL requests processed	117	125	138	150
NY	Report Requests inter-agency processed	500	525	740	750
NY	Accident Reports processed	2,385	2,500	1,563 *	2,000
NY	Online Report requests	490	515	440 *	500
WP	Special Event Permits processed	76	80	36 *	60
WP	Good Conduct Certificates processed	61	65	47 *	65
NY	Body Worn Camera evidence processed	470	800	880	950
NY	City Camera video evidence processed	296	450	226 *	320
NY	Booking video evidence processed	72	200	468	550
NY	Police/Fire audio recordings processed	353	600	887	950
NY	Digital photo evidence processed	310	400	435	450

*Affected by Covid Pandemic beyond our control

POLICE SUPPORT SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 877,403	\$ 974,725	\$ 442,904	\$ 1,084,245
Employee Benefits	<u>476,502</u>	<u>533,588</u>	<u>235,831</u>	<u>618,319</u>
S/T	1,353,905	1,508,313	678,735	1,702,564
Materials and Supplies	15,824	19,470	10,252	13,420
Direct Costs	20,462	31,000	17,637	66,000
Equipment	<u>2,400</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>
Total	<u>\$ 1,392,591</u>	<u>\$ 1,568,783</u>	<u>\$ 706,624</u>	<u>\$ 1,791,984</u>
<u>Revenues</u>				
Charges for Services	\$ <u>27,089</u>	\$ <u>39,000</u>	\$ <u>13,262</u>	\$ <u>33,000</u>
Total	<u>\$ 27,089</u>	<u>\$ 39,000</u>	<u>\$ 13,262</u>	<u>\$ 33,000</u>
Net Cost	<u>\$ 1,365,502</u>	<u>\$ 1,529,783</u>	<u>\$ 693,362</u>	<u>\$ 1,758,984</u>

DEPARTMENT REFERENCE PAGE: II-56

TRAINING/SPECIAL PROJECTS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To research, plan and direct new special projects and coordinate media productions.

To update and disseminate Departmental rules and procedures manual.

To coordinate with division commanders and assist them with developing training strategies to maintain the appropriate levels of recruit, in-service and field training, in order to comply with all training mandates of the New York State Bureau of Municipal Police and the New York State Accreditation Council.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
NY	Hours of in-service training, including use of force and law updates	7,760	4,656	3,990 *	7,600
NY	Hours of recruit training	16,360	8,400	10,080	1,640
NY	Hours of supervisor training	900	900	900	900
NY	Hours of field training	5,400	16,200	9,360 *	1,800
NY	Hours of specialized training	5,000	5,000	3,750 *	5,000
NY	Percent of State-mandates satisfied	100%	100%	100%	100%
NY	Hours of public safety aide training	200	200	100 *	-
NY	Hours of special weapons training	3,000	3,000	2,250	3,000

TRAINING/SPECIAL PROJECTS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 280,662	\$ 105,000	\$ 142,147	\$ 225,000
Employee Benefits	<u>89,615</u>	<u>42,877</u>	<u>47,426</u>	<u>107,478</u>
S/T	370,277	147,877	189,573	332,478
Direct Costs	<u>1,750</u>	<u>3,700</u>	<u>-</u>	<u>4,600</u>
Total	<u>\$ 372,027</u>	<u>\$ 151,577</u>	<u>\$ 189,573</u>	<u>\$ 337,078</u>
Revenues				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 372,027</u>	<u>\$ 151,577</u>	<u>\$ 189,573</u>	<u>\$ 337,078</u>

DEPARTMENT REFERENCE PAGE: II-56

COMMUNITY POLICING**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****OBJECTIVES:**

To promote and foster partnerships between the police and its citizens. Community and Police involvement in solving problems will reduce crime, the fear of crime and social and physical disorder. The result will be the overall improvement of the quality of life for all residents, workers and visitors to the City of White Plains.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	Number of mental health outreach and referrals	370	375	487 *	450
	Number of community problem cases initiated	48	50	45	45
NY	Number of applicant investigations initiated	104	75	88	80
	Number of crime prevention through environmental design reviews	17	18	8 *	15
NY	Number of domestic violence and violent crime victims receiving intervention and referral services	1,044	1,100	1,106	1,100
	Number of community presentations	69	70	41 *	60
NY	Number of youth (persons less than 19 yrs.) receiving intervention and referral services	455	460	489	460
NY	Number of registered sex offender monitoring activities initiated	49	50	42	50
NY	Number of missing persons investigations	242	250	315	300
	Homeless Outreach	N/A	200	160	200

*Affected by Covid Pandemic beyond our control

COMMUNITY POLICING**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,407,076	\$ 1,488,055	\$ 716,628	\$ 1,443,120
Employee Benefits	<u>721,177</u>	<u>753,726</u>	<u>374,654</u>	<u>830,346</u>
Total	<u>\$ 2,128,253</u>	<u>\$ 2,241,781</u>	<u>\$ 1,091,282</u>	<u>\$ 2,273,466</u>
<u>Revenues</u>				
Charges for Services	\$ <u>275,000</u>	\$ <u>275,000</u>	\$ <u>110,000</u>	\$ <u>275,000</u>
Total	<u>\$ 275,000</u>	<u>\$ 275,000</u>	<u>\$ 110,000</u>	<u>\$ 275,000</u>
Net Cost	<u>\$ 1,853,253</u>	<u>\$ 1,966,781</u>	<u>\$ 981,282</u>	<u>\$ 1,998,466</u>

DEPARTMENT REFERENCE PAGE: II-56

CRIMINAL INVESTIGATIONS

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To investigate all cases of missing persons, all crimes committed by or against any youth under the age of 18, and all crimes involving offenses against a person involving physical injury, sexual conduct, restraint and intimidation and specific sex offenses as defined in the New York State Penal Law under Article 130.

To increase the number of cases investigated and ensure that the quality of such investigations provides substantial evidence to exceed judicial standards.

To increase the number of cases closed by arrest or investigation, ensuring that the Constitutional rights of each citizen are upheld.

To gather and disseminate police related information to all divisions of the department.

To analyze and identify patterns of criminal activity in an effort to assist and coordinate police efforts and promote collective intelligence by sharing information with outside agencies.

To maintain accurate records pertaining to the receiving and executing of warrants issued by the criminal court system and to ensure compliance with NYS Criminal Procedure Law.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
NY	Number of juvenile cases/arrests	49/28	77/38	50/28 *	50/25
NY	Number of sex crime cases/arrests	36/18	40/20	45/18	40/20
NY	Cases Reviewed by CID	914	950	789	900
NY	Number of investigations initiated	707	750	776	750
	Number of cases closed	523	550	523	550
NY	Number of cases cleared by arrest	112	115	109	115
	Number of arrests	112	115	109	115
	Number of intelligence flyers disseminated:				
	City of White Plains flyers	139	140	126	140
	Outside agency flyers	57	60	72	75
	Outside Agency flyers received	1,214	1,300	2,200	1,500
	Number of outside departmental intelligence meetings attended	96	100	58 *	100
NY	Number of warrants received	407	350	376	350
NY	Number of warrants arrests	352	300	197 *	250

*Affected by Covid Pandemic beyond our control

CRIMINAL INVESTIGATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 2,556,598	\$ 2,872,641	\$ 1,438,035	\$ 2,979,227
Employee Benefits	<u>1,246,930</u>	<u>1,393,025</u>	<u>693,175</u>	<u>1,584,984</u>
S/T	3,803,528	4,265,666	2,131,210	4,564,211
Materials & Supplies	7,902	9,520	1,827	9,520
Direct Costs	<u>35,302</u>	<u>51,750</u>	<u>16,432</u>	<u>47,500</u>
Total	<u>\$ 3,846,732</u>	<u>\$ 4,326,936</u>	<u>\$ 2,149,469</u>	<u>\$ 4,621,231</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 3,846,732</u>	<u>\$ 4,326,936</u>	<u>\$ 2,149,469</u>	<u>\$ 4,621,231</u>

DEPARTMENT REFERENCE PAGE: II-56

NARCOTICS UNIT**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY****OBJECTIVES:**

To foster and maintain active participation relationships with Federal, State, and local law enforcement agencies.

To increase the number of vice cases being actively investigated and to ensure that the quality of such investigations provides substantial evidence to exceed judicial standards.

To either apprehend or deter, by means of clandestine or aggressive investigation, those persons involved in offenses against public health and morals as defined in Title M of the New York State Penal Law.

To increase the number of intelligence files as they relate to crimes involving narcotics, gambling, prostitution, and gangs.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
NY	Number of narcotics cases	263	300	175 *	250
NY	Number of narcotics arrests	219	200	128 *	200
NY	Number of overall cases handled	263	300	175 *	250
NY	Number of narcotics search warrants executed	8	12	4 *	12
NY	Number of vice cases	4	4	-	-
NY	Number of vice arrests	1	4	-	4
NY	Number of vice search warrants executed	-	2	-	2
NY	Number of narcotics intelligence files created	18	20	15	20
NY	Number of vice intelligence bulletins	4	4	2	4
NY	Amount of narcotics seized by type:				
	Cocaine base	130 g	150 g	60 g	150 g
	Opium base	150 g	300 g	70 g	300 g
	Marijuana	800 g	800 g	705 g	700 g

*Affected by Covid Pandemic beyond our control

NARCOTICS UNIT
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20	FY 20-21	FY 20-21	FY 21-22
	Actual	Revised	Exp/Oblig	Proposed
	_____	Budget	12/31/20	Budget
	_____	_____	_____	_____
<u>Expenditures</u>				
Salaries & Wages	\$ 872,224	\$ 908,277	\$ 434,430	\$ 903,145
Employee Benefits	465,416	492,646	236,780	540,429
	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
Total	\$ 1,337,640	\$ 1,400,923	\$ 671,210	\$ 1,443,574
	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
Net Cost	\$ 1,337,640	\$ 1,400,923	\$ 671,210	\$ 1,443,574
	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>

DEPARTMENT REFERENCE PAGE: II-56

POLICE PATROL OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To render a wide variety of services which directly or indirectly further the protection of life and property in White Plains and to ensure that no member of this division unnecessarily denies the rights, dignity, or liberty of any person.

To terminate/prevent violations of the laws and ordinances, to arrest or summons the offenders, to give aid, relief and information to citizens as circumstances require.

To promptly dispatch and respond to calls for service by the public. To maintain the flow of information from state/federal computers to officers in the field by the timely forwarding of requested information.

To supervise the transfer of prisoners from various facilities such as the County Jail, Penitentiary, and Rikers Island, to City Court for proceedings and to conform to NYS mandates regarding the security and care of prisoners.

Through strict enforcement of City Ordinances and quick response to citizen complaints, maintain a safe and clean environment by the control of loose, stray and wild dogs. Investigate those complaints of animal bites by working with Westchester County Health officials.

PERFORMANCE MEASURES:

Mandate	Task/Measure	2019 Actual	2020 Planned	2020 Actual	2021 Planned
NY/WP	John Doe summonses (includes overnight parking)	28,017	28,700	24,698 *	28,700
	Dispatched calls (less Directed Patrol)	38,127	38,500	21,680 *	30,000
	Directed Patrol	15,361	30,000	38,286	35,000
NY	Moving violations (Uniformed Traffic Tickets)	3,291	4,500	2,784 *	3,000
NY	Arrests	2,271	3,500	1,537 *	1,800
NY	No. of inquires in E-Justice (listings and criminal checks, etc.)	33,825	35,000	24,397 *	30,000
NY	Prisoners handled for court appearances	1,535	2,000	150 **	200
NY	No. of times medical aid provided to prisoners as mandated by law	28	15	28 *	25
NY	Criminal intake-arraignments	2,225	2,500	980 **	1,010
NY	Prisoners transported (male/female)	1,222/193	1,000/100	97/10 **	150/20
NY	Total number of prisoners transported to/from County Jail	1,415	1,000	107 **	170
NY/WP	No. of animal complaints received and investigated	254	275	229 *	250
NY/WP	No. of animals taken to shelter	11	10	1 *	5
NY/WP	No. of summonses issued for City Ordinance and animal violations	12	10	280	300

*Affected by Covid Pandemic beyond our control

**Affected by NYS Bail Reform Laws beyond our control

POLICE PATROL OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20	FY 20-21	FY 20-21	FY 21-22
	Actual	Revised	Exp/Oblig	Proposed
		Budget	12/31/20	Budget
		12/31/20		
<u>Expenditures</u>				
Salaries & Wages	\$ 13,621,581	\$ 15,161,858	\$ 7,115,635	\$ 15,335,365
Employee Benefits	6,609,435	7,355,121	3,430,769	7,851,012
S/T	20,231,016	22,516,979	10,546,404	23,186,377
Materials & Supplies:				
Rolling Stock Operations	233,542	264,800	108,181	252,800
Other	7,368	8,000	2,512	6,000
Direct Costs	1,774	36,000	21,600	32,500
Equipment	131,102	820,549	361,355	587,500
Total	\$ 20,604,802	\$ 23,646,328	\$ 11,040,052	\$ 24,065,177
<u>Revenues</u>				
Intergovernmental:				
Stop DWI/SEAS Program	\$ 3,922	\$ 8,400	\$ 4,971	\$ 8,400
New York State Grant	19,099	37,970	25,568	47,930
Westchester County	7,642	-	-	-
Charges for Services:				
Prisoner Transportation	262,230	252,881	21,276	10,000
Police Contracted Services	1,172,037	2,100,000	736,900	1,819,990
Other	18,125	20,000	13,175	20,000
Miscellaneous:				
Seized Property	26,877	5,000	22,746	5,000
Insurance Recovery	40,467	15,000	21,866	15,000
Other	13,078	-	-	-
Total	\$ 1,563,477	\$ 2,439,251	\$ 846,502	\$ 1,926,320
Net Cost	\$ 19,041,325	\$ 21,207,077	\$ 10,193,550	\$ 22,138,857

DEPARTMENT REFERENCE PAGE: II-56

EMERGENCY SERVICE UNIT/SPECIAL RESPONSE TEAM
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To utilize trained officers, equipped with specialized equipment, to respond to unusual incidents throughout the City and to support all divisions within the department with special weapons, less lethal options, defense equipment and medical equipment.

To provide high visibility patrol while being prepared for rapid response to incidents beyond the normal operational capabilities of regular patrol officers.

To continually train, update and hone skills.

To coordinate and develop local, State and Federal planning, including Federal and local disaster operations on a 24-hour basis to satisfy at least 90% of all designated requirements.

To provide a City-wide, comprehensive emergency management-oriented, disaster plan.

To maintain a viable Public Safety Emergency Operations Center capable of being effectively staffed by an integrated emergency response team.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
	No. of tactical incidents response	536	600	564	600
NY	No. of warrant executions	4	10	3 *	5
NY	No. of training man-hours	6,100	6,200	6,000	6,200
NY/WP	No. of Uniformed Traffic Tickets issued	52	60	38 *	40
NY	No. of arrests	59	50	25 *	25
	No. of hours of Directed Patrol	4,641	4,800	3,528 *	4,000
	Hours spent on the following activities:				
NY	Update of emergency operation procedures	100	100	100	100
NY	Update of White Plains Comprehensive Emergency Management Plan	80	80	80	80
NY	Prepare quarterly & annual program reports	100	100	100	100
NY	Attend training seminars & district meetings	650	650	650	650
NY	Conduct and/or participate in local coordination meetings on readiness and response	640	640	640	640

*Affected by Covid Pandemic beyond our control

EMERGENCY SERVICE UNIT / SPECIAL RESPONSE TEAM
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 170,939	\$ 50,000	\$ 52,298	\$ 50,000
Employee Benefits	<u>52,973</u>	<u>11,847</u>	<u>16,076</u>	<u>14,998</u>
Total	\$ <u>223,912</u>	\$ <u>61,847</u>	\$ <u>68,374</u>	\$ <u>64,998</u>
<u>Revenues</u>				
None	\$ <u>3,000</u>	\$ <u>11,000</u>	\$ <u>-</u>	\$ <u>-</u>
Net Cost	\$ <u><u>220,912</u></u>	\$ <u><u>50,847</u></u>	\$ <u><u>68,374</u></u>	\$ <u><u>64,998</u></u>

DEPARTMENT REFERENCE PAGE: II-56

TRAFFIC ENFORCEMENT OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

OBJECTIVES:

To maintain a safe and orderly flow of traffic in City streets through sound traffic enforcement practices.

Work in conjunction with State, County and local agencies as well as other units within the department for the organizing and staffing of special events, programs and anticipated traffic problems.

To reduce traffic accidents through selective enforcement.

To increase the omni-presence of police through effective use of the traffic units.

To maintain and monitor the excellent service provided at existing school crossings.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>2019 Actual</u>	<u>2020 Planned</u>	<u>2020 Actual</u>	<u>2021 Planned</u>
NY	No. of traffic accidents (10-1s) (physical injury or more than \$1,000 damage)	2,179	2,100	1,201 *	1,500
WP	No. of vehicles abandoned and towed from City streets	5	5	7	5
NY/WP	No. of vehicles impounded	543	500	313 *	500
NY/WP	No. of personal summonses issued	6,462	6,500	2,451 *	3,000
NY/WP	No. of parking summonses issued	86	85	76	90
	No. of special events patrolled	86	90	87	90
	No. of funeral escorts	41	55	42 *	50
	No. of special events reviewed and/or coordinated with other divisions and agencies (parades, demonstrations, etc.)	92	95	77 *	80
	No. of staffed school crossing locations	20	20	20	20

*Affected by Covid Pandemic beyond our control

TRAFFIC ENFORCEMENT OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC SAFETY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 1,757,253	\$ 1,938,636	\$ 881,384	\$ 1,906,197
Employee Benefits	<u>982,709</u>	<u>1,068,873</u>	<u>500,462</u>	<u>1,121,928</u>
S/T	2,739,962	3,007,509	1,381,846	3,028,125
Materials & Supplies	2,484	2,500	828	2,500
Direct Costs	<u>51,893</u>	<u>51,392</u>	<u>27,895</u>	<u>51,392</u>
Total	<u>\$ 2,794,339</u>	<u>\$ 3,061,401</u>	<u>\$ 1,410,569</u>	<u>\$ 3,082,017</u>
Revenues				
Miscellaneous	\$ <u>8,250</u>	\$ <u>5,000</u>	\$ <u>1,425</u>	\$ <u>5,000</u>
Total	<u>\$ 8,250</u>	<u>\$ 5,000</u>	<u>\$ 1,425</u>	<u>\$ 5,000</u>
Net Cost	<u><u>\$ 2,786,089</u></u>	<u><u>\$ 3,056,401</u></u>	<u><u>\$ 1,409,144</u></u>	<u><u>\$ 3,077,017</u></u>

DEPARTMENT REFERENCE PAGE: II-56

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OTHER PROTECTIVE SERVICES

STREET LIGHTING**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****OBJECTIVES:**

To maintain the City's street lighting system to provide night-time safety for motorists and pedestrians.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Total number of lights in street lighting system	4,110	4,110	4,110	4,510
	Total number of LUMAC-LED lights in the promenade area (included in above)	530	550	570	590
	No. of LUMAC-LED lights repaired/replaced	200	300	350	400
	No. of new LED lights installed	4,110	4,110	4,600	4,600
	No. of LUMAC poles replaced	20	40	50	60
	No. of photo cells replaced or repaired	1,150	827	1,000	1,100
	No. of fuses replaced	1,000	2,099	3,000	3,000
	No. of pigtails installed	700	971	1,300	1,500
	No. of 30' poles replaced	50	37	47	57
	No. of 8' arms replaced	175	141	241	250
	No. of handhold covers installed	100	182	200	350
	No. of service drops (Con Ed.)	250	436	500	600
	No. of transformer bases	10	10	15	20
	No. of total light repairs	1,500	2,033	2,200	2,300

STREET LIGHTING

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 172,594	\$ 185,614	\$ 83,384	\$ 190,441
Employee Benefits	<u>102,512</u>	<u>104,411</u>	<u>41,908</u>	<u>89,332</u>
S/T	275,106	290,025	125,292	279,773
Materials & Supplies:				
Electricity	576,718	637,960	248,661	611,700
Other	<u>109,241</u>	<u>107,800</u>	<u>23,970</u>	<u>107,300</u>
Total	<u>\$ 961,065</u>	<u>\$ 1,035,785</u>	<u>\$ 397,923</u>	<u>\$ 998,773</u>
Revenues				
Miscellaneous:				
Insurance Recovery	\$ -	\$ 10,000	\$ -	\$ 5,000
Other	<u>17,715</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 17,715</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 5,000</u>
Net Cost	<u><u>\$ 943,350</u></u>	<u><u>\$ 1,025,785</u></u>	<u><u>\$ 397,923</u></u>	<u><u>\$ 993,773</u></u>

DEPARTMENT REFERENCE PAGE: II-72

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ENVIRONMENTAL

WASTE COLLECTION, DISPOSAL AND RECYCLING

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To promote a clean environment by providing to all residents, institutions and commercial establishments, prompt, scheduled and courteous solid waste management and collection systems, within all mandated Federal, State and County regulations.

To promote and expand recycling and waste reduction programs as cost effective methods to reduce solid waste.

To achieve State and County mandated recycling and waste reduction goals through promotional and educational programs designed to decrease garbage disposal and to educate residents to the environmental and economic benefits derived from source reduction activities.

To increase the percentage of sold waste recycling by adding items acceptable and marketable for recycling and to operate a recycling drop off depot for use by residents and City merchants.

To institute yard and garden composting programs designed to divert a significant portion of the waste stream and to provide assistance to Bureau of Highways as may be necessary during leaf removal operations.

To expand recycling of office paper and corrugated cardboard by continuing to provide assistance to the business community.

To educate residents on the use of nonhazardous alternatives to household toxic substances so as to achieve proper management and reduction in the generation of household chemical wastes.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Tons of solid waste collected	29,000	29,280	25,000	27,000
	Tons of paper recycled	3,600	3,308	3,000	3,400
	Tons of scrap metal recycled	200	235	215	200
	Gallons of motor oil recycled	2,100	1,477	2,100	2,100
	Gallons of anti-freeze recycled	200	165	200	200
	Automotive batteries recycled	185	187	185	185
	Tires	N/A	217	200	200

WASTE COLLECTION, DISPOSAL AND RECYCLING
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 4,205,452	\$ 4,179,896	\$ 2,128,726	\$ 4,313,171
Employee Benefits	<u>2,311,750</u>	<u>2,322,819</u>	<u>1,155,102</u>	<u>2,471,705</u>
S/T	6,517,202	6,502,715	3,283,828	6,784,876
Materials & Supplies:				
Rolling Stock Operations	276,383	335,450	117,055	313,410
Other	29,759	41,190	5,206	29,560
Direct Costs:				
Waste Disposal	834,410	944,762	366,573	904,599
Other	16,341	11,500	13,135	11,500
Equipment	<u>-</u>	<u>810</u>	<u>-</u>	<u>810</u>
Total	<u>\$ 7,674,095</u>	<u>\$ 7,836,427</u>	<u>\$ 3,785,797</u>	<u>\$ 8,044,755</u>
Revenues				
Charges for Services	\$ 60,000	\$ 60,000	\$ -	\$ 60,000
Miscellaneous:				
Scrap Sales	8,895	15,000	6,822	15,000
Other	<u>1,346</u>	<u>1,900</u>	<u>3,410</u>	<u>1,000</u>
Total	<u>\$ 70,241</u>	<u>\$ 76,900</u>	<u>\$ 10,232</u>	<u>\$ 76,000</u>
Net Cost	<u>\$ 7,603,854</u>	<u>\$ 7,759,527</u>	<u>\$ 3,775,565</u>	<u>\$ 7,968,755</u>

DEPARTMENT REFERENCE PAGE: II-74

STORM WATER SYSTEM MAINTENANCE

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

The primary responsibilities of the Bureau are the following: (1) operation, maintenance and protection of the City's storm water system; (2) protection of adjacent waterways; and (3) assistance in the development of the Department of Public Works Capital Improvement Program (storm sewer). The Bureau, in conjunction with the Department of Building, approves and inspects storm sewer connections performed by licensed plumbers and/or authorized contractors. The Bureau also stocks materials to perform in-house storm sewer connections for capital and private projects. In addition, the Bureau has overall responsibility for the approval and inspection of all public and private construction projects which, if not properly designed and constructed, can adversely impact the City's storm sewer system.

This Bureau (coordinated with the Department of Building, and the Bureau of Engineering), is responsible for maintaining and updating storm sewer system information records for the City of White Plains.

Services include responding to a variety of problems and emergency situations. These include, but are not limited to, the following: (1) storm sewer/culvert repairs or failures, (2) catch basin repairs or failures and (3) street flooding.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Miles of storm water drains maintained	84	70	84	84
	No. of feet of pipelines flushed and rodded	8,000	58,472	8,000	8,000
	No. of catch basins to maintain	3,500	1,500	3,500	3,500
	No. of manholes to maintain	2,927	1,600	2,927	2,927
	No. of catch basins cleaned	510	95	510	510
	No. of manhole and catch basins repaired	130	133	130	130
	No. of field inspections	230	110	240	240
	No. of emergency investigations	240	159	250	250

STORM WATER SYSTEM MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 70,549	\$ 74,061	\$ 46,781	\$ 53,001
Employee Benefits	<u>19,527</u>	<u>24,787</u>	<u>15,244</u>	<u>14,985</u>
S/T	90,076	98,848	62,025	67,986
Materials & Supplies	17,618	42,625	1,002	13,000
Direct Costs	<u>-</u>	<u>12,500</u>	<u>12,500</u>	<u>-</u>
Total	<u>\$ 107,694</u>	<u>\$ 153,973</u>	<u>\$ 75,527</u>	<u>\$ 80,986</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	<u>\$ 107,694</u>	<u>\$ 153,973</u>	<u>\$ 75,527</u>	<u>\$ 80,986</u>

DEPARTMENT REFERENCE PAGE: II-76

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BUILDING & CONSTRUCTION

ENGINEERING REVIEW & CONSTRUCTION CODE ENFORCEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUILDING

OBJECTIVES:

To promote the environmental health and safety of the public as it relates to construction, use and occupancy of new buildings on private property, through plan review and inspection.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	Valuation of new construction starts (under permit)	\$ 380,000,000	\$ 363,738,067	\$ 186,213,116	\$ 175,000,000
WP	No. of building permits issued	1,779	1,547	1,672	1,580
WP	No. of final certificates of occupancy issued	44	15	10	10
	No. of temporary certificates of occupancy issued	86	25	35	30

ENGINEERING REVIEW & CONSTRUCTION CODE ENFORCEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUILDING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 840,031	\$ 818,148	\$ 394,241	\$ 800,337
Employee Benefits	332,054	331,247	155,820	334,730
S/T	1,172,085	1,149,395	550,061	1,135,067
Materials & Supplies	16,362	23,362	8,402	21,700
Direct Costs	1,052	7,800	-	3,000
Equipment	9,851	5,944	180	6,653
Total	\$ 1,199,350	\$ 1,186,501	\$ 558,643	\$ 1,166,420
Revenues				
Charges for Services	\$ 110,178	\$ 110,000	\$ 90,529	\$ 115,000
Licenses & Permits:				
Building Permits & Fees	5,652,081	3,797,000	1,646,799	4,000,000
Electrical Permits & Fees	1,027,054	640,000	331,872	850,000
Zoning Ordinance Fees	216,873	150,000	140,330	170,000
Other Permit Fees	53,620	62,000	11,100	48,500
Miscellaneous:				
Certified Copies	6,738	9,000	5,073	7,500
Other	4,622	4,500	220	3,800
Total	\$ 7,071,166	\$ 4,772,500	\$ 2,225,923	\$ 5,194,800
Net Cost	\$ (5,871,816)	\$ (3,585,999)	\$ (1,667,280)	\$ (4,028,380)

DEPARTMENT REFERENCE PAGE: II-8

EQUIPMENT & ENVIRONMENTAL CODE ENFORCEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUILDING

OBJECTIVES:

Through a program of plan review and inspection, to promote the environmental health and safety of the public as it relates to maintenance of existing buildings and structures, as well as new buildings and structures on private property.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP/NY	No. of plumbing permits issued	1,038	829	758	700
	Valuation of plumbing work	\$ 27,000,000	\$ 38,466,395	\$ 14,153,202	\$ 18,000,000
	No. of annual test/periodic elevators and escalators inspections performed	1,014	883	1,003	1,020
	No. of re-inspections of elevators and escalators performed	128	162	160	150
	No. of new elevators, escalators, auto lifts, etc., installed or modernized	24	20	19	18
	No. of auto lifts, conveyors, and dumbwaiters monitored	394	186	186	190
	Valuation of elevators (et al) cost-new work	\$ 2,949,285	\$ 2,804,305	\$ 9,017,549	\$ 4,000,000
WP	No. of sign & awning permits issued	60	45	50	48
WP	No. of hoisting licenses issued	8	30	10	15
	No. of hoisting permits issued	61	62	64	50
	No. of electrical permits issued	1,179	996	1,008	1,000
	Valuation of electrical work	\$ 28,009,886	\$ 54,144,068	\$ 32,381,344	\$ 30,000,000

EQUIPMENT & ENVIRONMENTAL CODE ENFORCEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUILDING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 704,083	\$ 712,045	\$ 350,260	\$ 715,011
Employee Benefits	<u>317,167</u>	<u>318,270</u>	<u>155,264</u>	<u>334,584</u>
S/T	1,021,250	1,030,315	505,524	1,049,595
Materials & Supplies	<u>15,414</u>	<u>17,300</u>	<u>6,505</u>	<u>16,350</u>
Total	<u>\$ 1,036,664</u>	<u>\$ 1,047,615</u>	<u>\$ 512,029</u>	<u>\$ 1,065,945</u>
Revenues				
Charges for Services	\$ 229	\$ 450	\$ 36	\$ 300
Licenses & Permits:				
Kitchen Annual Renewal	11,000	12,000	9,400	10,000
Elevator Inspections	250,280	240,050	222,845	212,050
Signs & Awnings	69,075	72,000	-	65,000
Plumbing Permits	1,403,432	650,000	150,750	800,000
Hoists & Scaffolds	27,875	19,500	11,472	18,500
Station Engineer License	21,100	19,000	8,975	22,000
Refrig. Operators License	3,336	3,200	2,050	2,900
Boiler Permits	<u>36,969</u>	<u>45,000</u>	<u>10,961</u>	<u>32,000</u>
Total	<u>\$ 1,823,296</u>	<u>\$ 1,061,200</u>	<u>\$ 416,489</u>	<u>\$ 1,162,750</u>
Net Cost	<u>\$ (786,632)</u>	<u>\$ (13,585)</u>	<u>\$ 95,540</u>	<u>\$ (96,805)</u>

DEPARTMENT REFERENCE PAGE: II-8

HOUSING CODE ENFORCEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUILDING

OBJECTIVES:

Through an on-going enforcement program and encouragement of public involvement, to promote the environmental health and safety of the public as it relates to occupancy of existing buildings and structures on private property.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of property violations recorded	700	716	904	750
	No. of property violations cleared	270	290	356	300
	No. of substitute certificates of occupancy inspections, including updates	54	41	38	45

HOUSING CODE ENFORCEMENT
DEPT. PROVIDING SERVICE: DEPT. OF BUILDING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 415,070	\$ 406,766	\$ 208,547	\$ 398,500
Employee Benefits	<u>210,249</u>	<u>207,359</u>	<u>99,540</u>	<u>213,575</u>
S/T	625,319	614,125	308,087	612,075
Materials & Supplies	2,329	4,297	990	5,030
Direct Costs	14,798	21,000	8,685	19,000
Rolling Stock	<u>24,781</u>	<u>27,000</u>	<u>-</u>	<u>40,000</u>
Total	<u>\$ 667,227</u>	<u>\$ 666,422</u>	<u>\$ 317,762</u>	<u>\$ 676,105</u>
<u>Revenues</u>				
Licenses & Permits	<u>\$ 16,364</u>	<u>\$ 33,000</u>	<u>\$ 18,918</u>	<u>\$ 21,600</u>
Total	<u>\$ 16,364</u>	<u>\$ 33,000</u>	<u>\$ 18,918</u>	<u>\$ 21,600</u>
Net Cost	<u><u>\$ 650,863</u></u>	<u><u>\$ 633,422</u></u>	<u><u>\$ 298,844</u></u>	<u><u>\$ 654,505</u></u>

DEPARTMENT REFERENCE PAGE: II-8

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HIGHWAY

LEAF REMOVAL**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****OBJECTIVES:**

To collect leaves from residential areas of the City in order to eliminate fire and safety hazards and to maintain an attractive community.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of cubic yards of leaves collected	45,000	41,265	45,000	45,000
	No. of cubic yards of leaves composted	10,000	9,100	10,000	10,000
	No. of leaf collection days	50	50	50	50
	Brush collected (cubic yards)	14,000	6,495	14,000	14,000
	Logs and stumps collected (cubic yards)	1,700	670	1,700	1,700
	Brush chipped into mulch (cubic yards)	9,000	1,480	9,000	9,000

LEAF REMOVAL**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 85,354	\$ 95,744	\$ 58,623	\$ 39,560
Employee Benefits	18,720	22,780	12,973	9,493
S/T	104,074	118,524	71,596	49,053
Materials & Supplies:				
Rolling Stock Operations	48,402	66,489	-	53,724
Other	15,696	20,368	936	20,368
Direct Costs	131,368	136,841	119,204	133,748
Total	\$ 299,540	\$ 342,222	\$ 191,736	\$ 256,893
<u>Revenues</u>				
Miscellaneous	\$ 163	\$ 250	\$ 66	\$ 250
Total	\$ 163	\$ 250	\$ 66	\$ 250
Net Cost	\$ 299,377	\$ 341,972	\$ 191,670	\$ 256,643

DEPARTMENT REFERENCE PAGE: II-72

SNOW REMOVAL
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To remove snow and ice from City streets to provide safe road conditions for motorists.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Miles of City streets maintained	144.5	144.5	144.5	144.5
	Miles of County roads maintained within City limits	16	16	16	16
	Miles of State roads maintained within City limits	1	1	1	1
	Materials purchased for ice and snow control:				
	No. of yards of sand	120	120	120	120
	No. of tons of salt	10,000	6,837	10,000	10,000
	No. of gallons of brine	20,000	12,000	20,000	20,000
	No. of gallons of calcium	13,000	6,000	13,000	13,000

SNOW REMOVAL**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****REQUIRED RESOURCES:**

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 193,062	\$ 393,784	\$ -	\$ 393,784
Employee Benefits	42,763	93,684	-	94,472
S/T	235,825	487,468	-	488,256
Materials & Supplies:				
Salt/Sand	456,838	713,250	-	660,600
Rolling Stock Operations	95,144	141,289	3,133	114,164
Other	23,592	34,560	11,072	34,560
Direct Costs	1,910	1,950	1,910	1,950
Total	\$ 813,309	\$ 1,378,517	\$ 16,115	\$ 1,299,530
<u>Revenues</u>				
Charges for Services:				
Snow Removal	\$ 101,408	\$ 100,579	\$ -	\$ 105,046
Total	\$ 101,408	\$ 100,579	\$ -	\$ 105,046
Net Cost	\$ 711,901	\$ 1,277,938	\$ 16,115	\$ 1,194,484

DEPARTMENT REFERENCE PAGE: II-72

STREET CLEANING**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****OBJECTIVES:**

To maintain public roadways and Central Business District sidewalks in a clean and attractive manner.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Total miles of all City streets cleaned	160.5	160.5	160.5	160.5
	Curb miles of streets cleaned:				
	Downtown - 3 times a week	25	25	25	25
	Other - 5 times per year	135	135	135	135

STREET CLEANING
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 292,382	\$ 299,556	\$ 142,852	\$ 303,234
Employee Benefits	<u>172,623</u>	<u>177,948</u>	<u>85,320</u>	<u>186,897</u>
S/T	465,005	477,504	228,172	490,131
Materials & Supplies	<u>42,233</u>	<u>70,125</u>	<u>15,986</u>	<u>65,725</u>
Total	\$ <u>507,238</u>	\$ <u>547,629</u>	\$ <u>244,158</u>	\$ <u>555,856</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u>507,238</u>	\$ <u>547,629</u>	\$ <u>244,158</u>	\$ <u>555,856</u>

DEPARTMENT REFERENCE PAGE: II-72

STREET REPAIRS**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****OBJECTIVES:**

To provide for the safe and unobstructed movement of vehicular traffic through maintenance of the facilities within the street rights-of-way.

To provide for collection of abandoned shopping carts on City streets.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Total miles of streets maintained	144.5	144.5	144.5	144.5
	Tons of asphalt mix used (cold mix)	105	80	80	80
	Tons of asphalt mix used (hot winter mix) for potholes	200	178	200	200
	Tons of asphalt mix used (hot mix) for road paving	7,000	1,774	2,000	2,000
	Tons of asphalt used for patching	350	200	300	300
	Gallons of crack sealer	1,800	-	-	-

STREET REPAIRS**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 2,954,246	\$ 2,923,750	\$ 1,480,172	\$ 2,987,001
Employee Benefits	1,567,481	1,527,388	747,459	1,654,917
S/T	4,521,727	4,451,138	2,227,631	4,641,918
Materials & Supplies:				
Street Resurfacing	140,799	225,000	-	125,000
Asphalt	470,538	479,090	94,623	479,090
Rolling Stock Operations	136,228	207,779	137,733	172,888
Other	206,692	193,152	33,414	191,493
Direct Costs	136,846	213,033	86,487	134,564
Equipment	-	810	-	810
Total	\$ 5,612,830	\$ 5,770,002	\$ 2,579,888	\$ 5,745,763
<u>Revenues</u>				
Intergov't/State:				
Arterial Highway Maintenance	\$ 28,050	\$ 28,050	\$ 14,025	\$ 28,050
Miscellaneous	2,483	-	3,249	-
Total	\$ 30,533	\$ 28,050	\$ 17,274	\$ 28,050
Net Cost	\$ 5,582,297	\$ 5,741,952	\$ 2,562,614	\$ 5,717,713

DEPARTMENT REFERENCE PAGE: II-72

FORESTRY SERVICES**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****OBJECTIVES:**

To maintain trees on City-owned land and rights-of-way in order to enhance the appearances of the City.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Approximate number of trees maintained	25,000	25,000	25,000	25,000
	No. of diseased trees removed	296	232	250	250
	No. of trees planted	220	N/A	150	150
	No. of trees trimmed	352	162	200	200
	No. of tree stumps removed	192	98	250	250

FORESTRY SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 377,997	\$ 401,454	\$ 194,882	\$ 397,863
Employee Benefits	203,963	209,923	96,679	198,149
S/T	581,960	611,377	291,561	596,012
Materials & Supplies:				
Tree Removal/Replacement	55,128	147,167	98,647	80,000
Rolling Stock Operations	67,248	53,220	19,628	49,175
Other	6,324	10,450	4,511	9,746
Direct Costs	1,610	1,700	205	1,700
Total	\$ 712,270	\$ 823,914	\$ 414,552	\$ 736,633
<u>Revenues</u>				
Miscellaneous:				
Insurance Recovery	\$ -	\$ 1,500	\$ 1,071	\$ 1,500
Total	\$ -	\$ 1,500	\$ 1,071	\$ 1,500
Net Cost	\$ 712,270	\$ 822,414	\$ 413,481	\$ 735,133

DEPARTMENT REFERENCE PAGE: II-72

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PARKING

PARKING GENERAL OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

OBJECTIVES:

To maintain the municipal parking system of the City of White Plains.

To support the economic vitality of the City by providing clean, safe, convenient, and economical parking.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	CashKey revenue	\$ 11,000	\$ 12,273	\$ -	\$ -
	Meter bag rental revenue	\$ 186,500	\$ 174,085	\$ 142,000	\$ 142,000
	City-wide permits revenue	\$ 3,075	\$ 3,975	\$ 3,075	\$ 3,075
	Parking Card revenue	\$ -	\$ -	\$ 12,000	\$ 24,000

PARKING GENERAL OPERATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 2,183,640	\$ 2,254,880	\$ 1,079,950	\$ 2,140,787
Employee Benefits	1,092,359	1,124,967	531,934	1,096,172
S/T	3,275,999	3,379,847	1,611,884	3,236,959
Materials & Supplies:				
Rolling Stock Maintenance	93,060	93,200	38,736	91,700
Parking Meter Maint/Parts	62,101	68,188	5,590	65,000
Maintenance Supplies	75,407	100,000	21,941	100,000
Other	44,383	89,600	14,063	92,500
Direct Costs:				
Credit Card Fees	660,574	818,311	219,936	489,873
Other	190,247	237,142	66,087	194,513
Equipment	56,092	29,000	345	29,000
Rolling Stock	100,821	77,000	-	-
Transfer to Debt Service Fund	4,341,450	4,407,155	785,995	4,438,261
Total	\$ 8,900,134	\$ 9,299,443	\$ 2,764,577	\$ 8,737,806
Revenues				
Charges for Services:				
Parking Meter Fees	\$ 630	\$ 200	\$ -	\$ 200
Key Meter Collections	12,273	11,000	-	-
Parking Permits	5,475	7,075	225	3,875
Meter Bag Rentals	174,085	178,000	86,879	175,544
Miscellaneous:				
Developer Contributions/Fees	250,000	250,000	250,000	250,000
Rental Real Property	48,700	48,500	14,750	-
Other	125,937	88,000	28,619	83,250
Total	\$ 617,100	\$ 582,775	\$ 380,473	\$ 512,869
Net Cost	\$ 8,283,034	\$ 8,716,668	\$ 2,384,104	\$ 8,224,937

DEPARTMENT REFERENCE PAGE: II-30

PARKING GARAGES
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

OBJECTIVES:

To support the economic vitality of the City by providing clean, safe, convenient, and economical parking.

To maximize the use of available parking.

To maintain parking facilities consistent with first class municipal parking garages.

To provide parking facilities that meet the needs of a wide variety of users.

PERFORMANCE MEASURES:

Mandate	Task/Measure	FY 19-20 Estimate	FY 19-20 Actual	FY 20-21 Estimate	FY 21-22 Planned
WP	Meter Revenue:				
	Chester-Maple	\$ 541,626	\$ 525,747	\$ 638,621	\$ 528,000
	Hamilton-Main	477,075	383,571	224,883	224,883
	Lexington Grove-East	618,303	482,016	380,298	380,298
	Lexington Grove-West	1,384,855	1,019,202	640,771	640,771
	Library	286,415	231,346	72,304	72,304
	Longview-Cromwell	494,804	417,373	484,941	484,941
	Lyon Place	524,351	401,441	325,671	325,671
	TransCenter	1,100,925	846,414	228,491	228,491
WP	Permit Revenue:				
	Chester-Maple	\$ 1,184,399	\$ 1,123,387	\$ 1,131,999	\$ 1,131,999
	Hamilton-Main	1,027,033	932,486	512,379	512,379
	Lexington Grove-East	647,765	526,272	183,618	183,618
	Lexington Grove-West	554,150	491,397	311,742	311,742
	Library	158,522	126,712	49,401	49,401
	Longview-Cromwell	311,402	320,937	298,106	298,106
	Lyon Place	531,306	500,817	520,111	520,111
	TransCenter	767,134	715,228	424,423	424,423
WP	Number of Permits Sold:				
	Chester-Maple	4,868	4,476	4,306	4,306
	Hamilton-Main	3,655	3,102	1,769	1,769
	Lexington Grove-East	3,816	3,038	1,216	1,216
	Lexington Grove-West	3,034	2,385	1,143	1,143
	Library	1,077	869	313	313
	Longview-Cromwell	1,628	1,593	1,553	1,553
	Lyon Place	1,531	1,418	1,307	1,307
	TransCenter	2,019	1,778	1,321	1,321
WP	Number of Overtime Notices Paid:				
	Hamilton-Main	1,251	941	961	961
	Lexington Grove -East	4,396	3,675	3,261	3,261
	Lexington Grove -West	5,413	4,401	3,694	3,694
WP	Overtime Notice Revenue:				
	Hamilton-Main	\$ 12,510	\$ 9,975	\$ 9,605	\$ 9,605
	Lexington Grove-East	43,960	38,880	32,610	32,610
	Lexington Grove-West	54,130	46,775	36,940	36,940

PARKING GARAGES**DEPT. PROVIDING SERVICE: DEPT. OF PARKING****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 699,674	\$ 734,195	\$ 357,524	\$ 721,021
Employee Benefits	356,116	369,708	178,507	380,252
S/T	1,055,790	1,103,903	536,031	1,101,273
Materials and Supplies:				
Utilities	571,480	653,250	207,575	517,939
Other	28,659	41,251	745	39,600
Direct Costs:				
Service Contracts	236,434	267,528	192,699	260,832
General Liability Premium	101,810	117,200	101,231	105,000
Other	2,599	2,650	1,314	3,250
Total	\$ 1,996,772	\$ 2,185,782	\$ 1,039,595	\$ 2,027,894
<u>Revenues</u>				
Charges for Services:				
Parking Meter Fees	\$ 4,307,110	\$ 4,402,354	\$ 1,467,936	\$ 3,172,666
Parking Permits	4,737,237	5,072,711	2,545,817	3,882,787
Fines & Forfeitures:				
Overtime Parking Notices	95,750	110,600	42,867	85,733
Miscellaneous:				
Lease Payments	962,555	986,450	259,292	964,871
Total	\$ 10,102,652	\$ 10,572,115	\$ 4,315,912	\$ 8,106,057
Net Cost	\$ (8,105,880)	\$ (8,386,333)	\$ (3,276,317)	\$ (6,078,163)

DEPARTMENT REFERENCE PAGE: II-32

PARKING LOTS & ON-STREET PARKING
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

OBJECTIVES:

To support the economic vitality of the City by providing clean, safe, convenient, and economical parking and to maximize the use of available parking especially in densely populated areas of the City.

To promote the availability of parking in the various business districts within the City by encouraging and enforcing the "turn-over" of on-street parking spaces.

To maintain parking facilities consistent with first class municipal parking facilities.

To collect parking meter revenue efficiently.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	Meter Revenue:				
	Parking Lots	\$ 2,421,000	\$ 1,892,372	\$ 1,583,974	\$ 1,583,974
	On-Street Parking	2,796,567	2,212,844	1,850,740	1,850,740
WP	Permit Revenue - Parking Lots	\$ 963,876	\$ 922,413	\$ 856,559	\$ 856,559
WP	Number of Permits Sold - Parking Lots	3,796	3,533	3,600	3,600

PARKING LOTS AND ON-STREET PARKING
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Materials & Supplies:				
Property Rental	\$ 146,644	\$ 129,000	\$ 30,729	\$ 129,000
Other	39,431	47,000	15,971	46,565
Direct Costs:				
Service Contracts	<u>56,367</u>	<u>56,870</u>	<u>48,210</u>	<u>57,296</u>
Total	\$ <u>242,442</u>	\$ <u>232,870</u>	\$ <u>94,910</u>	\$ <u>232,861</u>
 <u>Revenues</u>				
Charges for Services:				
Parking Meter Fees	\$ 4,105,216	\$ 4,412,567	\$ 1,687,594	\$ 3,860,565
Parking Permits	<u>922,446</u>	<u>963,876</u>	<u>647,990</u>	<u>842,939</u>
Total	\$ <u>5,027,662</u>	\$ <u>5,376,443</u>	\$ <u>2,335,584</u>	\$ <u>4,703,504</u>
 Net Cost	 \$ <u>(4,785,220)</u>	 \$ <u>(5,143,573)</u>	 \$ <u>(2,240,674)</u>	 \$ <u>(4,470,643)</u>

DEPARTMENT REFERENCE PAGE: II-34

PARKING VIOLATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

OBJECTIVES:

- To assist the City Court in managing parking summonses.
- To efficiently and accurately maintain and manage all parking summons data.
- To provide convenient methods of payment for parking summonses.
- To accurately process all parking summons payments.
- To send delinquent notices to registrants for failure to pay parking summonses.
- To provide support services to the Department of Public Safety regarding parking enforcement.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Number of summons paid	160,201	167,979	156,242	165,000
	Amount of fines collected	\$ 7,229,615	\$ 6,230,592	\$ 5,598,069	\$ 5,598,069
	Number of summons entered	176,487	203,314	187,102	200,000
	Number of vehicles towed	847	573	170	850
	Amount of storage fees collected	\$ 65,000	\$ 36,577	\$ 15,600	\$ 15,600
	Amount of booting/towing fees collected	\$ 113,000	\$ 79,907	\$ 22,025	\$ 22,025
	Amount red light camera fines collected	\$ 1,275,000	\$ 1,194,793	\$ 1,002,625	\$ 1,002,625

PARKING VIOLATIONS
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 373,107	\$ 384,036	\$ 188,759	\$ 384,036
Employee Benefits	157,858	164,838	79,729	172,685
S/T	530,965	548,874	268,488	556,721
Materials & Supplies	71,793	94,910	15,384	73,810
Direct Costs:				
Ticket Collection	315,137	395,000	127,258	305,000
Red Light Cameras Contract	528,698	675,000	281,250	810,000
Other	23,074	43,100	3,707	22,893
Total	\$ 1,469,667	\$ 1,756,884	\$ 696,087	\$ 1,768,424
Revenues				
Charges for Services	\$ 116,478	\$ 178,000	\$ 22,265	\$ 60,172
Fine & Forfeitures:				
Parking Fines	6,229,012	6,159,615	2,218,080	6,100,000
Red Light Fines	1,194,793	1,160,000	505,181	1,145,362
Total	\$ 7,540,283	\$ 7,497,615	\$ 2,745,526	\$ 7,305,534
Net Cost	\$ (6,070,616)	\$ (5,740,731)	\$ (2,049,439)	\$ (5,537,110)

DEPARTMENT REFERENCE PAGE: II-36

PARKING ENFORCEMENT - GENERAL
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,839,828	\$ 1,864,689	\$ 928,251	\$ 1,877,115
Employee Benefits	810,811	809,761	395,038	852,831
S/T	2,650,639	2,674,450	1,323,289	2,729,946
Materials & Supplies	6,964	5,100	848	5,100
Equipment	3,928	4,000	-	4,000
Total	\$ 2,661,531	\$ 2,683,550	\$ 1,324,137	\$ 2,739,046
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u>2,661,531</u>	\$ <u>2,683,550</u>	\$ <u>1,324,137</u>	\$ <u>2,739,046</u>

DEPARTMENT REFERENCE PAGE: II-38

PARKING ENFORCEMENT - CITY CENTER
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 222,896	\$ 229,191	\$ 110,780	\$ 204,306
Employee Benefits	<u>106,450</u>	<u>114,374</u>	<u>53,606</u>	<u>91,237</u>
Total	<u>\$ 329,346</u>	<u>\$ 343,565</u>	<u>\$ 164,386</u>	<u>\$ 295,543</u>
<u>Revenues</u>				
Charges for Services	\$ <u>334,793</u>	\$ <u>349,010</u>	\$ <u>167,115</u>	\$ <u>295,543</u>
Total	<u>\$ 334,793</u>	<u>\$ 349,010</u>	<u>\$ 167,115</u>	<u>\$ 295,543</u>
Net Cost	<u>\$ (5,447)</u>	<u>\$ (5,445)</u>	<u>\$ (2,729)</u>	<u>\$ -</u>

DEPARTMENT REFERENCE PAGE: II-40

PARKING - TRAFFIC ENGINEERING
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

OBJECTIVES:

To advise Mayor and Common Council on any matters that may involve pedestrian safety, the safe and efficient movement of vehicles, and all other reports and submissions required.

To coordinate, monitor & supervise all departmental, administrative, engineering, budget, and maintenance activities.

To review and comment on plan submissions for accuracy, content and adherence to City ordinances, and traffic engineering standards.

To operate the "Central Traffic Control Computer" system efficiently and effectively by developing and fine tuning timing patterns to improve the flow of traffic.

To collect vehicle volume data so that accurate analysis and forecasts of travel patterns can be made.

To analyze accident reports and prepare collision diagrams at high frequency locations, as well as locations requested by civic groups, Common Council or the Mayor.

To investigate and report to requests concerning various traffic problems such as signals, signs, sight obstructions or other citizen requests.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of reports prepared for the Mayor, Common Council and Traffic Commission and other Departments/Boards	155	144	130	140
WP	No. of citizen requests received/ responded to	600	938	900	700
NY	No. of site plan reviews	100	60	60	80
	No. of operational changes in data base	500	350	350	450
	Retrieve and analyze computer data	4,000	4,000	4,000	4,000
	Prepare and upgrade timing patterns	160	220	150	200
NY	No. of Code 53 requests	250	178	180	230
	No. of traffic counts	5	2	5	5
	No. of field investigations conducted	350	250	250	300
	No. of accident, parking or speed studies completed	200	230	200	250

PARKING - TRAFFIC ENGINEERING
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 294,360	\$ 287,747	\$ 144,456	\$ 288,747
Employee Benefits	129,397	136,024	63,855	143,432
S/T	423,757	423,771	208,311	432,179
Materials & Supplies	640	600	-	600
Direct Costs	9,000	10,000	-	10,000
Total	\$ 433,397	\$ 434,371	\$ 208,311	\$ 442,779
<u>Revenues</u>				
Licenses & Permits	\$ 6,152	\$ 6,711	\$ 6,711	\$ 6,711
Total	\$ 6,152	\$ 6,711	\$ 6,711	\$ 6,711
Net Cost	\$ 427,245	\$ 427,660	\$ 201,600	\$ 436,068

DEPARTMENT REFERENCE PAGE: II-42

PARKING - TRAFFIC MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

OBJECTIVES:

To fabricate, install and maintain all traffic control signs in accordance with mandated standards.

To apply pavement markings so that motorists are guided safely to their destination.

To keep operational, through required and preventive maintenance programs, the signal systems in White Plains.

To test and repair the controller equipment associated with the computer system.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP/NY	No. of sign fabrications & installations	2,500	2,356	2,300	2,500
NY	No. of 4" painted line applied	100,000	120,000	120,000	80,000
WP	No. of symbols and legends applied	60	20	20	80
WP	No. of tons of thermoplastic applied	15 tons	4 tons	5 tons	20 tons
WP/NY	No. of controllers replaced	40	42	45	50
WP	No. of emergencies responded to	120	93	100	120
WP	No. of sensing devices installed	60	40	50	50
NY	No. of controllers repaired or rebuilt	10	15	15	15
WP	No. of components rebuilt	5	5	5	5
WP	No. of LED displays replaced	60	80	80	80

PARKING - TRAFFIC MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PARKING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 493,165	\$ 575,584	\$ 284,219	\$ 574,684
Employee Benefits	267,871	304,860	147,165	314,909
S/T	761,036	880,444	431,384	889,593
Materials and Supplies:				
Traffic Maintenance Supplies	59,732	80,000	14,528	80,000
Utilities	136,868	150,000	58,406	129,573
Other	17,324	24,200	2,620	23,800
Direct Costs	13,000	24,450	825	24,450
Equipment	7,436	12,000	10,352	12,000
Total	\$ 995,396	\$ 1,171,094	\$ 518,115	\$ 1,159,416
Revenues				
Miscellaneous	\$ 14,117	\$ 12,000	\$ 6,315	\$ 12,000
Total	\$ 14,117	\$ 12,000	\$ 6,315	\$ 12,000
Net Cost	\$ 981,279	\$ 1,159,094	\$ 511,800	\$ 1,147,416

DEPARTMENT REFERENCE PAGE: II-42

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CULTURAL

CULTURAL & SPECIAL EVENTS**DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS**

OBJECTIVES:

To provide diverse, quality cultural programs and special events to the members of the White Plains community of all ages.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of youth events	54	40	12	40
	No. of events for adults (18+ years)	40	27	15	30
	No. of program participants	100,000	53,199	4,500	60,000

CULTURAL & SPECIAL EVENTS
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 27,689	\$ 35,428	\$ 14,061	\$ 31,888
Employee Benefits	11,177	14,171	6,416	14,184
S/T	38,866	49,599	20,477	46,072
Materials & Supplies:				
Program Supplies	18,080	25,000	4,557	25,000
Direct Costs:				
Program Services	44,443	35,000	17,955	35,000
Celeb-Entertainment	62,133	79,750	3,600	42,750
Equipment	2,745	2,000	-	2,000
Total	\$ 166,267	\$ 191,349	\$ 46,589	\$ 150,822
<u>Revenues</u>				
Charges for Services:				
Rec. Special Int. Programs	\$ 3,210	\$ 5,000	\$ 3,830	\$ 5,000
Licenses & Permits	-	2,600	2,600	3,000
Miscellaneous:				
Contributions	5,250	7,500	250	7,500
Total	\$ 8,460	\$ 15,100	\$ 6,680	\$ 15,500
Net Cost	\$ 157,807	\$ 176,249	\$ 39,909	\$ 135,322

DEPARTMENT REFERENCE PAGE: II-83

GENERAL FUND CONTRIBUTION TO THE LIBRARY FUND
DEPT. PROVIDING SERVICE: GENERAL FUND

OBJECTIVES:

To provide from the General Fund of the City, the financial operating assistance necessary for the Public Library to provide efficient and effective service to the Public.

PERFORMANCE MEASURES:

<u>Mandate</u> <u>Task /Measure</u>	<u>FY 19-20</u> <u>Actual</u>	<u>FY 20-21</u> <u>Estimate</u>	<u>FY 21-22</u> <u>Planned</u>
Percentage of Library Fund budget financed by the General Fund	99.1%	98.1%	99.1%

REQUIRED RESOURCES:

	<u>FY 19-20</u> <u>Actual</u>	<u>FY 20-21</u> <u>Revised</u> <u>Budget</u> <u>12/31/20</u>	<u>FY 20-21</u> <u>Exp/Oblig</u> <u>12/31/20</u>	<u>FY 21-22</u> <u>Proposed</u> <u>Budget</u>
<u>Expenditures</u>				
Transfer to Library Fund	\$ 6,297,594	\$ 6,778,509	\$ 2,872,495	\$ 6,545,300
Total	\$ 6,297,594	\$ 6,778,509	\$ 2,872,495	\$ 6,545,300
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ 6,297,594	\$ 6,778,509	\$ 2,872,495	\$ 6,545,300

DEPARTMENT REFERENCE PAGE: II-19 and Section IV, Library Fund Budget.

RECREATIONAL

RECREATION & PARKS - ADMINISTRATION SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide overall management and technical support necessary to efficiently and effectively administer a comprehensive City-wide Recreation and Parks program.

To seek maximum public participation in organized recreation programs and informal use of City park facilities, playgrounds and downtown parades and festivals.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of program brochures distributed	65,000	52,000	62,000	65,000
	No. of recreation programs administered	670	646	400	450
	No. of field permits issued	145	143	143	150
	No. of grant-in-aid programs administered	8	8	8	8
	No. of program flyers printed/distributed	100,000	70,000	-	100,000
	No. of email newsletters	150,000	245,000	275,000	300,000
	No. of Seasonal Pool Passes	1,720	1,715	900	1,400
	No. of Paddle Court Permits	35	32	20	40

RECREATION & PARKS - ADMINISTRATIVE SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 541,755	\$ 628,837	\$ 274,048	\$ 610,797
Employee Benefits	<u>216,443</u>	<u>242,096</u>	<u>111,001</u>	<u>264,041</u>
S/T	758,198	870,933	385,049	874,838
Materials & Supplies:				
Printing and Postage	35,932	40,000	3,352	40,000
Utilities	85,737	96,000	38,046	88,500
Copier Rental	7,457	5,000	3,255	5,000
Other	20,281	27,950	5,293	25,950
Direct Costs:				
Program Services	10,100	10,000	2,304	10,000
Other	796	1,000	146	1,000
Equipment	<u>18,619</u>	<u>6,000</u>	<u>3,636</u>	<u>6,500</u>
Total	\$ <u>937,120</u>	\$ <u>1,056,883</u>	\$ <u>441,081</u>	\$ <u>1,051,788</u>
<u>Revenues</u>				
Charges for Services:				
Recreation Field Rental	\$ 18,546	\$ 30,000	\$ 15,895	\$ 30,000
Miscellaneous	<u>6,463</u>	<u>5,400</u>	<u>-</u>	<u>5,000</u>
Total	\$ <u>25,009</u>	\$ <u>35,400</u>	\$ <u>15,895</u>	\$ <u>35,000</u>
Net Cost	\$ <u>912,111</u>	\$ <u>1,021,483</u>	\$ <u>425,186</u>	\$ <u>1,016,788</u>

DEPARTMENT REFERENCE PAGE: II-83

AFTER SCHOOL CENTERS & SATURDAY ACADEMY
DEPT. PROVIDING SERVICE: YOUTH BUREAU

OBJECTIVES:

To provide needed, safe and affordable after school supervision and enriching activities.

To contribute to the wholesome and productive development of youth by offering a broad array of youth development activities and opportunities in an after school setting.

To provide leadership development, academic, cultural and social enrichment in the Saturday Academy program.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of week-day centers in operation	10	9	3	9
	Total number of days of operation (39 wks/yr)	177	156	177	177
	Total number of youth registered	390	306	27	275
	Total number of youth participating per day	279	274	21	275
	Youth participating in Community Learning Centers will increase homework completion as measured by staff observation, parent survey and student records	46	48	15	40
	Youth participating in school based programs will increase homework completion as measured by staff observation, parent survey and student records	-	246	12	235
	No. of youth and adult volunteers participating in Community Gardens	79	64	41	60
	Saturday Academy for Boys in Grades 4-12 and for Girls in Grades 6-9:				
	No. of weekends centers in operation	25	25	25	25
	Total number of youth registered	140	140	50	50
	Total number of youth participating per day	140	140	50	50
	No. of youth participating in pre- and post-test in reading	140	140	50	50
	No. of youth with post-test results progress	140	140	50	50

AFTER SCHOOL CENTERS & SATURDAY ACADEMY
DEPT. PROVIDING SERVICE: YOUTH BUREAU

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 549,639	\$ 731,671	\$ 126,913	\$ 738,118
Employee Benefits	142,934	168,301	53,366	176,682
S/T	692,573	899,972	180,279	914,800
Materials & Supplies:				
Program Supplies	15,528	19,700	4,995	19,355
Other	497	500	189	500
Direct Costs:				
Bus Transportation	5,733	13,325	-	12,825
Program Services	10,031	17,600	925	17,600
Other	11,300	11,500	4,889	11,500
Total	\$ 735,662	\$ 962,597	\$ 191,277	\$ 976,580
Revenues				
Intergov't/Federal:				
HUD-CD Block Grant	\$ 19,000	\$ 19,000	\$ -	\$ 19,000
Charges for Services:				
Youth After School Fees	543,253	740,000	8,966	740,000
Miscellaneous	40	-	-	-
Total	\$ 562,293	\$ 759,000	\$ 8,966	\$ 759,000
Net Cost	\$ 173,369	\$ 203,597	\$ 182,311	\$ 217,580

DEPARTMENT REFERENCE PAGE: II-88

BITS 'N PIECES SUMMER DAY CAMP
DEPT. PROVIDING SERVICE: YOUTH BUREAU

OBJECTIVES:

The Bits 'n Pieces Tutorial Camp offers children entering grades 1 through 5 the opportunity to stay on track with their studies. The camp offers a safe, enjoyable, educational six-week program, emphasizing reading, writing, math, science and computers. In addition, tennis, swimming, arts & crafts and field trips are a part of this summer experience.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Operation of Tutorial Day Camp: (6 weeks during the summer)	-	-	-	6
	Total number of days	29	29	-	24
	Total number of youth	180	180	-	180
	No. of youth participating in pre- and post-tests in reading and math	180	180	-	180
	No. of youth whose post-test indicated progress	170	170	-	180
	No. of educational field trips	3	3	-	3

BITS 'N PIECES SUMMER DAY CAMP
DEPT. PROVIDING SERVICE: YOUTH BUREAU

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 70,637	\$ 68,009	\$ 5,367	\$ 68,009
Employee Benefits	<u>11,957</u>	<u>11,926</u>	<u>2,146</u>	<u>12,277</u>
S/T	82,594	79,935	7,513	80,286
Materials & Supplies:				
Program Supplies	4,691	4,000	-	2,000
Direct Costs:				
Bus Transportation	5,750	5,500	-	4,500
Program Services	<u>9,449</u>	<u>13,600</u>	<u>-</u>	<u>8,600</u>
Total	\$ <u>102,484</u>	\$ <u>103,035</u>	\$ <u>7,513</u>	\$ <u>95,386</u>
<u>Revenues</u>				
Intergov't/Federal:				
HUD-CD Block Grant	\$ 14,250	\$ 15,000	\$ -	\$ 15,000
Charges for Services	<u>116,300</u>	<u>119,903</u>	<u>-</u>	<u>119,903</u>
Total	\$ <u>130,550</u>	\$ <u>134,903</u>	\$ <u>-</u>	\$ <u>134,903</u>
Net Cost	\$ <u>(28,066)</u>	\$ <u>(31,868)</u>	\$ <u>7,513</u>	\$ <u>(39,517)</u>

DEPARTMENT REFERENCE PAGE: II-88

PROGRAMS FOR PEOPLE WITH DIFFERING ABILITIES
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide diverse, quality recreation programs and activities for developmentally disabled members of the White Plains community.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of youth/teen sessions (duplicated)	28	30	-	30
	Camp	14	15	-	15
	No. of adult, youth and teen programs	25	25	10	25
	No. of unduplicated teen/adult participants	36	36	20	36
	No. of units of service adults and youth	2,780	1,910	405	2,000
	No. of adult sessions (duplicated)	220	150	85	150

PROGRAMS FOR PEOPLE WITH DIFFERING ABILITIES
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 26,917	\$ 59,878	\$ 1,913	\$ 45,000
Employee Benefits	<u>2,868</u>	<u>7,993</u>	<u>337</u>	<u>4,778</u>
S/T	29,785	67,871	2,250	49,778
Materials & Supplies:				
Program Supplies	401	4,000	122	4,000
Direct Costs:				
Program Services	<u>5,911</u>	<u>9,000</u>	<u>970</u>	<u>9,000</u>
Total	\$ <u>36,097</u>	\$ <u>80,871</u>	\$ <u>3,342</u>	\$ <u>62,778</u>
<u>Revenues</u>				
Intergov't/Federal:				
HUD-CD Block Grant	\$ 8,550	\$ 8,550	\$ -	\$ 8,550
Intergov't/State:				
Mental Health Grant	34,220	45,000	2,731	35,000
Charges for Services:				
Rec Special Int Programs	<u>8,545</u>	<u>12,450</u>	<u>1,831</u>	<u>12,000</u>
Total	\$ <u>51,315</u>	\$ <u>66,000</u>	\$ <u>4,562</u>	\$ <u>55,550</u>
Net Cost	\$ <u>(15,218)</u>	\$ <u>14,871</u>	\$ <u>(1,220)</u>	\$ <u>7,228</u>

DEPARTMENT REFERENCE PAGE: II-83

NEIGHBORHOOD SERVICES
DEPT. PROVIDING SERVICE: YOUTH BUREAU

OBJECTIVES:

To provide youth with neighborhood teen centers where they can participate in youth development programs to enhance self-management, social skills and refusal skills.

To provide participating youth with access to staff who serve as positive role models and provide youth with needed information and provide assistance as necessary.

To provide youth with information, skill and competency development that will prevent risky behaviors.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Leadership -Youth will improve their leadership skills in a variety of settings (dance, Youth Leadership Toastmasters, Teen Lounge) by using their abilities to organize and plan activities.	900	745	190	590
	Citizenship -Youth will improve their mastery of the soft skills of honesty, compassion, respect, responsibility and courage while participating in Teens On the Go, Performing Arts, Teen Lounge, Open Gym, Toastmasters Leadership to develop higher level interests and skills of understanding civic literacy and global awareness	900	745	109	590
	Health and Wellness - Youth will engage in activities (Teens On the Go, Performing Arts, Teen Lounge, Open Gym) where they will get hands-on experience with developing/improving behaviors that support good eating habits and physical and emotional strengthening as well as fiscal responsibility	950	745	42	590
	The Arts - Youth will engage in the musical arts as well as theatre arts (guitar and keyboard lessons, dance and on-stage and artistic events) where they will engage in hands on experiences that encourage undersatanding the Arts in all forms	-	70	44	70

NEIGHBORHOOD SERVICES
DEPT. PROVIDING SERVICE: YOUTH BUREAU

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 160,920	\$ 220,816	\$ 50,884	\$ 222,175
Employee Benefits	34,684	41,954	13,233	43,969
S/T	195,604	262,770	64,117	266,144
Materials & Supplies:				
Program Supplies	3,166	5,750	1,372	5,750
Direct Costs:				
Program Services	849	10,450	829	10,450
Other	9,000	15,400	-	7,400
Equipment	754	-	-	-
Total	\$ <u>209,373</u>	\$ <u>294,370</u>	\$ <u>66,318</u>	\$ <u>289,744</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u>209,373</u>	\$ <u>294,370</u>	\$ <u>66,318</u>	\$ <u>289,744</u>

DEPARTMENT REFERENCE PAGE: II-88

PARKS MAINTENANCE**DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS****OBJECTIVES:**

To maintain safe, useable and attractive recreation, park and other facilities through a comprehensive maintenance management system designed to increase productivity of staff and increase overall efficiency of operations.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of park areas maintained	24	24	24	24
	No. of other maintenance sites: malls, medians, entrance gardens, etc.	60	60	60	60
	Total City maintained sites	84	84	84	84
	Acres of parks & playgrounds and other areas maintained, including schools	134.1	134.1	134.1	134.1
	Acres of nature areas	32.5	32.5	32.5	32.5
	Acres of greenbelt areas mowed/trimmed	50.5	50.5	50.5	50.5
	Total acreage maintained	217.0	217.0	217.0	217.0
	Total number of special events supported by Parks Maintenance	65	34	65	65

PARKS MAINTENANCE
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 900,061	\$ 964,475	\$ 491,210	\$ 962,738
Employee Benefits	450,069	486,840	233,086	462,861
S/T	1,350,130	1,451,315	724,296	1,425,599
Materials & Supplies:				
Land & Facility Maintenance	181,956	325,089	57,931	300,846
Rolling Stock Operations	39,223	47,275	17,676	43,350
Utilities	95,601	114,950	18,280	110,825
Other	4,343	150	6	150
Direct Costs:				
Program Services	54,067	81,512	17,011	56,413
Other	34,280	51,970	44,870	37,375
Equipment				12,500
Rolling Stock	51,965	60,000	-	60,000
Total	\$ 1,811,565	\$ 2,132,261	\$ 880,070	\$ 2,047,058
Revenues				
Miscellaneous:				
Renaissance Park	\$ 117,258	\$ 116,800	\$ 48,400	\$ 116,800
Other	15,030	19,000	2,246	20,500
Total	\$ 132,288	\$ 135,800	\$ 50,646	\$ 137,300
Net Cost	\$ 1,679,277	\$ 1,996,461	\$ 829,424	\$ 1,909,758

DEPARTMENT REFERENCE PAGE: II-72

EBERSOLE ICE RINK

DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide seasonal ice skating instruction, ice hockey programs, figure skating programs and public ice skating sessions.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Number of programs available for youth	160	165	165	165
	Number of youth participants (unduplicated)	1,500	1,500	1,000	1,500
	Number of programs available for adults	60	100	100	100
	Number of adult participants (unduplicated)	75	125	125	150
	Number of participants at public ice sessions	14,500	87,000	4,000	18,000

EBERSOLE ICE RINK**DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 93,833	\$ 108,006	\$ 33,036	\$ 98,927
Employee Benefits	20,710	21,426	8,168	20,658
S/T	114,543	129,432	41,204	119,585
Materials & Supplies:				
Program Supplies	4,615	3,000	2,994	3,000
Building Facilities Maintenance	1,025	1,500	-	1,500
Utilities	98,618	136,000	35,317	100,000
Other	1,380	2,300	737	2,500
Direct Costs:				
Sports Officials	15,906	18,000	-	18,000
Program Services	4,000	7,500	590	7,500
Other	270	300	90	300
Total	\$ 240,357	\$ 298,032	\$ 80,932	\$ 252,385
<u>Revenues</u>				
Charges for Services:				
Rec. Concessions	\$ 2,900	\$ 3,750	\$ -	\$ 3,750
Skating Fees	221,717	248,000	90,163	238,000
Ice Hockey Leagues	167,463	180,000	115,545	175,000
Other	64	50	-	50
Total	\$ 392,144	\$ 431,800	\$ 205,708	\$ 416,800
Net Cost	\$ (151,787)	\$ (133,768)	\$ (124,776)	\$ (164,415)

DEPARTMENT REFERENCE PAGE: II-83

DAY CAMPS & SPECIAL INTEREST CAMPS
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide numerous summer camp programs that are fun, instructional, affordable and meet the needs of children and/or their families.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Number of programs for youth	75	71	5	75
	Number of youth participants (unduplicated)	800	810	148	700
	Number of Units of Service	15,500	16,000	1,975	15,000

DAY CAMPS & SPECIAL INTEREST CAMPS
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 315,010	\$ 370,021	\$ 36,476	\$ 170,021
Employee Benefits	39,169	61,835	10,358	38,886
S/T	354,179	431,856	46,834	208,907
Materials & Supplies:				
Program Supplies	14,331	26,432	7,159	25,000
Space Rental	4,500	4,500	4,500	4,500
Direct Costs:				
Program Services	64,908	55,000	9,794	30,000
Bus Transportation	49,231	87,000	-	30,000
Equipment	3,000	3,000	-	3,000
Total	\$ 490,149	\$ 607,788	\$ 68,287	\$ 301,407
Revenues				
Intergov't/Federal	\$ 34,200	\$ 34,200	\$ 48,910	\$ 34,200
Charges for Services:				
Rec. Day Camp Fees	459,998	466,000	27,550	130,000
Rec Special Interest Camps	27,018	38,000	7,563	38,000
Total	\$ 521,216	\$ 538,200	\$ 84,023	\$ 202,200
Net Cost	\$ (31,067)	\$ 69,588	\$ (15,736)	\$ 99,207

DEPARTMENT REFERENCE PAGE: II-83

OUTDOOR POOLS

DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide safe, clean and enjoyable outdoor swim facilities.

To provide swimming lessons for resident youth.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Number of pool patrons	15,000	14,228	5,500	10,000
	Number of participants in Specialty Programs	100	100	-	100

OUTDOOR POOLS**DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS****REQUIRED RESOURCES:**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 97,765	\$ 130,000	\$ 110,310	\$ 130,000
Employee Benefits	14,462	19,522	10,969	19,522
S/T	112,227	149,522	121,279	149,522
Materials & Supplies:				
Program Supplies	9,463	4,000	3,769	4,000
Other	1,670	1,700	-	1,700
Direct Costs	500	-	-	-
Equipment	3,337	5,000	-	5,000
Total	\$ 127,197	\$ 160,222	\$ 125,048	\$ 160,222
<u>Revenues</u>				
Charges for Services	\$ 27,402	\$ 39,000	\$ 15,012	\$ 25,000
Net Cost	\$ 99,795	\$ 121,222	\$ 110,036	\$ 135,222

DEPARTMENT REFERENCE PAGE: II-83

YOUTH SPORTS, ATHLETIC & SPECIAL INTEREST PROGRAMS
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide a variety of sports, athletic and special interest programs to engage resident youth in supervised recreational activities.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Number of programs available for youth	350	300	150	200
	Number of youth participants	70,000	50,302	18,000	40,000
	Number of youth participants (unduplicated)	6,300	5,000	2,000	3,000

YOUTH SPORTS, ATHLETIC & SPECIAL INTEREST PROGRAMS
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 190,837	\$ 257,671	\$ 78,385	\$ 229,409
Employee Benefits	48,315	54,339	22,591	57,749
S/T	239,152	312,010	100,976	287,158
Materials & Supplies:				
Program Supplies	42,209	49,550	6,922	45,000
Space Rental	55,500	55,500	55,500	55,500
Other	300	1,000	-	1,000
Direct Costs:				
Sports Officials	3,825	5,000	-	5,000
Program Services	17,330	40,000	6,558	40,000
Slater Center	135,000	135,000	67,500	135,000
Total	\$ 493,316	\$ 598,060	\$ 237,456	\$ 568,658
Revenues				
Intergov't/Federal	\$ 9,500	\$ 9,500	\$ -	\$ 9,500
Charges for Services:				
Rec. Special Int. Programs	36,944	65,000	27,875	50,000
Rec. Youth Sports League	82,731	116,000	18,039	100,000
Rec. Swim Instructions	40,239	51,000	-	40,000
Total	\$ 169,414	\$ 241,500	\$ 45,914	\$ 199,500
Net Cost	\$ 323,902	\$ 356,560	\$ 191,542	\$ 369,158

DEPARTMENT REFERENCE PAGE: II-83

ADULT SPORTS, ATHLETIC & SPECIAL INTEREST PROGRAMS
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide a variety of quality adult sports, athletic and special interest programs for White Plains residents, ages eighteen and older.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Number of programs available for adults	270	320	120	200
	Number of adult participants	52,000	25,000	17,000	25,000
	Number of adult participants (unduplicated)	3,300	2,500	2,000	2,500

ADULT SPORTS, ATHLETIC & SPECIAL INTEREST PROGRAMS
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 75,803	\$ 122,365	\$ 35,225	\$ 80,205
Employee Benefits	17,460	30,794	8,807	19,106
S/T	93,263	153,159	44,032	99,311
Materials & Supplies:				
Program Supplies	15,399	31,127	2,793	30,000
Direct Costs:				
Sports Officials	36,821	67,000	19,200	67,000
Program Services	4,129	6,000	-	6,000
Slater Center	91,000	91,000	45,500	91,000
Total	\$ 240,612	\$ 348,286	\$ 111,525	\$ 293,311
<u>Revenues</u>				
Charges for Services:				
Rec. Special Int. Programs	\$ 7,958	\$ 8,500	\$ 6,811	\$ 8,500
Rec. Tennis Permits	32,965	35,000	13,160	35,000
Rec. Tennis Daily Fees	15,857	15,000	15,574	20,000
Rec. Tennis Concession	122,998	145,000	75,969	156,900
Rec. League Entry Fees	33,473	120,000	34,975	110,000
Garden Plots	3,000	4,000	50	4,000
Total	\$ 216,251	\$ 327,500	\$ 146,539	\$ 334,400
Net Cost	\$ 24,361	\$ 20,786	\$ (35,014)	\$ (41,089)

DEPARTMENT REFERENCE PAGE: II-83

RENAISSANCE PLAZA
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

OBJECTIVES:

To provide a venue for concerts which offer visual and auditory stimulation in an urban setting.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Number of programs/concerts, special events	19	19	-	15
	Number of program participants	50,000	50,000	-	35,000

RENAISSANCE PLAZA
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 7,446	\$ 12,000	\$ -	\$ 7,000
Employee Benefits	<u>1,763</u>	<u>2,434</u>	<u>-</u>	<u>837</u>
S/T	9,209	14,434	-	7,837
Materials & Supplies:				
Utilities	26,224	27,000	17,718	30,000
Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>
Total	\$ <u>35,433</u>	\$ <u>41,434</u>	\$ <u>17,718</u>	\$ <u>39,837</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u>35,433</u>	\$ <u>41,434</u>	\$ <u>17,718</u>	\$ <u>39,837</u>

DEPARTMENT REFERENCE PAGE: II-83

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SOCIAL

**ALTERNATIVES PROGRAM: YOUTH DEVELOPMENT &
DEPT. PROVIDING SERVICE: YOUTH BUREAU DELINQUENCY PREVENTION**

OBJECTIVES:

The Alternatives Program provides comprehensive group, individual and counseling services to youth and their families.

Provide information and referral services to youth and their families.

Provide mentoring and community service opportunities for youth.

Provide advocacy to youth in negotiating educational, social and legal systems.

Provide youth with career exploration, training, and education.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	No. of youth ages 11-21 receiving programming and counseling - 75% will improve academics/attendance and self-esteem	354	290	150	150
NY	No. of Hispanic clients served including counseling, tutorial & outreach - 75% will improve attendance, grades and self-esteem	268	256	120	120
	No. of volunteer mentors	29	30	25	25
	No. of mentees (bi-weekly meetings with mentor/mentee)	29	30	15	30
	No. of students in Youth Council (W.P.H.S., Stepinac, Middle School)-85% will participate in Community Service projects; 90% will develop greater leadership skills	26	20	15	18
	No. of participants in educational and cultural activities - 70% in educational programs will improve academically per progress reports	354	290	150	250
	No. of youth served by grant funded programs - 75% will improve academically per progress reports and report cards	65	65	45	45
	No. of youth participating in the Aviation Academy	350	175	75	175

**ALTERNATIVES PROGRAM: YOUTH DEVELOPMENT &
DEPT. PROVIDING SERVICE: YOUTH BUREAU DELINQUENCY PREVENTION**

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures				
Salaries & Wages	\$ 193,557	\$ 212,968	\$ 91,998	\$ 214,068
Employee Benefits	66,334	72,179	33,165	77,174
S/T	259,891	285,147	125,163	291,242
Materials & Supplies:				
Program Supplies	2,253	3,915	1,475	3,500
Direct Costs:				
Bus Transportation	26	1,500	-	1,500
Program Services	842	3,000	27	3,000
Consultant	10,000	10,000	3,200	7,000
Total	\$ 273,012	\$ 303,562	\$ 129,865	\$ 306,242
Revenues				
Intergov't/State:				
Youth Program Aid	\$ 18,333	\$ 30,519	\$ -	\$ 30,519
Total	\$ 18,333	\$ 30,519	\$ -	\$ 30,519
Net Cost	\$ 254,679	\$ 273,043	\$ 129,865	\$ 275,723

DEPARTMENT REFERENCE PAGE: II-88

SENIOR & CITIZENS SERVICES**DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS****OBJECTIVES:**

To provide diversified recreational and instructional programs, special events, transportation, nutrition, physical education, preventative medicine and health screening programs for the senior citizen population of White Plains.

To provide all residents with information, guidance, advocacy and support services that help their quality of life by acting as a liaison between government and family service agencies.

To provide assistance to senior citizens with issues related to their health insurance.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Average daily attendance	92	46	22	70
	No. of transportation service units	6,720	4,782	5,000	7,500
	No. of meals served in Senior Nutrition Program	8,300	6,919	6,000	7,200
	No. of participants in recreational and instructional programs (unduplicated)	1,655	956	1,400	1,655
	No. of participants in health screening services	1,800	541	-	1,100
	No. of recreational/instructional programs (unduplicated)	725	504	209	725
	No. of units of service for Senior Citizens	49,000	39,200	20,000	40,000
	No. of non-seniors served	305	150	75	300

SENIOR & CITIZENS SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF RECREATION & PARKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 376,694	\$ 341,814	\$ 185,576	\$ 415,729
Employee Benefits	<u>158,255</u>	<u>174,676</u>	<u>88,967</u>	<u>196,179</u>
S/T	534,949	516,490	274,543	611,908
Materials & Supplies:				
Building Facilities Maintenance	7,744	8,100	2,459	8,500
Utilities	24,520	29,050	12,200	26,050
Rolling Stock Operations	11,111	10,300	853	7,500
Other	9,637	10,700	2,348	10,700
Direct Costs:				
Meals	33,132	41,000	7,557	38,000
Program Services	8,715	35,000	300	35,000
Other	8,135	22,800	10,550	22,650
Equipment	<u>11,388</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	\$ <u>649,331</u>	\$ <u>673,440</u>	\$ <u>310,810</u>	\$ <u>760,308</u>
<u>Revenues</u>				
Intergovernmental:				
Senior Citizens Grant	\$ 20,973	\$ 19,500	\$ 10,711	\$ 21,000
Nutrition Grant	45,386	35,200	17,600	35,200
Commodity Funding	6,274	6,200	3,100	6,200
Miscellaneous:				
Contributions	3,314	5,200	572	3,000
Sr. Citizens Meals	15,121	20,000	4,375	20,000
Sr. Program Materials Fees	8,148	12,000	1,231	8,000
Other	<u>13,437</u>	<u>30,000</u>	<u>-</u>	<u>12,000</u>
Total	\$ <u>112,653</u>	\$ <u>128,100</u>	\$ <u>37,589</u>	\$ <u>105,400</u>
Net Cost	\$ <u>536,678</u>	\$ <u>545,340</u>	\$ <u>273,221</u>	\$ <u>654,908</u>

DEPARTMENT REFERENCE PAGE: II-83

YOUTH EMPLOYMENT
DEPT. PROVIDING SERVICE: YOUTH BUREAU

OBJECTIVES:

To help youth between the ages of 14 and 21 prepare to enter the job market by providing job readiness training, related counseling, and support services.

To find temporary, part-time, and full-time job placements for youth and thereby reduce at risk behavior.

To increase the number of jobs received by intensifying job development activities.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Participating youth will successfully complete summer employment	143	186	82	65
	Youth participating in career exploration programs will demonstrate an increase in awareness of careers/trades	630	486	230	200
	Youth participating in employment training programs will demonstrate an increase in job readiness skills	165	89	45	40
	Participating youth will demonstrate increased knowledge in the basics of business development	20	22	20	20
	Participating middle school aged youth will demonstrate increased awareness of employment skills	75	144	110	90

YOUTH EMPLOYMENT
DEPT. PROVIDING SERVICE: YOUTH BUREAU

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 422,915	\$ 457,811	\$ 180,858	\$ 457,811
Employee Benefits	<u>127,269</u>	<u>141,131</u>	<u>60,841</u>	<u>146,610</u>
S/T	550,184	598,942	241,699	604,421
Materials & Supplies:				
Program Supplies	2,141	3,150	931	3,150
Direct Costs:				
Program Services	<u>1,250</u>	<u>3,000</u>	<u>144</u>	<u>3,000</u>
Total	\$ <u>553,575</u>	\$ <u>605,092</u>	\$ <u>242,774</u>	\$ <u>610,571</u>
<u>Revenues</u>				
None	\$ _____	\$ _____	\$ _____	\$ _____
Net Cost	\$ <u><u>553,575</u></u>	\$ <u><u>605,092</u></u>	\$ <u><u>242,774</u></u>	\$ <u><u>610,571</u></u>

DEPARTMENT REFERENCE PAGE: II-88

YOUTH PROGRAM MANAGEMENT/ADMINISTRATION
DEPT. PROVIDING SERVICE: YOUTH BUREAU

OBJECTIVES:

To provide the overall management and technical support necessary to efficiently and effectively administer a comprehensive youth service delivery system.

To develop and implement strategies for youth development and disconnected youth prevention.

To develop collaborations and coordinate youth services with other agencies serving youth.

To coordinate the City of White Plains youth service delivery system with regional, County, and State efforts to maximize opportunities for the youth of White Plains.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of programs designed and implemented	52	50	45	50
	No. of grant applications submitted	25	17	25	25
	No. of grant applications approved	20	15	25	25
NY	No. of community collaborations with agencies serving youth	120	118	120	120
	No. of staff supervision sessions per month	56	58	58	58
	No. of special youth programs/conferences	40	28	30	30
	No. of press releases	32	28	30	30
	No. of staff training development seminars	10	6	8	8
NY	No. of program reports and evaluations completed	36	29	36	36

YOUTH PROGRAM MANAGEMENT/ADMINISTRATION
DEPT. PROVIDING SERVICE: YOUTH BUREAU

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 386,737	\$ 390,217	\$ 185,319	\$ 390,217
Employee Benefits	193,680	206,333	97,377	211,385
S/T	580,417	596,550	282,696	601,602
Materials & Supplies	18,224	38,875	4,831	38,875
Direct Costs	10,595	18,300	5,294	18,100
Total	\$ 609,236	\$ 653,725	\$ 292,821	\$ 658,577
<u>Revenues</u>				
Miscellaneous	\$ 14,120	\$ -	\$ -	\$ -
Total	\$ 14,120	\$ -	\$ -	\$ -
Net Cost	\$ 595,116	\$ 653,725	\$ 292,821	\$ 658,577

DEPARTMENT REFERENCE PAGE: II-88

CITY SUPPORT TO FEDERAL PROGRAMS
DEPT. PROVIDING SERVICE: DEPT. OF PLANNING

OBJECTIVES:

To administer the City's Community Development Block Grant (CDBG) Program in strict compliance with all applicable Federal regulations and pursuant to the requisite Annual Action Plan and Consolidated Plan adopted by the Common Council.

To provide staff support to the Community Development Citizens Advisory Committee (CDCAC).

To prepare the CDBG Consolidated Plan, Annual Action Plans and Annual Performance Reports for the U.S. Department of Housing and Urban Development (HUD) and other reports that may be required by statute or regulation.

To oversee all projects funded with Community Development (CD) funds, and to provide technical assistance to funded public service organizations and neighborhood organizations.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
FED	No. of CD funded programs supervised	18	19	27	20
FED	No. of public service groups receiving technical assistance	30	30	30	30
FED	Support to CDCAC (number of meetings)	6	6	6	6
FED	No. of reports to HUD	4	4	2	2
	No. of reports and resolutions to Common Council	4	3	3	3

CITY SUPPORT TO FEDERAL PROGRAMS
DEPT. PROVIDING SERVICE: DEPT. OF PLANNING

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 2,574	\$ 2,651	\$ 1,300	\$ 2,651
Employee Benefits	<u>1,534</u>	<u>1,578</u>	<u>768</u>	<u>1,652</u>
Total	\$ <u>4,108</u>	\$ <u>4,229</u>	\$ <u>2,068</u>	\$ <u>4,303</u>
<u>Revenues</u>				
Charges for Services:				
Community Development	\$ <u>26,924</u>	\$ <u>27,000</u>	\$ <u>24,608</u>	\$ <u>27,000</u>
Total	\$ <u>26,924</u>	\$ <u>27,000</u>	\$ <u>24,608</u>	\$ <u>27,000</u>
Net Cost	\$ <u>(22,816)</u>	\$ <u>(22,771)</u>	\$ <u>(22,540)</u>	\$ <u>(22,697)</u>

DEPARTMENT REFERENCE PAGE: II-46

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PHYSICAL RESOURCE DEVELOPMENT

CITY SUPPORT TO URA
DEPT. PROVIDING SERVICE: DEPT. OF PLANNING

OBJECTIVES:

The Urban Renewal Agency is a separate Public Benefit Corporation which is staffed on a hourly reimbursement basis by the staff of the Department of Planning under a Cooperation Agreement with the City of White Plains.

The objectives are:

To carry out the completion of the Central Renewal Project ensuring redevelopment in accordance with contracts and plans approved by the Urban Renewal Agency and the Common Council and in compliance with all applicable Federal and State regulations.

To undertake and carry out such other renewal projects and economic development projects as the Agency and Common Council deem appropriate and in the public interest and as are consistent with Article 15(a) of the General Municipal Law.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
FED	Central Renewal Project NY R:37: No. of hours staff support to Agency	125	125	125	125
NY/WP	Establishment of new urban renewal areas or plans (unassisted)	-	-	1	-
	Parcels purchased	-	1	-	5
	Parcels sold	-	1	-	-
	Parcels subject to development or amendment to contracts	2	2	-	5
	No. of hours of staff support related to unassisted urban renewal areas	350	350	350	350
	Redevelopment Projects approved or amended or extended	2	2	1	1
	Communications & resolutions to Common Council	10	11	12	12

CITY SUPPORT TO URA
DEPT. PROVIDING SERVICE: DEPT. OF PLANNING

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures</u>				
Salaries & Wages	\$ 4,291	\$ 4,418	\$ 2,167	\$ 4,418
Employee Benefits	<u>2,554</u>	<u>2,629</u>	<u>1,281</u>	<u>2,753</u>
Total	\$ <u>6,845</u>	\$ <u>7,047</u>	\$ <u>3,448</u>	\$ <u>7,171</u>
<u>Revenues</u>				
Charges for Services:				
WP Urban Renewal Agency	\$ <u>12,765</u>	\$ <u>5,000</u>	\$ <u>6,435</u>	\$ <u>5,000</u>
Total	\$ <u>12,765</u>	\$ <u>5,000</u>	\$ <u>6,435</u>	\$ <u>5,000</u>
Net Cost	\$ <u>(5,920)</u>	\$ <u>2,047</u>	\$ <u>(2,987)</u>	\$ <u>2,171</u>

DEPARTMENT REFERENCE PAGE: II-46

ENGINEERING SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To provide a variety of engineering and construction services designed to protect public safety and welfare, while maintaining a high quality of service and efficiency.

To develop high quality projects completed within the allocated construction schedule and budget.

To maintain cooperative professional relationships with the public, City entities and non-City entities (e.g. consulting engineers, utility companies, contractors, developers, suppliers and outside government agencies).

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Contracts administered	70	43	70	70
	Information requested/furnished	2,500	1,800	2,300	2,500
	GIS, orthographic and design map requests or plots	2,000	1,200	1,900	1,900
	Municipal plans/projects prepared/reviewed	125	100	125	125
	Reviews for Common Council & other Boards & Commissions	100	75	100	100
	Reviews for City departments	320	220	320	320
	Govt. agencies/utility co. plans/projects reviews	25	30	25	25
	Code compliance reviews/investigations	40	30	40	40
	Backflow device reviews/approvals	30	30	30	30
	Construction projects inspected	200	225	200	200
	Studies/surveys/research prepared	80	60	80	80
	Infrastructure drawings updated/created	70	100	70	70
	Engineering documents reviewed/created/ updated	130	120	130	130
	Engineering documents digitally archived	3,000	2,200	3,000	3,000
	FOIL requests	20	16	20	20
	SWPPP's/SWMP's reviewed/prepared	50	28	50	50
	Witness MS4 soil testing	80	85	80	80
	Field Investigations	150	160	150	150
	Flood Permitting Review/ Inspections	1	1	1	1
	Outfall inspections	100	5	100	100
	Sediment Erosion Control Inspections (Site Plan & SWPPP)	500	300	500	500

ENGINEERING SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 1,865,371	\$ 1,939,068	\$ 911,024	\$ 1,934,068
Employee Benefits	889,337	935,184	439,264	973,095
S/T	2,754,708	2,874,252	1,350,288	2,907,163
Materials & Supplies	21,093	28,130	6,893	23,485
Direct Costs	3,738	6,925	2,451	6,925
Equipment	38,667	89,000	-	44,000
Total	\$ 2,818,206	\$ 2,998,307	\$ 1,359,632	\$ 2,981,573
<u>Revenues</u>				
Charges for Services	\$ 64,520	\$ 50,000	\$ 97,519	\$ 50,000
Licenses & Permits	90,300	75,000	50,050	85,000
Fines & Forfeitures	1,950	300	-	300
Total	\$ 156,770	\$ 125,300	\$ 147,569	\$ 135,300
Net Cost	\$ 2,661,436	\$ 2,873,007	\$ 1,212,063	\$ 2,846,273

DEPARTMENT REFERENCE PAGE: II-68

PLANNING SERVICES**DEPT. PROVIDING SERVICE: DEPT. OF PLANNING****OBJECTIVES:**

To develop proposals and provide advice to the Common Council and to City boards, commissions and agencies on long-range planning and physical development of the City of White Plains, including responsibility for updating the City's Comprehensive Plan.

On referral, and on initiation of the Department, to provide advice to the Common Council and City boards and commissions on land development, zoning, special permit and site plan proposals.

To maintain statistical information, and respond to public information inquires.

To develop a program for the City to promote economic development, to stabilize and, ultimately, enlarge the City's tax base.

To provide professional and technical support to various City boards and commissions and to other agencies, both permanent and ad hoc, and various committees appointed by the Mayor and Common Council.

To administer the NYS Administrative Charges for units covered under the Emergency Tenant Protection Act of 1974, as amended.

To determine eligibility of senior citizens for the Senior Center Rent Increase Exemption (SCRIE) program, also known as the Rent Abatement Program and to administer the City's Affordable Rental Housing Program (ARHP) and the Affordable Home Ownership Program (AHOP).

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of City boards, commissions, committees and agencies receiving technical support	10	10	10	10
	Common Council (meetings attended)	28	26	25	25
	Planning Dept. reports to Common Council	60	70	80	70
	Planning Board reviews and applications	50	55	29	35
	Zoning Board of Appeals case reviews	35	42	31	35
	Environmental Officer reports	115	125	109	135
	Tree Committee reports & site visits	17	14	15	16
	No. of existing ARHP Units	163	160	160	538
	No. of existing ARHP Tenant Recertification Reviews	163	160	160	160
	No. of ARHP New Application Reviews	266	185	185	185
	ARHP New Project Initiation (no. of units)	240	249	289	110
	No. of AHOP inquires	2,500	2,000	1,240	1,240
	NY/WP	No. of ETPA units	2,436	2,436	2,436
No. of qualified SCRIE program participants		31	27	24	30
Dollar value of SCRIE abatements		\$ 75,000	\$ 45,971	\$ 50,000	\$ 75,000

PLANNING SERVICES
DEPT. PROVIDING SERVICE: DEPT. OF PLANNING

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures</u>				
Salaries & Wages	\$ 712,514	\$ 734,767	\$ 350,023	\$ 737,039
Employee Benefits	258,453	287,485	134,368	299,620
S/T	970,967	1,022,252	484,391	1,036,659
Materials & Supplies	9,385	14,445	5,262	12,445
Direct Costs:				
NYS ETPA	49,040	56,000	56,000	56,000
Rent Abatement	44,457	75,000	14,946	50,000
Other	2,011	53,000	593	2,000
Equipment	654	1,800	-	1,700
Total	\$ 1,076,514	\$ 1,222,497	\$ 561,192	\$ 1,158,804
<u>Revenues</u>				
Licenses and Permits:				
Subdivision Filing Fees	\$ 20,750	\$ 5,000	\$ 8,119	\$ 6,000
Miscellaneous:				
Emergency Tenant Protection Act	98,089	106,000	106,000	98,000
Total	\$ 118,839	\$ 111,000	\$ 114,119	\$ 104,000
Net Cost	\$ 957,675	\$ 1,111,497	\$ 447,073	\$ 1,054,804

DEPARTMENT REFERENCE PAGE: II-46

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LIBRARY FUND

The Library Fund was established by the Common Council effective July 1, 1979 as a special revenue fund to account for the operations of the White Plains Public Library. The Library's services are provided to residents and non-residents alike at no cost to the user. A significant number of the Library's users are non-residents who indirectly support the Library through the City's sales tax. The City provides in its proposed budget almost 99.1% of the resources needed to operate the Library, an increase of 1.0% over the current fiscal year.

The proposed Library Fund budget for FY 2021-2022 totals \$6.6 million and includes total salaries and benefits of \$4.7 million, which represents 71.6% of the total budget, an increase of 3.6% from the current year revised budget. The total for salaries and benefits is exclusive of monies needed for merit increases which have not been determined at this time. Funds for these purposes have been included in the City's reserve for financing and will be moved to the Library Fund once they have been approved (after budget adoption).

Materials and supplies are budgeted at \$789,630, a decrease of 17.3% from the current year revised budget. Included in this amount are utility costs and the costs of books, periodicals and other materials distributed by the Library to its patrons. Direct costs in the Library Fund are proposed at \$383,356, a decrease of 5.3%. Included in this total is the Library's required FY 2021-2022 contribution to the Self Insurance Fund (\$37,705), service contracts (\$185,949), security guards (\$100,087) and on-line subscription services (\$45,358). The proposed contribution to the Debt Service Fund of \$702,569 reflects a 1% decrease from the current year. Approximately 10.6% of the Library's FY 2021-2022 proposed budget is dedicated to debt service.

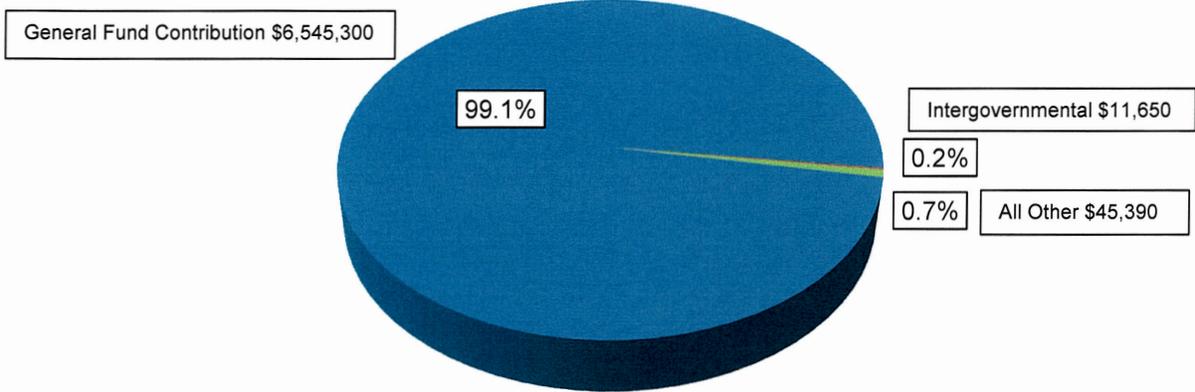
The components of the Library Fund revenue budget include intergovernmental, charges for services, miscellaneous revenues, the contribution from the General Fund, and an appropriation of the Library's fund balance. The proposed budget includes a contribution of \$6.5 million from the General Fund which will be adjusted to include merit increases once they are approved. Other revenues are budgeted at \$13,650. There is an appropriation of fund balance of \$43,390.

The following chart illustrates the trends of Library Fund revenue for the most recent five year period.

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Proposed FY 2022
Intergovernmental	\$17,738	\$17,913	\$19,922	\$12,970	\$11,650
Charges for Services	62,125	36,346	2,436	1,000	2,000
General Fund Contribution	6,329,528	6,425,075	6,297,594	6,300,000	6,545,300
All Other	51,616	39,351	36,237	2,000	43,390
Total	\$6,461,007	\$6,518,685	\$6,356,189	\$6,315,970	\$6,602,340

LIBRARY FUND

REVENUES: \$6,602,340



EXPENDITURES: \$6,602,340

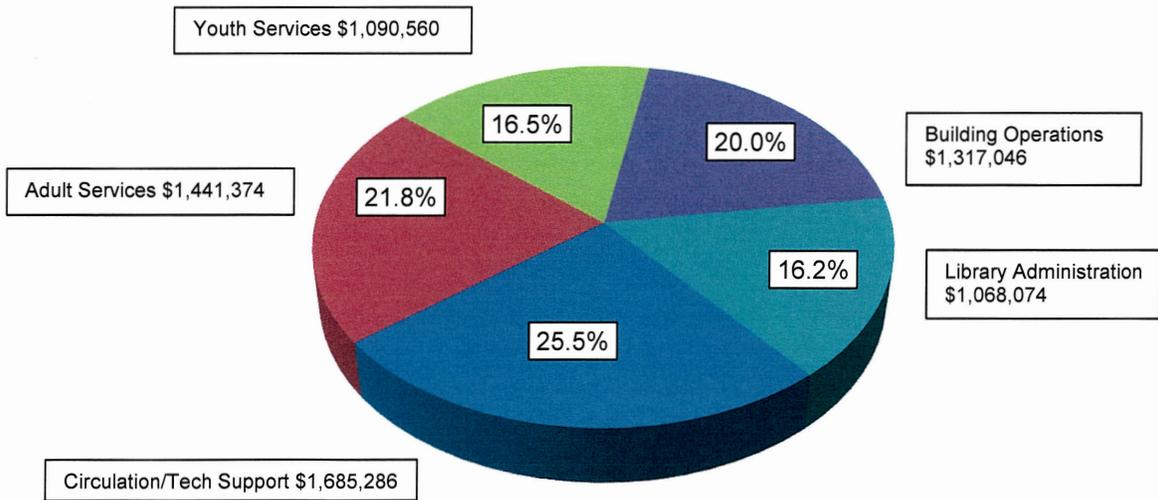


Exhibit IV.1

WHITE PLAINS PUBLIC LIBRARY FUND

DEPARTMENT DESCRIPTION:

The White Plains Public Library is a dynamic, civic resource that enables all members of the community to engage in lifelong learning, find inspiration and build citizenship by providing:

- free and open access to knowledge
- personal guidance in its use
- formal and informal opportunities for learning and cultural exchange, the exploration of ideas, entertainment and fun

Through the planning and action of the Staff and Trustees, the Library will:

- play a vigorous role in the life of the City as a center of information, education, cultural and recreational enrichment
- encourage and market the Library's services
- provide the greatest possible access through hours of service, an up-to-date website, social networking, and other means of delivery
- employ and develop a staff that ensures the Library's success
- offer an up-to-date collection that is responsive to the community's needs, well organized and maintained, and aggressively promoted
- carry out its program of services in a comfortable, attractive and safe building and grounds

ACTIVITIES PERFORMED:

Title	Activity Code	FY 19-20 Actual	Net Cost		Reference Page
			FY 20-21 Revised Budget 12/31/20	FY 21-22 Proposed Budget	
Library Administration	L001	\$ 990,650	\$ 1,177,304	\$ 1,056,424	IV-6
Circulation/Technical Support	L002	1,647,433	1,665,538	1,685,286	IV-8
Adult Services	L003	1,353,563	1,476,652	1,439,374	IV-10
LibraryYouth Services	L004	1,081,116	1,158,858	1,090,560	IV-12
Library Building Operations	L005	1,224,832	1,359,768	1,317,046	IV-14
		<u>\$ 6,297,594</u>	<u>\$ 6,838,120</u>	<u>\$ 6,588,690</u>	

WHITE PLAINS PUBLIC LIBRARY

REQUIRED RESOURCES- FULL TIME POSITIONS:

Title	Grade	FY 20-21 Revised Budget 12/31/20			FY 21-22 Proposed Budget		
		Authorized	Filled	Vacant	Authorized	Filled	Vacant
Library Director	Appt.	1	1	-	1	1	-
Assistant Library Director	M/C17	1	1	-	1	1	-
Business Manager	M/C11	1	1	-	1	1	-
Librarian IV	16	1	1	*	1	1	*
Librarian III	14	3	3	-	3	3	-
Librarian II	12	7	7	*	7	7	*
PC Network Technician	12	1	1	-	1	1	-
Librarian I	10	6	6	-	6	6	-
Chief Library Clerk	9	1	1	-	1	1	-
Library Assistant	9	2	-	2	2	-	2
Digital Media Specialist-Library	9	1	1	-	1	1	-
Departmental Secretary I	8	1	1	-	1	1	-
Library Media Technician	6	1	1	-	1	1	-
Senior Library Clerk	6	2	1	1	2	1	1
Library Clerk	3	6	5	1	6	5	1
		<u>35</u>	<u>31</u>	<u>4</u>	<u>35</u>	<u>31</u>	<u>4</u>

* One or more positions underfilled

WHITE PLAINS PUBLIC LIBRARY

REQUIRED RESOURCES- SUMMARY

<u>Expenditures:</u>	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Salaries & Wages	\$ 2,862,119	\$ 3,080,957	\$ 1,415,240	\$ 3,073,477
Employee Benefits	1,539,465	1,618,043	773,411	1,653,308
Materials & Supplies:				
Book & Non-Book Materials	442,634	432,000	217,605	330,420
Building Maintenance Supplies/Repairs	58,624	42,325	20,470	41,065
Utilities	275,149	375,725	106,201	331,460
Software	66,203	68,350	33,857	68,335
Other	28,357	36,002	15,355	18,350
Direct Costs:				
Service Contracts	196,449	192,082	172,696	185,949
Security Guards	54,339	83,961	47,899	100,087
Program Services	3,718	3,840	161	3,840
On-line Subscription Service	46,045	45,538	24,055	45,358
SIF Contribution	43,860	43,241	43,241	37,705
Other	19,201	36,257	9,502	10,417
Equipment	18,868	19,150	-	-
Transfer to Debt Service Fund	701,158	707,805	132,495	702,569
Reserve for Financing	-	125,766	-	-
Total Expenditures	\$ 6,356,189	\$ 6,911,042	\$ 3,012,188	\$ 6,602,340
<u>Revenues:</u>				
Intergovernmental Revenues	\$ 19,922	\$ 17,922	\$ 12,572	\$ 11,650
Charges for Services	2,436	3,000	157	2,000
Miscellaneous Revenues:				
Rents and Commissions	14,861	21,000	-	-
Other	21,376	31,000	342	-
Total Program Generated Revenues	\$ 58,595	\$ 72,922	\$ 13,071	\$ 13,650
Net Cost	\$ 6,297,594	\$ 6,838,120	\$ 2,999,117	\$ 6,588,690
Other Financing Sources:				
Appropriation of Fund Balance	\$ -	\$ 59,611	\$ -	\$ 43,390
General Fund Contribution	6,297,594	6,778,509	2,872,495	6,545,300
Total Other Financing Sources	\$ 6,297,594	\$ 6,838,120	\$ 2,872,495	\$ 6,588,690
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (126,622)</u>	<u>\$ -</u>

LIBRARY ADMINISTRATION

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

OBJECTIVES:

Provide the City of White Plains with best-in-class library services.

With the Library Board, develop a three-year operational plan, annual action steps to enact the plan, and align resources to support the plan.

Engage in rigorous quantitative and qualitative analysis to support continuous improvement in library operations.

Foster relationships with community and non-profit organizations, governmental agencies, library networks, professional associations and the business community to broaden resources and expand services.

Recruit, hire, and develop a skilled and responsive staff that values innovation while providing a work environment that encourages their success.

Administer the business affairs of the library: prepare the budget, control expenditures, negotiate with vendors, seek efficiencies in operations and procedures.

Develop a public relations program to increase the community's awareness of the full range of library services.

Work with the Library Board, Friends, Foundation and others to secure funds to enhance library services.

Work with other City agencies and local non-profits to maximize use at the Library building and promote the Library as a community center for the City.

Participate in the leadership of the Westchester Library System and the continued development of shared library services in Westchester.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure *</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Meetings with the Library Board	12	12	12	12
	Other meetings attended (City, Professional, Community)	360	360	360	360
	Claim vouchers issued	200	140	150	175
	Requisitions/direct claims prepared	250	180	150	175
	Meeting Room rentals	4	-	-	-
	<i>Public information materials issued:</i>				
	Flyers, calendars, brochures, booklists produced	730	481	12	12
	Flyers & calendars distributed (est)	150,000	150,000	150,000	150,000
	E-newsletters	650,000	682,312	700,000	800,000

* Library construction and pandemic during FY 2020 & 2021

LIBRARY ADMINISTRATION

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures:</u>				
Salaries & Wages	\$ 477,380	\$ 494,333	\$ 235,867	\$ 490,909
Employee Benefits	469,684	513,957	261,540	527,383
S/T	947,064	1,008,290	497,407	1,018,292
Materials & Supplies	8,789	7,352	7,301	2,700
Direct Costs:				
Service Contracts	7,959	9,000	4,186	4,800
SIF Contribution	43,860	43,241	43,241	37,705
Other	4,577	4,577	4,577	4,577
Reserve for Financing	-	125,766	-	-
Total Expenditures	\$ 1,012,249	\$ 1,198,226	\$ 556,712	\$ 1,068,074
<u>Revenues:</u>				
Intergovernmental:				
Library - Other Libraries	\$ 19,922	\$ 17,922	\$ 12,572	\$ 11,650
Miscellaneous:				
Rents and Commissions	260	3,000	-	-
Other	1,417	-	-	-
Total Revenues	\$ 21,599	\$ 20,922	\$ 12,572	\$ 11,650
Net Cost	\$ 990,650	\$ 1,177,304	\$ 544,140	\$ 1,056,424
<u>Other Financing Sources:</u>				
Appropriation of Fund Balance	\$ -	\$ 59,611	\$ -	\$ 43,390
General Fund Contribution	5,596,436	6,070,704	2,740,000	5,842,731
Total Other Financing Sources	\$ 5,596,436	\$ 6,130,315	\$ 2,740,000	\$ 5,886,121

DEPARTMENT REFERENCE PAGE: IV-3

CIRCULATION/TECHNICAL SUPPORT

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

OBJECTIVES:

Provide the technology (hardware, software, network, partner solutions) that enables excellent public services and effective library management.

Support seamless operations between the White Plains Library and the Westchester Library System.

Provide excellent customer service supporting the circulation of materials and the use of technology.

Maintain an accurate inventory of library users and holdings and the appropriate measure to secure holdings.

House and maintain collections to maximize their full use.

Continue to evaluate outcomes and workflow to improve efficiency, provide staff training as needed.

Seek out new solutions within the industry that can help streamline materials handling and library operations.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure *</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	Items added/materials processed	20,000	17,041	20,000	20,000
NY	Items removed	6,500	4,689	4,000	4,000
NY	Collection size (cataloged items)	250,000	250,591	250,000	250,000
NY	Total turnstile estimate	550,000	269,048	150,000	300,000
NY	Total circulation - checkouts	550,000	286,905	440,000	550,000
NY	Total registered borrowers	30,000	30,330	30,000	30,000
	New patrons registered	3,500	1,992	2,000	2,000
NY	Interlibrary loans sent and received	100,000	57,778	100,000	100,000
	Electronic services:				
	Onsite user sessions	325,000	219,865	48,000	125,000
	Offsite (remote) user sessions	600,000	429,132	600,000	600,000

* Library construction and pandemic during FY 2020 & 2021

CIRCULATION/TECHNICAL SUPPORT
DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenditures:				
Salaries & Wages	\$ 1,019,424	\$ 1,054,314	\$ 497,275	\$ 1,055,972
Employee Benefits	492,596	500,257	237,446	507,552
S/T	1,512,020	1,554,571	734,721	1,563,524
Materials & Supplies:				
Software	66,203	68,350	33,857	68,335
Other	10,601	12,500	4,349	8,000
Direct Costs:				
Service Contracts	54,603	38,127	29,036	41,587
Program Services	3,718	3,840	161	3,840
Equipment	18,868	19,150	-	-
Total Expenditures	\$ 1,666,013	\$ 1,696,538	\$ 802,124	\$ 1,685,286
Revenues:				
Charges for Services:				
Library Fines	\$ 17,905	\$ 30,000	\$ 337	\$ -
Miscellaneous	675	1,000	-	-
Total Revenues	\$ 18,580	\$ 31,000	\$ 337	\$ -
Net Cost	\$ 1,647,433	\$ 1,665,538	\$ 801,787	\$ 1,685,286

DEPARTMENT REFERENCE PAGE: IV-3

ADULT SERVICES

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

OBJECTIVES:

Provide a full-range of informational, cultural, educational, and recreational library services to patrons for self-improvement, personal growth, and enrichment.

Deliver effective and timely customer service through a variety of channels.

Develop and maintain up-to-date collections that respond to community needs.

Provide formal and informal learning opportunities through classes, workshops, one-on-one training and reference services. Instruct users in library resources and information technology.

Develop collections and services to support literacy and English language acquisition, citizenship, and workforce and local business development.

Participate in community partnerships to both increase public awareness of the library and ensure that the library is responding to the community.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure *</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	Adult Services turnstile (estimate)	375,000	188,346	150,000	375,000
NY	Adult circulation (check-outs)	400,000	215,180	400,000	400,000
NY	Adult registration	25,000	23,639	25,000	25,000
NY	Adult reference questions	75,000	45,303	75,000	75,000
	General assistance	70,000	45,048	70,000	70,000
	Microfilms/magazines requested	1,000	711	-	200
	Outreach to local organizations (# of contacts)	1,000	505	500	500
	Homebound visits	30	16	-	30
	Partnership activities	2,500	654	300	300
	Participants in partnership activities	6,000	2,737	1,500	1,500
NY	Adult library programs & class visits	2,600	1,626	1,500	1,500
NY	Attendance at Adult Library programs	12,000	9,252	8,000	8,000
NY	Meeting Room use	15	1	-	8
NY	Attendance at meetings	1,000	33	-	500
	Museum Gallery Exhibits	2	-	2	4
	Exhibits, book displays, booklists	300	180	100	200
	Computer users	50,000	31,442	5,000	20,000

* Library construction and pandemic during FY 2020 & 2021

ADULT SERVICES

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures:</u>				
Salaries & Wages	\$ 673,692	\$ 754,595	\$ 347,906	\$ 780,377
Employee Benefits	282,075	309,620	140,352	315,620
S/T	<u>955,767</u>	<u>1,064,215</u>	<u>488,258</u>	<u>1,095,997</u>
Materials & Supplies:				
Book & Non-Book Materials	355,263	360,000	179,008	290,420
Other	4,799	7,000	919	3,700
Direct Costs:				
Service Contracts	905	899	749	899
On-line subscription service	46,045	45,538	24,055	45,358
Other	<u>9,200</u>	<u>20,000</u>	<u>2,675</u>	<u>5,000</u>
Total Expenditures	<u>\$ 1,371,979</u>	<u>\$ 1,497,652</u>	<u>\$ 695,664</u>	<u>\$ 1,441,374</u>
<u>Revenues:</u>				
Charges for Services	\$ 2,436	\$ 3,000	\$ 157	\$ 2,000
Miscellaneous:				
Rents and Commissions	14,601	18,000	5	-
Other	<u>1,379</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>\$ 18,416</u>	<u>\$ 21,000</u>	<u>\$ 162</u>	<u>\$ 2,000</u>
Net Cost	<u>\$ 1,353,563</u>	<u>\$ 1,476,652</u>	<u>\$ 695,502</u>	<u>\$ 1,439,374</u>

DEPARTMENT REFERENCE PAGE: IV- 3

YOUTH SERVICES

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

OBJECTIVES:

Promote lifelong learning, family literacy, and an appreciation of reading by encouraging families and children to make regular use of the library and its resources and programs.

Create a culture of inclusion and acceptance by providing access to information, resources, programs, languages and services that reflect the diversity of White Plains.

Select, maintain, and promote collections, programs, electronic resources, and reference services to youth from birth through teenage years. Develop a continuum of family-centered and developmentally appropriate services for children, teens, caregivers and those who work with them.

Through collections, programs, and activities: prepare pre-school children to enter school ready to read and promote the critical role of parents and caregivers as their child's first teacher; and provide support and resources for the learning success of students, while also creating opportunities for exploratory learning and recreation.

Collaborate with the White Plains Public Schools to help support the school's mission curriculum and initiatives.

Collaborate with the community and other partners to provide programs and services that meet the needs of White Plains' youth and families.

Provide youth and families with an introduction and access to technology, including the appropriate use of online resources.

Deliver excellent customer service and provide expert guidance in the use of library resources and information technology.

Stay abreast of current research and trends in reading and literacy, library programs and services, new and emerging technologies, and develop programs and services accordingly.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure *</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
NY	Youth Services turnstile (estimate)	250,000	71,206	30,000	100,000
NY	Youth Services circulation - checkouts	200,000	120,851	200,000	200,000
NY	Youth Services registration	7,000	6,691	7,000	7,000
NY	Youth Services reference questions	30,000	14,643	5,000	5,000
	General assistance	45,000	26,902	3,000	3,000
	Exhibits, book displays, booklists	500	301	200	200
	Outreach to local organizations (# of contacts)	1,800	1,922	1,800	1,800
	Programs & class visits	1,000	1,189	500	500
	Attendance at Programs	22,000	14,609	6,000	6,000
	Computer users	10,000	6,281	2,000	4,000

* Library construction and pandemic during FY 2020 & 2021

LIBRARY YOUTH SERVICES

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenditures:</u>				
Salaries & Wages	\$ 690,504	\$ 774,715	\$ 333,862	\$ 744,719
Employee Benefits	294,807	293,143	134,016	302,041
S/T	985,311	1,067,858	467,878	1,046,760
Materials & Supplies:				
Book & Non-Book Materials	87,771	72,000	38,597	40,000
Other	3,634	9,000	2,732	3,800
Direct Costs:				
Other	4,400	10,000	1,840	-
Total Expenditures	<u>\$ 1,081,116</u>	<u>\$ 1,158,858</u>	<u>\$ 511,047</u>	<u>\$ 1,090,560</u>
<u>Revenues:</u>				
None	\$ -	\$ -	\$ -	\$ -
Net Cost	<u>\$ 1,081,116</u>	<u>\$ 1,158,858</u>	<u>\$ 511,047</u>	<u>\$ 1,090,560</u>

DEPARTMENT REFERENCE PAGE: IV-3

LIBRARY BUILDING OPERATIONS

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

OBJECTIVES:

Provide heating, lighting, cooling and cleaning of the Library building for safety, efficiency, and comfort.

Monitor condition of building, grounds, furnishings, library and building equipment and take appropriate action to correct problems and malfunctions.

Communicate issues with Library Administration.

Provide a full range of maintenance support for day-to-day Library activities.

Coordinate with Public Works in carrying out general maintenance and repairs.

Cooperate with Public Works in the planning and implementation of capital projects to protect the City's investment in and public enjoyment of the Library building and grounds.

Ensure public safety and enjoyment of Library facilities.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure *</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	General cleaning and maintenance	81,000 sq. ft.	81,000 sq. ft.	81,000 sq. ft.	81,000 sq. ft.
	Meeting room setups	730	400	-	100
	Security coverage against hours of operation	98%	98%	98%	98%
	Days open	350	320	300	300

* Library construction and pandemic during FY 2020 & 2021

LIBRARY BUILDING OPERATIONS

DEPT. PROVIDING SERVICE: WHITE PLAINS PUBLIC LIBRARY

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenditures:</u>				
Salaries & Wages	\$ 1,119	\$ 3,000	\$ 330	\$ 1,500
Employee Benefits	303	1,066	57	712
S/T	1,422	4,066	387	2,212
Materials & Supplies:				
Building Maintenance Supplies/Repairs	58,758	42,475	20,524	41,215
Utilities	275,149	375,725	106,201	331,460
Direct Costs:				
Service Contracts	134,006	145,736	139,135	139,503
Security Guards	54,339	83,961	47,899	100,087
Transfer to Debt Service Fund	701,158	707,805	132,495	702,569
Total Expenditures	\$ 1,224,832	\$ 1,359,768	\$ 446,641	\$ 1,317,046
 <u>Revenues:</u>				
None	\$ -	\$ -	\$ -	\$ -
Net Cost	\$ 1,224,832	\$ 1,359,768	\$ 446,641	\$ 1,317,046
 <u>Other Financing Sources:</u>				
General Fund Contribution	\$ 701,158	\$ 707,805	\$ 132,495	\$ 702,569
Total Other Financing Sources	\$ 701,158	\$ 707,805	\$ 132,495	\$ 702,569

DEPARTMENT REFERENCE PAGE: IV-3

LIBRARY FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	FY 19-20 Actual ⁽¹⁾	FY 2020-2021		FY 21-22 Proposed Budget
		Revised Budget 12/31/20	Projected Actual 06/30/21	
Revenues & Other Sources:				
Intergovernmental Revenues	\$ 19,922	\$ 17,922	\$ 12,970	\$ 11,650
Charges for Services	2,436	3,000	1,000	2,000
Miscellaneous Revenues	36,237	52,000	2,000	-
Transfer In -				
General Fund Contribution	6,297,594	6,778,509	6,300,000	6,545,300
Appropriation of Fund Balance	-	59,611	-	43,390
Total Revenues & Other Sources	<u>6,356,189</u>	<u>\$6,911,042</u>	<u>6,315,970</u>	<u>\$6,602,340</u>
Expenditures & Other Uses:				
Personal Services	2,862,119	\$3,080,957	2,900,000	\$3,073,477
Employee Benefits	1,539,465	1,618,043	1,550,000	1,653,308
Materials & Supplies	870,967	954,402	800,000	789,630
Direct Costs	363,612	404,919	400,000	383,356
Equipment	18,868	19,150	19,000	-
Transfer to Debt Service Fund	-	707,805	-	702,569
Reserve for Financing	-	125,766	-	-
Total Expenditures & Other Uses	<u>5,655,031</u>	<u>\$6,911,042</u>	<u>5,669,000</u>	<u>6,602,340</u>
Excess of Revenues & Other Sources Over/(Under) Expenditures & Other Uses	701,158		646,970	
Other Financing Sources (Uses)-				
Transfer to Debt Service Fund	<u>(701,158)</u>		<u>(707,805)</u>	
Net Change in Fund Balance	-		(60,835)	
Fund Balance at Beginning of Year	<u>122,764</u>		<u>122,764</u>	
Fund Balance at End of Year	<u>\$ 122,764</u>		<u>\$ 61,929</u>	

⁽¹⁾ City of White Plains Comprehensive Annual Financial Report, July 1, 2019 - June 30, 2020, modified for budgetary presentation

SELF INSURANCE FUND

The Self Insurance Fund (SIF) was established by the Common Council effective July 1, 1985 as an internal service fund to account for the resources employed in administering the City's insurance program which is primarily self-insured.

The self-insurance program is managed by the Commissioner of Finance. The City also contracts with a third-party administrator to process liability and workers' compensation claims and assist the City in establishing reserves. In addition, the City hires an actuary to review the adequacy of its reserves. The City's Law Department is also actively involved in resolving general liability claims. Risk management is a key component of the City's self-insurance program. Each year, a number of training sessions and inspections are held to minimize risk and other circumstances that lead to accidents.

White Plains is self-insured for liability, workers' compensation and unemployment benefits. When it is prudent and cost-effective, the City purchases policies in the marketplace for such coverage as public officials' liability, property insurance and a stop-loss policy for workers' compensation. The City also purchases an excess liability policy for any liability claim settlements in excess of \$1 million to a maximum of \$10 million. The bulk of the City's exposure, however, is self-insured.

Based upon the actuarial determinations of risk provided by the City's insurance consultant and the other costs of the program, a total budget of \$5.1 million has been proposed for fiscal year 2021-2022. Of this amount, \$4.6 million is provided for insurance premiums, claims and reserves with the remaining \$0.5 million available to administer the program. Insurance costs will decrease by 5.5% and administrative costs will increase 0.3% from the FY 2020-2021 revised budget to the FY 2021-2022 proposed budget.

The current proposed budget includes a 4.9% decrease in contributions from the operating funds due to improved claims experience which has lowered claims loss reserve requirements. User charges will provide all of the revenue in the proposed budget. Of the user charges that will be assessed, approximately 95.9% will be provided from the General Fund.

The Self Insurance Fund ended fiscal year 2019-2020 with a deficit of \$528,625, down \$550,820 from the June 30, 2019 deficit of \$1,079,445. Projections for June 30, 2021 indicate that the deficit will be eliminated.

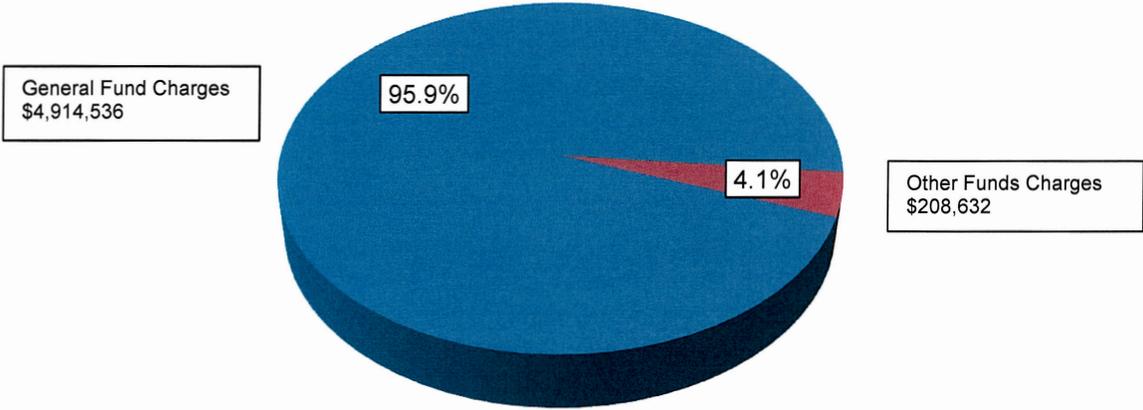
The following chart illustrates the trend of revenues in the Self Insurance Fund for the most recent five year period:

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Proposed FY 2022
User Fees	\$6,983,936	\$7,018,838	\$6,287,250	\$5,388,755	\$5,123,168
Miscellaneous	551,675	35,681	34,176	530,000	-
Interest Income	135,830	272,368	268,658	60,000	-
Total	\$7,581,441	\$7,326,887	\$6,590,084	\$5,978,755	\$5,123,168

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SELF INSURANCE FUND

REVENUES: \$5,123,168



EXPENDITURES: \$5,123,168

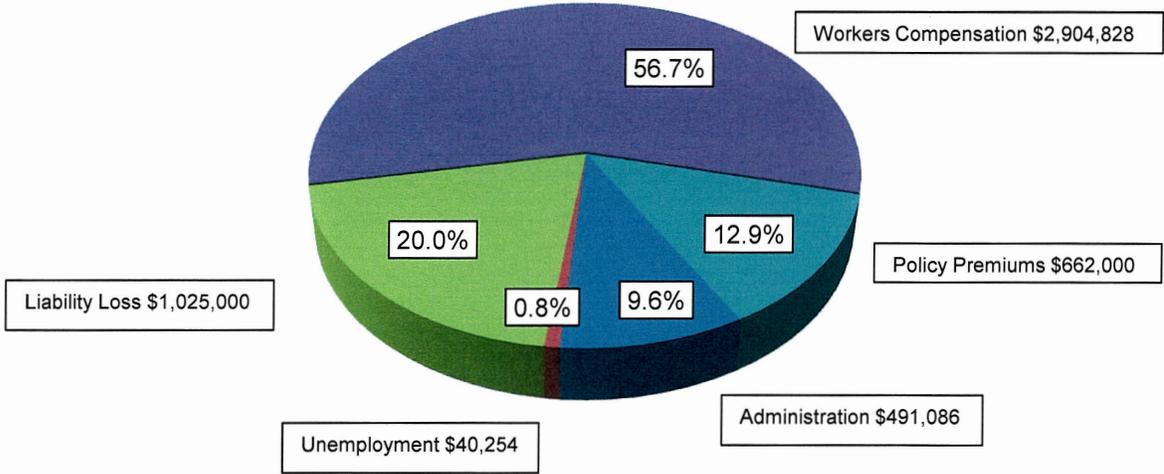


Exhibit IV.2

SELF INSURANCE FUND

DEPARTMENT DESCRIPTION:

The City of White Plains is self-insured for liability, workers compensation and unemployment benefits. Other risks are insured through commercial carriers. The Department of Finance is responsible for administering the City's insurance program and for providing risk management services.

The primary objective of the insurance program is to maintain sufficient commercial insurance and self-insurance reserves to protect the City of White Plains so that it may fulfill its responsibilities to the people of White Plains. Key to meeting this objective is a sound risk management safety/loss control program designed to identify and correct potential hazards and thereby reduce risk exposure.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Reference Page</u>
Risk Management	A043	IV-22
Self Insurance	SI	IV-24

REQUIRED RESOURCES- FULL TIME POSITIONS:

<u>Title</u>	<u>Grade</u>	<u>FY 20-21 Revised Budget 12/31/20</u>			<u>FY 21-22 Proposed Budget</u>		
		<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Insurance/Risk Manager	M/C17	1	-	1	1	-	1
		<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>	<u>-</u>	<u>1</u>

SELF INSURANCE FUND

REQUIRED RESOURCES- SUMMARY

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenses:				
Administration:				
Salaries & Wages	\$ -	\$ 18,200	\$ -	\$ 18,000
Employee Benefits	15,467	18,404	6,629	18,439
Other Post Employment Benefit Obligations	(25,447)	-	-	-
Materials & Supplies	-	100	-	100
Direct Costs	343,812	357,721	187,516	359,547
Reserve for Financing	-	95,206	-	95,000
Total Administration	333,832	489,631	194,145	491,086
Insurance:				
Workers' Compensation	2,791,083	2,911,660	1,414,033	2,648,828
Unemployment Benefits	158,481	73,966	40,593	40,254
General Liability	1,830,018	921,498	431,325	1,000,000
Public Officials' Liability	-	50,000	-	25,000
Policy Premiums	925,850	942,000	760,536	918,000
Total Insurance	5,705,432	4,899,124	2,646,487	4,632,082
Total Expenses	\$ 6,039,264	\$ 5,388,755	\$ 2,840,632	\$ 5,123,168
Revenues:				
Charges for Services:				
General Fund	\$ 6,044,557	\$ 5,165,838	\$ 5,165,838	\$ 4,914,536
Library Fund	43,860	40,290	40,290	37,705
Water Fund	134,519	123,551	123,551	115,645
Sewer Fund	58,487	53,718	53,718	50,280
Cable TV Fund	5,827	5,358	5,358	5,002
Miscellaneous:				
Insurance Recovery	13,376	-	-	-
Other	20,800	-	21,560	-
Interest	268,658	-	43,721	-
Total Revenues	\$ 6,590,084	\$ 5,388,755	\$ 5,454,036	\$ 5,123,168

RISK MANAGEMENT

DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

OBJECTIVES:

To administer the City's liability, workers' compensation and unemployment self insurance programs in a fiscally prudent manner.

To systematically and continuously identify accidental loss exposure to the City, analyze the exposure in terms of frequency and severity probabilities, apply sound risk control and loss prevention procedures, and finance the risk consistent with financial resources.

To reduce insurance claims against the City by administering a City-wide Safety and Loss Control Program and the New York State Department of Labor-Division of Safety and Health (NYSDOL-DOSH) Program.

To protect the interests of the people of White Plains by reviewing and processing all insurance claims in a thorough and timely manner.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Total Claims Processed:				
NY	Workers' Compensation	80	79	80	80
NY	Liability	20	12	7	12
NY	Unemployment Insurance	40	148	90	50
WP	No. of safety training sessions conducted	1	-	1	1
WP	Risk exposure surveys	1	-	1	2
WP	Safety and Loss Control Committee meetings held	2	-	1	1
WP	Safety and Loss Departmental meetings held	2	-	1	1
FED	Summary Work Related Injury and Illnesses (Form 300A) (OSHA)	1	1	1	1
NY	Summary Work-Related Injury and Illnesses (Form SH-900.1) (PESH)	15	8	10	10

Note: The risk management safety program is under review. The training sessions, risk exposure surveys, and safety and loss control committee meetings and safety and loss departmental meetings are being evaluated. Maintenance of OSHA and PESH logs are new measures.

RISK MANAGEMENT

DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenses:				
Salaries & Wages	\$ -	\$ 18,200	\$ -	\$ 18,000
Fringe Benefits	15,467	18,404	6,629	18,439
Other Post Employment Benefit Obligations S/T	(25,447) (9,980)	- 36,604	- 6,629	- 36,439
Materials & Supplies	-	100	-	100
Direct Costs:				
Financial & Auditing	10,340	10,340	10,340	10,547
Program Services	35	1,000	50	1,000
Insurance Claim Services	144,092	133,381	72,126	145,000
Appraisal Services	2,640	3,000	-	3,000
Workers' Comp. Board Assessments	186,705	210,000	105,000	200,000
Reserve for Financing	-	95,206	-	95,000
Total Expenses	\$ 333,832	\$ 489,631	\$ 194,145	\$ 491,086
Revenues:				
Charges for Services:				
General Fund	\$ 488,438	\$ 473,280	\$ 473,280	\$ 474,673
Library Fund	3,071	2,951	2,951	2,963
Water Fund	9,437	9,074	9,074	9,107
Sewer Fund	4,103	3,944	3,944	3,959
Cable TV Fund	402	382	382	384
Interest Income	261,758	-	40,271	-
Total Revenues	\$ 767,209	\$ 489,631	\$ 529,902	\$ 491,086

DEPARTMENT REFERENCE PAGE: IV-20

SELF INSURANCE

DEPT. PROVIDING SERVICE: DEPT. OF FINANCE

OBJECTIVES:

To provide the financial resources necessary to administer the City's Self Insurance Program.

REQUIRED RESOURCES:

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenses:</u>				
Direct Costs:				
Workers' Compensation	\$ 2,791,083	\$ 2,911,660	\$ 1,414,033	\$ 2,648,828
Unemployment Benefits	158,481	73,966	40,593	40,254
General Liability	1,830,018	921,498	431,325	1,000,000
Public Officials' Liability	-	50,000	-	25,000
Policy Premiums	925,850	942,000	760,536	918,000
Total Expenses	<u>\$ 5,705,432</u>	<u>\$ 4,899,124</u>	<u>\$ 2,646,487</u>	<u>\$ 4,632,082</u>
<u>Revenues:</u>				
Charges for Services:				
General Fund	\$ 5,556,119	\$ 4,676,207	\$ 4,676,207	\$ 4,439,863
Library Fund	40,789	40,290	40,290	34,742
Water Fund	125,082	123,551	123,551	106,538
Sewer Fund	54,384	53,718	53,718	46,321
Cable TV Fund	5,425	5,358	5,358	4,618
Miscellaneous-Insurance Recovery	13,376	-	-	-
Miscellaneous-Other	20,800	-	21,560	-
Interest Income	6,900	-	3,450	-
Total Revenues	<u>\$ 5,822,875</u>	<u>\$ 4,899,124</u>	<u>\$ 4,924,134</u>	<u>\$ 4,632,082</u>

DEPARTMENT REFERENCE PAGE: IV-20

SELF INSURANCE FUND

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	FY 19-20 Actual ⁽¹⁾	FY 2020-2021		FY 21-22 Proposed Budget
		Revised Budget 12/31/20	Projected Actual 06/30/21	
Operating Revenues:				
Charges for Services	\$ 6,287,250	\$ 5,388,755	\$ 5,388,755	\$ 5,123,168
Miscellaneous	34,177	-	530,000	-
Total Operating Revenues	<u>6,321,427</u>	<u>\$ 5,388,755</u>	<u>5,918,755</u>	<u>\$ 5,123,168</u>
Operating Expenses:				
Personal Services	-	\$ 18,200	-	\$ 18,000
Employee Benefits	15,467	18,404	18,300	18,439
Other Post Employment Benefit Obligations	(25,447)	-	-	-
Materials & Supplies	-	100	-	100
Direct Costs	6,049,244	5,256,845	5,475,000	4,991,629
Reserve for Financing	-	95,206	-	95,000
Total Operating Expenses	<u>6,039,264</u>	<u>\$ 5,388,755</u>	<u>5,493,300</u>	<u>\$ 5,123,168</u>
Non-Operating Revenues				
Interest Income	<u>268,657</u>		<u>60,000</u>	
Change in Net Position	550,820		485,455	
Net Position-Beginning of Year	<u>(1,079,445)</u>		<u>(528,625)</u>	
Net Position-End of Year	<u>\$ (528,625)</u>		<u>\$ (43,170)</u>	

⁽¹⁾ City of White Plains Comprehensive Annual Financial Report, July 1, 2019 - June 30, 2020

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SEWER RENT FUND

The Sewer Rent Fund was established by the Common Council as an enterprise fund effective July 1, 2010 to account for all revenues, expenses and deposit of funds related exclusively for the operation, maintenance and repair of the City's sanitary sewer system. This also includes the payment of principal and interest on sewer related debt and capital improvements to the sewer system. This Fund is a bureau of the Department of Public Works and is operated in a manner which is similar to a private enterprise where the costs of providing goods and services are recovered primarily through user charges. The major funding source is sewer rents that are based on a percentage of water consumption. The costs of the system are distributed over all sewer system users, both taxable and tax-exempt, as authorized by New York State General Municipal Law.

Revenue in the proposed FY 2021-2022 Sewer Rent Fund totals \$3,692,728 of which 85.8% is from sewer rents. These rents are billed and collected as a percentage of water usage on all properties that are connected to the City's water distribution system. At the time the budget for this fund is adopted, the Commissioner of Public Works will submit to the Common Council for approval, the percentage of water consumption to be used in calculating sewer rent fees in the adopted budget. A rate of 18% of the billing for water consumption is being proposed. Because water consumption is billed semi-annually for most water users, the timing of the approval directly impacts the percentage of water consumption to be set as sewer rents. The City's water rates, which were last increased in December of 2019, are included in the calculation of sewer rents.

Proposed expenses for the Sewer Rent Fund total \$3,692,728, a decrease of 12.9% from the current revised budget. The decrease is chiefly attributable to a change in the rolling stock budget from \$359,819 to zero. Personnel costs account for \$888,985 of this amount or 24.1%. Materials and supplies total \$187,385 and direct costs total \$945,408. Included within direct costs is a payment to the General Fund for services such as engineering, financial accounting and billing (\$795,477). Interest payments on debt (\$145,307) account for 3.9% of the budget. An allowance for depreciation is budgeted at \$953,637 and a Reserve for Financing is proposed at \$47,006 to fund employee merit increases and unanticipated expenses.

The approved Capital Improvement Program for FY 2021-2022 recommends the expenditure of \$900,000 for the reconstruction of miscellaneous sanitary sewers and \$9,000 for debt issuance costs.

As of June 30, 2020, the Sewer Rent Fund had a net operating loss of \$106,980 and a net position of \$9,026,390.

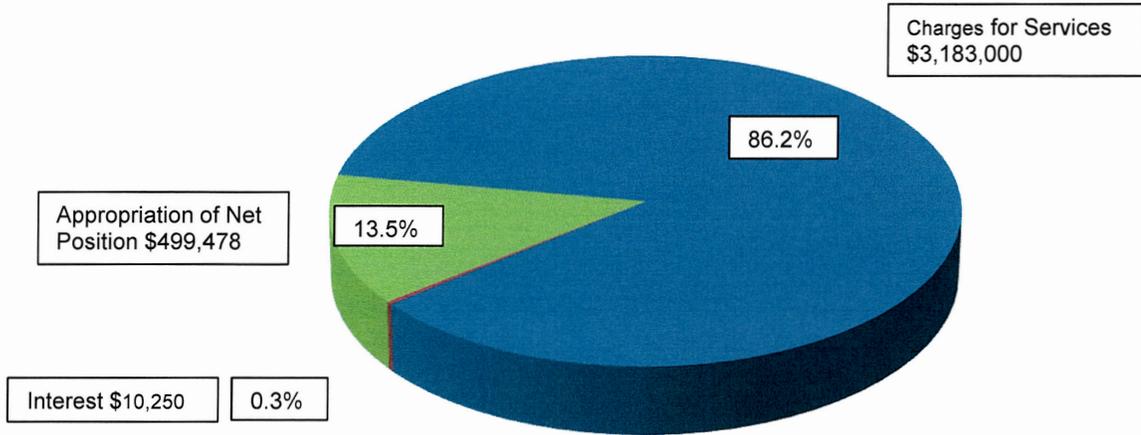
The following chart illustrates the trend of revenues in the Sewer Rent Fund for the most recent five year period:

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Proposed FY 2022
Charges for Services	\$2,813,978	\$2,890,825	\$3,025,292	\$3,300,000	\$3,183,000
Miscellaneous	268,337	151,385	230,919	15,000	499,728
All Other	12,071	62,541	57,308	4,000	10,000
Total	\$3,094,386	\$3,104,751	\$3,313,518	\$3,319,000	\$3,692,728

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SEWER RENT FUND

REVENUES: \$3,692,728



EXPENSES: \$3,692,728

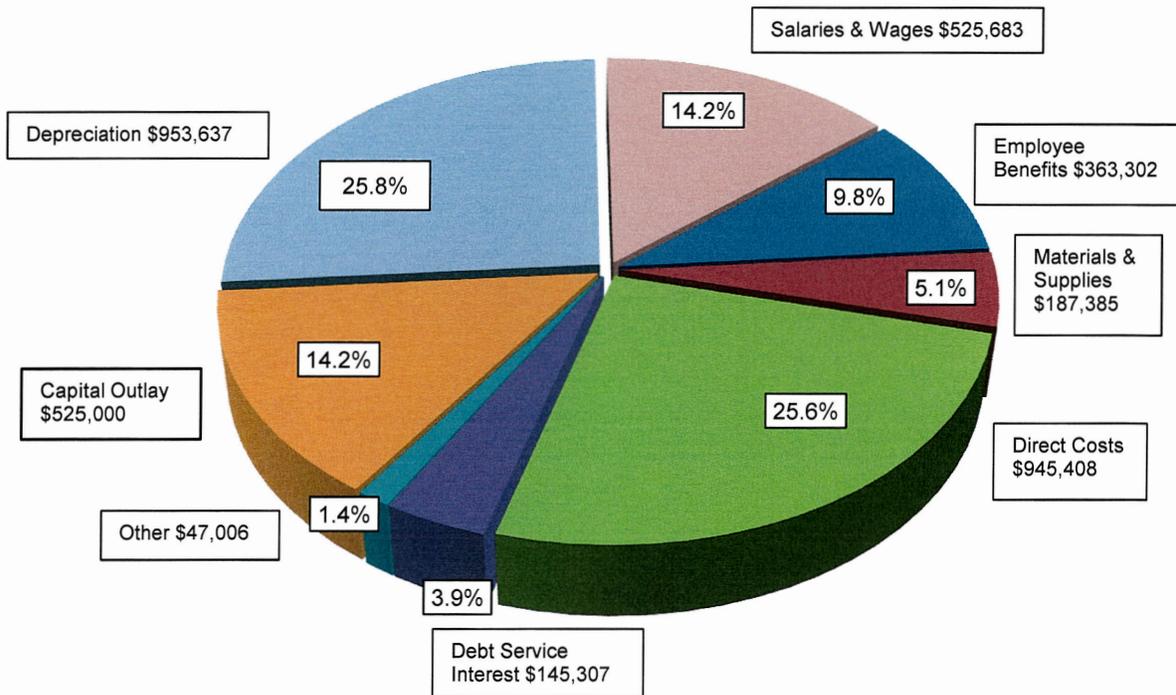


Exhibit IV.3

SEWER RENT FUND

DEPARTMENT DESCRIPTION:

The primary responsibilities of the Sewer Rent Fund, Bureau of Waste Water are the following: (1) operation, maintenance and protection of the City's waste water collection (sanitary sewer) systems; (2) protection of adjacent waterways; and (3) assistance in the development of the Department of Public Works Capital Improvement Program (waste water). The Bureau, in conjunction with the Department of Building, also approves and inspects sanitary sewer connections performed by licensed plumbers and/or authorized contractors.

The Bureau has overall responsibility for the approval and inspection of all public and private construction projects relating to sanitary sewers and waste water. Approval of this Bureau (coordinated with the Department of Building and Bureau of Engineering) must be obtained for anyone proposing the following activities: (1) installation of a private sewer, (2) construction of any type of sanitary structure in the City Right-of-Way, (3) discharge effluent into the sanitary sewer system or (4) connection of a service line to the City sanitary sewer system. This Bureau, and the Bureau of Engineering, are responsible for maintaining and updating sanitary sewer information records for the City of White Plains.

Through the maintenance and repair of the City's sanitary sewer system, our field forces ensure that we will have a properly functioning waste water collection system. Thus, the services we provide extend beyond day-to-day operations. Services include responding to a variety of problems and emergency situations. These include sanitary sewer main breaks, leaks from sewer mains, sewer backups or overflows, pump station failure and odor problems.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Reference Page</u>
Waste Water Operations	SW01	IV-32

REQUIRED RESOURCES- FULL TIME POSITIONS:

<u>Title</u>	<u>Grade</u>	<u>FY 20-21 Revised Budget 12/31/20</u>			<u>FY 21-22 Proposed Budget</u>		
		<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Lead Waste Water Maintenance Wkr.	10	1	1	-	1	1	-
Crew Leader	9	1	1	-	1	1	-
Maintenance Mechanic	8	2	2	-	2	2	-
Motor Equipment Operator	7A	1	1	*	1	1	*
Semi-Skilled Laborer	4	2	2	-	2	2	-
		<u>7</u>	<u>7</u>	<u>-</u>	<u>7</u>	<u>7</u>	<u>-</u>

* One or more positions underfilled

SEWER RENT FUND

REQUIRED RESOURCES- SUMMARY

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenses:				
Salaries & Wages	\$ 494,010	\$ 506,158	\$ 229,714	\$ 525,683
Employee Benefits	346,570	348,260	165,822	363,302
Other Post Employment Benefit Obligations	392,783	-	-	-
Materials & Supplies:				
Land Maintenance Supplies	19,681	28,500	18,783	30,900
Building/Facility Operations	283	3,000	256	2,500
Sewer Operations	4,855	125,611	26,783	100,000
Rolling Stock Operations	38,801	25,270	8,899	38,300
Other	12,889	16,695	2,895	15,685
Direct Costs:				
Program Services	20,268	63,000	48,403	62,650
SIF Contribution	58,487	57,662	57,662	50,280
General Fund Services	542,000	558,260	558,260	795,477
Other	20,277	49,242	31,752	37,001
Equipment/Rolling Stock	6,977	359,819	335,817	-
Debt Service - Interest	96,142	132,549	66,597	145,307
Depreciation	865,833	898,752	449,376	953,637
Capital Outlay	500,644	975,860	451,722	525,000
Reserve for Financing	-	89,777	-	47,006
Total Expenses	\$ 3,420,500	\$ 4,238,415	\$ 2,452,741	\$ 3,692,728
Revenues & Other Sources:				
Intergovernmental	\$ 204,012	\$ -	\$ -	\$ -
Charges for Services	3,025,292	3,301,800	1,224,680	3,183,000
Contributions-Developers	7,700	-	-	-
Miscellaneous	19,208	250	(51)	250
Interest	57,308	50,000	1,321	10,000
Serial Bond Premium	-	-	-	-
Appropriation of Net Position	-	886,365	-	499,478
Total Revenues & Other Sources	\$ 3,313,520	\$ 4,238,415	\$ 1,225,950	\$ 3,692,728

WASTE WATER OPERATIONS

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To provide supervision and administrative support for the White Plains sanitary sewer system.

Establish sewer rent fees based upon percentage of user water consumption.

Operate and maintain the sewage pump station and sewer lines.

Monitor performance of the sewer pump station in compliance with applicable Federal, State and County regulations.

Bill and maintain records for all users.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	Miles of sanitary sewer lines maintained	127.5	100.0	130.0	130.0
	Gallons of bioculture used to treat sanitary lines to control grease	120	110	120	120
	No. of manholes to maintain	3,220	3,220	3,220	3,220

WASTE WATER OPERATIONS

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES-

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenses:</u>				
Salaries & Wages	\$ 494,010	\$ 506,158	\$ 229,714	\$ 525,683
Employee Benefits	346,570	348,260	165,822	363,302
Other Post Employment Benefit Obligations	<u>392,783</u>	<u>-</u>	<u>-</u>	<u>-</u>
S/T	1,233,363	854,418	395,536	888,985
Materials & Supplies:				
Land Maintenance Supplies	19,681	28,500	18,783	39,900
Building/Facility Operations	283	3,000	256	1,500
Sewer Operations	4,855	125,611	26,783	100,000
Rolling Stock Operations	38,801	25,270	8,899	28,300
Other	12,889	16,695	2,895	17,685
Direct Costs:				
Service Contracts	-	765	-	-
Program Services	20,268	63,000	48,403	62,650
Waste Maintenance	10,275	38,476	21,751	27,000
SIF Contribution	58,487	57,662	57,662	50,280
General Fund Services	542,000	558,260	558,260	795,477
Other	10,002	10,001	10,001	10,001
Equipment	6,977	-	-	-
Rolling Stock	-	359,819	335,817	-
Debt Service - Interest	96,142	132,549	66,597	145,307
Depreciation	865,833	898,752	449,376	953,637
Capital Outlay	500,644	975,860	451,722	525,000
Reserve for Financing	-	89,777	-	47,006
Total Expenses	<u>\$ 3,420,500</u>	<u>\$ 4,238,415</u>	<u>\$ 2,452,741</u>	<u>\$ 3,692,728</u>
<u>Revenues & Other Sources:</u>				
Intergovernmental	\$ 204,012	\$ -	\$ -	\$ -
Charges for Services:	3,025,292	3,301,800	1,224,680	3,183,000
Contributions-Developers	7,700	-	-	-
Miscellaneous	19,208	250	(51)	250
Interest	57,308	50,000	1,321	10,000
Serial Bond Premium	-	-	-	-
Appropriation of Net Position	-	886,365	-	499,478
Total Revenues & Other Sources	<u>\$ 3,313,520</u>	<u>\$ 4,238,415</u>	<u>\$ 1,225,950</u>	<u>\$ 3,692,728</u>

DEPARTMENT REFERENCE PAGE: IV-30

SEWER RENT FUND

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	FY 19-20 Actual	FY 2020-2021		FY 21-22 Proposed Budget
		Revised Budget 12/31/20	Projected Actual 06/30/21	
Operating Revenues:				
Intergovernmental	\$ 204,012	\$ -	\$ -	\$ -
Charges for Services	3,025,292	3,286,800	3,300,000	3,183,000
Miscellaneous	26,908	15,250	15,000	250
Appropriation of Net Position	-	886,365	-	499,478
Total Operating Revenues	3,256,212	4,188,415	3,315,000	3,682,728
Operating Expenses:				
Personal Services	494,010	506,158	505,000	525,683
Employee Benefits	346,570	348,260	348,200	363,302
Other Post Employment Benefit Obligations	392,783	-	-	-
Material & Supplies	76,509	199,076	165,000	187,385
Direct Costs	641,032	728,164	650,000	945,408
Equipment/Rolling Stock	6,977	359,819	-	-
Depreciation	865,833	898,752	898,750	953,637
Capital Outlay	500,644	975,860	875,000	525,000
Reserve for Financing	-	89,777	-	47,006
Total Operating Expenses	3,324,358	4,105,866	3,441,950	3,547,421
Non-Operating Revenues (Expenses):				
Interest Income	57,308	50,000	4,000	10,000
Interest Expense	(96,142)	(132,549)	(132,549)	(145,307)
Change in Net Position	(106,980)	\$ -	(255,499)	\$ -
Net Position-Beginning of Year	9,133,370		9,026,390	
Net Position-End of Year	\$ 9,026,390		\$ 8,770,891	

⁽¹⁾ City of White Plains Comprehensive Annual Financial Report, July 1, 2019 - June 30, 2020

WATER FUND

The Water Fund was established by the Common Council on July 1, 1979 as an enterprise fund to account for the operation of the City's water works. It is a bureau of the Department of Public Works and it is operated in a manner which is similar to a private business enterprise, where the costs (expenses, including depreciation) of providing goods and services are recovered primarily through user charges.

The City of White Plains purchases water from the New York City (NYC) system, and operates and maintains an extensive system for the delivery of water to its residents and commercial establishments. The ability to utilize the City's own water resources in the future will allow the City to partially mitigate its reliance on water from NYC sources which are billed on a per capita allotment. In recent years' water needs escalated and the City began to exceed its per capita allowance on a regular basis, resulting in significant increases in the cost of purchasing water. NYC charges an excess per capita rate that is more than double the regular rate and the per capita billing formula imposed allows no flexibility for the City of White Plains which has a significant day-time population not included in its per capita allowance.

Water Fund expenses in the proposed budget total \$18.2 million, a decrease of 6.2% from the current year's revised budget. Salary and fringe benefit costs which total \$3.9 million account for approximately 21.3% of the proposed Water Fund budget. The cost of purchasing untreated water from NYC is budgeted at \$6.6 million which is 36.3% of the total Water Fund budget. NYC had been steadily increasing its water charges in recent years to finance its costs of complying with state and federal mandates. The last NYC water rate increase was July 1, 2019, \$1,888.06 per million gallons. There was no change in 2020. However, a rate increase of 6.1% is projected for 2021. All other materials and supplies total \$878,695 or 4.8% of the proposed budget. Direct costs total \$1,895,259 or 10.4% of the proposed budget and include a contribution to the Self Insurance Fund (\$115,645) and also to the General Fund (\$1,466,455) for various services. Interest on Water Fund debt will decrease 10% and total \$1,887,071 or 10.4% of the proposed budget, while depreciation is budgeted at \$1,927,407. The remaining expenses for FY 2021-2022 include equipment/rolling stock of \$61,640, capital outlay of \$900,000 and a Reserve for Financing of \$167,324 for employee merit increases and unanticipated expenses.

The approved Capital Improvement Program for FY 2021-2022 recommends \$28.6 million in major capital improvements attributable to the Water Fund: replacement and/or reconstruction of miscellaneous water lines - \$2,900,000, water system SCADA/Security improvements - \$300,000, Dissolved air flotation water treatment plant & chemical system upgrade - \$25,000,000, OSPS water appurtenance storage building - \$150,000, rolling stock - \$45,000, debt issuance costs - \$286,000. The sale of debt will finance the majority of the capital projects because of useful life and favorable interest rates. Over the years, compliance with federal and state mandates dictates the need for many capital improvements and the resulting increase in outstanding debt.

Revenue in the proposed FY 2021-2022 budget totals almost \$18.2 million, a decrease of 6.2% from the current year's revised budget. The City utilizes a progressive water rate structure whereby the cost per cubic foot of water increases with escalating usage. Almost 98% of the proposed revenue budget is from metered water sales and related water service charges. Water rates were last increased by the Common Council in December of 2019.

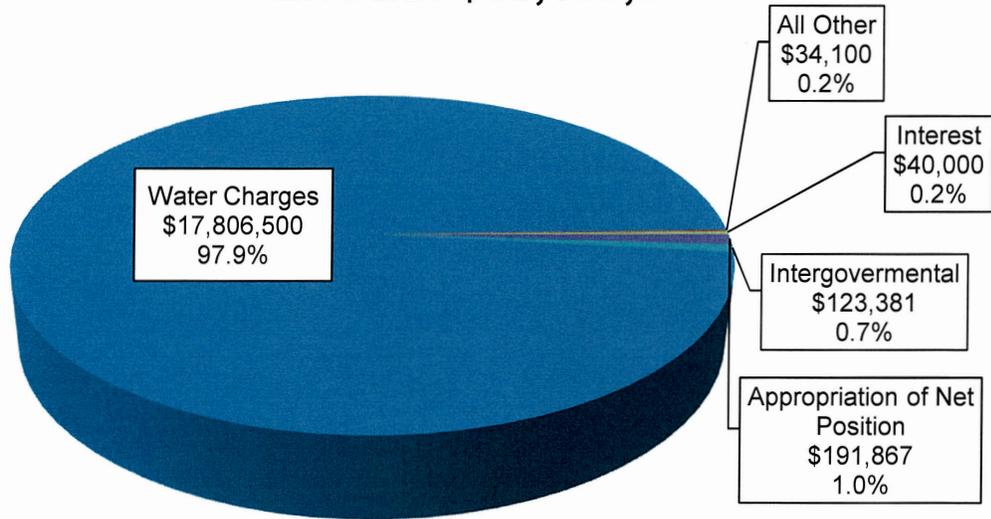
As of June 30, 2020, the Water Fund had a net operating gain of \$3.5 million and a net position of \$35.1 million.

The following chart illustrates the trend of revenues in the Water Fund for the most recent five-year period:

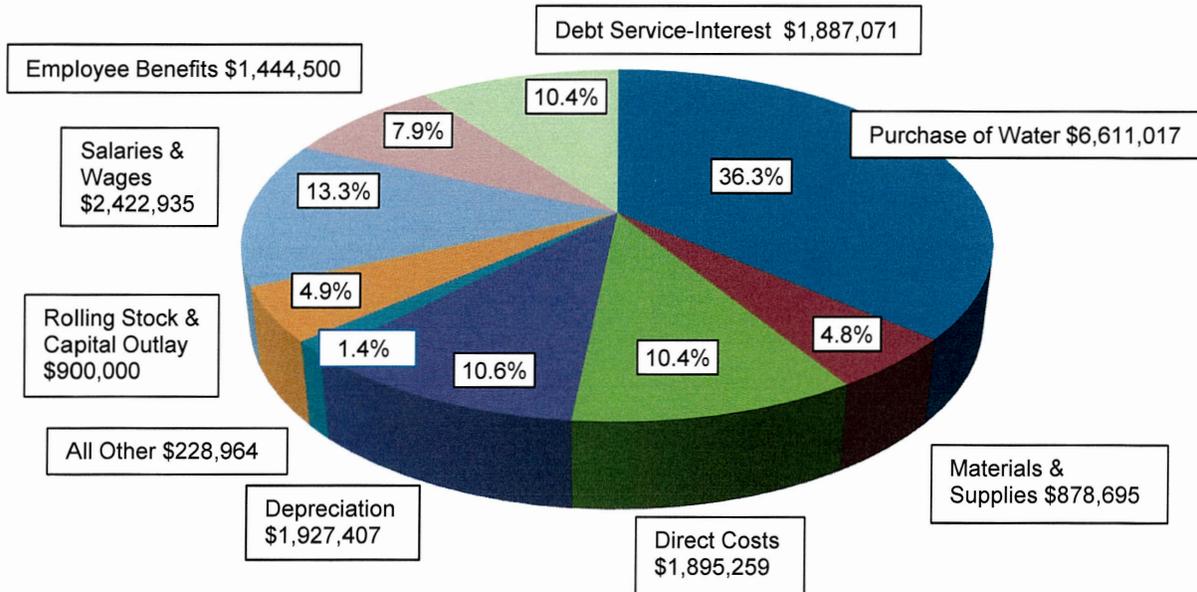
	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Proposed FY 2022
Intergovernmental	\$375,540	\$1,077,428	\$119,364	\$121,340	\$123,381
Charges for Services	16,961,461	17,479,529	18,547,911	18,400,000	17,806,500
Interest	96,914	312,121	308,086	38,000	40,000
All Other	76,109	376,336	10,012	350,780	225,967
Total	\$7,510,024	\$19,245,424	\$18,985,373	\$18,910,120	\$18,195,848

WATER FUND

REVENUES: \$18,195,848



EXPENSES: \$18,195,848



WATER FUND

DEPARTMENT DESCRIPTION:

The Water Fund is an enterprise fund established to account for all revenues and expenses related to the supply and distribution of water within the City of White Plains. The primary responsibilities of the Bureau of Water are the following: (1) operation, maintenance and protection of the City's water supply and distribution systems; (2) protection of adjacent waterways; and (3) assistance in the development of the Department of Public Works Capital Improvement Program (water). The fund is divided into three functional areas: Administration, Supply, and Distribution. Additional information on these activities are on the pages referenced below.

ACTIVITIES PERFORMED:

<u>Title</u>	<u>Activity Code</u>	<u>Reference Page</u>
Water Department Administration	W001	IV-40
Water Supply Operations	W002	IV-42
Water Distribution Systems	W003	IV-44

REQUIRED RESOURCES- FULL TIME POSITIONS:

<u>Title</u>	<u>Grade</u>	<u>FY 20-21 Revised Budget 12/31/20</u>			<u>FY 21-22 Proposed Budget</u>		
		<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>	<u>Authorized</u>	<u>Filled</u>	<u>Vacant</u>
Sup't. of Water & Waste Water	M/C 18	1	-	1	1	-	1
Asst. Sup't. of Water & Waste Water	M/C 14	1	1	-	1	1	-
Drafter III	13	1	1	-	1	1	-
Senior Water Plant Operator	12	1	1	-	1	1	-
Electronics Field Technician	12	1	1	-	1	1	-
Engineer I (B.S.)	11	1	1	-	1	1	-
Lead Water Maintenance Worker	9	2	2	-	2	2	-
Water Maintenance Mechanic	9	1	1	-	1	1	-
Water Plant Operator	9	5	5	-	5	5	-
Water Maintenance Worker, Grade I	8	5	5	-	4	4	-
Bookkeeper	8	2	2	-	3	3	-
Water Maintenance Worker, Grade II	7	6	6	-	6	6	-
Skilled Laborer	6	1	1	-	1	1	-
Senior Account Clerk	5	1	1	-	1	1	-
		<u>29</u>	<u>28</u>	<u>1</u>	<u>29</u>	<u>28</u>	<u>1</u>

WATER FUND

REQUIRED RESOURCES- SUMMARY

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
Expenses:				
Salaries & Wages	\$ 2,282,601	\$ 2,431,676	\$ 1,194,107	\$ 2,422,935
Employee Benefits	1,350,579	1,381,185	690,445	1,444,500
Other Post Employment Benefit Obligations	745,410	-	-	-
Materials & Supplies:				
Water	5,261,005	8,023,850	2,942,634	6,611,017
Utilities	242,593	345,400	113,855	295,805
Treatment Chemicals/Lab Control	167,787	194,840	75,801	207,340
Other	307,735	390,383	83,963	375,550
Direct Costs:				
SIF Contribution	134,519	132,625	132,625	115,645
General Fund Services	995,000	1,024,850	1,024,850	1,466,455
Other	319,889	320,415	242,963	313,159
Equipment	37,840	67,354	56,361	61,640
Rolling Stock	124,980	105,000	93,428	-
Debt Service - Interest	1,428,843	2,097,385	934,999	1,887,071
Depreciation	1,472,828	1,550,293	775,147	1,927,407
Capital Outlay	626,400	1,158,275	462,897	900,000
Reserve for Financing	-	179,495	-	167,324
Total Expenses	\$ 15,498,009	\$ 19,403,026	\$ 8,824,075	\$ 18,195,848
Revenues:				
Intergovernmental	\$ 119,364	\$ 121,347	\$ -	\$ 123,381
Charges for Services	18,547,911	18,456,500	7,974,748	17,806,500
Licenses and Permits	1,940	2,500	1,300	2,500
Fines and Forfeitures	(5,000)	2,500	-	-
Miscellaneous	13,073	21,100	349,480	31,600
Interest	308,086	270,000	19,057	40,000
Appropriation of Net Position	-	529,079	-	191,867
Total Revenues	\$ 18,985,374	\$ 19,403,026	\$ 8,344,585	\$ 18,195,848

WATER BUREAU ADMINISTRATION

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To provide supervision and administrative support for the White Plains Water System.

To maintain water account files and record keeping system necessary for account billing.

To manage all correspondence relating to water accounts.

To schedule monitor testing and replacement of official water meters and backflow devices.

To issue permits and receipts relating to water installation and street openings for the Department of Public Works.

To maintain updated and accurate database of regulatory compliance records for the City of White Plains as required by County, State and Federal agencies.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of accounts	10,335	10,340	10,375	10,375
WP	No. of semi-annual billings	22,000	20,680	220,010	22,010
	No. of work orders written & processed	1,500	945	1,500	1,500
WP	No. of special bills rendered	400	370	475	475
	No. of telephone inquiries answered	8,000	8,000	8,000	8,000
	No. of letters sent	1,600	1,700	1,700	1,700
WP	No. of permits issued	500	166	200	200
WP	No. of receipts issued	700	580	700	700
	No. of large meters tested	100	71	100	100
NY	No. of backflow devices tested	500	284	500	500
NY	No. of NYS Code Rule 753's received and processed for White Plains and adjoining communities	5,000	4,120	5,000	5,000

WATER BUREAU ADMINISTRATION

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES-

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	FY 21-22 Proposed Budget
<u>Expenses:</u>				
Salaries & Wages	\$ 652,728	\$ 671,036	\$ 327,036	\$ 726,955
Employee Benefits	593,038	596,554	300,891	640,242
Other Post Employment Benefit Obligations	745,410	-	-	-
S/T	1,991,176	1,267,590	627,927	1,367,197
Materials & Supplies:				
Office Operations	17,709	21,200	3,271	21,200
Rolling Stock Operations	688	2,160	194	1,725
Utilities	4,746	5,000	1,593	4,000
Direct Costs:				
Program Services	233,288	131,410	118,104	131,410
SIF Contribution	134,519	132,625	132,625	115,645
General Fund Services	995,000	1,024,850	1,024,850	1,466,455
Other	27,576	65,877	45,877	32,374
Equipment	7,170	-	-	-
Debt Service - Interest	1,428,843	2,097,385	934,999	1,887,071
Reserve for Financing	-	179,495	-	167,324
Total Expenses	<u>\$ 4,840,715</u>	<u>\$ 4,927,592</u>	<u>\$ 2,889,440</u>	<u>\$ 5,194,401</u>
<u>Revenues:</u>				
Intergovernmental	\$ 119,364	\$ 121,347	\$ -	\$ 123,381
Charges for Services:				
Metered Water Sales	18,305,258	18,260,000	7,861,300	17,600,000
Water Service Charges	133,675	96,500	82,795	106,500
Water Interest and Penalty	108,978	100,000	30,653	100,000
Licenses and Permits	1,940	2,500	1,300	2,500
Forfeited Deposits	(5,000)	2,500	-	-
Miscellaneous:				
Developer Fees	-	-	325,000	-
Sale of Rolling Stock	3,950	-	-	-
Insurance Recovery	4,909	20,500	21,260	20,500
Refund Prior Year Expenses	836	-	56	-
Other	780	600	3,164	11,100
Interest	308,086	270,000	19,057	40,000
Appropriation of Net Assets	-	529,079	-	191,867
Total Revenues	<u>\$ 18,982,776</u>	<u>\$ 19,403,026</u>	<u>\$ 8,344,585</u>	<u>\$ 18,195,848</u>

WATER SUPPLY OPERATIONS

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To operate and maintain two (2) water pumping stations, one booster station, chemical treatment facilities, two (2) reservoir systems and three (3) wells.

To provide a sufficient supply of potable water for human consumption and emergencies.

To investigate questions and complaints concerning water quality.

To perform all required water testing.

To keep records in an efficient and accurate manner.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
	No. of pumps maintained	25	25	25	32
	No. of chemical equipment maintained	26	26	26	36
NY	No. of chemical, bacteriological and physical tests	50,600	50,600	50,600	55,000
	MG of water pumped	2,800	2,642	2,800	2,800
WP	No. of pumping record entries	175,000	175,000	175,000	200,000
	No. of telephone and radio responses	11,000	11,000	11,000	11,000
	No. of membrane filter units	2	2	2	1

WATER SUPPLY OPERATIONS

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenses:</u>				
Salaries & Wages	\$ 530,348	\$ 613,702	\$ 321,854	\$ 615,314
Employee Benefits	239,157	264,130	131,754	289,888
S/T	769,505	877,832	453,608	905,202
Materials & Supplies:				
Water	5,261,005	8,023,850	2,942,634	6,611,017
Office Operations	6,660	7,600	3,373	7,600
Building/Facility Operations	45,342	65,350	10,299	64,700
Rolling Stock Operations	3,375	7,700	2,087	5,825
Water Supply Operations	212,675	259,840	85,771	272,340
Utilities	237,847	340,400	112,262	291,805
Direct Costs:				
Service Contracts	10,626	19,700	6,516	17,850
Program Services	11,965	41,725	28,562	65,000
Other	13,765	14,575	9,308	15,325
Equipment	-	7,089	5,811	14,053
Depreciation	1,472,828	1,550,293	775,147	1,927,407
Total Expenses	\$ 8,045,593	\$ 11,215,954	\$ 4,435,378	\$ 10,198,124
<u>Revenues:</u>				
Miscellaneous	\$ 2,597	\$ -	\$ -	\$ -
Total Revenues	\$ 2,597	\$ -	\$ -	\$ -

DEPARTMENT REFERENCE PAGE: IV-38

WATER DISTRIBUTION SYSTEM

DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

OBJECTIVES:

To maintain and repair the City's water distribution system.

To install and maintain water meters.

To read meters measuring water consumption.

PERFORMANCE MEASURES:

<u>Mandate</u>	<u>Task/Measure</u>	<u>FY 19-20 Estimate</u>	<u>FY 19-20 Actual</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Planned</u>
WP	No. of new service connections	15	24	30	30
	No. of feet of new service line installed	200	300	350	350
	No. of valves maintained	575	250	575	575
	No. of valves inspected	2,530	1,015	2,600	2,600
	No. of valves in system	7,042	7,042	7,050	7,050
	No. of hydrants maintained	310	175	315	315
	No. of hydrants inspected	2,080	1,200	2,090	2,090
	No. of hydrants in system	2,102	2,105	2,110	2,110
	No. of private hydrants inspected	75	35	75	75
WP	No. of emergency call-outs	200	182	200	200
NY	No. of facilities located within the City of Plains per NYS Code Rule 753	3,400	3,004	3,500	3,500
WP	No. of large and small meter manual readings	2,700	2,750	2,750	2,750
WP	No. of automated meter readings (small meters only)	18,000	18,000	18,000	18,000
	No. of complaints investigated	1,000	204	1,000	1,000
	No. of field investigations	2,100	1,200	2,000	2,000
WP	No. of miles of water mains to maintain	165.0	120.0	165.0	165.0

WATER DISTRIBUTION SYSTEM
DEPT. PROVIDING SERVICE: DEPT. OF PUBLIC WORKS

REQUIRED RESOURCES:

	<u>FY 19-20 Actual</u>	<u>FY 20-21 Revised Budget 12/31/20</u>	<u>FY 20-21 Exp/Oblig 12/31/20</u>	<u>FY 21-22 Proposed Budget</u>
<u>Expenses:</u>				
Salaries & Wages	\$ 1,099,525	\$ 1,146,938	\$ 545,217	\$ 1,080,666
Employee Benefits	518,384	520,501	257,800	514,370
S/T	1,617,909	1,667,439	803,017	1,595,036
Materials & Supplies:				
Office Operations	-	-	83	-
Rolling Stock Operations	47,982	67,925	22,213	61,500
Water Distribution Operations	111,479	100,000	18,958	100,000
Other	29,612	53,448	13,515	48,000
Direct Costs-Service Contracts	22,669	47,128	34,596	51,200
Equipment	30,670	60,265	50,550	47,587
Rolling Stock	124,980	105,000	93,428	-
Capital Outlay	626,401	1,158,275	462,897	900,000
Total Expenses	<u>\$ 2,611,702</u>	<u>\$ 3,259,480</u>	<u>\$ 1,499,257</u>	<u>\$ 2,803,323</u>
<u>Revenues:</u>				
None	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT REFERENCE PAGE: IV-38

WATER FUND

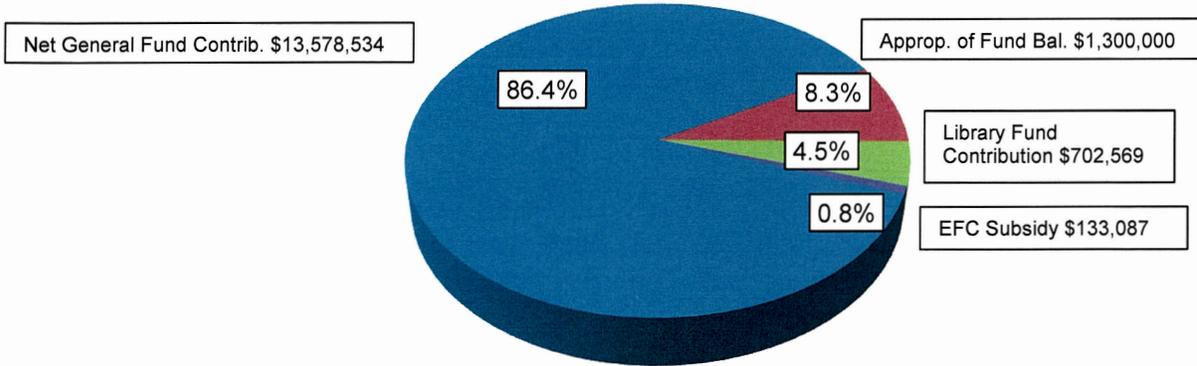
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	FY 19-20 Actual	FY 2020-2021		FY 21-22 Proposed Budget
		(1) Revised Budget 12/31/20	Projected Actual 06/30/21	
Operating Revenues:				
Intergovernmental	\$ 119,364	\$ 121,347	\$ 121,340	\$ 123,381
Charges for Services	18,547,911	18,456,500	18,400,000	17,806,500
Miscellaneous	10,013	555,179	350,780	225,967
Total Operating Revenues	<u>18,677,288</u>	<u>19,133,026</u>	<u>18,872,120</u>	<u>18,155,848</u>
Operating Expenses:				
Personal Services	2,282,601	2,431,676	2,400,000	2,422,935
Employee Benefits	1,350,579	1,381,185	1,300,000	1,444,500
Other Post Employment Benefit Obligations	745,410	-	-	-
Material & Supplies	5,979,120	8,954,473	8,900,000	7,489,712
Direct Costs	1,449,408	1,477,890	1,450,000	1,895,259
Equipment/Rolling Stock	162,820	172,354	149,700	61,640
Depreciation	1,472,828	1,550,293	1,550,000	1,927,407
Capital Outlay	626,400	1,158,275	900,000	900,000
Reserve for Financing	-	179,495	-	167,324
Total Operating Expenses	<u>14,069,166</u>	<u>17,305,641</u>	<u>16,649,700</u>	<u>16,308,777</u>
Non-Operating Revenues (Expenses):				
Interest Income	308,086	270,000	38,000	40,000
Interest Expense	<u>(1,428,843)</u>	<u>(2,097,385)</u>	<u>(2,097,385)</u>	<u>(1,887,071)</u>
	(1,120,757)	(1,827,385)	(2,059,385)	(1,847,071)
Change in Net Position	3,487,365	\$ -	163,035	\$ -
Net Position-Beginning of Year	<u>31,603,933</u>		<u>35,091,298</u>	
Net Position-End of Year	<u>\$ 35,091,298</u>		<u>\$ 35,254,333</u>	

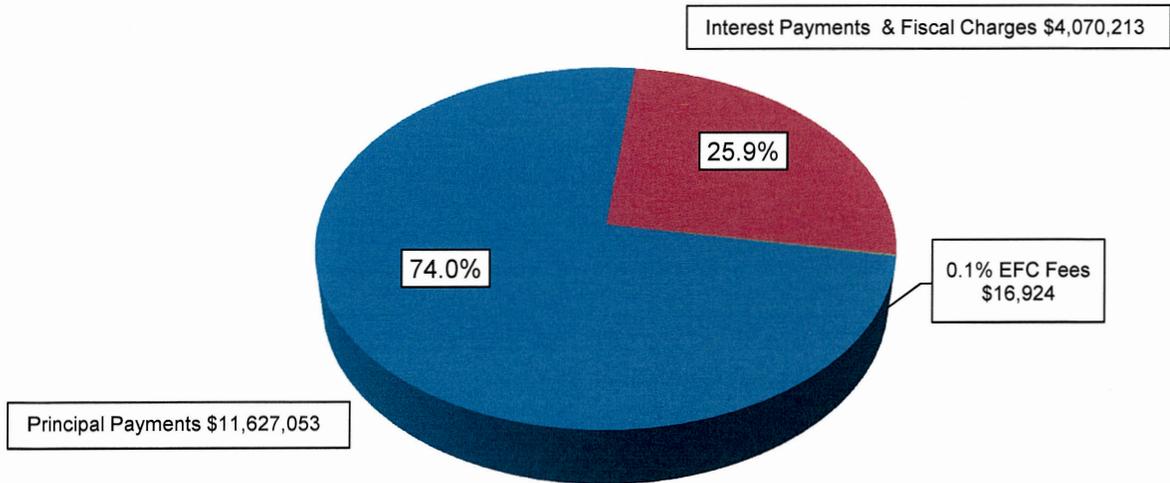
(1) City of White Plains Comprehensive Annual Financial Report, July 1, 2019 - June 30, 2020

CITY INDEBTEDNESS

DEBT SERVICE FUND REVENUES: \$15,714,190



DEBT SERVICE FUND EXPENDITURES: \$15,714,190



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CITY INDEBTEDNESS

Debt Overview:

The City issues general obligation (GO) bonds to provide funds for major capital projects. General obligation bonds are issued for general government (General and Library Funds) and proprietary activities (Water and Sewer Rent Funds). The City may also issue Bond Anticipation Notes (BANs) to finance all or part of the cost of any project authorized by New York State Local Finance Law. Bond anticipation notes are issued in anticipation of permanent financing but are often paid off before permanent financing is required. BANs may be renewed from time to time, but each renewal may not exceed a one year period, and in most circumstances may not be extended more than five years beyond the original issue date. Performance contracts are another way that the City can fund long-term capital projects which are financed through leasing.

General obligation bonds are issued by the City which pledges its full faith and credit and is liable for all debt service requirements. The City has incurred general obligation debt in connection with the acquisition, rehabilitation and construction of streets, storm water drains and public buildings; traffic improvements; parks and recreation facilities; water supply and distribution facilities; sanitary sewer improvements; parking facilities; and related equipment. The Water Fund and the Sewer Rent Fund pay the principal and interest costs of each of their related obligations, and the General and Library Funds incur the expense of their obligations. In the General Fund, parking fees and fines provide the funding for all parking improvements and operations. Thus, the Water Fund, Sewer Rent Fund and Parking Improvements debt are generally considered self-liquidating, while all other General Fund and Library Fund debt is considered tax-supported.

The City's last major issue of debt (\$11.438 million) was sold in August of 2020 at a blended interest rate of 1.56-1.64%. The City also advanced refunded \$14.17 million of existing debt at lower interest rates (0.398-0.452%). The City does not plan to sell any debt during the remainder of the current fiscal year. The City's next planned debt sale, approximately \$8.4 million, is planned for FY 2021-22.

The City's Debt Performance Goals (see Section I), together with generally recognized credit industry bench marks, are the basis upon which the City must determine what it believes to be acceptable debt levels. The City must consider (1) its total indebtedness, (2) the relationship of its debt burden vis-a-vis the Constitutional Debt Limit (its ability to borrow against its credit limit) and (3) its ability to repay its debt obligations. The City maintains a Aa1 rating from Moody's Investor's Service and has done so from 1988 to 2020.

A comprehensive plan which includes conservative revenue assumptions, adherence to the City's fiscal performance goals, a tax stabilization and reserve fund, and firm control of expenditures, particularly personnel costs, remains in place to stabilize tax increases and to meet the criteria of the rating agency.

CITY INDEBTEDNESS

On June 30, 2020, outstanding indebtedness totaled \$182,688,246 an increase of 12.9% over the previous fiscal year. Of that amount, \$55,128,368 was for water improvements, \$4,055,022 was for sewer improvements and \$37,352,881 was for parking facilities, all of which are considered self-supporting debt. The remaining \$86,151,975 is considered net direct indebtedness which will be retired from future General Fund tax levies and from any other revenue which the Common Council may dedicate for this purpose.

the City also had \$14,729,300 of authorized, but unissued debt, of which \$5,265,300 was for general projects, \$5,807,500 was for water improvements, \$909,000 was for sewer improvements, \$500,000 for Library projects and \$2,247,500 was for parking projects. Outstanding and authorized debt totaled \$197,417,546 at June 30, 2020, a decrease of \$7.6 million or 3.7% less than the previous year. Like most other municipalities struggling to remain under the tax cap and address revenue shortfall caused by the Covid virus, debt has been used to address many of the City's needs, where appropriate. While a significant portion of the increase in total debt is attributable to self-liquidating debt (principally the Water Fund), continuing growth in tax-supported debt must be evaluated cautiously because of the state-imposed tax cap and continuing uncertainty related to the pandemic.

Debt Projections for FY 2020-21

Based upon new indebtedness incurred and/or issued in the current fiscal year and scheduled principal payments to be made during the same time period, total authorized and outstanding indebtedness is projected to be \$189,212,269 at June 30, 2021. Projected authorized and outstanding indebtedness is summarized below.

	<u>Self-Liquidating Debt</u>			<u>Tax-Supported Debt</u>		<u>Total</u>
	<u>Parking</u>	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Library</u>	<u>All Other</u>	
Serial Bonds	\$36,657,294	\$54,450,675	\$3,964,355	\$4,179,865	\$76,032,811	\$175,285,000
Energy Contract Unissued	<u>1,414,000</u>	<u>404,000</u>	<u>909,000</u>	<u>500,000</u>	2,343,769	2,343,769
	<u>\$38,071,294</u>	<u>\$54,854,675</u>	<u>\$4,873,355</u>	<u>\$4,679,865</u>	<u>\$86,733,080</u>	<u>\$189,212,269</u>

Authorized and unissued debt based on the actions of the Common Council as of March 1, 2021 totaled \$11,583,500. The planned issuance date for approximately \$8.4 million of this debt is the 2020-21 fiscal year. It is anticipated that any future new indebtedness authorized by the Common Council in the current fiscal year, based on the current year's Capital Improvement Program (\$12,479,866), will also remain unissued as of June 30, 2021. The City will retire approximately \$13.7 million in debt during the 2020-21 fiscal year and expend approximately \$6.5 million for interest expense.

CITY INDEBTEDNESS

FY 2021-22 Debt Service Fund

The Debt Service Fund budget for FY 2020-21 includes principal and interest payments related to debt attributable to the General and Library Funds. Debt service related to the Water and Sewer Rent Funds is budgeted and reported in each of those funds.

The proposed Debt Service Fund revenue budget for FY 2021-22 totals \$15,714,190, a decrease of \$134,098, or less than one percent. A comparison between the FY 2021-22 proposed budget, the FY 2020-21 adopted budget and last year's actuals is shown below:

	<u>2019-20 Actual</u>	<u>2020-21 Adopted Budget</u>	<u>2021-22 Proposed Budget</u>
<u>Revenues</u>			
General Fund Contribution	\$14,810,585	\$13,550,554	\$13,578,534
Library Fund Contribution	701,158	707,805	702,569
All Other	19,462	139,929	133,087
	<u>15,531,205</u>	<u>14,398,288</u>	<u>14,414,190</u>
Appropriation of Fund Balance	-	1,450,000	1,300,000
Total	<u>\$15,531,205</u>	<u>\$15,848,288</u>	<u>\$15,714,190</u>

FY 2020-21 financing sources include an appropriation of fund balance from the Debt Service Fund of \$1,300,000, \$150,000 less than the current fiscal year. The General Fund contribution, which will increase only slightly, includes an appropriation from the open space reserve in the amount of \$120,000 and the White Plains Hospital's portion of debt service (\$545,168) on the Longview Garage. A subsidy of \$133,087 from the Environmental Facilities (EFC) is also included as a revenue in the Debt Service Fund.

CITY INDEBTEDNESS

The proposed Debt Service Fund expenditure budget for FY 2021-22 totals \$15,714,190 a decrease of approximately \$100,000 or less than 1% from the current year's adopted budget. A comparison between the proposed budget, the FY 2020-21 adopted budget and last year's actuals is shown below.

	2019-20 Actual	2020-21 Adopted Budget	2021-22 Proposed Budget
<u>Expenditures:</u>			
Principal Payments	\$11,216,604	\$11,516,792	\$11,627,053
Interest & Fiscal Charges	4,295,139	4,313,296	4,070,213
EFC Fees (Fiscal Charges)	19,462	18,200	16,924
Total	<u>\$15,531,743</u>	<u>\$15,848,288</u>	<u>\$15,714,190</u>

A complete analysis of the Debt Service Fund, including schedules of indebtedness, a summary of outstanding debt issues and an analysis of fund balance can be found at the end of this section.

Debt Service Projections

Based upon anticipated new indebtedness incurred during FY 2020-21 and FY 2021-22 and scheduled principal and interest payments during FY 21-22, authorized and outstanding indebtedness at June 30, 2022 is projected to total \$227,525,485, an increase of \$38.3 million or 20.3% over FY 2020-21. It is anticipated that \$2.4 million in debt authorizations currently in place for expenditures which are to be refunded by New York State or other contributions will not be rescinded until FY 2022-23. Debt-related activity for the new fiscal year is projected as follows (in millions):

	Self Liquidating Debt	<u>Tax Support Debt</u>		Total
		General Debt	Library Fund	
Projected Debt:				
June 30, 2021	\$97.8	\$86.7	\$4.7	\$189.2
New Debt – FY 2021-2022	7.9	4.6	-	12.5
Capital Improvement Program	30.5	9.9	-	40.4
Retired /Rescinded Debt	(6.2)	(7.8)	(0.5)	(14.5)
June 30, 2022	<u>\$130.0</u>	<u>\$93.4</u>	<u>\$4.2</u>	<u>\$227.6</u>

CITY INDEBTEDNESS

Exhibit V.2 demonstrates the trend of City indebtedness beginning in fiscal year 2017-2018 through the period covered by the 2021-2027 Capital Improvement Program, including the relationship between tax-supported indebtedness and indebtedness which is self-liquidating. The funding for self-liquidating debt is provided from water billings, sewer rent billings and parking revenues. The funding for tax-supported debt comes from general City revenue, including real property taxes. Self-liquidating debt increases throughout the years, as the chart below indicates, and this trend will reach its peak in FY 2021-2022 before moderating slightly beginning in FY 2022-2023.

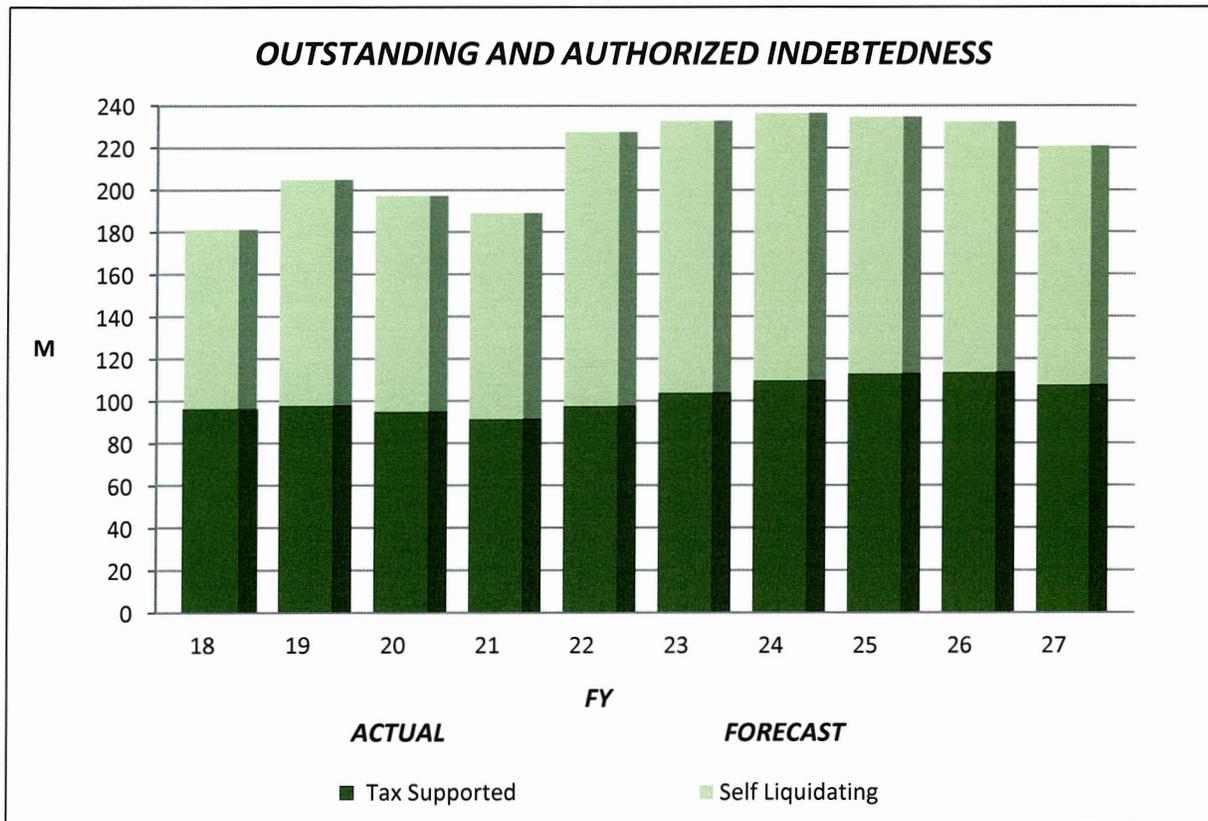


Exhibit V.2

At the beginning of the period, authorized and outstanding indebtedness totaled \$181.4 million, with tax-supported debt accounting for approximately 53% of the total. In FY 2018-2019, total authorized and outstanding debt totaled \$205 million, with 52% attributable to self-liquidating debt. Self-liquidating debt exceeds tax-supported debt as a percentage of total debt through FY 2026-27. Indebtedness projected from 2020-2021 through 2026-2027 is based on the adopted Capital Improvement Program. Total authorized and outstanding debt is projected at \$197.54 million and \$189.2 million for FY 2019-2020 and FY 2020-2021. By the end of FY 2019-2020, tax-supported debt will remain well under 50% of total indebtedness throughout the length of the current Capital Improvement Program (FY 2026-2027). During that time period, new authorizations for self-liquidating debt are projected to total \$32.2 million compared to tax-supported new debt of \$22.1 million. The City's actual indebtedness and subsequent debt service during this time period will depend on the approval and timing of the related bond issues.

CITY INDEBTEDNESS

It is important to note in any discussion of indebtedness that White Plains' credit rating from Moody's Investors Services is Aa1, thereby indicating the Mayor and Common Council have traditionally established and followed debt management policies which have protected the financial well-being of the City. Continued vigilance will be needed as the state-mandated tax cap has resulted in increased borrowing to maintain the City's infrastructure in adequate condition.

The Local Finance Law of the State of New York establishes a cap on the level of debt cities may incur. The constitutional debt limit is calculated at 7% of the average last five years full valuation. It is currently projected that the City will have exhausted 14.9% of its available debt limit and will have approximately \$628 million of debt contracting margin (borrowing authority) available when the constitutional debt limitation is computed at June 30, 2021.

The final consideration in determining acceptable debt levels is the City's ability to repay its debt obligations. Based upon the 2021-2027 Capital Improvement Program adopted by the Capital Projects Board, it is projected that net debt service payments for the operating funds combined will equal less than the credit industry bench mark of 10% of general expenditures as of June 30, 2021. Total authorized and outstanding indebtedness will be less than 5% of the full valuation of property within the City as of the same date. Total outstanding debt per capita as of June 30, 2021 is projected to be \$3,256. Net debt per capita is projected to equal \$1,683.

Exhibit V.3 demonstrates the City's appropriations for debt service since fiscal year 2017-2018 through fiscal year 2021-2022 and the projected payments for fiscal years 2023-2027 based on the 2021-2027 Capital Improvement Program.

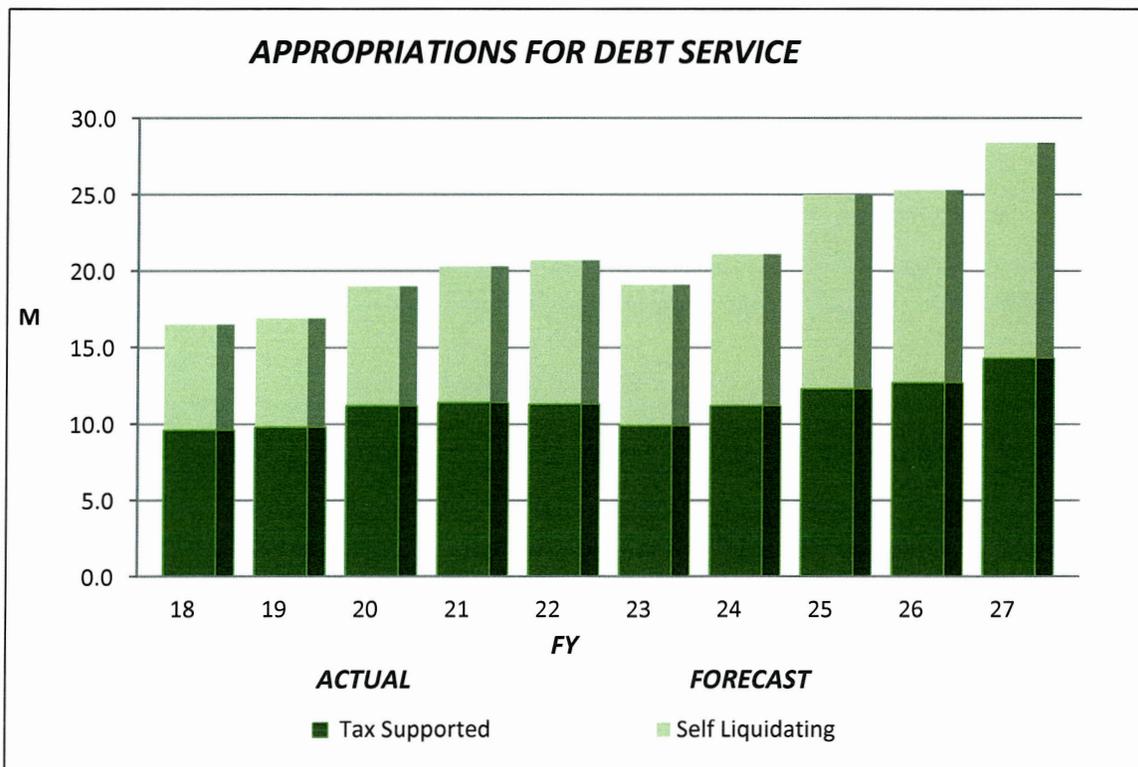


Exhibit V.3

CITY INDEBTEDNESS

In fiscal year 2021-2022, debt service payments will total \$20.7 million, an increase of \$0.4 million or 2% over the current fiscal year. Included in this increase are debt service payments which will be funded from parking revenues for garage elevator modernization and continuing structural work in various garages as well as payments by the General Fund for miscellaneous street reconstruction, heavy duty rolling stock, renovations to fire facilities, the upgrade of electrical systems at City Hall, Kittrell, Turnure, Druss and Gillie Park improvements, as well as the refurbishing of the Library Plaza. Debt has also been sold for fluoride tank replacement at the Orchard Street and Central Avenue Pump Stations, two water storage tanks and reconstruction of various water and sewer lines.

Finally, as indicated by Exhibit V.3, debt service payments for self-liquidating debt are expected to increase by approximately \$0.6 million in FY 2021-22 compared with the current fiscal year. The increase in debt service payments for self-liquidating debt in future years is based on the City's previous sale of \$28 million in debt to replace the City's two water storage tanks. In FY 2021-22, \$25 million of new debt will be needed for the Orchard Street Pumping Station Dissolved Air Flotation Water Treatment Plant, and other necessary water projects. Payments on this debt are anticipated to begin in FY 2022-2023.

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**CITY OF WHITE PLAINS
DEBT SERVICE FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE**

	Actuals			Projected	Proposed
	FY 17-18*	FY 18-19*	FY 19-20*	FY 20-21	FY 21-22
Revenues:					
Intergovernmental	\$ 155,462	\$ 151,104	\$ 145,997	\$ 139,929	\$ 133,087
Interest	1,567	2,927	28,987	12,000	-
Miscellaneous	30,070	11,080	5,001	5,000	-
Total Revenues	187,099	165,111	179,985	156,929	133,087
Expenditures:					
Debt Service:					
Principal Retirement	9,739,538	10,512,844	11,216,604	11,516,792	11,627,053
Interest & Fiscal Charges	4,033,851	3,837,379	4,314,601	4,313,296	4,087,137
Refunded Bonds & Related	-	-	-	89,732	-
Total Expenditures	13,773,389	14,350,223	15,531,205	15,919,820	15,714,190
Other Financing Sources:					
Transfer In:					
General Fund	12,193,762	12,538,793	13,897,526	13,550,554	13,578,534
Library Fund	584,528	704,110	701,158	707,805	702,569
Capital Fund	177,538	25,934	51,791	25,000	-
Refunding bonds issued	-	-	-	12,075,379	-
Payment to refunded bond escrow agent	-	-	-	(14,134,424)	-
Issuance premium	-	1,363,179	1,201,977	2,472,544	-
Transfer out	-	-	-	-	-
Total Other Financing Sources	12,955,828	14,632,016	15,852,452	14,696,858	14,281,103
Net Changes in Fund Balance	(630,462)	446,904	501,232	(1,066,033)	(1,300,000)
Fund Balance at Beginning of Year	3,149,262	2,518,800	2,965,704	3,466,936	2,400,903
Fund Balance at End of Year	\$ 2,518,800	\$ 2,965,704	\$ 3,466,936	\$ 2,400,903	\$ 1,100,903

* Source: City of White Plains Comprehensive Annual Financial Reports for the fiscal years ended June 30th.

**CITY OF WHITE PLAINS
RATIO OF ANNUAL DEBT SERVICE FOR GENERAL
LONG-TERM DEBT TO TOTAL GENERAL EXPENDITURES
LAST TEN FISCAL YEARS (1)**

<u>Fiscal Year</u>	<u>Principal Retirements</u>	<u>Total Interest and Fiscal Charges</u>	<u>Total Debt Service</u>	<u>Total General Expenditures (2)</u>	<u>Ratio of Debt Service to Total General Expenditures</u>
2019-20	\$ 11,216,604	\$ 4,314,601	\$ 15,531,205	\$ 167,477,798	9.3%
2018-19	10,512,844	3,837,379	14,350,223	167,681,632	8.6
2017-18	9,739,538	4,033,851	13,773,389	165,678,857	8.3
2016-17	9,231,948	4,029,876	13,261,824	162,092,380	8.2
2015-16	8,800,004	4,086,873	12,886,877	160,132,274	8.1
2014-15	7,260,984	4,086,857	11,347,841	157,563,497	7.2
2013-14	6,528,502	3,613,368	10,141,870	156,863,185	6.5
2012-13	5,164,308	3,408,724	8,573,032	149,624,239	5.7
2011-12	5,055,869	3,061,151	8,117,020	150,490,980	5.4
2010-11	4,664,318	2,997,551	7,661,869	142,360,646	5.4

(1) Source - City of White Plains Comprehensive Annual Financial Reports for the fiscal years ended June 30th and other Finance Department reports.

(2) Includes the General, Library and Debt Service Funds.

**CITY OF WHITE PLAINS
CONSTITUTIONAL DEBT STATEMENT
PRO FORMA PROJECTED AS OF JULY 1, 2021**

<u>Fiscal Year Ended June 30</u>	<u>Assessed Valuation</u>	<u>State Equalization Rate</u>	<u>Full Valuation</u>
2021	\$ 284,515,957	2.65%	\$ 10,736,451,208
2020	283,027,686	2.69%	10,521,475,316
2019	283,141,289	2.75%	10,296,046,873
2018	281,659,061	3.17%	8,885,143,880
2017	276,928,690	3.20%	8,654,021,563
Total Five Year Full Valuation			<u><u>\$ 49,093,138,839</u></u>
Average Five Year Full Valuation			<u><u>\$ 9,818,627,768</u></u>
Constitutional Debt Limit (7% of Average Full Valuation)			<u><u>\$ 687,303,944</u></u>
Outstanding Indebtedness June 30, 2021:			
Serial Bonds			\$ 175,285,000
Less Exclusions:			
2021-22 Debt Service Appropriation (Principal Only)	\$ (14,235,000)		
Water and Sewer System Debt - June 30, 2021	<u>(58,415,000)</u>		<u>(72,650,000)</u>
TOTAL PROJECTED NET INDEBTEDNESS			<u><u>\$ 102,635,000</u></u>
Net Debt Contracting Margin			<u><u>\$ 584,668,944</u></u>
Pro Forma Projected Percentage of Debt Contracting Power Exhausted			<u><u>14.9%</u></u>

**PRO FORMA SUMMARY OF TOTAL DEBT SERVICE PAYABLE
AND BUDGET PROJECTION FOR FISCAL YEAR 2021-2022**

	Actual 2019-20	Estimates 2020-21	Budget Projections 2021-2022		Less Funds Available	Amount Needed
			Principal	Interest		
PROPRIETARY FUNDS						
Water Fund:						
Serial Bonds	\$ 3,216,481	\$ 4,138,489	\$ 2,701,983	\$ 1,887,073	\$ 4,589,056	\$ -
Bond Anticipation Notes	-	-	-	-	-	-
Total Water Fund	<u>3,216,481</u>	<u>4,138,489</u>	<u>2,701,983</u>	<u>1,887,073</u>	<u>4,589,056</u>	<u>(1)</u>
Sewer Fund:						
Serial Bonds	251,568	304,130	213,780	145,307	359,087	-
Bond Anticipation Notes	-	-	-	-	-	-
Total Sewer Fund	<u>251,568</u>	<u>304,130</u>	<u>213,780</u>	<u>145,307</u>	<u>359,087</u>	<u>(2)</u>
GENERAL LONG TERM/SHORT TERM DEBT						
General Projects:						
EFC Fees	19,462	18,200	-	-	16,924	16,924
Serial Bonds	14,982,189	14,753,886	10,763,042	3,863,258	14,626,300	(3)
Energy Performance Contract	368,396	368,397	307,816	60,581	368,397	-
	15,370,047	15,140,483	11,070,858	3,923,839	15,011,621	1,433,087
Total General Fund	<u>15,370,047</u>	<u>15,140,483</u>	<u>11,070,858</u>	<u>3,923,839</u>	<u>15,011,621</u>	<u>1,433,087</u>
Library Fund:						
Serial Bonds	701,158	707,805	556,195	146,374	702,569	702,569
Bond Anticipation Notes	-	-	-	-	-	-
Total Library Fund	<u>701,158</u>	<u>707,805</u>	<u>556,195</u>	<u>146,374</u>	<u>702,569</u>	<u>702,569</u>
Total Debt Service	\$ 19,539,254	\$ 20,290,907	\$ 14,542,816	\$ 6,102,593	\$ 20,662,333	\$ 14,281,103
Recapitulation:						
EFC Administrative Fee	\$ 19,462	\$ 18,200	\$ -	\$ -	\$ 16,924	\$ 16,924
Serial Bonds	19,151,396	19,904,310	14,235,000	6,042,012	20,277,012	13,895,782
Energy Performance Contract	368,396	368,397	307,816	60,581	368,397	368,397
Bond Anticipation Notes	-	-	-	-	-	-
	<u>\$ 19,539,254</u>	<u>\$ 20,290,907</u>	<u>\$ 14,542,816</u>	<u>\$ 6,102,593</u>	<u>\$ 20,662,333</u>	<u>\$ 14,281,103</u>

(1) \$4,589,056 Water Fees

(2) \$359,087 Sewer Rent Fees

(3) Includes \$545,168 WP Hospital's portion of debt service for Longview Garage and \$120,000 from Open Space Reserve

(4) \$1.3 million from Appropriation of Debt Service Fund Balance; \$133,087 EFC Subsidy

PRO FORMA SCHEDULE OF SERIAL BOND INDEBTEDNESS
JUNE 30, 2021 & 2022

<u>Description</u>	<u>Sale Date</u>	<u>Original Borrowing</u>	<u>Interest Rate (%)</u>	<u>Fiscal Year Final Maturity</u>	<u>Outstanding 6/30/2021</u>	<u>Fiscal Year 2021-2022</u>		<u>Balance Outstanding 6/30/2022</u>
						<u>Principal Payments</u>	<u>Interest Payments</u>	
General Projects:								
Public Improvements - R 2004 & 2005	2012	\$ 2,601,682	2.00-5.00	2025	\$ 873,135	\$ 205,056	\$ 43,656	\$ 668,079
Public Improvements (Cert & Capital)	2012	5,844,805	2.00-3.00	2027	2,752,740	431,707	78,805	2,321,033
Public Improvements - EFC	2013	10,775,259	0.26-4.61	2033	6,770,000	515,000	266,175	6,255,000
Public Improvements	2013	7,195,350	2.25-3.00	2028	3,906,088	516,447	107,927	3,389,641
Public Improvements	2014	3,269,991	2.00-3.25	2029	2,033,214	227,904	57,692	1,805,310
Public Improvements	2015	8,703,200	5.00-3.00	2035	6,827,071	402,085	177,008	6,424,986
Public Improvements - R 2006 & 2007	2016	8,920,250	2.00-5.00	2036	7,366,605	412,472	237,597	6,954,133
Public Improvements	2016	5,758,200	0.640-1.670	2021	2,494,960	369,690	84,823	2,125,270
Public Improvements	2017	7,719,250	3.00	2032	6,263,716	503,120	187,912	5,760,596
Public Improvements - R 2007(2002 A & B)-Ser	2017	7,965,000	2.00-3.00	2022	1,665,000	1,665,000	49,950	-
Public Improvements - R 2008 A - Series B	2017	1,776,715	3.00-4.00	2028	1,237,356	178,465	49,495	1,058,891
Public Improvements	2018	12,473,350	3.00-5.00	2039	11,476,197	509,680	442,445	10,966,517
Public Improvements	2019	10,116,749	2.25-5.00	2040	10,116,749	355,078	352,679	9,761,671
Public Improvements	2020	3,148,324		2041	3,148,324	-	143,093	3,148,324
Public Improvements - R 2010	2020	6,917,487		2030	6,100,441	771,214	285,742	5,329,227
Public Improvements - R 2010	2020	3,461,057		2030	3,001,215	420,580	139,545	2,580,635
Public Improvements (potential)	2021	6,038,500		2042	-	-	-	6,038,500
		<u>112,685,169</u>			<u>76,032,811</u>	<u>7,483,498</u>	<u>2,704,544</u>	<u>74,587,813</u>
Library Fund:								
Public Improvements - R 2004 & 2005	2012	2,216,408	2.00-5.00	2025	837,944	210,524	41,897	627,420
Public Improvements	2012	906,000	2.00-3.00	2027	426,701	66,919	12,215	359,782
Public Improvements	2013	162,000	2.25-3.00	2028	87,944	11,628	2,429	76,316
Public Improvements	2014	1,263,000	2.00-3.25	2029	785,307	88,025	22,284	697,282
Public Improvements	2017	1,919,000	3.00	2032	1,557,155	125,076	46,714	1,432,079
Public Improvements	2019	144,207	2.25-5.00	2040	144,207	5,061	5,027	139,146
Public Improvements - R 2010	2020	394,525		2030	340,607	48,962	15,808	291,645
		<u>7,005,140</u>			<u>4,179,865</u>	<u>556,195</u>	<u>146,374</u>	<u>3,623,670</u>
		<u>119,690,309</u>			<u>80,212,676</u>	<u>8,039,693</u>	<u>2,850,918</u>	<u>78,211,483</u>

S/T

(continued)

PRO FORMA SCHEDULE OF SERIAL BOND INDEBTEDNESS
JUNE 30, 2021 & 2022 (cont.)

Description	Sale Date	Original Borrowing	Interest Rate (%)	Fiscal Year Final Maturity	Outstanding 6/30/2021	Fiscal Year 2021-2022		Balance Outstanding 6/30/2022
						Principal Payments	Interest Payments	
Parking Projects:								
Public Improvements - Series C (Taxable)	2008	250,000	6.25-6.75	2033	120,000	10,000	8,050	110,000
Public Improvements - R 2004 & 2005	2012	4,258,463	2.00-5.00	2029	2,141,573	277,096	91,948	1,864,477
Public Improvements	2012	2,954,250	2.00-3.00	2027	1,391,369	218,206	39,832	1,173,163
Public Improvements	2013	2,383,150	2.25-3.00	2028	1,293,724	171,051	35,746	1,122,673
Public Improvements	2014	17,548,350	2.00-3.25	2029	10,911,210	1,223,040	309,606	9,688,170
Public Improvements	2015	1,717,000	2.00-3.00	2035	1,346,870	79,325	34,921	1,267,545
Public Improvements	2016	303,000	5.00-3.00	2036	250,226	14,011	8,071	236,215
Public Improvements - R 2006 & 2007	2016	937,149	0.640-1.670	2021	447,011	66,235	15,197	380,776
Public Improvements	2017	3,363,300	3.00	2032	2,729,118	219,210	81,874	2,509,908
Public Improvements - R 2008 B Series A	2017	13,805,000	2.00-3.00	2033	11,385,000	780,000	341,550	10,605,000
Public Improvements	2018	808,000	3.00-5.00	2039	743,406	33,016	28,661	710,390
Public Improvements	2019	1,490,136	2.25-5.00	2040	1,490,136	52,301	51,947	1,437,835
Public Improvements	2020	1,245,723		2041	1,245,723	-	56,619	1,245,723
Public Improvements - R 2010 B	2020	1,302,310		2030	1,161,928	136,053	54,692	1,025,875
Public Improvements (potential)	2021	1,010,000		2041	-	-	-	1,010,000
		<u>53,375,831</u>			<u>36,657,294</u>	<u>3,279,544</u>	<u>1,158,714</u>	<u>34,387,750</u>
Water Fund:								
Public Improvements	2012	2,013,447	2.00-5.00	2025	722,348	192,324	36,118	530,024
Public Improvements	2012	2,043,000	2.00-3.00	2027	962,193	150,899	27,546	811,294
Public Improvements	2013	151,500	2.25-3.00	2028	82,244	10,874	2,272	71,370
Public Improvements	2014	252,500	2.00-3.25	2029	157,001	17,598	4,455	139,403
Public Improvements	2015	15,554,000	2.00-3.00	2035	12,201,059	718,590	316,341	11,482,469
Public Improvements	2016	2,800,750	5.00-3.00	2036	2,312,942	129,506	74,600	2,183,436
Public Improvements - R 2006 & 2007	2016	2,574,730	0.640-1.670	2027	1,067,418	157,313	36,290	910,105
Public Improvements	2017	992,350	3.00	2032	805,234	64,679	24,157	740,555
Public Improvements - R 2008 A Series B	2017	463,285	3.00-4.00	2028	322,644	46,535	12,906	276,109
Public Improvements	2018	8,484,000	3.00-5.00	2039	7,805,767	346,669	300,938	7,459,098
Public Improvements	2019	21,237,185	2.25-5.00	2040	21,237,185	745,382	740,347	20,491,803
Public Improvements	2020	5,404,959		2041	5,404,959	-	245,659	5,404,959
Public Improvements - R 2010	2020	1,480,654		2030	1,369,681	121,614	65,444	1,248,067
Public Improvements (potential)	2021	404,000		2041	-	-	-	404,000
		<u>63,856,360</u>			<u>54,450,675</u>	<u>2,701,983</u>	<u>1,887,073</u>	<u>52,152,692</u>
Sewer Fund:								
Public Improvements	2012	301,500	2.00-3.00	2027	141,998	22,269	4,065	119,729
Public Improvements	2014	479,700	2.00-3.25	2029	298,268	33,433	8,463	264,835
Public Improvements	2016	303,000	5.00-3.00	2036	250,227	14,011	8,071	236,216
Public Improvements - R 2006 & 2007	2016	319,921	0.640-1.670	2027	180,611	26,762	6,141	153,849
Public Improvements	2017	505,000	3.00	2032	409,777	32,915	12,293	376,862
Public Improvements	2018	505,000	2.63-3.81	2034	464,629	20,635	17,913	443,994
Public Improvements	2019	1,201,723	2.25-5.00	2045	1,201,723	42,178	41,893	1,159,545
Public Improvements	2020	845,994		2041	845,994	-	38,451	845,994
Public Improvements - R 2010	2020	193,967		2030	171,128	21,577	8,017	149,551
Public Improvements (potential)	2021	909,000		2041	-	-	-	909,000
		<u>5,564,805</u>			<u>3,964,355</u>	<u>213,780</u>	<u>145,307</u>	<u>4,659,575</u>
s/t Serial Bonds:						\$ 14,235,000	\$ 6,042,012	\$ 169,411,500
					\$ 175,285,000	\$ 14,235,000	\$ 6,042,012	\$ 169,411,500

**PRO FORMA SCHEDULE OF DEBT PAYABLE
JUNE 30, 2021 & 2022**

Description	Authorization	Unissued	Original Issue	Projected Balance 6/30/21	Projected Interest Rate	Fiscal Year 2021-2022		Balance Outstanding 6/30/22
						Principal Payments	Interest Payments	
General Projects:								
Transit District Pedestrian & Bicycle Improvements	\$ 1,630,000	\$ 1,630,000 (2)		\$ 1,630,000 (2)				\$ 1,630,000 (2)
RS Acquisition: Electric Garbage Truck	338,000	338,000		338,000				338,000
Security Camera Integration/Expansion	90,000	90,000 (1)		90,000 (1)				
Renovations to Fire Facilities FY 20	101,000	101,000 (1)		101,000 (1)				
Community Building Rehabilitation	76,000	76,000 (1)		76,000 (1)				
Cemetery Road Bridge Replacement	703,500	350,000 (4)		350,000 (4)				350,000 (4)
RS Acquisition of Heavy Duty Vehicles FY21	2,631,000	2,631,000 (1)		2,631,000 (1)				
PS Radio Infrastructure Replacement	1,737,200	1,737,200 (1)		1,737,200 (1)				
Kronos Telestaff	86,000	86,000 (1)		86,000 (1)				
LED Lighting Improvements Phase 2	1,216,300	1,216,300 (1)		1,216,300 (1)				
PS Electronic Device Replacement	101,000	101,000		101,000 (1)				4,601,666
FY 20-21 Capital Improvement Program				4,601,666				9,871,166
FY 21-22 Capital Improvement Program								16,790,832
S/T General Improvements	8,710,000	8,356,500	-	12,958,166				
Library:								
Library Interior Improvements	500,000	500,000 (3)		500,000 (3)				500,000 (3)
S/T Library Improvements	500,000	500,000	-	500,000				500,000
Parking:								
Municipal Parking Lot Rehabilitation FY 17	404,000	404,000		404,000				404,000
Municipal Parking Structure Rehabilitation FY 20	505,000	505,000 (1)		505,000 (1)				
Municipal Parking Structure Rehabilitation FY 21	505,000	505,000 (1)		505,000 (1)				
FY 20-21 Capital Improvement Program				505,000				505,000
FY 21-22 Capital Improvement Program								959,500
S/T Parking Improvements	1,414,000	1,414,000	-	1,919,000				1,868,500

(1) \$8,360,500 potential bond sale summer 2021; \$6,038,500 tax supported; \$2,322,000 self-liquidating

(2) \$1,211,320 NYS Grant, the remaining \$417,680 serial bonds

(3) \$140,591 NYS Education Department; \$169,009 contributions; the remaining \$190,400 serial bonds

(4) \$703,500: \$350,000 Contributions; \$353,500 serial bonds

**PRO FORMA SCHEDULE OF DEBT PAYABLE
JUNE 30, 2021 & 2022 (cont.)**

Description	Authorization	Unissued	Original Issue	Projected Balance 6/30/21	Projected Interest Rate	Fiscal Year 2021-2022		Balance Outstanding 6/30/22
						Principal Payments	Interest Payments	
Water Fund:								
Water System SCADA/Cybersecurity Improvements	404,000	404,000 (1)	404,000	404,000 (1)				6,919,200
FY 20-21 Capital Improvement Program	-	-	-	6,919,200				28,636,000
FY 21-22 Capital Improvement Program S/T Water Fund	-	-	-	7,323,200				35,555,200
Sewer Fund:								
Miscellaneous SS Improvements FY 21	909,000	909,000 (1)	909,000	909,000 (1)				454,500
FY 20-21 Capital Improvement Program				454,500				909,000
FY 21-22 Capital Improvement Program S/T Sewer Fund	-	-	-	1,363,500				1,363,500
s/t Debt Payable	10,624,000	10,270,500	-	24,063,866				56,078,032
Performance Contract:								
Energy Performance-NYPA Street Lighting	3,217,627	-	-	2,343,769	2.50%	307,816	60,581	2,035,953
s/t Other Debt Payable	\$ 13,841,627	\$ 10,270,500	\$ -	26,407,635		307,816	60,581	58,113,985
Total Outstanding/Authorized/Planned Debt 6/30/201				\$ 201,692,635				
Total Outstanding/Authorized/Planned Debt 6/30/22				\$ 227,525,485				

CITY OF WHITE PLAINS
SUMMARY OF AUTHORIZED AND OUTSTANDING DEBT

FISCAL YEAR	SERIAL BONDS	BOND ANTICIPATION NOTES	ENERGY PERFORM. GRANT	TOTAL OUTSTANDING	PERCENTAGE OF CONSTITUTIONAL DEBT LIMIT EXHAUSTED		AUTHORIZED BUT UNISSUED	AUTHORIZED AND UNISSUED
2006-2007	\$ 71,551,500	\$ 2,049,375	\$ -	\$ 73,600,875	10.57%	\$ 24,950,000	\$ 98,550,875	
2007-2008	88,561,000	2,273,750	-	90,834,750	12.37%	8,517,800	99,352,550	
2008-2009	82,815,000	9,530,200	-	92,345,200	15.61%	9,849,225	102,194,425	
2009-2010	87,656,825	8,400,000	-	96,056,825	15.52%	10,024,675	106,081,500	
2010-2011	82,188,000	18,099,650	-	100,287,650	16.81%	15,420,125	115,707,775	
2011-2012	106,606,555	-	-	106,606,555	21.25%	36,195,125	142,801,680	
2012-2013	110,542,555	-	-	110,542,555	22.20%	37,468,075	148,010,630	
2013-2014	136,675,800	-	-	136,675,800	25.57%	12,702,350	149,378,150	
2014-2015	154,452,742	-	-	154,452,742	31.01%	17,665,250	172,117,992	
2015-2016	156,406,200	-	-	156,406,200	31.61%	19,022,650	175,428,850	
2016-2017	160,170,901	-	-	160,170,901	30.88%	11,999,400	172,170,301	
2017-2018	148,693,901	-	3,217,627	151,911,528	31.40%	29,454,650	181,366,178	
2018-2019	158,955,351	-	2,934,160	161,889,511	35.49%	43,093,750	204,983,261	
2019-2020	180,045,001	-	2,643,245	182,688,246	35.49%	14,729,300	197,417,546	
2020-2021								
July	180,045,000	-	2,618,658	182,663,658	33.73%	14,981,800	197,645,458	
August	188,510,000	-	2,594,015	191,104,015	33.84%	3,644,000	194,748,015	
September	186,010,000	-	2,569,315	188,579,315	33.72%	8,098,200	196,677,515	
October	186,010,000	-	2,544,559	188,554,559	33.77%	10,598,700	199,153,259	
November	186,010,000	-	2,519,745	188,529,745	33.58%	10,598,700	199,128,445	
December	186,010,000	-	2,494,875	188,504,875	33.58%	10,699,700	199,204,575	

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**SUPPLEMENTAL
INFORMATION**

CITY OF WHITE PLAINS, NEW YORK

**CITY OF WHITE PLAINS, NEW YORK
DEMOGRAPHIC AND STATISTICAL FACTS
JUNE 30, 2020**

Located in central Westchester, the City of White Plains, with a 2010 census population of 56,853, occupies an area of almost 10 square miles. It is the seat of Westchester County, located just north of New York City about 4 miles east of the Hudson River and 2.5 miles northwest of Long Island Sound.

The first non-native settlement of White Plains was in November 1683 by a party of Connecticut Puritans. In 1758, White Plains became the seat of Westchester County and in 1788 the Town of White Plains was created. In the first United States Census, conducted in 1790, the White Plains population was 505. In 1800, the population was 575 and in 1830 it was 830. White Plains was incorporated as a village in 1866. By 1870, 26 years after the arrival of the railroad, the population was 2,630 and it was 4,508 in 1890. In 1900 the population was 7,899 and it increased to 26,425 in 1910. White Plains became a city in 1916.

With the building boom after World War II and the construction of parkways and expressways, downtown White Plains became a major and destination retail shopping location. This was also a period during which many major corporations based in New York City relocated operations to White Plains. By the early 1990s, economic development had stagnated and was hampered by a deep recession. By 2003, however, the City had new developments such as the City Center followed by the Ritz-Carlton Hotel. In 2010 White Plains started the beginning of a new downtown development renaissance. During 2016 into 2017, construction began on four multi-family residential developments and site preparation began on a 180 bed nursing and rehabilitation facility. Approved during this period were twelve townhouse units and four residential projects that have mixed use with commercial, retail, fitness and restaurant uses.

Despite its modest geographic size and population, White Plains is a regional center for business, retail, government and medical services. It's commercial base and business economy are comparable to cities much larger in area and population, yet White Plains is first and foremost a community of distinct and diverse residential neighborhoods with a substantial open space character.

Education levels are: a high school equivalency diploma or less 10.3%; a high school graduate, 28.3%; some college or an associate's degree 28.0%; a bachelor's degree or higher, 33.4%;

DEMOGRAPHIC STATISTICS (1)

Fiscal Year	Population	Median Age	Per Capita Income	Median Family Income	Median Household Income	Public School Enrollment	Unemployment Rate
2019-20	58,109	41.7	\$51,416	\$109,161	\$84,415	7,150	11.7%
2018-19	58,404	38.1	\$47,907	\$110,400	\$87,550	7,165	3.2%
2017-18	58,047	37.8	\$47,024	\$104,383	\$82,460	7,198	3.5%
2016-17	58,241	38.3	\$45,909	\$102,512	\$80,442	7,091	3.7%

(1) Source: City of White Plains Comprehensive Annual Financial Report for Fiscal Year July 1, 2019-2020.

GENERAL INFORMATION

<p>Date of Incorporation 1916</p> <p>Form of Government Mayor-Council</p> <p>Area 9.79 square miles</p> <p>Police Protection:</p> <p>Number of Stations 1</p> <p>Fire Protection:</p> <p>Number of Stations 7 (2 of which are equipped but not staffed)</p> <p>Number of Fire Hydrants 2,062</p> <p>Public Works:</p> <p>Number of Street Lights 5,000</p> <p>Miles of Paved City Streets 150</p> <p>Miles of Sanitary Sewers 127.1</p> <p>Miles of Storm Water Drains 83</p>	<p>Municipal Water Operations:</p> <p>Number of Metered Accounts 10,340</p> <p>Average Daily Consumption 7,239,427</p> <p>Miles of Water Mains 159.8</p> <p>Supply NYC Aqueduct</p> <p>Recreation and Culture:</p> <p>Total Acres of Parks 231</p> <p>Number of Parks and Recreation Facilities 23</p> <p>Number of Youth Programs 405</p> <p>Number of Adult Programs 135</p> <p>Number of Seniors Programs 450</p> <p>Number of Libraries 1</p> <p>Number of Volumes 252,349</p>
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PRINCIPAL TAXPAYERS JUNE 30, 2020

Rank	Taxpayer	Type of Business	Assessed Valuation	% of Total Assessed Valuation
1	Consolidated Edison	Public Utility	\$ 13,263,475	4.69%
2	Westchester Mall, LLC	Retail Outlet	11,376,450	4.02%
3	44 S. Broadway Property, LLC	Office Space Rental	4,035,000	1.43%
4	WPP Owner, LLC	Office Space Rental	3,925,100	1.39%
5	Hart BS Commons, LLC	Apartments	3,803,000	1.34%
6	Gateway I Group, Inc.	Office Space Rental	3,425,000	1.21%
7	WP Galleria Realty, LLC	Retail Outlet	2,740,000	0.97%
8	360 Hamilton Plaza	Office Space Rental	2,675,000	0.95%
9	City Center Residential, LLC	Apartments	2,300,000	0.81%
10	Avalon WP I, LLC	Apartments	2,249,000	0.79%
11	1133-399 Westchester Ave, LLC	Office Space Rental	2,100,000	0.74%
12	Bloomingdale Road	Retail Outlet	2,000,000	0.71%
13	Clayton Estates, LLC	Apartments	1,825,000	0.64%
14	Westpark Associates	Office Space Rental	1,675,000	0.59%
15	ERST 10 Bank Street, LLC	Office Space Rental	1,500,000	0.53%
16	MG RMC Main LLC	Office Space Rental	1,450,000	0.51%
17	HPT ING - 2 Properties	Office Space Rental	1,425,000	0.50%
18	Bryant Gardens Corp.	Cooperative Apartments	1,340,000	0.47%
19	Verizon of New York	Public Utility	1,231,742	0.44%
20	OSG Mamaroneck, LLC	Office Space Rental	1,135,000	0.40%
			<u>\$ 65,473,767</u>	<u>23.13%</u>

2021-2022 CAPITAL PROJECTS

The map on the preceding page indicates the location of the various 2021-2022 projects. Some projects are not indexed as the work will be done at several locations.

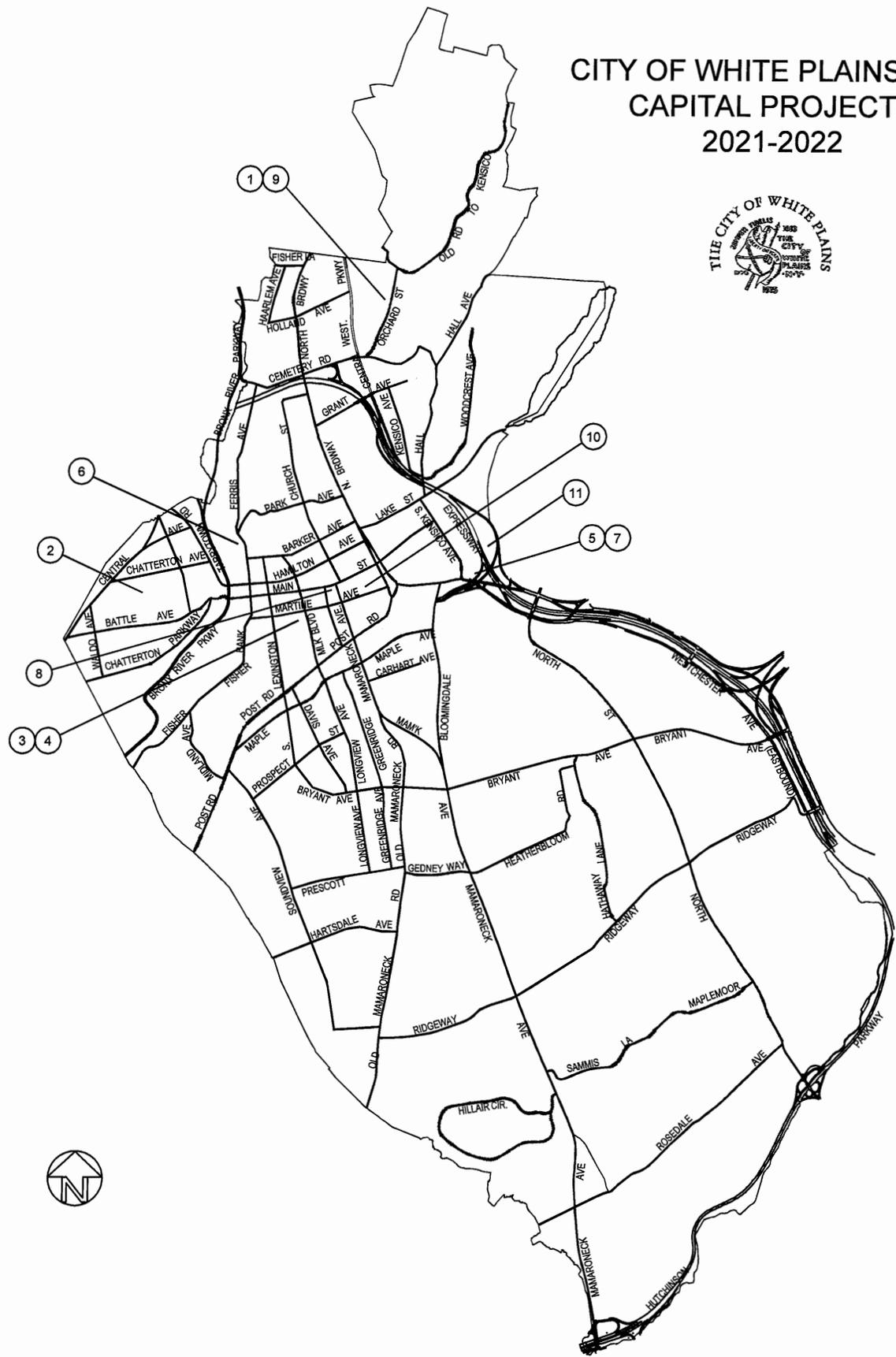
PROJECT LOCATOR INDEX

<u>Map Number</u>	<u>Project</u>	<u>Estimated Cost</u>
1	OSPS Dissolved Air Flotation Water Treatment Plant & Chemical System Upgrade	\$ 25,000,000
2	Battle of White Plains Park Playground Replacement & Park Improvements	450,000
3	Library Exterior Rehabilitation, Phase I	400,000
4	Public Safety Building Exterior Rehabilitation	400,000
5	140 S. Kensico Window & Ventilation Replacement	350,000
6	Fire Station 2 Boiler Replacement	200,000
7	140 S. Kensico Roof Replacement/Exterior Brick	200,000
8	Renaissance Fountain Park Sidewalk & Plaza Improvements	200,000
9	OSPS Water Appurtenance Storage Building	150,000
10	City Center Garage Fire Alarm Rehabilitation	50,000
11	Highway Garage Floor Membrane Replacement	50,000

PROJECTS NOT INDEXED

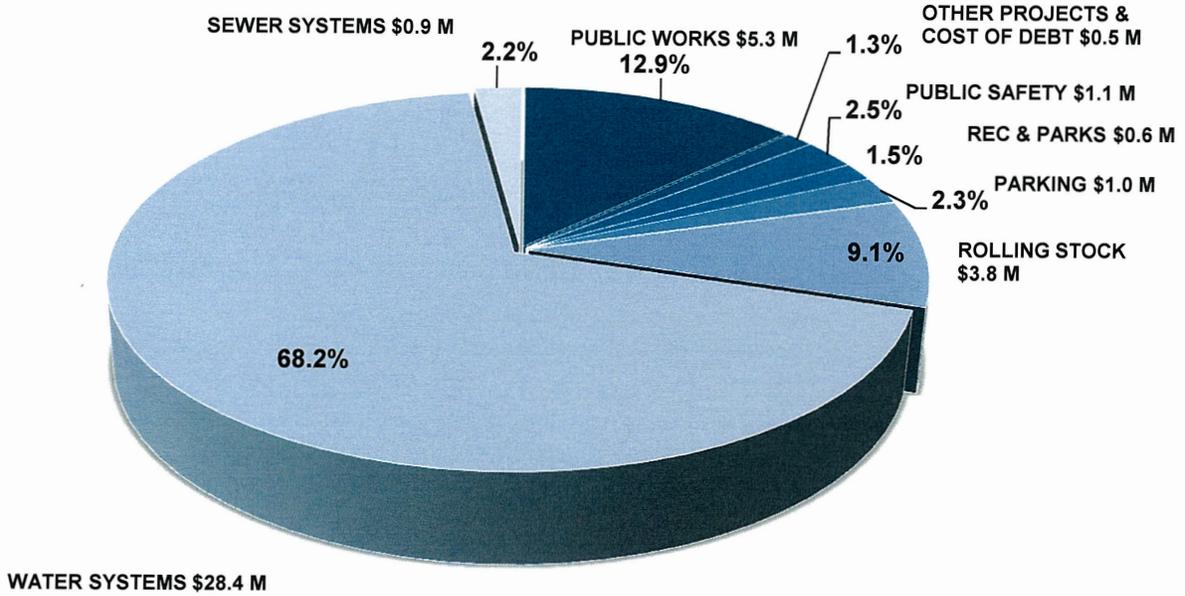
Miscellaneous Street Reconstruction	\$ 3,000,000
Replace/Reconstruct Miscellaneous Water Lines	2,900,000
Miscellaneous Sanitary Sewer Reconstruction	900,000
Municipal Parking Structure Rehabilitation	750,000
Public Safety Radio Replacement	712,000
Miscellaneous Storm Water Drain Reconstruction	500,000
Water System SCADA Cyber Security Improvements, Phase II	300,000
Municipal Parking Lot Rehabilitation	200,000
Major Crime Interception License Plate Readers	155,000
Renovations to City Facilities (other than Fire or Parking)	150,000
City-wide IT Infrastructure Replacement /Enhancements	125,000
Public Safety Electronic Device Replacement	100,000
Fire Station Access Control	83,000
Renovations to Fire Facilities	50,000

CITY OF WHITE PLAINS, N.Y. CAPITAL PROJECTS 2021-2022



2021-2022 CAPITAL PROJECTS \$41.6 M

PROGRAM SUMMARY



PLANNED SOURCES OF FINANCING

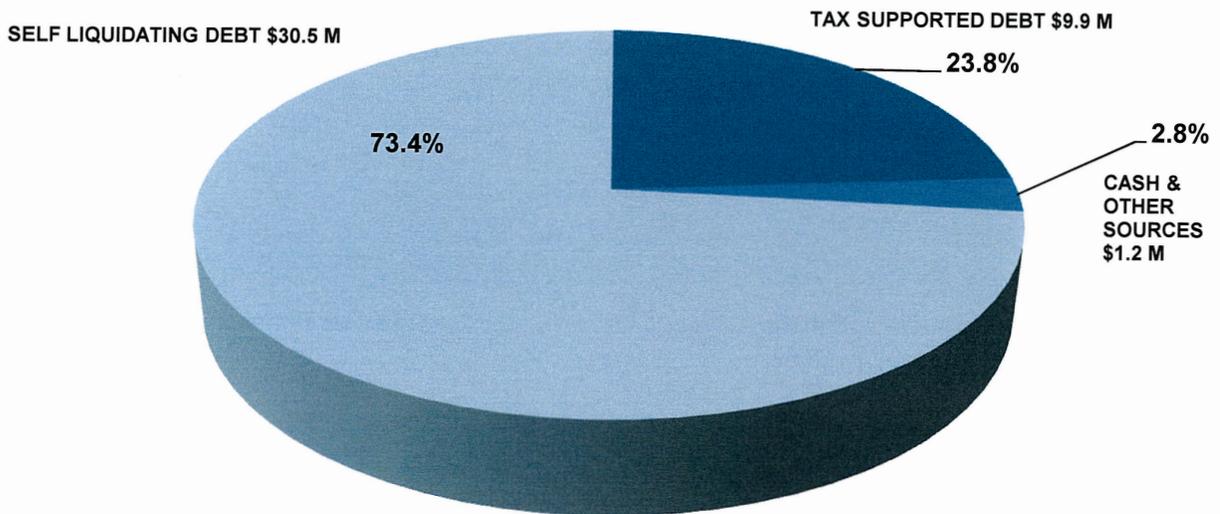


Exhibit VI-3

**CITY OF WHITE PLAINS CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2021 - 2022**

GENERAL FUND

PLANNED FINANCING SOURCES

INFRASTRUCTURE	AMOUNT	CASH			DEBT (2)
		CITY	OTHER	SOURCE (1)	
PUBLIC BUILDINGS - Public Works					
RENOVATION TO CITY FACILITIES	\$ 150,000	\$	\$		\$ 150,000
Annual project to rehabilitate minor subsystems of City-owned buildings (other than fire stations and parking garages), such as roof repairs, asbestos and lead abatement, painting and lighting					
RENOVATIONS TO FIRE FACILITIES	50,000				50,000
Annual project to renovate various aging fire stations to lower maintenance costs					
PUBLIC SAFETY BUILDING EXTERIOR REHABILITATION	400,000				400,000
Phase I of a two-phased project to remove and replace deteriorated urethane sealant at all vertical and horizontal joints, repair/fasten base granite stone					
140 S. KENSICO ROOF REPLACEMENT/EXTERIOR BRICK	200,000				200,000
Replace 50 year old roof and repair building exterior					
140 S. KENSICO WINDOW & VENTILATION REPLACEMENT	350,000				350,000
Replace existing windows and frames with energy star rated windows to lower heating and cooling load, install roof exhaust fan and associated duct work					
FIRE STATION 2 BOILER REPLACEMENT	200,000				200,000
Provide one new boiler to replace removed boiler. Work includes boiler, boiler trim, piping, insulation and burner					
HIGHWAY GARAGE FLOOR MEMBRANE REPLACEMENT	50,000				50,000
Provide a waterproof membrane to the facilities side of highway garage floor to mitigate water penetrating the floor below					
LIBRARY EXTERIOR REHABILITATION, PHASE I	400,000				400,000
Phase I of a two-phased project to remove and replace deteriorated urethane sealant at all vertical and horizontal joints, repair/fasten base granite stone					
CITY GARAGE FIRE ALARM REHABILITATION	50,000				50,000
Replace entire fire alarm system including all sensing devices					
STREETS - Public Works					
MISC. STREET RECONSTRUCTION	3,000,000		984,334	NYS	2,015,666
Annual project to reconstruct streets, including sidewalks, curbs, drainage and other related improvements					

CITY OF WHITE PLAINS CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2021 - 2022 (continued)

GENERAL FUND (continued)

PLANNED FINANCING SOURCES

INFRASTRUCTURE - continued	AMOUNT	CASH			DEBT (2)
		CITY	OTHER	SOURCE (1)	
STORM WATER DRAINS - Public Works					
MISCELLANEOUS SWD RECONSTRUCTION Annual project to rehabilitate or expand portions of the storm water drainage system, including catch basins and piping	500,000				500,000
PUBLIC PARKING FACILITIES - Parking					
MUNICIPAL PARKING LOT REHABILITATION Annual project to pave and repair various parking lots and improve signage and lighting	200,000				200,000
MUNICIPAL PARKING STRUCTURE REHABILITATION Annual project to perform rehabilitative structural work such as repairs to membranes, expansion joints, lighting, fans and signage	750,000				750,000
PUBLIC SAFETY					
ELECTRONIC DEVICE REPLACEMENT-POLICE AND FIRE Annual project to replace aging devices used for enforcement and communications	100,000				100,000
MAJOR CRIME INTERCEPTION LICENSE PLATE READERS Initiative to install license plate reader capable cameras throughout the City where a vehicle fleeing a major crime is most likely to pass	155,000				155,000
PUBLIC SAFETY RADIO REPLACEMENT Replace the aging cache of portable radios which have reached the end of its service life and are inadequate for the Department's growing needs	712,000				712,000
FIRE STATION ACCESS CONTROL Installation of keypad access, camera monitoring and recording at City fire stations in accordance with Homeland Security initiatives for government buildings	83,000				83,000
RECREATION & PARK FACILITIES					
BATTLE OF WHITE PLAINS PARK PLAYGROUND REPLACEMENT & PARK IMPROVEMENTS Construct a new playground and toddler play area with rubberized asphalt safety surface	450,000		150,000	CD	300,000
RENAISSANCE FOUNTAIN PARK SIDEWALK AND PLAZA IMPROVEMENTS Replace existing pavers with decorative concrete walkways in the main plaza area	200,000				200,000

CITY OF WHITE PLAINS CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2021 - 2022 (continued)

GENERAL FUND (continued)

TECHNOLOGY - Information Technology	AMOUNT	PLANNED FINANCING SOURCES			
		CASH			DEBT (2)
		CITY	OTHER	SOURCE (1)	
CITY-WIDE IT INFRASTRUCTURE REPLACEMENTS/ ENHANCEMENTS Recurring project to provide the City with the highest level of technology needed	125,000			125,000	
ROLLING STOCK	3,732,000			3,732,000	
DEBT ISSUANCE COSTS	108,000			108,000	
TOTAL GENERAL FUND	\$ 11,965,000	\$ -	\$ 1,134,334	\$ 10,830,666	

SEWER RENT FUND

SANITARY SEWERS

MISC. SANITARY SEWER RECONSTRUCTION Annual project to reline and/or replace sewer lines to eliminate ground water infiltration emanating from cracks and poorly sealed connections	\$ 900,000	\$	\$	\$ 900,000
ROLLING STOCK	-			
DEBT ISSUANCE COSTS	9,000			9,000
TOTAL SEWER RENT FUND	\$ 909,000	\$ -	\$ -	\$ 909,000

WATER FUND

WATER SYSTEM

REPLACE/RECONSTRUCT MISC. WATER LINES Annual project to replace existing 6 inch lines and unlined cast iron pipes with larger diameter pipes and implement other water system improvements	\$ 2,900,000	\$	\$	\$ 2,900,000
WATER SYSTEM SCADA/CYBERSECURITY IMPROVEMENTS - PHASE II Upgrades to automated controls, security systems, and IT infrastructure at existing City water facilities	300,000			300,000
OSPS DISSOLVED AIR FLOTATION WATER TREATMENT PLANT & CHEMICAL SYSTEM UPGRADE Decommission buried chemical storage tanks and install new storage tanks within existing building. Chemical system delivery, storage and feed upgrades will be completed at Orchard St. Pump Station (OSPS)	25,000,000			25,000,000 (3)

CITY OF WHITE PLAINS CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2021 - 2022 (continued)

WATER FUND

WATER SYSTEM - continued	AMOUNT	PLANNED FINANCING SOURCES		
		CITY	OTHER	DEBT (2)
OSPS WATER APPURTENANCE STORAGE BUILDING New building to store various parts related to operation of water system which were formerly stored at the site of the new water treatment plant	150,000			150,000
ROLLING STOCK	45,000	45,000		
DEBT ISSUANCE COSTS	286,000			286,000
TOTAL WATER FUND	\$ 28,681,000	\$ 45,000	\$ -	\$ 28,636,000
GRAND TOTAL	\$ 41,555,000	\$ 45,000	\$ 1,134,334	\$ 40,375,666

(1) NYS=NYS Consolidated Highway Improvements Program, PAVE NY and Extreme Winter Recovery; CD=Community Development

(2) Type of debt to be issued will be determined prior to Common Council authorization

(3) Possible Environmental Facilities Corporation (EFC) financing

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**CAPITAL PROJECTS BOARD
SUMMARY OF 2021 – 2022
ROLLING STOCK PLAN**

Vehicle Type	Number Scheduled for Replacement	Replacement Cost
Sedan	3	107,000
Carryall	12	657,000
Sweeper-Vacuum	1	265,000
Wheel Loader/Claw	1	200,000
Trucks:		
Garbage Compactor	4	1,030,000
Dump/Plow	1	210,000
Pick-up/Plow	2	103,000
Fire Pumper Truck	1	540,000
Passenger Bus	1	150,000
Other	5	515,000
TOTAL	<u>31</u>	<u>\$3,777,000</u>

SUMMARY APPROVED 2021 - 2027 CAPITAL IMPROVEMENT PROGRAM

	Pending Authorization 2020-2021	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
GENERAL FUND:							
Public Works:							
Buildings	\$ 875,000	\$ 1,850,000	\$ 2,925,000	\$ 2,950,000	\$ 2,725,000	\$ 1,050,000	\$ 425,000
Streets	3,500,000	3,000,000	3,150,000	3,000,000	3,000,000	3,000,000	3,000,000
Storm Water Drains	450,000	500,000	500,000	500,000	500,000	500,000	500,000
Other	500,000	-	285,000	-	-	-	-
Total Public Works	5,325,000	5,350,000	6,860,000	6,450,000	6,225,000	4,550,000	3,925,000
Information Technology	325,000	125,000	225,000	285,000	125,000	125,000	125,000
Parking	870,000	950,000	3,000,000	3,030,000	1,390,000	2,380,000	950,000
Public Safety	200,000	1,050,000	780,000	220,000	100,000	805,000	145,000
Recreation & Parks	1,220,000	650,000	900,000	700,000	1,550,000	500,000	-
Total General Fund	7,940,000	8,125,000	11,765,000	10,685,000	9,390,000	8,360,000	5,145,000
Library Fund	-	-	-	-	-	-	-
Sewer Rent Fund	450,000	900,000	500,000	700,000	1,000,000	500,000	500,000
Water Fund	6,850,000	28,350,000	2,000,000	2,000,000	2,000,000	3,700,000	2,000,000
Total Projects	15,240,000	37,375,000	14,265,000	13,385,000	12,390,000	12,560,000	7,645,000
Rolling Stock	-	3,777,000	6,213,000	6,796,500	5,353,000	6,286,500	2,051,500
Debt Issuance Cost	125,700	403,000	189,900	189,000	164,000	176,500	87,700
GRAND TOTAL	\$ 15,365,700	\$ 41,555,000	\$ 20,667,900	\$ 20,370,500	\$ 17,907,000	\$ 19,023,000	\$ 9,784,200
POTENTIAL FINANCING							
SOURCES:							
Cash:							
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gen.Fnd-Rec. Account	-	-	-	-	-	-	-
Cable Fund	-	-	-	-	-	-	-
Sewer Rent Fund	-	-	200,000	45,000	45,000	40,000	50,000
Water Fund	-	45,000	90,000	100,000	200,000	130,000	25,000
	-	45,000	290,000	145,000	245,000	170,000	75,000
NYS Grants for PW	1,714,334	984,334	984,334	984,334	984,334	984,334	984,334
Other Grants (Various)	750,000	-	-	-	-	-	-
Community Development	170,000	150,000	300,000	150,000	150,000	150,000	-
Contributions	150,000	-	50,000	-	50,000	-	-
Cable Fund	-	-	35,000	-	-	-	-
	2,784,334	1,134,334	1,369,334	1,134,334	1,184,334	1,134,334	984,334
TOTAL CASH	2,784,334	1,179,334	1,659,334	1,279,334	1,429,334	1,304,334	1,059,334
Indebtedness:							
Tax-Supported Debt	4,702,666	9,871,166	13,226,666	13,920,966	12,281,066	10,302,766	4,884,066
Self-Liquidating Debt-Pkg.	505,000	959,500	2,979,000	2,443,200	1,166,600	2,466,400	1,087,800
Self-Liquidating Debt	7,373,700	29,545,000	2,802,900	2,727,000	3,030,000	4,949,500	2,753,000
TOTAL DEBT	12,581,366	40,375,666	19,008,566	19,091,166	16,477,666	17,718,666	8,724,866
GRAND TOTAL	\$ 15,365,700	\$ 41,555,000	\$ 20,667,900	\$ 20,370,500	\$ 17,907,000	\$ 19,023,000	\$ 9,784,200

**CITY OF WHITE PLAINS CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2020 - 2021**

GENERAL FUND

PLANNED FINANCING SOURCES

INFRASTRUCTURE	AMOUNT	CASH			DEBT (2)
		CITY	OTHER	SOURCE (1)	
PUBLIC BUILDINGS - Public Works					
RENOVATIONS TO CITY FACILITIES Annual project to rehabilitate minor subsystems of City-owned buildings (other than fire stations and parking garages), such as roof repairs, asbestos and lead abatement, painting and lighting	\$ 100,000	\$	\$		\$ 100,000
RENOVATIONS TO FIRE FACILITIES Annual project to renovate various aging fire stations to lower maintenance costs	50,000				50,000
CITY HALL FIRE ALARM REPLACEMENT Replace the over 40 year old fire alarm system at City Hall to comply with current code standards	175,000				175,000
HEATING UNITS - 77 BROCKWAY PLACE Replace all six heating and ventilating units which are nearing the end of their useful lives	550,000				550,000
STREETS - Public Works					
MISCELLANEOUS STREET RECONSTRUCTION Annual project to reconstruct streets, including sidewalks, curbs, drainage and other related improvements	3,000,000		1,714,334	NYS	1,285,666
REYNAL ROAD RECONSTRUCTION Reconstruct Reynal Rd. between Ridgeway and Kenneth Rd. including new drainage, curbs and full-depth pavement replacement	500,000				500,000
STORM WATER DRAINS - Public Works					
MISCELLANEOUS SWD RECONSTRUCTION Annual project to rehabilitate or expand portions of the storm water drainage system, including catch basins and piping	450,000				450,000
OTHER - Public Works					
REMEDIATION OF FIRE TRAINING CENTER-DESIGN Study to determine the extent of clean up and removal of chemicals from the Fire Training Facilities and surrounding properties and water supply	500,000		250,000	NYSDEC	250,000
PUBLIC PARKING FACILITIES - Parking					
MUNICIPAL PARKING LOT REHABILITATION Annual project to pave and repair various parking lots and improve signage and lighting	400,000				400,000

**CITY OF WHITE PLAINS CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2020 - 2021 (continued)**

GENERAL FUND (continued)

	AMOUNT	PLANNED FINANCING SOURCES			
		CASH			DEBT (2)
		CITY	OTHER	SOURCE (1)	
PUBLIC PARKING FACILITIES - Parking (continued)					
LEXINGTON-GROVE GARAGE EAST & WEST EMERGENCY LIGHTING Project to install emergency lighting to replace the decommissioned emergency generator	100,000				100,000
PUBLIC SAFETY					
ELECTRONIC DEVICE REPLACEMENT-POLICE AND FIRE Annual project to replace aging devices used for enforcement and communications	100,000				100,000
PUBLIC SAFETY RADIO REPLACEMENT Replace the aging cache of portable radios which have reached the end of its service life and are inadequate for the Department's growing needs	100,000				100,000
RECREATION & PARK FACILITIES					
GARDELLA POOL/PARK DESIGN Design study for the reconstruction of pool and park amenities and for the redesign of the facility	150,000		150,000	CNTRB	
DELFINO PARK PAVILION - BASKETBALL COURT REVISION Improvements to Pavilion area and revision to basketball courts	500,000		500,000	NYSMI	
DELFINO PARK PICNIC AREA IMPROVEMENTS Improvements to entrance way and picnic area, including the replacement of pavers	170,000		170,000	CD	
TURNURE PARK IMPROVEMENTS Replace asphalt walkways with concrete and replace light fixtures with LED lights	400,000				400,000
TECHNOLOGY - Information Technology					
CITY-WIDE IT INFRASTRUCTURE REPLACEMENTS/ ENHANCEMENTS Recurring project to provide the City with the highest level of technology needed	250,000				250,000
METROPOLITAN AREA NETWORK REDUNDANCY Project to evaluate how best to improve the redundancy of the City's fiber optic network	75,000				75,000
TRAFFIC SYSTEMS - Parking					
LOCAL CONTROLLER UPGRADES Multi-year project to replace existing 25 year old local traffic signal controller equipment	70,000				70,000

**CITY OF WHITE PLAINS CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2020 - 2021 (continued)**

GENERAL FUND (continued)

	AMOUNT	PLANNED FINANCING SOURCES			DEBT (2)
		CASH		SOURCE (1)	
TRAFFIC SYSTEMS - Parking (continued)		CITY	OTHER		
CENTRAL CONTROL SYSTEM REPLACEMENT Update traffic software so the adaptive signals (SCATS) can be monitored by central software system and expand system to include Westchester Ave. corridor	300,000				300,000
DEBT ISSUANCE COSTS	52,000				52,000
TOTAL GENERAL FUND	<u>\$ 7,992,000</u>	<u>\$ -</u>	<u>\$ 2,784,334</u>		<u>\$ 5,207,666</u>

SEWER RENT FUND

SANITARY SEWERS

WINWARD AVE. SANITARY SEWER EXTENSION Provide public sewer services for residents who are currently on septic systems	\$ 450,000				\$ 450,000
DEBT ISSUANCE COSTS	4,500				4,500
TOTAL SEWER RENT FUND	<u>\$ 454,500</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ 454,500</u>

WATER FUND

WATER SYSTEM

REPLACE/RECONSTRUCT MISC. WATER LINES Annual project to replace existing 6 inch lines and unlined cast iron pipes with larger diameter pipes and implement other water system improvements	\$ 6,750,000	\$	\$		\$ 6,750,000
STANDBY GENERATOR - HAPS Installation of generator to ensure that pump station operates in event of electrical power failure	100,000				100,000
DEBT ISSUANCE COSTS	69,200				69,200
TOTAL WATER FUND	<u>\$ 6,919,200</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ 6,919,200</u>
GRAND TOTAL	<u>\$ 15,365,700</u>	<u>\$ -</u>	<u>\$ 2,784,334</u>		<u>\$ 12,581,366</u>

FOOTNOTES:

- (1) NYS=NYS Consolidated Highway Improvements Program, PAVE NY and Extreme Winter Recovery; CNTRB=Contribution from Reserve for Rec and Open Space; NYSDEC=NYS Department of
 (2) Type of debt to be issued will be determined prior to Common Council authorization
 Environmental Conservation; NYSMI= NYS Member Item; CD=Community Development

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CITY OF WHITE PLAINS, NEW YORK
SUMMARY STATUS REPORT - ACTIVE PROJECTS
CAPITAL IMPROVEMENT PROGRAM
DECEMBER 31, 2020

PROJECT NUMBER	PROJECT TITLE	Expenditures		Unencumbered	Percentage Used
		Authorized Budget	Obligated To Date	Funds Available	
<u>INFORMATION TECHNOLOGY:</u>					
5553	Security Camera Integration-Expansion	\$ 90,000	\$ 926	\$ 89,074	1.03%
		90,000	926	89,074	1.03%
<u>BUILDINGS:</u>					
5347	City Hall Rehabilitation-Electrical Room	858,500	585,557	272,943	68.21%
5417	Library Boilers Rehabilitation	404,000	400,964	3,036	99.25%
5457	City Hall Steam Pipe/Plumbing Repairs	606,000	411,069	194,931	67.83%
5482	Library Interior Renovations First Floor	2,410,000	2,403,239	6,761	99.72%
5501	Public Safety Building Bathrooms/Lockers Renovations	353,500	239,147	114,353	67.65%
5510	Public Safety Building Exterior Renovations	757,500	542,879	214,621	71.67%
5523	Cable Television Studio Relocation	500,000	489,359	10,641	97.87%
5524	Library Interior Renovations Second Floor	500,000	474,177	25,823	94.84%
5536	Renovations to Fire Facilities FY19	202,000	201,482	518	99.74%
5537	Library Exterior Pressure Washing	151,500	139,265	12,235	91.92%
5548	Renovations to City Facilities FY 20	151,500	134,875	16,625	89.03%
5555	Community Buildings Rehab	76,000	32,495	43,505	42.76%
5556	Renovation to Fire Facilities	101,000	37,124	63,876	36.76%
5560	Roof Replacement-Starbucks Building	76,000	48,753	27,247	64.15%
		7,147,500	6,140,383	1,007,117	85.91%
<u>STREETS:</u>					
5503	White Plains Transit District Pedestrian and Bicycle Improvements	1,630,000	1,614,095	15,905	99.02%
5514	Miscellaneous Street Reconstruction FY19	1,493,700	1,450,005	43,695	97.07%
5541	Miscellaneous Street Reconstruction FY20	875,834	704,539	171,295	80.44%
5558	Longview Avenue Improvements	606,000	603,333	2,667	99.56%
5562	Cemetery Road Bridge Replacement	703,500	153,839	549,661	21.87%
		5,309,034	4,525,811	783,223	196.10%
<u>STORM WATER DRAINS:</u>					
5511	Miscellaneous Storm Water Drains FY18	404,000	369,123	34,877	91.37%
5540	Miscellaneous Storm Water Drains FY19	303,000	301,728	1,272	99.58%
5551	Miscellaneous Storm Water Drains FY20	505,000	118,566	386,434	23.48%
		1,212,000	789,416	422,584	65.13%
<u>PUBLIC PARKING FACILITIES:</u>					
5492	Municipal Parking Lot Rehabilitation FY 17	404,000	99,062	304,938	24.52%
5528	Garage Lighting Retrofit	250,000	231,078	18,922	92.43%
5529	Municipal Parking Structure Rehabilitation FY 19	404,000	401,310	2,690	99.33%
5530	Lexington/Grove West Garage Structural Rehabilitation	505,000	501,590	3,410	99.32%
5538	Garage Elevator Rehab FY 19	1,212,000	1,196,443	15,557	98.72%
5549	Surface Lot Multi-Space Meters	76,000	76,000	-	100.00%
5550	Off Street Multi-Space Meters	353,500	224,694	128,806	63.56%
5561	Municipal Parking Structure Rehabilitation FY20	505,000	500,922	4,078	99.19%
5567	Municipal Parking Structure Rehabilitation FY21	505,000	2,845	502,155	0.56%
		4,214,500	3,233,943	980,557	76.73%
<u>RECREATION AND PARKS FACILITIES:</u>					
5545	Druss Park Improvements	525,200	428,145	97,055	81.52%
5557	Gardella Basketball Courts	150,000	137,248	12,752	91.50%
5559	Gillie Park Improvements	404,000	399,169	4,831	98.80%
		1,079,200	964,562	114,638	89.38%
<u>WATER SYSTEM:</u>					
5396	Water Filtration Plant Design and Rehabilitation	2,272,500	2,261,241	11,259	99.50%
5448	Fluoride Tank Replacement-Central Avenue Pump Station	1,212,000	1,205,953	6,047	99.50%
5470	Species Management	489,850	463,656	26,194	94.65%
5508	Replace/Reconstruct Miscellaneous Water Lines FY18	2,777,500	2,196,988	580,512	79.10%

**CITY OF WHITE PLAINS, NEW YORK
SUMMARY STATUS REPORT - ACTIVE PROJECTS
CAPITAL IMPROVEMENT PROGRAM
DECEMBER 31, 2020**

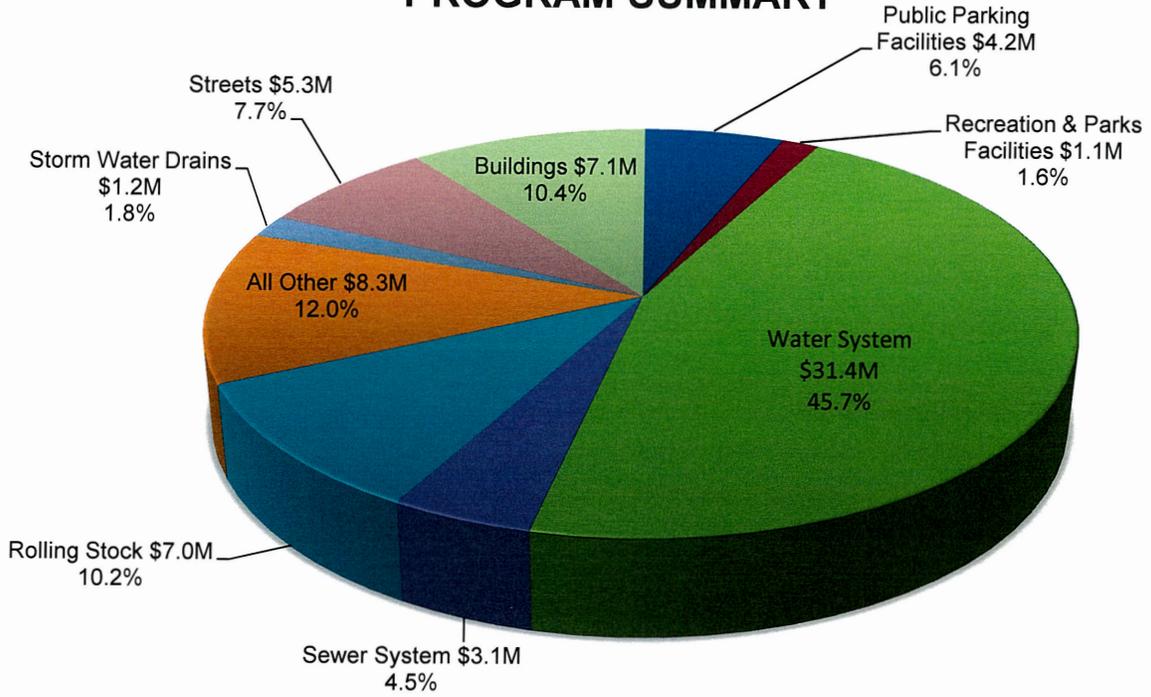
PROJECT NUMBER	PROJECT TITLE	Expenditures		Unencumbered	Percentage Used
		Authorized Budget	Obligated To Date	Funds Available	
5532	4 MG Water Storage Tanks- Design/Construction	21,210,000	18,524,437	2,685,563	87.34%
5533	24" Pressure Basin Replacement	3,030,000	3,010,285	19,715	99.35%
5569	Water System Security Improvements	404,000	926	403,074	0.23%
		<u>31,395,850</u>	<u>27,663,486</u>	<u>3,732,364</u>	<u>88.11%</u>
<u>TRAFFIC SYSTEM:</u>					
5554	Local Controller Upgrades FY20	71,000	71,000	-	100.00%
<u>SEWER SYSTEM:</u>					
5517	Miscellaneous Sanitary Sewer Reconstruction FY 19	1,262,500	1,185,179	77,321	93.88%
5544	Miscellaneous Sanitary Sewer Reconstruction FY 20	909,000	903,643	5,357	99.41%
5568	Miscellaneous Sanitary Sewer Reconstruction FY 21	909,000	885,276	23,725	97.39%
		<u>3,080,500</u>	<u>2,974,097</u>	<u>106,403</u>	<u>96.55%</u>
<u>OTHER PROJECTS:</u>					
5521	Police and Fire Digital Scanning	46,000	22,372	23,628	48.63%
5535	Brookfield Commons Improvements	4,400,000	4,196,896	203,104	95.38%
5546	Police and Fire Electronic device replacement	101,000	100,113	887	99.12%
5547	Interview Room Video Surveillance - Police	76,000	76,000	-	100.00%
5552	Electric Garbage Truck	338,000	315,200	22,800	93.25%
5563	LED Lighting Improvements	1,216,300	531,818	684,482	43.72%
5564	Kronos Telestaff	86,000	51,661	34,339	60.07%
5565	Public Safety Radio Infrastructure Replacement	1,737,200	1,226	1,735,974	0.07%
5570	Police and Fire Electronic device replacement 21	101,000	29,932	71,068	29.64%
		<u>8,101,500</u>	<u>5,325,219</u>	<u>2,776,281</u>	<u>65.73%</u>
<u>ROLLING STOCK:</u>					
5515	Rolling Stock Acquisition-Heavy Duty Vehicles FY19	2,399,300	2,388,351	10,949	99.54%
5542	Rolling Stock Acquisition-Heavy Duty Vehicles FY20	2,014,950	2,002,984	11,966	99.41%
5566	Rolling Stock Acquisition-Heavy Duty Vehicles FY21	2,631,000	2,229,324	401,676	84.73%
		<u>7,045,250</u>	<u>6,620,658</u>	<u>424,592</u>	<u>93.97%</u>
TOTAL PROJECTS FINANCIAL SUMMARY		<u>68,746,334</u>	<u>58,309,502</u>	<u>10,436,832</u>	<u>84.82%</u>

CITY OF WHITE PLAINS, NEW YORK
SUMMARY REPORT OF ACTIVE CAPITAL PROJECTS FINANCING
DECEMBER 31, 2020

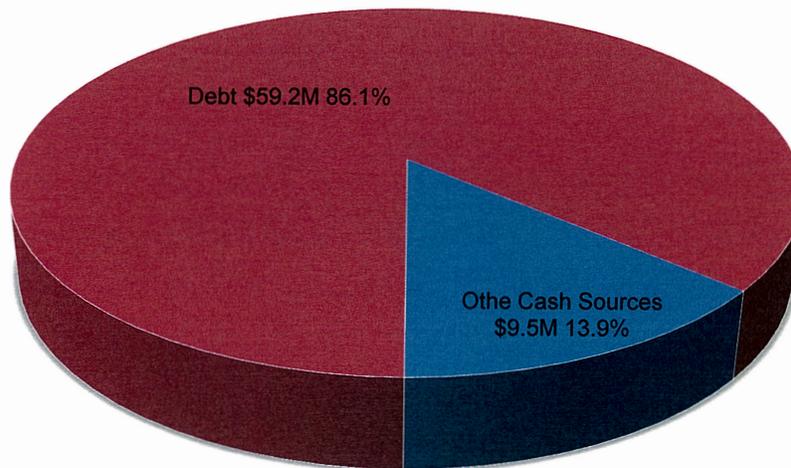
<u>Source of Financing</u>	<u>Amount of Financing</u>	<u>Percent of Total</u>
Cash to Capital		
General Fund	\$ -	0.00%
Total Cash to Capital	<u>-</u>	<u>0.00%</u>
Other:		
Cable TV	500,000	0.73%
Community Development	150,000	0.22%
NYS CHIPS	716,000	1.04%
NYS DOT	1,211,320	1.76%
NYSERDA	250,000	0.36%
NYS Education Department	140,591	0.20%
NYS Pave NY and Extreme Weather	268,334	0.39%
Westchester County	4,400,000	6.40%
Library Foundation	400,000	0.58%
Contributions	<u>1,519,009</u>	<u>2.21%</u>
Total Other	<u>9,555,254</u>	<u>13.90%</u>
Debt Issued - Serial Bonds	<u>59,191,080</u>	<u>86.10%</u>
TOTAL ACTIVE PROJECTS FINANCING	<u>68,746,334</u>	<u>100.00%</u>

**ACTIVE CAPITAL PROJECTS
FY 2020-2021
\$68.7M**

PROGRAM SUMMARY



SOURCES OF FINANCING



**CITY OF WHITE PLAINS
CONSTITUTIONAL TAX LIMIT
PRO FORMA PROJECTED AS OF JULY 1, 2021**

	<u>Fiscal Year Ended June 30</u>	<u>Full Valuation Real Estate</u>	<u>Tax Rate Equivalent</u>	<u>Percentage</u>
	2022	\$ 10,687,993,722		
	2021	10,736,451,208		
	2020	10,521,475,316		
	2019	10,296,046,873		
	2018	8,885,143,880		
Five Year Total Full Valuation		<u>\$ 51,127,110,999</u>		
Five Year Average Full Valuation		<u>\$ 10,225,422,200</u>		
Constitutional Tax Limit 2%		<u>\$ 204,508,444</u>	<u>\$ 719.34</u>	<u>100.00%</u>
FY 2020-21 Tax Levy (1)		\$ 65,451,692	\$ 230.22	32.00%
Allowable Exclusions		(13,350,860)	(46.96)	-6.53%
Tax Levy Subject to Limit		<u>\$ 52,100,832</u>	<u>\$ 183.26</u>	<u>25.48%</u>
Constitutional Tax Margin		<u>\$ 152,407,612</u>	<u>\$ 536.08</u>	<u>74.52%</u>

(1) Based upon Assessed Valuation of \$284,300,633 as certified by the Assessor on March 1, 2021 and proposed Tax Rate of \$230.22 per \$1,000 of assessed value.

**CITY OF WHITE PLAINS
SCHEDULE OF PROPERTY TAX RATES
PER \$1,000 ASSESSED VALUATION
ALL OVERLAPPING GOVERNMENTS**

Year	City of White Plains	White Plains School District	Westchester County			Total	Total Tax Rate
			County	Sewer Districts	Refuse Disposal District		
2021-22	\$ 230.22	\$ 692.24 ⁽³⁾	\$114.27	\$ 16.06 ⁽¹⁾ 21.86 ⁽²⁾	\$ 10.70	\$141.03 146.83	\$1,063.49 1,069.29
2020-21	224.52	683.17 ⁽³⁾	122.08	16.51 ⁽¹⁾ 21.60 ⁽²⁾	9.59	148.18 153.27	1,055.87 1,060.96
2019-20	217.07	672.66	118.14	17.11 ⁽¹⁾ 20.64 ⁽²⁾	9.83	145.08 148.61	1,034.81 1,038.34
2018-19	211.36	644.66	103.32	14.37 ⁽¹⁾ 18.03 ⁽²⁾	8.92	126.61 130.27	982.63 986.29
2017-18	205.37	625.46	102.96	14.68 ⁽¹⁾ 18.25 ⁽²⁾	9.26	126.90 130.47	957.73 961.30
2016-17	200.95	615.61	103.89	14.77 ⁽¹⁾ 16.63 ⁽²⁾	9.27	127.93 129.79	944.49 946.35
2015-16	200.74	613.74	103.73	14.80 ⁽¹⁾ 15.92 ⁽²⁾	9.53	128.06 129.18	942.54 943.66
2014-15	196.14	600.22	100.99	14.80 ⁽¹⁾ 15.53 ⁽²⁾	9.14	124.93 125.66	921.29 922.02
2013-14	191.74	583.21	99.24	15.79 ⁽¹⁾ 16.33 ⁽²⁾	9.43	124.46 125.00	899.41 899.95
2012-13	184.47	565.50	106.28	16.43 ⁽¹⁾ 18.28 ⁽²⁾	10.02	132.73 134.58	882.70 884.55
2011-12	176.11	548.89	110.59	17.17 ⁽¹⁾ 18.82 ⁽²⁾	10.51	138.27 139.92	863.27 864.92
2010-11	167.82	534.63	112.97	17.13 ⁽¹⁾ 18.94 ⁽²⁾	10.50	140.60 142.41	843.05 844.86
2009-10	157.06	515.15	110.88	15.95 ⁽¹⁾ 18.44 ⁽²⁾	10.17	137.00 139.49	809.21 811.70
2008-09	147.47	503.01	102.80	14.51 ⁽¹⁾ 17.53 ⁽²⁾	9.82	127.13 130.15	777.61 780.63
2007-08	141.93	474.62	93.22	12.96 ⁽¹⁾ 15.75 ⁽²⁾	10.15	116.33 119.12	732.88 735.67

(1) Bronx Valley District
(2) Mamaroneck District
(3) Proposed

Office of State Comptroller Tax Levy Cap Reporting Form	
Proposed Budget Fiscal Year Ended June 30, 2022	
Prepared March 1, 2021	
Tax Levy Cap - Calculations and Totals	
Tax Levy Limit (Cap) Before Adjustments and Exclusions:	
1. a. Real property tax levy current fiscal year	\$ 63,879,523
b. BID special assessment levies current fiscal year	700,000
Total taxes levied current fiscal year	64,579,523
2. Less total reserve amount (including interest earned) from current fiscal year	-
	64,579,523
3. Tax Base Growth Factor	1.0140
	65,483,636
4. Add PILOTS receivable current fiscal year	1,048,902
	66,532,538
Allowable levy growth factor (2% or rate of inflation, whichever is less)	1.0123
	67,350,889
5. Less PILOTS receivable forthcoming fiscal year	(1,093,803)
7. Plus available carryover from current fiscal year	708,154
Total Levy Limit (Cap) Before Adjustments and Exclusions	66,965,240
9. Adjustments for Transfer of Local Government Functions:	
Costs incurred from transfer of local government functions	-
Savings realized from transfer of local government functions	-
Total Adjustments for Transfer of Local Government Functions	-
Tax Levy Limit, Adjusted for Transfer of Local Government Functions	66,965,240
Exclusions:	
6. Tax levy necessary for expenditures resulting from tort orders/judgments over 5% current fiscal year tax levy	-
8. Tax levy necessary for pension contribution expenditures caused by growth in the system average actuarial contribution rate in excess of 2 percentage points:	-
a. ERS	-
b. PFRS	798,674
c. TRS	-
Total Exclusions	798,674
Tax Levy Limit, Adjusted for Transfers and Exclusions	\$ 67,763,914
Real property tax levy	\$ 65,451,692
BID special assessments	700,000
Total Real Property Tax Levy	\$ 66,151,692
Difference Between Tax Levy Limit and Tax Levy	\$ 1,612,222
Do you plan to override the cap in the forthcoming year?	No
For informational purposes only:	
Total taxes levied current fiscal year	\$ 64,579,523
Tax levy limit forthcoming fiscal year	67,763,914
Additional tax levy amount available within tax limit in forthcoming year	\$ 3,184,391
Tax levy forthcoming year as percentage increase over current year tax levy	4.93%

**CITY OF WHITE PLAINS
ASSESSED VALUATION OF TAXABLE REAL PROPERTY**

	One to Three	Other	Total		State	Full	Increase (Decrease)	
	Family	Family	Commercial	Assessed	Equalization	Valuation	Amount	Percent
	Residence	Residences		Valuation (1)	Rate			
2021-22	\$116,018,982	\$65,720,397	\$102,561,254	\$284,300,633	2.66%	\$ 10,687,993,722	\$ (48,457,486)	(0.5) %
2020-21	115,864,367	65,625,893	103,025,697	284,515,957	2.65	10,736,451,208	214,975,892	2.0
2019-20	115,781,336	65,387,695	101,858,655	283,027,686	2.69	10,521,475,316	225,428,443	2.2
2018-19	115,816,025	63,174,567	104,150,697	283,141,289	2.75	10,296,046,873	1,410,902,993	15.9
2017-18	115,569,189	62,767,907	103,321,965	281,659,061	3.17	8,885,143,880	231,122,318	2.7
2016-17	115,264,619	59,141,077	102,522,994	276,928,690	3.20	8,654,021,563	258,415,199	3.1
2015-16	115,123,876	59,166,927	102,764,207	277,055,010	3.30	8,395,606,364	436,436,967	5.5
2014-15	114,939,821	57,220,667	104,818,607	276,979,095	3.48	7,959,169,397	592,044,914	8.0
2013-14	114,656,558	56,959,046	106,124,989	277,740,593	3.77	7,367,124,483	(80,770,004)	(1.1)
2012-13	114,757,907	54,259,743	106,554,446	275,572,096	3.70	7,447,894,486	(545,068,991)	(6.8)
2011-12	115,114,633	54,547,189	108,493,307	278,155,129	3.48	7,992,963,477	(881,448,700)	(9.9)
2010-11	116,684,188	55,034,084	109,600,594	281,318,866	3.17	8,874,412,177	(1,168,276,062)	(11.6)
2009-10	118,076,632	55,418,691	111,717,023	285,212,346	2.84	10,042,688,239	(509,652,743)	(4.8)
2008-09	118,436,012	55,608,043	116,145,322	290,189,377	2.75	10,552,340,982	10,435,127	0.1
2007-08	117,902,605	55,193,343	116,788,463	289,902,411	2.75	10,541,905,855	1,401,332,892	15.3
2006-07	117,281,934	55,476,793	123,395,837	296,154,564	3.24	9,140,572,963	602,262,257	7.1
2005-06	116,070,345	52,124,218	134,061,636	302,256,199	3.54	8,538,310,706	562,386,387	7.1
2004-05	115,034,569	52,353,935	137,291,805	304,680,309	3.82	7,975,924,319	849,979,735	11.9
2003-04	115,031,520	52,841,217	149,231,797	317,104,534	4.45	7,125,944,584	357,278,342	5.3
2002-03	114,298,042	52,806,756	151,699,382	318,804,180	4.71	6,768,666,242	6,768,666,242	35.0

(1) Assessed values are established by the City of White Plains Assessor on March 1 of each year and includes special Franchise Assessments as established by the New York State Board of Equalization and Assessment.

**CITY OF WHITE PLAINS
SCHEDULE OF ESTIMATED VALUE OF
BUILDING CONSTRUCTION PERMITS ISSUED
LAST TEN FISCAL YEARS***

Fiscal Year	New Non-Residential			New Residential			Miscellaneous (Alterations, Equipment, Installations, etc.)			Total Estimated Value Issued
	Number of Permits	Square Feet	Estimated Value	Number of Permits	Dwelling Units	Estimated Value	Number of Permits	Estimated Value	Total Estimated Value Issued	
2019-20	2	281,773	\$ 144,161,125	3	443	\$ 73,947,854	1,509	\$ 123,968,074	\$ 342,077,053	
2018-19	1	2,661	744,000	13	574	106,420,804	1,803	96,816,283	203,981,087	
2017-18	1	109,212	17,879,160	9	105	4,978,500	1,474	101,887,151	124,744,811	
2016-17	2	8,585	1,455,000	8	8	2,858,000	1,582	131,674,198	135,987,198	
2015-16	-	-	-	9	296	19,577,000	1,899	142,223,065	161,800,065	
2014-15	4	87,144	25,090,900	9	31	5,771,579	1,713	91,420,908	122,283,387	
** 2013-14	1	223,831	8,000,000	8	195	23,890,000	1,686	81,717,001	113,607,001	
2012-13	-	-	-	3	49	4,650,000	1,670	87,940,067	92,590,067	
2011-12	1	2,855	333,333	9	24	4,181,667	1,675	71,013,693	75,528,693	
2010-11	1	117,307	4,429,000	4	4	1,093,000	1,458	58,051,329	63,573,329	

* Source - City of White Plains Building Department

** Revised 2013-14 for new building at 223-225 Dr. Martin Luther King Blvd. (301 Quarropas)

**CITY OF WHITE PLAINS
QUARTERLY SALES TAX RECEIPTS**

Month	2015-2016	2016-2017	2017-2018	2018-19	2019-20	2020-21	Variance Over / Under 14-15	Variance Over / Under 15-16	Variance Over / Under 16-17	Variance Over / Under 17-18	Variance Over / Under 18-19	Variance Over / Under 19-20
July	\$ 3,589,763	\$ 3,721,805	\$ 3,499,460	\$ 3,747,372	\$ 3,495,587	\$ 3,154,771	0.8%	-6.0%	7.1%	-6.7%	-9.7%	
August	3,422,138	3,388,752	4,232,520	3,500,948	3,528,241	3,285,256	-7.8%	24.9%	-17.3%	0.8%	-6.9%	
September	4,129,685	4,414,017	3,335,546	3,744,163	4,803,682	2,876,235	3.7%	-24.4%	12.3%	28.3%	-40.1%	
	11,141,586	11,524,574	11,067,526	10,992,483	11,827,510	9,316,262	-1.0%	-4.0%	-0.7%	7.6%	-21.2%	
October	3,879,958	3,584,205	3,953,128	3,639,983	3,608,318	3,549,080	7.1%	10.3%	-7.9%	-0.9%	-1.6%	
November	3,791,449	3,639,874	3,820,163	3,599,834	3,578,341	3,416,681	2.3%	5.0%	-5.8%	-0.6%	-4.5%	
December	3,775,622	4,257,781	4,106,666	4,076,901	5,247,193	3,264,800	-16.4%	-3.5%	-0.7%	28.7%	-37.8%	
	11,447,029	11,481,860	11,879,957	11,316,718	12,433,852	10,230,561	-3.4%	3.5%	-4.7%	9.9%	-17.7%	
January	4,054,317	4,045,642	4,119,261	4,094,116	4,575,641	4,054,784	-6.4%	1.8%	-0.6%	11.8%	-11.4%	
February	3,422,693	3,220,221	3,505,117	3,331,635	3,718,564	-	-1.9%	8.8%	-4.9%	11.6%	-	
March	3,927,965	3,739,130	3,611,822	4,133,375	3,312,253	-	4.0%	-3.4%	14.4%	-19.9%	-	
	11,404,975	11,004,993	11,236,200	11,559,126	11,606,458	4,054,784	-1.7%	2.1%	2.9%	0.4%	4,054,784	
April	3,506,633	3,169,010	3,380,702	3,334,283	2,665,412	-	3.8%	6.7%	-1.4%	-20.1%	-	
May	3,315,192	3,327,847	3,316,835	3,358,753	2,266,985	-	-10.4%	-0.3%	1.3%	-32.5%	-	
June	3,996,972	3,871,026	4,187,795	4,542,618	2,143,008	-	4.3%	8.2%	8.5%	-52.8%	-	
	10,818,797	10,367,883	10,885,332	11,235,654	7,075,405	4,054,784	-3.2%	5.0%	3.2%	-37.0%	4,054,784	
Total - Unrestricted	\$ 44,812,387	\$ 44,379,310	\$ 45,069,015	\$ 45,103,981	\$ 42,943,225	\$ 23,601,607	-2.3%	1.6%	0.1%	-4.8%	\$ 23,601,607	

SEVEN MONTHS YEAR TO DATE: \$ 28,837,003 -18.2%

Restricted-Tax Stabilization \$ 4,979,155 \$ 4,931,035 \$ 5,007,666 \$ 5,011,553 \$ 4,771,469 \$ 2,622,401

Effective June 1, 2010, the City's portion of the sales tax rate was amended to 2.50% of which .25% is dedicated to the City's Tax Stabilization Account; total new rate 8.375.

**CITY OF WHITE PLAINS
SCHEDULE OF PROPERTY TAX LEVIES AND
COLLECTIONS LAST TEN FISCAL YEARS ⁽¹⁾**

Fiscal Year	Property Tax Levy	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years ⁽²⁾	Total Collections to Date	
		Amount Collected	Percent of Levy		Amount Collected	Percent of Levy
2019-20	\$ 61,436,820	\$ 61,082,948	99.42%	\$ -	\$ 61,082,946	99.42%
2018-19	59,844,743	59,521,700	99.46%	211,997	59,733,697	99.81%
2017-18	57,844,321	57,594,024	99.57%	164,929	57,758,953	99.93%
2016-17	55,648,820	55,336,066	99.44%	273,699	55,609,765	99.97%
2015-16	55,616,023	55,317,834	99.46%	247,351	55,565,185	99.94%
2014-15	54,326,680	54,060,085	99.51%	246,562	54,306,647	99.97%
2013-14	53,253,982	52,945,567	99.42%	300,750	53,246,317	99.99%
2012-13	50,834,785	50,539,754	99.42%	287,601	50,827,355	100.00%
2011-12	48,985,900	48,560,717	99.13%	419,351	48,980,068	100.00%
2010-11	47,210,932	46,801,722	99.13%	401,933	47,203,655	99.99%

(1) Source - City of White Plains Comprehensive Annual Financial Report for the Fiscal Year July 1, 2018 - June 30, 2019.

(2) Collections in subsequent years are through June 30, 2019.

CITY OF WHITE PLAINS, NEW YORK
CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS
LAST FOUR FISCAL YEARS ⁽¹⁾

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
REVENUES				
Taxes and related items	\$ 113,694,074	\$ 114,221,546	\$ 113,247,436	\$ 111,188,521
Intergovernmental	11,899,926	12,381,817	12,357,554	11,239,851
Charges for services	20,696,862	23,355,763	22,705,625	22,371,009
Licenses and permits	12,127,241	9,420,518	7,669,623	7,654,549
Fines and forfeitures	8,121,833	9,075,717	8,240,855	8,177,026
Interest	1,000,467	1,357,919	596,965	253,422
Fees and program income	4,766,085	5,418,931	5,594,141	5,753,812
Miscellaneous	5,963,379	6,032,208	3,968,642	5,378,294
Total Revenues	<u>178,269,867</u>	<u>181,264,419</u>	<u>174,380,841</u>	<u>172,016,484</u>
EXPENDITURES				
Current:				
Council and Boards	431,447	459,860	574,570	560,528
General Government	33,545,512	33,819,686	32,792,362	30,837,661
Public Works	29,020,559	29,353,669	29,268,960	28,802,676
Parking	12,687,230	12,730,844	12,314,804	12,627,381
Public Safety	65,085,499	64,971,500	65,136,646	64,171,280
Community Services	18,400,778	20,593,616	20,172,379	19,771,689
Debt Service:				
Principal	11,216,604	10,512,844	9,739,538	9,231,948
Interest and fiscal charges	4,314,601	3,837,379	4,033,851	3,833,912
Refunding bond issuance costs	-	-	-	195,964
Capital Outlay	13,984,892	12,668,810	13,865,592	10,852,437
Total Expenditures	<u>188,687,122</u>	<u>188,948,208</u>	<u>187,898,702</u>	<u>180,885,476</u>
Excess (Deficiency) of Revenues over Expenditures	<u>(10,417,255)</u>	<u>(7,683,789)</u>	<u>(13,517,861)</u>	<u>(8,868,992)</u>
OTHER FINANCING SOURCES (USES)				
Energy performance contract debt issued	-	-	3,217,627	-
Bonds issued	11,751,092	13,281,350	-	13,001,550
Refunding bonds issued	-	-	-	23,546,715
Issuance premium	1,796,285	1,363,179	-	1,427,508
Payment to refunded bond escrow agent	-	-	-	(24,354,377)
Transfers in	14,650,475	13,354,916	13,007,448	11,939,792
Transfers out	(14,650,475)	(13,354,916)	(13,007,448)	(11,939,792)
Total Other Financing Sources (Uses)	<u>13,547,377</u>	<u>14,644,529</u>	<u>3,217,627</u>	<u>13,621,396</u>
Net Change in Fund Balances	<u>\$ 3,130,122</u>	<u>\$ 6,960,740</u>	<u>\$ (10,300,234)</u>	<u>\$ 4,752,404</u>
Debt Service as a percentage of noncapital expenditures	<u>8.86%</u>	<u>8.07%</u>	<u>7.89%</u>	<u>7.69%</u>

(1) Source - City of White Plains Comprehensive Annual Financial Report for the Fiscal Year July 1, 2019 - June 30, 2020.

**CITY OF WHITE PLAINS
FULL TIME SALARY SCHEDULES**

CATEGORY	SALARY as of 6/30/21
Elected Officials	
Mayor	\$ 159,000
Common Council Member (President's Stipend)	38,971
Common Council Member	36,471
<hr/>	
Appointed Officials	
Assessor	\$ 147,416
Budget Director	164,000
Deputy Budget Director	0
Commissioner of Building	164,144
Deputy Commissioner of Building	147,186
City Clerk	117,201
Deputy City Clerk	95,000
Corporation Counsel	215,000
Chief Deputy Corporation Counsel	0
Deputy Corporation Counsel	177,735
Chief of Staff	0
Commissioner of Finance	167,280
Deputy Commissioner of Finance	150,238
Chief Information Officer	150,866
Library Director	163,621
Personnel Officer	172,821
Deputy Personnel Officer	106,014
Physician	59,120
Commissioner of Parking	170,626
Deputy Commissioner of Parking I	139,992
Deputy Commissioner of Parking II	149,716
Commissioner of Planning	159,400
Deputy Commissioner of Planning	141,143
Commissioner of Public Safety	203,000
Deputy Commissioner of Public Safety	192,500
Commissioner of Public Works	188,504
Deputy Commissioner of Public Works	154,000
Commissioner of Purchase	135,392
Commissioner of Recreation & Parks	159,439
Deputy Commissioner of Recreation & Parks	140,000
Director of Youth Bureau	142,711

**CITY OF WHITE PLAINS
FULL TIME SALARY SCHEDULES**

CATEGORY/ BARGAINING UNIT	GRADE	MINIMUM	MAXIMUM	
Managerial/ Confidential and MC7A	6	\$ 46,940	\$ 61,040	
	7	49,159	63,927	
	8	51,811	77,282	
	9	55,439	82,634	
	10	59,320	88,912	
	11	63,471	94,662	
	12	67,913	102,378	
	13	72,669	110,200	
	14	77,755	117,690	
	15	83,197	125,223	
	16	89,021	132,958	
	17	95,253	144,702	
	18	103,826	156,341	
	19	113,170	168,414	
	20	132,606	181,645	
		Fire Chief	192,328	
		Police Chief	192,328	
		Asst. Police Chief	176,067	
	CSEA, CS7A and CS8A	1	\$ 37,284	\$ 55,071
		2	38,816	57,320
3		41,419	60,174	
4		42,513	62,961	
5		44,457	65,965	
6		45,633	68,342	
7		47,783	71,913	
7A		48,821	73,053	
8		50,367	75,924	
8Q		45,633	77,937	
9		53,409	81,177	
10		57,671	87,355	
11		61,420	93,002	
12		65,966	100,594	
13		70,542	108,271	
14		75,223	115,634	
15		79,954	123,031	
16		84,599	130,639	
17		92,689	142,172	
18		101,177	153,615	
19	109,457	165,481		
20	117,599	178,485		
	School Crossing Guard	14,560	14,992	
PBA and PBA1	Police Officer	\$ 53,708	\$ 105,175	
	Sergeant	119,944	125,092	
	Lieutenant	137,936	143,803	
	Captain	158,626	165,321	
PFFA and FIRA	Fire Fighter	\$ 53,178	\$ 103,909	
	Lieutenant	118,495	123,585	
PFFA Deputies	Deputy Chief	\$ 56,708	\$ 163,326	
Teamsters and TEA1	Sanitation Worker	\$ 42,966	\$ 72,752	
	Sanitation Driver	71,296	78,233	
	Sanitation Leader	79,177	87,713	

**CITY OF WHITE PLAINS
FULL TIME PERSONNEL SUMMARY**

DEPARTMENT	2017-18 ADOPTED BUDGET	2018-19 ADOPTED BUDGET	2019-20 ADOPTED BUDGET	2020-21 ADOPTED BUDGET	2021-22 PROPOSED BUDGET
GENERAL FUND:					
Council and Boards:					
Common Council	6	6	6	6	6
Zoning Board of Appeals	1	0	0	0	0
S/T	7	6	6	6	6
General Government:					
Office of the Mayor	6	6	6	6	6
City Clerk Office	6	6	6	6	6
Law Department	10	10	10	10	10
Assessor Office	5	5	5	5	5
Finance Department	17	17	17	17	17
Information Technology	7	7	7	7	7
Budget Department	4	4	4	4	4
Purchase Department	5	4	5	5	5
Planning Department	7	7	7	7	7
Building Department	21	23	23	23	23
Personnel Department	4	4	5	5	5
S/T	92	93	95	95	95
Public Works:					
Bureau of Administration	10	10	10	10	10
Bureau of Engineering	17	17	17	17	17
Bureau of Building Maintenance	19	19	19	19	19
Bureau of Garage and Shop	20	20	20	20	20
Bureau of Storm Water	2	2	2	2	2
Bureau of Highways	70	70	70	70	70
Bureau of Sanitation	62	62	60	60	60
S/T	200	200	198	198	198
Public Safety:					
Public Safety Administration	5	5	5	5	5
Fire Department	151	151	151	154	154
Police Department	228	228	228	233	233
S/T	384	384	384	392	392
Community Services:					
Recreation & Parks	14	14	14	14	14
Youth Bureau	13	13	13	13	13
S/T	27	27	27	27	27
Parking Department:					
Administration	8	8	7	7	7
Lots/Garages	46	46	46	46	46
Enforcement/Violations	38	38	38	38	38
Traffic Maintenance	6	6	6	6	6
S/T	98	98	97	97	97
TOTAL GENERAL FUND	808	808	807	815	815
Library Fund	36	36	35	35	35
Self Insurance Fund	1	1	1	1	1
Sewer Rent Fund	7	7	7	7	7
Water Fund	29	29	29	29	29
TOTAL AUTHORIZED PERSONNEL	881	881	879	887	887

**CITY OF WHITE PLAINS
SUMMARY ANALYSIS OF STAFFING
FISCAL YEAR 2021-2022
PROPOSED BUDGET vs. PRIOR FISCAL YEARS**

TOTAL STAFFING

	AUTH.	FILL	VAC.	% VAC.
Proposed Budget	887	837	50	5.6%
12/31/20	887	818	69	7.8%
06/30/20	879	821	58	6.6%
06/30/19	881	797	84	9.5%
06/30/18	881	803	78	8.9%
06/30/17	887	811	76	8.6%

STAFFING BY FUND

	GENERAL FUND		LIBRARY FUND		SEWER RENT FUND		WATER FUND		SELF INS. FUND	
	AUTH.	FILL	AUTH.	FILL	AUTH.	FILL	AUTH.	FILL	AUTH.	FILL
Proposed Budget	815	771	35	31	7	7	29	28	1	0
12/31/20	815	752	35	31	7	7	29	28	1	0
06/30/20	807	755	35	32	7	6	29	28	1	0
06/30/19	808	732	36	30	7	7	29	28	1	0
06/30/18	808	740	36	31	7	7	29	25	1	0
06/30/17	812	746	37	30	7	7	29	28	1	0

STAFFING BY FUNCTION

	GENERAL GOV'T			PUBLIC WORKS			PUBLIC SAFETY			COMMUNITY SERVICES		
	AUTH.	FILL	VAC.	AUTH.	FILL	VAC.	AUTH.	FILL	VAC.	AUTH.	FILL	VAC.
Proposed Budget	199	175	24	234	214	20	392	391	1	62	57	5
12/31/20	199	169	30	234	212	22	392	380	12	62	57	5
06/30/20	199	173	26	234	214	20	384	376	8	62	58	4
06/30/19	198	172	26	236	215	21	384	357	27	63	53	10
06/30/18	198	170	28	236	214	22	384	362	22	63	57	6
06/30/17	200	168	32	238	214	24	384	373	11	65	56	9

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**CITY OF WHITE PLAINS
GENERAL FUND SUMMARY
SALARIES AND WAGES**

Fiscal Year	Total Salaries & Wages	FY Change	Full-time Salaries & Wages	% of Total	Other than Full-time Salaries & Wages			% of Total	
					Overtime	Part-time	Other ⁽¹⁾		
2021-22 (Proposed)	\$ 79,798,013	3.1%	\$ 72,490,461	90.8%	\$ 4,913,553	\$ 2,239,450	\$ 154,549	\$ 7,307,552	9.2%
2020-21 (12/31/20)	77,369,057	3.3%	71,049,281	91.8%	4,914,213	1,251,014	154,549	6,319,776	8.2%
2019-20	74,923,833	0.6%	68,589,353	91.5%	4,239,362	1,896,879	198,239	6,334,480	8.5%
2018-19	74,441,233	-0.8%	67,342,495	90.5%	4,610,555	2,266,122	222,061	7,098,738	9.5%
2017-18	75,030,908	0.1%	67,835,235	90.4%	4,773,241	2,205,157	217,275	7,195,673	9.6%
2016-17	74,923,117	1.6%	67,479,561	90.1%	4,975,440	2,252,250	215,866	7,443,556	9.9%
2015-16	73,727,275	1.4%	66,944,901	90.8%	4,263,498	2,308,094	210,782	6,782,374	9.2%
2014-15	72,694,237	2.7%	66,025,915	90.8%	4,235,734	2,072,595	359,993	6,668,322	9.2%
2013-14	70,793,941	1.3%	64,975,188	91.8%	3,480,252	2,101,496	237,005	5,818,753	8.2%
2012-13	69,892,983	2.0%	64,060,577	91.7%	3,471,328	2,123,818	237,260	5,832,406	8.3%

(1) Includes 207-A Payments and Pensioners Payments.

SUMMARY OF NEGOTIATED WAGE SETTLEMENTS

F/Y	CSEA	Police	Fire	Teamsters
2021-22	0.00%	0.00%	0.00%	0.00%
2020-21	3.00%	3.00%	3.00%	3.00%
2019-20	3.00%	3.00%	3.00%	3.00%
2018-19	1.25%	1.25%	0.25%	1.25%
2017-18	2.00%	2.50%	2.50%	2.00%
2016-17	2.00%	2.25%	2.25%	2.00%
2015-16	1.50%	2.00%	2.00%	2.00%
2014-15	2.00%	2.00%	2.00%	2.00%
2013-14	2.00%	2.00%	2.00%	2.00%
2012-13	2.00%	2.00%	2.00%	2.00%

CITY OF WHITE PLAINS
FRINGE BENEFIT RATES

<u>Health Insurance*</u>	Monthly Premiums			
	<u>Individual</u>	<u>% Increase</u>	<u>Family</u>	<u>% Increase</u>
January 1, 2022 (estimate)	\$ 1,128.61	5.0%	\$ 2,574.85	5.0%
January 1, 2021	1,074.87	4.2%	\$ 2,452.24	2.7%
January 1, 2020	1,031.82	-1.1%	2,387.58	-1.0%
January 1, 2019	1,042.85	2.7%	2,412.77	2.8%
January 1, 2018	1,014.98	7.5%	2,348.15	8.7%
January 1, 2017	944.39	11.2%	2,160.64	12.2%
January 1, 2016	849.01	5.5%	1,926.21	6.5%
January 1, 2015	805.05	4.3%	1,808.86	5.5%
January 1, 2014	771.54	0.5%	1,714.19	1.6%
January 1, 2013	767.98	7.7%	1,686.56	7.9%

* New York State Plan (Non-Medicare)

<u>Social Security</u>	<u>Rate</u>	<u>Maximum Salary Subject to Withholding</u>
2022 (estimate)	6.20%	\$144,950
	1.45%	No Limit
2021	6.20%	\$142,800
	1.45%	No Limit
2020	6.2%	\$137,700
	1.45%	No Limit
2019	6.2%	\$132,900
	1.45%	No Limit
2018	6.2%	\$128,700
	1.45%	No Limit
2017	6.2%	\$127,200
	1.45%	No Limit
2016	6.2%	\$118,500
	1.45%	No Limit
2015	6.2%	\$118,500
	1.45%	No Limit
2014	6.2%	\$117,000
	1.45%	No Limit
2013	6.2%	\$113,700
	1.45%	No Limit

**CITY OF WHITE PLAINS
FRINGE BENEFIT RATES
NEW YORK STATE RETIREMENT SYSTEMS**

<u>Pension Year Ending</u>	<u>No. of Employees</u>	<u>Salary Base (1)</u>	<u>Gross Contribution</u>	<u>Composite Percentage Rates</u>
<u>EMPLOYEES:</u>				
3/31/21	532	\$ 39,240,237	\$ 5,748,872	14.65 %
3/31/20	580	38,912,291	5,673,510	14.58
3/31/19	553	38,802,082	5,770,915	14.87
3/31/18	553	39,475,710	6,090,993	15.43
3/31/17	567	38,120,220	5,939,705	15.58
3/31/16	604	38,099,707	7,050,768	18.51
3/31/15	560	38,212,059	7,622,845	19.95
3/31/14	565	38,169,038	7,958,482	20.85
3/31/13	572	38,032,280	7,749,360	19.10
3/31/12	565	37,415,138	5,827,839	15.58
<u>POLICE & FIRE:</u>				
3/31/21	341	\$ 39,411,033	\$ 9,422,971	23.91 %
3/31/20	335	39,126,458	8,684,529	22.20
3/31/19	340	40,383,991	8,981,568	22.24
3/31/18	340	38,900,754	9,069,870	23.32
3/31/17	328	40,131,030	9,243,254	23.03
3/31/16	336	35,646,847	8,329,872	23.37
3/31/15	344	36,141,020	9,153,504	25.33
3/31/14	344	36,103,141	9,648,718	26.73
3/31/13	351	37,752,472	10,591,566	24.67
3/31/12	349	36,849,244	7,377,743	20.02

(1) Estimated by the New York State Retirement Systems.

CITY OF WHITE PLAINS
COMMUNITY DEVELOPMENT EXPENDITURES BY PROGRAM YEAR AND CATEGORY
AS OF 6/30/20

<u>Program Description</u>	<u>Program Years</u>				<u>Totals</u>
	<u>1982-83</u> <u>Thru</u> <u>2016-17*</u>	<u>Program</u> <u>Year</u> <u>2017-18</u>	<u>Program</u> <u>Year</u> <u>2018-19</u>	<u>Program</u> <u>Year</u> <u>2019-20</u>	
<u>Acquisition of Real Property/Development</u>	\$ 3,105,031	\$ -	\$ -	\$ -	\$ 3,105,031
<u>Public Works Facilities Site Improvements</u>					
• Neighborhood Public Works Imp. Program	3,293,185	-	-	-	3,293,185
• Recreation & Parks related	1,299,765	-	-	-	1,299,765
• White Plains Parks	414,397	185,000	108,491	99,924	807,812
• Removal of barriers to handicapped	702,406	-	-	-	702,406
• No. Arterial & Bronx Parkway Access Ramp	366,450	-	-	-	366,450
• Mamaroneck Avenue	982,489	-	-	-	982,489
• Multi-purpose Neighborhood Center	1,067,628	-	-	-	1,067,628
• Eastview Rec. Facilities	292,075	-	-	-	292,075
• Gardella Park Playground	76,700	-	-	-	76,700
• WPHA Schuyler-Dekalb	159,296	-	-	-	159,296
• Senior Center	175,375	-	-	-	175,375
• Other	939,075	-	-	-	939,075
S/T	9,768,841	185,000	108,491	99,924	10,162,256
<u>Economic Development</u>	7,500				7,500
<u>Clearance, Demolition, Rehabilitation</u>					
• Winbrook	1,258,135	-	-	-	1,258,135
• Purdy House	229,835	-	-	-	229,835
S/T	1,487,970	-	-	-	1,487,970
<u>Rehabilitation Loan & Grants</u>	25,487,308	488,666	372,387	187,126	26,535,487
<u>Special Projects for the Elderly</u>	73,011	-	-	-	73,011
<u>Provision for Public Services</u>					
• Day Care	1,295,622	-	-	-	1,295,622
• Mother-Child Program	119,769	-	-	-	119,769
• Sr. Citizen Transportation	114,391	-	-	-	114,391
• For the Alcoholic	351,032	-	-	-	351,032
• Centro Hispano	1,283,456	21,665	24,960	15,893	1,345,974
• YMCA/YWCA Programs	169,057	4,000	5,120	3,704	181,881
• Meals on Wheels	711,965	16,667	16,640	9,500	754,772
• Sr. Personnel Employment	75,500	-	-	-	75,500
• Thomas H. Slater Center	1,095,389	17,667	19,200	11,077	1,143,333
• Ecumenical Food Pantry	420,128	19,667	20,480	12,893	473,168
• White Plains Housing Info. Services	644,041	13,667	14,080	6,216	678,004
• Impact Academy	17,932	-	-	-	17,932
• Westco/Slater Center	176,401	-	-	-	176,401
• Center for Learning	88,668	-	-	-	88,668
• Westchester Legal Services	145,432	9,000	8,960	9,500	172,892
• Grace Church Community Center	388,596	26,667	23,009	28,158	466,430
• After School Scholarships	444,881	20,000	25,600	19,000	509,481
• Camp Scholarships	894,133	55,000	70,400	40,850	1,060,383
• Programs for Developmentally Disabled	187,857	10,000	9,600	8,550	216,007
• Performing Arts Center	110,000	-	-	-	110,000
• Other	1,392,895	15,988	17,920	9,713	1,436,516
S/T	10,127,145	229,988	255,969	175,054	10,788,156
<u>Completion of Urban Renewal Projects</u>	3,480,848	-	-	-	3,480,848
<u>Code Enforcement</u>	4,763,202	146,907	148,459	141,959	5,200,527
<u>Planning & Management Development</u>	882,732	-	-	-	882,732
<u>Administration:</u>					
• General	5,937,469	131,157	146,043	147,839	6,362,508
• Cable TV Outreach	262,455	-	-	-	262,455
• Human Relations	360,000	-	-	-	360,000
<u>Categorical Program Settlement Grant</u>	10,672,055	-	-	-	10,672,055
TOTAL:	\$ 76,415,567	\$ 1,181,718	\$ 1,031,349	\$ 751,902	\$ 79,380,536

*Includes 1983-84 Jobs Bill

Note: The FY 2016-17 General Fund budget will receive reimbursement from the Community Development Fund for certain administrative services provided by the Departments of Law, Finance and Planning. The Community Development Fund also provides funding for certain capital projects in the Capital Improvement Program.

**CITY OF WHITE PLAINS
SPECIAL REVENUE FUND
WHITE PLAINS URBAN RENEWAL AGENCY
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE ⁽¹⁾
JUNE 30, 2020**

	<u>Central Renewal Project</u>	<u>Main</u>	
	<u>Federal</u>	<u>Mamaroneck</u>	
	<u>NY R-37</u>	<u>WPUR-13</u>	<u>TOTAL</u>
Revenues:			
Miscellaneous:			
Rent	\$ 71,944	\$ -	\$ 71,944
Interest	4,303	3	4,306
Total Revenues	<u>76,247</u>	<u>3</u>	<u>76,250</u>
Expenditures:			
Community Services:			
Direct Costs	40,507	-	40,507
Total Expenditures	<u>40,507</u>	<u>-</u>	<u>40,507</u>
Excess of Revenues (Under) Expenditures	35,740	3	35,743
Fund Balance-Beginning of Year	323,903	227	324,130
FUND BALANCE AT END OF YEAR	<u>\$ 359,643</u>	<u>\$ 230</u>	<u>\$ 359,873</u>

⁽¹⁾ Source - City of White Plains Comprehensive Annual Financial Report for the Fiscal Year July 1, 2019 - June 2020

Note: The FY 2021-2022 General Fund budget will receive reimbursement from the Urban Renewal Agency for certain administrative services provided by the Departments of Law, Finance and Planning.

**CITY OF WHITE PLAINS
SPECIAL REVENUE FUND
YOUTH DEVELOPMENT FUND ⁽¹⁾
STATEMENT OF REVENUES AND EXPENDITURES**

	<u>FY 20-21 Grant 12/31/20</u>	<u>FY 20-21 Actual 12/31/20</u>	<u>FY 21-22 Planned Grants</u>
REVENUES:			
Grants:			
Friends of Youth Bureau	\$ 122,700	\$ -	\$ -
Great Potential	12,373	873	11,500
Higher Aims Program	40,000	-	40,000
OASAS	103,716	84,478	192,841
STEM - Summer camp	12,399	-	-
Summer Jobs Express Program			
TANFS Summer Employment	25,950	-	-
TENNIS			
TWA20	19,970	-	-
Twenty First Century	779,403	155,880	779,403
US Dept of Health & Human Services	13,008	9,369	-
West Community Foundation	21,379	21,379	30,000
Westchester County Invest-in-Kids	121,908	48,613	138,000
Work Force Investment Act (WIOA)	232,168	-	-
Total Revenues	<u>\$ 1,504,974</u>	<u>\$ 320,592</u>	<u>\$ 1,191,744</u>
EXPENDITURES:			
Grants:			
Friends of Youth Bureau	\$ 122,700	\$ 3,345	\$ -
Great Potential	12,373	2,160	11,500
Higher Aims Program	40,000	13,619	40,000
OASAS	103,716	85,284	192,841
STEM - Summer camp	12,399	-	-
Summer Jobs Express Program			
TANFS Summer Employment	25,950	25,727	-
TENNIS			
TWA20	19,970	8,781	-
Twenty First Century	779,403	190,768	779,403
US Dept of Health & Human Services	13,008	9,369	-
West Community Foundation	21,379	21,285	30,000
Westchester County Invest-in-Kids	121,908	70,796	138,000
Work Force Investment Act (WIOA)	232,168	59,187	-
Total Expenditures	<u>\$ 1,504,974</u>	<u>\$ 490,321</u>	<u>\$ 1,191,744</u>

⁽¹⁾ As of July 1996, the City established a new special revenue fund to account for various grants related to youth. A separate multi-year fund was deemed suitable to best address differing lengths and terms of various grants which the City has been successful in receiving. These grants are administered by the City's Youth Bureau.

**CITY OF WHITE PLAINS
CABLE TV FUND
SUMMARY OF PRELIMINARY BUDGET
JULY 1, 2021 - JUNE 30, 2022⁽¹⁾**

	OPERATING BUDGET	TCAP CAPITAL	TOTAL CABLE TV FUND
REVENUES:			
Licenses:			
Franchise Fee	\$ 352,500	\$ -	\$ 352,500
PEG Grant	-	248,000	248,000
Other	1,000	3,000	4,000
Appropriated Fund Balance	161,810	-	161,810
TOTAL	\$ 515,310	\$ 251,000	\$ 766,310
 EXPENDITURES:			
Salaries & Wages	\$ 319,161	\$ -	\$ 319,161
Employee Benefits	152,783	-	152,783
Materials & Supplies	4,775	-	4,775
Direct Costs	30,161	-	30,161
Equipment-Studio	-	12,000	12,000
Equipment-Other	-	22,500	22,500
Reserve for Financing	224,930	-	224,930
TOTAL	\$ 224,930	\$ 34,500	\$ 766,310

⁽¹⁾ Source: Preliminary Budget as revised by the Budget Director for the Executive Director of the Cable Television Access Commission.

**CITY OF WHITE PLAINS
CABLE TV FUND
SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE**

	FY 19-20 Actual	FY 20-21 Revised Budget 12/31/20	FY 20-21 Exp/Oblig 12/31/20	Projected Actuals 06/30/21
Revenues & Other Sources:				
Licenses:				
Franchise Fee	\$ 393,880	\$ 217,000	\$ 150,000	\$ 363,889
PEG Grant	256,818	450,500	250,809	250,000
Miscellaneous:				
CTV Productions	1,100	-	905	1,500
Other	20	-	-	-
Interest Income	8,397	-	1,735	3,734
Appropriated Fund Balance	-	109,400	-	-
TOTAL	660,215	\$ 776,900	\$ 403,449	619,123
Expenditures & Other Uses:				
Salaries & Wages	301,842	\$ 319,162	151,159	297,187
Employee Benefits	138,280	151,933	70,314	132,695
Materials & Supplies	11,828	5,075	5,546	8,530
Direct Costs	71,715	40,199	27,396	32,497
Equipment-TV Studio	46,776	70,038	58,051	58,051
Equipment-Other	31,152	-	-	-
Transfer to Capital Projects	-	-	-	-
Reserve for Financing	-	190,493	-	-
TOTAL	601,593	\$ 776,900	\$ 312,466	528,960
Excess of Revenues & Other Sources Over/(Under) Expenditures & Other Uses				
	58,622			90,163
Fund Balance - Beginning of Year	474,573			533,195
Fund Balance - End of Year	\$ 533,195 *			\$ 623,358 *
* Fund Balance Components:				
Operating Fund Balance	\$ (38,359)			\$ (143,233)
TCAP Capital Fund Balance	571,554			766,591
	\$ 533,195			\$ 623,358

GLOSSARY

ACCRUAL BASIS OF ACCOUNTING. A method that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

ACTIVITY. A specific and distinguishable service provided by the government of the City of White Plains.

ACTUARIAL. The statistical calculation of risks, premiums, etc. for insurance purposes.

AMORTIZATION. The gradual reduction of a financial commitment according to a specified schedule of times and amounts.

APPROPRIATION. The legal authorization granted by the Common Council to make expenditures and to incur obligations.

ASSESSED VALUATION. A valuation set upon real estate or other property by the City as a basis for levying taxes.

ASSESSMENT ROLL. The official list containing the legal description of each parcel of property and its assessed valuation.

ASSIGNED FUND BALANCE. Amounts of fund balance that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed, except for stabilization arrangements.

BALANCED BUDGET. Total revenues, other financing sources and appropriation of fund balance equals the total of appropriations/expenditures and other financing used in governmental funds.

BOND. A written promise to pay a specified sum of money at a specified date or dates in the future. See also general obligation, revenue, and serial bonds.

BOND ANTICIPATION NOTE. Short-term interest-bearing notes issued by a government in anticipation of bonds to be issued at a later date. The notes are retired from the proceeds of the bond issue to which they are related. The City does not issue revenue and tax anticipation notes which are repaid exclusively from taxes or the earnings from an enterprise fund.

BONDS AUTHORIZED AND UNISSUED. Bonds which have been authorized by the Common Council but not issued and which can be issued and sold without further authorization.

BUDGET. A financial work plan embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

GLOSSARY

BUSINESS IMPROVEMENT DISTRICT. The Business Improvement District (BID) is a defined area within which businesses pay an additional tax or fee in order to fund improvements within the district's boundaries. The BID provides services such as cleaning streets, providing security, funding streetscape enhancements, and marketing. The services provided by the BID are supplemental to those already provided by the municipality. Grant funds acquired through the BID for special programs can be utilized as applicable.

CAPITAL EXPENDITURES. Expenditures which result in the acquisition of, or addition or improvements to, City facilities.

CAPITAL OUTLAY. The cash contribution to capital programming made by the Water Fund and to provide funds to implement water-related projects included in the City's Capital Improvement Program.

CAPITAL PROGRAM. A plan developed by the City's Capital Projects Board for capital expenditures to be incurred each year over a six-year period. It sets forth each project and specifies the resources estimated to be available to finance the project.

CASH TO CAPITAL. The cash contributions to capital programming made by the General and Library funds to provide funds to implement the City's Capital Improvement Program.

CERTIORARI. A judicial proceeding to review an assessment of real property.

"CHIPS". The New York State Consolidated Highway Improvement Program. A New York State local aid program designed to improve the physical condition of local streets and bridges.

COMMITTED FUND BALANCE. Amounts of fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision making authority.

COMPONENT UNIT. Legally separate entities, such as the Cable Television Access Fund and the Urban Renewal Agency, which meet any of the following tests: the primary government appoints the majority of the Board and is able to impose its will on the unit, and/or is in a relationship of financial benefit; the unit is fiscally dependent upon the primary government; or the audited financial statements would be misleading if data from the unit were not included.

DEBT. An obligation resulting from the borrowing of money. The City's debt includes bonds and bond anticipation notes.

DEBT LIMIT. The maximum amount of debt which is legally permitted. In NYS, the debt limit is 7% of the average full valuation of assessable property within the City for the past five years.

DEBT SERVICE. The amount of money required to pay annual interest and principal on outstanding debt.

DEFICIT. Excess of expenditures or liabilities over revenues or assets.

GLOSSARY

DEPARTMENT. An operational unit of City government created by the City Charter.

DEPRECIATION. (1) Expiration in the service life of fixed assets (buildings, machinery, equipment, etc.) attributable to normal wear and tear. (2) The proportion of the cost of a fixed asset which is charged as an expense during a particular period.

DIRECT COSTS. A category of expenditures encompassing contractual services, insurance, legal judgments, taxes, abatements and other similar costs.

ENTERPRISE FUND. A fund, such as the White Plains Water Fund, whose operations are financed in a manner similar to a private business in which the cost of providing goods or services is recovered through user charges.

ENVIRONMENTAL FACILITIES CORPORATION (EFC). State entity authorized to sell debt for approved municipal projects and to provide a subsidy that reduces the cost of the debt issue to the municipality until the debt is retired.

FISCAL PERFORMANCE GOALS. Written policies which were adopted by the Common Council to guide the City's financial management practices.

FISCAL YEAR. A 12-month period to which the annual operation budget applies. In White Plains, the fiscal year runs from July 1 through June 30.

FUND. A fiscal and accounting entity to control and account for the use of government resources.

FULL VALUATION. The valuation of assessable property within the City of White Plains which is calculated by applying a State Equalization Rate for the purpose of "equalizing" assessment practices statewide. Full valuation is the basis of computing the city's debt and taxing limits.

FUND BALANCE. Governmental funds are, in essence, accounting segregations of financial resources. Expendable assets are assigned to various governmental funds according to the purposes for which they may or must be used; current liabilities are assigned to the fund from which they are to be paid; and the difference between governmental fund assets and liabilities, the fund equity is referred to as fund balance.

GENERAL FUND. The general fund should be used to account for and report all financial resources not accounted for and reported in another fund.

GENERAL OBLIGATION BONDS. Bonds for the payment of which the full faith and credit of the City are pledged.

GOALS-ORIENTED PERFORMANCE MEASUREMENT BUDGET. A term used in the City of White Plains to describe its budget document and budgeting process. Basically, the budget has been developed to align services (activities) with City-wide goals so that resources may be allocated based upon performance and in support of specific goals.

GLOSSARY

GOVERNMENTAL FUND. Governmental fund reporting focuses primarily on the sources, uses, and balances of current financial resources and often had a budgetary orientation. The governmental fund category includes the general fund, special revenue funds, capital projects funds, debt service funds, and permanent funds.

INTERNAL SERVICE FUND. Internal service funds may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

LONG-TERM DEBT. Debt with a maturity of more than one year.

MAJOR FUND. A governmental or enterprise fund reported as a separate column in the basic fund financial statements.

MORTGAGE TAX RECEIPTS. A municipality's local share of mortgage transactions which occur within its jurisdiction.

NET POSITION. In Proprietary funds, the difference between the assets and the liabilities plus or minus the net position of the fund from the prior year. The total amount is the net position of the fund. The assets are the operating revenues and the non-operating revenues. The liabilities are the operating expenses and non-operating expenses.

OBJECT. Identifies the nature of articles to be purchased or the service obtained as distinguished from the results obtained from expenditure.

ORDINANCE. A formal legislative enactment by the Common Council having the full force of effect of law. The budget is adopted by ordinance.

P.I.L.O.T. An acronym for Payment in Lieu of Taxes, referring to agreements between the taxing entity and the taxpayer whereby a negotiated payment is substituted for the property tax. PILOTs are usually for a fixed period of time and are often used in conjunction with private/public development projects.

PRO FORMA. For form's sake. Used to denote a sample statement which may either be wholly or partially hypothetical, actual facts, estimates, or proposals.

PROPRIETARY FUNDS. Funds, such as enterprise and internal service funds, which focus on determination of operating income, changes in net assets or cost recovery, financial position, and cash flows.

RESERVE FOR FINANCING. An account established annually to provide for the settlement of pending labor contracts; for temporary funding of unforeseen needs of an emergency or non-recurring nature; to permit orderly budgetary adjustments when revenues are lost through the actions of other government bodies; to provide the local match for public or private grants; to meet unexpected small increases in service delivery costs. Reserve for Financing funds may only be appropriated by ordinance or resolution of the Council.

GLOSSARY

RESOLUTION. An order of the Common Council requiring less legal formality than an ordinance.

RESTRICTED FUND BALANCE. Amounts of fund balance that are restricted to specific purposes. Fund balance should be reported as restricted when constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

RETAINED EARNINGS. An equity account which records the accumulated earnings of an enterprise fund.

REVENUE BONDS. Bonds whose principal and interest are payable exclusively from an enterprise fund. The City has not utilized this financing option.

SERIAL BONDS. Bonds whose principal interest are paid in periodic installments over the life of the bond.

SOURCE. Used to describe the origin of City revenues.

SPECIAL FRANCHISE ASSESSMENTS. Assessments on utilities which run through City rights-of-way. Special Franchise assessments are determined by New York State.

SPECIAL REVENUE FUNDS. Used to account for the proceeds of specific revenue sources, other than expendable trusts and capital projects, that are legally restricted to expenditures for specific purposes, such as Library Fund and Youth Development Fund.

“STAR”. The New York State School Tax Relief Program. A State exemption program administered by the City to provide school tax relief for taxpayers of owner-occupied residences.

TAX CERTIORARI ACCOUNT. An account which reflects the property tax refunds that result from successful challenges to the City’s determination of assessed property values. The term “tax certiorari” is the formal name of the legal procedure involved.

TAX STABILIZATION ACCOUNT. A fund wherein the proceeds from ¼ % sales tax is held to either address a significant and unforeseen shortfall in a major revenue source; provide funding for a significant and unforeseen increase in expenditures; and/or to be appropriated in the adoption of an annual budget to reduce a projected increase in property taxes to no more than 2 ½ %.

TAXING LIMIT. The maximum rate at which the city may levy a tax. In New York State, the taxing limit is 2% of the average of the full valuation of assessable property within the City for the past five years.

UNASSIGNED FUND BALANCE. Unassigned fund balance is the residual classification for the general fund. The classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

“WPSD”. The White Plains School District which is co-terminus with the City, but a separate taxing and administrative entity.

ACRONYMS

ACH	Automated Clearing House
AHOP	Affordable Home Ownership Program
AIM	Aid and Incentives to Municipalities
ARHP	Affordable Rental Housing Program
AV	Assessed Valuation
BCI	Bureau of Criminal Investigation
BID	Business Improvement District
CAFR	Comprehensive Annual Financial Report
CDBG	Community Development Block Grant
CDCAC	Community Development Citizens Advisory Board
CIP	Capital Improvement Program
COBRA	Consolidated Omnibus Budget Reconciliation Act
CSEA	Civil Service Employees Association
DEC	Department of Environmental Conservation
EFC	Environmental Facilities Corporation
ETPA	Emergency Tenants Protection Act
FED	Federal Government
FEMA	Federal Emergency Management Agency
FMLA	Family Medical Leave Act
FOIL	Freedom Of Information Law
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Governmental Finance Officers Association
GIS	Geographic Information System
HUD	Housing and Urban Development
IDA	Industrial Development Agency
LED	Light Emitting-Diode
MTA	Municipal Transportation Authority
NY	New York State
NYC	New York City
NYSHIP	New York State Health Insurance Program
OSHA	Occupational Safety and Health Administration
OSPS	Orchard Street Pump Station
PERB	Public Employment Relations Board
PESH	New York Public Employees Safety and Health Bureau
RAR	Residential Assessment Ratio
SCAR	Small Claims Assessment Review
SCRIE	Senior Rent Increase Exemption
SEC	Security Exchange Commission
SWPPP	Stormwater Pollution Prevention Plan
TSLED	Traffic Safety Law Enforcement Division
WC	Westchester County
WP	White Plains

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