

A scenic photograph of a waterfall cascading over mossy rocks in a dense forest. The water flows from the top left, down a series of dark, moss-covered rocks, creating white rapids and foam. The surrounding forest is lush with green foliage and tall, thin trees. The lighting is bright, suggesting a sunny day.

# **2025 Tentative Sullivan County Budget**

## **EXECUTIVE SUMMARY**





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# INTRODUCTION

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## Transmittal Letter

Joshua Potosek, County Manager

JOSHUA A. POTOSEK, MBA  
COUNTY MANAGER

MICHELLE HUCK  
ASSISTANT COUNTY MANAGER



TEL: 845-807-0450

### OFFICE OF THE SULLIVAN COUNTY MANAGER

SULLIVAN COUNTY GOVERNMENT CENTER  
100 NORTH STREET  
PO BOX 5012  
MONTICELLO, NY 12701

November 2024

Dear Legislators:

I am pleased to present to you the 2025 Sullivan County Tentative Budget.

Sullivan County continues to experience record levels of economic growth and fiscal stability. For more than three years, we've been leading much of the State in job growth while experiencing an unprecedented increase in sales and room tax revenue. Other revenue sources remain stable, and the latest fiscal health report from the NYS Comptroller's Office (which utilizes objective datasets) gave us a perfect score of "0," meaning we are not susceptible to fiscal stress.

In short, Sullivan County is in excellent financial shape (despite New York State continuing to push its costs on to the County and its taxpayers), and I am gratified to be sending the Tentative Budget to you under such circumstances.

However, there are preliminary signs that these "good times" may not last much longer, so we must continue a prudent course and ensure a responsible, strong fiscal foundation. To that end, this Tentative Budget features a proposed 2.5% tax increase while maintaining all programs and staff, holding the line but also increasing where strategically appropriate or necessary.

Significant proposals in the 2025 Budget include once again undertaking our road and bridgework projects without going into debt, maintaining a healthy fund balance, continuing the EMS fly car service, making major investments in attracting staff (including new positions in the DA's Office and Health & Human Services), and creating the Housing Trust Fund.

This proposed Budget illustrates how the County remains focused on making all our communities attractive and vibrant places to live, work and visit. As you will see in the attached detail, this will be accomplished through strategic investments in staff, materials, facilities, equipment, and our partner agencies and community organizations.

I look forward to working with you and our County employees & citizens to review, refine and ultimately carry out the goals and initiatives contained within this Tentative Budget.

Sincerely,

Joshua A. Potosek  
Sullivan County Manager

# **GFOA - Distinguished Budget Award for 2023 Edition**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

## *Distinguished Budget Presentation Award*

PRESENTED TO

**County of Sullivan  
New York**

For the Fiscal Year Beginning

**January 01, 2024**

*Christopher P. Morill*

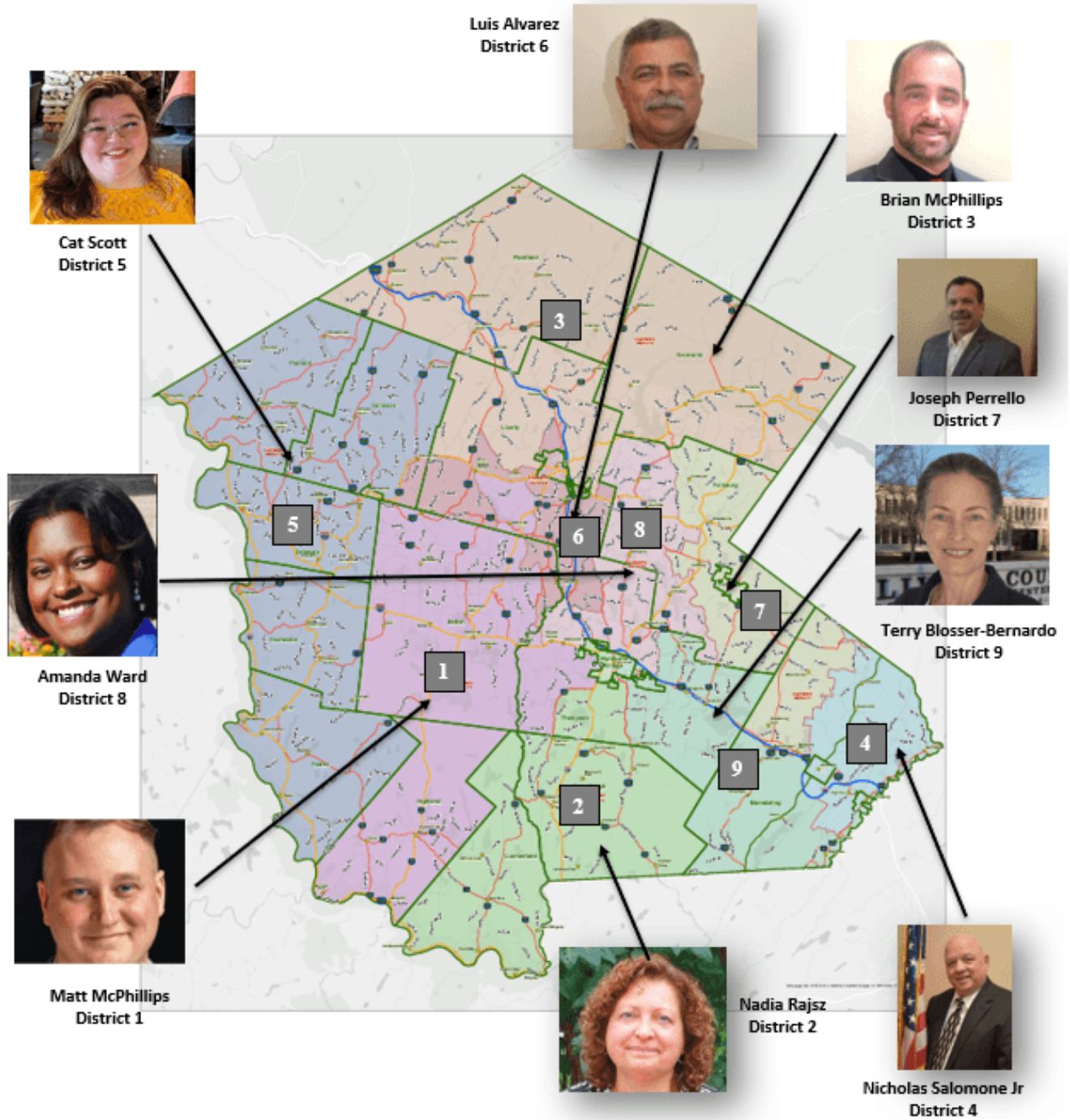
Executive Director



# Legislators 2025

## 2025 TENTATIVE BUDGET FOR SULLIVAN COUNTY

### SULLIVAN COUNTY LEGISLATURE



## Elected Officials

### 2025 TENTATIVE BUDGET FOR SULLIVAN COUNTY SULLIVAN COUNTY ELECTED OFFICIALS

County Treasurer	<ul style="list-style-type: none"><li>• Nancy Buck</li></ul>
County Clerk	<ul style="list-style-type: none"><li>• Russell Reeves</li></ul>
District Attorney	<ul style="list-style-type: none"><li>• Brian Conaty</li></ul>
Sheriff	<ul style="list-style-type: none"><li>• Michael A. Schiff</li></ul>
Coroners	<ul style="list-style-type: none"><li>• Michael J. Speer</li><li>• Elton Harris</li><li>• Alan Kesten</li><li>• Albee Bockman</li></ul>

## Introduction

The Sullivan County Operating Budget document ("Budget") is meant to provide a roadmap for the delivery of services by Sullivan County departments and organizations for the upcoming fiscal year. The development of the Budget provides elected officials, administrators, department heads, and staff with the opportunity to assess current County operations, review relevant data, evaluate available resources and determine how to maintain and improve the delivery of services to the public that we serve.

This document has been designed to provide its reader with a better understanding of County government operations, the issues that County officials are currently facing (and how they are addressing those issues), and how decisions for the County are made. We strive to make this document user friendly in order to ensure our citizens have the opportunity to become educated on matters pertaining to their local government.



# History

Founded in 1809, Sullivan County was originally part of neighboring county, Ulster. Named for Major General John Sullivan, the County thrived at the height of the Industrial Revolution as factories and manufacturing began to enter the area driven by water power along the streams, bringing a population increase as workers began to migrate into the County. Civil war era Sullivan County saw a boom of business as local tanneries produced leather boots, bridles, holsters and belts for the army of the time.[1] At the Southeastern end of the County, the D & H Canal built up many towns as goods were transported up and down the waterways via tow paths. Progress gave way to change when the canal closed in 1898, giving the now bustling rail travel industry a boost. The O&W Railway was a popular mode of transportation at the time, making stops in Livingston Manor, Ferndale, Fallsburg and Monticello[2].

The conversion from manufacturing to tourism thrived with the ease of travel made possible by the rail industry in the early 20<sup>th</sup> century. Famously nicknamed the Borscht Belt, resort hotels featured many famous acts and thrived as a getaway for city dwellers of the time, seeking fresh air, open space and recreation. While a handful of hotels did stay open through the 1990s, most of the over 500 hotels in the area closed by 1970, with the height of the hotel boom ending in 1965[3].

Perhaps the most famous event within Sullivan County occurred as a stroke of luck when the town of Woodstock, NY (located in Ulster County) decided it would not host the Woodstock Festival of 1969. Instead, the festival was moved to Max Yasgur's dairy farm in Bethel in August of that year, with over 400,000 attendees and famous young legends performing such as Carlos Santana, Jimi Hendrix and Bob Dylan, just to name a few. Today, the site is home to Bethel Woods Center for the Arts, featuring a museum, 400 seat event gallery and 15,000 capacity outdoor staging area[4]. In February of 2018, Resorts World Catskill Casino and Hotel opened in the Town of Thompson, followed by the Kartrite Resort & Indoor Waterpark in April of 2019. The added tourism these properties have brought to the County have been a great asset. Interest in buying locally produced foods has continued its surge in popularity, and agritourism has become a staple recreational option. Combined with steady growth in the healthcare industry, as well as investment in the expansion of several existing businesses, recent economic activity has given Sullivan County reason to be highly optimistic about its future[5].

[1] Bethel Woods Center for the Arts

[2] Sullivan County Visitors Association

[3] Sullivan County Historical Society

[4] Sullivan County NY Wikipedia page

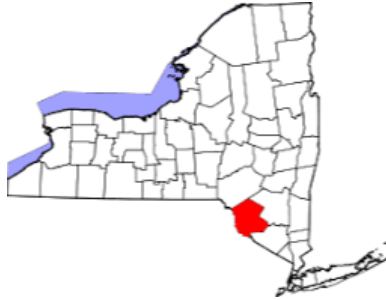
[5] New York, Ontario and Western Railway Wikipedia page



## Geography

Sullivan County is a 968-square-mile rural county in New York State located approximately 90 miles northwest of New York City in the Catskill Mountains. Its western border is shared with Pennsylvania and is marked by the Delaware River. Neighboring counties include Delaware County to the north, Ulster County to the east and Orange County to the south. In addition to the Delaware River, notable features include the Catskill Park in the northeast, the Shawangunk Ridge and Bashakill Wetlands in the southeast, and farmland in the western and northwestern portion of the County[1].

[1] Sullivan County NY Wikipedia page

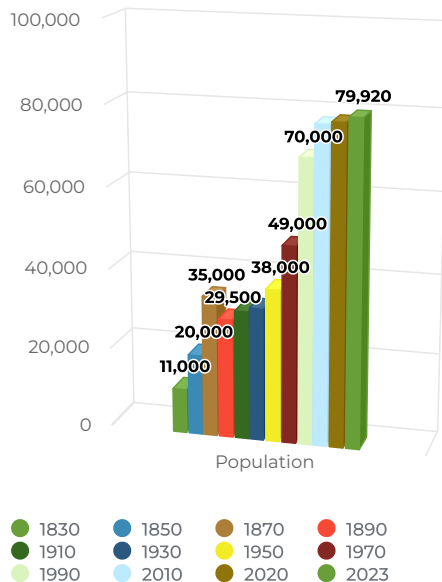


## Population

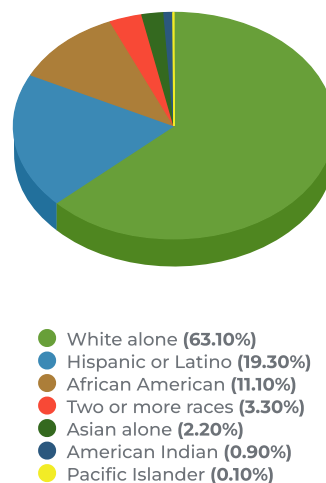
As of the 2021 U.S. Census estimates, Sullivan County has a full-time population of 78,230. This number is estimated to triple during the summer season, when the County experiences an influx of second homeowners and vacationers. The median household income was \$63,393 from 2017-2021, and 19% of the population was estimated to live below the poverty level for the same period. There were a total of 49,960 housing units in the County, and the homeownership rate was 69.2%.

In the early days of Sullivan County, the population was at around 6,100 residents. That number slowly grew as manufacturing and tourism developed. In 2022, the U.S. Census estimated a population of 79,658 with 59.6% of the population as working age (between 16 and 64).

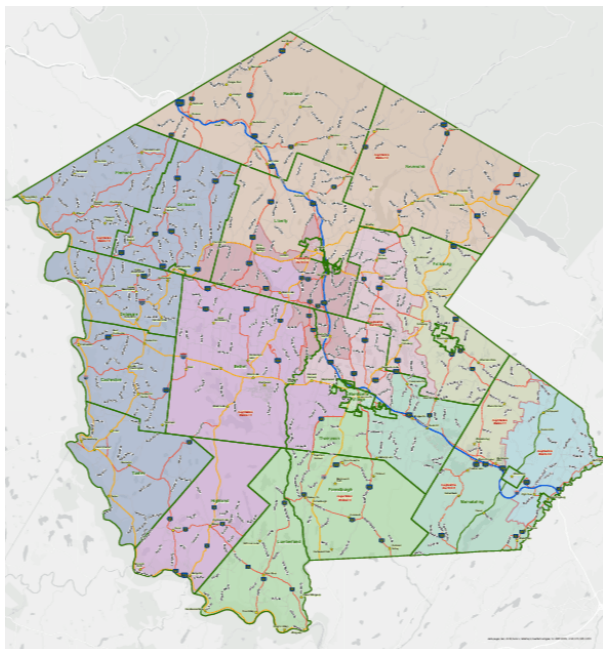
**Sullivan County Population 1810-2023**



**Population by Race 2023**



## Education



With 8 school districts, making up 21 schools and servicing over 10,000 students, Sullivan County has a well-oiled infrastructure for Kindergarten to Grade 12 education. Sullivan County Community College enrolls an average of 1,600 students at any time with 71% of these students representing County residents. According to the 2022 U.S. Census estimates, 86.6% of the population of Sullivan County have a high school diploma or higher, with 27.0% of the population obtaining a bachelor' degree or higher[1].

[1] New York Schools statistics

## Transportation



Our County Transportation Department offers open public transportation with two round-trip runs to various County hot spots on Thursdays and Fridays[1]. In 2020, those services were expanded to include Move Sullivan, a service that offers 72 stops between its four routes and express and local routes. This service operates Monday through Friday. There are also several local taxi companies as well as medical transportation services available. A Shortline bus station servicing several locations within New York State is located in Monticello[2], home of the County seat, and NJ Transit rail services are available in nearby Orange County, approximately 27 miles away[3]. Given that Sullivan County is fairly rural, having the means to provide your own transportation is the best way to get around the County. Mean travel time to work is 29.2 minutes, just under the New York State mean travel time of 32.3 minutes.

[1] Sullivan County Government

[2] CoachUSA

[3] NJ Transit



## Government

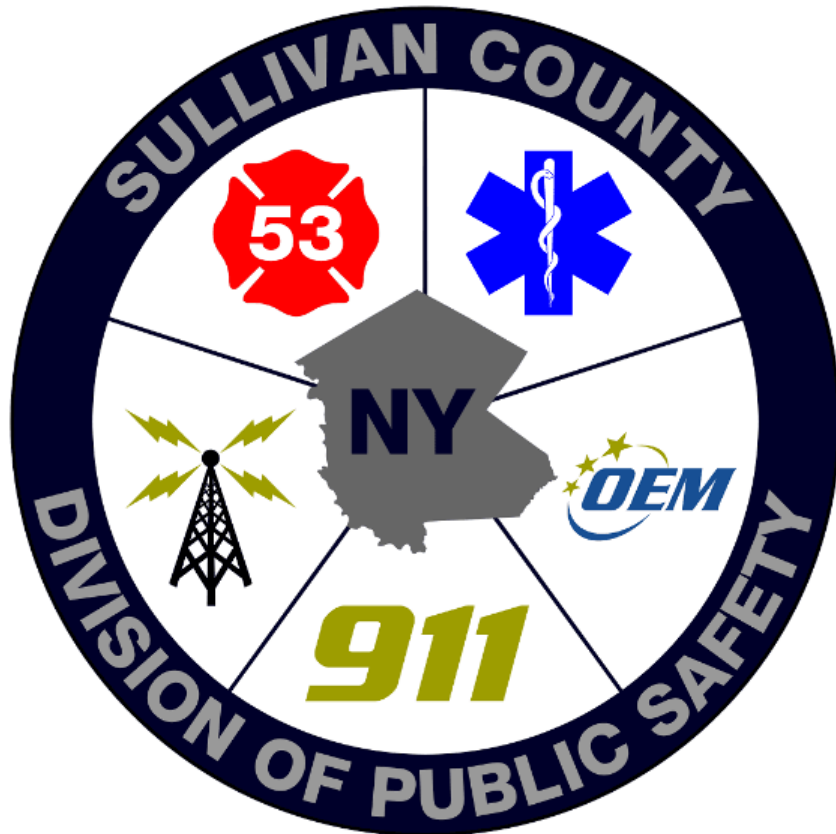
The Sullivan County Charter currently provides for a government consisting of nine elected County Legislators, each representing one legislative district within the County. The nine-member board of legislators appoints a County Manager to oversee the day-to-day County operations. County departments each fall into one of seven divisions, which are overseen by a Commissioner who reports directly to the County Manager:

1. Human Resources – Commissioner Julie Diescher
2. Community Resources – Commissioner Laura Quigley
3. Information Technology Services – Commissioner Lorne Green
4. Public Works – Commissioner Edward McAndrew
5. Public Safety – Commissioner Scott Schulte
6. Planning and Environmental Management – Commissioner Heather Brown
7. Health and Family Services – Commissioner John Liddle
8. Management and Budget - Commissioner Anna-Marie Novello

The County Manager directly oversees the Purchasing Office, which does not fall into any divisions mentioned above.

The County Manager, with the assistance of his Commissioners, Elected Officials, those appointed by the Legislature and Department Heads, must ensure that County Operations are functioning in a manner that is consistent with the policy established by the County Legislature. An organizational chart of County operations is provided in the following section.

## Public Safety



In the area of public safety, Sullivan County has 42 fire departments and a 911 Call Center. There are 17 EMS providers handling 12,000 calls per year with an average response time of 13 minutes, with 1 company providing Medivac services with an average of 70 completed flights per year. There are 4 local police departments and 1 sheriff's office[1].

The Sullivan County District Attorney's Office currently employs one elected District Attorney with 10 Assistant District Attorneys. These attorneys are responsible for the prosecution and investigation of all criminal offenses within the County. Crime prevention, through public education and public speaking at schools and community gathering to educate and make residents aware of matters of public importance which impact their safety, are also of primary concern to the District Attorney's office.

[1] Sullivan County, NY police, fire and EMS departments by Google maps

## Arts, Culture & Entertainment



Sullivan County is home to the original Woodstock site, now transformed into the Bethel Woods Center for the Arts since 2006. Their outdoor amphitheater houses several concerts throughout the summer season with a capacity of 15,000. An outdoor terrace stage space can hold up to 1,000 people. A year round museum exploring the 1969 Woodstock Music and Art Fair consists of audio/visual experiences, informative displays, and a collection of artifacts.

The Forestburgh Playhouse provides several Broadway quality shows featuring Actor's Equity performers throughout the summer season and has been in business since 1947. The Catskill Arts Society, founded in 1971 and located in Livingston Manor, is home to a gallery, 56 seat performance space, pottery studio and more. Classes are offered in music, theatre, dance and film. Since 1976, the Delaware Valley Arts Alliance (DVAA) has given artists a platform to share their voice, whether it's in their galleries, on their stages or at their festivals. They fund local creatives and cultural organizations through their role as the Arts Council of Sullivan County.

The North American Culture Library or NACL Theatre, is a professional, non-profit theatre arts company that has developed 20 original ensemble theatre productions and countless public spectacles, located in Highland Lake.

Nesin Cultural Arts in Monticello supports artistic growth providing year round education programs in music, dance and visual arts and presents the professional Sullivan County Chamber Orchestra (SCCO) Concert Series. The Hurleyville Arts Centre offers weekly movies, yoga classes, live performances and family programs, in a beautiful state of the art building located in the downtown Hurleyville.

Outdoor recreation opportunities exist in the form of hiking trails, local parks, a ski hill, several farms, rail trails and historical sites, such as the Stone Arch Bridge and Fort Delaware Museum of Colonial History[1].

[1] Sullivan County Visitor's Association



## Economic Outlook

The 2021 U.S. Census estimated a civilian labor force of 59.6% of the total population of Sullivan County or 47,476 people. Total retail sales per capita were \$11,629. New York State Department of Labor statistics indicate that Sullivan County has a lower rate of unemployment compared with other Counties within the state at a range of 3.1% unemployed [3]. A look at private sector jobs by area in New York State indicate that Sullivan County is gaining jobs faster than the state rate of between 0.9% and 1.3%[1].

The 2024 assessed values for property in Sullivan County totaled \$5.9 billion with a 2025 estimated property tax revenue of \$74.9 million expected[2].

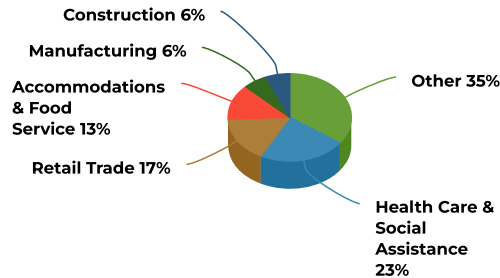
Employment by sector is broken down as follows:

[1] U.S. Census

[2] Sullivan County 2020 Assessment Rolls

[3] Trading Economics

Employment by Sector



	Wages	Employment
<b>Private Sector</b>	<b>\$28,384</b>	<b>19,300</b>
Manufacturing	\$29,006	1,200
Construction	\$36,366	1,200
Agriculture	\$28,816	300
Mining	\$49,349	100
Utilities	NA	NA
Wholesale Trade	\$36,881	600
Retail Trade	\$22,968	3,200
Transportation & Warehousing	\$25,054	500
Information	\$36,982	200
Finance & Insurance	\$56,228	900
Real Estate: Rental & Leasing	\$19,953	400
Professional & Technical	\$29,297	600
Management of Companies	\$43,100	200
Administrative & Waste Services	\$24,779	500
Educational Services	\$14,454	200
Health Care & Social Assistance	\$33,063	4,400
Arts, Entertainment & Recreation	\$21,010	600
Accommodation & Food Services	\$16,033	2,500
Other Services	\$18,739	1,200
<b>Government Sector</b>	<b>\$43,807</b>	<b>6,300</b>
Federal	\$44,220	200
State	\$56,707	1,200
Local	\$40,679	4,900

# Healthcare



Two hospitals in the area provide 24 hour emergency departments. Garnet Health Medical Center - Catskills has 2 locations, Harris and Callicoon.

Location	Patients/Year	Delivered by Ambulance
Harris	28,500	7,200
Callicoon	3,600	300

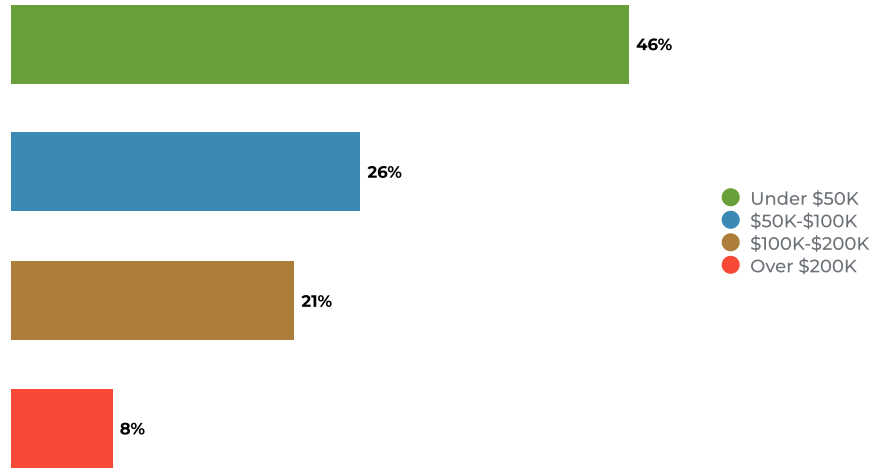
The Sullivan County Department of Public Health provides a variety of programs and health related services in Sullivan County. Sullivan County Public Health Services works within the framework of the Ten Essential Public Health Services, from the National Public Health Performance Standards which outline the type of work expected of public health departments throughout the U.S. (Centers for Disease Control):

1. Monitor health status to identify and solve community health problems.
2. Diagnose and investigate health problems and health hazards in the community.
3. Inform, educate, and empower people about health issues.
4. Mobilize community partnerships and action to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.
6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure competent public and personal health care workforce.
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
10. Research for new insights and innovative solutions to health problems[1].

[1] Sullivan County Government

# Income

## 2021 Household Income



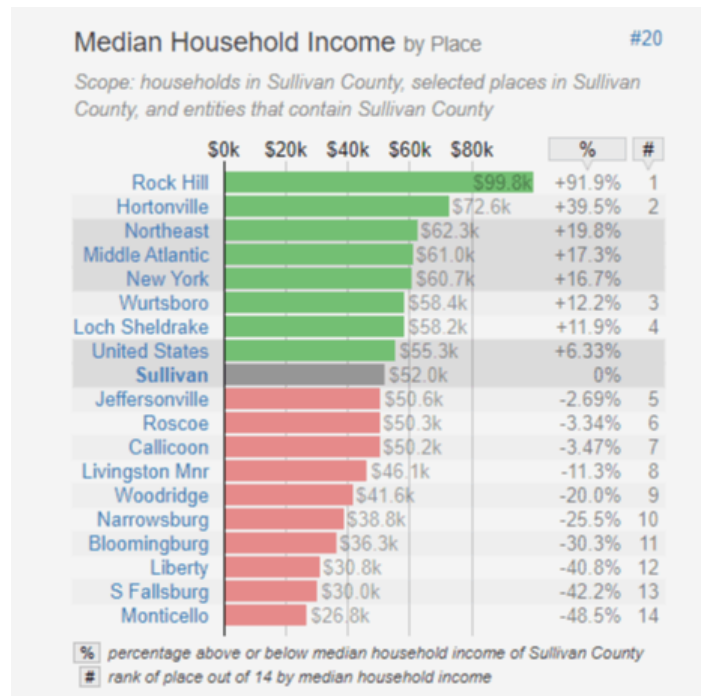
(%)

Per capita income for Sullivan County is \$32,346 with median household income at \$63,393. The poverty rate is 19% within the County, while the New York State poverty rate was 13.6% in 2018. Poverty status is determined by comparing annual income to a set of dollar values that vary by family size, number of children and the age of the household. If a family's before-tax money income is less than the dollar value of their threshold, then that family and every individual in it are considered to be in poverty. For people not living in families, poverty status is determined by comparing the individual's income to his or her poverty threshold[1].

Household demographics with relation to income are as follows:

[1] U.S. Census

## Median Household Income by Place



# Readers Guide

This 2025 Tentative Budget Executive Summary represents a supplement, intended to be used in conjunction with the 2025 Tentative Budget Detail, and meant to supply a rounded understanding of the workings of the Sullivan County Government. The summary below describes each section of the book to help the reader find and understand the information contained within.

## Organization of the Budget Book

**Executive Summary-** Provides information about Sullivan County with regard to the geography, population, etc. It is meant to give the reader an overview of the area itself.

**County Org Chart-** Illustrates the structure of the County, outlining various departments and who they report to.

**Budget Overview-** This section goes over the budget process, including an explanation of fund structures and through the process behind budget development. A strategy map outlines the priorities and issues for 2025 and clarifies the reasoning behind some of the spending for 2025. Included in the Budget Overview section are the following:

1. Strategy Map
2. Priorities and Issues
3. Budget Calendar and Timeline
4. Budget Adoption and Amendment Process
5. Sullivan County Fund Structure & Categories
6. Financial policies

**Fiscal Summary-** A breakdown and discussion of appropriations and revenues will be found here along with various financial reports. The Sullivan County Assessor's Exemption impact report is shown in this section, along with authorized positions and employee counts and any debt that the County is managing.

**Department Summaries-** An overview of each department by division, with the 2025 Tentative revenues and expenses, position counts and performance measures can be found here.

**Glossary-** The glossary can be found at the end of the book and is meant to clarify the meaning behind terminology commonly used in the world of budgeting, government and finance.

# Population Overview



TOTAL POPULATION

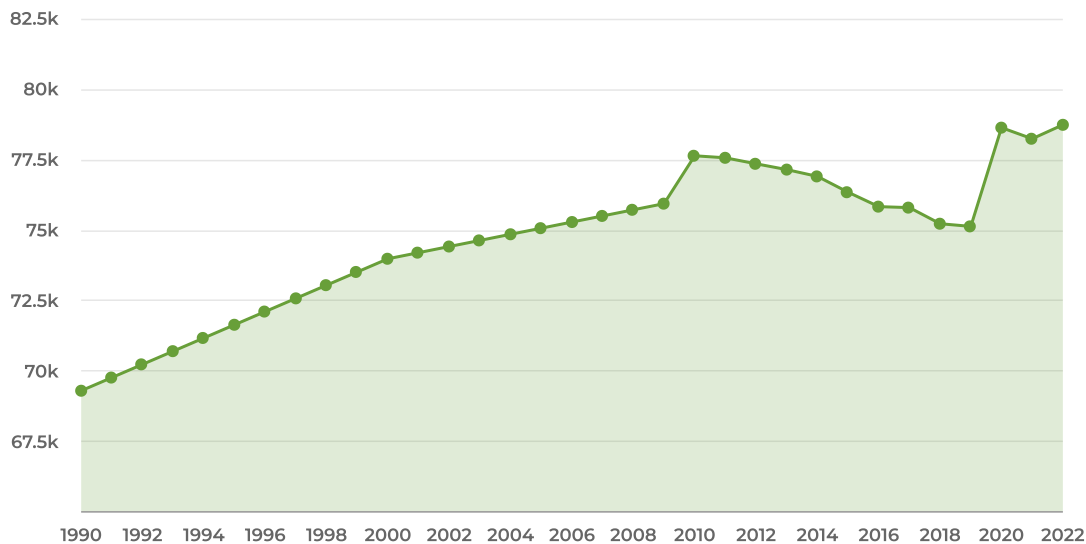
**78,725**

▲ **.6%**  
vs. 2021

GROWTH RANK

**5** out of **58**

Counties in New York



\* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



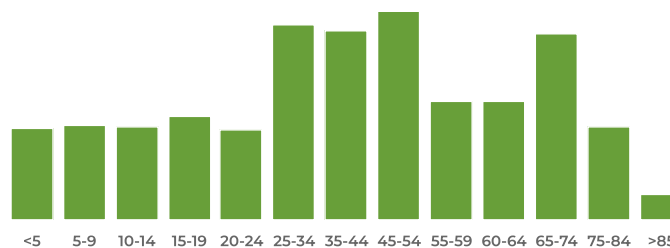
DAYTIME POPULATION

**74,290**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey 5-year estimates

## POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

\* Data Source: American Community Survey 5-year estimates

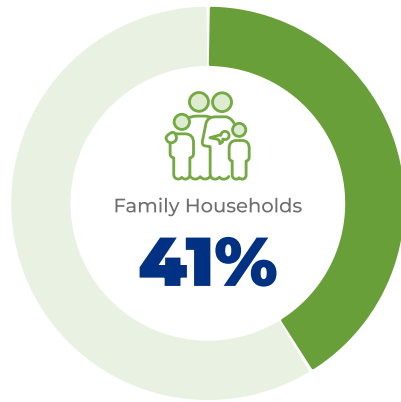


## Household Analysis

TOTAL HOUSEHOLDS

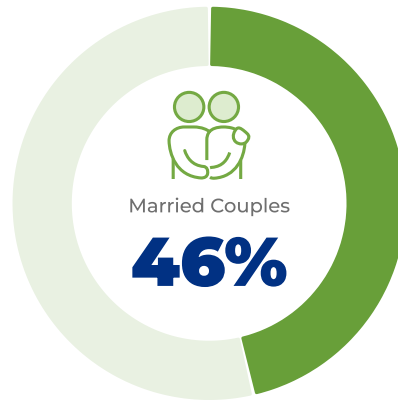
**29,895**

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▼ 5%

lower than state average



▲ 5%

higher than state average



▲ 1%

higher than state average



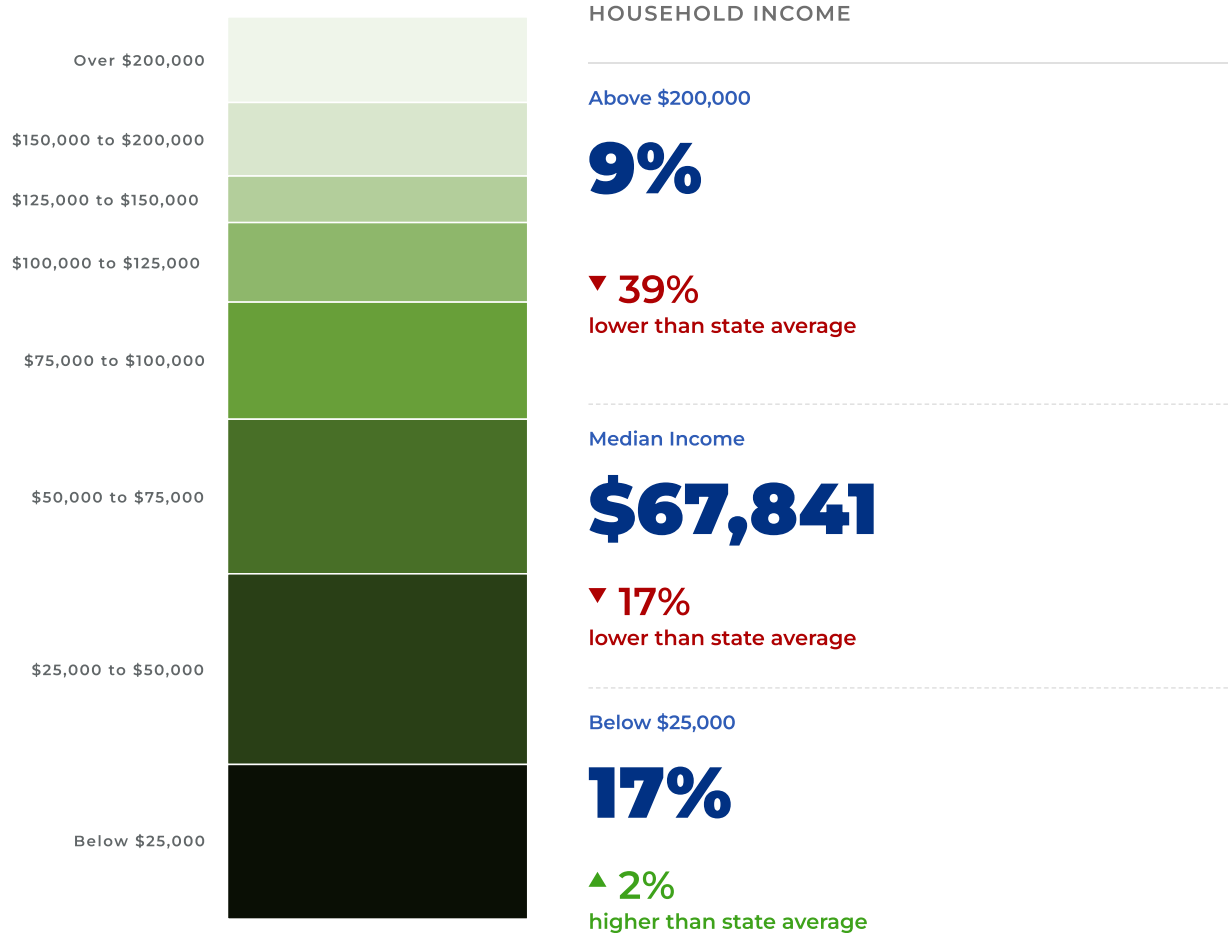
▼ 3%

lower than state average

*\* Data Source: American Community Survey 5-year estimates*

## Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.

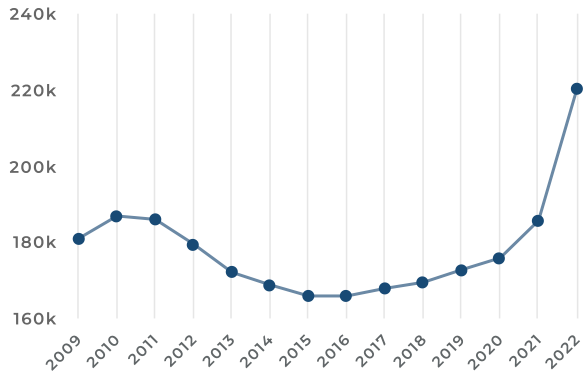


\* Data Source: American Community Survey 5-year estimates

# Housing Overview



2022 MEDIAN HOME VALUE  
**\$220,200**



\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

## HOME OWNERS VS RENTERS



## HOME VALUE DISTRIBUTION

> \$1,000,000  
\$750,000 to \$999,999  
\$500,000 to \$749,999  
\$400,000 to \$499,999  
\$300,000 to \$399,999  
\$250,000 to \$299,999  
\$200,000 to \$249,999  
\$150,000 to \$199,999  
\$100,000 to \$149,999  
\$50,000 to \$99,999  
< \$49,999



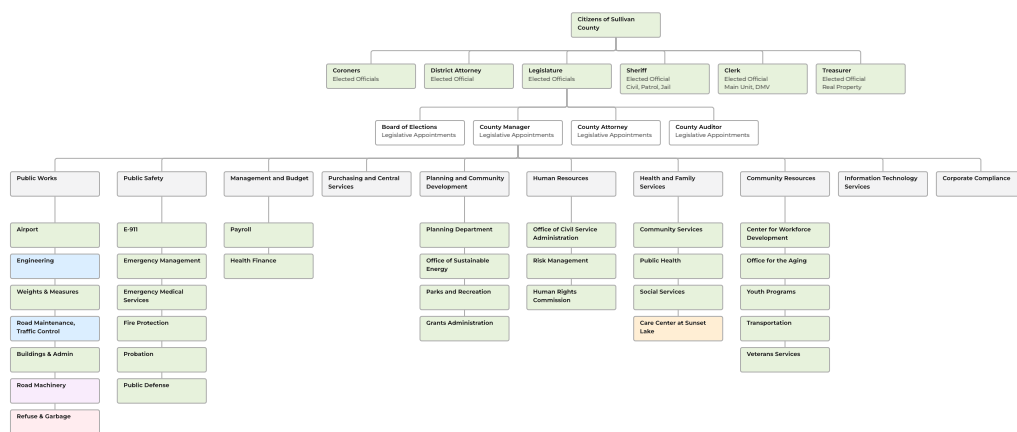
\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

\* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

# County Government Organization Chart

1. The Org Chart is sorted in hierarchy, to illustrate the structure of County government. Towards the top, you can see elected officials report to the Citizens of Sullivan County. Under that are positions appointed by those elected parties. Commissioners and Line Departments report up to the County Manager's office.
2. The colors represent the 5 funds currently utilized by Sullivan County where employees are housed. The majority of expenses are paid through the General Fund which is why the majority of departments are shown in green boxes. Blue boxes represent the County Road Fund (D), the pink box indicates the Refuse and Garbage Fund (CL), the purple box represents the Road Machinery Fund (DM) and the orange box represents the Enterprise Fund (EI).
3. Two larger segments of Sullivan County are Public Works and the Care Center at Sunset Lake. These two entities make up four funds shown. Public Works has some departments where appropriations are paid from the General Fund, but others use the Refuse and Garbage Fund, County Road Fund and Road Machinery Fund. The Care Center at Sunset Lake uses the EI Fund. This is an Enterprise Fund, meaning that it's run like a business and self-supporting for revenues and expenses.

## Sullivan County Organizational Chart



# Sullivan County Fund Structure & Categories

A. **Governmental Funds:** Governmental funds are those through which most general government functions are financed. The acquisition, use of balances of expendable financial resources, and the related liabilities are accounted for through governmental funds. The following are the County's Major governmental funds:

- a. **General Fund:** The general fund constitutes the primary operating fund of the County and is used to account for and report all financial resources not accounted for and reported in another fund.
- b. **Special Revenue Funds:** Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.
  - i. **County Road Fund:** The County road fund is used to account for the maintenance and repair of County roads and bridges and snow removal costs, as defined in New York State Highway Law, and is funded by New York State Revenue and local support.
  - ii. **Refuse and Garbage Fund:** The refuse and garbage fund is used to account for the activity of the County's solid waste operations, and is funded primarily by user fees.
- c. **Capital Projects Fund:** The capital projects fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlay, including the acquisition or construction of major capital facilities and other capital assets, other than those financed by proprietary funds.

The following are the non-major governmental funds:

- d. **Special Revenue Funds:** Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.
  - i. **Road Machinery Fund:** The road machinery fund is used to account for the purchase, repair and maintenance of highway machinery, tools and equipment for the construction, purchase and maintenance of buildings for the storage and repair of highway machinery and equipment.
  - ii. **Community Development Fund:** The community development fund is used to account for projects financed by entitlements from the U.S. Department of Housing and Urban Development.
- e. **Debt Service Fund:** The debt service fund is provided to account for and report financial resources that are restricted, committed, or assigned to expenditures for principal and interest and for financial resources that are being accumulated for principal and interest maturing in future years.

B. **Proprietary Funds:** Proprietary funds include enterprise and internal service funds.

- a. **Enterprise Funds:** Enterprise funds are used to account for operations that are financed and operated in a manner similar to private enterprises or where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is necessary for management accountability. Enterprise funds are used to account for operations that provide services to the public.
  - i. **Sullivan County Adult Care Center:** The Adult Care Center is a skilled nursing facility established and operated under provisions of Article 6 of the General Municipal Law.
  - ii. **Sullivan County Tobacco Asset Securitization Corporation:** The Sullivan County Tobacco Securitization Corporation holds bonds that are payable by revenues from tobacco manufacturers that participated in the Master Settlement Agreement.
- b. **Internal Service Funds:** Internal service funds are used to account for those operations that provide services to other departments or agencies of the government, or to other governments, on a cost reimbursement basis.
  - i. **Workers' Compensation Benefits Fund:** The Workers' Compensation Fund is used to account for the revenues and expenses of all of the participating jurisdictions in the plan.
  - ii. **Self-Insured Dental Fund:** The Self-Insured Dental Fund is used to account for the expenses and revenues of the County's dental plan for employees.



C. **Fiduciary Funds:** Fiduciary funds are used to account for assets held by the County in an agency capacity on behalf of others.

- a. **Trust and Agency:** The trust and agency fund is used to account for payroll withholdings and various other deposits that are payable to other individuals or entities.

### **Funds Subject to Appropriation**

The Sullivan County operating budget includes the General Fund (A), County Road Fund (D), Refuse and Garbage Fund (CL), Road Machinery Fund (DM), Debt Service Fund (V), and the Sullivan County Adult Care Center Fund (EI). The Workers' Compensation Fund budget is adopted by the Legislature separate from the operating budget. The Sullivan County Tobacco Asset Securitization Corporation has a board, separate and distinct, from the Sullivan County Legislature, which adopts their own budget on an annual basis. The Community Development Fund budget is determined by grant related revenue that is accepted through resolution by the Sullivan County Legislature. The Capital Project Fund budget is determined by the adoption of the capital plan and through bond resolutions or transfers of money from other funds.

## **Basis of Budgeting**

The governmental funds (A, D, CL, DM, and V) are budgeted and recorded in the financial statements based upon the modified accrual basis of accounting. Revenue is recognized as soon as they are both measurable and available. Revenue is considered to be available when it is collectible within the current period or soon enough thereafter to pay liabilities of the current period. A ninety day availability period is used for revenue recognition for all governmental fund revenue except property taxes. Property taxes are considered to be available if collected within sixty days of the fiscal year end. Expenditures generally are recorded when a liability is incurred. However, certain expenditures, such as debt services expenditures, compensated absences, certain pension costs, landfill closure costs, certain claims and post-employment benefit obligation are recorded only when payment is due.

The proprietary fund (EI) is budgeted on a modified accrual basis of accounting. The audited financial statements are recorded on a full accrual basis. The budget does not appropriate money for future debt service payments, the unfunded portion of post-retirement benefits, future pension obligation, and depreciation. Under a full accrual basis of accounting, revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

# Financial Policies

## Capital Budget and Planning

The Sullivan County Legislature has adopted a Capital Planning & Budget Policy (resolution 322 of 2007) which shall be a plan of capital projects proposed to be undertaken during the succeeding six-year period.

Policy:

- The County Manager shall annually cause the Capital Program to be prepared and shall submit said Capital Program to the County Legislature together with the Tentative Budget.
- The Capital Program shall be a plan of capital projects proposed to be undertaken during the succeeding six-year period.
- The Capital Program shall be arranged in such a manner as to indicate the order of priority of each project, and to state for each project:
  - a description of the proposed project and the estimated total cost thereof;
  - the proposed method of financing, indicating the amount proposed to be financed by direct budgetary appropriation or duly established reserve funds; the amount, if any, estimated to be received from the federal and/or state governments; and the amount to be financed by the issuance of obligations, showing the proposed type or types of obligations, together with the period of probable usefulness for which they are proposed to be issued;
  - an estimate of the effect, if any, upon operating costs of the municipal corporation within each of the three fiscal years following completion of the project.
- The Tentative Budget shall include the amount proposed for the Capital Program to be financed by direct budgetary appropriation during the fiscal year to which such Tentative Budget pertains.
- There shall be included in the budget message, if any, a general summary of the financial requirements for the Capital Program for the fiscal year to which the budget message relates. Additional comments and recommendations of any other board, officer or agency may also be included in the budget message.
- The County Legislature shall annually, as applicable, adopt the Capital Program after review and revisions, if any. The provisions of any law relating to a public hearing on the tentative budget, and to the adoption of the budget, shall apply to the Capital Program.
- At any time during the fiscal year for which the Capital Program was adopted, the County Legislature by the affirmative vote of a majority of its total membership, may amend the Capital Program by adding, modifying or abandoning capital projects, or by the affirmative of two-thirds of its total membership, may modify the methods of financing. No capital project shall be authorized or undertaken unless it is included in the Capital Program as adopted or amended.
- Nothing in this section shall be construed to authorize the County to incur indebtedness for which obligations may be issued except as provided by the Local Finance Law.

## Debt Management & Investment

The Sullivan County Legislature has adopted an Investment and Debt Management Policy (resolution 180 of 2013) which aims to standardize and support the issuance and management of debt by the County of Sullivan ("County"). Their primary objective is to establish conditions for the use of debt and to create procedures and policies that minimize the County's debt service and issuance costs, maintain the highest practical credit rating, and provide full and complete financial disclosure and reporting. The policies apply to all general obligation debt issued by the County.

Purpose:

The County recognizes that the foundation of any well-managed debt program is a comprehensive debt policy. A debt policy sets forth the parameters for issuing debt and managing outstanding debt. It provides guidance to decision makers regarding the timing and purposes for which debt may be issued, types and amounts of permissible debt, methods of sale that may be used and structural features that may be incorporated. The debt policy should recognize a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into capital markets. Adherence to a debt policy helps to ensure that a government maintains a sound debt position and that credit quality is protected. Adoption of and compliance with a sound debt policy bestows significant benefits including:

- The enhancement of the quality of decisions by imposing order and discipline;
- The promotion of consistency and continuity in decision making;
- The expression and demonstration of commitment to long-term financial planning objectives;
- The enhancement of the County's profile and recognition and for fiscal responsibility by the rating agencies and the general public in reviewing the credit quality of the County.

## Fund Balance

The Sullivan County Legislature has adopted a Fund Balance Policy (resolution 388 of 2021) which targets a specific fund balance level in the General Fund to ensure accounting and fiscal stability. The fund balance policy is important because:

- Fund balance size and stability are important factors to credit markets when they determine the credit rating of Sullivan County debt instruments, which in turn affects the interest rate that taxpayers must pay for borrowed funds for many years;

- An adequate fund balance enables the County to respond to unforeseen negative events and to level out the impact of those events on taxpayers and service-delivery recipients;
- An adequate fund balance makes possible a cash position that is viewed by credit markets as healthy and avoids unnecessary staff time for accounting;
- Adequate reserves avoid the costs of borrowing, and generate interest earnings;
- Fund balance policy should ensure the County maintains adequate fund balance and reserves to provide the capacity to provide sufficient cash flow for daily financial needs, and to provide adequate reserves to offset significant economic downturns or revenue shortfalls.

All of the above results in lower taxes over the long run. Proposals to reduce the fund balances below target levels in order to avoid higher taxes should always be viewed in this light, lower taxes once can mean repeated future tax increases.

Policy:

- When resources have been spent, the County deems that they have been first spent from the highest constraint level available; therefore, they are considered to have been spent in the following order: restricted, committed, assigned and unassigned.
- The County will maintain an adequate fund balance in its general fund to provide flexibility and to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures), to ensure stable tax rates, to provide for one time opportunities, and to retain favorable credit ratings. The County will endeavor to maintain assigned and unassigned fund balances in its general fund of 2 months of regular general fund operating expenditures including appropriations for transfers to the County Road and Road Machinery Funds.
- The actual level of fund balance in the County's general fund is determined in its annual financial statement, several months after the end of the fiscal year. The County's budgeting process, which culminates both in the establishment of the following year's tax rate and the use of any appropriated fund balance, begins approximately two years in advance of the financial statement that will show the budgets results. Because of this time lag and because of the uncertainties of the budgeting process (such as the amounts of appropriated fund balance actually used each year), it is not possible to guarantee in advance a specific level of fund balance at the close of any fiscal year.

### **Operating Budget**

The County must adopt an operating budget no later than December 20th of the year immediately preceding the fiscal year for which the document is developed. The Operating Budget is developed with the following guidelines:

- Maintain at least 2 months of regular general fund operating expenses in accordance with the adopted Fund Balance Policy.
- The County will rely on internally generated funds and/or grants and contributions from other governments (i.e. federal, state and local) to finance its capital needs whenever available. Debt will be issued for a capital project when it is an appropriate means to achieve a fair allocation of costs between current and future beneficiaries.
- Adopt operating budgets that are balanced and that limit the reliance of one-shot revenues to fund ongoing expenditures.
- Continually address fees for services to ensure that they are adequately funding operations.
- Strive to submit a budget that is at or lower than the New York State imposed Tax Cap.
- Budget revenues and expenses conservatively, so as to not create budget shortfalls.

### **Long-Range Financial Planning**

Long range financial planning allows the County to evaluate the long term impacts of present day decisions. Long range financial planning is achieved through the following:

- Include a 6 year multiyear budget as part of the Tentative Operating Budget, incorporating projected revenues and expenses and debt service costs associated with the Tentative Capital Budget.
- Include a 6 year multiyear capital budget as part of the Tentative Operating Budget.
- Maintain adequate fund balance levels in the General Fund in accordance with the adopted Fund Balance Policy.
- Analyze services provided by the County to determine where cost efficiencies and/or consolidation of services can be implemented.
- Analyze services provided to determine potential of shared services with other municipalities.
- Continually monitor the local, regional, and national economy to determine any potential impacts on economically sensitive revenues.
- Analyze the impact and affordability of debt issuance in relation to the New York State Constitutional Debt Limit.
- Analyze the impact and affordability of the tax levy in relation to the New York State Constitutional Tax Limit.
- Strive to adopt an operating budget that stays within the New York State Tax Cap while maintaining vital services.

# Budget Adoption and Amendment Process

## Operating Budget Adoption

The Sullivan County operating budget includes the General Fund (A), County Road Fund (D), Refuse and Garbage Fund (CL), Road Machinery Fund (DM), Debt Service Fund (V), and the Sullivan County Adult Care Center Fund (EI).

- During the month of June, operating budget instructions are sent to County departments and external agencies that receive County funding.
- During the month of July, operating budget requests from County departments and external agencies are received. External agencies have a deadline of September 30 to submit their budget requests to the County Manager, in accordance with Resolution 327 of 2016.
- The County Manager submits the outside agency requests to the Sullivan County Legislature at the same time that the Tentative Budget is submitted.
- During the month of August, September, and October, the County Manager and Management and Budget staff review budget requests and meet with departments to discuss their requests.
- The Sullivan County Charter requires that the County Manager file the tentative operating budget no later than Nov 15 of each year.
- The Sullivan County Charter requires that the Sullivan County Treasurer certify revenues for the upcoming budget year no later than October 21 of each year. If the Sullivan County Treasurer, County Manager, and Commissioner of Management and Budget disagree on the revenue estimates, a public hearing is required. After the public hearing, the Sullivan County Legislature is required to determine the estimate of revenues.
- During the period of November 1 through December 20, the Sullivan County Legislature, normally through the Management and Budget Committee, reviews the tentative budget. The Management and Budget Committee meet with commissioners, department heads, and external agencies to discuss their budget request and the County Manager's recommendation for their department or agency.
- The Sullivan County Legislature holds two public hearings on the tentative budget to obtain taxpayer comments.
- All line item changes are made through majority vote by the County Legislature.
- After the two public hearings and on or before December 20, the Legislature holds a meeting to consider the adoption of the budget.
- The County Legislature has established legal control of the budget at the departmental level of expenditures and revenues. Transfers within departments can be performed administratively so long as total revenues or total expenses are not increasing. Transfers that require increases in total revenues or total expenses require a majority vote of the Legislature.

## Operating Budget Amendment Process

Throughout the year, departments may have a necessity to make changes to their budget as the need arises. As noted above, transfers within departments can be performed administratively so long as total revenues or total expenses are not increasing. Transfers that require increases in total revenues or total expenses require a majority vote of the Legislature.

### ***Transfers within departments***

Typically, a department will decide to move money from one budget area to another, to cover expenses. An example would be moving money from office supplies to advertising, once you know that you are finished with all advertising spending for the year and you have a surplus. This can be accomplished via email to the Office of Management and Budget, with details regarding the "to" and "from" for the funds to be reallocated. No resolution is needed to make a change of this nature.

### ***Transfers requiring increases in total revenue/expense***

When a department needs to make a change to their adopted budget which will increase in expenses or revenues, a formal resolution is needed to accomplish this. A common example of monetary changes occurs when a department receives more revenue than expected. This will change their overall budget and need to be modified in order to properly convey the state of the department. The initial request will be sent to the Office of Management and Budget for review, then go on to the Management and Budget Committee of the Legislature. This will include the details regarding all general ledger changes for review. If the Management and Budget Committee approves the resolution, it will then go to the full Legislature for final approval.

## Capital Plan Budget Adoption Process

- During the month of March, capital plan instructions are sent to County departments.



- During the month of May, the capital plan department requests are submitted to the Management and Budget office.
- The Sullivan County Charter requires that the capital plan department requests are submitted to the Sullivan County Legislature no later than June 1.
- During the months of July, August, September, and October, the Capital Planning and Budgeting Committee meet with commissioners, department heads, and external agencies to discuss their budget request.
- The County Manager includes the tentative capital budget in the operating budget submission to the Legislature.
- From the time the tentative budget is submitted through December 20, the Sullivan County Legislature, through the Capital Planning and Budgeting Committee, reviews the tentative capital budget. The Management and Budget Committee meet with commissioners and department heads to discuss their budget requests and the County Manager's recommendation for their department.
- The Sullivan County Legislature holds two public hearings on the tentative capital budget to obtain taxpayer comments.
- All line item changes are made through majority vote by the County Legislature.
- After the two public hearings and on or before December 20, the Legislature holds a meeting to consider the adoption of the capital budget.
- The County Legislature has established legal control of the capital budget at the project level of expenditures. Transfers within projects can be performed administratively so long as total expenses do not increase. Transfers that require increases in total expenses require a two-thirds majority vote of the Legislature.

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# BUDGET OVERVIEW

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## Understanding the Strategic Plan

Sullivan County's 2025 Strategic Plan encompasses goals and targets set for this particular year but also reflects goals and targets moving forward, since performance improvement is ongoing.

These initiatives and goals have been developed by the County Manager's Office in consultation and coordination with the involved and impacted divisions, departments, offices and units within County government.

Important terms in the following presentation include:

- Key Strategy – The particular strategic initiative
- Measurement Method – The way the strategy will be evaluated
- Target – The specific goal to be achieved
- Achieved – What was actually accomplished
- 2025 Actions – The details of how strategies will be carried out so that goals are achieved

The Achieved column remains blank on all strategies, as the related goals and initiatives are being implemented throughout 2025. The Achieved column will contain data at the end of the year.

## Strategic Plan

# Transportation, Mobility & Infrastructure

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED								
<div> <div>2025 ACTIONS</div> <div> <ul style="list-style-type: none"> <li>Ensure Safe Modes of Transportation                             <ul style="list-style-type: none"> <li>Paved roads                                     <table> <tr> <td>Actual miles paved/surface-treated</td> <td>57</td> </tr> </table> </li> <li>Maintained bridges                                     <table> <tr> <td>Actual number of bridges maintained</td> <td>8</td> </tr> </table> </li> <li>Road striping                                     <table> <tr> <td>Actual miles striped</td> <td>367</td> </tr> </table> </li> <li>Bike-pedestrian facilities                                     <table> <tr> <td>Total miles of multi-use trails</td> <td>30</td> </tr> </table> </li> </ul> </li> <li>Procure services of a professional consultant to create a bicycle-pedestrian plan</li> <li>Establish an advisory group to help develop bicycle-pedestrian plan</li> </ul> </div> </div>				Actual miles paved/surface-treated	57	Actual number of bridges maintained	8	Actual miles striped	367	Total miles of multi-use trails	30
Actual miles paved/surface-treated	57										
Actual number of bridges maintained	8										
Actual miles striped	367										
Total miles of multi-use trails	30										
<div> <div>2025 ACTIONS</div> <div> <ul style="list-style-type: none"> <li>Manage Ownership Costs of Buildings via Effective Maintenance and Efficiency                             <ul style="list-style-type: none"> <li>"Clean" energy sources                                     <table> <tr> <td>Percentage of clean energy in use</td> <td>100%</td> </tr> </table> </li> <li>Cost of building stock                                     <table> <tr> <td>Total costs divided by total square footage</td> <td>\$20/sq. ft.</td> </tr> </table> </li> <li>Workers' Compensation claims                                     <table> <tr> <td>Annual percentage of reduction in claims</td> <td>10%</td> </tr> </table> </li> </ul> </li> <li>Continue to improve facilities' energy performance</li> <li>Examine grid reliability for anticipated demand increase</li> </ul> </div> </div>				Percentage of clean energy in use	100%	Total costs divided by total square footage	\$20/sq. ft.	Annual percentage of reduction in claims	10%		
Percentage of clean energy in use	100%										
Total costs divided by total square footage	\$20/sq. ft.										
Annual percentage of reduction in claims	10%										

# Transportation, Mobility & Infrastructure (cont.)

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
<ul style="list-style-type: none"> <li> <b>Increase Public Transportation Opportunities</b> <ul style="list-style-type: none"> <li>Ridership                             <div>                                 Total number of 1-way riders per week                                 400                             </div> </li> <li>County cost                             <div>                                 County cost per rider                                 \$10                             </div> </li> </ul> </li> <li> <b>Focus on Expanding Move Sullivan by Expanding Routes and Working with Community Partners and Businesses</b> <ul style="list-style-type: none"> <li>New routes                             <div>                                 New Localities Served                                 4                             </div> </li> </ul> </li> </ul>			
<div>2025 ACTIONS</div> <ul style="list-style-type: none"> <li>Expand ridership by applying for funds to serve more communities</li> <li>Map all transport modes and key destinations to create last-mile networks</li> </ul>			
<ul style="list-style-type: none"> <li> <b>Continued Development of County Parks and Trails</b> <ul style="list-style-type: none"> <li>Parks &amp; Recreation Master Plan                             <div>                                 Complete Master Plan                                 100%                             </div> </li> <li>Rail trail mileage                             <div>                                 Total actual miles in County                                 50                             </div> </li> </ul> </li> </ul>			
<div>2025 ACTIONS</div> <ul style="list-style-type: none"> <li>Complete design documents for Liberty/Parksville, Neversink Crossing, Livingston Manor</li> <li>Clean up and prepare Callicoon Riverside Park for public opening</li> </ul>			

Transportation, Mobility & Infrastructure (cont.)			
KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
▶ <b>Address Solid Waste Disposal and Recycling Needs</b>			
2025 ACTIONS	▶ Promote recycling and composting, along with waste reduction		
	▶ Prepare and distribute an RFP for the disposal of municipal solid waste and recycling		

Safe Communities			
KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
▶ <b>Improve Collaboration and Training Among EMS Agencies</b>			
▶ County-hosted training for EMS providers	Total annual trainings	4	
▶ EMS training participant satisfaction	Percentage of satisfied trainees	75%	
▶ <b>Ensure Preparedness for Emergency Situations</b>			
▶ Emergency drills	Actual number of emergency drills	3	
▶ Planning exercises	Actual number of planning exercises	3	
2025 ACTIONS ▶ Identify areas prone to floods, extreme heat or winds, wildfires and disastrous storm events			
▶ <b>Increase Assistance with Recruitment of Fire and EMS Volunteers</b>			
▶ Recruit for EMS	Actual number of EMS recruits	5	
▶ Recruit for Fire Service	Actual number of firefighter recruits	10	
2025 ACTIONS ▶ Increase recruitment efforts and develop new strategies for recruitment			
2025 ACTIONS ▶ Work with volunteer fire and EMS providers to recruit and retain volunteers			
2025 ACTIONS ▶ Develop a Youth Explorer program			

Safe Communities (cont'd.)			
KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
▶ <b>Update Emergency Management Plan and Conduct Trainings</b>			
▶ Participant satisfaction with trainings	Percentage of satisfied participants	66%	
▶ Establish Threat Assessment group	Total recurring annual meetings (minimum)	4	
2025 ACTIONS ▶ Review and update the Hazard Mitigation Plan			
2025 ACTIONS ▶ Review the Comprehensive Emergency Management Plan			
2025 ACTIONS ▶ Review and update the County Emergency Preparedness Assessment (CEPA)			
2025 ACTIONS ▶ Review and update the Domestic Terrorism Prevention Plan			
▶ <b>Review and Recommend Enhancements to Building Security</b>			
▶ Review of building security	Percentage of buildings analyzed	100%	
2025 ACTIONS ▶ Review building security posture and make recommendations to management concerning improved security needs			
▶ <b>Improve Emergency Communications Coverage</b>			
▶ Install additional equipment/towers	Number of additional towers in operation	1	
2025 ACTIONS ▶ Procure and deploy new equipment to improve emergency communications			
2025 ACTIONS ▶ Analyze and recommend new tower locations/construction			



# Healthy Communities

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
<b>► Improve Length of Life and Quality of Life for All Residents</b>			
► Premature death rate	Years of potential life lost before age 75	7,900/100K	
► Poor or fair health	Percentage of adults reporting poor health	10%	
► Poor physical health days	Average # of unhealthy days in past month	3	
► Poor mental health days	Average # of unhealthy days in past month	4.4	
► Low birthweight	Percentage of births with low birthweight	7%	
► Families spending >30% income on housing	American Community Survey 5-yr estimates	27%	
► Weekly work hours needed to afford housing	Natl Low Income Housing Coalition report	50	
<b>► End Sullivan County's Opioid Crisis</b>			
► Opioid deaths	NYS Dept of Health reporting of deaths	30/100K	
► Opioid overdoses	NYS Dept of Health reporting of ER visits	65/100K	
<b>2025 ACTIONS</b>			
► Continue Drug Task Force operations			
► Continue to improve substance use data quality			
► Implement opioid settlement spending plans			

# Healthy Communities (cont'd.)

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
<b>► Ease Access to Physical and Behavioral Health Care</b>			
► Primary care provider ratio	# of primary care providers per capita	1/2,000	
► Mental health provider ratio	# of mental health providers per capita	1/400	
► Mental health patient census	Community Services and forensic patients	550	
► Maternal Child Health (MCH) Program census	Monthly MCH and Healthy Families report	100	
<b>2025 ACTIONS</b>			
► Fully implement Unite Us network to increase interagency referrals and use of local resources			
► Participate in development of Mid-Hudson Regional Social Care Network under Medicaid 1115 waiver			
► Complete implementation of public/private partnership to expand pediatric mental health services			
► Expand peer services, community outreach, and crisis mental health supports, and raise awareness of their availability			

## Healthy Communities (cont'd.)

- | KEY STRATEGY  | MEASUREMENT METHOD | TARGET | ACHIEVED |
|---|--------------------|--------|----------|
| <ul style="list-style-type: none"> <li>▶ Expand Affordable Housing</li> <li>▶ Construct/Renovate to Health and Climate Resiliency Standards</li> <li>▶ Improve Neighborhood Amenities for Outdoor Activities                             <ul style="list-style-type: none"> <li>▶ Apply for HUD Health Homes Initiative funding</li> <li>▶ Develop low-cost methods for hazard assessment and intervention</li> <li>▶ Build local capacity</li> <li>▶ Develop and deliver public education programs</li> <li>▶ Build on 2023 Housing Study recommendations</li> </ul> </li> </ul> |                    |        |          |
| <b>2025 ACTIONS</b> <ul style="list-style-type: none"> <li>▶ Expand RUPCO partnership</li> <li>▶ Seek out CDBG funding for housing</li> <li>▶ Encourage best-practices building via Land Bank Sustainable Construction Policy</li> <li>▶ Create a green building toolkit for municipalities</li> <li>▶ Correct unhealthy housing conditions</li> <li>▶ Cultivate municipal collaboration in improving neighborhoods via Safe Streets technical assistance</li> <li>▶ Encourage outdoor walking/biking</li> </ul>  |                    |        |          |

## Healthy Communities (cont'd.)

- | KEY STRATEGY   | MEASUREMENT METHOD              | TARGET | ACHIEVED |
|--|---------------------------------|--------|----------|
| <ul style="list-style-type: none"> <li>▶ Address Lack of Air-Conditioning in Homes                             <ul style="list-style-type: none"> <li>▶ Incorporate cooling centers in new facilities</li> <li>▶ Support energy-efficient retrofits</li> <li>▶ Cross-train home health workers to refer distressed residents to agencies which can assist with cooling needs</li> </ul> </li> <li>▶ Address Homelessness                             <ul style="list-style-type: none"> <li>▶ Homeless population</li> </ul> </li> </ul> | Social Services biweekly report | 100    |          |
| <b>2025 ACTIONS</b> <ul style="list-style-type: none"> <li>▶ Undertake gateway shelter project</li> <li>▶ Identify sustainable funding sources to ensure long-term solutions</li> </ul>  |                                 |        |          |

## Healthy Communities (cont'd.)

KEY STRATEGY

MEASUREMENT METHOD

TARGET

ACHIEVED

### ► Address Food Deserts and Food Insecurity

#### 2025 ACTIONS

- Develop an Inventory of food sources, including farmers' markets, supermarkets and existing food delivery programs run by nonprofits
- Apply for funding to expand food delivery options

### ► Install electric vehicle charging network for County fleet, mass transit and the public

#### 2025 ACTIONS

- Install new charging stations at County facilities
- Phase in upgrades to County fleet

## Healthy Communities (cont'd.)

KEY STRATEGY

MEASUREMENT METHOD

TARGET

ACHIEVED

### ► Enhance Childcare Opportunities

- Local children in congregate care
- Childcare utilization

Local foster care census

12

# of children benefitting from subsidies

300

#### 2025 ACTIONS

- Continue Housing Task Force and Continuum of Care activities
- Identify childcare deserts
- Support and formalize family-friendly neighbor childcare by providing technical assistance for small providers to access formal licensing and remove barriers to entry
- Open additional foster homes
- Fully implement Family Advocacy Response and complete Performance Improvement Plans
- Increase childcare subsidy utilization
- Seek out funding for childcare facilities and facility development programs
- Improve workforce access to childcare



## Healthy Communities (cont'd.)

### ▶ Encourage Healthy Behavior

- ▶ Adult smoking
- ▶ Adult obesity
- ▶ Mammography screenings
- ▶ Flu vaccinations

Percentage of adults currently smoking

15%

Percentage of adults at/above 30 BMI

30%

Centers for Medicaid/Medicare map

40%

Centers for Medicaid/Medicare map

52%

#### 2025 ACTIONS

- ▶ Implement Community Health Improvement Plan (CHIP)
- ▶ Support Sullivan 180's Empowering a Healthier Generation and Encouraging Healthier Behavior challenges
- ▶ Promote and support maternal and child health programs by all interested agencies
- ▶ Promote trails and parks by engaging schools

## Healthy Communities (cont'd.)

### ▶ Promote Understanding of Natural Resources

#### 2025 ACTIONS

- ▶ Create a natural resources inventory
- ▶ Implement flood controls in strategic locations
- ▶ Educate the public with a toolkit
- ▶ Develop interpretive signage and events

# Economic Opportunities

## ► Support the Growth and Attraction of Businesses

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
► Unemployment rate	U.S. Department of Labor statistics	3%	
► Number of employed	Total employment in County	37,000	
► Change in assessed property values	Increase in total taxable assessed value	2%	
► Per-capita income	Mean income for every local individual	\$35,000	
► Business development	Total employer establishments	2,000	
► Business development	Total non-employer establishments	6,000	
2025 ACTIONS			
► Increase recruitment events			
► Launch financial literacy program			
► Increase outreach to and awareness of disabled workers			
► Build partnerships across systems			
► Increase monthly outreach events at libraries, businesses, schools and youth organizations			

# Economic Opportunities (cont'd.)

## ► Tourism Enhancement and the Creation and Promotion of Events

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
► New events	Number of new events	2	
► Room tax revenues	Received from lodging establishments	\$4,000,000	
► Visitation to County parks and attractions	# of park passes/tickets sold annually	10,000	
2024 ACTIONS			
► Award a contract or contracts for the development and promotion of tourism-related events			
► Increase and expand participation in events at County parks			
► Complete initial improvements to open the new County park in Callicoon, including site cleanup, parking and trails			
► Develop County Parks and Recreation Plan, including marketing component			

## Economic Opportunities (cont'd.)

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
<b>► Housing and Quality-of-Life Improvement</b>			
► Housing units	Total number of housing units	51,500	
► Occupied housing units	Percentage of occupied housing units	58%	
► Parks and recreation	Acres of active recreational areas	10/1K people	
► Walkability	Average "walk score" for downtowns	50	
► Public perception of quality of life	U.S. News Overview Score	50	
► Commute time	Mean travel time to work in minutes	25	
<b>2025 ACTIONS</b>	► Execute CDBG housing activities		
	► Pursue implementation of the 2022 Housing Strategy, prioritizing development and administration of a housing trust fund		
	► Sell Land Bank properties for new home development		
	► Develop transitional housing for Social Services		
	► Support village and hamlet center business development through assistance with grants and loans		

## Economic Opportunities (cont'd.)

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
► <b>Support and Increase Services for the Business Industry</b>			
► Broadband Internet	Percentage of homes/businesses served	95%	
2025 ACTIONS	► Secure and utilize funding		
	► Support and collaborate with private partner to wire most of County with broadband		
► <b>Identify and Protect Water Resources</b>			
► Studies identifying local resources	Study each watershed in the County	100%	
► Ensure adequate infrastructure	Collect municipal water/wastewater data	21	
2025 ACTIONS	► Finalize Neversink Watershed Management Plan		
	► Initiate study to assess local watersheds and 21 municipalities' water/wastewater treatment infrastructure		
	► Establish program to assist communities in monitoring water usage		



## Economic Opportunities (cont'd.)

KEY STRATEGY

MEASUREMENT METHOD

TARGET

ACHIEVED

### ▶ Farming and Farmland

#### 2025 ACTIONS

- ▶ Continue to support and update key climate resiliency plans, including the Hazard Mitigation Plan and the Comprehensive Emergency Management Plan
- ▶ Support Buy-Local initiatives via farmers' market promotion funding
- ▶ Encourage conservation easements
- ▶ Anticipate climate-related issues through a Farm Conservation Activity Fund
- ▶ Promote succession planning for retiring farmers via a Farm Preservation Fund
- ▶ Expand farm apprenticeships and develop mentorship programs
- ▶ Address farm housing needs by assisting in Farmworker Housing applications

## Accountable Government

KEY STRATEGY

MEASUREMENT METHOD

TARGET

ACHIEVED

### ▶ Value Employees as Our Most Important Resource

- |  |   |     |
|--|---|-----|
| ▶ Employee motivation and satisfaction | Percentage motivated and satisfied        | 75% |
| ▶ Employee development                 | Percentage feeling support in development | 75% |

### ▶ Be Fiscal Stewards of Taxpayer Funds by Managing Bond Ratings, Debt and Fund Balance Levels, and County Tax Rate

- |                           |                                       |              |
|---------------------------|---------------------------------------|--------------|
| ▶ Bond rating             | Reported by S&P                       | Aa3          |
| ▶ Fund balance (FB) level | Gen'l Fund Uncommitted + Committed FB | 2-mo cushion |
| ▶ Tax rate                | Average County tax rate increase      | <2% annually |
| ▶ Debt outstanding        | Gen'l Fund debt divided by revenues   | <10%         |

### ▶ Improve Communication About County Information and Services to Residents and Customers

- |  |                                     |               |
|--|-------------------------------------|---------------|
| ▶ Event participation and/or office/web visits | Website statistics/office reports   | 5-25/instance |
| ▶ Facebook/Instagram fans/followers            | Year-over-year increase total       | 1,000         |
| ▶ Legistar accounts created by local citizens  | Number of accounts created annually | 50-100        |

## Accountable Government (cont'd.)

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
<b>Talent Management</b> <ul style="list-style-type: none"> <li>Retaining employees</li> <li>Timely filling of positions</li> </ul>	Percentage retained for at least 2 years Average # of days from posting to offering	66% 90 days	
2025 ACTIONS	<ul style="list-style-type: none"> <li>Review and make recommendations to the management handbook</li> <li>Implement a management and supervisory leadership training program</li> <li>Implement an enhanced education and credentialing program</li> <li>Implement flexible work schedules, where possible</li> </ul>		
<b>Improve Financial Stewardship</b> <ul style="list-style-type: none"> <li>Financial training for County staff</li> </ul>	Percentage of trained employees	90%	
2025 ACTIONS	<ul style="list-style-type: none"> <li>Review all financial policies and make recommendations for updates, where needed</li> <li>Develop a formal financial training curriculum</li> <li>Identify financial training programs for departments and positions</li> </ul>		

## Accountable Government (cont'd.)

KEY STRATEGY	MEASUREMENT METHOD	TARGET	ACHIEVED
<b>Continue to develop the County Compliance Program</b> <ul style="list-style-type: none"> <li>Policies/procedures to detect/prevent issues</li> <li>Update Corporate Compliance training</li> <li>Time to issue discovery</li> </ul>	Percent of adopted policies/procedures Percent of trained County workers Gap between incident start & notification	90% 100% Same day	
2025 ACTIONS	<ul style="list-style-type: none"> <li>Finalize the Risk Assessment and Work Plan, prioritizing comprehensive evaluation and strategic action for identified risks.</li> <li>Achieve completion of the Corporate Compliance Plan, create and modify compliance policies and procedures to ensure they are robust and effective.</li> <li>Respond to Regulatory Changes through NYS Part 521, ensuring continuous alignment with evolving legal requirements.</li> <li>Execute reviews across various operational areas, ensuring full alignment with OMIG Protocols and County Compliance standards.</li> <li>Update and deliver the 2025 Corporate Compliance Training, emphasizing risk awareness tailored to specific roles.</li> <li>Foster a culture of compliance through continuous engagement and promoting effective reporting of potential violations.</li> <li>Assist with updating County-wide policies, ensuring they remain relevant, effective, and aligned with current best practices, while also mitigating associated risks.</li> <li>Optimize the Compliance Review Process by enhancing strategic focus, minimizing incident response times, and streamlining incident management procedures.</li> </ul>		



# Priorities and Issues

The Sullivan County 2025 Tentative Budget was developed amidst an ongoing upward financial trend for the County, with sales, room and mortgage tax revenues continuing to be well above historic norms. With careful and deliberate fiscal management, the County's financial condition remains the best it's been in memory.

As 2023 turned to 2024, the County's real estate market remained one of the hottest in the region, with lumber sales for homebuilding being the main contributor to our status as New York State's #1 sales tax revenue leader. Visitors, too, kept coming, and lodging revenue from room taxes arrived from all corners of the County.

Our shops and attractions experienced a healthy, weather-friendly summer, and the latest analysis from the NYS Comptroller's Office confirms that Sullivan County is not under significant fiscal stress. In fact, we earned a "perfect score" from the State. It seems we have finally emerged from the long shadow of the COVID pandemic.

Nevertheless, we have numerous challenges, several of which come with significant costs: bolstering our emergency medical response system, combatting the housing crisis, keeping up with inflationary increases, funding wage increases for our collective bargaining agreements, and the ever-present specter of unfunded State mandates. Also, there are preliminary indications that our sales tax revenues have peaked and may start to consistently grow more modestly in the year ahead.

Thus, the budgetary focus must remain on maintaining fiscal stability so that we are prepared for future expenses and economic downturns without relying solely on property taxpayers. This includes nurturing a healthy fund balance, reducing debt and investing in our aging infrastructure, both in the near-term and through a long-term strategic plan.

**For 2025, a \$301,002,983 Tentative Budget is proposed, which includes a 2.5% increase in the tax levy, under the State-mandated tax cap.**

*This Tentative Budget does not include any layoffs and strategically recommends adding staff to better serve the public and fulfill our municipal mandate. Notably, this Budget also does NOT propose any short- or long-term borrowing, nor does it appropriate fund balance from the General Fund to support ongoing operations.*

Our strategic focus areas are:

- Safe communities
- Healthy communities
- Accountable government
- Transportation, mobility and infrastructure
- Economic opportunities

## ACCOUNTABLE GOVERNMENT

### *Staying Ahead of Debt*

With the support of previous Legislatures, the County has determinedly decreased its debt ahead of schedule over the last several years, to the tune of \$18.3 million, representing short- and long-term debt, pension debt and loans. It is the County's ongoing intention to avoid borrowing as much as possible, and the 2025 Budget makes no provision for further indebtedness (though a prudent amount of funds are set aside for contingency purposes).

For perspective, in 2019, our debt totaled just over \$169 million. By the end of 2024, that's expected to be under \$108 million, most of that due to construction of the jail.

### *A Right-Sized Fund Balance*

The County's Fund Balance Policy stipulates that at least two months' worth of operating funds be available in the County Budget at all times, per best-practices recommendations from the NYS Comptroller's Office and the Government Finance Officers Association. The goal is to maintain at least 16% of gross appropriations in fund balance. That goal has been met this year and will continue to be met in 2025.

### *Training and Retaining Employees*

Sullivan County has continued to lead most of the State in job growth, but as a result, potential employees have a wide array of employer choices. The County must be competitive to retain high-quality candidates, and the 2025 Budget will invest \$100,000 in training. The County is committed to the development of employees and the belief that education is a lifelong process which enhances work performance and increases career mobility within the organization, thereby helping employees provide better service to the public.

The public sector traditionally has offered a robust benefits package, but the shifting nature of the health insurance landscape makes that challenging. The NYS Health Insurance Program, for example, is ending their Excelsior tier of benefits, on which many County employees rely. Therefore, the County is switching in 2025 to Anthem Blue Cross/Blue Shield for those affected employees, which promises to save money while also giving workers more choices, including an affordable high-deductible plan (dependent on the approval of each labor union).

## TRANSPORTATION, MOBILITY AND INFRASTRUCTURE

### *Investing in Roads and Bridges*

The County currently maintains 385 centerline miles of highways and 400 bridges. The 2025 Budget provides over \$9.3 million for roadwork, of which \$6.8 million is the County's share – none of which will be bonded but instead paid out of 2025 operating funds. This represents the fourth year in a row of not borrowing for road infrastructure. Historically the County has routinely bonded millions of dollars for roadwork, racking up thousands of dollars in interest and finance fees. An additional \$12.3 million is earmarked for work on 12 bridges Countywide in 2025. Just over \$3 million of that will be the County's share, again paid for without bonding and the attendant interest charges.

This outlay represents a solid foundation from which the County can continue a paving and bridge program that keeps pace with needs, rather than lagging behind.

### *Reaching Farther Out into the County*

Move Sullivan continues to grow as a popular and successful public transportation alternative for residents of and visitors to the County. Thus the 2025 Budget fully funds the recently authorized program, allowing buses to make trips to Jeffersonville, Roscoe, Livingston Manor, Youngsville, Callicoon Center and White Sulphur Springs, plus hourlong loops around downtown Liberty and Monticello. The cost to ride will remain free.

Additionally, \$150,000 has been set aside to obtain expert recommendations on the future of our transportation services, updating a now-decade-old plan.

### *Planning for the Future of Our Buildings*

The County's Building Master Plan was reactivated in 2022. Significant investment will need to be made over the next several years to address a potential court annex addition and to address providing appropriate space for those departments currently housed on our Liberty campus. For 2025, \$2 million is proposed to fund design and engineering services for aging County structures, specifically the Liberty campus and space for County Court and related functions.

*A complete listing of all 2025 proposed capital projects can be found in the capital budget narrative.*

## ECONOMIC OPPORTUNITIES

### *Increasing the Pace*

The 2025 Budget proposes giving the Sullivan Catskills Visitors Association (SCVA) the full 85% of room tax revenues allowed by law. (Currently it is receiving 60%.) The other 15%, or \$600,000, would be set aside for legislators to distribute – via competitive process – to groups interested in tourism promotion specifically creating, hosting, and/or expanding events which draw in tourists. The goal is to introduce more people, especially young families, to the attractiveness of the County, so that they may choose to live and work here.



## *Building a Workforce*

The County is highly interested in developing the private workforce, which is why \$65,000 in the 2025 Budget is earmarked for providing new trade skills programs at no cost to eligible applicants, similar to the Construction Trades, Welding and Auto Repair courses the County successfully offered through BOCES in 2023 and 2024.

## *Addressing the Housing Crisis*

With a vigorous real estate market and the impacts of inflation and short-term rentals, it's difficult for middle- and high-income-earners to find permanent housing in Sullivan County. It's become virtually impossible for our low-income-earners, even if all they want to do is rent. So, the 2025 Budget sets aside \$2 million for a Housing Trust Fund to implement the recommendations of our recently completed Housing Study. It is particularly recommended priority be given to renovating existing rental units. The Legislature can use this as seed money while they determine a recurring funding stream to address local housing issues.

The proposed budget also includes \$250,000 to supplement a State program that provides local renters for first/last month's rent and security deposits through our Department of Social Services. The goal is to get families currently in hotels and motels into more appropriate housing.

## *Flying Higher*

The Sullivan County Airport is an underutilized asset that could prove to be a money-maker for the County, especially with the State now funding the construction of a brand new terminal aimed at pilots and aviation businesses. Therefore the 2025 Budget maintains pre-existing increases in support for various upgrades, including hangars and a new terminal (the majority cost of which will come from State and Federal sources). The intent is to position the facility to serve as a business jetport, attractive to aviation companies and plane owners who are seeking lower costs and more room than can be found in airports closer to the New York City area.

## *Opening New Channels*

The 2025 Budget provides funds for a to-be-constructed emergency communications tower on a hill overlooking Jeffersonville. In addition to better radio reception for first responders, the tower will eventually feature one or more cell service providers, filling a current service gap for a significant number of County residents, businesses and visitors.

# SAFE COMMUNITIES

## *Entering a New Era of EMS*

Acknowledging the severity of the EMS response crisis, the 2025 Budget sets aside \$2.7 million to continue the just-introduced fly car program. Four rapid-response vehicles called fly cars – outfitted with basic and advanced life support equipment and EMTs – are even now circulating around Sullivan County to answer emergency medical calls as fast as possible. While not in competition with our local ambulance corps (these fly cars cannot transport patients), they have already increased response times by an average of 11 minutes.

## *Beefing Up the Ranks*

Sullivan County has been gradually but consistently moving toward salary parity, both internally and with neighboring counties. It is necessary – particularly in the extremely busy District Attorney's Office – to offer competitive pay rates when trying to attract talent, and thus the 2025 Budget makes room for raises, including for DA investigator salaries.

## *Bolstering Public Safety*

The District Attorney's Office is proposed to receive an additional DA investigator and a special assistant in the 2025 Budget, while our 911 Center will be given the funds for another dispatcher and our Division of Public Safety a part-time Health and Wellness Coordinator. Our Bureau of EMS will make room for three paid instructors, while our Bureau of Fire will bring on four fire instructors.

# HEALTHY COMMUNITIES

## *Caring for Our Aging*

*The Care Center at Sunset Lake in Liberty continues to be operated by the County, but the NYS Department of Health will*

be asked in early 2025 to transfer the operating certificate to Infinite Care, the consultant currently helping the County run the nursing home facility. (Ownership will remain with the County.)

The 2025 Budget anticipates that transfer request being granted. However, if the transfer is not approved and the County returns to sole operation of the facility, an approximate 9% property tax increase will be required in 2026 due to fund ongoing operations. There would be an additional one-time funding to reestablish out IT presence in the building and upwards of \$10 million dollars for capital improvements.

### *Investing in and Retaining Our Young Adults*

Continuing a well-utilized and appreciated “Sullivan Promise” initiative, the 2025 Budget maintains the necessary level of funding to permit local high school graduates to attend SUNY Sullivan for two years at no cost to them. This achieves the twin goals of keeping our young people in Sullivan County and boosting the enrollment at our incredibly valuable community college.

### *Investing in Our Children*

Recognizing the deep and immediate needs of our children and their families, the 2025 Budget includes funding for five new positions in the Services department and one Senior Family Services Investigator Trainee position in the Child Support Unit.

The 2025 Budget also proposes maintaining the funding for the Youth Bureau from at \$300,000, which will be made available for eligible local organizations catering to youth and their families.

### *Keeping the County Clean*

The 2025 Budget sustains the popular municipal cleanups, roadside litterpluck and household hazardous waste events coordinated through our Department of Solid Waste and Recycling.

### *Preserving Our Most Valuable Resources*

Development in certain parts of the County have put our aquifers under unknown strain, so the 2025 Budget provides \$250,000 for a water resource study to map our inventory of this liquid necessity – and, just as importantly, recommend where development and water infrastructure should and shouldn’t occur. This will build upon a municipal water/sewer infrastructure study already in progress.

### *Expanding Access to the Outdoors*

While design and development of the coming Callicoon Riverside Park continues, the 2025 Budget also sets aside monies for the D&H Canal Trail Rehabilitation as well as funds for design and engineering services throughout the parks system.

## CONCLUSION

As always, this Tentative Budget endeavors to balance need with capability. While the 2025 Budget proposes a tax levy increase, a key goal remains: avoiding future higher tax increases, which our populace can ill afford.

Thankfully, the 2025 Budget was crafted amidst a moment of fiscal stability and plentiful resources, but my office’s approach to the Budget adhered to time-honored planning and processes intended to ensure we are prepared to face whatever financial storms may loom.

While I remain pleased with the economic growth we’re experiencing, I recognize the County continues to lead in undesirable areas, particularly poor health outcomes and the per-capita tax burden. And better economic times are not guaranteed – in fact, there are signs we will see revenue declines sooner rather than later. In short, there is always more work to be done.

In the meantime, I am confident this 2025 Budget, as proposed, positions Sullivan County for continuing progress and stability in a fiscally sound and responsible manner.

**Joshua A. Potosek**  
**County Manager**  
**November 2024**

## Budget Calendar for Fiscal Year 2025

Date	Activity
February 1-28	Analysis of actual costs from prior years begins
March 1-31	Capital Plan instructions sent to departments
April 1-30	First quarter data available, trend analysis begins
May 1-31	Capital Plan requests received, compiled and reviewed
June 1st	Capital Plan requests submitted to Legislature
June 1-30	Operating budget instructions sent to departments
July-September	Budget requests received/compiled. Review begins.
August-September	Meetings between department heads and budget staff commence
September 30th	Outside agency requests are provided to the Legislature for review.
September 1-30	Tentative Budget formatting begins
October 21st	County Treasurer certifies revenues
November 1st	Tentative Budget submitted to Legislature for review
November 1-30	Legislature reviews Tentative Budget
December 1-19	Two public hearings for comment on Tentative Budget
December 20th	Legislature submits amendments to budget and operating budget adopted.



# Budget Timeline



## 2025 Tentative Budget for Sullivan County

### Summary of Budget - All Funds

Total Appropriations - Excluding Interfund Items	301,002,983
Less: Estimated Revenues - Excluding Interfund Items	215,329,244
Appropriated Fund Balance - Road Machinery	524,666
Appropriated Fund Balance - County Road	1,998,112
Appropriated Fund Balance - Refuse & Garbage	869,339
Appropriated Fund Balance - Buildings	3,620,000
Appropriated Fund Balance - Housing	2,000,000
Appropriate Unassigned Fund Balance	2,500,000
	<u>226,841,361</u>
Real Property Tax Levy For Current Budget	74,161,622
Add: Allowance for Uncollectible Taxes*	<u>750,000</u>
Total Tax Levy	<u><u>74,911,622</u></u>
Medicaid	20,646,456
Welfare Mandates	14,059,937
Other State Mandates	22,237,277
County Levy	17,967,952

\*Tax Levy Delineation is required by Local Law #3 of 2011

\*Chapter 350, Laws of 1978, effective 10/1/1978, requires counties to provide a reserve for taxes at least equal to the amount deemed to be uncollectible.

**2025 Tentative Budget for Sullivan County**

**Summary of Budget - By Fund**

	Total	General Fund	County Road Fund	Road Machinery Fund	Enterprise Fund Adult Care Center	Refuse & Garbage Fund	Debt Service Fund
Appropriations - Excluding Interfund Items	301,002,983	217,577,562	32,402,784	6,146,019	21,188,886	14,796,579	8,891,153
Interfund Appropriations	39,205,450	36,583,505	1,941,106	95,693		585,146	
<b>Total Appropriations</b>	<b>340,208,433</b>	<b>254,161,067</b>	<b>34,343,890</b>	<b>6,241,712</b>	<b>21,188,886</b>	<b>15,381,725</b>	<b>8,891,153</b>
Less:							
Estimated Revenues, other than Real Estate Taxes and excluding Interfund Items	215,329,244	171,879,445	8,889,172	902,000	21,188,886	12,469,741	
Interfund Revenue, etc.	39,205,450						
Appropriated Fund Balance - Road Machinery	524,666			4,815,046		2,042,645	8,891,153
Appropriated Fund Balance - County Road	1,998,112			524,666			
Appropriated Fund Balance - Refuse & Garbage	869,339					869,339	
Appropriated Fund Balance - Buildings	3,620,000	3,620,000					
Appropriated Fund Balance - Housing	2,000,000	2,000,000					
Appropriate Unassigned Fund Balance	2,500,000	2,500,000					
<b>Total Revenues, etc.</b>	<b>266,046,811</b>	<b>179,999,445</b>	<b>34,343,890</b>	<b>6,241,712</b>	<b>21,188,886</b>	<b>15,381,725</b>	<b>8,891,153</b>
Appropriations to be raised by Real Property Tax	74,161,622	74,161,622					
Allowance for Uncollectible Taxes	750,000	750,000					
<b>Total Tax Levy</b>	<b>74,911,622</b>	<b>74,911,622</b>					
Medicaid	20,646,456						
Welfare Mandates	14,059,937						
Other State Mandates	22,237,277						
County Levy	17,967,952						

2025 TAX CAP CALCULATION	
2024 Tax Levy	\$73,253,866.00
Tax Base Growth Factor*	1.0088
	\$73,898,500.02
Estimated PILOTS in 2024	\$1,495,866.79
	\$75,394,366.81
Allowable Levy Growth (1.02%)**	1.02
	\$76,902,254.15
Estimated PILOTS in 2025	\$978,647.00
Available Carryover	\$1,133,098.00
Maximum Tax Levy to remain within the cap	\$77,056,705.15
Allowable Increase in Tax Levy within the Tax Cap before chargebacks	\$3,802,839.15
Chargeback - 2025 Town Portion of Worker's Comp Costs	\$1,945,079.00
Chargebacks - Other	\$200,004.00
2025 Total Tax Levy Cap after chargebacks	\$74,911,622.15
2024 Total Tax Levy after chargebacks	\$71,149,722.00
Allowable Increase in Tax Levy within the Tax Cap after chargebacks	\$3,761,900.15
2025 Tentative Tax Levy	\$74,911,622.00
* Provided by NYS Taxation & Finance	
** Provided by NYS Comptroller's Office	

## Tax Rate Calculation 2025

Amount to be raised for 2025 budget	74,911,622.00
Less Prorated and Omitted Taxes	<u>(85,770.59)</u>
Adjusted taxes to be levied	74,825,851.56
Divided by Taxable Assessed Value of County	<u>5,928,843,566</u>
Tax Rate	0.01262064865

## Summary of Financial Sources and Uses 2025 Tentative Budget

	General Fund	County Road Fund	Special Revenue Fund (Refuse and Garbage)	Enterprise Fund (ACC)	Road Machinery Fund	Debt Service Fund	Total All Funds
<b>Revenues</b>							
Real Property Taxes (*)	74,161,622	-	-	-	-	-	74,161,622
Other Tax Items	5,978,647	-	-	-	-	-	5,978,647
Non-Property Taxes	86,134,000	-	-	-	-	-	86,134,000
Departmental Income	19,674,761	-	12,006,000	-	900,000	-	31,580,761
Intergovernmental Charges	1,000,455	100,000	-	10,000	-	-	1,100,455
Use of Money and Property	2,075,524	-	-	-	-	-	2,075,524
Licenses and Permits	2,550,600	4,000	-	-	-	-	2,554,600
Fines and Forfeitures	131,000	-	-	-	-	-	131,000
Sales of Property and Compensation for Loss	539,300	50	380,000	-	2,000	-	919,350
Miscellaneous Local Sources	3,455,674	500	-	21,178,886	-	-	24,637,060
Interfund Revenue	247,428	-	-	-	-	-	247,428
State Aid	29,723,123	3,500,000	83,741	-	-	-	33,306,864
Federal Aid	20,368,933	5,284,622	-	-	-	-	25,653,555
Transfers	-	23,456,606	2,042,645	-	4,815,046	8,891,153	39,205,450
Fund Balance	8,120,000	1,998,112	869,339	-	524,666	-	11,512,117
<b>Total Revenues</b>	<b>\$ 254,161,067</b>	<b>\$ 34,343,890</b>	<b>\$ 15,381,725</b>	<b>\$ 21,188,886</b>	<b>\$ 6,241,712</b>	<b>\$ 8,891,153</b>	<b>\$ 340,208,433</b>

<b>Expenditures - By Function</b>							
General Government Support	52,808,622	-	-	-	-	-	52,808,622
Education	5,975,000	-	-	-	-	-	5,975,000
Public Safety	40,473,870	1,169,764	-	-	-	-	41,643,634
Health	31,111,939	-	-	21,188,886	-	-	52,300,825
Transportation	5,292,120	31,233,020	-	-	6,146,019	-	42,671,159
Economic Opportunity and Development	73,611,488	-	-	-	-	-	73,611,488
Culture and Recreation	5,381,288	-	-	-	-	-	5,381,288
Home and Community Services	2,923,235	-	15,381,725	-	-	-	18,304,960
Debt Service	-	-	-	-	-	8,891,153	8,891,153
Other Financing Uses	36,583,505	1,941,106	-	-	95,693	-	38,620,304
<b>Total Expenditures</b>	<b>\$ 254,161,067</b>	<b>\$ 34,343,890</b>	<b>\$ 15,381,725</b>	<b>\$ 21,188,886</b>	<b>\$ 6,241,712</b>	<b>\$ 8,891,153</b>	<b>\$ 340,208,433</b>

<b>Expenditures - By Category</b>							
Personal Services	59,867,779	4,800,942	1,253,978	8,638,174	1,422,352	-	75,983,225
Fixed Equipment	3,740,475	83,000	870,000	-	776,510	-	5,469,985
Contracted Services	115,892,501	23,449,377	11,747,588	6,340,761	2,658,184	-	160,088,411
Employee Benefits	38,076,807	4,069,465	925,013	6,209,951	1,288,973	-	50,570,209
Debt Service	-	-	-	-	-	-	-
Principal	-	-	-	-	-	5,955,000	5,955,000
Interest	-	-	-	-	-	2,936,153	2,936,153
Transfers	36,583,505	1,941,106	585,146	-	95,693	-	39,205,450
<b>Total Expenditures</b>	<b>\$ 254,161,067</b>	<b>\$ 34,343,890</b>	<b>\$ 15,381,725</b>	<b>\$ 21,188,886</b>	<b>\$ 6,241,712</b>	<b>\$ 8,891,153</b>	<b>\$ 340,208,433</b>

<b>Fund Balance</b>							
2024 Beginning Balance	57,527,191	3,626,402	2,834,731	(17,547,995)	3,988,590	-	-
Appropriated Fund Balance	8,120,000	1,998,112	869,339	-	524,666	-	-
2025 Surplus/(Deficit)	8,500,000	1,050,000	900,000	-	400,000	-	-
Change in Balance	380,000	(948,112)	30,661	-	(124,666)	-	-

(\*) Total Tax Levy less a \$750,000 allowance for uncollectible taxes



# Summary of Financial Resources and Uses 2023 - 2025

\*in thousands of dollars

	General Fund			County Road Fund			Special Revenue Fund (Refuse and Garbage)			Enterprise Fund (ACC)			Road Machinery Fund			Debt Service Fund			Total All Funds			
	2023 Actual	2024 Amended Budget	2025 Tentative Budget	2023 Actual	2024 Amended Budget	2025 Tentative Budget	2023 Actual	2024 Amended Budget	2025 Tentative Budget	2023 Actual	2024 Amended Budget	2025 Tentative Budget	2023 Actual	2024 Amended Budget	2025 Tentative Budget	2023 Actual	2024 Amended Budget	2025 Tentative Budget	2023 Actual	2024 Amended Budget	2025 Tentative Budget	
Revenues	Real Property Taxes (*)	67,532	70,400	74,162	-	-	-	-	-	-	-	-	-	-	-	-	-	-	67,532	70,400	74,162	
	Other Tax Items	6,260	6,620	5,979															6,260	6,620	5,979	
	Non-Property Taxes	85,084	83,283	86,134															85,084	83,283	86,134	
	Departmental Income	17,742	19,144	19,675				11,681	12,006	12,006									30,353	31,550	32,581	
	Intergovernmental Charges	588	660	1,000	98	95	100												666	755	1,100	
	Use of Money and Property	3,227	2,527	2,076	19	-	-	7			10						45		3,508	2,527	2,086	
	Licenses and Permits	2,591	2,551	2,551	4	4	4												2,595	2,555	2,555	
	Fines and Forfeitures	185	131	131															185	131	131	
	Sales of Property and Compensation for Loss	477	617	539															1,047	882	919	
	Miscellaneous Local Sources	909	9,448	9,455	2	-	-	520	245	340	16,856	19,442	21,179	1	2	2			17,832	22,892	24,636	
	(16)																					
	Interfund Revenue	207	175	247															207	175	247	
	State Aid	27,355	27,400	29,723	6,446	3,539	3,500	55	80	84									34,056	31,019	33,307	
	Federal Aid	20,218	21,235	20,369	2,172	9,454	5,255										49		22,439	30,669	25,654	
	Miscellaneous	1,518	1,400	-	21,504	24,900	23,457	1,236	1,564	2,043	1,162	71		6,006	6,093	4,815	11,700	11,671	8,891	43,214	45,719	39,206
	Transfers																					
	Other Financing Sources																					
	Fund Balance	(13,101)	11,972	8,120	(88)	1,619	1,995	797	1,955	869	950	392	-	(915)	3,309	525			(13,000)	19,247	11,512	
	Total Revenues	\$ 220,872	\$ 251,563	\$ 254,161	\$ 30,357	\$ 39,611	\$ 34,344	\$ 14,240	\$ 15,890	\$ 15,382	\$ 18,378	\$ 19,905	\$ 21,189	\$ 6,149	\$ 10,104	\$ 6,242	\$ 11,802	\$ 11,671	\$ 8,891	\$ 301,798	\$ 348,744	\$ 340,209
Expenditures - By Function	General Government Support	37,177	51,066	52,809															37,177	52,066	52,809	
	Education	5,905	6,175	5,975															5,905	6,175	5,975	
	Public Safety	33,975	37,653	40,474	1,106	1,260	1,170				18,378	19,905	21,189						35,081	38,921	41,644	
	Health	29,094	30,439	31,112										5,485	9,439	6,146			47,432	50,344	52,301	
	Transportation	3,615	4,825	5,292	25,547	34,659	31,233												34,647	48,923	42,671	
	Econ. Opportunity and Development	61,376	72,243	73,611															61,376	72,243	73,611	
	Culture and Recreation	3,654	5,200	5,381															3,654	5,200	5,381	
	Home and Community Services	2,973	3,700	2,923															17,213	19,670	18,305	
	Debt Service																					
	Other Financing Uses	43,143	39,182	36,584	3,704	3,684	1,941										11,757	11,671	8,891	11,757	11,671	8,891
	Other Financing Uses																45		47,506	43,531	38,621	
	Total Expenditures	\$ 220,872	\$ 251,563	\$ 254,161	\$ 30,357	\$ 39,611	\$ 34,344	\$ 14,240	\$ 15,890	\$ 15,382	\$ 18,378	\$ 19,905	\$ 21,189	\$ 6,149	\$ 10,104	\$ 6,242	\$ 11,802	\$ 11,671	\$ 8,891	\$ 301,798	\$ 348,744	\$ 340,209
	Expenditures - By Category	Personal Services	48,922	56,941	59,868	4,194	4,660	4,801	1,168	1,226	1,254	4,739	8,318	8,638	1,189	1,324	1,422			60,212	72,469	75,983
Fixed Equipment		500	3,234	3,740			83	686	1,178	870		1		992	4,281	777			2,258	8,694	5,470	
Contracted Services		98,609	115,658	115,892	19,358	27,382	23,450	10,879	11,851	11,748	9,288	4,957	6,341	2,399	2,723	2,658	2		140,535	162,471	160,089	
Employee Benefits		29,331	36,549	38,077	3,101	3,985	4,069	723	847	925	2,951	5,229	6,210	906	1,111	1,189			37,012	47,721	50,570	
Debt Service																						
Principal																						
Interest																						
Transfers		43,430	39,181	36,584	3,704	3,684	1,941	784	788	585	1,400	1,400	-	663	665	96	45		50,026	45,718	39,206	
Total Expenditures		\$ 220,872	\$ 251,563	\$ 254,161	\$ 30,357	\$ 39,611	\$ 34,344	\$ 14,240	\$ 15,890	\$ 15,382	\$ 18,378	\$ 19,905	\$ 21,189	\$ 6,149	\$ 10,104	\$ 6,242	\$ 11,802	\$ 11,671	\$ 8,891	\$ 301,798	\$ 348,744	\$ 340,209
Total Revenues minus Total Expenditures equals \$1,540,000. Allowances for nonreimbursable taxes add/less:																						

(\*) \$750,000 allowance for uncollectible taxes additions



**Sullivan County Multiyear Budget**  
**2025-2030**

	2025 Tentative Budget	2026	2027	2028	2029	2030
Real Property Taxes (*)	74,161,622	75,644,854	77,157,751	78,700,906	80,274,924	81,880,422
Other Tax Items	5,978,647	5,978,647	5,978,647	5,978,647	5,978,647	5,978,647
Non-Property Taxes	86,134,000	87,856,680	89,613,814	91,406,090	93,234,212	95,098,896
Departmental Income	19,674,761	19,674,761	19,674,761	19,674,761	19,674,761	19,674,761
Intergovernmental Charges	1,000,455	1,000,455	1,000,455	1,000,455	1,000,455	1,000,455
Use of Money and Property	2,075,524	2,075,524	2,075,524	2,075,524	2,075,524	2,075,524
Licenses and Permits	2,550,600	2,550,600	2,550,600	2,550,600	2,550,600	2,550,600
Fines and Forfeitures	131,000	131,000	131,000	131,000	131,000	131,000
Sales of Property and Compensation for Loss	539,300	539,300	539,300	539,300	539,300	539,300
Miscellaneous Local Sources	3,455,674	3,455,674	3,455,674	3,455,674	3,455,674	3,455,674
Interfund Revenue	247,428	-	-	-	-	-
State Aid	29,723,123	29,723,123	29,723,123	29,723,123	29,723,123	29,723,123
Federal Aid	20,368,933	20,368,933	20,368,933	20,368,933	20,368,933	20,368,933
Miscellaneous	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-
Fund Balance	8,120,000	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 254,161,067</b>	<b>\$ 248,999,551</b>	<b>\$ 252,269,582</b>	<b>\$ 255,605,013</b>	<b>\$ 259,007,153</b>	<b>\$ 262,477,335</b>

<b>Expenditures - By Category</b>						
Personal Services	59,867,779	61,065,135	62,286,438	63,532,167	64,802,810	66,098,866
Fixed Equipment	3,740,475	3,740,475	3,740,475	3,740,475	3,740,475	3,740,475
Contracted Services	115,892,501	118,210,351	120,574,558	122,986,049	125,445,770	127,954,685
Employee Benefits	38,076,807	39,980,647	41,979,679	44,078,663	46,282,596	48,596,726
Debt Service	-	-	-	-	-	-
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Transfers	36,583,505	36,949,340	37,318,833	37,692,021	38,068,941	38,449,630
<b>Total Expenditures</b>	<b>\$ 254,161,067</b>	<b>\$ 259,945,948</b>	<b>\$ 265,899,983</b>	<b>\$ 272,029,375</b>	<b>\$ 278,340,592</b>	<b>\$ 284,840,382</b>

<b>Debt Schedule Additions/(Subtractions)</b>						
Changes in Debt Payments - Existing Schedule	-	(56,394)	(726,913)	(33,093)	(28,425)	(34,207)
2022 Borrowing	-	-	-	-	-	-
2023 Borrowing	-	-	-	-	-	-
2024 Borrowing	-	-	-	-	-	-
2025 Borrowing	-	-	-	-	-	-
2026 Borrowing	-	-	-	-	-	-
<b>Total New Debt - Tentative Capital Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net New Debt Payment</b>	<b>\$ -</b>	<b>\$ (56,394)</b>	<b>\$ (726,913)</b>	<b>\$ (33,093)</b>	<b>\$ (28,425)</b>	<b>\$ (34,207)</b>

## Assumptions Used For Multiyear Budget

### Revenues

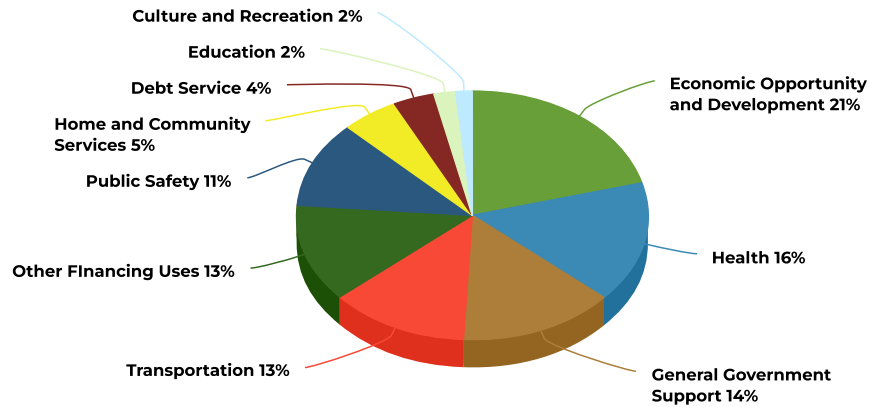
- Real Property Tax: 2% Annual Growth
- Other Property Tax Items: 0% Growth
- Non-Property Tax Items: 2025 through 2029 2% Annual Growth
- Departmental Income: 0% based upon historic trend
- Intergovernmental Charges: 0% based upon historic trend
- Use of Money and Property: 0% based upon historic trend
- Licenses and Permits: 0% based upon historic trend
- Fines and Forfeitures: 0% based upon historic trend
- Sale of Property and Comp. for Loss: 0% based upon historic trend
- Misc. Local Sources: 0% based upon historic trend
- State and Federal Aid: 0%
- Casino Resort Mitigation Payment: 2025 - \$2.5 million; 2026 through 2030 \$2.5 million based upon New York State Department of Budget estimates
- Fund Balance

### Expenses:

- Personal Services: 2% growth
- Fixed Equipment: 0%
- Contracted Services: 2% growth based upon historic average
- Employee Benefits: 5% growth based upon historic average
- Debt Service (BANs): Payments based upon proposed capital plan.
- Transfers: 1 % growth based upon historic average
- Debt Schedule: Payments based upon proposed capital plan

# Total Appropriations by Function - 2025 Tentative Budget

Total Appropriations by Function



## Five Year Trend

Expenditures- By Function	2021	2022	2023	2024	2025
General Government Support	35,646,510	41,038,754	44,303,787	49,150,866	52,808,622
Education	5,675,000	5,675,000	6,175,000	6,175,000	5,975,000
Public Safety	31,084,244	31,867,327	34,747,103	37,072,234	41,643,634
Health	42,476,111	48,491,140	48,680,228	49,684,874	52,300,825
Transportation	24,429,458	28,363,104	39,710,201	45,256,039	42,671,159
Economic Opportunity and Development	64,074,282	63,960,974	64,581,905	70,928,481	73,611,488
Culture and Recreation	3,580,997	3,565,453	4,523,627	5,087,843	5,381,288
Home and Community Services	14,012,847	15,659,226	16,072,563	18,186,790	18,304,960
Debt Service	17,058,596	22,557,908	11,757,598	11,670,704	8,891,153
Other Financing Uses	32,140,884	43,280,786	39,385,431	43,531,394	38,620,304
<b>Total Expenditures</b>	<b>270,178,929</b>	<b>304,459,672</b>	<b>309,937,443</b>	<b>336,744,225</b>	<b>340,208,433</b>

Expenditures- By Function	2022	2023	2024	2025
General Government Support	15.13%	7.96%	10.94%	7.44%
Education	0.00%	8.81%	0.00%	-3.24%
Public Safety	2.52%	9.04%	6.69%	12.33%
Health	14.16%	0.39%	2.06%	5.27%
Transportation	16.10%	40.01%	13.97%	-5.71%
Economic Opportunity and Development	-0.18%	0.97%	9.83%	3.78%
Culture and Recreation	-0.43%	26.87%	12.47%	5.77%
Home and Community Services	11.75%	2.64%	13.15%	0.65%
Debt Service	32.24%	-47.88%	-0.74%	-23.82%
Other Financing Uses	34.66%	-9.00%	10.53%	-11.28%
<b>Total Expenditures</b>	<b>12.69%</b>	<b>1.80%</b>	<b>8.65%</b>	<b>1.03%</b>

## Definition of Expenditures

These categories are established by the New York State Comptroller's office and include the following\*:

<b>Expenditure Function</b>	<b>What is included under this heading?</b>
General Government Support	Expenses for legislative, judicial, and executive functions, and centralized services including finance, clerks, elections, etc.
Education	For counties this will include expenditures for community colleges
Public Safety	Generally, this includes all expenditures for the protection of persons and property, such as sheriff and police departments, fire protection, animal control, and traffic control
Health	Includes public health programs, mental health and addiction control programs, public hospitals, nursing homes, etc.
Transportation	Includes highway expenditures (in towns and counties, these are usually in a separate fund) and public transportation
Economic Assistance and Opportunity	Includes social service expenditures (this is where Medicaid – a major county expenditure – is shown), job training, industrial development, veterans services, etc.
Culture and Recreation	Includes parks, recreation, libraries, historians, etc.
Home and Community Service	Includes zoning and planning, sewage and water, sanitation, power, urban renewal, conservation, cemeteries, etc.
Employee Benefits	Includes items such as health insurance, retirement, unemployment insurance, etc.
Debt Service	Reflects principal and interest payments on local government debt
Interfund Transfer	Used to show transfer of any money between local government funds

\*Source: Office of the New York State Comptroller: Citizens Guide to Local Budgets

## Expense Discussion

The following operational expenses represent those areas with significant, recurring increases that will impact the 2025 Operating budget as well as future budgets.

### Employee Related Costs

Employee related costs total over \$126 million and represent 37.2% of total appropriations. Salaries and Wages total \$75.9 million and employee benefits total \$50.6 million. Employee benefits as a percentage of wages equal 66.5%.

The elevated and rapidly increasing cost of health benefits has made it difficult to be able to adequately compensate our County employees while holding spending to a level that is responsible to the taxpayers of Sullivan County. Sullivan County participates in the New York Health Insurance Plan (NYSHIP). This plan (or a plan that is comparable) is required to be provided for county employees as detailed in the various collective bargaining agreements. NYSHIP administers the program and determines the applicable employer contribution rates. In 2025, a large portion of our employees will be converted to an Anthem Blue Cross Blue Shield plan as a result of the Excelsior NYSIP option no longer being available. We are also offering a high deductible health insurance plan for management employees and certain unions that agree to the option. The tentative budget anticipated an 8.5% increase in contribution rates for active and retired employees for 2025. The weighted average increase across all plans ended up at 11.82% increase. The 2024 budget anticipated total employer contributions of \$31.6 million. The 2025 Tentative Budget anticipates contributions of \$32.3 million, representing an increase of \$723,229.

Sullivan County employees are participants in the New York State Retirement System. The New York State Comptroller is the sole trustee of the plan. He and his office administer the program and set employer contribution rates as a percentage of payroll, with the goal of ensuring that the plan is fully funded. The plan is heavily invested in the stock and bond markets. As these markets underperform, employer contribution rates can increase dramatically. This was evidenced during the last global recession when contribution rates went from the low single digits to over twenty percent. The tentative budget appropriates \$10.5 million for pension contributions. This represents an average contribution rate of 14.7% of payroll.

Sullivan County along with all the towns and villages in the county are part of a self-insured Worker's Compensation plan. In 2024, the County contracted with PERMA to administer the plan and provide risk-management assessments. Total plan contributions from all entities for the year are set at just under \$4.23 million. Total plan contributions are set based upon estimated claim expenses and administrative costs. The County's portion of the plan cost is \$1.68 million.

### New York State Mandates

New York State mandates various programs that County governments must run. However, the State does not fully fund the costs of the programs. Examples of such programs are the Early Intervention program in Public Health, Social Service Programs, and the County Jail. The costs of these mandates equal \$36.3 million. In addition to the requirement that each county maintain these programs, New York State bills its counties for a portion of the state's share of Medicaid. In 2025 that bill equals \$20.7 million. Mandated programs and our share of Medicaid costs represents 76% of the 2025 tax levy.

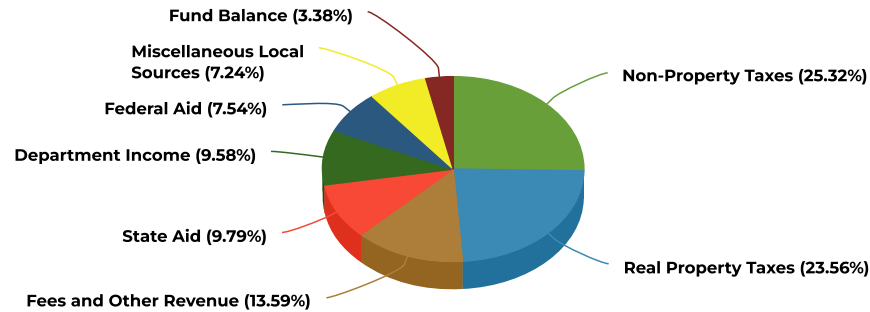
# County of Sullivan Employee Workforce Costs

2020-2024 Adopted Budgets; 2025 Tentative Budget

Employee Costs	2020	2021	2022	2023	2024	2025	Five Yr Inc	Avg Yrly Inc
<b>All Positions at Adoption</b>	<b>1260</b>	<b>1164</b>	<b>1235</b>	<b>1229</b>	<b>1246</b>	<b>1249</b>		
<b>Salaries and Wages</b>								
Salaries	59,587,870	55,897,261	59,113,734	64,086,568	67,863,679	71,649,050	15,847,923	3.37%
Overtime	2,424,020	2,041,024	2,760,300	2,707,000	2,766,000	2,695,985	246,615	2.35%
Longevity	1,053,556	998,831	1,026,031	1,011,561	908,799	1,115,920	38,345	-3.02%
Shift Differential	269,141	231,227	247,956	283,300	167,860	25,000	(274,461)	-105.28%
Other Pay	303,750	354,978	330,178	282,218	776,868	497,270	131,904	16.55%
<b>Total Salaries and Wages</b>	<b>63,638,337</b>	<b>59,523,321</b>	<b>63,478,199</b>	<b>68,370,647</b>	<b>72,483,206</b>	<b>75,983,225</b>	<b>15,990,326</b>	<b>3.29%</b>
<b>Employee Benefits</b>								
<b>Health Insurance</b>								
Active Employees	20,908,276	19,683,786	20,599,967	21,953,422	24,039,413	23,802,258	2,881,791	2.62%
Retired Employees	5,903,085	6,257,269	5,762,469	6,559,333	7,340,491	8,096,947	2,606,187	4.57%
Buyout	95,881	125,250	115,001	160,459	219,822	423,750	306,750	4.85%
Pension	9,043,464	10,423,409	8,348,545	8,922,128	9,111,039	10,516,507	1,534,454	0.25%
Workers Comp	1,388,082	1,410,299	1,461,729	1,348,501	1,266,614	1,682,025	332,002	-0.99%
FICA & Medicare	4,918,728	4,597,455	4,733,890	5,140,887	5,472,641	5,751,328	1,100,336	2.86%
Disability	107,635	103,363	110,465	113,799	112,112	112,894	1,600	0.14%
Unemployment	-	6,850	6,000	6,000	-	-	(25,000)	0.00%
Other	-	80,300	136,000	161,810	161,000	184,500	140,300	12.66%
<b>Total Employee Benefits</b>	<b>42,365,151</b>	<b>42,687,981</b>	<b>41,274,066</b>	<b>44,366,339</b>	<b>47,723,132</b>	<b>50,570,209</b>	<b>8,878,420</b>	<b>2.39%</b>
<b>Total Salaries and Wages</b>	<b>106,003,488</b>	<b>102,211,302</b>	<b>104,752,265</b>	<b>112,736,986</b>	<b>120,206,338</b>	<b>126,553,434</b>	<b>24,868,746</b>	<b>2.93%</b>

# Total Revenues by Function - 2025 Tentative Budget

Total Revenues by Type - 2025 Tentative Budget



## Five Year Trend

Revenues	2020	2021	2022	2023	2024	2025
Real Property Taxes	65,615,677	67,819,592	69,403,281	61,279,436	76,450,146	80,140,269
Fees and Other Revenue	46,683,171	47,991,289	57,800,021	46,717,441	49,720,331	46,243,807
Non-Property Taxes	52,432,000	52,590,000	57,360,000	70,912,000	83,162,000	86,134,000
Department Income	37,858,199	35,520,656	29,174,776	29,954,811	31,813,282	32,580,761
Miscellaneous Local Sources	11,657,684	8,369,336	25,163,412	20,432,106	22,892,932	24,637,060
State Aid	25,633,198	25,368,053	27,702,396	29,789,461	30,578,328	33,306,864
Federal Aid	20,410,166	23,325,743	24,753,411	29,258,353	30,096,073	25,653,555
Fund Balance	6,762,099	9,194,260	13,102,375	21,593,835	12,031,133	11,512,117
<b>Total Revenues</b>	<b>267,052,194</b>	<b>270,178,929</b>	<b>304,459,672</b>	<b>309,937,443</b>	<b>336,744,225</b>	<b>340,208,433</b>

Revenues	2021	2022	2023	2024	2025
Real Property Taxes	3.36%	2.34%	-11.71%	24.76%	4.83%
Fees and Other Revenue	2.80%	20.44%	-19.17%	6.43%	-6.99%
Non-Property Taxes	0.30%	9.07%	23.63%	17.27%	3.57%
Department Income	-6.17%	-17.87%	2.67%	6.20%	2.41%
Miscellaneous Local Sources	-28.21%	200.66%	-18.80%	12.04%	7.62%
State Aid	-1.03%	9.20%	7.53%	2.65%	8.92%
Federal Aid	14.28%	6.12%	18.20%	2.86%	-14.76%
Fund Balance	35.97%	42.51%	64.81%	-44.28%	-4.31%
<b>Total Revenues</b>	<b>1.17%</b>	<b>12.69%</b>	<b>1.80%</b>	<b>8.65%</b>	<b>1.03%</b>



## Definition of Revenues

These categories are established by the New York State Comptroller's office and include the following\*:

Revenue Category	What is included under this heading?
Real Property Taxes	Includes revenue from property tax assessments, payments in lieu of taxes, and other property tax items. It is the main source of locally raised revenue for most local governments.
Fees and Other Revenue	Monies collected for the use of money and property, licenses and permits, fines and forfeitures and the sale of property and compensation for loss.
Non-Property Taxes	Includes sales taxes, utility taxes, and any other locally imposed tax. Sales taxes provide a major source of revenue for counties, cities, and some other local governments.
Department Income	Includes fees paid for local services, tolls, fines, etc.
Miscellaneous Local Sources	Charges paid by other governments for services provided.
State Aid	Includes all aid provided to local governments from the State. State aid makes up a substantial portion of the revenues of some local governments, in many cases paying for some part of State-mandated programs.
Federal Aid	Includes all aid provided to local governments from the federal government.
Fund Balance	Includes any revenue transferred from other funds of the local government, and any proceeds from borrowing.

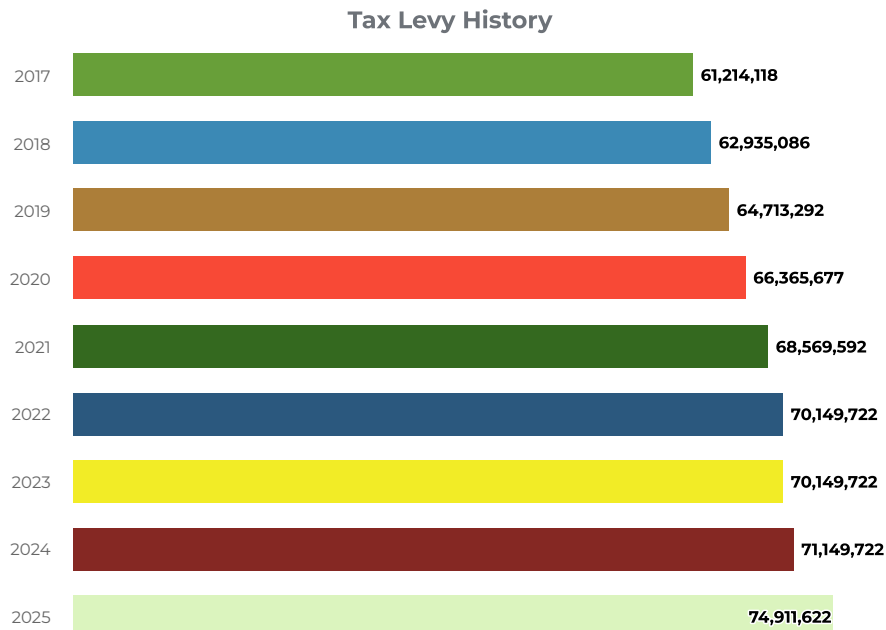
\*Source: Office of the New York State Comptroller: Citizens Guide to Local Budgets

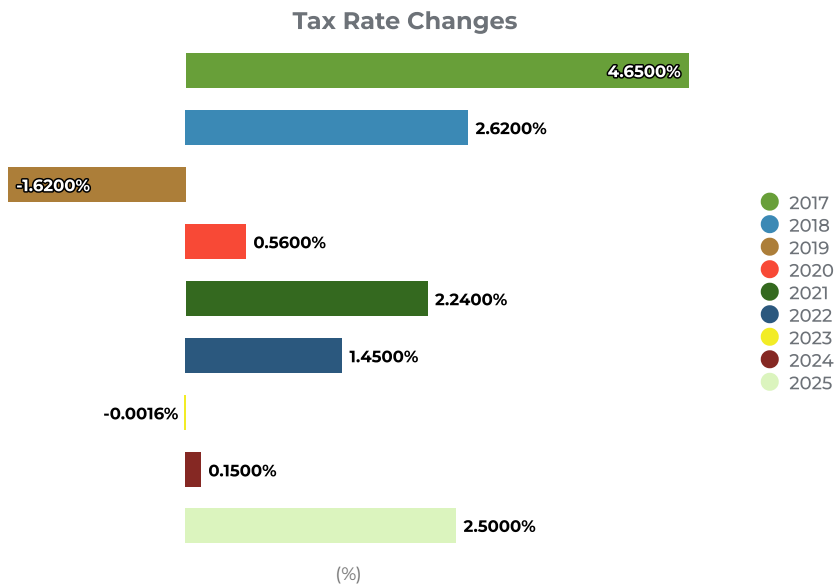
## Property Tax

Property Taxes are the largest source of revenue for the County and the only primary revenue that we have direct control over.

The property tax levy for 2025 is \$74,911,622 and the tax rate per thousand is 12.62. This represents a tax rate increase of 2.5%. For every \$100,000 worth of assessment, the annual increase in taxes would be approximately \$30.91 per year.

The tax levies for the period 2017 through 2025 are listed below.





## New York State Tax Cap - Tax Levy/Tax Rate

On June 24, 2011 the New York State Property Tax Cap program was enacted and became effective for the 2012 Sullivan County Budget. In 2016 the law was extended by New York State for another five-year period. The law requires that municipalities raise taxes no more than 2 percent or the rate of inflation, whichever is less. The County cannot legally adopt a budget that has a tax levy above the tax cap threshold unless a two-thirds majority of the Legislature has enacted a local law for such a purpose. The Legislature adopted a tax cap override for the 2017 budget due to the construction of a new county jail. There are other factors that can result in an actual levy growth higher than 2 percent or inflation. Examples could be an increase in the quantity change factor for the county or a change in Payment in Lieu of Taxes. The allowable tax levy growth for Sullivan County equates to 2.5% for 2025. Increasing the tax levy up to the tax cap would increase the levy by \$3.7 million. The Tentative Budget includes the full \$3.7 million growth in the levy, \$1.133 million of which was rolled over from 2024. For every \$100,000 worth of assessment, the annual increase in taxes would be approximately \$30.91 per year.

## Sales Tax

Sales tax is the County's second largest revenue source behind property taxes. Taxable sales in Sullivan County are charged an 8% sales tax rate. New York State and the County each retain 4%. The only exception to this is the State does not charge their portion of sales tax on clothing and footwear with a cost of under \$110. All Counties in New York State are authorized to charge a 3% sales tax. Every two years Sullivan County must request special State legislation to be able to continue to charge an additional 1%. The rate for Sullivan County increased from 3% to 3.5% on June 1, 2003. The rate increased again on June 1, 2007 from 3.5% to 4%.

The County has collected \$58.3 million in sales tax in 2024 so far through the end of October.

Sales tax receipts will reflect what is happening in the local economy as well as the national economy. Collections plummeted during the recent recession, dropping from a high of \$36.4 million to a low of \$32.6 million in 2010. With economic activity accelerating in the County, sales tax has steadily been increasing. However, this is based on several one-time-only generators: stimulus payments from the Federal government, and enhanced unemployment benefits.

The 2025 Tentative Budget anticipates \$80 million in sales tax. This is an increase of \$2.5 million over the 2024 Tentative budget. Final 2024 figures will not be known until March of 2025 as we get final data from the State on 2024 taxable sales. The anticipated changes are due to the economic impact of the COVID-19 pandemic and the influx of people moving into the area and receiving internet orders at their local address. Another large driver of increased sales tax stems from the 2018 Wayfair vs South Dakota case, requiring third party sellers on large sites, like Amazon and Walmart, to remit sales tax to local municipalities. This took time to implement, and municipalities began to see the impact of this decision in early 2020. Coupled with stimulus money received by the public and the need to procure goods without leaving home, Sullivan County has seen record sales tax revenue since the pandemic began.

Historic sales tax collections are graphed below for the period that the County has had a 4% rate. 2015 through 2023 represent actual receipts. 2024 reflects collections of just over \$80 million based upon the percentage increase we have seen through the month of October. This is slightly less than originally anticipated.

The 2025 budget anticipates collecting \$80 million.

It is likely that the County will see a plateau in sales tax growth next year and beyond due to the economic prospects on the horizon. It is fiscally prudent to budget this revenue item relatively conservatively, as it is sensitive to what is happening in the national and regional economy.

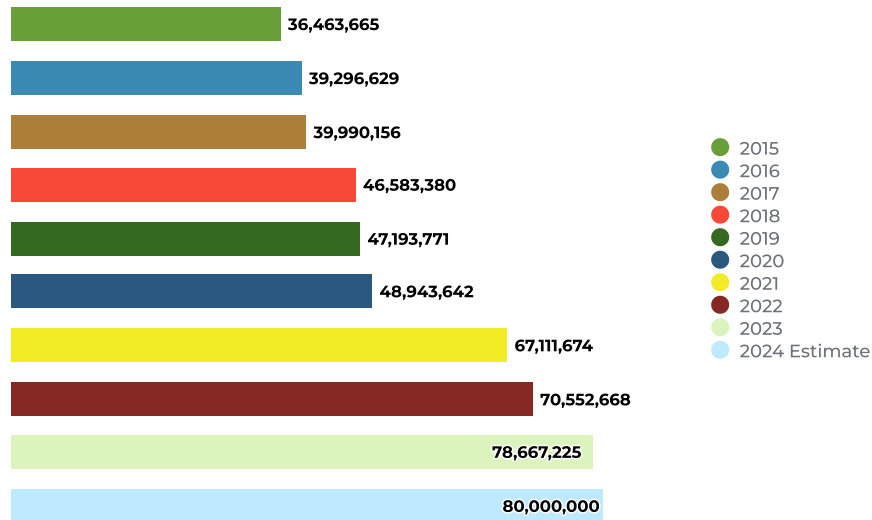
### National Economic Indicators

- GDP
- Inflation
- Consumer Spending
- Consumer Debt load

### Sullivan County Economic Indicators

- Unemployment Rate
- Job Growth

### 2015-2024 Sales Tax Receipts

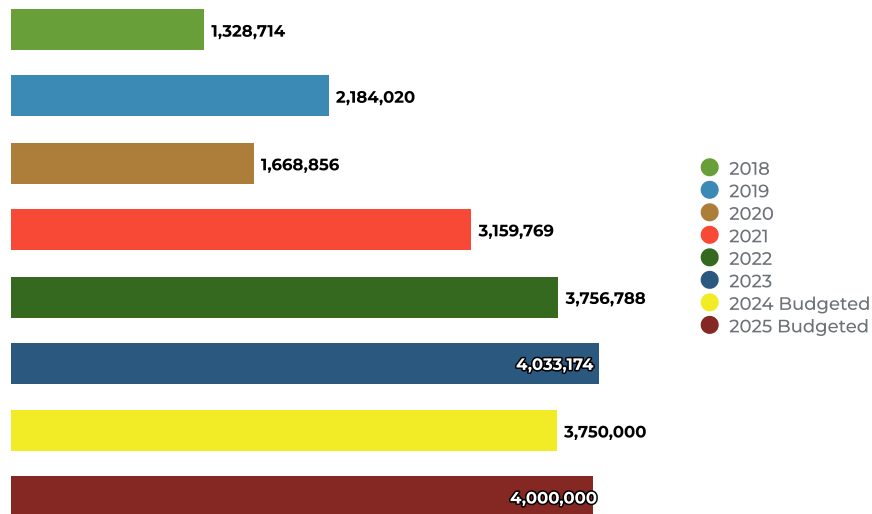


### Room Tax

New York State Law allows the County to charge a 5% room and occupancy tax rate. This revenue stream is relatively stable and does not fluctuate significantly, at least historically. With more lodging facilities scheduled to open in the near future, it is certain this revenue stream will see a significant increase.

At least 85% of the money must be used to promote tourism-related activities within the County. The 2025 Budget anticipates \$4M. The following graph depicts 2018 through 2023 actual receipts and 2024 and 2025 budget figures.

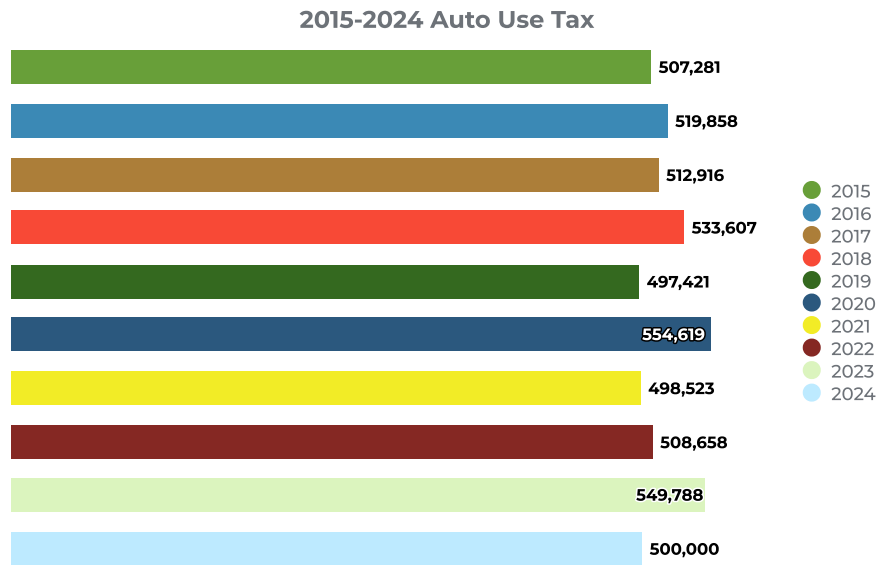
### 2018-2025 Room Tax



## Auto Use Tax

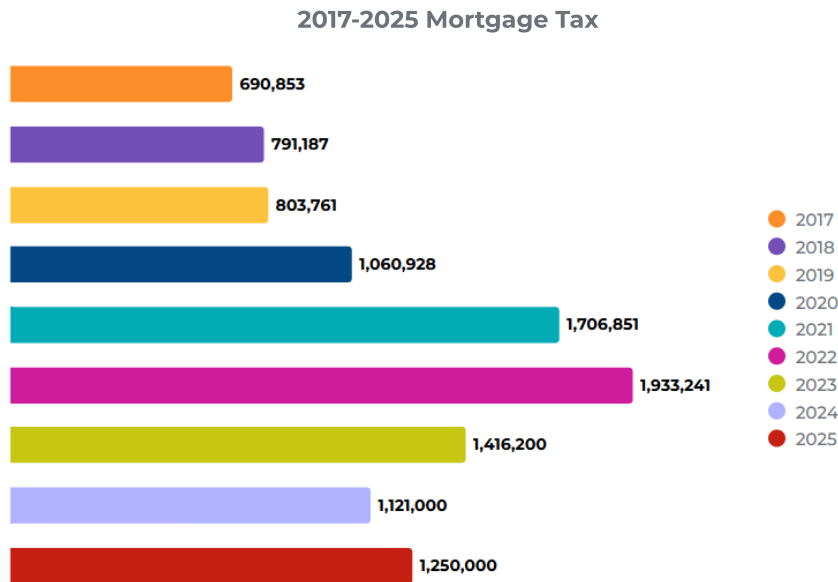
New York State Tax Law section 1201(e) allows Counties to impose a vehicle use tax on individuals and businesses when registering a vehicle with the New York State Department of Motor Vehicles. In accordance with Tax Law section 1201(e), Sullivan County imposes a fee of \$5 per year for vehicles weighing 3,500 lbs. and under and \$10 per year for vehicles over 3,500 lbs. In fiscal year 2016, Sullivan County received \$512,916 through this revenue source. The 2025 budget conservatively anticipates \$500,000. The following graph depicts 2016 through 2023 actual receipts and 2024 and 2025 budget figures.

Currently, several Counties have been authorized by New York State to set their vehicle use tax at a rate higher than what is authorized in law. These three counties charge \$15 for vehicles weighing 3,500 lbs. and under and \$30 per year for vehicles over 3,500 lbs. If Sullivan were authorized to increase our fee to \$15 and \$30 we would receive over \$1,500,000, giving us an additional \$1,000,000 in revenue to be able to fund the repair and maintenance of our road and bridge infrastructure.



## Mortgage Tax

Sullivan County imposes a mortgage tax on mortgages issued for property located within Sullivan County. The tax rate is 1 percent of original principal. Principal that is refinanced is not taxed a second time. Similar to sales tax, mortgage tax is economically sensitive. In 2008 the County collected over \$1.1 million in mortgage tax. Since then, the County has experienced a dramatic reduction in mortgage tax collections, until the COVID19 pandemic when a large influx of new residents purchased homes in the area. The 2025 Budget takes a conservative approach and anticipates \$1.25M. The following graph depicts 2017 through 2023 actual receipts and 2024 and 2025 budget figures.



## State Aid & Federal Aid

State Aid and Federal Aid are generally received by the County as reimbursement for providing services, most notably in the Division of Health and Family Services. Typically, the County receives this based upon units of service. The State and Federal government will reimburse the County for a percentage of what it costs to provide a specific service. The level of aid will go up and down in proportion to the amount of services being provided. These revenues are continuously monitored, and adjustments are made when funding methodologies change.

## Departmental Income

Various County departments collect fees for providing services. Fees range from tipping fees at the landfill, to pavilion rental fees at various County parks. These fees are analyzed yearly to determine if they are competitive and appropriate for the service being provided.

The other large portion of departmental income is revenues related to services provided in the health-related programs. The County provides various health and mental health related services. The County charges fees for utilizing those services either to the individual or to an insurance carrier.



## Fund Balance

Fund balance can be considered a source of funds to mitigate unforeseen cost increases or revenue shortfalls. Fund balance is useful in times of emergency or an economic downturn. It is generally recommended that between 5 and 15 percent of fund balance should be maintained as a percentage of appropriations. However, the Sullivan County Legislature in 2021 adopted a revised Fund Balance Policy, stipulating that at least two months' worth of operating funds be available in the County Budget at all times, per best-practices recommendations from the NYS Comptroller's Office and the Government Finance Officers Association. The 2025 Budget thus aims to maintain at least 16% of gross appropriations in fund balance.

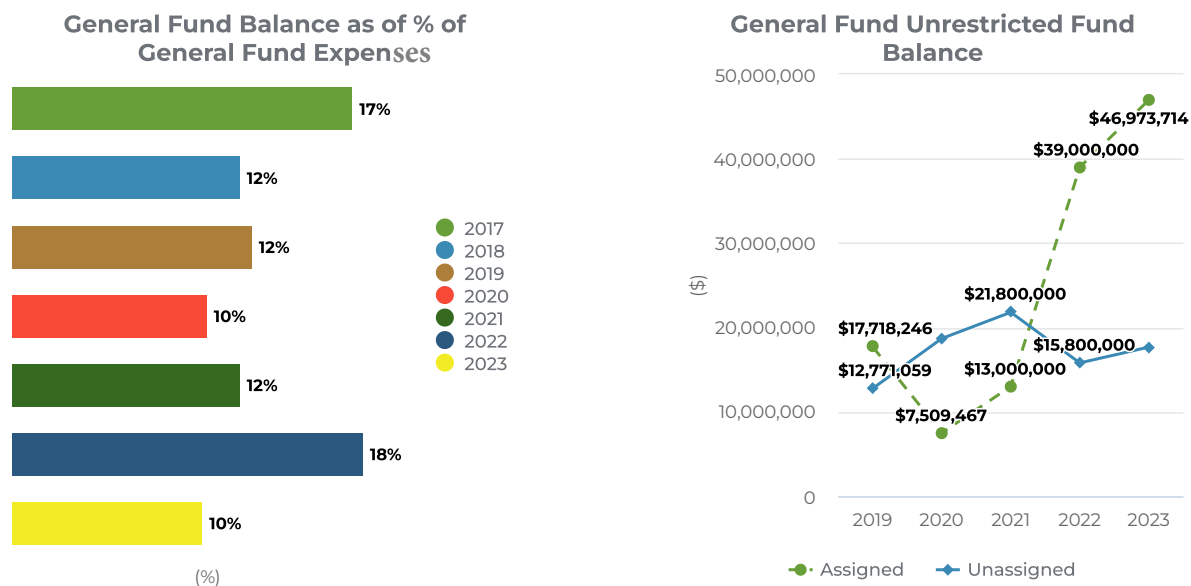
### FUND BALANCE DEFINITIONS:

GASB has replaced the earlier reserved and unreserved fund balance classifications with the following:

- A. **FUND BALANCE:** Consists of the measurement of available resources and represents the difference between total assets and total liabilities.
- B. **NONSPENDABLE:** Consists of assets that are inherently non-spendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principle of endowments.
- C. **RESTRICTED:** Consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, or laws and regulations of other governments; or through constitutional provisions or enabling legislation.
- D. **COMMITTED:** Consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and the same level of formal action is required to remove the constraint.
- E. **ASSIGNED:** Consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the general fund, and in funds other than the general fund assigned fund balance represents the residual amount of fund balance.
- F. **UNASSIGNED:** Represents the residual classification for the government's general fund, and could report a surplus or a deficit. In funds other than the general fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for the specific purposes for which amounts had been restricted, committed or assigned.

At the end of 2023, unassigned fund balance for the General Fund was \$17.7M or 9.8% of the total General Fund expenditures and transfers out. This amount constitutes approximately 30.78% of the General Fund's total fund balance of \$57.5M at the end of December 31, 2023 and is available for spending per the County's policy on fund balance.

The five-year history of General Fund Balance as a percent of General Fund Expenditures is detailed in the below chart.



# Management Salary Schedule

MANAGEMENT CONFIDENTIAL EMPLOYEE SALARY SCHEDULE			
	Year 1 Step	Year 10 Step	Year 20 Step
<b>GRADE 1</b>	\$ 45,899	\$ 52,784	\$ 61,389
ADMINISTRATIVE ASSISTANT			
HUMAN RESOURCES CLERK			
LEGISLATIVE SEC			
PERSONNEL ASSISTANT			
SENIOR PAYROLL CLERK			
<b>GRADE 2</b>	Year 1 Step	Year 10 Step	Year 20 Step
ACCOUNTS PAYABLE COORDINATOR	\$51,636	\$58,521	\$67,128
CHIEF CIVIL CLERK			
CONF SEC COUNTY ATTORNEY			
CONF SEC DISTRICT ATTORNEY			
CONF SEC DIV OF H&H SERVICES			
CONF SEC HR			
CONF SEC JAIL ADMINISTRATOR			
CONF SEC OF PUBLIC SAFETY			
CONF SEC OF PLANNING			
CONF SEC SHERIFF			
COORDINATOR OF COMMUNICATIONS			
FINANCIAL ACCOUNT CLERK			
HR BENEFITS SPECIALIST			
DEPUTY COUNTY CLERK-DMV			
EXEC ASST TO COUNTY MGR			
EXECUTIVE SECRETARY (OMB)			
EXECUTIVE SECRETARY (DPW)			
PRINCIPAL PAYROLL CLERK			
SENIOR PERSONNEL ASSISTANT			
<b>GRADE 3</b>	Year 1 Step	Year 10 Step	Year 20 Step
ASSISTANT DIRECTOR OF PURCHASING & CENTRAL SERVICES	\$65,406	\$72,290	\$80,897
ASSISTANT DIRECTOR OF PARKS AND RECREATION			
HUMAN RESOURCES BENEFITS COORDINATOR			
CHIEF EMERGENCY DISPATCHER			
COORDINATOR OF CHILD SUPPORT ENF			
COORDINATOR OF CHILDREN WITH SPECIAL NEEDS PROGRAM			
DEPUTY DIRECTOR OF REAL PROPERTY TAXES			
DIVISION CONTRACT COMPLIANCE OFFICER			
DMV ADMINISTRATOR			
INVESTIGATOR			
MANAGER OF YOUTH SERVICES			
MANAGER OF RISK MANAGEMENT			
MUNI DIR OF WEIGHTS & MEASURERS/SAFETY COORD			
PARALEGAL			
PERSONNEL PROJECT COORDINATOR			
RABIES CONTROL OFFICER			
SENIOR ACCOUNTS PAYABLE COORDINATOR			
SOCIAL SERVICES INTERVENTION & OUTREACH COORDINATOR			
FINANCIAL ANALYST			
<b>GRADE 4</b>	Year 1 Step	Year 10 Step	Year 20 Step
BUDGET ANALYST	\$ 71,144	\$ 78,028	\$ 86,060
FISCAL ADMINISTRATIVE OFFICER			
STAFF AUDITOR			
<b>GRADE 5</b>	Year 1 Step	Year 10 Step	Year 20 Step
AIRPORT SUPERINTENDENT	\$76,880	\$83,765	\$92,372
CLERK TO LEGISLATURE			

COMPLIANCE PROGRAM COORDINATOR			
DEP COUNTY TREASURER			
DEPUTY COUNTY CLERK I			
DEPUTY DIRECTOR OF HUMAN RESOURCES			
DIRECTOR OF APPLICATIONS DEVELOPMENT AND SUPPORT			
DIRECTOR OF OPERATIONS AND NETWORK ADMINISTRATION			
EMERGENCY MANAGEMENT COORDINATOR			
GRANTS ADMINISTRATION SUPERVISOR			
TRAINING AND QUALITY IMPROVEMENT COORDINATOR			
HR RECRUITMENT & TRAINING COORDINATOR			
GRADE 6			
ASSISTANT DIRECTOR OF NURSING SERVICES	Year 1 Step	Year 10 Step	Year 20 Step
DIRECTOR CENTER FOR WORKFORCE DEVELOPMENT	\$ 80,323	\$ 87,208	\$ 95,814
DIRECTOR OF ADMINISTRATIVE SERVICES			
DIRECTOR OF AGING SERVICES			
DIRECTOR OF COMMUNICATIONS			
DIRECTOR OF FRAUD INVESTIGATIONS			
DIRECTOR OF PARKS RECREATION & BEAUTIFICATION PROGRAMS			
DIRECTOR OF REAL PROPERTY TAX SERVICES III			
DIRECTOR OF FOOD SERVICES			
DIRECTOR OF REHABILITATION SERVICES			
DIRECTOR OF RISK MANAGEMENT AND INSURANCE			
DIRECTOR OF TEMPORARY ASSISTANCE			
DIRECTOR OF TRANSPORTATION			
DIRECTOR VETERANS SERVICES			
E911 COORDINATOR			
SENIOR ACCOUNTANT			
SENIOR BUDGET ANALYST			
SENIOR FISCAL ADMINISTRATIVE OFFICER			
GRADE 7			
ASSISTANT COUNTY MANAGER	Year 1 Step	Year 10 Step	Year 20 Step
DIRECTOR OF PLANNING	\$94,093	\$100,977	\$109,583
DEPUTY COMM PLANNING & ENVR MGT			
DEPUTY PROBATION DIRECTOR B			
DEPUTY PUBLIC HEALTH DIRECTOR			
DIRECTOR OF NURSING SERVICES			
DIRECTOR OF PATIENT SERVICES TRAINEE			
DIRECTOR OF SERVICES			
DIRECTOR OF PURCHASING AND CENTRAL SERVICE			
FACILITIES BRIDGE SUPERINTENDENT			
GARAGE SUPERINTENDENT			
NURSE PRACTITIONER			
REHAB THERAPY SUPERVISOR			
DEPUTY ADMINISTRATOR OF ACC			
ROAD MAINTAINANCE SUPERINTENDENT			
COMPLIANCE OFFICER			
GRADE 8			
ADMINISTRATOR OF ADULT CARE CENTER			
BUDGET DIRECTOR	Year 1 Step	Year 10 Step	Year 20 Step
COUNTY AUDITOR	\$ 98,396	\$ 105,280	\$ 113,887
DEPUTY CHIEF INFORMATION OFFICER			
DEPUTY COMMISSIONER FOR FAMILY SERVICES			
DIRECTOR OF COMMUNITY SERVICES			
PERSONNEL OFFICER			
PROBATION DIRECTOR B			
PUBLIC HEALTH DIRECTOR			

<b>GRADE 9</b>			
DEPUTY COMMISSIONER PUBLIC WORKS-OPERATIONS	Year 1 Step	Year 10 Step	Year 20 Step
DEPUTY COMMISSIONER OF HEALTH AND FAMILY SERVICES	\$ 102,698	\$ 109,583	\$ 118,189
DEPUTY COMMISSIONER OF PUBLIC SAFETY- E-911/EMS			
DEPUTY COMMISSIONER OF PUBLIC SAFETY			
DEPUTY COMMISSIONER OF PUBLIC WORKS FAC/BRIDGES			
<b>GRADE 10</b>	Starting		Max
CHIEF INFORMATION OFFICER	\$117,810		\$160,650
COMMISSIONER OF COMMUNITY RESOURCES			
COMMISSIONER OF HUMAN RESOURCES/PERSONNEL OFFICER			
COMMISSIONER OF MANAGEMENT & BUDGET			
COMMISSIONER OF PLANNING AND ENVIRONMENTAL MANAGEMENT			
COMMISSIONER OF PUBLIC SAFETY			
COMMISSIONER OF PUBLIC WORKS			
COMMISSIONER OF THE DIVISION OF HEALTH AND HUMAN SERVICES			
DEPUTY COUNTY MANAGER			

\*All Management/Confidential Employees other than the County Manager and elected officials shall received compensation as follows:

2021- 2% increase, retroactive to 1/1/2021

2022- 2% or \$1,500 retroactive to 1/1/2022 whichever is higher

2023- 2% on January 1, 2023

2024- 2% on January 1, 2024

2025- 5% on January 1, 2025

\*Position changes that are on a promotional basis shall receive the base salary for that position or 5% of current salary whichever is higher.

\*Positions above shall receive no less than 3% higher than any direct subordinate staff, excluding medical professional staff (calculations shall not include overtime).

\*Any newly created titles will be placed in the appropriate Grade as agreed to by the County Manager, Commissioner of Human Resources and appointing authority and/or Commissioner of placement of newly created title.

\*Longevity shall be paid at \$200 per year of service with no cap for existing employees. Employees hired after January 1, 2023 longevity payments shall be paid at \$200 a year of service starting at the completion of their 5th year of service with no cap.

\*Division of Public Works Grade 7 Superintendent positions shall received the same annual infrastructure pay as set by the Laborers International Union of North America Local 17 CBA and a \$3,000 annual stipend for continuous on-call rotation for hazardous weather/incident related events.

\*Effective January 1, 2023 all Management/Confidential Exempt employees upon hire shall receive 25 Paid Days Off and after 10 years of continuous service 35 Paid Days off and shall be able to roll 12 days of unused Paid Days Off into Sick Days on January 1st of every year. Any Paid Days Off above 12 days on December 31st of every year shall be disgarded from

\*Effective January 1, 2023 all Management/Confidential Non-Exempt employees upon hire shall receive 20 Paid Days off and after 10 years of continuous service 30 Paid Days off and shall be able to roll 12 days of Paid Days Off into Sick Days off on January 1st of every year. Any Paid Days Off above 12 days on December 31st of every year shall be disgarded from accruals.

\*All Management/Confidential employees hired before Janauary 1, 2023 shall have the ability to "cash out" up to a two weeks of vacation time if they are at or above two weeks of accured vacation time on November 1st of each year. These payments shall be disbursed with the last paycheck received in November.

\*Commencing for calendar year 2023, the Health Insurance Buyout for all Management/Confidential Employees shall be \$5,000 for family and \$2,500 for single.

\*Commencing for calendar year 2024, the Health Insurance Buyout for all Management/Confidential Employees shall be \$15,000 for family and \$7,500 for single.

\*Assignment of Acting Deputy County Manager shall receive a stipend of \$30,000 annually.

\*Above salary schedule to be evaluated by the County Manager's Office and the Human Resources Department on a periodic basis to be presented to the Legislature for increases to salaries based on internal and external market conditions.

\*Above salary schedule and payments are subject to annual appropriation.

\*Salary Schedule for Attorneys, Administrator of Assigned Counsel and Uniformed Sheriff's Management Confidential Employees, will be presented separately.

\*Non-Union Handbook shall be updated/changed with the above information.

\*Effective July 24, 2023 All Management/Confidential employees previously 35 hours a week will work 37.5 hours a week

# Assessor's Report

RPS221/V04/L001  
Date/Time - 10/16/2024 12:48:30  
Total Assessed Value 7,462,306,612

Assessor's Report - 2024 - Current Year File  
S495 Exemption Impact Report  
County Summary

NYS - Real Property System  
County of Sullivan

Equalized Total Assessed Value 20,039,076,803

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
10100	SPEC DIST USED FOR PURPOSE ESTAB	RPTL 410	68	41,959,907	0.21
10110	O/S SPEC DIST - SEWER OR WATER	RPTL 410-a	8	874,734	0.00
12100	NYS - GENERALLY	RPTL 404(1)	105	586,746,133	2.93
12350	PUBLIC AUTHORITY - STATE	RPTL 412	7	337,062	0.00
13100	CO - GENERALLY	RPTL 406(1)	89	281,241,288	1.40
13230	CO O/S LIMITS - SPECIFIED USES	RPTL 406(2)	1	227,000	0.00
13240	CO O/S LIMITS - SEWER OR WATER	RPTL 406(3)	2	294,650	0.00
13350	CITY - GENERALLY	RPTL 406(1)	2	11,209,585	0.06
13500	TOWN - GENERALLY	RPTL 406(1)	381	191,108,322	0.95
13510	TOWN - CEMETERY LAND	RPTL 446	9	264,985	0.00
13570	TOWN O/S LIMITS - SPECIFIED USES	RPTL 406(2)	8	359,282	0.00
13650	VG - GENERALLY	RPTL 406(1)	92	27,635,529	0.14
13730	VG O/S LIMITS - SPECIFIED USES	RPTL 406(2)	3	435,333	0.00
13740	VG O/S LIMITS - SEWER OR WATER	RPTL 406(3)	30	15,125,312	0.08
13741	VG O/S LIMITS - SEWER OR WATER	RPTL 406(3)	2	829,199	0.00
13742	VG O/S LIMITS - SEWER OR WATER	RPTL 406(3)	2	4,243,510	0.02
13800	SCHOOL DISTRICT	RPTL 408	36	297,952,297	1.49
13850	BOCES	RPTL 408	1	11,112,589	0.06
13970	SPEC DIST USED FOR PURPOSE ESTAB	RPTL 410	72	49,301,593	0.25
13990	PUBLIC AUTHORITY - LOCAL	RPTL 412	2	5,838,667	0.03
14100	USA - GENERALLY	RPTL 400(1)	8	13,362,644	0.07
14110	USA - SPECIFIED USES	STATE L 54	9	4,935,530	0.02
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	RPTL 412-a	157	942,535,715	4.70
18060	URBAN REN. OWNER-MUN U R AGENCY	GEN MUNY 555 & 560	1	66,172	0.00
18080	MUN HSG AUTH-FEDERAL/MUN AIDED	PUB HSGNG L 52(3)&(5)	3	7,881,412	0.04
21600	RES OF CLERGY - RELIG CORP OWNER	RPTL 462	29	10,038,699	0.05
25110	NONPROF CORP - RELIG(CONST PROT)	RPTL 420-a	598	606,758,395	3.03
25120	NONPROF CORP - EDUC(CONST PROT)	RPTL 420-a	205	340,415,186	1.70
25130	NONPROF CORP - CHAR (CONST PROT)	RPTL 420-a	52	64,172,714	0.32
25210	NONPROF CORP - HOSPITAL	RPTL 420-a	5	97,008,818	0.48
25220	NONPROF CORP-CEMETERY	RPTL 420(1)(a)	10	514,444	0.00
25230	NONPROF CORP - MORAL/MENTAL IMP	RPTL 420-a	76	50,124,333	0.25
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	54	42,915,511	0.21



NYS - Real Property System  
County of Sullivan

Assessor's Report - 2024 - Current Year File  
S495 Exemption Impact Report  
County Summary

RPS221/V04/L001  
Date/Time - 10/16/2024 12:48:30  
Total Assessed Value 7,462,306,612

Equalized Total Assessed Value 20,039,076,803

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
25900	NONPROFIT HEALTH MAINTENANCE ORG	RPTL 466-a	2	1,135,172	0.01
25900	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	51	5,063,101	0.03
26050	AGRICULTURAL SOCIETY	RPTL 450	1	572,917	0.00
26100	VETERANS ORGANIZATION	RPTL 452	5	897,834	0.00
26250	HISTORICAL SOCIETY	RPTL 444	1	209,846	0.00
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	20	13,390,249	0.07
26600	CORP/ASSN DEV GOOD SPORTSMANSHIP	RPTL 476	1	641,106	0.00
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	190	7,308,803	0.04
28120	NOT-FOR-PROFIT HOUSING CO	RPTL 422	1	1,125,778	0.01
29700	PROP WITHDRAWN FROM FORECLOSURE	RPTL 1138	52	2,527,215	0.01
32252	NYS OWNED REFORESTATION LAND	RPTL 534	7	1,807,500	0.01
32301	NYS LAND TAXABLE FOR SCHOOL ONLY	RPTL 536	12	3,241,724	0.02
33201	TAX SALE - COUNTY OWNED	RPTL 406(5)	17	1,006,301	0.01
33701	TAX SALE - VG OWNED	RPTL 406(5)	10	1,199,314	0.01
41101	VETS EX BASED ON ELIGIBLE FUNDS	RPTL 458(1)	43	1,809,151	0.01
41120	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	985	27,935,174	0.14
41121	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	27	830,971	0.00
41130	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	750	35,397,913	0.18
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	27	1,387,010	0.01
41140	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	460	29,088,550	0.15
41141	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	15	1,070,229	0.01
41160	COLD WAR VETERANS (15%)	RPTL 458-b	1	14,143	0.00
41161	COLD WAR VETERANS (15%)	RPTL 458-b	221	2,975,259	0.01
41162	COLD WAR VETERANS (15%)	RPTL 458-b	74	1,067,824	0.01
41171	COLD WAR VETERANS (DISABLED)	RPTL 458-b	25	746,925	0.00
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	6	121,575	0.00
41300	PARAPLEGIC VETS	RPTL 458(3)	1	380,667	0.00
41400	CLERGY	RPTL 460	17	136,465	0.00
41690	VOLUNTEER FIREFIGHTERS AND AMBULANCE	RPTL 466-c,d,e,f,g,h,i	157	556,500	0.00
41691	VOLUNTEER FIREFIGHTERS AND AMBULANCE	RPTL 466-c,d,e,f,g,h,i	48	168,456	0.00
41692	VOLUNTEER FIREFIGHTERS AND AMBULANCE	RPTL 466-c,d,e,f,g,h,i	8	28,066	0.00
41700	AGRICULTURAL BUILDING	RPTL 483	48	5,500,312	0.03
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	1,023	106,310,805	0.53

**NYS - Real Property System**  
County of Sullivan

**Assessor's Report - 2024 - Current Year File**  
**S495 Exemption Impact Report**  
County Summary

RPS221/04/L001  
Date/Time - 10/16/2024 12:48:30  
Total Assessed Value 7,462,306,612

Equalized Total Assessed Value 20,039,076,803

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
41730	AGRIC LAND-INDIV NOT IN AG DIST	AG MKTS L 306	49	4,619,107	0.02
41800	PERSONS AGE 65 OR OVER	RPTL 467	286	28,375,908	0.14
41801	PERSONS AGE 65 OR OVER	RPTL 467	299	23,077,883	0.12
41802	PERSONS AGE 65 OR OVER	RPTL 467	97	5,477,339	0.03
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	51	1,461,764	0.01
42120	TEMPORARY GREENHOUSES	RPTL 483-c	9	390,475	0.00
44210	HOME IMPROVEMENTS	RPTL 421-f	25	631,960	0.00
44211	HOME IMPROVEMENTS	RPTL 421-f	7	272,651	0.00
46450	INC ASSN OF VOLUNTEER FIREMEN	RPTL 464(1)	1	13,214	0.00
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	12	1,627,395	0.01
47200	RAILROAD - PARTIALLY EXEMPT	RPTL 489-dddd	6	45,453,410	0.23
47450	FOREST/REF LAND - FISHER ACT	RPTL 480	26	3,215,637	0.02
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	775	160,531,724	0.80
47550	STEEL MFG PROP - CITY POP<50000	RPTL 485-a	5	1,528,215	0.01
47610	BUSINESS INVESTMENT PROPERTY POST 8/5	RPTL 485-b	25	2,967,911	0.01
47611	BUSINESS INVESTMENT PROPERTY POST 8/5	RPTL 485-b	13	1,197,412	0.01
48100	URB DEV ACTION AREA PROJECT	GEN MUNY L 696	1	7,337,019	0.04
48660	HOUSING DEVELOPMENT FUND CO	P H FI L 577/654-a	5	31,021,111	0.15
48670	REDEVELOPMENT HOUSING CO	P H FI L 125 & 127	4	12,428,019	0.06
49500	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	198	22,647,220	0.11
49501	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	37	1,912,720	0.01
49502	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	1	80,308	0.00
49505	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	16	841,485	0.00
50000	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	9	2,683,814	0.01
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	11	0	0.00

NYS - Real Property System  
County of Sullivan

Assessor's Report - 2024 - Current Year File  
\$495 Exemption Impact Report  
County Summary

RPS221/V04/L001  
Date/Time - 10/16/2024 12:48:30  
Total Assessed Value 7,462,306,612

		Equalized Total Assessed Value	20,039,076,803		
Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	4	0	0.00
Total Exemptions Exclusive of System Exemptions:					
			8,381	4,320,488,292	21.56
Total System Exemptions:					
			24	2,683,814	0.01
Totals:					
			8,405	4,323,172,106	21.57

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: \_\_\_\_\_

## Authorized Positions: A Few Pointers

The next few pages will outline the total authorized positions within each County department and the authorized full time equivalents for each County department.

You may be asking yourself, what's the difference?

**Authorized Position Counts:** This indicates the count of positions within a department. For example, if the Parks and Rec Department has 36 Full Time and 1 Shared authorized position, the count for their department will be 36.5.

**Authorized Positions- Full Time Equivalents:** This considers all positions and the work schedule of said position.

The calculation is as follows: Full Time = 1, Regular Part Time = .5, Temporary Full Time = .5, Part Time, Per Diem or 3 month Temps = .2, Seasonal= .25

An example of this is evident in Parks and Recreation. You can see that the Position Counts total is 30.00, while the FTE is only 10.95.

Parks and Recreation has 5 Full Time Employees, 19 Seasonal Employees and 6 Part Time or Per Diem Employees. The exact calculation is as follows:

Employee Type	Count	Value	Total
Seasonal	21	0.25	5.25
Full Time	5	1	5.00
PD or PT	3	0.2	0.60
<b>Totals</b>	<b>29</b>		<b>10.85</b>

Dept #	Department Name	2023 Adopted Position Counts	2024 Adopted Position Counts	2025 Tentative Position Counts
A-7110	Parks and Recreation	26.00	30.00	29.00

Dept #	Department Name	2023 Adopted FTE	2024 Adopted FTE	2025 Tentative FTE
A-7110	Parks and Recreation	9.35	10.95	10.85

Authorized Position Counts by Department				
Dept #	Department Name	2023 Adopted Position Counts	2024 Adopted Position Counts	2025 Tentative Position Counts
<b>Elected Officials</b>				
A-1010	County Legislature	11.00	11.00	11.00
A-1185	Coroners	4.00	4.00	4.00
A-1165	District Attorney	23.00	23.00	25.00
A-3150	Sheriff's Office- Jail	109.32	108.82	110.82
A-3110-29	Sheriff's Office- Patrol	65.00	68.00	64.00
A-3110-30	Sheriff's Office- Civil	15.18	16.18	14.18
A-3110-31	Sheriff's Office- Security	7.00	7.00	7.00
A-1410-10	County Clerk- Main Unit	17.00	16.00	17.00
A-1410-11	County Clerk- DMV	19.00	19.00	18.00
A-1460	County Clerk - Records Management	1.00	1.00	1.00
A-1325-1330	County Treasurer	12.50	12.50	12.50
A-1355	Real Property Tax Map	3.50	3.50	3.50
<b>Elected Officials Totals</b>		<b>287.50</b>	<b>290.00</b>	<b>288.00</b>
<b>Legislative Appointments</b>				
A-1420	County Attorney	12.00	14.00	14.00
A-1230	County Manager	7.00	8.00	5.00
A-1231	Corporate Compliance <sup>1</sup>			3.00
A-1450	Elections	8.00	8.00	8.00
A-1320	Audit and Control	7.00	7.00	7.00
<b>Legislative Appointment Totals</b>		<b>34.00</b>	<b>37.00</b>	<b>37.00</b>
<b>Line Departments</b>				
<b>Division of Public Works</b>				
A-1490	Public Works Administration	5.00	6.00	6.00
A-1620	Public Works Building Department	41.00	41.00	41.00
A-5610	Sullivan County International Airport	6.00	6.00	6.00
A-6610	Consumer Affairs- Weights and Measures	1.00	1.00	1.00
CL-8160	Public Works- Refuse and Garbage	18.00	18.00	18.00
D-3310	County Road Fund-Public Works- Traffic Control	7.00	6.00	6.00
D-5110	County Road Fund-Public Works- Road Maintenance	52.00	54.00	54.00
D-5020	County Road Fund-Public Works- Engineering	7.00	7.00	6.00
DM-5130	Public Works- Road Machinery	19.00	19.00	22.00
<b>Division Total</b>		<b>156.00</b>	<b>158.00</b>	<b>160.00</b>
<b>Division of Public Safety</b>				
A-1170	Public Defense	1.00	1.00	1.00
A-3010	Public Safety Administration	5.00	6.00	8.00
A-3010-212	Public Safety Administration - EMS <sup>2</sup>	3.00	3.00	7.00
A-3020	Public Safety Communications E911	21.00	21.00	21.00
A-3140	Department of Probation	29.00	29.00	29.00
A-3410	Fire Protection	16.00	18.00	19.00
<b>Division Total</b>		<b>75.00</b>	<b>78.00</b>	<b>85.00</b>

Dept #	Department Name	2023 Adopted Position Counts	2024 Adopted Position Counts	2025 Tentative Position Counts
<b>Division of Management and Budget</b>				
A-1340	Management and Budget <sup>3</sup>	11.00	11.00	14.00
A-1344	Health Finance	11.00	11.00	9.00
A-1345-161C	Purchasing and Central Services	5.00	6.00	6.00
	<b>Division Total</b>	<b>27.00</b>	<b>28.00</b>	<b>29.00</b>
<b>Division of Planning and Community Development</b>				
A-8020-90	Planning and Community Development	8.00	10.00	10.00
A-7110	Parks and Recreation	26.00	30.00	29.00
A-1341	Grants Administration	2.00	2.00	3.00
A-8090	Office of Sustainable Energy	3.00	3.00	2.00
	<b>Division Total</b>	<b>39.00</b>	<b>45.00</b>	<b>44.00</b>
<b>Division of Human Resources</b>				
A-1430	Human Resources	14.00	19.00	19.00
A-8040	Human Rights Commission	1.00	1.00	1.00
A-1342	Risk Management	3.00	3.00	3.00
	<b>Division Total</b>	<b>18.00</b>	<b>23.00</b>	<b>23.00</b>
<b>Division of Health &amp; Family Services</b>				
A-4010-408	Department of Public Health Services	80.00	83.00	82.00
A-4220-432	Department of Community Services <sup>4</sup>	47.00	50.00	44.00
A-6010-614;	Department of Social Services	177.00	179.00	182.00
EL-6020	Care Center at Sunset Lake	190.00	191.00	191.00
	<b>Division Total</b>	<b>494.00</b>	<b>503.00</b>	<b>499.00</b>
<b>Division of Community Resources</b>				
A-6293	Center for Workforce Development	29.00	16.00	15.00
A-7310	Youth Programs	2.00	2.00	2.00
A-7610	Office for the Aging	30.00	30.00	30.00
A-6510	Veterans Service Agency	4.00	5.00	5.00
A-5680	Transportation	11.00	11.00	12.00
	<b>Division Total</b>	<b>76.00</b>	<b>64.00</b>	<b>64.00</b>
<b>Division of Information Technology</b>				
A-1680	Information Technology Services	21.00	20.00	20.00
	<b>Division Total</b>	<b>21.00</b>	<b>20.00</b>	<b>20.00</b>
	<b>Total Position Counts</b>	<b>1227.50</b>	<b>1246.00</b>	<b>1249.00</b>
<sup>1</sup> Corporate Compliance is a newly separate department. Positions were previously held in the County Manager's office				
<sup>2</sup> Three EMS Instructors being added with the budget process				
<sup>3</sup> Some Health Finance positions move to Management and Budget with budget process. Should have been housed here all along.				
<sup>4</sup> Three positions were abolished with the budget, three were abolished sometime in 2024				



Authorized Position FTE's by Department				
Dept #	Department Name	2023 Adopted FTE	2024 Adopted FTE	2025 Tentative FTE
<b>Elected Officials</b>				
A-1010	County Legislature	11.00	11.00	11.00
A-1185	Coroners	0.80	0.80	0.80
A-1165	District Attorney	22.50	22.50	24.25
A-3150	Sheriff's Office- Jail	109.32	108.82	110.82
A-3110-29	Sheriff's Office- Patrol	67.00	68.00	64.00
A-3110-30	Sheriff's Office- Civil	13.38	13.58	13.38
A-3110-31	Sheriff's Office- Security	7.00	7.00	7.00
A-1410-10	County Clerk- Main Unit	17.00	16.00	16.20
A-1410-11	County Clerk- DMV	18.20	19.00	17.50
A-1460	Records Management	1.00	1.00	1.00
A-1325-1330	County Treasurer	12.50	12.50	12.50
A-1355	Real Property Tax Map	3.50	3.50	3.50
<b>Elected Officials Totals</b>		<b>283.20</b>	<b>283.70</b>	<b>281.95</b>
<b>Legislative Appointments</b>				
A-1420	County Attorney	12.00	14.00	14.00
A-1230	County Manager	7.00	8.00	5.00
A-1231	Corporate Compliance			3.00
A-1450	Elections	6.40	8.00	8.00
A-1320	Audit and Control	7.00	7.00	7.00
<b>Legislative Appointments Totals</b>		<b>32.40</b>	<b>37.00</b>	<b>37.00</b>
<b>Line Departments</b>				
<b>Division of Public Works</b>				
A-1490	Public Works Administration	5.00	6.00	6.00
A-1620	Public Works Building Department	38.75	38.75	38.75
A-5610	Sullivan County International Airport	4.25	5.25	5.25
A-6610	Consumer Affairs- Weights and Measures	1.00	1.00	1.00
CL-8160	Public Works- Refuse and Garbage	17.25	17.25	17.25
D-3310	County Road Fund-Public Works- Traffic Control	5.50	5.50	5.50
D-5110	County Road Fund-Public Works- Road Maintenance	53.00	54.00	54.00
D-5020	County Road Fund-Public Works- Engineering	7.00	6.00	6.00
DM-5130	Public Works- Road Machinery	19.00	19.00	22.00
<b>Division Total</b>		<b>150.75</b>	<b>152.75</b>	<b>155.75</b>
<b>Division of Public Safety</b>				
A-1170	Public Defense	1.00	1.00	1.00
A-3010	Public Safety Administration	3.90	4.20	6.40
A-3010-212	Public Safety Administration - EMS	0.60	0.60	2.20
A-3020	Public Safety Communications E911	18.90	18.90	18.90
A-3140	Department of Probation	29.00	29.00	29.00
A-3410	Fire Protection	3.30	3.00	3.80
<b>Division Total</b>		<b>56.70</b>	<b>56.70</b>	<b>61.30</b>
<b>Division of Parks and Recreation</b>				
A-7110	Parks and Recreation	9.35	10.95	10.85
A-1341	Grants Administration	2.00	2.00	3.00
A-8090	Office of Sustainable Energy	2.00	1.00	2.00
<b>Division Total</b>		<b>20.55</b>	<b>21.85</b>	<b>23.95</b>
<b>Division of Human Resources</b>				
A-1342	Risk Management	2.00	2.50	2.50
A-8040	Human Rights Commission	0.20	0.20	0.20
A-1430	Human Resources	12.00	14.50	11.45
<b>Division Total</b>		<b>14.20</b>	<b>17.20</b>	<b>14.15</b>
<b>Division of Health &amp; Family Services</b>				
A-4010-4082	Department of Public Health Services	69.60	71.60	74.00
A-4220-4324	Department of Community Services	43.30	46.90	43.25
A-6010-6142	Department of Social Services	175.20	177.20	181.00
EL-6020	Care Center at Sunset Lake	166.40	164.10	165.70
<b>Division Total</b>		<b>454.50</b>	<b>459.80</b>	<b>463.95</b>
<b>Division of Community Resources</b>				
A-6293	Center for Workforce Development	19.50	13.00	14.25
A-7310	Youth Programs	2.00	2.00	2.00
A-7610	Office for the Aging	21.80	21.80	21.80
A-6510	Veterans Service Agency	4.00	5.00	5.00
A-5680	Transportation	11.00	11.00	12.00
<b>Division Total</b>		<b>58.30</b>	<b>52.80</b>	<b>55.05</b>
<b>Division of Information Technology</b>				
A-1680	Information Technology Services	21.00	20.00	20.00
<b>Division Total</b>		<b>21.00</b>	<b>20.00</b>	<b>20.00</b>
<b>Total Full Time Equivalents</b>		<b>1118.60</b>	<b>1129.80</b>	<b>1142.10</b>

## Position Changes within Tentative Budget

Positions to be Abolished	
Department	Title
Corporate Compliance	Research Assistant
Budget Office	Senior Accountant
Public Safety - EMS	EMS Coordinator
Public Safety E911	E911 Coordinator
DCS - Alcohol Addiction	Impaired Driver Prog Coord/Instructor
DCS - Alcohol Addiction	Impaired Driver Program Director/Instructor
DCS - Admin	Dept of Comm Services Planner
DSS - Special Investigations	Family Svcs Investigator
Center for Workforce Dev	SYEP - Participant - WIA
Aging - Nutrition	Aging Services Assistant
Planning - Main Unit	Student Intern
Positions to be Upgraded	
Department	Title
County Treasurer	Junior Accountant to Full Charge Bookkeeper
Human Resources	Personnel Assistant to Sr Personnel Assistant
DSS - Child Support	Senior Account Clerk to Senior Account Clerk/Database
DSS - Services	Senior Account Clerk to Case Aide
DSS - Services	Senior Caseworker to Case Supervisor
New Positions	
Department	Title
Corporate Compliance	Compliance Officer
Grants	Training and Resources Coord
Public Safety Admin	PS Health & Wellness Coord
Public Safety - EMS	EMS Instructor PD
Public Safety - EMS	EMS Instructor PD
Public Safety - EMS	EMS Instructor PD
Public Safety E911	Emergency Services Dispatcher
Fire Protection	Fire Instructor PD
Fire Protection	Fire Instructor PD
Fire Protection	Fire Instructor PD
Fire Protection	Fire Instructor PD
DSS - Temporary Assistance	Family Services Case Manager
DSS - Child Support	Sr Family Services Investigator Trainee
DSS - Services	Case Aide
DSS - Services	Case Aide
DSS - Services	Caseworker
DSS - Services	Caseworker
DSS - Services	Caseworker
District Attorney	Special Assistant
District Attorney	DA Investigator

# Overtime

Department Description	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Actual Amount	2025 Tentative Budget
ADULT CARE CENTER	920,045.63	646,039.21	858,900.00	357,981.53	493,450.00
AGING PROGRAMS	4.63	307.46	-	19.42	-
AUDIT AND CONTROL	3.28	1,065.97	-	530.39	-
BUDGET OFFICE	1,302.73	25.21	-	-	-
CENTER FOR WORKFORCE DEVELOPMENT	926.18	32.04	-	1,058.69	-
COMMUNITY SERVICES	20,070.71	18,865.11	-	16,178.44	-
COUNTY ATTORNEY	0.46	12.67	-	-	-
COUNTY CLERK	4,887.63	1,874.08	4,600.00	901.28	2,000.00
COUNTY LEGISLATURE	13.19	-	-	-	-
COUNTY MANAGER	56.77	-	-	-	-
COUNTY TREASURER	204.99	221.97	-	11.69	-
DISTRICT ATTORNEY	21,056.22	21,524.87	-	17,813.47	-
ELECTIONS	14,719.27	16,121.93	10,000.00	12,369.30	10,000.00
FIRE PROTECTION	74.80	-	-	-	-
GRANTS ADMINISTRATION	-	145.57	-	-	-
HUMAN RESOURCES	202.39	1,298.19	500.00	1,317.94	500.00
INFORMATION TECHNOLOGY SERVICES	12,576.84	3,298.01	10,000.00	2,002.96	3,000.00
PARKS & RECREATION	2,259.99	1,411.21	2,000.00	2,408.57	2,000.00
PLANNING	371.81	38.40	-	38.57	-
PROBATION	1,461.64	3,189.38	3,500.00	7,760.49	11,000.00
PUBLIC HEALTH	119,144.44	100,803.97	124,000.00	69,243.63	97,035.00
PUBLIC SAFETY ADMINISTRATION	170.85	-	5,000.00	2,369.81	5,000.00
PUBLIC SAFETY COMMUNICATION E911	53,060.63	77,266.69	60,000.00	78,919.49	60,000.00
PUBLIC WORKS	92,154.47	196,317.17	85,100.00	100,463.79	73,600.00
PURCHASING	2.02	-	-	-	-
REAL PROPERTY TAX MAP	122.94	13.51	1,000.00	-	-
RISK MANAGEMENT	-	-	-	36.50	-
SC INTERNATIONAL AIRPORT	11,579.52	6,309.45	12,000.00	3,970.92	5,000.00
SHERIFF	1,962,018.89	1,535,932.09	1,106,000.00	1,324,563.73	1,356,000.00
SNOW REMOVAL	183,002.66	96,563.15	150,000.00	46,225.95	100,000.00
SOCIAL SERVICES ADMINISTRATION	435,140.90	461,432.14	310,400.00	467,035.01	459,400.00
SOLID WASTE	27,398.27	23,038.43	23,000.00	12,132.05	18,000.00
TRANSPORTATION	6,427.41	6,330.90	-	4,735.35	-
VETERANS SERVICES	1,425.38	2,981.90	-	20.47	-
YOUTH PROGRAMS	1.91	-	-	-	-
<b>Grand Total</b>	<b>3,891,889.45</b>	<b>3,222,460.68</b>	<b>2,766,000.00</b>	<b>2,530,109.44</b>	<b>2,695,985.00</b>

# Statement of Debt - As of December 31, 2024 - Outstanding

2025 BUDGET FOR SULLIVAN COUNTY  
STATEMENT OF DEBT - AS OF DECEMBER 31, 2024 - NOTES

BOND ANTICIPATION NOTES OUTSTANDING	DATE OF ISSUE	RATES%	AMOUNT DUE DATE	SCHEDULED PAYMENT
			\$ -	\$ -
TOTAL BANS OUTSTANDING AT DECEMBER 31, 2023			\$ -	\$ -
TAX ANTICIPATION NOTES			\$ -	
TOTAL TANS OUTSTANDING AT DECEMBER 31, 2023			\$ -	

## Statement of Debt - As of December 31, 2024 - Bonds

### 2025 BUDGET FOR SULLIVAN COUNTY STATEMENT OF DEBT - AS OF DECEMBER 31, 2024 - BONDS

BOND OUTSTANDING	ORIGINAL ISSUE	DATE OF ISSUE	RATE %	TOTAL BOND SALE	TOTAL BALANCE STILL DUE	PRINCIPAL PAYABLE 2025	ANNUAL PAYMENT SCHEDULE
PUBLIC IMPROVEMENT		2016	2.0%-5.0%	\$23,822,000	\$11,255,000	\$1,770,000	\$ 1,770,000 IN 2025 4.00%
AIRPORT IMPROVEMENTS	\$174,000.00						\$ 1,810,000 IN 2026 2.00%
BLDG RECONSTRUCTION	\$1,559,000.00						\$ 1,855,000 IN 2027 2.00%
DPW EQUIPMENT	\$1,137,000.00						\$ 1,895,000 IN 2028 2.00%
HIGHWAY BRIDGE RECONS	\$6,300,000.00						\$ 1,940,000 IN 2029 2.25%
PUBLIC SAFETY	\$6,878,000.00						\$ 1,985,000 IN 2030 2.25%
ROAD RECONSTRUCTION	\$7,774,000.00						
JAIL CONSTRUCTION		2016	3.00%-3.25%	\$85,000,000	\$70,130,000	\$2,365,000	\$2,365,000 IN 2025 3.00%
JAIL CONSTRUCTION - H69	\$85,000,000.00						\$2,425,000 IN 2026 3.00%
							\$2,495,000 IN 2027 3.00%
							\$2,565,000 IN 2028 3.00%
							\$2,635,000 IN 2029 3.00%
							\$2,705,000 IN 2030 3.00%
							\$2,780,000 IN 2031 3.00%
							\$2,855,000 IN 2032 3.00%
							\$2,935,000 IN 2033 3.00%
							\$3,015,000 IN 2034 3.00%
							\$3,100,000 IN 2035 3.00%
							\$3,185,000 IN 2036 3.00%
							\$3,270,000 IN 2037 3.00%
							\$3,360,000 IN 2038 3.00%
							\$3,455,000 IN 2039 3.13%
							\$3,550,000 IN 2040 3.13%
							\$3,645,000 IN 2041 3.13%
							\$3,745,000 IN 2042 3.13%
							\$3,850,000 IN 2043 3.25%
							\$3,955,000 IN 2044 3.25%
							\$4,065,000 IN 2045 3.25%
							\$4,175,000 IN 2046 3.25%

PUBLIC IMPROVEMENT JAIL CONSTRUCTION ROADS AND BRIDGES BUILDING RECONSTRUCTION	2018	3.0%-3.5%	\$15,140,000	\$11,650,000	\$815,000	IN 2025	3.00%
PUBLIC IMPROVEMENT ROAD AND BRIDGE RECON	2019	3%	\$6,000,000	\$4,510,000	\$320,000	IN 2025	3.00%
PUBLIC IMPROVEMENT CO. JAIL LAND PURCHASE 1&2 TRANSFER STATION & MRF	2021	2-4%	\$3,350,000	\$1,395,000	\$685,000	IN 2025	4.00%
TOTAL BONDS			\$133,312,000	\$98,940,000	\$5,955,000	IN 2026	4.00%



## Capital Project Plans Authorized but Not Issued

2025 BUDGET FOR SULLIVAN COUNTY  
STATEMENT OF DEBT - AS OF DECEMBER 31, 2024 - UNISSUED BONDS

CAPITAL PROJECT PLANS AUTHORIZED BUT UNISSUED			
PROJECT	AS OF 12/31/2023	RESOLUTION	12/31/2024
SUNY SULLIVAN ATHLETIC FACILITY COMPLEX	\$ 20,000,000	382-22	\$ 20,000,000
<b>TOTAL</b>	<b>\$ 20,000,000</b>		<b>\$ 20,000,000</b>

## Debt Payments by Year

### DEBT PAYMENTS BY YEAR

YEAR	AMOUNT
2025	\$ 5,955,000.00
2026	\$ 6,090,000.00
2027	\$ 5,525,000.00
2028	\$ 5,645,000.00
2029	\$ 5,770,000.00
2030	\$ 5,895,000.00
2031	\$ 3,995,000.00
2032	\$ 4,080,000.00
2033	\$ 4,170,000.00
2034	\$ 4,260,000.00
2035	\$ 4,360,000.00
2036	\$ 4,455,000.00
2037	\$ 4,105,000.00
2038	\$ 4,195,000.00
2039	\$ 3,455,000.00
2040	\$ 3,550,000.00
2041	\$ 3,645,000.00
2042	\$ 3,745,000.00
2043	\$ 3,850,000.00
2044	\$ 3,955,000.00
2045	\$ 4,065,000.00
2046	\$ 4,175,000.00
<b>GRAND TOTAL</b>	<b>\$ 98,940,000.00</b>

## Current Debt Levels and Legal Debt Limits

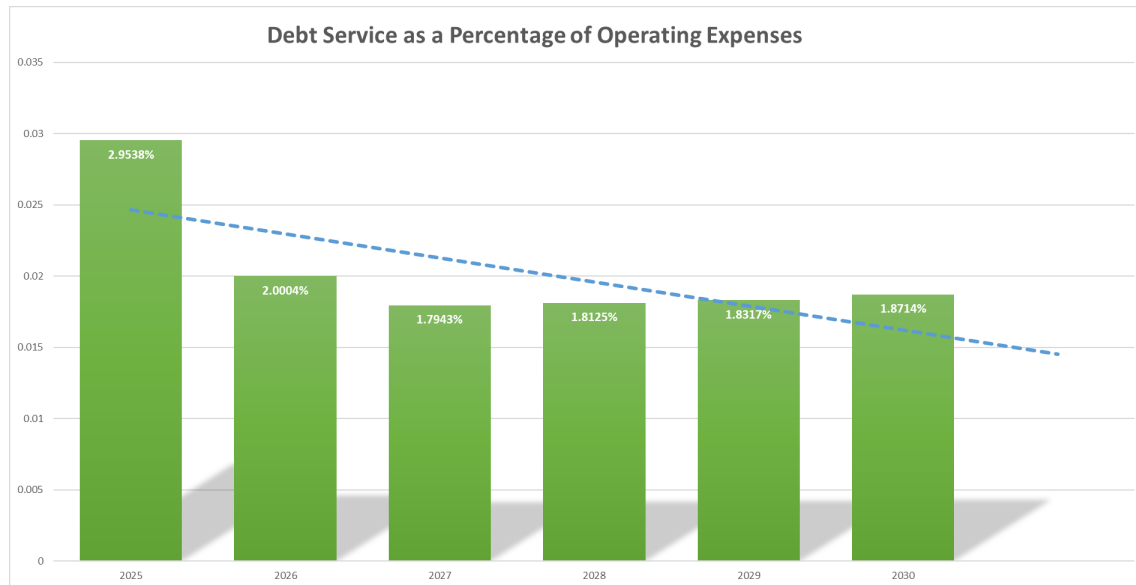
### Current Debt Obligations

The 2025 Tentative Budget includes a total of \$8.89 million in debt repayment. A breakdown of principal and interest payments by fund is detailed in the below chart.

### Sullivan County 2025 Debt Payments

	General Fund	County Road Fund	Road Machinery Fund	ACC	Solid Waste Fund	Total
<b>Debt Payments by Fund</b>						
BANs						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
<b>Total TANs/BANs</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Long Term Debt						
Principal	3,948,262	1,404,233	61,431		541,074	5,955,000
Interest	2,320,946	536,873	34,262		44,072	2,936,153
<b>Total Long Term Debt</b>	\$ 6,269,208	\$ 1,941,106	\$ 95,693	\$ -	\$ 585,146	\$ 8,891,153
<b>Total Debt Payments</b>	\$ 6,269,208	\$ 1,941,106	\$ 95,693	\$ -	\$ 585,146	\$ 8,891,153

Long term debt obligations by year and amount to be repaid are listed in detail in the preceding pages. A quick look at debt service as a percentage of operating expenses can be seen here:



### Effect of Existing Debt Levels on Current Operations of Government

In order for government to continue to run efficiently and effectively, large capital projects require an influx of money as part of the puzzle. The responsible management of debt levels helps government to maintain consistency and continuity in decision making, while allowing for room to act if a fiscal emergency arises. The irresponsible management of debt could lead to a disruption of services and poor infrastructure for our residents. The Sullivan County Legislature has adopted an Investment and Debt Management Policy (resolution 180 of 2013) which aims to standardize and support the issuance and management of debt by the County of Sullivan ("County"). Their primary objective is to establish conditions for the use of debt and to create procedures and policies that minimize the County's debt service and issuance costs, maintain the highest

practical credit rating, and provide full and complete financial disclosure and reporting. The policies apply to all general obligation debt issued by the County. More detail on this policy can be found at our website under the Legislative tab.

### New York State Constitutional Debt Limit

New York State imposes a constitutional debt limit which constrains the amount of debt that a local government can incur. Counties have a limit of 7 percent of the five-year average full valuation of taxable property.

Sullivan County, based upon the 2024 calculation for the five-year full valuation of taxable property, and the 2025 proposed debt outstanding is at 23.8% of our debt limit in 2025. The County's debt limit is \$415 million for 2024, while the outstanding bonds equal \$99 million.

**Sullivan County Constitutional Debt Limit**  
2025-2030

	2025 Tentative Budget	2026	2027	2028	2029	2030
<b>Legal Debt Margin Calculation</b>						
Five Year- Full Valuation	29,644,217,830	29,644,217,830	29,644,217,830	29,644,217,830	29,644,217,830	29,644,217,830
Average Full Valuation	5,928,843,566	5,928,843,566	5,928,843,566	5,928,843,566	5,928,843,566	5,928,843,566
Debt Limit- 7% of Average Full Value	415,019,050	415,019,050	415,019,050	415,019,050	415,019,050	415,019,050
Existing Bans	-	-	-	-	-	-
New Bans	-	-	-	-	-	-
Existing Bonds	98,940,000	92,985,000	86,895,000	81,370,000	75,725,000	69,955,000
New Bonds	-	-	-	-	-	-
Total Indebtedness - Serial Bonds and BANs	98,940,000	92,985,000	86,895,000	81,370,000	75,725,000	69,955,000
Less Exclusions:						
<b>Indebtedness Subject to Debt Limit</b>	98,940,000	92,985,000	86,895,000	81,370,000	75,725,000	69,955,000
<b>Constitutional Debt Margin</b>	<b>\$ 316,079,050</b>	<b>\$ 322,034,050</b>	<b>\$ 328,124,050</b>	<b>\$ 333,649,050</b>	<b>\$ 339,294,050</b>	<b>\$ 345,064,050</b>
*Total Indetbedness assumes year end figures						
*Valuations are as of 2024 and are held constant						

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# DEPARTMENTS

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# Division of Community Resources

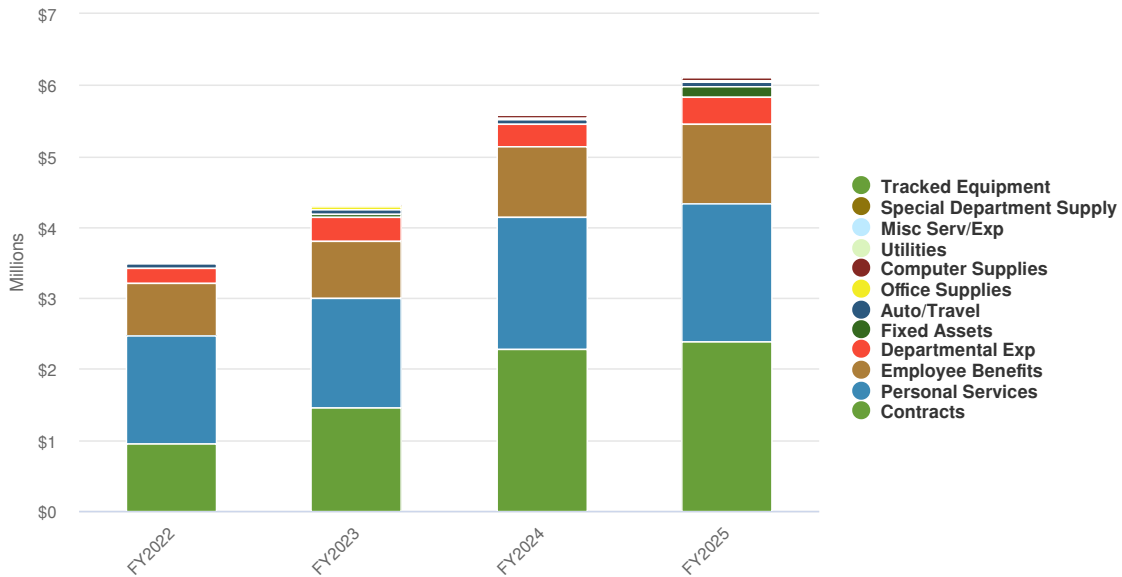
Laura Quigley  
Commissioner

The Division of Community Resources is comprised of the following departments:

- Center for Workforce Development
- Office for the Aging
- Transportation
- Veterans
- Youth Programs

## Expenditures by Expense Type

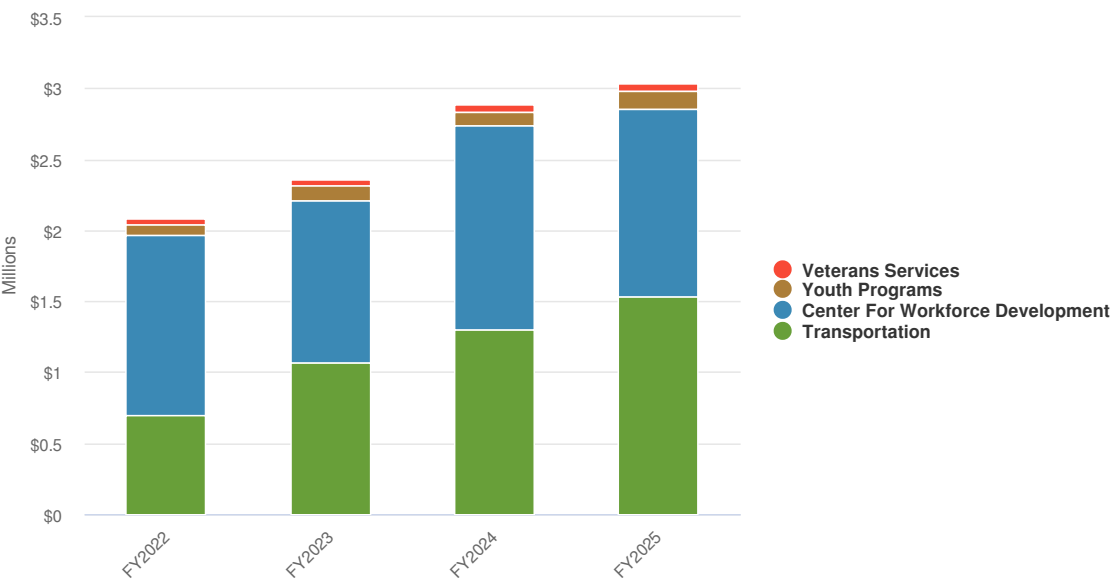
### Budgeted and Historical Expenditures by Expense Type





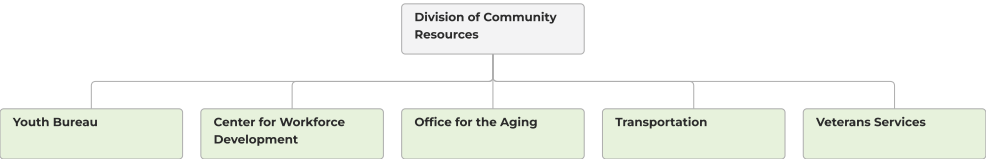
# Revenue by Department

Budgeted and Historical 2025 Revenue by Department



# Organizational Chart

Division of Community Resources



# Center for Workforce Development

Loreen Gebelein

Director

***The mission of the Sullivan County Center for Workforce Development (CWD) is to be the recognized leader in providing high quality employment related resources and services to our community's individuals and businesses.***

CWD currently oversees and implements employment and training related programs. In addition, the Center for Workforce Development staffs the Workforce Development Board. CWD works closely with the NYS Department of Labor staff and other local partners to provide services to individuals and businesses in Sullivan County. CWD also manages the Sullivan County Career Center and the Director is the designated Center Operator.

The Center for Workforce Development is primarily funded with federal dollars. Federal funding is passed to the NYS Department of Labor, which in turn passes the funding through to the County. The Federal Workforce Innovations & Opportunity Act (WIOA) mandates the creation of a local Workforce Development Board. One Board for each Workforce Investment Area is required, and Sullivan County remains its own geographical workforce area. Board responsibilities include development and oversight of the local Career Center, selection and certification of the One Stop operator and center(s), oversight of Youth programming, partnering with economic development efforts, setting benchmarks for the system, and ensuring compliance with Federal and State rules and regulations. The Workforce Innovations & Opportunity Act (WIOA) requires the creation of at least one physical Career Center. Mandated programs include Title I Administration, Adult, Dislocated Worker and Youth Programs.

## Core Services

Functions of the Center for Workforce Development include:

- *Administration:* The administration funds cover the fiscal duties required under the Workforce Innovations & Opportunity Act (WIOA). This includes the filing of monthly state reports, processing of vouchers, auditing of outside contracts, drawing down of funds, procurement, meeting with state monitors/auditors and other related fiscal functions.
- *Title I Adult Program & Dislocated Worker:* Assist individuals in achieving self-sufficiency by providing opportunities to increase their income through higher wage employment, education and/or training, as well as to assist individuals who have been laid off to rapidly reattach to the workforce.
- *Title I Youth Program:* Provide youth with opportunities for education, training and employment. Focus is on education and skills development. Employment is a focus for older youth.
- *TANF/SN Employment & Training Program (Welfare to Work):* Assist individuals in transitioning off of public assistance and into the labor force while complying with mandated activities. Applicants/recipients of public assistance receive orientation, assessment of skills, development of Individual Employment Plan, direct job referrals, placement in education and /or occupational skills training, placement in work experience, monitoring and case management, and coordination of supportive services such as transportation and child care.
- *Summer Youth Employment Program:* Six weeks of paid work experience and work readiness skills development
- *Business Services:* Work with businesses to help them clarify their staffing needs. To support the businesses, the Center for Workforce Development assists in finding the right workers through customized job matching, on site recruitments, targeted weekly job postings, Job Fairs, and On-the-Job Training.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<input checked="" type="checkbox"/> CENTR WORKFRC DEVELPMNT	14.25	15.25	14.25
ACCOUNT CLERK	1.00	1.00	1.00
CREW LEADER	1.00	1.00	1.00
CUSTOMER SERVICE SPECIALIST		1.00	
CWD YOUTH WORKER	0.25	0.25	0.25
DEI RESOURCE COORD II	1.00	1.00	1.00
DIR CWD	1.00	1.00	1.00
EMPL & TRNG SPECIALIST	3.00	3.00	3.00
EMPL & TRNG SUPERVISOR	1.00	1.00	1.00
EMPLOYMENT CENTER COORD	1.00	1.00	1.00
JOB DEVELOPER	1.00	1.00	1.00
JUNIOR ACCOUNTANT	1.00	1.00	1.00
SENIOR EEMPLT & TRAINING SPRVSR	1.00	1.00	1.00
SYEP-PARTICIPANT-WIA			
SYEP-PATRICIPANT-TANF	1.00	1.00	1.00
YOUTH WORKFORCE COORDINATOR	1.00	1.00	1.00
<b>Grand Total</b>	<b>14.25</b>	<b>15.25</b>	<b>14.25</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Economic Opportunity and Development				
Economic Opportunity and Development				
Center For Workforce Development				
Personal Services	\$791,876	\$663,465	\$838,864	\$859,388
Contracts	\$74,120	\$121,161	\$191,750	\$109,250
Auto/Travel	\$5,686	\$4,066	\$5,426	\$5,300
Office Supplies	\$19,289	\$29,265	\$18,600	\$23,850
Computer Supplies	\$21,417	\$22,690	\$27,850	\$28,700
Utilities	\$2,370	\$2,922	\$2,700	\$2,700
Special Department Supply	\$1,352	\$711	\$4,000	\$4,000
Misc Serv/Exp	\$6,673	\$1,807	\$1,703	\$1,450
Departmental Exp	\$83,151	\$133,890	\$144,468	\$152,800
Employee Benefits	\$320,302	\$333,147	\$472,579	\$516,709
<b>Total Center For Workforce Development:</b>	<b>\$1,326,236</b>	<b>\$1,313,125</b>	<b>\$1,707,940</b>	<b>\$1,704,147</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$1,326,236</b>	<b>\$1,313,125</b>	<b>\$1,707,940</b>	<b>\$1,704,147</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$1,326,236</b>	<b>\$1,313,125</b>	<b>\$1,707,940</b>	<b>\$1,704,147</b>
<b>Total Expenditures:</b>	<b>\$1,326,236</b>	<b>\$1,313,125</b>	<b>\$1,707,940</b>	<b>\$1,704,147</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Economic Assistance and Opportunity Income				
ECONOMIC ASSIST TANF EMPLOY PROGRM	\$221,575	\$221,000	\$257,000	\$257,000
Total Economic Assistance and Opportunity Income:	\$221,575	\$221,000	\$257,000	\$257,000
Total Income:	\$221,575	\$221,000	\$257,000	\$257,000
Federal Aid				
Economic Assistance and Opportunity				
FED AID OTHR ECONOMIC ASSIST DEPARTMENTL AID	\$293,827	\$120,664	\$150,400	\$130,400
FED AID OTHR ECONOMIC ASSIST TANF SUMMER YOUTH	\$171,639	\$197,083	\$197,083	\$236,257
FED AID OTHR ECONOMIC ASSIST WHEELS TO WORK	\$3,631	\$2,909	\$1,000	\$0
FED AID WIA/WIOA ADMINISTRATION - POOL	\$59,729	\$35,761	\$71,401	\$96,326
FED AID WIA/WIOA DISLOCATED WORKER	\$201,861	\$226,266	\$298,160	\$263,288
FED AID WIA/WIOA YOUTH	\$159,650	\$195,131	\$274,852	\$131,571
FED AID WIA/WIOA ADULT	\$158,597	\$147,443	\$224,230	\$208,368
Total Economic Assistance and Opportunity:	\$1,048,933	\$925,257	\$1,217,126	\$1,066,210
Total Federal Aid:	\$1,048,933	\$925,257	\$1,217,126	\$1,066,210
Total Revenue Source:	\$1,270,508	\$1,146,257	\$1,474,126	\$1,323,210

## Strategies and Key Performance Indicators

### Strategies and Key Performance Indicators

**Strategy:** Increase awareness and outreach to businesses in Sullivan County, of CWD's business service and services for individuals with disabilities

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Number of in-house recruitment events	Scheduling, tracking, and analyzing data	20 for year 2024
Increased disability awareness & outreach	number of presentations, round table events, and outreach tracked	10 for year 2024

**Strategy:** Work with partners to develop a Financial Literacy in-house course for WIOA & TA programs

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Launch Financial Literacy in-house program	Track number of participants under programs	Jun-24

### Key Initiatives

**Strategy:** WIOA Youth In-School and Out-of-School Program

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Increased community outreach	Monthly outreach to communities, schools, towns & Libraries & youth organizations	20 for year 2024
Cross-systems partnership building	Tracking new substantive partnerships developed	5 new partnerships for 2024

**Annual Actions:**

1. Continual social media awareness.
2. Monthly meeting w/Youth Coordinator, Job Developer & DRC.
3. Monthly progress reports.

# Office for the Aging

Lise-Anne Deoul

Director

***The mission of the Sullivan County Office for the Aging is to provide information and assistance, in-home and other supportive services to the elderly and their caregivers to enable the elderly to continue to live as independently as possible in their homes and communities.***

The Office for the Aging provides many services to Sullivan County residents or property owners 60 years of age and older & who are registered with our office. Some examples are: meals both congregate & home bound, transportation both shopping & medical, legal services, caregiver services, assistive equipment loan, volunteer services, homemaker services, case management, Medicare insurance counseling, information & assistance, HEAP & the Point of Entry program. Our services are ongoing, funded yearly by the New York State Office for the Aging based on allocations by population, & there is no charge to our clients. As our senior population is growing we hope to be able to continue to provide these much needed services to our community.

The Office for the Aging receives funding for its programs from federal and state sources, as well as local donations. It is responsible for the administration of one mandated program, Point of Entry, which is mandated by NYS Elder Law 203 (8).

# Core Services

Functions of the Office for the Aging include:

- AAA Transportation
  - Supplemental program to cover costs of medical transportation & special needs transportation which includes some ambulette transports out of the county.
- Caregiver Resource Center
  - This service provides information & counseling to caregivers through a contract with the Cornell Cooperative Extension.
- Community Services for the Elderly (CSE)
  - Medical Transportation, Information & Assistance, & Case Management
- Nutrition Program Congregate Service Initiative (CSI)
  - Required Dietician provides Nutrition Education & development of menus
- Expanded In-home Services for the Elderly Program (EISEP)
  - Homecare, medical alerts, medical equipment & case management
  - Program is designed to help keep seniors in their own homes.
- Health Insurance Information, Counseling and Assistance Program (HIICAP)
  - Health insurance counseling & referral program
  - Provides key assistance to seniors who are Medicare eligible
- MIPPA SHIP/ADRC
  - Outreach, Information & Assistance with Medicare Beneficiaries, LIS/MSP & Part D counseling
  - Medicare preventive Services.
- Nutrition Services Incentive Program (NSIP)
  - Reimburses 69 cents per meal for eligible meals served to both congregate & home bound clients
- Point of Entry
  - Assist clients, regardless of age, with information for all aspects of Long Term Care
- Retired Senior Volunteer Program (Federal)
  - Reimburses administrative costs associated with the volunteer program
- Retired Senior Volunteer Program (State)
  - Reimburses some costs for volunteers providing medical transportation out of the County
- Supplemental Nutrition Assistance Program (SNAP)
  - Home delivered meals to home bound clients
  - Provides a valuable service to our most vulnerable clients, who often do not see anyone other than the driver who delivers their meal
  - Majority of clients are checked on daily Monday thru Friday
- Title III B
  - Shopping bus service; legal services; case management; information & assistance.
- Title III C-1
  - Serving congregate meals to clients at 13 Nutrition Sites.
- Title III C-2
  - Home delivered meals to home bound clients
  - Provides a valuable service to our most vulnerable clients, who often do not see anyone other than the driver who delivers their meal
  - Majority of clients are checked on daily Monday thru Friday
- Title III D
  - Evidence-Based Disease & Disability Prevention Program
  - Must provide a service as outlined by NYSOFA which may include fall prevention, physical activities, nutrition & diet.
- Title III E
  - Caregiver services through Cornell Cooperative Extension
  - Medical alerts
  - Information & Assistance



## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>AG - MAIN UNIT</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>
AGING SERVICES SPECIALIST	1.00	1.00	1.00
AGING SVCS AIDE	1.00	1.00	1.00
AGING SVCS SPECIALIST	2.00	2.00	2.00
CASE MGMT SPECIALIST - EISEP	1.00	1.00	1.00
CASE MGMT SPECIALIST EISEP	1.00	1.00	1.00
COORD OF SVCS FOR THE AGING	1.00	1.00	1.00
DIR AGING SERVICES	1.00	1.00	1.00
FULL CHARGE BOOKKEEPER	1.00	1.00	1.00
POINT OF ENTRY ASST	2.00	2.00	2.00
<b>AG - NUTRITION</b>	<b>10.80</b>	<b>9.80</b>	<b>9.80</b>
AGING SERVICES ASSISTANT	1.00	1.00	1.00
AGING SVCS AIDE	1.00	1.00	1.00
AGING SVCS ASST	1.00		
AGING SVCS SPECIALIST	1.00	1.00	1.00
CHAUFFERU/FLOATER	0.20	0.20	0.20
CHAUFFEUR	2.50	2.50	2.50
NUTRITION SITE OPERATOR	3.10	3.10	3.10
NUTRITION SVS COORD	1.00	1.00	1.00
<b>AG - RSVP</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
RSVP COORDINATOR	1.00	1.00	1.00
<b>Grand Total</b>	<b>22.80</b>	<b>21.80</b>	<b>21.80</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Culture and Recreation				
Culture				
Aging Programs				
Ag - Main Unit				
Personal Services	\$601,894	\$582,157	\$620,320	\$644,414
Contracts	\$302,449	\$404,357	\$399,762	\$397,262
Auto/Travel	\$3,035	\$6,148	\$6,400	\$7,600
Office Supplies	\$65,801	\$64,193	\$74,387	\$31,575
Computer Supplies	\$12,011	\$11,782	\$12,500	\$12,500
Utilities	\$1,535	\$1,502	\$2,000	\$2,000
Special Department Supply	\$70			
Misc Serv/Exp	\$0	\$0	\$4,750	\$4,750
Departmental Exp	\$20,436	\$15,204	\$162,099	\$162,451
Employee Benefits	\$366,321	\$386,502	\$444,086	\$473,882
<b>Total Ag - Main Unit:</b>	<b>\$1,373,551</b>	<b>\$1,471,844</b>	<b>\$1,726,304</b>	<b>\$1,736,434</b>
Ag - Nutrition				
Personal Services	\$403,606	\$404,325	\$546,526	\$577,260
Contracts	\$270,611	\$294,504	\$367,428	\$367,428
Auto/Travel	\$37,521	\$40,572	\$49,010	\$49,010

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Office Supplies	\$1,683	\$1,337	\$2,200	\$2,200
Computer Supplies	\$2,754	\$2,754	\$2,800	\$2,800
Utilities	\$942	\$780	\$920	\$920
Special Department Supply	\$6,208	\$643	\$4,545	\$4,545
Misc Serv/Exp	\$0	\$0	\$30	\$30
Departmental Exp	\$0	\$0	\$1,800	\$1,800
Employee Benefits	\$187,404	\$204,191	\$250,609	\$278,682
<b>Total Ag - Nutrition:</b>	<b>\$910,730</b>	<b>\$949,106</b>	<b>\$1,225,868</b>	<b>\$1,284,675</b>
Ag - Rsvp				
Personal Services	\$53,947	\$49,635	\$53,207	\$55,070
Auto/Travel	\$42,299	\$49,539	\$66,170	\$66,170
Office Supplies	\$1,843	\$1,191	\$2,230	\$2,300
Computer Supplies	\$989	\$989	\$1,402	\$1,402
Utilities	\$319	\$145	\$500	\$500
Special Department Supply	\$0	\$0	\$1,200	\$1,200
Misc Serv/Exp	\$0	\$8	\$350	\$350
Departmental Exp	\$5,379	\$5,594	\$9,570	\$9,700
Employee Benefits	\$29,436	\$17,616	\$11,849	\$28,748
<b>Total Ag - Rsvp:</b>	<b>\$134,211</b>	<b>\$124,715</b>	<b>\$146,478</b>	<b>\$165,440</b>
<b>Total Aging Programs:</b>	<b>\$2,418,491</b>	<b>\$2,545,664</b>	<b>\$3,098,650</b>	<b>\$3,186,549</b>
<b>Total Culture:</b>	<b>\$2,418,491</b>	<b>\$2,545,664</b>	<b>\$3,098,650</b>	<b>\$3,186,549</b>
<b>Total Culture and Recreation:</b>	<b>\$2,418,491</b>	<b>\$2,545,664</b>	<b>\$3,098,650</b>	<b>\$3,186,549</b>
<b>Total Expenditures:</b>	<b>\$2,418,491</b>	<b>\$2,545,664</b>	<b>\$3,098,650</b>	<b>\$3,186,549</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Economic Assistance and Opportunity Income	\$15,946	\$15,060	\$36,500	\$36,500
Misc	\$24,947	\$26,656	\$63,400	\$63,400
<b>Total Income:</b>	<b>\$40,893</b>	<b>\$41,716</b>	<b>\$99,900</b>	<b>\$99,900</b>
State Aid				
Economic Assistance and Opportunity	\$983,539	\$697,015	\$887,172	\$856,055
<b>Total State Aid:</b>	<b>\$983,539</b>	<b>\$697,015</b>	<b>\$887,172</b>	<b>\$856,055</b>
Federal Aid				
Economic Assistance and Opportunity	\$912,106	\$766,596	\$759,895	\$796,800
<b>Total Federal Aid:</b>	<b>\$912,106</b>	<b>\$766,596</b>	<b>\$759,895</b>	<b>\$796,800</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Revenue Source:	\$1,936,538	\$1,505,327	\$1,746,967	\$1,752,755

Strategies and Key Performance Indicators		
Strategy: Increasing access and improvement to programs		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Increasing access to existing programs	Increase outreach, tabling, direct outreach. Notably to underserved populations.	Client forms and information to be available in at least one additional language, creation of request interpretation availability language for all Limited English Proficiency clients.
Strategy: Laying the foundation for a county wide Aging in Place Initiative		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Develop Age Friendly Communities in Sullivan County	Utilize outcomes and recommendations of Community Needs assessment-final results provided in February 2024.	Put together an implementation team to develop a plan of action and look for grant funding opportunities.
Strategy: Focus on customer satisfaction and ensuring high quality service delivery.		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Customer Satisfaction	Conducting surveys for major programs at least twice yearly, updated program monitoring of contracted services	Bi-annual

Key Initiatives		
Strategy:		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Public engagement, tabling events	Outreach, tabling, partnerships with CBO's	Target exceeded of goal of increase of over 50%, implemented tracking methodology that facilitates ease of reporting real-time data.
Quality control & Compliance	Grant claiming policies completed, cost allocation draft completed	Clear, concise and easy to follow policies and procedures implemented to ensure compliance through succession planning.
Annual Actions:		
1. Outreach events at housing complexes, public information events, increase collaboration with CBO's, etc. increasing OFA's presence as a trusted source of information in the community.  2. Through a strong partnership with Transportation Dept., have increased community distribution of our Monthly Hoot to approximately 100 local businesses and organizations. Newsletter available electronically and through direct mail to 600+ homes. Monthly circulation is up to 3,000. Also available through our website and eblast to over 200 monthly, and shared through community partners. Congregate meal sites increased to 5 in 2024, goal to resume hot meal delivery 5 days a week as of January 2025 and offer grab and go meals at all sites as well as open additional sites.		

# Transportation

Ruthann Hayden  
Director

***The mission of Sullivan County Transportation is to provide safe transport to residents of Sullivan County.***

The Public Works Transportation Department provides daily transportation for Veterans to Castle Point and Albany VA hospitals. It also provides in-county medical transportation to seniors through an agreement with the Office for the Aging, and assists with the nutrition program including delivery of homebound meals. A shopping bus service with 2 bus routes daily throughout the County and 2 shopping bus routes are open to the general public.

Transportation receives funding through the State Transportation Operating Assistance (STOA) program administered by NYSDOT. It is a non-mandated department.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>TRANSPORTATION</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
BUS DRIVER	8.00	8.00	8.00
COMM OF COMMUNITY RESOURCES	1.00	1.00	1.00
DIR OF TRANSPORTATION	1.00	1.00	1.00
TRANSPORTATION DISPATCHER	1.00	1.00	1.00
<b>Grand Total</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Transportation				
Public Transport				
Transportation				
Personal Services	\$402,805	\$523,549	\$600,175	\$660,738
Tracked Equipment	\$0	\$0	\$500	\$500
Fixed Assets	\$0	\$45,894	\$125,930	\$140,975
Contracts	\$665,373	\$1,134,353	\$1,657,000	\$1,820,000
Auto/Travel	\$51,029	\$55,805	\$51,385	\$41,160
Office Supplies	\$11,485	\$2,854	\$7,900	\$9,100
Utilities	\$2,893	\$4,644	\$15,606	\$10,000
Special Department Supply	\$0	\$0	\$350	\$350
Misc Serv/Exp	\$3,981	\$5,469	\$8,762	\$9,400
Departmental Exp	\$70,115	\$96,459	\$123,311	\$129,690
Employee Benefits	\$190,910	\$252,644	\$312,117	\$346,264
<b>Total Transportation:</b>	<b>\$1,398,591</b>	<b>\$2,121,671</b>	<b>\$2,903,036</b>	<b>\$3,168,177</b>
<b>Total Public Transport:</b>	<b>\$1,398,591</b>	<b>\$2,121,671</b>	<b>\$2,903,036</b>	<b>\$3,168,177</b>
<b>Total Transportation:</b>	<b>\$1,398,591</b>	<b>\$2,121,671</b>	<b>\$2,903,036</b>	<b>\$3,168,177</b>
<b>Total Expenditures:</b>	<b>\$1,398,591</b>	<b>\$2,121,671</b>	<b>\$2,903,036</b>	<b>\$3,168,177</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Transportation Income	\$323,445	\$353,056	\$313,175	\$327,600
Intergovernmental Charges	\$6,324			
<b>Total Income:</b>	<b>\$329,769</b>	<b>\$353,056</b>	<b>\$313,175</b>	<b>\$327,600</b>
State Aid				
Transportation	\$332,662	\$715,071	\$800,000	\$850,000
<b>Total State Aid:</b>	<b>\$332,662</b>	<b>\$715,071</b>	<b>\$800,000</b>	<b>\$850,000</b>
Federal Aid				
Transportation	\$31,819	\$0	\$188,263	\$351,641
<b>Total Federal Aid:</b>	<b>\$31,819</b>	<b>\$0</b>	<b>\$188,263</b>	<b>\$351,641</b>
<b>Total Revenue Source:</b>	<b>\$694,250</b>	<b>\$1,068,128</b>	<b>\$1,301,438</b>	<b>\$1,529,241</b>

Strategies and Key Performance Indicators		
Department of Transportation		
Strategy: Update Comprehensive Transportation Plan		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Issue Request for Proposal (RFP) for qualified vendors	Selection criteria outlined in the RFP	Comprehensive multi-modal plan for future growth of public transportation in the County
Expand and formalize a Transportation Steering Committee	Expand membership to include key stakeholders	A steering committee of seven to nine members; calendar of scheduled meetings
Strategy: Increase satisfaction of riders of Move Sullivan Public Transit		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Increase use of social media, GIS to improve customer schedule experience	Regularly update websites; better utilize social media; work with Communications on AI opportunities for customer scheduling and mapping.	Ease of access for customers to receive real time informatin for Move Sullivan system.
Continued staff development.	Quarterly driver meetings that include customer training topics.	Bi-annual customer surveys - 80% satisfaction
Key Initiatives for 2024		
Strategy: Increase ridership		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Increased ridership for Move Sullivan	driver tally sheets January - June 2024	63,451 (65.3% increase over 2023)
Increased ridership for SC Transportation	Daily schedules January - June 2024	2,039 (59.2% increase over 2023)
Annual Actions:		
1. Continued development of SCT and Contractor staff		
2. Continued review of routes for use and effectiveness.		
3. Continued collection of customer feedback.		
4. As of 1/6/25 delivering hot meals five days per week.		

# Veterans Service Agency

Stephen Walsh  
Director

***The mission of the Sullivan County Veterans Service Agency is to provide members of the Armed Forces, Veterans, and their dependents and survivors with professional, sympathetic, and courteous advocacy in matters relating to federal, state, and local benefits.***

The Veterans Service Agency exists to provide assistance to veterans and their surviving dependents; to advise members of the Armed Forces, Veterans, their Dependents and Survivors of benefits available, changes to laws affecting benefits, and assist them with applying for benefits to which they may qualify; and to verify eligibility of veterans and dependents to be buried in Sullivan County Veterans Cemetery and assign plots.

The Veterans Service Agency receives some funding from the State for training and proficiency needs (\$8,654 in 2011). They also receive reimbursement from Medicaid for indigent burials at the Veterans Cemetery. The Veterans Service Agency is mandated to provide general assistance to local veterans as per New York State Executive Law - Article 17 Part 357.

## Core Services

Functions of the Veterans Service Agency include:

- Explanation of Federal, State and County Veterans Programs
- Assistance with submission of benefit claims
- Represent claimants to VA
- Outreach and education programs
- Home and residential facility visits
- Coordinate with local Veterans organizations to deliver assistance to Veterans and families in need.
- Administrative functions of the Veterans Cemetery including assignment of burial plots, process requests for grave markers, process burial benefit requests to VA, coordinate ground maintenance with funeral directors and cemetery ground staff, attend to family concerns and requests.
- Administrative functions related to veteran transportation including establishing eligibility for transportation, recording reservations for transmittal to DPW, assisting Veterans with medical appointments at VA medical facilities, and acting as liaison between Veterans and DPW for physical transportation. Veteran's Service Agency has a contract with Public Works for transportation.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
VETERANS SERVICES	5.00	5.00	5.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
CLERK	1.00	1.00	1.00
DIR VETERAN SVS	1.00	1.00	1.00
VETERANS SERVICE OFFICER	2.00	2.00	2.00
Grand Total	5.00	5.00	5.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Economic Opportunity and Development				
Economic Opportunity and Development				
Veterans Services				
Personal Services	\$258,697	\$239,735	\$289,550	\$304,214

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Contracts	\$135,575	\$135,575	\$135,575	\$150,000
Auto/Travel	\$2,570	\$2,110	\$7,500	\$8,750
Office Supplies	\$1,634	\$1,718	\$2,250	\$3,600
Special Department Supply	\$253	\$210	\$1,500	\$1,650
Misc Serv/Exp	\$0	\$60	\$0	\$0
Departmental Exp	\$18,472	\$19,740	\$20,320	\$20,400
Employee Benefits	\$167,850	\$141,362	\$178,087	\$145,225
<b>Total Veterans Services:</b>	<b>\$585,050</b>	<b>\$540,509</b>	<b>\$634,782</b>	<b>\$633,839</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$585,050</b>	<b>\$540,509</b>	<b>\$634,782</b>	<b>\$633,839</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$585,050</b>	<b>\$540,509</b>	<b>\$634,782</b>	<b>\$633,839</b>
<b>Total Expenditures:</b>	<b>\$585,050</b>	<b>\$540,509</b>	<b>\$634,782</b>	<b>\$633,839</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Economic Assistance and Opportunity Income	\$0	\$4,050	\$4,500	\$4,500
Misc	\$620	\$100	\$500	\$500
<b>Total Income:</b>	<b>\$620</b>	<b>\$4,150</b>	<b>\$5,000</b>	<b>\$5,000</b>
State Aid				
Health	\$42,352	\$41,170	\$45,000	\$45,000
<b>Total State Aid:</b>	<b>\$42,352</b>	<b>\$41,170</b>	<b>\$45,000</b>	<b>\$45,000</b>
<b>Total Revenue Source:</b>	<b>\$42,972</b>	<b>\$45,320</b>	<b>\$50,000</b>	<b>\$50,000</b>



# Youth Programs

**Kristen Kitson**  
Manager

***The mission of the Youth Bureau is to promote the well-being of all youth ages 0–21 and to advance positive youth development.***

The Youth Bureau's goals are to advance the physical, moral, mental, and social development of youth through positive youth activities; aid agencies in addressing the risk factors that lead to juvenile delinquency and youth crime; and encourage towns and villages to provide youth activities by giving them funds and technical assistance. The Youth Bureau functions and essential tasks are defined by NYS executive law and NYS Office of Children and Family Services (OCFS) policies and procedures.

The Youth Bureau receives funding from the State which is passed through to local youth programs, as well as some funding which is utilized by the County for administration of the department. The Youth Bureau is a non-mandated office.

## Core Services

Functions of the Youth Bureau include:

- Program Funding and Oversight – The Youth Bureau is the agency at the county level through which NYS OCFS directs funds to youth development and prevention. This function includes:
  - Observation and evaluation
  - Technical assistance with grant proposals
  - Measurement and reporting
  - Data entry into State computer system and reporting to State in accordance with State deadline
  - Fiscal monitoring
  - Assistance with and processing of fiscal claims, and oversight of programs granted special funds by Sullivan County Legislature
- Planning – The Youth Bureau participates actively in cross-systems strategic planning groups, which include:
  - Conducting needs assessment and countywide strategic planning through the State-mandated Child and Family Services Plan (CFSP)
- Promoting Opportunities and Collaboration – The Youth Bureau actively promotes positive youth-development opportunities through sharing information and resources, and through outreach and advocacy to youth-serving programs.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
 YOUTH PROGRAMS	2.00	2.00	2.00
MANAGER OF YOUTH SVCS	1.00	1.00	1.00
YOUTH INTERNSHIP COORD	1.00	1.00	1.00
Grand Total	2.00	2.00	2.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Culture and Recreation				
Recreation				
Youth Programs				
Personal Services	\$79,214	\$105,605	\$125,467	\$130,859
Contracts	\$74,381	\$74,756	\$300,000	\$300,000
Auto/Travel	\$829	\$1,119	\$2,500	\$2,500

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Office Supplies	\$98	\$1,886	\$700	\$700
Computer Supplies		\$1,377	\$0	\$0
Utilities	\$0	\$159	\$300	\$300
Special Department Supply	\$0	\$1,131	\$4,500	\$4,500
Departmental Exp	\$47,658	\$90,688	\$26,300	\$93,053
Employee Benefits	\$43,672	\$77,772	\$97,667	\$103,005
<b>Total Youth Programs:</b>	<b>\$245,853</b>	<b>\$354,493</b>	<b>\$557,434</b>	<b>\$634,917</b>
<b>Total Recreation:</b>	<b>\$245,853</b>	<b>\$354,493</b>	<b>\$557,434</b>	<b>\$634,917</b>
<b>Total Culture and Recreation:</b>	<b>\$245,853</b>	<b>\$354,493</b>	<b>\$557,434</b>	<b>\$634,917</b>
<b>Total Expenditures:</b>	<b>\$245,853</b>	<b>\$354,493</b>	<b>\$557,434</b>	<b>\$634,917</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
State Aid				
Culture and Recreation	\$72,982	\$100,846	\$96,055	\$134,416
<b>Total State Aid:</b>	<b>\$72,982</b>	<b>\$100,846</b>	<b>\$96,055</b>	<b>\$134,416</b>
<b>Total Revenue Source:</b>	<b>\$72,982</b>	<b>\$100,846</b>	<b>\$96,055</b>	<b>\$134,416</b>

Strategies and Key Performance Indicators		
Reduce the confusion of multiple funding streams		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Develop separate procedures for County funding	Issue a Request for Proposal for County funds with specific criteria.	Increased clarity of funded cycles and programs
Strategy: Increase the number of disadvantaged youth accessing Youth Bureau funded programs		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Current number of targeted youth participating	Develop a family participant survey for all YB funded programs	All programs distribute and collect surveys
Modify applications	Applications require a recruitment strategy emphasizing disadvantaged youth	15% increase in targeted youth served
Key Initiatives		
Strategy: Increase youth involvement with County government		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Schools attending Gov't Days	Number of schools attending	2 of 9 participated
Annual Actions:		
1. Continued outreach for new programs		
2. Increased highlighting of successful programs		
3. Continued program site monitoring		

# Division of Health and Human Services

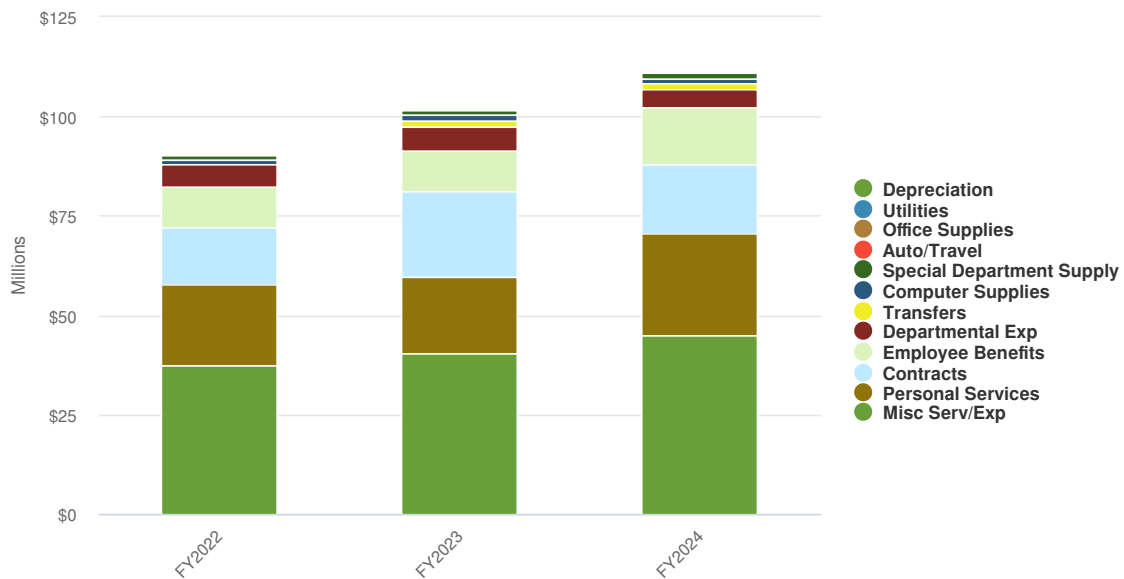
**John Liddle**  
Commissioner

The mission of the division is to provide consolidated, efficient and cost-effective services for county residents. The commissioner provides administrative oversight for the following departments:

- Care Center at Sunset Lake
- Department of Community Services
- Department of Social Services
- Public Health

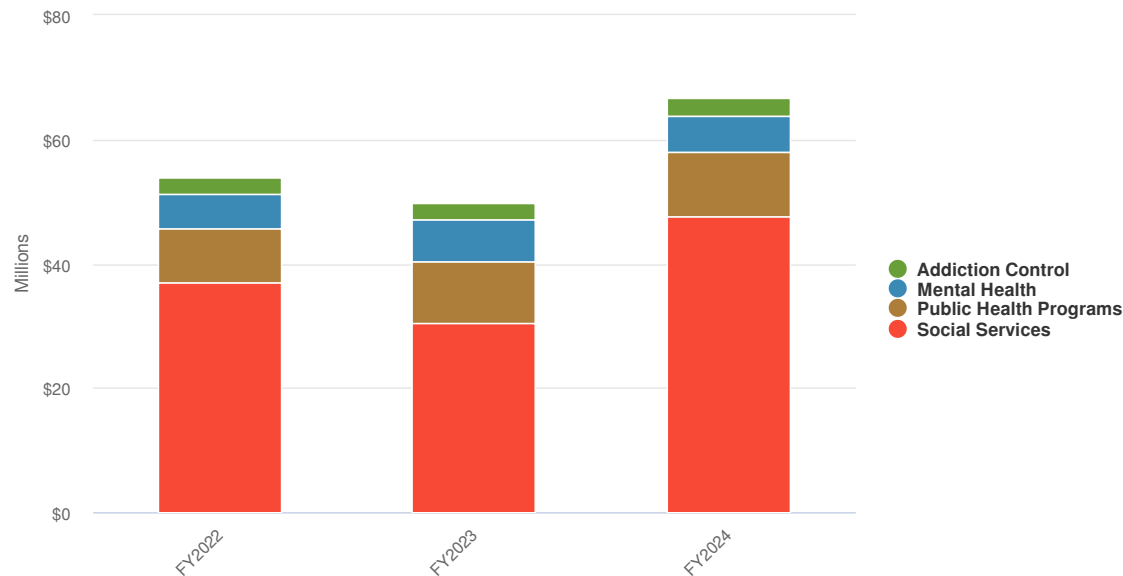
## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



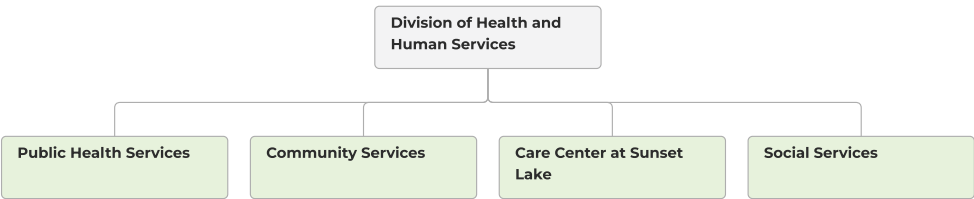
# Revenue by Department

Budgeted and Historical 2025 Revenue by Department



# Organizational Chart

Division of Health and Human Services



# Care Center at Sunset Lake

**Megan Holton**

Administrator

***The mission of the Sullivan County Care Center at Sunset Lake is to provide necessary long-term care services to County residents who can no longer stay in the community.***

The Sullivan County Care Center at Sunset Lake provides residential services for up to 146 individuals who require either long-term care or short-term rehabilitative services. The CCASL strives to assure that the residents are able to maintain the highest quality of life as well as the greatest degree of independence through individualized care plans.

The Care Center at Sunset Lake receives funding by billing Medicare, Medicaid, Private Insurance, and private payees for services rendered. There is a County subsidy associated with providing the services of the nursing home which varies from year to year. Several variables affect this subsidy, including the number of beds filled as well as the source of payment (i.e.: private insurance will cover a greater share of the actual cost of care as opposed to Medicaid).

The Care Center at Sunset Lake is a non-mandated service; however, as the County chooses to own and operate the facility, all operations are strictly regulated by the NYS Department of Health.

## Core Services

Functions of the Care Center at Sunset Lake include:

- Nursing
  - Comprised of registered nurses, licensed practical nurses, and certified nurse's aides as well as domestic aides
  - Maintain the residents' personal space by making beds, providing residents with personal care items and accompanying them on medical appointments as needed
  - Provide direct care to the residents, including feeding, bathing, dressing, socialization, etc.
  - Assess patient care needs and implement care plans to address these needs
  - Coordinate care plans with clinical departments
  - Delegate assignments to, and supervise, direct care staff
  - Administer medication and treatments, and provide assistance with all activities of daily living
  - Interact with the residents and their family members in order to educate them as well as provide support
- Dietary
  - Includes the dietician, dietetic supervisor, cooks, and food service workers
  - Plans, directs, and oversees the dietary/food service program
  - Assesses the nutritional needs of the residents/registrants of the facility
  - Plans diets based on the physical and medical needs of each individual
- Nursing Administration
  - Director of Nursing & Assistant Director of Nursing direct all phases of the nursing services
  - Work with the Administrator & Department Heads to establish policies/procedures to insure that competent care is being provided
  - Supervise & evaluate the nursing staff
  - Plan & direct in-service training, including the orientation of new staff
  - Assists in keeping & reviewing records/reports required by licensing & payer agencies
  - Assures that staffing is adequate to meet the needs of the facility
  - Participates in ordering necessary medical/clinical supplies needed for resident care
- Activities
  - Plans, directs, & provides a diversified program of activities geared to interests and needs, as well as physical, mental, & psychosocial well-being of the residents
  - Develops, maintains & reviews care plans
- Social Services
  - Social Worker & case workers participate in the intake/screening of new residents
  - Participate in addressing individual, group, & family needs residents
  - Develop care plans for residents' emotional, mental, & physical needs
  - Work with community agencies to initiate safe discharges from the facility
  - Coordinate/participate in resident council & address concerns
- Watchperson/Operations & Maintenance
  - Patrols building/making rounds
  - Monitors visitors
  - Monitors residents while in the lobby and/or on the patio
  - Monitor residents who need to be supervised while smoking
  - Transport specimen to the lab at CRMC as needed
  - Participate in fire drills/emergencies by announcing location of incident and communicating with fire dept./police/etc.
- Central Supply/Laundry
  - Order and distribute supplies;
  - Monitoring inventory
  - Assist in recording of supply charges against various departments
  - Supervision of laundry workers
  - Washing, drying, and folding resident personal clothing
  - Return clothing to resident rooms/distributing sheets, blankets, pillows, etc.
  - Label personal clothing items for all residents
  - Maintains record of items brought in upon admission and received during stay
- Fiscal/General Accounting

- Develop, oversee, and audit fiscal policies
- Perform accounting, auditing, budget maintenance, and other fiscal related duties
- Prepare and present reports with respect to the facility's operations and budget
- Conducts cost analysis
- Maintain an accounts receivable system involving resident billing through a third party
- Maintain system of records on employee payroll
- Process, sort, and index bills and receipts and maintain resident personal needs accounts
- Work closely with other departments and vendors to obtain supplies and services
- Participate in paperwork necessary for bid specifications
- Administration
  - Includes the Administrator and the Administrative Secretary
  - Administrator is a mandated position by CMS/DOH and responsibilities include planning, organizing, directing, managing, and implementing all facets of the nursing home
  - Decisions regarding operations, programming, employment, & integration of services
  - Participate in the preparation of the annual budget and the maintenance of supporting records
  - Periodically inspects the building, equipment, and service areas and directs repairs as needed
  - Works closely with department heads to assure that CMS/DOH regulations and guidelines are being met
  - The Administrative Secretary coordinates communication between departments and processes record keeping to ensure efficiency
  - Supervises the maintenance of timekeeping and payroll functions
  - Assists in providing general orientation to new staff
  - Completes assignments delegated by the Administrator which includes communication with staff and other agencies, acting as a liaison for same, and providing direction to other clerical staff.
- Therapy
  - Includes in-house staff to cover physical, occupational, and speech therapy

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>ACC - ACTIVITIES</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
ACTIVITIES DIRECTOR	1.00	1.00	1.00
LEISURE TIME ACTIVITIES AIDE	4.00	4.00	4.00
<b>ACC - ADMIN OFFICES</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
ADMINISTRATOR ACC	1.00	1.00	1.00
DEPUTY ADMINISTRATOR ACC	1.00	1.00	1.00
SUPERVISING ADMINISTRATOR ACC	0.50	0.50	0.50
WARD CLERK	5.00	5.00	5.00
<b>ACC - CENTRAL MEDICAL SUPPLY</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
COORD SUPPLY & INVENTORY CONTR	1.00	1.00	1.00
SUPPLY & INVENTORY CONTROL CLERK	1.00	1.00	1.00
<b>ACC - DIETARY SERVICES - SUPV</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
DIETETIC SVCS ASST	1.00	1.00	1.00
DIETETIC SVCS SUPERVISOR	1.00	1.00	1.00
DIRECTOR OF FOOD SERVICES	1.00	1.00	1.00
<b>ACC - DIETARY SERVICES</b>	<b>23.90</b>	<b>23.90</b>	<b>23.90</b>
ASSISTANT COOK	4.70	4.70	4.70
COOK	1.00	1.00	1.00
FOOD SVC HELPER - ACC	18.20	18.20	18.20
<b>ACC - GENRL ACCOUNTING</b>	<b>0.20</b>	<b>0.20</b>	<b>0.20</b>
MED CODING & BILLING SPECIALIST	0.20	0.20	0.20
<b>ACC - INSERVICE TRAINING</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
ACC PROG COORD	1.00	1.00	1.00
<b>ACC - LAUNDRY &amp; LINEN</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
LAUNDRY WORKER	4.00	4.00	4.00
<b>ACC - NURSING</b>	<b>107.40</b>	<b>107.40</b>	<b>107.40</b>
ACC PROG COORD	0.20	0.20	0.20
DOMESTIC AIDE	8.20	8.20	8.20
HEAD NURSE/UNIT LEADER	5.00	5.00	5.00
HOUSE MGR	2.00	2.00	2.00
LICENSED PRACTICAL NURSE	19.60	19.60	19.60
NURSING ASST	58.00	58.00	58.00
NURSING ASST PD	0.80	0.80	0.80
NURSING ASST TRAINEE	4.00	4.00	4.00
REGISTERED PROFESSIONAL NURSE	9.60	9.60	9.60
<b>ACC - NURSING ADMIN</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
ASST DIR NURSING SVCS	1.00	1.00	1.00
DIR NURSING SVCS	1.00	1.00	1.00
<b>ACC - OPERATN &amp; MAINTNC</b>	<b>3.70</b>	<b>3.70</b>	<b>3.70</b>
BUILDING SAFETY MONITOR	3.70	3.70	3.70
<b>ACC - PHYSICAL THERAPY</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
DR REHAB SVCS	1.00	1.00	1.00
<b>ACC - SOCIAL SERVICES</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
ADMISSIONS COORDINATOR	1.00	1.00	1.00
ASSISTANT SOCIAL WORKER I	2.00	2.00	2.00
SUPV SOCIAL WORKER (ACC)	1.00	1.00	1.00
<b>Grand Total</b>	<b>165.70</b>	<b>165.70</b>	<b>165.70</b>



## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Economic Opportunity and Development				
Social Services				
Adult Care Center				
Personal Services	\$5,942,036	\$4,693,677	\$8,318,792	\$8,638,174
Fixed Assets	\$0	\$0	\$1,500	\$0
Depreciation	\$57,674			
Contracts	\$1,627,905	\$5,567,791	\$956,484	\$1,681,400
Auto/Travel	\$7,064	\$8,391	\$5,516	\$3,958
Office Supplies	\$11,195	\$3,683	\$14,894	\$8,576
Computer Supplies	\$45,030	\$35,463	\$4,300	\$35,500
Utilities	\$444	\$132	\$600	\$1,250
Special Department Supply	\$763,604	\$900,556	\$849,301	\$969,350
Misc Serv/Exp	\$531,182	\$54,640	\$145,542	\$569,915
Departmental Exp	\$3,720,719	\$3,030,002	\$2,977,919	\$3,070,812
Employee Benefits	\$2,831,719	\$2,401,234	\$4,645,240	\$5,629,951
Transfers	\$0	\$1,400,000	\$1,400,000	\$0
<b>Total Adult Care Center:</b>	<b>\$15,538,573</b>	<b>\$18,095,568</b>	<b>\$19,320,088</b>	<b>\$20,608,886</b>
<b>Total Social Services:</b>	<b>\$15,538,573</b>	<b>\$18,095,568</b>	<b>\$19,320,088</b>	<b>\$20,608,886</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$15,538,573</b>	<b>\$18,095,568</b>	<b>\$19,320,088</b>	<b>\$20,608,886</b>
<b>Total Expenditures:</b>	<b>\$15,538,573</b>	<b>\$18,095,568</b>	<b>\$19,320,088</b>	<b>\$20,608,886</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Health Income	\$9,882,135			
Use of Money and Property	\$1,803	\$10,129	\$88	\$10,000
Misc	\$2,347,529	\$3,157,518	\$19,441,983	\$21,178,886
Interfund Transfers	\$134,046			
<b>Total Income:</b>	<b>\$12,365,513</b>	<b>\$3,167,647</b>	<b>\$19,442,071</b>	<b>\$21,188,886</b>
Interfund Transfers				
Interfund Transfers	\$1,879,317	\$1,162,458	\$71,484	\$0
<b>Total Interfund Transfers:</b>	<b>\$1,879,317</b>	<b>\$1,162,458</b>	<b>\$71,484</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$14,244,830</b>	<b>\$4,330,105</b>	<b>\$19,513,555</b>	<b>\$21,188,886</b>

# Department of Community Services

Salif Banse

Director

***The mission of the Sullivan County Department of Community Services is to ensure that Sullivan County residents who are developmentally disabled, mentally ill, or chemically dependent receive services to facilitate their recovery or improve the quality of their lives.***

The Sullivan County Department of Community Services aims to achieve its mission by monitoring and providing technical assistance to behavior health services providers who are licensed and registered by the Office of Mental Health, the Office of Alcoholism and Substance Abuse Services, and the Office of Mental Retardation and Developmental Disabilities.

The Department receives outside funding from the State, as well as through billing for its services (Medicare, Medicaid, third party insurance, and self-pay). Functions of the Local Government Unit (LGU) are mandated, as well as the Director position. Regulatory review, coordination of services, and planning activities are all LGU functions.

## Core Services

Functions of the Community Services department include:

- OASAS Chemical Dependency
  - Provides evaluations for Sullivan County Family Court, Legal Aid Bureau, local Town, Village, County Courts, Probation, Parole, Family Services, local schools, & self-referred clients.
  - Coordinates alcohol/drug abuse treatment with Mental Health & Forensic services.
  - Specializes in group counseling for clients affected by alcoholism/drug addiction, and clients with the dual diagnosis of mental illness & chemical abuse.
  - SCADAS provides comprehensive drug/alcohol evaluations, referrals, treatment, & aftercare planning as requested by individuals, legal(s), medical, families, etc.
- Administration/Local Government Unit
  - Dues to NYS Conference of Local Mental Health Directors.
  - Regulatory review, state agency policy and regulatory coordination, legislative lobbying, DOH managed care, behavioral health organization development, state-wide and county planning process development and implementation.
  - Behavioral health information clearinghouse.
  - Coordinating and drafting of the Mental Hygiene Plan annually.
  - Oversight of various agencies that receive state funding through the County Local Government Unit for alcohol and substance abuse prevention, advocacy, peer advocate services, mental health services, etc.
  - Monitoring of providers for compliance with program delivery and fiscal viability.
  - Numerous task forces, committees, and coalitions throughout Sullivan County and Orange County.
  - Assists individuals to access services when experiencing obstacles, aides in collaboration and coordination of services between agencies, acts as a liaison between state agencies and local provider/agencies.
  - Monitors for and researches grant opportunities to enhance and/or develop needed services in our community.
  - Provide Quality Assurance through ongoing Continuous Quality Improvement Initiative which coordinates ongoing trainings for staff, employee empowerment, enhanced communication between departments, data informed practice, recovery oriented services, client safety and satisfaction, and staff safety and satisfaction.
  - Provides support and governance for all Corporate Compliance activities of the Department.
- SC Mental Health Clinic, Jail, Forensic & SA
  - Develop and deliver high quality treatment services whereby people with a variety of mental disturbances reduce their need for hospital and institutional care, attain a positive self-image, contribute to their community, and develop coping skills sufficient for a happy and healthy life through Individual Psychotherapy, Family Counseling, Group Therapy, Medication Therapy, Psychiatric Evaluations, Consultation & Education, Psychological Testing, Forensics Evaluations (Court ordered).
  - Sullivan County Department of Community Services Mental Health clinicians work closely with the staff of New York State Parole, Sullivan County Probation, Sullivan County Drug Court, Sullivan County Court, Local, Town, & Municipal Courts, Sullivan County Family Court, and, the Sullivan County Jail, with an emphasis on care coordination, communication, and community safety.
  - Adult Criminal Court Evaluations and Family Court Evaluations.
- Clinical Satellite Outreach to Schools (Treatment Reaching Youth, TRY)
  - Access to MH services for children/families with financial and transportation issues.
- Case Management
  - Intensive Case Management and Supportive Case Management (both Children & Adult)
  - Adult Single Point Of Access (SPOA)/SPOA Children & Youth
  - CSS Evaluation
  - Support Services (Alt Crisis), Intensive Case Management Adult, Transition Management, Non-Medicaid Care Coordination, & CCSI
- Continuing Day Treatment and Transportation
  - Bus transport & Day program offering a wide array of psychiatric and rehabilitation services for SPMI (Severely and Persistently Mentally Ill) clients.
- Contracted Services
  - Dispenses Service dollars to CCSI participants to remain in the community
  - Provide support to administrators, teachers, Committee on Special Education members, Committee on Preschool Special Education members

- The Partnership of Professionals & Parents (POPP) is supported by a county grant, as well as from District support; provides consultation & information in the area of educational supports, IDEA regulations, & Section 504 for parents with disabled children
- Provide training to administrators, teachers, other school staff on educational supports, IDEA regulations & Section 504
- Provide training & support groups in collaboration with Sullivan County agencies

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>CS - ADMIN</b>	<b>16.00</b>	<b>16.00</b>	<b>15.00</b>
ACCOUNT CLERK	3.00	3.00	3.00
ACCOUNT CLERK/DATABASE	2.00	2.00	2.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
COM SVCS COORD	1.00	1.00	1.00
COMM SVCS COORD	1.00	1.00	1.00
CS PLANNING OUTREACH COORD	1.00	1.00	1.00
DATABASE CLERK	1.00	1.00	1.00
DEP COMM OF HEALTH & FAMILY SVCS	1.00	1.00	1.00
DEPT OF COMM SVCS PLANNER	1.00	1.00	
DIR COM SVCS	1.00	1.00	1.00
PRINCIPAL ACCOUNT CLERK	1.00	1.00	1.00
PRINCIPAL ACCOUNT CLERK/DATABASE	1.00	1.00	1.00
SENIOR ACCOUNT CLERK	1.00	1.00	1.00
<b>CS - ALCOHL ADDICTN CONTRL</b>	<b>0.40</b>		
IMPAIRED DRIVER PROG COORD/INSTR	0.20		
IMPAIRED DRIVER PROG DIR/INSTR	0.20		
<b>CS - CASE MANAGEMENT</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>
ASSISTANT SOCIAL WORKER I	2.00	2.00	2.00
ASSISTANT SOCIAL WORKER II	6.00	6.00	6.00
ASSISTANT SOCIAL WORKER III	1.00	1.00	1.00
CARE SERVICES COORDINATOR	2.00	2.00	2.00
<b>CS - MENTAL HEALTH CLINIC</b>	<b>16.25</b>	<b>16.25</b>	<b>16.25</b>
ADDICTION SVCS COUNSELOR II	1.00	1.00	1.00
ASSISTANT SOCIAL WORKER II	1.00	1.00	1.00
CLINICAL PROGRAM MANAGER	1.00	1.00	1.00
COMMUNITY MH NURSE	3.00	3.00	3.00
COMMUNITY MH NURSE COORD	1.00	1.00	1.00
DUAL DIAGNOSIS SPECIALIST	1.00	1.00	1.00
STAFF SOCIAL WORKER I	6.00	6.00	6.00
STAFF SOCIAL WORKER II	2.00	2.00	2.00
STUDENT INTERN	0.25	0.25	0.25
<b>CS - MH CONTIN DAY/PSYCH TREAT</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
ADMINISTRATOR OF REHAB SVCS	1.00	1.00	1.00
<b>Grand Total</b>	<b>44.65</b>	<b>44.25</b>	<b>43.25</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Health				
Addiction Control				
Addiction Control				
Personal Services	\$184,190			
Contracts	\$0	\$139,850	\$101,250	\$101,250
Office Supplies	\$111			
Computer Supplies	\$1,377			
Utilities	\$785	\$67	\$0	\$0
Special Department Supply	\$307			
Misc Serv/Exp	\$1,000			
Departmental Exp	\$8,593	\$2,910	\$0	\$0
Employee Benefits	\$77,557			
<b>Total Addiction Control:</b>	<b>\$273,920</b>	<b>\$142,827</b>	<b>\$101,250</b>	<b>\$101,250</b>
Addiction Contract Serv				
Contracts	\$2,193,293	\$2,433,510	\$2,928,811	\$907,469
<b>Total Addiction Contract Serv:</b>	<b>\$2,193,293</b>	<b>\$2,433,510</b>	<b>\$2,928,811</b>	<b>\$907,469</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Alcohol Addictn(DDP) Control				
Personal Services	\$8,354	\$1,504	\$10,868	\$0
Office Supplies	\$154	\$83	\$150	\$0
Utilities	\$0	\$0	\$50	\$0
Special Department Supply	\$611	\$0	\$1,400	\$0
Departmental Exp	\$2,342	\$4,647	\$2,800	\$0
Employee Benefits	\$218	\$40	\$2,403	\$0
<b>Total Alcohol Addictn(DDP) Control:</b>	<b>\$11,680</b>	<b>\$6,274</b>	<b>\$17,671</b>	<b>\$0</b>
<b>Total Addiction Control:</b>	<b>\$2,478,893</b>	<b>\$2,582,611</b>	<b>\$3,047,732</b>	<b>\$1,008,719</b>
Mental Health				
Community Services Administratio				
Personal Services	\$874,795	\$854,979	\$974,281	\$930,262
Contracts	\$13,700	\$27,358	\$0	\$0
Auto/Travel	\$882	\$2,247	\$2,600	\$2,600
Office Supplies	\$2,595	\$9,215	\$7,650	\$7,650
Computer Supplies	\$40,856	\$77,670	\$48,000	\$70,000
Utilities	\$1,469	\$1,526	\$1,600	\$1,600
Special Department Supply	\$20	\$267	\$180	\$180
Misc Serv/Exp	\$0	\$60	\$125	\$25
Departmental Exp	\$38,361	\$70,482	\$50,660	\$72,420
Employee Benefits	\$466,575	\$485,225	\$545,712	\$563,214
<b>Total Community Services Administratio:</b>	<b>\$1,439,253</b>	<b>\$1,529,029</b>	<b>\$1,630,808</b>	<b>\$1,647,951</b>
Mental Health				
Personal Services	\$1,269,461	\$1,446,695	\$1,805,381	\$1,841,948
Contracts	\$891,578	\$948,540	\$950,050	\$950,050
Auto/Travel	\$16,134	\$24,793	\$18,137	\$18,137
Office Supplies	\$3,272	\$101,287	\$59,687	\$1,262
Computer Supplies	\$23,819	\$182,441	\$195,478	\$24,000
Utilities	\$19,293	\$8,110	\$11,970	\$11,300
Special Department Supply	\$994	\$37,310	\$1,690	\$1,600
Misc Serv/Exp	\$73	\$500	\$1,500	\$500
Departmental Exp	\$1,146,400	\$1,861,312	\$138,901	\$235,673
Employee Benefits	\$656,356	\$778,260	\$1,031,161	\$959,083
<b>Total Mental Health:</b>	<b>\$4,027,379</b>	<b>\$5,389,248</b>	<b>\$4,213,955</b>	<b>\$4,043,553</b>
Mental Health Contract Services				
Contracts	\$2,694,547	\$3,143,315	\$2,819,954	\$3,196,742
<b>Total Mental Health Contract Services:</b>	<b>\$2,694,547</b>	<b>\$3,143,315</b>	<b>\$2,819,954</b>	<b>\$3,196,742</b>
<b>Total Mental Health:</b>	<b>\$8,161,179</b>	<b>\$10,061,592</b>	<b>\$8,664,717</b>	<b>\$8,888,246</b>
<b>Total Health:</b>	<b>\$10,640,071</b>	<b>\$12,644,202</b>	<b>\$11,712,449</b>	<b>\$9,896,965</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Expenditures:	\$10,640,071	\$12,644,202	\$11,712,449	\$9,896,965

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Health Income				
Addiction Control	\$80,061	\$2,065	\$18,000	\$0
Mental Health	\$1,265,519	\$1,062,674	\$1,607,983	\$1,491,034
<b>Total Health Income:</b>	<b>\$1,345,580</b>	<b>\$1,064,739</b>	<b>\$1,625,983</b>	<b>\$1,491,034</b>
Use of Money and Property				
Mental Health	\$482	\$494	\$300	\$400
<b>Total Use of Money and Property:</b>	<b>\$482</b>	<b>\$494</b>	<b>\$300</b>	<b>\$400</b>
Misc				
Mental Health	\$101,168	\$47,302	\$47,302	\$47,302
<b>Total Misc:</b>	<b>\$101,168</b>	<b>\$47,302</b>	<b>\$47,302</b>	<b>\$47,302</b>
<b>Total Income:</b>	<b>\$1,447,230</b>	<b>\$1,112,534</b>	<b>\$1,673,585</b>	<b>\$1,538,736</b>
State Aid				
Health				
Addiction Control	\$2,589,897	\$2,541,139	\$3,030,061	\$1,008,719
Mental Health	\$3,739,256	\$4,874,788	\$3,818,151	\$4,249,688
<b>Total Health:</b>	<b>\$6,329,153</b>	<b>\$7,415,927</b>	<b>\$6,848,212</b>	<b>\$5,258,407</b>
<b>Total State Aid:</b>	<b>\$6,329,153</b>	<b>\$7,415,927</b>	<b>\$6,848,212</b>	<b>\$5,258,407</b>
Federal Aid				
Health				
Mental Health	\$371,232	\$855,747	\$335,294	\$297,202
<b>Total Health:</b>	<b>\$371,232</b>	<b>\$855,747</b>	<b>\$335,294</b>	<b>\$297,202</b>
<b>Total Federal Aid:</b>	<b>\$371,232</b>	<b>\$855,747</b>	<b>\$335,294</b>	<b>\$297,202</b>
<b>Total Revenue Source:</b>	<b>\$8,147,615</b>	<b>\$9,384,208</b>	<b>\$8,857,091</b>	<b>\$7,094,345</b>



# Department of Social Services

**John Liddle**

Division & Social Services Commissioner

***The mission of the Department of Social Services is to promote the well-being and safety of our children, families and communities, and to remain in compliance with Federal and State regulations and mandates.***

The Department of Social Services is committed to providing the required services to eligible clients as required by regulations. Social Services administers State mandated programs. Social Services is required to develop an Integrated County Plan every three years and must be in compliance with the Administration for Children and Families Review requirements.

Social Services receives a significant amount of State and Federal funding for the programs that it administers. The amount of funding received is dependent on the program. As an example, the cost of food stamps is 100% funded by the Federal government. However, the County covers a portion of the cost for administration of this program. The figures in the pages that follow reflect the total amount of county funding provided to each program.

Programs administered by the Department of Social Services are mandated by various State and Federal regulations.

# Core Services

Functions of the Department of Social Services and Budget include:

- Administration
  - Contracts & contract monitoring
  - Annual plans, policies & procedures
  - Personnel
  - Switchboard
  - Mail run
  - Director of department and Division Commissioner
- Accounting
  - Accounts Payable & Accounts Receivable
  - C/R, Trust Accounts
  - Repayment of assistance
  - State billing
  - Grant monitoring
  - Payroll
  - Flexible Fund Plan
  - Budgeting
  - Expense reports
  - Chargebacks
  - Process BICS payments & reports
  - CCTA, monitoring payments of contracts and State changes
  - Handicapped children payments
  - School district billings
  - Statement of assistance for court
  - Time studies
  - Cost analysis
  - Local impact
- MIS Records
  - Data entry of every application for assistance
  - Scanning of Medical Assistance/Temporary Assistance/Food Stamps/HEAP cases
  - Maintain records according to state standards
  - Retrieval of records as needed
  - Run WMS reports, COGNOS reports (Services cases)
  - Recertification apps, 3209 authorizations
  - Maintenance of W9 records
  - Data imaging
- Food Stamps
  - Provide food assistance to reduce hunger and malnutrition by supplementing the food purchasing of eligible low income (eligible) individuals
- Administration, screening, referral and case management for various programs offered by the department, including required employment programs associated with various assistance programs
- Medical Assistance Program
  - Determination of Medicaid eligibility: SSI cases, Foster Care cases, Nursing Home, Community Services, Medicare, restricted recipient program
  - Document processing
  - Eligibility recertification
  - Spend downs
  - Coverage issues
  - Insurance providers
  - SSA contact/DCAP
  - Health Insurance Premiums assistance
  - County share of Medicaid program
- Required employment programs associated with various assistance programs

- Social Services Legal Department
  - Legal advice in all areas of family court law; represent DSS in Child Protective Services cases, removal of children, PINS, Juvenile Delinquent proceedings, petitions written, Foster Care actions
  - TPR petitions
  - Adult Services: fair hearings, guardianships
  - Support cases
  - Fraud cases
  - HIPAA compliance office for County
- Special Investigations Unit
  - Investigations of eligibility on all applications
  - Allegations of fraud
  - Recoupment
  - Front End Detections
  - Burials
- Child Support Enforcement Unit/Support Collections
  - Establish support
  - Enforce and collect support in private support cases and in cases involving children in foster care and receiving public assistance
  - Locate missing parents
  - Establish paternity
  - Medical support
  - Investigation of financials, credit bureau checks, IRS tax refund offset, Lottery intercepts, Property executions, ETC.
- Child Protective Services
  - Investigate all reports of child abuse and maltreatment and determine if report is indicated
  - Provide rehabilitative services to indicated case to remediate family problems and prevent further occurrences (services are CPS cases with preventive unit)
- Child Welfare Preventive Services
  - Case management services to maintain child in the home which must include day care, homemaker services, parent training, parent aid, transportation, clinical services, housing services, subsidies, 24 hour emergency services (cash, goods shelter)
- Children Services/Foster Care/Handicapped CSE – Schools/Independent Living
  - Case management
  - Transportation
  - Supervision
  - Legal petitions
  - Court reports
  - Foster home recruitment and training
  - Residential arrangements for court ordered placements
  - Regulatory reports and contacts
  - Adoption activities
  - Home studies/reports
  - Locate discharge resources
  - Assure medical and education needs
- Adult Services
  - Adult Protective
  - Representative Payee (assigned by Social Security Administration)
  - Long Term Home Health Care
  - PCA
  - Guardianships
  - Information/referral
  - Case management
  - Transportation
  - Application assistance
  - HEAP/Temporary Assistance/Housing
- Foster Care
- Day Care

- Financial assistance provided to eligible families in need of employment and/or treatment
- Service Contracts
  - Preventive Services
  - Rehabilitative Services
  - Detention Prevention
  - Parent Training & Aid
- Family Assistance
  - Temporary Assistance provided to eligible households that have a minor dependent child living with a parent or caretaker relative
  - Includes many types of assistance, including fuel, housing assistance, can include multiple types of aid (Food Stamps, Medical Assistance, daycare transportation, etc.), supplemental to rent, security deposits, etc.
- Juvenile Delinquent Care
  - Court ordered placements
  - Case management
  - After-care
  - Non-secure detention residential placements
- State Training School
  - Youth in custody of OCFS and placed in secure facilities
- Safety Net
  - Temporary assistance to eligible individuals with no minors in household only when standard of need may not be met by other programs
  - Cash and non-cash assistance
  - CASE type 12 drug/alcohol
  - Shelter and utility assistance (exceptions - HIV dx)
- Emergency Aid for Adults
  - Emergency assistance to individuals
  - Families for single type issues/events
  - May assist with utilities when HEAP is not open, etc.
  - Non-recurring expense
  - Veteran burials
- Home Energy Assistance Program (HEAP)
  - Federally funded home energy assistance program to assist low-income (eligible) households in meeting energy expenses

# Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>DSS - ACCOUNTING</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
FISCAL ADMINISTRATIVE OFFICER	1.00	1.00	1.00
FULL CHARGE BOOKKEEPER	1.00	1.00	1.00
PRINCIPAL ACCOUNT CLERK/DATABASE	1.00	1.00	1.00
SENIOR ACCOUNT CLERK/DATABASE	2.00	2.00	2.00
SR FISCAL ADMINISTRATIVE OFFICER	1.00	1.00	1.00
<b>DSS - ADMIN</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>
ADMINISTRATIVE SECRETARY	1.00	1.00	1.00
COMM OF DIV HEALTH & FAMILY SVCS	1.00	1.00	1.00
CONF SEC TO COMM OF DIV H&FS	1.00	1.00	1.00
CONTRACT MONITOR	2.00	2.00	2.00
DEP COMM OF FAMILY SVCS	1.00	1.00	1.00
DIV CONTRACT COMPL OFFICER	1.00	1.00	1.00
HUMAN SVCS STAFF DEV COORD	1.00	1.00	1.00
SOC SVCS INTERV OUTREACH COORD	1.00	1.00	1.00
<b>DSS - CHILD SUPPORT</b>	<b>13.00</b>	<b>14.00</b>	<b>14.00</b>
ACCOUNT CLERK	1.00	1.00	1.00
COORD CHILD SUPPORT ENFORCE	1.00	1.00	1.00
COURT LIASON	1.00	1.00	1.00
FAMILY SVCS INVESTIGATOR	5.00	5.00	5.00
PRINCIPAL ACCOUNT CLERK	1.00	1.00	1.00
PRINCIPAL FAMILY SVCS INVEST	1.00	1.00	1.00
SENIOR ACCOUNT CLERK	2.00	1.00	1.00
SENIOR ACCOUNT CLERK/DATABASE		1.00	1.00
SR FAMILY SERVICES INVES TRAINEE		1.00	1.00
SR FAMILY SERVICES INVESTIGATOR	1.00	1.00	1.00
<b>DSS - MEDICAL ASSIST</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>
ACCOUNT CLERK	1.00	1.00	1.00
ACCOUNT CLERK/DATABASE	2.00	2.00	2.00
PRINCIPAL ACCOUNT CLERK	1.00	1.00	1.00
PRINCIPAL SOCIAL WELFARE EXAM	2.00	2.00	2.00
SOCIAL WELFARE EXAM	4.00	4.00	4.00
SR SOCIAL WELFARE EXAM	3.00	3.00	3.00
<b>DSS - MIS/RECORDS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
ACCOUNT CLERK/DATABASE	3.00	3.00	3.00
HELP DESK/DOC COORD	1.00	1.00	1.00
SENIOR ACCOUNT CLERK/DATABASE	1.00	1.00	1.00

<b>DSS - SERVICES</b>	<b>75.00</b>	<b>80.00</b>	<b>80.00</b>
ADMINISTRATIVE SECRETARY	1.00	1.00	1.00
CASE AIDE		3.00	3.00
CASE SERVICES AIDE	2.00	2.00	2.00
CASE SUPERVISOR	10.00	11.00	11.00
CASE SVCS AIDE	5.00	5.00	5.00
CASEWORKER	21.00	24.00	24.00
CHILD ADVOCACY CENTER COORD	1.00	1.00	1.00
CLERK	2.00	2.00	2.00
DIR SVCS	1.00	1.00	1.00
SENIOR ACCOUNT CLERK	1.00		
SENIOR ACCOUNT CLERK/DATABASE	2.00	2.00	2.00
SENIOR CASEWORKER	23.00	22.00	22.00
SENIOR SOCIAL WELFARE EXAMINER	1.00	1.00	1.00
SERVICE COORDINATOR	3.00	3.00	3.00
SR CASE SERVICES AIDE	1.00	1.00	1.00
SR CASE SVCS AIDE	1.00	1.00	1.00
<b>DSS - SPEC INVESTIGATN</b>	<b>7.00</b>	<b>6.00</b>	<b>6.00</b>
FAMILY SVCS INVESTIGATOR	1.00		
PRINCIPAL FAMILY SVCS INVESTIGAT	1.00	1.00	1.00
PRINCIPAL SOCIAL WELFARE EXAM	1.00	1.00	1.00
SENIOR ACCOUNT CLERK/DATABASE	1.00	1.00	1.00
SENIOR ACCOUNT CLERK/TYPIST	1.00	1.00	1.00
SOCIAL WELFARE EXAM	1.00	1.00	1.00
SR FAMILY SVCS INV	1.00	1.00	1.00
<b>DSS - TEMPORARY ASSIST</b>	<b>47.00</b>	<b>48.00</b>	<b>48.00</b>
ACCOUNT CLERK	4.00	4.00	4.00
ACCOUNT CLERK/DATABASE	2.00	2.00	2.00
ACCOUNT CLERK/TYPIST	1.00	1.00	1.00
DIR TEMP ASSISTANCE	1.00	1.00	1.00
EMPLOYMENT SERVICES COORDINATOR	1.00	1.00	1.00
FAMILY SERVICES CASE MANAGER		1.00	1.00
FAMILY SVCS CASE MGR	1.00	1.00	1.00
HEAD SOCIAL WELFARE EXAMINER	1.00	1.00	1.00
HOUSING COORDINATOR	2.00	2.00	2.00
PRINCIPAL SOCIAL WELFARE EXAM	3.00	3.00	3.00
RECORDS MGT CLERK	1.00	1.00	1.00
SENIOR ACCOUNT CLERK/DATABASE	2.00	2.00	2.00
SENIOR HOUSING COORDINATOR	1.00	1.00	1.00
SENIOR SOCIAL WELFARE EXAMINER	1.00	1.00	1.00
SOCIAL WELFARE EXAM	17.00	17.00	17.00
SOCIAL WELFARE EXAM - SP	1.00	1.00	1.00
SR SOCIAL WELFARE EXAM	7.00	7.00	7.00
TYPIST	1.00	1.00	1.00
<b>Grand Total</b>	<b>175.00</b>	<b>181.00</b>	<b>181.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Economic Opportunity and Development				
Social Services				
Family Services Administration				
DFS General Administration				
Personal Services	\$526,695	\$496,602	\$560,020	\$648,150
Fixed Assets		\$0	\$0	\$250,000
Contracts	\$1,283,380	\$711,845	\$1,354,134	\$1,057,298
Auto/Travel	\$107,100	\$120,296	\$120,866	\$115,838
Office Supplies	\$82,492	\$129,023	\$230,390	\$153,798
Computer Supplies	\$851,858	\$712,904	\$847,455	\$935,400
Utilities	\$44,435	\$40,206	\$64,086	\$49,992
Special Department Supply	\$10,530	\$5,649	\$16,873	\$22,500
Misc Serv/Exp	\$1,227,605	\$1,072,144	\$1,553,987	\$1,625,611
Departmental Exp	\$656,112	\$1,081,942	\$1,181,911	\$1,558,380
Employee Benefits	\$186,763	\$236,200	\$313,086	\$330,299
<b>Total DFS General Administration:</b>	<b>\$4,976,969</b>	<b>\$4,606,810</b>	<b>\$6,242,808</b>	<b>\$6,747,266</b>
DFS - Accounting				
Personal Services	\$251,439	\$332,544	\$354,207	\$367,726
Misc Serv/Exp	\$0	\$0	\$200	\$200
Employee Benefits	\$153,909	\$216,891	\$253,713	\$281,945
<b>Total DFS - Accounting:</b>	<b>\$405,347</b>	<b>\$549,435</b>	<b>\$608,120</b>	<b>\$649,871</b>
DFS - Mis/Records				
Personal Services	\$210,002	\$191,694	\$231,412	\$275,890
Misc Serv/Exp	\$75			
Employee Benefits	\$93,968	\$99,905	\$133,669	\$163,015
<b>Total DFS - Mis/Records:</b>	<b>\$304,045</b>	<b>\$291,598</b>	<b>\$365,081</b>	<b>\$438,905</b>
DFS - Temporary Assistance				
Personal Services	\$2,017,003	\$2,048,129	\$2,354,965	\$2,470,464
Auto/Travel		\$51	\$0	\$0
Misc Serv/Exp	\$1,403	\$983	\$0	\$0
Employee Benefits	\$1,082,864	\$1,163,801	\$1,428,597	\$1,395,063
<b>Total DFS - Temporary Assistance:</b>	<b>\$3,101,270</b>	<b>\$3,212,964</b>	<b>\$3,783,562</b>	<b>\$3,865,527</b>
DFS - Medical Assistance				
Personal Services	\$588,957	\$591,155	\$673,641	\$646,704
Misc Serv/Exp	\$0	\$0	\$250	\$250
Employee Benefits	\$316,271	\$321,958	\$392,218	\$341,322
<b>Total DFS - Medical Assistance:</b>	<b>\$905,228</b>	<b>\$913,113</b>	<b>\$1,066,109</b>	<b>\$988,276</b>



Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
DFS - Legal				
Employee Benefits	\$15,418	\$1,817	\$0	\$0
<b>Total DFS - Legal:</b>	<b>\$15,418</b>	<b>\$1,817</b>	<b>\$0</b>	<b>\$0</b>
DFS - Special Investigations				
Personal Services	\$299,573	\$311,170	\$354,744	\$313,704
Misc Serv/Exp	\$23	\$38	\$0	\$0
Employee Benefits	\$128,743	\$152,922	\$193,747	\$176,145
<b>Total DFS - Special Investigations:</b>	<b>\$428,339</b>	<b>\$464,129</b>	<b>\$548,491</b>	<b>\$489,849</b>
DFS - Child Support				
Personal Services	\$625,330	\$646,229	\$716,705	\$736,222
Misc Serv/Exp	\$38	\$60	\$250	\$250
Employee Benefits	\$406,860	\$458,552	\$526,439	\$532,535
<b>Total DFS - Child Support:</b>	<b>\$1,032,228</b>	<b>\$1,104,841</b>	<b>\$1,243,394</b>	<b>\$1,269,007</b>
DFS-Services				
Personal Services	\$3,782,164	\$3,660,606	\$4,358,640	\$4,851,844
Auto/Travel	\$410	\$892	\$0	\$0
Misc Serv/Exp	\$2,072	\$3,883	\$3,200	\$3,200
Departmental Exp		\$3,827	\$0	\$0
Employee Benefits	\$1,793,529	\$1,759,190	\$2,503,969	\$2,684,626
<b>Total DFS-Services:</b>	<b>\$5,578,175</b>	<b>\$5,428,398</b>	<b>\$6,865,809</b>	<b>\$7,539,670</b>
<b>Total Family Services Administration:</b>	<b>\$16,747,020</b>	<b>\$16,573,105</b>	<b>\$20,723,374</b>	<b>\$21,988,371</b>
Day Care Services				
Misc Serv/Exp	\$1,071,911	\$1,768,829	\$2,008,330	\$2,333,330
<b>Total Day Care Services:</b>	<b>\$1,071,911</b>	<b>\$1,768,829</b>	<b>\$2,008,330</b>	<b>\$2,333,330</b>
Services For Recipients				
Misc Serv/Exp	\$1,161,696	\$1,201,595	\$1,425,500	\$1,388,500
<b>Total Services For Recipients:</b>	<b>\$1,161,696</b>	<b>\$1,201,595</b>	<b>\$1,425,500</b>	<b>\$1,388,500</b>
Medicaid				
Misc Serv/Exp	\$16,092,936	\$19,149,898	\$21,825,001	\$21,796,456
<b>Total Medicaid:</b>	<b>\$16,092,936</b>	<b>\$19,149,898</b>	<b>\$21,825,001</b>	<b>\$21,796,456</b>
Medicaid Other				
Misc Serv/Exp	\$5,076	\$2,773	\$40,000	\$11,500
<b>Total Medicaid Other:</b>	<b>\$5,076</b>	<b>\$2,773</b>	<b>\$40,000</b>	<b>\$11,500</b>
Family Assistance				
Misc Serv/Exp	\$3,929,128	\$4,604,263	\$4,600,000	\$4,585,000

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
<b>Total Family Assistance:</b>	<b>\$3,929,128</b>	<b>\$4,604,263</b>	<b>\$4,600,000</b>	<b>\$4,585,000</b>
Child Care				
Misc Serv/Exp	\$9,106,537	\$8,186,081	\$9,075,210	\$9,026,879
<b>Total Child Care:</b>	<b>\$9,106,537</b>	<b>\$8,186,081</b>	<b>\$9,075,210</b>	<b>\$9,026,879</b>
Juvenile Delinquent Care				
Misc Serv/Exp	\$69,446	\$1,064,752	\$505,000	\$603,043
<b>Total Juvenile Delinquent Care:</b>	<b>\$69,446</b>	<b>\$1,064,752</b>	<b>\$505,000</b>	<b>\$603,043</b>
State Training School				
Misc Serv/Exp	\$556,532	\$0	\$300,000	\$225,000
<b>Total State Training School:</b>	<b>\$556,532</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$225,000</b>
Safety Net				
Misc Serv/Exp	\$3,157,413	\$2,852,631	\$2,961,000	\$3,000,000
<b>Total Safety Net:</b>	<b>\$3,157,413</b>	<b>\$2,852,631</b>	<b>\$2,961,000</b>	<b>\$3,000,000</b>
Home Energy Assistance				
Misc Serv/Exp	\$14,054	\$49,834	\$75,000	\$75,000
<b>Total Home Energy Assistance:</b>	<b>\$14,054</b>	<b>\$49,834</b>	<b>\$75,000</b>	<b>\$75,000</b>
Emergency Aid For Adults				
Misc Serv/Exp	\$187,668	\$246,812	\$60,000	\$230,000
<b>Total Emergency Aid For Adults:</b>	<b>\$187,668</b>	<b>\$246,812</b>	<b>\$60,000</b>	<b>\$230,000</b>
<b>Total Social Services:</b>	<b>\$52,099,417</b>	<b>\$55,700,573</b>	<b>\$63,598,415</b>	<b>\$65,263,079</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$52,099,417</b>	<b>\$55,700,573</b>	<b>\$63,598,415</b>	<b>\$65,263,079</b>
<b>Total Expenditures:</b>	<b>\$52,099,417</b>	<b>\$55,700,573</b>	<b>\$63,598,415</b>	<b>\$65,263,079</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Economic Assistance and Opportunity Income	\$1,882,038	\$1,951,373	\$2,179,076	\$2,288,891
Misc	\$49,058	\$1,629	\$4,000	\$34,102
<b>Total Income:</b>	<b>\$1,931,096</b>	<b>\$1,953,002</b>	<b>\$2,183,076</b>	<b>\$2,322,993</b>
State Aid				
Social Services	\$8,254,542	\$8,818,821	\$9,057,923	\$10,871,516
<b>Total State Aid:</b>	<b>\$8,254,542</b>	<b>\$8,818,821</b>	<b>\$9,057,923</b>	<b>\$10,871,516</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Federal Aid				
Social Services	\$12,661,373	\$15,344,396	\$17,325,384	\$17,157,995
<b>Total Federal Aid:</b>	<b>\$12,661,373</b>	<b>\$15,344,396</b>	<b>\$17,325,384</b>	<b>\$17,157,995</b>
<b>Total Revenue Source:</b>	<b>\$22,847,011</b>	<b>\$26,116,219</b>	<b>\$28,566,383</b>	<b>\$30,352,503</b>

# Public Health

**Vacant**

Director

***The mission of Sullivan County Public Health is to keep the residents of Sullivan County safe and healthy through the provision of various programs and health-related services.***

Public Health Services (PHS) provides a variety of programs and health related services in Sullivan County. Sullivan County Public Health Services works within the framework of the Ten Essential Public Health Services, from the National Public Health Performance Standards which outline the type of work expected of public health departments throughout the U.S. (Centers for Disease Control):

1. Monitor health status to identify and solve community health problems.
2. Diagnose and investigate health problems and health hazards in the community.
3. Inform, educate, and empower people about health issues.
4. Mobilize community partnerships and action to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.
6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure competent public and personal health care workforce.
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
10. Research for new insights and innovative solutions to health problems.

Public Health receives outside funding from several sources, including State and Federal aid, as well as grants and third party payers. Article 6 state aid is provided for items such as bilingual outreach, maternal child health care activities, community health assessment, and the Community Health Improvement Plan which replaced the Municipal Public Health Services plan starting in 2013, as well as Diagnostic and Treatment. Medicaid, Medicare and private insurance provide revenue to the CHHA (Medicaid also covers portions of Long Term Home Health Care, and Early Care receives funding from both Medicaid and private insurance). Grants through various state and federal agencies fund programs such as Child Safety Seat, Healthy Families, Rural Health Network, Physically Handicap Children, and WIC.

## Core Services

Several programs administered by Public Health are mandated by various State and Federal regulations, including Diagnostic and Treatment, Early Care, overall administration, the community health assessment, the Community Health Improvement Plan, and WIC (must be provided to county residents by the county or another entity).

Programs and Functions of Public Health include:

- Main Unit and Certified Home Health Agency (CHHA)
  - Provides episodic, short term nursing, home health aides & multiple therapies for residents recovering from or have a newly diagnosed illness or injury, or who are disabled and/or chronically ill & have an acute episode with a change in health status.
  - CHHA visits include maternal child health skilled nursing visits to high risk pregnant women, infants, babies & children with serious health challenges.
  - The Main Unit program administration includes costs for space & staff activities for more than one program: Community Health Assessment, Community Health Improvement Plan (CHIP), Point of Distribution Drills for public health emergency preparedness, flu clinics, immunization clinics, rabies clinics & provide support in cases of surge capacity need. In 2014, Public Health Main Unit and the CHHA will be separated into two distinct organizations in the operating budget.
- Long Term Home Health Care
  - This program provides coordinated services at home to Sullivan County residents who would otherwise require placement in a residential health care facility.
  - Services include nursing, personal care aides, physical, occupational, and/or speech therapy, homebound meals, and personal alarm system.
  - The LTHHCP can eliminate or delay the need to move into a nursing home.
- Child Safety Seat Program
  - Car seat checks, car seats, and car seat installation for eligible infants and children.
- Healthy Families
  - Child abuse prevention program consists of intensive work with at-risk families to build parenting skills, develop goals, promote healthy growth & development, & foster parent-child interaction and trusting relationships.
- Rural Health Network
  - Prevention and reduction of chronic disease and reduction of disparate health outcomes from chronic disease.
  - Smoking cessation, health education and worksite wellness promotion, including improving nutrition and policies that promote wellness, and increasing access to healthy food including area farmer's markets.
  - Promote mental health and prevent substance abuse, specifically in regard to the abuse of prescription drugs.
  - Community education and outreach, promotion of prescription drug take back days throughout the county, coordination of county wide task force to address training and education, and awareness.
- Physically Handicapped Children's Program
  - Identification and referral to needed programs.
  - Very limited financial assistance for medical care & support services to eligible individuals under 21 years of age who have physical disabilities & are ineligible for other medical payment programs.
- Diagnostic and Treatment program (epidemiology)
  - Responsibility to monitor communicable diseases in Sullivan County, investigate & respond to outbreaks to reduce further spread of disease.
  - Implement health education programs about these health risks, & provide preventive treatment for many of the more dangerous contagious illnesses such as rabies, tuberculosis, & meningitis.
  - Provides childhood immunization clinics, flu clinics, animal rabies vaccination clinics, HIV counseling & testing, sexually transmitted infection diagnosis & treatment, lead poisoning prevention & case management, tuberculosis control, health emergency planning, & more.

- Preventing & responding to chronic disease such as diabetes, asthma, cancer, etc.
- Early Care
  - Early Intervention, Child Find, Children with Special Health Care Needs & Special Education Pre-School Services programs collectively comprise the Early Care Program.
  - Early Care identifies & evaluates, through screening & evaluations, those infants, toddlers & preschoolers whose healthy development is compromised.
  - Provides for appropriate intervention to improve child & family development. Intervention can include special education, speech therapy, occupational & physical therapy & case management.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>PH - AGENCY ADMIN</b>	<b>3.00</b>	<b>10.00</b>	<b>3.00</b>
ADMINISTRATIVE SECRETARY	1.00	1.00	1.00
CLERK	2.00	2.00	2.00
COMMUNITY HEALTH COORDINATOR	1.00	1.00	1.00
DEPUTY PUBLIC HEALTH DIRECTOR	1.00	1.00	1.00
DIR OF PATIENT SVCS TRAINEE	1.00	1.00	1.00
MEDICAL DIRECTOR		1.00	
PUBLIC HEALTH DIR	1.00	1.00	1.00
RECEPTIONIST	1.00	1.00	1.00
TRAINING & QUALITY IMPROV COORD	1.00	1.00	1.00
<b>PH - CHHA/MAIN UNIT</b>	<b>33.40</b>	<b>33.40</b>	<b>33.40</b>
COMM HEALTH NURSE (PH)	6.00	6.00	6.00
COMM HEALTH NURSE PH	1.00	1.00	1.00
DATA ENTRY OPERATOR	1.00	1.00	1.00
HOME CARE MED SOCIAL WORKER	1.00	1.00	1.00
HOME HEALTH AIDE	1.00	1.00	1.00
LICENSED PRACTICAL NURSE	2.00	2.00	2.00
PH OCCUPATIONAL THERAPIST	2.00	2.00	2.00
PH OCCUPATIONAL THERAPIST PD	0.20	0.20	0.20
PH PHYSICAL THERAPIST	3.00	3.00	3.00
PH PHYSICAL THERAPIST PD	0.20	0.20	0.20
PH SPEECH THERAPIST	1.00	1.00	1.00
PHS PROG COORD	1.00	1.00	1.00
PHYSICAL THERAPIST ASSISTANT	2.00	2.00	2.00
PUBLIC HEALTH NURSE	3.40	3.40	3.40
PUBLIC HEALTH OCCUPATIONAL THERA	1.00	1.00	1.00
PUBLIC HEALTH PHYSICAL THERAPIST	2.00	2.00	2.00
REGISTERED PROFESSIONAL NURSE	2.40	2.40	2.40
REGISTERED PROFESSIONAL NURSE PD	0.20	0.20	0.20
REHABILITATION THERAPY SUPVSR	1.00	1.00	1.00
SUPV COMM HEALTH NURSE (PH)	1.00	1.00	1.00
SUPV PUBLIC HEALTH NURSE	1.00	1.00	1.00
<b>PH - CORE PROGRAMS</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
BI-LINGUAL OUTREACH WORKER	1.00	1.00	1.00
COMMUNITY HEALTH WORKER	2.00	2.00	2.00
PUBLIC HEALTH EDUCATOR	1.00	1.00	1.00
REGISTERED PROFESSIONAL NURSE	2.00	2.00	2.00
SUPVSG COMM HEALTH NURSE PH	1.00	1.00	1.00
<b>PH - DIAGNSTC/ TREATMNT</b>	<b>12.60</b>	<b>12.60</b>	<b>12.60</b>
COMM HEALTH NURSE (PH)	2.00	2.00	2.00
EPIDEMIOLOGIST	1.00	1.00	1.00
EPIDEMIOLOGICAL SUPERVISOR	1.00	1.00	1.00
PHS PROG COORD	1.00	1.00	1.00
PUBLIC HEALTH EDUCATOR	2.00	2.00	2.00
PUBLIC HEALTH LPN	1.00	1.00	1.00
PUBLIC HEALTH NURSE	2.20	2.20	2.20
PUBLIC HEALTH SVCS PROG COORD	1.00	1.00	1.00
REGISTERED PROFESSIONAL NURSE	1.40	1.40	1.40
<b>PH - EARLY CARE</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
COORD OF CHILDREN V SPEC NEEDS	1.00	1.00	1.00
EARLY INTERVENTION SVCE COORD	1.00	1.00	1.00
EARLY INTERVENTION SVCS COORD	3.00	3.00	3.00
<b>PH - HLTHY BEGINNINGS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
FAMILY SUPPORT WORKER	3.00	3.00	3.00
FAMILY SUPPORT WORKER (SPANISH)	1.00	1.00	1.00
HEALTH FAMILIES SUPVR	1.00	1.00	1.00
<b>PH - LT HEALTH CARE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
PERSONAL CARE AIDE	2.00	2.00	2.00
<b>Grand Total</b>	<b>74.00</b>	<b>75.00</b>	<b>74.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Health				
Public Health Programs				
Public Health				
Personal Services	\$3,322,769	\$3,085,754	\$4,196,041	\$4,309,939
Contracts	\$514,928	\$334,706	\$472,423	\$470,143
Auto/Travel	\$79,834	\$67,109	\$63,974	\$68,464
Office Supplies	\$14,919	\$20,398	\$26,770	\$30,964
Computer Supplies	\$255,521	\$358,007	\$411,063	\$525,480
Utilities	\$17,554	\$24,080	\$26,028	\$21,552
Special Department Supply	\$83,111	\$62,511	\$182,496	\$186,380
Misc Serv/Exp	\$82,357	\$120,182	\$155,254	\$158,235
Departmental Exp	\$186,155	\$203,952	\$258,037	\$284,236
Employee Benefits	\$1,488,697	\$1,381,905	\$2,263,010	\$2,290,140
<b>Total Public Health:</b>	<b>\$6,045,845</b>	<b>\$5,658,604</b>	<b>\$8,055,096</b>	<b>\$8,345,533</b>
Physically Handicapped Children				
Office Supplies	\$0	\$0	\$85	\$85
Departmental Exp	\$0	\$0	\$150	\$150
<b>Total Physically Handicapped Children:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$235</b>	<b>\$235</b>
Diagnostic And Treatment				
Personal Services	\$533,147	\$533,613	\$688,016	\$764,921
Contracts	\$24,532	\$12,000	\$221,435	\$12,000
Auto/Travel	\$3,314	\$4,553	\$7,762	\$8,747
Office Supplies	\$17,586	\$15,797	\$34,256	\$35,992
Computer Supplies	\$16,567	\$15,018	\$21,725	\$20,575
Utilities	\$4,292	\$4,862	\$5,264	\$4,248
Special Department Supply	\$128,597	\$129,930	\$254,074	\$248,642
Misc Serv/Exp	\$2,921	\$2,864	\$5,973	\$5,995
Departmental Exp	\$51,569	\$73,702	\$88,417	\$89,511
Employee Benefits	\$253,671	\$265,903	\$393,271	\$420,491
<b>Total Diagnostic And Treatment:</b>	<b>\$1,036,196</b>	<b>\$1,058,242</b>	<b>\$1,720,193</b>	<b>\$1,611,122</b>
Early Care/Intervention Children				
Personal Services	\$304,718	\$326,219	\$390,504	\$322,184
Contracts	\$4,811,104	\$8,415,329	\$7,517,121	\$9,848,260
Auto/Travel	\$21,405	\$52,553	\$59,787	\$64,494
Office Supplies	\$2,558	\$8,595	\$22,645	\$27,191
Computer Supplies	\$36,039	\$51,841	\$37,591	\$37,590
Utilities	\$1,644	\$1,910	\$2,698	\$2,254
Special Department Supply	\$0	\$5,429	\$0	\$0

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Misc Serv/Exp	\$2,900	\$145	\$308	\$8,636
Departmental Exp	\$949	\$2,852	\$2,553	\$2,553
Employee Benefits	\$194,795	\$210,304	\$236,364	\$186,603
<b>Total Early Care/Intervention Children:</b>	<b>\$5,376,112</b>	<b>\$9,075,178</b>	<b>\$8,269,571</b>	<b>\$10,499,765</b>
WIC				
Personal Services	\$870			
Employee Benefits	\$6,316	\$100	\$0	\$0
<b>Total WIC:</b>	<b>\$7,186</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Public Health Programs:</b>	<b>\$12,465,340</b>	<b>\$15,792,123</b>	<b>\$18,045,095</b>	<b>\$20,456,655</b>
<b>Total Health:</b>	<b>\$12,465,340</b>	<b>\$15,792,123</b>	<b>\$18,045,095</b>	<b>\$20,456,655</b>
<b>Total Expenditures:</b>	<b>\$12,465,340</b>	<b>\$15,792,123</b>	<b>\$18,045,095</b>	<b>\$20,456,655</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Health Income	\$3,578,027	\$3,839,283	\$3,788,292	\$4,621,757
Intergovernmental Charges	\$302,483	\$198,251	\$254,568	\$219,598
Misc	\$1,520	\$0	\$0	\$1,500
<b>Total Income:</b>	<b>\$3,882,030</b>	<b>\$4,037,534</b>	<b>\$4,042,860</b>	<b>\$4,842,855</b>
State Aid				
Education	\$3,085,517	\$4,077,933	\$3,911,577	\$5,792,100
Health	\$1,317,805	\$1,650,873	\$1,624,806	\$1,671,361
<b>Total State Aid:</b>	<b>\$4,403,323</b>	<b>\$5,728,806</b>	<b>\$5,536,383</b>	<b>\$7,463,461</b>
Federal Aid				
Health	\$340,329	\$165,456	\$652,240	\$476,407
<b>Total Federal Aid:</b>	<b>\$340,329</b>	<b>\$165,456</b>	<b>\$652,240</b>	<b>\$476,407</b>
<b>Total Revenue Source:</b>	<b>\$8,625,682</b>	<b>\$9,931,796</b>	<b>\$10,231,483</b>	<b>\$12,782,723</b>



# Division of Human Resources

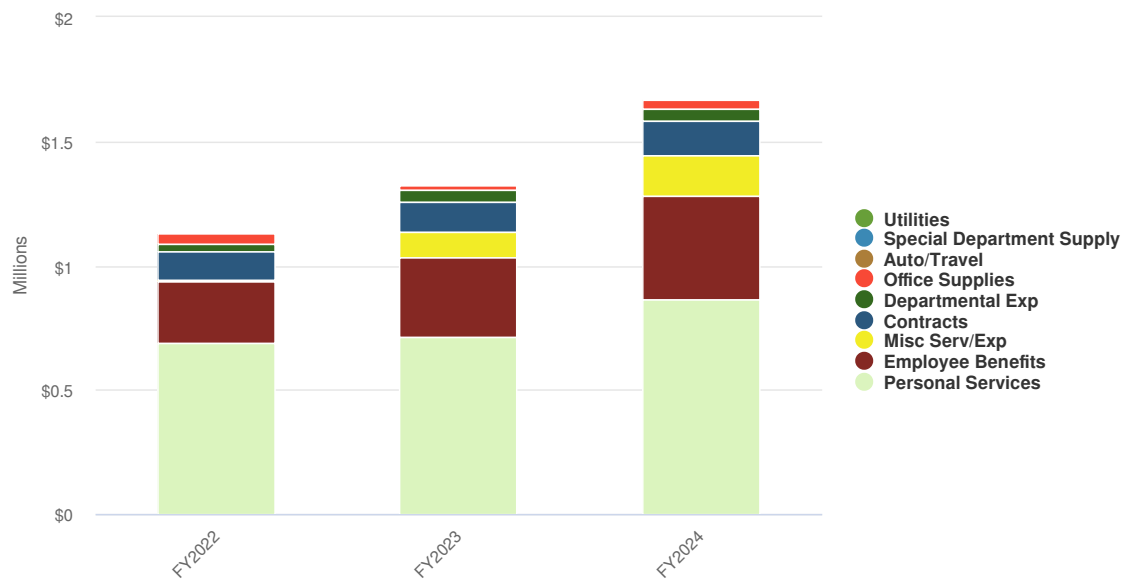
Julie Diescher  
Commissioner

Sullivan County has a workforce of approximately 1,200 employees. It is the Human Resources Department's responsibility to ensure qualified applicants are available to fill any vacancies within the various county departments, local municipalities, school districts, special districts and special jurisdictions by posting and administering civil service tests and providing lists of eligible candidates pursuant to New York State Civil Service Law. Additionally, the Sullivan County Human Resources Department provides necessary functions for training, employee benefits, labor negotiations, maintaining employee roster information, contract compliance, certifying municipal payrolls and advising appointing authorities on Civil Service Law.

The County of Sullivan is an Equal Opportunity Employer and strives for the highest standards regarding Affirmative Action and the Americans with Disabilities Act. We are committed to keeping the public informed of the most recent job postings for civil service opportunities. The resources and links are provided to help you find answers to your personnel related questions. Please feel free to contact our department at the above number with any questions or concerns.

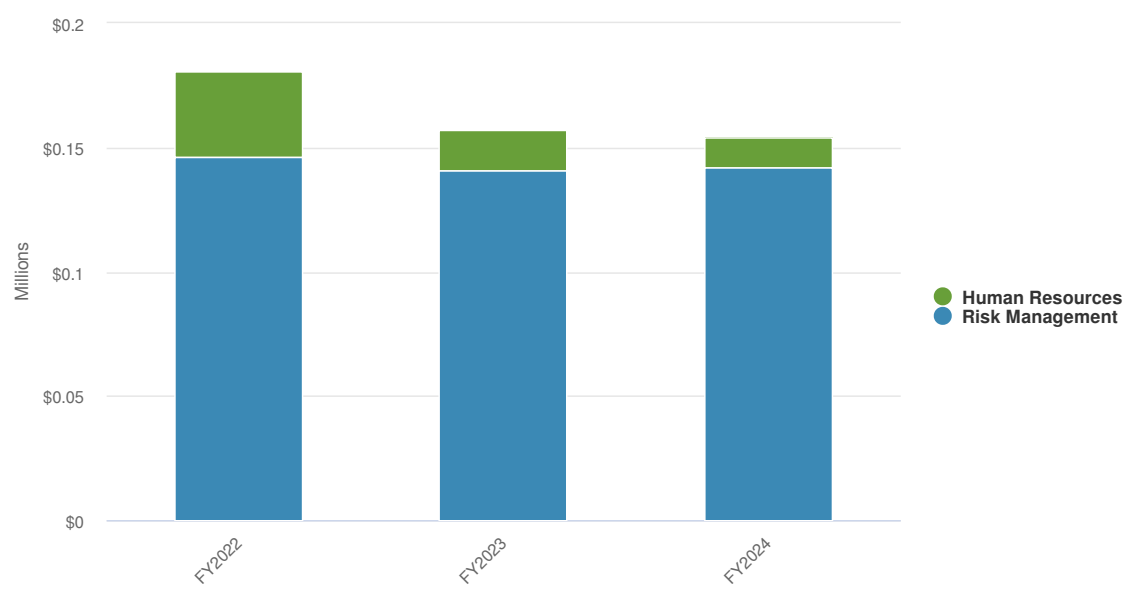
## Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



# Revenue by Department

Budgeted and Historical 2025 Revenue by Department



# Organizational Chart

Division of Human Resources



# Human Resources

Julie Diescher

Commissioner of HR/Personnel Officer

***The mission of the Department of Human Resources is to coordinate all employee related issues, including but not limited to Civil Service Administration, EEOC related matters, interpretation and negotiation of employee collective bargaining agreements, and drafting and enforcing employment policies.***

The Department of Human Resources receives funding from Civil Service Exam fees, as well as through chargebacks to other County agencies. It is responsible for several mandated programs including Civil Service Administration as per Article 5, Section 6 of the New York State Constitution and the Civil Service Law of the State of New York.

## Core Services

Functions of the Department of Human Resources include:

- Administration of the State and County Civil Service Laws, Rules and Regulations for 41 Jurisdictions within Sullivan County
- Drafting Job Descriptions/ Duties
- Certifying payroll
- Creation/ maintenance of Roster Cards
- Ensuring that titles are created and filled in compliance with Civil Service Law
- Certification of Lists
- Assist with issues such as layoffs
- Assist with canvassing, interviewing and hiring of employees
- Assists in orientation of all new County employees
- Administration of Civil Service Exams
- Preparing/reporting employee information to NYS Retirement System and for Unemployment vendor
- Investigation and resolution of EEOC complaints
- Administration, coordination and eligibility determines for Family Medical Leave Applications

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>HUMAN RESOURCES</b>	<b>11.45</b>	<b>11.45</b>	<b>11.45</b>
COMM OF HR/PERSONNEL OFFICER	1.00	1.00	1.00
CONF SEC TO HR	1.00	1.00	1.00
DEP DIR OF HUMAN RESOURCES	1.00	1.00	1.00
HR BENEFITS COORDINATOR	1.00	1.00	1.00
HR RECRUITMENT & TRAINING COORD	1.00	1.00	1.00
HUMAN RESOURCES CLERK	1.00	1.00	1.00
INVESTIGATOR	0.20	0.20	0.20
PERSONNEL ASSISTANT	2.00	1.00	1.00
PERSONNEL PROJECT COORDINATOR	1.00	1.00	1.00
SR PERSONNEL ASSISTANT		1.00	1.00
STUDENT INTERN	2.25	2.25	2.25
<b>Grand Total</b>	<b>11.45</b>	<b>11.45</b>	<b>11.45</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Municipal Staff				
Human Resources				
Personal Services	\$406,897	\$481,373	\$651,990	\$735,486
Contracts	\$40,000	\$49,311	\$64,788	\$71,600

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Auto/Travel	\$1,148	\$2,253	\$3,450	\$3,450
Office Supplies	\$38,506	\$15,812	\$66,651	\$30,500
Utilities	\$344	\$375	\$526	\$450
Misc Serv/Exp	\$3,210	\$98,454	\$176,210	\$126,150
Departmental Exp	\$3,948	\$6,098	\$14,213	\$7,150
Employee Benefits	\$148,078	\$223,888	\$346,458	\$361,410
<b>Total Human Resources:</b>	<b>\$642,130</b>	<b>\$877,564</b>	<b>\$1,324,286</b>	<b>\$1,336,196</b>
<b>Total Municipal Staff:</b>	<b>\$642,130</b>	<b>\$877,564</b>	<b>\$1,324,286</b>	<b>\$1,336,196</b>
<b>Total General Government:</b>	<b>\$642,130</b>	<b>\$877,564</b>	<b>\$1,324,286</b>	<b>\$1,336,196</b>
<b>Total Expenditures:</b>	<b>\$642,130</b>	<b>\$877,564</b>	<b>\$1,324,286</b>	<b>\$1,336,196</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$34,365	\$16,673	\$12,200	\$12,000
<b>Total Income:</b>	<b>\$34,365</b>	<b>\$16,673</b>	<b>\$12,200</b>	<b>\$12,000</b>
<b>Total Revenue Source:</b>	<b>\$34,365</b>	<b>\$16,673</b>	<b>\$12,200</b>	<b>\$12,000</b>

Strategies and Key Performance Indicators		
Strategy: Value employees as our most important resources		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Employee Development	Percentage of SC employees supported in their professional development.	75%
Employee development increased from the previous year. There was a 25% increase of Professional Development through the in-house Leadership Development Program and the on-line training through the Employee Assistance Benefit .		
Strategy: Focus on customer satisfaction and priority in the design of the efficient delivery of County Services		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Applicant Satisfaction	Increase the percentage of applicants interested in employment opportunities.	20%
There was an increase to the overall application(s) received from the previous year by nearly 10%. This is not inclusive of resume's submitted for		
Key Initiatives		
Strategy: Talent Management		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
2 year Retention Rate	% of employee who remain employed for at least 24 consecutive months	66%
46 % of employees hired in 2022 remained employed with the County for two or more years.		
Annual Actions:		
1. Review and make recommendations to update the management handbook		
2. Identify opportunities to enhance employee training		
3. Implement telework program for employees		
4. Implement flexible work schedules where possible		
Strategy: Increased Community Outreach and Education		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Number of Community Forums/Events	Increased Community outreach by 200%, hosting Civil Service Informational sessions at local libraries, schools, job fairs, community events, open houses and virtual hiring events.	50% increase

# Human Rights Commission

**Vacant**  
Executive Director

***The mission of the Human Rights Commission, created in October of 2005, is to foster good relationships among communities and groups of people in Sullivan County.***

The Human Rights Commission has nine members, all of whom are appointed by the Sullivan County Legislature. The County maintains one part time employee who is responsible for day to day tasks associated with the Commission, such as receiving calls, e-mails, complaints, etc.

The Human Rights Commission receives no outside funding and is 100% County share. It is a non-mandated office.

## Core Services

Functions of the Human Rights Commission include:

- Foster mutual respect and understanding in the general population for the rights of all persons in Sullivan County
- Encourage equality of treatment for, and discourage discrimination against, a person on the basis of race, color, religion, creed, national origin, gender, age, disability, actual or perceived sexual orientation/preference, marital status, or criminal conviction only to the extent provided by Correction Law 752
- Inquire into incidents of tension and conflict among or between various racial, religious and nationality groups and to act to relieve this tension
- Conduct and recommend programs in education to increase goodwill among inhabitants of the county
- Receive complaints of alleged discrimination because of race, color, religion, creed, national origin, gender, age, disability, actual or perceived sexual orientation/preference, marital status, or criminal conviction only to the extent provided by Correction Law 752 and to attempt to resolve such conflicts through direct intervention or referral.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
HUMAN RIGHTS COMMISSN	1.00	1.00	1.00
EXEC DIR HUMAN RIGHTS COMM	1.00	1.00	1.00
Grand Total	1.00	1.00	1.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Home and Community Service				
General Environment				
Human Rights Commission				
Personal Services	\$39,424	\$9,039	\$41,600	\$41,600
Auto/Travel	\$648	\$60	\$1,750	\$1,750
Office Supplies	\$1	\$325	\$2,650	\$2,650
Special Department Supply	\$323	\$30	\$600	\$600
Misc Serv/Exp	\$0	\$0	\$300	\$300
Departmental Exp	\$0	\$1,050	\$1,400	\$1,400
Employee Benefits	\$4,075	\$950	\$9,283	\$10,049

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Human Rights Commission:	\$44,472	\$11,453	\$57,583	\$58,349
Total General Environment:	\$44,472	\$11,453	\$57,583	\$58,349
Total Home and Community Service:	\$44,472	\$11,453	\$57,583	\$58,349
Total Expenditures:	\$44,472	\$11,453	\$57,583	\$58,349

# Risk Management

Julie Diescher

Commissioner of HR/Personnel Officer

***The mission of the Department of Risk Management and Insurance is to coordinate employee and retiree benefits, administration of the County's Workers' compensation insurance fund, and oversee property casualty insurance.***

The Department of Risk Management and Insurance receives funding through chargebacks to other County agencies. It is responsible for several mandated programs including benefits administration as per the County's collective bargaining agreements, and maintenance of Worker's Compensation insurance as per WCL §3; WCL §50; Chapter 43, and Article I of the Sullivan County Code.

## Core Services

Functions of the Office of Risk Management and Insurance include:

- Administration/coordination of Health, Dental, Vision, AFLAC, Retiree Benefits, COBRA
- Liaison with benefit providers, brokers and bargaining units
- Administer/process monthly billing
- Administration of Medicare Part B reimbursements
- Provide customer service to employees, retirees and their dependents
- Accounting functions regarding the County Health account
- Reconciliation of all payroll deduction discrepancy reports
- Determination/payment of buyouts
- Maintain schedule of County owned/leased buildings, vehicles and equipment for insurance purposes
- Review coverage and secure quotations for renewal programs for each policy maintained by and for the County of Sullivan
- Monitor performance of our insurance brokers and companies
- Subrogate against others for damage to County property
- Procures policies in addition to the property casualty insurance
- Administration of Workers Compensation fund; ongoing monitoring of claims; conversion of WC incident reports to C-2 forms and data entry; quarterly activity checks; processing employer reimbursements; processing Special Funds checks; Processing POMCO check register; coordination of pre-employment physicals for all entities; preparing WC apportionment

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<input checked="" type="checkbox"/> RISK MANAGEMENT	3.00	3.00	3.00
EMPLOYEE BENEFITS ADMIN	1.00	1.00	1.00
MANAGER OF RISK MGT & INSURANCE	1.00	1.00	1.00
RISK MGT & INSURANCE PROG COORD	1.00	1.00	1.00
Grand Total	3.00	3.00	3.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
Risk Management				
Personal Services	\$241,726	\$221,818	\$168,745	\$183,664
Contracts	\$75,087	\$75,087	\$75,000	\$75,500
Auto/Travel	\$0	\$0	\$400	\$400
Office Supplies	\$925	\$1,203	\$1,825	\$5,225

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Departmental Exp	\$28,732	\$41,608	\$36,000	\$58,750
Employee Benefits	\$98,375	\$98,805	\$85,670	\$77,625
<b>Total Risk Management:</b>	<b>\$444,846</b>	<b>\$438,520</b>	<b>\$367,640</b>	<b>\$401,164</b>
<b>Total Finance:</b>	<b>\$444,846</b>	<b>\$438,520</b>	<b>\$367,640</b>	<b>\$401,164</b>
<b>Total General Government:</b>	<b>\$444,846</b>	<b>\$438,520</b>	<b>\$367,640</b>	<b>\$401,164</b>
<b>Total Expenditures:</b>	<b>\$444,846</b>	<b>\$438,520</b>	<b>\$367,640</b>	<b>\$401,164</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Intergovernmental Charges	\$146,000	\$140,542	\$142,000	\$151,600
<b>Total Income:</b>	<b>\$146,000</b>	<b>\$140,542</b>	<b>\$142,000</b>	<b>\$151,600</b>
<b>Total Revenue Source:</b>	<b>\$146,000</b>	<b>\$140,542</b>	<b>\$142,000</b>	<b>\$151,600</b>



## Unallocated Insurance

The Unallocated Insurance organization is utilized to pay for the various insurance policies of the County and for our insurance broker. Policies include:

- Property
- Liability
- Inland marine
- Excess property
- Boiler and machinery systems breakdown
- Commercial excess liability policy

All of the bills for these services are expensed to this organization. This organization bills back various departments for their share of the coverage. Not all of the organizations expenses are charged back to the departments.

While various departments are billed back for their share of coverage, ultimately the cost of unallocated insurance is 100% County Share.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Special Items				
Unallocated Insurance				
Departmental Exp	\$1,449,911	\$1,335,086	\$1,223,771	\$1,751,185
<b>Total Unallocated Insurance:</b>	<b>\$1,449,911</b>	<b>\$1,335,086</b>	<b>\$1,223,771</b>	<b>\$1,751,185</b>
<b>Total Special Items:</b>	<b>\$1,449,911</b>	<b>\$1,335,086</b>	<b>\$1,223,771</b>	<b>\$1,751,185</b>
<b>Total General Government:</b>	<b>\$1,449,911</b>	<b>\$1,335,086</b>	<b>\$1,223,771</b>	<b>\$1,751,185</b>
<b>Total Expenditures:</b>	<b>\$1,449,911</b>	<b>\$1,335,086</b>	<b>\$1,223,771</b>	<b>\$1,751,185</b>

### Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$271,121	\$553,187	\$563,177	\$621,139
<b>Total Income:</b>	<b>\$271,121</b>	<b>\$553,187</b>	<b>\$563,177</b>	<b>\$621,139</b>
<b>Total Revenue Source:</b>	<b>\$271,121</b>	<b>\$553,187</b>	<b>\$563,177</b>	<b>\$621,139</b>

# Information Technology Services

**Lorne Green**  
Chief Information Officer

*The mission of the Information Technology Services (ITS) is to be a leader in providing government services through innovative, reliable, and responsive information technology solutions, as well as to affect fundamental rethinking and redesign of business processes and support functions to achieve dramatic improvements in critical modern measures of performance such as cost, quality, service and speed.*

The Division of Information Technology Services (ITS) is a business process service bureau that provides IT services and information to all County Divisions, several local governmental units (Towns, assessors, law enforcement, etc.), internal customers (users), vendor and service accounts and computer and server accounts. ITS is responsible for over 430 applications, copy/print/scan services, all fax and VoIP/legacy phones, and provides systems support, maintenance, enhancements and new development for all major systems applications. ITS is under the administration of the Office of the County Manager is comprised of four organizational disciplines, including Administration – Internal Services, Application Services, Technical Systems and Networking. There are a little over 65 unique job classifications within the ITS Department performed and carried out.

ITS charges back approximately one third of its budget to departments that receive state and federal reimbursement for services in order to maximize revenue to the County. The remaining two thirds is county share. ITS is a non-mandated office, however, the division provides support and solutions to mandated programs and functions that exist in other departments.

Functions of the Division of Information Technology Services include: Computer support, Network support, Security (protection of the County's electronic infrastructure from attacks both foreign and domestic), Software solutions, Telephone services, Copy & print services, Administrative functions, and Employee training.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>MIS</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
CHIEF INFO OFFICER	1.00	1.00	1.00
CLIENT SUPPORT TECH ASST II	2.00	2.00	2.00
CLIENT SUPPORT TECH I	2.00	2.00	2.00
CLIENT SUPPORT TECH II	1.00	1.00	1.00
DEPUTY CIO OF ITS	1.00	1.00	1.00
DIR APPS DEV & SUPPORT	1.00	1.00	1.00
DIR OPERATIONS AND NETWORK ADMIN	1.00	1.00	1.00
GIS COORDINATOR	1.00	1.00	1.00
GIS SPECIALIST	1.00	1.00	1.00
HELP DESK/DOC SPECIALIST	1.00	1.00	1.00
INFO/NETWORK SECURITY OFFICER	1.00	1.00	1.00
IT ADMINISTRATIVE COORD	1.00	1.00	1.00
PC SPECIALIST	1.00	1.00	1.00
SENIOR NETWORK ENGINEER	2.00	2.00	2.00
SR NETWORK ENGINEER	1.00	1.00	1.00
SR PC SPECIALIST	1.00	1.00	1.00
WIDE AREA NETWORK TECHNICIAN	1.00	1.00	1.00
<b>Grand Total</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Shared Services				
Information Technology Services				

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Personal Services	\$1,138,724	\$1,219,398	\$1,515,611	\$1,555,153
Contracts	\$0	\$134,750	\$49,715	\$96,500
Auto/Travel	\$4,958	\$4,524	\$7,500	\$8,810
Office Supplies	\$115,107	\$122,678	\$138,522	\$137,800
Computer Supplies	\$4,153,252	\$4,677,251	\$5,883,553	\$4,559,068
Utilities	\$58,145	\$61,739	\$70,000	\$70,000
Special Department Supply	\$203			
Misc Serv/Exp	\$147	\$1,862	\$5,300	\$5,300
Departmental Exp	\$16,977	\$6,050	\$18,604	\$10,750
Employee Benefits	\$563,683	\$586,427	\$802,514	\$847,964
<b>Total Information Technology Services:</b>	<b>\$6,051,196</b>	<b>\$6,814,679</b>	<b>\$8,491,319</b>	<b>\$7,291,345</b>
<b>Total Shared Services:</b>	<b>\$6,051,196</b>	<b>\$6,814,679</b>	<b>\$8,491,319</b>	<b>\$7,291,345</b>
<b>Total General Government:</b>	<b>\$6,051,196</b>	<b>\$6,814,679</b>	<b>\$8,491,319</b>	<b>\$7,291,345</b>
<b>Total Expenditures:</b>	<b>\$6,051,196</b>	<b>\$6,814,679</b>	<b>\$8,491,319</b>	<b>\$7,291,345</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$515,498	\$2,079,760	\$1,739,513	\$1,907,097
Intergovernmental Charges	\$4,800	\$9,600	\$0	\$12,200
<b>Total Income:</b>	<b>\$520,298</b>	<b>\$2,089,360</b>	<b>\$1,739,513</b>	<b>\$1,919,297</b>
State Aid				
General Government		\$5	\$0	\$0
<b>Total State Aid:</b>		<b>\$5</b>	<b>\$0</b>	<b>\$0</b>
Federal Aid				
Public Safety		\$60,024	\$0	\$0
<b>Total Federal Aid:</b>		<b>\$60,024</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$520,298</b>	<b>\$2,149,389</b>	<b>\$1,739,513</b>	<b>\$1,919,297</b>

# Division of Management and Budget

Anna-Marie Novello

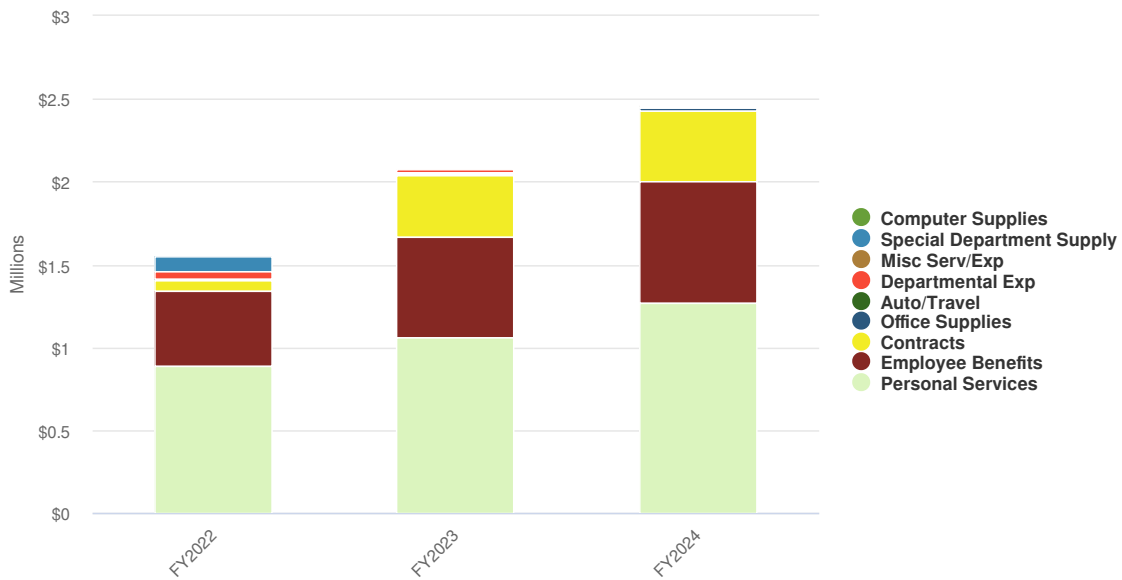
Commissioner

The Division of Management and Budget is comprised of the following departments:

- Budget Office (to include Payroll)
- Health Finance
- Purchasing and Central Services

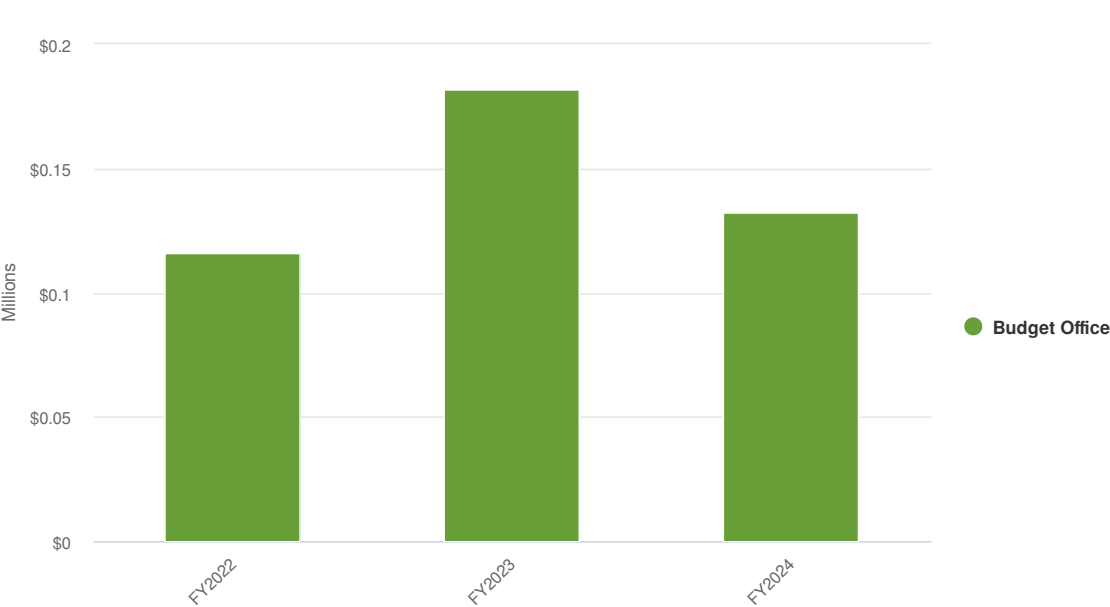
## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



# Revenue by Department

## Budgeted and Historical 2025 Revenue by Department



# Budget Office

**Lucrezia Anderson**

Budget Director

***The Sullivan County Budget Office exists to support Sullivan County's fiscal integrity, accountability, and performance.***

This mission is accomplished by providing budgeting, fiscal, analytical, operational policy and management support to the County Manager, Board of Legislators, Commissioners and Departments. It is our mission to ensure that the financial investment of all Sullivan County taxpayers is managed in a responsible manner.

The Budget Office receives no outside funding and is 100% County cost. It is a non-mandated office.

## Core Services

Functions of the Budget Office include:

- Prepare the County's Tentative Operating Budget annually in conjunction with the Sullivan County Manager
- Compile and provide data to the Sullivan County Legislature as requested during their review of the Tentative Budget
- Complete and file the County's Capital Plan
- Prepare the annual Tax Levy
- Compile monthly budget modifications and verify sufficient funds exist in the Adopted Operating Budget to cover the modifications
- Assist with the County's Annual Audit
- Assist other County departments with various projects, such as the upgrade of the Public Safety communication infrastructure
- Investigate financial impact of special projects as needed, such as financial impacts of capital projects

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>BUDGET OFFICE</b>	<b>15.00</b>	<b>14.00</b>	<b>14.00</b>
BUDGET ANALYST	1.00	1.00	1.00
BUDGET DIRECTOR	1.00	1.00	1.00
COMM OF MGMT & BUDGET	1.00	1.00	1.00
FINANCIAL ACCOUNT CLERK	1.00	1.00	1.00
FINANCIAL ANALYST	2.00	2.00	2.00
PRINCIPAL PAYROLL CLERK	2.00	2.00	2.00
SENIOR ACCOUNTANT	1.00		
SENIOR BUDGET ANALYST	4.00	4.00	4.00
SR FISCAL ADMINISTRATIVE OFFICER	2.00	2.00	2.00
<b>Grand Total</b>	<b>15.00</b>	<b>14.00</b>	<b>14.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
Budget Office				
Personal Services	\$579,477	\$745,816	\$876,478	\$1,093,632
Contracts	\$61,250	\$370,374	\$424,000	\$244,000
Auto/Travel	\$4,099	\$8,375	\$14,295	\$21,250
Office Supplies	\$3,099	\$5,537	\$4,797	\$6,000

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Computer Supplies		\$5,918	\$0	\$0
Departmental Exp	\$39,341	\$15,286	\$21,325	\$1,775
Employee Benefits	\$287,428	\$408,814	\$542,495	\$603,996
<b>Total Budget Office:</b>	<b>\$974,693</b>	<b>\$1,560,122</b>	<b>\$1,883,390</b>	<b>\$1,970,653</b>
<b>Total Finance:</b>	<b>\$974,693</b>	<b>\$1,560,122</b>	<b>\$1,883,390</b>	<b>\$1,970,653</b>
<b>Total General Government:</b>	<b>\$974,693</b>	<b>\$1,560,122</b>	<b>\$1,883,390</b>	<b>\$1,970,653</b>
<b>Total Expenditures:</b>	<b>\$974,693</b>	<b>\$1,560,122</b>	<b>\$1,883,390</b>	<b>\$1,970,653</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$9,313	\$3,381	\$0	\$0
Intergovernmental Charges	\$106,897	\$123,501	\$143,594	\$506,498
<b>Total Income:</b>	<b>\$116,209</b>	<b>\$126,881</b>	<b>\$143,594</b>	<b>\$506,498</b>
State Aid				
General Government		\$55,000	\$0	\$0
<b>Total State Aid:</b>		<b>\$55,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$116,209</b>	<b>\$181,881</b>	<b>\$143,594</b>	<b>\$506,498</b>

# Health Finance

***The Sullivan County Health Finance Department exists to support the financial needs of the Adult Care Center, Department of Community Services, and the Department of Public Health.***

The Health Finance Department receives funding from the State and Federal government for the administration of the health programs of the three departments. It is a non-mandated office.

## Core Services

Functions of the Health Finance Department include:

- Billing to Federal and State governments and insurance companies for reimbursement of the costs of providing services within the Adult Care Center, Community Services and Public Health departments
- Monitoring of the operating budget for respective departments, the participation in the completion of the annual audit, federal single audit, and various cost reports.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
HF ADULT CARE CENTER	2.00	2.00	2.00
MEDICAL BILLING COORD	1.00	1.00	1.00
SENIOR ACCOUNT CLERK	1.00	1.00	1.00
HF COMMUNITY SERVICES	1.00	1.00	1.00
PRINCIPAL ACCOUNT CLERK	1.00	1.00	1.00
HF PUBLIC HEALTH	6.00	6.00	6.00
PRINCIPAL ACCOUNT CLERK	4.00	4.00	4.00
PRINCIPAL ACCOUNT CLERK/DB SPEC	1.00	1.00	1.00
SENIOR ACCOUNT CLERK	1.00	1.00	1.00
<b>Grand Total</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
Health Finance				
Employee Benefits	\$36,935	\$478	\$0	\$0
<b>Total Health Finance:</b>	<b>\$36,935</b>	<b>\$478</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Finance:</b>	<b>\$36,935</b>	<b>\$478</b>	<b>\$0</b>	<b>\$0</b>
<b>Total General Government:</b>	<b>\$36,935</b>	<b>\$478</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures:</b>	<b>\$36,935</b>	<b>\$478</b>	<b>\$0</b>	<b>\$0</b>



# Purchasing and Central Services

**Allyson Smith**

Director of Purchasing & Central Services

***The mission of the Sullivan County Department of Purchasing is to establish, coordinate and administer purchasing policies for Sullivan County. The Sullivan County Department of Central Services provides mail services and supplies to the departments and agencies of Sullivan County.***

The Sullivan County Office of Purchasing provides quality goods and services, at the lowest possible cost, meeting the needs of the Departments and Agencies. The Sullivan County Office of Central Services provides mail/courier services five days per week to the Government Center, Jail/Courthouse Complex and the Human Services Complex in Liberty, NY.

The Office of Purchasing receives no outside funding and is 100% County cost. The Office of Central Services receives no outside funding and is 100% County cost, however, a majority of the cost is charged back to County departments and is included in their budgets. Both are non-mandated offices.

## Core Services

Functions of the Office of Purchasing include:

- Provide a procurement process that includes research, development, writing, execution and award of various bids, RFP's, quotes and everyday purchase orders for all necessary services, items and materials
- Processes and files all contracts that follow procurement guidelines

Functions of the Office of Central Services include:

- Mail is sorted, delivered and processed daily
- Mailroom services are currently outsourced to the Kristt Company, which provides one employee and includes transportation for all pickups and delivery

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>PURCHASING</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
ASST DIR PURCHASING CENTRAL SVCS	1.00	1.00	1.00
DIR PURCHASING & CENTRAL SVCS	1.00	1.00	1.00
PRINC ACCT CLERK/DATABASE SPEC	1.00	1.00	1.00
PURCHASING BID & CONTRACT COORD	1.00	1.00	1.00
PURCHASING COORD	2.00	2.00	2.00
<b>Grand Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
Purchasing				
Personal Services	\$304,685	\$316,263	\$396,116	\$413,064
Auto/Travel	\$13	\$17	\$0	\$0
Office Supplies	\$7,269	\$10,199	\$14,755	\$12,500
Special Department Supply	\$90,000			
Misc Serv/Exp	\$60			
Departmental Exp	\$129	\$146	\$190	\$210

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Employee Benefits	\$129,052	\$195,237	\$181,021	\$239,391
<b>Total Purchasing:</b>	<b>\$531,207</b>	<b>\$521,862</b>	<b>\$592,082</b>	<b>\$665,165</b>
<b>Total Finance:</b>	<b>\$531,207</b>	<b>\$521,862</b>	<b>\$592,082</b>	<b>\$665,165</b>
Shared Services				
Central Service Administration				
Contracts	\$54,002	\$61,504	\$69,020	\$71,612
Office Supplies	\$178,154	\$162,065	\$155,000	\$157,000
Departmental Exp	\$11,472	\$11,472	\$14,000	\$12,000
<b>Total Central Service Administration:</b>	<b>\$243,628</b>	<b>\$235,041</b>	<b>\$238,020</b>	<b>\$240,612</b>
<b>Total Shared Services:</b>	<b>\$243,628</b>	<b>\$235,041</b>	<b>\$238,020</b>	<b>\$240,612</b>
<b>Total General Government:</b>	<b>\$774,835</b>	<b>\$756,903</b>	<b>\$830,102</b>	<b>\$905,777</b>
<b>Total Expenditures:</b>	<b>\$774,835</b>	<b>\$756,903</b>	<b>\$830,102</b>	<b>\$905,777</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$139,782	\$162,938	\$162,000	\$162,000
<b>Total Income:</b>	<b>\$139,782</b>	<b>\$162,938</b>	<b>\$162,000</b>	<b>\$162,000</b>
<b>Total Revenue Source:</b>	<b>\$139,782</b>	<b>\$162,938</b>	<b>\$162,000</b>	<b>\$162,000</b>

# Division of Planning and Community Development

**Heather Brown**

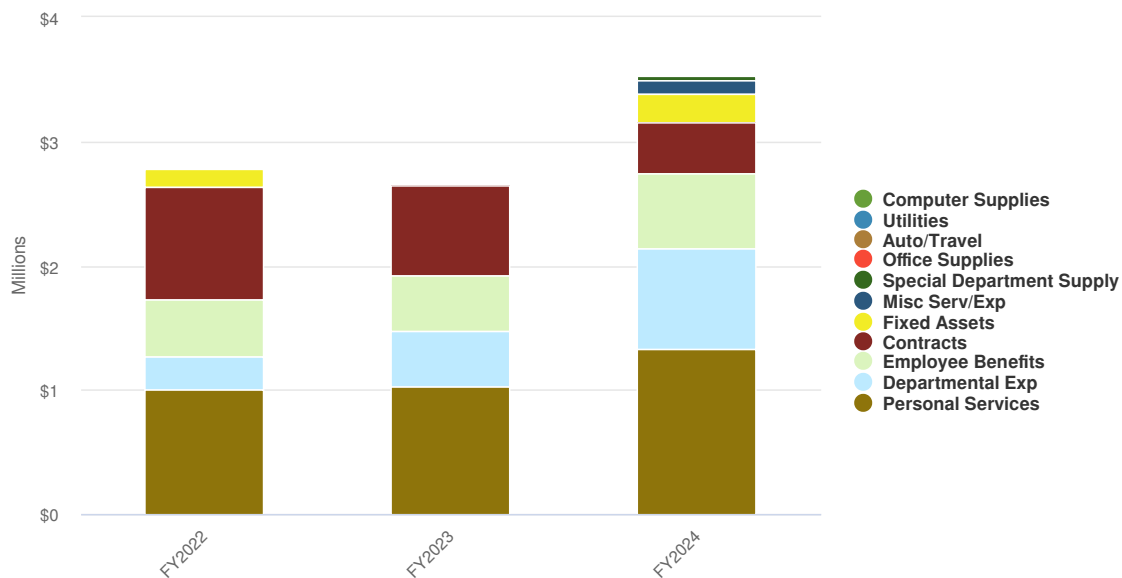
Commissioner

The Sullivan County Division of Planning and Community Development is responsible for the creation of programs that foster orderly development and redevelopment of the County's physical infrastructure in a manner that conserves natural resources while providing economic opportunity for area residents. The Division of Planning also offers technical assistance to local municipalities and assists with the development of land use policies. Located in the historic Catskills Region, sixty miles northwest of New York City, Sullivan County is home to nearly 75,000 year-round residents and an additional 45,000 second-home owners.

Sullivan County's land area is 1,011 square miles and is composed of 15 towns, 6 villages, and more than 30 hamlets. Its physical environment ranges from historic urban centers to bucolic farming communities nestled within an unsurpassed open space network that includes: the Upper Delaware Scenic & Recreational River, Catskill Park, Basherkill Wetland, and Shawangunk Ridge.

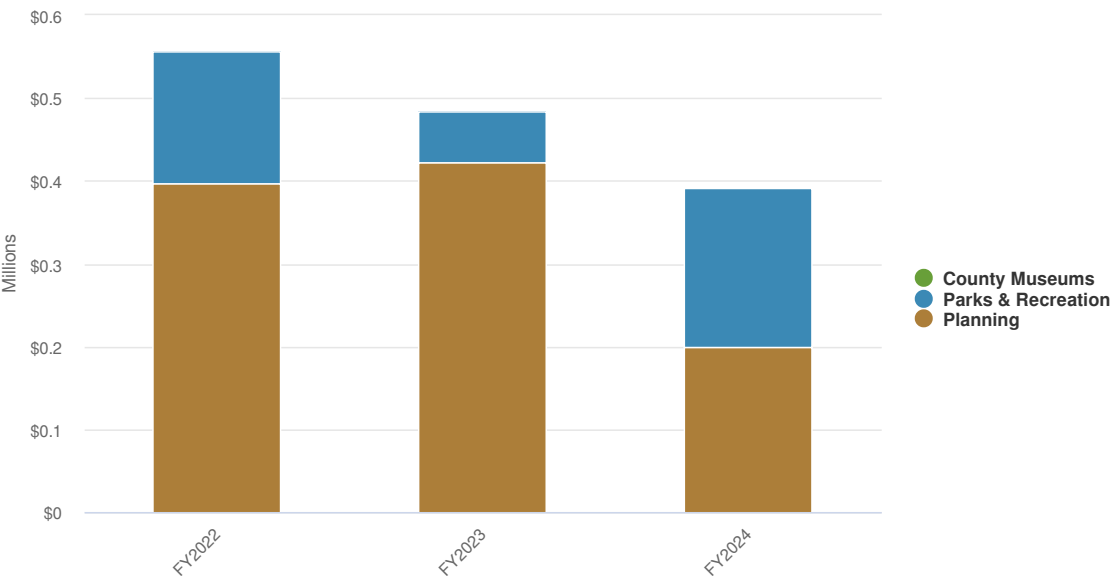
## Expenditures by Expense Type

### Budgeted and Historical Expenditures by Expense Type



# Revenue by Department

## Budgeted and Historical 2025 Revenue by Department



# Organizational Chart

## Division of Planning, Com Dev & Env Mgmt



# Grants Administration

Arthur Hussey  
Supervisor

***The mission of the Department of Grants Administration is to facilitate access to discretionary external funding for Sullivan County Government Departments, while improving the administration and management of existing grant / funding sources.***

The Department receives its funding from the County's general fund and is 100% County cost. It is not a mandated office. The budget for Grants Administration consists primarily of personal services and employee benefits (>95%), with a small amount of funding provided for office supplies, travel/county fleet chargebacks, postage, and printing.

## Core Services

Functions of Grants Administration include:

- Conduct research to identify/pursue funding sources for various priorities as identified by the County Legislature, County Manager, and Department heads
- Collaborate with numerous County departments, municipalities and outside agencies, in the identification, procurement of funding, and advisement of administration and post award documentation
- Support/assist in the management of the fiscal and operational administration of funded programs
- Track, inventory, and report on all County department funding secured
- Provide technical and research assistance to all County departments, municipalities and external agencies who request demographic/other statistical information to support grant applications, establish government policies, and stimulate the economy
- Effectively communicate the fiscal requirements and impacts to the County Manager and Division of Management & Budget relative to funding secured
- Address "pop-in" inquiries from the County public on potential sources of funding to meet their individual or business needs

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
GRANTS ADMINISTRATION	2.00	4.00	3.00
ASST DIR OF GRANTS ADMINISTRATIO		1.00	
DIR OF GRANTS ADMINISTRATION		1.00	
GRANT SPECIALIST		1.00	
GRANT WRITER	1.00	1.00	1.00
GRANTS ADMINI SUPVR	1.00		1.00
TRAINING AND RESOURCES COORD			1.00
Grand Total	2.00	4.00	3.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
Grants Administration				
Personal Services	\$117,724	\$139,824	\$165,010	\$252,225
Auto/Travel	\$0	\$1,106	\$88	\$0
Office Supplies	\$239	\$505	\$1,182	\$1,575
Departmental Exp	\$0	\$50	\$65	\$760
Employee Benefits	\$71,815	\$62,898	\$85,896	\$136,143
<b>Total Grants Administration:</b>	<b>\$189,778</b>	<b>\$204,383</b>	<b>\$252,241</b>	<b>\$390,703</b>
<b>Total Finance:</b>	<b>\$189,778</b>	<b>\$204,383</b>	<b>\$252,241</b>	<b>\$390,703</b>
<b>Total General Government:</b>	<b>\$189,778</b>	<b>\$204,383</b>	<b>\$252,241</b>	<b>\$390,703</b>
<b>Total Expenditures:</b>	<b>\$189,778</b>	<b>\$204,383</b>	<b>\$252,241</b>	<b>\$390,703</b>

Strategies and Key Performance Indicators		
Strategy: Develop and implement grant-readiness strategies - see asterik (*) notation at bottom of sheet.		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Identify issues impacting grant project readiness.	Evaluation of grant capacity surveys. *	Completed by 1/31/2025
Assess specific needs of individual Divisions/Departments	Administration of needs assessment questionnaires. *	Completed by 2/28/25
Implement actionable grant project planning measures.	Development and distribution of Grant-Readiness plan. *	Completed by 3/31/2025
Annual Action:		
1.	Collaborate with stakeholders and Compliance Office to assess compliance-related issues.	
Strategy: Maximize County Government's capacity for acquisition and management of discretionary funding.		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Identify capacity and/or internal control issues impacting County's grant success.	Maintain contact with Division/Department heads to assess ideas/concerns related to grant management.	Completed by 4/30/2025
Develop plan to enhance grant management best practices.	Review and troubleshoot articulated concerns with County Management/Compliance.	Completed by 5/31/2025
Identify County-wide grant funding priority areas.	Engage in ongoing dialogue with Divisions/Departments and County Management related to priority needs.	Ongoing thru 12/31/2025
Annual Actions:		
1.	Collaborate with stakeholders and Compliance Office to assess compliance-related issues.	
2.	Collect data related to top three funding priorities for each respective Division/Department.	
Strategy: Continue to develop and implement comprehensive and replicable County-wide grants training modalities - see asterik (*) notation at bottom of sheet.		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Authorize grants project planning and management curriculums.	Submit curriculum proposals to relevant stakeholders and management staff. *	Completed by 6/30/2025
Identify target audience.	Personnel authorized to engage in grant-related management on behalf of the County identified and enrolled in appropriate training module(s). *	Completed by 6/30/2025
Provide trainings.	Grants Best Practices training, and as appropriate, Grant Project Planning and Grant Management Best Practices trainings provided. *	Ongoing 7/01/2025 thru 12/31/2025
Annual Actions:		
1.	Collaborate with stakeholders and Compliance Office to assess compliance-related issues. *	
2.	Review curriculum content and assess efficacy of delivery. *	
3.	Revise and/or develop training modalities and resources as needed. *	

Key Initiatives for 2024		
Strategy: Develop and implement grant-readiness strategies - see asterik (*) notation at bottom of sheet.		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Identify issues impacting grant project readiness.	Evaluation of grant capacity surveys. *	Completed by 1/31/2025
Assess specific needs of individual Divisions/Departments	Administration of needs assessment questionnaires. *	Completed by 2/28/25
Implement actionable grant project planning measures.	Development and distribution of Grant-Readiness plan. *	Completed by 3/31/2025
Annual Actions:		
1.	Collaborate with stakeholders and Compliance Office to assess compliance-related issues.	
Strategy: Maximize County Government's capacity for acquisition and management of discretionary funding.		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Identify capacity and/or internal control issues impacting County's grant success.	Maintain contact with Division/Department heads to assess ideas/concerns related to grant management.	Completed by 4/30/2025
Develop plan to enhance grant management best practices.	Review and troubleshoot articulated concerns with County Management/Compliance.	Completed by 5/31/2025
Identify County-wide grant funding priority areas.	Engage in ongoing dialogue with Divisions/Departments and County Management related to priority needs.	Ongoing thru 12/31/2025
Annual Actions:		
1.	Collaborate with stakeholders and Compliance Office to assess compliance-related issues.	
2.	Collect data related to top three funding priorities for each respective Division/Department.	
Strategy: Continue to develop and implement comprehensive and replicable County-wide grants training modalities - see asterik (*) notation at bottom of sheet.		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Authorize grants project planning and management curriculums.	Submit curriculum proposals to relevant stakeholders and management staff. *	Completed by 6/30/2025
Identify target audience.	Personnel authorized to engage in grant-related management on behalf of the County identified and enrolled in appropriate training module(s). *	Completed by 6/30/2025
Provide trainings.	Grants Best Practices training, and as appropriate, Grant Project Planning and Grant Management Best Practices trainings provided. *	Ongoing 7/01/2025 thru 12/31/2025
Annual Actions:		
1.	Collaborate with stakeholders and Compliance Office to assess compliance-related issues. *	
2.	Review curriculum content and assess efficacy of delivery. *	
3.	Revise and/or develop training modalities and resources as needed. *	
* NOTE: Timeline and ability to complete certain tasks may be impacted based on resources allocated to the department in the final 2025 operating budget.		

# Office of Sustainable Energy

**Heather Brown**

Commissioner of Planning & Environmental Mgmt

***The mission of the Sullivan County Office of Sustainable Energy is to develop cost effective projects, policies and practices that make County operations and our surrounding community more sustainable, resilient, healthy, energy efficient and environmentally responsible.***

The Office of Sustainable Energy (OSE) works to achieve its mission in County operations and throughout the community by providing research, analysis, strategies, informational outreach and project support on a range of issues relating to sustainability, and by working in close coordination with numerous County departments, local and state agencies and community organizations to maximize the resources available to the County and its residents.

The Office of Sustainable Energy receives no outside funding and is 100% County cost; however, the office strives to reduce the County's overall operational costs through aggressive pursuit of outside grant funding as well as reducing the County's overall energy consumption. It is a non-mandated function of the County.

## Core Services

Functions of the Office of Sustainable Energy include:

- Implementation of sustainable energy policy and goals as set forth by the Sullivan County Legislature
- Working with our local community partners, OSE is committed to participating in joint sustainable initiatives with our towns, villages, school districts and not-for-profit entities that would reduce the carbon footprint of Sullivan County while also reducing and/or stabilizing costs to our residents and businesses

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
OFFICE OF SUSTAINABLE ENERGY	2.00	2.00	2.00
SUSTAINABILITY ANALYST	2.00	2.00	2.00
Grand Total	2.00	2.00	2.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Home and Community Service				
General Environment				
Office Of Sustainable Energy				
Personal Services	\$169,558	\$138,372	\$77,858	\$79,712
Contracts	\$0	\$0	\$200,000	\$0
Auto/Travel	\$530	\$886	\$2,025	\$1,350
Office Supplies	\$63	\$2	\$200	\$0
Departmental Exp	\$0	\$0	\$1,000	\$0
Employee Benefits	\$61,352	\$41,820	\$17,386	\$19,265
<b>Total Office Of Sustainable Energy:</b>	<b>\$231,504</b>	<b>\$181,079</b>	<b>\$298,469</b>	<b>\$100,327</b>
<b>Total General Environment:</b>	<b>\$231,504</b>	<b>\$181,079</b>	<b>\$298,469</b>	<b>\$100,327</b>
<b>Total Home and Community Service:</b>	<b>\$231,504</b>	<b>\$181,079</b>	<b>\$298,469</b>	<b>\$100,327</b>



Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Expenditures:	\$231,504	\$181,079	\$298,469	\$100,327

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
State Aid				
Home and Community Services	\$0	\$0	\$100,000	\$0
Total State Aid:	\$0	\$0	\$100,000	\$0
Total Revenue Source:	\$0	\$0	\$100,000	\$0

# Park and Rec/Museums

Brian Scardefield  
Director

***The mission of Parks, Recreation and Beautification is to preserve and enhance the quality of life in Sullivan County by providing citizens and visitors with open space and leisure activities for a variety of ages.***

This mission is to provide outdoor leisure areas, swimming (guarded beach), hiking, picnic grounds, boating, fishing, hunting, and roadside trash removal. The Department of Parks, Recreation and Beautification receives little outside funding. Some revenue is generated from admissions, pavilion rentals, and boat rentals at Lake Superior State Park. It is a non-mandated department. However, the County is currently under a 25-year lease agreement with the Palisades Interstate Parks Commission for the operation of Lake Superior State Park.

Sullivan County Museums receive little outside revenue and are not a mandated service.

## Core Services

Functions of the Parks and Recreation department include:

- One state park operated under contract by the County, Lake Superior, four historical parks, including Stone Arch Bridge, Livingston Manor Covered Bridge, Minisink Battlegrounds, and the D & H Canal Linear Park. One park currently in development, located in the Town of Delaware.
- Beautification programs include roadside clean-up through the annual County-wide Litter Pluck and the summer Clean Team.
- The Sullivan County Department of Parks, Recreation and Beautification is also responsible for the operation of three museums: the Sullivan County Museum in Fallsburg, the D&H Canal Museum Interpretive Center at Lock 50 in Mamakating, and the Fort Delaware Museum of Colonial History in Tusten, which is currently operated through a lease agreement with The Delaware Company.
- The Sullivan County Museum provides space for the Sullivan County Historical Society and the Frederick A. Cook Society. It features exhibits of Sullivan County history.
- The D&H Canal Museum at Lock 50 is a seasonally staffed interpretive center.
- Fort Delaware Museum of Colonial History is a seasonally operated living history museum that provides visitors with real life demonstrations of colonial life.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>P/R - LAKE SUPERIOR</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>
ASST PARK & RECR TN DIR/LIFEGUARD	0.25	0.25	0.25
LABORER I	0.75	0.75	0.75
LIFEGUARD	1.75	1.75	1.75
PARK ENTRY ATTENDANT	0.75	0.75	0.75
<b>P/R ADMIN</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>
ASSISTANT RECREATION DIR - COUNT	1.00	1.00	1.00
DIR PARKS REC & BEAUTI PROGS	1.00	1.00	1.00
GROUNDS MAINTENANCE WORKER I	2.00	2.00	2.00
GROUNDS MAINTENANCE WORKER II	1.00	1.00	1.00
LABORER I	0.25	0.25	0.25
STUDENT WORKER	1.00	1.00	1.00
<b>P/R CNTY MUSEUM - D &amp; H CANAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>
SR VISITORS EXPERIENCE ASSOCIATE	0.25	0.25	0.25
VISITORS EXPERIENCE ASSOCIATE	0.25	0.25	0.25
<b>P/R CNTY MUSEUM - SC MUSEUM</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>
MUSEUM ATTENDANT	0.40	0.40	0.40
MUSEUM ATTENDANT PD	0.20	0.20	0.20
<b>Grand Total</b>	<b>10.85</b>	<b>10.85</b>	<b>10.85</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Culture and Recreation				
Recreation				
Parks & Recreation				
P/R - Admin				
Personal Services	\$215,003	\$236,912	\$352,765	\$372,181
Fixed Assets	\$0	\$0	\$25,062	\$25,000
Contracts	\$3,864	\$4,496	\$172,000	\$129,500
Auto/Travel	\$1,497	\$3,671	\$5,275	\$7,600
Office Supplies	\$2,169	\$1,662	\$5,350	\$4,050
Utilities	\$216	\$342	\$1,000	\$1,000
Special Department Supply	\$1,537	\$1,836	\$14,375	\$8,500
Misc Serv/Exp	\$1,189	\$1,287	\$4,810	\$2,300
Departmental Exp	\$6,698	\$23,377	\$42,902	\$51,598
Employee Benefits	\$87,451	\$96,129	\$178,417	\$190,800
<b>Total P/R - Admin:</b>	<b>\$319,625</b>	<b>\$369,712</b>	<b>\$801,956</b>	<b>\$792,529</b>
P/R Lake Superior Park				
Personal Services	\$52,795	\$82,518	\$129,072	\$132,856
Fixed Assets	\$0	\$0	\$100,000	\$0
Contracts	\$1,000	\$50,213	\$14,627	\$0
Auto/Travel	\$284	\$0	\$200	\$200
Office Supplies	\$341	\$446	\$1,400	\$1,700
Utilities	\$0	\$0	\$1,000	\$100
Special Department Supply	\$3,007	\$8,821	\$11,460	\$6,700
Misc Serv/Exp	\$1,027	\$2,901	\$3,300	\$3,400
Departmental Exp	\$1,160	\$9,044	\$13,440	\$7,000
Employee Benefits	\$8,795	\$11,064	\$28,787	\$32,425
<b>Total P/R Lake Superior Park:</b>	<b>\$68,409</b>	<b>\$165,008</b>	<b>\$303,286</b>	<b>\$184,381</b>
P/R D&H Canal Linear Park				
Contracts		\$0	\$0	\$50,000
Special Department Supply	\$1,548	\$1,474	\$2,200	\$2,200
Departmental Exp	\$240	\$4,998	\$6,000	\$6,000
<b>Total P/R D&amp;H Canal Linear Park:</b>	<b>\$1,788</b>	<b>\$6,473</b>	<b>\$8,200</b>	<b>\$58,200</b>
P/R Stone Arch Bridge				
Special Department Supply	\$154	\$761	\$700	\$700
Departmental Exp	\$257	\$937	\$3,000	\$1,500
<b>Total P/R Stone Arch Bridge:</b>	<b>\$412</b>	<b>\$1,698</b>	<b>\$3,700</b>	<b>\$2,200</b>
P/R Minisink Battle Ground				

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Special Department Supply	\$87	\$186	\$700	\$700
Departmental Exp	\$424	\$296	\$1,500	\$1,500
<b>Total P/R Minisink Battle Ground:</b>	<b>\$511</b>	<b>\$482</b>	<b>\$2,200</b>	<b>\$2,200</b>
P/R Livingston Manor Covered Br				
Special Department Supply	\$487	\$737	\$200	\$200
Departmental Exp	\$110	\$4,718	\$5,500	\$2,000
<b>Total P/R Livingston Manor Covered Br:</b>	<b>\$597</b>	<b>\$5,455</b>	<b>\$5,700</b>	<b>\$2,200</b>
P/R Callicoon Park				
Fixed Assets	\$151,302	\$0	\$125,000	\$275,000
Contracts	\$0	\$12,731	\$31,602	\$0
Utilities	\$330	\$611	\$800	\$800
Special Department Supply	\$3,722	\$0	\$750	\$200
Departmental Exp	\$0	\$5,357	\$40,300	\$12,500
<b>Total P/R Callicoon Park:</b>	<b>\$155,353</b>	<b>\$18,699</b>	<b>\$198,452</b>	<b>\$288,500</b>
<b>Total Parks &amp; Recreation:</b>	<b>\$546,694</b>	<b>\$567,527</b>	<b>\$1,323,494</b>	<b>\$1,330,210</b>
<b>Total Recreation:</b>	<b>\$546,694</b>	<b>\$567,527</b>	<b>\$1,323,494</b>	<b>\$1,330,210</b>
Culture				
County Museums				
SC Museum				
Personal Services	\$29,015	\$30,888	\$33,917	\$34,427
Office Supplies	\$0	\$60	\$100	\$50
Special Department Supply	\$200	\$289	\$2,500	\$500
Departmental Exp	\$128	\$30	\$500	\$200
Employee Benefits	\$3,777	\$4,541	\$7,766	\$8,510
<b>Total SC Museum:</b>	<b>\$33,119</b>	<b>\$35,809</b>	<b>\$44,783</b>	<b>\$43,687</b>
D & H Canal Museum				
Personal Services	\$4,668	\$5,808	\$11,700	\$12,284
Office Supplies	\$11	\$3	\$600	\$1,100
Special Department Supply	\$270	\$455	\$3,600	\$1,450
Misc Serv/Exp	\$0	\$0	\$200	\$200
Departmental Exp	\$82	\$352	\$3,050	\$3,050
Employee Benefits	\$492	\$626	\$2,631	\$3,063
<b>Total D &amp; H Canal Museum:</b>	<b>\$5,522</b>	<b>\$7,244</b>	<b>\$21,781</b>	<b>\$21,147</b>
<b>Total County Museums:</b>	<b>\$38,642</b>	<b>\$43,053</b>	<b>\$66,564</b>	<b>\$64,834</b>
Historic Prop Fort Delaware				
Utilities		\$0	\$1,450	\$0
Special Department Supply	\$179	\$183	\$2,250	\$1,700
Departmental Exp	\$60	\$146	\$200	\$1,000

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Employee Benefits	\$15			
<b>Total Historic Prop Fort Delaware:</b>	<b>\$254</b>	<b>\$329</b>	<b>\$3,900</b>	<b>\$2,700</b>
<b>Total Culture:</b>	<b>\$38,896</b>	<b>\$43,382</b>	<b>\$70,464</b>	<b>\$67,534</b>
<b>Total Culture and Recreation:</b>	<b>\$585,589</b>	<b>\$610,909</b>	<b>\$1,393,958</b>	<b>\$1,397,744</b>
<b>Total Expenditures:</b>	<b>\$585,589</b>	<b>\$610,909</b>	<b>\$1,393,958</b>	<b>\$1,397,744</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Culture and Recreation Income	\$52,004	\$58,408	\$62,050	\$67,650
Misc	\$177	\$424	\$300	\$300
<b>Total Income:</b>	<b>\$52,181</b>	<b>\$58,831</b>	<b>\$62,350</b>	<b>\$67,950</b>
State Aid				
General Government	\$106,951	\$4,496	\$129,500	\$154,500
<b>Total State Aid:</b>	<b>\$106,951</b>	<b>\$4,496</b>	<b>\$129,500</b>	<b>\$154,500</b>
<b>Total Revenue Source:</b>	<b>\$159,132</b>	<b>\$63,328</b>	<b>\$191,850</b>	<b>\$222,450</b>

## Parks Salary Schedule

Parks, Recreation and Beautification Department Seasonal, Part-time and Per-diem Positions  
2024 Starting Salary Recommendations

Position	Hourly Rate w/ No Experience for 2024
Laborer I (Seasonal)	\$16.30 *
Park Entry Attendant	\$16.30 *
Student Worker (Seasonal)	\$16.30 *
Visitors Experience Assoc.	\$16.30 *
Laborer I (Seasonal), Clean Team Leader	\$17.30 *
Senior Visitors Experience Associate	\$17.30 *
Lifeguard	20.80 *
Assistant Park and Recreation Director/Lifeguard	\$23.30 **
Park Manager	\$25.80 **
Museum Attendant-PT & Per-diem	\$17.30

\* Returning employees will receive an additional \$.50 cent increase per year of experience.

\*\* Returning employees will receive an additional \$.50 cent increase per year of experience only if they previously held that position.

## 2025 Strategies and Key Initiatives

Strategies and Key Performance Indicators		
Strategy: Programming at County Parks/Facilities		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Recreational & Historical Programming	New programming at our County Parks and Facilities	10 programs
Strategy: Lake Superior State Park Beach - Preventing closures through staff recruitment		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Total days beach area is open	Track days open/closed	Open scheduled days Memorial Day Weekend - Labor Day
Key Initiatives for 2025		
Strategy: County Park Trail Development/Trail Rehabilitation		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Trail developed/rehabilitated	Distance of trail developed/rehabilitated throughout the County Parks	1 mile
Annual Actions:		
1. Evaluate the amount of trails though out the County Park System		
2. Evaluate current trail conditions		
Strategy: Callicoon Park Property Development		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Parking lot development	Completion of parking area	100%
Park Clean-up	Building Demolition/Flood Debris Clean-up	100%
Annual Actions:		
1. Development of site amenities		
2. Asses site clean-up		

# Planning and Community Development

**Heather Jacksy**

Director of Planning

***The mission of the Sullivan county Division of Planning & Community Development is to improve the quality of life for residents of the County by encouraging community and economic development and by providing innovative training, technical assistance and collaborative service delivery in the areas of comprehensive land use and environmental impact assessment and remediation.***

Planning serves as a catalyst to promote and support community and economic development throughout the County, targeting the creation of new jobs and improving our tax base.

The Sullivan County Department of Planning receives some outside funding in the form of grants, as well as administrative fees for grant implementation and contracts with local municipalities. The majority of the department's budget is county share.

Planning is a non-mandated office but performs several mandated tasks, including continued administrative duties for the Empire Zone program, staffing for REAP Board, hazard mitigation coordinator, NYS Ag District 30-Day and 8-year review, General Municipal Law 239 Reviews, municipal training (not required of department but mandated for Town/Village officials), open space and farmland protection planning (not mandated but encouraged) and continued administrative duties for the Revolving Loan Fund.

## Core Services

Functions of the Department of Planning and Community Development include:

- Economic development
- Community development
- Agricultural economic development
- Grant management
- State mandated reviews (SEQR, SHPO, etc.)
- Hazard Mitigation Planning
- Municipal assistance
- NYS Agricultural District reviews
- General Municipal Law 239 I, M & N reviews
- Municipal training
- Environmental management
- Open space and farmland protection
- Revolving loan program.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
PLANNING - MAIN UNIT	8.30	8.10	8.10
ACCOUNT CLERK	0.50	0.50	0.50
COMM OF PLANNING & ENVIR MGT	1.00	1.00	1.00
CONFIDENTIAL SECR TO PLANNING	1.00	1.00	1.00
COUNTY HISTORIAN	0.20	0.20	0.20
DIRECTOR OF PLANNING	1.00	1.00	1.00
JUNIOR PLANNER-ENVIRON SPEC	1.00	1.00	1.00
PLANNER	2.00	2.00	2.00
RESEARCH ANALYST	1.00	1.00	1.00
RESEARCH ASSISTANT	0.40	0.40	0.40
STUDENT INTERN	0.20		
Grand Total	8.30	8.10	8.10



## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Home and Community Service				
General Environment				
Planning				
Plng - Main Unit				
Personal Services	\$413,466	\$397,860	\$551,222	\$585,316
Contracts	\$895,664	\$653,044	\$869,458	\$50,000
Auto/Travel	\$3,051	\$1,428	\$3,584	\$8,300
Office Supplies	\$1,650	\$1,387	\$6,420	\$4,800
Computer Supplies	\$741	\$423	\$5,284	\$1,900
Utilities	\$480	\$76	\$0	\$0
Special Department Supply	\$0	\$194	\$200	\$1,000
Misc Serv/Exp	\$0	\$0	\$105,682	\$100,000
Departmental Exp	\$256,468	\$394,040	\$492,433	\$434,000
Employee Benefits	\$226,779	\$229,686	\$316,490	\$320,269
<b>Total Plng - Main Unit:</b>	<b>\$1,798,300</b>	<b>\$1,678,138</b>	<b>\$2,350,773</b>	<b>\$1,505,585</b>
<b>Total Planning:</b>	<b>\$1,798,300</b>	<b>\$1,678,138</b>	<b>\$2,350,773</b>	<b>\$1,505,585</b>
<b>Total General Environment:</b>	<b>\$1,798,300</b>	<b>\$1,678,138</b>	<b>\$2,350,773</b>	<b>\$1,505,585</b>
<b>Total Home and Community Service:</b>	<b>\$1,798,300</b>	<b>\$1,678,138</b>	<b>\$2,350,773</b>	<b>\$1,505,585</b>
<b>Total Expenditures:</b>	<b>\$1,798,300</b>	<b>\$1,678,138</b>	<b>\$2,350,773</b>	<b>\$1,505,585</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Home and Community Services Income	\$6,702	\$104,294	\$0	\$0
<b>Total Income:</b>	<b>\$6,702</b>	<b>\$104,294</b>	<b>\$0</b>	<b>\$0</b>
State Aid				
Home and Community Services	\$87,100	\$143,900	\$19,000	\$50,000
<b>Total State Aid:</b>	<b>\$87,100</b>	<b>\$143,900</b>	<b>\$19,000</b>	<b>\$50,000</b>
Federal Aid				
General Government	\$301,772	\$130,043	\$122,545	\$0
Home and Community Services	\$1,624	\$43,542	\$0	\$0
<b>Total Federal Aid:</b>	<b>\$303,395</b>	<b>\$173,586</b>	<b>\$122,545</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$397,198</b>	<b>\$421,779</b>	<b>\$141,545</b>	<b>\$50,000</b>

# Division of Public Safety

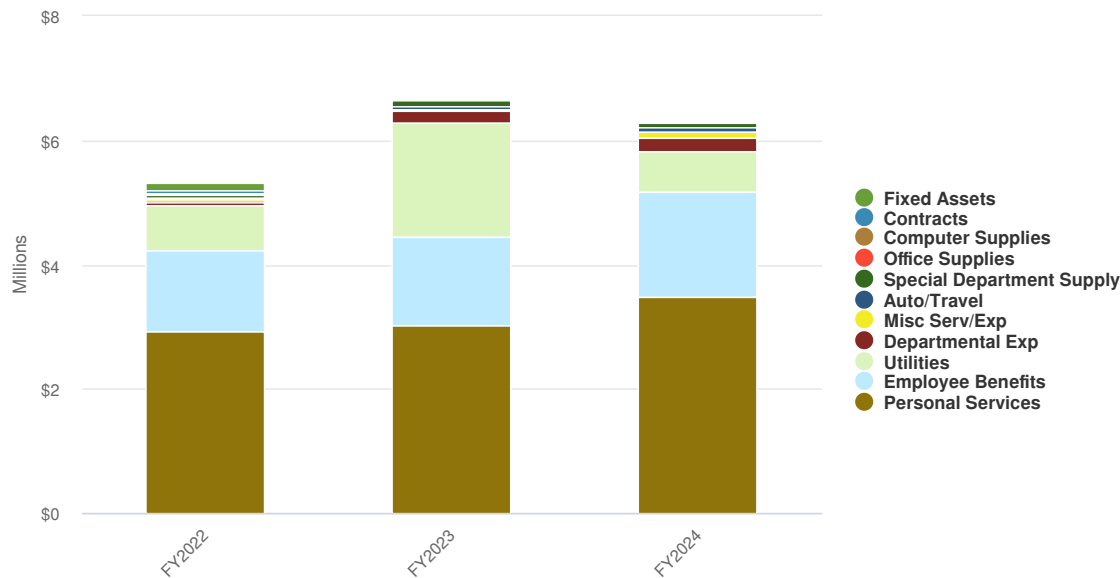
Scott Schulte  
Commissioner

The Division of Public Safety is charged with ensuring the safety and security of the citizens and government of Sullivan County, and oversees the following departments:

- Office of Emergency Management/Homeland Security
- Bureau of Fire
- Bureau of Emergency Medical Services (EMS)
- 911 Center
- Animal Control
- Public Defense

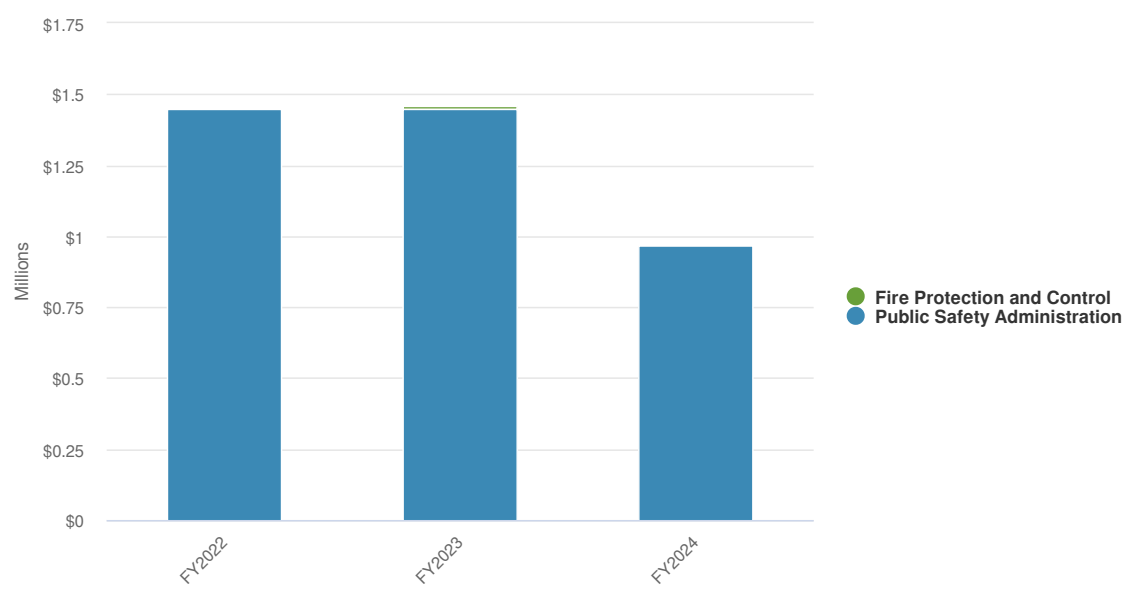
## Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



# Revenue by Department

## Budgeted and Historical 2025 Revenue by Department



# Organizational Chart

## Division of Public Safety



## Safe Community (Division of Public Safety)

### Strategies and Key Performance Indicators

#### Strategies and Key Performance Indicators

##### Strategy: Improve collaboration & training among Fire Departments

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Provide State and County-hosted training for Fire Personnel	Total County-hosted trainings in 2025	30
Fire Department participant satisfaction	Attendee satisfaction of these County-hosted trainings	75%

##### Strategy: Enhance EMS training opportunities to both First Responders and the public

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Develop CME program to support EMTs	Total County-hosted trainings in 2025	6
Offer public CPR and First Aid Training	Total County-hosted trainings in 2025	4

##### Strategy: Enhance public safety communication gaps through education of First Responders

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Promote 911 communications outreach	Number of outreach trainings completed	3
Participant satisfaction and engagement	Percentage of participants satisfied with training program	75%

##### Strategy: Ensure preparedness for emergency situations

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Number of emergency drills	Total number of County emergency drills	3
Number of emergency planning exercises	Total number of planning exercises	3

### Key Initiatives for 2025

##### Strategy: Increase assistance with recruitment of Fire & EMS volunteers

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Number of new EMS recruits	Count of new recruits	5
Number of new firefighter recruits	Count of new recruits	10

##### Annual Actions:

1. Increase recruitment efforts and develop new strategies for recruitment
2. Work with volunteer fire and EMS providers to recruit and retain volunteers
3. Continue to offer and enhance Annual Emergency Services Youth Academy program

##### Strategy: Promote Health & Wellness for all First Responders

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Provide Health Screenings for First Responders	Percentage of members screened	10%

##### Annual Actions:

1. Increase cardiovascular health awareness among Fire, EMS and Law Enforcement Personnel
2. Promote importance of Mental Health and Physical Wellbeing among Fire, EMS & Law Enforcement Personnel

##### Strategy: Update Emergency Management plans and conduct trainings

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Participant satisfaction with emergency trainings	Percent of participants who are satisfied with emergency training	75%
Establish regular meetings of the LEPC	Total recurring meetings per year (min.)	2
Establish regular meetings of the STAC	Total recurring meetings per year (min.)	4

##### Annual Actions:

1. Review the Sullivan County Comprehensive Emergency Management Plan (CEMP)
2. Review and update the CEPA assessment
3. Review and update the Domestic Terrorism Prevention Plan
4. Review and update the Fire Mutual Aid Plan
5. Review and update the Hazardous Materials Plan
6. Review and update the EMS Mutual Aid Plan

##### Strategy: Review and recommend enhancements to building security

KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Review building security	Percent of buildings analyzed	100%

##### Annual Actions:

1. Review building security posture and make recommendations to management concerning improved security needs.

## Animal Control

The purpose of Animal Control is to provide support of animal recovery to the County Public Health Office, Sheriff's Office and Probation Department. Assistance is provided through the appointment of a County animal control officer (contractor), who will recover animals for the County agencies if no owner or volunteer is willing to assist the County for the animals' safety and health, while the owner is being processed, or charged for a crime, and will be not available to take care of their animal(s).

There is no source of outside funding for Animal Control and the program is 100% County cost. Animal Control is a non-mandated program.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Animal Control				
Animal Control				
Contracts	\$45,000	\$75,000	\$60,000	\$60,000
Departmental Exp	\$0	\$0	\$45,000	\$0
<b>Total Animal Control:</b>	<b>\$45,000</b>	<b>\$75,000</b>	<b>\$105,000</b>	<b>\$60,000</b>
<b>Total Animal Control:</b>	<b>\$45,000</b>	<b>\$75,000</b>	<b>\$105,000</b>	<b>\$60,000</b>
<b>Total Public Safety:</b>	<b>\$45,000</b>	<b>\$75,000</b>	<b>\$105,000</b>	<b>\$60,000</b>
<b>Total Expenditures:</b>	<b>\$45,000</b>	<b>\$75,000</b>	<b>\$105,000</b>	<b>\$60,000</b>

# Fire Protection

**John Hauschild**  
Dep Comm of Public Safety

***The Bureau of Fire is charged with the oversight of the Sullivan County Fire Mutual Aid Plan, administers fire training programs, organizes and supervises special teams for fire investigation, wild land search and rescue, and hazardous materials and serves as a liaison with the water rescue and recovery team.***

The Fire Coordinator is the county liaison to the New York State Office of Fire Prevention and Control and other agencies in matters that affect fire issues and incidents.

New York State Office of Fire Prevention and Control (OFPC) provide State Fire Instructors to train firefighters and other first responders in the county.

The Bureau of Fire receives no outside funding and is 100% County share. The Bureau of Fire is a non-mandated program.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>FIRE PROTECTION</b>	<b>3.00</b>	<b>3.80</b>	<b>3.80</b>
CHIEF DEPUTY FIRE COORD	0.20	0.20	0.20
CHIEF FIRE INVESTIGATOR	0.20	0.20	0.20
DEP FIRE COORD	0.80	0.80	0.80
DEP FIRE COORD PT	0.20	0.20	0.20
FIRE INSTRUCTOR PD		0.80	0.80
FIRE INVESTIGATOR	1.40	1.40	1.40
TYPIST	0.20	0.20	0.20
<b>Grand Total</b>	<b>3.00</b>	<b>3.80</b>	<b>3.80</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Fire Protection and Control				
Fire Protection				
Personal Services	\$60,389	\$81,848	\$100,500	\$130,500
Auto/Travel	\$7,301	\$9,846	\$9,900	\$24,300
Office Supplies	\$955	\$706	\$3,800	\$4,300
Utilities	\$3,882	\$3,776	\$8,232	\$7,700
Special Department Supply	\$1,563	\$5,321	\$5,000	\$68,180
Misc Serv/Exp	\$5,032	\$1,433	\$9,152	\$13,030
Departmental Exp	\$210	\$3,719	\$8,500	\$38,160
Employee Benefits	\$53,865	\$69,164	\$23,651	\$29,812
<b>Total Fire Protection:</b>	<b>\$133,197</b>	<b>\$175,813</b>	<b>\$168,735</b>	<b>\$315,982</b>
<b>Total Fire Protection and Control:</b>	<b>\$133,197</b>	<b>\$175,813</b>	<b>\$168,735</b>	<b>\$315,982</b>
<b>Total Public Safety:</b>	<b>\$133,197</b>	<b>\$175,813</b>	<b>\$168,735</b>	<b>\$315,982</b>
<b>Total Expenditures:</b>	<b>\$133,197</b>	<b>\$175,813</b>	<b>\$168,735</b>	<b>\$315,982</b>

## Revenues by Source

Name	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source			
State Aid			
Public Safety	\$9,890	\$0	\$0
<b>Total State Aid:</b>	<b>\$9,890</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$9,890</b>	<b>\$0</b>	<b>\$0</b>

# Probation

**Pennie Huber**  
Probation Director

***The mission of the Sullivan County Probation Department is to take a proactive approach to law enforcement and treatment strategies in the rehabilitation and monitoring of offenders in the community.***

A continuum of comprehensive services is used to facilitate the re-socialization of offenders to preserve public safety. Partnerships and cooperation with other law enforcement and other agencies are constantly being developed and fostered to better ensure the safety and quality of life for the citizens of Sullivan County.

The Department receives revenues from several sources: state reimbursement, Stop DWI funds, chargebacks to other County departments, supervision fees, surcharge collections, and Pre-Trial and ATI (Alternatives to Incarceration) funds. The Department of Probation is mandated under the New York Consolidated Laws, Executive – Article 12.

## Core Services

Functions of the Sullivan County Probation Department include:

- Public Safety/monitoring felony and misdemeanor probationers (sex offenders, DWI, violent felons, youthful offenders)
- Family Court intake for domestic violence victims and juvenile delinquent complaints
- Preparation of pre-sentence and pre-plea reports for county, family and justice courts
- Restitution and fee/fine collection for all courts, as well as disbursement of funds to crime victims
- Obtain DNA samples from offenders and submit to the NYS DNA database
- Alternatives to Incarceration program (reduces jail population, allows for the jail to become eligible for Article 13A classification, and as a result maintain a reduced classification level)
- Pre-Trial Release program (reduces jail population, allows defendants who cannot post bail the opportunity to be screened and interviewed for release on their own recognizance)

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
PROBATION - ATI	1.00	1.00	1.00
PROBATION OFFICER	1.00	1.00	1.00
PROBATION - MAIN UNIT	26.00	26.00	26.00
ACCOUNT CLERK/DATABASE	1.00	1.00	1.00
CLERK	1.00	1.00	1.00
DEPUTY PROBATION DIRECTOR	1.00	1.00	1.00
FULL CHARGE BOOKKEEPER	1.00	1.00	1.00
PROBATION ASSISTANT	1.00	1.00	1.00
PROBATION DIR B	1.00	1.00	1.00
PROBATION OFFICER	7.00	7.00	7.00
PROBATION OFFICER TRAINEE	5.00	5.00	5.00
PROBATION SPVR	2.00	2.00	2.00
PROBATION SUPERVISOR	1.00	1.00	1.00
SR PROBATION OFFICER	4.00	4.00	4.00
TYPIST	1.00	1.00	1.00
PROBATION - PRE TRIAL	2.00	2.00	2.00
PROBATION OFFICER	1.00	1.00	1.00
SR PROBATION OFFICER	1.00	1.00	1.00
<b>Grand Total</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>



## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Law Enforcement				
Probation				
Prob - Main Unit				
Personal Services	\$1,510,600	\$1,478,758	\$1,586,577	\$1,658,841
Contracts	\$0	\$0	\$500	\$500
Auto/Travel	\$9,152	\$18,019	\$22,500	\$22,500
Office Supplies	\$4,778	\$4,760	\$12,912	\$9,500
Computer Supplies	\$0	\$0	\$0	\$1,500
Utilities	\$1,449	\$1,580	\$1,700	\$3,000
Special Department Supply	\$24,260	\$16,731	\$34,000	\$30,000
Misc Serv/Exp	\$8,192	\$7,540	\$15,100	\$16,000
Departmental Exp	\$24,677	\$29,462	\$48,548	\$43,447
Employee Benefits	\$700,690	\$729,715	\$826,523	\$855,140
<b>Total Prob - Main Unit:</b>	<b>\$2,283,797</b>	<b>\$2,286,564</b>	<b>\$2,548,360</b>	<b>\$2,640,428</b>
Prob- Alternatives To Incarcer				
Personal Services	\$66,404	\$70,034	\$73,158	\$77,369
Auto/Travel	\$0	\$0	\$2,570	\$3,500
Office Supplies	\$450	\$0	\$250	\$250
Misc Serv/Exp	\$500	\$500	\$900	\$900
Departmental Exp	\$820	\$850	\$930	\$1,500
Employee Benefits	\$21,409	\$26,019	\$31,294	\$34,729
<b>Total Prob- Alternatives To Incarcer:</b>	<b>\$89,583</b>	<b>\$97,403</b>	<b>\$109,102</b>	<b>\$118,248</b>
Prob - Pre Trial Release				
Personal Services	\$145,973	\$154,931	\$166,601	\$164,386
Fixed Assets		\$26,995	\$0	\$0
Auto/Travel	\$0	\$863	\$10,875	\$5,100
Office Supplies	\$0	\$8,897	\$10,127	\$1,500
Computer Supplies	\$0	\$7,047	\$0	\$500
Utilities	\$878	\$1,124	\$1,594	\$3,000
Special Department Supply	\$0	\$27,822	\$12,706	\$6,100
Misc Serv/Exp	\$1,000	\$1,040	\$4,100	\$1,400
Departmental Exp	\$100	\$1,472	\$150,826	\$17,167
Employee Benefits	\$44,272	\$46,186	\$52,590	\$44,160
<b>Total Prob - Pre Trial Release:</b>	<b>\$192,222</b>	<b>\$276,376</b>	<b>\$409,419</b>	<b>\$243,313</b>
<b>Total Probation:</b>	<b>\$2,565,602</b>	<b>\$2,660,343</b>	<b>\$3,066,881</b>	<b>\$3,001,989</b>
<b>Total Law Enforcement:</b>	<b>\$2,565,602</b>	<b>\$2,660,343</b>	<b>\$3,066,881</b>	<b>\$3,001,989</b>
<b>Total Public Safety:</b>	<b>\$2,565,602</b>	<b>\$2,660,343</b>	<b>\$3,066,881</b>	<b>\$3,001,989</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Expenditures:	\$2,565,602	\$2,660,343	\$3,066,881	\$3,001,989

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Public Safety Income	\$100,165	\$88,883	\$91,100	\$99,600
<b>Total Income:</b>	<b>\$100,165</b>	<b>\$88,883</b>	<b>\$91,100</b>	<b>\$99,600</b>
State Aid				
Public Safety	\$232,186	\$393,997	\$398,456	\$228,831
Social Services	\$14,619	\$16,859	\$16,000	\$16,000
<b>Total State Aid:</b>	<b>\$246,805</b>	<b>\$410,855</b>	<b>\$414,456</b>	<b>\$244,831</b>
Federal Aid				
Public Safety	\$11,309	\$12,872	\$11,129	\$10,000
<b>Total Federal Aid:</b>	<b>\$11,309</b>	<b>\$12,872</b>	<b>\$11,129</b>	<b>\$10,000</b>
<b>Total Revenue Source:</b>	<b>\$358,279</b>	<b>\$512,610</b>	<b>\$516,685</b>	<b>\$354,431</b>

Strategies and Key Performance Indicators		
Strategy: Collect maximum Court ordered surcharge, Administrative and DWI fees		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
2025 fees collected	\$53,000	100%
Strategy: Collect maximum Court ordered restitution		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
2025 restitution collected	\$30,000	100%

Key Initiatives for 2025		
Strategy: Supervise offenders sentenced to Release under Supervision, Conditional Discharge and Probation		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
2025 Probationers ( Adult/ JD/ AO)		340
2025 Conditional Discharge with IID		65
Annual Actions:		
1. Review and update policy and procedures to align with OPCA / DCJS rules and regulations		
2. Identify opportunities to enhance employee training		
3. Implement flexible work schedules where possible		
Strategy: Increased Community Outreach and Education		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
Number of Community Forums	Attend community outreach programs/ events	5
Annual Actions:		
1. All Peace Officers will have 21 hours of training		

## Public Defense

**Lynda Levine**

Admin of Assigned Counsel

According to New York State Law, "The governing body of each county and the governing body of the city in which a county is wholly contained shall place in operation throughout the county, a plan for providing counsel to persons charged with a crime or who are entitled to counsel pursuant to section two hundred sixty-two or section eleven hundred twenty of the family court act, article six-C of the correction law, section four hundred seven of the surrogate's court procedure act or article ten of the mental hygiene law, who are financially unable to obtain counsel. Each plan shall also provide for investigative, expert and other services necessary for an adequate defense." The County provides these services via contract to the Sullivan County Legal Aid Panel and the Sullivan County Conflict Legal Aid.

The County receives reimbursement for a portion of the services provided via State funding for the provision of indigent legal services from the Indigent Legal Services Fund. Provision of indigent legal services is mandated by NYS County Law section 722.

The main function of Public Defense is the provision of legal defense services for those who cannot afford an attorney.

The budget for Public Defense consists primarily of contractual services with two agencies that provide the services mandated by New York State. A small amount of funding is used for services related to the provision of legal defense, such as assigned counsel and stenographic services.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>PUBLIC DEFENSE</b>	1.00	1.00	1.00
<b>ADMIN OF ASSIGNED COUNSEL</b>	1.00	1.00	1.00
<b>Grand Total</b>	1.00	1.00	1.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Judicial				
Public Defense				
Personal Services	\$114,681	\$122,294	\$114,378	\$130,747
Contracts	\$2,111,017	\$2,303,730	\$2,781,676	\$3,286,553
Auto/Travel	\$125	\$419	\$1,000	\$1,000
Office Supplies	\$76	\$210	\$702	\$700
Computer Supplies	\$0	\$6,150	\$2,000	\$1,000
Departmental Exp	\$370,625	\$425,414	\$539,700	\$679,200
Employee Benefits	\$47,472	\$45,729	\$41,275	\$49,574
<b>Total Public Defense:</b>	<b>\$2,643,996</b>	<b>\$2,903,946</b>	<b>\$3,480,731</b>	<b>\$4,148,774</b>
<b>Total Judicial:</b>	<b>\$2,643,996</b>	<b>\$2,903,946</b>	<b>\$3,480,731</b>	<b>\$4,148,774</b>
<b>Total General Government:</b>	<b>\$2,643,996</b>	<b>\$2,903,946</b>	<b>\$3,480,731</b>	<b>\$4,148,774</b>
<b>Total Expenditures:</b>	<b>\$2,643,996</b>	<b>\$2,903,946</b>	<b>\$3,480,731</b>	<b>\$4,148,774</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
State Aid				
General Government	\$1,338,678	\$1,514,439	\$2,049,541	\$2,500,163
<b>Total State Aid:</b>	<b>\$1,338,678</b>	<b>\$1,514,439</b>	<b>\$2,049,541</b>	<b>\$2,500,163</b>
<b>Total Revenue Source:</b>	<b>\$1,338,678</b>	<b>\$1,514,439</b>	<b>\$2,049,541</b>	<b>\$2,500,163</b>

## Strategies, Performance Indicators and Initiatives

Strategies and Key Performance Indicators		
<b>Strategy: Provide for Counsel at First Appearance in all criminal matters in Sullivan County</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Continue to Develop Arraignment Panel of Attorneys</b>	currently there are 7 attorneys on the Panel. The Administrator has had to join the panel making the total available attorneys 8. Seeking to move to a more permanent solution to attorney burnout such as the creation of a Centralized Arraignment Part.	10 attorneys or the creation of a Centralized Arraignment Part
<b>Analyze arraignment data by type of top charge and arraignment outcome</b>	Analyze arraignment outcomes by type of crime: Violent Felony; other felony; misdemeanor and violations; etc.	Compliance with Bail Reform
<b>Strategy: Provide Quality Legal Representation to Indigent Defendants in Criminal Cases and Indigent Parents in Family Court Proceedings</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Seek grant funding to improve the quality of mandated indigent legal representation</b>	This Office works together with the institutional providers; i.e. Sullivan Legal Aid Panel and Sullivan County Conflict Legal Aid and private attorneys on the 18B panel to provide them with funding to improve legal services and entice experienced private attorneys to accept 18B assignments	Apply for all opportunities for funding from the State of New York
<b>Promote and encourage use of funding from New York State Office of Indigent Legal Services</b>	Attorney use of specialized services funding; opportunities for continued legal education; use of client services funding, to improve and enhance the quality of legal service in Sullivan County	At this point we are looking for utilization of funding in most serious criminal cases assigned to 18B panel attorneys

Key Initiatives		
<b>Strategy: Improve quality of Legal Representation to Indigent Defendants in Criminal Matter and Indigent Parent in Family Court Proceedings</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Adoption of a formal Assigned Counsel Program Plan</b>	A formal written Assigned Counsel Program Plan including qualifications; training; and other programs to enhance the quality of legal representation of indigent persons in Sullivan County has been developed but not yet adopted.	Formal adoption by Resolution of the Sullivan County Legislature in the first half of 2025.
<b>Annual Actions:</b>		
Preparation of Annual Reports to the State of New York Office of Indigent Legal Services		
<b>Strategy:</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Improve mandated legal representation to qualified individuals charged with crimes by utilizing state grant funding specifically for 18B attorneys to hire non-attorney professionals to aid in defense</b>	number of matters in which attorneys engage in the services of non-attorney professionals	County has approximately \$26,000 in grant funding for this purpose. Utilization of all or part of this funding in 2023.
<b>Annual Actions:</b>		
1. Negotiate future budgets geared towards the expansion of the reforms to mandated criminal defense of qualified indigent individuals charged with a crime that came out of the Hurrell-Harring Settlement		
2. Continue to pursue additional funding to improve mandated legal representation of qualified individuals charged with a crime		

# Public Safety Administration

Scott Schulte  
Commissioner

*The mission of the Sullivan County Office of Emergency Management and Homeland Security (Public Safety Administration) is to act as the lead agency for the response of county resources to assist all residents and visitors during a natural or manmade disaster and incidents that involve Homeland Security, and to act as the liaison for county government with other Federal, State and Local governments, non-governmental organizations and the New York State Office of Emergency Management (State OEM) during an emergency incident.*

NYS OEM receives federal grants for emergency and homeland security equipment.

The Office of Emergency Management and Homeland Security is a non-mandated office, however, it is responsible to ensure compliance with Federal NIMS (National Incident Management System) training requirements under Homeland Security Presidential Directive 5 NIMS and the NRF (National Response Framework).

## Core Services

Functions of the Office of Emergency Management/Homeland Security include:

- Provide and operate the County Emergency Operations Center (EOC) during storms, disasters, and other emergencies as well as work with the county 911 Center to alert citizens through notifications by way of the NY ALERT system.
- Produce, through the Local Emergency Planning Committee (LEPC), the Comprehensive Emergency Management Plan (SCEMP) for emergency response; and provide training to all municipal and elected officials in federal mandated NIMS and Incident Command System (ICS) training.
- Operate the County Emergency Services Training Center which has classrooms, a training tower and associated area for driver training. The Training Center is used for police, fire, EMS and other agency training.
- Maintain mobile command truck, which can be deployed to multi-agency incidents; maintain a hazardous materials response trailer and equipment for large hazmat calls; and maintain special operations trailers and equipment.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>PUBLIC SAFETY ADMIN</b>	<b>6.20</b>	<b>6.60</b>	<b>6.40</b>
COM PUBLIC SAFETY	1.00	1.00	1.00
CONF SEC TO COMM OF PUB SAFETY	1.00	1.00	1.00
DEPUTY COMM OF PUBLIC SAFETY	1.00	1.00	1.00
EMERG SVCS TRN CTR FACILITATOR	0.20	0.20	0.20
EMERG SVCS TRNG CTR COORD	1.00	1.00	1.00
EMERGENCY MGMT COORD	1.00	1.00	1.00
PS HEALTH & WELLNESS COORD		0.20	0.20
RABIES CONTROL OFFICER	1.00	1.00	1.00
RECRUITMENT COORD PT		0.20	
<b>Grand Total</b>	<b>6.20</b>	<b>6.60</b>	<b>6.40</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Public Safety Administration				
Public Safety Administration				

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Personal Services	\$134,453	\$233,343	\$437,808	\$740,929
Fixed Assets	\$132,898	\$0	\$160,752	\$130,000
Contracts	\$28,498	\$0	\$800,000	\$2,700,000
Auto/Travel	\$17,567	\$23,786	\$31,493	\$36,100
Office Supplies	\$2,189	\$4,530	\$11,055	\$7,870
Computer Supplies	\$24,094	\$2,009	\$148,670	\$250
Utilities	\$702	\$23,554	\$1,450	\$47,475
Special Department Supply	\$11,356	\$42,322	\$95,029	\$39,850
Misc Serv/Exp	\$2,241	\$2,256	\$16,898	\$26,100
Departmental Exp	\$16,421	\$25,065	\$120,129	\$24,300
Employee Benefits	\$45,029	\$83,667	\$177,981	\$345,491
<b>Total Public Safety Administration:</b>	<b>\$415,449</b>	<b>\$440,532</b>	<b>\$2,001,265</b>	<b>\$4,098,365</b>
<b>Total Public Safety Administration:</b>	<b>\$415,449</b>	<b>\$440,532</b>	<b>\$2,001,265</b>	<b>\$4,098,365</b>
<b>Total Public Safety:</b>	<b>\$415,449</b>	<b>\$440,532</b>	<b>\$2,001,265</b>	<b>\$4,098,365</b>
<b>Total Expenditures:</b>	<b>\$415,449</b>	<b>\$440,532</b>	<b>\$2,001,265</b>	<b>\$4,098,365</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
State Aid				
Public Safety		\$16,500	\$396,722	\$172,413
<b>Total State Aid:</b>		<b>\$16,500</b>	<b>\$396,722</b>	<b>\$172,413</b>
Federal Aid				
Public Safety	\$231,550	\$74,205	\$255,042	\$32,678
<b>Total Federal Aid:</b>	<b>\$231,550</b>	<b>\$74,205</b>	<b>\$255,042</b>	<b>\$32,678</b>
<b>Total Revenue Source:</b>	<b>\$231,550</b>	<b>\$90,705</b>	<b>\$651,764</b>	<b>\$205,091</b>

# Public Safety Communications E911

Alex Rau

Deputy Comm of Public Safety - 911 & EMS

***The mission of Sullivan County 9-1-1 is to provide all residents of and visitors to Sullivan County with professional, expedient and efficient 9-1-1 dispatch services for all Fire, EMS, and Police emergency calls, and to answer all non-emergency calls promptly and courteously and either resolve the caller's issue or refer the caller to the appropriate person or agency who can resolve the issue.***

In addition to dispatch of emergency services personnel, Sullivan County 9-1-1 will also handle the dispatch of coroners, utility companies, Medevac, local, state & federal resources. The department acts as the afterhours contact for Division of Public Works related calls. It provides resource management for emergency services agencies & personnel, providing on-scene communications support in the event of a mobile command post activation and staffing the Emergency Operation Center as necessary during major events.

The department receives its revenues primarily from local tax dollars. A modest reimbursement of certain 911 expenses is received from the NYS Department of State as part of the monies collected under the E911 wireless surcharge program. Sullivan County E-911 is a non-mandated service.

## Core Services

Functions of Sullivan County E-911 Communications include:

- E911 call taking & dispatch of emergency personnel, utility companies, local, state & federal resources
- After hours contact for DPW related calls
- Resource management for emergency services agencies & personnel.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>PUBLIC SAFETY COMM E911</b>	<b>18.90</b>	<b>20.90</b>	<b>18.90</b>
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
CHIEF EMERGENCY SVCS DISPATCHER	1.00	1.00	1.00
E-911 COORD	1.00	1.00	
EMERG SVCS DISPATCHER	11.70	13.70	12.70
EMERG SVCS DISPATCHER PD	0.20	0.20	0.20
SR EMERG SVCS DISPATCHER	4.00	4.00	4.00
<b>Grand Total</b>	<b>18.90</b>	<b>20.90</b>	<b>18.90</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Public Safety Administration				
Public Safety Communication E911				
Personal Services	\$994,797	\$1,009,734	\$1,212,695	\$1,194,564
Auto/Travel	\$195	\$0	\$3,200	\$2,150
Office Supplies	\$7,915	\$1,082	\$3,318	\$2,000
Utilities	\$704,648	\$1,803,722	\$696,220	\$688,100
Special Department Supply	\$2,920	\$3,427	\$6,350	\$6,350
Misc Serv/Exp	\$18,526	\$18,205	\$54,040	\$57,340
Departmental Exp	\$18,919	\$119,023	\$180,084	\$180,834



Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Employee Benefits	\$455,266	\$473,762	\$683,547	\$673,409
<b>Total Public Safety Communication E911:</b>	<b>\$2,203,187</b>	<b>\$3,428,955</b>	<b>\$2,839,454</b>	<b>\$2,804,747</b>
<b>Total Public Safety Administration:</b>	<b>\$2,203,187</b>	<b>\$3,428,955</b>	<b>\$2,839,454</b>	<b>\$2,804,747</b>
<b>Total Public Safety:</b>	<b>\$2,203,187</b>	<b>\$3,428,955</b>	<b>\$2,839,454</b>	<b>\$2,804,747</b>
<b>Total Expenditures:</b>	<b>\$2,203,187</b>	<b>\$3,428,955</b>	<b>\$2,839,454</b>	<b>\$2,804,747</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Non Property Taxes	\$353,117	\$332,716	\$355,000	\$310,000
Use of Money and Property	\$65,104	\$81,425	\$77,056	\$77,056
<b>Total Income:</b>	<b>\$418,221</b>	<b>\$414,142</b>	<b>\$432,056</b>	<b>\$387,056</b>
State Aid				
Public Safety	\$798,573	\$943,665	\$505,000	\$505,000
<b>Total State Aid:</b>	<b>\$798,573</b>	<b>\$943,665</b>	<b>\$505,000</b>	<b>\$505,000</b>
<b>Total Revenue Source:</b>	<b>\$1,216,794</b>	<b>\$1,357,807</b>	<b>\$937,056</b>	<b>\$892,056</b>

# Public Safety Administration - EMS

Alex Rau

Deputy Commissioner of Public Safety - 911 & EMS

***It is the mission of the Sullivan County Bureau of Emergency Medical Services to provide the leadership, support, education and cooperation necessary to enable the Emergency Medical Service Agencies serving Sullivan County to provide the best emergency medical care possible through a lasting and professional partnership with the men and women of the Sullivan County Emergency Medical Services System.***

In 2017, the Mutual Aid Plan was finalized and adopted between Sullivan County and local EMS organizations. In 2018, training, equipment and a stipend for a coordinator will be included in the budget.

EMS Coordinators are available as a resource to access information and contacts, bring ideas and issues to the Legislature and County government and disseminate information from the State Bureau of EMS.

## Core Services

Functions of the Office of Emergency Management-Emergency Medical Services:

- Provide the residents of Sullivan County with shorter wait times for emergency services. With 28,500 patients served in Harris and 3,600 patient served at the Callicoon campus of Catskill Regional Medical Center, a need for increased healthy outcomes and shorter wait times for emergency services is paramount.
- An average of 200 Medevac requests with around 50 completed flights per year.
- To arrive on the scene of major incidents to assist the EMS officer leading the operation in whatever way they can.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<input checked="" type="checkbox"/> PUBLIC SAFETY ADMIN - EMERG MED	1.80	2.40	2.20
DEPUTY COMM OF PS - 911 & EMS	1.00	1.00	1.00
DEPUTY EMS COORDINATOR	0.60	0.60	0.60
EMS COORDINATOR	0.20	0.20	
EMS INSTRUCTOR PD		0.60	0.60
Grand Total	1.80	2.40	2.20

## Safety Inspection/ Electrical Licensing

The purpose of the Sullivan County Electrical Licensing Board is to ensure that all electricians doing work in Sullivan County have the proper training to work safely and make proper installations, repairs and improvements to electrical systems

The Electrical Licensing Board generates revenue for the County through fees for testing and licenses. It is a non-mandated program.

### Core Services

The purpose of the Sullivan County Electrical Licensing Board is to ensure that all electricians doing work in Sullivan County have the proper training to work safely and make proper installations, repairs and improvements to electrical systems

The Electrical Licensing Board generates revenue for the County through fees for testing and licenses. It is a non-mandated program.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Other Public Safety				
Safety Inspection - Elec Licen				
Personal Services	\$0	\$0	\$10,000	\$10,000
Contracts	\$0	\$0	\$4,945	\$4,000
Auto/Travel		\$0	\$55	\$1,000
Office Supplies	\$1,796	\$1,285	\$1,750	\$1,800
Misc Serv/Exp		\$328	\$0	\$0
<b>Total Safety Inspection - Elec Licen:</b>	<b>\$1,796</b>	<b>\$1,613</b>	<b>\$16,750</b>	<b>\$16,800</b>
<b>Total Other Public Safety:</b>	<b>\$1,796</b>	<b>\$1,613</b>	<b>\$16,750</b>	<b>\$16,800</b>
<b>Total Public Safety:</b>	<b>\$1,796</b>	<b>\$1,613</b>	<b>\$16,750</b>	<b>\$16,800</b>
<b>Total Expenditures:</b>	<b>\$1,796</b>	<b>\$1,613</b>	<b>\$16,750</b>	<b>\$16,800</b>

### Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Licenses and Permits	\$56,680	\$62,680	\$50,000	\$50,000
<b>Total Income:</b>	<b>\$56,680</b>	<b>\$62,680</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>Total Revenue Source:</b>	<b>\$56,680</b>	<b>\$62,680</b>	<b>\$50,000</b>	<b>\$50,000</b>

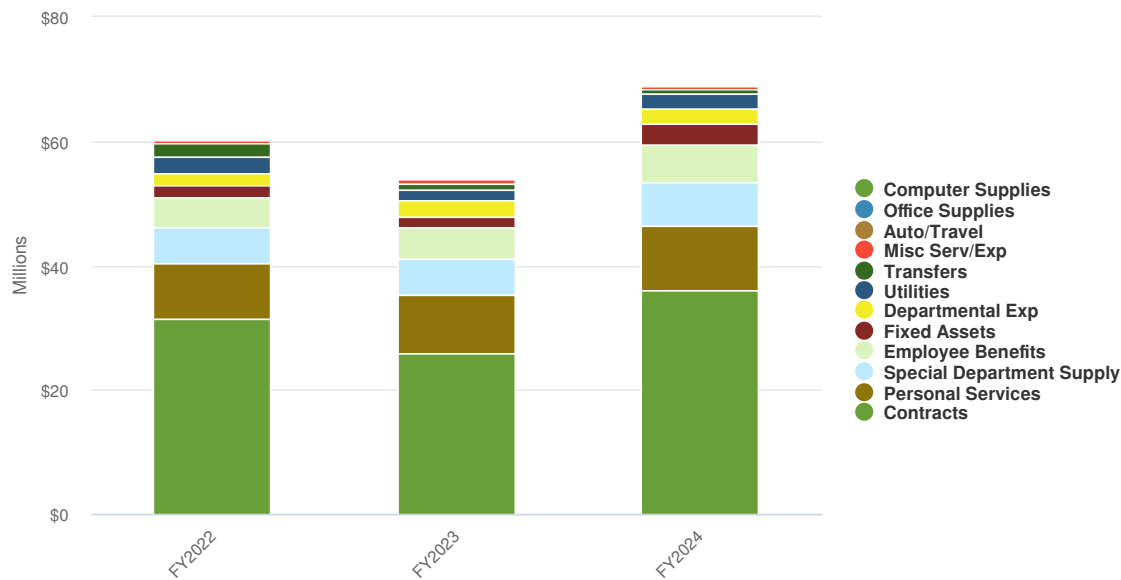
# Division of Public Works

Ed McAndrew  
Commissioner

The Sullivan County Division of Public Works and Solid Waste provides a wide range of essential services to county residents and visitors. More than 200 dedicated staff in the division's fifteen (15) departments work designing, maintaining and repairing roads and bridges, plowing snow, operating and maintaining county buildings and parks as well as fueling, maintaining and repairing the County's vehicle fleet. The division also operates the Sullivan County Sanitary Landfill, transfer stations, recycling program and sponsors County cleanup initiatives. The Division maintains and operates the Sullivan County International Airport and provides Weights and Measures services to insure sale quantity accuracy within the County. Through these challenging tasks, the dedicated professionals in the Division of Public Works are proud to play an essential role in making Sullivan County a great place to live, work, and play.

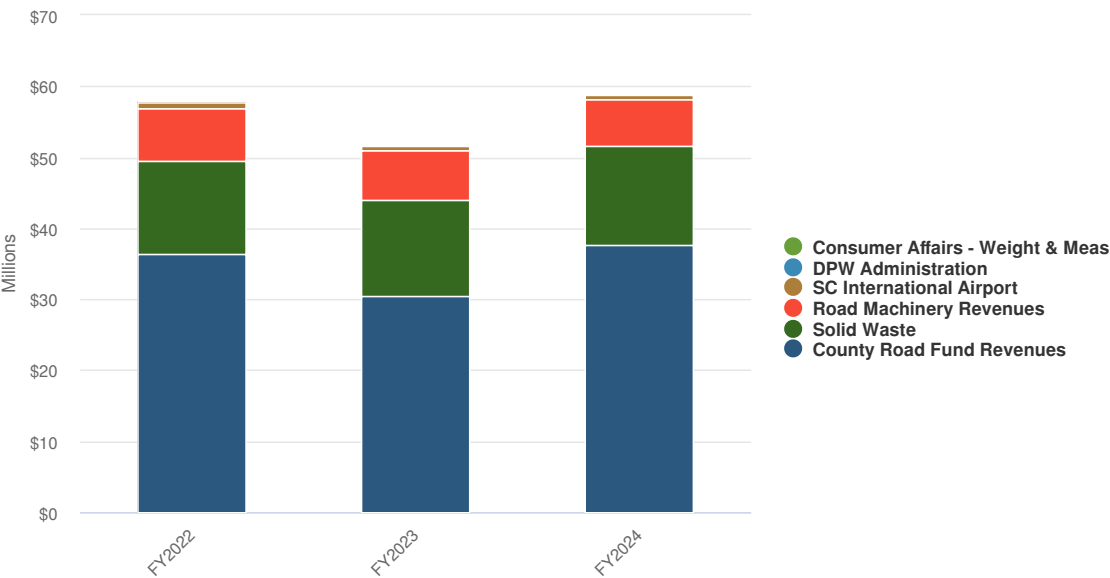
## Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



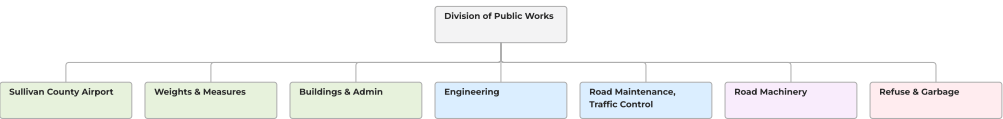
# Revenue by Department

Budgeted and Historical 2025 Revenue by Department



# Organizational Chart

Division of Public Works



Strategies and Key Performance Indicators		
<b>Strategy: Recruit, Hire and Retain Employees</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Recruit for vacant positions</b>	Number of vacant positions filled - 3 of 3	100%
<b>Promote Internally</b>	Number of positions filled with promotion - 1 of 1	100%
<b>Strategy: Customer satisfaction within Taxes, Real Property, Room Tax and Solid Waste Division</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Customer Satisfaction</b>	Percentage of County customers satisfied with services provided	95%

Key Initiatives for 2025		
<b>Strategy: New Credit Card System for Solid Waste Division</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Roll out credit card hardware across all facilities</b>	1 Landfill, 5 Transfer Stations, 1 Accounting Department	86%
<b>Training and implementation of Software</b>	Number of Landfill Employees and Treasurers Staff Trained	100%
<b>Annual Actions:</b>		
1. Roll out to Western Sullivan when Internet is available.		
2. Continued training of new hires		
3. Work with Wasteworks on making system more automated		
<b>Strategy: New Tax Software for Towns and County</b>		
KEY PERFORMANCE INDICATOR(S)	CALCULATION METHODOLOGY	TARGET
<b>Update County and Towns to New Tax Software</b>	Percentage of Project Completed	80%
<b>Annual Actions:</b>		
1. Transfer over current unpaid taxes and balance to prior system		
2. Working with prior software company to transfer over older data		

# County Road Fund

**Ed McAndrew**  
Commissioner

***The mission of the County Road Fund organization is to maintain the County's network of highway infrastructure.***

The County Road Fund includes all departments within Public Works whose focus is to maintain the County's system of highways and bridges. Departments include:

*Sign Shop/Traffic Control:*

Sullivan County Public Works operates a Sign Shop in Barryville which fabricates and installs road signs, as well as stripes highways, parking lots, etc. This work is done not only for County signs and highways but the work is contracted out to other municipalities as well. Staff assigned to this operation are also involved in snow removal. The sign shop receives no outside funding. It is a non-mandated program.

*Engineering:*

The Sullivan County Public Works Engineering Department is divided into several units to provide a multitude of functions. These units include Bridges, Buildings, Highways, and Lands & Claims/Permits. While the individual units work together, each also requires staff with specialized skills in order to perform its unique functions. The Engineering Department provides support for the DPW Operations staff through engineering assessment and design services for all County infrastructures, inclusive of but not limited to the County's 400 miles of highways, 400 bridges and 100 buildings. This includes the provision for construction oversight and materials testing. They also provide support to other County Departments for a variety of projects on request, such as the assistance provided to Emergency Management / Homeland Security with the County wide radio tower project, and the request to provide design services for a federally funded construction project at the Sullivan County Community College. The Engineering Department regularly provides project consultant management on federally and state funded projects. The Engineering Department receives some funding from reimbursements through FEMA, SOME, NYSDOT & FHWA for project administration, design and management. It is a non-mandated program.

*Road and Bridge Maintenance:*

The Sullivan County Public Works Road and Bridge Maintenance department builds, maintains and repairs the County's approximately 400 miles of highways, 400 bridges, numerous culverts, a variety of retaining walls, diverse drainage structures and other County infrastructure. The Road and Bridge Maintenance department receives no outside funding. It is a non-mandated program.

*Snow and Ice Removal:*

Public Works Snow and Ice Removal consists of snow and ice control on approximately 400 miles of County highway. Approximately one-half of this mileage is maintained by County forces whereas the remaining half is maintained by towns under contract with the County. The Snow and Ice Removal department receives no outside funding. It is a non-mandated program.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>DPW ROAD MAINTENANCE</b>	<b>54.00</b>	<b>55.00</b>	<b>54.00</b>
BRIDGE CARPENTER	3.00	3.00	3.00
BRIDGE MAINTAINER I	1.00	1.00	1.00
BRIDGE MAINTAINER II	2.00	2.00	2.00
CONSTRUCTION EQUIP OP III		1.00	
CONSTRUCTION EQUIPMENT OP I	12.00	12.00	12.00
CONSTRUCTION EQUIPMENT OP II	3.00	3.00	3.00
CONSTRUCTION EQUIPMENT OP III	1.00	1.00	1.00
GENERAL CONSTRUCTION SUPERVISOR	2.00	2.00	2.00
HYDRA EXCA EQUIPMENT OPERATOR	3.00	3.00	3.00
LABORER I	6.00	6.00	6.00
LABORER II	4.00	4.00	4.00
MOTOR EQUIPMENT OPERATOR	9.00	9.00	9.00
ROAD MAINTENANCE SUPERINTENDENT	1.00	1.00	1.00
ROAD MAINTENANCE SUPERVISOR	4.00	4.00	4.00
ROAD MAINTENANCE SUPVSR	2.00	2.00	2.00
WELDER II	1.00	1.00	1.00
<b>DPW ENGINEERING</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
BRIDGE ENGINEER	2.00	2.00	2.00
CIVIL ENGINEER	1.00	1.00	1.00
ENGINEERING AIDE	1.00	1.00	1.00
ENGINEERING TECH	1.00	1.00	1.00
JUNIOR CIVIL ENGINEER	1.00	1.00	1.00
<b>DPW TRAFFIC CONTROL</b>	<b>5.50</b>	<b>5.75</b>	<b>5.50</b>
ASST SIGN INSTALLER	1.00	1.00	1.00
LABORER I SEAS	0.50	0.75	0.50
SIGN FABRICATOR	2.00	2.00	2.00
SIGN INSTALLER	1.00	1.00	1.00
SIGN SHOP SUPVR	1.00	1.00	1.00
<b>Grand Total</b>	<b>65.50</b>	<b>66.75</b>	<b>65.50</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Traffic control				
Traffic Control				
Personal Services	\$305,624	\$334,480	\$363,361	\$376,918
Fixed Assets	\$55,090			
Auto/Travel	\$0	\$0	\$200	\$100
Office Supplies	\$73	\$29	\$920	\$770
Computer Supplies	\$14,637	\$88,392	\$800	\$800
Utilities	\$13,543	\$14,268	\$14,500	\$15,100
Special Department Supply	\$213,090	\$290,169	\$447,568	\$314,000
Misc Serv/Exp	\$1,765	\$1,980	\$2,500	\$2,800
Departmental Exp	\$284	\$996	\$2,215	\$2,500
Employee Benefits	\$220,800	\$222,188	\$269,496	\$287,400
<b>Total Traffic Control:</b>	<b>\$824,905</b>	<b>\$952,502</b>	<b>\$1,101,560</b>	<b>\$1,000,388</b>
<b>Total Traffic control:</b>	<b>\$824,905</b>	<b>\$952,502</b>	<b>\$1,101,560</b>	<b>\$1,000,388</b>
<b>Total Public Safety:</b>	<b>\$824,905</b>	<b>\$952,502</b>	<b>\$1,101,560</b>	<b>\$1,000,388</b>
Transportation				
Highway				



Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Engineering				
Personal Services	\$467,514	\$486,046	\$539,487	\$551,434
Contracts	\$608,551	\$837,746	\$2,170,045	\$1,920,000
Auto/Travel	\$14,166	\$17,035	\$16,270	\$17,550
Office Supplies	\$1,583	\$1,299	\$3,850	\$3,800
Computer Supplies	\$149	\$129	\$700	\$700
Special Department Supply	\$521	\$2,106	\$2,585	\$1,700
Misc Serv/Exp	\$1,673	\$2,045	\$2,220	\$2,220
Departmental Exp	\$0	\$1,224	\$1,000	\$2,050
Employee Benefits	\$267,600	\$277,299	\$316,630	\$312,482
<b>Total Engineering:</b>	<b>\$1,361,758</b>	<b>\$1,624,929</b>	<b>\$3,052,787</b>	<b>\$2,811,936</b>
Maintenance Of Roads And Bridges				
DPW - Road Maintenance				
Personal Services	\$2,637,978	\$3,058,316	\$3,413,104	\$3,577,590
Contracts	\$7,152,413	\$6,250,783	\$4,475,711	\$5,927,844
Auto/Travel	\$0	\$0	\$125	\$125
Office Supplies	\$105	\$136	\$250	\$250
Utilities	\$12,032	\$14,163	\$13,000	\$15,000
Special Department Supply	\$2,222,475	\$1,865,864	\$2,577,089	\$2,760,800
Misc Serv/Exp	\$35,801	\$22,817	\$42,100	\$43,780
Departmental Exp	\$139,177	\$235,689	\$201,000	\$206,810
Employee Benefits	\$1,577,898	\$1,672,608	\$2,393,777	\$2,365,662
<b>Total DPW - Road Maintenance:</b>	<b>\$13,777,877</b>	<b>\$13,120,376</b>	<b>\$13,116,156</b>	<b>\$14,897,861</b>
DPW - Bridge Maintenance				
Contracts	\$151,149	\$2,351,730	\$11,055,000	\$6,561,778
Office Supplies	\$127	\$38	\$100	\$100
Computer Supplies		\$0	\$864	\$0
Utilities	\$550	\$771	\$936	\$1,000
Special Department Supply	\$195,524	\$697,241	\$648,466	\$104,650
Departmental Exp	\$8,704	\$47,435	\$27,189	\$17,150
<b>Total DPW - Bridge Maintenance:</b>	<b>\$356,054</b>	<b>\$3,097,216</b>	<b>\$11,732,555</b>	<b>\$6,684,678</b>
DPW - Chips Improvements				
Contracts	\$5,458,154	\$4,903,565	\$3,355,000	\$2,480,000
Special Department Supply	\$0	\$0	\$125,000	\$1,000,000
Departmental Exp	\$15,180	\$16,651	\$20,000	\$20,000
<b>Total DPW - Chips Improvements:</b>	<b>\$5,473,334</b>	<b>\$4,920,216</b>	<b>\$3,500,000</b>	<b>\$3,500,000</b>
<b>Total Maintenance Of Roads And Bridges:</b>	<b>\$19,607,265</b>	<b>\$21,137,808</b>	<b>\$28,348,711</b>	<b>\$25,082,539</b>
<b>Total Highway:</b>	<b>\$20,969,023</b>	<b>\$22,762,737</b>	<b>\$31,401,498</b>	<b>\$27,894,475</b>
<b>Total Transportation:</b>	<b>\$20,969,023</b>	<b>\$22,762,737</b>	<b>\$31,401,498</b>	<b>\$27,894,475</b>
<b>Total Expenditures:</b>	<b>\$21,793,928</b>	<b>\$23,715,239</b>	<b>\$32,503,058</b>	<b>\$28,894,863</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Intergovernmental Charges	\$100,932	\$98,343	\$95,000	\$100,000
Use of Money and Property	\$2,007	\$18,908	\$0	\$0
Licenses and Permits	\$2,300	\$3,950	\$4,000	\$4,000
Sale of Property and Compensation for Loss	\$0	\$104	\$50	\$50
Misc	\$1,000	\$2,008	\$500	\$500
<b>Total Income:</b>	<b>\$106,240</b>	<b>\$123,313</b>	<b>\$99,550</b>	<b>\$104,550</b>
State Aid				
Transportation	\$5,752,494	\$6,646,309	\$3,539,000	\$3,500,000
<b>Total State Aid:</b>	<b>\$5,752,494</b>	<b>\$6,646,309</b>	<b>\$3,539,000</b>	<b>\$3,500,000</b>
Federal Aid				
Transportation	\$3,151,300	\$2,171,642	\$9,453,927	\$5,284,622
<b>Total Federal Aid:</b>	<b>\$3,151,300</b>	<b>\$2,171,642</b>	<b>\$9,453,927</b>	<b>\$5,284,622</b>
Interfund Transfers				
Interfund Transfers	\$27,390,818	\$21,503,711	\$24,900,417	\$23,456,606
<b>Total Interfund Transfers:</b>	<b>\$27,390,818</b>	<b>\$21,503,711</b>	<b>\$24,900,417</b>	<b>\$23,456,606</b>
<b>Total Revenue Source:</b>	<b>\$36,400,851</b>	<b>\$30,444,975</b>	<b>\$37,992,894</b>	<b>\$32,345,778</b>

## DPW Buildings

Ed McAndrew  
Commissioner

***The mission of the Public Works Building Unit is to maintain all county owned facilities and grounds.***

The Public Works Buildings Department is responsible for the maintenance and repair of all County owned facilities, including Storm Stations, Radio Towers, the Monticello Government Complex, the Liberty Health and Human Services Complex, Adult Care Center, Courthouse, Jail, Patrol Building, and Bus Garage.

The Building Department receives some outside funding through grants as they become available and are awarded. It is a non-mandated department. Revenue is primarily departmental chargebacks.

Functions of Public Works Buildings Department include maintenance and repair all one hundred-plus County buildings. Work ranges from custodial work to repair and maintenance of plumbing, electrical, heating and cooling systems. Employees also plow and shovel snow, cut the grass and remove the trash.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>DPW BLDNGS - ACC</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>
ASST HOUSEKEEPING SUPVR	1.00	1.00	1.00
CUSTODIAL WORKER	11.00	11.00	11.00
MAINTENANCE ASSISTANT	1.00	1.00	1.00
<b>DPW BLDNGS - MISC LOCATIONS</b>	<b>25.75</b>	<b>27.75</b>	<b>25.75</b>
BUILDING ENGINEER	1.00	1.00	1.00
BUILDING MAINT MECHANIC	7.00	7.00	7.00
BUILDING MAINT SUPVSR	2.00	2.00	2.00
CARPENTER	1.00	2.00	1.00
CUSTODIAL SUPVR	1.00	1.00	1.00
CUSTODIAL WORKER	4.00	4.00	4.00
ELECTRICIAN	1.00	1.00	1.00
JUNIOR BUILDINGS ENGINEER	1.00	1.00	1.00
LABORER I	2.75	2.75	2.75
LABORER II	1.00	2.00	1.00
MAINTENANCE ASSISTANT	3.00	3.00	3.00
PERM & ENVIR COMPLIANCE COORD	1.00	1.00	1.00
<b>Grand Total</b>	<b>38.75</b>	<b>40.75</b>	<b>38.75</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Shared Services				
Buildings				
DPW - Storm Stations				
Fixed Assets	\$28,883	\$81,677	\$10,500	\$0
Contracts	\$0	\$5,960	\$3,882	\$9,702
Office Supplies	\$0	\$0	\$30	\$25
Utilities	\$14,496	\$11,278	\$19,100	\$15,100
Special Department Supply	\$1,732	\$981	\$2,095	\$2,150
Departmental Exp	\$7,057	\$11,694	\$7,350	\$17,200
<b>Total DPW - Storm Stations:</b>	<b>\$52,168</b>	<b>\$111,589</b>	<b>\$42,957</b>	<b>\$44,177</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
DPW- Radio Towers				
Utilities	\$41,467	\$33,870	\$31,501	\$31,000
Special Department Supply	\$0	\$12	\$1,100	\$800
Departmental Exp	\$18,123	\$19,654	\$23,780	\$20,270
<b>Total DPW- Radio Towers:</b>	<b>\$59,590</b>	<b>\$53,536</b>	<b>\$56,381</b>	<b>\$52,070</b>
DPW - Govt Center				
Fixed Assets	\$0	\$14,200	\$958,028	\$1,445,000
Contracts	\$4,297,019	\$180,915	\$355,210	\$296,013
Office Supplies	\$38	\$52	\$300	\$310
Utilities	\$376,509	\$194,903	\$300,500	\$275,500
Special Department Supply	\$31,887	\$31,491	\$33,400	\$29,600
Departmental Exp	\$124,504	\$112,965	\$78,990	\$81,700
Employee Benefits	\$3,026			
<b>Total DPW - Govt Center:</b>	<b>\$4,832,983</b>	<b>\$534,526</b>	<b>\$1,726,428</b>	<b>\$2,128,123</b>
DPW - Liberty Campus				
Fixed Assets	\$0	\$0	\$206,334	\$20,000
Contracts	\$1,741,772	\$114,923	\$191,455	\$103,724
Auto/Travel	\$0	\$0	\$60	\$30
Office Supplies	\$299	\$38	\$350	\$350
Utilities	\$177,901	\$157,127	\$186,100	\$169,100
Special Department Supply	\$37,491	\$52,760	\$63,150	\$61,100
Misc Serv/Exp	\$0	\$0	\$200	\$0
Departmental Exp	\$30,837	\$121,629	\$83,030	\$76,900
Employee Benefits	\$14,224	\$2,251	\$0	\$0
<b>Total DPW - Liberty Campus:</b>	<b>\$2,002,524</b>	<b>\$448,727</b>	<b>\$730,679</b>	<b>\$431,204</b>
DPW - Misc Locations				
Personal Services	\$1,458,565	\$1,547,581	\$1,699,174	\$1,651,760
Fixed Assets	\$36,906	\$0	\$230,000	\$450,000
Contracts	\$153,782	\$31,476	\$2,021,600	\$2,028,194
Auto/Travel	\$5,285	\$3,814	\$5,850	\$6,350
Office Supplies	\$953	\$1,680	\$2,600	\$2,600
Computer Supplies	\$0	\$0	\$100	\$100
Utilities	\$104,948	\$61,619	\$83,000	\$77,800
Special Department Supply	\$26,646	\$79,147	\$58,458	\$50,150
Misc Serv/Exp	\$35,933	\$38,381	\$47,980	\$46,620
Departmental Exp	\$77,116	\$100,632	\$129,988	\$115,100
Employee Benefits	\$823,898	\$835,719	\$1,154,190	\$1,014,353
<b>Total DPW - Misc Locations:</b>	<b>\$2,724,033</b>	<b>\$2,700,049</b>	<b>\$5,432,940</b>	<b>\$5,443,027</b>
DPW - Adult Care Center				
Personal Services	\$620,441	\$684,795	\$688,598	\$700,036

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Contracts	\$1,030,053	\$7,500	\$3,500	\$6,300
Office Supplies	\$56	\$11	\$100	\$100
Utilities	\$165,477	\$157,292	\$187,500	\$163,400
Special Department Supply	\$25,550	\$20,129	\$31,960	\$28,700
Misc Serv/Exp	\$74,003	\$74,394	\$79,485	\$84,260
Departmental Exp	\$80,959	\$68,247	\$101,908	\$79,450
Employee Benefits	\$395,446	\$361,447	\$522,632	\$462,413
<b>Total DPW - Adult Care Center:</b>	<b>\$2,391,984</b>	<b>\$1,373,815</b>	<b>\$1,615,683</b>	<b>\$1,524,659</b>
DPW - Court House				
Fixed Assets	\$0	\$0	\$50,000	\$50,000
Contracts	\$495,810	\$12,950	\$60,791	\$66,498
Office Supplies	\$9	\$24	\$20	\$25
Utilities	\$104,255	\$45,052	\$92,000	\$87,000
Special Department Supply	\$5,126	\$7,059	\$9,275	\$8,975
Departmental Exp	\$20,248	\$9,536	\$45,050	\$45,950
Employee Benefits	\$1,197			
<b>Total DPW - Court House:</b>	<b>\$626,646</b>	<b>\$74,621</b>	<b>\$257,136</b>	<b>\$258,448</b>
DPW - Community Services				
Fixed Assets	\$0	\$0	\$100,000	\$0
Contracts	\$63,148	\$64,117	\$64,877	\$68,364
Utilities	\$19,560	\$17,069	\$30,300	\$28,300
Special Department Supply	\$1,546	\$298	\$2,100	\$1,400
Departmental Exp	\$10,363	\$3,703	\$25,825	\$13,725
<b>Total DPW - Community Services:</b>	<b>\$94,616</b>	<b>\$85,188</b>	<b>\$223,102</b>	<b>\$111,789</b>
DPW - Sheriff - Jail				
Utilities	\$9,765	\$2,920	\$4,000	\$4,000
Departmental Exp	\$0	\$0	\$500	\$500
<b>Total DPW - Sheriff - Jail:</b>	<b>\$9,765</b>	<b>\$2,920</b>	<b>\$4,500</b>	<b>\$4,500</b>
DPW - Bus Garage				
Contracts	\$5,520	\$5,280	\$6,864	\$5,292
Utilities	\$16,710	\$13,248	\$18,500	\$15,000
Special Department Supply	\$634	\$1,450	\$4,750	\$2,900
Departmental Exp	\$1,389	\$1,639	\$5,300	\$8,800
<b>Total DPW - Bus Garage:</b>	<b>\$24,253</b>	<b>\$21,616</b>	<b>\$35,414</b>	<b>\$31,992</b>
DPW - Parks				
Contracts	\$13,720	\$8,780	\$49,632	\$55,845
Office Supplies	\$0	\$0	\$25	\$25
Utilities	\$27,928	\$22,323	\$24,700	\$24,100

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Special Department Supply	\$1,502	\$844	\$3,750	\$3,100
Misc Serv/Exp	\$612	\$624	\$700	\$700
Departmental Exp	\$16,533	\$11,761	\$26,430	\$24,900
<b>Total DPW - Parks:</b>	<b>\$60,296</b>	<b>\$44,332</b>	<b>\$105,237</b>	<b>\$108,670</b>
DPW - Sheriff'S Complex				
Contracts	\$284,577	\$315,797	\$335,484	\$369,922
Office Supplies	\$54	\$30	\$275	\$275
Utilities	\$711,387	\$372,890	\$570,000	\$455,000
Special Department Supply	\$7,952	\$3,734	\$18,950	\$11,900
Departmental Exp	\$50,232	\$81,315	\$77,225	\$80,850
Employee Benefits	\$3,108			
<b>Total DPW - Sheriff'S Complex:</b>	<b>\$1,057,311</b>	<b>\$773,766</b>	<b>\$1,001,934</b>	<b>\$917,947</b>
DPW - Stolloff Bulding				
Fixed Assets	\$0	\$0	\$75,000	\$0
Utilities	\$22,767	\$19,688	\$21,000	\$20,000
Special Department Supply	\$1,903	\$1,484	\$9,050	\$4,450
Misc Serv/Exp	\$8,364	\$8,080	\$9,000	\$9,000
Departmental Exp	\$4,310	\$24,264	\$49,194	\$12,000
<b>Total DPW - Stolloff Bulding:</b>	<b>\$37,344</b>	<b>\$53,515</b>	<b>\$163,244</b>	<b>\$45,450</b>
<b>Total Buildings:</b>	<b>\$13,973,514</b>	<b>\$6,278,201</b>	<b>\$11,395,635</b>	<b>\$11,102,056</b>
<b>Total Shared Services:</b>	<b>\$13,973,514</b>	<b>\$6,278,201</b>	<b>\$11,395,635</b>	<b>\$11,102,056</b>
<b>Total General Government:</b>	<b>\$13,973,514</b>	<b>\$6,278,201</b>	<b>\$11,395,635</b>	<b>\$11,102,056</b>
<b>Total Expenditures:</b>	<b>\$13,973,514</b>	<b>\$6,278,201</b>	<b>\$11,395,635</b>	<b>\$11,102,056</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$22,527	\$0	\$0	\$3,600
Transportation Income	\$1,965,746	\$1,736,778	\$1,778,391	\$1,731,562
Use of Money and Property	\$38,289	\$66,054	\$56,724	\$56,724
Misc	\$0	\$96,201	\$0	\$0
<b>Total Income:</b>	<b>\$2,026,563</b>	<b>\$1,899,033</b>	<b>\$1,835,115</b>	<b>\$1,791,886</b>
State Aid				
General Government	\$130,908	\$224,731	\$210,250	\$226,755
<b>Total State Aid:</b>	<b>\$130,908</b>	<b>\$224,731</b>	<b>\$210,250</b>	<b>\$226,755</b>
<b>Total Revenue Source:</b>	<b>\$2,157,471</b>	<b>\$2,123,764</b>	<b>\$2,045,365</b>	<b>\$2,018,641</b>

# Flood and Erosion Control

The Public Works Flood and Erosion Control budget organization funds the contracts between Sullivan County and the Sullivan County Soil and Water Conservation District for stream maintenance, bank stabilization and other field work for flood mitigation.

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Home and Community Service				
Natural Resources				
DPW Flood & Erosion Control				
Contracts	\$257,068	\$257,068	\$282,068	\$322,098
Departmental Exp	\$100,000	\$100,000	\$120,000	\$120,000
<b>Total DPW Flood &amp; Erosion Control:</b>	<b>\$357,068</b>	<b>\$357,068</b>	<b>\$402,068</b>	<b>\$442,098</b>
<b>Total Natural Resources:</b>	<b>\$357,068</b>	<b>\$357,068</b>	<b>\$402,068</b>	<b>\$442,098</b>
<b>Total Home and Community Service:</b>	<b>\$357,068</b>	<b>\$357,068</b>	<b>\$402,068</b>	<b>\$442,098</b>
<b>Total Expenditures:</b>	<b>\$357,068</b>	<b>\$357,068</b>	<b>\$402,068</b>	<b>\$442,098</b>



# Public Works Administration

Ed McAndrew  
Commissioner

***The mission of Public Works Administration is to provide administrative support to all other departments within the division.***

Public Works Administration receives no outside funding and is a non-mandated office. The budget for this organization includes the salary of the Division Commissioner.

## Core Services

Functions of Public Works Administration include:

- Front counter activities
- Answering main phone lines
- Processing of employees' payroll
- Chargeback billing to towns/villages for services such as road striping, SCCC for snow removal and internal departments for Maintenance in Lieu of Rent, etc.
- Labor and equipment tracking for reimbursement from Federal and State sources;
- 428 forms, paperwork for medical leaves and insurance changes
- Capital project tracking; voucher preparation
- Revenue entries
- Federal and State drawdowns for the Airport and Court System reimbursements
- Entry of all operations requisitions and processing of all operations vouchers
- Pricing open bid and State contract purchases; preparing deposits
- Processing inter-department billing for fuel and repairs

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
DPW ADMIN	6.00	7.00	6.00
COMM PUBLIC WORKS	1.00	1.00	1.00
CONF SEC TO DEPT PUBLIC WORKS	1.00	1.00	1.00
DEP COMM OF PUBLIC WORKS - F&B	1.00	1.00	1.00
PRINCIPAL ACCOUNT CLERK	2.00	3.00	2.00
SENIOR ACCOUNT CLERK/TYPIST	1.00	1.00	1.00
Grand Total	6.00	7.00	6.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Municipal Staff				
DPW Administration				
Personal Services	\$362,692	\$380,245	\$409,621	\$550,086
Auto/Travel	\$1,480	\$2,425	\$2,644	\$2,385
Office Supplies	\$3,237	\$5,520	\$5,175	\$4,800
Computer Supplies	\$34	\$0	\$100	\$50
Utilities	\$1,144	\$14,922	\$21,000	\$19,000
Special Department Supply	\$0	\$0	\$500	\$500
Misc Serv/Exp	\$1,015	\$960	\$3,380	\$3,280

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Departmental Exp	\$322,009	\$282,665	\$361,201	\$610,621
Employee Benefits	\$223,163	\$249,037	\$273,315	\$364,459
<b>Total DPW Administration:</b>	<b>\$914,774</b>	<b>\$935,773</b>	<b>\$1,076,936</b>	<b>\$1,555,181</b>
<b>Total Municipal Staff:</b>	<b>\$914,774</b>	<b>\$935,773</b>	<b>\$1,076,936</b>	<b>\$1,555,181</b>
<b>Total General Government:</b>	<b>\$914,774</b>	<b>\$935,773</b>	<b>\$1,076,936</b>	<b>\$1,555,181</b>
<b>Total Expenditures:</b>	<b>\$914,774</b>	<b>\$935,773</b>	<b>\$1,076,936</b>	<b>\$1,555,181</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Transportation Income	\$60,580	\$0	\$13,000	\$0
Intergovernmental Charges	\$20,549	\$14,010	\$16,396	\$6,559
<b>Total Income:</b>	<b>\$81,129</b>	<b>\$14,010</b>	<b>\$29,396</b>	<b>\$6,559</b>
<b>Total Revenue Source:</b>	<b>\$81,129</b>	<b>\$14,010</b>	<b>\$29,396</b>	<b>\$6,559</b>

# Refuse and Garbage

Ed McAndrew  
Commissioner

***The mission of the Department of Solid Waste is to uphold its commitment to responsive stewardship of the environment through its operations and to promote recycling throughout the County through a combination of outreach, education and enforcement of the County's recycling laws.***

Sullivan County Public Works is responsible for the operation and maintenance of Sullivan County's six solid waste convenience stations, including Ferndale, Mamakating, Rockland, Interim Western Sullivan, Highland and Monticello Transfer Stations. It is also responsible for the landfill facility and equipment, waste transport, and a recycling program which includes the Materials Recovery Facility.

Refuse and Garbage receives funding through the collection of tipping fees, as well as the collection of the solid waste access fee which is collected from each parcel in Sullivan County which has the potential to generate solid waste. It is a non-mandated program.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
DPW REFUSE/GARB	17.25	17.25	17.25
BUILDING MAINT MECHANIC	1.00	1.00	1.00
DEP COMM PUBLIC WORKER - OPERATI	1.00	1.00	1.00
LABORER I SEAS	0.25	0.25	0.25
MAINTENANCE ASSISTANT	1.00	1.00	1.00
RECYCLING COORD	1.00	1.00	1.00
SOLID WASTE OPERATOR	8.00	8.00	8.00
TRANSFER STATION OPERATOR	5.00	5.00	5.00
Grand Total	17.25	17.25	17.25

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Home and Community Service				
Sewage and Sanitation				
Solid Waste				
Personal Services	\$1,073,315	\$1,168,920	\$1,226,258	\$1,253,978
Fixed Assets	\$270,469	\$686,331	\$1,178,323	\$870,000
Contracts	\$8,644,279	\$9,226,232	\$10,482,761	\$10,466,623
Auto/Travel	\$189,939	\$176,417	\$185,600	\$181,950
Office Supplies	\$10,205	\$16,538	\$21,750	\$16,800
Computer Supplies	\$30,312	\$5,105	\$9,000	\$2,000
Utilities	\$138,906	\$162,871	\$152,700	\$139,000
Special Department Supply	\$64,547	\$54,092	\$76,795	\$60,100
Misc Serv/Exp	\$297,988	\$391,769	\$264,209	\$271,095
Departmental Exp	\$641,013	\$844,510	\$655,955	\$610,020
Employee Benefits	\$562,763	\$602,432	\$720,545	\$760,540
Transfers	\$2,085,218	\$784,222	\$788,547	\$585,146
<b>Total Solid Waste:</b>	<b>\$14,008,954</b>	<b>\$14,119,440</b>	<b>\$15,762,443</b>	<b>\$15,217,252</b>
<b>Total Sewage and Sanitation:</b>	<b>\$14,008,954</b>	<b>\$14,119,440</b>	<b>\$15,762,443</b>	<b>\$15,217,252</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Home and Community Service:	\$14,008,954	\$14,119,440	\$15,762,443	\$15,217,252
Total Expenditures:	\$14,008,954	\$14,119,440	\$15,762,443	\$15,217,252

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Home and Community Services Income	\$10,136,020	\$11,680,503	\$12,006,000	\$12,006,000
Use of Money and Property	\$1,396	\$7,541	\$0	\$0
Sale of Property and Compensation for Loss	\$285,382	\$519,508	\$265,000	\$380,000
Misc	\$2,496,660	-\$16,425	\$0	\$0
Total Income:	\$12,919,459	\$12,191,126	\$12,271,000	\$12,386,000
State Aid				
Home and Community Services	\$74,090	\$54,887	\$80,442	\$83,741
Total State Aid:	\$74,090	\$54,887	\$80,442	\$83,741
Interfund Transfers				
Interfund Transfers	\$0	\$1,235,917	\$1,584,034	\$2,042,645
Total Interfund Transfers:	\$0	\$1,235,917	\$1,584,034	\$2,042,645
Total Revenue Source:	\$12,993,548	\$13,481,930	\$13,935,476	\$14,512,386

## Road Machinery/Shops

Ed McAndrew  
Commissioner

***The mission of the garages and fleet management area of DPW is to inspect, repair, and maintain the county's equipment and vehicle fleets.***

Public Works Road Machinery/Shops maintain, repair and inspect Public Works vehicles and equipment as well as vehicles for the Sheriff, Public Health Nursing, Transportation, Solid Waste, Weights and Measures, Emergency Services, etc. This includes over 140 autos, 10 buses, 165 trucks, 55 trailers, 140 pieces of off road construction equipment, as well as numerous plows, mowers and other specialized pieces of equipment and attachments. The road machinery operations of these shops were consolidated to one location, at the Maplewood facility on Route 17B. The Barryville facility will be maintained for the sign shop.

The Road Machinery/Shops department receives no outside funding. It is a non-mandated program.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>DPW MAPLEWOOD FACILITY</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>
AUTOMATIC MECHANIC	2.00	2.00	2.00
AUTOMOTIVE BODY REPAIRER	2.00	2.00	2.00
AUTOMOTIVE MECHANIC	2.00	2.00	2.00
AUTOMOTIVE SHOP SUPVR	1.00	1.00	1.00
GARAGE SUPERINTENDENT	1.00	1.00	1.00
MASTER MECHANIC	5.00	5.00	5.00
SENIOR MASTER MECHANIC	1.00	1.00	1.00
SR MASTER MECHANIC	4.00	4.00	4.00
SR STOCKKEEPER	1.00	1.00	1.00
STOCKKEEPER	1.00	1.00	1.00
WELDER I	2.00	2.00	2.00
<b>Grand Total</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Transportation				
Highway				
Road Machinery				
DPW - Maplewood Facility				
Personal Services	\$1,127,121	\$1,189,745	\$1,324,797	\$1,422,352
Fixed Assets	\$1,428,235	\$992,015	\$4,281,299	\$676,510
Auto/Travel	\$26,491	\$41,127	\$40,001	\$42,900
Office Supplies	\$233	\$1,106	\$2,004	\$2,170
Computer Supplies	\$2,783	\$2,959	\$1,375	\$2,100
Utilities	\$81,455	\$37,408	\$73,600	\$52,200
Special Department Supply	\$1,840,283	\$1,918,110	\$2,074,060	\$2,078,500
Misc Serv/Exp	\$6,550	\$8,244	\$11,664	\$9,480
Departmental Exp	\$155,878	\$158,848	\$173,136	\$161,784
Employee Benefits	\$592,811	\$652,686	\$844,739	\$947,016
<b>Total DPW - Maplewood Facility:</b>	<b>\$5,261,839</b>	<b>\$5,002,249</b>	<b>\$8,826,675</b>	<b>\$5,395,012</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
DPW - Barryville Facility				
Fixed Assets		\$0	\$0	\$100,000
Auto/Travel	\$816	\$432	\$4,636	\$3,000
Office Supplies	\$2,028	\$2,262	\$5,100	\$5,100
Computer Supplies	\$2,292	\$450	\$600	\$600
Utilities	\$81,311	\$51,960	\$71,000	\$64,000
Special Department Supply	\$196,681	\$159,517	\$221,709	\$208,400
Departmental Exp	\$24,268	\$14,619	\$42,950	\$27,950
<b>Total DPW - Barryville Facility:</b>	<b>\$307,397</b>	<b>\$229,240</b>	<b>\$345,995</b>	<b>\$409,050</b>
<b>Total Road Machinery:</b>	<b>\$5,569,236</b>	<b>\$5,231,489</b>	<b>\$9,172,670</b>	<b>\$5,804,062</b>
<b>Total Highway:</b>	<b>\$5,569,236</b>	<b>\$5,231,489</b>	<b>\$9,172,670</b>	<b>\$5,804,062</b>
<b>Total Transportation:</b>	<b>\$5,569,236</b>	<b>\$5,231,489</b>	<b>\$9,172,670</b>	<b>\$5,804,062</b>
<b>Total Expenditures:</b>	<b>\$5,569,236</b>	<b>\$5,231,489</b>	<b>\$9,172,670</b>	<b>\$5,804,062</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Transportation Income	\$928,010	\$930,192	\$700,000	\$900,000
Use of Money and Property	\$27	\$35	\$0	\$0
Sale of Property and Compensation for Loss	\$130,656	\$49,786	\$0	\$0
Misc	\$6,418	\$1,291	\$2,000	\$2,000
<b>Total Income:</b>	<b>\$1,065,111</b>	<b>\$981,304</b>	<b>\$702,000</b>	<b>\$902,000</b>
Interfund Transfers				
Interfund Transfers	\$6,530,941	\$6,085,905	\$6,093,302	\$4,815,046
<b>Total Interfund Transfers:</b>	<b>\$6,530,941</b>	<b>\$6,085,905</b>	<b>\$6,093,302</b>	<b>\$4,815,046</b>
<b>Total Revenue Source:</b>	<b>\$7,596,052</b>	<b>\$7,067,209</b>	<b>\$6,795,302</b>	<b>\$5,717,046</b>

# Sullivan County International Airport

**Julian Motola**  
Superintendent

***The mission of the Sullivan County International Airport is to provide safe and convenient general and commercial aviation access to the County.***

The Sullivan County International Airport Unit operates and maintains the Airport in conformance with the FAA Advisory Circulars, CFR Part 139 currently detailed in the Airport Certification Manual, the Airport Policy Manual, the Airport Security Plan, the FAA NYADO Sponsor's Guide and the FAA and NYSDOT Grant Assurances. They meet all requirements from the NYSDEC, National Weather Service (NWS), and Homeland Security, and provide weather observation data utilized by National Weather Service Binghamton office.

The Sullivan County International Airport receives outside funding for specific projects in the form of grants and programs from the Federal Government and the State. Funding formulas vary by program. It is a non-mandated department, however, as per resolution number 248-97, the County signed a Master Agreement with the FAA to operate the facility as an airport.

The Sullivan County International Airport provides airport facility and services to local and transient, corporate and private aircraft, as well as offering businesses and the public an access to Sullivan County through aviation.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
DPW SC INTERN'L AIRPORT	5.25	5.25	5.25
AIRPORT ATTENDANT	1.00	1.00	1.00
AIRPORT SUPERINTENDENT	1.00	1.00	1.00
LABORER I	0.25	0.25	0.25
WEATHER OBSERVER	3.00	3.00	3.00
<b>Grand Total</b>	<b>5.25</b>	<b>5.25</b>	<b>5.25</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Transportation				
Public Transport				
SC International Airport				
Personal Services	\$276,541	\$269,549	\$365,074	\$366,279
Fixed Assets	\$19,020	\$13,503	\$589,111	\$523,000
Contracts	\$116,486	\$200,222	\$75,000	\$165,000
Auto/Travel	\$7,843	\$13,856	\$11,250	\$13,000
Office Supplies	\$722	\$4,083	\$1,800	\$82,050
Computer Supplies	\$137	\$3,654	\$100	\$500
Utilities	\$519,615	\$328,336	\$372,250	\$403,100
Special Department Supply	\$26,729	\$25,695	\$37,100	\$82,800
Misc Serv/Exp	\$26,487	\$16,611	\$25,305	\$24,930
Departmental Exp	\$106,854	\$145,040	\$159,545	\$165,576
Employee Benefits	\$166,056	\$116,760	\$208,698	\$206,770
Transfers	\$70,000	\$285,000	\$0	\$0

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total SC International Airport:	\$1,336,487	\$1,422,308	\$1,845,233	\$2,033,005
Total Public Transport:	\$1,336,487	\$1,422,308	\$1,845,233	\$2,033,005
Total Transportation:	\$1,336,487	\$1,422,308	\$1,845,233	\$2,033,005
Total Expenditures:	\$1,336,487	\$1,422,308	\$1,845,233	\$2,033,005

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Transportation Income	\$136,085	\$121,585	\$133,800	\$141,100
Sale of Property and Compensation for Loss	\$677,707	\$471,433	\$515,500	\$538,000
Total Income:	\$813,792	\$593,018	\$649,300	\$679,100
Federal Aid				
Transportation	\$32,000			
Total Federal Aid:	\$32,000			
Total Revenue Source:	\$845,792	\$593,018	\$649,300	\$679,100



## Sullivan County Veterans Cemetery

The Sullivan County Veterans Cemetery budget organization funds the maintenance performed by the Division of Public Works at the Sullivan County Veterans Cemetery in Liberty, NY.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Home and Community Service				
Special Services				
Sullivan Co Veterans Cemetery				
Contracts	\$5,250	\$6,715	\$11,310	\$11,440
Special Department Supply	\$0	\$1,625	\$1,350	\$1,350
Departmental Exp	\$771	\$1,411	\$4,150	\$3,650
<b>Total Sullivan Co Veterans Cemetery:</b>	<b>\$6,021</b>	<b>\$9,751</b>	<b>\$16,810</b>	<b>\$16,440</b>
<b>Total Special Services:</b>	<b>\$6,021</b>	<b>\$9,751</b>	<b>\$16,810</b>	<b>\$16,440</b>
<b>Total Home and Community Service:</b>	<b>\$6,021</b>	<b>\$9,751</b>	<b>\$16,810</b>	<b>\$16,440</b>
<b>Total Expenditures:</b>	<b>\$6,021</b>	<b>\$9,751</b>	<b>\$16,810</b>	<b>\$16,440</b>

## Weights and Measures

***The mission of Public Works Weights and Measures is to monitor trades in which goods are sold by weight and volume.***

This office provides inspections to gas pumps, scales and other equipment utilized in measuring the quantities and qualities of goods to be sold.

Public Works Department of Weights and Measures receives no outside funding. The department is mandated by the NYS Department of Agriculture and Markets.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
DPW CONSMR AFFRS - WGHTS/MEAS	1.00	1.00	1.00
MUNICIPAL DIR WEIGHTS & MEASURES	1.00	1.00	1.00
Grand Total	1.00	1.00	1.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Economic Opportunity and Development				
Economic Opportunity and Development				
Consumer Affairs - Weight & Meas				
Personal Services	\$41,485	\$29,384	\$57,000	\$65,606
Auto/Travel	\$4,470	\$1,442	\$3,825	\$3,325
Office Supplies	\$135	\$8	\$475	\$525
Computer Supplies		\$0	\$0	\$10,500
Utilities	\$0	\$0	\$450	\$1,350
Special Department Supply	\$1,186	\$93	\$2,030	\$600
Misc Serv/Exp	\$0	\$0	\$75	\$50
Departmental Exp	\$1,006	\$791	\$1,372	\$11,343
Employee Benefits	\$5,410	\$3,047	\$36,688	\$48,728
<b>Total Consumer Affairs - Weight &amp; Meas:</b>	<b>\$53,692</b>	<b>\$34,764</b>	<b>\$101,915</b>	<b>\$142,027</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$53,692</b>	<b>\$34,764</b>	<b>\$101,915</b>	<b>\$142,027</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$53,692</b>	<b>\$34,764</b>	<b>\$101,915</b>	<b>\$142,027</b>
<b>Total Expenditures:</b>	<b>\$53,692</b>	<b>\$34,764</b>	<b>\$101,915</b>	<b>\$142,027</b>

## Revenues by Source

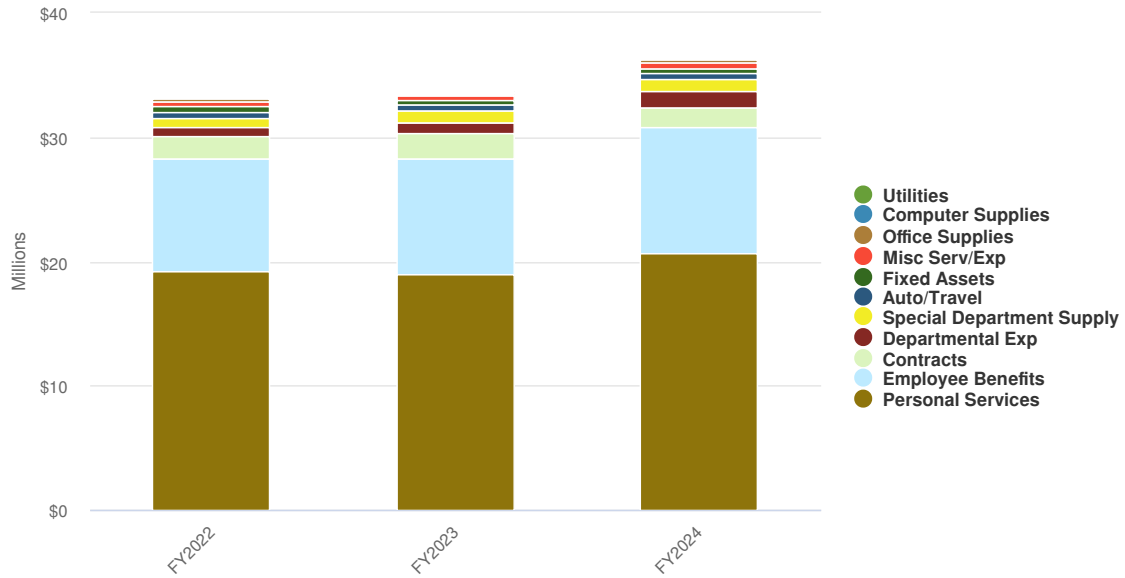
Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
State Aid				
Economic Assistance and Opportunity	\$4,301	\$1,038	\$2,000	\$2,000
<b>Total State Aid:</b>	<b>\$4,301</b>	<b>\$1,038</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>Total Revenue Source:</b>	<b>\$4,301</b>	<b>\$1,038</b>	<b>\$2,000</b>	<b>\$2,000</b>

## Elected Officials

Elected Officials are those who are chosen by the citizens of Sullivan County.

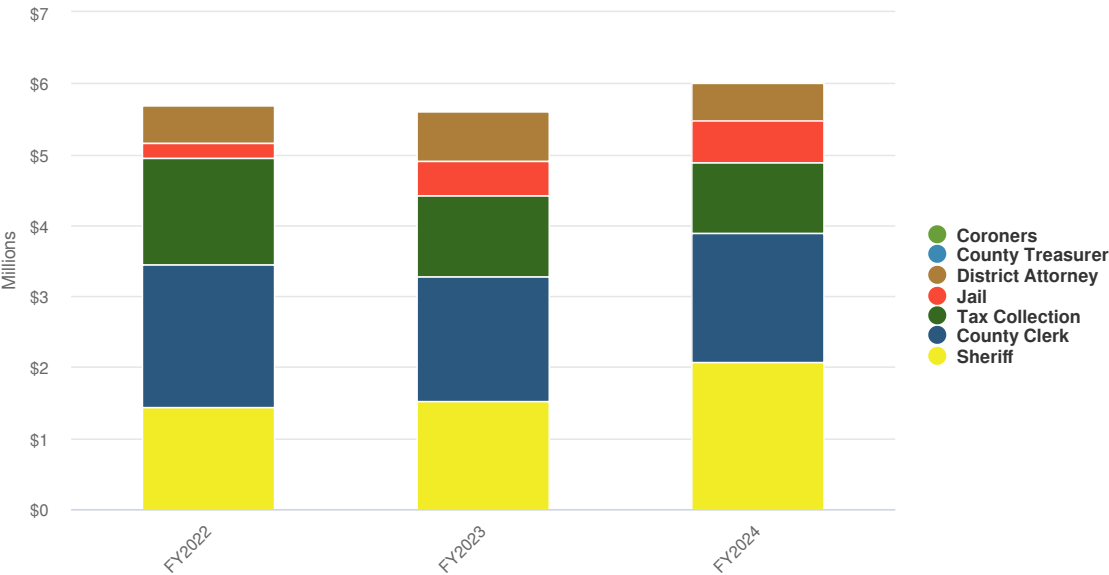
### Expenditures by Expense Type

#### Budgeted and Historical Expenditures by Expense Type



# Revenue by Department

## Budgeted and Historical 2025 Revenue by Department



## Coroners

***The Sullivan County Coroner's Office is responsible to make inquiry into unnatural deaths within the County, as well as to make inquiry into deaths natural or unnatural occurring to an inmate of a correctional facility in Sullivan County.***

The Coroner's Office is comprised of 4 elected officials who are responsible for the investigation of deaths occurring in Sullivan County. Their work requires them to be on call 24 hours a day, 365 days a year. The Coroner's are paid on a per diem basis when engaged, use their personal vehicles and are reimbursed for mileage.

The Coroner's Office is responsible for determining the manner of death in cases in which the death is due to:

- Homicide or suspected homicide, or any death caused by violence
- Suicide or suspected suicide
- Accidental death, no matter what the nature of the accident, or when the accident occurred, whether it be one minute or one year preceding death including any death resulting from an injury or fall
- Deaths in public places of apparently healthy people without the attendance of a physician.
- All deaths occurring in an Emergency Department or Urgent Care Facility
- Poisoning or suspected poisoning
- Occupational hazard
- Drugs
- Hospital deaths occurring within 24 hours of admittance or discharge
- Acute alcoholism
- All deaths occurring in an operating room
- All D.O.A. where no physicians diagnosis can be ascertained
- All prisoners or those in police custody

The Sullivan County Coroners receives a small amount of reimbursement from the State for autopsies, but is generally County share. The Sullivan County Coroners is mandated by County Law Article 17a, and all duties are listed in section 671.

## Core Services

In the course of their duties, the Coroner's direct the tasks of many forensic professionals with whom the Coroner's Office subcontracts. These professionals include investigators, pathologists, toxicologists, technicians, physicians, and local funeral homes.

Some of the tasks the Coroner performs are:

- Initiating investigations at crime scenes to determine cause of death
- Assisting in the collection of physical and pathological evidence
- Requesting and studying the medical histories of the deceased to aid in the cause and manner of death
- Conferring with public health and law enforcement agencies
- Conducting preliminary examinations to locate signs of trauma
- Completing death certificates including cause and manner of death
- Interviewing witnesses who were present at the time of death
- Completing reports required to perform investigations or finalize cases.
- Testifying in court.
- Ordering and attending autopsies
- Notification of next of kin
- Communication with various agencies including DSS, CPS and other County Agencies

The Coroner's are aided by a dedicated assistant who endeavor's to make their jobs easier and more rewarding. The Coroner's Assistant is responsible for the daily operations of the office, filing and preparing paperwork, reports and vouchers, maintain and ordering of supplies. The Coroner's Assistant works part time in the Coroner's Office and Part time in the County Clerk's Office. All costs related to the Coroner's Assistant are split between the two Offices.

## Positions

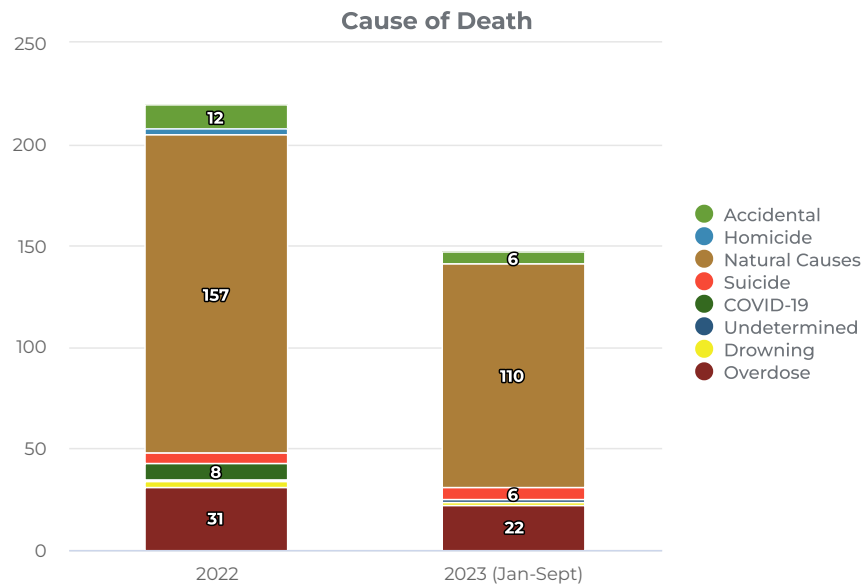
Position Name	Amended 2024	Requested 2025	Recommended 2025
<input checked="" type="checkbox"/> CORONERS	4.00	4.00	4.00
CORONER	4.00	4.00	4.00
Grand Total	4.00	4.00	4.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Judicial				
Coroners				
Personal Services	\$42,792	\$49,125	\$56,000	\$65,200
Auto/Travel	\$1,776	\$2,762	\$3,300	\$4,116
Office Supplies	\$379	\$1,073	\$1,150	\$1,150
Special Department Supply	\$6,538	\$3,789	\$7,455	\$7,800
Departmental Exp	\$311,704	\$312,763	\$348,792	\$347,998
Employee Benefits	\$117,931	\$132,321	\$150,185	\$153,370
<b>Total Coroners:</b>	<b>\$481,121</b>	<b>\$501,833</b>	<b>\$566,882</b>	<b>\$579,634</b>
<b>Total Judicial:</b>	<b>\$481,121</b>	<b>\$501,833</b>	<b>\$566,882</b>	<b>\$579,634</b>
<b>Total General Government:</b>	<b>\$481,121</b>	<b>\$501,833</b>	<b>\$566,882</b>	<b>\$579,634</b>
<b>Total Expenditures:</b>	<b>\$481,121</b>	<b>\$501,833</b>	<b>\$566,882</b>	<b>\$579,634</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
State Aid				
General Government	\$5,899.00	\$1,800.00	\$3,000.00	\$3,000.00
<b>Total State Aid:</b>	<b>\$5,899.00</b>	<b>\$1,800.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>
<b>Total Revenue Source:</b>	<b>\$5,899.00</b>	<b>\$1,800.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>



The above chart illustrates statistical information regarding the cause of death in 2022 cases and 2023 to September. Members of the Coroner's office assist the Drug Task Force from the perspective of both the Coroner's office and Emergency Medical Services. Death statistics with respect to overdoses are reported monthly to the Legislature.



# County Clerk

**Russell Reeves**

County Clerk

***The mission of the County Clerk's Office is to provide the public at large, as well as users, with cost effective and efficient delivery of services, and provide said services in a timely and courteous manner.***

It is composed of two distinct units, the Main Unit and the Department of Motor Vehicles. The County Clerk also oversees the Office of Records Management. The County Clerk Main Unit is the Constitutional office for recordings and filings. The Department of Motor Vehicle is the County's local agent for the NYS Department of Motor Vehicles. The Office of Records Management is responsible for storing all records, and coordinating the maintenance and destruction of records according to State Laws.

The County Clerk's Office receives funding from several sources of revenue, including fees for transactions such as filings, recordings, permits, licenses, and registrations. The County Clerk's Office Main Unit is mandated by the New York State Constitution. The Department of Motor Vehicles and the Office of Records Management are not mandated.

## Core Services

Functions of the County Clerk Main Unit include:

- Filing and recording of official records and documents including deeds, real property proceedings, maps, and civil proceedings
- Processing and issuing passports
- Processing and issuing pistol permits
- Notary services
- Precious gems law
- Administers F.A.V.O.R. program
- Issuance of peddlers permits
- Issuance of DBA
- Naturalization documents

Functions of the Department of Motor Vehicles include:

- Responsibilities related to all transactions and services related to the NYS Department of Motor Vehicles, including driver's license transactions, vehicle registration, issuance of license plates, etc.

Functions of the Records Management Department include:

- Systematic maintenance, retrieval, and disposing of records in accordance with NYS Archives

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
CTY CLRK DMV	17.50	17.50	17.50
COUNTY CLERK'S WORKER I	9.00	9.00	9.00
COUNTY CLERK'S WORKER II	5.00	5.00	5.00
COUNTY CLERK'S WORKER III	1.50	1.50	1.50
DEP COUNTY CLERK I	1.00	1.00	1.00
DEPT OF MOTOR VEHICLE ADMIN	1.00	1.00	1.00
CTY CLRK MAIN UNIT	16.20	16.20	16.20
COUNTY CLERK	1.00	1.00	1.00
COUNTY CLERK FINANCIAL WORKER	1.00	1.00	1.00
COUNTY CLERK WORKER II	0.20	0.20	0.20
COUNTY CLERK'S WORKER I	4.00	4.00	4.00
COUNTY CLERK'S WORKER II	6.00	6.00	6.00
COUNTY CLERK'S WORKER III	2.00	2.00	2.00
DEPUTY COUNTY CLERK I	1.00	1.00	1.00
JUNIOR ACCOUNTANT	1.00	1.00	1.00
RECORDS MANAGEMENT	1.00	1.00	1.00
RECORDS MANAGEMENT COORDINATOR	1.00	1.00	1.00
Grand Total	34.70	34.70	34.70

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Municipal Staff				
County Clerk				
CC Main Unit				
Personal Services	\$698,120	\$724,592	\$867,293	\$907,331
Auto/Travel	\$1,808	\$993	\$3,115	\$3,265
Office Supplies	\$113,503	\$59,171	\$35,889	\$28,650
Computer Supplies	\$2,172	\$704	\$80,300	\$2,000
Special Department Supply	\$18,470	\$2,891	\$3,000	\$5,500
Departmental Exp	\$62,617	\$5,086	\$24,450	\$6,100
Employee Benefits	\$368,326	\$393,596	\$503,356	\$559,757
<b>Total CC Main Unit:</b>	<b>\$1,265,017</b>	<b>\$1,187,032</b>	<b>\$1,517,403</b>	<b>\$1,512,603</b>
CC - Dmv				
Personal Services	\$618,850	\$612,214	\$877,230	\$864,669
Auto/Travel	\$722	\$524	\$3,350	\$3,350
Office Supplies	\$7,266	\$11,369	\$11,846	\$11,650
Computer Supplies	\$15,343	\$36,852	\$7,538	\$7,500
Utilities		\$85	\$1,264	\$800
Special Department Supply	\$841			
Misc Serv/Exp	\$305	\$305	\$1,400	\$1,400
Departmental Exp	\$11,680	\$12,965	\$13,473	\$14,136
Employee Benefits	\$363,628	\$400,653	\$638,838	\$644,950
<b>Total CC - Dmv:</b>	<b>\$1,018,634</b>	<b>\$1,074,966</b>	<b>\$1,554,939</b>	<b>\$1,548,455</b>
<b>Total County Clerk:</b>	<b>\$2,283,651</b>	<b>\$2,261,999</b>	<b>\$3,072,342</b>	<b>\$3,061,058</b>
Records Management				
Personal Services	\$43,742	\$47,172	\$48,899	\$49,961
Auto/Travel	\$830	\$926	\$1,000	\$1,000
Office Supplies	\$373	\$462	\$22	\$1,050
Departmental Exp	\$0	\$0	\$0	\$12,430
Employee Benefits	\$21,380	\$23,392	\$26,778	\$27,048
<b>Total Records Management:</b>	<b>\$66,325</b>	<b>\$71,953</b>	<b>\$76,699</b>	<b>\$91,489</b>
<b>Total Municipal Staff:</b>	<b>\$2,349,976</b>	<b>\$2,333,951</b>	<b>\$3,149,041</b>	<b>\$3,152,547</b>
<b>Total General Government:</b>	<b>\$2,349,976</b>	<b>\$2,333,951</b>	<b>\$3,149,041</b>	<b>\$3,152,547</b>
<b>Total Expenditures:</b>	<b>\$2,349,976</b>	<b>\$2,333,951</b>	<b>\$3,149,041</b>	<b>\$3,152,547</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
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<b>Name</b>	<b>FY2022 Actuals</b>	<b>FY2023 Actuals</b>	<b>FY2024 Amended Budget</b>	<b>FY2025 Recommended Budget</b>
Revenue Source				
Income				
General Government Income	\$1,873,696	\$1,673,345	\$1,791,100	\$1,746,500
<b>Total Income:</b>	<b>\$1,873,696</b>	<b>\$1,673,345</b>	<b>\$1,791,100</b>	<b>\$1,746,500</b>
State Aid				
General Government	\$124,724	\$83,809	\$30,000	\$200,000
<b>Total State Aid:</b>	<b>\$124,724</b>	<b>\$83,809</b>	<b>\$30,000</b>	<b>\$200,000</b>
<b>Total Revenue Source:</b>	<b>\$1,998,420</b>	<b>\$1,757,155</b>	<b>\$1,821,100</b>	<b>\$1,946,500</b>

# County Legislature

Nadia Rajcz (D)

Chair

***The Sullivan County Legislature is the governing body for the County. It consists of nine elected legislators, one of whom serves as the Chairman and another who serves as the Vice Chairman.***

The Legislature is responsible for setting County policy, creating local laws and passing resolutions. The full board of legislators meets once a month (every third Thursday); standing committee meetings occur on the first and second Thursday of each month. The Sullivan County Legislature receives no outside funding and is 100% County cost. It is required by the Sullivan County Charter.

## Core Services

Functions of the Sullivan County Legislature include:

- Establishment of County Policy
- Authorization of resolutions
- Establishment of local laws
- County redistricting as per state law

The budget for the Legislature consists primarily of personal services and employee benefits. A small amount of funding is used for office supplies, travel/county fleet chargebacks, postage, and printing.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
COUNTY LEGISLATURE	11.00	11.00	11.00
CHAIRPERSON OF LEGISLATURE	1.00	1.00	1.00
CLERK TO LEGISLATURE	1.00	1.00	1.00
LEGISLATIVE SEC	1.00	1.00	1.00
LEGISLATOR	5.00	5.00	5.00
MAJORITY LEADER	1.00	1.00	1.00
MINORITY LEADER	1.00	1.00	1.00
VICE CHAIRPERSON OF LEGISLATURE	1.00	1.00	1.00
Grand Total	11.00	11.00	11.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Legislative				
County Legislature				
Personal Services	\$397,524	\$403,792	\$483,337	\$495,599
Contracts	\$0	\$0	\$3,300	\$5,000
Auto/Travel	\$1,763	\$1,983	\$5,293	\$5,150
Office Supplies	\$17,898	\$7,442	\$17,076	\$10,800
Special Department Supply	\$550	\$536	\$1,090	\$700
Employee Benefits	\$242,965	\$272,017	\$388,997	\$353,096
<b>Total County Legislature:</b>	<b>\$660,699</b>	<b>\$685,769</b>	<b>\$899,093</b>	<b>\$870,345</b>
<b>Total Legislative:</b>	<b>\$660,699</b>	<b>\$685,769</b>	<b>\$899,093</b>	<b>\$870,345</b>
<b>Total General Government:</b>	<b>\$660,699</b>	<b>\$685,769</b>	<b>\$899,093</b>	<b>\$870,345</b>
<b>Total Expenditures:</b>	<b>\$660,699</b>	<b>\$685,769</b>	<b>\$899,093</b>	<b>\$870,345</b>

# County Treasurer

**Nancy Buck**  
County Treasurer

***The mission of the Sullivan County Treasurer is to collect and enforce delinquent taxes efficiently, effectively and in a fair manner to the public; and to manage the County's finances, help the County's fiscal records and help formulate policy for fiscal matters, spending and debt management.***

The County Treasurer is statutorily the Chief Fiscal Officer of the County and the real property delinquent tax collection and enforcement officer. The office is comprised of several departments: accounting, real property tax collection, real property tax administration, room tax enforcement, and solid waste revenue collection.

The Sullivan County Treasurer's Office receives funding through buyer premiums collected from the public auction of properties, as well as administrative fees assessed for processing and advertising delinquent properties. The User Fee Unit is funded through the County's Refuse and Garbage Fund and thus is not charged to the General Fund. The Sullivan County Treasurer's Office is mandated by the County charter.

## Core Services

The functions of the Sullivan County Treasurer's Office are numerous.

They include:

### 1325-14 - Accounting Department

- Maintain General Ledger Accounts
- Process all County payables
- Maintain Federal and State Receivables
- Cash Management, Receipts and all bank reconciliations
- Prepare Annual Financial reports required by the State and Federal Government
- Manage all aspects of County debt
- Assist all County Departments in analysis, reconciliations and all year-end processes

### 1325-15 – Room Tax

- Create and maintain all Room Tax Facilities and records as well as process all quarterly room tax returns and payments

### 1330-204 – Real Property

- Assist all interested parties regarding delinquent taxes for 15 Towns and 12 School Districts, in person, by phone, fax and email
- Maintain annual Tax Rolls for 15 Towns
- Prepare Tax Installment Contracts and post daily receipts for the same
- Post daily receipts to unpaid tax and installment software
- Prepare and file all lists and documents required under RPTL Article Eleven starting with the filing of a List of Delinquent Taxes 10 months after lien date and concluding with foreclosure
- Prepare deeds and other required documents for tax-acquired property
- Abstractor prepares standard searches for each parcel contained on List of Delinquent Taxes
- Property Examiner researches all of the parcels contained on the List of Delinquent taxes

### 1330-205 – Solid Waste User Fee Unit

- Maintain and record all Landfill Accounts receivables, inclusive of the monthly billing to haulers, annual compliance policies, and daily hauler activity.
- Prepare and maintain hauler license/user permit renewal applications

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>TREAS MAIN UNIT</b>	<b>3.55</b>	<b>3.55</b>	<b>3.55</b>
COUNTY TREASURER	0.30	0.30	0.30
DEP COUNTY TREASURER	0.25	0.25	0.25
FISCAL ADMINISTRATIVE OFFICER	1.00	1.00	1.00
SR ACCOUNTANT	1.00	1.00	1.00
SR FISCAL ADMINISTRATIVE OFFICER	1.00	1.00	1.00
<b>TREAS ROOM TAX</b>	<b>1.20</b>	<b>1.20</b>	<b>1.20</b>
COUNTY TREASURER	0.10	0.10	0.10
DEP COUNTY TREASURER	0.10	0.10	0.10
FULL CHARGE BOOKKEEPER		1.00	1.00
JUNIOR ACCOUNTANT	1.00		
<b>TX COLLECTION - PROP TAX UNIT</b>	<b>6.55</b>	<b>6.55</b>	<b>6.55</b>
ABTRACTOR	1.00	1.00	1.00
COUNTY TREASURER	0.30	0.30	0.30
DEP COUNTY TREASURER	0.25	0.25	0.25
PROP TAX SUPVR/TAX ENFORCE COORD	1.00	1.00	1.00
REAL PROP EXAM/APPRaiser	1.00	1.00	1.00
REAL PROP TAX SVCS SPECIALIST	1.00	1.00	1.00
TAX CLERK II	1.00	1.00	1.00
TAX CLERK III	1.00	1.00	1.00
<b>TX COLLECTION - USER FEE UNIT</b>	<b>1.20</b>	<b>1.20</b>	<b>1.20</b>
COUNTY TREASURER	0.10	0.10	0.10
DEP COUNTY TREASURER	0.10	0.10	0.10
JUNIOR ACCOUNTANT	1.00	1.00	1.00
<b>Grand Total</b>	<b>12.50</b>	<b>12.50</b>	<b>12.50</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
County Treasurer				
Tr - Accounting				
Personal Services	\$275,962	\$293,733	\$308,178	\$323,032
Contracts	\$3,000			
Auto/Travel	\$2,095	\$4,306	\$14,840	\$14,840
Office Supplies	\$3,617	\$7,847	\$13,320	\$11,320
Computer Supplies	\$938	\$983	\$3,000	\$3,000
Utilities	\$378	\$343	\$400	\$400
Special Department Supply	\$0	\$0	\$1,000	\$1,000
Misc Serv/Exp	\$0	\$0	\$120	\$120
Departmental Exp	\$2,953	\$2,760	\$4,450	\$5,300
Employee Benefits	\$181,565	\$187,750	\$196,862	\$200,861
<b>Total Tr - Accounting:</b>	<b>\$470,508</b>	<b>\$497,722</b>	<b>\$542,170</b>	<b>\$559,873</b>
Tr - Room Tax Collection				
Personal Services	\$79,348	\$79,135	\$81,861	\$88,629
Office Supplies	\$807	\$945	\$2,350	\$2,000
Computer Supplies	\$301	\$168	\$500	\$500
Employee Benefits	\$53,396	\$58,826	\$63,080	\$67,640
<b>Total Tr - Room Tax Collection:</b>	<b>\$133,853</b>	<b>\$139,073</b>	<b>\$147,791</b>	<b>\$158,769</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
<b>Total County Treasurer:</b>	<b>\$604,360</b>	<b>\$636,795</b>	<b>\$689,961</b>	<b>\$718,642</b>
Tax Collection				
Property Tax Unit				
Personal Services	\$377,328	\$356,592	\$380,177	\$389,747
Contracts	\$681,226	\$505,360	\$300,000	\$300,000
Auto/Travel	\$1,178	\$2,029	\$3,000	\$5,000
Office Supplies	\$60,435	\$60,476	\$83,150	\$83,650
Computer Supplies	\$1,590	\$2,426	\$3,000	\$3,000
Utilities	\$284	\$301	\$500	\$500
Special Department Supply	\$0	\$0	\$300	\$300
Misc Serv/Exp	\$60	\$60	\$120	\$120
Departmental Exp	\$721	\$766	\$4,202	\$4,097
Employee Benefits	\$247,931	\$234,561	\$247,174	\$241,345
<b>Total Property Tax Unit:</b>	<b>\$1,370,752</b>	<b>\$1,162,570</b>	<b>\$1,021,623</b>	<b>\$1,027,759</b>
User Fee Unit				
Personal Services	\$78,984	\$83,290	\$81,261	\$84,388
Office Supplies	\$658	\$1,042	\$2,550	\$2,550
Computer Supplies	\$301	\$168	\$500	\$500
Employee Benefits	\$60,901	\$64,151	\$63,990	\$64,068
<b>Total User Fee Unit:</b>	<b>\$140,844</b>	<b>\$148,651</b>	<b>\$148,301</b>	<b>\$151,506</b>
<b>Total Tax Collection:</b>	<b>\$1,511,596</b>	<b>\$1,311,221</b>	<b>\$1,169,924</b>	<b>\$1,179,265</b>
<b>Total Finance:</b>	<b>\$2,115,956</b>	<b>\$1,948,017</b>	<b>\$1,859,885</b>	<b>\$1,897,907</b>
<b>Total General Government:</b>	<b>\$2,115,956</b>	<b>\$1,948,017</b>	<b>\$1,859,885</b>	<b>\$1,897,907</b>
<b>Total Expenditures:</b>	<b>\$2,115,956</b>	<b>\$1,948,017</b>	<b>\$1,859,885</b>	<b>\$1,897,907</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$1,524,593	\$1,133,329	\$1,011,089	\$1,017,475
<b>Total Income:</b>	<b>\$1,524,593</b>	<b>\$1,133,329</b>	<b>\$1,011,089</b>	<b>\$1,017,475</b>
<b>Total Revenue Source:</b>	<b>\$1,524,593</b>	<b>\$1,133,329</b>	<b>\$1,011,089</b>	<b>\$1,017,475</b>

## Bond Anticipation Notes

This budget organization includes appropriations for principal and interest payments on short term borrowing or bonds.

### Expenditures by Function

Name	FY2022 Actuals	FY2024 Recommended Budget
Expenditures		
Undistributed		
Debt Service		
Bond Anticipation Notes		
Debt Service Principal	\$1,651,667	\$0
Debt Service Interest	\$24,775	\$0
<b>Total Bond Anticipation Notes:</b>	<b>\$1,676,442</b>	<b>\$0</b>
<b>Total Debt Service:</b>	<b>\$1,676,442</b>	<b>\$0</b>
<b>Total Undistributed:</b>	<b>\$1,676,442</b>	<b>\$0</b>
<b>Total Expenditures:</b>	<b>\$1,676,442</b>	<b>\$0</b>



## General Fund Revenues

This budget organization accounts for revenue not directly associated with a specific department, such as sales tax.

### Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Real Property Taxes and Tax Items	\$85,350,333	\$73,791,384	\$6,620,286	\$5,978,647
Non Property Taxes	\$76,839,782	\$84,752,373	\$82,928,000	\$85,824,000
General Government Income	\$1,621	\$1,295	\$500	\$1,000
Use of Money and Property	\$490,692	\$3,063,323	\$2,350,000	\$2,008,400
Licenses and Permits	\$3,204,371	\$2,528,023	\$2,500,000	\$2,500,000
Sale of Property and Compensation for Loss	\$734,886	\$26,551	\$106,000	\$6,000
Misc	\$2,504,660	\$810,814	\$3,332,947	\$3,308,570
<b>Total Income:</b>	<b>\$169,126,343</b>	<b>\$164,973,763</b>	<b>\$97,837,733</b>	<b>\$99,626,617</b>
Federal Aid				
General Government	\$9,214,737	\$1,152,393	\$0	\$0
Home and Community Services	\$210,830	\$431,500	\$0	\$0
<b>Total Federal Aid:</b>	<b>\$9,425,567</b>	<b>\$1,583,892</b>	<b>\$0</b>	<b>\$0</b>
Interfund Transfers				
Interfund Transfers	\$149,795	\$1,518,128	\$1,400,000	\$0
<b>Total Interfund Transfers:</b>	<b>\$149,795</b>	<b>\$1,518,128</b>	<b>\$1,400,000</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$178,701,705</b>	<b>\$168,075,783</b>	<b>\$99,237,733</b>	<b>\$99,626,617</b>

# Real Property Tax Services

Christopher Knapp

Director

***The mission of the Real Property Tax Services Office is to fulfill the requirements of the New York State Law and Regulations to achieve and maintain equitable assessments throughout the County of Sullivan and to ensure the enforcement of liens created upon the levy of taxes.***

This office provides assessment and tax related services to both county and town officials as well as the public. The main goal is to create and preserve tax equity within and between municipalities. In accordance with state mandates, this office provides assessment and taxation related services to both county and town officials and members of the public. We are charged with the responsibility of maintaining tax maps and updating all ownership information for all real property within the boundaries of the County of Sullivan.

The Real Property Tax Services Office charges outlays related to vendor services back to the towns. It also receives a small amount of revenue through the sale of maps and GIS data. The Real Property Tax Services Office performs mandated services under sections 1530 and 1532 of the Real Property Tax Law of the State of New York.

## Core Services

Functions of the Department of Real Property Tax Services include:

- Review all deeds/maps, and other documents filed in the S.C. Clerk's office
- Search title to properties conveyed to ensure accurate property grantor information
- Review descriptions contained in deeds of conveyance and maps
- Make changes to County property ownership records and tax maps
- Convert paper tax maps/maintain digital GIS maps
- Notices sent to title companies, attorneys, property owners, etc.
- Forward change in ownership information, deeds and changes to the tax maps to assessors for update
- Provision of new paper tax maps to assessors
- Correction of errors processing
- Provide training to assessors/Boards of Assessment Review
- Prepare reports for various departments (i.e. tax levy information)
- Digital Tax map sales and sales to public
- Creation of digital layers for the various GIS users
- Maintenance of Agricultural Districts and preparation of maps for mandated reviews
- Analyze Census data
- Provide FEMA flood maps for insurance purposes
- Coordinate with towns and villages to update and improve Zoning maps
- Provide necessary GIS data to reduce outside vendor costs to the County
- Provide large map scanning services for other County departments
- Provide technical GIS assistance to the public, municipalities and county departments
- Continue to improve the quality and structure of GIS data
- Manage the system of E-911 addresses.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
REAL PROPERTY TAX	3.50	3.50	3.50
COUNTY TREASURER	0.20	0.20	0.20
DEP COUNTY TREASURER	0.30	0.30	0.30
DIR REAL PROPERTY TAX SVS III	1.00	1.00	1.00
TAX MAP/REAL PROP SYSTEMS SPEC	1.00	1.00	1.00
TAX MAP/RP SYSTEMS SPECIALIST	1.00	1.00	1.00
Grand Total	3.50	3.50	3.50

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
Real Property Tax Map				
Personal Services	\$187,900	\$216,950	\$260,628	\$257,767
Contracts	\$46,489	\$63,636	\$65,000	\$67,000
Auto/Travel	\$895	\$1,265	\$2,050	\$2,150
Office Supplies	\$3,700	\$4,466	\$5,295	\$5,600
Computer Supplies	\$859	\$1,032	\$1,600	\$1,600
Misc Serv/Exp	\$470	\$0	\$1,400	\$1,400
Departmental Exp	\$345	\$1,218	\$1,525	\$1,700
Employee Benefits	\$83,568	\$94,460	\$144,501	\$146,421
<b>Total Real Property Tax Map:</b>	<b>\$324,227</b>	<b>\$383,027</b>	<b>\$481,999</b>	<b>\$483,638</b>
<b>Total Finance:</b>	<b>\$324,227</b>	<b>\$383,027</b>	<b>\$481,999</b>	<b>\$483,638</b>
<b>Total General Government:</b>	<b>\$324,227</b>	<b>\$383,027</b>	<b>\$481,999</b>	<b>\$483,638</b>
<b>Total Expenditures:</b>	<b>\$324,227</b>	<b>\$383,027</b>	<b>\$481,999</b>	<b>\$483,638</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$4,834	\$3,950	\$2,670	\$2,670
Intergovernmental Charges	\$66,748	\$68,046	\$73,500	\$74,000
Sale of Property and Compensation for Loss	\$1,037	\$1,729	\$1,300	\$1,300
<b>Total Income:</b>	<b>\$72,618</b>	<b>\$73,725</b>	<b>\$77,470</b>	<b>\$77,970</b>
<b>Total Revenue Source:</b>	<b>\$72,618</b>	<b>\$73,725</b>	<b>\$77,470</b>	<b>\$77,970</b>

## Tax Anticipation Notes

This line includes short term bonds issued to provide cash flow until such time as other anticipated revenue is realized.

### Expenditures by Function

Name	FY2022 Actuals
Expenditures	
Undistributed	
Debt Service	
Tax Anticipation Notes	
Debt Service Interest	\$100,000
<b>Total Tax Anticipation Notes:</b>	<b>\$100,000</b>
<b>Total Debt Service:</b>	<b>\$100,000</b>
<b>Total Undistributed:</b>	<b>\$100,000</b>
<b>Total Expenditures:</b>	<b>\$100,000</b>

## V Fund: Debt Service

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Undistributed				
Debt Service				
Serial Bonds				
Debt Service Principal	\$9,315,000	\$8,260,000	\$8,490,000	\$5,955,000
Debt Service Interest	\$3,861,279	\$3,495,040	\$3,180,704	\$2,936,153
<b>Total Serial Bonds:</b>	<b>\$13,176,279</b>	<b>\$11,755,040</b>	<b>\$11,670,704</b>	<b>\$8,891,153</b>
<b>Total Debt Service:</b>	<b>\$13,176,279</b>	<b>\$11,755,040</b>	<b>\$11,670,704</b>	<b>\$8,891,153</b>
<b>Total Undistributed:</b>	<b>\$13,176,279</b>	<b>\$11,755,040</b>	<b>\$11,670,704</b>	<b>\$8,891,153</b>
<b>Total Expenditures:</b>	<b>\$13,176,279</b>	<b>\$11,755,040</b>	<b>\$11,670,704</b>	<b>\$8,891,153</b>

# District Attorney

Brian Conaty  
District Attorney

***The Sullivan County District Attorney's Office prosecutes all criminal cases that occur within Sullivan County. The Office also handles all criminal appellate cases in both State and Federal Courts.***

The Office is committed to ensuring that offenders are held accountable and responsible for their criminal conduct. It is also committed to assuring that the victims' voices are heard throughout the course of the criminal process. It is their duty and obligation to protect the innocent, enhance public safety and make our streets and homes safe and secure for the citizens of the county.

The Sullivan County District Attorney's Office receives State aid in the form of grants for Stop DWI, DA Salary Reimbursement and Aid to Prosecution. In addition, the District Attorney expenses related to the Fraud Investigation Team and Family Violence Response Team are being reimbursed through a revenue stream from the Department of Social Services, with reimbursement from state and federal sources. The office is mandated by County Law 700 & N.Y. Const. art. XIII, §13.

## Core Services

Functions of the District Attorney's Office include:

- Prosecution and investigation of all criminal offenses in Sullivan County, NY
- Crime prevention, through public education and public speaking at schools and community gathering to educate and make residents aware of matters of public importance which impact their safety

The budget for the District Attorney consists primarily of personal services and employee benefits. A small amount of funding is used for office supplies, travel/county fleet chargebacks, postage, and printing.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
DISTRICT ATTORNEY	22.25	24.25	24.25
ADMINISTRATIVE SPECIALIST	4.00	4.00	4.00
ASS DISTRICT ATTORNEY VIII	1.00	1.00	1.00
ASST DISTRICT ATTORNEY I	1.00	1.00	1.00
ASST DISTRICT ATTORNEY II	1.00	1.00	1.00
ASST DISTRICT ATTORNEY III	1.00	1.00	1.00
ASST DISTRICT ATTORNEY IV	1.00	1.00	1.00
ASST DISTRICT ATTORNEY IX	1.00	1.00	1.00
ASST DISTRICT ATTORNEY V	1.00	1.00	1.00
ASST DISTRICT ATTORNEY VI	1.00	1.00	1.00
ASST DISTRICT ATTORNEY VII	1.00	1.00	1.00
ASST DISTRICT ATTORNEY X	1.00	1.00	1.00
CONF SEC DISTRICT ATTORNEY	1.00	1.00	1.00
CRIME VICTIM SERVICES ADVOCATE	1.00	1.00	1.00
DA INVESTIGATOR	1.00	1.00	1.00
DISTRICT ATTORNEY	1.00	1.00	1.00
DISTRICT ATTORNEY'S INV	4.00	5.00	5.00
SPECIAL ASSISTANT		1.00	1.00
STUDENT INTERN	0.25	0.25	0.25
Grand Total	22.25	24.25	24.25

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Judicial				
District Attorney				

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Personal Services	\$1,428,870	\$1,482,626	\$1,937,127	\$2,217,338
Fixed Assets	\$0	\$31,205	\$39,000	\$0
Contracts	\$0	\$187,529	\$226,616	\$90,000
Auto/Travel	\$10,114	\$21,382	\$12,423	\$11,700
Office Supplies	\$22,833	\$17,357	\$134,667	\$33,700
Computer Supplies	\$29,000			
Utilities	\$2,060	\$2,700	\$6,901	\$6,500
Special Department Supply	\$1,025	\$3,709	\$64,700	\$26,500
Misc Serv/Exp	\$282	\$1,382	\$5,275	\$2,450
Departmental Exp	\$112,848	\$67,290	\$146,085	\$112,817
Employee Benefits	\$514,164	\$557,377	\$855,342	\$1,013,764
<b>Total District Attorney:</b>	<b>\$2,121,196</b>	<b>\$2,372,557</b>	<b>\$3,428,136</b>	<b>\$3,514,769</b>
<b>Total Judicial:</b>	<b>\$2,121,196</b>	<b>\$2,372,557</b>	<b>\$3,428,136</b>	<b>\$3,514,769</b>
<b>Total General Government:</b>	<b>\$2,121,196</b>	<b>\$2,372,557</b>	<b>\$3,428,136</b>	<b>\$3,514,769</b>
<b>Total Expenditures:</b>	<b>\$2,121,196</b>	<b>\$2,372,557</b>	<b>\$3,428,136</b>	<b>\$3,514,769</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$212,182	\$227,423	\$364,518	\$282,650
Sale of Property and Compensation for Loss	\$70,158	\$30,208	\$0	\$0
<b>Total Income:</b>	<b>\$282,340</b>	<b>\$257,631</b>	<b>\$364,518</b>	<b>\$282,650</b>
State Aid				
General Government	\$178,506	\$322,897	\$178,606	\$178,606
<b>Total State Aid:</b>	<b>\$178,506</b>	<b>\$322,897</b>	<b>\$178,606</b>	<b>\$178,606</b>
Federal Aid				
General Government	\$22,218	\$73,179	\$186,616	\$0
Public Safety	\$38,496	\$46,013	\$0	\$0
<b>Total Federal Aid:</b>	<b>\$60,714</b>	<b>\$119,192</b>	<b>\$186,616</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$521,560</b>	<b>\$699,720</b>	<b>\$729,740</b>	<b>\$461,256</b>

# Sheriff

**Michael Schiff**  
County Sheriff

***It is the mission of the Sullivan County Sheriff's Office to provide professional, high quality and effective law enforcement services in partnership with criminal justice entities, county, local government and the public. We believe that our work has a vital and positive impact on the quality of life in our communities.***

To demonstrate our commitment to our profession both on and off duty, we subscribe to the following values:

- *Pride* – The Sheriff's Office recognizes that its employees are the vital component to the successful delivery of police, correctional and civil law enforcement services. We believe that we can achieve our highest potential by actively involving our employees in problem solving and improving the services we provide, by taking ownership and pride in our delivery of services.
- *Integrity* – Integrity is defined as being honest, moral, upright and sincere. Public trust can only exist with our exhibiting integrity and respect as individuals and as an organization. The foundation of the Sheriff's Office is the high level of integrity of its employees and the courage of its management to hold employees to that standard.
- *Professionalism* – Recognizing the changing and diverse needs of the community, the Sheriff's Office promotes and encourages a policy of individual and organizational professional excellence which is delivered and enhanced through continuing education and regular training.
- *Fairness* – Members shall uphold laws in an ethical, impartial, courteous and professional manner while respecting the rights and dignity of all persons. We shall strive to achieve a balance in the exercise of our powers which reflects both the spirit and the letter of the law.

The Sullivan County Sheriff's Office receives some outside funding through grants, forfeitures and fees, however, the allowable uses for these funds are limited. Primarily, the Sheriff's Office is funded directly from the County.

The Sheriff's Office provides road patrol as required by the Sullivan County Charter. The Civil department is mandated under NYS County Law. The County Jail is mandated by the State and overseen by the NYS Commission on Corrections. Operations at the Jail are very strictly regulated and it is the only department under the Sheriff that has mandated staffing levels.

## Core Services

Functions of the Sullivan County Sheriff's Office include:

- Patrol - Tasks include but are not limited to road patrols, investigations, youth outreach, and responding to emergency requests.
- Civil - Tasks include but are not limited to collection of fees, poundage and expenses with respect to all civil processes, and enforcement of civil arrest warrants.
- Security - Provide security at County facilities including the Government Center in Monticello and Travis Building/Social Services in Liberty
- Corrections/Jail - Receive and safely keep all prisoners lawfully committed to his custody; maintain facility and staffing in accordance with rules and regulations as established by the NYS Commission on Corrections



## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
<b>JAIL</b>	<b>110.82</b>	<b>110.82</b>	<b>110.82</b>
CONF SEC JAIL ADMINISTRATOR	1.00	1.00	1.00
COOK	5.00	5.00	5.00
COOK MANAGER	1.00	1.00	1.00
CORRECTION CAPTAIN	1.00	1.00	1.00
CORRECTION CORPORAL	7.00	7.00	7.00
CORRECTION LIEUTENANT	2.00	2.00	2.00
CORRECTION OFFICER	81.00	81.00	81.00
CORRECTION SERGEANT	8.00	8.00	8.00
FOOD SVC HELPER	4.00	4.00	4.00
JAIL ADMINISTRATOR	0.82	0.82	0.82
<b>SHERIFF - CIVIL</b>	<b>13.38</b>	<b>13.38</b>	<b>13.38</b>
CHIEF CIVIL CLERK	1.00	1.00	1.00
CIVIL DEPUTY	1.00	1.00	1.00
CONF SEC SHERIFF	1.00	1.00	1.00
JAIL ADMINISTRATOR	0.18	0.18	0.18
SENIOR ACCOUNT CLERK/TYPIST	5.00	5.00	5.00
SENIOR ACCOUNT CLERK/TYPIST PT	1.00	1.00	1.00
SHERIFF	1.00	1.00	1.00
SHERIFF DEPT ACCTS PYBLE COORD	0.20	0.20	0.20
SHFS DEPT ACCOUNTS PAYABLE COORD	1.00	1.00	1.00
SR FISCAL ADMINISTRATIVE OFFICER	1.00	1.00	1.00
UNDERSHERIFF	1.00	1.00	1.00
<b>SHERIFF - PATROL</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>
CHIEF DEP PATROL DIV/INT AFFAIRS	1.00	1.00	1.00
DEP SHERIFF (DETECTIVE ASSMT)	2.00	2.00	2.00
DEP SHERIFF CORPORAL	6.00	6.00	6.00
DEP SHERIFF LIEUTENANT	3.00	3.00	3.00
DEPUTY SHERIFF	42.00	42.00	42.00
DEPUTY SHERIFF SERGEANT	8.00	8.00	8.00
PUBLIC SAFETY DISPATCHER	2.00	2.00	2.00
<b>SHERIFF - SECURITY</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
CORRECTION CORPORAL	1.00	1.00	1.00
CORRECTION OFFICER	6.00	6.00	6.00
<b>Grand Total</b>	<b>195.20</b>	<b>195.20</b>	<b>195.20</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Law Enforcement				
Sheriff				
Sh - Patrol				
Personal Services	\$5,613,014	\$5,554,621	\$5,904,898	\$5,916,780
Fixed Assets	\$529,796	\$336,753	\$439,520	\$431,000
Auto/Travel	\$392,376	\$416,578	\$329,987	\$437,750
Office Supplies	\$8,096	\$8,743	\$16,000	\$15,500
Computer Supplies	\$6,746	\$39,865	\$33,850	\$50,000
Utilities	\$31,396	\$69,286	\$110,670	\$103,000
Special Department Supply	\$83,375	\$275,167	\$476,925	\$321,000
Misc Serv/Exp	\$172,370	\$119,448	\$173,020	\$177,350
Departmental Exp	\$56,528	\$179,690	\$298,593	\$286,677
Employee Benefits	\$2,481,863	\$2,256,989	\$2,696,560	\$2,682,557
<b>Total Sh - Patrol:</b>	<b>\$9,375,559</b>	<b>\$9,257,139</b>	<b>\$10,480,023</b>	<b>\$10,421,614</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Sh - Civil				
Personal Services	\$870,535	\$905,393	\$1,033,293	\$1,073,710
Contracts		\$0	\$0	\$50,000
Auto/Travel	\$46,117	\$32,053	\$49,499	\$47,250
Office Supplies	\$16,826	\$17,426	\$23,750	\$23,250
Computer Supplies	\$780	\$399	\$1,500	\$1,500
Utilities	\$1,335	\$2,155	\$3,757	\$3,550
Special Department Supply	\$300	\$5,434	\$6,069	\$5,500
Misc Serv/Exp	\$16,276	\$15,953	\$21,500	\$21,500
Departmental Exp	\$4,584	\$10,112	\$18,592	\$19,850
Employee Benefits	\$432,498	\$443,290	\$524,242	\$612,656
<b>Total Sh - Civil:</b>	<b>\$1,389,251</b>	<b>\$1,432,213</b>	<b>\$1,682,202</b>	<b>\$1,858,766</b>
Sh - Security				
Personal Services	\$446,267	\$428,246	\$509,477	\$637,466
Auto/Travel	\$6,050	\$5,560	\$10,288	\$6,250
Special Department Supply	\$0	\$841	\$1,406	\$2,000
Misc Serv/Exp	\$5,400	\$6,000	\$17,900	\$15,400
Departmental Exp	\$312	\$20,312	\$21,500	\$23,500
Employee Benefits	\$256,372	\$284,575	\$310,920	\$346,694
<b>Total Sh - Security:</b>	<b>\$714,401</b>	<b>\$745,534</b>	<b>\$871,491</b>	<b>\$1,031,310</b>
<b>Total Sheriff:</b>	<b>\$11,479,211</b>	<b>\$11,434,887</b>	<b>\$13,033,716</b>	<b>\$13,311,690</b>
Jail				
Personal Services	\$8,227,455	\$7,933,774	\$8,134,275	\$8,484,330
Fixed Assets	\$0	\$29,904	\$0	\$0
Contracts	\$1,082,646	\$1,314,219	\$1,202,000	\$1,202,000
Auto/Travel	\$21,014	\$12,878	\$33,346	\$33,250
Office Supplies	\$5,402	\$14,390	\$14,250	\$13,000
Computer Supplies	\$38,951	\$44,711	\$61,000	\$66,000
Utilities	\$1,666	\$9,863	\$12,368	\$12,000
Special Department Supply	\$498,981	\$641,245	\$666,118	\$660,000
Misc Serv/Exp	\$152,715	\$153,654	\$200,905	\$198,935
Departmental Exp	\$262,986	\$287,297	\$420,868	\$440,177
Employee Benefits	\$3,737,878	\$4,020,907	\$4,176,145	\$4,138,482
<b>Total Jail:</b>	<b>\$14,029,696</b>	<b>\$14,462,843</b>	<b>\$14,921,275</b>	<b>\$15,248,174</b>
<b>Total Law Enforcement:</b>	<b>\$25,508,907</b>	<b>\$25,897,730</b>	<b>\$27,954,991</b>	<b>\$28,559,864</b>
<b>Total Public Safety:</b>	<b>\$25,508,907</b>	<b>\$25,897,730</b>	<b>\$27,954,991</b>	<b>\$28,559,864</b>
<b>Total Expenditures:</b>	<b>\$25,508,907</b>	<b>\$25,897,730</b>	<b>\$27,954,991</b>	<b>\$28,559,864</b>

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$0	\$139,850	\$247,428	\$101,250
Public Safety Income	\$1,409,619	\$1,390,807	\$1,884,000	\$1,596,367
Intergovernmental Charges	\$36,873	\$34,349	\$30,000	\$30,000
Use of Money and Property	\$116,670	\$96,666	\$120,000	\$10,000
Sale of Property and Compensation for Loss	\$1,825	\$32,231	\$0	\$0
Misc	\$950	\$5,750	\$0	\$0
Interfund Transfers	\$53,100	\$206,550	\$175,000	\$247,428
<b>Total Income:</b>	<b>\$1,619,036</b>	<b>\$1,906,203</b>	<b>\$2,456,428</b>	<b>\$1,985,045</b>
State Aid				
Public Safety	\$14,453	-\$1,208	\$8,000	\$7,000
<b>Total State Aid:</b>	<b>\$14,453</b>	<b>-\$1,208</b>	<b>\$8,000</b>	<b>\$7,000</b>
Federal Aid				
Public Safety	\$26,959	\$109,847	\$181,000	\$180,000
<b>Total Federal Aid:</b>	<b>\$26,959</b>	<b>\$109,847</b>	<b>\$181,000</b>	<b>\$180,000</b>
<b>Total Revenue Source:</b>	<b>\$1,660,448</b>	<b>\$2,014,842</b>	<b>\$2,645,428</b>	<b>\$2,172,045</b>

## Stop DWI

Sullivan County Stop DWI is part of a statewide program under the Governor's Highway Safety Commission to educate the public on the negative effects of driving while intoxicated, which could lead to motor vehicle accidents that cause injury and death to our citizens. Its goal is to provide for the education, training, and rehabilitation of DWI drivers.

Stop DWI is fully funded through the Governor's Highway Safety Commission and revenues are collected at the Victim Impact Panel sessions. It is a non-mandated program.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Public Safety				
Traffic control				
Stop DWI				
Auto/Travel	\$0	\$1,710	\$3,000	\$3,500
Office Supplies	\$0	\$802	\$5,300	\$5,300
Departmental Exp	\$126,473	\$116,515	\$180,000	\$181,500
<b>Total Stop DWI:</b>	<b>\$126,473</b>	<b>\$119,027</b>	<b>\$188,300</b>	<b>\$190,300</b>
<b>Total Traffic control:</b>	<b>\$126,473</b>	<b>\$119,027</b>	<b>\$188,300</b>	<b>\$190,300</b>
<b>Total Public Safety:</b>	<b>\$126,473</b>	<b>\$119,027</b>	<b>\$188,300</b>	<b>\$190,300</b>
<b>Total Expenditures:</b>	<b>\$126,473</b>	<b>\$119,027</b>	<b>\$188,300</b>	<b>\$190,300</b>

### Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Public Safety Income	\$9,770	\$4,450	\$13,000	\$9,000
Sale of Property and Compensation for Loss	\$133,774	\$98,337	\$125,000	\$125,000
<b>Total Income:</b>	<b>\$143,544</b>	<b>\$102,787</b>	<b>\$138,000</b>	<b>\$134,000</b>
State Aid				
Public Safety	\$2,540	\$33,748	\$15,000	\$0
<b>Total State Aid:</b>	<b>\$2,540</b>	<b>\$33,748</b>	<b>\$15,000</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$146,084</b>	<b>\$136,535</b>	<b>\$153,000</b>	<b>\$134,000</b>

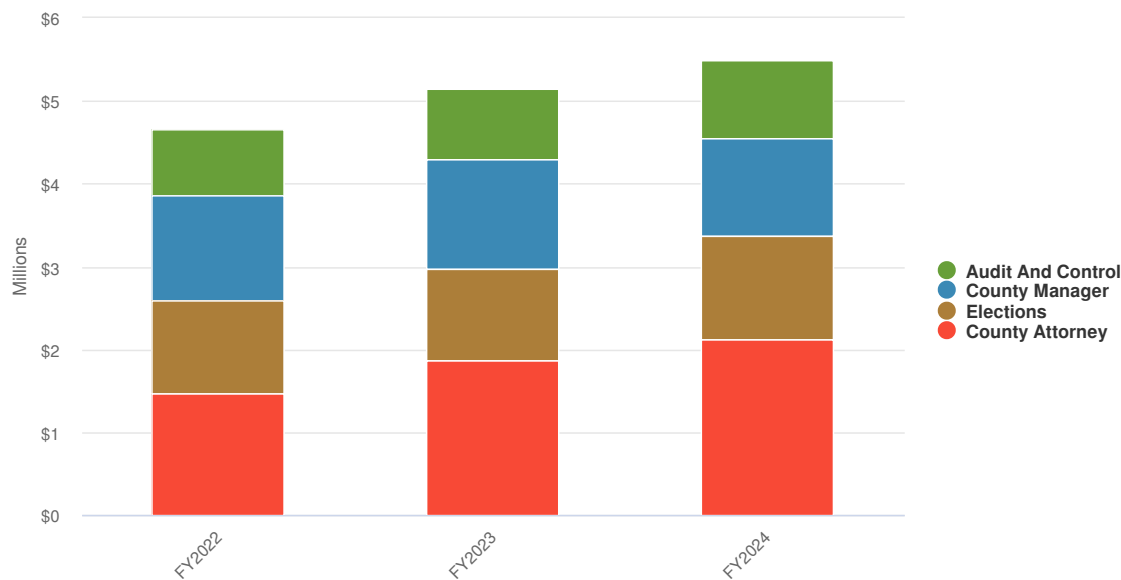
# Legislative Appointments

The following are employees who are appointed by the County Legislature:

- Board of Elections Commissioners
- County Manager
- County Attorney
- County Auditor

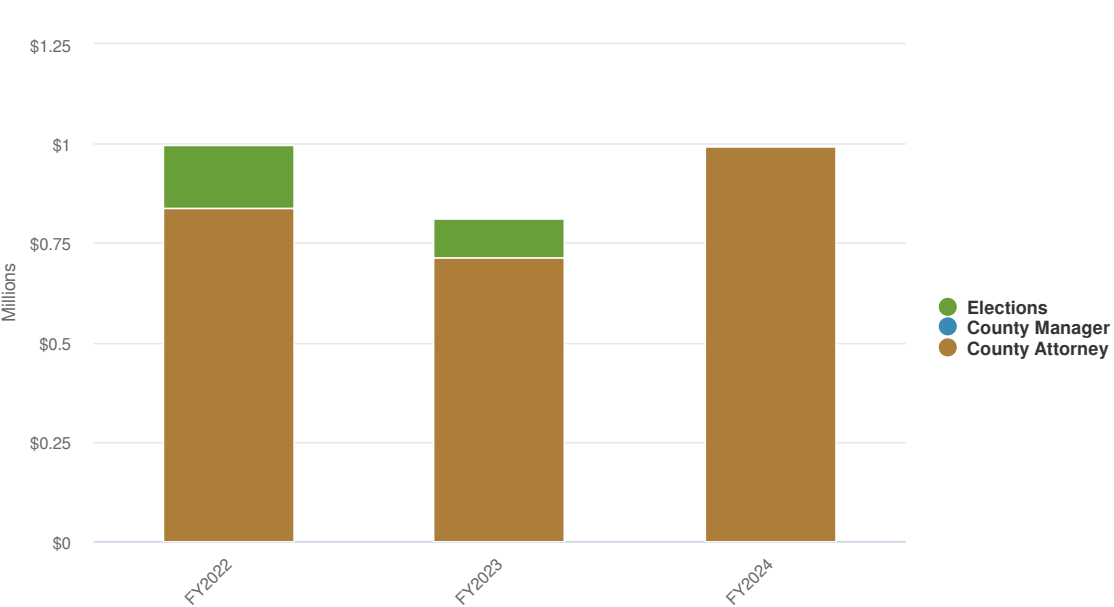
## Expenditures by Function

Budgeted and Historical Expenditures by Function



# Revenue by Department

## Budgeted and Historical 2025 Revenue by Department



# Audit and Control

Angela Chevalier  
County Auditor

***The mission of the Office of Audit and Control is to fulfill the duties set forth in the Charter and Administrative Code.***

One of the major responsibilities is to audit and process all lawful claims or charges against the County or against funds for which the County is responsible. It is also to promote accountability throughout the County government. Audit provides and will continue to provide various types of audit functions and services to all of our County departments as well as to the taxpayers of Sullivan County by keeping watchful eyes on expenditures that flow through our office. Audit serves the public interest by providing the Legislature, County Manager and other county management with reliable information, unbiased analysis and objective recommendations.

The Office of Audit and Control receives no outside funding and is 100% County cost. It is mandated by the County Charter.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
AUDIT AND CONTROL	7.00	7.00	7.00
ACCOUNTS PAYABLE COORDINATOR	1.00	1.00	1.00
AUDIT CLERK	1.00	1.00	1.00
COUNTY AUDITOR	1.00	1.00	1.00
SENIOR ACCOUNTS PAYABLE COORD	1.00	1.00	1.00
SR AUDIT CLERK	2.00	2.00	2.00
STAFF AUDITOR	1.00	1.00	1.00
Grand Total	7.00	7.00	7.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Finance				
Audit And Control				
Personal Services	\$400,450	\$370,553	\$448,085	\$481,006
Contracts	\$122,943	\$191,934	\$158,000	\$179,500
Auto/Travel	\$668	\$0	\$1,800	\$2,900
Office Supplies	\$1,224	\$1,911	\$1,902	\$2,050
Special Department Supply	\$103	\$0	\$600	\$600
Departmental Exp	\$304	\$478	\$1,463	\$1,400
Employee Benefits	\$274,696	\$271,168	\$328,999	\$348,166
<b>Total Audit And Control:</b>	<b>\$800,387</b>	<b>\$836,043</b>	<b>\$940,849</b>	<b>\$1,015,622</b>
<b>Total Finance:</b>	<b>\$800,387</b>	<b>\$836,043</b>	<b>\$940,849</b>	<b>\$1,015,622</b>
<b>Total General Government:</b>	<b>\$800,387</b>	<b>\$836,043</b>	<b>\$940,849</b>	<b>\$1,015,622</b>
<b>Total Expenditures:</b>	<b>\$800,387</b>	<b>\$836,043</b>	<b>\$940,849</b>	<b>\$1,015,622</b>

# Board of Elections

Lori Benjamin (R), Deanna Senyk (D)  
Commissioners

***The Sullivan County Board of Elections' mission is to afford every eligible person in Sullivan County the opportunity to vote in all Elections for which they are qualified to vote in, according to Federal and State constitutional mandates.***

The BOE receives its revenues primarily from local tax dollars. The BOE continues to make every effort to save money, solicit grant funds and keep all legislators apprised of the ever-rising cost of running elections.

Sullivan County Board of Elections is a mandated office. All functions of the BOE are mandated by the Federal and NY State Constitutions and Election Laws.

The function of the Board of Elections is to provide residents that qualify, with the opportunity to vote is a professional process required by the Federal and State Governments.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
BOARD OF ELECTIONS	8.00	8.00	8.00
COMM ELECTIONS	2.00	2.00	2.00
DEP COMM ELECTIONS	2.00	2.00	2.00
SENIOR CLERK	4.00	4.00	4.00
Grand Total	8.00	8.00	8.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Municipal Staff				
Elections				
Personal Services	\$493,099	\$577,008	\$604,068	\$638,850
Contracts	\$3,600	\$9,470	\$3,600	\$6,000
Auto/Travel	\$631	\$1,100	\$2,100	\$5,450
Office Supplies	\$129,613	\$99,523	\$140,755	\$184,000
Computer Supplies	\$225,009	\$169,122	\$424,291	\$275,000
Special Department Supply	\$66,270	\$13,122	\$65,352	\$80,000
Misc Serv/Exp	\$0	\$0	\$6,000	\$10,000
Departmental Exp	\$390	\$0	\$0	\$2,000
Employee Benefits	\$207,086	\$238,041	\$309,281	\$343,956
<b>Total Elections:</b>	<b>\$1,125,697</b>	<b>\$1,107,387</b>	<b>\$1,555,447</b>	<b>\$1,545,256</b>
<b>Total Municipal Staff:</b>	<b>\$1,125,697</b>	<b>\$1,107,387</b>	<b>\$1,555,447</b>	<b>\$1,545,256</b>
<b>Total General Government:</b>	<b>\$1,125,697</b>	<b>\$1,107,387</b>	<b>\$1,555,447</b>	<b>\$1,545,256</b>
<b>Total Expenditures:</b>	<b>\$1,125,697</b>	<b>\$1,107,387</b>	<b>\$1,555,447</b>	<b>\$1,545,256</b>



## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Intergovernmental Charges	\$17,007			
Sale of Property and Compensation for Loss	\$698	\$1,140	\$0	\$0
<b>Total Income:</b>	<b>\$17,704</b>	<b>\$1,140</b>	<b>\$0</b>	<b>\$0</b>
State Aid				
General Government	\$26,891	\$71,477	\$68,000	\$0
<b>Total State Aid:</b>	<b>\$26,891</b>	<b>\$71,477</b>	<b>\$68,000</b>	<b>\$0</b>
Federal Aid				
General Government	\$113,770	\$26,920	\$0	\$0
<b>Total Federal Aid:</b>	<b>\$113,770</b>	<b>\$26,920</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenue Source:</b>	<b>\$158,364</b>	<b>\$99,537</b>	<b>\$68,000</b>	<b>\$0</b>

## County Attorney

***The County Attorney is the County's civil counsel. The County Attorney's Office represents the County, its entities and, with respect to conduct in their governmental capacities, all of the County's officials, officers and employees.***

The County Attorney may be compared to the General Counsel of a private corporation or to the Corporation Counsel of a City. With the exception of matters handled by the County's Social Services Attorneys, who report to the Commissioner of Social Services, the County Attorney's Office, either directly, or through of-counsel relationships, is responsible for all of the County's civil legal work.

The County Attorney's Office receives no funding from outside agencies; however, it does receive funding through chargebacks to other County agencies.

The position of County Attorney is required by the County Charter, which further stipulates that the individual appointed as County Attorney work full time for the County and have no outside employment. The County Attorney has a fixed term coinciding with the term of the Legislature.

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
CTY ATTORNEY	14.00	14.00	14.00
ADMINISTRATIVE AIDE	1.00	1.00	1.00
ADMINISTRATIVE SECRETARY	1.00	1.00	1.00
ASST COUNTY ATTORNEY I	6.00	6.00	6.00
CONF SEC COUNTY ATTORNEY	1.00	1.00	1.00
COUNTY ATTORNEY	1.00	1.00	1.00
DEPUTY COUNTY ATTORNEY	1.00	1.00	1.00
INVESTIGATOR-COUNTY ATTORNEY PT	1.00	1.00	1.00
LEGAL TYPIST	1.00	1.00	1.00
PARALEGAL	1.00	1.00	1.00
Grand Total	14.00	14.00	14.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Municipal Staff				
County Attorney				
Personal Services	\$827,413	\$1,105,710	\$1,278,185	\$1,446,086
Contracts	\$272,955	\$298,096	\$219,400	\$260,000
Auto/Travel	\$119	\$2,230	\$5,020	\$1,700
Office Supplies	\$14,100	\$17,433	\$32,867	\$24,500
Utilities	\$0	\$0	\$2,400	\$1,000
Special Department Supply	\$0	\$2,764	\$0	\$0
Misc Serv/Exp	\$4,753	\$9,296	\$3,900	\$3,900
Departmental Exp	\$23,820	\$7,954	\$67,526	\$46,800
Employee Benefits	\$329,553	\$424,916	\$562,670	\$603,049
<b>Total County Attorney:</b>	<b>\$1,472,713</b>	<b>\$1,868,397</b>	<b>\$2,171,968</b>	<b>\$2,387,035</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Municipal Staff:	\$1,472,713	\$1,868,397	\$2,171,968	\$2,387,035
Total General Government:	\$1,472,713	\$1,868,397	\$2,171,968	\$2,387,035
Total Expenditures:	\$1,472,713	\$1,868,397	\$2,171,968	\$2,387,035

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$837,923	\$712,762	\$993,114	\$1,068,114
Total Income:	\$837,923	\$712,762	\$993,114	\$1,068,114
Total Revenue Source:	\$837,923	\$712,762	\$993,114	\$1,068,114

# County Manager

Joshua Potosek

County Manager

***The County Manager is the full-time Chief Executive and Administrative Head of the County of Sullivan. He is responsible for the supervision of all county departments, offices, agencies and administrative units, except as otherwise provided by New York State law or the County Charter. The County Manager also serves as the Chief Budget Officer and is responsible for the preparation of the operating and capital budgets for the County.***

The County Manager's Office receives no outside funding and is 100% County cost. It is mandated by the Sullivan County Charter and Administrative Code.

## Core Services

Functions of the Sullivan County Manager's Office include:

- Supervision of all county departments, offices, agencies and administrative units, except as otherwise provided by New York State law or the County Charter
- Serves as Chief Budget Officer and is responsible for preparing the Tentative Operating Budget annually in conjunction with the Office of Management and Budget
- Identifies areas of operations where efficiencies may be achieved and implement proper mechanisms to achieve these efficiencies
- Attend all monthly meetings of the Sullivan County Legislature and its Standing Committees
- Execute directives and contracts for the provision of services in line with the policies set forth by the Sullivan County Legislature
- Executive Assistant serves as FOIL officer and provides all documentation requested under the Freedom of Information Law
- Oversees Corporate Compliance

## Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
COUNTY MANAGER	5.00	5.00	5.00
ASSISTANT COUNTY MANAGER	1.00	1.00	1.00
COORD OF COMMUNICATIONS	1.00	1.00	1.00
COUNTY MANAGER	1.00	1.00	1.00
DIR OF COMMUNICATIONS	1.00	1.00	1.00
EXEC ASST TO COUNTY MGR	1.00	1.00	1.00
Grand Total	5.00	5.00	5.00

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Executive				
County Manager				
Personal Services	\$451,070	\$514,651	\$708,483	\$538,088
Contracts	\$523,475	\$518,649	\$519,196	\$1,500
Auto/Travel	\$11,468	\$13,155	\$16,910	\$10,100
Office Supplies	\$43,141	\$31,085	\$69,160	\$107,580
Utilities	\$0	\$0	\$4,400	\$2,500
Misc Serv/Exp	\$75	\$1,840	\$4,070	\$3,700
Departmental Exp	\$3,181	\$2,829	\$3,958	\$10,600
Employee Benefits	\$222,344	\$246,814	\$350,140	\$264,091

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total County Manager:	\$1,254,755	\$1,329,023	\$1,676,317	\$938,159
Total Executive:	\$1,254,755	\$1,329,023	\$1,676,317	\$938,159
Total General Government:	\$1,254,755	\$1,329,023	\$1,676,317	\$938,159
Total Expenditures:	\$1,254,755	\$1,329,023	\$1,676,317	\$938,159

## Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
General Government Income	\$175	\$132	\$250	\$250
Total Income:	\$175	\$132	\$250	\$250
Total Revenue Source:	\$175	\$132	\$250	\$250

## Corporate Compliance

***The mission of the Corporate Compliance Department is to promote an organizational culture of merit that mitigates risk and ensures the County operates and delivers services with the highest degree of honesty and integrity in accordance with Federal, State, and local laws.***

The Compliance Department ensures the County and all affected individuals are compliant with relevant laws, regulation, and ethical practices of the County of Sullivan. The department is responsible for the monitoring of changes in Federal, State, and local laws and regulations, as they relate to waste, fraud, and abuse. It coordinates, facilitates, and monitors compliance efforts County-wide, including overseeing of the Confidential Compliance Hotline for reporting compliance violations, illegal or unethical conduct. It resolves identified compliance issues promptly and applies prevention methods to monitoring activities and promotes a speak up culture that encourages all appropriate parties to report potential misconduct and criminal conduct across all operations. It develops internal controls to promote program effectiveness, in addition to assisting department heads and managers with establishing compliance procedures specific to their operations, and conduct reviews to ensure compliance with legal and regulatory requirements.

### Positions

Position Name	Amended 2024	Requested 2025	Recommended 2025
CORPORATE COMPLIANCE	3.00	3.00	3.00
COMPLIANCE OFFICER		1.00	1.00
COMPLIANCE PROG COORD	1.00	1.00	1.00
COMPLIANCE PROGRAM COORDINATOR	1.00	1.00	1.00
RESEARCH ASSISTANT	1.00		
Grand Total	3.00	3.00	3.00

### Expenditures by Function

Name	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures			
General Government			
Executive			
Corporate Compliance			
Personal Services	\$0	\$0	\$263,198
Contracts	\$0	\$0	\$41,200
Auto/Travel	\$0	\$0	\$4,000
Office Supplies	\$0	\$0	\$220
Departmental Exp	\$0	\$0	\$325
Employee Benefits	\$0	\$0	\$127,207
<b>Total Corporate Compliance:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$436,150</b>
<b>Total Executive:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$436,150</b>
<b>Total General Government:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$436,150</b>
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$436,150</b>

### Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Income				
General Government Income	\$175	\$132	\$250	\$250
<b>Total Income:</b>	<b>\$175</b>	<b>\$132</b>	<b>\$250</b>	<b>\$250</b>
<b>Total Revenue Source:</b>	<b>\$175</b>	<b>\$132</b>	<b>\$250</b>	<b>\$250</b>

## Non-Divisional Programs

There are many functions within the County which don't fall within a specific division.

Some of these include:

- Community College Chargebacks
- Judgements and Claims
- Municipal Court
- Safety Inspection/Electrical Licensing

View each page individually to learn more about these programs.



## Community College Contribution

The Contribution to College budget organization reflects the annual County subsidy paid to the Sullivan County Community College operating budget. Community Colleges were to be funded one-third from the Counties, one-third from tuition, and one-third from State Aid. This formula has changed over the years as the State reduced the amount of aid it sends to the Community College.

In addition to tuition chargebacks, and the contribution to the Sullivan County Community College, the County has annual debt services payments associated with debt issued for college construction projects.

The County contribution to the College is 100% County cost with no outside funding.

As a local sponsor, the County is required to provide funding to Sullivan County Community College, as mandated by State Education law section 6304(c).

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Education				
Community College Expenditures				
Contribution To Comm College				
Misc Serv/Exp	\$4,300,000	\$4,300,000	\$4,300,000	\$4,300,000
<b>Total Contribution To Comm College:</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>
<b>Total Community College Expenditures:</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>
<b>Total Education:</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>
<b>Total Expenditures:</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>	<b>\$4,300,000</b>

## Community College Tuition

This account reflects tuition chargebacks made by the County to other in-state community colleges attended by Sullivan County residents. There are two components of the Chargebacks the County pays to community colleges:

- *Operating Chargebacks:* Community colleges charge to and collect from each county within the state, an allocable portion of the local sponsor's share of the operating costs of such community colleges attributable to such nonresident students, computed on a per student basis.
- *Capital Chargebacks:* Monies received from the counties shall be deposited in the community college fund in accordance with subdivision 5-b of section 6304 of the Education law and shall be separately accounted for within said fund, and be used:
  1. To meet the sponsor's share of the costs of acquisition of land and the acquisition, construction or rehabilitation of buildings;
  2. To reduce indebtedness of the sponsor incurred for capital costs of a community college;
  3. To pay the sponsor's costs of financing such indebtedness; and
  4. For the sponsor's share of such other purposes as are normally permitted within an approved capital construction budget

Sullivan County pays to each Community College \$300 per full-time student.

New York Education Law sections 6304 and 6305 govern community college chargebacks.

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Education				
Community College Expenditures				
Community College Tuition				
Misc Serv/Exp	\$1,175,911	\$1,604,790	\$1,875,000	\$1,675,000
<b>Total Community College Tuition:</b>	<b>\$1,175,911</b>	<b>\$1,604,790</b>	<b>\$1,875,000</b>	<b>\$1,675,000</b>
<b>Total Community College Expenditures:</b>	<b>\$1,175,911</b>	<b>\$1,604,790</b>	<b>\$1,875,000</b>	<b>\$1,675,000</b>
<b>Total Education:</b>	<b>\$1,175,911</b>	<b>\$1,604,790</b>	<b>\$1,875,000</b>	<b>\$1,675,000</b>
<b>Total Expenditures:</b>	<b>\$1,175,911</b>	<b>\$1,604,790</b>	<b>\$1,875,000</b>	<b>\$1,675,000</b>

## Economic and Community Development

Appropriations from the Economic and Community Development budget organization include funding for the contract to the Partnership for Economic Development, as well as funding allocated for the economic development of new initiatives.

These appropriations are 100% County Cost and receive no outside funding. The organization does not include any mandated services.

### *Sullivan County Partnership for Economic Development:*

The Sullivan County Partnership was established in 1994 via the private business sector as a vehicle to facilitate the economic development in Sullivan County, with the goal to positively impact its members and by extension the residents of Sullivan County. Throughout its existence, the Partnership has worked to solidify its organizational structure; it also helped develop and strengthen partnerships within the business community, government, and other service organizations, as well as conduct, the external marketing of Sullivan County for business investment.

The Partnership plays a pivotal role in providing programmatic services to both small and large businesses, adding value to the private sector. This balanced approach has led to the creation of stable, long-term revenue for the County of Sullivan over many years (as well as for local school districts and municipalities). Moreover, it has acted as a primary catalyst for private sector investment and job growth.

The Partnership's strategy has been implemented throughout its existence with periodic review and revisions as needed. Benefits to the County are not only realized in the short term when projects are initially approved, but also in the long term as those projects continue to pay taxes and maintain and/or increase jobs in perpetuity. It is important to understand that, but for this effort, those investments would not be realized. While the economic downturn of 2008 challenged us all, in particular our ability to provide services at the same level we once did, we have come back full circle and with the benefits we have fostered have been giving back directly to our member businesses, municipalities and residents, by fostering a positive business environment. Certainly, without these continuing efforts our current economic situation would not have been realized.

At the core of our efforts we must continue our work to develop suitable shovel-ready sites; ongoing business expansion; increased participation from the private sector; and, programs to provide technical services for the small business community. These are just a few of the many benefits that the Partnership provides.

Members of the Partnership Board hold an annual strategic retreat, intended to formulate and or tweak plans that guide the organizations program of work for the coming year. While some of these initiatives focus on the infrastructure of the organization, a set of core strategies have been maintained, with many of them having brought to fruition projects large and small that have impacted most all of our municipalities in a positive way. In 2016 the Sullivan County Partnership charged its strategic planning committee to review the current strategic plan, make any adjustments necessary and to recommend any new initiatives moving forward. In 2020, the strategic Planning Committee will reconvene and review the plan and adjust as needed to better maximize new opportunities and anticipate challenges that have or will develop along the way.

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Economic Opportunity and Development				
Economic Opportunity and Development				

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Economic And Community Developmt				
Contracts	\$100,000	\$100,000	\$100,000	\$100,000
Office Supplies	\$3			
<b>Total Economic And Community Developmt:</b>	<b>\$100,003</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$100,003</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$100,003</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>Total Expenditures:</b>	<b>\$100,003</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

## Interfund Transfers

This budget organization provides subsidies from the County's General Fund to its other operating funds, such as the County Road Fund and Road Machinery Fund.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Undistributed				
Transfers				
Interfund Transfers				
Transfers	\$46,848,182	\$40,953,400	\$43,531,394	\$38,620,304
<b>Total Interfund Transfers:</b>	<b>\$46,848,182</b>	<b>\$40,953,400</b>	<b>\$43,531,394</b>	<b>\$38,620,304</b>
<b>Total Transfers:</b>	<b>\$46,848,182</b>	<b>\$40,953,400</b>	<b>\$43,531,394</b>	<b>\$38,620,304</b>
<b>Total Undistributed:</b>	<b>\$46,848,182</b>	<b>\$40,953,400</b>	<b>\$43,531,394</b>	<b>\$38,620,304</b>
<b>Total Expenditures:</b>	<b>\$46,848,182</b>	<b>\$40,953,400</b>	<b>\$43,531,394</b>	<b>\$38,620,304</b>

### Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Revenue Source				
Income				
Real Property Taxes and Tax Items	\$85,350,333	\$73,791,384	\$6,620,286	\$5,978,647
Non Property Taxes	\$76,839,782	\$84,752,373	\$82,928,000	\$85,824,000
General Government Income	\$1,621	\$1,295	\$500	\$1,000
Transportation Income	\$928,010	\$930,192	\$700,000	\$900,000
Intergovernmental Charges	\$100,932	\$98,343	\$95,000	\$100,000
Use of Money and Property	\$497,940	\$3,127,580	\$2,350,000	\$2,008,400
Licenses and Permits	\$3,206,671	\$2,531,973	\$2,504,000	\$2,504,000
Sale of Property and Compensation for Loss	\$865,542	\$76,441	\$106,050	\$6,050
Misc	\$2,512,078	\$814,114	\$3,335,447	\$3,311,070
<b>Total Income:</b>	<b>\$170,302,908</b>	<b>\$166,123,694</b>	<b>\$98,639,283</b>	<b>\$100,633,167</b>
State Aid				
Transportation	\$5,752,494	\$6,646,309	\$3,539,000	\$3,500,000
<b>Total State Aid:</b>	<b>\$5,752,494</b>	<b>\$6,646,309</b>	<b>\$3,539,000</b>	<b>\$3,500,000</b>
Federal Aid				
General Government	\$9,292,347	\$1,201,516	\$0	\$0
Transportation	\$3,151,300	\$2,171,642	\$9,453,927	\$5,284,622
Home and Community Services	\$210,830	\$431,500	\$0	\$0

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Total Federal Aid:	\$12,654,477	\$3,804,657	\$9,453,927	\$5,284,622
Interfund Transfers				
Interfund Transfers	\$47,174,410	\$40,816,217	\$44,064,423	\$37,162,805
Total Interfund Transfers:	\$47,174,410	\$40,816,217	\$44,064,423	\$37,162,805
Total Revenue Source:	\$235,884,289	\$217,390,877	\$155,696,633	\$146,580,594

## Judgments and Claims

The Judgments and Claims organization is used to record expenses for judgments and settlements against the County.

Expenses associated with Judgments and Claims are 100% County cost with no outside funding. County law section 355 (d) requires a statement of the amount recommended as necessary to be appropriated for the payment of judgments against the County payable during the ensuing fiscal year.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Special Items				
Judgements & Claims				
Misc Serv/Exp	-\$8,699	\$36,687	\$200,000	\$200,000
<b>Total Judgements &amp; Claims:</b>	-\$8,699	\$36,687	\$200,000	\$200,000
<b>Total Special Items:</b>	-\$8,699	\$36,687	\$200,000	\$200,000
<b>Total General Government:</b>	-\$8,699	\$36,687	\$200,000	\$200,000
<b>Total Expenditures:</b>	-\$8,699	\$36,687	\$200,000	\$200,000

## Municipal Association Dues

The Municipal Association Dues organization provides funding for municipal dues to the New York State Association of Counties, National Association of Counties, Hudson Valley Regional Council, Coalition of Watershed Towns, and Pattern for Progress. All dues are 100% County share, and none of the agency payments are a mandated service.

- New York State Association of Counties:
  - The mission of NYSAC is to represent, educate, advocate for, and serve Member Counties and the thousands of elected and appointed county officials who serve the public.
- National Association of Counties:
  - NaCO is the only national organization that represents County governments before the Administration and Congress. NaCO provides essential services to the nation's 3,068 counties.
- Hudson Valley Regional Council:
  - Provides a comprehensive range of services associated with the growth and development of communities within the Hudson Valley. The Council acts as a link between local needs and federal/state funding programs. The Council creates a Comprehensive Economic Development Strategy (CEDS) for the region. The CEDS allows for Federal funding opportunities.
- Coalition of Watershed Towns:
  - The Coalition of Watershed Towns is an organization that represents and lobbies on behalf of towns in the NYC watershed.
- Pattern for Progress
  - Pattern for Progress' mission is to promote regional, balanced and sustainable solutions that enhance the growth and vitality of the Hudson Valley.

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Special Items				
Municipal Association Dues				
Departmental Exp	\$49,053	\$42,421	\$41,959	\$52,349
<b>Total Municipal Association Dues:</b>	<b>\$49,053</b>	<b>\$42,421</b>	<b>\$41,959</b>	<b>\$52,349</b>
<b>Total Special Items:</b>	<b>\$49,053</b>	<b>\$42,421</b>	<b>\$41,959</b>	<b>\$52,349</b>
<b>Total General Government:</b>	<b>\$49,053</b>	<b>\$42,421</b>	<b>\$41,959</b>	<b>\$52,349</b>
<b>Total Expenditures:</b>	<b>\$49,053</b>	<b>\$42,421</b>	<b>\$41,959</b>	<b>\$52,349</b>



## Municipal Court

The Municipal Court organization is utilized to meet the requirements of New York State General Municipal Law section 99L (C).The Law requires the County to pay Town and Village Courts a fee of ten dollars for all services and cases in which the court acts upon a felony complaint. These expenses are recorded through the Municipal Courts budget organization.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Judicial				
Municipal Court				
Departmental Exp	\$6,740	\$4,200	\$3,800	\$3,800
<b>Total Municipal Court:</b>	<b>\$6,740</b>	<b>\$4,200</b>	<b>\$3,800</b>	<b>\$3,800</b>
<b>Total Judicial:</b>	<b>\$6,740</b>	<b>\$4,200</b>	<b>\$3,800</b>	<b>\$3,800</b>
<b>Total General Government:</b>	<b>\$6,740</b>	<b>\$4,200</b>	<b>\$3,800</b>	<b>\$3,800</b>
<b>Total Expenditures:</b>	<b>\$6,740</b>	<b>\$4,200</b>	<b>\$3,800</b>	<b>\$3,800</b>

## Other Home & Community Services/ Misc. Expenses

Appropriation code A8989-99 includes funding for the contract to Cornell Cooperative Extension of Sullivan County.

The contract is funded by the County's general fund and is 100% County cost. The contract does not represent a mandated service.

Cornell Cooperative Extension acts as a gateway to knowledge, life skills and experiences for better living. They bring together and partner with government, business and community based groups to serve all residents and visitors of Sullivan County. CCE meets the changing needs of the county and its diverse population by employing the latest technology, research based education and highly trained professional staff, and offers a variety of programs which cover agriculture and food systems, community and economic vitality, environment and natural resources, nutrition and healthy families, and youth development.

### Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Home and Community Service				
Special Services				
Other Home & Community Services				
Post Employment Benefits				
Employee Benefits	\$4,396	\$11,038	\$5,190	\$5,848
<b>Total Post Employment Benefits:</b>	<b>\$4,396</b>	<b>\$11,038</b>	<b>\$5,190</b>	<b>\$5,848</b>
Misc Expense				
Contracts	\$643,000	\$724,300	\$650,000	\$794,588
<b>Total Misc Expense:</b>	<b>\$643,000</b>	<b>\$724,300</b>	<b>\$650,000</b>	<b>\$794,588</b>
<b>Total Other Home &amp; Community Services:</b>	<b>\$647,396</b>	<b>\$735,338</b>	<b>\$655,190</b>	<b>\$800,436</b>
<b>Total Special Services:</b>	<b>\$647,396</b>	<b>\$735,338</b>	<b>\$655,190</b>	<b>\$800,436</b>
<b>Total Home and Community Service:</b>	<b>\$647,396</b>	<b>\$735,338</b>	<b>\$655,190</b>	<b>\$800,436</b>
<b>Total Expenditures:</b>	<b>\$647,396</b>	<b>\$735,338</b>	<b>\$655,190</b>	<b>\$800,436</b>

## Other Gov't Support - Misc. Expense

The Miscellaneous Expense organization contains line items for the Refund of Real Property Taxes, Bond and Note Expense, and Contingency Appropriations.

This Budgetary Organization receives its funding from the County's general fund and is 100% County cost.

- Refund of Real Property Taxes:
  - The Refund of Real Property Taxes expense appropriation is used to record expenses associated with the cancellation of unenforceable taxes, correct errors in essential fact on tax rolls, correct clerical errors on tax rolls, and for the reduction in taxes associated with challenges to tax assessments.
- Bond & Note Expense:
  - The Bond & Note Expense appropriation is used to record expenses associated with the issuance of debt obligations. These expenses typically include payment for bond advisors, the publication expense associated with the posting of bond notices of estoppels, the advertisement of the pending bond sale, and the printing of the bonds.
- Contingency Appropriations
  - A contingency line item is included in the budget to provide funding for unexpected events. Statutory law provides specific limits on the amount that can be budgeted in this line item. County Law Section 365 (1) (3) authorizes contingency appropriations for Counties. Expenditures may not be charged directly to the contingency appropriation. The Legislature must first modify the budget by transferring from the contingency appropriation to the appropriation account needing funding. Using contingency appropriation does not increase the original budget, it reallocates funding.

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Special Items				
Other General Gov Support				
Post Employment Benefits				
Employee Benefits	\$1,199,664	\$1,324,874	\$1,564,235	\$1,729,283
<b>Total Post Employment Benefits:</b>	<b>\$1,199,664</b>	<b>\$1,324,874</b>	<b>\$1,564,235</b>	<b>\$1,729,283</b>
Misc Expense				
Departmental Exp	\$1,173,396	\$297,309	\$2,898,469	\$3,149,094
<b>Total Misc Expense:</b>	<b>\$1,173,396</b>	<b>\$297,309</b>	<b>\$2,898,469</b>	<b>\$3,149,094</b>
<b>Total Other General Gov Support:</b>	<b>\$2,373,060</b>	<b>\$1,622,183</b>	<b>\$4,462,704</b>	<b>\$4,878,377</b>
<b>Total Special Items:</b>	<b>\$2,373,060</b>	<b>\$1,622,183</b>	<b>\$4,462,704</b>	<b>\$4,878,377</b>
<b>Total General Government:</b>	<b>\$2,373,060</b>	<b>\$1,622,183</b>	<b>\$4,462,704</b>	<b>\$4,878,377</b>
<b>Total Expenditures:</b>	<b>\$2,373,060</b>	<b>\$1,622,183</b>	<b>\$4,462,704</b>	<b>\$4,878,377</b>

## Post Employment Benefits

Post Employment Benefits are available to all retired County employees who are eligible based on age and on years of service. These budget organizations also account for expenses related to employees who are separated from employment and are eligible for unemployment benefits. There are seven (7) budget organizations in the General Fund that account for post-employment benefits, accounting for retirees based upon the governmental function of the department from which they retired:

- A-1989-98 – General Governmental Support
- A-3989-98 – Public Safety
- A-4989-98 – Health
- A-5989-98 – Transportation
- A-6990-98 – Economic Assistance and Opportunity
- A-6991-98 -- Economic Assistance - DFS
- A-7989-98 – Culture and Recreation
- A-8989-98 – Home and Community Services

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
General Government				
Special Items				
Other General Gov Support				
Post Employment Benefits				
Employee Benefits	\$1,199,664	\$1,324,874	\$1,564,235	\$1,729,283
<b>Total Post Employment Benefits:</b>	<b>\$1,199,664</b>	<b>\$1,324,874</b>	<b>\$1,564,235</b>	<b>\$1,729,283</b>
<b>Total Other General Gov Support:</b>	<b>\$1,199,664</b>	<b>\$1,324,874</b>	<b>\$1,564,235</b>	<b>\$1,729,283</b>
<b>Total Special Items:</b>	<b>\$1,199,664</b>	<b>\$1,324,874</b>	<b>\$1,564,235</b>	<b>\$1,729,283</b>
<b>Total General Government:</b>	<b>\$1,199,664</b>	<b>\$1,324,874</b>	<b>\$1,564,235</b>	<b>\$1,729,283</b>
Public Safety				
Other Public Safety				
Other Public Safety				
Post Employment Benefits				
Employee Benefits	\$1,001,064	\$1,175,653	\$1,311,461	\$1,425,823
<b>Total Post Employment Benefits:</b>	<b>\$1,001,064</b>	<b>\$1,175,653</b>	<b>\$1,311,461</b>	<b>\$1,425,823</b>
<b>Total Other Public Safety:</b>	<b>\$1,001,064</b>	<b>\$1,175,653</b>	<b>\$1,311,461</b>	<b>\$1,425,823</b>
<b>Total Other Public Safety:</b>	<b>\$1,001,064</b>	<b>\$1,175,653</b>	<b>\$1,311,461</b>	<b>\$1,425,823</b>
<b>Total Public Safety:</b>	<b>\$1,001,064</b>	<b>\$1,175,653</b>	<b>\$1,311,461</b>	<b>\$1,425,823</b>
Health				
Other Health				
Other Health				
Post Employment Benefits				

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Employee Benefits	\$554,862	\$617,272	\$681,472	\$758,319
<b>Total Post Employment Benefits:</b>	<b>\$554,862</b>	<b>\$617,272</b>	<b>\$681,472</b>	<b>\$758,319</b>
<b>Total Other Health:</b>	<b>\$554,862</b>	<b>\$617,272</b>	<b>\$681,472</b>	<b>\$758,319</b>
<b>Total Other Health:</b>	<b>\$554,862</b>	<b>\$617,272</b>	<b>\$681,472</b>	<b>\$758,319</b>
<b>Total Health:</b>	<b>\$554,862</b>	<b>\$617,272</b>	<b>\$681,472</b>	<b>\$758,319</b>
Transportation				
Other Transportation				
Other Transportation				
Post Employment Benefits				
Employee Benefits	\$63,478	\$71,168	\$77,052	\$90,938
<b>Total Post Employment Benefits:</b>	<b>\$63,478</b>	<b>\$71,168</b>	<b>\$77,052</b>	<b>\$90,938</b>
<b>Total Other Transportation:</b>	<b>\$63,478</b>	<b>\$71,168</b>	<b>\$77,052</b>	<b>\$90,938</b>
<b>Total Other Transportation:</b>	<b>\$63,478</b>	<b>\$71,168</b>	<b>\$77,052</b>	<b>\$90,938</b>
<b>Total Transportation:</b>	<b>\$63,478</b>	<b>\$71,168</b>	<b>\$77,052</b>	<b>\$90,938</b>
Economic Opportunity and Development				
Economic Opportunity and Development				
Other Economic Assist & Opportun				
Post Employment Benefits				
Employee Benefits	\$152,900	\$198,914	\$203,093	\$227,628
<b>Total Post Employment Benefits:</b>	<b>\$152,900</b>	<b>\$198,914</b>	<b>\$203,093</b>	<b>\$227,628</b>
<b>Total Other Economic Assist &amp; Opportun:</b>	<b>\$152,900</b>	<b>\$198,914</b>	<b>\$203,093</b>	<b>\$227,628</b>
Other Economic Assist - Dfs				
Post Employment Benefits				
Employee Benefits	\$1,122,668	\$1,234,243	\$1,397,108	\$1,540,768
<b>Total Post Employment Benefits:</b>	<b>\$1,122,668</b>	<b>\$1,234,243</b>	<b>\$1,397,108</b>	<b>\$1,540,768</b>
<b>Total Other Economic Assist - Dfs:</b>	<b>\$1,122,668</b>	<b>\$1,234,243</b>	<b>\$1,397,108</b>	<b>\$1,540,768</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$1,275,568</b>	<b>\$1,433,157</b>	<b>\$1,600,201</b>	<b>\$1,768,396</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$1,275,568</b>	<b>\$1,433,157</b>	<b>\$1,600,201</b>	<b>\$1,768,396</b>
Culture and Recreation				
Culture				
Other Culture & Recreation				
Post Employment Benefits				
Employee Benefits	\$135,704	\$142,523	\$149,987	\$162,078
<b>Total Post Employment Benefits:</b>	<b>\$135,704</b>	<b>\$142,523</b>	<b>\$149,987</b>	<b>\$162,078</b>
<b>Total Other Culture &amp; Recreation:</b>	<b>\$135,704</b>	<b>\$142,523</b>	<b>\$149,987</b>	<b>\$162,078</b>
<b>Total Culture:</b>	<b>\$135,704</b>	<b>\$142,523</b>	<b>\$149,987</b>	<b>\$162,078</b>
<b>Total Culture and Recreation:</b>	<b>\$135,704</b>	<b>\$142,523</b>	<b>\$149,987</b>	<b>\$162,078</b>

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Home and Community Service				
Special Services				
Other Home & Community Services				
Post Employment Benefits				
Employee Benefits	\$4,396	\$11,038	\$5,190	\$5,848
<b>Total Post Employment Benefits:</b>	<b>\$4,396</b>	<b>\$11,038</b>	<b>\$5,190</b>	<b>\$5,848</b>
<b>Total Other Home &amp; Community Services:</b>	<b>\$4,396</b>	<b>\$11,038</b>	<b>\$5,190</b>	<b>\$5,848</b>
<b>Total Special Services:</b>	<b>\$4,396</b>	<b>\$11,038</b>	<b>\$5,190</b>	<b>\$5,848</b>
<b>Total Home and Community Service:</b>	<b>\$4,396</b>	<b>\$11,038</b>	<b>\$5,190</b>	<b>\$5,848</b>
<b>Total Expenditures:</b>	<b>\$4,234,736</b>	<b>\$4,775,685</b>	<b>\$5,389,598</b>	<b>\$5,940,685</b>

## Public Information

Appropriations from the “Public Information” budget organization include funding for a contract to a not-for-profit tourism agency, which receives 85% of the room tax receipts collected by the County. Additionally, funding in the amount of \$50,000 is budgeted for a “matching funds” program to assist local businesses with advertising.

New York State Tax Law section 1202-J\*2 mandates that, “All revenues resulting from the imposition of the tax authorized by this section shall be paid into the treasury of the County of Sullivan and shall be credited to and deposited in the general fund of the county; thereafter to be allocated and paid to a not-for-profit corporation under contract with the county for the promotion of tourism in the county. Provided, however, that such local law shall provide that the county shall be authorized to retain up to a maximum of fifteen percent of such revenue to defer the necessary expenses of the county in administering such tax.”

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Amended Budget	FY2025 Recommended Budget
Expenditures				
Economic Opportunity and Development				
Economic Opportunity and Development				
Public Information				
Contracts	\$1,920,859	\$2,254,073	\$4,500,000	\$4,000,000
<b>Total Public Information:</b>	<b>\$1,920,859</b>	<b>\$2,254,073</b>	<b>\$4,500,000</b>	<b>\$4,000,000</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$1,920,859</b>	<b>\$2,254,073</b>	<b>\$4,500,000</b>	<b>\$4,000,000</b>
<b>Total Economic Opportunity and Development:</b>	<b>\$1,920,859</b>	<b>\$2,254,073</b>	<b>\$4,500,000</b>	<b>\$4,000,000</b>
<b>Total Expenditures:</b>	<b>\$1,920,859</b>	<b>\$2,254,073</b>	<b>\$4,500,000</b>	<b>\$4,000,000</b>

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# **CAPITAL IMPROVEMENTS**

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## Capital Budget Narrative

Sullivan County defines a capital expenditure as any movable or fixed unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which meet all of the following conditions:

- It retains its original shape and appearance in use.
- It is non-expendable; that is, if the article is damaged or some of its parts are lost or worn out, it is usually more feasible to repair it rather than replace it with an entirely new unit.
- It represents an investment of money over \$25,000, which makes it feasible and advisable to capitalize the item, and has a life expectancy of greater than one year.
- It does not lose its identity through incorporation into a different or more complex unit or substance.

Capital expenditures also include any vehicle purchase, as well as any major improvements to County vehicles, regardless of price.

The 2025 Capital Budget anticipates spending \$49.4 million in total. The largest single investment (aside from the NYS funded airport terminal project) is for bridges infrastructure: \$12.3 is requested. \$3.2 million of the capital budget is included in the 2025 Tentative operating budget. The balance comes from State and Federal aid.

Many buildings related projects requested in 2025 have been moved out to later years, to allow for a buildings and space analysis to be performed countywide. This will allow for a more efficient plan of action with regard to county buildings.

### RECURRING CAPITAL EXPENDITURES

Recurring capital expenditures are those that are generally made on an annual basis. Recurring capital expenditures for Sullivan County include:

- Road and bridge repair
- Vehicle purchases
- Heavy equipment purchases
- Building repairs
- Flood remediation

### NON-RECURRING CAPITAL EXPENDITURES

Non-recurring capital expenditures are those that are infrequent in nature and not normally part of the capital budget. The following non-recurring capital expenditures have been included in the 2025 Tentative Capital Budget:

#### *Buildings*

A \$2 million pot of money has been included in the Buildings Assigned Fund Balance for design and engineering services countywide.

The design of a new secure entrance to the Government Center is included along with funds to design an emergency generator. The roof on the Government Center Annex is due to be replaced in 2025 and funding for the design of an expanded Maplewood location to house DPW Admin is also slated.

#### *Parks and Recreation*

Sullivan County is filled with beautiful sites to be enjoyed: Fort Delaware, Lake Superior Park, the O&W Rail Trail and the Stone Arch Bridge, to name a few. In an effort to encourage usage and awareness of these facilities, an investment in these sites is necessary. Bringing a love of recreation together with a love of healthier outdoor activities was the genesis behind the following 2025 Budget item:

- Callicoon Parks Design and Development
- Design and Engineering Services for various locations
- D & H Canal Trail Rehabilitation

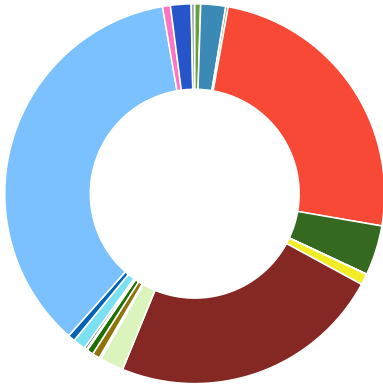
# Capital Improvements: One-year Plan

## Total Capital Requested

# \$49,429,111

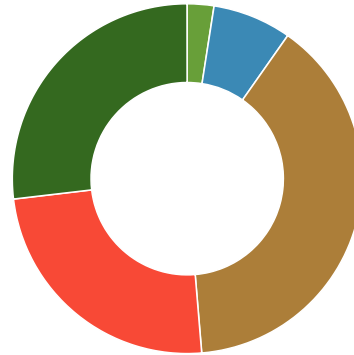
65 Capital Improvement Projects

Total Funding Requested by Department



DFS General Administration (1%)	\$250,000.00
DPW - Court House (2%)	\$1,050,000.00
DPW - Barryville Facility (0%)	\$100,000.00
DPW - Bridge Maintenance (25%)	\$12,306,126.00
DPW - Govt Center (4%)	\$2,095,000.00
DPW - Liberty Campus (0%)	\$20,000.00
DPW - Maplewood Facility (1%)	\$450,000.00
DPW - Road Maintenance (23%)	\$11,513,510.00
DPW Administration (2%)	\$1,000,000.00
Elections (0%)	\$78,500.00
Jail (1%)	\$310,000.00
P/R Callicoon Park (1%)	\$275,000.00
P/R D&H Canal Linear Park (0%)	\$50,000.00
Parks & Recreation (0%)	\$100,000.00
Public Safety Administration (1%)	\$530,000.00
Road Machinery (1%)	\$296,000.00
SC International Airport (36%)	\$17,663,000.00
Sh - Patrol (1%)	\$331,000.00
Solid Waste (2%)	\$870,000.00
Transportation (0%)	\$140,975.00
<b>TOTAL</b>	<b>\$49,429,111.00</b>

Total Funding Requested by Source



Budgeted Labor & Equipment (2%)	\$1,220,000.00
CHIPS (7%)	\$3,600,000.00
County Share (39%)	\$19,240,941.00
Federal Aid (24%)	\$12,089,970.00
State Aid (27%)	\$13,278,200.00
<b>TOTAL</b>	<b>\$49,429,111.00</b>

## Capital Costs Breakdown



● Capital Costs (100%)

**TOTAL**

\$49,429,111.00

**\$49,429,111.00**

## Cost Savings & Revenue Breakdown

There's no data for building chart

## Sh - Patrol Requests

### Itemized Requests for 2025

#### ATV/UTV - Fully enclosed

**\$36,000**

ATV/UTV - Fully enclosed

#### Patrol Vehicle Replacements

**\$270,000**

Vehicles belonging to the Sheriff's Office are replaced at predictable intervals. Marked patrol cars, which operate 24 hrs/day and 7 days/week, typically have a service life of 2 years. Unmarked detective cars/SUVs last approximately 5 years....

#### Purchase of storage units and other related equipment

**\$25,000**

Purchase of storage units and related equipment

**Total: \$331,000**

## DFS General Administration Requests

### Itemized Requests for 2025

#### Phased Desk and Chairs Replacement

**\$30,000**

We would like to replace the desks and chairs throughout the building in phases. Many desks in the department are past their useful life and are chipping, with broken door and drawers.

#### Travis Building - Floor Replacement

**\$220,000**

The flooring in the Travis building is in need of replacement. The total square footage of the Travis building is 25,508, deducting the basement storage/boiler room, the total replacement square footage is estimated at 22,000. Materials estimated...

**Total: \$250,000**

# DPW - Bridge Maintenance Requests

## Itemized Requests for 2025

### CB100 - CR11 - Bridge Replacement

**\$600,000**

Rehabilitation of County Bridge 100 on County Road 11/State Touring Route 55 in the Town of Highland.(3) beams spalled and two with prestressing strands exposed - concrete spalled under rusting strand. Large spall developing at upstream north wing...

### CB171 - CR75 - Realignment (Construction)

**\$300,000**

Replacement of County Bridge 171 on County Road 75 in the Town of Thompson on a new road alignment. Concrete back walls are hollow sounding, rusted fasciae girders, interior girders with major section loss at bearings. The roadway "S" curve...

### CB233 - Removal

**\$300,000**

County Bridge 233 has been closed to traffic since 2002. Orange County is planning to remove the bridge where Sullivan County is required to remove its portion of the bridge and install permanent barriers and signage.The existing bridge has no...

### CB270 - Town Highway 22 - Bridge Replacement

**\$775,000**

Replacement of County Bridge 270 on Flugertown Road (Town Highway 22) in the Town of Neversink.A Timber for Transit grant pre-application was submitted to supplement the cost. A full application will be needed if selected for further approval of a...

### CB28 - Bridge Rehabilitation

**\$250,000**

Concrete Deck Replacement of County Bridge 28 on Hortonville Rd. in the Town of Delaware.Existing concrete deck has exceeded it useful life and has sevealr steels plates to allow traffic to use the bridge. If this project were built using...

### CB283 - CR149 - Construction

**\$500,000**

Replacement of County Bridge 283 on County Road 149 in the Town of Rockland. The portion of the project to be implemented is the Construction and Construction Inspection services needed to implement the replacement of the...

### CB296 - Town Highway 9 - Replacement

**\$800,000**

Replacement of County Bridge 296 on Benton Hollow Rd. (Town Highway 9) in the Town of Liberty.Eliminate the 9 ton bridge posting. Major section loss on steel stringers & seat beams. Timber deck beginning to has splitting. Upstream rail...

### CB368 - Design

**\$25,000**

CB368 - Design Project

### CB370 - Bridge Rehabilitation

**\$2,671,126**

Concrete Deck Replacement of County Bridge 370 on Main St. in the Village of Bloomingburg. This is a border bridge between Orange and Sullivan Counties and the costs are shared equally.Existing concrete deck has exceeded it useful life and...

### CB400 - Bridge Rehabilitation

**\$250,000**

Rehabilitation of County Bridge 400 on County Road 107 in the Town of Thompson.Existing pipe arch structure severely deteriorated at the waterline with perforations. If this project were built using contract services the total cost would be...

### CB51 - CR142 - Engineering

**\$500,000**

Replacement of County Bridge 51 on County Road 142 in the Town of Liberty. The portion of the project to be implemented is the Preliminary Engineering, Right-of-Way Incidentals and Detailed Design needed to implement the replacement of the...

**CB82 - CR49 - Bridge Replacement (Construction)****\$5,335,000**

Work includes both engineering services for construction/inspection and for the construction contract for the replacement of County Bridge 82 on County Road 49 in the Town of Forestburgh. Bridge NY funds have been awarded for this...

**Total: \$12,306,126**

## **DPW - Road Maintenance Requests**

### **Itemized Requests for 2025**

**Brine Maker****\$83,000**

Purchase new 2025 Accubatch Brine Maker

**Contract Paving on Various County Roads****\$7,300,000**

Partial depth repair of sections of underlying pavement structure - 3" overlay of entire roadway - Install new shoulders. Rehabilitates structure, restores riding surface and extends life of pavement for the safety and benefit of the...

**Embankment Stabilization****\$750,000**

Repair eroded and failing road embankment sections with appropriate stabilization - stabilization method to be determined by existing soil conditions. Continued slippage of failing embankment - Repair will allow a larger shoulder to be...

**Loader purchase****\$65,000**

Purchase new Hyster Forklift Replace 2002 Caterpillar 938 with 2026 Wheel loader Replace 2004 Caterpillar 938 with 2028 Wheel loader

**Overhead Hoist Entry Crane****\$150,000**

Overhead Hoist Entry Crane

**Surface Treating on Various County Roads****\$2,000,000**

Surface Treatments (Crack Sealing - Truing & Leveling - Chip Sealing - Thin Overlays) on various County Roads. Low cost preventative maintenance techniques that extend the life of wearing surfaces for the safety and benefit of the...

**Sweeper****\$60,000**

Replace 2010 Broce Sweeper KR350 with 2025 Self Propelled Sweeper

**Trailer purchase****\$105,510**

Purchase 2 new 2025 Landoll Trailers

**Upgrade Non-Standard/Install Guide Rail on Various Co. Rds.****\$1,000,000**

Upgrade existing non-standard guide rail sections on various County Roads. Bring existing non-standard guide rail sections to current highway design standards for the safety of the traveling public.

**Total: \$11,513,510**

# Solid Waste Requests

## Itemized Requests for 2025

<b>Backhoe - Solid Waste</b>	<b>\$100,000</b>
Preventative plan to replace most worn out backhoe at Mamakating.	
<b>Ferndale Citizen Drop Off Area</b>	<b>\$150,000</b>
The Ferndale TS has had increasingly more volume over the years. The volume will continue to grow and provisions need to be made to handle it. The upper lot is too small to safely and efficiently run the transfer station. ...	
<b>Garage Door Replacement</b>	<b>\$100,000</b>
The landfill has in the neighborhood of 30 garage door and many of them are in need of replacement. We would like to do a few replacements every year. Preventative Maintenance on doors, some of which are constantly being fixed. It is also a...	
<b>Monticello Scalehouse Building</b>	<b>\$30,000</b>
To purchase and place a toll-house style building in between the scales at Monticello. To increase the speed of transactions and to provide the scale house operator with a better view of inbound loads. It will also enhance the communication...	
<b>Paving at Transfer Stations</b>	<b>\$150,000</b>
The existing paved areas around the Transfer Stations and export buildings are deteriorating. The area where customers walk needs to be resurfaced at each station. Safety and prolonging the surface that is there, the longer we wait the more it...	
<b>Railings at Transfer Stations</b>	<b>\$30,000</b>
The railings, especially at Ferndale TS need to be installed/improved.	
<b>Rockland Retaining Wall</b>	<b>\$100,000</b>
Rockland Transfer station has a concrete wall that is in need of repair. The concrete is crumbling and should be replaced. Safety is a concern, especially near the electrical panel.	
<b>Roll Off Containers</b>	<b>\$45,000</b>
This is a preventative replacement plan for the containers that by the nature of the working environment have limited life spans. 2025 - 4 Open Top Roll Off Containers 2027 - 4 Open Top Roll Off Containers 2029 - 4 Open Top Roll Off...	
<b>Self Contained Compactors</b>	<b>\$40,000</b>
We are installing this type of 40 yard compact at Highland for SSR. We previously used 20 yard cans that could not be compacted. Moving to the bigger can alone cuts the trips in half and being able to compact the SSR with an expected 75% reduction...	
<b>Trailers</b>	<b>\$125,000</b>
The walking floor 53' would allow us to run our own SSR to Hudson Baylor saving money and putting us in control of how clean the floor is. Open Top Push Plate trailers need to be on a rotation to ensure service operations /reliability. Currently...	
<b>Total: \$870,000</b>	

## DPW - Court House Requests

### Itemized Requests for 2025

#### New Courthouse Annex Facility Design and Construction

**\$1,000,000**

Design (2025-26) & Construction (2027-2029) Without fully knowing what will be included in this structure, the costs are a guess at best. Need for office space is at a premium in Sullivan County. This new building will consolidate...

#### Replace 2,000 gallon fuel oil tank

**\$50,000**

Remove and replace existing underground fuel oil storage tank. (This is entirely dependent upon what is designed as the Courthouse Annex.) Existing underground fuel oil storage tank is at the end of its useful life and prone to leaks, it will...

**Total: \$1,050,000**

## DPW - Govt Center Requests

### Itemized Requests for 2025

#### Annex - Roof Replacement

**\$1,300,000**

Remove existing leaking roof and install new energy efficient roof. This roof is out of warranty by many years and is literally crumbling. A new, better insulated roof will help the energy efficiency of this building.

#### Government Center - Emergency Generator

**\$150,000**

Design engineering for Emergency Generator for Government Center & Annex Facility Installation in 2026. Legislators believe this is necessary

#### Government Center Fuel Oil Tank Replacement

**\$70,000**

Remove and replace existing underground fuel oil storage tank. Existing underground fuel oil storage tank is at the end of its useful life and prone to leaks.

#### Government Center Window Replacements

**\$75,000**

This is a multi-year program, replacing several windows per year. Windows at government center are in constant need of replacement due to cracking and failure.

#### Security Entrance Update - Design & Construction

**\$500,000**

Design & Construction of updated, security conscience, entrances at Sullivan County Government Center. Design in 2025, Construction in 2026. (Possible funding from Homeland Security, etc.? DPW does not have this...

**Total: \$2,095,000**

## DPW - Maplewood Facility Requests

### Itemized Requests for 2025

<b>Maplewood Facility - Main Shop Metal Roof</b>	<b>\$300,000</b>
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Repair and spray coat existing metal roof. Existing roof has outlasted its expected life and needs to be addressed.

<b>Overhead door replacements</b>	<b>\$150,000</b>
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Replacement /Repair of overhead doors at various County facilities. Overhead doors have outlived their useful life and need replacement, and those that are newer need repair to extend their useful lives. This is an annual necessity.

**Total: \$450,000**

## SC International Airport Requests

### Itemized Requests for 2025

<b>Construct General Aviation Terminal (Water Tower)</b>	<b>\$658,000</b>
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Construct a water tower for water storage at the SCIA. Due to the construction of a new terminal building, and additional planned structures to be built, additional water for fire protection is necessary for safety purposes.

<b>Fuel Truck Storage Area</b>	<b>\$275,000</b>
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Fuel truck storage area construction. A designated fuel truck storage area will provide the Sullivan County International Airport with multiple benefits. A storage area will keep the 5000 gallon fuel truck out of the elements and clear space on...

<b>General Aviation Rehabilitation (Construction)</b>	<b>\$2,200,000</b>
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The rehabilitation (paving) of the General Aviation (GA) Apron. The current pavement of the General Aviation (GA) Apron is in poor to failed condition. As per FAA standards and the Sullivan County International Airport Pavement Management Plan,...

<b>NYSDOT Grant - Terminal Renovation</b>	<b>\$13,000,000</b>
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Construction of a new terminal building to replace the current 53-year-old terminal building to provide modern accommodation for pilots, passengers, and county residents. The multiple upgrades that will come along with the new building will...

<b>Transient Taxilane and Apron Construction</b>	<b>\$1,500,000</b>
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The FAA recommends this for safety and airport utilization enhancement.

<b>UTV</b>	<b>\$30,000</b>
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Due to the terrain and wetlands at the Sullivan County International Airport, some areas on the property are inaccessible to current airport machinery. We currently do not have a safe and effective way of maintaining these areas as required by FAA...

**Total: \$17,663,000**



## Public Safety Administration Requests

### Itemized Requests for 2025

#### Public Safety Vehicles

**\$130,000**

2025 - 2 Chevrolet Tahoe SSV @ \$65,000 each 2026 - 1 Utility Vehicle @ \$62,000 2029 - 1 Chevrolet Tahoe SSV @ \$70,000 2030 - 1 Chevrolet Tahoe SSV @ \$72,000

**Total: \$130,000**

## Jail Requests

### Itemized Requests for 2025

#### Homeland Security

**\$170,000**

The Sheriff's Office receives grant funding annually from the Office of Homeland Security. Each Homeland Security grant contract spans a period of 3 years. It is likely that expenses incurred in any one year could comprise multiple contract years....

#### Repair gap in security fence in F pod

**\$40,000**

Repair gap in security fence in F pod

#### Two automatic gates for perimeter security with video surveillance

**\$100,000**

Two automatic gates for perimeter security with video surveillance

**Total: \$310,000**

## DPW - Liberty Campus Requests

### Itemized Requests for 2025

#### Move Sullivan Bus Shelter

**\$20,000**

Purchase, assemble and install a shelter for clients waiting for the Move Sullivan Bus. Shelter should be a minimum of 5x15, include a bench and be well lit. The shelter should be placed on a concrete pad. The project may also include a larger...

**Total: \$20,000**

## DPW Administration Requests

### Itemized Requests for 2025

#### DPW Admin/Engineering - New Building - Design & Construction

**\$1,000,000**

Design & Construction of a new professional, energy efficient, office building at Maplewood, to house DPW Administration and Engineering departments. Design in 2025, construction in 2026. The Facility Master Plan noted that relocating the DPW...

**Total: \$1,000,000**

## P/R D&H Canal Linear Park Requests

### Itemized Requests for 2025

#### D & H Canal Trail Rehabilitation

**\$50,000**

Design, engineering, permitting and construction to resurface, rehabilitate, relocate portions of the hiking trail along portions of the D&H Canal Linear Park. Portions of the trail are very wet making the trail impassable to maintain and...

**Total: \$50,000**

## Parks & Recreation Requests

### Itemized Requests for 2025

#### Parks: Design and Engineering Services

**\$100,000**

Design, engineering and permitting services for various park development projects. Include in Park Administration GL. The Parks and Recreation Department has a term contract with Design and Engineering firm to provide design, engineering and...

**Total: \$100,000**

## Road Machinery Requests

### Itemized Requests for 2025

#### Pickup Trucks

**\$296,000**

Pk-53 and 47 are 12 years old and have heavy rust. They are being replaced. Tk-107 is a 2011 Ram 4500 Box Truck that is 13 years old and has problems due to rust. 2025 - Reg Cab Utility Truck \$95,000 (replacing Chevy K-3500 (Pk53)) 2025 - Reg Cab...

**Total: \$296,000**

## Elections Requests

### Itemized Requests for 2025

#### Voting Machines

**\$78,500**

The new electronic voting machines designed by Dominion Voting Systems Corporation is the NYS Board of Elections approved vendor for certified voting machines. Fifty-one machines are needed to serve polling locations throughout Sullivan County. By...

**Total: \$78,500**

## P/R Callicoon Park Requests

### Itemized Requests for 2025

#### Callicoon Park Design & Development

**\$275,000**

Design, engineering, permitting and construction of a parking area and park trail for the future Callicoon Park. The Division of Planning/Parks and Recreation Department has applied for funding through the State and Municipal Facilities Program...

**Total: \$275,000**

## Public Safety Administration Requests

### Itemized Requests for 2025

#### Public Safety Building

**\$400,000**

Design and build a new, energy efficient, state-of-the-art Public Safety building on the grounds of the Emergency Services Training Facility. This new facility will bring together of the offices of Emergency Management, Bureau of Fire, Bureau...

**Total: \$400,000**

## DPW - Barryville Facility Requests

### Itemized Requests for 2025

#### Barryville body shop envelope improvements

**\$100,000**

Barryville Body Shop Building Envelope Improvements - windows, insulation, air/moisture barrier. This building is extremely old and the existing bulding envelope allows air and moisture infiltration. This project will improve the overall...

**Total: \$100,000**

## Transportation Requests

### Itemized Requests for 2025

#### Transportation Vehicle - Ford E450

**\$140,975**

Transportation would like to purchase a new Ford E450 to replace their current Chevrolet Express. This vehicle is 10 years old and in constant need of repairs and therefore out of service.

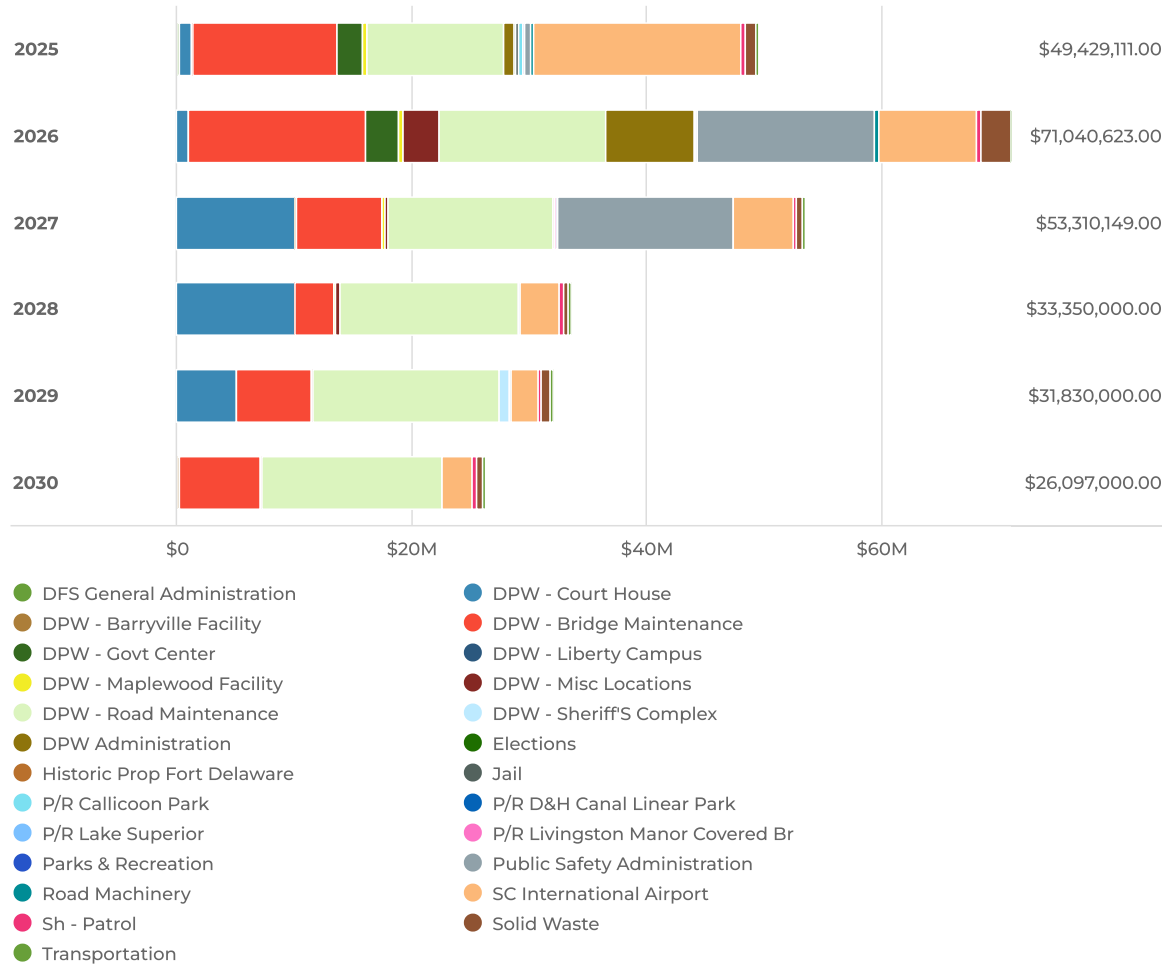
**Total: \$140,975**

# Capital Improvements: Multi-year Plan

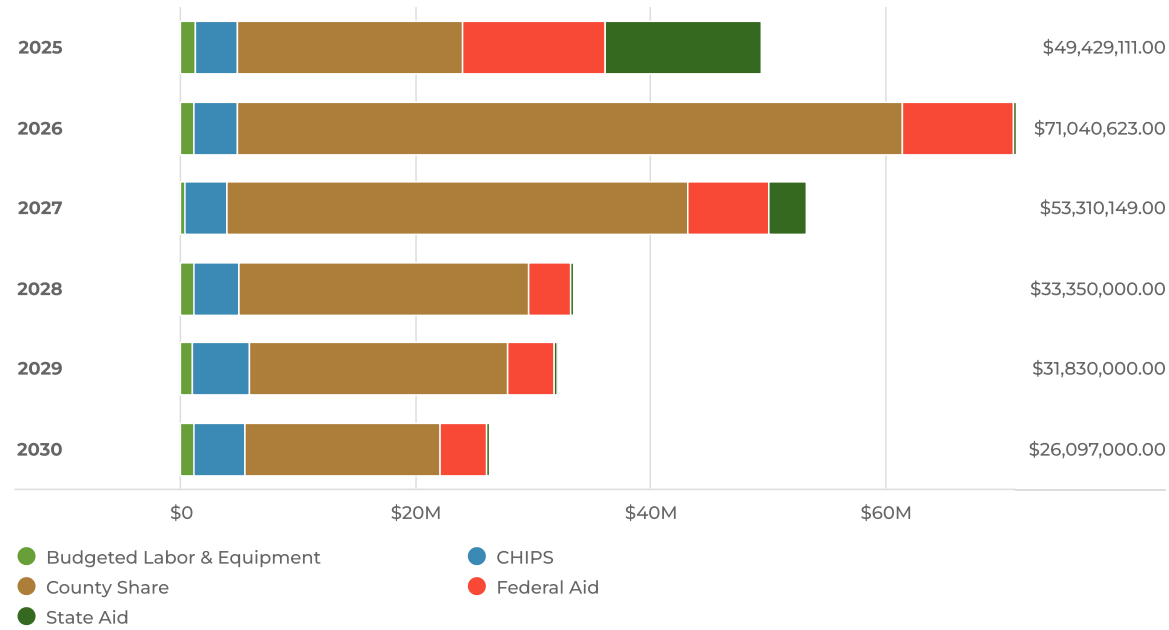
**Total Capital Requested**  
**\$265,056,883**

138 Capital Improvement Projects

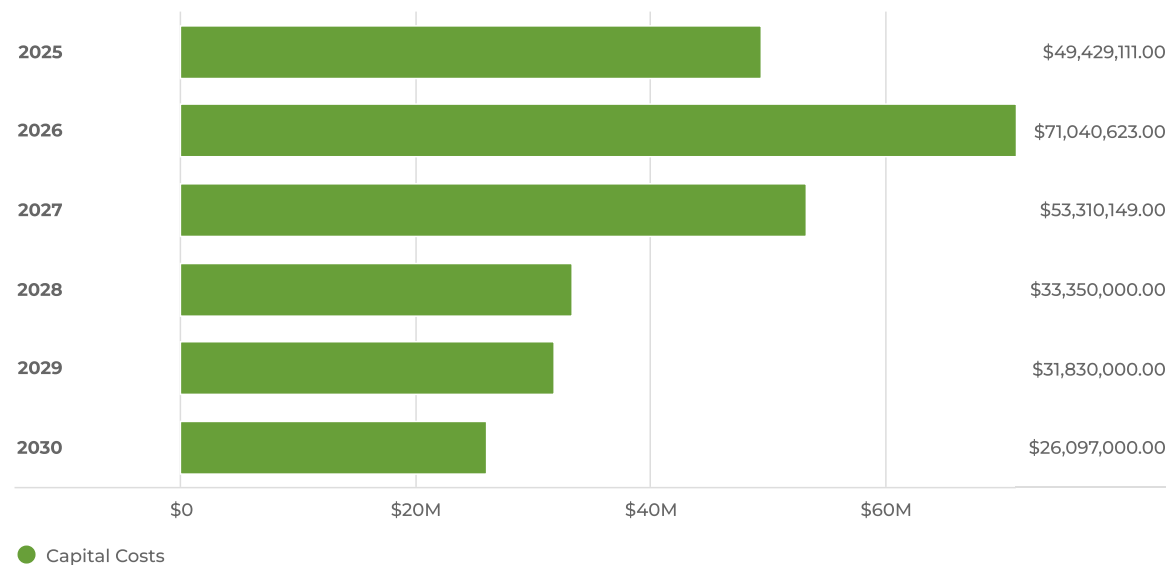
## Total Funding Requested by Department



### Total Funding Requested by Source



### Capital Costs Breakdown



### Cost Savings & Revenues

There's no data for building chart

## Sh - Patrol Requests

### Itemized Requests for 2025-2030

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**ATV/UTV - Fully enclosed****\$36,000**

ATV/UTV - Fully enclosed

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**Patrol Vehicle Replacements****\$1,890,000**

Vehicles belonging to the Sheriff's Office are replaced at predictable intervals. Marked patrol cars, which operate 24 hrs/day and 7 days/week, typically have a service life of 2 years. Unmarked detective cars/SUVs last approximately 5 years....

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**Purchase of storage units and other related equipment****\$25,000**

Purchase of storage units and related equipment

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**Total: \$1,951,000**

## DFS General Administration Requests

### Itemized Requests for 2025-2030

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**Phased Desk and Chairs Replacement****\$180,000**

We would like to replace the desks and chairs throughout the building in phases. Many desks in the department are past their useful life and are chipping, with broken door and drawers.

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**Travis Building - Floor Replacement****\$220,000**

The flooring in the Travis building is in need of replacement. The total square footage of the Travis building is 25,508, deducting the basement storage/boiler room, the total replacement square footage is estimated at 22,000. Materials estimated...

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**Total: \$400,000**

# DPW - Bridge Maintenance Requests

## Itemized Requests for 2025-2030

<b>CB100 - CR11 - Bridge Replacement</b>	<b>\$600,000</b>
Rehabilitation of County Bridge 100 on County Road 11/State Touring Route 55 in the Town of Highland.(3) beams spalled and two with prestressing strands exposed - concrete spalled under rusting strand. Large spall developing at upstream north wing...	
<b>CB109 - CR103 - Bridge Rehabilitation</b>	<b>\$200,000</b>
Replacement of County Bridge 109 on County Road 103 in the Town of Thompson. Concrete substructures have exceeded their useful life and are deteriorating/failing. Jack arch section of the superstructure is rusting with serious section...	
<b>CB112 - Rehabilitation</b>	<b>\$500,000</b>
Replacement of the superstructure of County Bridge 112 on County Road 121 in the Town of Callicoon. The bridge is postedfor 23 tons. The steel beams are sagging, and the bridge rail is deteriorating.	
<b>CB14 - CR32 - Bridge Replacement</b>	<b>\$1,000,000</b>
Concrete abutments, back walls and deck are hollow sounding. Bridge rail and curb have major section loss.If this project were built using contract services, the total cost would be estimated to be \$1,900,000 in lieu of the \$1,000,000 being...	
<b>CB171 - CR75 - Realignment (Engineering)</b>	<b>\$550,000</b>
2028 engineering and right-of-way acquisition for the replacement of County Bridge 171 on County Road 75 in the Town ofThompson on a new road alignment. Concrete back walls are hollow sounding, rusted fasciae girders, interior girders with major...	
<b>CB171 - CR75 - Realignment (Construction)</b>	<b>\$3,700,000</b>
Replacement of County Bridge 171 on County Road 75 in the Town of Thompson on a new road alignment. Concrete back walls are hollow sounding, rusted fasciae girders, interior girders with major section loss at bearings. The roadway "S" curve...	
<b>CB2 - Town Highway 36 - Bridge Replacement</b>	<b>\$1,800,000</b>
Replacement of County Bridge 2 on Church Road (Town Highway 36) in the Town of Fallsburg. Jack arch superstructure bottom flanges with significant rusting. If this project were built using contract services the total cost would be estimated...	
<b>CB233 - Removal</b>	<b>\$300,000</b>
County Bridge 233 has been closed to traffic since 2002. Orange County is planning to remove the bridge where Sullivan County is required to remove its portion of the bridge and install permanent barriers and signage.The existing bridge has no...	
<b>CB270 - Town Highway 22 - Bridge Replacement</b>	<b>\$775,000</b>
Replacement of County Bridge 270 on Flugertown Road (Town Highway 22) in the Town of Neversink.A Timber for Transit grant pre-application was submitted to supplement the cost. A full application will be needed if selected for further approval of a...	
<b>CB28 - Bridge Rehabilitation</b>	<b>\$250,000</b>
Concrete Deck Replacement of County Bridge 28 on Hortonville Rd. in the Town of Delaware.Existing concrete deck has exceeded it useful life and has sevealr steels plates to allow traffic to use the bridge. If this project were built using...	
<b>CB283 - CR149 - Construction</b>	<b>\$3,770,307</b>
Replacement of County Bridge 283 on County Road 149 in the Town of Rockland. The portion of the project to be implemented is the Construction and Construction Inspection services needed to implement the replacement of the...	

<b>CB29 - CR55 - Bridge Replacement</b>	<b>\$1,800,000</b>
Replacement of County Bridge 29 on County Road 55 in the Town of Fallsburg. Bottom flanges rusting with some minor section loss. South abutment cracked, eroded & spalled at waterline. North abutment spalling at downstream corner. Deck cracked...	
<b>CB296 - Town Highway 9 - Replacement</b>	<b>\$800,000</b>
Replacement of County Bridge 296 on Benton Hollow Rd. (Town Highway 9) in the Town of Liberty. Eliminate the 9 ton bridge posting. Major section loss on steel stringers & seat beams. Timber deck beginning to have splitting. Upstream rail...	
<b>CB301 - CR105B - Bridge Replacement (Construction)</b>	<b>\$4,875,123</b>
Replacement of County Bridge 301 on County Road 105B/BWS Road in the Town of Neversink. The portion of the project to be implemented is the construction and engineering inspection services needed for the replacement of the bridge. Bridge NY funding...	
<b>CB313 - Town Highway 61 - Bridge Replacement</b>	<b>\$1,850,000</b>
Replacement of County Bridge 313 on Starlight Road (Town Highway 61) in the Town of Thompson. Cracks in both downstream & upstream wing walls with major deterioration. Some deterioration & cracks of hub. Minor spalls at abutment...	
<b>CB344 - CR178 - Bridge Replacement</b>	<b>\$325,000</b>
Replacement of County Bridge 344 on Old Route 17 (County Road 178) in the Town of Rockland. Concrete deteriorated throughout the reinforced concrete structure, its concrete deck is leaching through with cracked abutments and wing walls. If...	
<b>CB351 - Bridge Street - Bridge Replacement (Construction)</b>	<b>\$4,000,000</b>
Replacement of County Bridge 351 on Bridge Street in the Town of Callicoon. Water leaching through the bridge deck with numerous cracks in the deck in all three spans. Steel rusting at piers, bearings and fascia beams. Asphalt wearing...	
<b>CB351 - Bridge Street - Bridge Replacement (Design &amp; Engineering)</b>	<b>\$525,000</b>
Preliminary Design, Right-of Way Incidentals and Final Design work needed for the replacement of County Bridge 351 on Bridge Street in the Town of Callicoon. Water leaching through the bridge deck with numerous cracks in the deck in all three...	
<b>CB361 - Town Highway 56 - Bridge Replacement (Construction)</b>	<b>\$4,150,000</b>
Replacement of County Bridge 361 on East Mountain Road (Town Highway 56) in the Town of Neversink. Cracks, spalling, hollow sounding & leaching of concrete deck in all spans - some deterioration at east end. Pier cap deteriorated...	
<b>CB361 - Town Highway 56 - Bridge Replacement (Engineering)</b>	<b>\$550,000</b>
Provide engineering planning and design towards the replacement of County Bridge 361 on East Mountain Road (Town Highway 56) in the Town of Neversink. Cracks, spalling, hollow sounding & leaching of concrete deck in all spans - some...	
<b>CB367 - CR11 - Bridge Replacement</b>	<b>\$250,000</b>
Replacement of County Bridge 367 on County Road 11 in the Town of Highland. The existing boiler pipe has exceeded its useful life which has major deterioration of the concrete headwalls/wingwalls that retain the County road shoulders and...	
<b>CB368 - Design</b>	<b>\$25,000</b>
CB368 - Design Project	
<b>CB370 - Bridge Rehabilitation</b>	<b>\$2,671,126</b>
Concrete Deck Replacement of County Bridge 370 on Main St. in the Village of Bloomingburg. This is a border bridge between Orange and Sullivan Counties and the costs are shared equally. Existing concrete deck has exceeded its useful life and...	



<b>CB377 - Town Highway 53 - Bridge Replacement</b>	<b>\$900,000</b>
Replacement of County Bridge 377 on South Road (Town Highway 53) in the Town of Mamakating. Bridge is posted for 14 tons due to timber structure deterioration. Timber pier cap split at upstream end. If this project were built using contract services...	
<b>CB400 - Bridge Rehabilitation</b>	<b>\$250,000</b>
Rehabilitation of County Bridge 400 on County Road 107 in the Town of Thompson. Existing pipe arch structure severely deteriorated at the waterline with perforations. If this project were built using contract services the total cost would be...	
<b>CB416 - Bridge Replacement</b>	<b>\$950,000</b>
Replacement of County Bridge 416 on Mount Hope Rd. (Town Highway 65) in the Town of Bethel. The bridge has numerous issues including: strength capacity for traffic limited to 14 tons; stringer flanges rusting with heavy section loss; steel...	
<b>CB427 - Town Highway 77 - Bridge Replacement</b>	<b>\$950,000</b>
Replacement of County Bridge 427 on Krum Road (Town Highway 77) in the Town of Fallsburg. The bridge has numerous issues including: severely deteriorated fascia beams that required the bridge to be limited to provide only a single...	
<b>CB428 - Town Highway 98 - Bridge Replacement</b>	<b>\$800,000</b>
Replacement of County Bridge 428 on Riverside Drive (Town Highway 98) in the Town of Fallsburg. Jack-arch - 3 wing walls (1 upstream & both downstream) spalled & downstream north is cracked and breaking off - major deterioration. Pipe...	
<b>CB430 - Town Highway 28 - Bridge Replacement</b>	<b>\$625,000</b>
Rehabilitation of County Bridge 430 on Friedenstien Rd. (Town Highway 28) in the Town of Fremont. Bridge is posted for 12 Tons. Concrete back walls are hollow sounding, rusted fasciae girders, interior girders with major section loss at...	
<b>CB432 - Bridge Replacement</b>	<b>\$825,000</b>
Replacement of County Bridge 432 on Woods Rd. (Town Highway 28) in the Town of Highland. The bridge has numerous issues including: strength capacity for traffic limited to 9 tons; hollow sounding timber stringers; timber deck and rail in poor...	
<b>CB436 - Oberfest St - Bridge Replacement</b>	<b>\$650,000</b>
Replacement of County Bridge 436 on Oberfest St in the Village of Liberty. Major concrete deterioration throughout. Deck cracked and leaching. Both abutments are cracked and deteriorated. Wing walls are deteriorated, with one leaning toward...	
<b>CB448 - Town Highway 62 - Bridge Replacement</b>	<b>\$900,000</b>
Replacement of County Bridge 448 on Wilsey Avenue (Town Highway 62) in the Town of Mamakating. The bridge has numerous issues including: upstream undermined old wing walls need toe footings; diaphragms, connection plates, bearings and bolts...	
<b>CB51 - CR142 - Engineering</b>	<b>\$500,000</b>
Replacement of County Bridge 51 on County Road 142 in the Town of Liberty. The portion of the project to be implemented is the Preliminary Engineering, Right-of-Way Incidentals and Detailed Design needed to implement the replacement of the...	
<b>CB51 - CR142 Replacement (Construction)</b>	<b>\$2,647,842</b>
Replacement of County Bridge 51 on County Road 142 in the Town of Liberty. The portion of the project to be implemented is the Construction and Construction Inspection services needed to implement the replacement of the bridge. BridgeNY...	
<b>CB8 - CR43 - Bridge Replacement</b>	<b>\$850,000</b>
Replacement of Bridge 8 on County Road 43 in the Town of Forestburgh. Jack arch bridge has significantly rusted fasciae girders, bottom flanges of interior girders rusted and leaking end joints over the abutments. If this project were built using...	

**CB82 - CR49 - Bridge Replacement (Construction)****\$5,335,000**

Work includes both engineering services for construction/inspection and for the construction contract for the replacement of County Bridge 82 on County Road 49 in the Town of Forestburgh. Bridge NY funds have been awarded for this...

**Total: \$51,449,398**

# DPW - Road Maintenance Requests

## Itemized Requests for 2025-2030

<b>Backhoes</b>	<b>\$360,000</b>
Replace 2004 Cat 446D with 2026 Backhoe with Wain-Roy coupler Replace 2003 Cat 430D with 2028 Backhoe with Wain-Roy coupler	
<b>Brine Maker</b>	<b>\$83,000</b>
Purchase new 2025 Accubatch Brine Maker	
<b>Chippers</b>	<b>\$52,000</b>
Replace 2003 Salsco 813 chipper	
<b>Contract Paving on Various County Roads</b>	<b>\$56,050,000</b>
Partial depth repair of sections of underlying pavement structure - 3" overlay of entire roadway - Install new shoulders. Rehabilitates structure, restores riding surface and extends life of pavement for the safety and benefit of the...	
<b>CR14 - Major retaining wall in Swan Lake from CR74 to CR142</b>	<b>\$500,000</b>
Replace existing , failing retaining wall with new pre-engineered/precast retaining wall system. Retain steep slope and protect roadbed from slope failure and drainage runoff. Provide adequate space for new drainage system to collect said...	
<b>CR14 - Upgrade and extend drainage system - Swan Lake CR74 to CR142</b>	<b>\$500,000</b>
Upgrade and Extend Drainage System through the Hamlet of Swan Lake. Install new sub-surface drainage system to replace delapidated poorly functioning existing system. Promote positive drainage away from road to protect integrity of same...	
<b>CR21 - Engineering design required to reconfigure and realign the intersection of CR21 with SR 97</b>	<b>\$500,000</b>
Engineering Design is required to reconfigure and Re-align the Intersection of County Road 21 with NY State Route 97. Current intersection is poorly configured with non-standard alignments and geometry. The entire intersection needs...	
<b>Embankment Stabilization</b>	<b>\$5,250,000</b>
Repair eroded and failing road embankment sections with appropriate stabilization - stabilization method to be determined by existing soil conditions. Continued slippage of failing embankment - Repair will allow a larger shoulder to be...	
<b>Excavators</b>	<b>\$1,020,000</b>
2026 - Replace 2010 Gradal with 2026 Self Propelled Excavator 2027 - Replace 2004 Komatsu PC 270 with 2027 Komatsu 270 Excavator	
<b>Loader purchase</b>	<b>\$585,000</b>
Purchase new Hyster Forklift Replace 2002 Caterpillar 938 with 2026 Wheel loader Replace 2004 Caterpillar 938 with 2028 Wheel loader	
<b>Mowers</b>	<b>\$120,000</b>
Replace 2006 Mower 270 New Holland TL90 with a 2028 version	
<b>Overhead Hoist Entry Crane</b>	<b>\$150,000</b>
Overhead Hoist Entry Crane	
<b>Surface Treating on Various County Roads</b>	<b>\$14,000,000</b>
Surface Treatments (Crack Sealing - Truing & Leveling - Chip Sealing - Thin Overlays) on various County Roads. Low cost preventative maintenance techniques that extend the life of wearing surfaces for the safety and benefit of the...	

<b>Sweeper</b>	<b>\$60,000</b>
Replace 2010 Broce Sweeper KR350 with 2025 Self Propelled Sweeper	
<b>Trailer purchase</b>	<b>\$105,510</b>
Purchase 2 new 2025 Landoll Trailers	
<b>Upgrade Non-Standard/Install Guide Rail on Various Co. Rds.</b>	<b>\$6,750,000</b>
Upgrade existing non-standard guide rail sections on various County Roads. Bring existing non-standard guide rail sections to current highway design standards for the safety of the traveling public.	
<b>Total: \$86,085,510</b>	

# Solid Waste Requests

## Itemized Requests for 2025-2030

<b>212 Tractor</b>	<b>\$200,000</b>
Replacement tractor to keep to help keep vehicles up to date. Tractors are being used more to move materials because they are more efficient.	
<b>Backhoe - Solid Waste</b>	<b>\$100,000</b>
Preventative plan to replace most worn out backhoe at Mamakating.	
<b>Bailer</b>	<b>\$300,000</b>
Purchase of a new cardboard bailer. Current bailer is at the end of its useful life.	
<b>Compost Process Equipment</b>	<b>\$600,000</b>
General equipment budget in support of organics management plan roll out as per the Organics plan. The equipment needed is outlined in the Organics Study.	
<b>DEC approved outbound trailer storage</b>	<b>\$250,000</b>
We currently have upwards of 20 loaded garbage trailers that are left throughout the property waiting to be pulled. This is a DEC violation because the ones left outside have leachate that is leaking onto the ground. This project would...	
<b>Dodge Heavy Pickup</b>	<b>\$80,000</b>
Plow truck that is needed all year to get around the landfill. Used for litter plucks and moving materials around the landfill and between facilities. The Recycling Coordinator also uses it to meet with the public.	
<b>Ferndale Citizen Drop Off Area</b>	<b>\$150,000</b>
The Ferndale TS has had increasingly more volume over the years. The volume will continue to grow and provisions need to be made to handle it. The upper lot is too small to safely and efficiently run the transfer station. ...	
<b>Garage Door Replacement</b>	<b>\$600,000</b>
The landfill has in the neighborhood of 30 garage door and many of them are in need of replacement. We would like to do a few replacements every year. Preventative Maintenance on doors, some of which are constantly being fixed. It is also a...	
<b>Highland Transfer Station - New Floor</b>	<b>\$200,000</b>
Replace the concrete on the steel pan floor in the Highland Transfer Station. Currently the floor is rotting. A section was jack-hammered out and re-poured recently, but the entire floor should be replaced. (It is the first floor...	
<b>Monticello Scalehouse Building</b>	<b>\$30,000</b>
To purchase and place a toll-house style building in between the scales at Monticello. To increase the speed of transactions and to provide the scale house operator with a better view of inbound loads. It will also enhance the communication...	
<b>Organics Facility Build</b>	<b>\$1,000,000</b>
Build an Organics facility on the old village landfill. An organics facility will divert some of the solid waste from the landfill to saleable topsoil. It will reduce cost and increase revenue. Our Organics plan is almost complete and there...	
<b>Paving at Transfer Stations</b>	<b>\$450,000</b>
The existing paved areas around the Transfer Stations and export buildings are deteriorating. The area where customers walk needs to be resurfaced at each station. Safety and prolonging the surface that is there, the longer we wait the more it...	
<b>Railings at Transfer Stations</b>	<b>\$30,000</b>
The railings, especially at Ferndale TS need to be installed/improved.	

<b>Rockland Retaining Wall</b>	<b>\$100,000</b>
Rockland Transfer station has a concrete wall that is in need of repair. The concrete is crumbling and should be replaced. Safety is a concern, especially near the electrical panel.	
<b>Roll Off Containers</b>	<b>\$180,000</b>
This is a preventative replacement plan for the containers that by the nature of the working environment have limited life spans. 2025 - 4 Open Top Roll Off Containers 2027 - 4 Open Top Roll Off Containers 2029 - 4 Open Top Roll Off...	
<b>Rolloff Truck Replacements</b>	<b>\$975,000</b>
This is an effort to keep the rolloffs up to date. We currently have 7 rolloffs and plan on reducing to 5 rolloffs so it will become increasingly important to keep the fleet in good condition. 2028 Replace 201 Rolloff 2029 Replace 213...	
<b>Self Contained Compactors</b>	<b>\$160,000</b>
We are installing this type of 40 yard compact at Highland for SSR. We previously used 20 yard cans that could not be compacted. Moving to the bigger can alone cuts the trips in half and being able to compact the SSR with an expected 75% reduction...	
<b>Self Propelled Man Lift</b>	<b>\$50,000</b>
There are many high locations that our staff need to reach on a frequent basis. Having a man lift would allow for a safer and more efficient environment. Our mechanics could use it for fixing tarps on the trailers, the building staff...	
<b>Trailers</b>	<b>\$375,000</b>
The walking floor 53' would allow us to run our own SSR to Hudson Baylor saving money and putting us in control of how clean the floor is. Open Top Push Plate trailers need to be on a rotation to ensure service operations /reliability. Currently...	
<b>Total: \$5,830,000</b>	

## DPW - Court House Requests

### Itemized Requests for 2025-2030

<b>Courthouse inspection, cleaning and sealing of building facade</b>	<b>\$250,000</b>
Clean and seal the exterior walls of the existing courthouse. This would be done after the courthouse annex construction. Existing exterior walls absorb water, causing stone to deteriorate and water damage to the interior structure.	
<b>New Courthouse Annex Facility Design and Construction</b>	<b>\$27,000,000</b>
Design (2025-26) & Construction (2027-2029) Without fully knowing what will be included in this structure, the costs are a guess at best. Need for office space is at a premium in Sullivan County. This new building will consolidate...	
<b>Replace 2,000 gallon fuel oil tank</b>	<b>\$50,000</b>
Remove and replace existing underground fuel oil storage tank. (This is entirely dependent upon what is designed as the Courthouse Annex.) Existing underground fuel oil storage tank is at the end of its useful life and prone to leaks, it will...	
<b>Total: \$27,300,000</b>	

## DPW - Sheriff'S Complex Requests

### Itemized Requests for 2025-2030

#### Construct DPW Maintenance Building at New Jail

**\$1,000,000**

Construct DPW Maintenance building at the new jail at the bottom of the back road to Pittaluga Road. DPW has no materials receiving area and is lacking storage at the new jail. Products and equipment are constantly being moved between Maplewood...

**Total: \$1,000,000**

## DPW - Govt Center Requests

### Itemized Requests for 2025-2030

#### Annex - Roof Replacement

**\$1,300,000**

Remove existing leaking roof and install new energy efficient roof. This roof is out of warranty by many years and is literally crumbling. A new, better insulated roof will help the energy efficiency of this building.

#### Government Center - Emergency Generator

**\$1,650,000**

Design engineering for Emergency Generator for Government Center & Annex Facility Installation in 2026. Legislators believe this is necessary

#### Government Center Fuel Oil Tank Replacement

**\$70,000**

Remove and replace existing underground fuel oil storage tank. Existing underground fuel oil storage tank is at the end of its useful life and prone to leaks.

#### Government Center Window Replacements

**\$125,000**

This is a multi-year program, replacing several windows per year. Windows at government center are in constant need of replacement due to cracking and failure.

#### Security Entrance Update - Design & Construction

**\$1,750,000**

Design & Construction of updated, security conscience, entrances at Sullivan County Government Center. Design in 2025, Construction in 2026. (Possible funding from Homeland Security, etc.? DPW does not have this...

**Total: \$4,895,000**

## DPW - Maplewood Facility Requests

### Itemized Requests for 2025-2030

<b>Gas &amp; Diesel Pump Replacement at Maplewood</b>	<b>\$250,000</b>
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Replace gas and diesel pumps at Maplewood. Pumps are outdated and have outlasted their useful lives.

<b>Maplewood Facility - Main Shop Metal Roof</b>	<b>\$300,000</b>
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Repair and spray coat existing metal roof. Existing roof has outlasted its expected life and needs to be addressed.

<b>Overhead door replacements</b>	<b>\$900,000</b>
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Replacement /Repair of overhead doors at various County facilities. Overhead doors have outlived their useful life and need replacement, and those that are newer need repair to extend their useful lives. This is an annual necessity.

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**Total: \$1,450,000**



# SC International Airport Requests

## Itemized Requests for 2025-2030

### 10 Bay T Hangar (Construction)

**\$2,500,000**

Construction of a 10 Bay T-Hangar. The current 10 bay t-hangar (Hangar 4) at the Sullivan County International Airport is in poor condition and needs replacement. A new t-hangar building would bring modern accommodations to pilots renting hangar...

### 10 Bay T-Hangar - Design

**\$100,000**

Design of a 10 Bay T-Hangar. The current 10 bay t-hangar (Hangar 4) at the Sullivan County International Airport is in poor condition and needs replacement. A new t-hangar building would bring modern accommodations to pilots renting hangar space...

### ARFF Building Expansion (Design)

**\$250,000**

Design and construction of the ARFF building expansion for more room for ARFF equipment. With continued growth at the SCIA, our ARFF index will increase, which will result in the requirement for more gear and a larger ARFF truck.

### ARFF Fire Truck Index B

**\$700,000**

As the Sullivan County International Airport continues to grow with more air traffic, FAA Part 139 regulations will require the airport to provide a fire fighting vehicle that is of a larger size and one that holds more firefighting extinguishing...

### Construct General Aviation Terminal (Water Tower)

**\$658,000**

Construct a water tower for water storage at the SCIA. Due to the construction of a new terminal building, and additional planned structures to be built, additional water for fire protection is necessary for safety purposes.

### Construction of Box Hangar

**\$2,500,000**

Construction of a Box Hangar. This building will serve as a location to house jet aircrafts. The Sullivan County International Airport currently does not have enough infrastructure to accommodate the hangar space requests. A wider range of options...

### Construction of Intermediate Sized T Hanger 6 Bay

**\$2,000,000**

Construction of an intermediate sized 6 bay T-Hanger. This building will serve as a location to house medium sized aircrafts. The Sullivan County International Airport currently does not have the infrastructure to accommodate this type of...

### Easements for Runway 15-33 Off-Airport Obstruction Removal

**\$500,000**

To acquire easements of neighboring properties of the Sullivan County International Airport to remove off-airport obstructions on the approach surfaces of Runway 15 and 33. Obstructions on the approach surfaces of Runway 15 and 33 were identified...

### Fuel Truck Storage Area

**\$275,000**

Fuel truck storage area construction. A designated fuel truck storage area will provide the Sullivan County International Airport with multiple benefits. A storage area will keep the 5000 gallon fuel truck out of the elements and clear space on...

### General Aviation Rehabilitation (Construction)

**\$2,200,000**

The rehabilitation (paving) of the General Aviation (GA) Apron. The current pavement of the General Aviation (GA) Apron is in poor to failed condition. As per FAA standards and the Sullivan County International Airport Pavement Management Plan,...

### Master Plan Update

**\$600,000**

To complete an Airport Master Plan update. In 2009, the most recent Airport Master Plan update was completed. Numerous changes have occurred at the airport since the last Master Plan update. An updated Master Plan will put the airport in a better...

<b>NYSDOT Grant - Terminal Renovation</b>	<b>\$13,000,000</b>
Construction of a new terminal building to replace the current 53-year-old terminal building to provide modern accommodation for pilots, passengers, and county residents. The multiple upgrades that will come along with the new building will...	
<b>Potable Water Supply Connection</b>	<b>\$7,000,000</b>
Engineer and construct potable water supply connection to the Town of Liberty Water Services. PFOA/PFAS chemicals have contaminated the local aquifer and a new potable water source may become necessary for the general airport area.	
<b>Renovation of H7 (FBO building)</b>	<b>\$1,000,000</b>
A major renovation includes roofing, siding, new electrical service and HVAC. The building is in service and provides lease revenue to SCIA. Without renovation, it would not be serviceable for a tenant.	
<b>Runway 15-33 Off Airport Obstruction Removal (Construction)</b>	<b>\$200,000</b>
Off-airport obstruction removal on the north and south ends of the runway. Obstructions in the approach surfaces of Runway 15 and 33 were identified in the SCIA - Obstruction Study completed in 2023 at the Sullivan County International Airport....	
<b>Runway 15-33 off-airport obstruction removal (Design)</b>	<b>\$100,000</b>
Design of off-Airport obstruction removal on the north and south ends of the runway. Obstructions in the approach surfaces of Runway 15 and 33 were identified in the SCIA - Obstruction Study completed in 2023 at the Sullivan County...	
<b>Runway crack repair</b>	<b>\$400,000</b>
The runway was paved in 2020 and routine maintenance will require crack sealing. Cracking occurs in asphalt surfaces through normal freeze/thaw and should be preventatively maintained. The project is anticipated to consist of routing, installing...	
<b>Skid Steer with Mowing Attachment</b>	<b>\$150,000</b>
The Sullivan County International Airport is over 600 acres. Majority of the property requires mowing, as per FAA regulation FAR 139.137 Wildlife Management. Some areas of the property with extremely steep slope are inaccessible to the current...	
<b>SRE Building Addition</b>	<b>\$400,000</b>
Design of the SRE Building Addition for more space for snow removal equipment and airport related machinery. The current SRE building is at max capacity with current airport equipment and machinery, with our grader parked outside. We will be...	
<b>SRE Building Addition (Construction)</b>	<b>\$3,000,000</b>
Construction of the Snow Removal Equipment Building Addition for more space for snow removal equipment and airport related machinery. The current SRE building is at max capacity with current airport equipment and machinery, with our grader parked...	
<b>Striping / Crack Repair Asphalt Surface (Taxiway)</b>	<b>\$100,000</b>
The Taxiway will have many stages of cracks all in need of repair. Cracking has developed in the surface through normal freeze/thaw. The Taxiway is 7 years old by 2028. The project consists of routing, backer rod and sealing of the larger...	
<b>Transient Taxilane and Apron Construction</b>	<b>\$1,500,000</b>
The FAA recommends this for safety and airport utilization enhancement.	
<b>UTV</b>	<b>\$30,000</b>
Due to the terrain and wetlands at the Sullivan County International Airport, some areas on the property are inaccessible to current airport machinery. We currently do not have a safe and effective way of maintaining these areas as required by FAA...	
<b>Total: \$39,163,000</b>	

## Public Safety Administration Requests

### Itemized Requests for 2025-2030

#### Public Safety Vehicles

**\$334,000**

2025 - 2 Chevrolet Tahoe SSV @ \$65,000 each 2026 - 1 Utility Vehicle @ \$62,000 2029 - 1 Chevrolet Tahoe SSV @ \$70,000 2030 - 1 Chevrolet Tahoe SSV @ \$72,000

**Total: \$334,000**

## Jail Requests

### Itemized Requests for 2025-2030

#### Homeland Security

**\$170,000**

The Sheriff's Office receives grant funding annually from the Office of Homeland Security. Each Homeland Security grant contract spans a period of 3 years. It is likely that expenses incurred in any one year could comprise multiple contract years....

#### Repair gap in security fence in F pod

**\$40,000**

Repair gap in security fence in F pod

#### Two automatic gates for perimeter security with video surveillance

**\$100,000**

Two automatic gates for perimeter security with video surveillance

**Total: \$310,000**

## DPW - Liberty Campus Requests

### Itemized Requests for 2025-2030

#### Move Sullivan Bus Shelter

**\$20,000**

Purchase, assemble and install a shelter for clients waiting for the Move Sullivan Bus. Shelter should be a minimum of 5x15, include a bench and be well lit. The shelter should be placed on a concrete pad. The project may also include a larger...

**Total: \$20,000**

## DPW Administration Requests

### Itemized Requests for 2025-2030

#### DPW Admin/Engineering - New Building - Design & Construction

**\$8,500,000**

Design & Construction of a new professional, energy efficient, office building at Maplewood, to house DPW Administration and Engineering departments. Design in 2025, construction in 2026. The Facility Master Plan noted that relocating the DPW...

**Total: \$8,500,000**

## P/R Livingston Manor Covered Br Requests

### Itemized Requests for 2025-2030

#### Livingston Manor Covered Bridge - Restroom Facility Construction

**\$150,000**

Design, engineering and construction of a restroom facility to replace current portable toilets. A new restroom facility would allow patrons a more pleasant experience while picnicing and hosting parties at the pavilion.

**Total: \$150,000**

## P/R D&H Canal Linear Park Requests

### Itemized Requests for 2025-2030

#### D & H Canal Lock 50 Leaning Wall Stabilization/Repair

**\$50,000**

Design, engineering, permitting for the stabilization/repair of the Lock 50 laid up stone wall at the D&H Canal Linear Park Interpretive Center site. A portion of the Historic Lock 50 stone laid wall is leaning. This is an important...

#### D & H Canal Trail Rehabilitation

**\$150,000**

Design, engineering, permitting and construction to resurface, rehabilitate, relocate portions of the hiking trail along portions of the D&H Canal Linear Park. Portions of the trail are very wet making the trail impassable to maintain and...

**Total: \$200,000**

## Parks & Recreation Requests

### Itemized Requests for 2025-2030

#### Parks: Design and Engineering Services

**\$100,000**

Design, engineering and permitting services for various park development projects. Include in Park Administration GL. The Parks and Recreation Department has a term contract with Design and Engineering firm to provide design, engineering and...

#### Refurbish Outdoor Pavilions

**\$200,000**

Refurbish the outdoor pavilions at Lake Superior Park, Minisink Battleground and Livingston Manor Park. Replace roofs, stain, refurbish floors with concrete or asphalt.

**Total: \$300,000**

## Road Machinery Requests

### Itemized Requests for 2025-2030

#### Maplewood & Barryville Vehicle Wash System Replacement

**\$300,000**

Remove and replace existing vehicle wash equipment systems at Maplewood and Barryville vehicle wash bays. Existing vehicle wash systems are outdated and often failing. Repairs are high cost and time consuming; replacement of the systems is a...

#### Pickup Trucks

**\$296,000**

Pk-53 and 47 are 12 years old and have heavy rust. They are being replaced. Tk-107 is a 2011 Ram 4500 Box Truck that is 13 years old and has problems due to rust. 2025 - Reg Cab Utility Truck \$95,000 (replacing Chevy K-3500 (Pk53)) 2025 - Reg Cab...

**Total: \$596,000**

## Elections Requests

### Itemized Requests for 2025-2030

#### Voting Machines

**\$157,000**

The new electronic voting machines designed by Dominion Voting Systems Corporation is the NYS Board of Elections approved vendor for certified voting machines. Fifty-one machines are needed to serve polling locations throughout Sullivan County. By...

**Total: \$157,000**

## P/R Callicoon Park Requests

### Itemized Requests for 2025-2030

#### Callicoon Park Design & Development

**\$275,000**

Design, engineering, permitting and construction of a parking area and park trail for the future Callicoon Park. The Division of Planning/Parks and Recreation Department has applied for funding through the State and Municipal Facilities Program...

**Total: \$275,000**

## Historic Prop Fort Delaware Requests

### Itemized Requests for 2025-2030

<b>Fort Delaware - Palisades wall and catwalk replacement</b>	<b>\$100,000</b>
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Design, engineering and construction of the replacement of the outer barrier palisades wall and catwalk. The current palisades log wall and catwalk are beginning to rot.

<b>Fort Delaware Cabin Repair &amp; Replacement</b>	<b>\$100,000</b>
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Design, engineering and construction to repair and/or replace the Thomas and Tyler Cabins. The Delaware Company currently operates Fort Delaware Museum of Colonial History through a cooperative agreement with the County. The County is...

**Total: \$200,000**

## Public Safety Administration Requests

### Itemized Requests for 2025-2030

<b>Public Safety Building</b>	<b>\$30,400,000</b>
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Design and build a new, energy efficient, state-of-the-art Public Safety building on the grounds of the Emergency Services Training Facility. This new facility will bring together of the offices of Emergency Management, Bureau of Fire, Bureau...

**Total: \$30,400,000**

## DPW - Barryville Facility Requests

### Itemized Requests for 2025-2030

<b>Barryville body shop envelope improvements</b>	<b>\$100,000</b>
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Barryville Body Shop Building Envelope Improvements - windows, insulation, air/moisture barrier. This building is extremely old and the existing bulding envelope allows air and moisture infiltration. This project will improve the overall...

<b>Erect Membrane Structure</b>	<b>\$150,000</b>
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Erect the membrane structure currently in storage (previously purchased for Mamakating Transfer Station snow outpost) for storage.The County purchased two (2) membrane structures several years back. One has been erected at Callicoon Shop. ...

**Total: \$250,000**

## DPW - Misc Locations Requests

### Itemized Requests for 2025-2030

#### Callicoon Shop Demo and Construction

**\$3,000,000**

Demolish the existing Callicoon Shop, which was formerly a NYSDOT Shop. Construct a new 6 Truck Bay Steel Building with Office/restroom/storage area. Original building has outlasted its useful life. The building has shifted, the doors...

#### E-911 Generator Replacement

**\$100,000**

E911 Building emergency generator replacement. This generator is old and in need of replacement.

#### Lean-To Addition to Pole Barn for Storage

**\$75,000**

Construct a lean-to addition to the pole barn for additional storage at Maplewood. DPW buildings operations have limited storage for building materials.

#### Maplewood & Barryville Air Compressor Replacements

**\$50,000**

Purchase and install replacement air compressor systems in the Maplewood and Barryville main shops. The existing compressors are past their useful life and need replacement.

#### Transfer Station Roof Replacements

**\$400,000**

Replace roof at various transfer stations

**Total: \$3,625,000**

## P/R Lake Superior Requests

### Itemized Requests for 2025-2030

#### Lake Superior: Trails Phase 2 & 3 Development

**\$75,000**

Design, engineering and construction of Phase 2 & Phase 3 hiking trails on the west side of Lake Superior State Park. The County of Sullivan has a Cooperative Agreement with the Palisades Interstate Park Commission to operate Lake Superior...

**Total: \$75,000**

## Transportation Requests

### Itemized Requests for 2025-2030

#### Transportation Vehicle - Ford E450

**\$140,975**

Transportation would like to purchase a new Ford E450 to replace their current Chevrolet Express. This vehicle is 10 years old and in constant need of repairs and therefore out of service.

**Total: \$140,975**

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# APPENDIX

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## Glossary

**Abatement:** A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Accounting System:** The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

**Accrued Interest:** The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

**Amortization:** The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

**Appropriation:** A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Arbitrage:** As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

**Assessed Valuation:** A value assigned to real estate or other property by a government as the basis for levying taxes.

**Audit:** An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

**Audit Report:** Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

**Betterments (Special Assessments):** Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

**Bond:** A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

**Bond and Interest Record:** (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

**Bonds Authorized and Unissued:** Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.

**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and CI is a very low rating.

**Budget:** A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

**Capital Assets:** All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

**Capital Budget:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

**Cash:** Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

**Cash Management:** The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

**Certificate of Deposit (CD):** A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

**Classification of Real Property:** Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

**Collective Bargaining:** The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

**Consumer Price Index:** The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

**Cost-Benefit Analysis:** A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

**Debt Burden:** The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Encumbrance:** A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

**Enterprise Funds:** An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the

"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**Equalized Valuations (EQVs):** The determination of the full and fair cash value of all property in the community that is subject to local taxation.

**Estimated Receipts:** A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** An outlay of money made by municipalities to provide the programs and services within their approved budget.

**Fiduciary Funds:** Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

**Fixed Assets:** Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

**Fixed Costs:** Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

**Float:** The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

**Full Faith and Credit:** A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

**Fund:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

**Fund Accounting:** Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

**GASB 34:** A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

**GASB 45:** This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

**General Fund:** The fund used to account for most financial resources and activities governed by the normal appropriation process.

**General Obligation Bonds:** Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

**Governing Body:** A board, committee, commission, or other executive or policymaking body of a municipality or school district.

**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Interest:** Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

**Interest Rate:** The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

**Investments:** Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Line Item Budget:** A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**Local Aid:** Revenue allocated by the state or counties to municipalities and school districts.

**Maturity Date:** The date that the principal of a bond becomes due and payable in full.

**Municipal(s):** (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

**Note:** A short-term loan, typically with a maturity date of a year or less.

**Objects of Expenditures:** A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

**Official Statement:** A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlapping Debt:** A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

**Performance Budget:** A budget that stresses output both in terms of economy and efficiency.

**Principal:** The face amount of a bond, exclusive of accrued interest.

**Program:** A combination of activities to accomplish an end.

**Program Budget:** A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

**Purchased Services:** The cost of services that are provided by a vendor.

**Refunding of Debt:** Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

**Reserve Fund:** An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

**Revaluation:** The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of

the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

**Revenue Anticipation Note (RAN):** A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

**Revenue Bond:** A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

**Revolving Fund:** Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**Sale of Real Estate Fund:** A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

**Surplus Revenue:** The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title Foreclosure:** The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

**Uncollected Funds:** Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

**Undesignated Fund Balance:** Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

**Unreserved Fund Balance (Surplus Revenue Account):** The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

**Valuation (100 Percent):** The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.