

# MANOR MONTHLY

## NOTES FROM THE VILLAGE BOARD OF TRUSTEES

Village of Briarcliff Manor, New York

www.briarcliffmanor.org

August 2005

No. 102

### INFORMATION ON THE BUDGET PROCESS

The Board of Trustees adopted a budget for fiscal year 2005-2006 (June 1 to May 31) on April 28, 2005. The Village operates four distinct budgetary funds that are represented in the chart below:

FUND	BUDGET FY 05-06	FUNCTION
General	\$12,682,181	Majority of Village services
Water	\$3,183,734	Operation of the Water Department including water purchases
Debt	\$1,934,012	Debt incurred by the Village for Capital Improvements and Equipment
Library	\$550,025	Operation of the Library

### BUDGET PROCESS

The budget process is as follows:

- ◆ In December each department head submits a budget request to the Budget Officer (Village Manager)
- ◆ The Budget Officer submits the tentative budget by March 20 to the Board of Trustees for its consideration, as per the requirements of State Law
- ◆ Soon thereafter, the Board of Trustees holds a public hearing (only one required by State Law) and special budget meetings to gather input from the public
- ◆ The Board of Trustees then makes appropriate modifications to the tentative budget

Ultimately, the tax rate represents an average increase to a resident who resides in the Town of Ossining by \$185 and Town of Mount Pleasant by \$26. The difference in the tax implications are based upon assessments and equalization rates, which are not established by the Village.

### WHERE YOUR TAX DOLLARS GO

In order to assess the implications of a tax rate increase in the Village taxes, it is important to know how your tax dollar is spent. This chart indicates how your local taxes are divided among the taxing units.

	Town of Ossining Ossining School District	Town of Ossining Briarcliff Manor School District	Town of Mount Pleasant Briarcliff Manor School District
Town	1.25%	1.24%	0%
County	10.98%	10.83%	11.01%
County Sewer	2.68%	2.64%	2.69%
County Solid Waste	1.33%	1.31%	1.33%
School District	65.41%	68.28%	69.08%
<b>Village</b>	<b>15.93%</b>	<b>15.7%</b>	<b>15.89%</b>
Library*	2.42%	NA	NA

\* Village residents who reside in the Ossining School District pay a separate tax for the library in the Village of Ossining. All Village residents pay for the Briarcliff Manor library in the Village budget.

### YOUR VILLAGE TAX

The Village operation is made up of 10 departments. The percentage of the budget that funds each of the departments is listed below:

DEPARTMENT	PERCENTAGE	DEPARTMENT	PERCENTAGE
Public Works	28.66	Police	22.88
Recreation	13.57	Library	4.1
Fire and Ambulance	3.92	Building/Engineer	2.43
Manager	2.22	Treasurer	1.99
Clerk	1.52	Justice Court	1.33

The remaining percentage of the budget includes debt service, insurance, legal services and other costs that cannot be dedicated to individual departments.

If you are interested in obtaining a copy of the approved budget, please contact the Village Manager's Office at 944-2782. If you have any questions about the budget process or the particulars of the budget, please call 944-2782 and ask for the Village Manager.

**BRIARCLIFF MANOR VILLAGE GOVERNMENT**

A	ACCOUNTS PAYABLE (Treasurer)	944-2776	M	MANAGER	944-2782
	ALARM PERMITS	944-2782		MAYOR & TRUSTEES	944-2782
	AMBULANCE CORPS (Non-emergency)	941-0879	P	PARKING PERMITS (Clerk)	941-4801
	ASSISTANT MANAGER	944-2782		PARKS	941-6560
B	BOARD OF TRUSTEES AGENDAS (Manager)	944-2782		PLANNING BOARD AGENDAS (Clerk)	941-4801
	BUDGET (Manager)	944-2782		PLANNING ISSUES (Assistant Manager)	944-2782
	BUILDING INSPECTOR	944-2770		POLICE DEPARTMENT	941-2130
	BUILDING PERMITS	944-2770		PUBLIC WORKS	941-9105
C	CABLE TELEVISION (Assistant Village Manager)	944-2782	R	RECORDS ACCESS (Clerk)	941-4801
	CERTIFICATES OF OCCUPANCY	944-2770		RECREATION	941-6560
	CHIEF, FIRE DEPARTMENT	941-0879		RECYCLING	941-9105
	CHIEF, POLICE	941-2130		STREET OPENING PERMITS (DPW)	941-9105
	CLERK	944-2774	S	SANITATION	941-9105
	COURT CLERK	944-2788		SENIOR ADVOCATE	923-9345
D	DOG LICENSES (Clerk)	941-4801		SEWER PROBLEMS	941-9105
E	ELECTIONS (Clerk)	941-4801		STREET LIGHTING	941-9105
	ELECTRICAL PERMITS	944-2770		STREET MAINTENANCE & TREES	941-9105
	EMERGENCY	911	T	TAXES (Village only)	944-2723
	ETHICS BOARD (Manager)	944-2782		TREASURER	944-2776
	EXCAVATION PERMITS	941-9105	W	WATER BILLS	944-2750
F	FIRE DEPARTMENT	941-0879		WATER PROBLEMS	941-9105
L	LIBRARY	941-7072	Z	ZONING BOARD OF APPEALS AGENDAS	941-4801
	LICENSES (Clerk)	941-4801		ZONING ORDINANCE QUESTIONS	941-4801

**IN AN EMERGENCY, DIAL 911  
(Police, Fire, & EMS Emergencies)**

Please watch **Channel 78** or visit **[www.briarcliffmanor.org](http://www.briarcliffmanor.org)**  
for up to date information on the Village.

**IMPORTANT MEETING DATES**

<u>MEETING</u>	<u>TIME OF THE MONTH</u>	<u>TIME</u>
<b>BOARD OF TRUSTEES</b>	<b>1st and 2nd Thursday</b>	<b>7:30 PM</b>
<b>PLANNING BOARD</b>	<b>2nd Tuesday</b>	<b>8:00 PM</b>
<b>ZONING BOARD</b>	<b>1st Tuesday every other month</b>	<b>8:00 PM</b>
<b>CABLE COMMITTEE</b>	<b>1st Wednesday</b>	<b>7:00 PM</b>
<b>LIBRARY BOARD</b>	<b>2nd Wednesday</b>	<b>7:30 PM</b>
<b>BOT WORK SESSION</b>	<b>4th Tuesday</b>	<b>5:45 PM</b>
<b>BEAUTIFICATION</b>	<b>3rd Monday</b>	<b>7:00 PM</b>

**BOARD OF TRUSTEES**

William Vescio, Mayor  
David Venditti, Deputy Mayor  
Elsie Smith, Trustee  
Gayle Waxenberg, Trustee  
Donald Wilde, Trustee



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**Village of Briarcliff Manor  
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Briarcliff Manor, NY 10510**

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