

**GENERAL
PART-TOWN
FUND**

TOWN OF ITHACA
FISCAL YEAR 2018 BUDGET HIGHLIGHTS

GENERAL PART-TOWN FUND

- The General Part-Town Fund budget will increase to \$1,894,070 in 2018 from \$1,726,150 in 2017, an increase \$167,920 or 9.73%.
- The General Part-Town Fund accounts for 7.22% of the total 2018 Ithaca Town Budget.
- The budgeted total for Personnel Costs increases to \$1,328,275 in 2018 from a budgeted total of 1,195,675 in 2017, an increase of \$132,600 or 11.09%. Personnel costs represent 70.13% of the General Part-Town Fund's total budget for 2018.

The 2018 General Part-Town Fund budget incorporates the following personnel addition:

- One (1) part-time Administrative Assistant I position will be added to the Zoning & Code Enforcement Department at a cost of \$19,958.
- Personal Services (employee salaries and wages) increases from \$833,000 in 2017 to \$880,950 in 2018, an increase of \$47,950 or 5.76%.
- The budgeted total for Employee Benefits increases to \$447,325 in 2018 from a budgeted total of \$362,675 in 2017, an increase of \$84,650 or 23.34%.
 - Payments for employee retirement are budgeted for \$170,000 in 2018, an increase of \$60,000 or 54.55% from the \$110,000 total budgeted in 2017.
 - Payments for employee health insurance are budgeted for \$180,000 in 2018, an increase of \$14,000 or 8.43% from the \$166,000 total budgeted in 2017.
- Equipment/Capital Outlay totals \$32,000 in 2018, the same amount budgeted in 2017, and includes funding for the purchase of a new vehicle for the Zoning & Code Enforcement Department. This vehicle is not a replacement and will be an addition to the Town fleet. Equipment/Capital Outlay represents 1.69% of the General Part-Town Fund's total budget for 2018.
- Contractual Services increase from \$414,175 in 2017 to \$447,495 in 2017; an increase of \$33,320 or 8.04%. Contractual services represent 23.63% of the General Part-Town Fund's total budget for 2018, and include funding for the following:
 - \$175,145 for General Governmental Support, of which \$95,000 is budgeted for legal services.
 - \$272,350 for Home and Community Service, which includes \$220,400 for various grants and planning studies in 2018.
- Sales Tax, budgeted for \$1,000,000 in 2018, is the General Part-Town Fund's largest revenue source, representing 64.80% of total budgeted revenues. Sales Taxes are budgeted to increase \$50,000 or 5.26% over the \$950,000 budgeted in 2017.
- Other revenue sources for this fund include:
 - Departmental Income, budgeted at \$203,000 and representing 13.15% of total revenues.
 - State Aid, budgeted for \$171,650 and representing 11.12% of total revenues.
 - Cable TV Franchise Tax, budgeted at \$68,000 and representing 4.41% of total revenues.
 - Contribution from the Maplewood Apartments developer to pay part of the cost of the two (2) additional full-time Electrical/Code Enforcement Officer positions, budgeted at \$100,000 and representing 6.48% of 2018 total revenues.

TOWN OF ITHACA
GENERAL PART-TOWN FUND

2018 BUDGET

APPROPRIATIONS:

ACCOUNT	ACCOUNT DESCRIPTION	BUDGET 2016	EXPENDED 2016	BUDGET 2017	ESTIMATE 2017	RECOMMENDED 2018	BUDGET 2018
GENERAL GOVERNMENT SUPPORT							
INDEPENDENT AUDITING							
<u>CONTRACTUAL EXPENSE</u>							
B1320.401	AUDITING SERVICES	2,200	2,175	2,500	2,175	2,500	2,500
	TOTAL CONTRACTUAL EXPENSE	2,200	2,175	2,500	2,175	2,500	2,500
TOTAL - INDEPENDENT AUDITING		2,200	2,175	2,500	2,175	2,500	2,500
LEGAL SERVICES							
<u>CONTRACTUAL EXPENSE</u>							
B1420.402	LEGAL SERVICES	95,000	103,363	95,000	90,000	95,000	95,000
	TOTAL CONTRACTUAL EXPENSE	95,000	103,363	95,000	90,000	95,000	95,000
TOTAL - LEGAL SERVICES		95,000	103,363	95,000	90,000	95,000	95,000
CENTRAL COMMUNICATIONS SYSTEMS							
<u>CONTRACTUAL EXPENSE</u>							
B1650.415	TELEPHONE SYSTEM	2,000	873	20,750	6,000	22,000	22,000
	TOTAL CONTRACTUAL EXPENSE	2,000	873	20,750	6,000	22,000	22,000
TOTAL - CENTRAL COMMUNICATIONS SYSTEMS		2,000	873	20,750	6,000	22,000	22,000
CENTRAL STOREROOM							
<u>CONTRACTUAL EXPENSE</u>							
B1660.404	GENERAL OFFICE SUPPLIES	1,500	2,646	1,500	2,500	2,000	2,000
	TOTAL CONTRACTUAL EXPENSE	1,500	2,646	1,500	2,500	2,000	2,000
TOTAL - CENTRAL STOREROOM		1,500	2,646	1,500	2,500	2,000	2,000
CENTRAL PRINT & MAIL							
<u>CONTRACTUAL EXPENSE</u>							
B1670.405	COPIER PAPER	500	396	500	500	500	500
B1670.408	POSTAGE	3,500	2,850	3,500	3,100	3,500	3,500
B1670.437	XEROX PRINTERS/COPIERS	4,800	5,258	6,300	5,800	6,000	6,000
	TOTAL CONTRACTUAL EXPENSE	8,800	8,505	10,300	9,400	10,000	10,000
TOTAL - CENTRAL PRINT & MAIL		8,800	8,505	10,300	9,400	10,000	10,000
INFORMATION TECHNOLOGY							
<u>EQUIPMENT/CAPITAL OUTLAY</u>							
B1680.291	HARDWARE & EQUIPMENT	0	5,596	0	0	0	0
	TOTAL EQUIPMENT/CAPITAL OUTLAY	0	5,596	0	0	0	0
<u>CONTRACTUAL EXPENSE</u>							
B1680.400	CONTRACTUAL	11,950	7,988	16,060	16,000	12,975	12,975
B1680.490	NETWORK SUPPORT	6,375	2,850	9,215	9,200	10,320	10,320
B1680.491	HARDWARE & EQUIPMENT	1,800	1,018	8,800	10,000	0	0
B1680.492	SOFTWARE	1,200	54	2,250	1,000	0	0
B1680.494	MAINTENANCE & REPAIRS	200	405	200	1,200	1,000	1,000
B1680.496	INTERNET SERVICE	0	0	4,150	600	4,150	4,150
B1680.497	TOOLS & SUPPLIES	1,000	2,025	1,050	1,500	1,500	1,500
	TOTAL CONTRACTUAL EXPENSE	22,525	14,340	41,725	39,500	29,945	29,945
TOTAL - INFORMATION TECHNOLOGY		22,525	19,936	41,725	39,500	29,945	29,945
SPECIAL ITEMS							
<u>CONTRACTUAL EXPENSE</u>							
B1910.439	LIABILITY INSURANCE	11,000	10,176	11,000	14,000	12,500	12,500
B1920.488	TIME WARNER COUNTY TAX CREDIT	1,200	1,056	1,200	1,164	1,200	1,200
	TOTAL CONTRACTUAL EXPENSE	12,200	11,231	12,200	15,164	13,700	13,700
TOTAL - SPECIAL ITEMS		12,200	11,231	12,200	15,164	13,700	13,700
TOTAL - GENERAL GOVERNMENT SUPPORT		144,225	148,729	183,975	164,739	175,145	175,145

APPROPRIATIONS:

ACCOUNT	ACCOUNT DESCRIPTION	BUDGET 2016	EXPENDED 2016	BUDGET 2017	ESTIMATE 2017	RECOMMENDED 2018	BUDGET 2018
HOME AND COMMUNITY SERVICES							
ZONING & CODE ENFORCEMENT							
<u>PERSONAL SERVICES</u>							
B8010.100	REGULAR	334,200	321,393	458,500	458,500	496,500	496,500
B8010.101	BOARD MEMBERS	7,200	5,934	7,300	6,000	7,400	7,400
B8010.102	BUILDING & ZONING OVERTIME	1,500	374	1,500	500	1,500	1,500
	TOTAL PERSONAL SERVICES	342,900	327,701	467,300	465,000	505,400	505,400
<u>EQUIPMENT/CAPITAL OUTLAY</u>							
B8010.270	STAFF/INSPECTION VEHICLE	28,000	28,605	32,000	0	32,000	32,000
	TOTAL EQUIPMENT/CAPITAL OUTLAY	28,000	28,605	32,000	0	32,000	32,000
<u>CONTRACTUAL EXPENSE</u>							
B8010.400	CONTRACTUAL	2,600	1,734	2,600	1,800	2,500	2,500
B8010.410	CONFERENCES & MILEAGE	2,200	1,950	2,200	2,000	3,000	3,000
B8010.415	TELEPHONE	4,000	5,292	6,000	8,500	6,300	6,300
B8010.420	DUES & PUBLICATIONS	1,500	1,677	1,500	1,500	1,500	1,500
B8010.423	LEGAL ADS	0	0	0	145	200	200
B8010.440	PERSONAL PROTECTIVE EQUIPMENT	1,700	536	2,550	1,600	2,500	2,500
B8010.449	FURNITURE & FURNISHINGS	1,000	771	1,500	1,000	1,500	1,500
B8010.450	PETROLEUM PRODUCTS	3,000	1,503	3,000	2,000	2,500	2,500
B8010.451	VEHICLE MAINTENANCE	1,500	1,910	1,500	1,000	2,000	2,000
B8010.483	FIRE SAFETY INSPECTIONS	12,300	9,930	12,300	8,000	12,000	12,000
	TOTAL CONTRACTUAL EXPENSE	29,800	25,302	33,150	27,545	34,000	34,000
TOTAL - ZONING & CODE ENFORCEMENT		400,700	381,608	532,450	492,545	571,400	571,400
PLANNING							
<u>PERSONAL SERVICES</u>							
B8020.100	REGULAR	327,900	329,721	340,500	340,500	347,500	347,500
B8020.101	BOARD MEMBERS	16,600	12,878	16,700	13,000	17,050	17,050
B8020.110	STUDENT INTERNS	8,100	7,272	8,500	8,100	11,000	11,000
	TOTAL PERSONAL SERVICES	352,600	349,871	365,700	361,600	375,550	375,550
<u>EQUIPMENT/CAPITAL OUTLAY</u>							
B8020.270	STAFF/INSPECTION VEHICLE	0	0	0	0	0	0
	TOTAL EQUIPMENT/CAPITAL OUTLAY	0	0	0	0	0	0
<u>CONTRACTUAL EXPENSE</u>							
B8020.400	CONTRACTUAL	5,000	912	5,000	1,800	5,000	5,000
B8020.403	PLANNING STUDY	224,850	42,312	178,800	75,000	220,400	220,400
B8020.410	CONFERENCES & MILEAGE	5,000	2,480	5,000	4,500	5,000	5,000
B8020.415	TELEPHONE	500	0	500	0	0	0
B8020.420	DUES & PUBLICATIONS	3,750	1,965	3,750	2,000	3,750	3,750
B8020.423	LEGAL ADS	0	0	0	145	200	200
B8020.431	CONSERVATION BOARD	1,500	302	1,500	2,000	2,000	2,000
B8020.449	FURNITURE & FURNISHINGS	1,000	756	1,500	1,200	1,000	1,000
B8020.450	PETROLEUM PRODUCTS	500	73	500	120	500	500
B8020.451	VEHICLE MAINTENANCE	500	176	500	200	500	500
B8020.480	WATER QUALITY MONITORING PROGRAM	0	0	0	0	0	0
B8020.481	AG & FARMLAND PROTECTION PLAN	0	0	0	0	0	0
	TOTAL CONTRACTUAL EXPENSE	242,600	48,976	197,050	86,965	238,350	238,350
TOTAL - PLANNING		595,200	398,847	562,750	448,565	613,900	613,900
TOTAL - HOME AND COMMUNITY SERVICES		995,900	780,455	1,095,200	941,110	1,185,300	1,185,300

APPROPRIATIONS:

ACCOUNT	ACCOUNT DESCRIPTION	BUDGET 2016	EXPENDED 2016	BUDGET 2017	ESTIMATE 2017	RECOMMENDED 2018	BUDGET 2018
EMPLOYEE BENEFITS							
EMPLOYEE BENEFITS							
B9010.800	NYS RETIREMENT	100,000	140,347	110,000	110,000	170,000	170,000
B9030.800	SOCIAL SECURITY	53,200	50,714	63,800	60,000	67,400	67,400
B9040.800	WORKERS COMPENSATION	15,500	12,592	20,000	18,000	27,000	27,000
B9045.800	LIFE INSURANCE	1,750	1,572	1,900	1,900	1,900	1,900
B9050.800	UNEMPLOYMENT INSURANCE	0	0	0	0	0	0
B9055.800	DISABILITY INSURANCE	600	487	625	550	675	675
B9056.800	DISABILITY INSURANCE - LONG-TERM	0	0	0	0	0	0
B9060.800	GROUP HEALTH INSURANCE	170,300	131,970	166,000	165,000	180,000	180,000
B9060.801	FLEXIBLE SPENDING PLAN	350	205	350	250	350	350
B9062.800	POST HEALTH INSURANCE	0	0	0	0	0	0
TOTAL - EMPLOYEE BENEFITS		341,700	337,887	362,675	355,700	447,325	447,325
INTERFUND TRANSFERS							
TRANSFERS TO OTHER FUNDS							
B9901.901	TRANSFER TO GENERAL FUND	79,300	79,300	81,100	81,100	83,300	83,300
B9901.904	TRANSFER TO RISK RETENTION FUND	4,100	4,000	3,200	0	3,000	3,000
TOTAL - TRANSFERS TO OTHER FUNDS		83,400	83,300	84,300	81,100	86,300	86,300
TOTAL - INTERFUND TRANSFERS		83,400	83,300	84,300	81,100	86,300	86,300
TOTAL APPROPRIATIONS		1,565,225	1,350,371	1,726,150	1,542,648	1,894,070	1,894,070

TOWN OF ITHACA
GENERAL PART-TOWN FUND

2018 BUDGET

SUMMARY OF APPROPRIATIONS:

FUNCTION/CLASS DESCRIPTION	BUDGET 2016	EXPENDED 2016	BUDGET 2017	ESTIMATE 2017	RECOMMENDED 2018	BUDGET 2018
TOTAL APPROPRIATIONS BY FUNCTION:						
GENERAL GOVERNMENT SUPPORT						
PERSONAL SERVICES	0	0	0	0	0	0
EQUIPMENT/CAPITAL OUTLAY	0	5,596	0	0	0	0
CONTRACTUAL SERVICES	144,225	143,133	183,975	164,739	175,145	175,145
CAPITAL PROJECTS	0	0	0	0	0	0
TOTAL - GENERAL GOVERNMENT SUPPORT	144,225	148,729	183,975	164,739	175,145	175,145
PUBLIC SAFETY	0	0	0	0	0	0
TRANSPORTATION	0	0	0	0	0	0
CULTURE AND RECREATION	0	0	0	0	0	0
HOME AND COMMUNITY SERVICES						
PERSONAL SERVICES	695,500	677,572	833,000	826,600	880,950	880,950
EQUIPMENT/CAPITAL OUTLAY	28,000	28,605	32,000	0	32,000	32,000
CONTRACTUAL SERVICES	272,400	74,278	230,200	114,510	272,350	272,350
CAPITAL PROJECTS	0	0	0	0	0	0
TOTAL - HOME AND COMMUNITY SERVICES	995,900	780,455	1,095,200	941,110	1,185,300	1,185,300
EMPLOYEE BENEFITS	341,700	337,887	362,675	355,700	447,325	447,325
INTERFUND TRANSFERS	83,400	83,300	84,300	81,100	86,300	86,300
TOTAL APPROPRIATIONS BY FUNCTION	1,565,225	1,350,371	1,726,150	1,542,648	1,894,070	1,894,070

TOTAL APPROPRIATIONS BY CLASS:

PERSONAL SERVICES	695,500	677,572	833,000	826,600	880,950	880,950
EQUIPMENT/CAPITAL OUTLAY	28,000	34,201	32,000	0	32,000	32,000
CONTRACTUAL SERVICES	416,625	217,411	414,175	279,248	447,495	447,495
CAPITAL PROJECTS	0	0	0	0	0	0
EMPLOYEE BENEFITS	341,700	337,887	362,675	355,700	447,325	447,325
INTERFUND TRANSFERS	83,400	83,300	84,300	81,100	86,300	86,300
TOTAL APPROPRIATIONS BY CLASS	1,565,225	1,350,371	1,726,150	1,542,648	1,894,070	1,894,070

TOWN OF ITHACA
GENERAL PART-TOWN FUND

2018 BUDGET

REVENUES:

ACCOUNT	ACCOUNT DESCRIPTION	BUDGET 2016	RECEIVED 2016	BUDGET 2017	ESTIMATE 2017	RECOMMENDED 2018	BUDGET 2018
NON- PROPERTY TAX ITEMS							
B1120	SALES TAX	950,000	950,000	950,000	1,000,000	1,000,000	1,000,000
B1170	TV FRANCHISE TAX	70,000	68,565	68,000	68,000	68,000	68,000
TOTAL - NON- PROPERTY TAX ITEMS		1,020,000	1,018,565	1,018,000	1,068,000	1,068,000	1,068,000
DEPARTMENTAL INCOME							
B2108	LETTER OF COMPLIANCE	0	660	250	1,500	1,000	1,000
B2109	ELECTRICAL INSPECTION FEES	30,200	29,435	15,000	15,000	15,000	15,000
B2110	ZONING APPLICATION FEES	4,100	2,650	3,000	2,500	3,000	3,000
B2111	BUILDING PERMITS	125,800	130,420	363,000	330,000	150,000	150,000
B2112	FIRE INSPECTION FEES	13,000	8,375	14,000	10,000	14,000	14,000
B2113	OPERATING PERMITS	9,000	8,750	10,000	12,000	10,000	10,000
B2115	PLANNING FEES	10,000	13,040	10,000	10,000	10,000	10,000
B2116	MAPLEWOOD EIS	0	11,537	0	2,461	0	0
B2120	CAYUGA LAKE WATERSHED I/O	0	0	0	0	0	0
B2192	AG/FARMLAND PROTECTION GRANT NYS	0	0	0	0	0	0
TOTAL - DEPARTMENTAL INCOME		192,100	204,867	415,250	383,461	203,000	203,000
USE OF MONEY AND PROPERTY							
B2401	INTEREST	500	778	500	800	500	500
TOTAL - USE OF MONEY AND PROPERTY		500	778	500	800	500	500
SALE OF PROPERTY/COMPENSATION FOR LOSS							
B2665	SALE OF EQUIPMENT	0	0	0	0	0	0
B2680	INSURANCE RECOVERIES	0	0	0	0	0	0
B2691	OTHER TOWN PERMIT FEES	0	0	0	0	0	0
TOTAL - SALE OF PROPERTY/COMP. FOR LOSS		0	0	0	0	0	0
MISCELLANEOUS LOCAL SOURCES							
B2701	REFUND OF PRIOR YEARS	0	0	0	0	0	0
B2770	OTHER UNCLASSIFIED REVENUE	0	0	0	0	0	0
B2782	PLANNING GRANT - PARK FOUNDATION	0	0	0	0	0	0
B2791	CORNELL - MAPLEWOOD PROJECT	0	0	100,000	100,000	100,000	100,000
TOTAL - MISCELLANEOUS LOCAL SOURCES		0	0	100,000	100,000	100,000	100,000
STATE AID							
B3001	STATE AID PER CAPITA	87,650	87,654	87,650	87,654	87,650	87,650
B3902	STATE AID - PLANNING STUDIES	53,850	121,480	28,000	28,000	84,000	84,000
TOTAL - STATE AID		141,500	209,134	115,650	115,654	171,650	171,650
INTERFUND TRANSFERS							
B5031/A	TRANSFER FROM GENERAL FUND	0	0	0	181	0	0
TOTAL - INTERFUND TRANSFERS		0	0	0	181	0	0
TOTAL REVENUES		1,354,100	1,433,344	1,649,400	1,668,096	1,543,150	1,543,150
APPROPRIATED FUND BALANCE		211,125	-82,974	76,750	-125,448	350,920	350,920
TOTAL REVENUES & OTHER SOURCES		1,565,225	1,350,371	1,726,150	1,542,648	1,894,070	1,894,070