



INCORPORATED VILLAGE OF PLANDOME MANOR

BUDGET

FOR THE YEAR JUNE 1, 2024 TO MAY 31, 2025

**FINAL BUDGET DOCUMENTS
APRIL 16, 2024**

**Plandome Manor Budget
2024-2025
Summary**

Incorporated Village of Plandome Manor
June 1, 2024 to May 31, 2025

**For Reference
Adopted
Budget Figures
2023-2024**

	<u>Projected 2024-2025</u>	<u>For Reference Adopted Budget Figures 2023-2024</u>
Appropriations (From Page 3)	\$ 1,677,245.00	\$ 1,650,197.00
Less:		
Estimated Revenues other than Real Property Taxes (Page 1)	528,245.00	586,197.00
Appropriated Surplus (Page 4)	390,000.00	320,000.00
Other Adjustment	0.00	0.00
Total Revenues	<u>918,245.00</u>	<u>906,197.00</u>
Balance to be raised by Real Property Tax Levy	<u>759,000.00</u>	<u>744,000.00</u>
Total Assessed Value of Taxable Property	<u>661,698.00</u>	<u>688,571.00</u>
Average Tax Rate per Hundred Dollars	<u>114.70</u>	<u>108.55</u>
Total to be raised by Fire District Tax	29,629.00	28,808.00
Total to be raised by Plandome Manor Village Tax	729,371.00	715,192.00
Total	<u>759,000.00</u>	<u>744,000.00</u>

	Est Levy Incr.	Households	Est Increase per HH
Note: Average incremental increase per household	\$ 15,000.00	286	\$ 52.45

Plandome Manor Budget
2024-2025

Revenues:General Fund		2021-2022	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	2023-2024	2024-2025
Description		Actual Y/E	Adopted	YTD 1/31/23	Actual Y/E	Adopted	YTD 1/31/24	Projected Y/E	Proposed
Income									
	A1090 · Int. & Late Penalties-Prop Tax	5,853.00	5,000.00	1,049.00	1,049.21	1,500.00	1,427.00	1,427.00	1,500.00
	A1120 · Sales Tax Revenue	2,423.00	2,423.00	2,092.00	4,184.00	2,092.00	0.00	2,092.00	2,092.00
	A1130 · Utilities Gross Taxes	10,743.00	10,000.00	3,638.00	8,750.00	10,000.00	8,004.00	8,750.00	8,750.00
	A1170 · Franchise Tax on Cablevision	11,172.00	10,000.00	7,909.00	12,374.00	10,000.00	5,965.00	11,000.00	11,000.00
	A1560 · Bldg. Safety Inspec Fee/Permit	179,725.00	135,000.00	103,356.00	176,508.00	140,000.00	152,330.00	175,000.00	150,000.00
	A1789 · Other Transportation Income	0.00	0.00	0.00	0.00	0.00	29,588.00	29,588.00	10,000.00
	A2401 · Interest & Earnings on bank bal	4,385.00	8,000.00	7,670.00	25,681.00	40,000.00	46,373.00	75,000.00	65,000.00
	A2401.L Use of Money&Prop LOSAP	-1,924.00	0.00	0.00	-1,030.00	0.00	0.00	0.00	0.00
	A2440 · Rental of Real Property	0.00	0.00	2,160.00	7,335.00	2,160.00	0.00	3,835.00	4,320.00
	A2560 · Street Opening Permits	2,500.00	750.00	1,500.00	1,500.00	2,500.00	1,000.00	2,000.00	2,000.00
	A2590 · Parking Permits	3,750.00	3,000.00	3,350.00	4,450.00	3,800.00	3,250.00	4,200.00	4,200.00
	A2591 · Landscaper Permits	0.00	0.00	0.00	0.00	0.00	985.00	2,500.00	2,500.00
	A2610 · Fines from Village Court	4,617.00	4,000.00	8,697.00	12,818.00	10,000.00	4,822.00	10,000.00	10,000.00
	A2655 · Other Misc. Income	1,848.00	1,000.00	25.00	17,439.00	100.00	365.00	51,915.00	350.00
	A2701 · Refunds of Prior Yr. expends	8,081.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	A2750 · AIM Funding	3,829.00	3,063.00	3,829.00	3,829.00	3,829.00	3,829.00	3,829.00	3,829.00
	A3005 · State Aid Mortgage Tax	46,686.00	35,000.00	25,783.00	39,604.00	30,000.00	9,238.00	30,000.00	30,000.00
	A3501 · State Aid Highway (CHIPS)	8,185.00	35,000.00	79,164.00	79,164.00	75,000.00	0.00	0.00	75,000.00
	A3599 · State Revenue (Grants) (Other)	985.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	3599.1 · State Grant Triangle Imp	0.00	0.00	0.00	0.00	112,704.00	0.00	0.00	112,704.00
	3599.2 · State Grant N Plandome Rd	0.00	0.00	34,882.00	34,882.00	0.00	0.00	0.00	0.00
	3599.3 · State Grant Storm Drains	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00
	A4089 · Federal Aid-Other	0.00	0.00	0.00	0.00	92,512.00	92,512.00	92,512.00	0.00
	A4960 · Federal Emergency Disaster Aid	1,447.00	0.00	12,507.00	12,507.00	0.00	0.00	0.00	0.00
	A5710 · Proceeds of Long Term Obligations	0.00	0.00	0.00	0.00	0.00	300,000.00	300,000.00	0.00
	A5031 · Transfer from Capital Fund	35,000.00	0.00	0.00	0.00	50,000.00	50,000.00	50,000.00	0.00
	Total Income	329,305.00	252,236.00	297,611.00	441,044.21	586,197.00	709,688.00	853,648.00	628,245.00

Plandome Manor Budget
2024-2025

Appropriations:General Fund		2021-2022	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	2023-2024	2024-2025
Description		Actual Y/E	Adopted	YTD 1/31/23	Actual Y/E	Adopted	YTD 1/31/24	Projected Y/E	Proposed
Expense									
	A1010 · Board of Trustees	6,560.00	6,000.00	1,501.00	5,411.00	6,000.00	2,399.00	6,000.00	6,000.00
	1110.1 · Village Court Salaries	6,000.00	6,000.00	3,923.00	6,462.00	6,000.00	3,923.00	6,000.00	6,000.00
	1110.4 · Village Justice	1,750.00	4,000.00	1,875.00	3,828.00	4,000.00	3,563.00	5,000.00	5,000.00
	1110.41 · Village Court Contractual	1,094.00	4,000.00	1,642.00	2,083.00	4,000.00	459.00	2,000.00	3,000.00
	1110.42 · Prosecutor	6,705.00	6,000.00	6,964.00	11,059.00	10,000.00	7,853.00	12,000.00	12,000.00
	1110.43 · Associate Justice	1,500.00	2,000.00	875.00	875.00	2,000.00	0.00	1,000.00	1,000.00
	1110.44 · Village Court Comp.Pgm/Supplies	1,073.00	1,500.00	123.00	458.00	1,500.00	142.00	500.00	1,500.00
	A1320 · Auditor	9,000.00	9,000.00	10,000.00	10,000.00	10,000.00	11,000.00	11,000.00	11,000.00
	1325.1 · Treasurer-Salaries	53,050.00	56,210.00	36,491.00	58,110.00	59,000.00	38,523.00	59,000.00	61,000.00
	A1410.11 · Clerk Salaries	84,336.00	85,000.00	55,577.00	88,269.00	85,000.00	55,577.00	85,000.00	90,000.00
	1410.13 · Summer Int./Temp. Help	9,106.00	18,500.00	16,718.00	16,718.00	0.00	2,465.00	2,465.00	0.00
	1410.2 · Clerk Equipment/Furniture	3,006.00	6,000.00	2,460.00	6,113.00	12,000.00	7,803.00	10,000.00	20,000.00
	1410.41 · Clerk Contractual Exp./Training	11,611.00	13,000.00	13,611.00	17,966.00	14,500.00	13,786.00	21,000.00	21,000.00
	1410.42 · clerk office equipment rental	3,143.00	3,000.00	1,912.00	2,868.00	3,000.00	1,912.00	3,000.00	3,000.00
	1410.43 · clerk telephone & fax	3,109.00	3,500.00	2,155.00	3,174.00	3,500.00	2,036.00	3,300.00	3,500.00
	1410.44 · clerk office supplies & postage	7,643.00	6,000.00	2,470.00	5,756.00	5,000.00	4,270.00	5,500.00	6,000.00
	A1420.41 · Law Contractual Services	86,033.00	75,000.00	35,597.00	67,935.00	65,000.00	46,635.00	70,000.00	65,000.00
	1420.44 · Law Codification	995.00	3,000.00	1,289.00	2,821.00	2,500.00	1,150.00	2,500.00	2,500.00
	A1440 · Engineer	44,781.00	25,000.00	2,470.00	7,220.00	25,000.00	11,160.00	21,000.00	25,000.00
	1440.10 · Engineer-GIS Mapping	0.00	0.00	0.00	9,846.00	550.00	5,145.00	6,000.00	1,650.00
	A1450 · Village Election	635.00	500.00	0.00	300.00	300.00	0.00	300.00	400.00
	A1620.41 · Buildings Contractual Expenses	1,960.00	2,140.00	1,000.00	1,720.00	2,000.00	1,240.00	2,000.00	2,000.00
	1620.47 · Buildings-rent	55,076.00	60,000.00	39,690.00	2,501.00	57,000.00	41,116.00	57,000.00	70,000.00
	1620.48 · Building - Utilities	3,611.00	4,000.00	2,563.00	4,453.00	4,000.00	1,880.00	4,000.00	5,000.00
	A1910 · Unallocated Insurance	23,201.00	29,000.00	24,265.00	25,559.00	30,000.00	28,935.00	34,000.00	37,000.00
	A1920 · Municipal Assn. Dues	8,450.00	6,000.00	3,187.00	4,387.00	6,000.00	3,152.00	6,000.00	6,000.00
	A1964 · Property Tax Refunds	0.00	0.00	6,175.00	6,174.00	6,000.00	0.00	0.00	0.00
	A1990 · Contingent Account	0.00	18,484.00	0.00	0.00	17,325.00	0.00	17,325.00	19,993.00
	A3089.11 · Grant Other	0.00	0.00	34,882.00	34,882.00	0.00	0.00	0.00	0.00
	A3089.13 · Grant Storm Drains	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00
	A3089.15 · Grant Triangle Project	0.00	0.00	0.00	0.00	112,704.00	0.00	0.00	112,704.00

Plandome Manor Budget
2024-2025

Appropriations: General Fund		2021-2022	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024	2023-2024	2024-2025
Description		Actual Y/E	Adopted	YTD 1/31/23	Actual Y/E	Adopted	YTD 1/31/24	Projected Y/E	Proposed
A3097.0	Public Safety-Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
A3410	PWFD Fire Protection								
3410.2	LOSAP	3,806.00	3,806.00	3,806.00	3,806.00	3,806.00	3,806.00	3,806.00	3,806.00
3410	PWFD Fire Protection - Other	23,890.00	24,196.00	12,945.00	23,362.00	25,002.00	14,584.50	25,002.00	25,823.00
A3620.2	Bldg Safety								
3620.41	Bldg. Inspections (Superintendent)	118,630.00	122,000.00	79,587.00	126,510.00	125,000.00	81,692.00	125,000.00	129,000.00
3620.43	Code Enforcement	11,360.00	20,000.00	4,061.00	6,580.00	15,000.00	3,185.00	6,500.00	10,000.00
A5110.2	Maintenance of Roads-Equipment	0.00	0.00	0.00	0.00	0.00	0.00	51,550.00	40,000.00
5110.47	Normal Road Care/Winter Repairs	4,672.00	12,000.00	3,824.00	3,824.00	12,000.00	7,213.00	13,000.00	12,000.00
A5112	Road Construction Perm.Impr.	7,560.00	80,000.00	16,725.00	16,725.00	300,000.00	17,500.00	117,500.00	60,000.00
5112.4	Road Construction (CHIPS)	8,185.00	35,000.00	79,164.00	79,164.00	75,000.00	0.00	0.00	75,000.00
A5142.41	Snow removal Contractor	27,190.00	50,000.00	1,150.00	5,550.00	50,000.00	1,360.00	25,000.00	40,000.00
5142.42	Snow Removal Supplies	11,642.00	20,000.00	4,487.00	6,733.00	20,000.00	4,650.00	20,000.00	20,000.00
514241a	Snow Removal - Non Roads	3,249.00	10,000.00	0.00	2,147.00	10,000.00	0.00	8,000.00	10,000.00
A5182.41	Street Lighting Inc. new fixtur	2,827.00	3,500.00	964.00	963.00	3,500.00	1,199.00	3,500.00	3,500.00
5182.42	Street Lighting elec & pole	2,046.00	3,000.00	1,637.00	2,390.00	3,000.00	1,452.00	2,500.00	3,000.00
A6560	Payroll Expenses	1,721.00	2,000.00	1,289.00	1,943.00	2,000.00	1,344.60	2,000.00	2,300.00
A8140	Storm Sewers	1,760.00	10,000.00	1,405.00	1,405.00	30,000.00	1,680.00	30,000.00	30,000.00
A8160.4	Refuse & Garbage Removal	235,000.00	255,000.00	170,000.00	255,000.00	265,000.00	176,667.00	265,000.00	253,680.00
A8170	Street Sweeping	6,400.00	6,400.00	0.00	3,490.00	6,800.00	8,368.00	10,000.00	10,000.00
A8510.41	Community Beaut-Community Maint	44,142.00	55,000.00	43,725.00	58,982.00	60,000.00	23,059.00	50,000.00	60,000.00
8510.42	Community Beaut-Projects	10,000.00	10,000.00	8,150.00	8,851.00	12,500.00	7,134.00	12,500.00	25,000.00
8510	Community Beaut-Other(Tri/Mem)	2,765.00	4,000.00	1,804.00	2,704.00	4,000.00	4,324.00	4,000.00	4,000.00
A8560	Shade Trees	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
A9025.8	401k Pension Contribution	15,396.00	17,000.00	10,300.00	16,512.00	16,610.00	10,783.00	16,610.00	17,200.00
A9025	Employee Benefits-LOSAP	-10,555.00	0.00	0.00	156.00	0.00	0.00	0.00	0.00
A9030.8	Social Security	19,228.00	21,000.00	13,880.00	21,539.00	22,000.00	13,297.00	22,000.00	23,000.00
A9040.8	Workers' Compensation	6,254.00	6,500.00	5,076.00	5,076.00	5,100.00	5,208.00	5,208.00	5,400.00
A9060.8	Benefits - Health Insurance	29,912.00	26,000.00	20,270.00	26,133.00	30,000.00	22,586.00	30,000.00	45,000.00
A9710.0	Serial Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,000.00
A9710.7	Serial Bond Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,289.00
A9788.6	Leased Assets-Principal	0.00	0.00	0.00	51,985.00	0.00	0.00	0.00	0.00
A9788.7	Leased Assets-Interest	0.00	0.00	0.00	935.00	0.00	0.00	0.00	0.00
A9950.9	Transfer to Capital Projects Fund	0.00	0.00	0.00	0.00	0.00	300,000.00	300,000.00	50,000.00
		1,020,508.00	1,252,236.00	793,664.00	1,139,413.00	1,650,197.00	1,007,216.10	1,601,566.00	1,677,245.00

**Plandome Manor Budget
2024-2025**

For the year June 1, 2024 to May 31, 2025

Fund Balance Analysis:

Audited Unassigned Fund balances at May 31, 2023	\$ 937,735
Estimated Year End Surplus May 31, 2024	\$ 304,118
Estimated Fund Balances May 31, 2024	\$ 1,241,853

Cash breakdown at January 31, 2024:

CD's	\$ 500,000
checking	42,763
Capital Funds (Not Road Funds)	103,766
Road Fund:	300,000
Money Market	107,005
NY CLASS	<u>847,860</u>
Total	\$ 1,901,394

Expected Expenses	
Road Work	\$400,000
Normal Expenses	<u>320,000</u>
Total	720,000

Expected cash balance year end \$ 1,181,394

Amount Apprriated from Reserves \$ 390,000

Tax Cap Calculation for Fiscal Year 2024-2025

Tax Levy FYE 2023/24	\$744,000
Tax Base Growth Factor	1.0000
Allowable Levy Growth Factor	1.0200
Tax Levy Limit 2023/24	\$758,880
Allowable carryover from 2023/24:	626
Max Tax Levy 2024/25:	\$759,506

**Plandome Manor Capital Fund Budget
For the year June 1, 2024 to May 31, 2025**

		Budget Officer's Recommended Transfer In from General	Budget Officer's Recommended Transfer Out to General	Adopted
Balance June 1, 2021	186,144			
Transfer in from GF 2021-2022	0	0		
Transfer out to GF 2021-2022	-35,000		35,000	35,000
Estimated Balance May 31, 2022	<u>151,144</u>			
Balance June 1, 2022	151,144			
Transfer in from GF 2022-2023	0	0		
Transfer out to GF 2022-2023	0		0	0
Estimated Balance May 31, 2023	<u>151,144</u>			
Balance June 1, 2023	151,144			
Transfer in from GF 2023-2024	0	0		
Transfer out to GF 2023-2024	-50,000		50,000	50,000
Transfer in from Bond proceeds	300,000			
Payment to Road Contractor	-300,000			
Estimated Balance May 31, 2024	<u>101,144</u>			
Balance June 1, 2024	101,144			
Transfer in from GF 2024-2025	0	50,000		
Transfer out to GF 2024-2025	0		0	0
Balance May 31, 2025	<u>101,144</u>			

**Plandome Manor Budget
2024-2025**

Incorporated Village of Plandome Manor
Budget year June 1, 2024 to May 31, 2025

Schedule of Salaries and Wages

			<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
			Total Appropriation	Total Appropriation	Total Appropriation
Unit and Title					
A1110.1	Village Court Clerk-PT 1 person for 12 months	FBK	6,000.00	6,000.00	6,000.00
A1325.1	Treasurer-PT 1 person for 12 months	CPF	56,210.00	59,000.00	61,000.00
A1410.11	Clerk-FT 1 person for 12 months	GPA	85,000.00	85,000.00	90,000.00
A3620.41	Superintendent of Buildings-FT 1 person for 12 Months	XSK	<u>122,000.00</u>	<u>125,000.00</u>	<u>129,000.00</u>
Total General Fund Salaries and Wages			<u><u>269,210.00</u></u>	<u><u>275,000.00</u></u>	<u><u>286,000.00</u></u>

I certify that this is a true copy of the budget of the
Village of Plandome Manor for the Fiscal Year ending
May 31, 2025 as it was adopted by the Village Board of
Trustees on April 16, 2024.

Signed _____

Title _____