

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2017 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Law (County Attorney)
BUDGET ACCOUNT CODE: A.1420

OBJECT CODES	2015 EXPENDITURES	2016 ADOPTED	2016 AMENDED	2017 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$230,267.83	\$299,427.00	\$348,427.00	\$307,152.00
200's EQUIPMENT	\$0.00	\$300.00	\$300.00	\$4,675.00
400's CONTRACTUAL	\$156,253.14	\$211,658.00	\$263,375.89	\$248,769.00
800's EMPLOYEE BENEFITS	\$96,061.36	\$112,055.00	\$112,055.00	\$87,921.00
TOTALS	\$482,582.33	\$623,440.00	\$724,157.89	\$648,517.00

2015 REVENUES	2016 ADOPTED REVENUES	2016 ESTIMATED REVENUES	2017 DEPARTMENT REQUESTS
\$83,932.12	\$105,000.00	\$105,000.00	\$80,000.00

Brian S. Reichenbach

SIGNED:



DEPARTMENT HEAD

TITLE:

County Attorney

DATE:

9/14/16

Budget Worksheet Report

Budget Year 2017

Account	Account Description	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2016 Actual Amount	2017 Departmental Request
Fund A - General						
REVENUE						
Department 1420 - Law (County Attorney)						
<i>Departmental Income</i>						
1265	Attorney Fees	83,895.12	105,000.00	105,000.00	64,299.82	80,000.00
<i>Departmental Income Totals</i>		\$83,895.12	\$105,000.00	\$105,000.00	\$64,299.82	\$80,000.00
<i>Sale of Property And Compensation for Loss</i>						
2655	Minor Sales, Other	37.00	.00	.00	.00	.00
<i>Sale of Property And Compensation for Loss Totals</i>		\$37.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 1420 - Law (County Attorney) Totals		\$83,932.12	\$105,000.00	\$105,000.00	\$64,299.82	\$80,000.00
REVENUE TOTALS		\$83,932.12	\$105,000.00	\$105,000.00	\$64,299.82	\$80,000.00

Budget Worksheet Report

Budget Year 2017

Account	Account Description	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2016 Actual Amount	2017 Departmental Request
Fund A - General						
EXPENSE						
Department 1420 - Law (County Attorney)						
<i>Personal Services</i>						
110	Salaries - Regular	226,350.33	298,427.00	292,127.00	169,024.56	291,152.00
120	Salaries - Overtime	.00	1,000.00	1,000.00	.00	1,000.00
130	Salaries - Part Time	3,917.50	.00	55,300.00	37,498.84	15,000.00
<i>Personal Services Totals</i>		<u>\$230,267.83</u>	<u>\$299,427.00</u>	<u>\$348,427.00</u>	<u>\$206,523.40</u>	<u>\$307,152.00</u>
<i>Equipment</i>						
210	Furniture/Furnishings	.00	.00	.00	.00	4,500.00
220	Office Equipment	.00	300.00	300.00	294.00	175.00
<i>Equipment Totals</i>		<u>\$0.00</u>	<u>\$300.00</u>	<u>\$300.00</u>	<u>\$294.00</u>	<u>\$4,675.00</u>
<i>Contractual Expense</i>						
410	Supplies	8,112.30	23,000.00	23,000.00	7,630.26	12,000.00
422	Repair/Maint-Equipment	540.00	1,208.00	1,208.00	.00	894.00
423	Telephone	689.61	1,000.00	1,000.00	172.59	650.00
424	Postage	13,009.59	22,000.00	22,000.00	12,884.00	22,000.00
426	Subscriptions	11,277.48	13,000.00	12,098.30	2,640.99	5,500.00
427	Memberships & Dues	580.00	1,500.00	1,560.00	1,560.00	2,250.00
428	Data Processing & Internet Fees	248.00	800.00	3,140.00	2,705.20	800.00
436	Advertising Fees	5,656.21	6,000.00	6,000.00	3,022.67	6,000.00
437	Consulting Fees	50,985.00	120,000.00	120,000.00	64,680.00	120,000.00
439	Misc Fees & Expenses	841.50	1,000.00	1,000.00	229.20	1,000.00
440	Legal/Transcript Fees	64,313.45	22,000.00	71,068.39	26,969.05	75,000.00
444	Travel/Education/Conference	.00	150.00	1,301.20	951.20	2,675.00
<i>Contractual Expense Totals</i>		<u>\$156,253.14</u>	<u>\$211,658.00</u>	<u>\$263,375.89</u>	<u>\$123,445.16</u>	<u>\$248,769.00</u>
<i>Employee Benefits</i>						
810	Retirement	39,181.78	45,155.00	45,155.00	21,878.01	30,441.00
830	Social Security	13,791.63	17,397.00	17,397.00	12,685.44	19,044.00
831	Medicare Contribution	3,260.69	4,154.00	4,154.00	2,966.75	4,455.00
860	Hospitalization	34,882.46	39,664.00	39,654.00	8,110.66	6,883.00
865	Dental Insurance	552.00	696.00	696.00	335.63	408.00
<i>Employee Benefits Totals</i>		<u>\$91,668.56</u>	<u>\$107,066.00</u>	<u>\$107,066.00</u>	<u>\$45,976.49</u>	<u>\$61,231.00</u>

Account	Account Description	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2016 Actual Amount	2017 Departmental Request
Fund A - General						
EXPENSE						
Department 1420 - Law (County Attorney)						
Other Benefits						
840	Workmen's Compensation	1,306.40	1,594.00	1,594.00	1,593.35	1,924.00
861	Retirees Hospitalization	3,086.40	3,395.00	3,395.00	13,588.54	24,766.00
<i>Other Benefits Totals</i>		\$4,392.80	\$4,989.00	\$4,989.00	\$15,181.89	\$26,690.00
Department 1420 - Law (County Attorney) Totals		\$482,582.33	\$623,440.00	\$724,157.89	\$391,420.94	\$648,517.00
EXPENSE TOTALS		\$482,582.33	\$623,440.00	\$724,157.89	\$391,420.94	\$648,517.00
Fund A - General Totals						
REVENUE TOTALS		\$83,932.12	\$105,000.00	\$105,000.00	\$64,299.82	\$80,000.00
EXPENSE TOTALS		\$482,582.33	\$623,440.00	\$724,157.89	\$391,420.94	\$648,517.00
Fund A - General Totals		(\$398,650.21)	(\$518,440.00)	(\$619,157.89)	(\$327,121.12)	(\$568,517.00)
Net Grand Totals						
REVENUE GRAND TOTALS		\$83,932.12	\$105,000.00	\$105,000.00	\$64,299.82	\$80,000.00
EXPENSE GRAND TOTALS		\$482,582.33	\$623,440.00	\$724,157.89	\$391,420.94	\$648,517.00
Net Grand Totals		(\$398,650.21)	(\$518,440.00)	(\$619,157.89)	(\$327,121.12)	(\$568,517.00)

2017 Salary Schedule (Position Budgeting)
County Attorney

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan. Grade & Rate	Ann. Grade & Rate				
9100	Bartlett, Amy	Asst. County Attorney - PT	\$15,000.00	Temporary	Per Diem	2/20/2016
	N/A / \$0.00	N/A / \$0.00				
12903	Kissane, Mary Elizabeth	1st Assistant County Attorney	70002.00 \$70,029.00	Full Time	Appointed F/T	5/2/2016
	N/A / \$38.48	N/A / \$38.48				
12082	Morgan, Ilana	Legal Assistant #2	\$42,866.00	Full Time	Out of UnitFT	4/2/2012
	N/A / \$20.61	N/A / \$20.61				
12880	Reichenbach, Brian	County Attorney	\$116,000.00	Full Time	Appointed F/T	2/1/2016
	N/A / \$63.74	N/A / \$63.74				
10565	Sady, Joan	Secretary to the County Attorney	\$42,500.00	Full Time	Out of UnitFT	7/25/2016
	N/A / \$20.43	N/A / \$20.43				
	N/A / \$0.00	Cnty Attorney Retiree Sick Leave	\$13,000.00			
	N/A / \$0.00	N/A / \$0.00				
	N/A / \$0.00	County Attorney Over Time	\$1,000.00			
	N/A / \$0.00	N/A / \$0.00				
	N/A / \$0.00	Legal Assistant #3	\$6,757.00			
	N/A / \$0.00	N/A / \$0.00				
		8:	\$307,152.00			

BUDGET REQUEST FOR 2017

CODE .110 - SALARIES:

- **INCREASE \$63** for Mary Elizabeth Kissane. (Typo should be \$70,092 NOT \$70,029)
- **INCREASE \$2,134** for Ilana Morgan
- **REDUCE \$13,000** for retiree sick leave - no retirees in 2017
- **REDUCE \$6757** for Legal Assistant #3 - position eliminated

CODE .210 - FURNITURE/FURNISHINGS:

- **REQUESTING \$4500** (BUDGET LAST YEAR \$ -0-) - To purchase another Rotary filing cabinet (\$2345) and desk with accessories for Laney (\$2155).

CODE .220 - OFFICE EQUIPMENT:

- **REDUCE TO \$175** for typewriter (BUDGET LAST YEAR \$300)

CODE .410 - SUPPLIES:

- **REDUCE TO \$12,000** (BUDGET LAST YEAR \$23,000)
- Used significantly less than budgeted in prior years.
- Covers cost of printing foreclosure

CODE .422 - REPAIR/MAINTENANCE:

- **REDUCE TO \$894** (BUDGET LAST YEAR \$1,208)
- This is for Amicus maintenance (\$149 per person - 6 user system)

CODE .423 - TELEPHONE:

- **REDUCE TO \$650** (BUDGET LAST YEAR \$1,000)
Attorney is no longer using County supplied cell phone

CODE .424 - POSTAGE:

- **LEAVE AT \$22,000** (BUDGET LAST YEAR \$22,000)

CODE .426 - SUBSCRIPTIONS:

- **REDUCE TO \$5,500** (BUDGET LAST YEAR \$13,000)
- Using less printed publications, utilizing online subscriptions

CODE .427 - MEMBERSHIP DUES:

- **INCREASE TO \$2250** (BUDGET LAST YEAR \$1,560)

CASSNY - \$450

NYS State Bar Assoc. - \$640

Warren County Bar Association Membership - \$315

CODE .428 - DATA PROCESSING:

- **LEAVE AT \$800** (BUDGET LAST YEAR \$800, AMENDED TO \$3140 For Amicus upgrade)

CODE .436 - ADVERTISING:

- **LEAVE AT \$6,000** (BUDGET LAST YEAR \$6,000)

CODE .437 - CONSULTING FEES:

- **LEAVE AT \$120,000** (BUDGET LAST YEAR \$120,000)
Abstractor for Foreclosure

CODE .439 - MISCELLANEOUS FEES & EXPENSES:

- **LEAVE AT \$1,000** (BUDGET LAST YEAR \$1,000)

CODE .440 - LEGAL/TRANSCRIPT FEE:

- **INCREASE TO \$75,000** (BUDGET LAST YEAR \$22,000, AMENDED TO \$71,068.39)

Greater amount of litigation requiring outside representation
\$45,000 contract with Bartlett Pontiff Stewart & Rhodes (We used to split this with Westmount, now we have to pay the entire amount out of this department)

Warren County Salary Schedule

Budget Year 2016

Budget Year	2016			
Position Title	Departmental Request	Budget Officer's Recommendation	Tentative Budget	Adopted County Budget
A.1420 - General.Law (County Attorney)				
1st Assistant County Attorney	34192.00	70092.00	70092.00	70092.00
Asst. County Attorney - PT	35000.00	0.00	0.00	0.00
Cnty Attorney Retiree Sick Leave	0.00	13000.00	13000.00	13000.00
County Attorney	119850.00	122846.00	122846.00	122846.00
County Attorney Over Time	1000.00	1000.00	1000.00	1000.00
Legal Assistant #1	41820.00	42866.00	42866.00	42866.00
Legal Assistant #2	41820.00	42866.00	42866.00	42866.00
Legal Assistant #3	0.00	6757.00	6757.00	6757.00
SubTotal	273682	299427	299427	299427

Budget Position - 1129 - Legal Assistant #2



G/L Account	Type	Code	Amount
A.1420 110 - General.Law (County Attorney) Salarie...	Earnings		\$45,000.00
A.1420 830 - General.Law (County Attorney) Social ...	Tax	FICA (Fica Withholding)	\$2,790.00
A.1420 831 - General.Law (County Attorney) Medica...	Tax	Medicare (Medicare Withholding)	\$653.00
A.1420 865 - General.Law (County Attorney) Dental ...	Benefit	Dental Individua (Delta Dental Ind...	\$120.00
A.1420 810 - General.Law (County Attorney) Retire...	Benefit	Tier 6 A15 (Retirement Tier 6 A15)	\$4,050.00
A.1420 860 - General.Law (County Attorney) Hospit...	Benefit	INDV Coverage (Individual Health...	\$6,883.00
Total			\$59496.00

Current Cost

Salary	\$42866.00
FICA	\$2657.69
Medicare	\$621.56
Dental	\$120.00
Retirement	\$3857.94
Hospital	\$6883.00
Total	\$57006.19

Total Budgetary impact \$2,489.81 increase