



Larchmont - Mamaroneck Joint Garbage Disposal Commission



740 West Boston Post Road • Mamaroneck, NY 10543 • 914-381-7810

Agenda for the October 20, 2022, Sanitation Commission Meeting

1. Brief Review and Discussion of the 2021 Year End Close-Out
2. YTD 2022 Budget
3. Proposed 2023 Budget
4. Edit Existing 2022 Allocation IMA for a 2023 Roll-Over

October 20,2022

Honorable Supervisor Jaine Elkind-Eney

Honorable Mayor Lorraine Walsh

Re: 2023 Proposed Sanitation Commission Budget

OVERVIEW

I am pleased to transmit the 2023 Proposed Sanitation Commission Budget. As you well know, this is the first budget I have prepared since becoming the Superintendent this past summer. It has been a difficult budget to prepare because of the unknowns surrounding the future of the Commission. I believe I have accounted for a reasonable amount of uncertainty in this budget while still maintaining current service levels.

The proposed 2023 budget totals \$4,190,917, which is an increase of \$306,195 from the 2022 adopted budget. This total includes \$2,149,997 in operation and maintenance support and \$2,040,920 in general budget support. The total municipal revenue required to support the 2023 proposed budget has been apportioned at 59% to the Town and 41% to the Village. The total revenue required of the Town is \$2,381,568, or an increase of \$186,313 and from the Village is \$1,654,988, or an increase of \$129,471. This additional revenue represents an 8% increase.

REVENUES

The total revenue increase of \$306,195 is predominantly the result of the increase in revenue from both municipalities. Little has changed in the other revenue received by the Commission. I do have proposed fee increases for your consideration, as well, but the total of that change would not materially increase budgetary revenue.

EXPENDITURES

The largest expenditure increases have been budgeted in the following categories:

- Contractual salaries (\$30,085)
- Diesel fuel (\$36,250)
- County disposal fees (\$37,712)
- Health insurance (\$65,941)
- Attorney (\$43,300)
- Capital expense (\$102,960)

On a positive note, budgeted pension costs have been reduced by \$68,485 based on the most recent estimate from the State Comptroller's Office.

Further explanation of key proposed expenditures is as follows:

The contractual increase for employee salaries is 2%. I have allowed for some additional hours for part time employees. We have had numerous times where we have been short-staffed mainly due to illnesses and vacation time utilization. I would like the opportunity to add to our part time hours to

enable us to have more regular part time staff available to us to cover operations. The only increase in administration salaries I have included in the budget is for the Treasurer and I have set that at 3%, which is what we are proposing for management/non-union salaries in the Town budget. No other salaries or stipends have been increased other than regular staff mentioned above.

I have significantly increased utility costs to be consistent with the increases we are budgeting for in the Town budget for items such as electricity, water, and fuel.

We have been told to expect an increase to \$32.51 per ton for the County disposal fees. This is up from \$30.98 for the current year.

I have maintained the contingency level currently in the 2022 budget. Since we do not know the breadth of potential costs relative to any change that may be made to operations after the end of 2023, I firmly believe we need available funds to manage unknown expenses that may come up in anticipation of changes for 2024.

The health insurance estimated expenditures have been increased by \$65,941, or 10% of premiums.

I have added \$43,300 to attorney fees, again, to safeguard against any additional legal support necessary for any transition in operations in 2024.

Lastly, the capital cost of \$102,960 included in the budget is to make improvements to the existing deteriorating trench drains. The sanitation hopper currently drains to a small holding tank and requires frequent service. This project will connect the hopper to the sanitary sewer and eliminate the cost and frequency of tank pump-outs, and the new oil separator will ensure continued compliance with stormwater discharge regulations.

PROJECTED 2022 TOTALS

Attached to this memorandum is also a projection summary for operations at the end of 2022. I am anticipating a total savings of nearly \$56,000 from operations in 2022. The unbudgeted distribution made to the Town and Village in 2022 was \$549,247. In addition to the operational savings and unbudgeted expense, I am projecting additional revenue in the amount of \$20,923 and FEMA reimbursement of \$183,966 for previous IDA related expenses.

FUND BALANCE

A fund balance projection is provided for the end of the 2022 fiscal year. Based on a review of 2022 operations as of the end of September, the expected fund balance is \$427,112. This is a reduction from the fund balance at the end of 2021 of \$715,813, largely as a result of the fund distribution to both communities that was completed this past summer.

I look forward to our discussion regarding the proposed 2023 budget.



Meredith S. Robson

Larchmont-
Mamaroneck
Sanitation
Commission
2023 Proposed
Budget

LARCHMONT MAMARONECK JOINT GARBAGE DISPOSAL COMMISSION
 2023 PROPOSED BUDGET

Acct. #	Description+A1:N44	2021 ACTUALS	2022 ADOPTED BUDGET	2022 YEAR-TO-DATE	2022 PROJECTED ACTUALS	2023 PROPOSED BUDGET	Variance in \$ from 2022 Adopted
200	Operation/Maintenance						
201	Salaries -Full Time	\$ 1,407,726	\$ 1,421,247	\$ 1,128,457	\$ 1,476,948	\$ 1,451,332	\$ 30,085
201A	Salaries - Overtime	72,252	51,000	43,562	51,000	52,100	1,100
202	Salaries-Part Time	62,400	61,200	54,430	62,424	65,000	3,800
203	Materials/Supplies	12,417	13,000	5,964	13,000	13,000	-
203A	Dumpsters Waste Containers	37,018	25,000	16,720	25,000	26,000	1,000
204	Equipment Repairs	25,260	22,000	30,284	35,000	22,000	-
205	Building/Grounds Repairs	23,411	12,500	7,561	12,500	12,500	-
206	Electricity	7,259	9,000	6,191	10,000	12,000	3,000
207	Water/Sewer Rent	454	800	1,512	1,400	1,500	700
208	Fuel Oil	2,919	4,000	3,798	7,200	10,403	6,403
209	Propane Fuel		-				-
210	Diesel Fuel	52,272	62,000	44,194	68,000	98,250	36,250
211	Gasoline		1,200		500	1,200	-
212	County Garbage Disposal Fees	269,804	253,000	164,678	253,000	290,712	37,712
213	Yard Waste/Organics Disposal Fees	16,737	20,400	13,335	20,400	21,500	1,100
213A	Food Waste Disposal Fees		1,200	482	1,200	1,200	-
214	Uniforms	10,433	9,000	5,417	8,000	11,000	2,000
215	Highway Tolls	8,705	10,200	6,481	10,200	10,200	-
216	Service Contracts	43,397	35,000	36,610	35,000	44,000	9,000
217	Exterminator	675	675	630	800	1,100	425
218	Miscellaneous	8,613	5,000	3,000	5,000	5,000	-
Total Operation/Maintenance		2,061,752	2,017,422	1,573,307	2,096,572	2,149,997	132,575
301	Salaries-Administration	55,500	66,300	52,269	72,167	69,645	3,345
301A	Clerical Help-Part Time	5,000	5,000	5,000	5,000	5,000	-
302	Contingency		150,000	-	25,000	150,000	-
303	Printing & Stationary	379	2,500	127	2,500	2,500	-
304	Office Supplies	2,134	2,500	2,252	2,500	2,500	-
305	Telephone	1,312	2,200	635	1,800	2,300	100
306	Sewer Tax	4,037	4,800	4,051	4,800	4,500	(300)

LARCHMONT MAMARONECK JOINT GARBAGE DISPOSAL COMMISSION
2023 PROPOSED BUDGET

Acct. #	Description+A1:N44	2021 ACTUALS	2022 ADOPTED BUDGET	2022 YEAR-TO-DATE	2022 PROJECTED ACTUALS	2023 PROPOSED BUDGET	Variance in \$ from 2022 Adopted
307	Payroll Processing		10,000	7,344	10,000	11,000	1,000
308	Public Notices	9,838	500	-	200	1,500	1,000
309	Employee Retirement	253,948	262,000	65,681	262,000	193,515	(68,485)
310	Insurance-Liability	87,587	97,000	87,145	97,000	106,700	9,700
311	Insurance-Life	646	1,000	535	1,000	800	(200)
312	Insurance-Health	662,633	705,000	642,822	702,000	770,941	65,941
312A	Medicare Payments	25,541	34,400	24,642	24,642	26,615	(7,785)
313	Insurance-Disability	636	1,000	408	600	650	(350)
314	Insurance -Worker's Comp	349,621	340,000	314,352	315,000	346,412	6,412
316	Social Security	112,262	120,000	92,649	127,184	125,313	5,313
316A	Commuter Tax	6,959	7,400	2,137	2,800	5,569	(1,831)
317	Attorney	3,220	6,700	15,894	25,000	50,000	43,300
319	Recycling Equipment	20,503	15,000	17,363	18,000	25,000	10,000
320	Dental Insurance	25,918	26,000	21,731	26,700	27,000	1,000
322	Auditor	6,250	8,000	6,600	6,600	10,500	2,500
323	Transfer to Capital		-			102,960	102,960
	Distribution of Surplus-VOL			370,919	370,919		-
	Distribution of Surplus-TOM			178,328	178,328		-
	Total General Charges	1,633,924	1,867,300	1,912,884	2,281,740	2,040,920	173,620

Total Expenses	\$ 3,695,676	\$ 3,884,722	\$ 3,486,191	\$ 4,378,312	\$ 4,190,917	\$ 306,195
NET	\$ (14,265)	\$ -	\$ 221,374	\$ (288,701)	\$ -	\$ -

**LARCHMONT MAMARONECK JOINT GARBAGE DISPOSAL COMMISSION
2023 PROPOSED BUDGET**

59/41%

REVENUES	2021 ACTUALS	2022 ADOPTED BUDGET	2022 YEAR-TO-DATE	2022 PROJECTED ACTUALS	2023 PROPOSED BUDGET	Variance in \$ from 2022 Adopted
Revenue Town of Mamaroneck @ 59%	2,057,019	2,195,255	1,829,379	2,195,255	2,381,568	186,313
Revenue Village Of Larchmont @ 41%	1,441,313	1,525,517	1,525,317	1,525,517	1,654,988	129,471
Insurance Recovery	31,120	10,000	16,391	10,000	-	(10,000)
Health Insurance-Employee Deductions	44,149	53,000	41,483	50,500	51,181	(1,819)
Inter-Government Charges- New Rochelle IMA		13,000	37,723	37,723	14,480	1,480
Rental Income	51,946	48,000	43,288	52,000	52,000	4,000
Miscellaneous	665	500			-	(500)
Sales of Product Income	18,619	17,000	12,300	15,000	13,500	(3,500)
Interest Income	45	450	472	650	1,200	750
Dumpster Fees	36,535	22,000	17,245	19,000	22,000	-
Refund of Appropriations - Prior Years		-				-
FEMA Reimbursement			183,966	183,966	-	
Applied Surplus						-
Total REVENUE	\$ 3,681,411	\$ 3,884,722	\$ 3,707,565	\$ 4,089,611	\$ 4,190,917	\$ 306,195

	Actual	Budget	over Budget	% of Budget	Projected 22 YE Budget	
Expenses						
201 Salaries-Full Time	1,018,704.37	1,421,247.00	-402,542.63	71.68%	\$1,476,947.71	
201A Salaries-Overtime	39,009.65	51,000.00	-11,990.35	76.49%	\$51,000.00	
202 Salaries-Part Time	49,830.49	61,200.00	-11,369.51	81.42%	\$62,424.00	
203 Materials/Supplies	5,391.32	13,000.00	-7,608.68	41.47%	\$13,000.00	
203A Dumpsters	16,720.00	25,000.00	-8,280.00	66.88%	\$25,000.00	
204 Equipment Repairs	30,328.67	22,000.00	8,328.67	137.86%	\$35,000.00	
205 Building/Grounds Repairs	7,560.95	12,500.00	-4,939.05	60.49%	\$12,500.00	
206 Electricity	5,303.11	9,000.00	-3,696.89	58.92%	\$10,000.00	
207 Water/Sewer Rent	930.45	800.00	130.45	116.31%	\$1,400.00	
208 Fuel Oil	3,013.48	4,000.00	-986.52	75.34%	\$7,200.00	
210 Diesel Fuel	44,193.71	62,000.00	-17,806.29	71.28%	\$68,000.00	
211 Gasoline		1,200.00	-1,200.00	0.00%	\$500.00	
212 County Landfill	164,678.02	253,000.00	-88,321.98	65.09%	\$253,000.00	
213 A Food Waste	481.74	1,200.00	-718.26	40.15%	\$1,200.00	
213 Organic Landfill	11,497.47	20,400.00	-8,902.53	56.36%	\$20,400.00	
214 Uniforms	5,416.80	9,000.00	-3,583.20	60.19%	\$8,000.00	
215 Highway Tolls	5,690.70	10,200.00	-4,509.30	55.79%	\$10,200.00	
216 Service Contracts	33,942.82	35,000.00	-1,057.18	96.98%	\$35,000.00	
217 Exterminator	555.00	675.00	-120.00	82.22%	\$800.00	
218 Miscellaneous	3,000.05	5,000.00	-1,999.95	60.00%	\$5,000.00	
301 Salaries-Administration	47,692.30	66,300.00	-18,607.70	71.93%	\$72,167.00	
301A Clerical Help-Part Time	5,000.00	5,000.00	0.00	100.00%	\$5,000.00	
302 Contingent		150,000.00	-150,000.00	0.00%	\$25,000.00	
303 Printing & Stationary	126.50	2,500.00	-2,373.50	5.06%	\$2,500.00	
304 Office Supplies	2,031.83	2,500.00	-468.17	81.27%	\$2,500.00	
305 Telephone	634.79	2,200.00	-1,565.21	28.85%	\$1,800.00	
306 Sewer Tax	4,050.97	4,800.00	-749.03	84.40%	\$4,800.00	
307 Payroll Processing	6,484.20	10,000.00	-3,515.80	64.84%	\$10,000.00	
308 Public Notices		500.00	-500.00	0.00%	\$200.00	
309 Employee Retirement	65,681.00	262,000.00	-196,319.00	25.07%	\$262,000.00	
310 Insurance-Liability	87,144.53	97,000.00	-9,855.47	89.84%	\$97,000.00	
311 Insurance-Life	481.51	1,000.00	-518.49	48.15%	\$1,000.00	
312 Insurance-Health	584,417.30	705,000.00	-120,582.70	82.90%	\$702,000.00	
312A Medicare Payments	24,642.00	34,400.00	-9,758.00	71.63%	\$24,642.00	
313 Insurance-Disability	279.09	1,000.00	-720.91	27.91%	\$600.00	
314 Insurance-Worker's Comp	314,352.14	340,000.00	-25,647.86	92.46%	\$315,000.00	
316 Social Security	83,543.31	120,000.00	-36,456.69	69.62%	\$127,184.21	
316A Commuter Tax	2,025.92	7,400.00	-5,374.08	27.38%	\$2,800.00	
317 Attorney	15,894.06	6,700.00	9,194.06	237.22%	\$25,000.00	
319 Recycling Equipment	16,553.15	15,000.00	1,553.15	110.35%	\$18,000.00	
320 Dental Insurance	19,810.18	26,000.00	-6,189.82	76.19%	\$26,700.00	
322 Auditor	6,600.00	8,000.00	-1,400.00	82.50%	\$6,600.00	
324 Distribution of Surplus VOL	370,919.00		370,919.00		\$0.00	
325 Distribution of Surplus TOM	178,328.00		178,328.00		\$0.00	
Total Expenses	\$ 3,282,940.58	\$ 3,884,722.00	-\$ 601,781.42	84.51%	\$ 3,829,064.92	\$ 4,378,311.92

To Fund Bal

\$ 55,657.08

	Actual	Budget	over Budget	% of Budget	Projected YE 2022	
Income						
Dumpster Fees	14,170.24	22,000.00	-7,829.76	64.41%	\$19,000.00	
Health Insurance Refund	37,904.08	53,000.00	-15,095.92	71.52%	\$50,500.00	
IMA-City of New Rochelle	37,723.64	13,000.00	24,723.64	290.18%	\$37,723.00	
Insurance Recovery	10,000.35	10,000.00	0.35	100.00%	\$10,000.00	
Interest Income	247.64	450.00	-202.36	55.03%	\$650.00	
Miscellaneous Income		500.00	-500.00	0.00%	\$0.00	
Rental Income	38,959.20	48,000.00	-9,040.80	81.17%	\$52,000.00	
Sales of Product Income	11,364.08	17,000.00	-5,635.92	66.85%	\$15,000.00	
Town of Mamaroneck Tax Levy	1,646,441.28	2,195,255.00	-548,813.72	75.00%	2,195,255.00	
VOL Tax Levy	1,525,317.00	1,525,517.00	-200.00	99.99%	1,525,517.00	
Total Income	\$ 3,322,127.51	\$ 3,884,722.00	-\$ 562,594.49	85.52%	\$ 3,905,645.00	\$ (20,923.00)
Other Income						
Other Miscellaneous Income	183,965.79		183,965.79			
Total Other Income	\$ 183,965.79	\$ 0.00	\$ 183,965.79		\$ 0.00	

LMJGC
2023 FUND BALANCE PROJECTION

	TOTAL
Fund Balance @ 12/31/21	\$ 715,813
Projected Revenue- FY 2022	\$ 3,905,645
Projected Expenses- FY 2022	(3,829,065)
2022 Distribution to TOM and VOL	(549,247)
FEMA Reimbursement from IDA	183,966
FUND BALANCE @ 12/31/2022	\$ 427,112
Proposed Revenue- FY 2023	4,190,917
Proposed Expenses- FY 2023	(4,190,917)
FUND BALANCE @ 12/31/2023	\$ 427,112