

**NASSAU COUNTY  
NEW YORK**



**EDWARD P. MANGANO  
COUNTY EXECUTIVE**

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# **2018 NIFA CONFORMED ADOPTED BUDGET**

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## **SUMMARY OF FISCAL 2018 DECEMBER 2017**

**ORDINANCE NO. 132-2017 AS CONFORMED TO THE  
2018-2021 MULTI-YEAR FINANCIAL PLAN APPROVED PURSUANT TO  
NASSAU COUNTY INTERIM FINANCE AUTHORITY RESOLUTION 17-700**



**NEW SLOAN-KETTERING CANCER CENTER IN UNIONDALE**



**NEW NASSAU VETERANS MEMORIAL COLISEUM**



**NEW ATHLETIC FIELDS AT BAY PARK**



**NEW ATHLETIC FIELDS AT EISENHOWER PARK**

**OFFICE OF MANAGEMENT AND BUDGET**

**Deputy County Executive**

**Mark Page**

**Budget Director**

**Andrew Persich**

**FINANCE & OPERATIONS**

**Deborah Austin  
Steve Conkling  
William Cote  
Joseph Devito  
Randy Ghisone  
Susan Jurman  
Steve Munzing  
Jeffrey Nogid  
Christopher Nolan  
Irfan Qureshi  
Anthony Romano  
Martha Worsham**



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Nassau County**

**New York**

For the Fiscal Year Beginning

**January 1, 2017**

*Christopher P. Morill*

Executive Director

**TRANSMITTAL LETTER FROM THE  
COUNTY EXECUTIVE**



EDWARD P. MANGANO  
COUNTY EXECUTIVE



OFFICE OF THE COUNTY EXECUTIVE  
THE THEODORE ROOSEVELT EXECUTIVE & LEGISLATIVE BUILDING  
1550 FRANKLIN AVENUE  
MINEOLA, NEW YORK 11501  
516-571-3131

September 15, 2017

Dear Neighbors,

The 2018 Proposed County Budget reflects the culmination of eight years in improving Nassau County's economy and quality of life. The Mangano Administration is proud that S&P Global Ratings "revised the outlook on the long-term rating to stable from negative due to the County's improved financial position", and this budget builds on the sound financial practices that have improved Nassau's finances. These sound financial practices coupled with innovative policy choices has led to a significantly safer Nassau County, increased population especially among millennials, ended the veterans housing crisis, improved parks, created jobs and reduced unemployment to the lowest in the region and, many times, the lowest in the State. In addition, it recognizes certain cost increases each year. The Proposed Budget closes the \$378 million structural deficit we inherited in 2010 and addresses the unaccounted-for hundreds of millions of dollars in decades-old unresolved property tax grievances. This year brings additional financial challenges with the need to make further investments in public safety and the increased expenses related to overall contractual employee salaries, healthcare, pension costs, and litigation judgments. Despite these increases, through smart government initiatives the net financial impact of the 2018 Proposed Budget is approximately \$28 million, or less than 1% compared to the 2017 Budget.

While significant progress has been made in repairing the County's finances, the most notable impact in the financial plan is the elimination of borrowing for tax certiorari refunds and other judgments and settlements. Of all the counties in New York, only Nassau must pay for the property tax refunds of the local towns, special districts and school districts. For decades, the County has had no option but to borrow to fund this broken system, which requires it to pay one dollar in refunds for every 16 cents it receives in taxes. This decades-long practice resulted in the County issuing almost \$2 billion of debt to fund tax certiorari payments, of which approximately \$900 million is still outstanding. Moreover, the courts have ruled that Nassau County does not have the jurisdiction to correct this inequity without the support of New York State. While the State hasn't adopted all of our certiorari fix recommendations, the State did enact County-requested legislation to establish a Disputed Assessment Fund (DAF), which properly allocates the cost of commercial property tax refunds to commercial property owners. Coupled with DAF is the successful Residential Small Claims Assessment Review Settlement Program which has saved taxpayers \$20+ million annually. These successful initiatives along with our surplus of fund balance gave us the ability to not borrow for tax certiorari refunds in 2017 and, with the Proposed Budget, the County will once again not borrow for tax certiorari refunds.

Nassau County Office of Management and Budget



The Proposed Budget is balanced on a budgetary basis and the more stringent Nassau County Interim Finance Authority (NIFA)-defined GAAP standard. If the path that has been paved over the last seven plus years, including the Proposed Budget, is adhered to by the County Legislature and the next County Executive, the residents of Nassau County will maintain the quality of life which has been enhanced by the policies of my Administration. Overall, economic indicators are on the rise in Nassau County. After losing private sector jobs for more than 10 years, good middle-class jobs have begun to return and our population is growing. Home values have increased and Nassau continues to lead the region with the lowest unemployment rate. To build upon this success and protect middle-class families, this Proposed Budget holds the line on property taxes in the major funds. However, there will be an increase in rates to fund the previously voter-approved Environmental Bond Fund debt service. In addition, as I identified in 2011, the sewer budget has been masking an operational budget gap through the draw-down on fund balance since 2007. In correcting this imbalance, I sought to minimize this impact via a proposed public private-partnership; however, since this proposal was not adopted by the Legislature the County has no choice but to address the imbalance with a small rate increase. In addition, revenue enhancements are also necessary to fund public safety costs to maintain our efforts to reduce crime, which has decreased by 27% since 2010.

Our low crime rate, combined with quality of life and economic policies, contribute to our success in attracting and retaining local employers. Together with my economic development team, we have created more than 25,000 new jobs and employment opportunities. Success stories include winning Dealertrack Technologies and Hain Celestial's headquarters for Nassau over that of locations outside of New York State. R-Best Produce, Display Technologies, JESCO Lighting, New York Vanity and Supreme Screw all relocated their jobs and headquarters from other counties and cities to Nassau. New industries have emerged in cyber security and television and film production. These are true brick and mortar investments and the 2018 Proposed Budget continues to build upon this record of success.

To attract new jobs and expand the economy, government must do all it can to hold the line on property taxes. Nassau County has succeeded in that mission. While schools made up 67% of your tax bill in 2009, school taxes, on average, made up 71% in 2016. Nassau had the reverse trend. Nassau County on average made up 19% of your total tax bill in 2009, versus approximately 16% in 2017. While many neighboring municipalities increased property taxes by double-digits since 2010, Nassau County froze property taxes for six out of seven years. Combined with the elimination of the County Home Energy Tax and a 20% reduction in the size of government, more money is in our residents' wallets than in the pocket of government. In cooperation with the County Legislature and NIFA, we have improved our finances by addressing two decades of non-structural fiscal policies with systematic reforms rather than burdening homeowners with enormous tax increases to address problems of the past. Our progress includes:

- Ended borrowing for tax refunds – 100% paygo;
- Ended borrowing for ordinary litigation;
- Ended borrowing for employee termination pay;

- Reduced the size of government by 1,700 positions - which reduces costs for this generation and will save future generations significant dollars in reduced pension and healthcare costs for a current annual savings of approximately \$160 million;
- Produced budgetary surpluses through strong fiscal management which has increased Nassau County's budgetary fund balance from \$60 million to \$200 million- thus exceeding the 4% or \$120 million goal set forth by the County's Fund Balance and Reserves policy;
- Reduced the size of government - consolidating ten departments into four and saving taxpayers \$4 million annually;
- Entered into new labor agreements that save hundreds of millions of dollars by implementing a new salary structure and requiring new employee contributions to healthcare and pension costs while reforming work rules. The agreements partially settled costly litigation and provide financial stability for the County;
- Implemented a Residential Small Claims Assessment Review Settlement Program to curtail \$20+ million in annual waste and eliminate the accumulation of future debt; and
- Established a Disputed Assessment Fund which is drastically reducing by tens of millions of dollars annually the taxes or debt necessary to fund commercial property tax refunds.

Cost-cutting public-private partnerships were launched to save taxpayers hundreds of millions of dollars while improving services for residents. Successes include:

- \$233+ million in savings through a public-private partnership with United Water (now SUEZ Water Long Island Inc.) for the operation and maintenance of wastewater facilities, including a guaranteed \$10 million in annual savings;
- \$30 million in annual savings by launching a public-private partnership for Nassau County's bus system;
- Millions of dollars in utility and capital improvement savings through a public-private partnership that has transformed the Nassau Veterans Memorial Coliseum into a world-class arena;
- New indoor twin ice skating rinks and an outdoor rink at Northwell Health Ice Center in Eisenhower Park -built at no cost to taxpayers -will host official NY Islander practices and youth hockey leagues and share their profits with taxpayers;
- New Museum of American Armor- which generates new revenue for the Old Bethpage Village Restoration and creates a permanent living classroom for a new generation of Americans to appreciate the battlefield sacrifices made on their behalf;
- New athletic fields at Mitchel Athletic Complex - constructed in partnership with Molloy College without taxpayer dollars and open for use by our residents; and
- The NY Cosmos Practice Field - a new soccer field at Mitchel Athletic Complex - constructed without taxpayer dollars and open for use by our residents.

- The community center at Wantagh Park was demolished and rebuilt, along with a new mini golf course;
- A kayak launch and boardwalk were constructed at Milburn Creek Park;
- In East Rockaway, a brand new Bay Park is now open to the public with athletic fields and a first-class playground and picnic pavilion;
- The former Social Services Building in Garden City is being converted into a new Family Court;
- A new crime lab is nearly completed in Westbury and a new Police Training Academy is planned at Nassau Community College;
- Aging police precincts are being replaced with new buildings that better serve our communities;
- Plans are underway to install sewer systems in parts of our north shore; and
- The Bayville Bridge will undergo additional repairs and the final phase of West Shore Road reconstruction is ongoing.

There is so much to be proud of, and the foundation has been built for a strong future. I had an exciting vision for Nassau, which has become a reality. Our County is on a wonderful path that continues to provide for financial stability by addressing the assessment system which is responsible for approximately \$900 million in current debt. The new administration will hopefully continue to create more jobs and housing opportunities. Working with the County Legislature and NIFA, they can and should be able to continue to provide an affordable government for taxpayers, while maintaining public safety and working tirelessly to make Nassau an even better place to live, work and raise a family.

Sincerely,



Edward P. Mangano  
County Executive



# **COUNTY MISSION, VISION AND VALUES STATEMENT**



## **COUNTY MISSION, VISION AND VALUES**

### **MISSION**

The Mangano Administration's primary Mission is to right-size government through cutting wasteful spending, eliminating duplicate services, and delivering essential services without raising real property taxes.

### **VISION**

- Provide Nassau County's government services through efficiency, consolidation and/or elimination of various departments and functions which are duplicate
- Continue to provide essential governmental services in an efficient and diligent manner
- Contain expense growth at all levels of government
- Administer County government more efficiently, utilizing shared services, workforce management, consolidations, and increased productivity
- Maintain Nassau County's quality of life for residents and future generations

### **COUNTY VALUES**

To maintain Nassau County's model suburban quality of life for future generations

**Nassau Residents First** – to instill County pride and develop community cohesiveness

**Constituent Loyalty** – to provide the most efficient services

**Conscientious** – to approach issues in a fair and thoughtful manner

**Accountable** – to accept responsibility regardless of outcomes

**Resourceful** – to achieve outstanding performance and reach creative solutions

**Effective** – to serve each and every day to our fullest potential

**Sincere** – to seek veracity in all issues to achieve the best possible outcomes



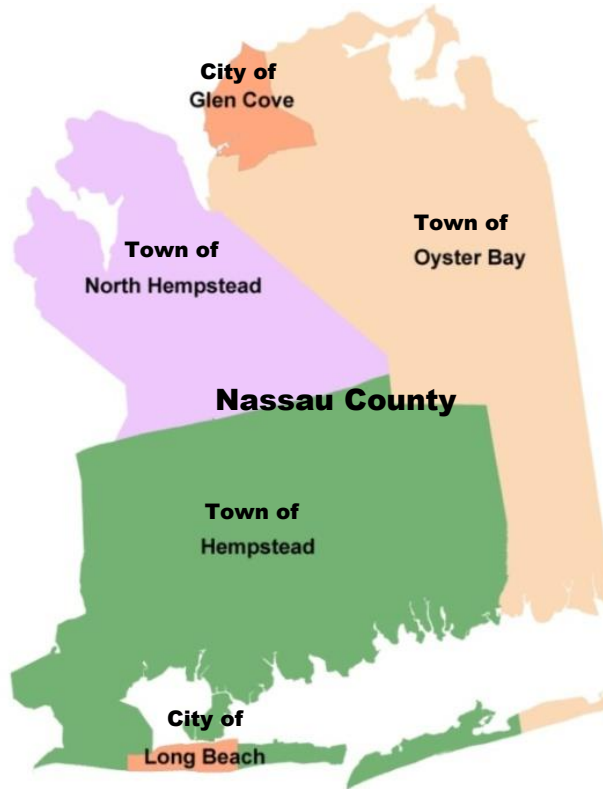


## **EXECUTIVE SUMMARY**





**EXECUTIVE SUMMARY**



**Overview**

County Executive Curran inherited a 2018 NIFA Conformed Budget that contained major shortfalls. These included a tax certiorari backlog from the previous Administration and Legislature of over \$565 million and an unfunded budget judgement for the “Restivo” wrongful conviction settlement of \$43.8. In addition, the County finished 2017 with a GAAP deficit of over \$100 million. These issues required immediate attention to produce a GAAP balanced budget for 2018.

On March 15<sup>th</sup> the County Executive delivered to NIFA a GAAP balanced amended budget for 2018. The revised budget funded the Restivo judgment that became final on January 8, 2018, and required full payment by February 7, 2018 and restored funding for certain social programs cut by the prior administration. Resources were identified to fund these needs from better than expected sales tax performance, capital financing in lieu of operating funds to construct a new police academy, and vacancy savings, combined with other operating agency initiatives to contain expenditures and boost revenues. To date, the Legislature has not fully approved the amendment, and further by not approving the boot and tow contract is leaving uncollected revenue which would

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## EXECUTIVE SUMMARY

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net the County \$9 million in revenue. It should be noted that over \$700 million in deficit bonds were amassed over the past eight years to pay for non-capital items.

By the end of 2017, the County tax certiorari liability had grown to more than **\$565** million. Although the prior Administration ended bonding for tax certiorari claims, the amount the County owed continued to grow. Payment of these claims in 2017 entirely used up the County's available fund balance. The Curran Administration is left with the task of finding the resources to meet this large outstanding liability. The tax certiorari liability reflects approximately **19%** of the County's operating budget and **60%** of the County's property tax levy. The problem of paying cert claims is enormously inflated by the "County Guarantee" which requires the County to pay virtually 100% of overpayment claims on property tax while receiving only 15% of the County-wide levy. These payments are particularly difficult because they are for services County taxpayers enjoyed in the past; they buy no services now when the payments are due. Payment of this amount out of current operating funds would be impossibly disruptive to the welfare of the County. Since January, the County administration has pursued settlement of tax claims with the Long Island Power Authority (LIPA) which, if successfully concluded, will phase in fair taxable assessments of LIPA properties in the County over time and eliminate approximately \$200 million in LIPA claims stemming from overpayment of taxes in the past. This would reduce the amount owing by the County for past cert claims to approximately \$360 million. The County is looking to finance this accumulated liability to spread the impact of payment over a number of years.

At the same time, the Administration has been working intensely to reduce the level of claims for tax overpayments which it is obliged to pay on an ongoing basis. Claims derive from inconsistencies in the valuations of properties for tax purposes maintained by the County Department of Assessment. These valuations vary over time with physical changes and market fluctuations. The prior Administration froze these values as of 2011, causing them to be progressively more out of date and subject to challenge over the years since. As a result of extraordinary efforts by the Curran Administration, a new assessment roll with current values of properties will be published in January 2019, which should, over time, reduce the volume of claims for unfair overpayment of taxes. County Executive Curran is also committed to maintaining the new assessment roll as required by professional assessment standards. During 2018, the Administration is committed to paying ongoing tax claims with county bonding and will revisit NIFA authority for bonding in the next state legislation session. The Administration recently succeeded in obtaining State legislative approval of procedural changes to the operation of its Disputed Assessment Fund (DAF) which are expected to facilitate payment of tax claims for commercial properties out of current funds.

### **Ongoing Fiscal Challenges**

The County is faced with a difficult financial outlook. The challenge for government - to protect its residents, provide quality services, and maintain the infrastructure, while limiting property taxes to the State imposed cap or below - is daunting. For Nassau County the challenge is greater because of the unfair burden of the County guaranty, lawsuits that predate this Administration and the required costs associated with mandates, fringe benefits and step labor increases even without collective bargaining increases. In addition to the growth in unpaid tax certiorari claims, from \$340

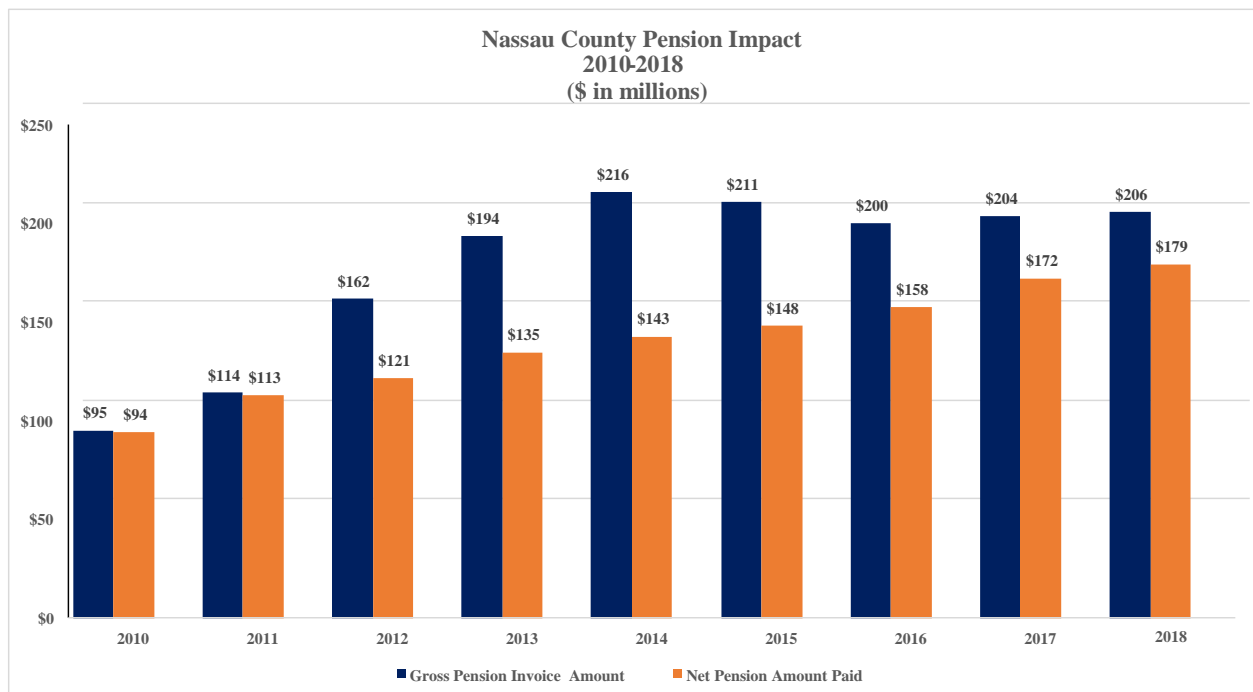
## EXECUTIVE SUMMARY



million to \$565 million between 2016 and 2017, funding the County's two major fringe benefit costs, health insurance and employee pensions, continues to be a major challenge. Health insurance costs in the 2018 NIFA Conformed Budget are projected to increase by nearly 8% compared to the 2017 budget, an increase of \$23 million. Further increases to health insurance costs are anticipated with the changes to insurance legislation.

While the costs of carrying out the basic functions of County government continuously increase, the County's revenue structure does not keep pace. Property tax, at close to 1/3 of revenues, is effectively capped by State law and political sensitivity; fees require continual increases to keep pace with costs; only sales tax may increase with costs over time. A revenue base which grows more slowly than expenditures requires continual initiatives by the County to achieve and maintain a balanced operating result.

Pension costs have also risen steeply in recent years. The pension bill increased over 127% between 2010 when it was \$95 million and 2014 when it hit its peak at \$216 million. The 2018 pension bill is \$204 million. To reduce the impact of the rapid growth in pension rates over this period, the County, like many municipalities, chose to amortize a portion of the pension bill starting in 2012. As a result, the impact on taxpayers has been smoothed out but continues to increase (net pension amount paid) as illustrated in the graph below.



Based on the estimated pension bill for 2018, the County's average contribution rate for the Employees' Retirement System (ERS) is forecast to decrease slightly from 16.41% of payroll to

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## EXECUTIVE SUMMARY

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16.23% of payroll and the average contribution rate for the Police and Fire Retirement System (PFRS) is forecast to increase slightly from 24.44% of payroll to 24.51% of payroll.

### **Challenges with Tax Certiorari Claims**

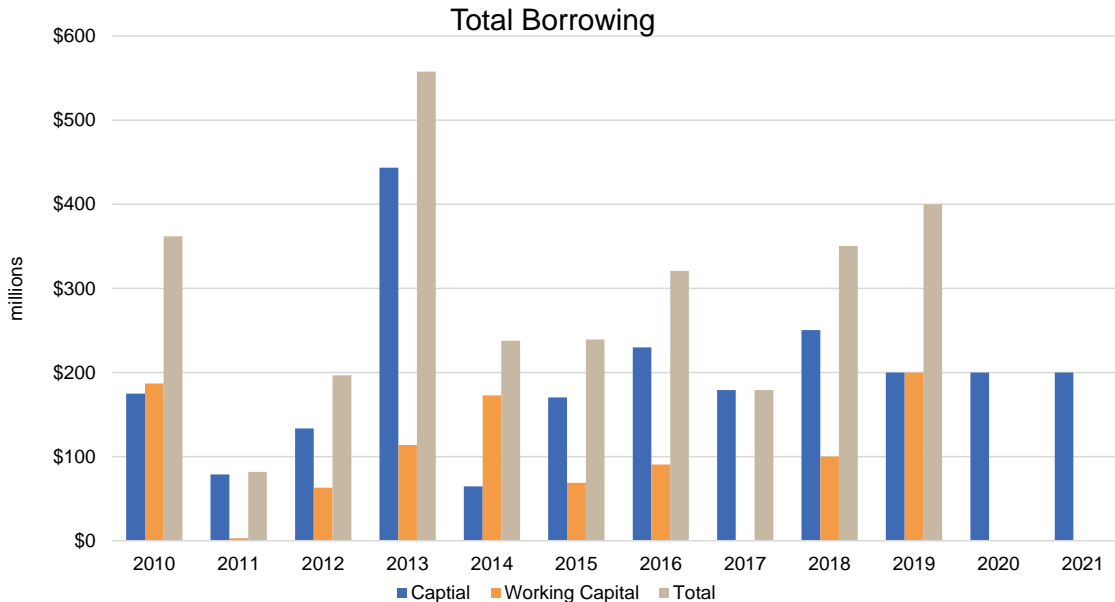
Although the reduction in County personnel has resulted in significant savings, it has also left several vital County functions disastrously understaffed. The freezing of the County property tax assessment roll in 2011, combined with personnel reductions in the Department of Assessment, the County Attorney's Office, and the Assessment Review Commission, have seriously damaged the confidence of taxpayers in the fairness of the property tax system.

In the most recent cycle of grievances brought by taxpayers, approximately 240,000 taxpayers (60% of the County's property taxpayers) grieved. Despite current payments of approximately \$90 million for tax certiorari claims in 2017, the net growth in the amount owed by the County for those payments is almost \$200 million.

As demonstrated on Table 1 below, the previous administration issued approximately \$700 million of bonds to fund operating deficits, including the payment of tax certiorari claims. However, ending borrowing as they did in 2016 without curtailing the ongoing growth in tax certiorari claims has used up whatever available fund balance the County had accumulated. Even so, the amount owing for these judgments continues to grow significantly. This has left the Curran Administration with an unfunded liability that cannot be met from current operating funds. Following settlement of these outstanding liabilities and barring no future judgements equivalent in size to the Restivo settlement, the County Executive is committed to ending the borrowing for non-capital expenses by close of 2019.



Table 1



	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
General Capital	155.4	63.0	132.0	265.5	59.9	127.7	161.9	128.7	158.9	150.0	150.0	150.0
Sewer Capital *	19.5	16.0	1.5	178.0	5.0	42.8	68.1	50.7	91.5	50.0	50.0	50.0
<b>Subtotal Capital</b>	<b>174.9</b>	<b>79.0</b>	<b>133.5</b>	<b>443.5</b>	<b>64.9</b>	<b>170.5</b>	<b>230.0</b>	<b>179.3</b>	<b>250.4</b>	<b>200.0</b>	<b>200.0</b>	<b>200.0</b>
Tax Cert	69.9	-	-	75.0	125.0	60.0	60.0	-	100.0	200.0	-	-
Term Pay	92.0	-	43.5	11.2	20.0	5.2	30.8	-	-	-	-	-
Other Judgments	25.2	3.1	19.7	27.9	8.6	-	-	-	-	-	-	-
Sandy Tax Relief	-	-	-	-	19.3	3.7	-	-	-	-	-	-
<b>Subtotal Working Capital</b>	<b>187.1</b>	<b>3.1</b>	<b>63.2</b>	<b>114.1</b>	<b>172.9</b>	<b>68.9</b>	<b>90.8</b>	<b>-</b>	<b>100.0</b>	<b>200.0</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>362.1</b>	<b>82.0</b>	<b>196.6</b>	<b>557.6</b>	<b>237.8</b>	<b>239.4</b>	<b>320.8</b>	<b>179.3</b>	<b>350.4</b>	<b>400.0</b>	<b>200.0</b>	<b>200.0</b>

\*Includes new issuance of Sewer BANs for Sandy and sewer projects, does not include when BANs are bonded.

***Economic Development***

County Executive Curran is promoting economic development as a significant strategy to broaden the County’s tax base, create new jobs, and stimulate the overall renewal of communities. The County Executive is committed to achieving these goals while simultaneously protecting our environment.

Significant redevelopment opportunities are being advanced with the improvements planned at Belmont Park and the Nassau Hub. The Belmont Arena project includes the construction of an 18,000-seat arena for the New York Islanders, 435,000 square feet of retail stores, restaurants and a movie theater; a hotel with 200-250 rooms; nearly six acres of outdoor recreation space; and a 10,000-square foot community building. The economic impacts of this \$1 billion project include the addition of 3,100 permanent jobs and 12,300 construction jobs and revenues resulting from increased tourism and visitors to the site.



The planned redevelopment of Belmont Park provides an important impetus to take a fresh look at the Nassau Hub, a 77-acre property surrounding the Nassau Coliseum. Although there are some positive developments – including the planned return of the Islanders for additional home games during the next three seasons and the construction of Memorial Sloan Kettering Nassau Cancer Center - there remains considerable untapped potential at this site. As such, the County Executive has called for new ideas for the development of a Nassau Hub Innovation District. The County is seeking a transformative vision to grow economic opportunity and jobs for the County. A Request for Expression of Interest has been issued by the County with a due date of July 20, 2018.

The Nassau County Industrial Development Agency (IDA) was established to promote economic development by providing resources and financial assistance to County businesses. To ensure that the IDA is making good on its mandate, the County Executive has implemented reforms to increase transparency, better measure projects that receive IDA benefits and put communities first. These reforms include greater outreach to the public and elected officials on IDA projects; mandating the use of local labor/prevaling wages to the greatest extent possible; expanding the opportunities for mixed income housing as well as promoting transit-oriented development in Nassau’s downtowns; and strengthening job creation requirements.

### **Public Safety and Quality of Life**

Nassau County is not immune from the threats of terrorism and the other ills that threaten our way of life. County Executive Curran appointed Police Commissioner Ryder to ensure the safety of Nassau County residents and simultaneously modernize the policing methods employed to do so. In 2017 the County increased the number of sworn personnel from 2,350 to 2,500. In addition, the budgeted police civilian staff increased by 81 positions. Those positions included police communication operators, security officers, and police service aides who perform technical administrative functions that were previously performed by sworn members and intelligence analysts.

The NCPD takes great pride in the fact that Nassau County is among the safest communities of its size in the United States. In the County, crime and shootings are down 27% since 2010. In addition to the dedicated men and women of the NCPD, rapid advances in technology have made it possible to effectively address and target crime patterns. The NCPD has been a leader in this transition with intelligence-led policing tactics, which uses statistics and complex analytical models to more effectively and efficiently direct police resources. Advancements in technology have made it possible for police officers to receive and input valuable intelligence through the computers within their patrol vehicles, enabling a more dynamic and interactive process. This pipeline of real-time intelligence has effectively turned these individual patrol vehicles into mobile police precincts, exponentially increasing the effectiveness of law enforcement.

### **Sales Tax**

The County’s sales tax revenues were relatively strong in 2017, with collections through September up approximately 2.8% from the comparable period in 2016. In Nassau County job growth has mostly tracked ahead of the State and the Northeast in 2017, and the unemployment rate is among the lowest in the State. Nassau County’s job market is especially healthy by this



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## EXECUTIVE SUMMARY

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measure, with the jobless rate for the entire first half of the year and all but two months since late 2015 under 4%, a milestone that has not been achieved nationally since the year 2000. Among the State's 62 counties, Nassau had the lowest unemployment rate in the entire State of New York in January of this year.

The 2018 NIFA Conformed Budget reflects modest growth of 2.5% in sales tax revenues. A healthy mix of job additions will help bolster wage growth, consumer spending and collections in the coming quarters. In addition, spillover from high-wage positions in New York City and solid performance by its own economic drivers bode well for Nassau County. The pivotal healthcare sector is well ahead of the curve on Long Island, with net job growth nearly twice the national rate. Northwell Health remains the local anchor, and its aggressive growth posture is a good sign for future net hiring.

### **Conclusion**

The revised 2018 Budget Plan submitted by County Executive Curran to NIFA on March 15th addressed major shortfalls and highlighted risks contained in the 2018 NIFA Conformed Budget. The Curran Administration proposed revenue and expense modifications to manage these shortfalls and to reinstate previously unfunded essential services. The revised budget is balance in accordance with Generally Accepted Accounting Principles. Moving forward, County Executive Curran has tasked her administration to address the County's outstanding liabilities and address the structural imbalance that continues to stress the County finances.



**MAJOR FUNDS EXPENSES AND REVENUES**





## MAJOR FUNDS EXPENSES AND REVENUES

The 2018 NIFA Conformed Budget for the five Major Operating Funds (excluding interdepartmental transfers) is \$3.0 billion; \$3.1 billion including the Sewer and Storm Water Resources District Fund. The General Fund is the largest component of the Major Operating Funds Budget totaling \$1.8 billion or 59.3%. Funding for police services is \$806.7 million, 27.3% of Major Operating Funds' expense.

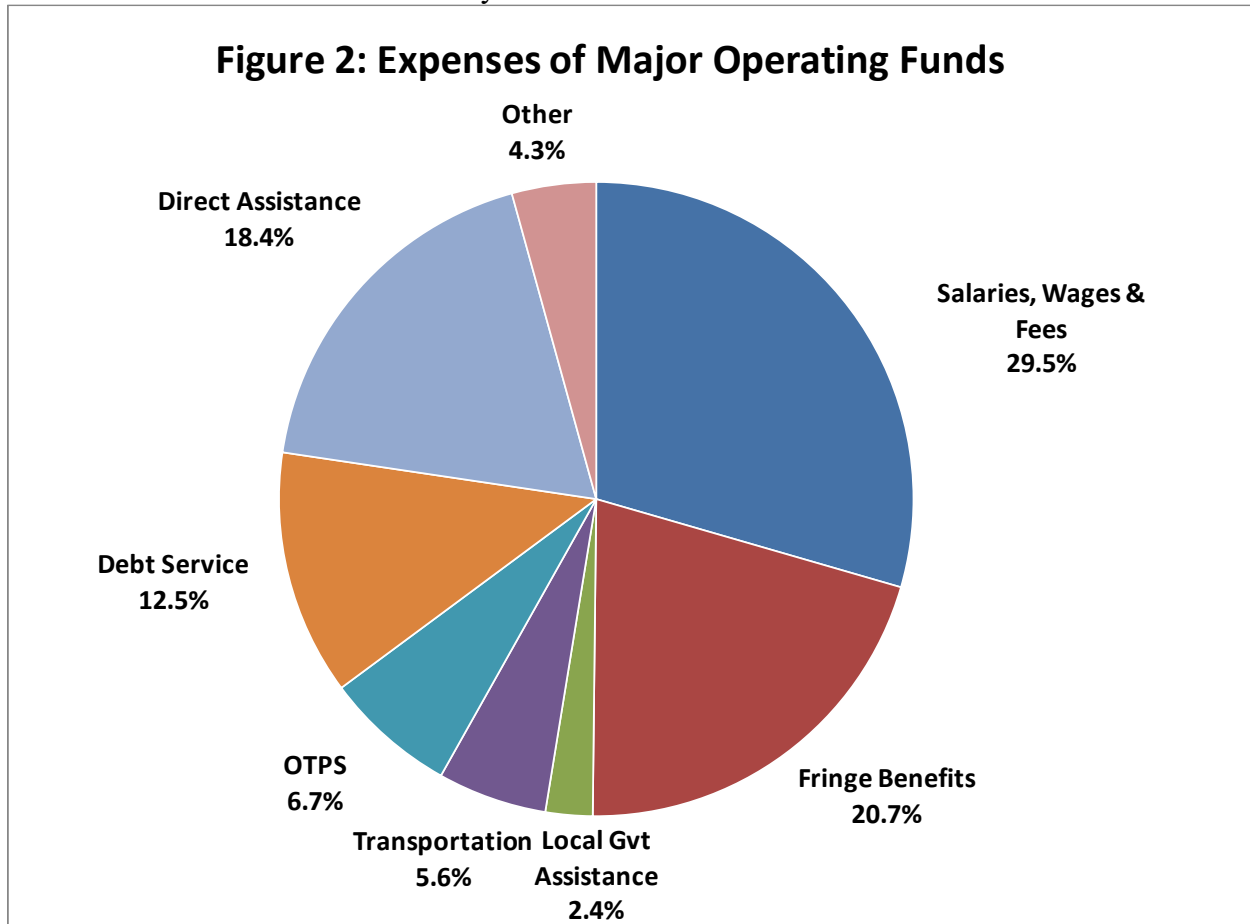
**Figure 1: Fiscal 2018 Expenses by Fund  
(Excludes Interdepartmental Transfers)**

<b>Fund</b>	<b>2018 NIFA Conformed Budget</b>
General Fund	1,757,848,650
Police Headquarters Fund	422,520,612
Police District Fund	384,133,898
Debt Service Fund	369,528,944
Fire Prevention Fund	21,398,129
<b>Total Major Operating Funds</b>	<b>2,955,430,233</b>
Sewer & Storm Water Resources District	137,990,010
<b>Total Major Operating Funds &amp; Sewers</b>	<b>3,093,420,243</b>



**EXPENSES**

The chart below illustrates the County’s allocation of resources.



Note: Excludes interdepartmental transfers and Sewer & Storm Water Resources District.

The largest expense of the five Major Operating Funds is Salaries, Wages, & Fees which is \$871.4 million. This includes items such as base wages, overtime, and termination compensation.

Fringe Benefits costs, including Workers’ Compensation, for the Major Funds in the 2018 NIFA Conformed Budget are \$611.5 million. The County estimates gross-pension cost attributable to the Major Operating Funds for 2018 to be \$191.2 million. The County also estimates net pension expense for the Major Operating Funds for 2018 (assuming deferring the maximum amount allowable under the Alternate Contribution Stabilization Program) to be \$170.1 million. The County has once again opted to defer the maximum amount allowable under the Alternate Contribution Stabilization Program and has included the net pension expense amount in the 2018 NIFA Conformed Budget. The County expects Health Insurance costs for the Major Operating Funds to reach \$326.3 million in 2018, an increase of \$27.1 million or 9.1% from the 2017 Projection. These costs continue to place an enormous burden on the taxpayers of Nassau County

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## MAJOR FUNDS EXPENSES AND REVENUES

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as well as all municipalities throughout New York State. Direct Assistance costs account for 18.4% of total Major Operating Funds' expense. These expenses consist of benefit payments to clients enrolled in mandated human services entitlement programs such as Medicaid, Public Assistance, Day Care, Child Protective Services, and Foster Care. Federal and/or State reimbursement usually match the County's share of these expenses.

*Please refer to "Description of Expense Codes" for a more detailed discussion on each object code.*

### HEADCOUNT PROJECTIONS

The 2018 NIFA Conformed Budget supports 7,450 full-time staff. This represents a decrease of 18.8% from 2009 authorized levels. As of August 31, 2017, there were 7,377 Full-Time employees, representing a 19.6% decrease from 2009 authorized levels. The table on the following page contains Full-Time staffing levels for the 2018 NIFA Conformed Budget and the preceding five years Adopted Budgets.

# MAJOR FUNDS EXPENSES AND REVENUES



**Figure 3: Full-Time Staffing 2018 - Major Operating Funds**

Full-Time Staffing 2018 - Major Operating Funds					
Department	2009 Adopted Budget	2016 Adopted Budget	2017 NIFA Conformed Budget	On Board 08/31/17	2018 NIFA Conformed Budget
AC - DEPARTMENT OF INVESTIGATIONS	2	0	4	2	4
AR - ASSESSMENT REVIEW COMMISSION	41	30	30	29	29
AS - ASSESSMENT DEPARTMENT	252	143	135	123	117
AT - COUNTY ATTORNEY	155	94	96	82	85
BU - OFFICE OF MANAGEMENT AND BUDGET	40	26	26	25	25
CA - OFFICE OF CONSUMER AFFAIRS	44	25	26	25	23
CC - SHERIFF / CORRECTIONAL CENTER	1,317	1,049	1,040	966	1,039
CE - COUNTY EXECUTIVE	35	18	17	14	14
CF - OFFICE OF CONSTITUENT AFFAIRS	53	34	35	34	34
CL - COUNTY CLERK	106	81	83	73	82
CO - COUNTY COMPTROLLER	99	87	87	75	85
CS - CIVIL SERVICE	61	51	52	48	49
DA - DISTRICT ATTORNEY <sup>3</sup>	375	371	371	375	375
EL - BOARD OF ELECTIONS	115	161	164	159	157
EM - EMERGENCY MANAGEMENT	6	12	8	8	9
FC - FIRE COMMISSION	112	96	95	90	96
HE - HEALTH DEPARTMENT	239	175	183	177	171
HI - HOUSING & INTERGOVERNMENTAL AFFAIRS	6	16	14	14	14
HR - COMMISSION ON HUMAN RIGHTS	10	7	7	6	7
HS - HUMAN SERVICES <sup>1</sup>	0	62	65	60	59
IT - INFORMATION TECHNOLOGY	158	81	87	87	84
LE - COUNTY LEGISLATURE	97	92	95	82	90
LR - OFFICE OF LABOR RELATIONS	6	5	4	4	4
MA - MINORITY AFFAIRS	8	6	5	5	5
ME - MEDICAL EXAMINER	50	72	73	70	83
PA - PUBLIC ADMINISTRATOR	7	6	6	6	5
PB - PROBATION	239	190	191	180	184
PD - POLICE DEPARTMENT	3,476	3,104	3,335	3,244	3,259
PE - DEPARTMENT OF HUMAN RESOURCES	17	9	9	8	8
PK - PARKS, RECREATION AND MUSEUMS	173	155	154	149	143
PR - PURCHASING DEPARTMENT	24	10	12	10	10
PW - PUBLIC WORKS DEPARTMENT <sup>2</sup>	706	465	469	427	440
RE - OFFICE OF REAL ESTATE SERVICES <sup>2</sup>	9	0	0	0	0
RM - RECORDS MANAGEMENT (GEN FUND)	13	12	12	12	11
SA - COORD AGENCY FOR SPANISH AMERICANS	8	4	4	4	4
SS - SOCIAL SERVICES	870	616	620	614	594
TC - TAXI & LIMOUSINE COMMISSION	0	9	10	9	10
TR - COUNTY TREASURER	42	27	27	26	26
TV - TRAFFIC & PARKING VIOLATIONS AGENCY	38	47	46	48	46
VS - VETERANS SERVICES AGENCY	8	7	7	7	7
<b>Sub Total</b>	<b>9,177</b>	<b>7,455</b>	<b>7,704</b>	<b>7,377</b>	<b>7,487</b>
* Anticipated additional non-allocated attrition	0	(60)	(99)	0	(37)
* Anticipated attrition from VSIP	0	0	0	0	0
<b>Grand Total</b>	<b>9,177</b>	<b>7,395</b>	<b>7,605</b>	<b>7,377</b>	<b>7,450</b>

<sup>1</sup>The Departments of Youth Board, Senior Citizens Affairs & Physically Challenged and the Department of Mental Health, Chemical Dependency and Developmental Disabilities Services have merged to form the Department of Human Services.

<sup>2</sup>The Departments of Planning, Real Estate and Public Works were consolidated in 2013.

<sup>3</sup>The District Attorney includes Law Assistants (AAFLA) that were categorized as seasonal positions prior to 2013.



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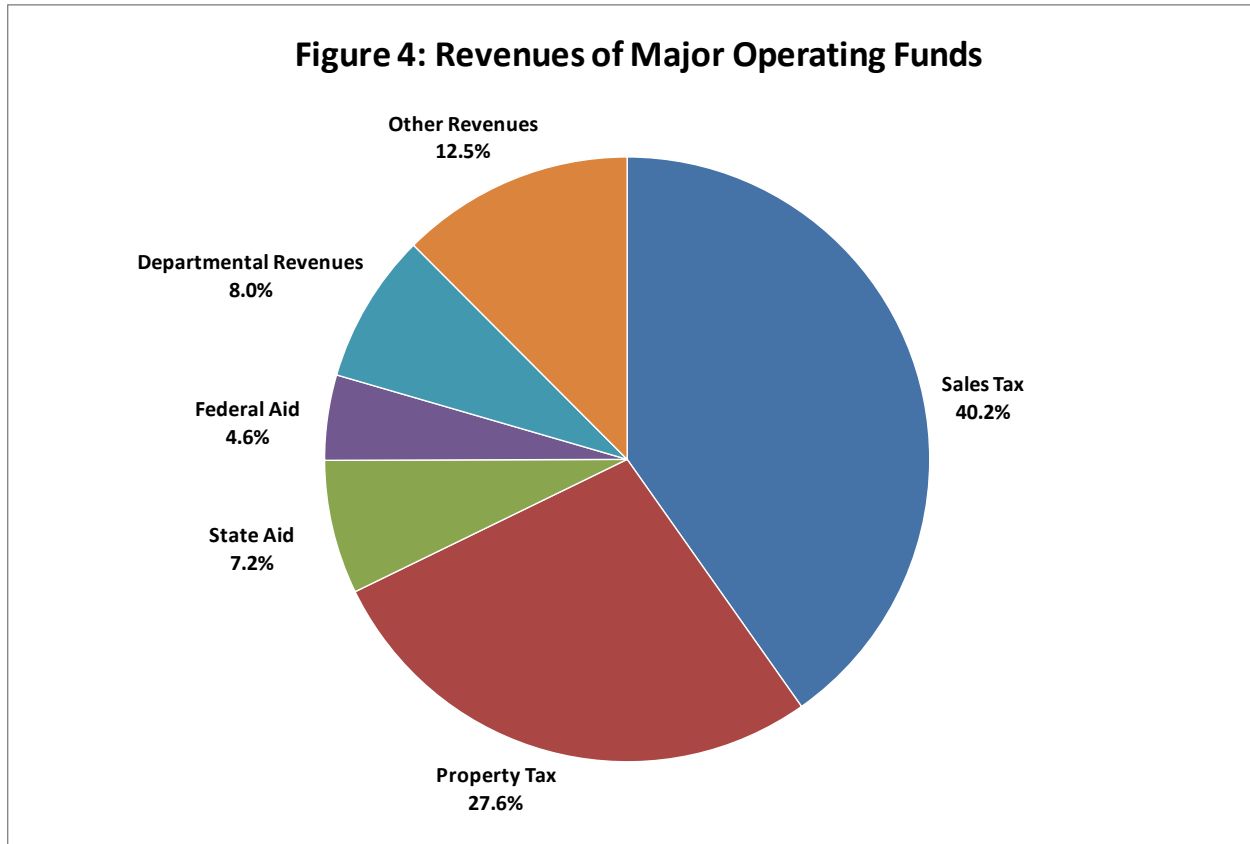
# MAJOR FUNDS EXPENSES AND REVENUES

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## REVENUES

The chart below illustrates the County’s composition of revenues.



Note: Excludes interdepartmental transfers and Sewer & Storm Water Resources District.

## SALES TAX

The Sales Tax rate for Nassau County is eight and five-eighths percent (8 5/8%). The tax rate consists of three components: four percent (4%), which is retained by the State; three-eighths percent (3/8%) is earmarked for the Metropolitan Transportation Authority; and four and one-quarter percent (4 1/4%), which is forwarded to the County, of which one-quarter percent (1/4%) is distributed to the three towns and two cities.

The County expects to generate \$1.189 billion of Sales Tax collections in the 2018 NIFA Conformed Budget, a 2.5% growth rate when compared with the June 2017 Projection inclusive of prior year deferrals. For Countywide Sales Tax only, the growth rate expected from the June 2017 Projection is 2.0%. The 2.0% growth is conservative relative to Moody’s Analytics expectations of 2.5% growth for Nassau County in 2018. Through the September 13, 2017 Sales

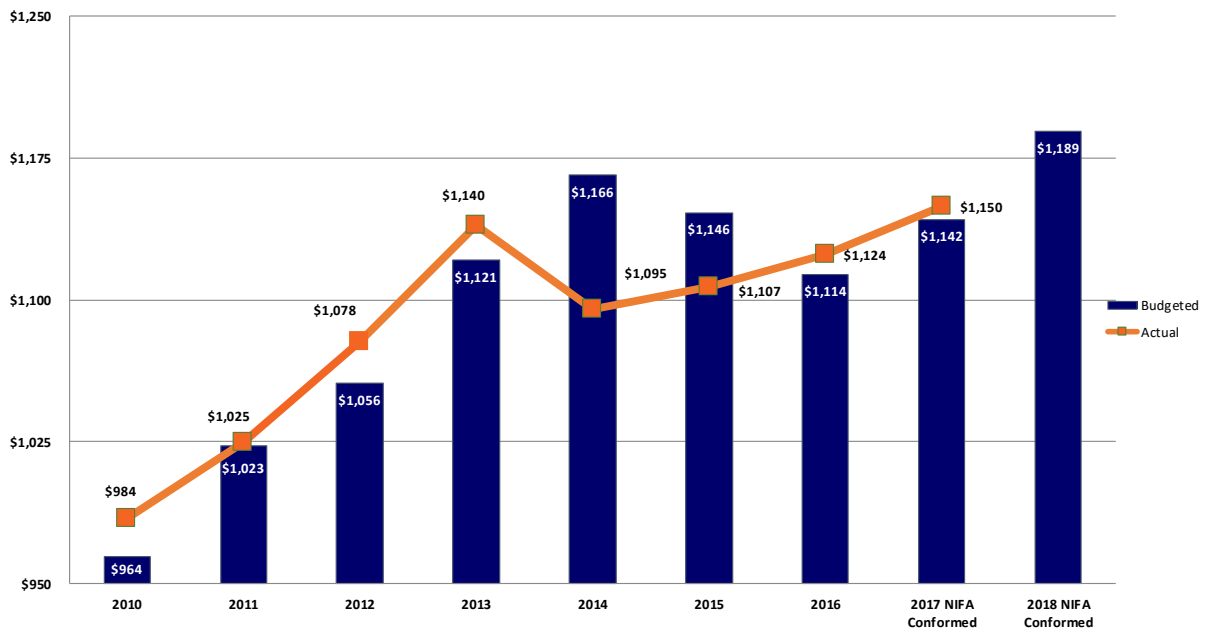
# MAJOR FUNDS EXPENSES AND REVENUES



Tax receipt, total Sales Tax receipts for 2017 are 2.8% higher than comparable 2016 receipts, when excluding the deferred portion of Sales Tax.

Sales Tax is the largest revenue source for the County, comprising 40.2% of total Major Fund revenues in the 2018 NIFA Conformed Budget. Prior to 2014, Sales Tax results were generally favorable in comparison to the budget as seen in the chart below. However, this trend was reversed for 2014 and 2015 with significant shortfalls verses budget occurred primarily due to severe weather as well as lower than normal economic activity mainly associated with accelerated purchasing during 2013 as a result of Superstorm Sandy in late 2012.

**Figure 5: Sales Tax Receipts**  
2010 - 2018  
(in millions)



Note: Inclusive of prior year deferrals.

## PROPERTY TAX

Property Tax is the second largest revenue source for the County at 27.6% of Major Fund revenues in the 2018 NIFA Conformed Budget. The 2018 NIFA Conformed Budget for Property Tax in the Major Funds is \$814.7 million, which is lower than the 2017 Projected amount of \$818.5 million due to the required Property Tax needed to fund the Environmental Bond fund. This amount continues the practice of categorizing certain Long Island Power Authority (LIPA) parcels as Payments-In-Lieu-of-Taxes Revenues (PILOTS) in order to adhere to a New York State statute requiring LIPA to pay PILOTS on such parcels at no more than 2% above the prior year's amounts.

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## MAJOR FUNDS EXPENSES AND REVENUES

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### **State and Federal Aid**

State and Federal Aid represents \$211.6 million and \$134.6 million respectively of the County's revenues in the 2018 NIFA Conformed Budget, versus \$211.3 million and \$134.6 million respectively in the 2017 Projection. Health and Human Services entitlement programs account for the vast majority of these reimbursements along with \$68.0 million in State Operating Assistance Funds (STOA).

*Please refer to "Description of Revenue Codes" for a more detailed discussion on each object code.*

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# MAJOR FUNDS EXPENSES AND REVENUES

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## **FUND SUMMARY**



# FUND SUMMARY



MAJOR FUNDS					
E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	1,362,426,375	888,115,576	885,980,279	871,418,303
	AB - FRINGE BENEFITS	501,979,811	545,884,179	544,045,887	577,169,228
	AC - WORKERS COMPENSATION	31,173,496	35,305,186	34,505,186	34,299,182
	BB - EQUIPMENT	2,789,374	1,992,372	2,368,372	2,313,140
	DD - GENERAL EXPENSES	35,540,660	36,286,835	35,403,334	31,545,561
	DE - CONTRACTUAL SERVICES	256,790,304	243,821,855	253,291,147	251,352,038
	DF - UTILITY COSTS	33,647,542	38,454,203	35,794,203	33,566,551
	DG - VAR DIRECT EXPENSES	5,250,000	5,000,000	5,000,000	5,000,000
	FF - INTEREST	104,170,296	116,812,519	115,685,919	122,588,977
	GA - LOCAL GOVT ASST PROGRAM	67,746,680	67,149,582	67,575,679	70,855,824
	GG - PRINCIPAL	79,280,000	94,230,001	94,230,001	98,707,823
	HH - INTERFUND CHARGES	24,748,600	27,484,271	27,484,271	24,719,916
	JA - CONTINGENCIES RESERVE	89,331	0	0	0
	L3 - TRANS TO LITIGATION FUND	49,300,110	0	0	0
	L5 - TRANSFER TO BIF FUND	0	0	0	0
	LF - TRANSFER FROM FCF FUND	0	0	0	0
	MM - MASS TRANSPORTATION	42,884,542	43,699,392	43,699,392	44,170,818
	NA - NCIFA EXPENDITURES	1,300,000	2,000,000	2,000,000	2,025,000
	OO - OTHER EXPENSES	246,064,037	277,914,254	255,091,883	243,254,445
	PP - EARLY INTERVENTION/SPECIAL EDUCATION	133,071,618	134,500,000	134,500,000	134,500,000
	SS - RECIPIENT GRANTS	55,760,126	59,900,000	53,710,000	55,650,000
	TT - PURCHASED SERVICES	67,507,226	67,583,171	67,833,171	67,583,171
	WW - EMERGENCY VENDOR PAYMENTS	42,797,627	48,275,000	47,275,000	47,025,000
	XX - MEDICAID	237,423,889	236,570,744	233,870,223	237,685,256
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>3,381,741,643</b>	<b>2,970,979,140</b>	<b>2,939,343,947</b>	<b>2,955,430,233</b>
	<b>Interdepartmental Transfers</b>	<b>366,280,032</b>	<b>427,763,846</b>	<b>426,637,246</b>	<b>426,026,663</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>3,748,021,675</b>	<b>3,398,742,986</b>	<b>3,365,981,193</b>	<b>3,381,456,896</b>
REV	AA - FUND BALANCE	163,106,854	0	36,416,156	0
	BA - INT PENALTY ON TAX	33,813,544	35,200,000	35,200,000	34,850,000
	BC - PERMITS & LICENSES	18,544,624	20,224,235	20,077,317	18,485,093
	BD - FINES & FORFEITS	77,558,239	96,194,036	94,898,066	102,910,574
	BE - INVEST INCOME	2,067,602	979,000	1,732,405	1,953,235
	BF - RENTS & RECOVERIES	51,006,319	23,733,780	24,100,346	25,064,596
	BG - REVENUE OFFSET TO EXPENSE	14,148,412	14,400,000	14,400,000	17,312,216
	BH - DEPT REVENUES	238,808,584	242,628,063	235,468,719	237,100,578
	BO - PAYMENT IN LIEU OF TAXES	40,506,694	42,346,721	46,435,233	45,621,235
	BQ - CAPITAL RESOURCES FOR DEBT	55,533,353	63,450,000	3,450,000	2,604,750
	BS - OTB PROFITS	3,000,000	3,000,000	2,250,000	15,750,000
	BW - INTERFUND CHARGES REVENUE	64,401,567	80,118,426	79,269,339	69,157,061
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	141,362,526	137,083,311	134,558,267	134,593,732
	IF - INTERFUND TRANSFERS	0	8,000,000	8,000,000	2,912,422
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	215,531,680	211,984,590	211,314,284	211,574,980
	TA - SALES TAX COUNTYWIDE	1,038,156,497	1,054,394,190	1,061,637,841	1,087,525,185
	TB - SALES TAX PART COUNTY	85,929,141	88,097,286	88,097,286	101,271,425
	TL - PROPERTY TAX	813,761,925	816,994,240	818,530,726	814,701,604
	TO - OTB 5% TAX	2,386,117	2,511,262	2,511,262	2,100,000
	TX - SPECIAL TAXES	35,147,032	29,640,000	29,640,000	29,941,547
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>3,094,770,709</b>	<b>2,970,979,140</b>	<b>2,947,987,247</b>	<b>2,955,430,233</b>
	<b>Interdepartmental Transfers</b>	<b>366,280,032</b>	<b>427,763,846</b>	<b>426,637,246</b>	<b>426,026,663</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>3,461,050,741</b>	<b>3,398,742,986</b>	<b>3,374,624,493</b>	<b>3,381,456,896</b>

# FUND SUMMARY



MAJOR FUNDS INCLUDING SEWER RESOURCES DISTRICT					
E/R	Object Name	2016 Actual	2017 Adopted Budget	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	1,374,966,067	898,660,083	895,997,308	881,118,926
	AB - FRINGE BENEFITS	511,922,827	554,923,378	552,720,355	586,546,479
	AC - WORKERS COMPENSATION	31,173,496	35,305,186	34,505,186	34,299,182
	BB - EQUIPMENT	2,791,049	2,029,133	2,405,133	2,328,140
	DD - GENERAL EXPENSES	36,298,775	36,409,506	35,526,005	32,553,482
	DE - CONTRACTUAL SERVICES	318,647,711	308,035,120	317,504,412	315,506,974
	DF - UTILITY COSTS	38,585,800	47,229,203	44,569,203	39,641,551
	DG - VAR DIRECT EXPENSES	5,250,000	5,000,000	5,000,000	5,000,000
	FF - INTEREST	107,876,388	122,645,691	121,519,091	127,927,730
	GA - LOCAL GOVT ASST PROGRAM	67,746,680	67,149,582	67,575,679	70,855,824
	GG - PRINCIPAL	89,641,755	103,759,368	103,759,368	108,421,313
	HH - INTERFUND CHARGES	51,079,793	59,965,886	59,965,886	52,788,452
	JA - CONTINGENCIES RESERVE	89,331	0	0	0
	L3 - TRANS TO LITIGATION FUND	49,300,110	0	0	0
	L5 - TRANSFER TO BIF FUND	0	0	0	0
	LF - TRANSFER FROM FCF FUND	0	0	0	0
	MM - MASS TRANSPORTATION	42,884,542	43,699,392	43,699,392	44,170,818
	NA - NCIFA EXPENDITURES	1,300,000	2,000,000	2,000,000	2,025,000
	OO - OTHER EXPENSES	246,064,037	278,452,754	255,630,383	247,792,945
	PP - EARLY INTERVENTION/SPECIAL EDUCATION	133,071,618	134,500,000	134,500,000	134,500,000
	SS - RECIPIENT GRANTS	55,760,126	59,900,000	53,710,000	55,650,000
	TT - PURCHASED SERVICES	67,507,226	67,583,171	67,833,171	67,583,171
	WW - EMERGENCY VENDOR PAYMENTS	42,797,627	48,275,000	47,275,000	47,025,000
	XX - MEDICAID	237,423,889	236,570,744	233,870,223	237,685,256
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>3,512,178,847</b>	<b>3,112,093,197</b>	<b>3,079,565,795</b>	<b>3,093,420,243</b>
	<b>Interdepartmental Transfers</b>	<b>366,280,032</b>	<b>427,763,846</b>	<b>426,637,246</b>	<b>426,026,663</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>3,878,458,879</b>	<b>3,539,857,043</b>	<b>3,506,203,041</b>	<b>3,519,446,906</b>
REV	AA - FUND BALANCE	207,526,002	23,240,362	58,201,315	14,266,242
	BA - INT PENALTY ON TAX	33,813,544	35,200,000	35,200,000	34,850,000
	BC - PERMITS & LICENSES	20,276,045	21,724,235	21,577,317	20,038,093
	BD - FINES & FORFEITS	77,558,239	96,194,036	94,898,066	102,910,574
	BE - INVEST INCOME	2,275,546	1,079,000	1,876,901	2,153,235
	BF - RENTS & RECOVERIES	61,250,190	33,793,780	34,160,346	31,604,596
	BG - REVENUE OFFSET TO EXPENSE	14,148,412	14,400,000	14,400,000	17,312,216
	BH - DEPT REVENUES	240,176,174	244,110,063	237,397,650	238,300,578
	BO - PAYMENT IN LIEU OF TAXES	40,506,694	42,346,721	46,435,233	45,621,235
	BQ - CAPITAL RESOURCES FOR DEBT	55,766,166	63,750,000	3,750,000	2,604,750
	BR - DUE FROM OTHER GOVTS	(49,017)	0	0	0
	BS - OTB PROFITS	3,000,000	3,000,000	2,250,000	15,750,000
	BW - INTERFUND CHARGES REVENUE	64,401,567	80,118,426	79,269,339	69,157,061
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	149,062,019	137,083,311	134,629,833	134,593,732
	IF - INTERFUND TRANSFERS	105,171,621	112,431,695	112,431,695	117,143,190
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	215,531,680	211,984,590	211,314,284	211,574,980
	TA - SALES TAX COUNTYWIDE	1,038,156,497	1,054,394,190	1,061,637,841	1,087,525,185
	TB - SALES TAX PART COUNTY	85,929,141	88,097,286	88,097,286	101,271,425
	TL - PROPERTY TAX	813,761,925	816,994,240	818,530,726	814,701,604
	TO - OTB 5% TAX	2,386,117	2,511,262	2,511,262	2,100,000
	TX - SPECIAL TAXES	35,147,032	29,640,000	29,640,000	29,941,547
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>3,265,795,592</b>	<b>3,112,093,197</b>	<b>3,088,209,095</b>	<b>3,093,420,243</b>
	<b>Interdepartmental Transfers</b>	<b>366,280,032</b>	<b>427,763,846</b>	<b>426,637,246</b>	<b>426,026,663</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>3,632,075,623</b>	<b>3,539,857,043</b>	<b>3,514,846,341</b>	<b>3,519,446,906</b>



# FUND SUMMARY



GENERAL FUND					
E/R	Object Name	2016 Actual	2017 Adopted Budget	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	367,587,322	392,340,341	388,613,587	393,392,743
	AB - FRINGE BENEFITS	240,545,079	258,894,623	257,114,539	272,901,966
	AC - WORKERS COMPENSATION	18,713,873	20,788,214	19,988,214	20,413,497
	BB - EQUIPMENT	2,159,002	1,089,538	1,465,538	1,303,253
	DD - GENERAL EXPENSES	22,777,366	27,172,046	26,288,546	23,971,810
	DE - CONTRACTUAL SERVICES	228,605,517	226,649,024	236,118,316	231,998,220
	DF - UTILITY COSTS	26,931,441	33,747,639	31,087,639	29,629,875
	DG - VAR DIRECT EXPENSES	5,250,000	5,000,000	5,000,000	5,000,000
	GA - LOCAL GOVT ASST PROGRAM	67,746,680	67,149,582	67,575,679	70,855,824
	HH - INTERFUND CHARGES	24,738,839	27,484,271	27,484,271	24,719,916
	JA - CONTINGENCIES RESERVE	89,331	0	0	0
	L3 - TRANS TO LITIGATION FUND	49,300,110	0	0	0
	LF - TRANSFER FROM FCF FUND	0	0	0	0
	LH - TRANS TO PDH SUITS & DAMAGES	9,529,137	0	0	0
	MM - MASS TRANSPORTATION	42,884,542	43,699,392	43,699,392	44,170,818
	NA - NCIFA EXPENDITURES	1,300,000	2,000,000	2,000,000	2,025,000
	OO - OTHER EXPENSES	73,606,642	112,565,817	89,743,446	95,022,301
	PP - EARLY INTERVENTION/SPECIAL EDUCATION	133,071,618	134,500,000	134,500,000	134,500,000
	SS - RECIPIENT GRANTS	55,760,126	59,900,000	53,710,000	55,650,000
	TT - PURCHASED SERVICES	67,507,226	67,583,171	67,833,171	67,583,171
	WW - EMERGENCY VENDOR PAYMENTS	42,797,627	48,275,000	47,275,000	47,025,000
	XX - MEDICAID	237,423,889	236,570,744	233,870,223	237,685,256
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>1,718,325,366</b>	<b>1,765,409,402</b>	<b>1,733,367,561</b>	<b>1,757,848,650</b>
	<b>Interdepartmental Transfers</b>	<b>286,534,865</b>	<b>358,027,707</b>	<b>356,901,107</b>	<b>350,994,680</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>2,004,860,230</b>	<b>2,123,437,109</b>	<b>2,090,268,668</b>	<b>2,108,843,330</b>
REV	AA - FUND BALANCE	141,298,382	0	36,416,156	0
	BA - INT PENALTY ON TAX	33,813,544	35,200,000	35,200,000	34,850,000
	BC - PERMITS & LICENSES	11,869,193	14,524,235	14,524,235	12,976,275
	BD - FINES & FORFEITS	76,147,839	66,502,315	71,161,923	71,533,000
	BE - INVEST INCOME	2,053,534	947,000	1,699,091	1,929,000
	BF - RENTS & RECOVERIES	49,366,788	23,667,640	24,004,622	24,998,456
	BG - REVENUE OFFSET TO EXPENSE	13,928,656	14,400,000	14,400,000	16,200,000
	BH - DEPT REVENUES	182,784,483	205,094,963	198,785,619	200,753,600
	BI - CAPITAL BACKCHARGES	0	0	0	0
	BO - PAYMENT IN LIEU OF TAXES	14,406,057	16,246,085	20,334,597	19,520,599
	BQ - CAPITAL RESOURCES FOR DEBT	0	60,000,000	0	0
	BS - OTB PROFITS	3,000,000	3,000,000	2,250,000	15,750,000
	BW - INTERFUND CHARGES REVENUE	37,451,640	48,658,084	47,808,997	36,850,160
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	134,728,112	131,206,509	128,681,465	128,877,652
	IF - INTERFUND TRANSFERS	2,171,269	8,000,000	8,000,000	0
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	213,976,558	211,215,590	210,545,284	210,694,980
	TA - SALES TAX COUNTYWIDE	1,038,156,497	1,054,394,190	1,061,637,841	1,087,525,185
	TB - SALES TAX PART COUNTY	85,929,141	88,097,286	88,097,286	101,271,425
	TL - PROPERTY TAX	65,805,934	57,628,750	59,165,767	51,677,392
	TO - OTB 5% TAX	2,386,117	2,511,262	2,511,262	2,100,000
	TX - SPECIAL TAXES	5,179,759	5,184,000	5,184,000	5,256,265
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>2,114,453,502</b>	<b>2,046,477,909</b>	<b>2,030,408,145</b>	<b>2,022,763,989</b>
	<b>Interdepartmental Transfers</b>	<b>71,980,235</b>	<b>76,959,200</b>	<b>76,959,200</b>	<b>86,079,341</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>2,186,433,736</b>	<b>2,123,437,109</b>	<b>2,107,367,345</b>	<b>2,108,843,330</b>

# FUND SUMMARY



## DEBT SERVICE FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	FF - INTEREST	104,170,296	116,812,519	115,685,919	122,588,977
	GG - PRINCIPAL	79,280,000	94,230,001	94,230,001	98,707,823
	OO - OTHER EXPENSES	172,457,395	165,348,437	165,348,437	148,232,144
<b>EXP Total</b>		<b>355,907,690</b>	<b>376,390,957</b>	<b>375,264,357</b>	<b>369,528,944</b>
REV	BG - REVENUE OFFSET TO EXPENSE	219,756	0	0	1,112,216
	BQ - CAPITAL RESOURCES FOR DEBT	55,533,353	3,450,000	3,450,000	2,604,750
	BV - DEBT SERVICE CHARGEBACK REVENUE	269,056,788	337,018,413	335,891,813	326,130,453
	BW - INTERFUND CHARGES REVENUE	26,337,402	31,110,342	31,110,342	31,956,901
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	4,760,391	4,812,202	4,812,202	4,812,202
	IF - INTERFUND TRANSFERS	0	0	0	2,912,422
<b>REV Total</b>		<b>355,907,690</b>	<b>376,390,957</b>	<b>375,264,357</b>	<b>369,528,944</b>

# FUND SUMMARY



## FCF - FIRE COMMISSION

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	10,147,209	11,361,969	10,712,954	10,424,596
	AB - FRINGE BENEFITS	5,386,603	5,864,055	5,755,356	6,159,843
	BB - EQUIPMENT	38,800	45,914	45,914	84,021
	DD - GENERAL EXPENSES	140,699	271,422	271,422	188,806
	DE - CONTRACTUAL SERVICES	4,747,318	4,827,021	4,827,021	4,540,863
	HD - DEBT SERVICE CHARGEBACKS	782,899	790,765	790,765	820,758
	HF - INTER-DEPARTMENTAL CHARGES	2,347,766	2,439,773	2,439,773	2,524,924
	HH - INTERFUND CHARGES	9,737	0	0	0
	LB - TRANS TO GEN FUND	2,171,269	0	0	0
<b>EXP Total</b>		<b>25,772,299</b>	<b>25,600,919</b>	<b>24,843,205</b>	<b>24,743,811</b>
REV	AA - FUND BALANCE	180,614	0	0	0
	BE - INVEST INCOME	1,314	0	1,314	0
	BF - RENTS & RECOVERIES	3,836	0	4,178	0
	BH - DEPT REVENUES	8,930,155	8,900,600	8,900,600	8,900,600
	BO - PAYMENT IN LIEU OF TAXES	404,691	404,691	404,691	404,691
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	186,720	180,000	180,000	180,000
	TL - PROPERTY TAX	16,064,969	16,115,628	16,115,436	15,258,520
<b>REV Total</b>		<b>25,772,299</b>	<b>25,600,919</b>	<b>25,606,219</b>	<b>24,743,811</b>

# FUND SUMMARY



<b>POLICE DISTRICT FUND</b>					
<b>E/R</b>	<b>Object Name</b>	<b>2016 Actual</b>	<b>2017 NIFA Conformed</b>	<b>Mid-Year 2017 Projection</b>	<b>2018 NIFA Conformed</b>
EXP	AA - SALARIES, WAGES & FEES	457,068,255	241,339,193	240,330,287	223,731,926
	AB - FRINGE BENEFITS	120,331,488	132,253,973	133,208,931	143,730,679
	AC - WORKERS COMPENSATION	8,179,427	8,632,821	8,632,821	9,480,593
	BB - EQUIPMENT	216,066	294,358	294,358	338,090
	DD - GENERAL EXPENSES	6,558,422	4,949,313	4,949,313	3,825,631
	DE - CONTRACTUAL SERVICES	1,588,586	999,728	999,728	1,926,764
	DF - UTILITY COSTS	1,690,674	1,354,564	1,354,564	1,100,215
	L3 - TRANS TO LITIGATION FUND	0	0	0	0
	LF - TRANSFER FROM FCF FUND	0	0	0	0
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>595,632,918</b>	<b>389,823,950</b>	<b>389,770,001</b>	<b>384,133,898</b>
<b>Interdepartmental Transfers</b>		<b>23,831,091</b>	<b>22,487,289</b>	<b>22,487,289</b>	<b>23,060,546</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>619,464,009</b>	<b>412,311,239</b>	<b>412,257,290</b>	<b>407,194,444</b>
REV	AA - FUND BALANCE	21,627,858	0	0	0
	BC - PERMITS & LICENSES	4,393,920	4,820,000	4,554,413	4,628,818
	BD - FINES & FORFEITS	1,410,400	1,300,000	1,344,422	1,355,763
	BE - INVEST INCOME	4,203	20,000	20,000	12,235
	BF - RENTS & RECOVERIES	688,583	0	25,406	0
	BH - DEPT REVENUES	2,712,056	3,450,000	2,600,000	3,450,000
	BO - PAYMENT IN LIEU OF TAXES	16,758,062	16,758,062	16,758,062	16,758,062
	BW - INTERFUND CHARGES REVENUE	189,821	150,000	150,000	150,000
	TL - PROPERTY TAX	374,663,217	384,142,945	384,144,444	380,448,990
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>422,448,120</b>	<b>410,641,007</b>	<b>409,596,747</b>	<b>406,803,868</b>
<b>Interdepartmental Transfers</b>		<b>289,864</b>	<b>1,670,232</b>	<b>1,670,232</b>	<b>390,576</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>422,737,984</b>	<b>412,311,239</b>	<b>411,266,979</b>	<b>407,194,444</b>

# FUND SUMMARY



## POLICE HEADQUARTERS FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	527,623,589	243,074,073	246,323,452	243,869,038
	AB - FRINGE BENEFITS	135,716,642	148,871,528	147,967,061	154,376,740
	AC - WORKERS COMPENSATION	4,280,197	5,884,151	5,884,151	4,405,092
	BB - EQUIPMENT	375,506	562,562	562,562	587,776
	DD - GENERAL EXPENSES	6,064,172	3,894,054	3,894,054	3,559,314
	DE - CONTRACTUAL SERVICES	21,848,883	11,346,082	11,346,082	12,886,191
	DF - UTILITY COSTS	5,025,427	3,352,000	3,352,000	2,836,461
	HH - INTERFUND CHARGES	24	0	0	0
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>700,934,440</b>	<b>416,984,450</b>	<b>419,329,362</b>	<b>422,520,612</b>
	<b>Interdepartmental Transfers</b>	<b>41,083,006</b>	<b>44,018,312</b>	<b>44,018,312</b>	<b>48,625,755</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>742,017,446</b>	<b>461,002,762</b>	<b>463,347,674</b>	<b>471,146,367</b>
REV	BC - PERMITS & LICENSES	2,281,511	880,000	998,669	880,000
	BD - FINES & FORFEITS	0	28,391,721	22,391,721	30,021,811
	BE - INVEST INCOME	8,552	12,000	12,000	12,000
	BF - RENTS & RECOVERIES	947,113	66,140	66,140	66,140
	BH - DEPT REVENUES	44,381,891	25,182,500	25,182,500	23,996,378
	BO - PAYMENT IN LIEU OF TAXES	8,937,883	8,937,883	8,937,883	8,937,883
	BW - INTERFUND CHARGES REVENUE	422,704	200,000	200,000	200,000
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	1,874,022	1,064,600	1,064,600	903,878
	IF - INTERFUND TRANSFERS	9,529,137	0	0	0
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	1,368,402	589,000	589,000	700,000
	TL - PROPERTY TAX	357,227,805	359,106,917	359,105,079	367,316,702
	TX - SPECIAL TAXES	29,967,273	24,456,000	24,456,000	24,685,282
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>456,946,292</b>	<b>448,886,761</b>	<b>443,003,592</b>	<b>457,720,074</b>
	<b>Interdepartmental Transfers</b>	<b>13,252,740</b>	<b>12,116,001</b>	<b>12,116,001</b>	<b>13,426,293</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>470,199,032</b>	<b>461,002,762</b>	<b>455,119,593</b>	<b>471,146,367</b>

# FUND SUMMARY



## SEWER AND STORM WATER RESOURCES DISTRICT FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	12,539,692	10,544,507	10,017,029	9,700,623
	AB - FRINGE BENEFITS	9,943,016	9,039,199	8,674,468	9,377,251
	BB - EQUIPMENT	1,675	36,761	36,761	15,000
	DD - GENERAL EXPENSES	758,115	122,671	122,671	1,007,921
	DE - CONTRACTUAL SERVICES	61,857,408	64,213,265	64,213,265	64,154,936
	DF - UTILITY COSTS	4,938,259	8,775,000	8,775,000	6,075,000
	FF - INTEREST	3,706,092	5,833,172	5,833,172	5,338,753
	GG - PRINCIPAL	10,361,755	9,529,367	9,529,367	9,713,490
	HH - INTERFUND CHARGES	26,331,193	32,481,615	32,481,615	28,068,536
	OO - OTHER EXPENSES	0	538,500	538,500	4,538,500
<b>Exp Total</b>		<b>130,437,204</b>	<b>141,114,057</b>	<b>140,221,847</b>	<b>137,990,010</b>
REV	BC - PERMITS & LICENSES	1,731,421	1,500,000	1,500,000	1,553,000
	BE - INVEST INCOME	207,943	100,000	144,496	200,000
	BF - RENTS & RECOVERIES	10,243,871	10,060,000	10,060,000	6,540,000
	BH - DEPT REVENUES	1,367,589	1,482,000	1,928,931	1,200,000
	BQ - CAPITAL RESOURCES FOR DEBT	232,813	300,000	300,000	0
	BR - DUE FROM OTHER GOVTS	(49,017)	0	0	0
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	7,699,494	0	71,566	0
	IF - INTERFUND TRANSFERS	105,171,621	104,431,695	104,431,695	114,230,768
	<b>Revenues Excluding Interdepartmental Transfers</b>	<b>126,605,735</b>	<b>117,873,695</b>	<b>118,436,688</b>	<b>123,723,768</b>
	<b>Fund Balance Usage</b>	<b>44,419,148</b>	<b>23,240,362</b>	<b>21,785,159</b>	<b>14,266,242</b>
	<b>Total Revenue Including Fund Balance Usage</b>	<b>171,024,883</b>	<b>141,114,057</b>	<b>140,221,847</b>	<b>137,990,010</b>

**DESCRIPTION OF EXPENSE AND REVENUE CODES**







# DESCRIPTION OF EXPENSE CODES

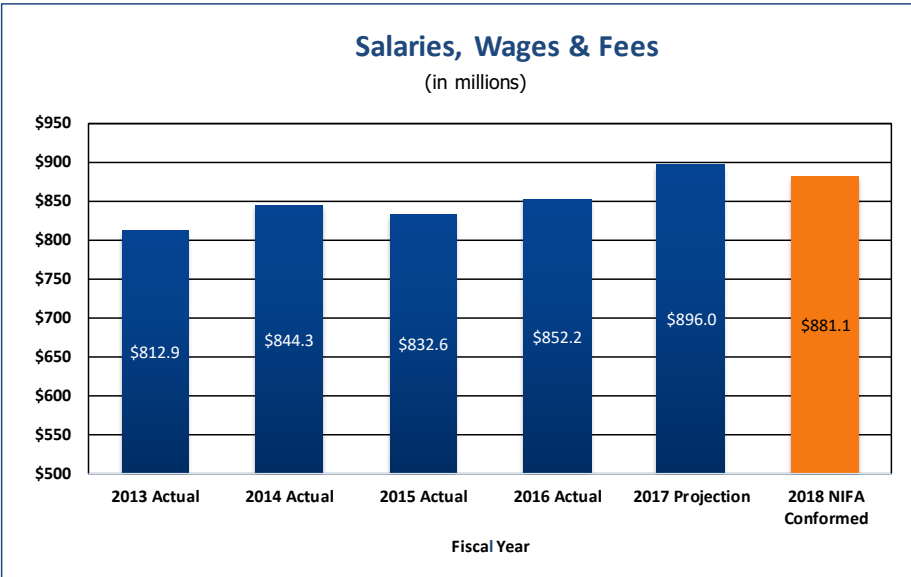
## SALARIES, WAGES AND FEES

### DEFINITION

Salaries, Wages & Fees is comprised of the base wages County employees receive for services performed and other forms of compensation such as overtime, shift differential, longevity, and payments for various accumulated time when separating from service.

### HISTORICAL TRENDS

Wages & Fees increased \$31.3 million or 3.9% from \$812.9 million in 2013 to \$844.3 million in 2014. This increase was due to the lifting of the NIFA imposed wage freeze and the impacts of the Civil Service Employees Association (CSEA), Sheriff’s Correction Officers Benevolent Association (COBA), Superior Officers Association (SOA), Police Benevolent Association (PBA) and Detectives Association, Inc. (DAI) labor agreements that the County Legislature and NIFA approved in April 2014. Overtime expenses in 2014 were relatively flat when compared to 2013; 68.7% of the \$98.7 million total overtime costs Countywide were incurred by the Police Department.



In 2015 Salaries, Wages & Fees decreased by \$11.6 million, or 1.4% from \$844.3 million in 2014 to \$832.6 million in 2015. This decrease is primarily attributable to the bonding of termination compensation for the Police Department and utilizing funds from the Employee Accrued Liability Fund. Overtime expenses decreased by 7.3% in 2015 compared to 2014. Overtime for the Police Department accounted for 72.5% of the \$91.5 million total overtime costs Countywide.

In 2016 Salaries, Wages & Fees increased by \$19.6 million, or 2.4% from \$832.6 million in 2015 to \$852.2 million in 2016. This increase is primarily due to the impacts from the Civil Service Employees Association (CSEA), Sheriff’s Correction Officers Benevolent Association (COBA),



Superior Officers Association (SOA), Police Benevolent Association (PBA) and Detectives Association, Inc. (DAI) labor agreements. Overtime expenses increased by 10.7% in 2016 compared to 2015. Overtime for the Police Department accounted for 71.0% of the \$101.3 million total overtime cost Countywide.

The 2017 Projection for Salaries, Wages & Fees is \$896.0 million, an increase of \$43.8 million, or 5.1% from the 2016 actual. This increase is primarily due to higher projected termination costs (the County no longer borrows to fund these expenses), predominately for the Police Department, and the impacts of the labor agreements with the Civil Service Employees Association (CSEA), Sheriff's Correction Officers Benevolent Association (COBA), Superior Officers Association (SOA), Police Benevolent Association (PBA) and Detectives Association, Inc. (DAI). Overtime is projected at \$83.0 million, a decrease of 18.0% from the 2016 actual, of which the Police Department and Sheriff/Correctional Center is projected to account for 86.0% of total overtime expense Countywide in 2017.

The most significant trend in Salaries, Wages & Fees from 2013-2017 has been the successful implementation of various corrective actions, which have enabled the County to achieve and maintain the lowest full-time headcount in several decades and no longer borrow to fund termination costs.

### **2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for Salaries, Wages & Fees is \$881.1 million, a decrease of \$14.9 million or 1.7% from the 2017 Projection. This decrease is primarily attributable to the adjustments of \$16.7 million made by the Legislature during the Adoption Process. The NIFA Conformed Budget also includes anticipated normal attrition. The Administration in consultation with NIFA initiated a Voluntary Separation Incentive Program (VSIP) for the CSEA labor union. The Administration agreed to a fifty percent backfill. The impact of the projected salary savings from the VSIP has been allocated to each department.

The decreases are offset by the impact of the Civil Services Employees Association (CSEA), Police Benevolent Association (PBA), Detectives Association, Inc. (DAI), Superior Officers Association (SOA) and Sheriffs/Correction Officers Benevolent Association (COBA) labor agreements that the County Legislature and the Nassau Interim Finance Authority (NIFA) approved in 2014, an increase in Overtime Expense and an anticipated contract award for the Investigators Police Benevolent Association (IPBA) union.

The County's full-time workforce in the 2018 NIFA Conformed Budget is 7,450; the County's on-board full-time positions total 7,377 as of August 31, 2017 for the Major Funds. The Sewer and Storm Water Resources District has a 2018 NIFA Conformed headcount of 107. The 2018 NIFA Conformed Budget includes headcount reduction of 37 fulltime employees with a savings of \$1,007,917 at normal attrition rates and savings.



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## DESCRIPTION OF EXPENSE CODES

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The 2018 NIFA Conformed Budget funds 2,493 sworn officers for the Police Department comprised from the three police unions (1,775 PBA, 360 DAI and 358 SOA). The 2,493 sworn officers funded by the 2018 NIFA Conformed is very comparable to the 2017 NIFA Conformed Budget headcount of 2,500. The County hired 162 in June and 67 new police officers in November of 2017. The County anticipates hiring a new class of 100 police officers at some point during 2018. All of these new employees will help offset the loss of staff due to attrition from retirements and separations.

The 2018 NIFA Conformed funds 875 COBA members for the Nassau County Correctional Center. The Correctional Center hired 29 new officers in July 2017. This was the first new class of officers hired by the Correctional Center since December 2015. The Correctional Center also anticipates hiring new classes of Correction Officers in the summer and fall of 2018. These new employees will help offset the loss of staff due to attrition from retirements and separations. The Correctional Center has been operating at a staffing deficit for the majority of 2017. This has led to an increase in overtime expense in 2017. The goal is to hire new classes of officers and attempt to curtail the overtime expense.

Overtime for all County Departments in the 2018 NIFA Conformed Budget is \$85.3 million, an increase of \$2.3 million or 2.8% from the 2017 Projection. The 2018 NIFA Conformed Budget includes Police Department overtime expenses of \$50.8 million, an increase of \$0.6 million or 1.2% from the 2017 Projection. The \$50.8 million represents 10.9% of the Department's total Salaries, Wages & Fees. The 2018 NIFA Conformed Budget. Overtime for the Sheriff's Department/Correctional Center is \$19.9 million, which is relatively flat compared to the 2017 Projection.

The Police Department and the Sheriff's Department/Correctional Center account for \$70.7 million of the \$85.3 million overtime expenses in the 2018 NIFA Conformed Budget. This amount represents 82.9% of overtime expense County-wide. These departments are unique due to the fact that they operate 24 hours per day, 7 days a week for all 365 days of the year and must be fully staffed during all shifts. The uniformed members of these agencies provide critical public safety services for the residents of the County.



# DESCRIPTION OF EXPENSE CODES

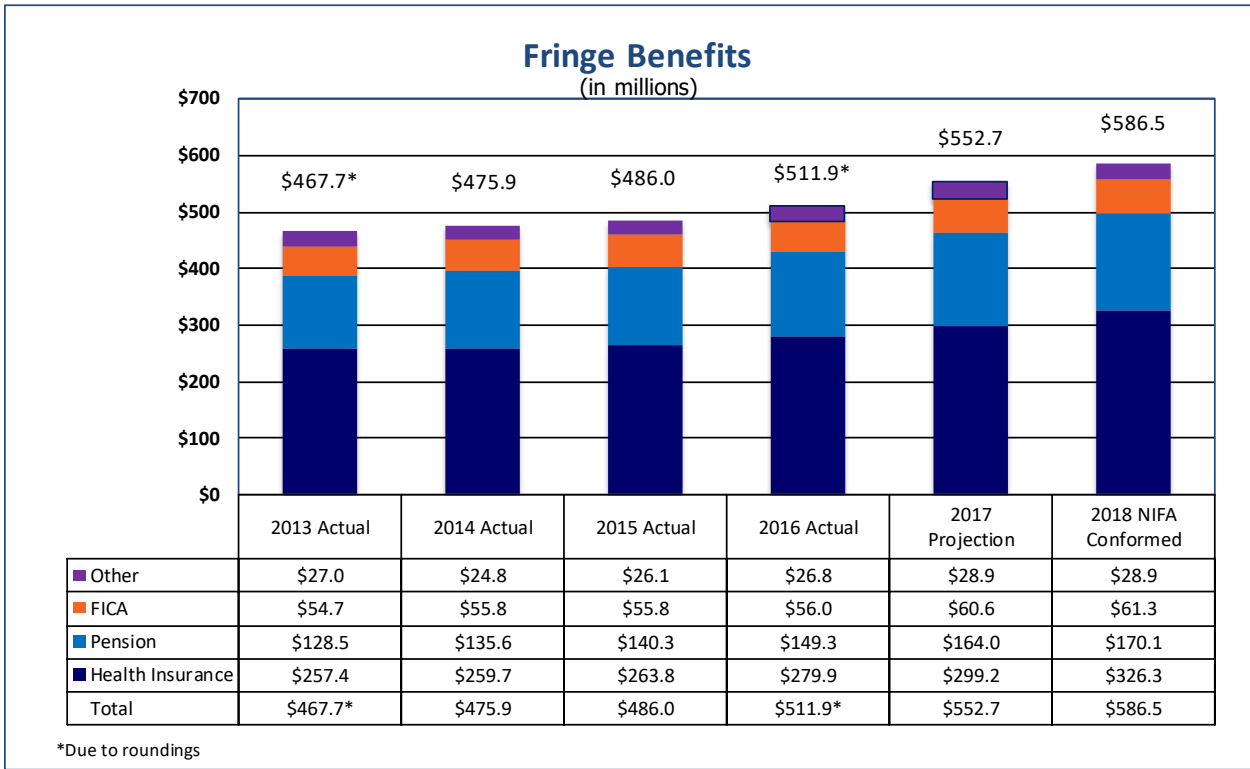
## FRINGE BENEFITS

### DEFINITION

Fringe Benefits expense is comprised of health insurance contributions for active employees and retirees, pension contributions for active employees, contributions for the County’s portion of FICA payroll taxes as well as other benefits. Mandated growth in the pension and health insurance categories continues to place a heavy burden on the County’s Operating Budget as growth in these areas is well above the New York State imposed two percent property tax cap limiting the amount of property tax municipalities can levy.

### HISTORICAL TRENDS

Total Fringe Benefits increased 9.5% between 2013 and 2016, from \$467.7 million to \$511.9 million primarily due to on-going increases in pension and health insurance costs. Pension and health insurance costs comprise the largest portion of Fringe Benefits at 83.8% of projected expenses in 2017. Based on the 2017 Projection of \$552.7 million, Fringe Benefits represent approximately 15.8% of all County expenses.





Nassau County participates in the Empire Plan, the State's health insurance plan, to provide health insurance benefits for its employees and retirees. The average cost for a Family Health Insurance Plan as of August 2017 is approximately \$25,928 per year and has increased approximately 28.1% from 2013 when the annual rate was approximately \$20,239. Health Insurance expense increased 8.8% between 2013 and 2016, from \$257.4 million to \$279.9 million due to the Administration's work force reduction initiative. As of August 1, 2017, the County provided health insurance to 18,387 individuals (7,328 active members and 11,059 retirees). Among these individuals, some form of an Empire Health Insurance Plan covered 92.9% of them.

Pension expense has increased 16.2% between 2013 and 2016, from \$128.5 million to \$149.3 million. Beginning in fiscal year 2011, the New York State Retirement System offered the Contribution Stabilization Program, which authorized participating employers to defer a portion of their annual pension costs and pay this deferred portion over 10 years. The County first elected to participate in the program beginning in fiscal year 2012. Beginning in fiscal year 2014, the County elected to participate in the Alternate Contribution Stabilization Program, which extended the amortization period by two years versus the original program. Through 2017, the County has deferred approximately \$278.9 million for both of these programs. If the County had not availed itself of these options, the total pension expense attributable to the County for 2012, 2013, 2014, 2015, 2016 and 2017 would have been approximately \$1.112 billion. Between 2012 and 2017, the gross amount of the Pension invoice has increased 26.0% (\$161.7 million vs. \$203.7 million).

The 2017 Projection for Fringe Benefits is \$552.7 million, an 8.0% increase when compared with 2016 mainly due to significant rate increases in health insurance plans for the County's active employees. The increases in both health insurance and pension costs are indicative of the increasing strain that Fringe Benefits place on County operating funds despite significant staffing reductions over the last few years.

### **2018 BUDGET HIGHLIGHTS**

Fringe Benefits in the 2018 NIFA Conformed Budget total approximately \$586.5 million, a 6.1% increase from the 2017 Projection.

The appropriation for health insurance in the 2018 NIFA Conformed Budget is approximately \$326.3 million. Health insurance in the 2018 NIFA Conformed Budget is comprised of \$168.8 million for employees and \$157.6 million for retirees.

Pension expense for the Major Operating Funds and the Sewer and Storm Water Resources District Fund, assuming deferring the maximum amount allowable under the Alternate Contribution Stabilization Programs in the 2018 NIFA Conformed Budget is approximately \$170.1 million, a 3.7% increase from the 2017 Projection. The gross invoice amounts in 2018 are approximately \$102.3 million and \$103.4 million for the Employee Retirement System (ERS) and Police & Fire Retirement System (PFRS), respectively. These amounts represent a decrease of 0.7% in the ERS system and an increase of 2.0% in the PFRS system from prior year levels.

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## DESCRIPTION OF EXPENSE CODES

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The employer match for Federal Insurance Contribution Act (FICA) payroll taxes, representing 10.4% of all Fringe Benefits, is the most significant component of the remaining Fringe Benefit items. The 2018 NIFA Conformed Budget includes \$61.3 million in FICA payroll taxes, a 1.1% increase from the 2017 projection, consistent with cost increases in labor agreements.



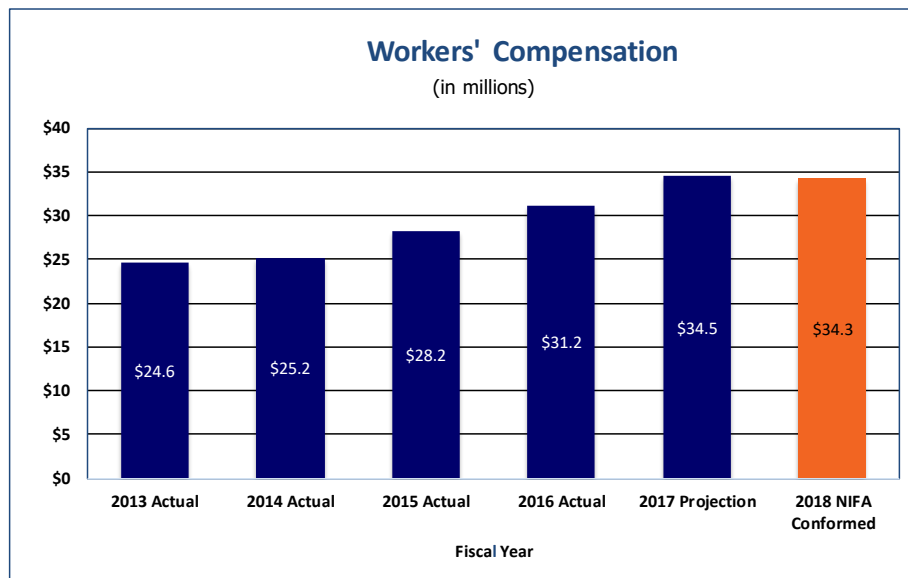
## WORKERS' COMPENSATION

### DEFINITION

New York State Law requires the County to provide workers' compensation coverage for all County employees and volunteers. The County has elected to provide such coverage by means of a self-insured program. Workers' compensation provides protection for both lost wages (indemnity payments) and medical expenses (medical treatments). In addition to coverage-related expenses, insurance companies and self-insured programs are required to make payments to the State in the form of assessments to fund the overall administration of the State Workers' Compensation Board along with various programs and funds administered by the board.

### HISTORICAL TRENDS

In 2007, the State Legislature passed a Workers' Compensation Reform bill that set the maximum weekly indemnity payment at \$400 per week. It remained at \$400 until July 2012, when the NYS Department of Labor changed the maximum indemnity rate to \$792.07, which was calculated based on two-thirds of the New York State Average Weekly Wage (NYSAWW) for the previous calendar year. This new rate applied to all claims on accidents that occur from July through after the rate is set. The rate is recalculated every year in July using this same formula. On July 1, 2017 the maximum weekly indemnity was set at \$870.61 which will apply to all new claims for accidents that occur from July 1, 2017 through June 30, 2018; a 117.6% increase in eight years.





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## DESCRIPTION OF EXPENSE CODES

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Despite the dramatic indemnity increases since 2007, the cost containment services provided by the County's contracted Third-Party Administrator (TPA) have been extremely effective. Medical costs contribute significantly to claims costs and the implementation of Medical Treatment Guidelines by the Workers' Compensation Board in December 2010 has yielded significant savings in this area. The Medical Treatment Guidelines set specific approved treatments in terms of generally accepted standards of care and require approval from the Board's Medical Director for any exceptions. A medical professional wishing to offer a patient treatment that is not approved in the Medical Treatment Guidelines may request a variance based on a demonstration that the requested treatment will improve the patient's condition, rather than simply offer palliative relief. Denial of these variance requests has demonstrated significant success in reducing medical costs.

Medical costs represent over 25% of workers' compensation expense and cost containment is crucial. The County is aggressively working with the TPA to identify and take advantage of options that are available for the County to manage workers' compensation obligations more efficiently. The 2017 projection for Workers' Compensation is \$34.5 million, a 10.7% increase from 2016 actuals, predominately due to a substantial increase in schedule losses awarded. Under State law, an injured employee is entitled to compensation for any loss of use of a body part regardless of any lost time from work. The amount of compensation awarded to an employee is based on the percentage of lost use of the injured body part and the current evaluation guidelines allow subjective factors to drive the percentage upwards. New regulations governing schedule loss awards are supposed to take effect January 1, 2018 but they have yet to be published so the impact cannot be measured at this time.

### **2018 BUDGET HIGHLIGHTS**

The 2018 Proposed Budget for Workers' Compensation is \$35.4 million, a 2.6% increase from the 2017 Projection. The increase is primarily due to higher anticipated payments for disability pay in connection with a higher number of cases and higher indemnity payments for injured workers who are out of work. Partially offsetting these higher budgeted amounts are lower amounts budgeted for the medical of workers compensation mostly due to strict adherence to the Medical Treatment Guidelines discussed above as well as tight controls on pharmacy benefits.





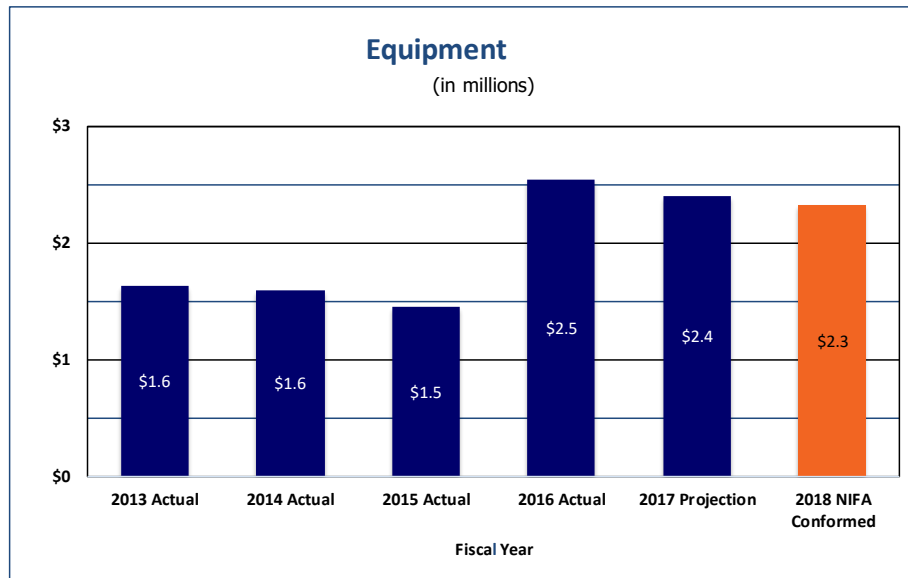
**EQUIPMENT**

**DEFINITION**

Equipment represents tangible purchases made by the County to assist and support County agencies and departments in performing and successfully executing their missions. The County charges items that are nominal in cost and have a useful life of less than five years to the Operating Budget. Items with a useful life greater than five years are included in the Capital Budget and amortized over their useful life. Items characterized as equipment include office furniture and copy machines as well as education/training in the use of the equipment. Examples of equipment included in the Capital Budget are items such as technology, medical, building, heavy-duty, and traffic/highway equipment.

**HISTORICAL TRENDS**

Equipment expenses were relatively flat from 2013 to 2015. In 2016 equipment expenses increased by \$1.0 million largely attributable to records management increased spending of office equipment. The County projects equipment expenses in 2017 to be \$2.4 million, \$141,093 or 5.5% lower than 2016. The decrease is primarily in safety & security equipment for the Correctional Center.



**2018 BUDGET HIGHLIGHTS**

The 2018 Proposed Budget for Equipment is \$2.5 million, \$60,153, or 2.5% more than the 2017 Projection. The increase is due an increased need for Safety and Security Equipment for the Correctional Center.

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## DESCRIPTION OF EXPENSE CODES

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The largest component of Equipment in the 2018 Proposed Budget is \$1.0 million for the Police Department. This appropriation covers purchasing automobile-related equipment, upgrading network systems and applications, communication equipment, office furniture, and computer equipment. In addition, the Police Department will purchase uniforms, boots, and protective equipment for new members as well as replacements for current officers.

The Department of Parks, Recreation and Museums accounts for \$0.4 million, which is primarily for grounds maintenance equipment. The Department of Parks, Recreation and Museums uses the equipment mainly for the Golf Maintenance Division to maintain excellent playing conditions for golfers.



# DESCRIPTION OF EXPENSE CODES

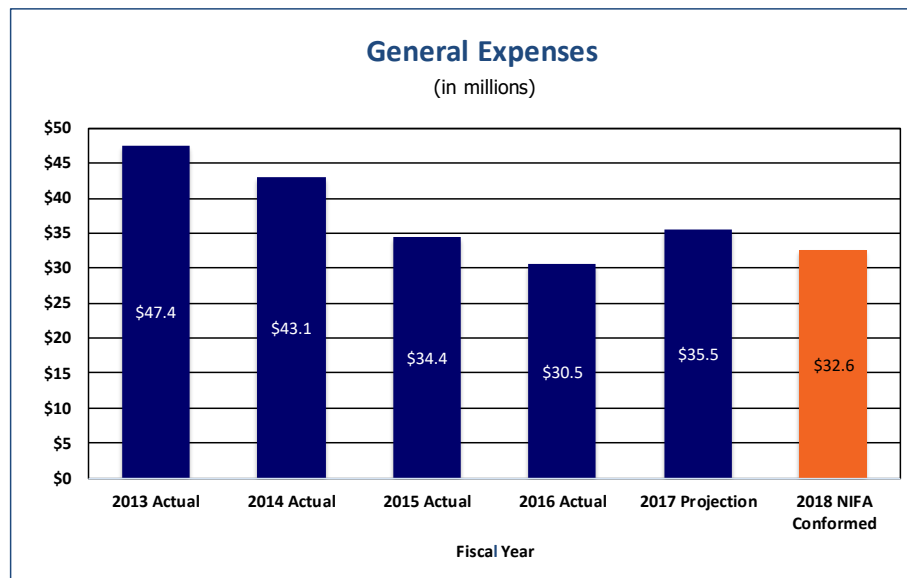
## GENERAL EXPENSES

### DEFINITION

General Expenses include a wide range of products and services required by departments to support service delivery. They include office, maintenance, medical, postage, recreational, automotive supplies, and gasoline. This category also captures the expense associated with road maintenance projects, sewage, and drainage supplies.

### HISTORICAL TRENDS

General Expenses decreased from 2013 to 2015 by \$13.0 million or 27.4%. The decrease was mainly in the Department of Public Works and the Sewer and Storm Water Resources District. This can be attributed to a contract for the operation of the sewer system with a private operator (SUEZ Water Long Island Inc.), which, by the terms of the agreement, is responsible for all General Expenses associated with the sewer system. The 2016 Actual for General Expenses was \$30.5 million, which is a decrease of \$3.9 million or 11.3% from the 2015 actual. This decrease can be attributable to lower spending in traffic engineering, planning & design and support services in the Department of Public Works. The 2017 mid-year projection is \$35.5 million, which is an increase of \$5.0 million or 16.4% from the 2016 actual. This increase can be attributable to motor vehicles supplies and parts in the Police Department and miscellaneous supplies and expenses in the Department of Public Works.





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## DESCRIPTION OF EXPENSE CODES

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### 2018 BUDGET HIGHLIGHTS

The 2017 Proposed Budget for General Expenses is \$34.3 million, which is \$1.2 million or 3.3% less than the 2017 Projection. The decrease is primarily attributable to the decreased cost of diesel fuel and gasoline as well as a reduction of traffic and highway supplies. The Police Department comprises the largest portion of General Expenses at \$7.8 million, followed by the Department of Public Works at \$7.7 million.



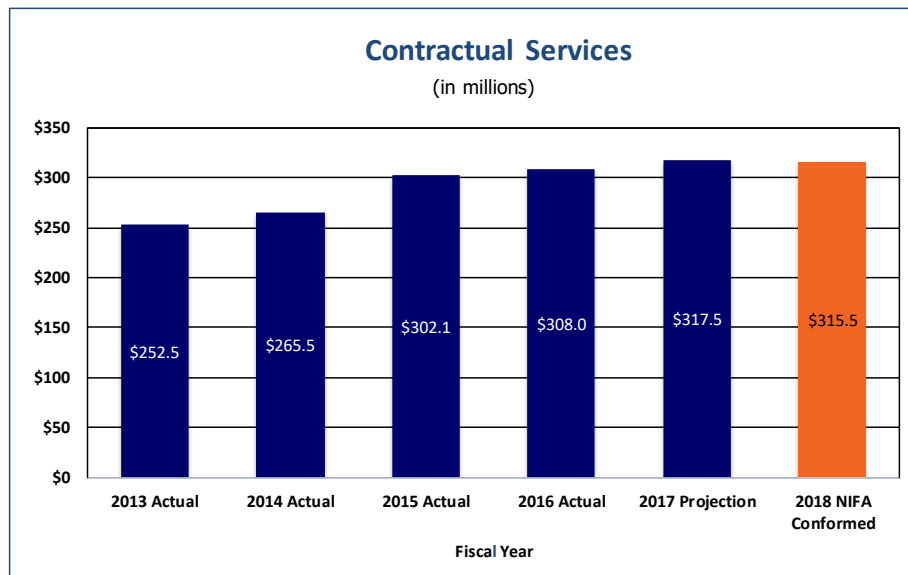
**CONTRACTUAL SERVICES**

**DEFINITION**

A Contractual Service is work performed by a contractor independent of Nassau County. An independent contractor has specialized knowledge, expertise, experience, or capabilities where the County has determined that the entity outside of the County is the best option to perform the service. The largest contract is in the Department of Public Works (DPW) with TransDev Services, Inc. which began operating the County’s NICE (Nassau Inter-County Express) bus system in January 2012. The TransDev Services, Inc. contract is for the Fixed Route Bus and Para-Transit Operation, Management and License agreement. Other examples of services that the County contracts out are the County photo enforcement program, specialized education and training, food and medical services for the Juvenile Detention and Correctional Centers, and counseling services.

**HISTORICAL TRENDS**

Contractual costs associated with expanding the Red Light Camera Program, as well as implementing the School Zone Speed Safety Program were the main drivers for the increase between 2013 and 2014. However, the higher expenses associated with these programs resulted in significant revenue generation for the County. The County Legislature repealed the School Zone Speed Safety Program on December 15, 2014. The County entered into a public-private partnership with TransDev Services, Inc. to manage the County’s fixed route buses and the County’s para-transit operations and these expenses are included in contractual services.





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## DESCRIPTION OF EXPENSE CODES

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The Nassau County SUEZ Water Long Island Inc. Public-Private Partnership was the main factor in the increase for Contractual Services in 2015. The County Legislature approved the 20-year contract in July 2014. The historic agreement will save taxpayers a guaranteed minimum of \$230 million over the life of the agreement. The actual amount for Contractual Services in 2016 was \$308.0 million. This was a \$5.9 million increase or 1.9% increase over 2015 actual of \$302.1 million. The increase from 2015 to 2016 was mainly due to increase in the NICE Bus Contract by \$3.2 million. The 2017 Projection is \$9.5 million or 3% higher than the 2016 actual of \$308 million. The main factor for the 2017 Projection increase is the increased costs of inmate healthcare.

### **2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for Contractual Services is \$315.5 million, a decrease of \$2.0 million or 0.6% from the 2017 Projection. Contractual Services for the Correctional Center increased by \$2.8 million, a 12.5% increase from the 2017 Projection due to the increased costs of inmate healthcare. The TransDev Services, Inc. contract for NICE bus service is \$120.4 million, a \$3.9 million, or 3.1% decrease from the 2017 Projection.

Police Department Contractual Services increased by \$2.5 million or 20.0%, due to the costs for Legal Counsel. Contractual Services in the Department of Information Technology increased in the 2018 NIFA Conformed Budget by \$511,878 million, or 3.8%. The increase is primarily due to the consolidation of Contractual Services related to software and programming from other county departments.



## **UTILITY COSTS**

### **DEFINITION**

Utility Costs generally describes the funds expended to ensure the continuous operation of an organization's physical plant. This includes expenses for delivery and supply of electricity, natural gas, heating fuel, water, and thermal energy. It also includes expenses associated with the provision of hardwired and mobile telecommunication services. The County has a contractual relationship with Nassau Energy Corporation, a subsidiary of Engie (formerly GDF Suez Energy N.A.), to supply thermal energy to meet the heating and cooling needs of various entities and County-owned facilities in and around the Nassau Hub area in Uniondale. These facilities include Nassau Community College, Nassau University Medical Center (NUMC), Nassau Veterans Memorial Coliseum, and the Eisenhower Park Aquatic Center.

The Long Island Power Authority (LIPA) is the main supplier of electricity to the County. Effective January 1, 2014, LIPA changed its system operator from National Grid to PSEG Long Island with a promise of better service to residents and businesses.

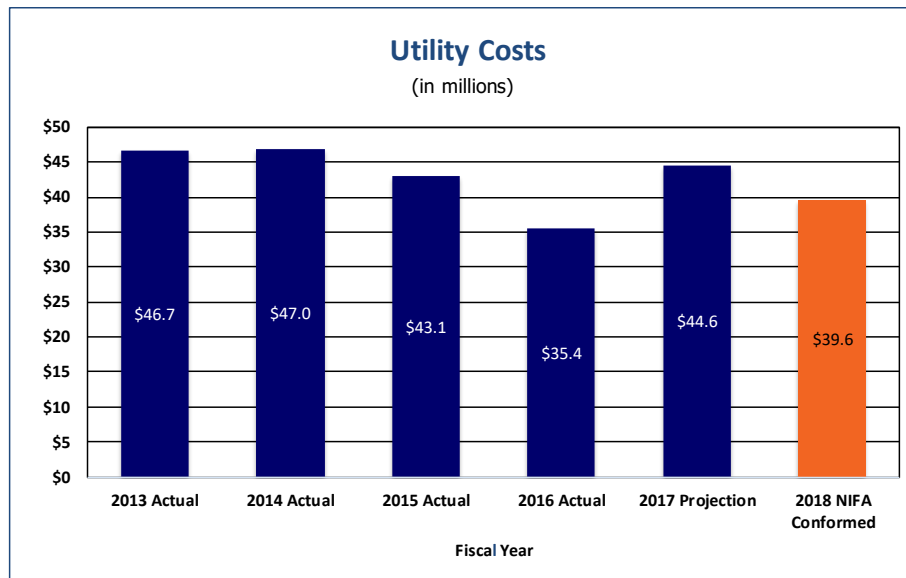
With respect to natural gas, National Grid owns, maintains, and operates the local natural gas delivery infrastructure. In 2010, Nassau County sought bids from energy service companies (ESCOs) to supply the County with natural gas to achieve cost savings. The County selected Hess to provide the commodity for its largest consuming facilities, the Cedar Creek Water Pollution Control Plant and Bay Park Sewage Treatment Plant. The change in suppliers resulted in significant savings and a renegotiation of supply rates in 2012 generated additional savings. Direct Energy Business purchased HESS in 2013. The agreement with Direct Energy recently expired and the County is considering whether to rebid the supply given that the largest consuming facilities are now operated by SUEZ Water Long Island Inc.

### **HISTORICAL TRENDS**

The change in the County's Utility Costs were relatively flat in 2013 and 2014, \$46.7 million and \$47.0 million, respectively. In 2015, the County realized a significant decrease of \$3.9 million or 8.3% compared to 2014. The decrease was a result of falling natural gas and oil prices and a decrease in LIPA's fuel cost adjustment coupled with lower electric consumption. The County experienced an even sharper, 17.8% decline in Utility Costs in 2016 with a total of \$35.4 million for the year. The precipitous decline was a result of several utility drivers, principally, lower natural gas prices and reduced consumption. Consumption of diesel fuels declined as dual fuel facilities switched to natural gas and methane gas, and thermal energy consumption was lower due to the reconstruction of the Nassau Coliseum.



## DESCRIPTION OF EXPENSE CODES



### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Utility Costs is \$42.8 million, a 4.0% decrease from the 2017 Projection, mainly due to lower forecasts for electric and natural gas.





### VARIABLE DIRECT EXPENSES

#### DEFINITION

In 2009, the County established the Variable Direct Expenses object code to identify unique County expense items previously captured in Contractual Services. The County predominately uses this object code to account for contracted public health services with the Nassau Healthcare Corporation (NHCC) at four community health centers (Elmont, Freeport-Roosevelt, Hempstead, and New Cassel-Westbury). The County receives State Aid under Article 6 of the New York State Public Health Law for the provision of public health services to County residents. The State permits the County to ensure the provision of public health services by contracting with other entities. The County must describe the contract and services the other entities provide in the County's Public Health Services Plan that the State Department of Health approves.

The contracted services include the following:

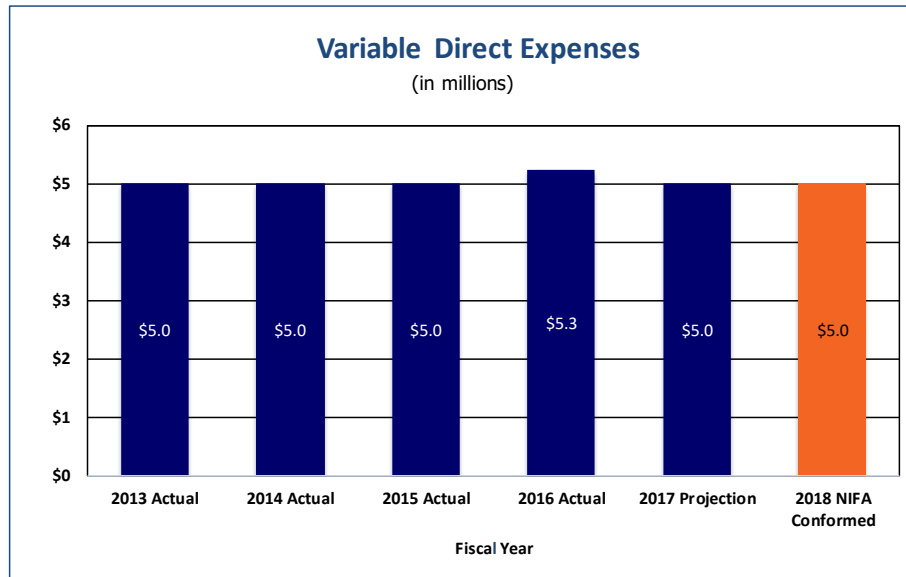
- Dental health education for children under age 21
- Primary and preventative health care: pediatrics, dental care, and medical services for persons under age 21 except HIV-positive patients
- Lead poisoning screening for children ages nine months to six years
- Prenatal care including dental services for pregnant women
- Family planning clinical evaluation, patient education, testing, and treatment
- Sexually transmitted disease clinical evaluation, patient education, testing, and treatment
- Immunization education and vaccine administration
- Chronic disease clinical evaluation, patient education, testing, and treatment including mammography and other screening or preventative services for cardiovascular disease, asthma, diabetes, or cancer
- HIV counseling, testing, treatment, and referrals that are not part of a primary service listed above but include dental services for HIV-positive persons
- Outreach or other public health services rendered through the Institute for Healthcare Disparities



## DESCRIPTION OF EXPENSE CODES

### HISTORICAL TRENDS

Variable Direct Expenses remained at \$5.0 million for the years 2013 through 2015, all of which are for NHCC Public Health Services. In 2016, Variable Direct Expenses increased to \$5.3 million due to costs related to the Long Island Regional Planning Board. In 2017, Variable Direct Expenses decreased back to \$5.0 million due to the Long Island Regional Planning Board not being funded.



### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Variable Direct Expenses is \$5.0 million. There is no change from the 2017 Projection as the Public Health Service Contract with NHCC remains the same.



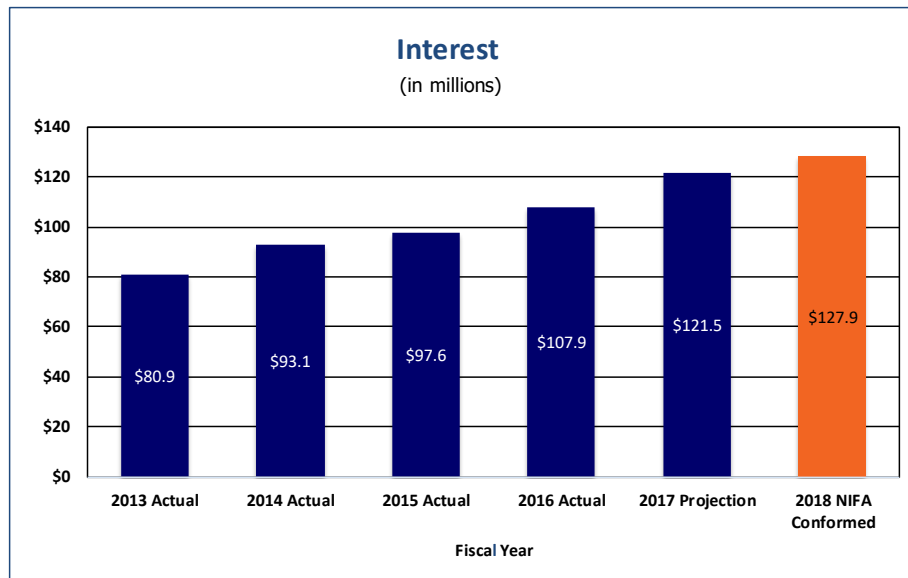
**DEBT SERVICE INTEREST**

**DEFINITION**

The County’s Debt Service Fund contains appropriations for scheduled interest payments on outstanding and future General Obligation debt issued by the County for projects in the following funds: General, Fire Prevention, Police Headquarters, Police District, Community College, Environmental Bond, and the Sewer and Storm Water Resources District. It also contains appropriations for interest payments on the County’s bond anticipation notes and cash flow notes.

**HISTORICAL TRENDS**

The County’s Debt Service Interest has increased in recent years to a projected \$121.5 million in 2017. Total debt service expense (principal and interest) will increase as the County continues to invest in its infrastructure through the issuance of long-term bonds. After 2016, the County ended its decades-long practice of financing Tax Certiorari payments through the issuance of long-term bonds. The Disputed Assessment Fund (DAF) and pay-go should be sufficient to fund new liabilities for all property classes beginning in 2017. A decrease in NIFA’s debt service will offset this increase in the County’s debt service. See “Debt Service Fund” for a further explanation of total debt service.



**2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget includes \$127.9 million in interest payments, a 5.3% increase from the 2017 Projection as the County continues to issue debt under its own authority. A decrease in NIFA’s debt service will offset this increase in Debt Service Interest. The total consists of \$122.6 million in the Major Funds and \$5.3 million in the Sewer and Storm Water Resources District Fund.



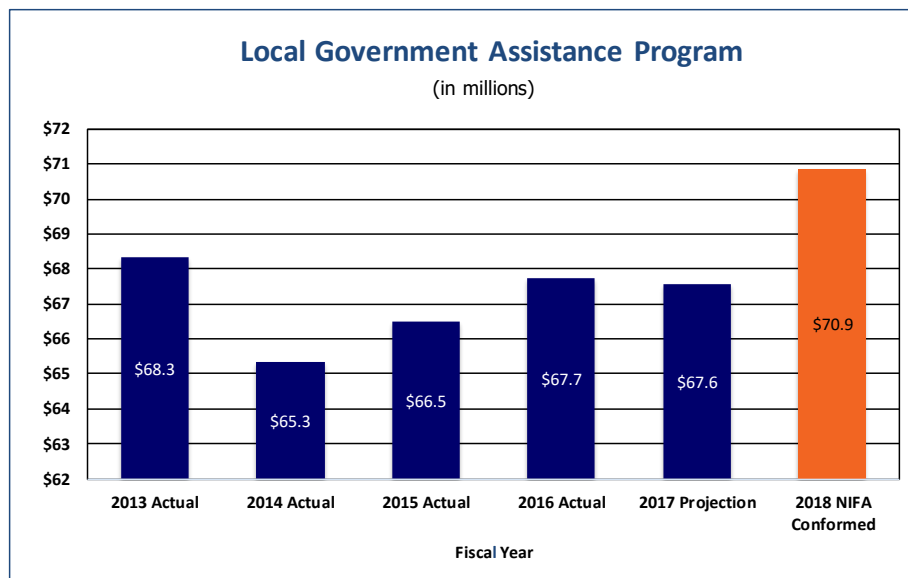
**LOCAL GOVERNMENT ASSISTANCE PROGRAM**

**DEFINITION**

Pursuant to Section 1262-e of New York State Tax Law, the County must establish a Local Government Assistance Program to distribute sales tax collections to the towns and cities within the County in an amount equivalent to a 0.25% component of the 4.25% local sales tax. Additionally, the State authorizes the County to establish a Local Government Assistance Program to distribute sales tax collections to the incorporated villages. From 2007 through 2016, the County distributed \$1.25 million to the villages annually.

**HISTORICAL TRENDS**

The County’s sales tax receipts, which fluctuate, are the basis for the distributions to local governments under the Local Government Assistance Program. In 2014 Local Government Assistance decreased by \$3.0 million from \$68.3 million in 2013 to \$65.3 million. This represented a 4.4% decrease. This decrease was predicated on a shortfall in 2014 sales tax receipts. In 2015, the Local Government Assistance distribution increased by \$1.2 million to \$66.5 million, or 1.8% when compared to the 2014 actual. In 2016, the distribution increased by \$1.3 to \$67.7 million, or 1.9% when compared to the 2015 actual. The 2017 Projection for Local Government Assistance program is \$67.6 million, which is relatively flat compared to the 2016 actual. In 2017 the County has elected not to distribute Local Government Assistance aid to villages.





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## DESCRIPTION OF EXPENSE CODES

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### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Local Government Assistance is \$70.5 million, an increase of \$3.0 million, or 4.4% from the 2017 Projection. The 2018 Proposed Budget is consistent with the County's sales tax revenue anticipated for 2018 based on 2017 Projected Actuals with a 2% growth. The 2018 Proposed Budget also includes \$1.3 million for aid to villages, which was not reflected in the 2017 Projection or the 2017 NIFA Conformed Budget.



## DESCRIPTION OF EXPENSE CODES

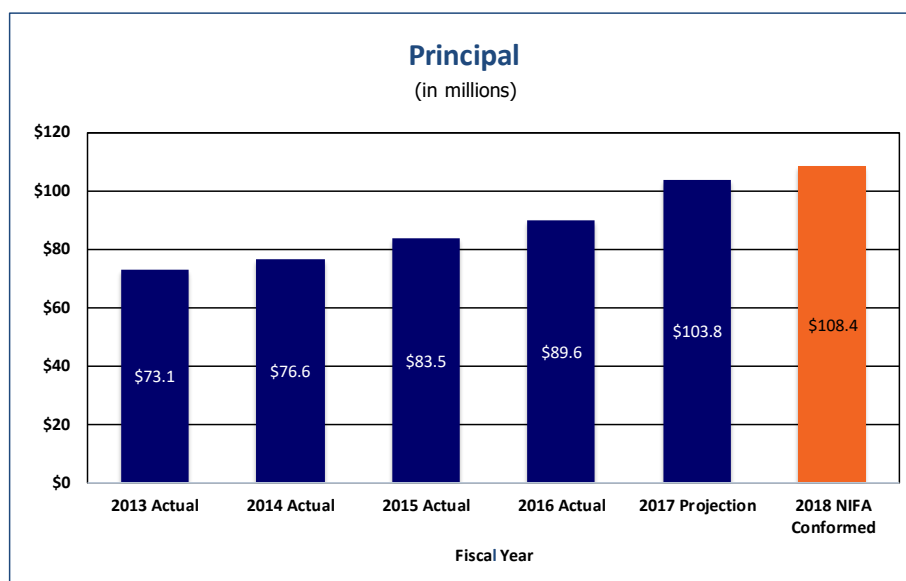
### DEBT SERVICE PRINCIPAL

#### DEFINITION

The County's Debt Service Fund contains appropriations for scheduled principal payments on outstanding and future General Obligation debt issued by the County for projects in the following funds: General, Fire Prevention, Police Headquarters, Police District, Community College, Environmental Bond, and the Sewer and Storm Water Resources District.

#### HISTORICAL TRENDS

The County's Debt Service Principal has gradually increased in recent years to a projected \$103.8 million in 2017. Total debt service expense (principal and interest) will increase as the County continues to invest in its infrastructure through the issuance of long-term bonds. After 2016, the County ended its decades-long practice of financing Tax Certiorari payments through the issuance of long-term bonds. The Disputed Assessment Fund (DAF) and pay-go should be sufficient to fund new liabilities for all property classes beginning in 2017. A decrease in NIFA's debt service will offset this increase in the County's debt service. See "Debt Service Fund" for a further explanation of total debt service.



#### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget includes \$108.4 million for principal payments, a 4.4% increase from the 2017 Projection as the County continues to issue debt under its own authority. A decrease in NIFA's debt service will offset this increase in Debt Service Principal. The total consists of \$98.7 million in the Major Funds and \$9.7 million in the Sewer and Storm Water Resources District Fund.

## DESCRIPTION OF EXPENSE CODES



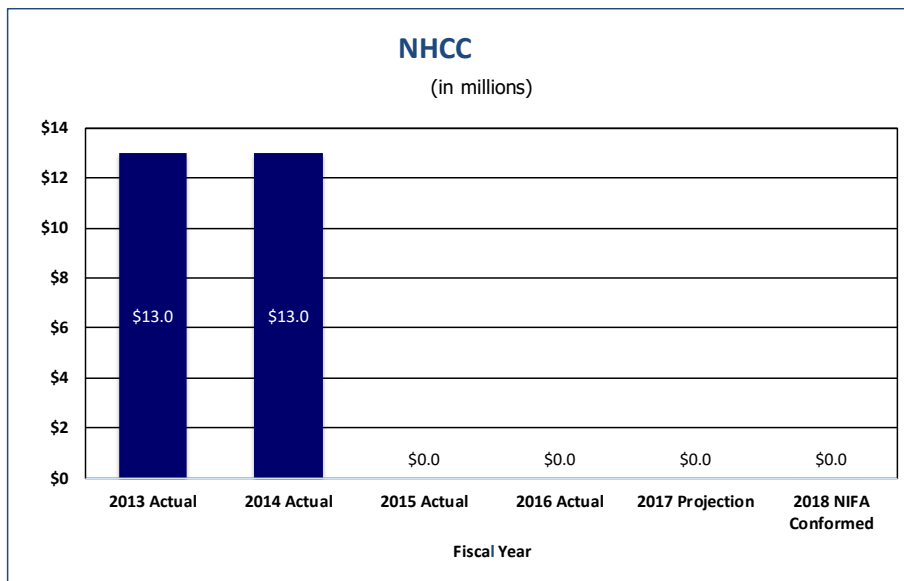
### NASSAU HEALTH CARE CORPORATION

#### DEFINITION

This category represents an annual subsidy, known as the Historic Mission payment, made by the County to the Nassau Health Care Corporation (NHCC) pursuant to a Successor Agreement that expired at the end of 2014. The funds were utilized by NHCC to help offset the cost of medical services it provided to clients who were indigent, uninsured, or not covered by Medicaid.

#### HISTORICAL TRENDS

The County had an annual \$13.0 million obligation to NHCC in accordance with the aforementioned Successor Agreement through the end of 2014. Therefore, the County has not incurred this expense since 2014.



#### 2018 BUDGET HIGHLIGHTS

The Successor Agreement with NHCC provided for the Historic Mission payment through 2014, with no subsequent payments since 2015.



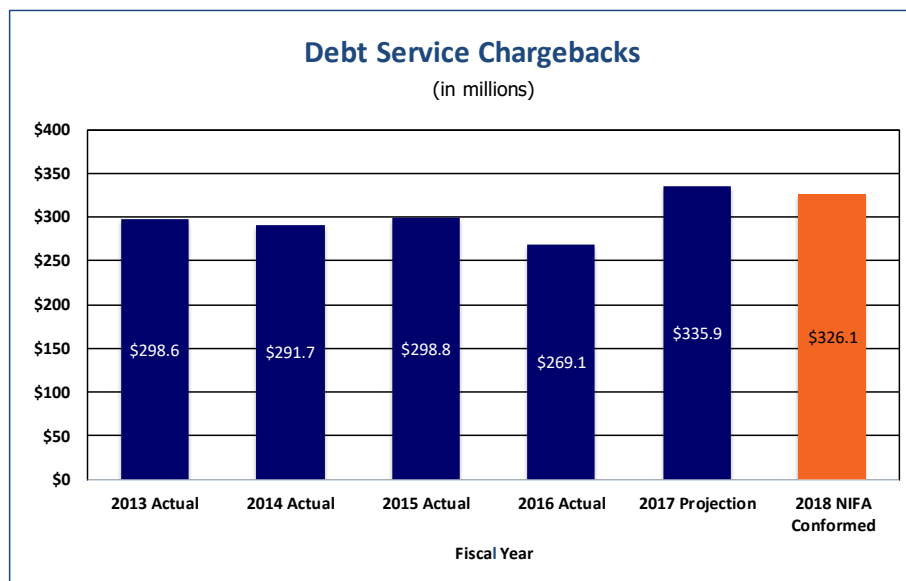
## DEBT SERVICE CHARGEBACKS EXPENSE

### DEFINITION

The County budgets for and makes all Major Operating Funds debt service interest, principal, and set-aside payments from the Debt Service Fund. The County then charges these expenses to the operating funds on a project-by-project basis. Debt Service Chargebacks reflects these costs to the General, Fire Prevention, Police Headquarters, and Police District Funds. In the Sewer and Storm Water Resources District (SSW) Fund, the fund directly pays a portion of the debt service.

### HISTORICAL TRENDS

Debt Service Chargebacks remained fairly steady between 2013 and 2015. The amount decreased to \$269.1 million in 2016 due primarily to the receipt of \$47.0 million of bond premium, which was transferred to the Litigation Fund. The 2017 Projection for Debt Service Chargebacks is \$335.9 million, a 24.8% increase over 2016 due primarily to a significant reduction in projected bond premium. Fluctuations from year-to-year are primarily due to fluctuations in revenue from capital closeouts and premium earned on debt issuances, which the County applies to Debt Service and therefore affects the required Debt Service Chargebacks. See “Debt Service Fund” for a further explanation of total debt service.



### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Debt Service Chargebacks is \$326.1 million, a 2.9% decrease from the 2017 Projection.





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### INTERDEPARTMENTAL CHARGES

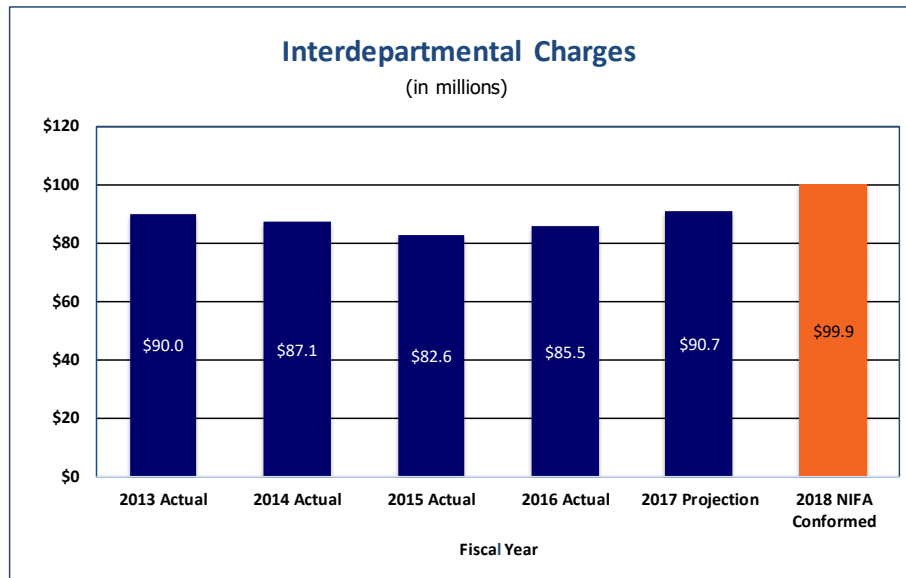
#### DEFINITION

Interdepartmental Charges are expenditures related to services that one County department performs for another County department. They also can be charges in connection with departments that collaborate and share resources for the purposes of providing constituent services or program deliverables. County departments with specialized knowledge, expertise, experience, and capabilities usually perform services for other departments. Examples of these centralized services include information technology, public safety and security, legal, records management, purchasing, facilities management, fleet, mail, printing and graphics, workers' compensation expenses, and County-related centralized indirect costs. Probation, Human Services, and Social Services are examples of departments that collaborate to provide constituent services or programs. Interdepartmental Charges are in the major fund structure of the County and do not address charges or transfers between the major funds and special districts, such as the Sewer and Storm Water Resources District and/or other distinct County entities, such as Nassau Community College. The corresponding revenue earned by the department that performs the service is shown as Interdepartmental Revenue.

#### HISTORICAL TRENDS

Interdepartmental Charges decreased by 4.9% between 2013 and 2016. Interdepartmental Charges decreased in 2014 due to lower Police District Fund costs. Interdepartmental Charges decreased by 5.1% in 2015 primarily due to lower costs in building occupancy and indirect cost charges throughout most revenue generating departments. Interdepartmental Charges increased in 2016 by 3.5% primarily due to an increase in the Police District Headquarters Fund. The 2017 Projections for Interdepartmental Charges is \$90.7 million, an increase of 6.1%.

# DESCRIPTION OF EXPENSE CODES



## 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Interdepartmental Charges is \$99.9 million, a 10.1% increase compared to the 2017 Projection. This increase is primarily due to higher Building Occupancy and Indirect Costs charges.

### INTERDEPARTMENTAL EXPENSES & REVENUES (\$ in thousands)

BUYER	SELLER DEPARTMENTS												TOTAL
	CF	IT	HS	PW	PDD	PDH	BU <sup>1</sup>	AT	DA	CC	SS	BU <sup>2</sup>	
PB	\$0	\$113	\$0	\$1,151	\$0	\$94	\$216	\$0	\$0	\$150	\$159	\$0	\$1,883
FC	\$52	\$756	\$0	\$987	\$0	\$52	\$678	\$0	\$0	\$0	\$0	\$0	\$2,525
HS	\$27	\$273	\$0	\$1,655	\$0	\$156	\$1,005	\$0	\$0	\$0	\$40	\$0	\$3,156
HE	\$221	\$1,580	\$0	\$1,701	\$0	\$41	\$2,048	\$0	\$0	\$0	\$0	\$190	\$5,781
BU	\$0	\$0	\$0	\$0	\$0	\$6,941	\$0	\$0	\$0	\$0	\$0	\$0	\$6,941
PW	\$66	\$2,511	\$0	\$0	\$0	\$0	\$12,487	\$0	\$0	\$0	\$0	\$0	\$15,064
SS	\$201	\$3,226	\$100	\$6,882	\$391	\$693	\$3,216	\$942	\$301	\$0	\$0	\$1,503	\$17,455
PDD	\$1	\$46	\$0	\$617	\$0	\$5,417	\$14,736	\$0	\$0	\$0	\$0	\$0	\$20,817
PDH	\$200	\$669	\$0	\$5,346	\$0	\$34	\$20,028	\$0	\$0	\$0	\$0	\$0	\$26,276
<b>TOTAL</b>	<b>\$ 767</b>	<b>\$ 9,173</b>	<b>\$ 100</b>	<b>\$ 18,340</b>	<b>\$ 391</b>	<b>\$ 13,426</b>	<b>\$ 54,414</b>	<b>\$ 942</b>	<b>\$ 301</b>	<b>\$ 150</b>	<b>\$ 199</b>	<b>\$ 1,693</b>	<b>\$ 99,896</b>

BU<sup>1</sup> Indirect Cost; BU<sup>2</sup> Workers Comp.



## DESCRIPTION OF EXPENSE CODES

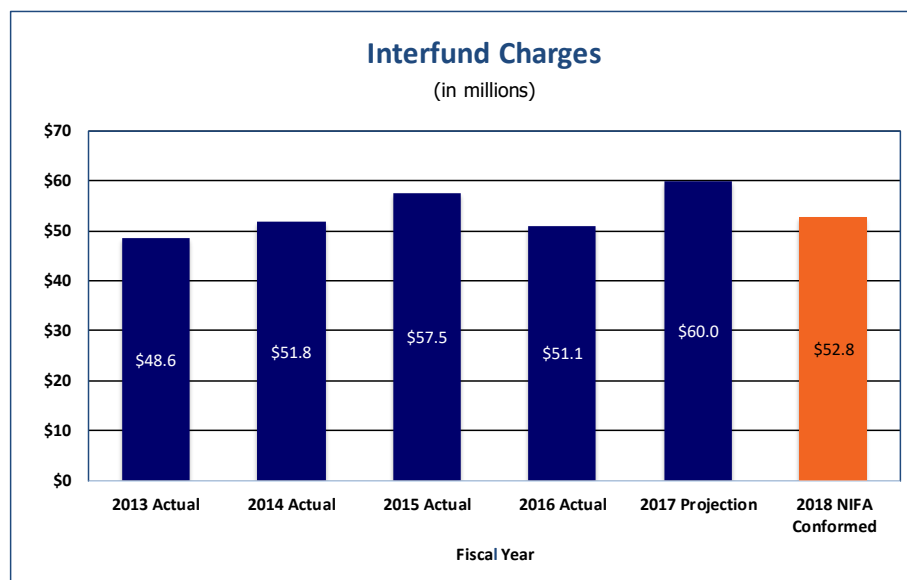
### INTERFUND CHARGES

#### DEFINITION

The County classifies expenses incurred by departments within the Major Operating Funds for services provided by non-Major Operating Fund entities as Interfund Charges. These charges can include costs that the Grant, Community College, Capital, and Sewer District funds are bearing on behalf of County operating departments. Interfund Charges are distinct from Interdepartmental Charges, which are limited to costs within the Major Operating Funds.

#### HISTORICAL TRENDS

Interfund Charges in 2014 increased by \$3.2 million or 6.5% when compared to 2013 and was primarily attributable to higher Debt Service Charges to the Storm Water Resources District Fund, partially offset by a lower County share of Superstorm Sandy-related expenses. In 2015, Interfund Charges increased by \$5.7 million or 11.0% when compared to 2014, mainly due to higher Debt Service Charges for NHCC and OTB partially offset by a lower County share of Superstorm Sandy-related expenses. In 2016, the amount was \$51.1 million, a decrease of \$6.4 million from 2015 or 11.1%. The 2017 Projection is \$60.0 million an increase of \$9.9 million from 2016 or 19.4%.



#### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Interfund Charges is \$52.8 million, a \$7.2 million decrease from the 2017 Projection, primarily due to lower Indirect and Debt Service charges in the Sewer and Storm Resources District Fund. The 2018 Proposed Budget includes \$28.1 million for SSW,



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## DESCRIPTION OF EXPENSE CODES

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\$23.1 million for NHCC debt paid by the County and reimbursed by NUMC, and \$1.6 million for OTB.



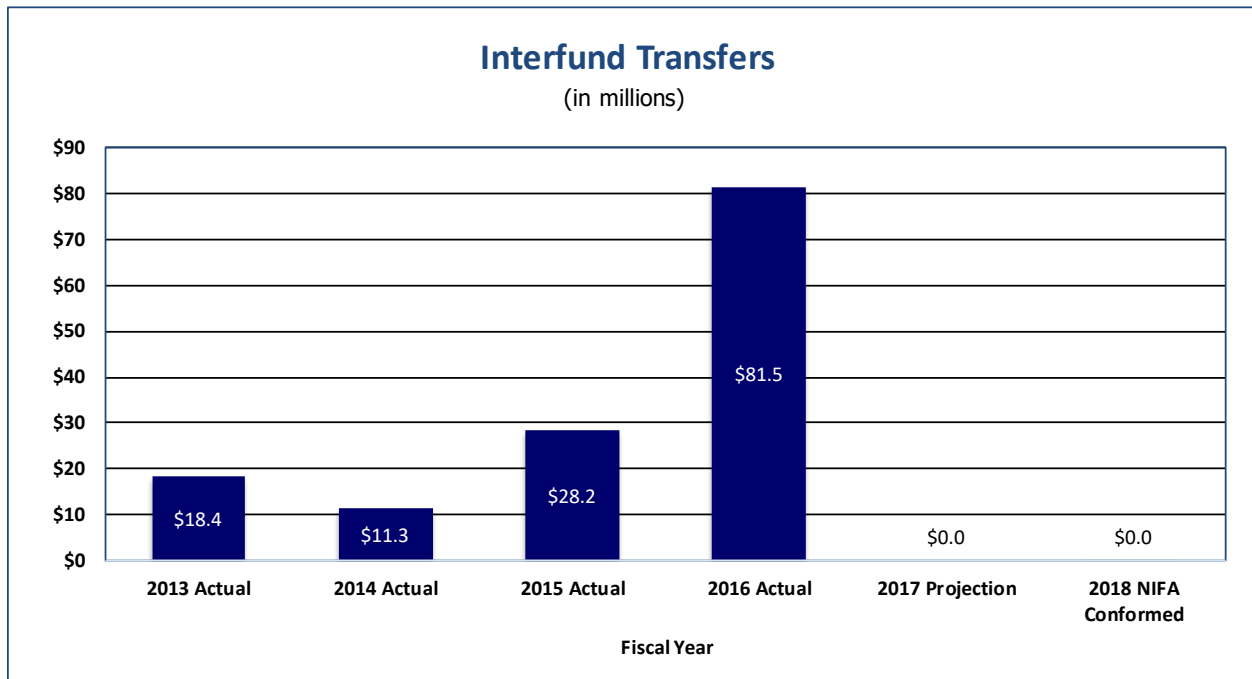
### INTERFUND TRANSFERS

#### DEFINITION

This category represents transfer of appropriations from fund to fund. This code was established to transfer appropriations to other funds or reserves such as Police Headquarters, Litigation Fund, Employee Benefit Accrued Liability Reserve Fund, Retirement Contribution Reserve Fund, and Bond Indebtedness Fund.

#### HISTORICAL TRENDS

Historically, this object code was only used to transfer appropriation between funds during a fiscal year. In 2013 and 2014, the County transferred \$18.4 million and \$11.3, respectively, of appropriation from the General Fund to the Police Headquarters Fund to cover salary shortages. In 2015, the County transferred approximately \$20.2 million of budgetary surplus from the Debt Service Fund into the Litigation Fund for the payment of Judgements and Settlements; and \$8.0 million to the Retirement Contribution Reserve Fund. In 2016, the County transferred approximately \$72.0 million of budgetary surplus to other funds. These included \$55.3 million from the Debt Service Fund to the Litigation Fund, \$13.1 million to Employee Benefit Accrued Liability Reserve Fund and \$3.6 million to the Bond Indebtedness Fund. In addition, in 2016 the County transferred \$9.5 million to PDH to cover the deficit in salary expenses.



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## DESCRIPTION OF EXPENSE CODES

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### 2018 BUDGET HIGHLIGHTS

There is no appropriation in the 2018 NIFA Conformed Budget for the Interfund Transfers to Other Funds.



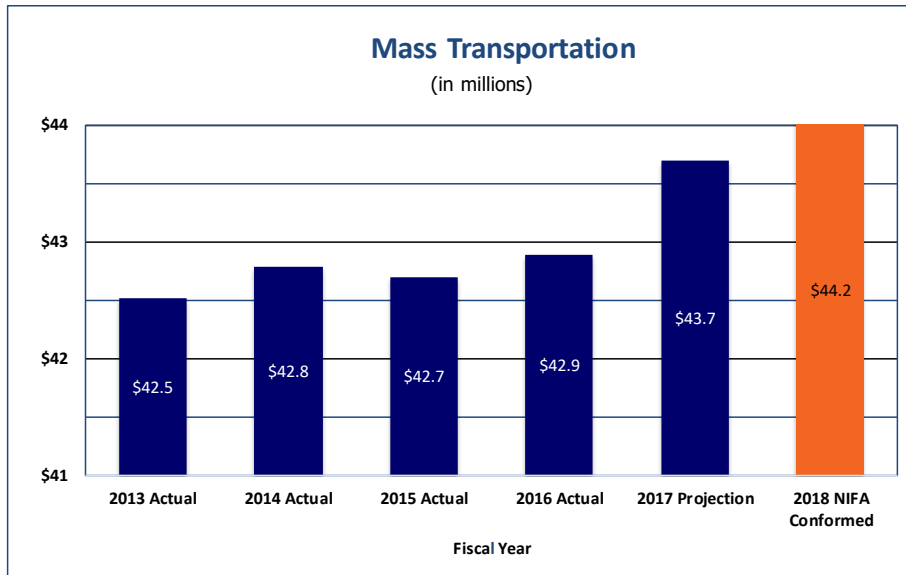
**MASS TRANSPORTATION**

**DEFINITION**

Transportation is a major component of Nassau County Operating and Capital Budgets and involves transportation agencies from other jurisdictions such as the Federal Transit Administration, the New York Metropolitan Transportation Administration (MTA), and the New York State Department of Transportation (NYSDOT). New York State Law mandates payments to MTA/Long Island Rail Road (LIRR) for Station Maintenance and Operating Assistance, which are the major components of these charges. In compliance with the agreement with the MTA, the County adjusts the amount based on the change in the regional Consumer Price Index (CPI) each year.

**HISTORICAL TRENDS**

Mass Transportation costs in 2013 were \$42.5 million. The small increases from 2014, 2015 and 2016 Actuals are the result of the same slight CPI increases for the LIRR station maintenance program in compliance with the agreement. The 2017 Projection shows Mass Transportation costs increase to \$43.7 million as a result of the higher CPI increase.



**2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for Mass Transportation is \$44.2 million a 1.1% increase compared to the 2017 Projection. The MTA LIRR operating assistance totals \$30.0 million and \$11.6 million for mandated LIRR Station Maintenance, which is subject to the Consumer Price Index (CPI). The required State Transportation and Operating Assistance (STOA) match consists of \$1.9 million for fixed routes and \$0.6 million for the Able-Ride Paratransit routes, totaling \$2.5 million for Nassau Inter-County Express (NICE) Bus services.



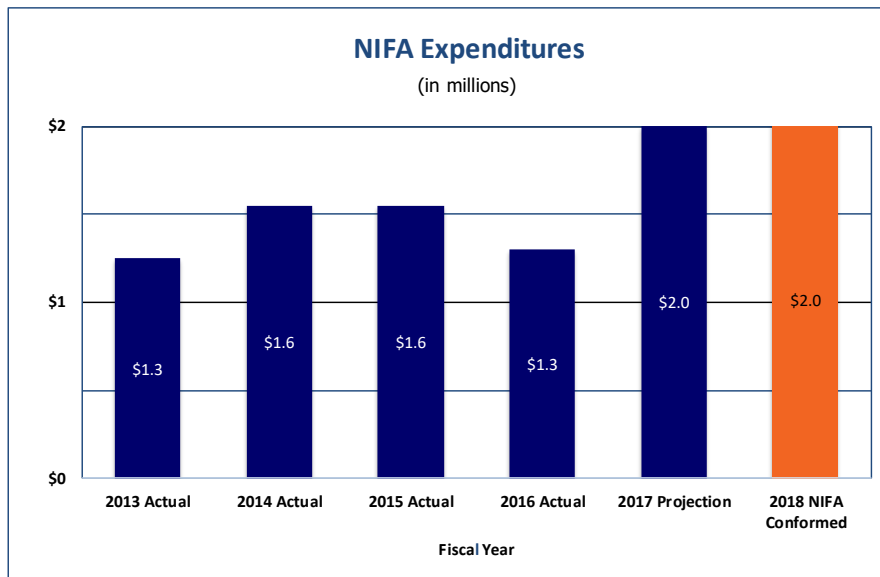
**NIFA EXPENDITURES**

**DEFINITION**

This appropriation contains the administrative cost such as salaries, benefits and office building rent for staff members of the Nassau County Interim Finance Authority (NIFA), which provides State oversight of the County’s finances.

**HISTORICAL TRENDS**

NIFA Expenditures were \$1.3 million in 2013. In 2014, NIFA Expenditures were \$1.6 million, an increase of \$0.3 million due to higher expenses related to the NIFA control period. 2015 NIFA Expenditures remained flat compared to 2014. In 2016, NIFA Expenditures were \$1.3 million, a decrease of \$0.3 million. The decrease in expenses is primarily related to the negotiation of a new lease for their offices and the use of funds from a separate source, which was an isolated event. The budget for 2017 is \$2.0 million an increase of \$0.7 million over 2016 actuals, primarily due to expenses related to the control period.



**2018 BUDGET HIGHLIGHTS**

The 2018 Proposed Budget is \$2.0 million as provided by NIFA for its operating expenses, which is a \$25,000 increase from the 2017 Projection and \$725,000 increase from the 2016 Actuals or a 55.8% increase.





## **OTHER EXPENSES**

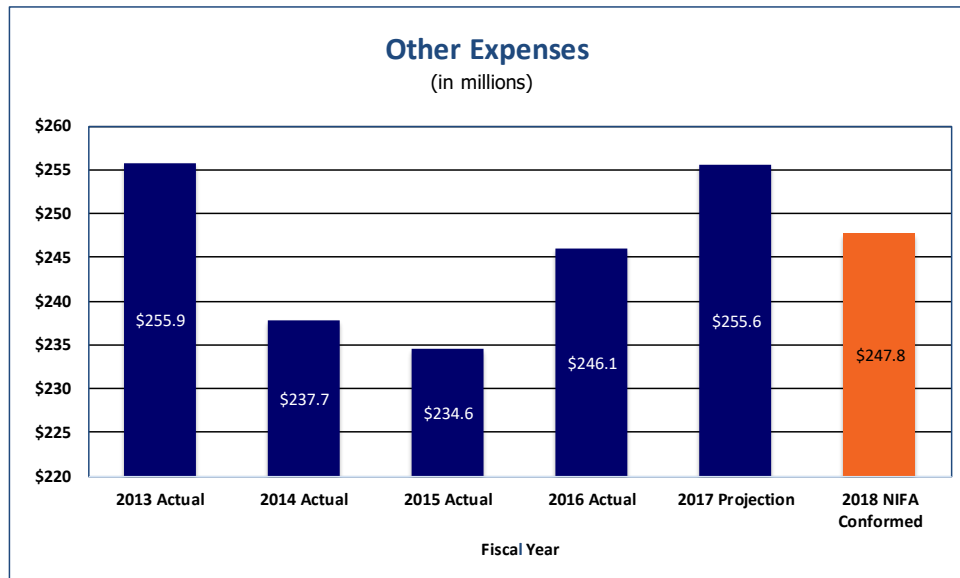
### **DEFINITION**

Inevitably, in municipal budgets, there exist expenses that do not fit into the established classification structure. Nassau County allocates these costs into the Other Expenses object code. Containing a wide variety of largely unrelated components, Other Expenses includes appropriations for such items as sales tax set-asides for the Nassau County Interim Finance Authority (see Debt Fund), lawsuits and damages, building rentals, indigent legal defense, community college tuition chargebacks, County association memberships, etc.

### **HISTORICAL TRENDS**

Total Other Expenses were \$255.9 million in 2013. Expenses decreased in 2014 and 2015, to \$237.7 million and \$234.6 million respectively. The primary reason for these decreases was in NIFA set-asides for debt service. In 2016, expenses increased by \$11.5 million, or 4.9% from 2015 primarily due to suits & damages, mainly Tax Certiorari payments.

In 2017, the County is projecting \$255.6 million in Other Expenses, which is \$9.6 million or 3.9% greater than the 2016 actual. The primary reason for the increase is other suits & damages, mostly Tax Certiorari payments. The increase is partially offset by lower NIFA set-asides for debt service.



## 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Other Expenses is \$247.8 million, a decrease of \$7.8 million, or 3.1% from the 2017 Projection. Tax certiorari refund payments are funded \$21.4 million lower than the 2017 Projection due to the establishment of the Disputed Assessment Fund to pay Class IV property tax refunds which creates a funding source to eliminate borrowing for future commercial property tax refunds. The negotiating of residential small claims before the roll goes final also contributed to lower appropriations of tax certiorari refund payments. NIFA sales tax set-asides also decreased by \$16.3 million due to lower NIFA debt service. These decreases were offset by the inclusion of \$27.5 million of expenses for judgements and settlements.

The largest components of the Other Expenses category are: NIFA set asides are \$145.6 million, Other Suits and Damages are \$57.5 million, Criminal Indigent Legal Services are \$14.5 million (Nassau County Bar Association is \$7.6 million, and the Legal Aid Society of Nassau County is \$6.9 million), Insurance and Rent for buildings is \$13.7 million and Resident and FIT Tuition is \$13.5 million.



# DESCRIPTION OF EXPENSE CODES

APPENDIX OO - OTHER EXPENSES					
Fund	Subobject	2016 Actual	2017 NIFA Conformed Budget	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
DSV	88988 - EXPENSE OF LOANS	4,480,700	3,450,000	3,450,000	2,604,750
	88989 - NIFA SET-ASIDES	167,976,695	161,898,437	161,898,437	145,627,394
<b>DSV Total</b>		<b>172,457,395</b>	<b>165,348,437</b>	<b>165,348,437</b>	<b>148,232,144</b>
GEN	49949 - PMT CITY OF LONG BEACH	106,233	106,233	106,233	106,233
	52952 - LIDO-PT.LOOKOUT FIRE DISTRICT	5,775	5,775	5,775	5,775
	55955 - NYS ASSN OF COUNTIES	66,052	68,500	68,033	70,100
	66966 - LEGAL AID SOC OF NC	6,520,000	6,685,000	6,685,000	6,852,125
	67967 - BAR ASSN NC PUB DFDR	7,648,989	7,300,000	7,300,000	7,648,989
	6H60H - PT LOOKOUT/LIDO LG BCH BUS RT	75,000	75,000	75,000	75,000
	6Q60Q - HIPAA PAYMENTS	0	25,000	0	25,000
	70970 - NON FIT RESIDENT TUITION	0	0	3,500,000	0
	70970 - RESIDENT TUITION	3,603,218	3,500,000	0	3,500,000
	7097F - FIT RESIDENT TUITION	7,999,503	8,200,000	8,200,000	10,000,000
	80981 - COLISEUM REPAIR EXPENSES	0	0	0	0
	87985 - OTHER PAYMENTS	0	0	0	0
	87987 - OTHER SUITS & DAMAGES	33,863,268	75,000,000	51,420,951	53,000,000
	8798A - OTHER SUITS & DAMAGES-INTEREST	1,087,481	0	921,123	0
	8798B - ATTORNEY FEES	154,257	0	10,000	0
	8798C - ATTORNEY GROSS PROCEEDS	48,000	0	87,500	0
	8798D - SETTLEMENT REPORTABLE TO IRS	0	0	0	0
	87992 - LITIGATION - GEN	802,997	0	(236,478)	0
	93993 - INSURANCE ON BLDGS	346,868	346,868	346,868	320,000
	94994 - RENT	11,279,001	11,253,441	11,253,441	13,419,079
<b>GEN Total</b>		<b>73,606,642</b>	<b>112,565,817</b>	<b>89,743,446</b>	<b>95,022,301</b>
SSW	87987 - OTHER SUITS & DAMAGES	0	538,500	538,500	4,538,500
<b>SSW Total</b>		<b>0</b>	<b>538,500</b>	<b>538,500</b>	<b>4,538,500</b>
<b>Grand Total</b>		<b>246,064,037</b>	<b>278,452,754</b>	<b>255,630,383</b>	<b>247,792,945</b>



**EARLY INTERVENTION / SPECIAL EDUCATION**

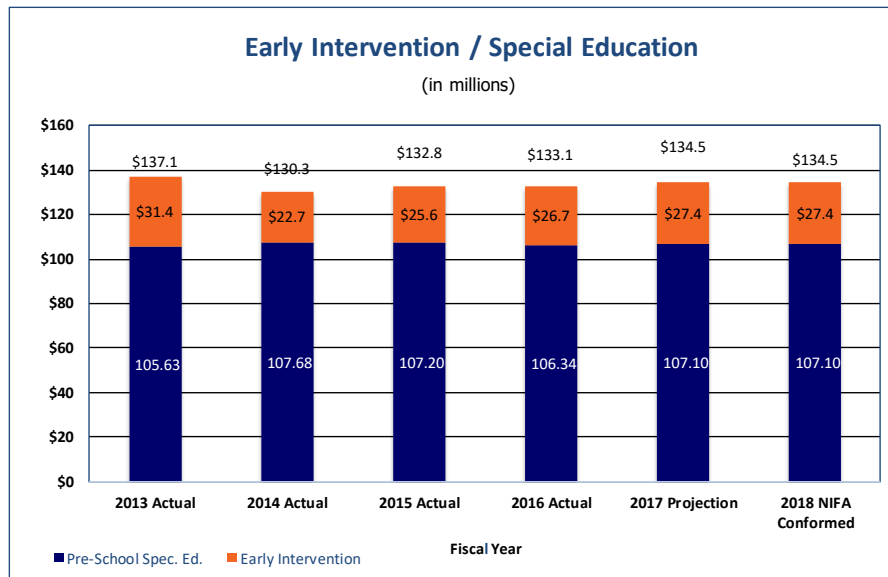
**DEFINITION**

Section 4410 of the New York State Education Law mandates the Preschool Special Education Program, which provides services to special needs children who are three to five years-old. The program also oversees financial support for Summer School programs for five to 21 year-olds and a Countywide transportation system for both Early Intervention (ages infant to three) and Preschool (ages three to five).

Federal and State law mandate the Early Intervention Program, which provides specialized services for eligible developmentally delayed children from infant to three years of age.

**HISTORICAL TRENDS**

Preschool Special Education and Early Intervention expenses have decreased from 2013 through 2014 because of changes in the configuration of services provided, services directly paid for by the State, rates set by the State, and lower caseloads. Preschool caseloads increased slightly in 2015 and 2016 resulting in a 2.1% increase to \$133.1 million. The projection for these programs in 2017 is \$134.5 million, a 1.1% increase, addressing the anticipated increase of Preschool and Early Intervention caseloads. This reflects the continued efforts by the County to provide all services as authorized by school districts to all approved applicants.



**2018 BUDGET HIGHLIGHTS**

The 2018 Proposed Budget for Early Intervention and Preschool Special Education is \$134.5 million, flat with the 2017 Projection, reflecting the continued efforts by the County to provide all services as authorized by school districts to all approved applicants.



### RECIPIENT GRANTS

#### DEFINITION

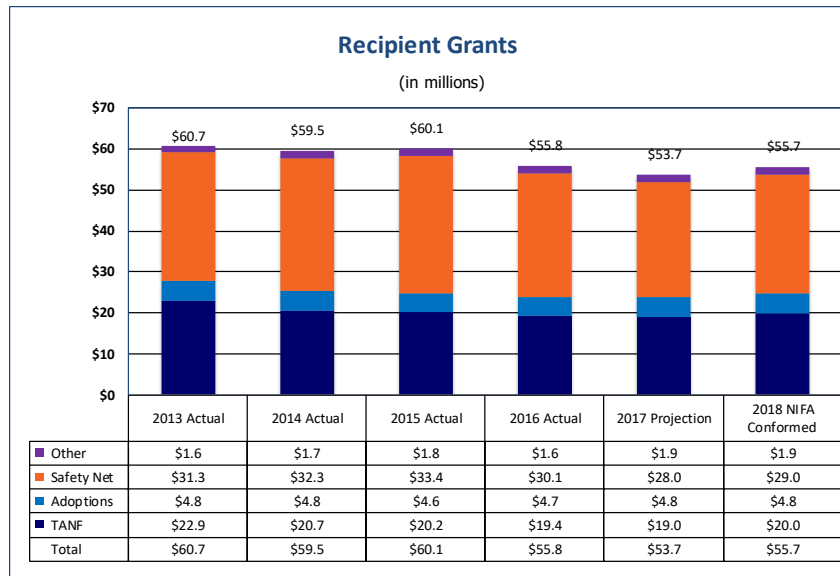
Recipient Grants are payments made directly to clients of the Department of Social Services (DSS) for programs such as Temporary Assistance for Needy Families (TANF), Safety Net Assistance (SNA), Adoption Subsidy, Foster Care, and the Home Energy Assistance Program (HEAP). The TANF and SNA programs promote the goal of self-sufficiency through employment. TANF provides assistance and work opportunities to needy families, while SNA provides assistance to those individuals and families without minor dependents who do not qualify for TANF. The Adoption Subsidies support families who have adopted a child with special needs. Foster Care assists families who have accepted into their homes children who cannot be with their parents because of a crisis. HEAP helps low-income households meet high home energy costs.

#### HISTORICAL TRENDS

Recipient Grants expense to individuals and families in the TANF and SNA programs decreased 2.0% between 2013 and 2014. This was primarily due to a decrease in TANF and SNA caseloads that were directly due to the economic recovery that started in 2011. The actuals in 2014 remained flat while 2015 show declines of 7.8%, due to continued easing of TANF and SNA caseloads and a moderation in new applications. The decrease in TANF caseloads between 2013 and 2016 is primarily due to the number of caseloads in the program reaching their mandated 60-month limit. Since June 2016, the number of caseloads in TANF and SNA has decreased by 17% and 15% respectively, primarily due to an improved economy.

Because New York State and the Federal Government mandate these programs, the County's ability to reduce expenses is limited and subject to economic forces beyond its control. The 2017 Projection for Recipient Grants expenses is \$53.7 million, a decrease of 3.7% compared to the 2016 actuals of \$55.8 million.

# DESCRIPTION OF EXPENSE CODES



## 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Recipient Grants is \$55.7 million, an increase of 3.6% compared to the 2017 Projection due to the anticipated increase of caseloads comparable to 2016.



## **PURCHASED SERVICES**

### **DEFINITION**

Purchased Services are payments made to agencies that operate independently of Nassau County for Social Service programs such as Day Care, Preventive Services, Child Protective Services, and Adult Protective Services. The County also provides Domestic Violence, Adoption, Independent Living, and Homemaking Services.

The County provides Day Care not only to residents on temporary assistance, but also to working families who meet income guidelines for subsidies. The Homemaking Services program provides in-home care for adults who need assistance with activities of daily living to delay or prevent placement in nursing homes or other out-of-home settings.

Preventive Services is comprised of supportive and rehabilitative services that the County provides to children and their families. Preventive Services avert an impairment or disruption of a family, which would or could result in the placement of a child into foster care. Preventive Services enable a child who has been placed in foster care to return to their family sooner than would otherwise be possible, or reduce the likelihood that a child who has been discharged from foster care returns to such care. Some Preventive Services are mandated for children and their families who are at risk of placement or replacement in foster care.

Child Protective Services are those services made on behalf of children under the age of 18 (including run-away children) who are harmed or threatened with harm by a parent, guardian, or other person legally responsible for the child's health and welfare. These children are harmed through non-accidental physical or mental injury, sexual abuse, or negligence, including the failure to provide adequate food, clothing or shelter.

Adoption Services are services that ensure that a child is placed in a secure, adoptive home.

The County provides Adult Protective Services to those 18 and older who are unable to protect their own interests.

Title XX Day Care Services include assessing the need and arranging for services to provide, supervise, monitor, and evaluate the provision of care for a child. Generally, those children must be age six weeks to 13 years. The children must receive care for a portion of the day outside the home in an approved day care facility and the care must be for less than 24 hours.

Domestic Violence Services involve identifying, assessing, providing, and evaluating services to wives, husbands, or persons living together, with or without children, to resolve the problems leading to violence, or to establish themselves independently, if necessary, to avoid violence.

## DESCRIPTION OF EXPENSE CODES

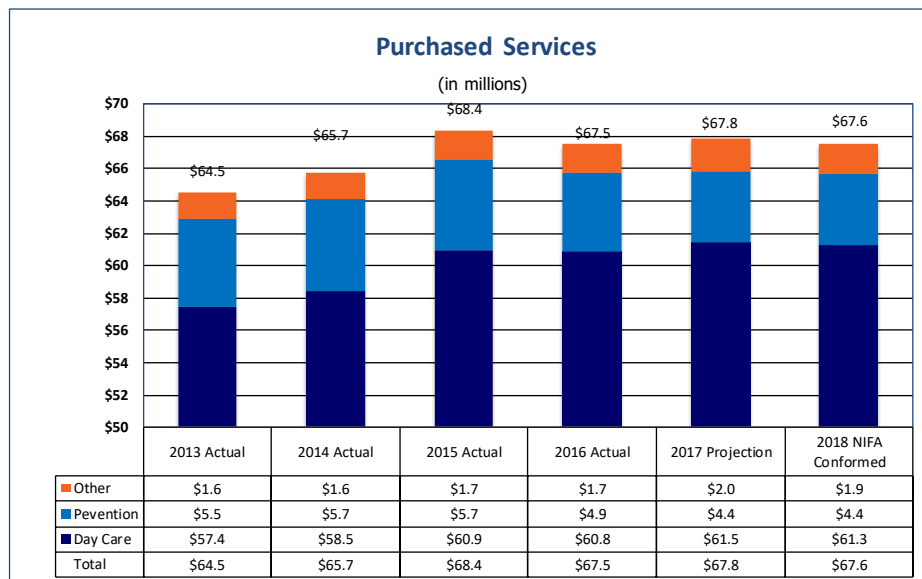


The Independent Living Program provides supportive services to teenagers in foster care with the goal of independent living.

### HISTORICAL TRENDS

In 2013, Purchased Services expense was \$64.5 million and increased to \$67.5 million in 2016. This increase was due to a less rapid decline in Day Care caseloads than anticipated after the County revised the family income eligibility level from 275% to 200% of the poverty level in 2013. This was partially offset by an improved economy

The 2017 Projection for Purchased Services is \$67.8 million, an increase of \$325,945 compared to the 2016 actual of \$67.5 million. This small increase is primarily due to an improved economy.



### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Purchased Services is \$67.6 million, which is flat compared to the 2017 Projection. The Department of Social Services (DSS) is anticipating caseloads to remain flat for Day Care related expenses in 2018.





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## **EMERGENCY VENDOR PAYMENTS**

### **DEFINITION**

The Department of Social Services (DSS) makes Emergency Vendor Payments to vendors on behalf of clients. Entities, such as courts, may place DSS clients in institutions for various reasons. School districts place children with severe need of Special Education assistance in institutions for the school year. Clients are in DSS custody for various reasons including court placements and severe cases of child abuse. The DSS Persons In Need of Supervision (PINS) unit coordinates contracted agencies' foster home and group care services for court-placed PINS who require therapeutic foster care and/or residential services due to their higher levels of needs and/or social behaviors. In addition, DSS makes Emergency Vendor Payments on behalf of Temporary Assistance for Needy Families (TANF) and Safety Net clients because of an urgent need or situation that a vendor has to address for clients immediately. These urgent situations may include payments to utilities and fuel oil vendors to meet impending electricity shut-offs and/or heating needs; emergency payments for shelter, furniture and clothing vouchers; and payments to a funeral home for burial of a deceased indigent person.

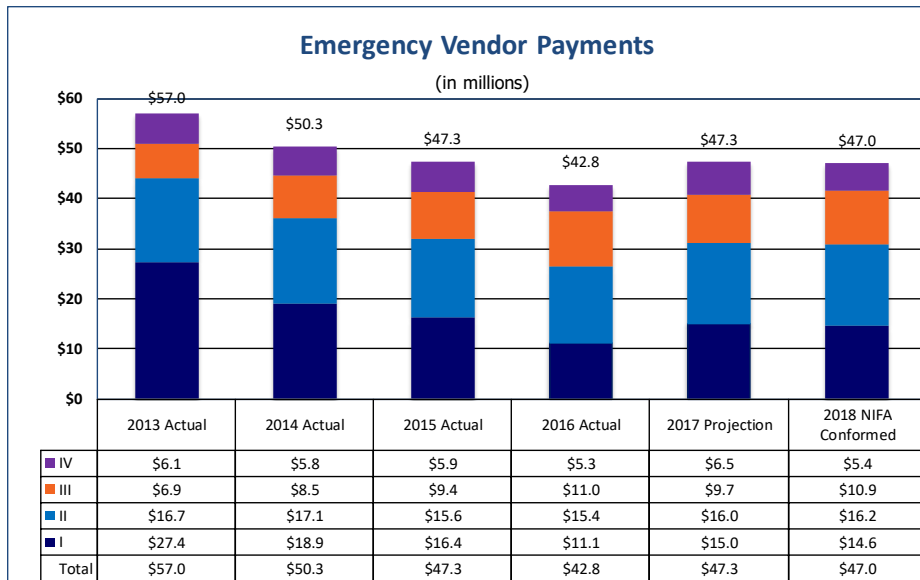
### **HISTORICAL TRENDS**

The trend of decreasing caseloads from 2013 through 2015 in the Room & Board and Institutional programs was primarily responsible for the decrease in Emergency Vendor Payments during those years.

In 2016, Emergency Vendor Payments were \$42.8 million, a 9.6% decrease from 2015 levels primarily due to the lower than estimated billings reconciliation from NYS Office & Children Services due to a declining number of youth placed in NYS operated residential facilities. In 2017, the County is projecting Emergency Vendor Payments to be \$47.3 million, an increase of 10.5% from 2016 levels primarily due to the NYS 2016 adjustment mentioned above that decreased the amount of State reimbursement and was partially offset by a projected increase in Shelter Care.



## DESCRIPTION OF EXPENSE CODES



- (I) Room and board for JDs/JOs (Juvenile Delinquents/Juvenile Offenders) and P.I.N.S (Persons in Need of Supervision)
- (II) Special Education
- (III) Shelter for TANF/SNA
- (IV) Utilities/Other

### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Emergency Vendor Payments is \$47.0 million, which is relatively flat compared to the 2017 Projection. The 2018 Proposed Budget projects the number of cases placed in State operated residential facilities to remain flat.



## **MEDICAID**

### **DEFINITION**

Title XIX of the Social Security Act is a Federal and State entitlement program that pays for medical assistance to individuals and families with low incomes and resources. This program, known as Medicaid, became law in 1965 as a cooperative venture jointly funded by the Federal and State governments (including the District of Columbia and the Territories) to assist states in furnishing medical assistance to eligible individuals. Medicaid is the largest source of funding for medical and health-related services for America's poorest people.

Within broad national guidelines established by Federal statutes, regulations and policies, each state (1) establishes its own eligibility standards; (2) determines the type, amount, duration, and scope of services; (3) sets the rate of payment for services; and (4) administers its own program. Medicaid policies for eligibility, services, and payment are complex and vary considerably, even among states of similar size or geographic proximity. Thus, a person who is eligible for Medicaid in one state may not be eligible in another state, and the services provided by one state may differ considerably in amount, duration, or scope from services provided in a similar or neighboring state. In addition, state legislatures may change Medicaid eligibility, services, and/or reimbursement during the year.

Until 2006, New York State was unique in shifting a large share of this Federal and State healthcare program to its County taxpayers. Counties were required to pay approximately 50% of the non-Federal share of most Medicaid services. Since 2006, the State has assumed more of the Medicaid burden by lowering the counties' share to approximately 13.65% and implementing a Medicaid cap in 2009.

The Nassau County Department of Social Services (DSS) administers eligibility for Medicaid. The State pays medical providers for services rendered on behalf of Nassau patients and bills the County its share through weekly billing reports from the Medicaid Management Information System. The County accounts for these amounts to the Medicaid expense line of the General Fund Operating Budget.

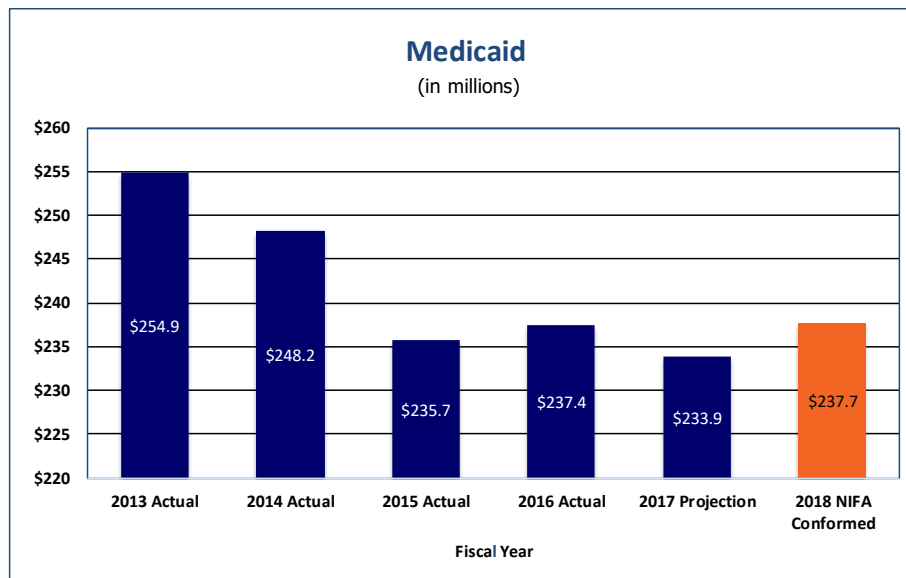
### **HISTORICAL TRENDS**

Medicaid decreased by \$6.6 million or 2.6% between the years 2013 and 2014 due to the Medicaid Local Share Cap reduction that the State enacted as part of the NYS 2014/15 Budget whereby the counties' weekly Medicaid payment was reduced. In 2015, the Medicaid Local Share Cap was reduced again resulting in a decrease of \$12.5 million or 5% compared to 2014. In 2016, the Medicaid Local Share Cap was slightly increased resulting in an increase of \$1.7 million compared to 2015.

## DESCRIPTION OF EXPENSE CODES



For 2017, the County projects this expense to be \$233.9 million or approximately \$3.6 million lower than 2016 due to a 2013 NYS reconciliation adjustment to the Indigent Care (ICA) portion of Medicaid.



### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Medicaid is \$237.7 million, which is \$3.8 million or 1.6% higher when compared to the 2017 Projection. The State increased the counties' Medicaid Local Share Cap Program as part of the 2017-2018 budget effective April 1, 2017. Due to the uncertainty surrounding the future of the Affordable Care Act (ACA) and the resolution of any remaining federal over-claims, the State will be monitoring any changes and may make necessary adjustments during the New York State Fiscal Year 2017-2018.



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## FUND BALANCE

### DEFINITION

Each year, either revenues exceed expenses (budgetary surplus) or expenses exceed revenues (budgetary deficit). Accumulated fund balance is the net total of surpluses and deficits, less any amount of the Fund Balance used in the budget to cover expenses within the fiscal year (appropriated Fund Balance). Fund Balance as described here includes General Fund, Special Revenue Funds such as Fire Prevention and Police Headquarters Funds, as well as the Police District Fund and the Sewer & Storm Water Resources (SSW) District Fund.

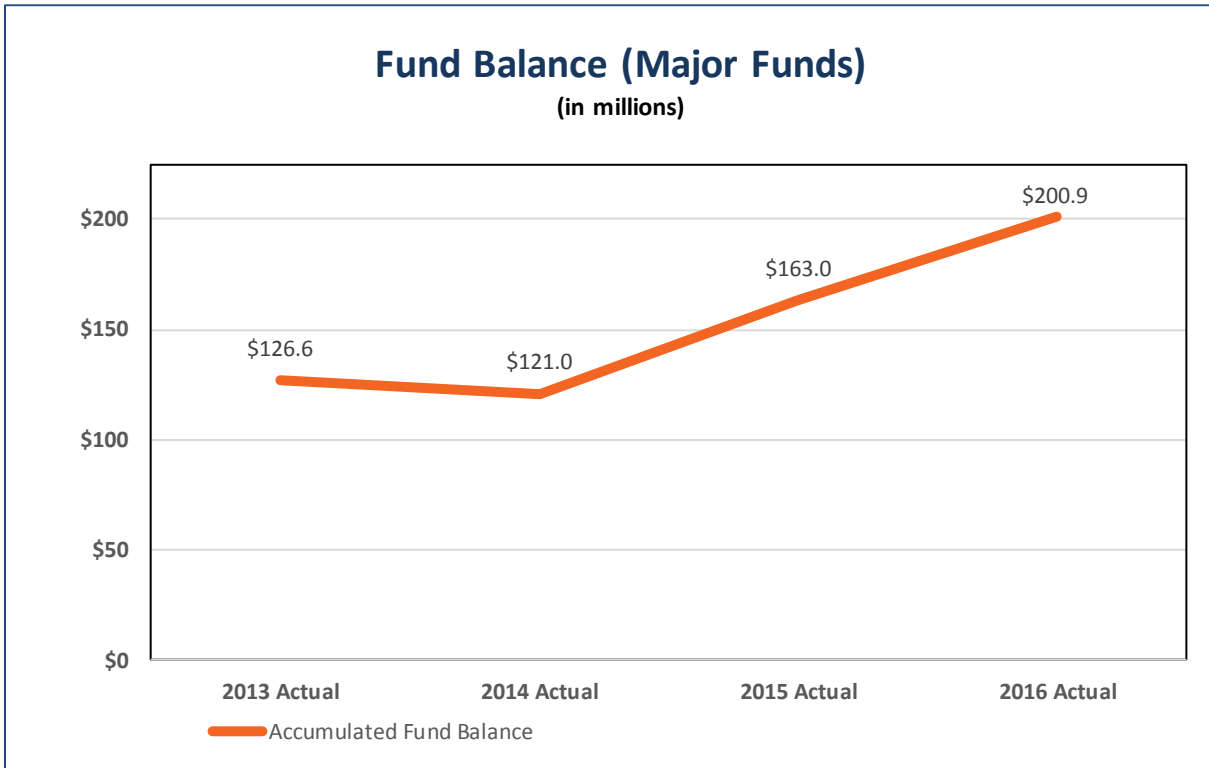
### HISTORICAL TRENDS

The year-end Fund Balance in 2009 was \$64.3 million for the Major Funds. There was a budgetary surplus of \$54.7 million in 2013 in the County's primary operating funds. The County added that balance to the accumulated Fund Balance bringing the total to \$126.6 million. The total fund balance was \$45.9 million in SSW at the end of 2013. At the end of 2014, the total Fund Balance was \$121.0 million in the Major Funds and \$42.3 million in SSW. The County appropriated \$15.0 million and \$5.2 million of Fund Balance in the 2015 Adopted Budget for the Major Funds and SSW respectively. The budgetary surplus for fiscal year 2015 was \$77.2 million, of which \$20.2 million was transferred to the newly created Litigation Fund to cover the County's Judgement and Settlements in the Major Funds. In addition, \$8.0 million was transferred to the Retirement Contribution Reserve Fund. At the end of 2015, Fund Balance was \$163.0 in the Major Funds and \$44.4 million in SSW.

The budgetary surplus in 2016 for the Major Funds was \$38.0 million net of discretionary transfers that were made from 2016 appropriations to fund various reserves or special purpose funds: \$55.3 million from the General Fund and \$6.0 million from the Police District Fund to the Litigation Fund; \$13.1 million to the Employee Benefit Accrued Liability Reserve Fund; and \$3.6 million to the Bonded Indebtedness Reserve Fund. The total accumulated Fund Balance at the end of 2016 was \$200.9 million in the Major Funds, an increase of \$136.6 million compared to 2009. This increase reflects the County's ongoing efforts to manage its finances prudently in challenging economic times for local governments. SSW ended 2016 with an accumulated Fund Balance of \$40.6 million.

The County's substantial Fund Balance has enabled the County to accelerate its fiscal recovery plan and eliminate the County's need to borrow for tax certiorari payments one year earlier than the Nassau County Interim Finance Authority (NIFA) required. The 2017 Projection includes the use of \$36.4 million. The 2017 Projection for Fund Balance usage in SSW is \$23.6 million.

# DESCRIPTION OF REVENUE CODES



## 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget appropriates \$15.8 million from Fund Balance in the Sewer and Storm Water Resources District Fund.

See Appendix C – Financial Policies for Contributions and Uses



### INTEREST PENALTY ON TAX

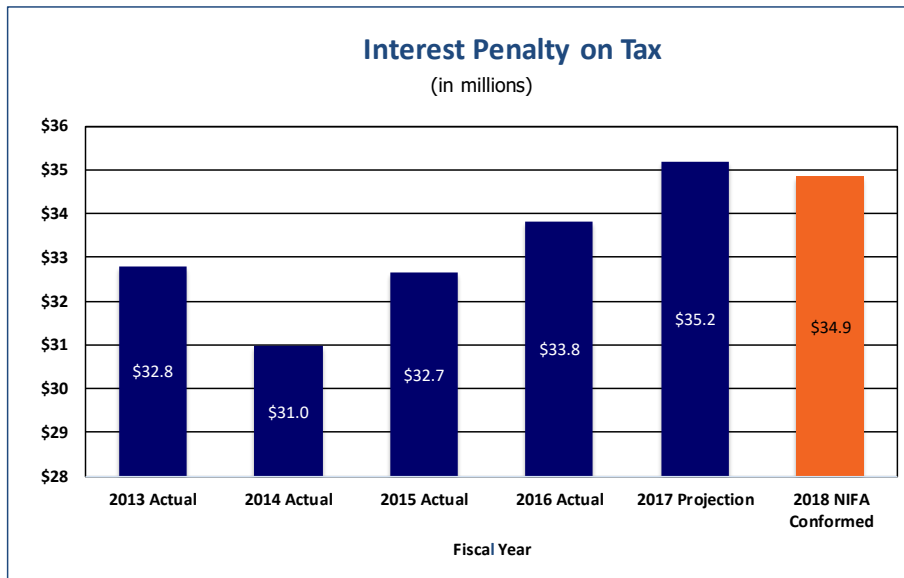
#### DEFINITION

This object code captures the various penalties, interest, and fees charged for the late payment of general and school taxes. These taxes are due and collected by the Townships of Hempstead, North Hempstead, and Oyster Bay as well as the Cities of Glen Cove and Long Beach on January 1, April 1, July 1, and October 1, respectively. Upon late payment of these taxes, penalties and fees are applied. The towns and cities impose and collect a one percent penalty, calculated from the original due date, when they receive taxes that are one to 20 days overdue (beyond the 40-day grace period). Subsequently, the municipalities transfer the delinquent tax to the County, where the County imposes a five percent penalty on the total amount then due (the original principal plus the one percent penalty) and adds a \$180 listing fee at the time of transfer (in accordance with Ordinance 128-2006). The County adds a \$90 advertising fee to the total in December of that year. Thereafter, the County imposes a one percent penalty on the first day of each subsequent month on the total balance, net of the listing and advertising fees. The County sells all open taxes as of the last business day before the lien sale, which begins on the third Tuesday in February of each year, to investors, with an additional 10% interest added to the total. The County retains the difference in interest between the winning bid rate and the 10% interest assessed on the lien.

#### HISTORICAL TRENDS

The County contracts with an outside vendor to sell all liens at an Annual Tax Lien Sale. The Administration had taken an active role in selling the remaining inventory of liens consisting of very old liens and liens on properties in litigation. Interest Penalty on Tax revenue declined 5.6% in 2014 to \$31.0 million compared to 2013, reflecting a downward trend in delinquent tax payments. There was a 5.6% increase in 2015 to \$32.7 million, followed by a 3.5% increase back to \$33.8 million in 2016. The County is projecting an increase of 4.1% to \$35.2 million in 2017 due to the 2017 NIFA Conformed Adopted Budget increase in the penalty and listing Fee.

## DESCRIPTION OF REVENUE CODES



### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Interest Penalty on Tax is \$34.9 million, a 1.0 % decrease from the 2017 Projection, reflecting an anticipated stabilization of the economy leading to less homeowners paying taxes in arrears.





### PERMITS AND LICENSES

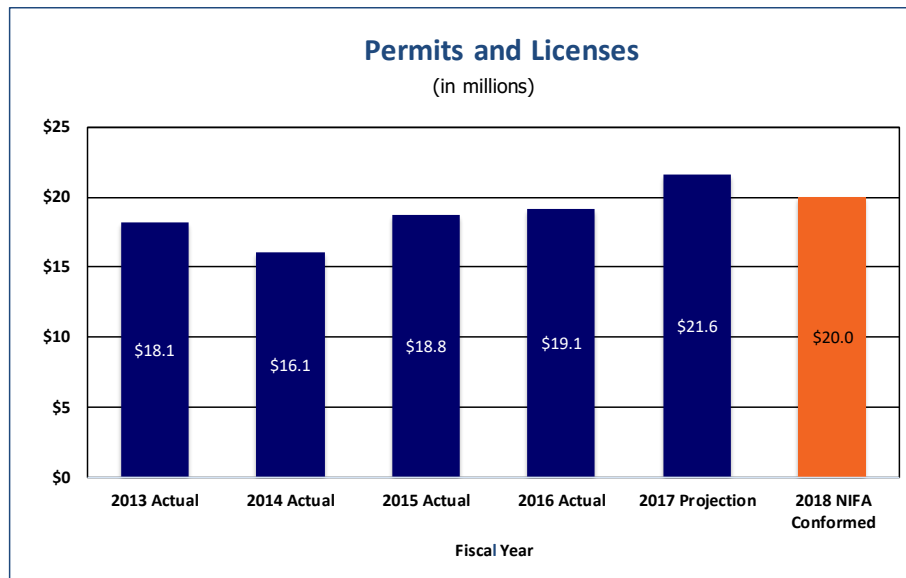
#### DEFINITION

Permits and Licenses is revenue the County collects when individuals and/or businesses require special permission or professional certification to perform specific types of services. Often, permits and licenses are required where the County requires/mandates applicants to demonstrate that they have satisfied competency, health, or safety requirements and achieved a minimum level of expertise. Permits and licenses are issued by the Office of Consumer Affairs, the Health Department, the Police Department (Headquarters and District), the Department of Public Works and the Taxi and Limousine Commission. The fees generated by the issuance of permits and licenses include those related to firearms, road openings, home improvements, food establishments, hazardous material carriers, security alarms, and for-hire vehicles. In general, the County uses revenue it collects from the issuance of licenses and permits to offset the County's expense in processing the applications and enforcing regulatory compliance to protect the citizens of Nassau County.

#### HISTORICAL TRENDS

Permits and Licenses revenues were \$18.1 million in 2013 and decreased to \$16.1 million in 2014. These revenues then rose to \$18.8 million in 2015, followed by an increase to \$19.1 million in 2016. Based on these trends and the current YTD data, 2017 is projected to increase to \$21.6 million. The County attributes some of the year-to-year fluctuations to renewal cycles of licenses, which produce peaks in receipts and volume. There was also a fee increase, which the County fully implemented in 2013. In 2017, the Health Department projects to generate \$5.9 million in fee income for issuing a variety of permits and licenses. Their largest revenue stream is from the issuance of food establishment permits followed by the storing and handling of hazardous material permits, which combined generates \$4.8 million for the County.

The County projects the Police Department to generate \$5.7 million in fees associated with the issuance of burglar alarm and pistol permits. The Office of Consumer Affairs expects to generate \$5.4 million in revenue from a range of fees with home improvements and weights and measures being the largest contributors. The county also formed the Taxi and Limousine Department which was formerly a part of the Consumer Affairs Department in 2015, which issues licenses and permits to Nassau County TLC drivers. The County derives the balance of the revenue within this category primarily from the Department of Public Works issuing permits for road openings and verification of sewer connections.



## 2018 BUDGET HIGHLIGHTS

Permits & Licenses Fees in the 2018 NIFA Conformed Budget are \$20.0 million, a 7.4% decrease from the 2017 Projection. The 2018 NIFA Conformed Budget decrease is partially due to some year-to-year fluctuations of renewal cycles of licenses, which produce peaks in receipts and volume primarily in the Office of Consumer Affairs.

Permits & Licenses for the Office of Consumer Affairs are \$4.4 million, a 18.4% decrease of \$1.0 million from the 2017 Projection. This decrease is due to licenses typically having a two-year life cycle, causing cyclical fluctuations in Consumer Affairs. County laws that protect consumers are generally enforced by the Office of Consumer Affairs with Jurisdiction for such enforcement provided for by the Nassau County Administrative Code or by the local law or ordinance. Examples of these local laws are Home Improvement Law 6-1970, and Unfair Trade Practice Local Law 2-1970. Permits & Licenses for the Police Department are \$5.5 million, relatively flat compared to the 2017 Projection. The Taxi & Limousine Commission Permits & Licenses are \$346,465 or an 8.0% decrease from the 2017 Projection. The Health Department is partially offsetting these decreases by \$71,090 or a 1.2% increase in food establishment Permits & Licenses as compared to the 2017 Projection.



### FINES AND FORFEITS

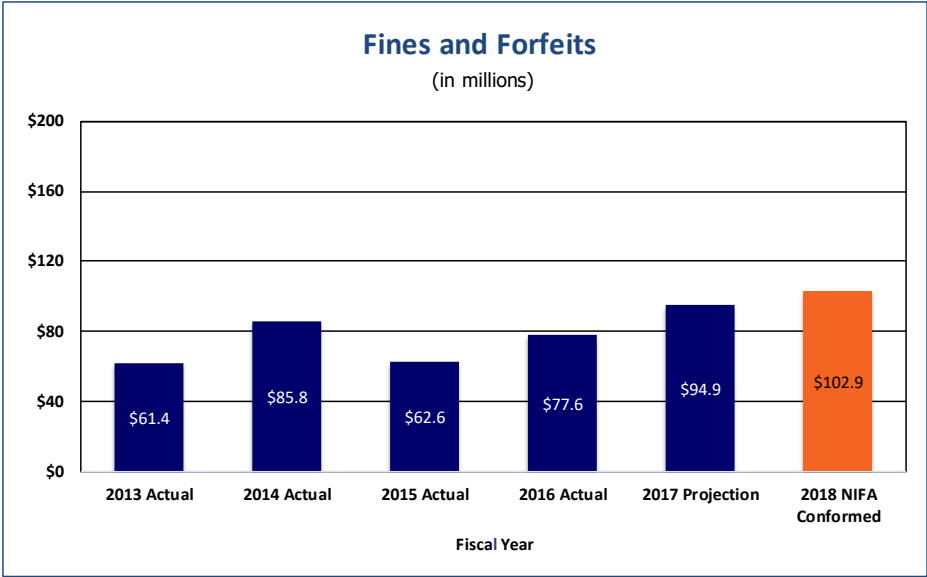
#### DEFINITION

Fines and Forfeits represents revenues received from various departments and initiatives including the Nassau County District Court/Traffic Parking Violations Agency, Red Light Camera Program (RLCP) and residual Nassau County School Zone Speed Safety Program, Department of Health, Police Department, and other revenues from the offices of elected officials. The County receives these revenues when individuals or businesses violate County laws and ordinances, which can be civil or criminal. The penalties associated with civil violations represent violations of consumer protection, health, parking, and moving vehicular ordinances and laws. Criminal sanctions are fines collected from misdemeanor violations of vehicular laws and from bail forfeitures.

#### HISTORICAL TRENDS

Revenues from Fines and Forfeits in 2013 were \$61.4 million. In 2014 an increase of \$24.4 million raised the revenue to \$85.8 million, primarily attributable to the expansion of the Red Light Camera Program (RLCP) to 240 cameras and the implementation of the School Zone Speed Safety Program. The latter involved the installation of 56 speed camera zones (one for each school district) approved by the County Legislature on May 19, 2014, in which rollout began in September so that the program could conform to school openings. In 2015, Fines and Forfeits decreased by \$23.2 million, when compared to 2014. The decrease was primarily due to the repeal of the School Zone Speed Safety Program on December 15, 2014 by the County Legislature that resulted in a revenue loss of \$40.0 million. In 2016, Fines and Forfeits increased by \$15 million to \$77.6 million primarily due to an increase in RLCP fees. The County is projecting \$94.9 million in Fines and Forfeits in 2017, an increase of 22.4% primarily due to an increase in RLCP fees, public safety fees in the Police Department, and fines written by the Taxi Commission.

# DESCRIPTION OF REVENUE CODES



## 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Fines and Forfeits is \$102.9 million, an increase of \$8.0 million or 8.4% from the 2017 Projection. This increase is predominantly due to an anticipated increase in Public Safety Fee revenue that was put in place to safeguard, facilitate and encourage the health, safety and welfare of the residents and businesses of the County. This was offset by a \$1.5 million decrease in the Traffic & Parking Violations Agency due to the reduction of Notices of Liability (NOLs) issued related to driver behavior modification.



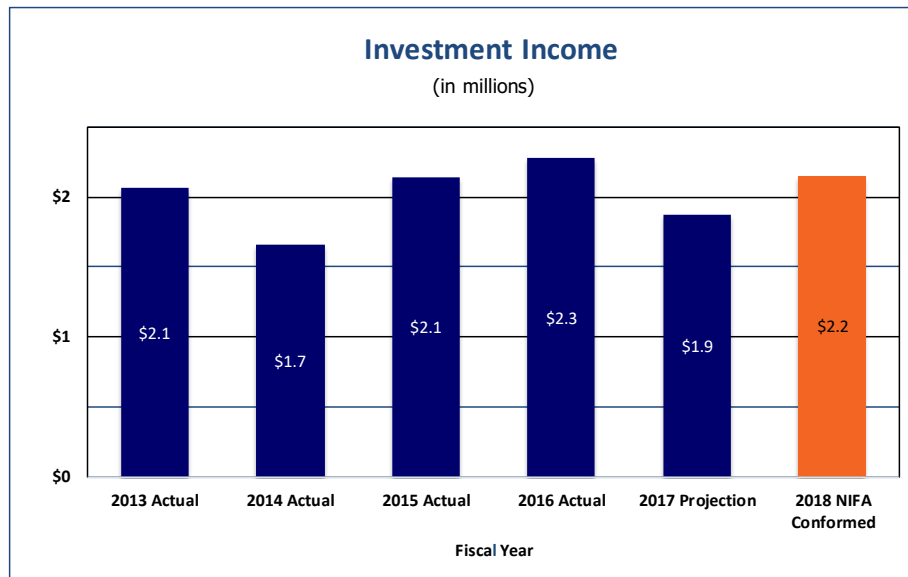
**INVESTMENT INCOME**

**DEFINITION**

In accordance with General Municipal Law, the County may invest excess cash in certificates of deposit, money market and time deposits, repurchase agreements, obligations of the United States Government, and obligations of the State of New York and its various municipal subdivisions. The investments can only be for a period until the County needs the funds for cash payment purposes.

**HISTORICAL TRENDS**

Short term interest rates have been at historic lows. Consequently, Investment Income has remained at relatively low levels for the years 2013 through 2016, with a low of \$1.7 million in 2014 to a high of \$2.3 million in 2016. The Projection for Investment Income in 2017 is \$1.9 million or 17.5% lower than 2016 primarily due to a decrease in interest earned on NIFA debt.



**2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for Investment Income is \$2.2 million which is an increase of 15.8% from the 2017 Projection primarily due to the County’s investment of excess funds in instruments such as certificates of deposits, money market accounts, time deposits, repurchase agreements, and obligations of the United States Government and/or the State of New York.



### RENTS AND RECOVERIES

#### DEFINITION

Rents and Recoveries comprises three distinct categories of revenue.

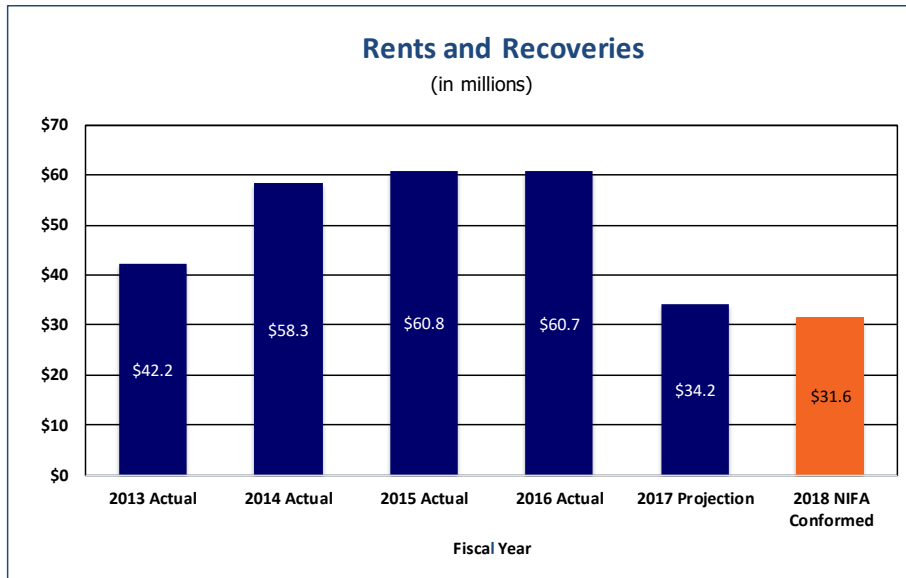
The first relates to rental income collected primarily through the Department of Public Works (Office of Real Estate Services) from tenants that occupy County buildings and facilities, including the Nassau Veterans Memorial Coliseum and the Mitchel Field Athletic Complex. Rents from the Complex are nominal since the County securitized a majority of the leases in 2011. This category also includes revenue from the sale of excess land throughout the County.

The second category relates to recoveries generated by the reversal of prior years' appropriation reserves. Departments enter into contractual agreements, sign purchase orders, or make requisitions for services or products that ultimately do not materialize. Upon determination that these arrangements will not occur or have occurred for less than their full amount, the County reverses encumbrance balances and recognizes them as recoveries in the current fiscal year. Contractual dis-encumbrances are the most common type of recoveries.

The third category of this revenue includes other types of recoveries such as the settlement of claims brought by the County against a defendant for damages to its properties as well as Tobacco Settlement Proceeds.

#### HISTORICAL TRENDS

Recoveries are heavily dependent on unplanned actions; therefore, annual receipts can vary widely. Rents and Recoveries in 2013 were \$42.2 million, which included \$25.6 million of cancellations of prior year encumbrances. In 2014, Rents and Recoveries were \$58.3 million, an increase of \$16.1 million or 38.3% when compared to 2013. The increase is mainly attributable to the cancellation of prior year encumbrances. In 2015 Rents and Recoveries were \$60.8 million, an increase of \$2.5 million, or 4.2% compared to 2014. The increase is due to immediate savings of \$11.9 million, based on the contractual commitment of SUEZ Water Long Island Inc. to lease County staff within the Sewer and Storm Water Resources District Fund; offset by lower cancellations of prior year encumbrances. Rents and Recoveries in 2016 were \$60.7 million, a decrease of \$0.1 million or 0.16%, relatively flat when compared to 2015. The 2017 Projection is \$34.2 million, a decrease of \$26.5 million or 43.6% compared to 2016. This decrease is mainly attributable to the depletion of the remaining proceeds from the 2006 Tobacco Settlement bonds of approximately \$18.0 million.



**2018 BUDGET HIGHLIGHTS**

The 2018 Proposed Budget for Rents and Recoveries is \$31.6 million, a 7.5% decrease from the 2017 Projection. This is primarily due to a reduction in the Enterprise Fund Recoveries of \$3.5 million related to the SUEZ Water Long Island Contract as personnel savings are realized. The Sale of County Property is \$1.4 million or 28.5% less than the 2017 Projection.



## REVENUE OFFSET TO EXPENSE

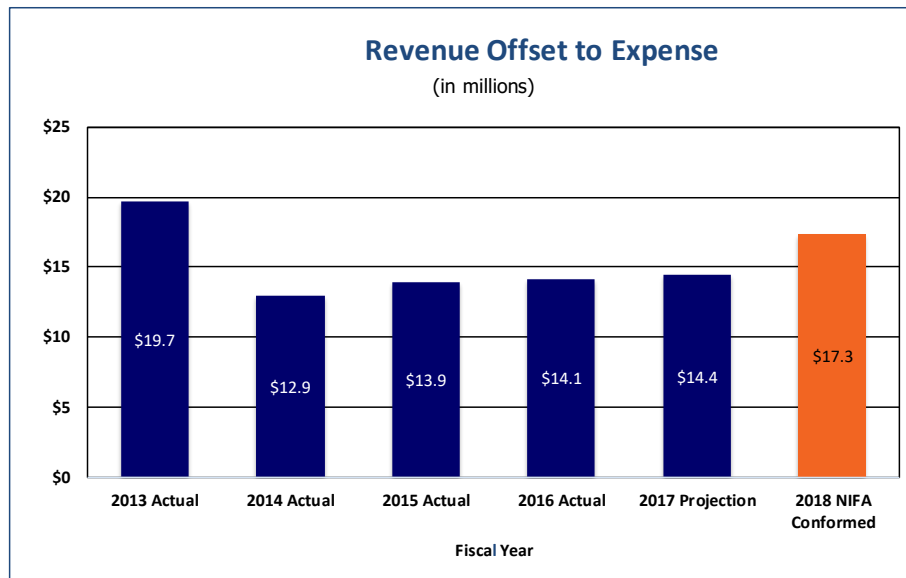
### DEFINITION

The appropriation of revenue occurs at several places in the budget to offset explicit or partially offset specific expenses. In most cases, the revenue offsets come in the form of contributions from individuals or entities that receive the benefit of a particular service.

The largest expense offsets are Town and City reimbursements for community college students who attend out-of-County schools in New York State and payroll contributions by County employees in the Flexible Benefits Program.

### HISTORICAL TRENDS

Revenue Offset to Expenses was \$19.7 million in 2013 before decreasing to \$12.9 million in 2014. The decrease in 2014 represented reimbursement of the prior years' retroactive payments related to the Fashion Institute of Technology that the County made in 2013 on behalf of Nassau County residents. The Revenue Offset to Expenses increased to \$13.9 million and \$14.1 million in 2015 and 2016 respectively. The projection for 2017 is \$14.4 million.



### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Revenue Offset to Expense is \$17.3 million, an increase of 20.3% from the 2017 Projection. The major components of Revenue Offset to Expense are



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## DESCRIPTION OF REVENUE CODES

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tuition reimbursements of \$13.5 million, and contribution to the Flexible Benefits Program of \$2.1 million.



### DEPARTMENTAL REVENUES

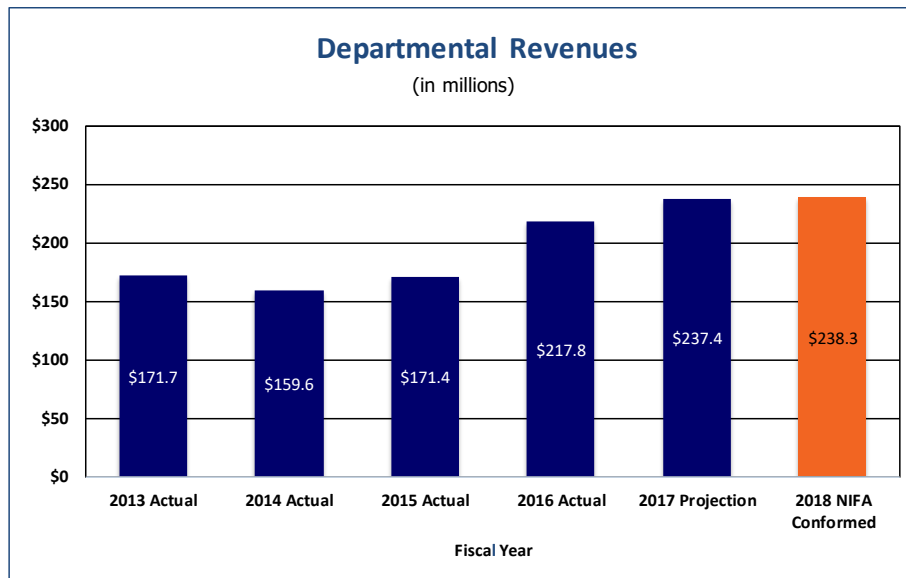
#### DEFINITION

Departmental Revenues represent fees collected by the County for the use of County facilities and for certain services provided by various departments and County officials. Many County departments collect revenue. The largest revenue collecting departments are Office of the County Clerk, Police Department, Department of Parks, Recreation and Museums, Department of Social Services, and Health Department. Examples of receipts categorized as Departmental Revenues include fees for ambulance services, mortgage-recording fees, tap map verification fee, fees for park-related activities, registrations, and reimbursements from various social service programs such as Medicaid, Early Intervention, and Preschool.

#### HISTORICAL TRENDS

In 2013, Departmental revenues were \$171.7 million primarily due to various fees in the Office of the County Clerk; fare box revenue for the Nassau Inter-County Express (NICE) bus service and various fees in the Fire Commission Department. Revenue were offset by lower revenues from the Corrections and Health Departments. In 2014, Departmental Revenues decreased by 7.0%, from \$171.7 million in 2013 to \$159.6 million. This decrease was primarily due to less revenue collected by the Office of the County Clerk, Health Department and the Civil Service Commission. These decreases were partially offset by increases in the Department of Public Works and the Department of Social services. In 2015 Departmental Revenues increased 7.3%, from \$159.6 million in 2014 to \$171.4 million. This increase was primarily due to the creation of the Tax Map Verification Fee in the Department of Assessment and more revenue collected from various fees by the Department of Parks, Recreation & Museums and by the Department of Public Works. This increase was partially offset by decreases in various fees in the Department of Social Services and the Office of the Public Administrator. The 2016 Departmental Revenues increased to \$217.8 million from \$171.4 million in 2015; an increase of \$46.5 million or 27.1%. This was attainable due to a fee increases in the Office of the County Clerk for Mortgage Recording Fee and in the Tax Map Verification Fee in the Department of Assessment. The 2017 Projection projects Departmental Revenues increasing by \$19.6 million, or 9.0%, compared to 2016. The primary reason is due to a fee increase in the Department of Assessment for the Tax Map Verification Fee.

## DESCRIPTION OF REVENUE CODES



### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Departmental Revenues is \$258.3 million, an increase of \$902,928 million, or 0.4% from the 2017 Projection. The increase is primarily due to various changes within departments as described below.

The Department of Assessment accounts for a \$5.2 million increase in revenue over the 2017 Projection primarily due to the amendment of the Tax Map Verification Fee from \$355 to \$455. This is a service fee to access, acquire, and maintain the most current certified information on each tax map parcel used in any land document recording.

The Office of the County Clerk accounts for a \$3.6 million increase in revenue from the 2017 Projection primarily attributable to the increase of Block Fees for Land Recording Transactions from \$300 to \$400.

The Health Department's revenue is expected to increase by \$599,477 from the 2017 Projection primarily due to higher caseloads that qualify for Medicaid Reimbursement.

The increase in Departmental Revenues are also partially offset by decreases in revenue, as described below.

The Department of Parks, Recreation & Museums sees a \$699,116 decrease in revenue from the 2017 Projection due to less revenue expected from the Golf Divisions.

The County also projects that Police Department revenue will decrease by \$1,336,122 from the 2017 Projection primarily due to fewer ambulance runs.



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## DESCRIPTION OF REVENUE CODES

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The Civil Service Commission's revenue is expected to decrease by \$1.2 million. This is due to a police exam being offered in 2017 and not in 2018. This specific examination accounts for a very large portion of the examination fees for the year.

The Department of Public Works accounts for \$48.5 million, or 20.4% of Departmental Revenues. \$44.1 million comes from Bus Fare Box. This is a \$3.1 million, or 6.5%, decrease compared to the 2017 Projection primarily due to lower ridership.

The Office of the County Treasurer also sees their Departmental Revenues decrease in the 2018 NIFA Conformed Budget. Overall, they expect a decrease of \$1.4 million compared to the 2017 Projection. This is primarily due to a decrease in Miscellaneous Receipts, including Landlord Administration Fees and Planning Escrow Account Administration Fees and less revenue from P-Card rebates.



### CAPITAL BACKCHARGES

#### DEFINITION

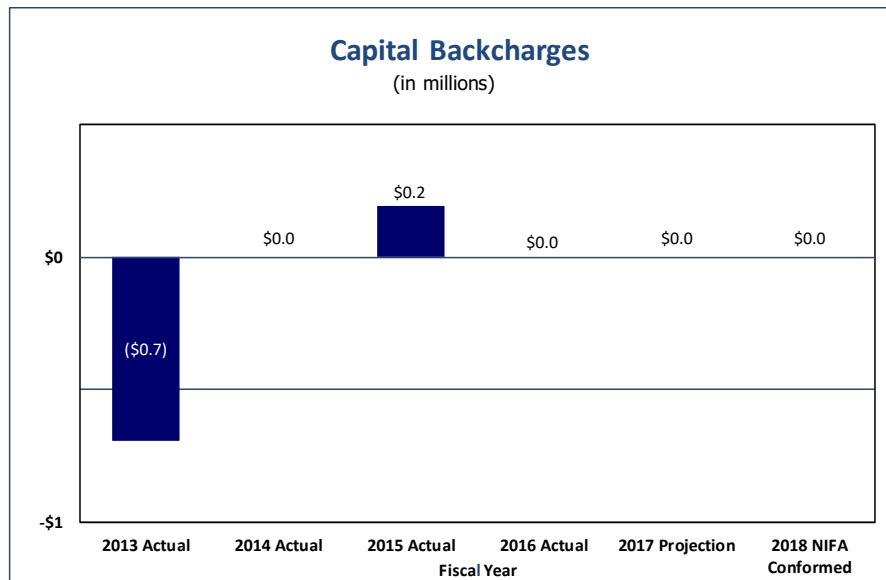
Capital projects generally are major physical improvements which normally entail the construction, renovation, or acquisition of buildings, property, long-lived equipment, or technology assets. By definition, most capital projects create an asset of value with a useful life beyond one year. As such, the County charges back or cost allocates department direct and specifically related indirect operating costs related to capital project planning and execution to the corresponding capital project. This is done to record the true cost of capital projects.

The primary departments involved in Capital Backcharges are Public Works (which manages and implements capital projects) and Information Technology. However, it is appropriate that host or sponsor departments will also recover eligible capital project expenses for capital projects with specialized equipment and information systems. Depending on the planning and implementation schedule, sponsor departments will be recovering eligible capital expenses primarily related to salary and fringe benefits from the following projects: Road Resurfacing, General Building Construction, Enterprise Resource Planning Software, Automated Time and Leave System, E-Government (multi-departments), and computer system replacement for the Traffic and Parking Violations Agency.

#### HISTORICAL TRENDS

In 2012, the accounting treatment for Capital Backcharges was changed to reflect a net cost in the Major Funds. Revenue is no longer recognized as back charges, the County now recognizes Capital Backcharges for Salaries and Fringe Benefits as offsets to Major Fund costs. Charges not related to Salaries or Fringe Benefits continue to be recognized by the County under Capital Backcharges Revenue. The 2013 actual included the reversal of the prior year accrual. The County discontinued using this code in 2014.

## DESCRIPTION OF REVENUE CODES



### 2018 BUDGET HIGHLIGHTS

There are no Capital Backcharges in the 2018 Proposed Budget.



### INTERDEPARTMENTAL REVENUES

#### DEFINITION

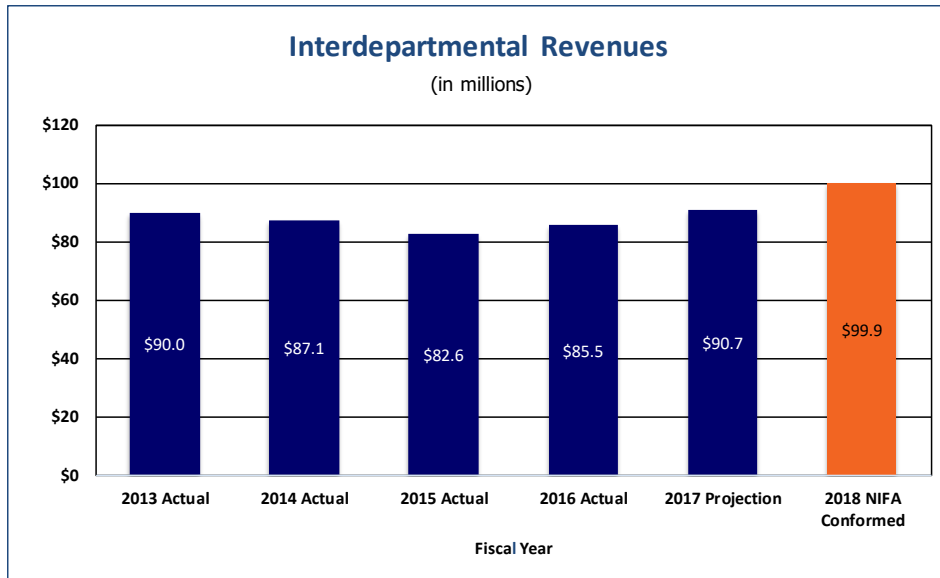
Interdepartmental Revenues are revenues for services performed by one County department for another County department. They can also be revenues in connection with departments that collaborate and share resources for purposes of providing a constituent service or program deliverable. County departments with specialized knowledge, expertise, experience, and capabilities usually perform services for other departments. Examples of these centralized services include information technology, public safety and security, legal services, records management, purchasing, facilities management, fleet services, mail services, printing and graphic services, workers' compensation expense, and County-related centralized indirect costs. Probation, Human Services, and Social Services are examples of departments that collaborate on providing constituent services or program deliverables. The corresponding expenditure for the receiving department is shown as Interdepartmental charges.

Interdepartmental Revenues are revenues received within the major fund structure of the County and do not address charges or transfers between the major funds and special districts, such as the Sewer and Storm Water Resource District and/or other distinct County entities, such as the Community College. The trend for Interdepartmental Revenues will reflect the changes that occur in the County's shared services environment.

#### HISTORICAL TRENDS

Interdepartmental Revenues decreased by 4.9% between 2013 and 2016. Interdepartmental Revenues decreased in 2014 due to lower Police District Fund costs. Interdepartmental Revenues decreased by 5.1% in 2015 primarily due to lower costs in building occupancy and indirect cost charges throughout most revenue generating departments. Interdepartmental Revenues increased in 2016 by 3.5% primarily due to an increase in the Police District Headquarters Fund. The 2017 Projection for Interdepartmental Revenues is \$90.7 million, an increase of 6.1%.

# DESCRIPTION OF REVENUE CODES



## 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Interdepartmental Revenues is \$99.9 million, a 10.1% increase compared to the 2017 Projection. This increase is primarily due to higher Building Occupancy and Indirect Costs charges.

### INTERDEPARTMENTAL EXPENSES & REVENUES (\$ in thousands)

BUYER	SELLER DEPARTMENTS												TOTAL
	CF	IT	HS	PW	PDD	PDH	BU <sup>1</sup>	AT	DA	CC	SS	BU <sup>2</sup>	
PB	\$0	\$113	\$0	\$1,151	\$0	\$94	\$216	\$0	\$0	\$150	\$159	\$0	\$1,883
FC	\$52	\$756	\$0	\$987	\$0	\$52	\$678	\$0	\$0	\$0	\$0	\$0	\$2,525
HS	\$27	\$273	\$0	\$1,655	\$0	\$156	\$1,005	\$0	\$0	\$0	\$40	\$0	\$3,156
HE	\$221	\$1,580	\$0	\$1,701	\$0	\$41	\$2,048	\$0	\$0	\$0	\$0	\$190	\$5,781
BU	\$0	\$0	\$0	\$0	\$0	\$6,941	\$0	\$0	\$0	\$0	\$0	\$0	\$6,941
PW	\$66	\$2,511	\$0	\$0	\$0	\$0	\$12,487	\$0	\$0	\$0	\$0	\$0	\$15,064
SS	\$201	\$3,226	\$100	\$6,882	\$391	\$693	\$3,216	\$942	\$301	\$0	\$0	\$1,503	\$17,455
PDD	\$1	\$46	\$0	\$617	\$0	\$5,417	\$14,736	\$0	\$0	\$0	\$0	\$0	\$20,817
PDH	\$200	\$669	\$0	\$5,346	\$0	\$34	\$20,028	\$0	\$0	\$0	\$0	\$0	\$26,276
<b>TOTAL</b>	<b>\$ 767</b>	<b>\$ 9,173</b>	<b>\$ 100</b>	<b>\$ 18,340</b>	<b>\$ 391</b>	<b>\$ 13,426</b>	<b>\$ 54,414</b>	<b>\$ 942</b>	<b>\$ 301</b>	<b>\$ 150</b>	<b>\$ 199</b>	<b>\$ 1,693</b>	<b>\$ 99,896</b>

BU<sup>1</sup> Indirect Cost; BU<sup>2</sup> Workers Comp.





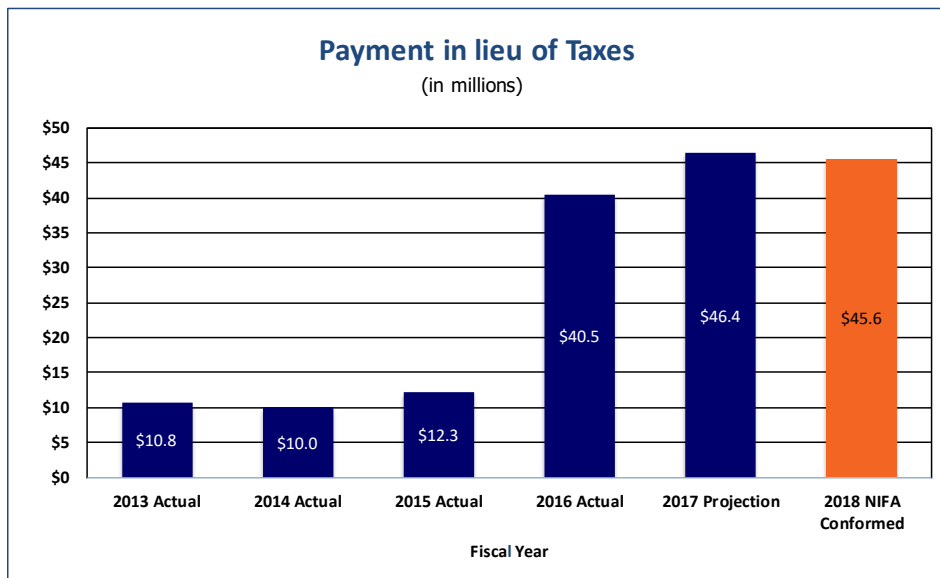
**PAYMENTS IN LIEU OF TAXES**

**DEFINITION**

Payments In Lieu of Taxes (PILOTs) are payments made to the County pursuant to contractual arrangements facilitated by various Industrial Development Agencies (IDAs) between the County and other municipalities, housing authorities, or property developers. They function as an inducement to spur economic growth through the operation of businesses, commercial real estate development, and senior and low-income housing in Nassau County. To achieve this goal, the properties are generally removed from the tax rolls and the entities remit contractually determined PILOTs, which are usually less than the real estate taxes that would have been due if the properties were on the tax rolls. The Comptroller’s Office monitors the PILOT revenue received by the County for low-income and senior citizen PILOT agreements. The Assessment Department monitors PILOT revenue for agreements made by the IDA.

**HISTORICAL TRENDS**

Between 2013 and 2016, PILOT revenue increased 27.5% from \$10.8 million to \$40.5 million, primarily due to a number of new PILOT contracts with the various IDAs within the County. In 2016 an additional \$27.7 million was recognized to transfer of LIPA parcels from the Property Tax Levy to PILOT revenue line in order to adhere to the New York State Statue to cap these parcels at 2% for tax levy purposes. The County projects 2017 revenue to be \$46.4 million. Payments associated with PILOT agreements generally start low, stay flat for three years, and then increase thereafter over time.



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## DESCRIPTION OF REVENUE CODES

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### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for PILOT revenue is \$45.6 million, a decrease of 1.7% from the 2017 Projection. This includes approximately \$13.9 million for 86 PILOT agreements in the County, 40 of which are in the Town of Hempstead. An additional \$31.7 million is due to a transfer of LIPA Parcels from property tax levy to PILOTS to adhere to New York State Property Tax Cap for these parcels.



## CAPITAL RESOURCES FOR DEBT

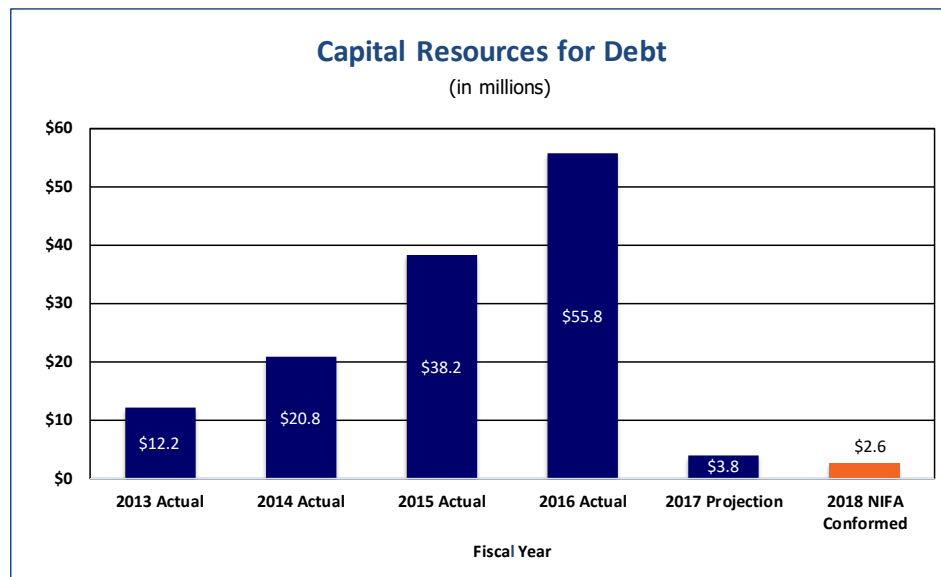
### DEFINITION

Capital Resources for Debt includes unused cash in closed capital projects and premiums received on County borrowings. The County uses the excess cash to pay debt service.

Excess capital cash is unexpended cash that remains in a capital project after the project is completed or canceled. Unanticipated Federal Aid, State Aid, betterment agreements with other municipalities, or positive expense budget variances can generate unexpended capital cash. Premiums are amounts paid by investors that are in excess of the par amount of short-term notes or long-term bonds.

### HISTORICAL TRENDS

Fluctuations in Capital Resources for Debt are due to fluctuations in proceeds received from the closing of capital projects, and bond premium generated from the issuance of premium bonds. Capital Resources for Debt increased significantly in 2016 due primarily to the receipt of \$47.0 million of bond premium, which was transferred to the Litigation Fund. The County projects revenues of \$3.8 million in 2017, which includes \$3.5 million of bond premium. The County typically does not budget for capital closeouts.



### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget contains \$2.6 million in Capital Resources for Debt, a slight decrease from the 2017 Projection due to less debt issuance.



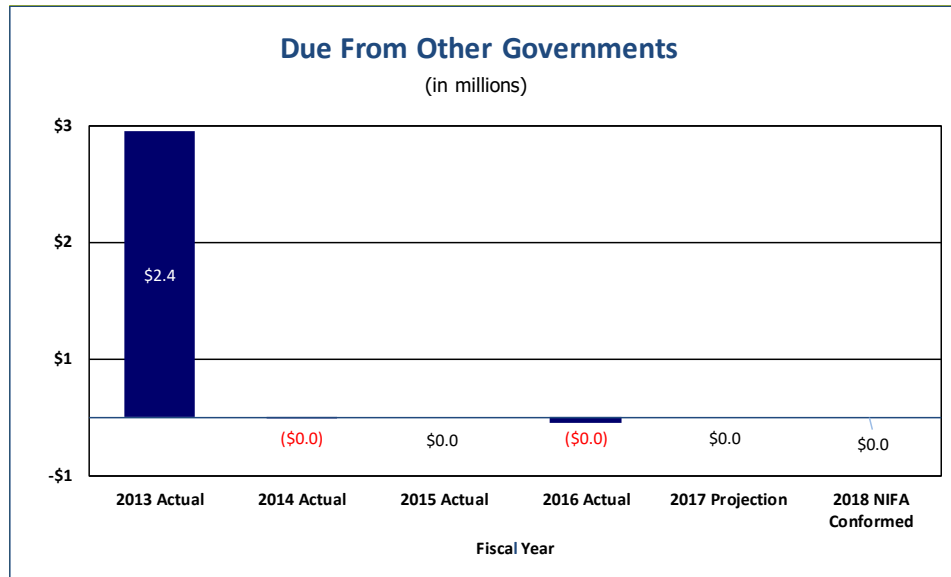
**DUE FROM OTHER GOVERNMENTS**

**DEFINITION**

Pursuant to an inter-municipal agreement (IMA) with each of the Villages of Cedarhurst and Lawrence, the County took over the operation of each village’s sewer treatment plant and collections systems in 2012. Both villages collect sewer rents and pay the County according to the terms of the respective IMA.

**HISTORICAL TRENDS**

In 2012 the County signed an inter-municipal agreement with the Villages of Cedarhurst and Lawrence, where the County took over the operation of each village’s sewer treatment plant and collections systems. The collection of the balance of all year’s sewer rents is currently under review by the County Attorney’s Office. As a result, the 2017 Projection is \$0.



**2018 BUDGET HIGHLIGHTS**

The 2018 Proposed Budget does not include sewer rent collections.



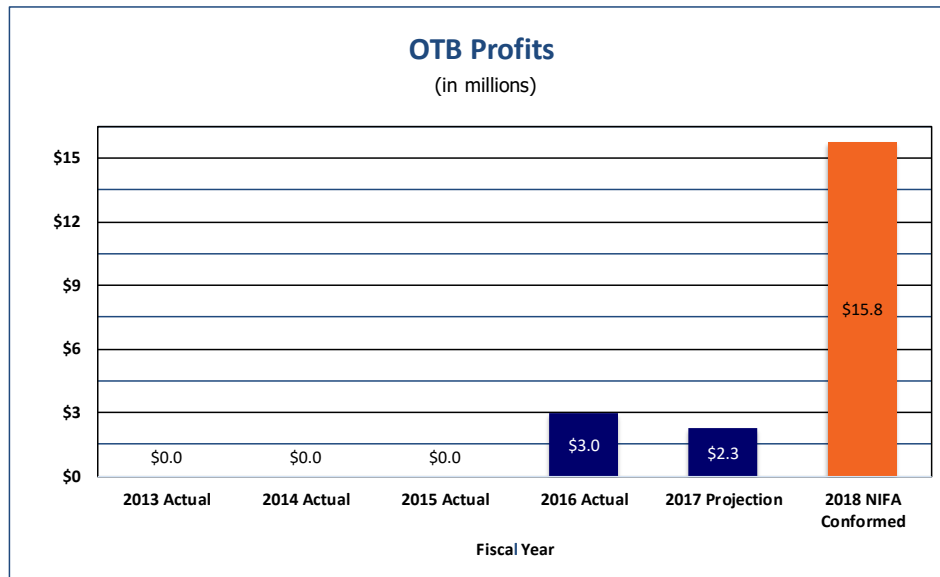
**OFF TRACK BETTING (OTB) NON-TAX REVENUE**

**DEFINITION**

In 2013, the New York State Legislature enacted the “Upstate NY Gaming Economic Development Act,” which allows the Nassau Regional Off-Track Betting Corporation, among others, to host Video Lottery Terminals (VLTs). This law designates Nassau County as a “newly eligible municipality,” which gives the County the right to share in the profits produced by the terminals within the confines of its borders.

**HISTORICAL TRENDS**

Profits flowing to Nassau County from OTB operations were \$3.0 million in 2016 due to a New York State Legislative Agreement transferring OTB’s authority to install 1,000 Video Lottery Terminals (VLT’s) to Genting New York LLC, a Malaysia-based firm that currently operates the Resorts World Casino at Aqueduct Racetrack. The amount projected for 2017 for these profits is \$2.25 million.



**2018 BUDGET HIGHLIGHTS**

Off-Track Betting Non-Tax Revenues in the 2018 NIFA Conformed Budget are \$15.8 million to record the New York State negotiated agreement that provides the County with revenues for not operating VLT’s within County entities.



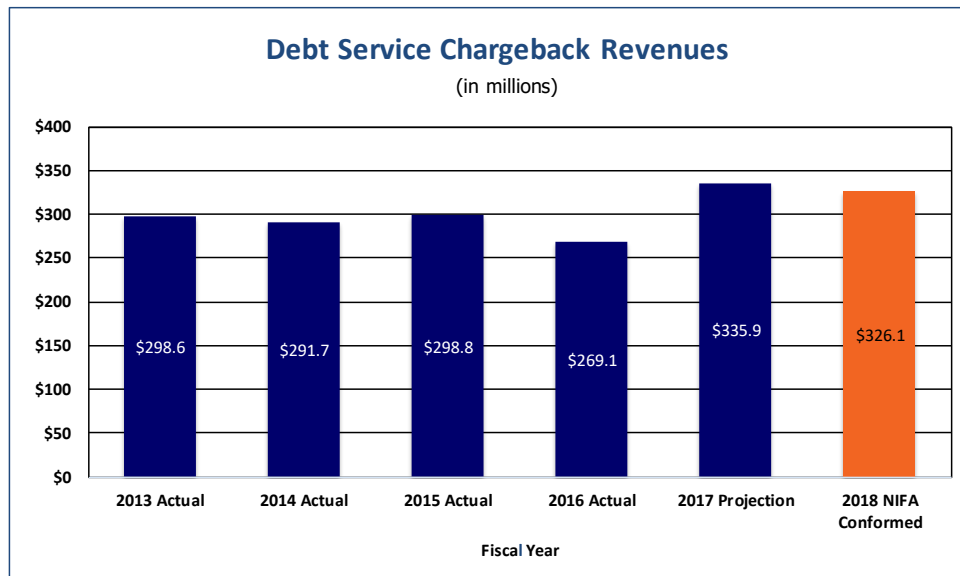
DEBT SERVICE CHARGEBACK REVENUES

DEFINITION

The County budgets debt service interest, principal, and set-aside payments in the Debt Service Fund. The County then charges these expenses to the operating funds on a project-by-project basis. Debt Service Chargeback Revenues reflects payments into the Debt Service Fund from the General, Fire Prevention, Police Headquarters, and Police District Funds to enable the County to allocate its debt service expense to the correct tax base. With regard to projects related to the Sewer and Storm Water Resources District, the County pays a portion of the debt service directly from the Sewer and Storm Water Resources District (SSW) Fund. The County budgets the remainder in the Debt Service Fund, which it then charges back to the SSW Fund.

HISTORICAL TRENDS

Debt Service Chargeback Revenues remained fairly steady between 2013 and 2015. The amount decreased to \$269.1 million in 2016 due primarily to \$47.0 million of bond premium transferred to the Litigation Fund. The 2017 projection for Chargebacks is \$335.9 million, a 24.8% increase over 2016 due primarily to a significant reduction in projected bond premium. Fluctuations from year-to-year are primarily due to fluctuations in revenue from capital closeouts and premium earned on debt issuances, which the County applies to Debt Service and therefore affects the required Debt Service Chargeback. See “Debt Service Fund” for a further explanation of total debt service.



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# DESCRIPTION OF REVENUE CODES

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## 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Budget for Debt Service Chargeback Revenues is \$326.1 million, a 2.9% decrease from the 2017 Projection.



### INTERFUND CHARGES

#### DEFINITION

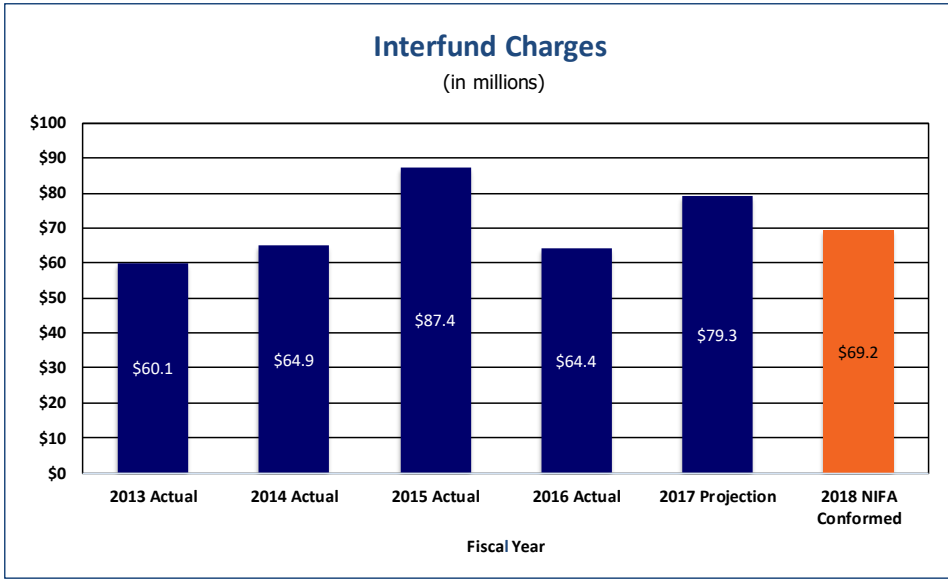
The County classifies revenues received by departments within the Major Operating Funds for services they provide on behalf of non-Major Operating Fund entities as Interfund Revenues. These can include revenues for services provided to the Grant, Community College, Capital, and Sewer and Storm Water Resource District Funds. In addition, these revenues include payments to the Debt Service Fund for principal and interest related to debt for the Environmental Bond Fund and Sewer and Storm Water Resources District Fund. These charges differ from Interdepartmental Revenues, which are limited to services between entities within the Major Operating Funds.

#### HISTORICAL TRENDS

In 2013, Interfund Charges was \$60.1 million, which included \$21.6 million of Debt Service Chargeback to the Sewer and Storm Water Resources District (SSW) and Environmental Bond Fund (ENV) funds; \$20.8 million of Chargebacks from the General Fund to SSW for Indirect and Operating costs and \$15.6 million for the Nassau Health Care Corporation (NHCC) and Nassau Regional Off-Track Betting Corporation (OTB). In 2014 Interfund Revenue was \$64.9 million, a \$4.8 million or 8.0% increase when compared to 2013. This increase was due to higher charges for Debt Service Chargebacks from SSW and ENV. In 2015, Interfund Revenue was \$87.4 million, a \$22.5 million or 34.8% increase when compared to 2014. The increase was due to the recovery of the 10% local share portion of costs incurred in connection with Super Storm Sandy from the Federal Emergency Management Agency (FEMA) and higher Interfund Revenue from NHCC. In 2016 Interfund Revenue were \$64.4 million or \$23.0 million lower when compared to 2015. The primary reason for the decrease is due to the absence of the 10% local share portion from FEMA, which was a non-recurring item. Another contributing item is the change in methodology in recording chargebacks from the General Fund to SSW. The new methodology nets Salaries and Other Than Personnel Expenses in their respective lines. The 2017 Projection is \$79.3 million or \$14.9 million higher when compared to 2016. The primary reason for the increase is higher chargebacks for NHCC; higher Debt Service Chargebacks to SSW and ENV; the Projection does not account for the new methodology and grosses up chargebacks from the General Fund to SSW. In addition, the Department of Human Services includes \$1.0 million of revenues from a Special Revenue account from the District Attorney's office. This amount is a non-recurring item.



# DESCRIPTION OF REVENUE CODES



## 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for Interfund Charges is \$69.2 million, a decrease of \$10.1 million, or 12.8% from the 2017 Projection due to lower indirect chargebacks from the Sewer and Storm Water Resources District (SSW) and lower debt service in Nassau Healthcare Corporation (NHCC). These decreases are slightly offset by higher debt service for SSW and Nassau Community College.



### FEDERAL AID

#### DEFINITION

Federal Aid refers to financial support extended by the Federal Government to State and local public entities, including municipalities, which consider such aid revenue. Federal legislation authorizes this aid and bases it on specific criteria such as the type of expense, e.g., social/health program services, salaries, capital project costs, etc. and socio-economic factors, e.g., people living below the poverty level. The County also receives Federal Aid for infrastructure, transportation, and occasionally for natural disasters, such as Superstorm Sandy and Hurricane Irene.

The Department of Social Services (DSS) receives the majority of Federal Aid in any given year. Federal Aid partially or fully funds DSS programs including Temporary Assistance for Needy Families (TANF), Food Stamps (aka SNAP), Safety Net Assistance (SNA), and Day Care.

Other departments receiving Federal Aid include the Correctional Center (operated by the Sheriff's Department), Department of Public Works (DPW) – Real Estate, Department of Human Services, Police Department, and Health Department. The Federal State Criminal Alien Assistance Program (SCAAP) reimburses the Correctional Center for the provision of cell space and for a portion of correction officers' salaries to supervise Federal prisoners who the County detains until Federal officials transfer them to Federal facilities. The Correctional Center also receives some funding from the DSS TANF program to provide assessments of certain inmates. In Human Services, the Office of the Aging receives Federal Aid for Transportation and Supportive Services, Congregate Meals, Home Delivered Meals, Health Education and Medication Management, and Caregivers Day Care and Respite. The County's Debt Service Fund receives a direct payment subsidy for a portion of its borrowing costs on Build America Bonds that the County issued in 2009 and 2010.

The County receives Federal Aid in two ways based on the Federal legislation. It receives the aid directly from an agency of the Federal Government, e.g., Food Stamps from the U.S. Department of Agriculture, TANF, and SNA from the U.S. Department of Health and Human Services, emergency aid from Federal Emergency Management Agency (FEMA), etc. The County also receives Federal Aid that the New York State first receives, which is then "passed through" a State agency to the County. For example, the Federal Transportation Authority sends funding to the New York State Department of Transportation, which then "passes through" the funds to the County. While distribution of Federal Aid is not competitive and is often federally mandated, the County must submit an application or plan of some type each year for each funding stream.

The Federal Government bases Federal Aid in a given year on the annualized level of expense as well as adjustments to prior year aid. Other factors affecting Federal Aid include the condition of the national and state economies, national and state emergencies, and the funding priorities and decisions of Congress and the President in each Federal Fiscal Year that commences on the 1<sup>st</sup> of October. All of these factors can result in significant Federal Aid fluctuations each year.



### HISTORICAL TRENDS

#### Department of Social Services

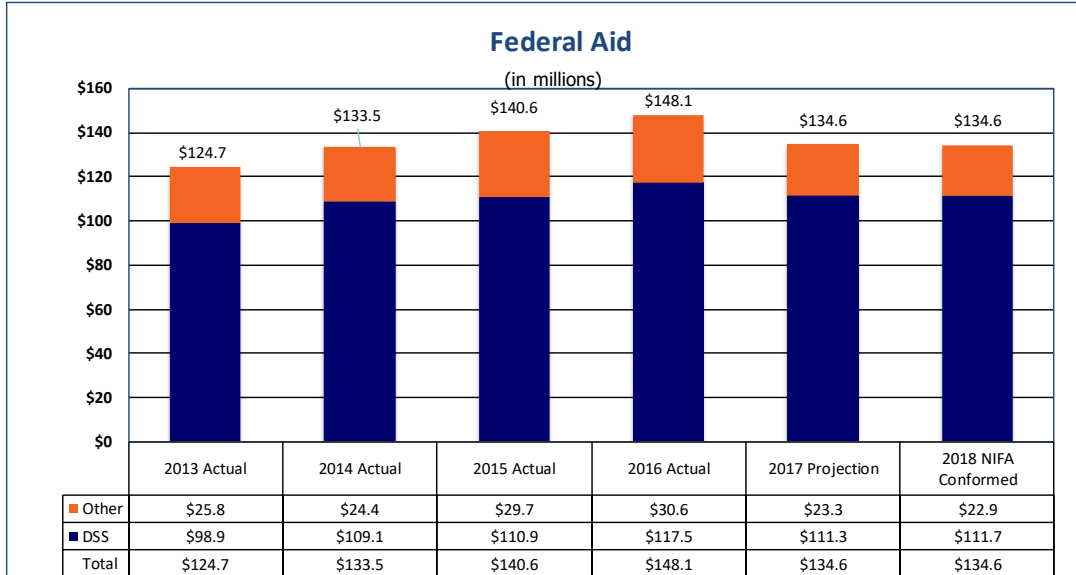
Since 2013, Federal Aid received by DSS has accounted for approximately 78% of all Federal Aid that the County recorded. Federal Aid for DSS in 2014 was \$109.1 million, a 10.3% increase from 2013 and was mainly due to an increase in the Child Care subsidy grant. Federal Aid for DSS increased in 2015 from 2014 by \$1.8 million or 1.7% and was primarily attributable to another increase in the Child Care subsidy grant partially offset by a decrease in TANF, and Foster care caseloads. In 2016, Federal Aid for DSS increased by \$6.6 million, or 5.9% primarily due to the continued increase in the Child Care subsidy grant partially offset by a decrease in TANF, and Foster care caseloads. The County is projecting Federal Aid in 2017 to be \$111.3 million primarily due to the continued decrease in the TANF and Foster care caseloads.

#### Other Departments

In 2014, Federal Aid in the Other Departments category was \$24.4 million, a 5.4% decrease primarily due to the Correctional Center's discontinued diagnostic program in the amount of \$2.0 million and a lower than anticipated Federal Inmate population. In 2015, Federal Aid in the Other Departments category was \$29.7 million, a 21.8% increase primarily due to a onetime reimbursement from FEMA for Superstorm Sandy related expenses. In 2016, Federal Aid in the Other Departments category was \$30.6 million, a 3.1% increase primarily due to non-recurring FEMA reimbursements for Superstorm Sandy. The 2017 Projection for Federal Aid in the Other Departments is projected to be \$23.3 million.

Between 2013 and 2015, Federal Aid in the Department of Human Services decreased by \$934,692, or 19.7% primarily due to decreases in aid to Chemical Dependent Local Assistance and Nutrition Title III-C-2. In 2016, Federal Aid was \$5.4 million or 19.5% higher than 2015 primarily due to increases in aid to Nutrition Title III-C-2. The 2017 Projection for the Department of Human Services is \$5.1 million.

# DESCRIPTION OF REVENUE CODES



## 2018 BUDGET HIGHLIGHTS

Federal Aid in the 2018 NIFA Conformed Budget is \$134.6 million, which is flat from the 2017 Projection. Federal Aid for Public Assistance caseloads in DSS accounts for 83.0% of Federal Aid. TANF caseloads are expected to continue to decrease and will be offset by the increase in the Child Care Subsidy Grant that was awarded to the County as part of the New York State 2017-2018 Budget.



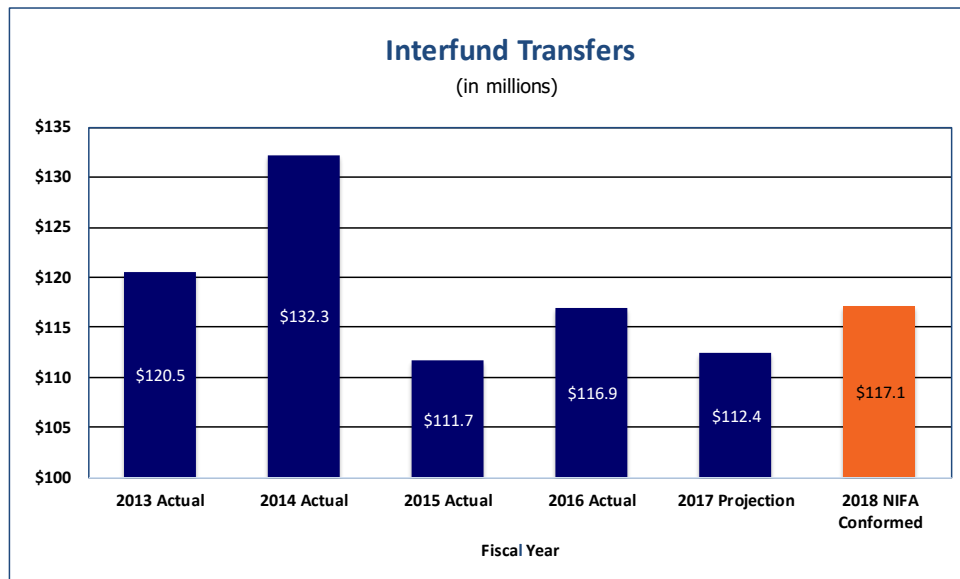
**INTERFUND TRANSFERS**

**DEFINITION**

The Interfund Transfer is a revenue code that enables the County to transfer revenues between funds. In 2016, the County funded this object code to reflect revenue received by the Police Headquarters Fund from the General Fund and a transfer of tax levies from Sewer and Storm Water Finance Authority to Sewer and Storm Water Resources District Fund.

**HISTORICAL TRENDS**

Historically, this object code was only budgeted in the Sewer and Storm Water Resources District Fund (SSW) for transferring the tax levies from the Sewer and Storm Water Finance Authority (SFA). In 2013, the County transferred \$100.9 million of tax levy from SFA to the SSW Fund and \$11.3 million from the General Fund to the Police Headquarters Fund (PDH) to cover salaries shortfalls. In 2015, the County made transfers from SFA of \$110.0 million and \$1.7 million to SSW and the General Fund respectively. In 2016, the County transferred \$105.2 of tax levy from SFA to the SSW fund and then followed by \$2.2 million from SSW to the General Fund. The County also in 2016 transferred \$9.5 million from the General Fund to PDH to cover shortfall in salaries.



**2018 BUDGET HIGHLIGHTS**

The 2018 Proposed Budget for Interfund Transfers is \$117.8 million, a \$5.4 million or 4.8% increase when compared to the 2017 Projection. The increase is attributable to a higher transfer from the SFA fund to the SSW fund and the appropriation of the transfer from the Bond Indebtedness Fund to the Debt Service Fund, partially offset by a reduction in the transfer to the Retirement Contribution Reserve Fund from \$8.0 million in the 2017 Projection to zero in the 2018 Proposed Budget.



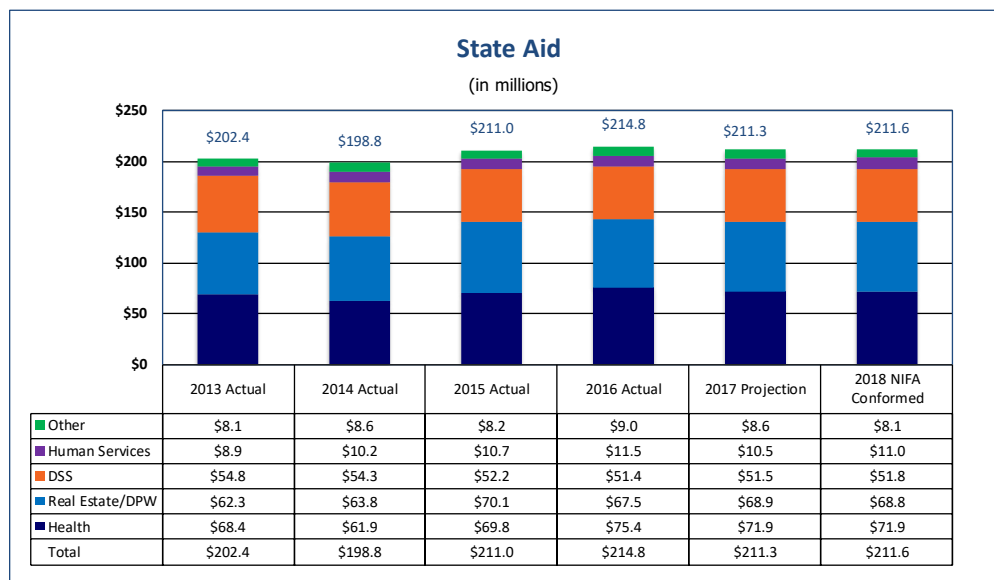
**STATE AID**

**DEFINITION**

State Aid refers to financial support extended by the New York State (NYS) to local public entities, including municipalities such as the County. State legislation authorizes the aid and bases it on specific criteria such as the type of expense and the factors related to specific programs. In some cases, the State caps the aid in a given year. Typically, the Health Department and the Department of Social Services receive the greatest share of State Aid in the form of reimbursements for expenses incurred by their respective programs.

**HISTORICAL TRENDS**

State Aid between increased 6.1% overall between 2013 and 2016. State Aid decreased 1.8% to \$198.8 million in 2014, primarily due to continued lower reimbursements in the Health Department for Preschool and Early Intervention. In 2015, State Aid revenue was \$211.0 million, a 6.2% increase over 2014, primarily due to prior period Preschool adjustments and \$6.9 million of NYS one-time capital funding to Department of Public Works for use in operating expenses for the Nassau Inter-County Express (NICE) bus contract with TransDev, Services Inc. State Aid increased 1.8% in 2016 primarily due to prior period adjustments in the Health Department for Early Intervention and Preschool. State Aid is projected to decrease 1.6% to \$211.3 million in 2017, consistent with 2016 State Aid net of the prior period adjustments that impacted 2016 in the Health Department for Early Intervention and Preschool.



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## DESCRIPTION OF REVENUE CODES

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### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for State Aid is \$211.6 million, an aggregate increase of \$260,696 from the 2017 Projection, primarily due to increased reimbursements for services to the elderly and local mental health assistance in Human Services, as well as in the Department of Social Services for an increase in the Medicaid Client reimbursement income reconciliation and recoveries, along with general program reimbursement of expenses. The increases were offset by a decrease of \$495,000 in medical marijuana State Aid receipts and by various lower reimbursement of other County services.



## SALES TAX COUNTYWIDE

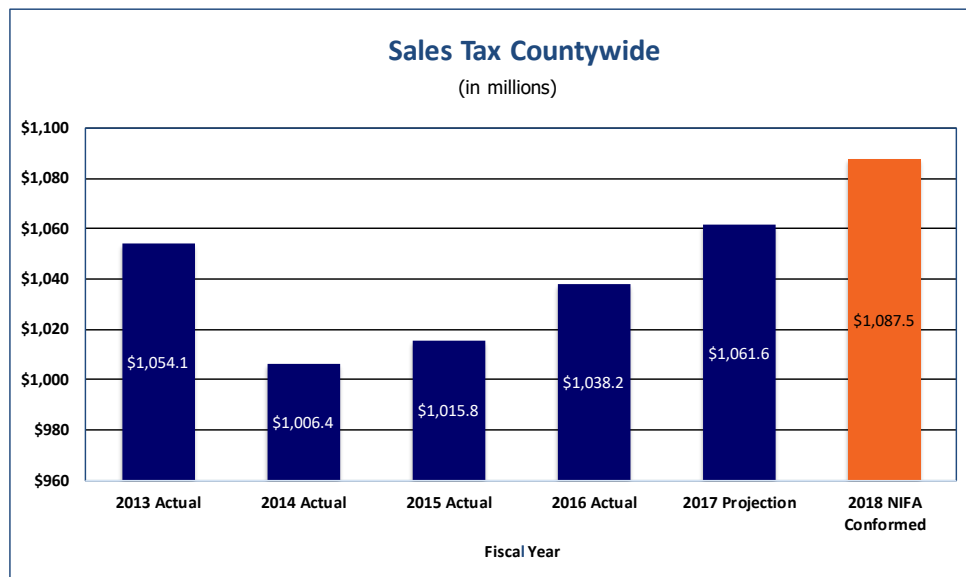
### DEFINITION

Governing bodies of cities and counties may impose sales and use taxes within their boundaries at a rate limited by State statute and as implemented by local laws, ordinances, or resolutions to fund operations.

The sales tax rate in Nassau County is 8.625%, of which 4.375% is the State's share, (including a 0.375% component that the State imposes within the Metropolitan Commuter Transportation District) and 4.25% is the County's share, out of which the County must allocate a 0.25% component to towns and cities within the County under a Local Government Assistance Program.

### HISTORICAL TRENDS

Between 2013 and 2016, Countywide Sales Tax decreased 1.5%, from \$1.054 billion to \$1.038 billion mainly attributable to an increased amount of consumer spending in 2013 associated with Superstorm Sandy. After a noticeable drop off in 2014, Sales Tax Revenues rebounded growing at an average annual rate of 1.6% between 2014 and 2016. This rebound is anticipated to continue as 2017 Countywide Sales Tax is projected to increase approximately 2.25% over 2016 results.



### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget includes \$1.09 billion in Countywide Sales Tax revenues, which reflects a 2.4% growth rate when compared to the 2017 Projection. The assumed growth rate is conservative when compared with current year actuals of 2.6%. The 2018 NIFA Conformed Budget includes 2.4% increase in Sales Tax collections that is consistent with Moody's Analytics.





## **PART COUNTY SALES TAX**

### **DEFINITION**

New York State Tax Law Section 1262(d) gives the cities of Long Beach and Glen Cove a choice regarding their share of certain sales taxes collected by restaurants, hotels, and other retail establishments. They can either receive these revenues directly from New York State or allow the State to send the revenues to the County and receive a credit for Property Taxes. The City of Long Beach receives a direct distribution of these Sales Taxes from New York State, while the City of Glen Cove has chosen not to receive these taxes. The Towns of Hempstead, North Hempstead, and Oyster Bay do not have the option of receiving these sales taxes directly from New York State, and the State distributes their share to Nassau County. Part County Sales Tax represents these sales taxes sent to Nassau County by the State. The townships and cities collect their portions of property taxes in Nassau County, and they remit the County portion to the County. The mechanism by which the City of Glen Cove and the three Towns receive credit for these Part County Sales Tax is to remit a lower amount of Property Tax to the County than they otherwise would have, reflecting the fact that they did not receive a direct distribution from New York State for these specific sales taxes.

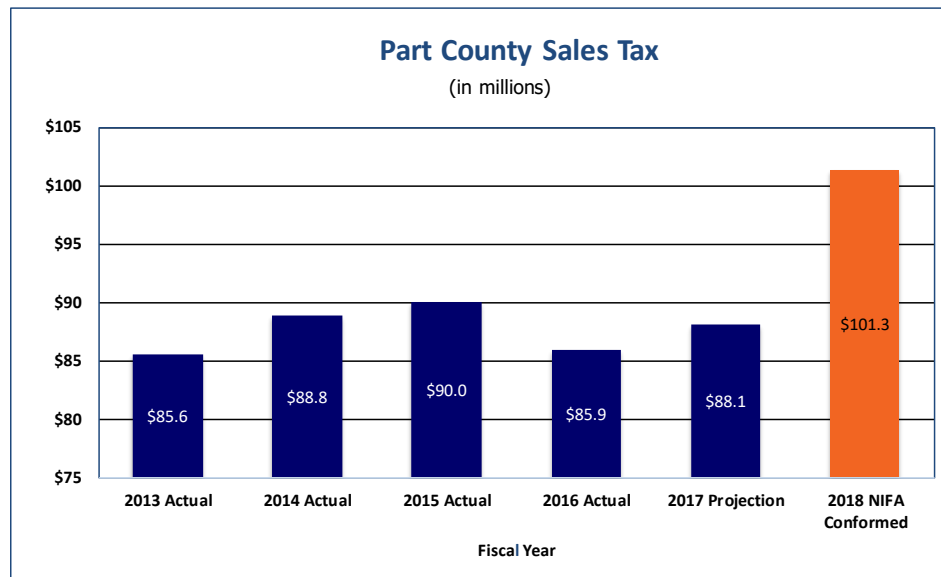
The County budgets and records these taxes separately from other sales taxes so that the property tax bills for the City of Glen Cove and the three townships properly reflect an equal reduction in what otherwise would have been County property taxes. Since the County considers the Part County Sales Tax a payment of County property tax, the County can only recognize actual collections up to the budgeted amount. The County must either credit or collect variations from budget. If the actual is over budget, the County defers the difference and recognizes it two years later. If the actual is under budget, the County adds the shortfall to the property tax bill two years later. The two-year delay is due to the timing of the next year's budget adoption in October and issuance of the County's Comprehensive Annual Financial Report (CAFR) issued on or about the subsequent year by June 30th. The County does not know the actual Part County Sales Tax amounts until the County Legislature adopts the subsequent year's budget; therefore, the County must recognize the actual Part County Sales Tax amounts in the following year.

## DESCRIPTION OF REVENUE CODES



### HISTORICAL TRENDS

Part County Sales Tax typically increases or decreases in percentages similar to Countywide Sales Tax. Differences are often the result of adjustments for over or under collections discussed above. Due to a drop off in 2016, Part County Sales Tax was relatively flat between 2013 and 2016. Between 2013 and 2015, these taxes had grown at an average rate of 2.6%. The projection for 2017 is \$88.1 million, an approximate 2.5% increase from the 2016 actual.



### 2018 BUDGET HIGHLIGHTS

The 2018 Proposed Part County Sales Tax Budget is \$100.6 million, an approximate 14.2% increase from the 2017 Projection. This includes approximately \$5.5 million of credits deferred from 2016, consistent with County accounting policy. Due to this deferral, the rate of increase from the 2017 Projection is significantly higher than the increase associated with Countywide Sales Tax.



### PROPERTY TAX

#### DEFINITION

New York State law requires localities such as the County to base real property taxes on assessed value. Counties, cities, towns, villages, school districts, and special districts each raise revenues through real property taxes to pay for local services. The assessed value and the tax rate of the taxing jurisdictions where a specific property is located determine the amount of taxes.

New York State law provides that taxing authorities assess each property at a uniform percentage of its market value. However, for special assessing units, there may be a different uniform percentage applied to each class of property. New York City and Nassau County are the only special assessing units in the State. The uniform percentage for the class of property can vary from very low to a higher percentage, as long as it does not exceed 100%. However, the County must assess each property in the same class at the same uniform percentage.

The New York School Tax Relief (STAR) program provides a partial property tax exemption from school taxes to qualifying homeowners where the resident owners and their spouse's income is less than \$500,000. The basic STAR exemption is available for owner-occupied, primary residences regardless of the age of the owner(s) and exempts the first \$30,000 of the full value of a home from school taxes. The enhanced STAR exemption is available for the primary residence of senior citizens with yearly incomes, including any owner's spouse who resides at the property, not exceeding the statewide limit. For qualifying senior citizens, the enhanced STAR program exempts the first \$65,500 of the full value of a home from school property taxes for the 2017-18 school year. An explanation of the STAR program is available here:

<https://www.tax.ny.gov/pit/property/star/star-exemption-program.htm>

There are over 400,000 taxable parcels of property in the County. The Department of Assessment assesses each parcel to support the County's property tax levy and the tax levies for the three towns, 55 of the 56 school districts, and County and town special districts. The County's total property tax levy is set at the sole discretion of the County, subject to State constitutional and statutory limitations. A statutory formula sets the distribution of the total levy by class.

State law requires that the County place all real property in Nassau County in one of the following four classes.

- Class one: one, two, and three-family homes and residential condominiums of three stories or less
- Class two: apartments, residential cooperatives, and residential condominiums of four stories or more
- Class three: public utility equipment
- Class four: all other property (principally commercial, industrial, and vacant property)

# DESCRIPTION OF REVENUE CODES

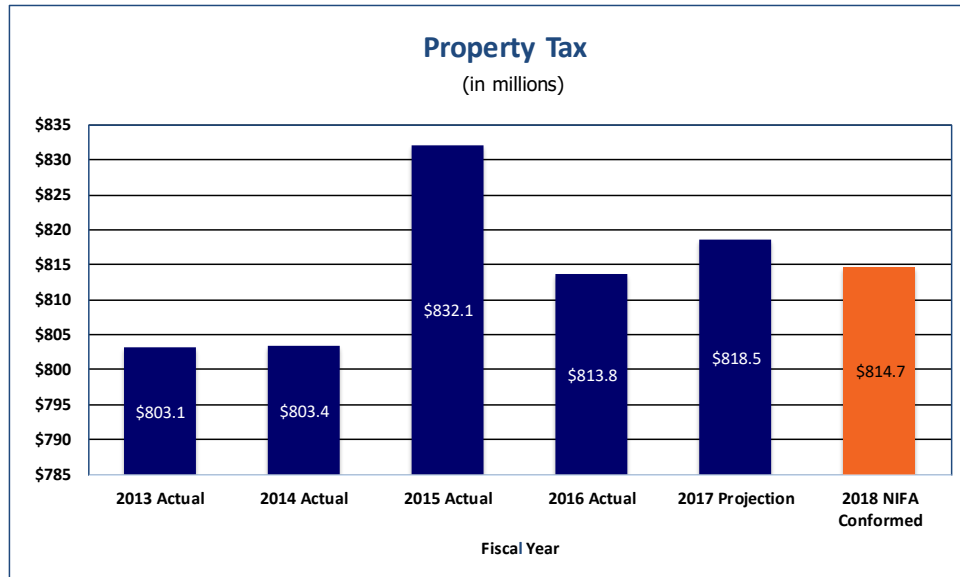


The Department of Assessment calculates the tax by multiplying the tax rate (set by the County Legislature) and the taxable assessed value (a percentage of fair market value, subject to statutory adjustments for phase-ins and partial exemption). The total property tax revenue for the primary County funds (General, Fire Commission, Police District, and Police Headquarters) and the Nassau County Sewer and Storm Water Finance Authority appears below.

## HISTORICAL TRENDS

Property Taxes for the Major Operating Funds and the Nassau County Sewer and Storm Water Finance District were \$920.4 million, \$920.6 million, \$955.4 million and \$928.8 million for the years 2013, 2014, 2015 and 2016. The decrease between 2015 and 2016 was mostly associated with a transfer of LIPA Parcels from the property tax rolls to Payments in Lieu of Taxes (PILOTS) in order to adhere to a state statute capping these parcels at 2% over prior year levels for tax levy purposes. The 2017 Projection for Property Taxes is \$933.5 million

Note: Overall growth between 2013 and 2015 is primarily due to the County availing itself in 2015 of unused carryover of Property Taxes not assessed in prior years pursuant to the New York State Property Tax Levy limitation formula. A continued expansion of the County tax base was also a contributing factor in this growth.



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## DESCRIPTION OF REVENUE CODES

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### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget Property Tax Budget is \$814.7 million, an approximate 0.5% decrease from the 2017 Projection which stays well within the New York State Property Tax Cap. The County property tax bill represents 16.0% of the average tax bill, which is a relatively small portion of the total.

**Property Tax  
(in millions)**

Fund	2015 Actual	2016 Actual	2017 NIFA Conformed	2017 Projection	2018 Proposed
Police District	368.0	374.7	384.1	384.1	388.7
Police Headquarter	342.1	357.2	359.1	359.1	340.6
General	106.2	65.8	57.6	59.2	69.0
Sewer Finance Authority	123.3	115.0	115.0	115.0	124.8
Fire Commission	15.8	16.1	16.1	16.1	16.4
<b>Total</b>	<b>\$ 955.4</b>	<b>\$ 928.8</b>	<b>\$ 932.0</b>	<b>\$ 933.5</b>	<b>\$ 939.5</b>



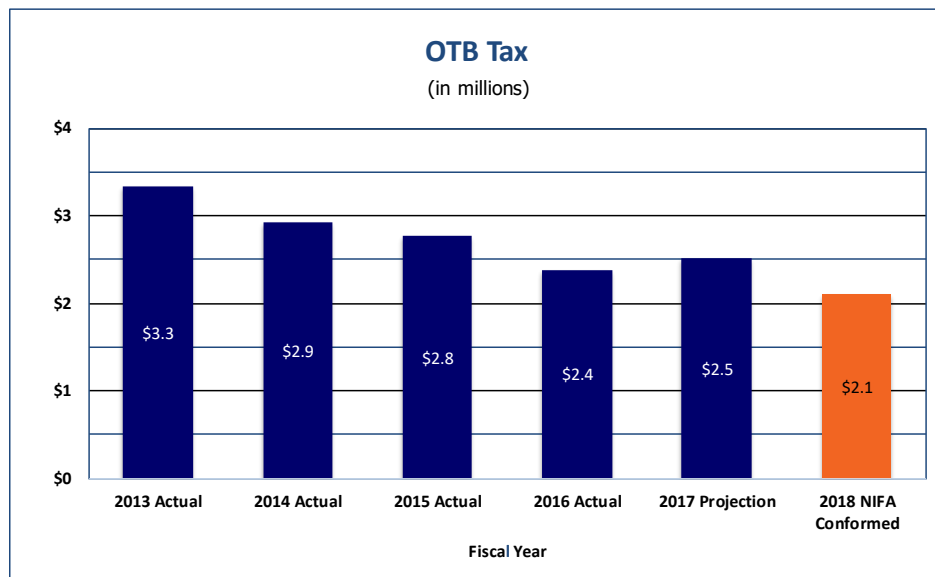
### OFF TRACK BETTING (OTB) 5% TAX

#### DEFINITION

Para-Mutual winnings are subject to a 5% surcharge for persons placing bets at off-track betting facilities throughout New York State on races in Nassau County, except at tele-theatre facilities.

#### HISTORICAL TRENDS

The revenue has been declining steadily due to lower wagering subject to the surcharge over this period. OTB expects that 2017 will be relatively flat with compared to 2016.



#### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget of \$2.1 million is 16.4% lower than the 2017 Projection.



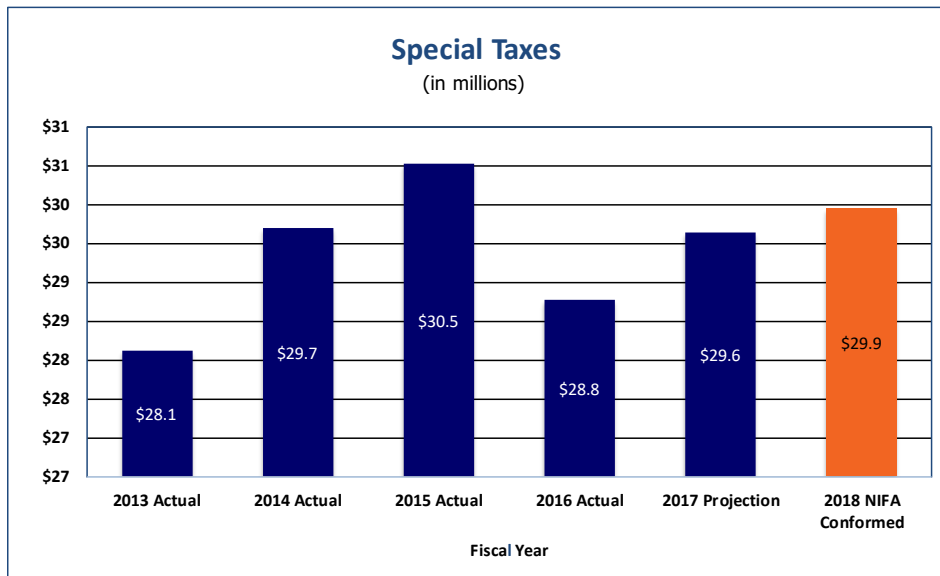
**SPECIAL TAXES**

**DEFINITION**

The County collects various Special Surcharges and Taxes based on usage in accordance with laws enacted by the New York State Legislature. The most significant of these are the Motor Vehicle Registration Fees, Emergency Phone and Enhanced 911 Telephone Surcharges (Police Department), Hotel/Motel Occupancy Tax (Department of Parks, Recreation & Museums and the Office of the Treasurer), and the Entertainment Ticket Tax (Office of the Treasurer).

**HISTORICAL TRENDS**

Special Surcharge and Tax revenue realized by the Police Department comprised approximately 83% of the total allocations remitted to the County from 2013-2015. In 2014 revenues increased by 5.6% or \$1.6 million compared to 2013. This increase was primarily due to proceeds from Local Law 29-200 for the Hotel/Motel Occupancy Tax that the County had previously recorded in the Grant Fund. In 2015, the County collected \$30.5 million, which was an increase of 2.8% or \$830,483 compared to 2014. This increase was primarily due to higher Hotel/Motel Occupancy Tax proceeds and Motor Vehicle Registration Fees. Special Surcharge and Tax revenue decreased by \$1.8 million or 5.7% from 2015 to 2016. This decrease is attributable to lower Entertainment Taxes collected by the County due to the renovation of the Nassau Coliseum by Nassau Events Center (NEC) and a decrease in Emergency Phone Surcharge. The County projects 2017 to approximately \$29.6 million, which is an increase of 3.0% or \$872,262 compared to 2016. This increase is due to Emergency Phone Surcharge and Cell Phone E911 Surcharge.



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## DESCRIPTION OF REVENUE CODES

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### 2018 BUDGET HIGHLIGHTS

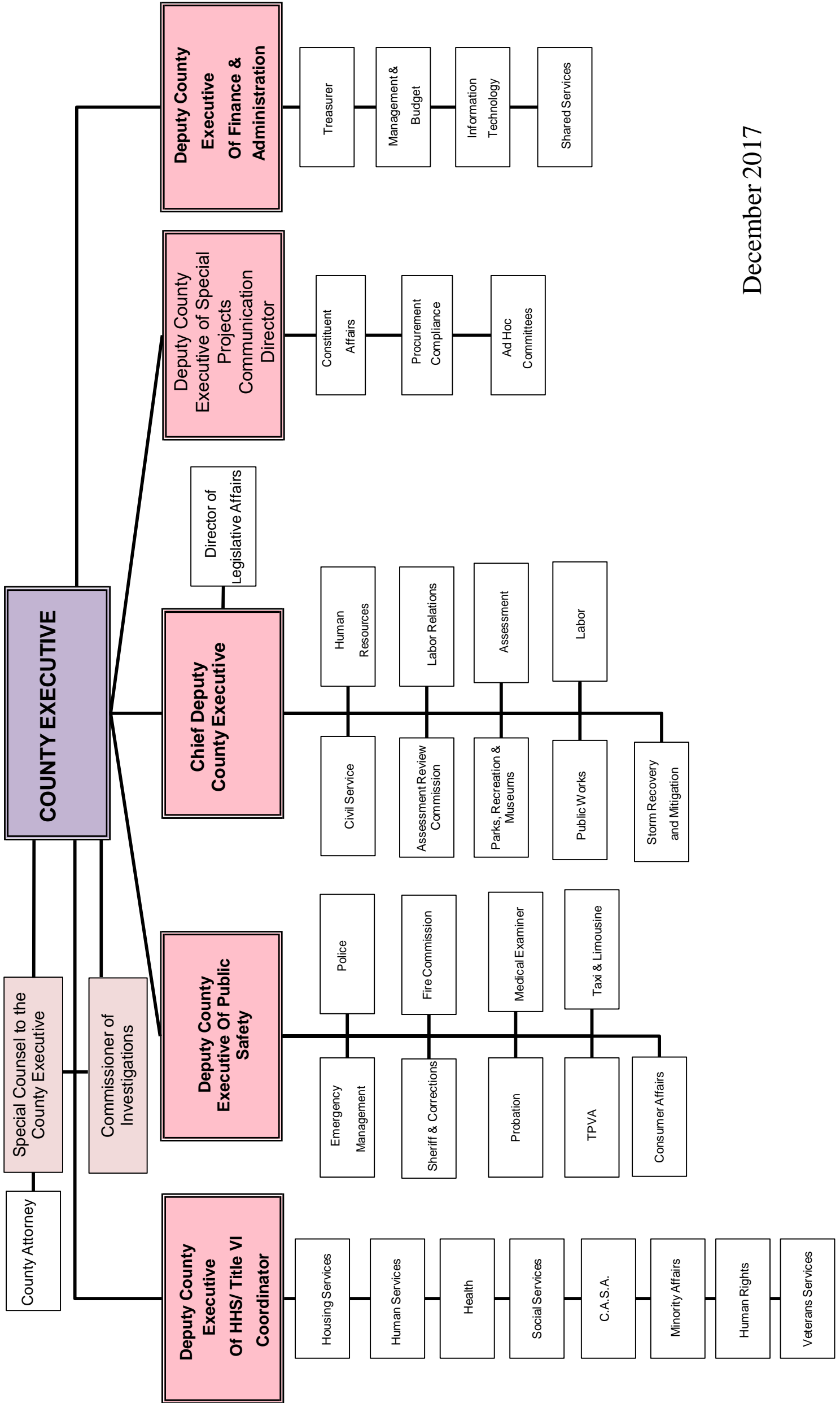
The 2018 NIFA Conformed Budget for Special Surcharges and Taxes is \$29.9 million, an increase of 1.0% from the 2017 Projection primarily due to an increase in E911 surcharges recently imposed on prepaid cellular devices and motor vehicle registration. The 2018 Proposed Budget for Special Surcharges and Taxes includes \$3.5 million in Hotel Motel Proceeds. The Nassau Veteran's Memorial Coliseum re-opened in the second quarter of 2017, thus enabling the County to collect Entertainment Tax from events held at that venue again. The County also anticipates collecting Entertainment Tax Revenue from the New York Community Bank Theatre at Westbury (Westbury Music Fair) and from Motor Vehicle Registrations.



**OPERATING DEPARTMENTS  
AND  
AGENCIES**



# Nassau County Organizational Chart







## **COMMISSIONER OF INVESTIGATIONS**

The Commissioner of Investigations is responsible for the following:

- The identification, investigation, and eradication of fraud, waste, and abuse that affects the County's finances, programs, and services
- The investigation and remediation of fraudulent activities or improper billing by contractors, vendors, and consultants with whom the County does business
- The investigation of claims of workplace violence
- The identification and investigation of failures of County employees to abide by County policies
- By designation of the County Board of Ethics, the Commissioner also administers the Financial Disclosure Program

### **GOALS**

- Reduce instances of fraud, waste, and abuse affecting County agencies and departments
- Reduce employee tolerance of fraud, waste, and abuse in the workplace
- Reduce contract irregularities

### **OBJECTIVES**

- Review, analyze, and take timely appropriate action on tips and complaints
- Recommend controls and procedures that will reduce opportunities for fraud, waste, and abuse in County operations
- Conduct a thorough review of all tips and complaints and facilitate examinations and audits of County operations
- Make timely and thorough analysis utilizing best practice investigative regulations
- Respect confidentiality while following applicable laws, rules, and regulations
- Ensure that the highest ethical standards, and fairness and objectivity are observed

### **2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for the Commissioner of Investigations is \$342,342, an increase of \$87,115 compared to the 2017 Projection, due to four positions that have not been filled. The 2018 NIFA Conformed Budget for Salaries, Wages & Fees is \$284,474 which includes funding for four Full-time employees. It is an increase of \$90,547 from the 2017 Projection but flat with the 2017 NIFA Conformed Budget. Other Than Personnel Services decreased \$3,432 compared to the 2017 NIFA Conformed Budget.

## INVESTIGATIONS



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	104,440	288,835	193,927	284,474
	DD - GENERAL EXPENSES	45	11,300	11,300	10,667
	DE - CONTRACTUAL SERVICES	377	50,000	50,000	47,201
<b>EXP Total</b>		<b>104,862</b>	<b>350,135</b>	<b>255,227</b>	<b>342,342</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	1	0	1
	ORDINANCE	3	2	3
<b>Full-Time Total</b>		<b>4</b>	<b>2</b>	<b>4</b>



## **ASSESSMENT REVIEW COMMISSION**

The New York State Legislature established the Assessment Review Commission (ARC) in 1998 under New York State Real Property Tax Law 523-b. The State amended the law in 2002 to broaden the review powers of ARC. ARC is an independent, quasi-judicial body consisting of a chairperson and five other commissioners appointed by the County Executive with the approval of the County Legislature. ARC has the authority to hire appraisers and staff. The chairperson has the authority to designate commissioners or employees to act as hearing officers on individual assessment matters. In addition, ARC's staff provides valuation resources for the County Attorney.

Through ARC, Nassau County taxpayers may appeal their property's annual tax assessment by filing an Application for Correction of Assessment. ARC's Commissioners and staff of professional appraisers are exclusively dedicated to making accurate determinations on these administrative appeals. ARC makes independent determinations of market value and reduces assessments that it finds excessive. It also corrects tax class and exemption errors. ARC only reviews assessments that property owners have appealed.

Property assessment challenges have resulted in significant fiscal challenges for the County.

The prior administration implemented the Residential and Commercial Property Assessment Grievance Negotiation and Settlement Program to correct assessments before becoming property tax refund liabilities.

On June 20, 2014, the New York State Assembly and the New York State Senate passed legislation (A10097) entitled, "An act to amend the Nassau County Administrative Code, in relation to the levy and extension of real property taxes on class-four real property." The legislation established a disputed assessment fund for commercial property assessment disputes in Nassau County. The bill created a new section 6-41.0 in the Nassau County Administrative Code to provide for a two-step process for commercial property assessment disputes and requires that the County administer all payments towards the disputed assessment fund in the same manner as Nassau County real property taxes. Any refund the County pays of real property taxes owed to a class-four property owner due to a settlement or final decision from a court of competent jurisdiction on an RPTL Article 7 Title 1 proceeding or reduction granted by the Nassau County Assessment Review Commission will be from the disputed assessment fund. The County will distribute any funds that remain thereafter pro rata to the County and the applicable school districts, towns, and special districts.



### GOALS

- Analyze and implement technological solutions that improve the efficiency of the internal and external workflow of the departments involved in real estate tax administration
- Respond courteously and in a timely manner to citizen inquiries
- Annually review all valid filed appeals
- Analyze all data needed for accurate review of appeals from taxpayers
- Correct assessment errors before the tax bills are issued so a property owner does not pay excessive taxes and before the County's refund obligation accrues
- Provide Nassau County with accurate reviews of appeals by a staff of appraisal professionals
- Provide the Nassau County Attorney's Office with appraisal support for reviews of properties that are on the trial calendar
- Support the maintenance of the Integrated System for Real Property Assessment Administration, Appeals, Tax Billing, and Collection & Refunds (ADAPT) that integrates the various systems currently utilized by ARC, Department of Assessment,
- Adjust and streamline workflow to enable our agency to process protest application increases.
- Educate Nassau County property owners about ARC's processes and procedures

### OBJECTIVES

- Increase the number of electronic filings by taxpayers through the Assessment Review On the Web (AROW) system
- Streamline the Commercial process by creating an online system for the electronic filing of Commercial discovery
- Improve response times to citizen inquiries
- Review valid residential and commercial assessment appeals for the years under review
- Inform the Department of Assessment of assessment changes and notify taxpayers of final determinations
- Create online videos for property owners so that they understand the filing process





**2018 BUDGET HIGHLIGHTS**

The Assessment Review Commission’s 2018 NIFA Conformed Budget expense is \$2.4 million, a 0.6% decrease from the 2017 Projection. Salaries, Wages & Fees are \$2.3 million, a 1.7% decrease from the 2017 Projection primarily due to a budgeted vacancy and the impact of the CSEA Labor Agreement. Vacancies in the Department are offset in the Office of Management and Budget as an expected negative attrition value. The Administration in consultation with NIFA’s approval has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

The 2018 NIFA Conformed Budget funds \$64,667 in Other Than Personal Services (OTPS), a 56.5% increase compared to the 2017 Projection. This is primarily due to the increase in mailings to taxpayers grieving their assessments, related postage, computer supplies, membership dues and mandated educational training.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	2,500,559	2,390,050	2,345,848	2,307,125
	DD - GENERAL EXPENSES	32,989	33,831	41,331	64,667
	DE - CONTRACTUAL SERVICES	12,500	0	0	0
<b>EXP Total</b>		<b>2,546,049</b>	<b>2,423,881</b>	<b>2,387,179</b>	<b>2,371,792</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	BOARD	6	6	6
	CSEA	23	22	22
	ORDINANCE	1	1	1
<b>Full-Time Total</b>		<b>30</b>	<b>29</b>	<b>29</b>
Part Time		2	2	2
<b>Part Time Total</b>		<b>2</b>	<b>2</b>	<b>2</b>



**PERFORMANCE MANAGEMENT**

<b>Assessment Review Commission</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Efficiency	% Accepted Offers	The percentage of appeals resulting in new offers that are accepted by the taxpayer and/or the representative.	Provide Nassau County taxpayers with accurate and fair assessment offers to reduce administrative costs and future refunds.
Government Efficiency	% Grievances Receiving Offers	The percentage of grievances offered settlements by the Assessment Review Commission. Offered assessments provide taxpayers with current, accurate assessments.	Provide Nassau County taxpayers with accurate reviews of appeals and offer reduced assessments to those who are over-assessed.
Government Efficiency	% Grievances Reviewed	The percentage of assessment grievances reviewed by the Assessment Review Commission.	Provide reviews of assessments to ensure that Nassau County taxpayers are receiving fair and accurate assessments.
Government Efficiency	% Reductions	The percentage of offers made by the Assessment Review Commission that resulted in reductions.	Reduce assessments to provide Nassau County taxpayers with accurate assessments before they become a future refund liability.
Government Efficiency	% ProSe Appeals Filed	The percentage of all Pro Se appeals filed by property owners as a percentage of total appeals.	Educate citizens on the ease of filing appeals electronically through AROW. Increase the number of appeals via electronic filing. Reduce paper handling and storage.
Government Efficiency	% ProSe Grievances in AROW	The percentage of Class One residential Pro Se appeals filed electronically by property owners through AROW (Assessment Review on the Web) as a percentage of all Pro Se Appeals Filed.	Educate citizens on the ease of filing appeals electronically through AROW. Increase the number of appeals via electronic filing. Reduce paper handling and storage.

<b>Assessment Review Commission</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>2018 Target</b>
% Accepted Offers	69.5%	72.7%	70.0%	76.4%	70.0%
% Grievances Receiving Offers	84.8%	85.7%	80.0%	87.6%	85.0%
% Grievances Reviewed	90.8%	93.5%	90.0%	93.5%	90.0%
% Reductions	78.4%	84.7%	70.0%	88.2%	75.0%
% ProSe Appeals Filed	10.1%	10.5%	11.0%	11.0%	11.0%
% ProSe Grievances in AROW	73.1%	76.1%	75.0%	76.5%	75.0%

\*Performance data by Tax Year, i.e. 2017 Actual Data is for 2018 Tax Year



## **DEPARTMENT OF ASSESSMENT**

The Department of Assessment is responsible for developing fair and equitable assessments for all residential and commercial properties in Nassau County. It is the second largest assessing entity in the State after New York City. The County's assessment roll in 2016 includes over 423,000 properties with full valuation of over \$212 billion.

To achieve its statutory objectives, division supervisors have established improved procedures and controls to ensure work product quality. This includes conducting a thorough review of the current models used in the Integrated Assessment System (IAS) software; embarking on a comprehensive training program of all staff charged with utilizing IAS; and establishing guidelines to ensure that the models provide market data that is accurate and defensible.

Property assessment challenges have resulted in significant fiscal challenges for the County.

The prior administration implemented the Residential and Commercial Property Assessment Grievance Negotiation and Settlement Program to correct assessments before becoming property tax refund liabilities.

On June 20, 2014, the New York State Legislature passed assessment legislation, which the Governor signed on November 21, 2014, that will aid the County in achieving structural balance. This legislation created a Disputed Assessment Fund (DAF) that will establish a manageable and fiscally sound process to satisfy most commercial tax certiorari refunds and end the need to borrow to pay for tax refunds, which has been the practice of the County since the 1970s. The County's borrowing was made necessary by the County guaranty, which requires the County (unlike any other county in New York) to fund the property tax refunds of the towns, special districts, and 55 out of the 56 school districts in the County. This legislation saves the County approximately \$950 million in debt service payments over 20 years. Rating agencies have recognized this as a credit positive as it will provide recurring funding for successful tax challenges.

The Disputed Assessment Fund aims to control the costs of commercial property tax refunds on commercial properties and protect residential homeowners by ending their subsidy of commercial property owners' refunds and ending borrowing by the County to pay property tax refunds.

In addition to producing an annual property assessment roll, the Department of Assessment is also responsible for maintaining and revising over 18,500 property tax maps, apportionments, tax certiorari, and administering property tax exemptions as provided by New York State RPTL.

### **GOALS**

- Accurately assess all residential and commercial properties within Nassau County
- Correctly process New York State Property Tax Exemption applications that are filed by Nassau County property owners

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## ASSESSMENT

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- Improve the transparency of the assessment system in Nassau County and reduce its complexity
- Increase public awareness and understanding of the assessment system in Nassau County and its role in determining property taxes
- Provide excellent service to the public

### OBJECTIVES

- Issue a tentative assessment roll on the first business day of January each year
- Complete a finalized assessment roll for the prior period on the first business day of April each year
- Review and enter all building permit data submitted by the Towns and Villages
- Achieve legislative reform to simplify the assessment process in Nassau County
- Conduct outreach programs for residents regarding property tax exemptions



**2018 BUDGET HIGHLIGHTS**

The Department of Assessment’s 2018 NIFA Conformed Budget expense is \$39.7 million. There was a reallocation of \$30 million of tax certiorari expense moved from the Treasury Department. Expenses include Salaries, Wages & Fees of \$8.6 million, a 4.1% decrease, primarily due to a lower current on board headcount in 2017. The Administration in consultation with NIFA’s approval has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 salary appropriation includes the impact of current labor agreements. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

The 2018 NIFA Conformed Budget funds Other Than Personal Services (OTPS) expense at \$0.06 million compared to the 2017 Projection. This is primarily due to an increase in the contractual services associated with vendor payment service fees for revenue collection related to Tax Map Verification Fees. This increase is partially offset by a reduction in postage due to repetitive mailings. The \$30 million increase in Other Expenses represents funding for successful property assessment challenges that previously were budgeted in the Treasurer’s Office.

Revenue for the Department of Assessment’s 2018 NIFA Conformed Budget is \$47.9 million, primarily attributable to the Tax Map Verification Fee. This is a service fee to access, acquire, and maintain the most current certified information on each tax map parcel used in any land document recording record. Total revenues are increasing by 12.4% from the 2017 Projection primarily due to an increase of \$100 for the Tax Map Verification Fee from \$355 to \$455 totaling \$12.0 million and the transfer of the Revenue from Income & Expense Law of \$5.2 million.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	8,842,506	9,591,930	8,921,049	8,554,444
	DD - GENERAL EXPENSES	566,750	303,251	303,251	178,906
	DE - CONTRACTUAL SERVICES	17,382	756,264	756,264	940,503
	OO - OTHER EXPENSES	0	0	0	30,000,000
<b>EXP Total</b>		<b>9,426,638</b>	<b>10,651,445</b>	<b>9,980,564</b>	<b>39,673,853</b>
REV	BF - RENTS & RECOVERIES	29,987	0	0	0
	BH - DEPT REVENUES	27,811,085	42,673,896	42,688,896	47,874,635
<b>REV Total</b>		<b>27,841,071</b>	<b>42,673,896</b>	<b>42,688,896</b>	<b>47,874,635</b>

## ASSESSMENT



Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	131	119	113
	ORDINANCE	4	4	4
<b>Full-Time Total</b>		<b>135</b>	<b>123</b>	<b>117</b>
Part Time		2	2	2
<b>Part Time Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

## PERFORMANCE MANAGEMENT

Assessment			
Category	Performance Measures	Description	Goal Statement
Government Efficiency	% Field Inspections Performed	Includes the number of field inspections performed by the Department of Assessment as a percentage of the total number of properties requiring inspection.	Inspect properties in Nassau County to validate building permits, sales, taxpayer requests, etc. and inspect commercial properties for new construction so that value can be added to the assessment roll.
Government Efficiency	% Sales Validated	Includes the number of sales validated as a percentage of total sales. Sales need to be validated by the Department of Assessment so that inventory data can be confirmed.	Validate all residential and commercial sales in Nassau County so that inventory can be confirmed.

Assessment						
Performance Measures	Category	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
% Field Inspections Performed	Residential	18.1%	31.4%	33.5%	48.6%	47.0%
% Field Inspections Performed	Other Properties	64.3%	28.4%	75.0%	33.5%	35.0%
% Sales Validated	Residential	100.0%	100.0%	100.0%	100.0%	100.0%
% Sales Validated	Other Properties	100.0%	100.0%	100.0%	100.0%	100.0%



## **OFFICE OF THE COUNTY ATTORNEY**

The County Attorney's Office is comprised of seven Legal Bureaus, and the Administration Unit that coordinates and supervises the activities of the bureaus.

### **ADMINISTRATION UNIT**

This Unit is comprised of the County Attorney's legal management team working together with personnel, budget, and payroll. The Unit oversees the functioning of each bureau of the Office and actively participates in the pre and post-trial litigation. The Unit also includes the Special Investigations Unit, which investigates Workers' Compensation claims, selected tort claims, and waste, fraud, and abuse allegations related to County employees and property, including workplace violence investigations.

### **FAMILY COURT BUREAU**

This Bureau represents the Department of Social Services in child abuse and neglect actions, enforces child support orders on behalf of out-of-state custodial parents and their children, and investigates and prosecutes juveniles (age 15 and younger) that have been arrested for crimes.

### **LITIGATION BUREAU**

This Bureau handles State and Federal litigation, including civil rights and employment discrimination cases, commercial and environmental matters, as well as discrimination claims before local human rights tribunals. The Bureau also works closely with the Office of Labor Relations in defending grievances and union arbitrations. In addition, the Bureau represents the County in personal injury cases from routine slip-and-fall matters to complex road design cases. Litigation has also assumed control of the former Vehicle Forfeitures Bureau.

### **MUNICIPAL FINANCE BUREAU**

This Bureau handles all finance matters for the County including the issuance of debt by the County or related entities such as the Nassau County Sewer and Storm Water Finance Authority. The Bureau also advises County officials on all financing issues and works closely with outside bond counsel.

### **MUNICIPAL TRANSACTIONS BUREAU**

This Bureau represents the County on contractual matters including real estate, procurement of goods and services, concessions, and inter-municipal agreements (IMAs).

**APPEALS AND OPINIONS BUREAU**

This Bureau drafts and comments on State and local legislation and advises on implementation of State and local laws and initiatives. The Bureau also provides legal opinions to the County Executive and his staff and all departments of the County on such matters as the County's Code of Ethics, the Freedom of Information Law, and privacy and confidential issues such as the Health Insurance Portability and Accountability Act (HIPAA). The Bureau also handles the appellate work for all other litigating bureaus in the Office including administrative appeals as well as in State and Federal courts.

**TAX CERTIORARI AND CONDEMNATION BUREAU**

This Bureau handles real property tax review cases known as Article 7 proceedings for commercial and residential properties. It also represents the County in Supreme Court, on matters including tax exemptions and corrections of errors. The Bureau also handles all condemnation proceedings and acquisitions of property on behalf of the County.

**CLAIMS MANAGEMENT BUREAU**

This Bureau settles small property claims, investigates cases on behalf of all the litigating bureaus, and focuses on the early settlement of claims and risk management. The Bureau also pursues claims on behalf of the County and/or its agencies for damage to County property, facilities, and/or personnel.

**GOALS**

- Manage and mitigate risk exposure to the County
- Increase revenue and affect policy for the benefit of the County through affirmative litigation and aggressively recover claims for damages to County property/personnel
- Maintain compliance with new electronic-discovery rules mandated by Federal Courts
- Support compliance with mandatory filing of court documents in State Supreme Courts
- Continue efforts to enforce the County's Driving While Intoxicated (DWI) vehicle forfeiture law
- Continue efforts to work with County agencies/departments to develop policies that protect County property and ensure safe working conditions such as workplace violence training and social media policy

**OBJECTIVES**

- Use the General Litigation and Claims and Investigation Bureaus to generate revenue for the County
- Work to increase vehicle forfeiture revenues for the County with more aggressive litigation





- Increase the number of tax certiorari cases resolved and vigorously review property tax challenges to ensure equitable tax refunds
- Utilize e-discovery tools to track discoverable materials and manage litigation holds on e-documents
- Assist in educating/training all County personnel in County policies such as those related to workplace violence and social media
- Promote the legal education of attorneys
- Provide legal counsel to county agencies, departments and Nassau County Legislature with the implementation of new laws for disclosure for contracts with the County

## **2018 BUDGET HIGHLIGHTS**

The expenses for the Office of the County Attorney in the 2018 NIFA Conformed Budget are \$12.7 million, which is a 6.3% decrease the 2017 Projection. The 2018 salary appropriation of \$7.2 million is a 7.2% decrease compared to the 2017 Projection. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

The 2018 NIFA Conformed Budget funds \$5.5 million in Other Than Personal Services (OTPS), a 5.0% decrease compared to the 2017 Projection due to Legislative and NIFA adjustments.

The 2018 NIFA Conformed Budget assumes that the Office of the County Attorney will realize \$2.7 million in revenues, which is a 1.3% increase from the 2017 Projection. This increase is primarily due to the 2017 projected shortfall of \$10.0 million for a temporary restraining order (TRO) issued on the local law that provides a 25.0% amnesty discount on penalty fees from commercial non-filers of Income and Expense documents related to property tax assessments. The (TRO) was lifted and vacated for commercial property owners that did not comply with the Income and Expense (ASIE) law with the exception of those commercial property owners that filed their lawsuits challenging the enforcement of the law. The Court ordered that there is a stay in effect for the commercial property owners before the Court; this means that the County cannot enforce penalties against the approximately 1,500 plaintiffs at this time. As the merits of the case have not been decided on (as it pertains to penalties) and the penalty provision of the law, the County and the Plaintiffs will return to Court to proceed with litigating the merits. All commercial property owners in Nassau County must abide by the ASIE law and if they fail to file then a penalty can be levied and collected against them after notice and an opportunity to be heard. The notice and opportunity for a hearing already took place for 2013 and 2014 non-filers. The County will proceed with sending notices and opportunity for hearing for 2015 non-filers and collecting penalties paid. The Administration expects all appeals to be exhausted and 2018 revenues to be recorded.



Rents & Recoveries are flat for the 2018 NIFA Conformed Budget compared to the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	7,504,082	8,228,230	7,792,415	7,234,154
	BB - EQUIPMENT	300	14,499	14,499	7,079
	DD - GENERAL EXPENSES	635,057	605,108	605,108	609,394
	DE - CONTRACTUAL SERVICES	5,168,042	5,171,310	5,171,310	4,881,868
<b>EXP Total</b>		<b>13,307,481</b>	<b>14,019,147</b>	<b>13,583,332</b>	<b>12,732,495</b>
REV	BD - FINES & FORFEITS	547,086	610,000	610,000	610,000
	BF - RENTS & RECOVERIES	796,169	745,000	745,500	745,000
	BH - DEPT REVENUES	147,091	10,200,000	200,000	160,000
	BJ - INTERDEPT REVENUES	599,682	905,789	905,789	942,125
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	280,359	215,000	215,000	255,000
<b>REV Total</b>		<b>2,370,387</b>	<b>12,675,789</b>	<b>2,676,289</b>	<b>2,712,125</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	29	39	41
	ORDINANCE	67	43	44
<b>Full-Time Total</b>		<b>96</b>	<b>82</b>	<b>85</b>
Part Time		10	4	10
<b>Part Time Total</b>		<b>10</b>	<b>4</b>	<b>10</b>



## **OFFICE OF MANAGEMENT AND BUDGET**

The Office of Management and Budget (OMB) is responsible for delivering a balanced operating budget and other financial reports each fiscal year; measuring both operational and financial performance, and establishing a strong link between performance and budget decisions; securing debt financing sufficient to meet cash flow and capital needs; conducting project management and business process reviews; managing risk in all County operations; and providing grant management services. OMB performs these functions through the following operational units.

### **BUDGET**

Budget is primarily responsible for developing the County's Budget and Multi-Year Financial Plan (MYP), as well as Monthly Financial Reports. Budget accomplishes this by assigning a Budget Examiner to each key County operational area. Budget also works with departments to develop Smart Government Initiatives, which Budget reviews in conjunction with monthly forecasts. The examiners are responsible for approving and processing financial transactions, contracts and purchase orders, and providing expertise on operating and capital budget-related matters as well as revenue management.

Grants Management is responsible for identifying grant opportunities for which the County is eligible and that are in accord with the vision, mission, and priorities of the County Executive and County departments. It helps develop, with other departments, administrative, financial analysis and operational policies and procedures related to grants. It also performs a central role in the administration of grants by the processing of Supplemental Appropriations, Grant Agreements, Board Transfers, Grant Application Information Forms, and grant extensions, re-openings, and closeouts.

### **PERFORMANCE MANAGEMENT, RISK MANAGEMENT, AND SPECIAL PROJECTS**

Performance Management measures operational performance and works with departments to develop and implement strategies to improve performance and maximize the achievement of Countywide programmatic and departmental missions, goals, and objectives. The results are more effective decision-making, more efficient management reporting, and increased accountability. A circular process strongly links planning, budgeting, and performance measurement. The process entails Performance Management working with departments to set goals and measureable objectives. Performance Management and the Budget Examiners then measure progress towards meeting those goals and objectives by analyzing the data collected and working with management to implement improvements in County operations.

Risk Management, in coordination with the County's Third Party Administrator (TPA) and outside counsel, continues to improve the County's workers' compensation claim reporting, safety monitoring, procedures, and protocol, as well as adhering to allowable entitlements. It continually reviews the TPA reports on medical claims, lost time, medical bill savings reports, nurse case



management, and auto accidents. Risk Management provides authorization on liens-subrogation identification, 15-8 recovery reviews and invoice approvals, and authorizes plaintiff settlements. This continuous monitoring of claims activity is a key factor in cost containment and proper claims management.

Special Projects provides project support services and operations consulting in response to either management direction or negative performance management results. Special Projects is typically engaged in projects that affect multiple departments or require coordination across multiple disciplines to achieve a desired result. Special Projects participates in projects involving technology or improving operational processes.

### **DEBT MANAGEMENT**

The County's debt Policy provides that the County will plan debt issuances to achieve relatively level debt service while matching debt service to the useful life of projects. The Policy also states that the County will avoid the use of bullet or balloon maturities except in those instances where these maturities serve to make existing overall debt service level (to the extent permissible under the Local Finance Law). At its discretion, the County may elect a more rapid or other debt service structure, such as declining debt service (i.e., equal principal amortization).

### **COMPLIANCE**

Compliance works to ensure compliance with applicable Federal, State, and local laws and regulations across multiple departments. It works with administrators to develop internal controls, including assisting department heads and managers with establishing compliance procedures specific to their operations. It also conducts reviews to ensure compliance with legal and regulatory requirements, or to assist in demonstrating compliance when necessary to substantiate good stewardship. The Compliance Officer may review, revise, and recommend policies/procedures as needed and investigate and act upon issues related to non-compliance. Compliance may propose corrective and preventive action plans; monitor internal and external audits to identify potential non-compliance issues; and advise and monitor departments relative to compliance problems.

### **GOALS**

- Promote sound financial management in accordance with best practices and generally accepted accounting principles
- Protect the County's credit rating
- Safeguard assets, identify risks, and eliminate liabilities
- Link performance to fiscal decision-making
- Adhere to sound and prudent fund balance and debt policies
- Maximize efforts to pursue grants and make grant processes effective and efficient
- Provide financial analytics for grant awards



- Maintain appropriate capital assets for present and future needs
- Ensure compliance with applicable Federal, State, and local laws and regulations and County policies and procedures
- Consolidate financial functions to improve fiscal decision-making and assess budgetary risks and opportunities
- Coordinate with the County Executive to improve financial processes to deliver more cost-effective services to County residents

### OBJECTIVES

- Develop a balanced Budget and MYP approved by the County Legislature and the Nassau County Interim Finance Authority (NIFA)
- Develop policies and procedures to minimize budgetary risks and audit findings
- Monitor and improve internal controls throughout the County
- Measure operational performance and analyze data to improve outcomes
- Work with departments to establish measures and set annual targets with the expectation of year-over-year improvement
- Continue to earn the Government Finance Officers Association Distinguished Budget Presentation Award
- Manage the Workers' Compensation budget by improving claims management and reducing claims activity
- Identify promising grant opportunities and work with departments to pursue them
- Maintain or improve the County's credit ratings with the rating agencies
- Evaluate debt issuance options
- Regularly update the oversight community and the public on the County's fiscal and operational condition
- Coordinate with outside agencies to evaluate best financial options for County operations
- Provide residents with more financial information and make the County finances more transparent

### 2018 BUDGET HIGHLIGHTS

Expenses in the 2018 NIFA Conformed Budget for the Office of Management and Budget are \$496.4 million, an increase of \$19.5 million, or 4.1% from the 2017 Projection. The major changes in expenses include a \$25.3 million increase in Other Expenses for various litigations expenses, an increase of \$3.3 million for Interdepartmental Charges, as well as an increase of \$3.3 million for the Local Government Assistance Program, which is consistent with the County's 2018 Sales Tax projection. In addition, \$1.3 million in Aid to Villages is included in the 2018 Proposed Budget. The County also projects an \$11.7 million decrease in Debt Service Chargebacks and a \$2.8 million decrease in Interfund Charges in 2018.



The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 NIFA Conformed Budget includes \$11.0 million in Countywide attrition savings, \$1 million due to normal attrition and \$10.0 million for the 2017 VSIP. 325 Civil Service Employees were separated from the County during 2017. At 50% backfill rate, the attrition savings due to VSIP is projected to be \$10.0 million for 150 employees.

Revenues in the 2018 NIFA Conformed Budget are \$1.4 billion, an increase of \$6.3 million, or 0.5% from the 2017 Projection. The major changes in revenue include a projected increase of \$34.5 million or 2.4% in Sales Tax Revenue from the 2017 Projection, and \$13.2 million in deferred sales tax. In addition, there is a \$13.5 million increase in OTB profit sharing from Video Lottery Terminals (VLTs) and of \$4.5 million increase in Interdepartmental Revenues, offset by \$8.5 million decrease in Interfund Charges Revenue.

# MANAGEMENT AND BUDGET



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	3,876,476	816,835	2,449,590	3,712,584
	AB - FRINGE BENEFITS	23,282,530	25,321,272	24,093,175	25,320,618
	AC - WORKERS COMPENSATION	8,014,732	8,447,944	8,447,944	8,448,174
	BB - EQUIPMENT	1,971	4,833	4,833	4,563
	DD - GENERAL EXPENSES	63,208	110,714	110,714	104,517
	DE - CONTRACTUAL SERVICES	1,582,742	2,458,545	2,458,545	1,980,837
	GA - LOCAL GOVT ASST PROGRAM	67,746,680	67,149,582	67,575,679	70,855,824
	HD - DEBT SERVICE CHARGEBACKS	248,137,438	313,537,375	312,410,775	300,716,070
	HF - INTER-DEPARTMENTAL CHARGES	4,782,755	3,616,556	3,616,556	6,940,566
	HH - INTERFUND CHARGES	24,738,839	27,484,271	27,484,271	24,719,916
	JA - CONTINGENCIES RESERVE	89,331	0	0	0
	L3 - TRANS TO LITIGATION FUND	49,300,110	0	0	0
	L5 - TRANSFER TO BIF FUND	0	0	0	0
	LH - TRANS TO PDH SUITS & DAMAGES	9,529,137	0	0	0
	NA - NCIFA EXPENDITURES	1,300,000	2,000,000	2,000,000	2,025,000
	OO - OTHER EXPENSES	26,296,605	26,237,376	26,211,909	51,528,222
<b>EXP Total</b>		<b>468,742,553</b>	<b>477,185,303</b>	<b>476,863,991</b>	<b>496,356,891</b>
REV	AA - FUND BALANCE	141,298,382	0	36,416,156	0
	BD - FINES & FORFEITS	972,774	900,000	900,000	900,000
	BE - INVEST INCOME	412	0	0	0
	BF - RENTS & RECOVERIES	21,829,953	5,500,500	3,175,864	5,400,000
	BG - REVENUE OFFSET TO EXPENSE	13,349,726	13,800,000	13,800,000	15,600,000
	BH - DEPT REVENUES	620,000	620,000	620,000	0
	BJ - INTERDEPT REVENUES	51,183,269	51,599,945	51,599,945	56,107,615
	BO - PAYMENT IN LIEU OF TAXES	14,406,057	16,246,085	20,334,597	19,520,599
	BS - OTB PROFITS	3,000,000	3,000,000	2,250,000	15,750,000
	BW - INTERFUND CHARGES REVENUE	31,738,199	40,883,256	39,334,169	30,788,012
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	137,745	92,400	92,400	92,400
	IF - INTERFUND TRANSFERS	2,171,269	0	0	0
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	294,394	732,200	732,200	237,200
	TA - SALES TAX COUNTYWIDE	1,038,156,497	1,054,394,190	1,061,637,841	1,087,525,185
	TB - SALES TAX PART COUNTY	85,929,141	88,097,286	88,097,286	101,271,425
	TL - PROPERTY TAX	65,805,934	57,628,750	59,165,767	51,677,392
	TO - OTB 5% TAX	2,386,117	2,511,262	2,511,262	2,100,000
<b>REV Total</b>		<b>1,473,279,867</b>	<b>1,336,005,874</b>	<b>1,380,667,487</b>	<b>1,386,969,828</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	ORDINANCE	26	25	25
<b>Full-Time Total</b>		<b>26</b>	<b>25</b>	<b>25</b>
Part Time		2	2	2
<b>Part Time Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

\*Budgeted Headcount does not include anticipated attrition adjustment



**PERFORMANCE MANAGEMENT**

<b>Office of Management &amp; Budget</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Efficiency	# New Grants Identified	Includes the number of new grant opportunities from all sources identified by Grants Management.	Provide County departments with grant opportunities that Grants Management has identified as being compatible to their mission and programs.
Government Efficiency	% Board Trans Proc On Time	Represents the percentage of Board Transfers that were processed by OMB between the deadline for OMB submission and the deadline for County Attorney submission. A Board Transfer is the transfer of funds from one expense line to another (e.g. salary to general expense). Board Transfers require Legislature approval.	Efficiently manage the Board Transfer process to effectively meet submission deadlines.
Government Efficiency	% GAIFs Processed On Time	Shows the percent of GAIFs (Grant Application Information Form) processed within 5 business days. A GAIFs must be completed by departments for all new grant submissions and renewals prior to the submission of the application. It enables OMB to determine the impact of the grant on the budget.	Efficiently manage the GAIF process so that the development of grant applications and, in some case, the submission of Supplemental Appropriations are not delayed.
Government Efficiency	% Supp Approp Proc On Time	Represents the percentage of Supplemental Appropriations that were processed by OMB between the deadline for OMB submission and the deadline for County Attorney submission. An appropriation is a legal authorization or allocation that permits officials to incur obligations against and to make expenditures for defined purposes. A Supplemental Appropriation is an additional appropriation made by the governing body after the budget year has started. Supplemental Appropriations require Legislature approval.	Efficiently manage the Supplemental Appropriations process to effectively meet submission deadlines.
Government Efficiency	Triad Audits	Includes the number of audits to ensure full compliance by Triad in Risk Management directives in worker's compensation claim handling. The audits include review of bills to claims, review of filing appropriate forms, meeting County claim's special instructions, and adequate reserving practices. The audits will help determine actual exposures as they relate to the adequacy of reserves, the tracking of aggregates, the forecasting of future costs and the evaluation of performance.	Conduct periodic On and Offsite Triad Audits throughout the year.



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## MANAGEMENT AND BUDGET

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<b>Office of Management &amp; Budget</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
# New Grants Identified	87	131	120	40	100
% Board Trans Proc On Time	100%	100%	100%	100%	100%
% GAI Fs Processed On Time	100%	100%	100%	100%	100%
% Supp Approp Proc On Time	100%	100%	100%	100%	100%
Triad Audits	59	55	60	28	52



## **OFFICE OF CONSUMER AFFAIRS**

In an effort to promote our vision and support our mission, the Office of Consumer Affairs (OCA) has five responsibility centers.

### **CONSUMER PROTECTION**

The Commissioner's Office manages and monitors the Office's operations, gives guidance to the office staff, supports investigative activities, carries out civil remedies and penalties, and pursues criminal prosecution through the District Attorney's office.

### **WEIGHTS AND MEASURES**

Mandated by New York State Agriculture and Market Laws, the goal of the Weights and Measures Division is to ensure accuracy in weighing and measuring devices, gas pumps, price scanners, and other equipment by testing and performing inspections.

### **INVESTIGATIONS, COMPLAINTS AND ENFORCEMENT**

The Investigations, Complaints and Enforcement Division reviews, investigates, mediates, and resolves consumer complaints. Consumer Affairs enforces over twenty seven consumer protection and licensing laws that regulate business establishments in Nassau County. The Division protects consumers from unfair, deceptive, and unconscionable trade practices. If a violation of the law occurs, the Division conducts a hearing with the business.

### **LICENSING**

The Licensing Division accepts and reviews applications for businesses that the law requires be licensed. This Division is responsible for ensuring that applicants have the requisite experience, required insurance, and financial stability and are of good moral character. These businesses include:

- Home Improvement Contractors
- Second-Hand Precious Metal and Gem Dealers
- Scrap Metal Processors, Vehicle Dismantlers, and Junk Dealers
- Dry Cleaners and Laundromats
- Storage Warehouses
- Home Service Contractors
- Electronics or Home Appliance Repair Dealers
- Environmental Hazard Remediation Providers and Technicians
- Locksmiths
- ATM Machines



- Pet Stores and Pet Dealers
- Pet Groomers
- Health Clubs & Spas

### INFORMATION AND EDUCATION

This Division develops and conducts consumer awareness programs for schools and community groups in addition to developing and distributing consumer education booklets and brochures. As mandated by the New York State Freedom of Information Law, this Division responds to inquiries regarding the historical recording of complaints made against a vendor.

### GOALS

- To be at the forefront of protecting consumer rights
- To develop new protections for emerging issues
- To work with consumers and businesses to mediate fair resolutions and promote fair business practices

### OBJECTIVE

The following guidelines assist the OCA in achieving its objectives:

- Protect the interests of Nassau County consumers through education and enforcement of our various Local Laws
- Encourage local businesses to maintain high standards of honesty and fair business practices
- Enforce consumer protection laws on both a proactive and reactive basis and advocate for emerging consumer-related issues
- Mediate consumer complaints against businesses for a fair resolution



**2018 BUDGET HIGHLIGHTS**

The expenses for the Office of Consumer Affairs in the 2018 NIFA Conformed Budget are \$1.9 million, a 0.5% increase from the 2017 Projection. Salaries, Wages & Fees are \$1.8 million, a \$12,454 or a 0.7% increase. This is partially offset by the Administration in consultation with NIFA having initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Other Than Personal Services (OTPS) expense decreased by \$3,228, primarily due to the onetime expense for mandatory weights and measuring equipment in 2017 which will not occur in 2018 along with Legislative and NIFA adjustments.

The revenues for the Office of Consumer Affairs in the 2018 NIFA Conformed Budget are \$5.0 million, a \$1.1 million or 18.1% decrease from the 2017 Projection. County laws that protect consumers are generally enforced by the Office of Consumer Affairs with Jurisdiction for such enforcement provided for by the Nassau County Administrative Code or by the local law or ordinance. Examples of these local laws are Home Improvement Law 6-1970, and Unfair Trade Practice Local Law 2-1970. There are also Regulations such as Pet Dealers & Pet Stores, Home Services Regulations and many others that the Department of Consumer Affairs administer to protect the County residents. Consumer Affairs Permits & Licenses are decreasing by 18.4% in the 2018 NIFA Conformed Budget, as well as a 16.7% decrease in Fines & Forfeitures because the revenues are cyclical in nature.

The Administration plans to merge the Office of Consumer Affairs with the Taxi and Limousine Commission during 2018 resulting in a savings of \$355,937.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	1,720,244	1,951,835	1,831,444	1,843,898
	BB - EQUIPMENT	1,096	11,223	11,223	8,707
	DD - GENERAL EXPENSES	10,351	14,912	14,912	13,256
	DE - CONTRACTUAL SERVICES	0	0	0	944
<b>EXP Total</b>		<b>1,731,690</b>	<b>1,977,970</b>	<b>1,857,579</b>	<b>1,866,805</b>
REV	BC - PERMITS & LICENSES	3,636,405	5,425,050	5,425,050	4,425,000
	BD - FINES & FORFEITS	762,025	400,000	600,000	500,000
	BH - DEPT REVENUES	282	200	200	200
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	18,873	45,000	45,000	45,000
<b>REV Total</b>		<b>4,417,585</b>	<b>5,870,250</b>	<b>6,070,250</b>	<b>4,970,200</b>

## CONSUMER AFFAIRS



Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	25	24	22
	ORDINANCE	1	1	1
<b>Full-Time Total</b>		<b>26</b>	<b>25</b>	<b>23</b>

### PERFORMANCE MANAGEMENT

Office of Consumer Affairs			
Category	Performance Measures	Description	Goal Statement
Public Safety	Home Improvement Applications-Total	Includes the total number of new and renewed Home Improvement License Applications received by the Office of Consumer Affairs. Licenses are issued for a two-year period. Every alternate year the licenses are renewed impacting the revenue and number of licenses.	Continue to operate in an efficient manner in an effort to maximize the protection of Nassau County consumers.
Public Safety	Violations Issued	Includes the total number of home improvement, retail, Weights & Measures and Taxi & Limousine violations issued by the Office of Consumer Affairs.	Continue enforcing consumer protection laws by enhancing the current level of service to consumers and continuing to be an advocate for emerging consumer related issues.

Office of Consumer Affairs					
Performance Measures	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
Home Imprvmt Apps-Total	5,686	4,405	5,500	3,044	4,500
Violations Issued	1,300	1,419	1,200	691	1,200

The Office of Consumer Affairs will be merged with the Taxi & Limousine Commission in 2018.



## **OFFICE OF THE SHERIFF/CORRECTIONAL CENTER**

The Office of the Sheriff is committed to maintaining a safe and secure environment for staff and inmates through the implementation of management strategies that are cost-effective and promote safety, as well as through the efficient utilization of resources. The Office is comprised of two divisions: Enforcement and Corrections.

The Office of the Sheriff continues to build on the success of its relationship with other members of the criminal justice community. For example, a number of uniformed members of this office work in multi-agency law enforcement task forces that promote safety and security for the public. Additionally, the Office of the Sheriff has established a collaborative relationship with the Nassau County District Attorney's Office, resulting in the aggressive investigation of criminal conduct and successful prosecution of inmates remanded to its custody.

### **ENFORCEMENT DIVISION**

The Enforcement Division consists of four major units.

- **Central Office** is responsible for receiving and recording various court orders, such as money judgments, warrants of arrest, orders of attachment, income executions, summonses, and warrants of eviction. The Central Office also oversees the sale of seized property at public auctions. Staff assigned to this Division is also responsible for the overall management of personnel in the Civil Enforcement Unit.
- **Family Court Unit** provides and oversees security of the detention areas of Family Court. This Unit also serves summonses and arrest warrants for individuals located within both Nassau and Suffolk Counties and the five boroughs of New York City. Members of the Unit provide transportation services for juvenile offenders and other detainees in the custody of other agencies, such as the Department of Social Services (DSS) and the Department of Probation. The Family Court Warrant Squad works collaboratively with DSS to support the Temporary Assistance for Needy Families (TANF) Program in apprehending parents or guardians who are in violation of support order decrees issued by Family Court.
- **Field Unit** executes and enforces various court orders received in the Civil Enforcement Central Office and orders issued by the County Attorney's Office, the Department of Human Services – Office of Mental Health, Chemical Dependency and Developmental Disabilities Services, and the Office of Consumer Affairs.
- **SWAP/Warrants (Sheriff's Warrant Apprehension Program)** is responsible for investigating cases referred by DSS and/or Family Court to locate parties who fail to provide required child support payments or fail to appear for Child Support, Paternity, Child Neglect, Persons in Need of Supervision and Family Offense/Domestic Violence Cases. This unit also investigates and executes other warrants and fugitives from justice from various jurisdictions.



### CORRECTIONAL CENTER

The Correctional Center operates pursuant to New York State Correction Law and Section #2002 Local Law under the direction and supervision of the Nassau County Sheriff. The Correctional Center houses individuals charged with or convicted of crimes, and those remanded to the custody of the Sheriff on civil matters in Nassau County. Inmates, male and female, await trial, serve sentences, or await transfer to another facility. The Correctional Center consists of six distinct units.

- **Budget and Finance** is responsible for fiscal operations, such as procurements and oversight of the Office's budget and inmate accounts.
- **Human Resources** is responsible for all payroll and personnel matters such as staff training, attendance control, medical compliance, uniforms, and the Employee Assistance Program (EAP).
- **Legal/Investigations Unit** is comprised of Internal Affairs, Legal Affairs, Criminal Investigations, Canine, Gang Intelligence, Policy and Procedures, Inmate Discipline, and Compliance Units.
- **Support Services** is responsible for capital projects, food services, maintenance, fleet service, central supply, environmental and fire safety compliance, and building facilities and grounds.
- **Security Services** is responsible for the supervision of all inmates committed to the custody of the Sheriff, including processing newly admitted inmates, discharging inmates, classifying and transporting inmates, housing inmates, inmate visits, inmate property, inmate grievances, and the operation of the Identification Unit.
- **Rehabilitation Unit** is responsible for administering the following programs: Prison Industries, High School Education Program, Inmate Council, Inmate Library, Religious Services, Community Re-Entry Programs, Vocational Programs, Drug and Alcohol Programs, Board of Cooperative Educational Services (BOCES) Programs, and Remedial Reading Services. Additionally, the staff is responsible for the Computer Operations and Communications Units.

### GOALS

- Create policies and procedures designed to maintain officer safety, maintain or increase the current level of training in those policies and procedures, and hold officers accountable for their understanding and implementation of them
- Expedite the execution of court orders and warrants
- Reduce the cost of incarceration
- Maintain a safe and secure environment at the Nassau County Correctional Center

**OBJECTIVES**

- Report the percentage of Orders of Protection served
- Report on the number of warrants executed/vacated
- Maximize the funding from civil processing fees
- Report Federal inmate housing revenue
- Manage overtime and continue efforts to reduce it
- Report inmate violence to the State Commission of Corrections and strive to reduce it

**2018 BUDGET HIGHLIGHTS**

The expenses for the Sheriff's Office/Correctional Center in the 2018 NIFA Conformed Budget are \$157.0 million an increase of \$2.2 million, or 1.4% from the 2017 Projection.

Salaries, Wages & Fees in the 2018 NIFA Conformed Budget are \$117.0 million, which is a decrease of \$1,371,377 or 1.2% from the 2017 Projection. The 2018 NIFA Conformed Budget for salary is primarily due to the impacts of the current labor agreements with the Civil Service Employees Association (CSEA) and the Correction Officers Benevolent Association (COBA). The County hired a new class of Correction Officers in 2017 and anticipates two more new classes of Correction Officers in the Spring and Fall of 2018, with the goal of having 875 COBA members on board in 2018. The cost of these new hires will be partially offset by attrition savings. In addition, The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Overtime in the 2018 NIFA Conformed Budget for the Sheriff's Office/Correctional Center is \$19.9 million, which is relatively flat compared to the 2017 Projection. Worker's Compensation is \$9.8 million, which is \$765,931, or 8.5% more than the 2017 Projection primarily due to current trends reflected in the 2017 Projection. The 2018 NIFA Conformed Budget expense for Worker's Compensation is flat compared to the 2017 NIFA Conformed Budget amount.

Other Than Personal Services (OTPS) expense, excluding utilities, is \$28.5 million, an increase of \$2.9 million or 11.4% from the 2017 Projection, primarily due to an increase in Contractual Services for Inmate Healthcare Services to reflect the pricing of the new Nassau Health Care Corporation (NUMC) contract. General Expenses are decreasing in the 2018 NIFA Conformed Budget by \$44,991 primarily due to reduced Food Supplies expense for inmates. Equipment is \$197,207 in the 2018 NIFA Conformed Budget an increase of \$164,599 from the 2017 Projection, primarily based on the 2016 Year End Actual amount, where certain expenditures were reclassified or disallowed in the Grant Fund.



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## SHERIFF/CORRECTIONAL CENTER

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Utility Costs in the 2018 NIFA Conformed Budget are \$1.7 million, which is a decrease of \$100,239 or 5.6% compared to the 2017 Projection.

Revenues for the Sheriff's Office/Correctional Center in the 2018 NIFA Conformed Budget are \$6.9 million, a decrease of \$558,888 or 7.5% from the 2017 Projection. The decrease in revenue is primarily due to Prior Years Recoveries being reflected in the 2017 Projection and less Departmental Revenue from Fees in the Sheriff's Office.

The majority of revenue in the Sheriff's Office/Correctional Center is attributable to Federal Aid reimbursement. Federal Aid reimbursement for the State Criminal Alien Assistance Program (SCAAP) is \$1.5 million in the 2018 NIFA Conformed Budget, which is flat compared to both the 2017 Projection and 2017 NIFA Conformed Budget. The 2018 NIFA Conformed Budget accounts for the housing reimbursement for 30 Federal Inmates, which is a decrease of five compared to the 2017 NIFA Conformed Budget, but an increase of two included in the 2017 Projection (the 2017 Projection was based on the average number of Federal Inmates as of June 2017, which was 28).

# SHERIFF/CORRECTIONAL CENTER



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	111,917,210	115,348,423	118,402,396	117,031,019
	AC - WORKERS COMPENSATION	8,551,183	9,856,359	9,056,359	9,822,290
	BB - EQUIPMENT	420,747	32,608	32,608	197,207
	DD - GENERAL EXPENSES	3,201,228	3,241,437	3,241,437	3,196,446
	DE - CONTRACTUAL SERVICES	18,229,780	17,195,537	22,295,537	25,082,758
	DF - UTILITY COSTS	1,733,998	1,790,912	1,790,912	1,690,673
<b>EXP Total</b>		<b>144,054,147</b>	<b>147,465,276</b>	<b>154,819,249</b>	<b>157,020,393</b>
REV	BD - FINES & FORFEITS	12,303	13,000	20,000	13,000
	BF - RENTS & RECOVERIES	13,092	0	323,553	0
	BG - REVENUE OFFSET TO EXPENSE	300,000	300,000	300,000	300,000
	BH - DEPT REVENUES	2,228,103	2,250,000	2,462,998	2,300,000
	BJ - INTERDEPT REVENUES	47,071	150,000	150,000	150,000
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	4,216,157	4,357,875	4,147,087	4,056,750
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	88,449	55,000	55,000	80,000
<b>REV Total</b>		<b>6,905,175</b>	<b>7,125,875</b>	<b>7,458,638</b>	<b>6,899,750</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	153	157	160
	SHOA	883	805	875
	ORDINANCE	4	4	4
<b>Full-Time Total</b>		<b>1,040</b>	<b>966</b>	<b>1,039</b>
Part Time		6	3	4
<b>Part Time Total</b>		<b>6</b>	<b>3</b>	<b>4</b>



**PERFORMANCE MANAGEMENT**

<b>Office of the Sheriff/Correctional Center</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Public Safety	% Orders of Protection Served	Includes the percentage of Orders issued by the Family Court that have either been successfully served on the named defendant by the deputy sheriffs or vacated by the Family Court.	Expedite the execution of Court Orders and warrants.
Public Safety	Civil Process Fees & Poundage	Reflects monies collected for the County by the Sheriff's Department as a result of executions of Civil Court judgments, and levies on personal and real property.	Expedite the execution of Court Orders and warrants.
Public Safety	Court Orders Enforced	Includes the number of Court Orders received by the Nassau County Sheriff's Department Enforcement Division.	Expedite the execution/service of Court Orders by the court.
Public Safety	Federal Inmate Housing Rev	Includes the amount of monies received from the U.S. Marshall's Service for housing Federal inmates pursuant to a contract between the County and the Marshall's Service (\$165 per inmate, per day).	Reduce cost of incarceration.
Public Safety	Housing Consolidation Savings	Reflects cost savings to the Department due to the closing of inmate housing areas. The number of areas that may be closed and the period of time during which they remain closed is relative to the inmate population, in terms of the census and classification, and available beds.	Reduce cost of incarceration.
Public Safety	Long Term 207C Employees	Includes the number of uniformed employees absent from work for 30 or more consecutive days, as a result of injuries sustained while in the performance of their duties, and who are receiving full pay and benefits pursuant to General municipal Law 207-c while absent from work.	Reduce cost of incarceration.
Public Safety	Overtime Hours-NCCC	Includes the number of hours worked beyond the regular shift by uniformed, CC-titled and civilian staff to maintain services and security at the Nassau County Correctional Center. These Overtime hours are tracked by the NCCC and differ from NUHRS reported Overtime.	Reduce cost of incarceration.
Public Safety	SCOC-Inmate Violence	Reflects the number of State Commission of Corrections (SCOC) inmate on inmate assaults that resulted in injuries to an inmate requiring medical treatment (e.g. stitches, medicine, sterile dressings).	Maintain a safe and secure environment at the Nassau County Correctional Center.
Public Safety	Summonses Issued	Includes the number of summonses received by the Nassau County Sheriff's Department Enforcement Division.	Expedite the service of Summonses by the court.
Public Safety	Warrants Executed/Vacated	Includes the number of arrest warrants issued by the Nassau County Family Court that have been either successfully executed by deputy sheriffs or vacated by the Court.	Expedite the execution of Court Orders and warrants.

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**SHERIFF/CORRECTIONAL CENTER**

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<b>Office of the Sheriff/Correctional Center</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
% Orders of Protection Served	99.2%	95.6%	85.0%	98.0%	85.0%
Civil Process Fees & Poundage	\$ 1,530,312	\$ 1,400,213	\$ 1,200,000	\$ 669,168	\$ 1,200,000
Court Orders Enforced	6,755	6,098	6,000	10,847	6,000
Federal Inmate Housing Rev	\$ 2,195,490	\$ 1,900,965	\$ 2,107,875	\$ 843,810	\$ 1,806,750
Housing Consolidation Savings	\$ 10,853,112	\$ 12,095,587	\$ 2,000,000	\$ 5,698,519	\$ 10,000,000
Long Term 207C Employees	31	33	30	33	30
Overtime Hours-NCCC	170,832	249,636	200,000	146,674	269,829
SCOC-Inmate Violence	70.0	33.0	20.0	10.0	20.0
Summonses Issued	7,404	6,521	6,000	3,376	6,000
Warrants Executed/Vacated	532	410	450	111	200



## **OFFICE OF THE COUNTY EXECUTIVE**

The Office of the County Executive is the Executive Branch of County government and, by Charter, is responsible for managing all County administrative functions. In executing the duties of the Office, the Charter authorizes the County Executive to maintain the efficient operation of County government, including, but not limited to

- Enforcing County policies, and State and Federal laws and regulations
- Providing strategic direction for County government
- Reshaping County policies and procedures, as required, to adapt to emerging challenges
- Determining the appropriate level of staffing and controlling expenses

In Fiscal 2018, the Office of the County Executive will execute the County Executive's mission by implementing policies and procedures that limit spending; promote the effective administration of government; consolidate services; encourage the creation of private sector job growth; and maintain and improve the quality of life for Nassau County residents.

### **GOALS**

- Maintain services and stay within the New York State Property Tax Cap by limiting spending and consolidating services
- Expand the tax base by implementing policies that stimulate job growth
- Develop creative programs and initiatives to ensure the health, safety, and welfare of County residents
- Partner with the private sector and other local governments to advocate for reductions in unfair or unfunded State mandates

### **OBJECTIVES**

The County Executive's objectives are in the [Transmittal Letter from the County Executive](#).

### **2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for the County Executive is \$2.0 million, a 12.9% decrease from the 2017 Projection. Other Than Personal Services (OTPS) is \$278,488, a 5.6% decrease from the 2017 Projection.

# COUNTY EXECUTIVE



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	1,905,830	2,009,333	2,009,333	1,728,682
	DD - GENERAL EXPENSES	46,564	80,000	80,000	66,082
	DE - CONTRACTUAL SERVICES	225,000	215,000	215,000	212,406
<b>EXP Total</b>		<b>2,177,394</b>	<b>2,304,333</b>	<b>2,304,333</b>	<b>2,007,170</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	ORDINANCE	16	13	13
	ELECTED	1	1	1
<b>Full-Time Total</b>		<b>17</b>	<b>14</b>	<b>14</b>
Part Time		2	1	2
<b>Part Time Total</b>		<b>2</b>	<b>1</b>	<b>2</b>
Seasonal		3	0	3
<b>Seasonal Total</b>		<b>3</b>	<b>0</b>	<b>3</b>



## **OFFICE OF CONSTITUENT AFFAIRS**

The primary function of the Office of Constituent Affairs is to support County operations. The County receives over 90,000 constituent inquiries annually through mail, phone, email, walk-ins, and petitions. The Office is responsible for addressing, directing, and formulating responses to a myriad of constituent issues in a timely manner. Additionally, the Office recognizes the achievements and milestones in the lives of County residents, assists with special projects and events, and promotes County facilities to enhance the quality of life in Nassau County.

The Office is also responsible, through the Press Office, for informing the public of the various County policies, programs, and actions through relationships with various media outlets. At the County Executive's direction, the Press Office fosters and promotes open and fair governmental practices through the widespread dissemination of information and responds to media questions and requests for information concerning County operations. The Press Office also works closely with the County Photography Unit, which records significant events and occasions.

### **BUREAU OF PRINTING AND GRAPHICS**

Through its Bureau of Printing and Graphics, the Office oversees all of the County's printing facilities, providing in-house photo-offset and digital printed media to the departments and divisions within Nassau County. The Bureau of Printing and Graphics is also responsible for providing all multi-function printing equipment and supplies Countywide. Other responsibilities include overseeing all copier equipment purchases as well as the maintenance of this equipment.

### **CENTRAL MAILROOM (BUREAU OF MAIL)**

The Office manages the majority of the County's mail facilities, ensuring the efficient and expeditious processing of County mail.

### **GOALS**

- Use technology to increase efficiency in the Office's operations
- Streamline mail processing with online accounting and mail tracking

### **OBJECTIVES**

- Improve the Office's efficiency by increasing the number of print jobs accepted in electronic format
- Work with all County departments to upgrade and make current all of their printed materials from service brochures to forms
- Continue to work with DPW - Real Estate Services on its building consolidation project to eliminate unnecessary mail routes and copy machines throughout the county



**2018 BUDGET HIGHLIGHTS**

Expenses in the 2018 NIFA Conformed Budget for the Office of Constituent Affairs are \$3.7 million, a 13.4% increase from the 2017 Projection. Expenses include Salaries, Wages & Fees of \$2.2 million, a 5.4% increase primarily due to the addition of the Messenger title position to ensure the mailing process is completed in a timely manner throughout all county facilities. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal Services (OTPS) expenses for the Office of Constituent Affairs are \$1.5 million, a 27.9% increase in expenses primarily due to the need to supply postage to all County agencies. The 2018 NIFA Confirmed Budget OTPS expense is comparable to the 2016 Actual.

Revenue in the 2018 NIFA Conformed Budget for the Office of Constituent Affairs are \$766,550, a 42.1% increase primarily due to an increase in printing requests throughout County departments.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	2,016,982	2,353,022	2,129,588	2,244,498
	DD - GENERAL EXPENSES	1,515,860	1,162,494	1,162,494	1,487,225
<b>EXP Total</b>		<b>3,532,843</b>	<b>3,515,516</b>	<b>3,292,082</b>	<b>3,731,723</b>
REV	BJ - INTERDEPT REVENUES	79,999	539,428	539,428	766,550
<b>REV Total</b>		<b>79,999</b>	<b>539,428</b>	<b>539,428</b>	<b>766,550</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	24	23	23
	ORDINANCE	11	11	11
<b>Full-Time Total</b>		<b>35</b>	<b>34</b>	<b>34</b>
Part Time		3	2	3
<b>Part Time Total</b>		<b>3</b>	<b>2</b>	<b>3</b>
Seasonal		1	1	1
<b>Seasonal Total</b>		<b>1</b>	<b>1</b>	<b>1</b>





## **OFFICE OF THE COUNTY CLERK**

As a State Constitutional Office, the Office of the County Clerk serves the residents of Nassau County in the following areas.

### **REAL ESTATE**

The Real Estate Division is the central repository of real property records for Nassau County. The Division provides record access for the public, attorneys, and the title industry. It records and maintains all real estate transactions, including deeds, land contracts, mortgages, mortgage assignments, mortgage satisfactions, powers of attorney, and County land and subdivision maps.

- Land Document Recording registers and verifies deeds, mortgages and mortgage satisfactions, commercial mortgages, building loans, and their disposition; computes and collects transfer and mortgage taxes; and records subdivision maps.
- E-recording processes land documents through an electronic interface. More than half of the recorded documents are e-recorded.
- Land Records serves as a resource for the public to access the information on properties in Nassau County by providing access to copies of all real property records (deeds, mortgages, etc.) within the County from public access computers and various other media, as well as maintains County land and subdivision maps.
- Imaging uses state-of-the-art technology to scan documents, creating electronic availability and preservation these records.

### **LAW AND EQUITY**

The County Clerk serves as Clerk for Supreme and County Courts. The Clerk's Office indexes and maintains a record of all civil court actions for those courts and handles the indices for criminal court actions. It also records matrimonial actions and judgments, and issues certified copies of divorce proceedings. The Office's duty is to receive and maintain the files of all paperwork pertaining to these cases and requires meticulous attention to these documents.

- Receives and processes all applications for Supreme Court Indexes, Notices of Appeal, Requests for Judicial Intervention, and Notes of Issue.
- Indexes and maintains all Supreme Court documents and case files, provides "certified copies" of these files upon request, and makes files available for public inspection.
- Processes all applications for a "name change" through the court and maintains and makes available to the public the record of change.
- Records judgments, files transcripts of judgments from other courts, as well as Federal tax liens and State tax warrants, records all satisfactions and discharges of liens, and provides Certificate of Disposition for judgments.
- Receives and processes applications for Small Claims Assessment Review and Tax Certiorari cases.
- In conjunction with the State Unified Court System, continually expands the mandatory e-filing of court documents.



### **BUSINESS & LICENSE SERVICES**

The Business and License Filing Division assists both professionals and individuals with various transactions and a broad range of business filings for corporations, partnerships, and religious corporations.

- Federal Licenses records military discharge papers and provides certified copies upon request, processes U.S. Passport applications, and maintains naturalization records from 1899 to 1987.
- State Licenses is responsible for registering and filing all new Business Names and maintains records of businesses incorporated in New York State and doing business in Nassau County.
- County Licenses Records Firefighter Exemption certificates, issues Veterans Peddlers' licenses, files and maintains signature cards of Notaries Public qualified in Nassau County, and maintains oath of office cards for municipal officers.

### **GOALS**

Through long-term planning, continually implement state-of-the-art indexing and storage of vital County records in an electronic format, ensuring their preservation and providing public access through the comprehensive use of cost-effective technology.

- As one of the highest volume e-recording and e-filing counties in the state, ongoing expansion of these methods
- Ensure availability of information to the private, public and professional sectors of the County
- Provide information to the public about the services available
- Utilize current technology to communicate with and serve the constituency in Nassau County, including enhancement to online access of records
- Maintain sufficient resources to handle the Clerk's Office mandated responsibilities

### **OBJECTIVES**

- Convert documents that predate technology initiatives into an electronic platform.
- Continue to develop seamless information sharing between Supreme and County Courts and the Clerk's Office through expansion of e-filing.
- Continually expand e-recording of land records and other electronic file interfaces to enhance efficiencies and green initiatives.
- Streamline processes through development of a system that permits faster and more efficient processing of services.
- Enhance public accessibility to information maintained by the Clerk's Office through technology and expansion of online services.



**2018 BUDGET HIGHLIGHTS**

The expenses for the Office of the County Clerk in the 2018 NIFA Conformed Budget are \$6.7 million, an increase of \$457,084 or 7.3% from the 2017 Projection.

Salaries, Wages & Fees are \$5.9 million in the 2018 NIFA Conformed Budget, an increase of \$490,220 or 9.1% from the 2017 Projection. The increase is primarily due to the inclusion of 10 full-time vacancies as well as the impacts from the current labor agreement with the Civil Service Employees Association (CSEA).

The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 salary appropriation includes the impact of current labor agreements. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal Services (OTPS) expenses are \$811,864 in the 2018 NIFA Conformed Budget, a decrease of \$33,136, or 3.9% from the 2017 Projection. The 2018 NIFA Conformed Budget for OTPS is flat compared to the 2017 NIFA Conformed Budget.

Revenues in the 2018 NIFA Conformed Budget for the Office of the County Clerk are \$57.5 million, an increase of \$3.6 million, or 6.7% from the 2017 Projection. The increase is primarily in Departmental Revenues attributable to an increase in the block fee for land recording transactions from \$300 to \$400 per block.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	4,827,579	5,610,211	5,385,803	5,876,023
	BB - EQUIPMENT	26,229	50,000	50,000	47,202
	DD - GENERAL EXPENSES	125,460	305,000	215,000	287,928
	DE - CONTRACTUAL SERVICES	364,599	505,000	580,000	476,734
<b>EXP Total</b>		<b>5,343,867</b>	<b>6,470,211</b>	<b>6,230,803</b>	<b>6,687,887</b>
REV	BD - FINES & FORFEITS	47,812	44,000	44,000	44,000
	BF - RENTS & RECOVERIES	144,305	2,000	7,262	2,000
	BH - DEPT REVENUES	56,297,427	51,332,400	53,832,400	57,457,800
<b>REV Total</b>		<b>56,489,543</b>	<b>51,378,400</b>	<b>53,883,662</b>	<b>57,503,800</b>

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## COUNTY CLERK

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Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	74	65	73
	ORDINANCE	8	7	8
	ELECTED	1	1	1
<b>Full-Time Total</b>		<b>83</b>	<b>73</b>	<b>82</b>
Part Time		29	29	55
<b>Part Time Total</b>		<b>29</b>	<b>29</b>	<b>55</b>
Seasonal		20	8	25
<b>Seasonal Total</b>		<b>20</b>	<b>8</b>	<b>25</b>



## **OFFICE OF THE COMPTROLLER**

The Comptroller monitors and issues reports on all matters that significantly affect the County's financial health and operations. The Office reports on the County's financial results, including the preparation and issuance of the County's annual financial statements.

### **GOALS**

To achieve its vision, the Comptroller's Office will

- Assist the County to achieve structural financial balance and maintain its fiscal health
- Audit County agencies, departments, and vendors to ensure that they use proper fiscal and operational practices
- Record and report on the County's financial condition, accurately, timely, and in accordance with accounting standards for governments
- Monitor reporting of Federal Awards to the County (Single Audit report) in accordance with the Single Audit Act Amendments of 2014 (Uniform Guidance) requirements
- Audit the County payroll, health benefits, contracts, and claims payments to ensure that County departments take accurate and timely actions
- Review the operations and fiscal practices of local governments where the Charter gives the Comptroller that authority

### **OBJECTIVES**

To accomplish its mission, the Comptroller will

- Issue timely reports on matters that significantly affect the County's financial health and operations
- Monitor, analyze, and forecast the County's revenues and expenses
- Establish and execute the 2018 audit plan focusing on areas of greatest risk to the County's taxpayers
- Generate the County's Comprehensive Annual Financial Report and the County's annual Single Audit Report



**2018 BUDGET HIGHLIGHTS**

The expenses for the Office of the County Comptroller in the 2018 NIFA Conformed Budget are \$8.2 million, an increase of \$467,687 or 6.0% compared to the 2017 Projection.

Salaries, Wages & Fees are \$7.4 million in the 2018 Proposed Budget, an increase of \$618,900 or 9.2% from the 2017 Projection. This increase is primarily due to the impacts of the current labor agreement with the Civil Service Employees Association (CSEA) and the funding of 13 Full-Time vacancies to remain in compliance with the Office’s mandates. The vacancies are expected to be filled over the course of 2018 and were not fully funded.

The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. The 2018 salary appropriation includes the impact of current labor agreements and the projected salary savings from the VSIP.

The 2018 NIFA Conformed Budget Other Than Personal Services (OTPS) at \$863,787, a decrease of \$151,213 or 14.9% from the 2017 Projection. The decrease is in Contractual Services primarily due to less contractual obligations.

Revenues for the Office of the County Comptroller in the 2018 NIFA Conformed Budget are \$261,194, which is relatively flat compared to the 2017 Projections. The Department derives revenues from Rents & Recoveries associated with the Federal Insurance Contribution Act (FICA) refunds from the prior year attributable to converting employee sick leave pay retroactively to worker’s compensation, which is not subject to FICA tax. The Department also collects Departmental Revenue from fees associated with salary garnishments and administrative fees from employees who participate in the Consolidated Omnibus Budget Reconciliation Act (COBRA) medical/dental/optical insurance programs.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	6,151,481	6,878,469	6,757,146	7,376,046
	BB - EQUIPMENT	1,461	5,000	5,000	4,720
	DD - GENERAL EXPENSES	46,390	127,000	127,000	119,891
	DE - CONTRACTUAL SERVICES	572,348	883,000	883,000	739,176
<b>EXP Total</b>		<b>6,771,679</b>	<b>7,893,469</b>	<b>7,772,146</b>	<b>8,239,833</b>
REV	BF - RENTS & RECOVERIES	767,818	250,000	250,000	250,000
	BH - DEPT REVENUES	12,637	12,300	12,300	11,194
<b>REV Total</b>		<b>780,455</b>	<b>262,300</b>	<b>262,300</b>	<b>261,194</b>

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## COUNTY COMPTROLLER

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Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	73	62	72
	ORDINANCE	13	12	12
	ELECTED	1	1	1
<b>Full-Time Total</b>		<b>87</b>	<b>75</b>	<b>85</b>
Part Time		6	6	6
<b>Part Time Total</b>		<b>6</b>	<b>6</b>	<b>6</b>
Seasonal		0	7	0
<b>Seasonal Total</b>		<b>0</b>	<b>7</b>	<b>0</b>



### CIVIL SERVICE COMMISSION

Three Commissioners serve as the policy-making unit of the Commission. They conduct public hearings, review background investigations, make determinations, and serve as an appeals board.

The following are the duties of the Civil Service Commission:

- **Recruitment** administers all Civil Service exams, prepares examination announcements, and reconciles examination results from the State Civil Service Office prior to the establishment of eligible lists.
- **Classification** defines all positions, establishes training and experience requirements, and furnishes data and recommendations to assist the Civil Service Commissioners in determining the jurisdictional classification of positions.
- **Qualification** reviews all applications for examinations and employment in County departments, Towns, Villages, School Districts, and Special Districts.
- **Examination** plans, organizes, and supervises special and standard testing programs for the County. It determines areas appropriate for written tests and reviews test items for subject matter based on standards and appropriateness of content.
- **Placement** issues certifications, establishes and maintains eligible lists, and verifies that all appointments are in accordance with the provisions of the Civil Service Law.
- **County Transaction** reviews, as required by New York State Law, all documents that affect the appointment, separation, promotion, and payroll certification of employees who work for Nassau County and for the Nassau Health Care Corporation.
- **Municipal Transaction** reviews, as required by New York State Law, all documents submitted by the Towns, Villages, School Districts, Special Districts, and Libraries that comprise approximately 230 municipal agencies, consisting of about 40,000 employees who are under the jurisdiction of the Commission. These documents include appointments, separations, promotions, and payroll certifications.

#### GOALS

- Provide guidance and training to County departments in handling personnel actions according to Civil Service Law and the Rules of the Commission
- Provide quality service to municipal agencies by helping them fulfill their needs and accomplish their goals





- Expand the Commission's new web site and online processing system to make them available to all municipal agencies and utilize the latest developed technology software to simplify and process personnel efficiently
- Maintain a strong support system within the Commission to provide information and data to all County departments and the Nassau Health Care Corporation
- Continue streamlining methods and procedures to process personnel transactions and payroll certifications expeditiously
- Fingerprint County employees as part of background checks to limit County liability

### OBJECTIVES

- Complete the paperless processing changeover, which will result in an electronic notification system
- Process and monitor appointments on a timely basis to ensure that agencies comply with proper, lawful hiring procedures
- Create and conduct County-owned Training and Experience evaluations for many of the exams that are now part of the State's decentralized test program
- Maintain communications by meeting with departments and agencies on an ongoing basis to assist them in achieving and maintaining properly classified positions
- Provide assistance to other employers/recruiters so that when and where hires are anticipated, Nassau County residents will be made aware of opportunities
- Adapt the various online systems for the purpose of improving response times and decreasing workloads
- Utilize online application submissions as a method to achieve paperless application processing



**2018 BUDGET HIGHLIGHTS**

The expenses in the 2018 NIFA Conformed Budget for the Civil Service Commission are \$5.4 million, a 0.5% decrease from the 2017 Projection. Expenses include Salaries, Wages & Fees of \$5.0 million, a 0.3% increase from the 2017 Projection. This increase is primarily due to the exclusion of Capital Back Charges in the 2018 NIFA Conformed Budget compared to the 2017 Projection, as labor costs associated with the implementation of the ERP-Peoplesoft project decline and a higher amount of labor costs must be funded in the operating budget. This is partially offset by the Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Other Than Personal Services (OTPS) is \$414,289, a 9.5% decrease from the 2017 Projection, primarily due to Legislative and NIFA adjustments.

Revenues in the 2018 NIFA Conformed Budget for the Civil Service Commission are \$527,035, a 69.0% decrease from the 2017 Projection. This decrease is due to the anticipated examination fees related to the 2017 Police Exam and the absence of a Police Exam in 2018.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	4,758,596	5,362,298	4,971,146	4,987,301
	DD - GENERAL EXPENSES	336,235	443,446	443,446	400,602
	DE - CONTRACTUAL SERVICES	79,060	14,499	14,499	13,687
<b>EXP Total</b>		<b>5,173,890</b>	<b>5,820,243</b>	<b>5,429,091</b>	<b>5,401,590</b>
REV	BF - RENTS & RECOVERIES	144,277	106,235	106,235	106,235
	BH - DEPT REVENUES	517,145	1,592,400	1,592,400	420,800
<b>REV Total</b>		<b>661,421</b>	<b>1,698,635</b>	<b>1,698,635</b>	<b>527,035</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	50	46	47
	ORDINANCE	2	2	2
<b>Full-Time Total</b>		<b>52</b>	<b>48</b>	<b>49</b>
Part Time		48	43	48
<b>Part Time Total</b>		<b>48</b>	<b>43</b>	<b>48</b>
Seasonal		1	1	1
<b>Seasonal Total</b>		<b>1</b>	<b>1</b>	<b>1</b>



**PERFORMANCE MANAGEMENT**

<b>Civil Service Commission</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Efficiency	Applications Reviewed	Includes the number of applications for employment or examination physically reviewed by the Civil Service Commission. This process removes candidates that do not meet the minimum qualifications being sought.	Review applications for employment and examinations. Conduct employment investigations. Coordinate criminal and residency investigations. Fingerprint in accordance with Local Law 14-2003.
Government Efficiency	Candidates Scheduled	Includes the number of examination candidates scheduled.	To provide more assistance to other employers/recruiters so that where hires are being affected, our Nassau County residents will be made aware of opportunities.
Government Efficiency	Class Specs Reviewed/Revised	Includes the number of class specifications written and revised.	Assist departments and agencies in achieving and maintaining properly classified positions.
Government Efficiency	Criminal & Rsdncy Invest	Includes the number of criminal and residency investigations of each applicant that have answered yes to questions 7-12 on a civil service application or has provided discrepancies between a current application and their previous ones.	Review applications for employment and examinations. Conduct employment investigations. Coordinate criminal and residency investigations. Fingerprint in accordance with Local Law 14-2003.
Government Efficiency	CS-4'S Reviewed	Includes the number of CS-4 forms (position classification request) reviewed.	Assist departments and agencies in achieving and maintaining properly classified positions.
Government Efficiency	Employment Investigations	Includes the number of investigations of employment. This includes the verification of education, experience and residence of each examination or employment application.	Review applications for employment and examinations. Conduct employment investigations. Coordinate criminal and residency investigations. Fingerprint in accordance with Local Law 14-2003.
Government Efficiency	Examinations Announced	Includes the number of examinations announced by the Civil Service Commission.	To provide more assistance to other employers/recruiters so that where hires are being affected, our Nassau County residents will be made aware of opportunities.
Government Efficiency	Fingerprinting	Includes the number of candidates fingerprinted, in accordance with local ordinance or for investigatory concerns arising from an application.	Review applications for employment and examinations. Conduct employment investigations. Coordinate criminal and residency investigations. Fingerprint in accordance with Local Law 14-2003.
Government Efficiency	Positions Audited	Includes the number of positions audited to determine the relationship between title and functionality of duties being performed.	Assist departments and agencies in achieving and maintaining properly classified positions.
Government Efficiency	Psychological Testing	Includes the number of psychological tests scheduled, administered, reviewed and referred. Certain job titles require psychological examinations - these include but are not limited to Police Officer, Probation Officer, Deputy Sheriff, Correction Officer, as well as all Correction Officer titles.	Provide psychological examination on all candidates applying for any of the law enforcement titles.

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## CIVIL SERVICE COMMISSION

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<b>Civil Service Commission</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
Applications Reviewed	14,869	18,423	13,500	7,533	16,900
Candidates Scheduled	5,159	8,546	5,300	4,090	4,500
Class Specs Reviewed/Revised	114	55	80	19	50
Criminal & Rsdncy Invest	634	748	650	372	675
CS-4'S Reviewed	3,144	3,110	1,500	1,730	1,500
Employment Investigations	22,134	31,317	16,000	11,789	28,000
Examinations Announced	266	300	215	98	180
Fingerprinting	370	420	450	262	450
Positions Audited	50	16	10	14	10
Psychological Testing	962	888	700	284	600



**COURTS**

Once New York State assumed control of the Courts, the State granted employees who worked in the system the right to remain in the County’s health insurance plan. Consequently, this expense is in the County Budget for which the State reimburses the County. The difference between the expense in the Operating Budget and the amount reimbursed by New York State represents Retiree Health Insurance Premiums paid by the County on behalf of Retirees of the Court System who retired prior to the State taking over the Court System.

**2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for the Courts is \$1.2 million a reduction of \$84,992 from the 2017 Projection due to lower retiree Health Insurance Premiums. The related State reimbursement is \$1.1 million a slight decrease of \$20,875 from the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
EXP	AB - FRINGE BENEFITS	1,154,002	1,251,891	1,252,628	1,167,636
<b>EXP Total</b>		<b>1,154,002</b>	<b>1,251,891</b>	<b>1,252,628</b>	<b>1,167,636</b>
REV	SA - STATE AID - REIMBURSEMENT OF EXPENSES	1,125,316	1,095,151	1,095,151	1,074,276
<b>REV Total</b>		<b>1,125,316</b>	<b>1,095,151</b>	<b>1,095,151</b>	<b>1,074,276</b>



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## OFFICE OF THE DISTRICT ATTORNEY

The District Attorney is ultimately responsible for all criminal and minor offense prosecutions that occur within the courts of Nassau County. To this end, the office regularly interacts with over twenty-five law enforcement agencies that operate within the County borders, as well as countless law enforcement agencies based outside the County, and brings criminal charges to the various courts with jurisdiction in and over Nassau County, including the City Courts of Long Beach and Glen Cove, the Nassau County District Court, the Nassau County Supreme Court, the Nassau County Court, the Appellate Division, and the New York State Court of Appeals.

The U.S. Department of Justice's Bureau of Justice Statistics ranks Nassau County as the 32<sup>nd</sup> largest criminal jurisdiction in the United States. Accordingly, the Nassau County District Attorney's Office is one of the largest prosecutor's offices in the nation. With nearly 400 full-time staff members, the District Attorney's Office prosecutes approximately 30,000 cases each year, ranging from misdemeanor theft, assault, weapons, drugs, and vandalism offenses to felony homicides, sex assaults, robberies, burglaries, and vehicular manslaughter. It also proactively investigates violent gang networks, organized crime enterprises, complex embezzlement schemes, government corruption, sophisticated white-collar frauds, and cybercrime, among a multitude of other categories. Beyond prosecution, however, the District Attorney's Office also undertakes a myriad of crime prevention, civil forfeiture, youth outreach, victim relations, and community affairs programs. As it is responsible for such a broad array of services, the District Attorney's Office has been carefully and thoughtfully divided into various service departments, each specializing in a field of criminal investigation, prosecution, or community relations.

### OFFICE MANAGEMENT

The District Attorney administers the Office with an executive staff, comprised of the Chief Assistant District Attorney, the Chief Administrative Officer, the Counsel to the District Attorney, and Executive Assistant District Attorneys for Major Case, General Litigation, Investigations, Conviction Integrity, and Special Investigations. The Office has been structured into six operational divisions.

### MAJOR CASE DIVISION

The Major Case Division is responsible for the prosecution of the most severe crimes committed in Nassau County. It is comprised of four bureaus, each of which is overseen by a respective Bureau Chief. The Executive Assistant District Attorney for Major Cases heads the Division and reports to the Chief Assistant District Attorney.

- **Major Offense Bureau** investigates and prosecutes homicides and other serious violent felonies committed within Nassau County.
- **Special Victims Bureau** prosecutes all sex crimes, domestic violence cases, human trafficking, elder abuse, disabled abuse, and child abuse cases.
- **Vehicular Crimes Bureau** prosecutes drunk, drugged, and reckless driving, vehicular assaults, and vehicular homicides.



- **Special Operations, Narcotics and Gangs Bureau** handles the investigation and prosecution of all major narcotics distribution rings, weapons trafficking, and gang operations in Nassau County.

#### **GENERAL LITIGATION DIVISION**

The Litigation Division is responsible for the prosecution of criminal cases in the various courts of Nassau County. It is comprised of five bureaus, each of which is overseen by a respective Bureau Chief. The division is headed overall by the Executive Assistant District Attorney for General Litigation, who reports to the Chief Assistant District Attorney.

- **County Court Trial Bureau** prosecutes felony cases (i.e., crimes designated by law for which a court may impose a sentence in excess of one year). Examples of felonies handled by this bureau include burglary, robbery, grand larceny, identity theft, forgery, assault, and weapons possession. It contains the Hate Crimes Unit, which vigorously investigates and prosecutes any hate crime or bias-related incident occurring in Nassau County.
- **District Court Trial Bureau** prosecutes all misdemeanor cases (i.e., crimes designated by law to be punishable by imprisonment not to exceed one year) and non-criminal offenses (i.e., violations and traffic infractions). The Bureau staff also is responsible for the Arraignment Part, which is open seven days a week, 365 days a year, to ensure that a judge promptly arraigns individuals arrested for all crimes, including felonies, and is additionally responsible for staffing the City Courts of Long Beach and Glen Cove.
- **Early Case Assessment Bureau's** primary responsibility is to assess and analyze charges at the arrest-stage of a criminal prosecution. The Bureau coordinates with the County's many police agencies to ensure that in every arrest, the District Attorney files a legally sufficient charge and contacts witnesses and victims at the earliest possible time. Additionally, the Bureau is responsible for staffing a 24-hour desk that allows for around-the-clock communication between the District Attorney's staff and members of Nassau County's law enforcement community.
- **Felony Screening Bureau** evaluates felony arrests made by the various county law enforcement agencies to determine whether the District Attorney can and should prosecute a case as a felony in the courts of Nassau County.
- **Grand Jury Bureau** presents felony cases to the Nassau County Grand Jury for indictment. It is further responsible for handling all fugitive and extradition proceedings.
- **Specialized Courts.** The District Attorney staffs and participates in a number of specialized court programs in order to bring about custom-track prosecutions that focus more so on the type and degree of offender, rather than the type and degree of offense. The Specialized Courts in Nassau County include Veterans Court, Mental Health Court, Human Trafficking Court, Adolescent Diversion Part, Youth Court, Judicial Diversion Part, and the DWI Parts.
- **Warrant Desk:** The Warrant Desk has 24/7/365 responsibility for drafting applications for search and arrest warrants and other court orders on behalf of law enforcement organizations.



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**INVESTIGATIONS DIVISION**

The Investigations Division is responsible for the investigation of complex criminal activity in Nassau County and the prosecution of the resultant cases. It is comprised of six bureaus and two independent units, each of which is overseen by a respective Bureau or Unit Chief. The division is headed overall by the Executive Assistant District Attorney for Investigations, who reports to the Chief Assistant District Attorney.

- **Government and Consumer Frauds Bureau** handles a wide category of fraud topics, including insurance, welfare, Medicaid, immigration, workers' compensation, and home improvement fraud and embezzlement. It also contains the Vehicle Theft and Fraud Unit.
- **Public Corruption Bureau** uncovers and prosecutes corruption in Nassau County. The Bureau handles cases involving political corruption, police misconduct, school and special district fraud, crimes committed at the jail, as well as crimes committed by employees of public entities who abuse their positions.
- **Economic Crimes Bureau** investigates and prosecutes complex, sophisticated and substantial financial crimes including identity theft, loan fraud, credit card fraud, check fraud, bank fraud, financial internet fraud, extortion, unlicensed practice of professions, unemployment fraud, tax fraud, trademark counterfeiting, and the creation and use of fraudulent identification and other forged documents. The Bureau includes and contains two specialized units: The Public Assistance Fraud Unit focuses on frauds perpetrated by recipients of various government assistance programs, including Medicaid, welfare, food stamps, and childcare; The Environmental Crimes Unit focuses on crimes involving air, land and water contamination resulting from illegal dumping, storage, and transportation of hazardous or toxic chemicals or materials, as well as other crimes which damage the ecosystem of the County.
- **Rackets and Enterprise Crime Bureau** investigates and prosecutes systematic criminal activity committed by organized crime and criminal enterprises. The Bureau's cases include enterprise corruption, extortion, coercion, gambling, money laundering, bribery, and violations of the New York prevailing wage law. Additionally, the Bureau contains two specialized units: the Labor Unit and the Money Laundering and Cyber Crime Unit.
- **Civil Forfeiture Bureau** secures the forfeiture of vehicles and other personal property used as instrumentality of a crime. It is also the Civil Forfeiture Bureau's responsibility to prepare and submit requests for Federal asset forfeiture sharing and to ensure the deposit and dispersal of forfeited proceeds and the liquidation of other items forfeited through its efforts. The Bureau is additionally responsible for effecting the eviction of tenants using rental property to operate any illegal business.
- **Criminal Complaint Unit** serves as an "open door" to the District Attorney's office. The Unit is available to assist the public in filing criminal complaints, both written and in person. This Unit will provide an initial assessment of the complaint for possible criminality and, if appropriate, forward the matter for follow-up to one of the investigative bureaus within the Office. If a case is not appropriate for the Office, the Criminal Complaint Unit will refer the complainant to the appropriate agency or office.





- **Animal Crimes Unit** investigates and prosecutes criminal offenses perpetrated against animals, including dogfighting, cockfighting, severe torture, criminal neglect, hoarding, illegal possession of wildlife, and competitive animal abuse.
- **Investigations Bureau** is responsible for the field and forensic operations of the Investigation Division. It is staffed by Special Investigators, Financial Investigators, and other technical specialists.

### CONVICTION INTEGRITY DIVISION

The District Attorney's Office devotes significant resources to ensure it legally and properly obtains criminal convictions. To that end, the Office maintains an elite Appeals Bureau and a Conviction Integrity Unit, which collectively report to the Executive Assistant District Attorney for Conviction Integrity, who reports to the Chief Assistant District Attorney.

- **Appeals Bureau** primarily handles the appeals afforded to defendants adjudicated guilty of crimes prosecuted by the Office. This litigation can take place at every level of the State and Federal court system, and oftentimes occurs many years after the conviction and sentencing of a defendant. This Bureau also serves an important role in advising Assistant District Attorneys on legal issues throughout the investigative and trial stages of a case. Bureau staff also supervises the Mental Health Unit.
- **Conviction Integrity Unit** reviews and thoroughly investigates post-conviction claims of innocence. The Unit also keeps apprised of developments in forensic science, which could affect the use, import, or interpretation of evidence in past cases.

### ADMINISTRATION DIVISION

The Administration Division is responsible for all administrative aspects of office management, and is comprised of the Office of Technology Services, the Department of Office Services, Human Resources, and the Process Bureau. The Chief Administrative Officer heads the Division and reports to the Chief Assistant District Attorney.

- **Office of Technology Services** is responsible for the information technology utilized by the office, including hardware and software applications. It is also responsible for system security and the various communication platforms employed by the office.
- **Department of Office Services** is responsible for office supply, fiscal administration, budget preparation, contracting, billing, and payroll services.
- **Human Resources** is responsible for personnel services.
- **Process Bureau** is primarily responsible for service of process, archiving, and interdepartmental file transfers.

### COMMUNITY RELATIONS DIVISION

The Community Relations Division of the Office is comprised of the Office of Community Affairs, the Office of Immigrant Affairs, the Office of Youth Development, the Office of Reentry Programming, the NCDA Recruitment Program, and all associated outreach functions and



committees. Collectively, these office sections are responsible for community initiatives undertaken by the Office, and the District Attorney tasks them with reducing crime, enhancing public safety, and improving the quality of life for County residents. The division is headed overall by the Deputy Executive Assistant District Attorney for Community Relations, who reports to the Executive Assistant District Attorney for Major Cases.

- **Office of Community Affairs** manages various community relations programs and serves as the primary point of contact for community partnership requests. The Office operates community forums such as the Heroin Prevention Task Force and the Long Island Youth Safety Coalition. It also organizes school outreach assemblies, lectures, and programs, including the “Not My Child” Heroin Education Program, the “Choices and Consequences” Safe Driving Program, the Smart Social Media and Anti-Bullying Workshop, and the “Street Encounter” Police Interaction Program. Finally, the Office of Community Affairs coordinates youth programs such as the Molloy College Summer Camp, the Long Island Youth Mentoring Program, and Project Safe Neighborhood.
- **Office of Immigrant Affairs** helps Nassau County’s large immigrant or foreign-born population navigate the criminal justice system, encouraging immigrants to cooperate with law enforcement, and providing aid to limited-English speakers who are witnesses to or victims of crimes.
- **Office of Youth Development** is primarily responsible for the NCDA Youth Court, which provides young people (ages 11-17) who have committed non-violent crimes with the opportunity to take responsibility for their actions, serve their community, and learn character and career-building skills. The Youth Court program recruits high school students from across the County for the roles of prosecution and defense advocates, as well as bailiff and clerk. Students volunteer for community service credit, college application building, or a letter of recommendation to a future employer, but many volunteer purely out of an interest in the criminal justice system. Besides these inducements, the Office gives high school students the opportunity to have law students mentor them at the Maurice A. Deane School of Law at Hofstra University. The mentorship continues through the actual proceedings, where the law students will “second-seat” the high school advocates during the course of Youth Court. To round-out the cycle, the Youth Court Director administers an externship program at Hofstra Law School, for which the law student mentors receive credit and through which they become familiar with the process and benefits of Youth Court and other diversion programs.
- **Office of Reentry Programming**, which includes the NCDA Council on Thought and Action (COTA), functions as an alternative-to-incarceration prosecution option for adjudicating felony and misdemeanor cases in Nassau County, where pending cases are permitted upon court, defense, and prosecutor consent, to be diverted – upon conditional plea contract – to a self-sufficiency program curriculum that addresses facets of education, vocational training, child and family care, and life stabilization. It is measured by both educational and employment achievements, along with re-offense reduction, with the ultimate objective being an individual’s successful “re-entry” into the community in a productive, law-abiding manner. COTA additionally provides re-entry services for conditionally-released defendants, accepting referrals from the Nassau County Probation Department and the New York State Department



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of Corrections and Community Supervision (DOCCS). Individuals (termed COTA’s “clients” or “program participants”) are selected for referral by these agencies based upon risk assessments, including lifestyle, gang affiliation, and support structure. All agency referrals are upon consent of a supervising prosecutor. Through its services to the court system, including post-release services, COTA strives to reduce the risk of re-offense, facilitate re-entry, and mitigate collateral consequences of criminal convictions where possible. Where applicable, results and achievements are reported back to referring agencies. COTA receives ancillary clientele from at-risk individuals in the local communities, as assessed by an assistant district attorney, a referring law enforcement agency, or both.

### **GOALS**

- Fairly, efficiently, and ethically prosecute all offenses occurring within Nassau County.
- Secure just convictions through the plea, trial, and appellate processes.
- Achieve across-the-board reduction in Nassau County crime rates through application and oversight of comprehensive crime prevention strategies.
- Investigate criminal activity and enterprises both proactively and in coordination with federal, state, and local law enforcement partners.
- Promote public confidence in the criminal justice system through transparency, accountability, responsiveness, and impartiality.
- Provide professional guidance and essential services to crime victims.

### **OBJECTIVES**

- Leverage the full potential of 21<sup>st</sup> century technology to detect, disrupt, and eliminate massive criminal enterprises.
- Enhance communication and coordination between law enforcement partners.
- Target key criminal infrastructure through continued application of intelligence-based prosecution initiative.
- Advance “custom-track” prosecutions through Nassau’s numerous specialized court programs in order to address the underlying issues at the heart of each crime.
- Enhance community outreach programs in order to reduce criminal justice contact, re-offense, addiction, quality of life crime, and major index crime.
- Expand and strengthen mechanisms for public reporting of criminal activity.
- Develop and maintain ongoing dialogue with all Nassau residents, regardless of cultural, national, religious, economic, and linguistic differences, to foster compassion and trust in the collective community mission to reduce crime and improve quality of life.
- Implement nationwide best practices in matters of discovery, forensic investigation, litigation, analytics, and conviction integrity.



- Attract and retain premier office staff with sustained recruitment initiatives.

**2018 BUDGET HIGHLIGHTS**

The expenses for the Office of the District Attorney for the 2018 NIFA Conformed Budget are \$43.8 million, approximately \$5.0 million or 13.0% higher than the 2017 Projection. The 2018 Salaries, Wages & Fees appropriation of \$41.6 million is a \$5.1 million or 14.0% increase from the 2017 Projection, primarily due to adjustments for non-union employees such as Assistant District Attorneys (ADA) to comparable jurisdictions, as well as current labor agreements and an IPBA contract award. The increase is offset by the adjustments made by the Legislature and the allocation of the savings from the Voluntary Separation Incentive Program.

The Office of the District Attorney requested to increase its budget by \$4.0 million over the 2016 allocation, which would enable the office to grow to a standing labor force of 200 Assistant District Attorneys (ADA) with an average salary allocation of \$100,366 per ADA. The District Attorney has been subsisting at turn-of-the-century staffing levels while the court system, the profession of prosecution, the technological sophistication of crime, and the array of crime have all broadened in scope. In 2001, the District Attorney had an allocation of 169 ADAs to staff nine bureaus; in 2016, it received an allocation of 178 ADAs to staff fifteen bureaus. Based on the case made by the NCDCA, the Administration agreed to increase the level of funding over a two-year period, which will increase the District Attorney's ability to fill its numerous vacant positions, increase retention and grow the office to the appropriate levels.

The 2018 NIFA Conformed Budget funds \$2.2 million in Other Than Personal Services (OTPS), a 3.2% decrease from the 2017 Projections.

Revenues for the Office of the District Attorney in the 2018 NIFA Conformed Budget are \$664,808, 1.2% lower than the 2017 Projections due to a decrease in revenues from prior years being reflected in the 2017 Projection.

# DISTRICT ATTORNEY



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	32,959,614	36,336,064	36,499,754	41,602,991
	BB - EQUIPMENT	72,033	65,500	65,500	61,833
	DD - GENERAL EXPENSES	950,636	948,000	948,000	894,938
	DE - CONTRACTUAL SERVICES	1,266,415	1,306,974	1,306,974	1,289,610
<b>EXP Total</b>		<b>35,248,698</b>	<b>38,656,538</b>	<b>38,820,228</b>	<b>43,849,372</b>
REV	BF - RENTS & RECOVERIES	6,955	0	46,017	0
	BH - DEPT REVENUES	1,336	2,000	2,500	2,000
	BJ - INTERDEPT REVENUES	270,034	270,000	270,000	301,015
	BW - INTERFUND CHARGES REVENUE	275,000	250,000	250,000	250,000
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	36,326	35,000	35,000	35,000
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	76,793	69,100	69,100	76,793
<b>REV Total</b>		<b>666,444</b>	<b>626,100</b>	<b>672,616</b>	<b>664,808</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	127	133	131
	IPBA	37	33	33
	ORDINANCE	206	208	210
	ELECTED	1	1	1
<b>Full-Time Total</b>		<b>371</b>	<b>375</b>	<b>375</b>
Part Time		6	15	10
<b>Part Time Total</b>		<b>6</b>	<b>15</b>	<b>10</b>



## **BOARD OF ELECTIONS**

The Board of Elections is responsible for registering voters, maintaining their records, and conducting presidential primaries, Federal non-presidential primaries, State primaries, County primaries, and general elections, as well as special elections called by the Governor or the County Executive. In addition, the Board supplies voting machines and data, and assists in ballot preparation for Village, School District, and Special District elections. The Board conducts or assists in administering approximately 200 elections annually Countywide. The Board also oversees all functions necessary for compliance with the Election Law, including use of the New York State Board of Elections Statewide Database and the New York State Department of Health records to remove duplicate voter registrations. The Nassau County Board of Elections adheres to and complies with all mandated Federal and State laws and regulations.

### **GOALS**

- Comply with the New York State Election Law and the mandates required by the 1995 National Voter Registration Act (NVRA) and the 2002 Help America Vote Act (HAVA)
- Prepare for and implement required changes mandated by the Federal government
- Continue to implement changes which have become necessary due to newly instituted State law that prohibits the use of lever voting machine
- Conduct bi-partisan electronic voting machine demonstrations and voter registration forums for high schools and civic organizations in an effort to increase voter turnout

### **OBJECTIVES**

- Educate and train Board of Elections staff, including approximately 5,000 election inspectors, to comply with new Federal mandates and provide the best possible assistance to voters
- Continue the public education program regarding the use of the electronic voting machine system, that began in 2010, by utilizing media advertisements, pamphlets, and other methods, as well as public forums conducted throughout the County
- Make adjustments and improvements to County polling sites so that they are accessible to all voters as per the requirements and regulations set forth in Federal law and by the United States Department of Justice
- Maintain, test, and ensure the accuracy of electronic voting machines and HAVA required ballot marking devices
- Ensure that new residential units and voters within the County are reflected in the correct election districts



- Update and enhance the Board’s website and develop using social media platforms to inform voters and potential voters of registration deadlines as well as election dates

**2018 BUDGET HIGHLIGHTS**

The expenses for the Board of Elections in the 2018 NIFA Conformed Budget are \$17.2 million, a 10.6% decrease from the 2017 Projection. Salaries, Wages & Fees is \$14.7 million, a 7.2% decrease from the 2017 Projection. The 2018 salary decrease is partially due to a decrease in seasonal salary expense. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. The 2018 salary appropriation includes the impact of current labor agreements and the impact of the projected salary savings from the VSIP

Other Than Personal Services (OTPS) is \$2.6 million, a 25.8% decrease from the 2017 Projection mainly due to a decrease in General Expenses and Contractual Services.

The revenues for the Board of Elections in the 2018 NIFA Conformed Budget are \$190,000, unchanged from the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	14,819,996	15,304,335	15,804,335	14,660,356
	BB - EQUIPMENT	55,498	125,000	76,000	67,969
	DD - GENERAL EXPENSES	2,266,718	3,127,655	2,676,655	1,948,246
	DE - CONTRACTUAL SERVICES	510,706	697,464	697,464	542,401
<b>EXP Total</b>		<b>17,652,918</b>	<b>19,254,454</b>	<b>19,254,454</b>	<b>17,218,972</b>
REV	BF - RENTS & RECOVERIES	136,350	120,000	120,000	120,000
	BH - DEPT REVENUES	33,867	70,000	70,000	70,000
<b>REV Total</b>		<b>170,217</b>	<b>190,000</b>	<b>190,000</b>	<b>190,000</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	141	139	136
	ELECTED	0	0	0
	ORDINANCE	23	20	21
<b>Full-Time Total</b>		<b>164</b>	<b>159</b>	<b>157</b>
Part Time		0	43	0
<b>Part Time Total</b>		<b>0</b>	<b>43</b>	<b>0</b>
Seasonal		0	31	0
<b>Seasonal Total</b>		<b>0</b>	<b>31</b>	<b>0</b>



## **OFFICE OF EMERGENCY MANAGEMENT**

Nassau County's Office of Emergency Management (OEM) has the statutory responsibility to coordinate all County emergency response plans. OEM's responsibilities are to identify vulnerabilities, effectively mitigate disasters, provide public education, respond to all hazard emergencies, and facilitate the recovery of Nassau County in the event of a disaster. As the lead agency, OEM establishes relationships with local, State, Federal, and private entities to develop, maintain, and implement Nassau County's Comprehensive Emergency Management Plan.

The professional staff of men and women in OEM work with officials on the Federal, State, and local levels to strengthen Nassau County's ability to mitigate, prepare for, respond to, and recover from all hazards including natural disasters, acts of terrorism, and public-health incidents. To achieve these ends, OEM's daily focus is on activities surrounding planning and preparedness.

OEM is the recipient of several federally-funded Homeland Security grants and is responsible for their administration. The intent of these grants, in accordance with Presidential Preparedness Directive 8, is to keep the nation safe from harm and resilient when struck by hazards, such as natural disasters, acts of terrorism, and pandemics. In this regard, OEM partners with other County agencies focusing on hazard planning, preparedness, response, and/or recovery. OEM distributes grant funding to these agencies to accomplish targeted projects aimed at increasing the County's overall hazard preparedness, response, and/or recovery capabilities. In addition to submitting grant applications and quarterly progress and fiscal reports, OEM monitors the activities and expenses supported by the grants.

OEM manages a warehouse with critical emergency supply stores to assist the citizens of the County in the event of a local or regional disaster. The Office also contracts with a vendor to supply the County with an Emergency Notification System used to contact County residents in the event of an emergency or for advisories.

OEM oversees the administration of the Community Emergency Response Team (CERT) program, which educates volunteers in disaster preparedness and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. CERT has trained over 1,700 people in disaster response and awareness. CERT will continue to develop trained team members so that the County is ready to support the community in a disaster.

### **GOALS**

Provide Nassau County with a support team of professional personnel who are capable of responding to the multi-faceted needs related to emergency management. This team of professionals facilitates the development of plans that address the procedures and responsibilities of those entities that participate in planning, mitigating, responding, and recovering from disasters in the County. OEM will:

- Act as the coordinating agency during an incident or emergency, facilitating communication and activities between local, County, State, and Federal government agencies and other public and private organizations





- Continue to provide emergency management training to staff members to include National Incident Management System (NIMS), Incident Command System (ICS) and position specific training relevant to Incident Management Assistance Teams (IMAT)
- Continue to review and, as necessary, revise existing emergency plans including the County's Hazard Mitigation Plan and Comprehensive Emergency Management Plan
- Continue to manage the County's emergency notification (reverse 911) system
- Continue to provide targeted funding to County agencies performing duties relevant to the objectives and guidance stated in the Homeland Security Grant Programs the Office administers
- Increase public awareness of hazard preparedness through frequent updates of information on the County's website, other social media, public service announcements on broadcast TV and radio, presentations of information at local Town Halls and civic group meetings, publication/distribution of readiness brochures, and the organization and operation of community events
- Continue to enhance the capabilities of the new Emergency Operations Center (EOC) to keep pace with technological advances in communications and incident management
- Continue the procurement of commodities for the Nassau County stockpile that include, but are not limited to, cots, special needs cots, portable toilets, disposable clothing, meals ready to eat, bottled water, tarps and pet shelter supplies
- Recruit and train additional volunteers for the Citizens Corps Program who will be trained to assist OEM during emergency operations including assisting the Red Cross in the administration and management of emergency shelters (general population, special needs, and pet shelters)
- Work with adjacent county and city jurisdictions to establish a regional approach to all hazard planning, mitigation, preparedness, response, and recovery

### OBJECTIVES

- Identify, assess, and prioritize local and regional vulnerabilities to emergencies or disasters and the resources available to prevent, protect against, mitigate, respond to, and recover from incidents
- Ensure the County and local governments will take necessary actions to prevent and mitigate the effects of disasters and be prepared to respond to and recover from them when an emergency or disaster occur
- Provide for the utilization of all available public and private resources to protect against and deal with an emergency or threatening situation
- Provide for the utilization and coordination of State and Federal programs to assist victims of disaster and prioritize responses to the needs of the elderly, disabled, poor and other groups that may be especially affected
- Provide for the utilization and coordination of State and Federal programs for recovery from emergency or disaster situations with particular attention to the development of mitigation action programs

## EMERGENCY MANAGEMENT



### 2018 BUDGET HIGHLIGHTS

Expenses for the Office of Emergency Management (OEM) in the 2018 NIFA Conformed Budget are \$949,852.

Federal Aid for the Office of Emergency Management in the 2018 NIFA Conformed Budget is \$480,012. The County receives Federal Aid as a pass-thru via New York State that reimburses the County for incurred eligible expenses.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	709,535	797,073	671,238	944,234
	DD - GENERAL EXPENSES	513	4,834	4,834	5,618
<b>EXP Total</b>		<b>710,048</b>	<b>801,907</b>	<b>676,072</b>	<b>949,852</b>
REV	BF - RENTS & RECOVERIES	735	0	0	0
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	509,017	503,456	503,456	480,012
<b>REV Total</b>		<b>509,752</b>	<b>503,456</b>	<b>503,456</b>	<b>480,012</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	5	4	6
	ORDINANCE	3	4	3
<b>Full-Time Total</b>		<b>8</b>	<b>8</b>	<b>9</b>
Part Time		1	0	1
<b>Part Time Total</b>		<b>1</b>	<b>0</b>	<b>1</b>

# EMERGENCY MANAGEMENT



## PERFORMANCE MANAGEMENT

<b>Office of Emergency Management</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Public Safety	Communications Tests	Represents the number of radio tests performed on a weekly and a bi-monthly basis.	Enhance inter-operational communications for Nassau County and assure readiness.
Public Safety	Grants Awarded to OEM	Includes the number of competitive grants identified and awarded to the Office of Emergency Management.	Be aware of grant announcements, follow guidelines and create appropriate applications.
Public Safety	OEM Employee Training	Includes the number of training classes and exercises OEM staff attend. Emergency preparedness requires ongoing training to keep employees up to date with emerging trends and working knowledge of new and existing plans.	Have staff maintain operational knowledge and skills related to emergency response and preparedness.
Public Safety	OEM EOC Testing	Includes the number of equipment tests performed in the Emergency Operation Center (EOC).	Maintain operational capabilities in the EOC.
Public Safety	Recruited Volunteers	Includes the number of volunteers recruited into the CERT (Community Emergency Response Team) program.	Continue development of a comprehensive Disaster Recovery Plan which includes the use of volunteers to fulfill surge requirements.
Public Safety	Training-ICS	Includes the number of high level Nassau County Executive staff trained in ICS (the Incident Command System) in addition to CERT (Community Emergency Response Team) volunteers trained in ICS.	To train high level Nassau County executive staff and CERT (Community Emergency Response Team) volunteers in the Incident Command System.

<b>Office of Emergency Management</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
Communications Tests	52	52	52	26	52
Grants Awarded to OEM	5	4	2	2	2
OEM Employee Training	18	20	20	10	20
OEM EOC Testing	12	12	12	6	12
Recruited Volunteers	298	130	100	77	100
Training-ICS	901	856	200	535	200



## **FIRE COMMISSION**

The Nassau County Fire Commission is the primary liaison between County government and the seventy-one fire departments that comprise our Nassau County Fire Services. The Fire Commission's three agencies include the Nassau County Fire Marshal's Office, Nassau County Fire Communications, and Nassau County Fire/Police EMS Academy.

The Fire Commission is dedicated to providing the best possible service to the residents of Nassau County. The divisions and special units within the Fire Commission work both independently and collaboratively to ensure the public's safety 365 days a year.

### **FIRE INVESTIGATION DIVISION**

The Fire Investigation Division of the Nassau County Fire Marshal's Office is responsible for the investigation of fires within the County. The mission of the Division is to offer the finest technical and investigative assistance available in determining the exact origin and cause of fires. The Fire Commission investigates fires in cooperation with the Nassau County Police Department Arson/Bomb Squad, located in the Fire Marshal's Office, as well as with State and Federal law enforcement agencies. Working in close contact with both private investigators and insurance company as well as the Nassau County District Attorney's Office, the Bureau strives to explore every aspect of an investigation.

### **INDUSTRIAL INSPECTION DIVISION**

The Industrial Division is responsible for inspecting all industrial occupancies within the County. The Division reviews and approves system plans for fire alarms, fire and smoke detection systems, fire sprinkler systems, fire stand pipes, application of flammable finish facilities, automatic extinguishing systems, flammable gas facilities, fire pumps, and emergency generators. In addition, the Division conducts testing and issues certificates of fitness to individuals involved in the handling of propane, those performing cutting and welding, and those installing or maintaining fire sprinkler systems.

### **HAZARDOUS MATERIALS DIVISION**

The Fire Marshal's Hazardous Materials Emergency Response Division (Haz-Mat) supports the seventy-one fire departments in Nassau County, twenty-four hours a day, seven-days a week.

The Division responds to emergencies involving hazardous substances. Members of the Division utilize specialized equipment to identify, monitor, control, and mitigate spilled or released materials, which may cause harm to the public or the environment. The Division renders direct assistance to the village police departments, the Nassau County Health Department, the public, and neighboring jurisdictions. It also assists the New York State Department of Environmental Conservation as its "Delegated Agent" in Nassau County.



### **GENERAL INSPECTION DIVISION**

The General Inspection Division is responsible for inspecting all public assembly occupancies within the County. The Division reviews and approves automatic fire extinguishing systems, exhaust hoods and ducts, fire sprinklers and standpipe systems, and fire alarm and fire detection systems equipment where required by code in such occupancies. To ensure fire safety, it also inspects all places of public assembly, such as restaurants, theaters, places of worship (those without schools or daycare centers), recreational/amusement facilities and businesses, and mercantile establishments.

### **SPECIAL FACILITIES UNIT**

This Unit operates as a part of the General Inspection Division and is responsible for inspecting and promoting overall fire safety in all hospitals, nursing homes, health-related facilities, correctional facilities, ambulatory care and surgical facilities, centers for the developmentally disabled, adult homes, group family homes, adult foster home facilities, and public and private schools.

### **PERMITS DIVISION**

The Permits Division is responsible for issuing over 100,000 fire alarm and tent permits to the businesses and residents of Nassau County. One of the Division's primary tasks is to verify that information is accurate to ensure proper fire department response to automatic fire alarms.

### **FIRE COMMUNICATIONS DIVISION (BUREAU OF FIRE AND RESCUE SERVICES)**

The Fire Communications Division provides complete dispatching service for forty-one Nassau County fire departments and four volunteer ambulance corps. It also provides back-up dispatching for an additional twenty-two Nassau County Fire Departments. This Division staffs the Fire Communications Center (FIRECOM) with personnel specially trained to handle emergency calls from the public, obtain critical incident information, ensure quick response, and, in many instances, provide lifesaving instructions to the caller while help is in route. FIRECOM utilizes the latest equipment to monitor emergency communications. The center also monitors Countywide, regional and national news events in real time, as well as weather, which may become a factor for first responders.

### **FIRE-POLICE EMERGENCY MEDICAL SERVICES (EMS) ACADEMY**

The Nassau County Fire-Police EMS Academy (FPA) is a fully accredited emergency medical training facility, responsible for meeting the instructional needs of Nassau County's pre-hospital EMS providers. A combination of full- and part-time staff deliver both classroom and practical training year-round, and prepare students (both new and requalifying) for required New York State



licensing exams and certifications. The Fire-Police EMS Academy utilizes the latest training techniques and equipment to ensure it prepares medical first responders for any emergency.

### **GOALS**

- Protect the lives and property of the public through fire safety code enforcement
- Protect the lives of firefighters by reducing the amount of fire instances
- Provide expert technical assistance to the fire service in agencies to accomplish their mission
- Educate the public to the dangers of fire and the importance of fire prevention
- Promote economic development through cooperation with builders and contractors

### **OBJECTIVES**

- Inspect buildings for fire hazards to reduce the risk of fire incidents
- Inspect all life safety systems in buildings to ensure the proper protection of the public at all times
- Ensure that regular and emergency exits are operating properly and free of obstructions
- Ensure that posted occupancy limits are not exceeded in public assembly occupancies
- Educate the public on fire safety through continued lectures, campaigns, and use of social media
- Through continued training, provide expert support services for Fire Service, including communications, hazardous materials response, fire investigation, and EMS instruction
- Provide architects, builders, and contractors, expert business services, project plan review, consultation, and acceptance tests on required new and modified life safety systems

### **2018 BUDGET HIGHLIGHTS**

The expenses for the Fire Commission in the 2018 NIFA Conformed Budget are \$21.4 million a 1.0% decrease from the 2017 Projection. Salaries, Wages & Fees are \$10.4 million a 2.7% decrease from the 2017 Projection, primarily due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. Fringe Benefits in the 2018 NIFA Conformed Budget total approximately \$6.2 million, a 7.0% increase from the 2017 Projection and are primarily attributable to increases in Health Insurance and Pension costs.

Other Than Personal Services (OTPS) expenses are \$4.8 million, a 4.6% decrease from the 2017 Projection mainly due to decreases in General Expenses and Contractual Services.

# FIRE COMMISSION



The revenues for the Fire Commission in the 2018 NIFA Conformed Budget are \$24.7 million, which is a decrease of \$862,408 from 2017 Projection due to the tax levy shift to balance the fund.

FCF - FIRE COMMISSION FUND					
E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	10,147,209	11,361,969	10,712,954	10,424,596
	AB - FRINGE BENEFITS	5,386,603	5,864,055	5,755,356	6,159,843
	BB - EQUIPMENT	38,800	45,914	45,914	84,021
	DD - GENERAL EXPENSES	140,699	271,422	271,422	188,806
	DE - CONTRACTUAL SERVICES	4,747,318	4,827,021	4,827,021	4,540,863
	HH - INTERFUND CHARGES	9,737	0	0	0
	LB - TRANS TO GEN FUND	2,171,269	0	0	0
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>22,641,634</b>	<b>22,370,381</b>	<b>21,612,667</b>	<b>21,398,129</b>
<b>Interdepartmental Transfers</b>		<b>3,130,665</b>	<b>3,230,538</b>	<b>3,230,538</b>	<b>3,345,682</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>25,772,299</b>	<b>25,600,919</b>	<b>24,843,205</b>	<b>24,743,811</b>
REV	AA - FUND BALANCE	180,614	0	0	0
	BE - INVEST INCOME	1,314	0	1,314	0
	BF - RENTS & RECOVERIES	3,836	0	4,178	0
	BH - DEPT REVENUES	8,930,155	8,900,600	8,900,600	8,900,600
	BO - PAYMENT IN LIEU OF TAXES	404,691	404,691	404,691	404,691
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	186,720	180,000	180,000	180,000
	TL - PROPERTY TAX	16,064,969	16,115,628	16,115,436	15,258,520
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>25,772,299</b>	<b>25,600,919</b>	<b>25,606,219</b>	<b>24,743,811</b>
<b>Interdepartmental Transfers</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>25,772,299</b>	<b>25,600,919</b>	<b>25,606,219</b>	<b>24,743,811</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	95	90	96
<b>Full-Time Total</b>		<b>95</b>	<b>90</b>	<b>96</b>
Part Time		34	33	35
<b>Part Time Total</b>		<b>34</b>	<b>33</b>	<b>35</b>



**PERFORMANCE MANAGEMENT**

<b>Fire Commission</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Public Safety	% Fire Investigations Closed	Includes the percentage of fire investigations conducted in which the original cause of the fire was successfully determined.	Provide expert service to the 71 fire departments and protect the citizens throughout the County by investigating undetermined, suspicious and incendiary fires and bringing to justice those responsible for the crime of arson.
Public Safety	Emergency Light Tests	Includes the number of Emergency Light Systems tested, whether the light is supplied by battery packs or stand-by Generators.	Increase the safety of the public throughout the County by better insuring that in cases of power failure/blackout, places of public assembly will be properly illuminated to allow the public to egress.
Public Safety	Fire Alarm Permits	Includes the number of Fire Alarm permits processed for fire alarm systems installed.	Protect the lives and property of the public from fire by ensuring that fire alarms systems are installed properly and maintained in order to operate properly and to prevent false alarms.
Public Safety	General Inspections	Includes the number of general building inspections conducted.	Inspect buildings for fire hazards to reduce the risk of fire incidents through quality inspections.
Public Safety	Holiday Safety Inspections	Includes the number of holiday safety inspections conducted.	Protect the lives and property of the public from fire in mercantile occupancies with emphasis on inspections during the high volume shopping months of October through December.
Public Safety	Night Safety Inspections	Includes the number of night safety inspections conducted.	Protect the lives and property of the public from fire in public assembly occupancies by insuring that exits are maintained open and clear and that the occupancy is not overcrowded.

<b>Fire Commission</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
% Fire Investigations Closed	84.6%	82.4%	NA	80.7%	85.0%
Emergency Lighting Tests	2,421	2,539	1,850	1,286	2,000
Fire Alarm Permits	19,654	20,944	9,000	10,328	14,500
General Inspections	4,415	4,424	4,000	2,465	4,000
Holiday Safety Inspections	382	171	500	0	250
Night Safety Inspections	541	584	500	133	300





## **DEPARTMENT OF HEALTH**

The Nassau County Health Department promotes and protects the health of County residents. The following Divisions support the Department's vision and mission.

### **DIVISION OF HEALTH ADMINISTRATION**

Administration provides overall leadership and direction of the Department, as well as administrative support, fiscal management, staff development, management of human resources, information technology, and public information. Health disparity and cultural-competency initiatives are coordinated from the Commissioner's Office.

### **DIVISION OF ENVIRONMENTAL HEALTH**

This Division protects the community from adverse health effects and diseases that may result from environmental pollution, unsanitary conditions, and unsafe practices.

### **DIVISION OF PUBLIC HEALTH LABORATORIES**

The Laboratory provides services to assess and protect the residents of Nassau County against environmental health risks including but not limited to water, water supply, and mosquito testing.

### **DIVISION OF COMMUNITY AND MATERNAL CHILD HEALTH SERVICES**

This Division administers and coordinates activities designed to protect the health and well-being of communities and the childbearing families living in them. Its major programs are:

- **Women, Infants, and Children Supplemental Nutrition and Education Program (WIC)** provides food vouchers to over 5,500 low-income women and children in Nassau County. The Department operates two community-based WIC centers in the County.
- **Perinatal Services Network** is a consortium of over 40 organizations with a shared commitment to improve birth outcomes.
- **Child Fatality Review Team** reviews unexpected or unexplained child deaths to gain a better understanding of the causes and makes recommendations to reduce future preventable child fatalities.
- **Lead Program** provides case-management/screening services to all children with elevated blood lead levels and educational services to community groups.
- **Hewlett House** is a community-based learning resource center open to all without referral and at no cost. Hewlett House offers the basic components of therapy and support for individuals and families experiencing a cancer diagnosis.



### Office of Children with Special Needs

- **Children’s Early Intervention Program (EI)** is an entitlement program that provides specialized services to children under age three with developmental delays and disabilities. Child Find identifies infants at risk for physical and developmental disabilities as soon as possible after birth and ensures that these infants receive routine developmental surveillance and appropriate screenings.
- **Preschool Special Education Program** pays for educational and supportive services to special needs children age three to five. The program also oversees a Countywide transportation system for both EI and Preschool Programs.
- **Children with Special Health Care Needs Program (CSHCN)** is an information and referral services designed to assist families of children birth to 21 years who have serious or chronic physical, developmental behavior or emotional condition.

### DIVISION OF PUBLIC HEALTH

- **Disease Control** incorporates the Bureaus of Communicable Disease, HIV/STD, and Tuberculosis, which protects the public from the spread of these diseases through education, surveillance, reporting, contact investigation, immunization and outbreak control. Recent activity has included emerging diseases such ZIKA virus surveillance.
- **Quality Improvement Epidemiology and Research** is responsible for providing quality improvement through development of performance measures both within the Department and with contract service providers, in accordance with public health law and NYS DOH regulations. Innovations to improve efficiencies and outcomes are facilitated by this Division. The Division employs data analysis and epidemiologic methods to improve the Health Department’s service to the community; participates in collaborative grants; and provides information to Nassau County residents through presentations and the Department’s website. Demographic and health surveillance data contribute information necessary for the community health assessment, a community health improvement plan, and a strategic plan for the Department. This Division also coordinates accreditation activities.
- **Public Health Emergency Preparedness (PHEP)** utilizes CDC funding to upgrade the local health department’s ability to effectively respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear, and radiological events. The PHEP Division manages the Health Desk at the Nassau County Office of Emergency Management. The Division is also responsible for directing all aspects of Nassau County’s Medical Reserve Corps (MRC), which has over 900 medical professional volunteers committed to support the Health Department’s emergency response capability.

The Department receives more than \$11 million in grant funding in a variety of areas and is the grantee for the Federal Ryan White Title I funds to the Nassau-Suffolk Eligible Metropolitan Area EMA. New York State reimburses a minimum of 36% of Public Health and mandated expenditures.

**GOALS**

- Prevent environmental health hazards through assessment, regulation, and remediation while promoting healthy behaviors through education, outreach, and training
- Promote equal access in diverse cultural communities by addressing language barriers to ensure appropriate healthcare and allied services
- Develop and disseminate local health data
- Create innovative solutions to public health problems
- Protect the residents of Nassau County from the spread of communicable diseases

**OBJECTIVES**

- Develop an infrastructure to respond to natural and man-made disasters
- Investigate and control communicable diseases
- Insure public safety through certification, inspection, investigation, enforcement, and monitoring activities
- Improve the quality of life for residents through health education

**2018 BUDGET HIGHLIGHTS**

Expenses for the Health Department in the 2018 NIFA Conformed Budget are \$162.0 million, a 0.2% decrease from the 2017 Projection. Salaries, Wages & Fees are \$15.5 million, a 4.3% decrease from the 2017 Projection primarily due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to on or before September 15, 2017.

The 2018 NIFA Conformed Budget funds \$1.2 million in Other Than Personal Services (OTPS), a decrease of 6.7% decrease primarily due to Legislative and NIFA adjustments. Preschool and Early Intervention services are budgeted at \$134.5 million, which is flat with the 2017 Projection. This is to provide all services for the anticipated caseload level as authorized by school districts to approved applicants.

The 2018 NIFA Conformed Budget assumes the Health Department will realize \$81.9 million in revenue, a 0.7% increase from the 2017 Projection. This is primarily due to an increase in Medicaid fees realized for Early Intervention services.

# HEALTH DEPARTMENT



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	14,715,736	16,674,744	16,221,663	15,530,561
	AB - FRINGE BENEFITS	(1,087)	0	0	0
	BB - EQUIPMENT	20,360	68,629	68,629	111,866
	DD - GENERAL EXPENSES	626,114	889,417	889,417	765,630
	DE - CONTRACTUAL SERVICES	217,082	331,863	331,863	326,478
	DG - VAR DIRECT EXPENSES	5,000,000	5,000,000	5,000,000	5,000,000
	HF - INTER-DEPARTMENTAL CHARGES	5,083,577	5,356,528	5,356,528	5,780,939
	PP - EARLY INTERVENTION/SPECIAL EDUCATION	133,071,618	134,500,000	134,500,000	134,500,000
<b>EXP Total</b>		<b>158,733,400</b>	<b>162,821,181</b>	<b>162,368,100</b>	<b>162,015,474</b>
REV	BC - PERMITS & LICENSES	6,033,360	5,939,750	5,939,750	6,010,840
	BD - FINES & FORFEITS	247,599	200,000	200,000	245,000
	BF - RENTS & RECOVERIES	1,733,906	200,000	203,913	200,000
	BH - DEPT REVENUES	4,329,750	3,039,900	3,039,900	3,485,700
	BW - INTERFUND CHARGES REVENUE	54,878	57,516	57,516	57,516
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	75,438,082	71,857,500	71,857,500	71,899,000
<b>REV Total</b>		<b>87,837,576</b>	<b>81,294,666</b>	<b>81,298,579</b>	<b>81,898,056</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	181	175	168
	ORDINANCE	2	2	3
<b>Full-Time Total</b>		<b>183</b>	<b>177</b>	<b>171</b>
Part Time		18	13	13
<b>Part Time Total</b>		<b>18</b>	<b>13</b>	<b>13</b>
Seasonal		19	16	19
<b>Seasonal Total</b>		<b>19</b>	<b>16</b>	<b>19</b>



**PERFORMANCE MANAGEMENT**

<b>Health Department</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Public Health	% Call Back Rsp-15 Minutes	Includes the percentage of Emergency Preparedness volunteers signed up for participation in the Nassau County quarterly call back drills who respond within 15 minutes. The drills are to prepare the volunteers in the event of a true public health emergency.	Obtain 100% participation in the Quarterly Call Back from Nassau County Volunteers.
Public Health	% CD Rpts Rsp-24 Hours	Includes the percent of priority communicable disease reports responded to within 24 hours.	Maintain rapid response to priority communicable disease reports (possible Bio-terrorism events).
Public Health	% Employees ICS Trained	Represents the percentage of total employees that have completed all ICS 100, 200, 700 and 800 Training in order to prepare Staff to respond to a public health emergency. The Incident Command System (ICS) is a management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.	As part of emergency preparedness, the goal of the Health Department is to have all employees trained in the ICS system.
Public Health	% HIV Partners Contacted	Includes the percent of partners of Human Immunodeficiency Virus (HIV) positive cases contacted and notified of possible infection. Those contacts who are interested can then make an appointment for testing.	Notify partners identified by any method of potential HIV infection.
Public Health	% NYSDOH Reports on Time	Includes the number of mandated reports submitted on time as a percentage of all reports required by the New York State Department of Health (NYSDOH) for funding.	Ensure the timely submission of reports to the New York State Department of Health so that the Nassau County Department of Health receives appropriate funding.
Environmental Health Regulation	% Sant Cmplnts Investigated	Includes the number of Community Sanitation Complaints (Rodents, Insects, Refuse, Lack of Heat) investigated as a percentage of those received and pending on a monthly basis.	To protect Public Health by investigating and mitigating complaints of poor sanitation that could be conducive to the transmission of disease.
Government Assistance	% Tobac Vendors Cmplc ATUPA	Includes the number of tobacco vendors in compliance with tobacco control laws (ATUPA - Adolescent Tobacco Use Prevention Act) as a percentage of the total number of vendors visited for inspection.	To protect Public Health by detecting and deterring the sale of tobacco products to underage youths.
Environmental Health Regulation	Artl XI Engnr Plans-Backlog	Details the engineering plan review for the Article XI program (Toxic and Hazardous Material Storage) Includes the number of plans received, reviewed and the backlog on a monthly basis.	To protect Public Health by preventing releases of toxic and hazardous materials into the environment.
Environmental Health Regulation	Children's Camps Permitted	Includes the number of children's summer day camps permitted, which is a seasonal activity. Current and proposed state legislation which redefines a summer camp may significantly increase the number of camps permitted (and consequently inspected, safety plan reviewed, etc.)	To protect Public Health by enforcing the State Sanitary Codes and County Public Health Ordinances governing the operation children's summer day camps.
Public Health	DOT Encounters per Staff	Includes the average number of Directly Observed Therapy Encounters (DOT) per Field Level Staff. All TB cases must be offered DOT. Once a case agrees to DOT, staff are required to make a number of visits to persons throughout Nassau County for the length of their treatment. DOT is extremely important to stop the spread and resistance to TB and as such, staff must not be overburdened so that patients aren't missed or have longer waiting times between appointments.	All FTE conducting DOT (Directly Observed Therapy Encounters) should not have more than 100 encounters per month to optimize services. FTE's may vary each month as most of the staff have responsibilities beyond DOT.

# HEALTH DEPARTMENT



Category	Performance Measures	Description	Goal Statement
Environmental Health Regulation	Drinking Water-SDWIS Tests	Includes number of drinking water test results from water districts received, reviewed and entered into Safe Drinking Water Information System (SDWIS) each quarter.	To comply with State and Federal mandates requiring data entry of all water quality analysis into the SDWIS System.
Environmental Health Regulation	Enforcement Fines Assessed	Includes the amount of enforcement fines assessed by The Division of Environmental Health, which operates a weekly Administrative Court with Administrative Law Judges (ALJs) to prosecute non-compliant owners and operators that violate New York State Public Health Law, the State Sanitary Code and the Nassau County Public Health Ordinance.	To protect Public Health by enforcing the Public Health Law; to achieve compliance with the applicable codes and regulations, and deterring repeat offenses.
Environmental Health Regulation	Primary Food Inspections	Includes the total number of primary high, medium and low risk food inspections. These inspections are aimed at protecting and promoting health and the prevention of disease by assuring the safety and quality of food establishments.	To protect Public Health by enforcing the State Sanitary Codes and Nassau County Public Health Ordinances governing the operation food service establishments.
Environmental Health Regulation	Pub Water Sanitary Surveys	Includes the number of Public Water System Sanitary Surveys completed each quarter.	To protect Public Health by enforcing the State Sanitary Codes and Nassau County Public Health Ordinances governing the operation of public water systems.
Environmental Health Regulation	PWS Engnr Plans-Backlog	Details the engineering plan review for the Public Water Supply program. Includes the number of plans received, reviewed and the backlog on a monthly basis.	To protect Public Health by ensuring that public water system sources, treatment, storage and distribution are in compliance with public health law.
Environmental Health Regulation	Sub-Div Engnr Plans-Backlog	Details the engineering plan review for the Realty Subdivision program. Includes the number of plans received, reviewed and the backlog on a monthly basis.	To protect Public Health by ensuring that new residential developments are completed in compliance with public health law.
Environmental Health Regulation	Swimming Pool Engnr-Backlog	Details the engineering plan review for the Swimming Pool program. Includes the number of plans received, reviewed and the backlog on a monthly basis.	To protect Public Health by ensuring that public swimming pools are in compliance with public health law.
Environmental Health Regulation	Temp Food Svc Permits Issued	Includes Temporary Food Service permits issued to food vendors at events that last for a short period of time (typically one weekend).	To protect Public Health by enforcing the State Sanitary Codes and Nassau County Public Health Ordinances governing the operation food service establishments.

# HEALTH DEPARTMENT



Health Department					
Performance Measures	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
% Call Back Rsp-15 Minutes	77.5%	58.4%	100.0%	73.3%	100.0%
% CD Rpts Rsp-24 Hours	100.0%	100.0%	100.0%	100.0%	100.0%
% Employees ICS 100 Trained	--	--	--	81.7%	100.0%
% Employees ICS 200 Trained	--	--	--	46.8%	100.0%
% Employees ICS 700 Trained	--	--	--	79.6%	100.0%
% Employees ICS 800 Trained	--	--	--	62.1%	100.0%
% HIV Partners Contacted	42.0%	75.8%	80.0%	78.6%	80.0%
% NYSDOH Reports on Time	99.5%	98.0%	100.0%	100.0%	100.0%
% Sant Cmplnts Investigated	88.4%	88.8%	90.0%	89.4%	90.0%
% Tobac Vendors Cmplc ATUPA	95.8%	94.3%	92.0%	93.6%	92.0%
Artl XI Engrn Plans-Backlog	3.9	4.5	1.0	8.7	3.0
Children's Camps Permitted	130	132	130	113	130
DOT Encounters per Staff	147.1	142.8	100.0	111.9	100.0
Drinking Water-SDWIS Tests	219,784	207,117	225,000	168,300	225,000
Enforcement Fines Assessed	\$276,600	\$364,445	\$300,000	\$146,480	\$200,000
Primary Food Inspections	7,129	6,794	7,375	2,866	7,000
Pub Water Sanitary Surveys	14	17	16	9	16
PWS Engrn Plans-Backlog	33.0	45.5	2.0	41.3	3.0
Sub-Div Engrn Plans-Backlog	4.8	5.0	1.0	7.7	2.0
Swimming Pool Engrn-Backlog	2.5	2.4	2.0	5.0	2.0
Temp Food Svc Permits Issued	1,579	1,677	1,300	666	1,500



### OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT

The Office of Housing and Community Development (OHCD) provides housing services and management of United States Department of Housing and Urban Development (HUD) funded grants. OHCD also includes a Brownfields Redevelopment Unit (BRU).

#### COMMUNITY DEVELOPMENT UNIT

This Unit administers the following HUD grant programs

**Community Development Block Grant Program (CDBG)**, a Federal entitlement program, assists low- and moderate-income persons and addresses urgent community development needs. HUD approves a County-developed Five-Year Consolidated Plan, which includes goals and objectives. Annual goals are set forth in an Annual Action Plan. The priorities established in the most recent Five-Year Plan (FY2015-2019) are housing and community development objectives. The County will update the five year plan with the preparation and submission of an Annual Action Plan during the 2018 budget process.

**HOME Investment Partnership Program (HOME)** is a Federal housing initiative with the primary objective of expanding the supply of owner and rental housing for low-income households. Funding for this program targets real estate development projects that provide rental housing, homeownership, and transitional housing for extremely low- and moderate-income households through new construction, acquisition, and substantial rehabilitation activities. Program objectives and goals encompass a Five-Year Consolidated Plan developed by the County and approved by HUD. Annual goals are then set forth in an Annual Action Plan.

**Neighborhood Stabilization Program (NSP)** has goals and objectives that are part of the Annual Action Plan approved by HUD. The Plan's objective is the acquisition, rehabilitation, and sale of foreclosed residential properties in HUD-approved target areas for the expansion of rental opportunities for low- and moderate-income households.

#### HOUSING AND HOMELESS SERVICES UNIT

This Unit administers the following HUD grant programs:

**Homelessness Prevention and Rapid Re-Housing Program (HPRP)** emphasizes rapidly re-housing the homeless and preventing homelessness by helping people obtain long-term sustainable housing. HPRP provides temporary, short-term financial assistance to eligible residents of Nassau County in the areas of rental assistance, rental arrears, security/utility deposits, legal services related to landlord-tenant and/or housing issues, utility payments/arrears, housing search and placement, and household budgeting and case management to enable the residents to become economically self-sufficient and financially independent.





**Emergency Shelter Grant Program (ESG)** supports the rehabilitation or conversion of buildings for use as emergency shelters for the homeless and provides some operating expenses and essential services in connection with emergency shelters for the homeless and homeless prevention activities.

**Section 8 Housing Choice Voucher Program (HCV)** increases affordable housing choices for very low- and low-income families. OHCD is the Local Administrator of the HUD-funded Section 8 HCV program for New York State Homes and Community Renewal (HCR). The County also administers Section 8 for the Villages of Farmingdale and Island Park, through HUD. Vouchers allow families to choose safe, decent, affordable, privately-owned rental housing. Other types of vouchers target specific populations. These programs include the Family Unification Program (FUP), Mainstream Program, Section 8 Homeownership, and the Family Self-Sufficiency (FSS) Program.

**Homeownership Program** is the only municipal HUD-approved housing counseling agency in the State. Its mission is to improve access to affordable housing; provide housing counseling to first time homebuyers; prevent homelessness; provide foreclosure prevention services; provide financial education; prevent predatory lending practices through education; and counsel low- and moderate-income persons, persons with disabilities, the elderly, minorities, and persons with limited English proficiency.

### **BROWNFIELDS REDEVELOPMENT UNIT (BRU)**

This Unit facilitates the redevelopment of brownfields within the County. Redevelopment of these sites will provide economic benefits such as creating jobs, increasing the municipal tax base, mitigating potential health or environmental risks, and maximizing existing infrastructure.

### **GOALS**

- Continue sending staff to HUD approved training courses
- Improve reimbursement timeliness of CDBG funding

### **OBJECTIVES**

- Increase timeliness of CDBG funding to 5% over HUD benchmark
- Cross train staff as part of redistribution of workload due to staff reduction

## HOUSING AND COMMUNITY DEVELOPMENT



### 2018 BUDGET HIGHLIGHTS

Expenses in the 2018 NIFA Conformed Budget for the Office of Housing and Community Development are \$794,919, a 1.6% decrease from the 2017 Projection due to the allocation of VSIP savings to each department and the Legislative technical adjustments.

The Homeless & Intervention staff will continue to work at the Department of Social Services (DSS) to enhance client support through a Memorandum of Understanding (MOU). DSS will also continue to record any related interdepartmental charges that are incurred from this program.

The revenues in the 2018 NIFA Conformed Budget for the Office of Housing and Community Development are \$481,975, which is flat with the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	808,952	839,590	807,469	794,919
<b>EXP Total</b>		<b>808,952</b>	<b>839,590</b>	<b>807,469</b>	<b>794,919</b>
REV	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	409,343	370,750	370,750	370,750
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	107,064	111,225	111,225	111,225
<b>REV Total</b>		<b>516,407</b>	<b>481,975</b>	<b>481,975</b>	<b>481,975</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	ORDINANCE	14	14	14
<b>Full-Time Total</b>		<b>14</b>	<b>14</b>	<b>14</b>



## **COMMISSION ON HUMAN RIGHTS**

To achieve its mission, the Commission on Human Rights:

- Investigates complaints of discrimination
- Enforces County, State and Federal Human Rights laws
- Implements studies, gathers data and statistics, and generates reports
- Addresses community issues through educational initiatives and outreach

The Nassau County Commission on Human Rights is comprised of three major units: Compliance and Investigations, Job Development Center, and Pretrial Services. The Compliance and Investigations Unit responds to complaints of discrimination under the jurisdiction of the Commission. A Memorandum of Understanding extends this jurisdiction to State and Federal laws. The Job Development Center provides employment guidance, referrals, resume assistance, testing, and matching services to those seeking employment. The Pretrial Services Unit assists individuals who claim discrimination or prejudicial treatment while in the criminal justice system. The Domestic Workers' Bill of Rights and Fair Housing Amendments to the County Code, both legislative mandates, are also under the purview of the Commission.

### **GOALS**

- Achieve equality of opportunity and protect the human and civil rights of all Nassau County residents through education, persuasion, conciliation, mediation, and investigation

### **OBJECTIVES**

- Efficiently and effectively investigate complaints of discrimination in the areas of housing, employment, and public accommodation; enforce the Domestic Bill of Rights; and track data and generate reports that aid in the deployment of Commission resources
- Inform, educate, and enlist the cooperation of the public concerning human rights; foster mutual understanding and respect among different groups throughout the County; and participate in activities sponsored by other government and community-based organizations that have similar objectives and goals
- Raise human rights awareness through workshops, seminars, and events in various venues and through outreach activities such as the annual Human Rights Awareness Day Student Conference and the Nassau County Anti-Bias Crime Task Force
- Facilitate equal opportunity for groups who are traditionally the most discriminated against by offering employment assistance



**2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for the Commission on Human Rights includes \$554,471 in expenses, a 0.4% increase from the 2017 Projection. Salaries, Wages & Fees are \$549,326, a 0.4% increase from the 2017 Projection, primarily due to the impact of Civil Service Employees Association (CSEA) labor agreements and terminal leave.

The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal Services (OTPS) are \$5,145, which is a decrease of \$305 or 5.6% compared to the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	525,015	546,878	546,878	549,326
	DD - GENERAL EXPENSES	1,716	5,450	5,450	5,145
<b>EXP Total</b>		<b>526,731</b>	<b>552,328</b>	<b>552,328</b>	<b>554,471</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	6	5	6
	ORDINANCE	1	1	1
<b>Full-Time Total</b>		<b>7</b>	<b>6</b>	<b>7</b>



## **DEPARTMENT OF HUMAN SERVICES**

In 2011, the following four department/offices were consolidated to form the Department of Human Services: the Office of Mental Health, Chemical Dependency and Developmental Disabilities; the Office for the Aging; the Office for Youth Services; and the Office for the Physically Challenged.

### **OFFICE OF MENTAL HEALTH, CHEMICAL DEPENDENCY, AND DEVELOPMENTAL DISABILITIES SERVICES**

The Mission of the Office of Mental Health, Chemical Dependency, and Developmental Disabilities Services is to assure that there is a full continuum of services offering the highest quality of care possible. The Office also fosters the provision of services for the developmentally disabled that allows them to reach their potential for autonomous functioning and self-sufficiency. The Office is the “Local Governmental Unit” as defined in Section 41.13 of the New York State Mental Hygiene Statute.

#### **GOALS**

- Assure County residents of the availability and delivery of a full continuum of services and appropriate levels of care for individuals with mental health, chemical dependency, and developmental disability concerns
- Ensure that services operated directly by the Office and by agencies funded through the Office, are operating effectively and efficiently and in accordance with Federal, State, and local regulatory guidelines

#### **OBJECTIVES**

- Administer the local planning, and the contract oversight process designed to address the needs of those with mental illness, substance use disorders and developmental disabilities. This includes ensuring the delivery of programs of prevention, diagnosis, care, treatment, social and vocational rehabilitation, special education, and training, consultation and public education
- Operate a single point of entry designed to facilitate client access to care management and mental health housing
- Direct the operation of the County’s Assisted Outpatient Treatment program that helps to ensure that people mandated to treatment by a court order are compliant with the plan of care
- Operate an Opioid Treatment Program licensed to provide clinical services for up to 600 people daily
- Maximize the use of appropriate services by mentally ill and/or chemically dependent clients involved with Probation, Misdemeanor Drug Court, Felony Treatment Court, Veterans Services and Mental Health courts



- Provide the psychological consultation services at Family Court that reduce the rate of remands for inpatient psychiatric evaluations
- Operate an Assessment and Referral Center that identifies DSS recipients that are in need of behavioral health care, and connects them to the appropriate service
- Provide educational services such as Mental Health First Aid and Opioid Overdose Prevention seminars to the community
- Work with the Correctional facility and local hospitals to enroll inmates into appropriate programs at the time of discharge
- Provide Disaster Mental Health interventions and trainings
- Operate an Employee Assistance Program for County employees in need of counseling
- Provide court ordered psychological evaluations and court testimony related to situations that arise when one with mental illness is involved with criminal or Family Court

### OFFICE FOR THE AGING

As the Nassau County Area Agency on Aging (AAA), it is the mission of the Office for the Aging (OFA) to provide information, guidance and coordination of services necessary for seniors to remain safely at home and be connected to the community. Our goal is to promote choice, independence and dignity for all seniors. The Office for the Aging plans and develops programs and policies to meet the needs of older citizens and provides unbiased information and assistance to individuals of all ages who require long-term care services.

### GOALS

- Administer a Countywide congregate nutrition program with related transportation, health promotion, and support services in accordance with Federal and State guidelines
- Administer programs that meet the special needs of the frail elderly, including adult day care, case management, non-medical in-home care, caregiver respite, support groups for caregivers, and a Countywide home delivered meals program
- Coordinate and staff support groups and information and assistance at selected events
- Develop workshops and other training opportunities for professionals and constituents
- Ensure that seniors have ease of access to the information and support that promotes their ability to function independently in the community.

### OBJECTIVES

- The OFA operates the New York Connects program that provides direct information, referral, and consultation services to seniors, caregivers, and persons of all ages who need long-term care service



- Promote the development of a coordinated and comprehensive system of services for the elderly, especially those with greatest needs, so that they are served in the setting appropriate to their needs, enabling them to participate fully in family and community life
- Encourage health promotion, wellness activities, and preventive services for the elderly to avoid premature deterioration and the need for institutionalization and other resources
- Continue to develop and strengthen the network of Senior Community Service Centers and adult daycare programs as focal points for community-based planning and service activities
- Serve as many meals as resources permit to frail older persons at home and to older persons in senior center settings

### **OFFICE FOR YOUTH SERVICES**

The Mission of the Office for Youth Services (OYS) is to promote self-esteem, positive values, morals, citizenship and dignity, as well as physical, social, and mental well-being among the youth of Nassau County.

### **GOALS**

- Ensure delivery of quality services through planning, community/program development, grant development, training, staff and board development, and special projects
- Maintain the programmatic and fiscal accountability of all contract providers through ongoing assessments, evaluations, and reviews of accounting functions
- Participate in the on-going Juvenile Justice Reform Initiative

### **OBJECTIVES**

- Manage the County Runaway/Homeless Youth Services System, which provides information and referral services to over 20,000 recipients
- Manage OYS component of the Juvenile Justice Initiative by providing prevention and post-institutional services to communities of highest need while working with other departments to develop alternatives to incarceration in the Juvenile Detention Center and/or placement in State facilities

### **OFFICE FOR THE PHYSICALLY CHALLENGED**

The Mission of the Office for the Physically Challenged (OPC) is to provide services with dignity and respect to persons with disabilities, serve as a disability rights advocacy agency, and provide



comprehensive and cost-effective compliance with Federal, State, and local mandates. The OPC administers the NYS Handicapped Parking Permit Program and coordinates the Volunteer Enforcement Program with the Nassau County Police Department.

### GOALS

- Enhance visibility of OPC through public sector outreach
- Work with the Department of Health to develop accessible health care and emergency response mechanisms for persons with disabilities

### OBJECTIVES

- Increase the number of Volunteer Handicapped Parking Ambassadors through a volunteer recruitment initiative
- Provide technical assistance to the business community to assist with raising awareness of services and incentives to remove barriers for consumers and employees with disabilities

### 2018 BUDGET HIGHLIGHTS

The expenses in the 2018 NIFA Conformed Budget for the Department of Human Services are \$34.3 million, a decrease of 1.1% from the 2017 Projection. Salaries, Wages & Fees are \$4.3 million, a decrease of \$201,397 or 4.5% under 2017 Projection due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Other Than Personal Services (OTPS) expenses are \$26.9 million, which is a decrease of 3.0% compared to the 2017 Projection, due to Legislative and NIFA adjustments partially offset by higher Court Remands and Contractual Services for Programs Agencies.

Interdepartmental Charges are \$3.2 million, which is an increase of 25.0% from the 2017 Projection, primarily due to an increase in Building Occupancy Charges.

The revenues in the 2018 NIFA Conformed Budget for the Department of Human Services are \$16.3 million, a decrease of \$1.5 million or 8.5% from 2017 Projection. The primary reason for the decrease is lower Rents & Recoveries in terms of Recoveries from prior year appropriations.



# HUMAN SERVICES



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	4,633,791	4,805,162	4,470,109	4,268,712
	BB - EQUIPMENT	2,993	19,000	19,000	14,161
	DD - GENERAL EXPENSES	1,265,059	1,025,134	1,025,134	1,134,463
	DE - CONTRACTUAL SERVICES	25,274,956	26,077,232	26,650,035	25,723,817
	HF - INTER-DEPARTMENTAL CHARGES	2,796,113	2,524,951	2,524,951	3,155,599
<b>EXP Total</b>		<b>33,972,912</b>	<b>34,451,479</b>	<b>34,689,229</b>	<b>34,296,752</b>
REV	BD - FINES & FORFEITS	13,783	19,000	19,000	16,500
	BF - RENTS & RECOVERIES	516,194	38,941	1,031,585	20,000
	BH - DEPT REVENUES	440	0	0	0
	BJ - INTERDEPT REVENUES	0	100,000	100,000	100,000
	BW - INTERFUND CHARGES REVENUE	100,000	1,100,000	1,100,000	100,000
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	5,381,890	5,070,954	5,070,954	5,070,954
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	11,483,158	9,909,719	10,482,522	10,974,641
<b>REV Total</b>		<b>17,495,465</b>	<b>16,238,614</b>	<b>17,804,061</b>	<b>16,282,095</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	58	54	53
	ORDINANCE	7	6	6
<b>Full-Time Total</b>		<b>65</b>	<b>60</b>	<b>59</b>
Part Time		9	8	9
<b>Part Time Total</b>		<b>9</b>	<b>8</b>	<b>9</b>



**PERFORMANCE MANAGEMENT**

<b>Office for the Aging</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Assistance	Adult Day Svc-# Svc Hrs	Represents the number of hours of service provided to Senior Citizens under the Adult Day Services (ADS) program. This is a structured, comprehensive program which provides functionally impaired individuals with socialization, supervision and monitoring.	Coordinate a range of services that will maintain older persons safely and with dignity in their homes and communities for as long as possible and delay and/or prevent the need for more costly institutional care.
Government Assistance	Case Management-#Svc Hrs	Includes a comprehensive process that helps older persons with diminished functioning capacity, and/or their caregivers, gain access to and coordinate appropriate services, benefits and entitlements.	Coordinate a range of services that will maintain older persons safely and with dignity in their homes and communities for as long as possible and delay and/or prevent the need for more costly institutional care.
Government Assistance	Congregate Meals-# Meals	Includes a hot or other appropriate meal which meets nutritional requirements and is served to an eligible participant in a group setting.	Coordinate a range of services that will maintain older persons safely and with dignity in their homes and communities for as long as possible and delay and/or prevent the need for more costly institutional care.
Government Assistance	Home Dlvr'd Meals-# Meals	Includes a hot or other appropriate meal which meets nutritional requirements and is provided to an eligible person for home consumption.	Coordinate a range of services that will maintain older persons safely and with dignity in their homes and communities for as long as possible and delay and/or prevent the need for more costly institutional care.
Government Assistance	Transportation-#1 Way Trips	Includes senior citizen transportation from one location to another. This measure does not include any other activity.	Coordinate a range of services that will maintain older persons safely and with dignity in their homes and communities for as long as possible and delay and/or prevent the need for more costly institutional care.

<b>Office for the Aging</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
Adult Day Svc-# Svc Hrs	58,478	59,940	59,500	29,990	58,500
Case Management-#Svc Hrs	20,603	19,994	21,000	14,322	31,000
Congregate Meals-# Meals	184,570	179,726	185,000	87,711	172,500
Home Dlvr'd Meals-# Meals	415,537	433,632	408,500	216,681	423,500
Transportation-#1 Way Trips	133,891	132,096	137,000	68,077	135,000



<b>Office for Youth Services</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Assistance	YB-Agency Contacts	Includes the number of meetings, visits, reviews and technical assistance conducted with contract agencies.	Monitor, assess, provide technical assistance and evaluate funded agencies to ensure compliance and cost effectiveness of youth service delivery system.
Government Assistance	YB-Claim Reviews Audited	Includes the number of claim reviews audited for accuracy to be processed and paid for by the Comptroller.	Continue to desk audit claims for contract agencies.
Government Assistance	YB-Cnty & Muni Applications	Includes the number of applications processed to the NY State Office of Children and Family Services for state aid reimbursement.	Continue to provide technical assistance to and process applications for Nassau County, local villages and municipalities in order to draw down NYS dollars for youth and recreational services.
Government Assistance	YB-Community Collaborations	Includes the number of meetings with school and community organizations in the Lawrence, Hempstead and Roosevelt school districts as well as the broader community in order to coordinate service delivery to youth in these communities.	To continue to facilitate the school, community collaborations in order to provide youth with a comprehensive array of support services in their respective communities.
Government Assistance	YB-Contracts Processed	Includes the number of contracts that Youth Board processes and reviews.	To process and track County Youth Board contracts including the development and approval of contract language from agency applications, compilation of required legal documents, agency assessment and following contract through the County contract routing process.
Government Assistance	YB-RHY Service Contacts	Includes the number of service contacts to the County from the Runaway/Homeless Service Network.	Provide funding, monitor and provide training and oversight to County Runaway/Homeless Youth Service Network including emergency and short term housing, crisis intervention, family mediation, 24 hour runaway hotline and information and referral.
Government Assistance	YB-Youth Served	Represents the number of youth and family members served on a regular basis through youth and family development services, juvenile justice, workshops, special events, classroom and auditorium presentations in communities of greatest need in Nassau County	Continue to fund youth and family development programs on a regular basis and through youth development services, workshops, class presentations, scheduled auditorium presentations, etc. which are strategically located in communities of greatest need in Nassau County.

<b>Office for Youth Services</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
YB-Agency Contacts	628	259	200	197	200
YB-Claim Reviews Audited	456	417	375	243	375
YB-Cnty & Muni Applications	19	18	20	0	20
YB-Community Collaborations	239	191	100	140	100
YB-Contracts Processed	48	44	45	42	45
YB-RHY Service Contacts	32,166	40,680	5,000	14,809	5,000
YB-Youth Served	70,718	74,647	46,500	35,887	46,500



<b>Office for the Physically Challenged</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Assistance	HC Parking Permits-Total	Includes handicapped parking permits issued to individuals who are permanently or temporarily disabled.	Increase efficiency and service, through staff development, internet service, and procedural enhancements.
Government Assistance	HP-Volunteer Prog Tck Issd	Includes the number of handicapped parking tickets issued by volunteers. Every effort is made to keep designated Handicapped Parking spaces available for people with disabilities. OPC works closely with the Nassau County Police Department in this regard, and volunteers are periodically trained to assist in this effort. Filing a false claim is a crime.	Having re-established the volunteer parking enforcement program in all eight precincts, our goal is to enlist more volunteers and coordinate a more effective relationship with PD patrol and enforcement personnel. Increase warning / violations, revenues & education, associated with NYS Handicapped Parking Permit utilization.
Government Assistance	OPC Advocacy & Education	Includes the number of attendees at advocacy and education programs hosted by the Nassau County Office of the Physically Challenged.	Continue to expand advocacy and education programs to individuals, schools, community groups and chambers of commerce, etc.
Government Assistance	OPC Website Hits	Include the number of hits to the Nassau County Office of the Physically Challenged website.	Continue upgrades to OPC website to provide the public more user friendly access to services, information, technology and programs as they apply to the disabled community.

<b>Office for the Physically Challenged</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
HC Parking Permits-Total	20,656	17,141	18,000	9,156	18,750
HP-Volunteer Prog Tck Issd	91	97	200	46	150
OPC Advocacy & Education	5,645	5,877	6,500	2,608	7,000
OPC Website Hits	2,616	2,489	5,500	2,964	6,500



<b>Mental Health, Chemical Dependency &amp; Developmental Disabilities Services</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Assistance	% Utilization-ACT Slots	Includes the percent utilization of ACT slots. Assertive Community Treatment (ACT) for Adults serves clients in need of intensive case management through community-based agencies that utilize a multi-disciplinary team to provide a full range of services.	Ensure that Assertive Community Treatment (ACT) services are provided to the seriously and persistently mentally ill adult client.
Government Assistance	% Utilization-HCBS Slots	Includes the number of HCBS slots utilized as a percent of total slots available. Home and Community Based Services (HCBS Medicaid Waiver) for Children program provides support services, skill building and linkages for children who have a severe emotional disorder. Services are delivered at home or elsewhere in the community with the goal of preventing hospitalization or residential placement.	Ensure that Home and Community Based Services (HCBS) waiver services are provided to the seriously emotionally disturbed child.
Government Assistance	Active AOT Orders	Includes the number of individuals currently on Court ordered Assisted Outpatient Treatment (AOT) orders. The program serves individuals with a serious and persistent mental illness and those with co-occurring disorders who have a history of multiple hospitalizations within 36 months and/or a documented act or threat of violence to self or others, resulting from non-compliance with psychotropic medication.	Assure oversight responsibility for the Assisted Outpatient Treatment (AOT) program within Nassau County, including review of eligibility for AOT, bringing forth petitions to the Court, evaluations for AOT and renewals, development and review of treatment plans, and review of case management monitoring and incident reports.
Government Assistance	Court Services-Persons Served	Includes the number of persons served by the Community Court, Drug Treatment Court, Family Treatment Court and STEP Program. Clinical staff from the Nassau County Department of Drug and Alcohol work together with the Judges, District Attorney's Office, and defense attorneys to engage defendants in treatment.	Assure that department direct services are provided to Nassau County residents who are in need of treatment, assessment, and referrals to appropriate levels of care.
Government Assistance	EAP-Persons Treated	Includes the number of persons treated by the Employee Assistance Program (EAP). EAP provides services to Nassau County employees and their families who may be having problems that interfere with daily living and functioning in the work place.	Assure that department direct services are provided to Nassau County residents who are in need of treatment, assessment, and referrals to appropriate levels of care.

# HUMAN SERVICES



Category	Performance Measures	Description	Goal Statement
Government Assistance	MH Court-Persons Served	Includes the number of individuals screened, assessed, and receiving active services through the Mental Health Court Program. The Program is voluntary and is a cooperative effort with the judicial system, the prosecutors office, the defense bar and the Department of Mental Health and its contract mental health agencies.	Assure that Nassau County residents with a serious and persistent mental illness or co-occurring disorder, who have committed a felony crime as a direct result of their psychiatric symptomatology, are when appropriate, diverted to the Mental Health Court. This enables the individual to receive ongoing treatment, court monitoring and case management services.
Government Assistance	On-site Rvw-Treat & Prev Prog	Includes the number of on-site reviews for subcontracted treatment and prevention programs.	To provide oversight and methods of accountability to ensure services are responsive to client needs and are delivered in accordance with regulations and best practice standards.
Government Assistance	Prog Reviews & Evaluations	Includes the number of program reviews and evaluations provided by the Division of Mental Health Department.	Provide oversight and methods of accountability to ensure services are responsive to client needs and are delivered in accordance with regulations and best practice standards.
Government Assistance	SAC-Persons Served	Includes the number of unique persons treated at the Substance Alternative Clinic (SAC) who receive methadone doses, nursing and counseling services, vocational and rehabilitative counseling services, medical care and psychiatric evaluation and treatment.	Assure that department direct services are provided to Nassau County residents who are in need of treatment, assessment, and referrals to appropriate levels of care.

<b>Mental Health, Chemical Dependency &amp; Developmental Disabilities Services</b>						
Performance Measures	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target	
% Utilization-ACT Slots	97.1%	98.5%	95.0%	98.3%	96.0%	
% Utilization-HCBS Slots	96.2%	95.0%	90.0%	92.1%	92.0%	
Active AOT Orders	218	232	150	249	230	
Court Services-Persons Served	973	997	750	965	900	
EAP-Persons Treated	80	61	55	63	60	
MH Court-Persons Served	37	32	25	35	30	
On-site Rvw-Treat & Prev Prog	201	189	79	65	80	
Prog Reviews & Evaluations	82	92	65	13	60	
SAC-Persons Served	550	533	540	530	530	



## **DEPARTMENT OF INFORMATION TECHNOLOGY**

The Department of Information Technology (IT) strives to provide the highest level of customer service to its internal and external customers. IT serves as the central point for planning, implementing, and supporting technology initiatives and infrastructure in the County. The IT team establishes strategic directions for technology and telecommunications, encourages cross-agency collaborations that are mutually beneficial, and advocates best practices for operations and project management. The Department actively collaborates with other County departments and management to implement common technology solutions and services that enable efficient operations and delivery of County services, while maximizing the County's investment in technology.

### **GOALS**

- Provide vision, leadership and a framework for evaluating emerging technologies and implementing proven technology solutions
- Provide citizens, the business community, and County government with access to appropriate information and technology services
- Cultivate an empowered and highly motivated workforce that is skilled in the latest technologies
- Create, develop, or purchase management software to tools promote efficiencies for both departmental operations and constituent interactions
- Let business needs drive the use of technology
- Give precedence to collective priorities over those of any single department
- Use best practices to create effective solutions

### **OBJECTIVES**

- Reduce total trouble tickets as reported to the IT Help Desk
- Reduce the number of second call incidents to the IT Help Desk
- Reduce the mean time to repair service response
- Maintain maximum uptime connectivity of the core network
- Manage projects on time and on budget
- Incorporate Geographic Information Services (GIS) functionality into common solutions for agencies
- Provide training on technology solutions to County employees
- Increase the number of hits to the County website over the prior year's volume
- Implement cost savings initiatives across all technical platforms



**2018 BUDGET HIGHLIGHTS**

The expenses in the 2018 NIFA Conformed Budget for the Department of Information Technology are \$26.3 million, a 0.7% decrease from the 2017 Projection. The decrease is due to the consolidation of Contractual Services related to software and programming from other County departments. Salaries, Wages & Fees is \$7.8 million, a 7.3% decrease from the 2017 Projection, due to a reduction in overtime and compensation time expenses.

The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 salary appropriation includes the impact of current labor agreements. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal Services (OTPS) including utility costs in the 2018 NIFA Conformed Budget is \$18.5 million, an 2.3% increase from the 2017 Projection, which is primarily due to the increase of Countywide IT related Contractual Services.

The revenues in the 2018 NIFA Conformed Budget for the Department of Information Technology are \$9.7 million, a 5.8% increase from the 2017 Projection. The increase is due to higher Information Technology expenses that the County allocates throughout the departments that receive revenue reimbursement.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	7,369,687	7,559,669	8,390,675	7,776,038
	BB - EQUIPMENT	148,706	0	150,000	0
	DD - GENERAL EXPENSES	272,006	427,431	427,431	466,633
	DE - CONTRACTUAL SERVICES	10,139,650	13,633,987	13,633,987	14,145,865
	DF - UTILITY COSTS	3,999,183	4,004,170	3,854,170	3,870,521
<b>EXP Total</b>		<b>21,929,232</b>	<b>25,625,257</b>	<b>26,456,263</b>	<b>26,259,057</b>
REV	BF - RENTS & RECOVERIES	545,085	0	85,906	0
	BH - DEPT REVENUES	10,914	0	376	2,000
	BJ - INTERDEPT REVENUES	5,202,173	8,654,207	8,654,207	9,173,446
	BW - INTERFUND CHARGES REVENUE	348,545	179,038	179,038	264,963
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	32	0	0	0
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	0	0	280,000	290,000
<b>REV Total</b>		<b>6,106,748</b>	<b>8,833,245</b>	<b>9,199,526</b>	<b>9,730,409</b>



# INFORMATION TECHNOLOGY



Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	81	80	77
	ORDINANCE	6	7	7
<b>Full-Time Total</b>		<b>87</b>	<b>87</b>	<b>84</b>
Seasonal		0	81	80
<b>Seasonal Total</b>		<b>0</b>	<b>81</b>	<b>80</b>
Part Time		1	1	0
<b>Part Time Total</b>		<b>1</b>	<b>1</b>	<b>0</b>

## PERFORMANCE MANAGEMENT

Department of Information Technology			
Category	Performance Measures	Description	Goal Statement
Government Efficiency	# Users Trained-Technology	Includes the number of users trained in the latest technologies.	To use best practices to create effective solutions.
Government Efficiency	% Core Network Uptime	Represents the percentage of time the core network is up and available. The "core network" includes the following campuses - Bethpage; 1 West Street; 240 Old Country Road; 60 Charles Lindbergh Blvd.	To use best practices to create effective solutions.

Department of Information Technology					
Performance Measures	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
# Users Trained-Technology	329	601	600	302	750
% Core Network Uptime	99.99%	99.98%	99.90%	99.96%	99.90%



**OFFICE OF THE COUNTY LEGISLATURE**

The Legislature consists of 19 elected members representing the County’s Legislative Districts as established by the County Charter. Additionally, the Legislature includes the independent Office of Legislative Budget Review and the Legislative Clerk’s Office that provide support services.

**GOAL**

- To assist the residents of Nassau County by providing cost-effective, constituent services, enacting effective legislation, and providing oversight of all aspects of Nassau County Government

**2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for the County Legislature is \$9.7 million, a \$1.2 million or 13.8% increase from the 2017 Projection. The increase in salaries is due to the funding of vacant positions and salary increases for all nineteen legislators. Other Than Personal Services (OTPS) is \$2.6 million, a \$175,412 or 6.3% decrease from the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	5,760,748	6,470,796	5,732,930	7,080,015
	BB - EQUIPMENT	37,273	66,560	66,560	53,406
	DD - GENERAL EXPENSES	1,631,091	1,698,022	1,698,022	1,592,126
	DE - CONTRACTUAL SERVICES	805,000	1,007,000	1,007,000	950,638
<b>EXP Total</b>		<b>8,234,113</b>	<b>9,242,378</b>	<b>8,504,512</b>	<b>9,676,185</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	PBA	0	0	0
	ORDINANCE	76	64	71
	ELECTED	19	18	19
<b>Full-Time Total</b>		<b>95</b>	<b>82</b>	<b>90</b>
Part Time		2	3	2
<b>Part Time Total</b>		<b>2</b>	<b>3</b>	<b>2</b>
Seasonal		26	29	26
<b>Seasonal Total</b>		<b>26</b>	<b>29</b>	<b>26</b>



## **OFFICE OF LABOR RELATIONS**

The Office of Labor Relations is responsible for representing the County in all matters that involve interactions with the County's labor unions and their Collective Bargaining Agreements (CBAs). The Office is responsible for negotiating collective bargaining and interim agreements; administering such agreements; advising departments on how to achieve their goals consistent with such agreements and laws; and assisting with labor management issues.

### **GOALS**

- Educate management in the terms and conditions of the CBAs to eliminate wasteful and unnecessary spending, ensure proper compliance with disciplinary procedures, and help departments achieve their management goals
- Assist departments in addressing labor grievances and other complaints prior to arbitration, consistent with the needs of the departments and the County
- Act as the County Executive's representative when negotiating with County labor unions to effectuate CBAs consistent with the constraints of the budget and management's needs

### **OBJECTIVES**

- Provide high quality legal representation at arbitration to limit potential monetary exposure and avoid restrictions in managerial discretion
- Create a healthy and efficient work environment for all by promoting communication and issue resolution between management and labor unions
- Hold training seminars and meetings for department heads and supervisors to promote a better understanding of the CBAs and the correct procedures to discipline employees
- Assist departments in each step of the grievance and disciplinary processes

### **2018 BUDGET HIGHLIGHTS**

Expenses in the 2018 NIFA Conformed Budget for the Office of Labor Relations are \$692,722 a 5.3% increase from the 2017 Projection. The 2018 Salary appropriation of \$311,369 is a 16.6% increase from the 2017 Projection but a 10.3% decrease from the 2017 NIFA Conformed Budget due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. Other Than Personal Services (OTPS) decreased by 2.4% to \$381,353 primarily due to Legislative and NIFA adjustments.

## LABOR RELATIONS



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	348,518	347,222	267,036	311,369
	DD - GENERAL EXPENSES	1,184	3,963	3,963	3,741
	DE - CONTRACTUAL SERVICES	345,355	386,640	386,640	377,612
<b>EXP Total</b>		<b>695,057</b>	<b>737,825</b>	<b>657,639</b>	<b>692,722</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	ORDINANCE	4	4	4
<b>Full-Time Total</b>		<b>4</b>	<b>4</b>	<b>4</b>



## **OFFICE OF MINORITY AFFAIRS**

The Office of Minority Affairs (OMA) serves as a resource for various underserved communities. The Office also serves as an outreach center for minority resident concerns and issues. OMA assists Nassau County in improving delivery of quality of life services. It also helps administer Nassau County's Affirmative Action Program, the County's Minority and Women Business Enterprise (MWBE) program, the Disadvantaged Business Enterprise (DBE) Program, the Service-Disabled Veteran-Owned Businesses (SDVOB), and the US Department of Housing and Urban Development (HUD) Section 3 Economic Opportunities Program.

OMA is a leader in developing the network of support and resources that makes community presence and participation a reality, thereby affirming its Vision that all citizens participate in the life of their community while receiving the support they need to be productive and valued community members. OMA, through its Affirmative Action Officer, is committed to a program of Affirmative Action that it conducts in accordance with Federal, State, and local laws and regulations. OMA supports efforts to employ and advance individuals according to merit and avoid underutilization of minorities and women. OMA promotes a workplace where the quality of work life is valued, and there is an environment open and accepting of individual differences.

OMA is committed to the use of all available County resources to provide for the development, advancement, and improvement of economic, employment, business, and cultural opportunities for the minority residents of the County.

### **GOALS**

- Produce a Disparity Study on the utilization of MWBEs in County procurement
- Maintain compliance with the Disadvantaged Business Enterprise Program (DBE)
- Maintain compliance with the Service-Disabled Veteran-Owned Businesses (SDVOB)
- Maintain compliance with the United States Department of Housing and Urban Development (HUD) Section 3 Economic Opportunities Program
- Achieve compliance with MWBE and Affirmative Action Programs
- Provide technical assistance and informational workshops for Minority, Women, Service Disabled Veterans, and the Disadvantage Business community
- Increase awareness in Affirmative Action in order to promote an accepting workplace environment throughout the County
- Comprehensive Civil Service Examination outreach and practical skills assistance

### **OBJECTIVES**

- Implement and begin analysis of data collection for the Disparity Study
- Help develop and qualify certified MWBE businesses to be more successful in securing contracts with the County through technical assistance training



- Continue development of an Affirmative Action Plan
- Conduct Workforce Diversity workshops with all County department heads
- Apply “Project Specific” MWBE Goals to all County contracts
- Improve, increase and establish a MWBE participation goal in County contracts, particularly in construction
- Design and execute a Merchant’s Commerce Market for all Nassau County MWBEs for them to be able to exhibit and provide an open-air market of goods and services
- Monitor all applicable procurement activities regarding construction, professional services, and other goods and service contracts
- Through enforcement of the County’s Disadvantaged Business Enterprise (DBE) Program, establish and monitor contracting goals for TransDev Services, Inc., operator of the County’s bus system, in accordance with Federal law to prevent denial, recapture, and sanctioning of funding
- Monitor and assist County departments and agencies with compliance of Federal and State regulations regarding MWBE and Affirmative Action programs

## **2018 BUDGET HIGHLIGHTS**

Expenses in the 2018 NIFA Conformed Budget for the Office of Minority Affairs are \$469,828, an increase of \$9,786 or 2.1% from the 2017 Projection.

Salaries, Wages & Fees are \$415,259 in the 2018 NIFA Conformed Budget, a \$2,783 decrease due to the allocation of the VSIP savings to each department and the Legislative technical adjustments which is partially offset by the addition of two part-time positions at a full-year value of \$50,000. The 2017 Projection reflects the prorated value of three part-time positions, as none of the part-time employees have come aboard as of the June 2017 Projection.

Other Than Personal Services (OTPS) expense is \$54,569, an increase of \$12,569, or 29.9% from the 2017 Projection. The increase is primarily due to General Expenses. The Office attends various conferences, seminars and training programs throughout the year that are related to affirmative action and equal opportunity employment in order to keep abreast with the applicable mandates as they relate to the implementation of the County Charter Article XXI §2112 (3) (c) (d) (f) and (g). The Department would like all of the staff members to experience these opportunities and become fully certified professionals in these areas in order help to achieve their objectives and goals. The Department also plans on purchasing a printer that will assist them with building awareness to communities through promotion, outreach and publicity. The increase is partially offset by the Legislative and NIFA adjustments.

The increases in General Expenses are also partially offset by a decrease in Contractual Services. Contractual Services are \$14,161 in the 2018 NIFA Conformed Budget, a decrease of \$2,839, or 16.7% from the 2017 Projection primarily attributable to fewer contractual obligations.

## MINORITY AFFAIRS



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	357,123	483,855	418,042	415,259
	DD - GENERAL EXPENSES	17,975	25,000	25,000	40,408
	DE - CONTRACTUAL SERVICES	0	17,000	17,000	14,161
<b>EXP Total</b>		<b>375,098</b>	<b>525,855</b>	<b>460,042</b>	<b>469,828</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	ORDINANCE	5	5	5
<b>Full-Time Total</b>		<b>5</b>	<b>5</b>	<b>5</b>
Part Time		3	0	2
<b>Part Time Total</b>		<b>3</b>	<b>0</b>	<b>2</b>
Seasonal		0	1	0
<b>Seasonal Total</b>		<b>0</b>	<b>1</b>	<b>0</b>



**PERFORMANCE MANAGEMENT**

<b>Office of Minority Affairs</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Economic Growth	% Total Payments-MWBE	Includes the percent of voucher payments to all minority and women owned (MWBE) businesses (including Nassau Community College but excluding non-profits and municipalities), by the County and New York State.	To increase MWBE business activity in Nassau County.
Economic Growth	% Voucher Payments-DBE	Provides the percentage of voucher payments to all Disadvantaged Business Enterprises (DBE), including minority owned (MBE), women owned (WBE) and non-minority businesses (including Nassau Community College but excluding non-profits and municipalities).	To track DBE participation to assist with methodologies of establishing overall goals for DBE program.
Economic Growth	% Voucher Payments-SDVOB	Provides the percentage of voucher payments to all Service Disabled Veteran Owned Business (SDVOB), (including Nassau Community College but excluding non-profits and municipalities).	To track SDVOB participation to assist with methodologies of establishing overall goals for SDVOB program.
Economic Growth	Affirmative Action Plans	Includes the total number of written Affirmative Action Plans and /or other statistical analyses on the workforce completed by the Office of Minority Affairs.	Achieve compliance with Affirmative Action program by developing written affirmative action plans, workforce analyses, adverse impact analyses, etc.
Economic Growth	Bid Notifications to MWBE's, DBE's and SDVOB	Includes the total number of Bid Notifications sent to minority and women owned business enterprises (MWBE), disadvantaged business enterprises (DBE) and Service Disabled Veteran Owned Business (SDVOB) including Nassau Community College but excluding non-profits and municipalities, by the County.	To increase MWBE, DBE & SDVOB business activity in Nassau County.
Economic Growth	Cultural & Community Outreach	Includes the total number of Cultural Celebrations & Community Outreach Programs offered to the residents by the Office of Minority Affairs.	Increase awareness of Diversity and Inclusion in order to promote an accepting diverse Nassau County.
Economic Growth	Goal Settings DBE	Includes the total number of DBE Goals calculated and established for the County.	To increase DBE business activity in Nassau County.
Economic Growth	Goal Settings MWBE	Includes the total number of MWBE Goals calculated and established for the County.	To increase MWBE business activity in Nassau County.
Economic Growth	Dvrsty Mgmt/Affrm Act Wrk Shp	Includes the total number of workforce diversity and/or affirmative action trainings workshops conducted by the Office of Minority Affairs.	Increase awareness of Diversity Management/ Affirmative Action in order to promote an accepting workplace environment.
Economic Growth	ESD Reciprocity Certifications	Includes the total number of businesses that were certified for the first time or recertified as a minority or woman owned business by New York State, Empire State Development (ESD). The certification period is 3 years.	To increase certified MWBE business activity in Nassau County.
Economic Growth	OC Exam Notifications	The total number of OC Exam Notifications (Open Competitive Civil Service Exam Announcements) sent to organizations, churches, and community members within various Nassau County minority and under served communities.	Increase awarness of exams to encourage inclusion and diversity
Economic Growth	OMA Bus Dvlop Workshops	Includes the total number of business development workshops and clinics offered to minority and women owned (MWBE) and Disadvantaged Business Enterprises (DBE) firms by the Office of Minority Affairs.	Provide technical assistance and informational workshops for certified MWBE & DBE businesses.
Economic Growth	OMA Tot Certifications-Annual	Includes the total number of businesses that were certified for the first time or recertified as a minority or woman owned business by the Office of Minority Affairs (OMA). The typical certification period of 2 years was changed to 3 years effective December 1, 2015.	To increase certified MWBE business activity in Nassau County.
Economic Growth	OMA Total Site Visits	Includes the number of compliance related site visits by the Office of Minority Affairs to businesses, as a fraud preventative measure, including attending preconstruction/ pre-bid meetings and for compliance of Civil Rights reporting requirements.	Achieve compliance with MWBE and DBE programs by performing site visits and for compliance of Civil Rights.
Economic Growth	Pre Bid Conferences	Includes the total number of Pre-Bid Conferences the Office of Minority Affairs attended (including Nassau Community College but excluding non-profits and municipalities), by the County and the State.	To increase MWBE business activity in Nassau County.
Economic Growth	Pre Construction Conferences	Includes the total number of Pre-Construction Conferences the Office of Minority Affairs attended (including Nassau Community College but excluding non-profits and municipalities), by the County and the State.	Provide assistance to Primary Contractors in meeting and /or exceeding their MWBE goals. This insures Nassau County achieves State MWBE mandates.
Economic Growth	Utilization Plans	Includes the total number of Utilization Plans reviewed (including Nassau Community College but excluding non-profits and municipalities), by the County and the State.	To increase MWBE business activity in Nassau County.



# MINORITY AFFAIRS



<b>Office of Minority Affairs</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
% Total Payments-MWBE	9.53%	11.11%	20.00%	10.74%	20.00%
% Voucher Payments-DBE	1.01%	1.33%	3.00%	1.24%	6.00%
% Voucher Payments-SDVOB	--	--	--	--	6.00%
Affirmative Action Plans	0	0	0	0	1
Bid Notifications to MWBE's, DBE's and SDVOB	--	39	42	44	72
Cultural & Community Outreach	--	58	12	37	12
Goal Setting DBE	--	5	2	2	6
Goal Setting MWBE	--	--	--	--	24
Dvrsty Mgmt/Affirmtv Act Wrk Shp	8	10	2	0	4
ESD Reciprocity Certifications	--	--	--	3	1,000
OC Exam Notifications	--	--	--	45	48
OMA Bus Dvlop Workshops	12	29	20	14	12
OMA Tot Certifications-Annual	203	104	--	32	60
OMA Total Site Visits	12	17	24	3	12
Pre Bid Conferences	--	4	20	2	12
Pre Construction Conferences	--	18	10	2	12
Utilization Plans	--	62	30	18	36



## **OFFICE OF THE MEDICAL EXAMINER**

The Office of the Nassau County Medical Examiner (NCME) is a multi-disciplinary institution that performs medicolegal investigation of the death of any person who dies as a result of criminal violence, neglect, casualty, suicide, suddenly when in apparent health, when unattended by a physician, in any suspicious or unusual manner, or when application is made pursuant to law for a permit to cremate the body of a deceased person. The Medical Examiner certifies cause and manner of death by performing investigations and examinations including autopsies as necessary, and uses ancillary services such as toxicology, histology, neuropathology, anthropology, bacteriology, virology, photography, radiology, DNA, latent prints, and forensic dental examinations. The following units carry out the responsibilities of the Office of the Nassau County Medical Examiner:

### **FORENSIC MEDICINE**

The personnel in this unit are responsible for investigating death, as mandated by law in Nassau County, and work in conjunction with the District Attorney, Police Department, and other law enforcement agencies. Under the direction of the Medical Examiner, this Unit performs scene investigations and autopsies, and the staff may testify in court on subject matter.

### **LABORATORIES**

#### **Forensic Toxicology Laboratory**

The Forensic Toxicology Laboratory of the NCME performs chemical analyses on biological specimens collected during post mortem investigations. In addition, the lab analyzes blood and urine specimens collected from drivers suspected of driving under the influence of alcohol and/or drugs (DWI/DUID).

To assist the Chief Medical Examiner in determining cause and manner of death, the scientists in the Toxicology lab isolate drugs and other toxic substances from autopsy specimens through analysis by gas chromatography/mass spectrometry (GC/MS), liquid chromatography/mass spectrometry (LC/MS), enzyme multiplied immunoassay (EMIT), and other highly specialized techniques. As part of the DWI/DUID program, scientists conduct these same toxicological analyses on specimens collected by the Nassau County Police Department, New York State Police, and other municipal police agencies. These results determine impairment in drivers suspected of DWI/DUI.

In all cases, the laboratory findings are in Toxicological reports that the laboratory makes available to the Medical Examiner, Police Department, and District Attorney. Forensic Scientists testify in court regarding the nature, and interpretation of the laboratory's findings. The American Board of Forensic Toxicology (ABFT) accredits the laboratory.



### Crime Laboratory

The Division of Forensic Services, commonly known as the Crime Laboratory, is comprised of Biology, Latent Prints, and Controlled Substance/Arson sections. The County established the Office of the Medical Examiner Crime Laboratory on November 17, 2011 as the public forensic laboratory for Nassau County. The Crime Laboratory engages in independent and objective analysis to provide accurate and reliable results to the legal system of Nassau County in a timely and efficient manner. Below is a more expansive description of each laboratory and its complementary functions.

- **Latent Prints:** The Latent Print Section is responsible for the examination of latent prints recovered from crime scenes and comparing evidentiary items to known fingerprints. If no subject information is available, the Section may search for latent prints through the local Nassau County Automated Fingerprint Identification System (AFIS) and/or the State Automated Biometric System (SABIS). When requested, this Section may assist in crime scene processing. The ultimate goal of friction ridge (raised portion of the epidermis) examination and comparison is to identify friction ridge impressions from the fingers, palms, and soles of the feet to locate the source that produced them. Analyzing friction ridge impressions does not lie solely in matters related to criminal investigations. The use of identifying friction ridge skin impressions also has applications in identifying missing persons; in the biometric industry for security systems; for identifying infants from the impressions recorded of their feet; and for homeland security measures.
- **Forensic Biology:** The Forensic DNA testing facility provides forensic genetic testing for the Criminal Justice system and the greater community of Nassau County. The Forensic Genetics laboratory demonstrates its technical operations and overall management system by meeting the requirements of the American Society of Crime Lab Directors (ASCLD) an international accreditation program, the FBI Quality Assurance Standards for Forensic DNA Testing Laboratories, and the National DNA Index System (NDIS). The laboratory conducts scientific analysis on biological evidence related to criminal and civil investigations. The laboratory conducts these analyses independently and objectively to provide accurate and reliable results to the criminal justice community and the civil authorities.

The following is a list of general services provided by the Biology Section:

- Crime scene reconstruction and interpretations of bloodstain patterns
- Species determination of biological fluids and tissue
- Confirmation of biological fluids (including blood, semen and saliva)
- Forensic DNA analysis, including forensic paternity testing using Short Tandem Repeat analysis
- Individualization of unknown biological fluids
- Entry and search of DNA profiles in Combined DNA Index System (CODIS)



- Preparation of scientific reports
- Expert testimony

### GOALS

- Provide timely and accurate autopsy and forensic lab services
- Perform high quality medicolegal investigations
- Remain ready to respond appropriately in the event of natural and man-made disasters
- Provide continuing professional education opportunities for staff by maximizing Federal and State grant funding
- Maintain ongoing accreditations for the Forensic Genetics (DNA), Forensic Sciences, and Toxicology laboratories meeting new criteria and standards set by State and Federal authorities and the accrediting organizations
- Accredite additional Forensic Science disciplines to expand Forensic Science services (Latent Print Processing, Chemistry/Controlled Substances, and Firearms/Toolmark Impressions)

### OBJECTIVES

- Maintain a responsive Quality Assurance/Quality Control program designed to support a multi-disciplinary organization
- Improve the level of planning and response mechanisms to a variety of catastrophic events resulting in mass fatalities
- Enhance testing capability of the Toxicology Laboratory by establishing new state-of-the-art testing procedures
- Provide agencies with forensic DNA analysis by incorporating high-through-put robotic workstations and implementation of novel forensic techniques
- Investigate unnatural deaths and identify public health threats in a responsive, professional, and well-organized manner

### 2018 BUDGET HIGHLIGHTS

The expenses for the Office of the Medical Examiner in the 2018 NIFA Conformed Budget are \$9.6 million, a 17.0% increase from the 2017 Projection. Expenses include Salaries, Wages & Fees of \$8.8 million, an 18.0% increase from the 2017 Projection. The 2018 salary increase is primarily due to the full year impact of staffing the new state-of-the-art, full service, multidisciplinary Crime Lab with the capability to provide firearms, trace, reconstruction, and evidence analysis within the same facility along with forensics, latent prints and controlled substance. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 salary appropriation includes the impact of current

## MEDICAL EXAMINER



labor agreements. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal Services (OTPS) expenses are \$795,585, a 6.8% increase from the 2017 Projection, primarily due to increased laboratory equipment and supplies.

The 2018 NIFA Conformed Budget includes fee revenue of \$25,000 derived from billable services.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	6,896,335	7,651,789	7,472,906	8,816,626
	BB - EQUIPMENT	29,445	38,744	38,744	69,615
	DD - GENERAL EXPENSES	573,712	665,059	665,059	687,310
	DE - CONTRACTUAL SERVICES	71,581	40,953	40,953	38,660
<b>EXP Total</b>		<b>7,571,073</b>	<b>8,396,545</b>	<b>8,217,662</b>	<b>9,612,211</b>
REV	BF - RENTS & RECOVERIES	56,535	0	658	0
	BH - DEPT REVENUES	29,618	25,000	25,000	25,000
<b>REV Total</b>		<b>86,153</b>	<b>25,000</b>	<b>25,658</b>	<b>25,000</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	70	67	80
	ORDINANCE	3	3	3
<b>Full-Time Total</b>		<b>73</b>	<b>70</b>	<b>83</b>
Part Time		16	14	17
<b>Part Time Total</b>		<b>16</b>	<b>14</b>	<b>17</b>



**PERFORMANCE MANAGEMENT**

<b>Office of the Medical Examiner</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Efficiency	Alcohol DWI Analysis-Avg Days	Represents the average number of days to complete analysis on Alcohol related DWI cases.	Maintain the quantity and quality of medical-legal investigations.
Government Efficiency	Assault Forensics-Avg Days	Represents the average number of days until completion of Assault Forensic DNA cases.	Provide timely and accurate forensic lab services.
Government Efficiency	Autopsy Report-Avg Days	Represents the average number of days to complete issuance of Autopsy reports. The number given for each month represents the average number of days it takes to issue finalized reports of autopsies of all cases done during that month.	Maintain the quantity and quality of medical-legal investigations.
Government Efficiency	Burglary Forensics-Avg Days	Represents the average number of days until completion of Burglary Forensic DNA cases. Burglary is the criminal offense of breaking and entering a building illegally for the purpose of committing a crime.	Provide timely and accurate forensic lab services.
Government Efficiency	Chemistry Cases-Avg Days	Includes the average number of days it takes the Chemistry Section of the Nassau County Office of the Medical Examiner to turnaround controlled substance cases assigned.	Provide timely and accurate forensic lab services.
Government Efficiency	Chemistry-Fire Debris-Avg Days	Includes the average number of days it takes the Chemistry Section of the Nassau County Office of the Medical Examiner to turnaround Fire Debris Analysis cases assigned.	Provide timely and accurate forensic lab services.
Government Efficiency	Drug DWI Analysis-Avg Days	Represents the average number of days to complete analysis on drug related DWI cases.	Maintain the quantity and quality of medical-legal investigations.
Government Efficiency	Homicide Frnsc-Avg Days	Represents the average number of days until completion of Homicide Forensic DNA cases. Homicide refers to the act of killing another human being.	Provide timely and accurate forensic lab services.
Government Efficiency	Known Exemplar-Avg Days	Represents the average number of days until completion of Known Exemplar Forensic DNA cases. Specimens drawn from suspects or victims are called Known Exemplars.	Provide timely and accurate forensic lab services.
Government Efficiency	Latent Print Cases-Avg Days	The average assignment turnaround time in days for items received for latent print examination.	Provide timely and accurate forensic lab services.
Government Efficiency	Other Forensics-Avg Days	Represents the average number of days until completion of Forensic DNA cases that fall outside of the specific penal codes and categories of Burglary, Robbery, Assault, Known Exemplars, Homicide, Sexual Assault, Paternity, Larceny, Medical Examiner ID, Criminal Mischief, Arson and Serology. If it doesn't fit under those specific penal codes it's classified as "other".	Provide timely and accurate forensic lab services.

# MEDICAL EXAMINER



Category	Performance Measures	Description	Goal Statement
Government Efficiency	Pend->Final Cause Death-Avg	Represents the average number of days it takes to complete the investigation of death following autopsy which includes toxicology, histology, review of medical and police reports, etc., in order for the Medical Examiner to determine a cause and manner of death when initial cause of death was pending.	Maintain the quantity and quality of medical-legal investigations.
Government Efficiency	Robbery Forensics-Avg Days	Represents the average number of days until completion of Robbery Forensic DNA cases.	Provide timely and accurate forensic lab services.
Government Efficiency	Sex Assault Frnsc-Avg Days	Represents the average number of days until completion of Sexual Assault Forensic DNA cases.	Provide timely and accurate forensic lab services.
Government Efficiency	Toxicology Analysis-Avg Days	Represents the average number of days from receipt of toxicology samples for each case in the laboratory until a report is issued. Toxicology is the study of the adverse effects of chemicals on living organisms. It is the study of symptoms, mechanisms, treatments and detection of poisoning, especially the poisoning of people.	Maintain the quantity and quality of medical-legal investigations.

Office of the Medical Examiner					
Performance Measures	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
Alcohol DWI Cases-Avg Days	7.2 Days	7.3 Days	3.0 Days	7.3 Days	3.0 Days
Assault Forensics-Avg Days	66.8 Days	63.8 Days	30.0 Days	36.1 Days	30.0 Days
Autopsy Report-Avg Days	119.1 Days	116.9 Days	90.0 Days	87.2 Days	90.0 Days
Burglary Forensics-Avg Days	46.8 Days	41.8 Days	30.0 Days	45.4 Days	30.0 Days
Chemistry Cases-Avg Days	--	8.9 Days	15.0 Days	12.9 Days	15.0 Days
Chemistry Fire Debris-Avg Days	--	34.8 Days	60.0 Days	59.0 Days	60.0 Days
Drug DWI Cases-Avg Days	63.1 Days	67.9 Days	36.0 Days	57.7 Days	36.0 Days
Homicide Frnsc-Avg Days	64.6 Days	46.4 Days	60.0 Days	70.8 Days	60.0 Days
Known Exemplar-Avg Days	60.9 Days	56.2 Days	30.0 Days	54.9 Days	30.0 Days
Latent Print Cases-Avg Days	92.2 Days	51.1 Days	90.0 Days	37.8 Days	90.0 Days
Other Forensics-Avg Days	43.1 Days	35.9 Days	30.0 Days	32.2 Days	30.0 Days
Pend->Final Cause Death-Avg	99.4 Days	106.4 Days	56.0 Days	88.8 Days	56.0 Days
Robbery Forensics-Avg Days	46.7 Days	54.7 Days	30.0 Days	45.0 Days	30.0 Days
Sex Assault Frnsc-Avg Days	56.7 Days	62.4 Days	30.0 Days	76.3 Days	30.0 Days
Toxicology Analysis-Avg Days	70.1 Days	76.1 Days	30.0 Days	53.8 Days	30.0 Days



## **PUBLIC ADMINISTRATOR**

The Nassau County Surrogate's Court entrusts the Office of the Public Administrator (PA) with the management and disposition of property on behalf of Nassau County residents who die intestate or whose wills name persons who are either unqualified or unwilling to assume responsibilities as executors of that will. The Office is responsible for managing all aspects of collecting and distributing estate assets.

### **GOALS**

- Manage resources to settle estates in a timely and efficient manner

### **OBJECTIVES**

- Increase efficiency in providing the County with revenue from Estate Commissions
- Increase efficiency in providing reimbursement to the Department of Social Services

### **2018 BUDGET HIGHLIGHTS**

The expenses for the Office of the Public Administrator in the 2018 NIFA Conformed Budget are \$557,886, a 1.3% decrease from the 2017 Projection. Expenses include Salaries, Wages & Fees of \$547,828, a 1.2% decrease from the 2017 Projection. This is due to the allocation of the VSIP savings to each department and the Legislative technical adjustments partially offset by the addition of two part-time employees that will compensate for the loss of outside funding provided by the Surrogate's Court Procedure Act 1207. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Other Than Personal Services (OTPS) expense is \$10,058, a 5.1% decrease due to Legislative and NIFA adjustments.

Revenues for the Office of the Public Administrator in the 2018 NIFA Conformed Budget are \$250,000, a decrease of \$216,141, or 46.4%, primarily due to the non-recurring settlement of a large estate in 2017. These revenues are predicated upon court approved estate closures and are





therefore unpredictable. The 2018 NIFA Conformed Budget is flat with the 2017 NIFA Conformed Budget.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	492,598	593,925	554,724	547,828
	DD - GENERAL EXPENSES	2,041	3,354	3,354	3,167
	DE - CONTRACTUAL SERVICES	7,300	7,250	7,250	6,891
<b>EXP Total</b>		<b>501,939</b>	<b>604,529</b>	<b>565,328</b>	<b>557,886</b>
REV	BH - DEPT REVENUES	147,724	250,000	466,141	250,000
<b>REV Total</b>		<b>147,724</b>	<b>250,000</b>	<b>466,141</b>	<b>250,000</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	4	4	3
	ORDINANCE	2	2	2
<b>Full-Time Total</b>		<b>6</b>	<b>6</b>	<b>5</b>
Part Time		2	0	2
<b>Part Time Total</b>		<b>2</b>	<b>0</b>	<b>2</b>



## **PROBATION DEPARTMENT**

Probation is a New York State-mandated function. The Department provides information and services to the Courts, offers crime victims a voice in the judicial system, and assists in strengthening families. Probation Officers (POs) protect the community by intervening in the lives of offenders, providing them with options, holding them accountable, and serving as a catalyst for positive change. Probation Officers are sworn New York State Peace Officers, carrying significant authority and liability.

Probation consists of the Criminal and Family Divisions. Both provide pre-disposition diversion services, and for those offenders who cannot be diverted, court-mandated investigations and community supervision services. Probation generates approximately \$1.5 million a year in restitution surcharges and fees, which is used to defray local probation costs, as well as approximately \$2.6 million in State Aid and several hundred thousand dollars in Federal and State grants.

### **PRE-DISPOSITIONAL INVESTIGATIONS**

Probation prepares court-ordered pre-disposition reports for both the Criminal and the Family Courts. These are comprehensive offender evaluations that include actuarially-based risk assessments and identify viable dispositional alternatives. Correctional facilities and the New York State Division of Parole rely on the reports as well.

### **PROBATION SUPERVISION**

Probation Supervision is the most common Court-imposed sanction and the most cost-effective alternative to incarceration. Probation Officers enforce the conditions of probation established by the Court. These typically include restitution to victims, treatment for addiction or emotional problems, electronic surveillance, and community service.

Probation believes it is essential to match system response to an offender's risk of recidivism and is fully committed to actuarial based risk assessment to determine offender risks, needs, and services. Probation also employs a range of technological aids including ignition interlock devices, remote alcohol monitoring, house arrest, and GPS monitoring. Field Operations are an essential part of Probation Supervision and include on and off hour visits. Special Operations are coordinated and supported with the assistance from the Police, DA, Traffic Safety Board, and State Grants. Nassau County offenders are given every reasonable opportunity to make community supervision work, and those who do not, are held strictly accountable.

**DWI MONITORING**

Offenders sentenced under the Leandra's Law-statute are required to have an ignition interlock device installed in any vehicle owned or operated by the offender. Monitoring of offenders sentenced to a Conditional Discharge is conducted by Probation Officers in Probation's Alcohol Interlock Monitoring [AIM] program. Probation Officers in the Criminal Division DWI Units conduct monitoring of offenders sentenced to Probation.

**PRE-TRIAL SERVICES**

New York State Division of Criminal Justice Services (DCJS) funding supports Probation's efforts to keep the percentage of pre-trial detainees as low as possible and allows the Nassau County Correctional Center to operate at a more cost-efficient classification level.

**ADOLESCENT DIVERSION**

Nassau County Adolescent Diversion Program (ADP), which is one of nine pilot sites statewide, has been operational since January 17, 2012. Probation risk-assesses non-violent 16 and 17 year-olds to help identify those adolescents appropriate for diversion and those requiring services to address specific needs, which left unaddressed, increase their potential for further antisocial behavior.

**FAMILY DIVISION SERVICES**

The Family Division consists of Intake, Investigations, and Community Supervision Services. Probation Intake is mandated to provide adjustment services to divert appropriate Juveniles from Family Court. Each case is risk assessed and individuals are referred to services that match their needs. Cases unable to be adjusted are referred to Family Court for formal court intervention. Investigation and Supervision services are court ordered and consist of matters of child custody, adoptions, child abuse and neglect, juvenile delinquency, Persons in Need of Supervision (PINS), family offence, guardianship, and consent to marry for underage persons.

**JUVENILE DETENTION CENTER**

Juvenile Detention Center (JDC) provides secure detention for juveniles awaiting Family or Criminal Court appearances. We strive to provide a high level of care for our juveniles while controlling fiscal costs. State reimbursement offsets 49% of the local costs and we continue to rent unused beds to other counties on a per diem, 100% reimbursement basis.



In 2013, Nassau County became one of six OCFS Juvenile Detention Alternatives Initiative (JDAI) pilot sites. JDAI is continuing to bring State and Annie E. Casey Foundation funding and technical support to the County, facilitating further local system reform and helping to establish a detention model that will affect policy and funding Statewide.

### GOALS

- Assess pre-trial defendants awaiting arraignment who are at risk of detention and provide the court with alternatives to incarceration as appropriate
- To ensure that only those juveniles for whom there is no appropriate alternative are placed in detention and, while in detention, their individual needs are assessed and addressed in a secure and safe environment
- Provide adjustment services to select juveniles and non-violent adolescents that identify and address the drivers of their risk of recidivism and divert as appropriate those youth who do not require formal and/or protracted court contact
- Prepare pre-disposition reports for the courts that inform judicial decisions and establish a rational basis for the community supervision of appropriate offenders
- Provide supervision services that produce positive supervision outcomes for the offenders while addressing the safety needs of the community
- Maintain a field presence, in cooperation with other law enforcement agencies, capable of responding to both individual offender and community issues
- Plan and establish policies and procedures for the Raise the Age legislation

### OBJECTIVES

- Expand integration of available technologies and best practices including case management and actuarial risk assessment to inform case-level and system resource allocation decisions
- Improve the collection, analysis, and sharing of local justice system data to understand that which works well and that which does not work as well
- Collaborate with juvenile and criminal justice stakeholders on future local and State reform initiatives that will ensure system resources are reserved for those offenders with the greatest needs and/or presenting the greatest risks absent the availability of those resources
- Aggressively pursue State and Federal funding to maximize support for local programs and initiatives that improve system outcomes and enhance public safety
- To implement and integrate Raise the Age services within the Probation Department



**2018 BUDGET HIGHLIGHTS**

Expenses for the Probation Department in the 2018 NIFA Conformed Budget are \$20.0 million, a 4.3% increase from the 2017 Projection. The 2018 salary appropriation of \$17.2 million is a 0.6% increase from the 2017 Projection, primarily to the allocation of the VSIP savings to each department and the Legislative technical adjustments. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 salary appropriation includes the impact of current labor agreements. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

The 2018 NIFA Conformed Budget funds \$868,316 in Other Than Personal Services (OTPS), a 1.6% decrease from the 2017 Projection primarily due to Legislative and NIFA adjustments

The 2018 NIFA Conformed Budget assumes Probation will realize \$6.9 million in revenue which is relatively flat with the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	15,888,050	17,230,542	17,104,076	17,214,819
	BB - EQUIPMENT	40,951	36,041	36,041	34,023
	DD - GENERAL EXPENSES	220,683	288,160	288,160	276,452
	DE - CONTRACTUAL SERVICES	489,365	557,572	557,572	557,369
	DF - UTILITY COSTS	0	500	500	472
	HF - INTER-DEPARTMENTAL CHARGES	1,514,874	1,156,445	1,156,445	1,883,449
<b>EXP Total</b>		<b>18,153,924</b>	<b>19,269,260</b>	<b>19,142,794</b>	<b>19,966,584</b>
REV	BF - RENTS & RECOVERIES	13,029	0	37,784	0
	BH - DEPT REVENUES	1,570,021	1,534,000	1,534,001	1,592,400
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	159,033	30,000	48,517	28,500
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	6,177,189	5,266,609	5,266,609	5,266,609
<b>REV Total</b>		<b>7,919,272</b>	<b>6,830,609</b>	<b>6,886,911</b>	<b>6,887,509</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	189	179	183
	ORDINANCE	2	1	1
<b>Full-Time Total</b>		<b>191</b>	<b>180</b>	<b>184</b>
Part Time		12	9	13
<b>Part Time Total</b>		<b>12</b>	<b>9</b>	<b>13</b>

# PROBATION



## PERFORMANCE MANAGEMENT

<b>Probation Department</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Public Safety	% Arrests per Caseload	Reflects the number of new arrests as a percentage of the total Criminal Probation caseload.	Rehabilitate offenders through the strict enforcement of the Conditions of Probation.
Public Safety	% Juveniles Adjusted at Intake	Represents the number of juvenile delinquents successfully diverted from formal Court contact.	Improve outcomes for juveniles while more efficiently utilizing system resources.
Public Safety	% Juveniles Placed	Represents the number of Juveniles placed in juvenile facilities after a Violation of Probation as a percent of total cases discharged.	Reduce placement of Juveniles in costly residential programs through enhanced supervision focusing on evidence-based practices.
Public Safety	% Prob Comp of Tot Dischge	Represents the rate of successfully completed Family Division and Criminal Division probation cases as a percentage of total cases discharged.	Protection of the community through enforcing the conditions of probation and reducing the number of crimes committed by probationers by promoting pro-social behavior.
Public Safety	% Prtrl Part-Fail Return Court	Represents the number of Pretrial participants released under supervision who fail to return for a scheduled court appearance as a percentage of all Pretrial released participants.	Decrease County expenditures through efficient use of the Pre-Trial Unit. Maximize the number of defendants who return to Court through Pre-Trial supervision.
Public Safety	Cases Adjourned Ratio	The ratio of cases adjourned due to unavailability of probation report to total caseload (investigation assigned plus carried monthly).	Provide investigation reports to courts in a timely manner to maximize the efficient disposition of cases.
Public Safety	DWI-#Cases per Officer	The number of Driving While Intoxicated (DWI) cases assigned per DWI Probation Officer.	Protection of the community through enforcing the conditions of probation and reducing the number of crimes committed by DWI probationers.
Public Safety	Reg Supvs Crim-#Cs/Ofcr	The number of Criminal Division general supervision cases assigned per Probation Officer.	Protection of the community through enforcing the conditions of probation and reducing the number of crimes committed by probationers.
Public Safety	Sex/Viol Cases per Officer	The number of Sex Offender and Domestic Violence cases assigned per Probation Officer.	Protection of the community through enforcing the conditions of probation and reducing the number of sexual offenses committed by probationers.

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## PROBATION

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<b>Probation Department</b>						
<b>Performance Measures</b>	<b>Division</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
% Arrests per Caseload	Criminal	1.1%	1.1%	1.3%	1.2%	1.3%
% Juveniles Adjusted Intake	Family	48.6%	44.9%	45.0%	50.7%	45.0%
% Juveniles Placed	Family	14.9%	14.9%	15.0%	12.2%	10.0%
% Prob Comp of Tot Dischge	Criminal	84.9%	83.9%	80.0%	86.6%	80.0%
% Prob Comp of Tot Dischge	Family	85.1%	85.1%	78.0%	87.8%	80.0%
% Prtrl Part-Fail Return Court	Criminal	5.9%	0.8%	4.0%	6.5%	5.0%
Cases Adjournd Ratio	Criminal	1.5%	0.5%	1.5%	0.2%	1.5%
DWI-#Cases per Officer	Criminal	82	88	85	89	85
Reg Supvs Crim-#Cs/Ofcr	Criminal	88	84	85	87	85
Sex/Viol Cases per Officer	Criminal	44	42	45	42	40



## **POLICE DEPARTMENT**

The Nassau County Police Department provides uniformed patrol police services in six precincts, which cover approximately 85% of the geographical area of the County. Village and city police departments police the remaining areas of the County. In addition, the Department provides investigative services and certain specialized police services to all municipalities within the County in support of the local police departments. These special services include Detective Investigations, Community Affairs, Emergency Ambulance, Highway Patrol, Special Operations, Crisis Negotiation, Police Training, Applicant Investigations, and other services.

Two separate and distinct budgets fund the Nassau County Police Department. The Police Headquarters Fund (PDH), which all County taxpayers fund, supports investigations and specialized services for all localities in Nassau County. The Police District Fund (PDD) supports the uniform patrol force for those residents residing within the six precincts.

The Commissioner of Police, appointed by the County Executive, manages and administers the Department. The Commissioner is supported by an executive staff consisting of a First Deputy Commissioner, Assistant Commissioners, a Chief of Department, and Division Chiefs. To administer the Department effectively, the Commissioner relies on administrative units such as the Legal Bureau and the Personnel and Accounting Bureau.

Operationally, the Department consists of Support Services and two Divisions, each with specific functions and responsibilities.

- **Support Services** provide a wide range of services vital to the Department's infrastructure and functionality. These include Information Technology, Fleet Service Bureau, Communications Bureau, Arrest Processing, Records Management, and Training.
- **The Detective Division** investigates reported crimes, arrests offenders, and participates in criminal prosecutions. In addition to the precinct detective squads, other squads include the Arson/Bomb, Asset Forfeiture and Intelligence, Electronics, Homicide, Robbery, Special Services, Central Detectives, Evidence Management, Narcotics/Vice, and Special Investigations.
- **The Patrol Division** primarily provides uniformed police services through the six precincts, Highway Patrol, Marine/Aviation Bureau, Mounted Unit, Emergency Ambulance Bureau, and the Bureau of Special Operations.

Homeland Security is within the Patrol Division and is a top priority given the current state of affairs throughout the world. In response to this, the Department has built a significant intelligence function related to homeland security that includes the issuance of regular intelligence bulletins, monitoring of social media, and working with local, state, and federal partners in law enforcement to ensure that critical intelligence is shared and received in real-time.





All Department members have been trained to respond to and mitigate active shooter situations and all Police Officers receive this training annually. In addition, the Department conducts tabletop exercises, drills, and active shooter simulations on a regular basis. The Nassau County Police Department is the first major police department to equip patrol members with heavy-duty tactical vests and ballistic helmets and has begun to equip members with rifles.

On January 26, 2017 the Nassau County Police Department opened a new First Precinct in Baldwin. The state-of-the-art building is 20,000 square feet and houses the First Precinct and First Squad operations. The Building has a dedicated lineup room and private interview areas. The three story building also has a break area and exercise gym for officers. This project is the first of five capital projects; the other four projects include the 4th Precinct, 2nd Precinct Community Policing Center, and the Police Academy. Construction has begun on the 4th Precinct and the 2nd Precinct Community Policing Center.

The Nassau County Police Department recently purchased the Morrelly Homeland Security Center. The property is located on Grumman Road West in Bethpage and is the current home of the Nassau County Office of Emergency Management (OEM). The building is approximately 90,000 square feet of which the NCPD has exclusive use of approximately 60,000 square feet. The building will serve as a back-up to our 911 communications center and our cultural servers, Fire Com and more. This facility will replace the bunker behind Police Headquarters. Utilizing this facility will improve the health and welfare of our members in the event of a disaster. It is anticipated that the 3rd floor of the facility will begin construction in 2018 and eventually house the NCPD Homicide Squad and Narcotics/Vice Bureau.

The Police Department takes great pride in the fact that Nassau County is among the safest communities of its size in the United States.<sup>1</sup> Taking advantage of new technologies, the Department continues to make improvements to the recently implemented radio system, which continues to increase public safety. The Department has implemented a new Smart 911 system. Smart 911 allows County residents to register and provide information about themselves, family members, homes, workplaces, medical conditions, and other critical information. This information will provide call takers, dispatchers, and first responders with additional critical caller data about subscribed callers to speed response times and improve response effectiveness. The Nassau County Police Department has supplied all of the villages with both mobile and portable radios, which will enable them to migrate onto the County's system.

Through a capital purchase and with the assistance of a grant from the United States Coast Guard, the Department has received two new 27-foot Safe Boats. These boats will upgrade the County's Homeland Security capabilities and will enable officers to respond to Homeland security, enforcement missions and waterway emergencies in a safe, reliable rapid response vessel. The boats are outfitted with equipment to enhance the Departments CBRNE identification

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<sup>1</sup> New York State, Division of Criminal Justice Services' Uniform Crime Report



(Radiological) capabilities, which will decrease the chances of a small watercraft attack to Critical Infrastructure / Key Resource (C.I/K.R) locations within the Port area of NY-NJ. This will include attacks attempted by either small watercraft vessels or WMD radioactive devices that are secreted within larger commercial watercraft on-route to any CI/KR facilities located within the Port area. The Police Department will continue to reduce crime through both proven patrol and detective techniques and through STRAT-COM, short for Strategic Communication, which is a model based on predictive analysis with the goal of more efficient policing. The STRAT-COM model aims to coordinate Department resources to focus on targeted areas of concern, as well as prolific offenders that drive crime numbers.

### **GOALS**

- Protect life and property
- Prevent crime
- Arrest offenders
- Maintain public order
- Utilize community-based Problem-Oriented Policing models to improve the quality of life for all the County's residents
- Ensure that adequate personnel and equipment are available to accomplish the Department's mission
- Strive to reduce crime in all categories

### **OBJECTIVES**

- Ensure Nassau County residents continue to live in one of the safest counties in America of its size
- Continue to provide resources and training to not only prevent but to respond to terrorist and active shooter situations with minimal injuries and deaths
- Reduce the number of crimes that involve firearms
- Expand Intelligence-Led Policing to reduce crime in Nassau County while ensuring the safety of the County's law enforcement officers
- Reduce the use of controlled substances, specifically narcotics, through education, the apprehension of those who violate New York State criminal statutes relating to narcotics, and appropriate referrals to treatment facilities
- Increase the apprehension of suspects who have outstanding warrants
- Reduce the number of automobile accidents through targeted patrol and enforcement, based upon accident data analysis
- Monitor and reduce non-mandated overtime

**2018 BUDGET HIGHLIGHTS****Police Department – Headquarters Fund and District Fund**

Expenses for both Police Department funds, PDD and PDH, in the 2018 NIFA Conformed Budget are \$878.3 million, a 0.3% increase from the 2017 Projection. Salaries, Wages & Fees in the 2018 NIFA Conformed Budget are \$467.6 million, a decrease of \$19.1 million or 3.9%. The salary decrease is primarily due to the allocation of the VSIP savings to each department and the Legislative technical adjustments as well as anticipated lower overtime and termination payments offset by the impact of current labor agreements. In addition, the retirement of high-ranking police officers also contributes to lower salaries in the 2018 NIFA Conformed Budget. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

The 2018 NIFA Conformed Budget decreases the number of sworn officers from 2,500 to 2,493 officers which includes 360 Detective Association Inc. (DAI), 1,775 Police Benevolent Association (PBA), and 358 Superior Officers Association (SOA) members. Due to recent retirements, the Police Department added 162 new police officers in early June 2017 and an additional 68 police officers in December 2017. The 2018 NIFA Conformed Budget assumes hiring of an additional 100 police officers in 2018.

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	823	763	753
	DAI	360	348	360
	ORDINANCE	12	11	13
	PBA	1,773	1,781	1,775
	SOA	367	341	358
<b>Full-Time Total</b>		<b>3,335</b>	<b>3,244</b>	<b>3,259</b>
Part Time		485	460	485
<b>Part Time Total</b>		<b>485</b>	<b>460</b>	<b>485</b>

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## POLICE

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Salaries, Wages & Fees represent 53.2% of total operating expenses of the Police Department's 2018 NIFA Conformed Budget. The 2018 NIFA Conformed Budget funds overtime of \$50.8 million, which represents 10.9% of the Salaries, Wages & Fees, and is \$548,321 or 1.1% less than the 2017 Projection. The Department utilizes Asset Forfeiture funds and aggressively pursues grants to offset the cost of targeted policing initiatives. The County realizes these funding sources as either additional revenue to the Department or an offset against the overtime incurred. The Police Department accounts for \$29.8 million of the terminal leave expense due to anticipated police officer separations from service. The County anticipates that 100 officers will separate from service in 2018.

The 2018 NIFA Conformed Budget funds \$13.9 million in Workers' Compensation, \$23.1 million in Other Than Personal Services (OTPS), and \$75.6 million in Inter-Departmental Charges, Debt Service Chargebacks and Utility Costs.

Aggregated revenue from both Police Funds in the 2018 NIFA Conformed Budget is \$878.3 million, \$12.0 million increase from the 2017 Projection and includes \$13.8 million in Inter-Departmental Revenues. The major revenue source for the Police Department is property tax levy that equates to 85.1% of the total revenue for the Department and is 91.8% of the total tax levy collected for the five Major Funds.



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	984,691,844	484,413,266	486,653,739	467,600,964
	AB - FRINGE BENEFITS	256,048,130	281,125,501	281,175,992	298,107,419
	AC - WORKERS COMPENSATION	12,459,623	14,516,972	14,516,972	13,885,685
	BB - EQUIPMENT	591,572	856,920	856,920	925,866
	DD - GENERAL EXPENSES	12,622,594	8,843,367	8,843,366	7,384,945
	DE - CONTRACTUAL SERVICES	23,437,469	12,345,810	12,345,810	14,812,955
	DF - UTILITY COSTS	6,716,101	4,706,564	4,706,564	3,936,676
	HD - DEBT SERVICE CHARGEBACKS	20,136,451	22,690,273	22,690,273	24,593,625
	HF - INTER-DEPARTMENTAL CHARGES	44,777,646	43,815,328	43,815,328	47,092,676
	HH - INTERFUND CHARGES	24	0	0	0
	L3 - TRANS TO LITIGATION FUND	0	0	0	0
	LF - TRANSFER FROM FCF FUND	0	0	0	0
<b>EXP Total</b>		<b>1,361,481,455</b>	<b>873,314,001</b>	<b>875,604,964</b>	<b>878,340,811</b>
REV	AA - FUND BALANCE	21,627,858	0	0	0
	BC - PERMITS & LICENSES	6,675,431	5,700,000	5,553,082	5,508,818
	BD - FINES & FORFEITS	1,410,400	29,691,721	23,736,143	31,377,574
	BE - INVEST INCOME	12,754	32,000	32,000	24,235
	BF - RENTS & RECOVERIES	1,635,695	66,140	91,546	66,140
	BH - DEPT REVENUES	47,093,947	28,632,500	27,782,500	27,446,378
	BJ - INTERDEPT REVENUES	13,542,604	13,786,233	13,786,233	13,816,869
	BO - PAYMENT IN LIEU OF TAXES	25,695,946	25,695,945	25,695,945	25,695,945
	BW - INTERFUND CHARGES REVENUE	612,524	350,000	350,000	350,000
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	1,874,022	1,064,600	1,064,600	903,878
	IF - INTERFUND TRANSFERS	9,529,137	0	0	0
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	1,368,402	589,000	589,000	700,000
	TL - PROPERTY TAX	731,891,023	743,249,862	743,249,523	747,765,692
	TX - SPECIAL TAXES	29,967,273	24,456,000	24,456,000	24,685,282
<b>REV Total</b>		<b>892,937,015</b>	<b>873,314,001</b>	<b>866,386,572</b>	<b>878,340,811</b>

**Police Department Headquarters (PDH)**

Expenses for the PDH Fund in the 2018 NIFA Conformed Budget are \$471.1 million, a 1.7% increase from the 2017 Projection. Salaries, Wages & Fees in the 2018 NIFA Conformed Budget are \$243.9 million, a \$2.5 million or 1.0% decrease from the 2017 Projection due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. Salaries, Wages & Fees and Fringe Benefits are \$398.2 million, which represents 84.5% of expenses in the 2018 NIFA Conformed Budget. The overtime in the 2018 NIFA Conformed Budget is \$28.5 million, which represents 11.7% of the Salary, Wages & Fees.

The 2018 NIFA Conformed Budget funds \$4.4 million in Workers' Compensation, \$17.0 million in OTPS and \$51.5 million in Inter-Departmental Charges, Debt Service Chargebacks and Utility Costs. The Department continues to work to reduce costs by leveraging external funding sources to augment its operating expenses.

PDH revenues in the 2018 NIFA Conformed Budget are \$471.1 million, which includes \$13.4 million from Inter-Departmental Revenues. The largest revenue source in the PDH Fund in the 2018 NIFA Conformed Budget is the property tax levy, which is \$367.3 million or 78.0% of the

# POLICE



total PDH revenue. Other major revenue sources in the 2018 NIFA Conformed Budget includes \$30.0 million in Public Safety Fee revenue to safeguard, facilitate and encourage the health, safety and welfare of the residents and businesses of the County. Also, included are revenues from emergency ambulance fees of \$23.5 million and Special Taxes of \$24.7 million (motor vehicle registration and emergency E911 taxes levied on landline and cellular telephone users).

<b>POLICE HEADQUARTERS FUND</b>					
<b>E/R</b>	<b>Object Name</b>	<b>2016 Actual</b>	<b>2017 NIFA Conformed</b>	<b>Mid-Year 2017 Projection</b>	<b>2018 NIFA Conformed</b>
EXP	AA - SALARIES, WAGES & FEES	527,623,589	243,074,073	246,323,452	243,869,038
	AB - FRINGE BENEFITS	135,716,642	148,871,528	147,967,061	154,376,740
	AC - WORKERS COMPENSATION	4,280,197	5,884,151	5,884,151	4,405,092
	BB - EQUIPMENT	375,506	562,562	562,562	587,776
	DD - GENERAL EXPENSES	6,064,172	3,894,054	3,894,054	3,559,314
	DE - CONTRACTUAL SERVICES	21,848,883	11,346,082	11,346,082	12,886,191
	DF - UTILITY COSTS	5,025,427	3,352,000	3,352,000	2,836,461
	HH - INTERFUND CHARGES	24	0	0	0
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>700,934,440</b>	<b>416,984,450</b>	<b>419,329,362</b>	<b>422,520,612</b>
<b>Interdepartmental Transfers</b>		<b>41,083,006</b>	<b>44,018,312</b>	<b>44,018,312</b>	<b>48,625,755</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>742,017,446</b>	<b>461,002,762</b>	<b>463,347,674</b>	<b>471,146,367</b>
REV	BC - PERMITS & LICENSES	2,281,511	880,000	998,669	880,000
	BD - FINES & FORFEITS	0	28,391,721	22,391,721	30,021,811
	BE - INVEST INCOME	8,552	12,000	12,000	12,000
	BF - RENTS & RECOVERIES	947,113	66,140	66,140	66,140
	BH - DEPT REVENUES	44,381,891	25,182,500	25,182,500	23,996,378
	BO - PAYMENT IN LIEU OF TAXES	8,937,883	8,937,883	8,937,883	8,937,883
	BW - INTERFUND CHARGES REVENUE	422,704	200,000	200,000	200,000
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	1,874,022	1,064,600	1,064,600	903,878
	IF - INTERFUND TRANSFERS	9,529,137	0	0	0
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	1,368,402	589,000	589,000	700,000
	TL - PROPERTY TAX	357,227,805	359,106,917	359,105,079	367,316,702
	TX - SPECIAL TAXES	29,967,273	24,456,000	24,456,000	24,685,282
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>456,946,292</b>	<b>448,886,761</b>	<b>443,003,592</b>	<b>457,720,074</b>
<b>Interdepartmental Transfers</b>		<b>13,252,740</b>	<b>12,116,001</b>	<b>12,116,001</b>	<b>13,426,293</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>470,199,032</b>	<b>461,002,762</b>	<b>455,119,593</b>	<b>471,146,367</b>



Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	750	687	706
	DAI	360	348	360
	ORDINANCE	11	11	12
	PBA	332	295	357
	SOA	182	166	179
<b>Full-Time Total</b>		<b>1,635</b>	<b>1,507</b>	<b>1,614</b>
Part Time		51	48	51
<b>Part Time Total</b>		<b>51</b>	<b>48</b>	<b>51</b>

### **POLICE DEPARTMENT DISTRICT (PDD)**

Expenses for the PDD Fund in the 2018 NIFA Conformed Budget are \$407.2 million, a 1.2% decrease from the 2017 Projection. Salaries, Wages & Fees in the 2018 NIFA Conformed Budget are \$223.7 million, a decrease of \$16.6 million or 6.9% due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. Salaries, Wages & Fees and Fringe Benefits are \$367.5 million in the 2018 NIFA Conformed Budget, which represents 90.2% of operating expenses. The Overtime in the 2018 NIFA Conformed Budget is \$22.4 million, which represents 10.0% of Salaries, Wages & Fees. The 2018 NIFA Conformed Budget funds \$9.5 million in Workers' Compensation, \$6.1 million in OTPS and \$24.2 million in Inter-Departmental Charges, Debt Service Chargebacks and Utility Costs.

Revenues in the PDD Fund in the 2018 NIFA Conformed Budget are \$407.2 million, including \$390,576 from Inter-Departmental Revenues. The property tax levy in the 2018 NIFA Conformed Budget is \$380.4 million, or 93.4% of the District's revenue. The other major revenue sources include \$6.0 million in alarm permits and fines and \$3.5 million in Departmental Revenues, which includes fees associated with tow truck franchises and village policing contracts.

# POLICE



## POLICE DISTRICT FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	457,068,255	241,339,193	240,330,287	223,731,926
	AB - FRINGE BENEFITS	120,331,488	132,253,973	133,208,931	143,730,679
	AC - WORKERS COMPENSATION	8,179,427	8,632,821	8,632,821	9,480,593
	BB - EQUIPMENT	216,066	294,358	294,358	338,090
	DD - GENERAL EXPENSES	6,558,422	4,949,313	4,949,313	3,825,631
	DE - CONTRACTUAL SERVICES	1,588,586	999,728	999,728	1,926,764
	DF - UTILITY COSTS	1,690,674	1,354,564	1,354,564	1,100,215
	L3 - TRANS TO LITIGATION FUND	0	0	0	0
	LF - TRANSFER FROM FCF FUND	0	0	0	0
<b>Expenses Excluding Interdepartmental Transfers</b>		<b>595,632,918</b>	<b>389,823,950</b>	<b>389,770,001</b>	<b>384,133,898</b>
<b>Interdepartmental Transfers</b>		<b>23,831,091</b>	<b>22,487,289</b>	<b>22,487,289</b>	<b>23,060,546</b>
<b>Expenses Including Interdepartmental Transfers</b>		<b>619,464,009</b>	<b>412,311,239</b>	<b>412,257,290</b>	<b>407,194,444</b>
REV	AA - FUND BALANCE	21,627,858	0	0	0
	BC - PERMITS & LICENSES	4,393,920	4,820,000	4,554,413	4,628,818
	BD - FINES & FORFEITS	1,410,400	1,300,000	1,344,422	1,355,763
	BE - INVEST INCOME	4,203	20,000	20,000	12,235
	BF - RENTS & RECOVERIES	688,583	0	25,406	0
	BH - DEPT REVENUES	2,712,056	3,450,000	2,600,000	3,450,000
	BO - PAYMENT IN LIEU OF TAXES	16,758,062	16,758,062	16,758,062	16,758,062
	BW - INTERFUND CHARGES REVENUE	189,821	150,000	150,000	150,000
	TL - PROPERTY TAX	374,663,217	384,142,945	384,144,444	380,448,990
<b>Revenues Excluding Interdepartmental Transfers</b>		<b>422,448,120</b>	<b>410,641,007</b>	<b>409,596,747</b>	<b>406,803,868</b>
<b>Interdepartmental Transfers</b>		<b>289,864</b>	<b>1,670,232</b>	<b>1,670,232</b>	<b>390,576</b>
<b>Revenues Including Interdepartmental Transfers</b>		<b>422,737,984</b>	<b>412,311,239</b>	<b>411,266,979</b>	<b>407,194,444</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	73	76	47
	ORDINANCE	1	-	1
	PBA	1,441	1,486	1,418
	SOA	185	175	179
<b>Full-Time Total</b>	<b>1,700</b>	<b>1,737</b>	<b>1,645</b>	
Part Time		434	412	434
<b>Part Time Total</b>		<b>434</b>	<b>412</b>	<b>434</b>





**PERFORMANCE MANAGEMENT**

<b>Police Department</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Public Safety	% 911 Calls Answ 0-10 Sec	Represents the percentage of 911 calls answered within 10 seconds by the Communications Bureau.	Protect life and property.
Public Safety	% Alarm Calls Answ 0-10 Sec	Represents the percentage of Alarm calls answered within 10 seconds by the Communications Bureau.	Protect life and property.
Public Safety	DWI Arrests	Includes the number of arrests due to the crime of operating a motor vehicle while under the influence of alcohol or drugs, including prescription drugs. Complete intoxication is not required; the level of alcohol or drugs in the driver's body must simply be enough to prevent him or her from thinking clearly or driving safely. State laws specify the levels of blood alcohol content at which a person is presumed to be under the influence.	Protect life and property.
Public Safety	Moving Violation Citations	Includes summons issuance activity for movers. Examples of moving violations include, but are not limited to, speeding, failures to yield right-of-way, failure to signal when turning, failure to use lights at night, passing in a no passing zone. This measure excludes DUI (Driving Under the Influence) citations.	Protect life and property.

<b>Police Department</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
% 911 Calls Answ 0-10 Sec	94.0%	94.8%	92.0%	96.4%	97.8%
% Alarm Calls Answ 0-10 Sec	87.5%	88.1%	82.0%	89.3%	91.0%
DWI Arrests	1,699	1,700	1,700	723	1,600
Moving Violation Citations	175,693	184,466	160,000	99,450	160,000



## **HUMAN RESOURCES**

The Office of Human Resources is responsible for the development and administration of programs that directly affect all employees such as organizational development, compensation analysis, professional training, recruitment, benefit review and enhancement, performance analysis and management, wellness and value programs, and Human Resource Information Systems.

The Office provides strategic planning and a broad range of operational services to departments to assist in the management of employment practices. Some of these services include consultation on individual performance reviews, promotional paths, workforce planning, and organizational effectiveness and efficiency. The Office also engages in the implementation of best practices and training, development, and coordination of professional deployment both within departments and throughout the County. These services allow departments to foster a workforce that will become a model of efficient and effective government.

### **GOALS**

- Improve staff productivity and performance and reduce instances of employment litigations
- Continue to centralize the County's Human Resources activities
- Continue to inform and educate employees about the extent and value of their fringe benefits, which are a significant part of their overall compensation
- Ensure that all staff receives appropriate training that includes wellness and professional development
- Examine flexible work shifts/hours for select employees/departments that support constituents, employees, and the environment

### **OBJECTIVES**

- Work with departments to streamline and consolidate same or similar functions
- Provide training to develop core skills for employees throughout the County by focusing on professional development, management training, cultural sensitivity, Equal Employment Opportunity, and organizational effectiveness
- Expand supervisory skills training to all Civil Service Employees Association (CSEA) and Ordinance employees

### **2018 BUDGET HIGHLIGHTS**

The 2018 NIFA Conformed Budget for the Department of Human Resources includes \$815,349 in expenses, a 3.3% increase from the 2017 Projection but an overall decrease of 8.9% from the 2017 NIFA Conformed Budget due to the allocation of the VSIP savings to each department and the Legislative technical adjustments.

# HUMAN RESOURCES



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	800,942	873,041	767,009	794,108
	DD - GENERAL EXPENSES	9,567	10,636	10,636	10,290
	DE - CONTRACTUAL SERVICES	12,000	11,599	11,599	10,951
<b>EXP Total</b>		<b>822,509</b>	<b>895,276</b>	<b>789,244</b>	<b>815,349</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	ORDINANCE	9	8	8
<b>Full-Time Total</b>		<b>9</b>	<b>8</b>	<b>8</b>
Part Time		2	2	2
<b>Part Time Total</b>		<b>2</b>	<b>2</b>	<b>2</b>
Seasonal		2	0	2
<b>Seasonal Total</b>		<b>2</b>	<b>0</b>	<b>2</b>



## **DEPARTMENT OF PARKS, RECREATION AND MUSEUMS**

The Nassau County Department of Parks, Recreation and Museums manages more than 70 parks, preserves, museums, historic properties, and athletic facilities comprising nearly 6,000 acres. Patrons can enjoy a variety of recreational activities from traditional individual and team sports to archery and volleyball at the County's 13 "active" parks, eight golf courses, two marinas, the Mitchel Athletic Complex, and the world-class Nassau County Aquatic Center. The public can enjoy quiet walks in more than a dozen community-based smaller "passive" parks.

The Department also offers cultural, historical, and environmental conservation programs through its museums and preserves. The County operates four museums directly. Old Bethpage Village Restoration provides visitors with a unique and wonderful opportunity to step back in time and experience life in a recreated mid-19th century American village. Garvies Point Museum, located on a 62-acre preserve, includes permanent exhibits and educational programs devoted to regional geology and Native-American archaeology. The African American Museum and Center for Applied Arts offers a rotating series of exhibits displaying local and national African-American artists, as well as regular cultural programming. The Tackapausha Museum, located on the 84-acre Tackapausha Preserve, offers a window into the varied natural habitats of Long Island.

### **ADMINISTRATION**

Administration provides planning, policy-making, and administrative support. In addition to the Commissioner's Office, other functional units include Personnel, Payroll, Budget and Planning, Public Information, and Special Events. These units help procure goods and services, coordinate and promote department-sponsored events, handle constituent complaints and issues, develop partnerships with community-based non-profit organizations and private businesses, and sanction group-use of parks through the issuance of permits and manage the departments personnel and payroll.

### **RECREATION SERVICES DIVISION**

Recreation Services is responsible for all park recreational programming. Staff open and operate parks, ice rinks, athletic facilities, beaches and pools, and other park facilities; offer swimming, skating, hockey and tennis lessons; and help staff special events such as the Long Island Marathon and the Long Island Fair. The Division is also responsible for the Nassau County Rifle and Pistol Range, which is the only such facility open to the public in the County.



### **MUSEUMS DIVISION**

Museums provides cultural and educational programming at the County's museums and historic properties with a diverse range of programming with concentrations on geology, the environment and wildlife, African-American and Native-American history, and 19th century Long Island history. The County has five affiliated museums: Nassau County Museum of Fine Arts, Children's Museum, Cradle of Aviation, Holocaust Museum, and Hewlett House.

### **GOLF OPERATIONS DIVISION**

Golf Operations is responsible for golf course maintenance, operations, and related programming. Staff manages and maintains seven golf courses (three 18-hole courses at Eisenhower Park and four nine-hole courses in four different parks), three driving ranges, and two mini-golf courses. The "Crown Jewel" of the County's golf infrastructure is the Red Course at Eisenhower Park, which has been the venue for various pro events on the PGA Champions Tour. The PGA has also utilized the White Course as a qualifier course for tournament play.

### **GROUNDS AND MAINTENANCE DIVISION**

Grounds and Maintenance is responsible for maintaining all County parks, museums, and preserves. The Division provides basic technical support and repair services and works with Public Works staff on intensive technical support needs. Direct responsibilities include maintaining athletic fields, mowing, garbage removal, tree planting and pruning, and general outdoor maintenance of benches, marinas, mini-golf, sidewalks, bathrooms, etc.

### **GOALS**

- Continue to develop new advertising and sponsorship agreements that will generate revenue through marketing and promotional initiatives
- Pursue partnerships to provide needed services with minimal effect on the budget
- Seek new sources of non-tax funding to expand and improve programming
- Provide clean, beautiful, and desirable parks and demonstrate exemplary stewardship
- Continue to protect our heritage by being stewards for our museum collections and enhancing museum and cultural programs
- Continue to develop public-private partnerships

### **OBJECTIVES**

- Increase attendance at County parks, recreational facilities, museums, and historic homes by continuing to improve services, programs, activities, and facilities in collaboration with the Department of Public Works
- Research and continue implementing best practices for the administration and operation of parks and public programs
- Improve programs that lead to increased utilization of parks and park facilities



### 2018 BUDGET HIGHLIGHTS

The expenses in the 2018 NIFA Conformed Budget for the Department of Parks, Recreation & Museums are \$29.4 million, a decrease of \$476,340 or 1.6% from the 2017 Projection.

Salaries, Wages & Fees are \$20.5 million, a decrease of \$266,520 or 1.3% from the 2017 Projection, of which Full-Time employees account for \$8.6 million, a decrease of \$6,435 or 0.1% from the 2017 Projection. The primary reasons for this decrease is due to the allocation of the VSIP savings to each department and the Legislative technical adjustments.

The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of this VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Part-Time and Seasonal employees are \$10.2 million, which is a 2.9% decrease from the 2017 Projection.

Other Than Personal Services (OTPS) are \$8.8 million, which is a 2.3% decrease from the 2017 Projection.

Equipment accounts for \$361,944 of the OTPS, a decrease of \$64,357 or 15.1% from the 2017 Projection due to a decrease in equipment costs for the Golf Division.

General Expenses are \$1.7 million, a decrease of \$308,237 or 15.2% from the 2017 Projection primarily due to decreased copying and miscellaneous supplies costs in the Administration division.

Contractual Services are \$6.8 million an increase of \$162,774 or 2.5% from the 2017 Projection primarily due to an increase in the custodial contract that the department uses to provide janitorial services to parks buildings and facilities.

Revenues in the 2018 NIFA Conformed Budget for the Department of Parks, Recreation & Museums are \$27.2 million, a decrease of \$699,116 or 2.5% from the 2017 Projection, due less projected revenue collected from the Golf Division which is still above 2016 actuals. This is partially offset by increased revenues from Concessions and the Summer Recreation Program.

## PARKS, RECREATION AND MUSEUMS



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	20,405,575	20,946,827	20,782,825	20,516,305
	BB - EQUIPMENT	370,289	426,301	426,301	361,944
	DD - GENERAL EXPENSES	1,533,561	2,030,206	2,030,206	1,721,969
	DE - CONTRACTUAL SERVICES	7,669,550	6,596,135	6,596,135	6,758,909
<b>EXP Total</b>		<b>29,978,975</b>	<b>29,999,469</b>	<b>29,835,467</b>	<b>29,359,127</b>
REV	BF - RENTS & RECOVERIES	2,176,350	2,207,262	2,377,425	2,325,278
	BH - DEPT REVENUES	21,260,050	22,929,221	22,929,221	22,282,252
	BJ - INTERDEPT REVENUES	74,166	0	0	0
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	40,932	0	0	0
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	133,864	100,000	100,000	0
	TX - SPECIAL TAXES	3,218,751	2,525,000	2,525,000	2,625,000
<b>REV Total</b>		<b>26,904,114</b>	<b>27,761,483</b>	<b>27,931,646</b>	<b>27,232,530</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	151	146	140
	ORDINANCE	3	3	3
<b>Full-Time Total</b>		<b>154</b>	<b>149</b>	<b>143</b>
Part Time		203	129	202
<b>Part Time Total</b>		<b>203</b>	<b>129</b>	<b>202</b>
Seasonal		892	898	890
<b>Seasonal Total</b>		<b>892</b>	<b>898</b>	<b>890</b>

# PARKS, RECREATION AND MUSEUMS



## PERFORMANCE MANAGEMENT

<b>Department of Parks, Recreation &amp; Museums</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Fit Nassau	% Campsites Rented-Total	Includes the number of days all County owned campsites were reserved as a percent of days available.	Reach higher levels of usage through new programs at County campsite facilities.
Fit Nassau	Field Court Reservations	Includes the number of field/court (ball-field, tennis court etc.) reservations recorded at select Nassau County facilities. A fee and leisure pass is required.	Offer Parks facilities for various functions and activities increasing the public's awareness of all that is available.
Fit Nassau	Golf-Rounds Played	Includes the number of rounds of golf played. The Nassau County Department of Parks, Recreation and Museums provides a total of seven golf courses to accommodate players with a range of skill levels, as well as three driving ranges. In addition, there are four executive-level 9-hole golf courses.	Offer quality well maintained public golf courses at affordable prices to encourage residents to play during peak and off peak hours.
Fit Nassau	Leisure Passes Sold	Includes the number of Leisure Passes sold. The Nassau County Leisure Passport identifies its holder as a Nassau County resident and is required for entry into many recreational facilities such as pools, rinks, golf courses, tennis courts, beaches, marinas, cabanas, as well as most parks operated by the Nassau County Department of Parks, Recreation and Museums. In general, a Leisure Passport is required of residents 13 years of age and older. Youngsters who utilize county-operated golf courses, regardless of age, must have a Leisure Passport.	Increase the number of leisure passes sold to properly reflect the usage of County facilities, and create a comprehensive data base and mailing list to keep users informed regarding new programs and events at County parks.
Fit Nassau	Parks Attendance	Includes tracked attendance at Nassau County Parks including Swimming facilities, Lakeside Events, Batting Cages, Skating Rinks and Mini-Golf Courses.	Increase the attendance at the Parks, Recreation and Museums by giving the residents of Nassau County new and improved experiences.
Government Efficiency	Parks Revenue-Exc Rent	Includes the dollar amount resulting from all Parks Revenue sources including golf, museum, recreation, rentals and advertising but excluding rent collected.	Seek new and continuous sources of non-levy funding to expand and improve Park programming.
Fit Nassau	Rec Prog-Children Registered	Includes the number of children ages 5 to 12 who have registered to attend Nassau County's Summer Recreation program, which runs from July to August.	Bring an affordable and enjoyable camp experience to the residents of Nassau County.



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## PARKS, RECREATION AND MUSEUMS

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<b>Department of Parks, Recreation &amp; Museums</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
% Campsites Rented-Total	34.2%	35.4%	35.0%	26.8%	35.0%
Field Court Reservations	10,186	12,252	10,000	5,565	12,000
Golf-Rounds Played	231,230	239,575	240,000	88,667	240,000
Leisure Passes Sold	26,263	28,006	26,000	10,372	28,000
Parks Attendance	742,006	894,523	650,000	309,265	850,000
Parks Revenue-Exc Rent	\$ 20,410,713	\$ 21,870,031	\$ 22,929,221	\$ 11,791,970	\$ 22,282,252
Rec Prog-Children Registered	999	1130	1,000	1,215	1,100



## **DEPARTMENT OF SHARED SERVICES**

The Department of Shared Services is responsible, under New York State Municipal Purchasing law, for the purchase of all materials, supplies, equipment, and services as covered by the County Charter for all County departments with the exception of the Board of Elections. The Department meets its responsibilities through applicable procurement procedures, price and vendor selections, placement of purchase orders, and procurement contract administration.

### **GOALS**

- Meet the service level expectations of County agencies while ensuring full compliance with State and County law
- Assist in reducing inventory carrying costs by selling/auctioning County surplus equipment
- Continue to work with Information Technology in testing and implementing all new phases and functionalities of E-Procurement
- Work with Minority Affairs and Veterans Services to expand outreach efforts to Minority, Service Disabled Veterans and Women Owned Business Enterprise vendors

### **OBJECTIVES**

- Employ standardization in the procurement of office supplies, office equipment and related maintenance, and vehicles to produce economies of scale where practicable
- Work with banks, Comptroller's Office, County Attorney's Office, Compliance Office, Fleet, and the Office of Management and Budget (OMB) to expand the Just-In-Time (JIT) Procurement Account for industrial supplies
- Promote the on-line vendor database to increase vendor competition
- Continue to update the Purchasing Handbook and work with the Office of Emergency Management in maintaining emergency preparedness and procedures for the Shared Services Department
- Initiate and finalize inventory management with the assistance of OMB, Information Technology, and other agencies
- Establish a centralized, shared service purchasing model to meet the needs of the County
- Identify opportunities to create synergies and strategic sourcing approaches to procurement
- Streamline and reorganize departmental purchasing functions where appropriate to yield operating efficiencies

## SHARED SERVICES



- Offer pre-procurement planning and workshops to maximize bidding opportunities and minimize emergency purchases
- Investigate opportunities for increased revenues via on-line and other methods of auctioning surplus equipment and vehicles
- Encourage economies of scale by cooperative purchasing with both the Long Island Purchasing Council and Nassau County BOCES/NSSBA 21<sup>st</sup> Century Demonstration Grant joint purchasing cooperatives

### 2018 BUDGET HIGHLIGHTS

The expenses in the 2018 NIFA Conformed Budget for the Department of Shared Services (formerly Purchasing) are \$852,284, a decrease of \$74,628 or 8.1% from the 2017 Projection. Salaries, Wages and Fees are \$829,816, a decrease of \$67,364 or 7.5% from the 2017 Projection, primarily due to lower Terminal Leave expenses. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 salary appropriation includes the impact of current labor agreements. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal Services (OTPS) expenses are \$22,468, a decrease of \$7,264 or 24.4% from the 2017 Projection, primarily due to the transfer of two software and systems maintenance related contracts to the Information Technology Department in 2017 as part of the County's software and systems maintenance contract consolidation initiative.

The revenues in the 2018 NIFA Conformed Budget for the Department of Shared Services are \$565,500, a decrease of \$36,300 or 6.0% from the 2017 Projection, primarily due to lower Online Vendor Registration/Subscription Fee in 2018.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	777,360	1,142,693	897,180	829,816
	DD - GENERAL EXPENSES	23,827	20,066	20,066	22,468
	DE - CONTRACTUAL SERVICES	187,495	9,666	9,666	0
<b>EXP Total</b>		<b>988,682</b>	<b>1,172,425</b>	<b>926,912</b>	<b>852,284</b>
REV	BF - RENTS & RECOVERIES	497,771	350,000	350,000	380,000
	BH - DEPT REVENUES	161,386	251,800	251,800	185,500
<b>REV Total</b>		<b>659,156</b>	<b>601,800</b>	<b>601,800</b>	<b>565,500</b>

# SHARED SERVICES



Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	10	10	10
	ORDINANCE	2	0	0
<b>Full-Time Total</b>		<b>12</b>	<b>10</b>	<b>10</b>
Part Time		1	1	1
<b>Part Time Total</b>		<b>1</b>	<b>1</b>	<b>1</b>

## PERFORMANCE MANAGEMENT

Department of Shared Services			
Category	Performance Measures	Description	Goal Statement
Government Efficiency	\$ Savings-Paid/Encmbrd Price	This measure captures savings and cost avoidance by comparing actual price paid vs. the encumbered amount on the requisition or the price paid on the previous order. This measure is based on data collected on or about the 19th of every month.	Engage in an aggressive sourcing of competitive vendors to maximize savings potential. Document all savings resulting from bidding items that do not normally require bidding such as items under a certain dollar amount or items covered by NYS contract. Also, by documenting savings yielding from comparing current prices paid vs. past prices for the same items and comparing purchase order final pricing to encumbered amounts.

Department of Shared Services					
Performance Measures	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
\$ Savings-Paid/Encmbrd Price	\$ 507,562	\$ 562,279	\$ 500,000	\$ 442,772	\$ 500,000



## DEPARTMENT OF PUBLIC WORKS

The Department of Public Works (DPW) has five functional areas: Administration, Engineering, Operations, Fleet, and Real Estate.

### ADMINISTRATION

The Administration Division provides overall leadership and direction of the Department. It also provides administrative support, fiscal management, staff development and management of human resources, information technology, and public information. Included in the Administration Division is the Capital Program Office, which develops and manages all County capital projects within the scope of the Multi-Year Capital Plan. The General and Capital Funds support Departmental operations.

### ENGINEERING

The Engineering Division administers, and coordinates engineering activities related to the public infrastructure of Nassau County. Subdivisions within Engineering include the following:

- **Water/Wastewater Engineering** handles all ground and surface water interactions and investigations. This includes well sampling, salt-water intrusion investigations, and ground water contamination issues, as well as all storm water management program components including drainage, design, and construction. The wastewater group handles all design and construction related to the wastewater treatment plants and the sewer system, including all pump stations and sanitary sewer infrastructure.
- **Civil and Site Engineering** designs and oversees construction of all buildings and structures under the control of the County.
- **Traffic Engineering** performs traffic surveys on all County roadways. They guide decision-making for signs, signals, and other devices for direction and control of traffic and improvements in street and highway safety design for all users of Nassau County's roadways including motorists, motorcyclists, bicyclists, and pedestrians.
- **Traffic Safety Division** manages the Nassau County Child Passenger Safety Program that trains parents how to restrain their children in an appropriate child safety seat. It also manages the County's STOP DWI Program that works to reduce the number of deaths or injuries in alcohol and drug-related crashes. The STOP DWI Coordinator administers the program and coordinates the efforts of law enforcement, prosecution of offenders, probation, and public information and education. Traffic Safety, working with Traffic Engineering, assists in the site selection for the Red-Light Camera Program using engineering data along with safety statistics.
- **Transit Division** oversees and manages the County's bus contract with TransDev Services, Inc. and ensures compliance with all Federal Transportation Administration (FTA) requirements.



- **Construction Management** manages and supervises the construction contracts for parks, buildings, roadways, and wastewater facilities.
- **Planning** reviews and analyzes subdivision applications, County map revisions, and open space acquisitions, and development applications that appear before the Planning Commission; processes and reviews zoning referrals received from Nassau County's 69 municipalities; and makes recommendations to the Planning Commission. The Planning Division also manages and oversees FTA earmarks/grants.

### OPERATIONS

The Operations Division administers and coordinates operational activities related to the public infrastructure of Nassau County. Subdivisions within Operations include the following;

- **Facilities Management** maintains all buildings and structures under County control.
- **Road Maintenance** maintains all County-owned roads and medians.
- **Bridge Maintenance** operates and maintains the two County drawbridges.
- **Snow Operations** removes snow and ice on County roadways and bridges.
- **Drainage Maintenance** manages drainage from the flow of storm water runoff at drainage channels, streams, storm water basins, and drainage culverts.
- **Mosquito Control** protects public health through aerial and ground spraying.
- **Signs & Pavement Markings** maintains County street signs and markings.

### FLEET MANAGEMENT

The Fleet Management Division administers and coordinates the County's fleet, vehicle-related equipment, machinery, and resources, e.g., fuel for all County departments except the Police.

### REAL ESTATE

Real Estate administers and coordinates all real estate matters on behalf of the County. It manages the County's leased properties, 40 landmark units for the Department of Parks, Recreation and Museums, and 60 residential units in Mitchel Field. It assists with other special projects such as appraising and negotiating the purchase of "open space" and other properties necessary for County purposes. The Division also negotiates the sale of surplus County property.

### CONSOLIDATION AND PUBLIC-PRIVATE PARTNERSHIPS

The County consolidated Planning and Development (2012) and the Office of Real Estate (2013) into the Department of Public Works (DPW). The merging of these three departments streamlined redundant processes and cut costs to the County. The headcount for the Department of Public Works includes positions from Real Estate and Planning.



Under the Management and License Agreement, TransDev operates the County's Fixed-Route Bus service (Nassau Inter-County Express NICE) and Paratransit Operation (Able-Ride).

The County entered into an Operating and Maintenance agreement for the Nassau County Sewer System with SUEZ Water Long Island Inc. ("SUEZ"), which the Nassau County Legislature passed on July 18, 2014. SUEZ is performing all operating, treatment, and maintenance for the system on behalf of the County. As part of the agreement, SUEZ, Inc. agreed to reimburse the County for personnel costs who are now performing their duties for SUEZ.

### GOALS

- Utilize all available resources, working with Federal and State Agencies, to recover from Superstorm Sandy, and mitigate and harden County infrastructure for protection from future storms
- Continue to ensure the safety and well-being of the County's residents on 2,000 lane miles of County-owned roadways, 52 fixed bridges, two drawbridges, and a traffic control network consisting of over 1,600 traffic signals
- Manage SUEZ Water Long Island, Inc., the County's selected contractor to operate and maintain three major wastewater treatment plants and 53 pump stations
- Improve long-term County finances and planning by improving the processes for preparing annual capital budgets and long-term capital plans, and monitoring capital spending for compliance with spending plans
- Monitor groundwater quality through a network of 500 groundwater-monitoring wells
- Coordinate the Countywide Storm Water Program to protect groundwater and surface waters in accordance with existing Federal and State regulations
- Maintain the Department's fleet of vehicles to peak operating condition
- Continue to process and review all matters brought before the Planning Commission and make recommendations to it
- Analyze and review all subdivision proposals using uniform criteria to determine whether the subdivision complies with the County's development goals
- Balance the County's growth and economic development with the goal of environmental protection, and work with and advise the Planning Commission and the County Legislature in the area of environmental protection and the State Environmental Quality Review Act (SEQRA) process
- Provide the leadership and oversight for the Nassau Hub Study Alternative Analysis/Environmental Impact Study (AA/EIS) and ensure all Federal and State requirements are met
- Actively pursue grants to perform environmental studies that will better enable the County to create jobs and stimulate economic growth while reducing its carbon footprint
- Re-engineer the County's real estate portfolio to consolidate County operations
- Continue to assist the Department of Parks, Recreation and Museums with the management of landmark units



- Continue to be in accord with the purpose of the Environmental Bond Act in the implementation of acquisitions to preserve County “open space”

### OBJECTIVES

- Maintain a preventative maintenance plan for all buildings and other facilities
- Improve efficiency and reduce greenhouse gas emissions by procuring more natural gas-powered vehicles and reducing the number and average age of vehicles
- Expand the use of non-petroleum-based products in County buildings utilizing electrical power from renewable energy sources
- Continue to maximize the financial and service benefits to County residents through effective prioritization of capital projects
- Actively participate in various studies and other initiatives at both the local and regional levels designed to improve the quality and safety of transportation systems within the County and reduce air pollution and traffic congestion
- Pursue, secure, and administer State and Federal grants and comply with mandates of the Fixing America’s Surface Transportation Act (FAST), thereby ensuring the continued flow of Federal transportation funding to Nassau County
- Continue to review all County real estate holdings to identify and quantify efficiencies resulting from possible consolidation
- Finalize an updated database that captures all County-owned properties
- Increase revenue from the rental of landmark units
- Negotiate the purchase of the maximum amount of “open space” permitted under the Environmental Bond Acts and develop a plan for its management





### 2018 BUDGET HIGHLIGHTS

The 2018 NIFA Conformed Budget for the Department of Public Works includes \$267.2 million in expenses. Salaries, Wages & Fees is \$31.8 million, a 1.7% decrease from the 2017 Projection, primarily due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Other Than Personal Services (OTPS) is \$160.5 million a decrease of \$6.5 million or 3.9% from the 2017 Projection due to Legislative and NIFA adjustments.

The 2018 NIFA Conformed Budget for Contractual Services of the Department of Public Works is \$130.0 million including a \$127.6 million contract to fund the Fixed Route Bus and Paratransit Operation agreement with TransDev. Services Inc. State and Federal dollars largely fund the contract; the funding includes bus service revenues, of which \$44.5 million are bus fares.

The 2018 NIFA Conformed Budget for Other Expenses increases by 19.1% due to a credit/discount on the lease agreement for 60 Charles Lindbergh Boulevard expiring.

The revenues for the Department of Public Works in the 2018 NIFA Conformed Budget are \$163.8 million or 0.8 % lower than the 2017 Projection. State Aid and Departmental Revenue make up most of the revenues in the Department. Fare Box is driving the decrease in Department Revenues and included at \$44.1 million, \$3.1 million or 6.5% lower than the 2017 Projection. This decrease is due to the increase in UBER usage and lower than anticipated ridership in 2017. The Statewide Mass Transportation Operating Assistance (STOA) is included at \$68.8 million.

Rents and Recoveries primarily includes \$8.4 million in rental income and \$3.6 million in the sale of County property.

# PUBLIC WORKS



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	29,507,996	35,223,794	32,345,082	31,796,728
	AC - WORKERS COMPENSATION	2,147,958	2,483,911	2,483,911	2,143,033
	BB - EQUIPMENT	207,706	85,127	85,127	117,188
	DD - GENERAL EXPENSES	5,737,884	8,037,272	7,787,272	6,363,695
	DE - CONTRACTUAL SERVICES	136,733,117	130,906,151	133,706,151	129,960,394
	DF - UTILITY COSTS	21,198,260	27,952,057	25,442,057	24,068,209
	DG - VAR DIRECT EXPENSES	250,000	0	0	0
	HF - INTER-DEPARTMENTAL CHARGES	11,110,531	15,669,468	15,669,468	15,063,504
	MM - MASS TRANSPORTATION	42,884,542	43,699,392	43,699,392	44,170,818
	OO - OTHER EXPENSES	11,354,001	11,328,441	11,328,441	13,494,079
<b>EXP Total</b>		<b>261,131,995</b>	<b>275,385,613</b>	<b>272,546,901</b>	<b>267,177,648</b>
REV	BC - PERMITS & LICENSES	1,897,362	2,783,000	2,783,000	2,194,000
	BD - FINES & FORFEITS	0	1,000	1,000	500
	BF - RENTS & RECOVERIES	16,736,063	13,312,702	14,106,583	14,614,943
	BG - REVENUE OFFSET TO EXPENSE	278,931	300,000	300,000	300,000
	BH - DEPT REVENUES	50,420,020	49,883,869	50,726,030	47,302,930
	BJ - INTERDEPT REVENUES	14,338,604	14,536,457	14,536,457	18,339,856
	BW - INTERFUND CHARGES REVENUE	4,935,019	6,158,274	6,858,274	5,384,669
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	6,037,976	6,879,000	6,879,000	6,829,600
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	67,540,724	67,607,800	68,907,800	68,785,200
<b>REV Total</b>		<b>162,184,699</b>	<b>161,462,102</b>	<b>165,098,144</b>	<b>163,751,698</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	461	421	434
	ORDINANCE	8	6	6
<b>Full-Time Total</b>		<b>469</b>	<b>427</b>	<b>440</b>
Part Time		22	20	23
<b>Part Time Total</b>		<b>22</b>	<b>20</b>	<b>23</b>
Seasonal		38	49	38
<b>Seasonal Total</b>		<b>38</b>	<b>49</b>	<b>38</b>



**PERFORMANCE MANAGEMENT**

<b>Department of Public Works</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Efficiency	# of Fleet Vehicles	Represents the actual number of motorized and non-motorized vehicles in the County fleet, excluding Police vehicles.	Reduce the County's operating costs.
Government Efficiency	% Capital Projects on Budget	Includes the percentage of Capital Projects meeting their cost projections.	To improve the accuracy of engineer's estimates associated with the advancement of County capital projects.
Government Efficiency	Facilities Work Orders Completed	Includes the number of corrective work orders that were completed by Facilities Management in a reporting calendar month.	Complete corrective work orders to ensure the safety of the public and County employees and to increase efficiencies for County workers at County owned facilities. This will reduce law suits against the county and increase productivity of County employees.
Government Efficiency	Facility W/O Response Time	Represents the average operational down time per facilities work orders.	Improve the level of service that the Department provides to occupants and users of County facilities.
Government Efficiency	Fleet Vehicles-Yearly Avg Age	Represents the average age in years of all motorized and non-motorized vehicles in the County fleet, excluding Police vehicles.	To reduce the County's operating costs by reducing the average age of fleet vehicles to reduce maintenance costs.
Government Efficiency	Mosquito Cmplnts Cmpl-Avg Days	Includes the average days it takes to respond to a mosquito complaint.	To ensure the health and safety to all by inspecting sites and treating them if the sites test positive for mosquitos.
Government Efficiency	Potholes Filled Per Hour	Includes the average number of potholes filled in one working hour.	To increase efficiencies within the Department to ensure that potholes get filled at a faster rate. This will cut down on lawsuits.
Government Efficiency	Road Mntn Work Orders Cmpl	Includes the number of corrective work orders that were completed by Road Maintenance in a reporting calendar month.	Complete corrective work orders to ensure the safety for all citizens who travel Nassau County owned roads and to reduce the amount of law suits against the County.
Government Efficiency	Road Opening Permits Cmpl	Includes the number of Road Opening permits that were completed in a reporting calendar month.	Ensure that all road openings on Nassau County roadways are performed in compliance to Nassau County Specifications and that the traffic flow during this procedure is properly planed for. Each road opening permit that is issued generates revenue for Nassau County.
Government Efficiency	Sewer Permits Completed	Includes the number of sewer permits that were completed in a reporting calendar month.	Ensure that all sewer connections to county sewers are done in compliance to Nassau County specifications. This reduces the amount of sewer malfunctions and also generates revenue for each permit issued.
Government Efficiency	Sump Basin Cleanings	Includes the number of routine service cleanings, including vegetation control and debris removal, of County owned recharge basins.	Protect ground water and surface waters in accordance with existing Federal and State regulations.
Government Efficiency	Storm Water Work Orders Completed	Includes the number of completed work orders for preventive maintenance measures on equipment associated with the Nassau County Storm Water system.	Storm Water Best Management Practices have been developed to assure the proper flow of the Nassau County Storm water system. By completing these preventive maintenance measures flooding will be less likely to occur.

## PUBLIC WORKS



<b>Department of Public Works</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
# of Fleet Vehicles	1,537	1,558	1,581	1,523	1,581
% Capital Projects on Budget	91.3%	91.1%	81.0%	N/A	90.0%
Facilities Work Orders Completed	4,047	5,842	5,500	2,541	5,500
Facility W/O Response Time	68.3 Days	43.0 Days	60.0 Days	92.2 Days	70.0 Days
Fleet Vehicles-Yearly Avg Age	10.0 Yrs	10.2 Yrs	10.0 Yrs	9.9 Yrs	11
Mosquito Cmplnts Cmpl-Avg Days	13.4 Days	3.8 Days	4.0 Days	1.0 Days	3.0 Days
Potholes Filled Per Hour	4.03	6.45	5.50	6.54	6.50
Road Mntn Work Orders Cmpl	10,559	12,811	13,000	6,095	13,000
Road Opening Permits Completed	382	969	300	143	310
Sewer Permits Completed	2,254	1,720	2,200	984	2,200
Sump Basin Cleanings	287	1,163	1,500	590	1,000
Storm Water W/O Completed	0	45	60	62	65



## RECORDS MANAGEMENT

The Office of Records Management, administered through the Office of the Nassau County Clerk, maintains records for the courts and numerous County departments through archival and micrographic services in accordance with New York State Archives and Record Administration guidelines and the New York State Office of Court Administration. The County Clerk also serves as the Records Management Officer for the County. Records Management serves County departments in the following areas.

- Stores records properly submitted and inventoried by the originating departments in a secure and controlled environment
- Makes records available upon department requests
- Microfilms paper documents
- Assists departments with document destruction in accordance with New York State Records Retention guidelines

### GOALS

- Ensure the records of County departments are protected, filed, and made accessible when individual departments request retrieval
- Improve document archival to meet New York State Archives Standards

### OBJECTIVES

- Efficient productivity in processing and maintenance of archive documents by maintaining adequate resources
- Install high-density shelving to accommodate the continually increasing number of documents stored in the County's Records Center in accordance with State retention schedules
- Improve upon proper HVAC (heating, ventilation, and air conditioning) and humidity control, as well as water and fire detection systems and standards, in accordance with New York State requirements for archiving, storing, and protecting documents
- Enhance electronic inventory management to provide services more efficiently

### 2018 BUDGET HIGHLIGHTS

Expenses in the 2018 NIFA Conformed Budget for the Office of Records Management are \$1.3 million, which is a decrease of 5.6% to the 2017 Projection.

Salaries, Wages & Fees are \$890,644 in the 2018 NIFA Conformed Budget, a decrease of \$72,957 or 7.6% compared to the 2017 Projection, primarily attributable to less appropriations for Part-Time employees.

## RECORDS MANAGEMENT



The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The 2018 salary appropriation includes the impact of current labor agreements. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal (OTPS) expenses are \$378,084, a decrease of \$2,416, or 0.6% from the 2017 Projection. 2017 General Expenses and Contractual Services decreased to reflect Budget Transfers to the Equipment object code to cover shortages for the purchase of new equipment that was not planned. The 2018 increases in General Expenses and Contractual Services are offset by a decrease in Equipment in the 2018 NIFA Conformed Budget. General Expenses and Contractual Services in the 2018 NIFA Conformed Budget are flat compared to the 2017 NIFA Conformed Budget.

Budgets for the Office of Records Management have remained relatively constant over the past few years while providing Nassau County residents with real-time services and improved access to official records.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	718,329	972,098	963,601	890,644
	BB - EQUIPMENT	582,884	5,000	280,000	108,564
	DD - GENERAL EXPENSES	(89,564)	160,500	60,500	151,516
	DE - CONTRACTUAL SERVICES	21,617	125,000	40,000	118,004
<b>EXP Total</b>		<b>1,233,265</b>	<b>1,262,598</b>	<b>1,344,101</b>	<b>1,268,728</b>
REV	BF - RENTS & RECOVERIES	35,199	0	0	0
<b>REV Total</b>		<b>35,199</b>	<b>0</b>	<b>0</b>	<b>0</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	12	12	11
<b>Full-Time Total</b>		<b>12</b>	<b>12</b>	<b>11</b>
Part Time		13	3	13
<b>Part Time Total</b>		<b>13</b>	<b>3</b>	<b>13</b>
Seasonal		8	0	8
<b>Seasonal Total</b>		<b>8</b>	<b>0</b>	<b>8</b>



## **COORDINATING AGENCY FOR SPANISH AMERICANS**

The Coordinating Agency for Spanish Americans' (CASA) vision is to coordinate services for the Latino community that help educate, empower, and integrate individuals to be self-sufficient participants in social, economic, and civic life. The Agency establishes relevant links for the Latino community and community-based business organizations with County departments including Parks, Recreation and Museums, Emergency Management, Social Services, Human Services, etc. CASA also makes informed, appropriate, and culturally competent recommendations for policies and services to the County Executive, County departments, and service agencies receiving County funding. The Agency helps determine the effectiveness and adequacy of services provided by departments, coordinates these services, and identifies emerging needs in the Latino community. CASA also facilitates partnerships, training, and support services for County departments to help ensure understanding and cooperation between the County and the Latino community.

### **GOALS**

- Provide a means of communication and dissemination of vital information to the Latino community
- Provide summary translation services for County departments on key public information documents
- Provide training and support for Nassau County departments in cultural competency

### **OBJECTIVES**

- Support departments in creating and implementing outreach plans (e.g., bilingual staffing, culturally-competent initiatives, community service, etc.) for limited English speaking residents based on departmental responsibilities, mandates, and expertise
- Expand service hours to improve the provision of services and information to the Latino community
- Increase the number of citizenship applications in Nassau County
- Increase the accessibility of bilingual emergency preparedness materials at more locations in the County
- Provide effective adult education classes that will serve to integrate new immigrants by giving them vital linguistic and computer skills necessary to be productive members of society
- Support and help monitor appropriate practices to ensure culturally-competent provision of services by departments to the growing Latino community, the largest minority group and fastest growing segment of the County's population
- Identify resources in the Latino community for partnership on Countywide initiatives
- Conduct limited direct service programs as deemed needed and/or appropriate

## COORDINATING AGENCY FOR SPANISH AMERICANS



### 2018 BUDGET HIGHLIGHTS

The expenses in the 2018 NIFA Conformed Budget for the Coordinating Agency for Spanish Americans are \$258,124, an 10.1% decrease from the 2017 Projection. Salaries, Wages & Fees are \$245,435, a 9.5% decrease primarily due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. Other Than Personal Services (OTPS) expenses are \$12,689, a 20.4% decrease from the 2017 Projection due to legislative and NIFA adjustments, and lower than expected Contractual Services.

The revenues in the 2018 NIFA Conformed Budget for the Coordinating Agency for Spanish Americans are \$35,000, a 36.4% decrease from the 2017 Projection. The decrease is primarily due to the projection of less Grant Fund reimbursement of salary expense for Spanish Speaking Advocacy Services provided to the Nassau County Crime Victims Program.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	237,308	271,266	271,266	245,435
	DD - GENERAL EXPENSES	1,718	3,442	3,442	3,249
	DE - CONTRACTUAL SERVICES	9,844	12,500	12,500	9,440
<b>EXP Total</b>		<b>248,870</b>	<b>287,208</b>	<b>287,208</b>	<b>258,124</b>
REV	BH - DEPT REVENUES	36,154	25,000	25,000	30,000
	BW - INTERFUND CHARGES REVENUE	0	30,000	30,000	5,000
<b>REV Total</b>		<b>36,154</b>	<b>55,000</b>	<b>55,000</b>	<b>35,000</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	ORDINANCE	4	4	4
<b>Full-Time Total</b>		<b>4</b>	<b>4</b>	<b>4</b>
Part Time		1	1	0
<b>Part Time Total</b>		<b>1</b>	<b>1</b>	<b>0</b>





## **DEPARTMENT OF SOCIAL SERVICES**

The Department of Social Services (DSS) comprises a group of integrated program areas staffed with highly trained personnel who offer support services and financial assistance to eligible individuals and families in Nassau County in compliance with Federal and State mandates. DSS works toward and accomplishes its mission by offering comprehensive services that address the financial, health, social, employment, childcare, and safety issues that may affect an individual or family.

Through the leadership of the DSS Commissioner, who is Chairperson of the County Executive's Task Force on Family Violence, the Department continues to educate the community regarding family violence. The Department has taken an active role by participating in an annual professional conference, holding a poster contest for college students to promote community awareness, and creating a directory of available resources.

DSS is responsible for:

- Providing temporary financial aid to eligible recipients through programs such as the Family Assistance, Safety Net Assistance (SNA), Food Stamp, Supplemental Nutrition Assistance Program (SNAP) (formerly Food Stamps), Emergency Assistance to Families (EAF), Emergency Assistance to Adults (EAA), Employment, Medicaid, and Home Energy Assistance Programs (HEAP)
- Establishing, through its Child Support Enforcement program, an initial child support obligation of a legally responsible individual as designated by Family Court, collecting support payments, and enforcing and modifying existing support orders
- Providing employment and placement services to prepare public assistance recipients for long-term employment
- Protecting individuals, such as children through Children Services (foster care), Preventive and Child Protective Services (CPS), and adults and families through Adult Protective Services (APS), by enforcing the child and adult abuse mandates of New York State Social Services Law

### **GOALS**

- Offer the highest quality, efficient, and respectful services while minimizing processing times, number of appointments, and delays through the continuing assessment and refinement of the "Single Point of Access" philosophy
- Provide employment services to eligible and employable Temporary Assistance for Needy Families (TANF) clients
- Collaborate with the Nassau County Office of Housing and Community Development to assist clients in finding permanent housing
- Continue to recruit and secure resource homes for children in foster care
- Continue to evaluate and refine performance measurement systems throughout the Department and with contract agencies through its quality management initiatives



- Assess clients in need of additional services such as drug and alcohol and/or mental health treatment and make appropriate referrals in the community
- Provide childcare subsidies through the Day Care program, enabling income eligible families to offset the cost of childcare, as well as receive specialized training and employment services
- Provide Adult Protective Services' clients with enhanced senior programs
- Continue to improve public awareness of existing services through enhanced marketing and public relations efforts
- Continue to provide staff development and training, and maintain compliance with State and Federal regulations

### OBJECTIVES

- Work with employers in the County to engage the unemployed in job training and education programs
- Provide community guardianships to assist eligible adults who have no one to serve as a guardian and who lack sufficient assets for a court appointed guardian
- Expand the CPS Multi-Disciplinary Team comprised of DSS (CPS), Nassau County Police Department, Nassau County District Attorney, Nassau University Medical Center, and the Coalition Against Child Abuse and Neglect (CCAN) for cases with allegations of serious physical child abuse and corresponding support services
- Continue to encourage diversity and participation by inviting representatives from communities to participate in the Advisory Council, to which the Commissioner appoints members including recipients of assistance, providers of services, and representatives from the general public, with its purpose being to act in an advisory capacity only and make recommendations regarding program planning and policy development and identify community concerns
- Establish objective standards with accurate data analysis to improve productivity and client outcomes
- Continue to work with State agencies to enhance service delivery to Nassau County residents, including but not limited to CPS's Family Assessment Response (FAR)
- Produce and distribute informative materials and conduct regularly scheduled public presentations to provide information to the community
- Continue aggressive recruitment initiatives to increase the number and diversity of available foster care and adoptive families
- Conduct timely annual re-certifications of all Medicaid and TANF cases
- Maintain the rate at which paternity and support orders are established and the percentage of support dollars collected
- Continue maximizing Federal and State reimbursement by referring clients to other County programs where appropriate
- Maintain the Customer Service units which respond to general questions and case-specific inquiries to provide up-to-the minute information

**2018 BUDGET HIGHLIGHTS****Expenses**

DSS expenses for the 2018 NIFA Conformed Budget are \$480.6 million, a 1.3% increase compared to the 2017 Projections. Expenses in Salaries, Wages & Fees is \$47.8 million, a 0.5% increase from the 2017 Projection primarily due to vacancies during 2017 and the allocation of the VSIP savings to each department and the Legislative technical adjustments for 2018. The department has recently completed the internalization of the Preventive program that was previously performed by a contract agency (FCA). The department needed to hire 20 new staff for the program to ensure this division meets all State dictated mandates. The Administration in consultation with NIFA approval has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

**Contractual Services**

The Department's 2018 NIFA Conformed Budget for Contractual Services is \$6.7 million, an 8.6% decrease compared to the 2017 Projection due to Legislative and NIFA adjustments and savings in the miscellaneous contractual services.

**Recipient Grants**

DSS's 2018 NIFA Conformed Budget for Recipient Grants is \$55.7 million, a 3.6% increase compared to the 2017 Projection. Over 88.0% of Recipient Grant funding is composed of payments made to clients eligible for TANF and the SNA programs. In mid-year 2017, Public Assistance caseloads were 4,864 compared to a 2016 caseload average of 5,785, a decrease of 15.9%. This is primarily due to a 17.0% decrease in TANF cases and a 15.0% decrease in the SNA cases resulting from a historically low unemployment rate. The SNA portion of Public Assistance still accounts for 62.0% of all Public Assistance cases. Therefore, the 2018 NIFA Conformed Budget is projecting an increase of caseloads comparable to 2016.

**Purchased Services**

DSS's 2018 NIFA Conformed Budget for Purchased Services is \$67.6 million, which is relatively flat compared to the 2017 Projection. Purchased Services represent payments made to independent agencies that provide DSS clients with a variety of services such as Day Care, Adult and Child Protective Services, Foster Care, and Preventive Services.

**Emergency Vendor Payments**



The Department's 2018 NIFA Conformed Budget for Emergency Vendor Payments is \$47.0 million, which is relatively flat compared to the 2017 Projection primarily due to lower projected caseloads. Emergency Vendor Payments are payments made directly to vendors who provide services to eligible DSS clients. These services vary widely and include providing shelter, paying utilities, and maintaining and providing institutional care to a foster child or a child with special needs.

### **Medicaid**

The Department's 2018 NIFA Conformed Budget for Medicaid is \$237.7 million, a 1.6% increase compared to the 2017 Projection primarily due to an increase in the County's weekly Medicaid payments as directed by the New York State Mandate Relief Program that the State enacted in the NYS 2013-2014 budget effective April 1, 2013. Due to the uncertainty surrounding the future of the Affordable Care Act (ACA) and the resolution of any remaining federal overclaims, the State will be monitoring any changes and may make necessary adjustments during the SFY 17/18.

### **Revenues**

DSS's 2018 NIFA Conformed Budget for Revenues is \$181.0 million. The Rents and Recoveries revenues in the 2018 NIFA Conformed Budget are \$800,000, which is flat compared to the 2017 Projection. The Federal Aid reimbursement in the 2018 NIFA Conformed Budget is \$111.7 million, which is flat from the 2017 Projection. State Aid reimbursement and Department Revenues in the 2018 NIFA Conformed Budget are \$51.8 million and \$16.6 million respectively. The State Aid and Department revenues in the 2018 NIFA Conformed Budget are flat compared to the 2017 Projection. State Aid includes reimbursement for the Department's Interdepartmental Service Agreements (ISAs) for departments both within and outside the Health and Human Services departments. DSS is eligible to purchase and fund the information and referral functions provided by these departments as well as claim State Aid revenue for them.

## SOCIAL SERVICES



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	45,951,744	49,188,278	47,543,390	47,764,925
	AB - FRINGE BENEFITS	(110)	0	0	0
	BB - EQUIPMENT	138,365	20,298	20,298	18,880
	DD - GENERAL EXPENSES	690,046	728,875	728,875	754,164
	DE - CONTRACTUAL SERVICES	7,061,985	7,307,221	7,307,221	6,681,041
	HF - INTER-DEPARTMENTAL CHARGES	13,103,952	16,166,384	16,166,384	17,454,553
	SS - RECIPIENT GRANTS	55,760,126	59,900,000	53,710,000	55,650,000
	TT - PURCHASED SERVICES	67,507,226	67,583,171	67,833,171	67,583,171
	WW - EMERGENCY VENDOR PAYMENTS	42,797,627	48,275,000	47,275,000	47,025,000
	XX - MEDICAID	237,423,889	236,570,744	233,870,223	237,685,256
<b>EXP Total</b>		<b>470,434,850</b>	<b>485,739,971</b>	<b>474,454,562</b>	<b>480,616,990</b>
REV	BF - RENTS & RECOVERIES	2,110,907	800,000	800,000	800,000
	BH - DEPT REVENUES	16,780,701	16,583,180	16,583,180	16,583,180
	BJ - INTERDEPT REVENUES	185,237	203,374	203,374	198,734
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	117,519,302	113,652,074	111,319,301	111,658,686
	SA - STATE AID - REIMBURSEMENT OF EXPENSES	51,374,245	54,306,583	51,483,474	51,795,333
<b>REV Total</b>		<b>187,970,392</b>	<b>185,545,211</b>	<b>180,389,329</b>	<b>181,035,933</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	618	612	592
	ORDINANCE	2	2	2
<b>Full-Time Total</b>		<b>620</b>	<b>614</b>	<b>594</b>
Part Time		81	82	93
<b>Part Time Total</b>		<b>81</b>	<b>82</b>	<b>93</b>



**PERFORMANCE MANAGEMENT**

<b>Department of Social Services</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Assistance	% 7 Day Safety Assess Overdue	Includes the percentage of safety assessments of Child Abuse that are more than 7 days overdue at the end of the month for all non-FAR units. Does not include safety assessments already completed that may have been approved after 7 days. Child Abuse consists of any act of commission or omission that endangers or impairs a child's physical or emotional health or development.	Child Protective Services reports will be investigated and assessed in a timely manner.
Government Assistance	% Invest Overdue +60 Day	Includes the percentage of investigation conclusions of Child Abuse that are more than 60 days overdue at the end of the month for all non-FAR units. Child Abuse consists of any act of commission or omission that endangers or impairs a child's physical or emotional health or development.	Child Protective Services reports will be investigated and assessed in a timely manner.
Government Assistance	% Current Payment Level	Includes the amount of child support dollars distributed as a percentage of total dollars due.	The County will establish paternity and financial responsibility as well as track payment performance regarding child support.
Government Assistance	% Paternity Established	Includes the percentage of safety assessments of Child Abuse that are more than 7 days overdue at the end of the month for all non-FAR units. Does not include safety assessments already completed that may have been approved after 7 days. Child Abuse consists of any act of commission or omission that endangers or impairs a child's physical or emotional health or development.	Child Protective Services reports will be investigated and assessed in a timely manner.
Government Assistance	% Support Order Estb	Includes the percentage of Child Support cases open at the end of the month for which support orders have been established.	The County will establish paternity and financial responsibility as well as track payment performance regarding child support.
Government Assistance	All App: Registered to Disp	Includes the average number of days between the Application Registration date and the date of final disposition (Application Disposition Date) for all temporary assistance, day care and medical assistance applications.	Applications for assistance will be disposed of in a timely manner.
Government Assistance	% Homeless Cases-Motels	Includes the percentage of eligible homeless cases housed with the Department of Social Services on an emergency, temporary basis in Motels to help them meet their emergency.	The County will provide housing to no more than 30% of the eligible families requiring temporary or emergency housing in Hotels/Motels.
Government Assistance	% Homeless Housed-Motels	Includes the percentage of eligible homeless individuals (adults and children) who were housed with the Department of Social Services on an emergency, temporary basis in hotels to help them meet their emergency.	The County will provide housing to no more than 30% of the eligible families requiring temporary or emergency housing in Hotels/Motels.
Government Assistance	% TANF & SN MOE Employment	Includes the percentage of non-exempt TANF individuals (Temporary Assistance for Needy Families) and SN MOE individuals (Safety Net Maintenance of Effort) who participate in employment services provided by the County.	The County will provide accessible employment services to the eligible (Employable) Temporary Assistance and Safety Net Assistance population.

# SOCIAL SERVICES



Department of Social Services						
Performance Measures	Division	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
% 7 Day Safety Assess Overdue	Child Protective Services	9.6%	6.6%	9.0%	5.0%	9.0%
% Invest Overdue +60 Day	Child Protective Services	17.6%	15.8%	18.0%	16.0%	18.0%
% Current Payment Level	Child Support Enforce Programs	70.4%	68.6%	80.0%	68.9%	80.0%
% Paternity Established	Child Support Enforce Programs	86.4%	86.9%	80.0%	89.0%	80.0%
% Support Order Estbablished	Child Support Enforce Programs	82.3%	82.5%	80.0%	82.2%	80.0%
All App: Registered to Disp	Public Assistance	8 Days	9 Days	20 Days	9 Days	20 Days
All App: Registered to Disp	Day Care	18 Days	20 Days	25 Days	12 Days	25 Days
All App: Registered to Disp	Medicaid	14 Days	16 Days	20 Days	18 Days	20 Days
% Homeless Cases-Motels	Housing Shelter & Homeless	28.2%	31.5%	30.0%	38.7%	30.0%
% Homeless Housed-Motels	Housing Shelter & Homeless	36.8%	44.1%	30.0%	53.0%	30.0%
% TANF & SN MOE Employment	Public Assistance	27.6%	27.8%	28.0%	26.0%	27.0%



## **TAXI & LIMOUSINE COMMISSION**

The Nassau County Taxi & Limousine Commission regulates the registration and operation of for-hire vehicles in Nassau County. The Commission conducts enforcement and compliance operations with the various licensing jurisdictions and police departments throughout the County.

The Commission is responsible for licensing drivers who operate from Nassau County into New York City, Westchester County, and Suffolk County. Nassau County licensed drivers are drug-tested annually, fingerprinted through the New York State Division of Criminal Justice Services, and required to take a defensive driving course.

### **GOALS**

- 100% up-to-date registration on all for-hire vehicles operating within Nassau County
- Full compliance with the rules and regulations by all registered for-hire vehicles in Nassau County
- Eliminating the unregistered “bandit cab” industry in Nassau County

### **OBJECTIVES**

- Increase the number of registered for-hire vehicles year-over-year
- Increase the number of violations issued against the rules and regulations year-over-year
- Participate in twelve community meetings to increase public education and awareness of the danger presented by the “bandit cab” industry in Nassau County
- Work cooperatively with local licensing jurisdictions to ensure Nassau County-registered for-hire vehicles are operating in accordance with all applicable local laws, ordinances, and rules & regulations through joint enforcement operations
- Work cooperatively with the New York State Office of Medicaid Inspector General to ensure that Medicaid-enrolled transportation providers are conducting licensed trips as required under state law through joint enforcement operations

### **2018 BUDGET HIGHLIGHTS**

The expenses for the Taxi & Limousine Commission in the 2018 NIFA Conformed Budget are \$538,460, a 21.4% increase from the 2017 Projection. Salaries, Wages & Fees is \$500,485, a \$65,635 or 15.1% increase, as a result of merging the Taxi & Limousine Commission with the Office of Consumer Affairs. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. As part of the VSIP, the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.



## TAXI & LIMOUSINE COMMISSION



Other Than Personal Services (OTPS) expense is \$37,975, a \$29,276 increase from the 2017 Projection due to Contractual Services for fees that correspond to credit card charges.

The revenues in the 2018 NIFA Conformed Budget for the Taxi & Limousine Commission are \$1.1 million, a \$530,000 decrease from the 2017 Projection. This decrease is due to the law passed in 2017 which allowed Uber and Lyft among other Transportation Network Companies (TNCs) to operate legally in Nassau County without the need to get a Nassau County TLC Registration or License, which also decreased the 2018 NIFA Conformed Budget for Fines & Forfeitures.

The Administration plans to merge the Taxi & Limousine Commission with The Office of Consumer Affairs in 2018 resulting in a savings of \$355,937.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	378,894	480,543	434,850	500,485
	BB - EQUIPMENT	0	3,866	3,866	3,649
	DD - GENERAL EXPENSES	4,240	4,833	4,833	4,562
	DE - CONTRACTUAL SERVICES	0	0	0	29,764
<b>EXP Total</b>		<b>383,134</b>	<b>489,242</b>	<b>443,549</b>	<b>538,460</b>
REV	BC - PERMITS & LICENSES	302,065	376,435	376,435	346,435
	BD - FINES & FORFEITS	909,645	350,000	1,300,000	800,000
<b>REV Total</b>		<b>1,211,710</b>	<b>726,435</b>	<b>1,676,435</b>	<b>1,146,435</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	9	8	9
	ORDINANCE	1	1	1
<b>Full-Time Total</b>		<b>10</b>	<b>9</b>	<b>10</b>

# TAXI & LIMOUSINE COMMISSION



## PERFORMANCE MANAGEMENT

<b>Taxi and Limousine Commission</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Public Safety	For-Hire Driver's Licenses Issued	Includes the number of for-hire vehicle driver's licenses issued and renewed by the County. County for-hire vehicle driver's licenses are required for Nassau-based drivers to operate one-point trips in other licensing jurisdictions such as New York City and Suffolk County.	Increase the number of for-hire vehicle driver's licenses issued by Nassau County.
Public Safety	Joint Enforce Act- DOT	Includes regularly scheduled joint enforcement actions by the Nassau County Taxi & Limousine Commission (NCTLC) with the New York State Department of Transportation (NYS DOT) to ensure that both county-wide and state-wide laws/rules and regulations are being followed. NYS DOT is responsible for large limousines and passenger vans seating more than eleven individuals.	Reduce and impair the unregistered "Bandit Cab" industry in Nassau County.
Public Safety	Joint Enforce Act- Municipalities	Includes regularly scheduled joint enforcement actions by the Nassau County Taxi & Limousine Commission (NCTLC) with local municipalities to ensure that both county-wide and local taxi rules and regulations are being followed.	Reduce and impair the unregistered "Bandit Cab" industry in Nassau County.
Public Safety	Joint Enforce Act-OMIG	Includes regularly scheduled joint enforcement actions by the Nassau County Taxi & Limousine Commission (NCTLC) with the New York State Office of Medicaid Inspector General (NYS OMIG) to ensure the proper licensure and registration of for-hire vehicles offering service for Medicaid recipients.	Reduce and impair the unregistered "Bandit Cab" industry in Nassau County.
Public Safety	Registered For-hire Vehicles	Includes the number of for-hire vehicles registered within Nassau County by the Taxi and Limousine Commission.	Increase the number of registered for-hire vehicles operating year over year, until 100% registration is achieved.
Public Safety	T&L Community Meetings	Includes the number of community meetings held to increase public education and awareness of the danger presented by the "Bandit Cab" industry. Community meetings also include informational sessions ahead of prom season to help parents make better choices when selecting limousines for their children.	Reduce and impair the unregistered "Bandit Cab" industry in Nassau County. Ensure parents are hiring properly registered, licensed, and insured limousines for their children during prom season.
Public Safety	Taxi & Limo Violations Issued	Includes the total number of violations issued against the Rules and Regulations by the Taxi and Limousine Commissions.	Insure full compliance with the Rules and Regulations by all registered for-hire vehicles in Nassau County.

# TAXI & LIMOUSINE COMMISSION



<b>Taxi and Limousine Commission</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
For-Hire Vehicle Driver's Licenses	787	791	1,300	971	500
Joint Enforce Act- DOT	2	0	4	5	4
Joint Enforce Act- Municipalities	5	1	8	0	5
Joint Enforce Act- OMIG	--	--	N/A	5	5
Registered For-hire Vehicles	3,417	2,394	2,500	693	2,000
T&L Community Meetings	5	2	12	2	5
Taxi & Limo Violations Issued	332	4,884	1,500	3,716	1,500



## **OFFICE OF THE TREASURER**

In accordance with the County Law of New York State, the Nassau County Charter mandates the Office of the Treasurer. Under the Charter, the Treasurer is the County's Chief Fiscal Officer. The Treasurer acts as custodian of all funds belonging to the County or in which the County has an interest. The Office is responsible for the issuance of all County debt and invests all County funds. The Treasurer consists of the following divisions.

### **DEBT AND INVESTMENT DIVISION**

The Debt and Investment Division issues all County debt, invests County funds on a daily basis, tracks the use of bond and note proceeds, invests unexpended proceeds, and maintains banking relationships.

### **TAX DIVISION**

The Tax Division maintains County tax records, collects delinquent property taxes, and processes property tax refunds. This Division also conducts an annual tax lien sale and responds to Freedom of Information Law (FOIL) requests from the public and public tax information requests.

### **ACCOUNTING DIVISION**

The Accounting Division processes the County payroll and vendor payments, receives Payment In Lieu of Taxes (PILOT) payments, verifies and approves all cash receipts, reconciles the County's bank accounts on a monthly basis, maintains records of all County debt (including Nassau County Interim Finance Authority (NIFA) issued debt), processes debt service payments, acts as custodian for court and trust funds, and issues all County checks.

The Accounting Division also issues certificates of residency and collects special taxes, including the County's share of Belmont Park Admission fees, Entertainment Ticket surcharge, and Hotel/Motel taxes.

### **GOALS**

- Streamline processes, automate functions, and maximize resources
- Continually improve our services through optimum use of technology
- Maximize investment income by reviewing banking relationships
- Transition check payments to an Automated Clearing House (ACH), Payment Cards, and Direct Deposits
- Convert paper-based payroll notification to electronic notification
- Place the yearly tax lien sale auction online

**OBJECTIVES**

- Monitor and determine optimum cash levels by projecting cash flow and other cash requirements
- Process tax certiorari (judgments, petitions, and small claims) and Disputed Assessment Fund (DAF) refunds as efficiently as possible
- Identify potential operating and bond refunding savings and opportunities
- Post tax delinquent payments in a quick and efficient manner
- Automate bank reconciliations
- Monitor progress and accomplishments by establishing metrics
- Review bank accounts profile, usage, transactions, fee structures, and centralize the Countywide user administration
- Analyze fees and interest income
- Recommend opening and closing of bank accounts and consolidate common accounts
- Review vendor payments and payroll disbursement paid by checks
- Set-up vendor enrollment process through ACH
- Initiate conversion of paper-based check payments to ACH, Payment Cards, and Direct Deposits, and monitor progress and effectiveness through on-time payment cycles and late payment fines and penalties
- Implementation of online auction of our annual tax lien sale
- Adoption of P-card payment processing
- Full use of Gila and CRM collection agencies to recoup receivables
- Implementation of Hotel, Motel and Entertainment Tax collection using Chase PayConnexion



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**2018 BUDGET HIGHLIGHTS**

Expenses for the Office of the County Treasurer in the 2018 NIFA Conformed Budget are \$2.7 million, a decrease of \$52.3 or 95.1% from the 2017 Projection due to the establishment of the Disputed Assessment Fund (see Other Expenses below).

Salaries, Wages & Fees are \$2 million in the 2018 NIFA Conformed Budget, a slight decrease of \$125,916 or 5.9% from the 2017 Projection due to the allocation of the VSIP savings to each department and the Legislative technical adjustments. In addition, the Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union; the Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017.

Other Than Personal Expenses (OTPS), excluding the (OO) Other Expense category, are \$665,424 an increase of \$18,150 or 2.8% from the 2017 Projection. This is primarily due to Legislative and NIFA adjustments.

Other Expense includes payments for tax certiorari refunds. In the 2018 NIFA Conformed Budget Other Expense is zero, a decrease of \$52.2 million, or 100% from the 2017 Projection. The primary reason for this decrease is the establishment of the Disputed Assessment Fund to pay Class IV property tax refunds which creates funding to eliminate borrowing for future commercial property tax refunds. The negotiating of residential small claims before the roll goes final also contributed to lower appropriations of tax certiorari refund payments. This decrease in expense is also partially offset by no revenue projected in 2017 or included in the 2018 Proposed Budget from Capital Resources for Debt, which includes bond proceeds that were historically used to fund tax certiorari payments.

Revenues for the Office of the County Treasurer in the 2018 NIFA Conformed Budget are \$40.1 million, a decrease of \$1.4 million, or 3.3% from the 2017 Projection. This decrease is primarily attributable to less Departmental Revenues for Miscellaneous Fees; such as Landlord Administration Fees and Planning Escrow Account Administration Fees and less revenue from P-Card rebates. The County also anticipates collecting less revenue from Interest & Penalties on Taxes. These decreases are partially offset by an increase in Investment Income, primarily due to the County's investment of excess funds in instruments such as certificates of deposit, money markets, time deposits, repurchase agreements, and obligations of the United States Government and the State of New York.

# COUNTY TREASURER



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	1,980,628	2,196,192	2,147,476	2,021,560
	BB - EQUIPMENT	320	1,933	1,933	1,825
	DD - GENERAL EXPENSES	271,906	398,375	398,375	350,804
	DE - CONTRACTUAL SERVICES	130,936	246,966	246,966	312,795
	OO - OTHER EXPENSES	35,956,036	75,000,000	52,203,096	0
<b>EXP Total</b>		<b>38,339,826</b>	<b>77,843,466</b>	<b>54,997,846</b>	<b>2,686,984</b>
REV	BA - INT PENALTY ON TAX	33,813,544	35,200,000	35,200,000	34,850,000
	BD - FINES & FORFEITS	19,094	20,000	20,000	14,000
	BE - INVEST INCOME	2,053,121	947,000	1,699,091	1,929,000
	BF - RENTS & RECOVERIES	1,016,783	0	201,308	0
	BH - DEPT REVENUES	368,733	1,819,797	1,723,277	718,009
	BQ - CAPITAL RESOURCES FOR DEBT	0	60,000,000	0	0
	TX - SPECIAL TAXES	1,961,008	2,659,000	2,659,000	2,631,265
<b>REV Total</b>		<b>39,232,284</b>	<b>100,645,797</b>	<b>41,502,676</b>	<b>40,142,274</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	24	23	23
	ORDINANCE	3	3	3
<b>Full-Time Total</b>		<b>27</b>	<b>26</b>	<b>26</b>
Part Time		2	2	1
<b>Part Time Total</b>		<b>2</b>	<b>2</b>	<b>1</b>
Seasonal		2	0	0
<b>Seasonal Total</b>		<b>2</b>	<b>0</b>	<b>0</b>



**PERFORMANCE MANAGEMENT**

<b>Office of the Treasurer</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Efficiency	# of Bank Accounts	Includes the number of active managed bank accounts where Nassau County monies are deposited.	Improve timeliness of account reconciliation.
Government Efficiency	% Bank Accounts Reconciled	Includes the number of actively managed bank accounts reconciled within 30 days of receipt of bank statement as a percent of the total number of bank accounts where Nassau County monies are deposited.	Improve timeliness of account reconciliation.
Government Efficiency	% Direct Payroll Deposits	Includes the number of Direct Payroll Deposit as a percentage of total Payroll.	Increase efficiency through automation.
Government Efficiency	% Paperless Payroll Advice	Includes the number of Paperless Payroll Advice as a percentage of total Direct Deposits.	Increase efficiency through automation.
Government Efficiency	% Tax Pay Received Online	Includes the actual dollar value of delinquent property taxes received via online payment as a percentage of total payments received.	Increase efficiency through automation.
Government Efficiency	Investment Balance Rate	Represents the interest rate earned on Investment balances.	Maximize investment income, while providing sufficient liquidity and minimizing risk.

<b>Office of the Treasurer</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
# of Bank Accounts	99	100	105	100	105
% Bank Accounts Reconciled	98.0%	100.0%	98.0%	100.0%	98.0%
% Direct Payroll Deposits	80.9%	83.6%	82.0%	84.4%	84.0%
% Paperless Payroll Advice	2.8	3.6%	10.0%	3.7%	10.0%
% Tax Pay Received Online	4.3%	5.6%	3.0%	4.7%	5.0%
Investment Balance Rate	0.17%	0.20%	0.35%	0.35%	0.50%





## **NASSAU COUNTY DISTRICT COURT / TRAFFIC AND PARKING VIOLATIONS AGENCY**

The Nassau County Traffic and Parking Violations Agency (NCTPVA), as an arm of the Nassau County District Court, administers and adjudicates traffic and parking tickets for Nassau County and other municipalities as well as Photo Enforcement Notices of Liability (NOL).

NCTPVA utilizes both in-house resources and outside collection vendors, including default judgments and “boot and tow”, to recoup outstanding revenue owed.

NCTPVA works in conjunction with the New York State Department of Motor Vehicles (NYSDMV) to suspend the license and/or driving privilege of motorists who fail to respond to violations or pay post disposition fines and fees.

Also, in conjunction with the NYSDMV, parking ticket and NOL violators who fail to respond to and/or pay for post disposition violations, may be reported as “scofflaws” to the NYSDMV, which has the power to deny renewal of and/or cause immediate suspension of all current registrations and deny future registrations to the violator.

### **GOALS**

- Offer a timely conference and/or trial for traffic and parking tickets and NOLs
- Actively pursue the collection of overdue fines and penalties
- Forward delinquent accounts to contract vendors for collection
- Leverage new and existing technologies to serve the public more efficiently and effectively
- Operate Photo Enforcement Program efficiently and effectively to meet the goals of education and public safety
- Enhance and influence pedestrian and motor vehicle safety by increasing public awareness through education and enforcement

### **OBJECTIVES**

- Maintain conference scheduling of a “not-guilty” plea in a timely manner
- Offer trials as soon as practicable based on the issuing officer’s availability
- Attempt to adjudicate violations by first appearance date
- Continue sending scofflaw and suspension information to the NYSDMV
- Maintain the boot and tow program to immobilize scofflaws
- Aggressively send billing notices on traffic, parking violations, and Photo Enforcement NOLs
- Expand the default judgment process to all violations
- Implement default convictions for failure-to-appear (FTA) at traffic, parking, and NOL trials and hearings



- Upgrade computer system that leverages and interfaces with other County and State software applications to serve the needs of the Agency and its clientele effectively and efficiently
- Arrange for the ability to review all outstanding violations and NOLs in one system
- Implement self-service via online access to review scheduled court dates, submit requests for new/modified court dates, and submit pleas on-line
- Operate the Photo Enforcement Program in an effective and efficient manner by screening alleged offenses prior to the issuance of a NOL and providing timely hearing dates
- Implement a Distracted Driver Safety Program in an effort to reduce crashes caused by drivers using mobile devices while vehicle is in motion.

### **2018 BUDGET HIGHLIGHTS**

The expenses for the Traffic and Parking Violations Agency in the 2018 NIFA Conformed Budget are \$13.8 million, a decrease of \$1.3 million or 8.8% from the 2017 Projection. Expenses include Salaries, Wages & Fees of \$3.9 million, an increase of 0.8% from the 2017 Projection, primarily due to the impact of current labor agreements. The Administration in consultation with NIFA has initiated a Voluntary Separation Incentive Program (VSIP) for the Civil Service Employees Association (CSEA) labor union. The Administration has agreed to a fifty percent backfill. Employees who elected to separate from service had to do so on or before September 15, 2017. The increase is partially offset by the allocation of the VSIP savings to each department and the Legislative technical adjustments.

Other Than Personal Services (OTPS) expenses are \$10.0 million, a 12.0% decrease from the 2017 Projection, primarily attributable to Legislative and NIFA adjustments as well as Contractual Services related to American Traffic Solutions. American Traffic Solutions is paid 35% of the \$50 fine and penalty fees collected on Red Light Camera NOLs.

The revenues for the Traffic and Parking Violations Agency for the 2018 NIFA Conformed Budget are \$68.4 million, a \$942,047 or 1.4% increase from the 2017 Projection.

# TRAFFIC AND PARKING VIOLATIONS AGENCY



E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	3,983,467	4,089,440	3,824,333	3,853,685
	BB - EQUIPMENT	375	9,376	9,376	8,852
	DD - GENERAL EXPENSES	171,904	212,669	212,669	211,287
	DE - CONTRACTUAL SERVICES	11,399,736	10,118,696	11,125,185	9,765,418
	HF - INTER-DEPARTMENTAL CHARGES	5,625	0	0	0
<b>EXP Total</b>		<b>15,561,106</b>	<b>14,430,181</b>	<b>15,171,563</b>	<b>13,839,242</b>
REV	BD - FINES & FORFEITS	72,615,718	63,945,315	67,447,923	68,390,000
	BF - RENTS & RECOVERIES	41,672	35,000	35,030	35,000
<b>REV Total</b>		<b>72,657,391</b>	<b>63,980,315</b>	<b>67,482,953</b>	<b>68,425,000</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	41	43	41
	ORDINANCE	5	5	5
<b>Full-Time Total</b>		<b>46</b>	<b>48</b>	<b>46</b>
Part Time		47	41	48
<b>Part Time Total</b>		<b>47</b>	<b>41</b>	<b>48</b>

# TRAFFIC AND PARKING VIOLATIONS AGENCY



## PERFORMANCE MANAGEMENT

Traffic & Parking Violations Agency			
Category	Performance Measures	Description	Goal Statement
Government Efficiency	Boots Applied	Includes the number of boots applied under the Nassau County Boot and/or Tow Program. Beginning in March 2012, vehicles found parked within the public right-of-way may have their wheels locked with a boot. A vehicle is eligible if a registrant has received two or more parking or Red Light Safety Camera Notices of Liability. Vehicles are identified for booting by vehicles equipped with "license plate recognition" (LPR) technology. LPR systems are able to "read" up to 10,000 plates per day on vehicles parked on city streets and can identify, within a fraction of a second, if the license plate is in eligible status.	Increase compliance by using an additional enforcement tool.
Government Efficiency	Boot Vehicles Towed	Includes the number of vehicles towed under the Nassau County Boot and/or Tow Program. Beginning in March 2012, vehicles found parked within the public right-of-way may have their wheels locked with a boot. If the past-due amounts and \$166 booting fee are not paid within 48 hours (excluding weekends) the vehicle may be towed.	Increase compliance by using an additional enforcement tool.
Government Efficiency	Boot & Tow-Net Payment	Includes the net payment to Nassau County of all parking fines and late fees associated with the Boot and Tow Program (excluding Boot and Tow fees). Beginning in March 2012, scofflaw vehicles found parked within the public right-of-way may have their wheels locked with a boot. If the past-due amounts and \$166 booting fee are not paid within 48 hours (excluding weekends) the vehicle may be towed. Generally, the vehicle will be released from boot or impound upon payment of all parking fines, late fees, and booting and/or tow fees associated with the vehicle.	Increase compliance by using an additional enforcement tool.
Government Efficiency	1st Billing Notices	Represents the number of days after due date for TPVA to send the 1st billing notice for tickets issued within the past year.	TRAFFIC - Increase TPVA traffic collections. Increase billing traffic violations not requiring appearances. Issue the 1st billing notice on the 7th day from the due date. PARKING - Increase TPVA parking collections. Issue billing notice for billable parking Violations on the 7th from return date.
Government Efficiency	2nd Billing Notices	Represents the number of days after due date for TPVA to send the 2nd billing notice for tickets issued within the past year.	TRAFFIC - Increase TPVA Traffic Collections. Institute a second billing letter with stronger language to ensure timely payment. PARKING - Increase TPVA Parking Collections. Continue multiple Parking billing notices to decrease use of outside vendor.

# TRAFFIC AND PARKING VIOLATIONS AGENCY



Category	Performance Measures	Description	Goal Statement
Government Efficiency	Conference Scheduling Days	Includes the number of days the conference date is scheduled after not guilty plea entry.	Continue to schedule Traffic and Parking Conferences within a reasonable time frame. Maintain standard of scheduling conference within 75 days of Not guilty plea entry.
Government Efficiency	Parking and Traffic Fines and Late Fees	Includes total gross monies reduced by distribution monies. For traffic includes total monies Nassau County can book due to issuance of traffic violations (includes agency fee, fines, penalties and certain surcharges). For parking includes total monies Nassau County can book due to issuance of parking violations (includes agency fee, fines, penalties and collection fees).	The goal of TPVA is to process tickets efficiently and expeditiously utilizing TPVA resources. The efficient disposition of tickets will generate targeted revenues set for TPVA.
Public Safety	Red Light Camera Violations	Includes the number of notices of liability issued to red light camera violators. There are various ways to receive a Notice of Liability due to a red light camera violation: left turn while traffic signal is red, going straight through on a red light signal, making a right on red but failing to make a complete stop, blatant disregard for a red light.	Ensure the issuance of red light camera violations is consistent among locations and periods for the Public Safety betterment.
Public Safety	RLC Revenue	Includes total collected revenue from Red Light Camera violations.	Ensure the issuance of red light camera violations is consistent among locations and periods for the Public Safety betterment.
Government Efficiency	Susp-Aft NON Appear Cnfrnce Dt	Includes the number of days for TPVA to notify DMV to suspend driving privileges after conference NON appearance date.	Continue to increase TPVA notification of pending Traffic suspensions to DMV. Notify DMV to suspend for NON appearance for Conference date. Continue to notify DMV to suspend driving privileges 60 days after NON appearance dates.
Government Efficiency	Susp-Aft NON Appear Trial Date	Includes the number of days for TPVA to notify DMV to suspend driving privileges after trial NON appearance date.	Continue to increase TPVA notification of pending Traffic suspensions to DMV. Notify DMV to suspend NON Appearance on trial date. Continue to notify DMV to suspend driving privileges 60 days after NON appearance date.
Government Efficiency	Suspend-After Pay Due Date	Includes the number of days for TPVA to notify DMV to suspend driving privileges after "suspend deferred payment" due date.	Continue to increase TPVA notification of pending Traffic suspensions to DMV. Suspend Deferred payments not received. Continue to notify DMV to suspend driving privileges 60 days after payment due date.
Government Efficiency	TPVA Internet Payments	Includes the amount of TPVA revenue collected via the internet.	Improve internet payment service.
Government Efficiency	TPVA Phone Payments	Includes the amount of TPVA revenue collected over the phone. This measure is a subset of TPVA County Revenue.	Improve phone payment service.
Government Efficiency	TPVA Trials Pending-Overall	Includes the number of pending traffic trials waiting to be scheduled by all jurisdictions.	Reduce traffic trial inventory. Continue working with various jurisdictions to increase the number of traffic trials scheduled.

# TRAFFIC AND PARKING VIOLATIONS AGENCY



Traffic & Parking Violations Agency						
Performance Measures	Division	2015 Actual	2016 Actual	2017 Target	2017 June YTD Actual	2018 Target
Boots Applied	TPVA	3,538	6,516	2,500	3,355	3,000
Boot Vehicles Towed	TPVA	30	205	50	187	75
Boot & Tow-Net Payment	TPVA	\$ 1,742,680	\$ 3,591,670	\$ 1,500,000	\$ 1,985,225	\$ 1,750,000
1st Billing Notices	Parking	9.7 Days	9.3 Days	9.0 Days	11.1 Days	10.0 Days
2nd Billing Notices	Parking	30.5 Days	30.2 Days	31.0 Days	26.7 Days	30.0 Days
Conference Scheduling Days	Parking	62.3 Days	63.1 Days	66.0 Days	63.3 Days	65.0 Days
1st Billing Notices	Traffic	7.1 Days	6.6 Days	8.5 Days	6.7 Days	8.0 Days
2nd Billing Notices	Traffic	38.0 Days	37.7 Days	39.0 Days	37.9 Days	38.5 Days
Conference Scheduling Days	Traffic	63.6 Days	63.6 Days	61.0 Days	64.0 Days	63.0 Days
Parking and Traffic Fines and Late Fees	TPVA	\$21,239,889	\$23,062,326	\$15,500,000	\$ 12,191,010	\$ 17,000,000
Red Light Camera Violations	RLC	484,750	507,787	289,110	231,159	300,000
RLC Revenue	RLC	\$33,441,071	\$48,558,895	\$20,695,500	\$ 29,087,091	\$ 25,000,000
Susp-Aft NON Appear Cnfrnce Dt	Traffic	62.0 Days	62.0 Days	75.0 Days	62.0 Days	70.0 Days
Susp-Aft NON Appear Trial Date	Traffic	65.0 Days	78.0 Days	75.0 Days	61.0 Days	70.0 Days
Suspend-After Pay Due Date	Traffic	79.0 Days	77.0 Days	75.0 Days	74.0 Days	75.0 Days
TPVA Internet Payments	TPVA	\$ 7,359,718	\$ 8,963,094	\$10,000,000	\$ 5,748,565	\$ 11,000,000
TPVA Phone Payments	TPVA	\$ 1,558,242	\$ 1,310,132	\$ 1,600,000	\$ 524,876	\$ 1,300,000
TPVA Trials Pending-Overall	Traffic	5,281	5,853	4,600	6,221	5,800



## **VETERANS SERVICE AGENCY**

The Veterans Service Agency (VSA) advocates on behalf of veterans and their dependents in the areas of compensation, pension, education, vocational rehabilitation, burial, hospital care, blind annuity, tax exemptions, and discharge upgrading. The Agency provides free transportation for veterans to the Veterans Administration (VA) Hospital in Northport, the VA Health Clinic in East Meadow, the VA Valley Stream Clinic, and the Nassau Veterans Center in Hicksville. The program consists of 50 volunteer drivers.

VSA accomplishes its Mission by:

- Guiding veterans through the process from the application for benefits to the adjudication and, if necessary, any appeal
- Providing advocacy services for veterans, their spouses, and dependents, thereby making it easier for claims and earned benefits to be administered and received by deserving and rightful recipients
- Conducting two Veteran Stand Down events annually that provide assistance to veterans in securing entitled benefits, job counseling, legal advice, food, clothing, medical screening, dental care and free meals
- Overseeing the Vet-Mart that provides Veterans with weekly rations of toiletries and canned food

### **Goals**

- Educate veterans and their families about their benefits
- File claims for veterans and/or their families properly and in a timely manner to ensure the best possible outcome and maximization of the dollar amount received
- Allow veterans, who are currently receiving Department of Social Services benefits, to change to VA benefits

### **OBJECTIVES**

- Streamline and improve the processing of claims and administration of benefits to ensure proper compliance
- Improve public awareness of veteran benefits and entitlements, thereby increasing the number of veterans filing for benefits
- Educate Post Commanders, Post Presidents, and Service Officers about veterans' benefits and new VA laws and regulations, thereby increasing the filing of new claims for benefits



**2018 BUDGET HIGHLIGHTS**

Expenses for the Veterans Service Agency in the 2018 NIFA Conformed Budget are \$501,987, a 0.1% decrease from the 2017 Projection. due to the Legislative technical adjustments. Salaries Wages & Fees are \$485,751 or 0.1% higher than the 2017 Projection primarily due to health insurance buyback and the impact of current labor agreements. Other Than Personal Services (OTPS) expense is \$16,236, \$964 or 5.6% lower than the 2017 Projection.

Revenues for the Veterans Service Agency in the 2018 NIFA Conformed Budget are \$59,703, flat with the 2017 Projection.

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	AA - SALARIES, WAGES & FEES	433,395	485,054	485,054	485,751
	DD - GENERAL EXPENSES	12,690	15,200	15,200	14,348
	DE - CONTRACTUAL SERVICES	0	2,000	2,000	1,888
<b>EXP Total</b>		<b>446,086</b>	<b>502,254</b>	<b>502,254</b>	<b>501,987</b>
REV	SA - STATE AID - REIMBURSEMENT OF EXPENSES	118,406	59,703	59,703	59,703
<b>REV Total</b>		<b>118,406</b>	<b>59,703</b>	<b>59,703</b>	<b>59,703</b>

Head Count	Union	2017 NIFA Conformed	On Board HC 8/31/2017	2018 NIFA Conformed
Full-Time	CSEA	6	6	6
	ORDINANCE	1	1	1
<b>Full-Time Total</b>		<b>7</b>	<b>7</b>	<b>7</b>





**Performance Management**

<b>Veterans Service Agency</b>			
<b>Category</b>	<b>Performance Measures</b>	<b>Description</b>	<b>Goal Statement</b>
Government Assistance	% Vet Counselors Using VIMS	Represents the percentage of Veteran Service Agency Counselors using the VIMS (Veterans Information Management) System.	All VSA Counselors to use the efficient and paperless VIMS (Veterans Information Management) system to store Veterans information.
Government Assistance	Veteran Cash Awards	Represents the total cash awards received by Veterans from the U.S. Department of Veteran Affairs.	To file claims for the Veteran and/or family and to increase the dollar amount received by Nassau County Veterans.
Government Assistance	Veteran Claims Opened	Represents the number of Veteran claims opened, including compensation, pension, tax exemption, and medical claims.	Guide Veterans through the claims process from the application to adjudication and if necessary, the appeal process.
Government Assistance	Veteran Stand Downs/Veterans' Assistance Day	The Bi-annual Stand Down/Veterans' Assistance Day provides veterans with assistance in securing entitled benefits, job counseling, legal advice, clothing, free dental cleaning, haircuts, canned food, medical screening, day of event meal and enrollment in the VA health care system, which helps veterans integrate back into the work force and our community.	Help the County's homeless veterans by providing access to the community resources needed to begin addressing their individual problems and rebuilding their lives.

<b>Veterans Service Agency</b>					
<b>Performance Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Target</b>	<b>2017 June YTD Actual</b>	<b>2018 Target</b>
% Vet Counselors Using VIMS	100.0%	100.0%	100.0%	100.0%	100.0%
Veteran Cash Awards	\$ 5,604,533	\$ 4,346,422	\$ 4,000,000	\$ 3,508,271	\$ 4,000,000
Veteran Claims Opened	2,057	1,888	1,200	913	1,247
Veteran Stand Downs	2	2	2	0	2



## **FUNDS & MISCELLANEOUS**





**CAPITAL FUND**

*The County Executive submitted the 2016 Capital Budget and Four-Year Capital Plan in October 2015, and the County Legislature adopted them in February 2016 and last amended them in August 2017. A summary of the Adopted 2016 Capital Budget and Four-Year Capital Plan with the August 2017 amendments are included below.*

The 2016 Capital Budget and 2016-2019 Capital Plan for Nassau County include the planned capital investment of \$854.7 million through 2019 to renew and enhance the County’s extensive infrastructure and public facilities.

Between 2016 and 2019, Nassau County anticipates spending \$648.3 million on General Capital Projects. The other major category of capital expenditures between 2016 and 2019 is improvements to the Sewer and Storm Water Resources District at \$206.4 million. Funding for all approved projects in the Capital Plan is in the following table.

**Nassau County Capital Plan: 2016-2019**

	2016	2017	2018	2019	Total FY 2016 - 2019
General Capital	361,950,588	114,932,272	90,850,478	80,588,000	648,321,338
Building Consolidation Program	0	0	0	0	0
Sewer and Storm Water Resources District	90,577,836	88,300,000	13,750,000	13,750,000	206,377,836
Environmental Bond Act	0	0	0	0	0
<b>Total</b>	<b>452,528,424</b>	<b>203,232,272</b>	<b>104,600,478</b>	<b>94,338,000</b>	<b>854,699,174</b>

The Capital Plan advances projects to improve the health, safety, and quality of life of County residents and makes government more efficient and responsive to the needs of residents. Projects include enhancements to County facilities, rehabilitation of roadways, drainage improvements, and the construction and redevelopment of park facilities.

In 2016, the Capital Plan continues to focus on completing projects already underway and does not anticipate commencing new projects.

## CAPITAL FUND



### RECURRING CAPITAL PROJECTS

The County categorizes capital projects as either recurring or non-recurring. A project that the County has identified to be recurring is one that it expects to be included in the majority of annual capital budgets and tends to have regular replacement cycles.

#### General Capital and Building Consolidation Programs, 2016-2019

	2016	2017	2018	2019	Total FY 2016 - 2019
Recurring	119,123,906	67,950,000	63,200,000	62,125,000	312,398,906
Non-Recurring	242,826,682	46,982,272	27,650,478	18,463,000	335,922,432

#### Sewer and Storm Water Resources District, 2016-2019

	2016	2017	2018	2019	Total FY 2016 - 2019
Recurring	43,437,000	70,800,000	12,500,000	12,500,000	139,237,000
Non-Recurring	47,140,836	17,500,000	1,250,000	1,250,000	67,140,836

### FUNDING SOURCES

Funding for capital projects comes from a variety of sources. In the 2016 Budget and Plan, a majority of funding will come from the issuance of long-term debt. The following tables indicate the funding sources for the Capital Plan.

#### Funding Sources for the Capital Plan, 2016-2019 - Total

	2016	2017	2018	2019	Total FY 2016 - 2019
County Debt	273,172,255	190,544,272	91,912,478	81,650,000	637,279,005
Non County (Grants, etc.)	179,356,169	12,688,000	12,688,000	12,688,000	217,420,169
<b>Total</b>	<b>452,528,424</b>	<b>203,232,272</b>	<b>104,600,478</b>	<b>94,338,000</b>	<b>854,699,174</b>



**Funding Sources for the 2016-2019 - General Capital Plan**

	2016	2017	2018	2019	Total FY 2016 - 2019
County Debt	187,854,419	102,244,272	78,162,478	67,900,000	436,161,169
Non County (Grants, etc.)	174,096,169	12,688,000	12,688,000	12,688,000	212,160,169
<b>Total</b>	<b>361,950,588</b>	<b>114,932,272</b>	<b>90,850,478</b>	<b>80,588,000</b>	<b>648,321,338</b>

Sources of funding consist of the following:

- General Obligation Bonds (G.O. Bonds) – The capital program is primarily funded through the issuance of long-term debt. All of the taxable real property within the County is subject to the levy of ad valorem taxes, subject to applicable statutory limitations, to pay both the principal of and interest on long-term debt.
- Non-County Funding (State and Federal Grants) – Other government entities provide grants for the construction and reconstruction of physical assets as well as the purchase of capital equipment.

**2016 FUNDING BY PROJECT CATEGORY**

The County makes capital funding available for the following project types.

**General Capital** - The General Capital Program includes projects that will make improvements to County infrastructure. Projects fall into one of the following categories.

**2016 General Capital County Debt by Project Category**

Category	Amount
Infrastructure	\$49,629,937
Public Safety	46,860,000
Roads	33,420,000
Buildings	16,004,482
Parks	13,250,000
Technology	12,750,000
Equipment	6,800,000
Traffic	6,440,000
Transportation	2,700,000
Property	0



- **Infrastructure:** Major infrastructure improvements including new facilities at Nassau Community College
- **Public Safety:** Improvements to the Nassau County Correctional Center, Police Department facilities, and Fire Service Academy
- **Roads:** Improvements to County roads
- **Buildings:** Improvements to County buildings, including rehabilitations and electrical upgrades
- **Parks:** Construction and rehabilitation of parks and park facilities
- **Technology:** Improvements to the County's technology infrastructure and the purchase of new software applications and computer and network equipment
- **Equipment:** Purchase of vehicles and other equipment
- **Traffic:** Improvements to signals, traffic computers, and other traffic-related systems
- **Transportation:** Purchase of new buses and overall planning initiatives related to the Nassau HUB
- **Property:** Property acquisition and use studies

**Sewer and Storm Water Resources District** - The District finances its capital needs through debt issued by the County, the New York State Environmental Facilities Corporation and/or the Sewer and Storm Water Finance Authority.

**Environmental Bond Act** - Funds expended to purchase and preserve open space through a special assessment approved by County voters.

#### **IMPACT OF CAPITAL PROGRAMS ON THE OPERATING BUDGET**

The majority of capital improvement projects generate either future Operating Budget costs or savings in the following ways: increasing annual debt service cost, and that generates savings the Operating Budget from the new, renovated facilities or purchased equipment that decrease operating costs.

#### **Debt Service**

- The County budgets all debt service (interest, principal, and set-aside payments) out of the Debt Service Fund, with the exception of certain sewer debt. The County then charges these expenses to the appropriate funds on a project-by-project basis.
- Fiscal Year 2017 tax supported debt service, as displayed later in the Debt Service Fund section, is project to be \$375.3 million. The 2018 Proposed Budget includes \$377.0 million of debt service.

#### **Operating Budget Impacts**

- To record the true cost of a capital project, County departments will charge the associated capital project for both direct and indirect operating costs related to the capital project planning and execution.
- Once a project is complete, it may continue to affect the Operating Budget for the life of the asset. For instance, the construction of government buildings and facilities may





result in new annual costs for maintenance, utilities, and additional staffing required for facility management and operation. However, new or renovated buildings and equipment may also result in savings in the Operating Budget.

- The County requires all new buildings to meet at least Certified Leadership in Energy and Environmental Design (LEED) requirements, which the County expects to result in maintenance and utility efficiencies and savings.
- The Capital Plan includes analysis of the Operating Budget impact as it aids in the review and decision making on the timing of public facility renovations or replacement. This includes an analysis of what the ongoing cost of a new building or road will be in addition to its construction costs and any required debt service.

#### **IMPACT OF SIGNIFICANT NON-RECURRING CAPITAL PROJECTS ON THE OPERATING BUDGET**

The County's 2016-2019 Capital Plan includes approximately \$403.1 million of non-recurring capital expenditures. Non-recurring capital expenditures or projects are typically not included in every budget and do not have a regular replacement cycle.

- The most significant non-recurring General Capital projects include:
  - The Family & Matrimonial Court Phase I building renovation is a total planned investment of \$59.0 million. The County does not anticipate that the facility will significantly increase personnel or utility costs, as it represents the renovation of a current County facility. However, there is the potential for lower maintenance costs reflective of a newer facility.
  - The County anticipates a total investment of \$39.0 million for the Nassau County Crime Lab Project and does not anticipate that the facility will significantly increase personnel or utility costs, as it represents the replacement of a current County facility. However, there is the potential for lower maintenance costs reflective of a newer facility.
- Excluding the reconstruction of the Bay Park Sewage Treatment Plant, which the County anticipates will be completed with Federal funding, the most significant non-recurring Sewer and Storm Water Resources District projects include:
  - The Bay Park Outfall District Structure Pipeline Rehabilitation Study is a total investment of \$52.0 million. The County is currently investigating the viability of transporting effluent from Bay Park to the Cedar Creek Water Pollution Control Plant outfall using 10 miles of existing viaduct along Sunrise Highway.
  - Pump Station Rehabilitation is a total investment of \$101.5 million. The County does not expect this rehabilitation to result in any additional staffing. However, the County expects maintenance and utility costs to decline, as the facilities will be newer and more efficient.
  - Horse Brook Drainage Improvements are a total investment of \$22.0 million. The drainage improvements are not expected to affect the Operating Budget.



## **COMMUNITY COLLEGE FUND**

Nassau Community College (NCC), a constituent member of the State University of New York (SUNY) system, is a comprehensive, full-opportunity institution of higher education. All who can benefit from its resources have the opportunity to expand their knowledge and skills and to pursue the goal of lifelong learning. The College is dedicated to high quality, low-cost education, and career preparation to meet the needs and interests of the communities it serves. It is committed to academic excellence and the dignity and worth of the individual. To these ends, NCC offers Associate in Arts, Associate in Science, and Associate in Applied Science degrees, as well as certificates and continuing education programs. Its curricula span the liberal arts and sciences and pre-professional and professional areas for the benefit of a diverse population. The College places a high priority on small classes in various fields, taught by qualified, experienced faculty, to provide an optimal educational environment.

The NCC Board of Trustees adopted the Fiscal Year 2018 Budget (September 1, 2017 – August 31, 2018) on May 9, 2017, and the Nassau County Legislature adopted it on June 21, 2017. The Fiscal Year 2018 NCC Budget is \$152.6 million, a decrease of \$58.5 million or 27.7% compared to the Fiscal Year 2017 Budget. The Fiscal Year 2018 Budget represents the Third consecutive budget with a decrease in expenses. Expenses are budgeted to decrease primarily due to reductions in fringe benefit costs, discretionary spending in other than personnel service costs, utility costs, rental expenses, and savings on personnel costs from the projected retirements and other attrition. The budget consists of three primary revenue sources: tuition, State Aid and local sponsor share (Nassau County Property Taxes). The budget contains no increases in taxes. The Fiscal Year 2018 full-time student tuition rate increased \$234, or 4.8% from \$4,868 to \$5,102. There is also a \$55 increase in the Technology Fee, a \$20 increase in the Extra-curricular activity fee, and a \$10 increase in the Vehicle Registration Fee. State Aid has increased \$50 or 1.85%, per full-time equivalent student (FTE) from \$2,697 to \$2,747. In 2017 the College budgeted for a \$2,006,380 projected use of Fund Balance and does not anticipate using Fund Balance in 2018. The fiscal year 2017-2018 NCC Budget will allow the College to continue to provide a high standard of academic excellence and an opportunity of a high quality and affordable education to the community.

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## BOND INDEBTEDNESS RESERVE FUND



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### BONDED INDEBTEDNESS RESERVE FUND

Established in 2005, the Bonded Indebtedness Reserve Fund (BIF) contains appropriations to provide partial payment of annual debt service. In 2017, Resolution 178-17 appropriated \$3.6 million into BIF fund for future debt service payments.

BONDED INDEBTEDNESS RESERVE FUND					
E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	LT - TRANSFER DEBT SERVICE FUND	0	0	0	2,912,422
<b>EXP Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>2,912,422</b>
REV	AA - FUND BALANCE	0	0	0	2,912,422
	IF - INTERFUND TRANSFERS	3,609,039	0	0	0
<b>REV Total</b>		<b>3,609,039</b>	<b>0</b>	<b>0</b>	<b>2,912,422</b>



## **DEBT SERVICE FUND**

The County budgets all debt service (interest, principal, and set-aside payments) in the Debt Service Fund, with the exception of certain sewer debt. The County then charges these expenses to the appropriate funds on a project-by-project basis.

Prior to 2000, the County issued debt to fund its short-term and long-term financing needs. Beginning in 2000, the Nassau County Interim Finance Authority (NIFA) began to issue debt for these purposes, pursuant to NIFA's authority under State law enacted in 2000. The County re-entered the short-term market in late 2003. NIFA's statutory authority to borrow on behalf of the County effectively ended at the end of 2005. The County resumed issuing long-term debt in 2007. Therefore, the County's outstanding debt consists of both County bonds and NIFA bonds. To understand the County's total debt profile, one must consider both the County's debt service and NIFA's debt service (reflected in the Other Expenses code), which is funded through NIFA's set-asides of County sales tax revenue.

Interest Expense and Principal Expense contain appropriations for scheduled interest and principal payments on outstanding and future general obligation debt issued for projects in the General, Fire Prevention, Police Headquarters, Police District, Community College, and Environmental Bond Funds, and certain sewer debt. Interest Expense also contains appropriations for interest payments on bond anticipation notes and cash flow notes. Other Expenses contain appropriations for NIFA's set-asides of County sales tax revenue to fund debt service on NIFA debt and cost-of-issuance expense.

Capital Resources for Debt Service includes the projected premium from the issuance of debt. A bond or note issue generates premium when the coupon is higher than the corresponding yield. Debt Service Chargeback Revenue is revenue for charges associated with debt service paid from the Debt Service Fund and charged to the General, Fire Prevention, Police Headquarters, and Police District Funds. Interfund Charges Revenue is payment for the debt service that the County pays from the Debt Service Fund and charges to the Environmental Bond Fund and Sewer and Storm Water Resources District Fund. Federal Aid reimbursement of expenses is a direct payment subsidy the County receives from the Federal Government for a portion of its borrowing costs on Build America Bonds that the County issued in 2009 and 2010. Build America Bonds are federally taxable, as opposed to most of the County's General Obligation Debt, which is tax-exempt.

# DEBT SERVICE FUND



## DEBT SERVICE FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
EXP	FF - INTEREST	104,170,296	116,812,519	115,685,919	122,588,977
	GG - PRINCIPAL	79,280,000	94,230,001	94,230,001	98,707,823
	OO - OTHER EXPENSES	172,457,395	165,348,437	165,348,437	148,232,144
<b>EXP Total</b>		<b>355,907,690</b>	<b>376,390,957</b>	<b>375,264,357</b>	<b>369,528,944</b>
REV	BG - REVENUE OFFSET TO EXPENSE	219,756	0	0	1,112,216
	BQ - CAPITAL RESOURCES FOR DEBT	55,533,353	3,450,000	3,450,000	2,604,750
	BV - DEBT SERVICE CHARGEBACK REVENUE	269,056,788	337,018,413	335,891,813	326,130,453
	BW - INTERFUND CHARGES REVENUE	26,337,402	31,110,342	31,110,342	31,956,901
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	4,760,391	4,812,202	4,812,202	4,812,202
	IF - INTERFUND TRANSFERS	0	0	0	2,912,422
<b>REV Total</b>		<b>355,907,690</b>	<b>376,390,957</b>	<b>375,264,357</b>	<b>369,528,944</b>

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## ENVIRONMENTAL BOND FUND

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### ENVIRONMENTAL BOND FUND

The Environmental Bond Fund, established by Local Law No. 14 of 2004 and Local Law No. 10 of 2006, contains resources and appropriations to cover the cost of purchasing and preserving open space and for other uses in accordance with the County's environmental programs established by such local laws. These local laws have authorized \$150 million (\$50 million in 2004 and \$100 million in 2006) in environmental program funding. To date the County has issued bonds generating \$144.9 million of proceeds.

#### ENVIRONMENTAL FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
EXP	HH - INTERFUND CHARGES	8,391,669	9,186,404	9,186,404	9,645,222
<b>EXP Total</b>		<b>8,391,669</b>	<b>9,186,404</b>	<b>9,186,404</b>	<b>9,645,222</b>
REV	AA - FUND BALANCE	19,468,851	9,186,404	9,186,404	1,942,938
	BE - INVEST INCOME	12,945	0	0	0
	TL - PROPERTY TAX	0	0	0	7,702,284
<b>REV Total</b>		<b>19,481,796</b>	<b>9,186,404</b>	<b>9,186,404</b>	<b>9,645,222</b>



## **GRANT FUND**

The County receives outside funding from grants, primarily from the New York State and Federal governments that reimburse the cost of certain programs. While most of these programs are in the health and human services area, the County also receives a sizeable number of grants to enhance law enforcement and public safety.

Grant funds, in most cases, cannot supplant funds in the Operating Budget. The County can use them to enhance existing services, provide new services, act as seed money for new service programs, partially or fully cover the costs of services mandated by the State or Federal government, and pay overtime for special public safety programs among other things.

In each case, when the cost of a County employee or non-personnel related services is reimbursed by an outside entity, that expense (and associated revenue) is charged to the Grant Fund. Grants typically cover a non-calendar year, and grantors may allow the County to carry over unspent funds to future grant periods. Because County policy precludes the County from assuming grant revenues in the Budget before receipt is certain, the County recognizes outside reimbursements and expenses in the Grant Fund by Supplemental Appropriation after the grantor assures the County of the amount and receipt of the funds.

The Office of Management and Budget(OMB) has divided the 2018 Grants Plan into three sections, Public Safety, Social Services and Public Works. OMB will be working on maximizing its grant, continue to explore new grant opportunities and provide financial analysis for grants.

The 2018 Grants Plan total approximately \$107.3 million that is subject to change depending on the new grant opportunities from Federal and New York State Agencies. Grant program fundind totals: Social Services Programs \$92.7 million, Public Safety \$8.0 million, and Public Works \$6.6 million. The anticipated Federal funding for 2018 is \$60.1 million and \$47.2 million from in New York State funding.

# GRANT FUND



<b>PUBLIC SAFETY</b>		
<b>DEPARTMENT</b>	<b>OBJECT</b>	<b>2017 GRANTS PLAN</b>
DISTRICT ATTORNEY	AA-SALARIES, WAGES & FEES	784,077
	AB-FRINGE BENEFITS	211,975
	DD-GENERAL EXPENSES	3,100
	DE-CONTRACTUAL SERVICES	94,270
<b>TOTAL EXPENSES</b>		<b>1,093,422</b>
	SA-STATE AID	1,093,422
<b>TOTAL REVENUE</b>		<b>1,093,422</b>
EMERGENCY MANAGEMENT	AA-SALARIES, WAGES & FEES	1,169,588
	AB-FRINGE BENEFITS	603,263
	BB-EQUIPMENT	1,209,925
	DD-GENERAL EXPENSES	1,239,271
	DE-CONTRACTUAL SERVICES	395,000
<b>TOTAL EXPENSES</b>		<b>4,617,047</b>
	FA-FEDERAL AID	4,617,047
<b>TOTAL REVENUE</b>		<b>4,617,047</b>
FIRE COMMISSION	AA-SALARIES, WAGES & FEES	2,100
	AB-FRINGE BENEFITS	100
	BB-EQUIPMENT	66,500
	DD-GENERAL EXPENSES	25,300
<b>TOTAL EXPENSES</b>		<b>94,000</b>
	FA-FEDERAL AID	94,000
<b>TOTAL REVENUE</b>		<b>94,000</b>
POLICE DEPARTMENT	AA-SALARIES, WAGES & FEES	926,408
	AB-FRINGE BENEFITS	159,529
	BB-EQUIPMENT	708,680
	DD-GENERAL EXPENSES	11,000
<b>TOTAL EXPENSES</b>		<b>1,805,617</b>
	FA-FEDERAL AID	1,274,617
	SA-STATE AID	531,000
<b>TOTAL REVENUE</b>		<b>1,805,617</b>
PROBATION	AA-SALARIES, WAGES & FEES	840,770
	AB-FRINGE BENEFITS	208,716
	BB-EQUIPMENT	1,400
	DD-GENERAL EXPENSES	10,400
	DE-CONTRACTUAL SERVICES	191,542
<b>TOTAL EXPENSES</b>		<b>1,252,828</b>
	FA-FEDERAL AID	285,595
	SA-STATE AID	967,233
<b>TOTAL REVENUE</b>		<b>1,252,828</b>
<b>TOTAL PUBLIC SAFETY GRANTS</b>		<b>8,862,914</b>



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**GRANT FUND**

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**PUBLIC WORKS**

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DEPARTMENT	OBJECT	2017 GRANTS PLAN
PUBLIC WORKS	AA-SALARIES, WAGES & FEES	593,670
	AB-FRINGE BENEFITS	314,649
	BB-EQUIPMENT	43,767
	DD-GENERAL EXPENSES	262,533
	DE-CONTRACTUAL SERVICES	2,682,120
	HH-INTERFUND CHARGES	1,133,851
<b>TOTAL EXPENSES</b>		<b>5,030,590</b>
	FA-FEDERAL AID	3,610,590
	SA-STATE AID	1,420,000
<b>TOTAL REVENUE</b>		<b>5,030,590</b>

# GRANT FUND



## SOCIAL SERVICE PROGRAMS

DEPARTMENT	OBJECT	2017 GRANTS PLAN
HEALTH AND HUMAN SERVICES	AA-SALARIES, WAGES & FEES	4,654,563
	AB-FRINGE BENEFITS	1,511,366
	BB-EQUIPMENT	35,000
	DD-GENERAL EXPENSES	865,000
	DE-CONTRACTUAL SERVICES	37,356,659
	HH-INTERFUND CHARGES	625,000
	<b>TOTAL EXPENSES</b>	<b>45,047,588</b>
	FA-FEDERAL AID	12,090,482
	SA-STATE AID	32,957,106
<b>TOTAL REVENUE</b>		<b>45,047,588</b>
HEALTH DEPARTMENT	AA-SALARIES, WAGES & FEES	3,750,358
	AB-FRINGE BENEFITS	1,665,439
	DD-GENERAL EXPENSES	146,358
	DE-CONTRACTUAL SERVICES	5,744,429
	HH-INTERFUND CHARGES	48,406
	<b>TOTAL EXPENSES</b>	<b>11,354,990</b>
	FA-FEDERAL AID	9,725,882
	SA-STATE AID	1,629,108
<b>TOTAL REVENUE</b>		<b>11,354,990</b>
HOUSING AND COMMUNITY DEVELOPMENT	AA-SALARIES, WAGES & FEES	2,430,000
	AB-FRINGE BENEFITS	1,173,000
	BB-EQUIPMENT	2,000
	DD-GENERAL EXPENSES	141,000
	DE-CONTRACTUAL SERVICES	14,099,000
	HH-INTERFUND CHARGES	450,000
	<b>TOTAL EXPENSES</b>	<b>18,295,000</b>
<b>TOTAL REVENUE</b>	FA-FEDERAL AID	<b>18,295,000</b>
SOCIAL SERVICES	AA-SALARIES, WAGES & FEES	11,651,920
	AB-FRINGE BENEFITS	5,803,967
	DD-GENERAL EXPENSES	5,400
	DE-CONTRACTUAL SERVICES	616,700
	HH-INTERFUND CHARGES	5,000
	<b>TOTAL EXPENSES</b>	<b>18,082,987</b>
	FA-FEDERAL AID	9,933,085
	SA-STATE AID	8,149,902
<b>TOTAL REVENUE</b>		<b>18,082,987</b>
<b>TOTAL SOCIAL SERVICE GRANTS</b>		<b>92,780,565</b>

## 2018 Budget Highlights

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## GRANT FUND

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The 2018 Grant Plan anticipates appropriations of approximately \$107.3 million. The amounts may vary based State and Federal funding awards. The 2018 Grants Plan includes approximately \$36.1 million in Salaries, Wages, Fees and Fringe Benefits or 33.6% of total appropriations. Other Than Personnel Services (OTPS) is \$69.1 million or 64.4% of the total plan. The plan also anticipates \$2.1 million in inter-fund charges for services provide from County agencies to support the award grants.

The 2018 Grants Plan includes \$60.1 in Federal Aid or 56.0% of the total plan and the balance of \$47.2 million from New York State aid or 44.0%.



**LITIGATION FUND**

The County established the Litigation Fund in 2015, which contains resources and appropriations to cover the cost of judgments and settlements. Operating surplus generated from both the General and Debt Service Funds each year could fund the Litigation Fund. The County established the Litigation Fund in accordance with the transitional borrowing plan approved by the Nassau County Interim Finance Authority (NIFA) to ensure that the County no longer borrows for judgments and settlements. The 2018 proposed is appropriating for the cost of judgments and settlements in the operating budget in the Office of Management and Budget.

<b>LITIGATION FUND</b>					
<b>E/R</b>	<b>Object Name</b>	<b>2016 Actual</b>	<b>2017 NIFA Conformed</b>	<b>Mid-Year 2017 Projection</b>	<b>2018 NIFA Conformed Budget</b>
EXP	OO - OTHER EXPENSES	31,903,336	37,613,678	37,613,678	0
<b>EXP Total</b>		<b>31,903,336</b>	<b>37,613,678</b>	<b>37,613,678</b>	<b>0</b>
REV	AA - FUND BALANCE	20,200,000	37,613,678	37,613,678	0
	BE - INVEST INCOME	16,904	0	0	0
	IF - INTERFUND TRANSFERS	49,300,110	0	0	0
<b>REV Total</b>		<b>69,517,014</b>	<b>37,613,678</b>	<b>37,613,678</b>	<b>0</b>

The fund will not have appropriations for the 2018 Budget.

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# NEW YORK STATE PROPERTY TAX REFUND FUND

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## NEW YORK STATE PROPERTY TAX REFUND FUND

The **Property Tax Refund Fund (TXF)** established for 2017 will contain funds for the payment of commercial and residential property tax refunds that the County pays for itself and on behalf of the towns, special districts and all but one of the school districts in the County. The amount budgeted in this fund will be the amount of refunds paid by the County in the current and/or previous year(s).

NEW YORK STATE PROPERTY TAX REFUND					
E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed
EXP	OO - OTHER EXPENSES	0	0	0	0
<b>EXP Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
REV	TL - PROPERTY TAX	0	0	0	0
<b>REV Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

The fund will not have appropriations for the 2018 Budget.



## **OPEN SPACE FUND**

The Open Space Fund, established by Local Law 7 of 2003 and modified by Local Law 21 of 2010, contains resources generated from the proceeds of County real estate sales as well as private gifts and grants to preserve undeveloped land in the County. The law requires the deposit of 5% of the proceeds from the sale of real property owned by the County into an account established for the acquisition, rehabilitation, and maintenance of property for open space purposes.

The value of the Open Space Fund as of July 31, 2017 was approximately \$1.8 million. The County can only utilize these funds upon receipt of an approved appropriation request from the County Legislature.

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## RETIREMENT CONTRIBUTION RESERVE FUND

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### RETIREMENT CONTRIBUTION RESERVE FUND

Established in 2004, the Retirement Contribution Reserve Fund contains appropriations to provide a partial payment of the annual contribution the County makes to the New York State Retirement System.

RETIREMENT CONTRIBUTION RESERVE FUND					
E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
EXP	LF - TRANSFER FROM FCF FUND	0	8,000,000	8,000,000	0
<b>EXP Total</b>		<b>0</b>	<b>8,000,000</b>	<b>8,000,000</b>	<b>0</b>
REV	AA - FUND BALANCE	8,000,000	8,000,000	8,000,000	0
	BE - INVEST INCOME	13,180	0	0	0
<b>REV Total</b>		<b>8,013,180</b>	<b>8,000,000</b>	<b>8,000,000</b>	<b>0</b>

The fund will not have appropriations for the 2018 Budget.



## **SEWER AND STORM WATER RESOURCES DISTRICT FUND**

State legislation created the Nassau County Sewer and Storm Water Finance Authority (the “Authority”) and the Nassau County Sewer and Storm Water Resources District (the “District”).

### **NASSAU COUNTY SEWER AND STORM WATER FINANCE AUTHORITY**

The Authority is solely a finance authority, empowered to finance or refinance County sewer and storm water projects within a \$350 million statutory cap.

The Authority has, upon the request of the County, restructured a portion of the County’s sewer and storm water debt. As the County takes on new sewer or storm water capital projects, the Authority may issue debt to the extent permitted under the cap.

### **NASSAU COUNTY SEWER AND STORM WATER RESOURCES DISTRICT**

The District has responsibility for the cost of the County’s sewer and storm water resources services.

The County Department of Public Works ensures the maintenance and operation of the County’s sewage collection and wastewater treatment facilities. The Bay Park Sewage Treatment Plant (“Bay Park”) in East Rockaway, the Cedar Creek Water Pollution Control Plant (“Cedar Creek”) in Wantagh and the Glen Cove Water Pollution Control Plant in Glen Cove treat most sewage collected in the County’s sewer system. The City of Long Beach Sewage Treatment Plant processes sewage collected in the area of Lido Beach. In October 2012, the wastewater facilities were severely damaged by the storm surge associated with Superstorm Sandy. The Department of Public Works, with funding provided by Federal and State agencies, continues to repair these facilities, as well as mitigate and harden them from future events.

Since 2015, SUEZ Water Long Island Inc. (“SUEZ”) has been operating and maintaining the County’s sewer system pursuant to a twenty-year agreement. This agreement is reducing the cost of sewer operations and generating additional savings. Savings are based on the contractual commitment of SUEZ to reduce County staffing costs. The 2018 Budget segregates leased County employees to SUEZ in a separate responsibility center to perform sewer work. In addition, critical capital investments in the system will enhance the efficiency of operations and the reliability and quality of sewage treatment throughout the County.

Six villages in the County (Freeport, Garden City, Hempstead, Mineola, Rockville Centre, and Roslyn) own and operate their own sewage collection systems that discharge sewage to the County’s disposal system. Sewage collected by these systems is processed at either the Bay Park or Cedar Creek plants. Properties within these areas only pay for County sewage disposal services.





### **ZONES OF ASSESSMENT**

The District contains three zones of assessment: sewage collection and disposal services, sewage disposal services, and storm water resources services. The three zones of assessment went into effect in 2014.

### **DISTRICT REVENUES**

The County imposes assessments for sewer and storm water resource services, which the receivers of taxes of the cities and towns collect. The receivers send the assessments to the Authority's trustee to ensure payment of Authority debt service and other costs. The remaining funds are remitted to the District.

The County enacted an ordinance in 2010 imposing charges for sewer services in the District upon certain users of the system who are exempt from the payment of ad valorem assessments or who place a disproportionate burden on the sewer system. Various school districts and others in the County have brought lawsuits against the County in Nassau Supreme Court challenging the validity of its enactment of the ordinance. In connection with these lawsuits, the County has been stayed in court from implementing the ordinance.

# SEWER AND STORM WATER RESOURCES DISTRICT FUND



## SEWER AND STORM WATER FINANCE AUTHORITY FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
EXP	DE - CONTRACTUAL SERVICES	37,100	900,000	900,000	900,000
	FF - INTEREST	7,651,295	7,202,750	7,202,750	6,685,500
	GG - PRINCIPAL	10,205,000	10,345,000	10,345,000	10,815,000
	LS - TRANS OUT TO SSW	105,171,621	0	0	0
	LU - TRANS TO DEBT SERVICE FUND	17,764,006	0	0	0
	LZ - TRANS OUT TO SSW FOR DEBT SERVICE	0	104,431,695	104,431,695	114,230,768
<b>EXP Total</b>		<b>140,829,021</b>	<b>122,879,445</b>	<b>122,879,445</b>	<b>132,631,268</b>
REV	BE - INVEST INCOME	17,178	15,000	15,000	15,000
	BO - PAYMENT IN LIEU OF TAXES	7,852,307	7,852,738	7,852,738	7,852,738
	IF - INTERFUND TRANSFERS	17,764,006	0	0	0
	TL - PROPERTY TAX	115,012,138	115,011,707	115,011,707	124,763,530
<b>REV Total</b>		<b>140,645,629</b>	<b>122,879,445</b>	<b>122,879,445</b>	<b>132,631,268</b>

## SEWER AND STORM WATER RESOURCES DISTRICT FUND

E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
EXP	AA - SALARIES, WAGES & FEES	12,539,692	10,544,507	10,017,029	9,700,623
	AB - FRINGE BENEFITS	9,943,016	9,039,199	8,674,468	9,377,251
	BB - EQUIPMENT	1,675	36,761	36,761	15,000
	DD - GENERAL EXPENSES	758,115	122,671	122,671	1,007,921
	DE - CONTRACTUAL SERVICES	61,857,408	64,213,265	64,213,265	64,154,936
	DF - UTILITY COSTS	4,938,259	8,775,000	8,775,000	6,075,000
	FF - INTEREST	3,706,092	5,833,172	5,833,172	5,338,753
	GG - PRINCIPAL	10,361,755	9,529,367	9,529,367	9,713,490
	HH - INTERFUND CHARGES	26,331,193	32,481,615	32,481,615	28,068,536
	OO - OTHER EXPENSES	0	538,500	538,500	4,538,500
<b>EXP Total</b>		<b>130,437,204</b>	<b>141,114,057</b>	<b>140,221,847</b>	<b>137,990,010</b>
REV	AA - FUND BALANCE	44,419,148	23,240,362	21,785,159	14,266,242
	BC - PERMITS & LICENSES	1,731,421	1,500,000	1,500,000	1,553,000
	BE - INVEST INCOME	207,943	100,000	144,496	200,000
	BF - RENTS & RECOVERIES	10,243,871	10,060,000	10,060,000	6,540,000
	BG - REVENUE OFFSET TO EXPENSE	0	0	0	0
	BH - DEPT REVENUES	1,367,589	1,482,000	1,928,931	1,200,000
	BQ - CAPITAL RESOURCES FOR DEBT	232,813	300,000	300,000	0
	BR - DUE FROM OTHER GOVTS	(49,017)	0	0	0
	BW - INTERFUND CHARGES REVENUE	0	0	0	0
	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	7,699,494	0	71,566	0
	IF - INTERFUND TRANSFERS	105,171,621	104,431,695	104,431,695	114,230,768
<b>REV Total</b>		<b>171,024,883</b>	<b>141,114,057</b>	<b>140,221,847</b>	<b>137,990,010</b>

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## TECHNOLOGY FUND

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### TECHNOLOGY FUND

The Technology Fund, established by Ordinance No. 220 in 2001, contains resources and appropriations to cover the cost of technological related expenditures of the County. The ordinance requires the fund to be restricted to the payment of technology and related expenditures, including but not limited to the purchases of equipment and software, and the retention of consultants.

TECHNOLOGY FUND					
E/R	Object Name	2016 Actual	2017 NIFA Conformed	Mid-Year 2017 Projection	2018 NIFA Conformed Budget
EXP	DE - CONTRACTUAL SERVICES	(2,452)	0	0	0
<b>EXP Total</b>		<b>(2,452)</b>	<b>0</b>	<b>0</b>	<b>0</b>
REV	AA - FUND BALANCE	76,268	0	0	0
	BE - INVEST INCOME	321	0	0	0
<b>REV Total</b>		<b>76,588</b>	<b>0</b>	<b>0</b>	<b>0</b>

The fund will not have appropriations for the 2018 NIFA Conformed Budget.



**FRINGE BENEFITS**

The County allocates Fringe Benefits for its workforce by operating fund. The Office of Management and Budget (OMB) provides an estimate of Fringe Benefits and centrally records them outside of departmental budgets. By doing this, the County minimizes the likelihood of incorrect allocations, therefore avoiding budget transfers during the fiscal year.

Fringe Benefits include health insurance contributions for active employees and retirees as well as the County’s pension contributions for employees. Significant mandated growth in many of these categories continues to place an increasingly heavy burden on the County’s Operating Budget. The Department of Fringe Benefits also includes insurance for optical and dental coverage, Metropolitan Transportation Authority (MTA) Mobility Tax, Federal Insurance Contribution Act (FICA) and amongst others.

<b>FB - FRINGE BENEFITS</b>					
<b>E/R</b>	<b>Object Name</b>	<b>2015 Actual</b>	<b>2016 Adopted Budget</b>	<b>Mid-Year 2016 Projection</b>	<b>2017 Adpoted Budget</b>
EXP	AB - FRINGE BENEFITS	216,109,744	232,321,460	231,768,737	246,413,712
<b>EXP Total</b>		<b>216,109,744</b>	<b>232,321,460</b>	<b>231,768,737</b>	<b>246,413,712</b>
REV	BF - RENTS & RECOVERIES	17,653	0	0	0
	IF - INTERFUND TRANSFERS	0	8,000,000	8,000,000	0
<b>REV Total</b>		<b>17,653</b>	<b>8,000,000</b>	<b>8,000,000</b>	<b>0</b>

## **APPENDICES**





## **APPENDIX A**

### **ECONOMIC AND DEMOGRAPHIC PROFILE**

#### **OVERVIEW**

Established in 1899, Nassau County (the “County”) is the site of some of New York State’s (the “State”) earliest colonial settlements, many of which date to the 1640s. With a total land area of 287 square miles and a population of over 1.3 million, the County borders the New York City borough of Queens to the west, Suffolk County to the east, Long Island Sound to the north, and the Atlantic Ocean to the south. Together, the northern and southern boundaries of the County comprise nearly 188 miles of scenic coastline. The County includes three towns, two cities, 64 incorporated villages, 56 school districts, and various special districts that provide fire protection, water supply, and other services. Land uses within the County are predominantly single-family residential, commercial, and industrial.

#### **POPULATION**

Table 1 shows the County’s population from 1970 to 2010 along with the estimated population for 2016. The County’s population reached a peak of 1,428,080 residents in 1970. Between 1970 and 1990, the County’s population decreased 9.9% to 1,287,348 residents. By 2010, the U.S. Census Bureau Decennial Census indicated the County’s population had increased by 4.1% (from 1990) to 1,339,532 residents. An annual estimate prepared the Bureau shows this growth trend is expected to continue.

**TABLE 1**

#### **COUNTY POPULATION**

2016	1,361,500
2010	1,339,532
2000	1,336,073
1990	1,287,348
1980	1,321,582
1970	1,428,080

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SOURCE: U.S. Census Bureau Decennial Census and 2016 Population Estimate



**ECONOMIC INDICATORS**

Median Household Income

As shown in Table 2, the County’s estimated median household income for 2015 was \$101,830 up from \$99,035 in 2014, and significantly higher than that of the State (\$60,850) and the United States (\$55,775) medians. Moreover, the County has a smaller percentage of families below the poverty level (4.1%) than the State (11.6%) and the United States (10.6%).

**TABLE 2**

**MEDIAN HOUSEHOLD INCOME IN THE COUNTY  
IN COMPARISON TO THE STATE AND THE U.S., 2015 AND 2014**

<b>Area</b>	<b>2015</b>		<b>2014</b>	
	<b>Median Household Income</b>	<b>Families Below Poverty (%)</b>	<b>Median Household Income</b>	<b>Families Below Poverty (%)</b>
County	\$101,830	4.1	\$99,035	4.7
State	\$60,850	11.6	\$58,878	12.2
United States	\$55,775	10.6	\$53,657	11.3

U.S. Census, 2014 and 2015 American Community Survey, 1-Year Estimates  
\*- 2016 Data not available at this time





Consumer Price Index

The Consumer Price Index (CPI) represents changes in prices of a typical market basket of goods and services that households purchase over time, which analysts use to gauge the level of inflation. The CPI includes user fees such as for water and sewer services and sales and excise taxes paid by consumers, but does not include income taxes and investments such as stocks, bonds, and life insurance. Table 3 shows annual totals and increases in the CPI for both the New York-Northern New Jersey-Long Island, NY-NJ-CT-PA Consolidated Metropolitan Statistical Area (CMSA) and U.S. cities between the years 2007 and 2016.

In 2016, the CPI in the CMSA rose by 1.08%, which was lower than the 2016 U.S. city average CPI increase of 1.26%. Both the U.S. city average CPI and the CPI in the CMSA rose more in 2016 than in 2015.

**TABLE 3**  
**CONSUMER PRICE INDEX**

Year	U.S. City Average (1,000s)	Percentage Change	NY-NJ-CT-PA CMSA (1,000s)	Percentage Change
2016	240.0	1.26%	263.4	1.08%
2015	237.0	0.12	260.6	0.13
2014	236.7	1.62	260.2	1.30
2013	233.0	1.46	256.8	1.70
2012	229.6	2.07	252.6	1.98
2011	224.9	3.16	247.7	2.82
2010	218.1	1.64	240.9	1.73
2009	214.5	-0.36	236.8	0.41
2008	215.3	3.84	235.8	3.94
2007	207.3	2.83	226.9	2.81

SOURCE: U.S. Department of Labor, Bureau of Labor Statistics

**RETAIL SALES AND BUSINESS ACTIVITY**

Six major regional shopping centers serve the County. The newest center, the Gallery at Westbury Plaza, is a 330,000 square foot, LEED-certified (Leadership in Energy and Environmental Design) open-air shopping center located on the grounds of the former Avis corporate headquarters. The other major retail centers are the Broadway Mall in Hicksville, Roosevelt Field in Garden City, Green Acres Mall in Valley Stream, Americana Manhasset in Manhasset and Sunrise Mall in Massapequa. According to the International Council of Shopping Centers, a global trade association of the shopping center industry, these regional malls have approximately 7 million square feet of gross leasable area.



The County boasts a wide range of nationally recognized retailers that provide goods and services, including home furnishing stores, supermarkets, gourmet food markets, electronic stores, and bookstores. Major retailers in the County include Wal-Mart, Saks Fifth Avenue, Bloomingdales, Lord & Taylor, Nordstrom’s, Macy’s, Sears, JC Penney, Marshalls, Old Navy, Kohl’s, and Target. Commercial outlet stores in the County include, but are not limited to, Costco, Bed, Bath & Beyond, B.J.’s, and Best Buy. In addition, there are designer boutique shops and specialty department stores such as Brooks Brothers, Giorgio Armani, Ralph Lauren, Prada, and Neiman Marcus at Roosevelt Field Mall, and jewelers such as Tiffany & Co., Cartier, and Van Cleef & Arpels.

Based on a report released by the New York State Department of Taxation and Finance, the County ranked third in the State with taxable sales and purchases totaling approximately \$26 billion for the most recent reporting period (2016/2017), an increase of 1.34% from the prior reporting period (2015/2016).

**TABLE 4**  
**RETAIL SALES ACTIVITY RANKED BY COUNTY IN THE STATE**  
**(in thousands)**

<u>County</u>	<u>Rank</u> <u>(2015/2016)</u>	<u>Taxable Sales</u> <u>(2015/2016)</u>	<u>Rank</u> <u>(2016/2017)</u>	<u>Taxable Sales</u> <u>(2016/2017)</u>	<u>Change</u>
New York City*	1	\$149,735,031	1	\$153,366,917	2.43%
Suffolk	2	30,958,179	2	31,525,830	1.83%
Nassau	3	25,677,233	3	26,020,914	1.34%
Westchester	4	19,479,885	4	19,537,868	0.30%
Erie	5	15,360,835	5	15,395,872	0.23%
Monroe	6	11,434,988	6	11,650,251	1.88%
Onondaga	7	8,284,718	7	8,181,592	-1.24%
Orange	8	6,799,759	8	6,973,248	2.55%
Albany	9	6,337,302	9	6,343,950	0.10%
Rockland	10	4,795,601	10	4,912,903	2.45%

SOURCE: New York State Website DATA.NY.GOV (<https://data.ny.gov/Government-Finance/Taxable-Sales-And-Purchases-Quarterly-Data-Beginni/ny73-2j3u>). Represents sales reported from March through February.

\* Includes the five counties of the Bronx, Kings (Brooklyn), New York (Manhattan), Queens, and Richmond (Staten Island)



**EMPLOYMENT**

Table 5 compares employment totals and unemployment rates in the County to adjoining municipalities, the State, and the United States. The County had an employed labor force of approximately 671,800 in 2016. The unemployment rate in the County decreased from 4.3% in 2015 to 3.9% in 2016. Nassau County’s unemployment rate continues to be less than that of Suffolk County, New York City, the State, and the United States.

**TABLE 5**  
**ANNUAL AVERAGE**  
**EMPLOYMENT (in thousands)**  
**AND UNEMPLOYMENT RATE (%)**

Year	Nassau County		Suffolk County		New York City		New York State		United States	
	Employment	Unemployment-Rate	Employment	Unemployment Rate	Employment	Unemployment Rate	Employment	Unemployment Rate	Employment	Unemployment Rate
2016	671.8	3.9%	743.9	4.3%	3,924	5.2%	9,121	4.8%	151,436	4.9%
2015	665.8	4.3	739.1	4.8	3,960	5.7	9,166	5.3	148,834	5.3
2014	652.2	4.8	725.9	5.3	3,826	7.2	8,964	6.3	146,305	6.2
2013	655.2	5.9	792.8	6.4	3,702	8.7	8,898	7.7	143,929	7.4
2012	642.5	7.1	728.8	7.6	3,632	9.2	8,773	8.5	142,469	8.1
2011	635.9	6.7	721.3	7.4	3,592	9.0	8,683	8.2	139,869	8.9
2010	638.4	7.1	726.7	7.6	3,625	9.3	8,553	8.6	148,250	9.6
2009	642.4	7.1	731.2	7.4	3,633	9.5	8,556	8.4	139,877	9.3
2008	665.7	4.7	757.9	5.0	3,719	5.4	8,793	5.3	145,362	5.8
2007	670.0	3.7	758.2	3.9	3,684	4.9	8,734	4.5	146,047	4.6

SOURCES: Compiled by the County from New York State Department of Labor and U.S. Department of Labor, Bureau of Labor Statistics. These sources may revise the employment data later. The table above reflects the figures as of the date of original publication.



**KEY EMPLOYMENT TRENDS**

Table 6 shows the annual average employment in non-farm jobs by industry for the years 2005 to 2016 in the Nassau-Suffolk Primary Metropolitan Statistical Area (PMSA).

**TABLE 6**  
**ANNUAL AVERAGE**  
**NASSAU-SUFFOLK EMPLOYMENT,**  
**NON-FARM, BY BUSINESS SECTOR**  
**(in thousands)**

<b>Business Sector/ Industry</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Goods Producing</b>										
Natural Resources, Construction & Mining	72.0	73.1	65.0	60.8	60.3	61.4	67.0	70.5	73.5	77.6
Manufacturing	<u>83.8</u>	<u>81.3</u>	<u>75.1</u>	<u>73.0</u>	<u>72.8</u>	<u>74.0</u>	<u>73.8</u>	<u>71.9</u>	<u>71.7</u>	<u>70.5</u>
<b>Total – Goods Producing</b>	<b>155.8</b>	<b>154.4</b>	<b>140.1</b>	<b>133.8</b>	<b>133.1</b>	<b>135.4</b>	<b>140.8</b>	<b>142.3</b>	<b>145.2</b>	<b>148.1</b>
Trade, Transportation & Utilities	273.7	272.4	257.2	256.2	258.7	264.0	267.0	272.4	273.6	262.1
<b>Service Producing Providers</b>										
Financial Activities	79.2	75.0	70.8	69.8	70.5	72.4	72.6	72.6	73.5	61.6
Information	27.9	27.1	27.3	25.4	24.3	24.0	23.9	22.0	20.4	18.4
Educational & Health Services	210.8	215.7	220.6	225.8	230.8	237.1	238.4	241.7	248.5	245.8
Leisure & Hospitality	99.2	99.4	98.4	100.9	102.9	110.6	115.3	118.5	121.0	120.9
Other Services	52.7	53.6	52.7	52.9	54.4	54.9	56.0	57.6	57.9	54.1
Professional & Business Services	164.2	163.1	153.6	152.8	159.3	163.3	167.4	169.0	171.9	183.2
Government	<u>202.1</u>	<u>203.2</u>	<u>206.7</u>	<u>208.9</u>	<u>205.3</u>	<u>199.9</u>	<u>195.1</u>	<u>193.7</u>	<u>194.5</u>	<u>178.6</u>
<b>Total - Service Providing</b>	<b>1,109.6</b>	<b>1,109.5</b>	<b>1,087.2</b>	<b>1,092.6</b>	<b>1,106.2</b>	<b>1,126.1</b>	<b>1,135.7</b>	<b>1,147.4</b>	<b>1,161.2</b>	<b>1,124.7</b>
<b>Total Non-Farm</b>	<b>1,256.6</b>	<b>1,264.0</b>	<b>1,227.4</b>	<b>1,226.5</b>	<b>1,239.3</b>	<b>1,261.5</b>	<b>1,276.5</b>	<b>1,289.8</b>	<b>1,306.4</b>	<b>1,272.8</b>

SOURCE: New York State Department of Labor

Note: Totals may not equal the sum of the entries due to rounding.



Table 7 compares the employment shares by business sector and industry in the PMSA to the United States. The percentage of jobs within each category is consistent with national figures.

**TABLE 7  
PERCENTAGE OF NON-FARM EMPLOYMENT  
BY BUSINESS SECTOR, 2016**

<b>BUSINESS SECTOR</b>	<b>Nassau- Suffolk PMSA (%)</b>	<b>United States (%)</b>
<b>GOODS PRODUCING</b>		
Natural Resources, Construction & Mining	6	5
Manufacturing	<u>6</u>	<u>9</u>
<b>Total Goods Producing</b>	<b>12</b>	<b>14</b>
<b>SERVICE PROVIDING<sup>(1)</sup> OR SERVICE PRODUCING<sup>(2)</sup></b>		
Trade, Transportation & Utilities	21	19
Financial Activities <sup>(1)</sup> or Finance, Insurance & Real Estate <sup>(2)</sup>	5	6
Assorted Services	48	47
Government	<u>14</u>	<u>15</u>
<b>Total Service Providing / Producing</b>	<b>88</b>	<b>87</b>

Note: Totals may not equal 100% due to rounding

SOURCES: Compiled by the County from New York State Department of Labor (Nassau-Suffolk PMSA) and the U.S. Department of Labor, Bureau of Labor Statistics (United States)

<sup>(1)</sup> PMSA

<sup>(2)</sup> United States



**MAJOR COUNTY EMPLOYERS**

Table 8 shows a sampling of the major commercial and industrial employers headquartered in the County.

**TABLE 8**

**MAJOR COUNTY COMMERCIAL AND INDUSTRIAL EMPLOYERS, 2016**

<b>Company</b>	<b>Type of Business</b>	<b>Employees</b>
Northwell Health (formerly North Shore – LIJ Health System)	Health care	61,000*
Altice USA	Telecommunications/ Mass Media	16,000
Pall Corporation	Industrial equipment	10,900
Broadridge Financial Solutions	Data processing	10,000
Winthrop Healthcare Systems	Health care	6,700
Griffon Corp.	Specialty building products	6,000
Systemax, Inc.	Computers & related products	5,300
Alcott Group	Professional employers organization	4,800
Hofstra University	Higher Education	2,500

SOURCES: Compiled by the County from publicly available data.

\*Northwell Health Fact Sheet, <https://www.northwell.edu/about/reports-fact-sheets>. Accessed on May 5, 2016 (note: not all employees of Northwell Health work in Nassau County).



**CONSTRUCTION ACTIVITY**

Table 9 is a list of construction activity in the County for residential buildings for the years 2007 through 2016. Overall construction activity has varied considerably over the last decade. During the 2007-2016 period, residential construction (Single-Family and Other Units) activity reached its high point in 2008 with 1,868 permits, and fell to its lowest point the following year (2009) with 378 permits. During 2016, permits for Single-Family Dwellings remained nearly steady from 2015; however, Other Housing Units decreased significantly over 2015. The increase in Single-Family Dwelling permits from 2012 to 2014 may have been due to homeowners filing for building permits to rebuild Superstorm Sandy-damaged properties, a trend which is being sustained by a stronger economy and lower unemployment.

**TABLE 9  
COUNTY RESIDENTIAL CONSTRUCTION ACTIVITY**

<b>Year</b>	<b>Single Family Dwellings</b>	<b>Other Housing Units*</b>	<b>Total</b>
2016	609	132	741
2015	608	478	1,086
2014	640	265	905
2013	630	164	794
2012	375	276	651
2011	311	542	853
2010	400	123	523
2009	365	13	378
2008	822	1,046	1,868
2007	737	85	822

SOURCES: 2007-2016 U.S. Bureau of the Census, Privately-owned Building Permit Estimates; 2007–2008 Nassau County Planning Commission Building Permits Reports.

\*Other Housing Units includes two-family dwelling units, multi-family dwelling units, and conversions.



Table 10 shows the number of building permits with an estimated dollar value equal to or greater than \$1,000,000 that were issued for Class 4 properties in the County for the years 2007 through 2016. Class 4 property includes commercial, industrial and institutional buildings, and vacant land. In 2016, municipalities issued 81 building permits for Class 4 properties. Compared to 2015, the number of permits issued increased 15.7%, while the aggregate value of those permits decreased by 5.2%.

**TABLE 10**

**HIGH VALUE BUILDING PERMITS\* FOR COUNTY CLASS 4 PROPERTIES**

<u>Year</u>	<u>Number of Permits</u>	<u>Value of Permits</u>
2016	81	\$408,645,202
2015	70	431,153,868
2014	39	246,233,991
2013	19	119,347,464
2012	56	154,210,056
2011	88	262,515,969
2010	57	211,534,203
2009	38	151,318,375
2008	39	91,992,908
2007	47	134,548,252

SOURCE: Nassau County Department of Assessment

\*Includes only those permits for work with an estimated value equal to or greater than \$1 million.





**HOUSING**

As shown in Table 11, the value of new residential construction activity in the County declined between 2008 and 2010, consistent with the national economic downturn. Activity reported from 2011 through 2015 indicated a stable or steady increase in new construction value across all categories which can be seen in Table 12 below. However, lower construction activity in larger buildings led to the decrease in value from 2015 to 2016.

**TABLE 11**  
**COUNTY NEW RESIDENTIAL CONSTRUCTION ACTIVITY**

<b>Year</b>	<b>Value of New Residential Construction (in thousands)</b>	<b>No. of New Dwelling Units By Building Permit</b>
2016	\$321,252	741
2015	393,115	1,086
2014	333,008	905
2013	291,260	794
2012	222,851	651
2011	207,482	853
2010	169,369	523
2009	178,307	378
2008	374,000	1,868
2007	284,404	822

SOURCE: 2007 – 2016 U.S. Census Bureau, Construction Statistics Division-Building Permit Branch based on estimate and imputation



Table 12 shows the breakdown of new housing units by type and size.

**TABLE 12**

**NUMBER OF COUNTY NEW RESIDENTIAL HOUSING UNITS  
AUTHORIZED BY BUILDING PERMIT BY SIZE CATEGORY**

<b>Year</b>	<b>1 Family</b>	<b>2 Family</b>	<b>3-4 Family</b>	<b>5 or more Family</b>	<b>Total</b>
2016	609	6	8	118	741
2015	608	4	0	474	1,086
2014	640	4	4	257	905
2013	630	10	0	154	794
2012	375	2	0	274	651
2011	281	2	0	540	823
2010	357	28	63	32	480
2009	334	8	3	0	345
2008	801	6	0	1,040	1,847
2007	692	10	4	63	769

SOURCE: 2007 – 2016 U.S. Census Bureau New Privately-Owned Building Permits – reported units only



Table 13 shows County existing home sales. In 2016, the median sales price rose 2.2% from 2015 with the number of homes sold increasing by 10.7%.

**TABLE 13**  
**COUNTY EXISTING HOME SALES**

<u>Year</u>	<u>Median Sales Price</u>	<u>No. of Homes Sold</u>
2016	\$460,000	12,954
2015	450,000	11,706
2014	435,000	10,898
2013	420,000	7,341
2012	415,000	7,472
2011	432,250	7,262
2010	445,000	7,626
2009	435,000	7,472
2008	455,000	7,410
2007	490,000	8,778

SOURCES: Compiled by the County from New York State Association of Realtors ([http://www.nysar.com/docs/default-source/members-pdfs/nysar\\_ann\\_2016\\_final.pdf](http://www.nysar.com/docs/default-source/members-pdfs/nysar_ann_2016_final.pdf)), 2007-2008, 2016; New York State Department of Taxation and Finance (<https://www.tax.ny.gov/research/property/assess/sales/resmedian.htm>), 2009-2015



## **TRANSPORTATION**

The Nassau Inter-County Express (NICE) Bus is the County-owned bus system that provides bus service in the County. The system, which is operated by TransDev Services, Inc. (formerly Veolia Transportation Services, Inc.), represents the County's first transit public-private partnership. NICE is the third largest suburban bus system in the United States. Operating a network of 40 routes as well as para-transit service, NICE provides surface transit service for most of the County as well as parts of eastern Queens and western Suffolk County. This includes service across the Queens-Nassau border to subway and bus stations in Flushing, Far Rockaway, and Jamaica. The density of the NICE route network conforms to the development pattern of the County. It operates and maintains a fleet of fixed route buses and para-transit vehicles. NICE serves numerous communities and Long Island Rail Road (LIRR) stations, most area colleges and universities, as well as employment centers, shopping malls, and County government offices, including the Department of Social Services.

The LIRR, the busiest commuter railroad in the United States, carried approximately 87.6 million passengers in 2015. On an average weekday, the LIRR carries about 301,000 passengers.

The LIRR provides train service for the entire County on 11 branch lines. These branches provide service through the County to eastern destinations in Suffolk County and western destinations of Penn Station in Manhattan, Flatbush Avenue in Brooklyn, as well as Jamaica and Hunters Point/Long Island City in Queens. Completion of the East Side Access project, which began tunneling work in 2007, will add a new hub in Grand Central Terminal, bringing LIRR customers directly to Manhattan's East Side. On weekdays, about 80% of the system's passenger trips occur during peak morning and evening travel periods.

The Jamaica LIRR station (Queens) provides access to the subway and the AirTrain, a light-rail system, to John F. Kennedy International Airport (JFK).

The Mineola Intermodal Center provides easy access to parking and seamless transfers to seven NICE bus lines. It has more than 700 parking spaces in a four-level garage, two elevators that connect to the Mineola LIRR station platforms and a pedestrian overpass that connects the north and south sides of the station.

The LIRR maintains tracks, ties, and switches and renovates its facilities as needed on an ongoing basis. The LIRR also is currently installing a fiber-optic communications system for greater safety and is consolidating antiquated control towers into one modern center at Jamaica Station. Traditionally serving a Manhattan-bound market, the LIRR has undertaken extensive efforts to augment its reverse-commute and off-peak service to meet the needs of businesses in Nassau and Suffolk Counties. These efforts include adding a second track between Farmingdale and Ronkonkoma and adding a third track and eliminating seven street level train crossings between Floral Park and Hicksville. These investments will reduce traffic congestion and adverse



environmental impacts, improve safety for residents, motorists, pedestrians and increase accessibility to local commercial establishments.

The County highway system consists of over 4,000 miles of paved roads that include parkways, highways, major arteries, collector streets, and local streets. Different levels of government operate and maintain these routes. The eight major east-west roadways that provide direct through service to New York City and Suffolk County are Northern Boulevard, Long Island Expressway, Northern State Parkway, Jericho Turnpike, Hempstead Turnpike, Southern State Parkway, Sunrise Highway, and Merrick Road.

The County is located in close proximity to JFK and LaGuardia Airports, both located in Queens County, and to Islip Long Island MacArthur Airport (Islip MacArthur), located in Suffolk County. JFK and LaGuardia are easily accessible to County residents by all major east-west roadways as well as airport shuttle service. Islip MacArthur is accessible by the Long Island Expressway and Sunrise Highway, as well as the LIRR.

To help eliminate delays, congestion, and trouble spots on its highway network, the County receives Federal and State funding through the Federal Transportation Improvement Program (TIP), and is a voting member of the Nassau-Suffolk Transportation Coordinating Committee. The TIP is a compilation of transportation improvement projects, such as preserving and upgrading bridges and highways and making system-wide capacity and safety improvements scheduled to take place during a five-year period.

#### **UTILITY SERVICES**

The Long Island Power Authority (“LIPA”) is the primary electric delivery service provider in the County. PSEG Long Island, a wholly-owned subsidiary of Public Service Enterprise Group, manages LIPA’s electric transmission and distribution system, which serves 1.1 million customers in the service area. National Grid, which is the largest distributor of natural gas in the northeast United States, provides gas distribution in the County. The villages of Freeport and Rockville Centre manage and operate their own electric generation plants and transmission and distribution systems. Numerous private companies in the County provide telephone service.

#### **HEALTH AND HOSPITAL FACILITIES**

Rated among the best health and hospital facilities in the country, twelve hospitals are located in the County. Northwell Health (formerly the North Shore-LIJ Health System) is the County’s largest health care and overall employer (approximately 61,000 employees). The North Shore University Hospital is the recipient of the Joint Commission on Accreditation of Healthcare Organizations Codman Award, the first health system to attain this distinction. The Codman Award recognizes excellence in performance measurement.



Other hospitals of note in the County include the Nassau University Medical Center in East Meadow, the County's public hospital, St. Francis Hospital in Roslyn, Winthrop-University Hospital in Mineola, Mercy Medical Center in Rockville Centre, and South Nassau Communities Hospital in Oceanside.

In December, 2016, the County completed the sale of approximately five acres of land on the southwest portion of Nassau Veterans Memorial Coliseum property to Memorial Hospital for Cancer and Allied Diseases, an affiliate of Memorial Sloan Kettering Cancer Center (Memorial Sloan Kettering). The transaction will keep Memorial Sloan Kettering's world-renowned cancer treatment facility in Nassau County. Memorial Sloan Kettering's plans include constructing a state-of-the-art regional ambulatory care and cancer treatment and cancer research facility containing approximately 105,000 square feet of building floor area, which may later be expanded to approximately 140,000 square-feet of building floor area, as well as an adjacent 450-space parking garage. Upon completion, Memorial Sloan Kettering is projected to employ approximately 250 clinical and administrative positions with an average annual salary and benefits package projected to total \$150,000. Private investment of \$140 million is anticipated.

## **MEDIA**

The daily newspaper Newsday circulates in Nassau, Suffolk, and Queens Counties. Dozens of weekly newspapers cover news and events in the County. Some focus on events in specific towns, villages, and communities, and others focus on niche industries, such as Long Island Business News, a publication that covers both Nassau and Suffolk Counties.

The County is home to two broadcast television stations, Channels 21 and 57, and receives nine additional VHF and UHF stations. Cable programming is available throughout the County via Altice USA (formerly Cablevision Systems Corp.), which includes access to channels with a local focus. Satellite programming and service from Verizon and DISH Network are also available in the County. In addition, Cablevision's News 12 provides local news coverage on cable, as does Verizon's Fios1.

Film, television and commercial production continues to be a major part of the County's economic development, driven in part by its close proximity to New York City. An independent report released in March 2015 by Camoin Associates estimated that the County received more than \$530 million in economic benefits from the film industry in 2013 and 2014 with 1,700 total jobs.

The County benefits from being the home to Gold Coast Studios and Grumman Studios. Film crews have used numerous other outdoor and indoor filming locations, including the Nassau County Correctional Center, Belmont Racetrack, the Garden City Hotel, and Old Bethpage Village Restoration. Feature films filmed in the County include "The Amazing Spiderman 2," "Salt," "Morning Glory," "Man on a Ledge," "Win Win," "Henry's Crime," "Something Borrowed," "Sisters" and "Dark Horse." "Boardwalk Empire," "The Good Wife," "Rescue Me," "Royal



Pains,” “30 Rock,” “Mildred Pierce,” “Gossip Girl” and “Kevin Can Wait” are just a few of the television series that have been regularly filmed in the County.

The primetime production of “The Wiz Live!” was taped live from Grumman Studios in December 2015. The 500,000 square-foot Grumman Studios, which received support from the Nassau County Industrial Development Agency for upgrades, also hosted NBC’s live production of “The Sound of Music” in 2013 and “Peter Pan Live” in 2014.

### **EDUCATIONAL FACILITIES**

There are 56 public school districts in the County with a 2015-2016 enrollment (PreK-Grade 12) of approximately 201,970 students according to the State Education Department (SED). Individual school boards and the Board of Cooperative Educational Services (BOCES) are the primary managers of these school districts and provide services such as career training for high-school students and adults, special education, alternative schools, technology education, and teacher training. Various public and private organizations manage the County’s other educational facilities. The County’s non-public schools provide education in the State Regents program as well as in special and technical programs. Many County public schools have received State and national recognition.

The County is home to many colleges and universities, some of which are highly specialized with programs that receive nationwide attention. These institutions include Long Island University/LIU Post College, Adelphi University, Hofstra University, New York Institute of Technology, U.S. Merchant Marine Academy, Nassau Community College, Webb Institute, Molloy College, and the State University of New York/Old Westbury. In June 2014, Money Magazine ranked the Webb Institute as the second best four-year college or university “for your money” in the United States.

Colleges and universities in the County promote cross-disciplinary research, technology development, and integrated curricula to prepare students for the growing bioscience industry. Undergraduate and graduate level programs available throughout the County’s institutions of higher learning are in fields such as law, biology, chemistry, biochemistry, engineering, and physical sciences in courses such as bioengineering, biotechnology, and pharmacology. Hofstra, in partnership with Northwell Health, operates the Hofstra Northwell School of Medicine.

### **RECREATIONAL AND CULTURAL FACILITIES**

The County has numerous recreational and cultural facilities. One of the most popular destinations among the County’s parks and beaches is 2,413-acre Jones Beach State Park in Wantagh. With approximately six million visitors annually, Jones Beach State Park features a 6.5-miles of ocean beachfront, a two-mile boardwalk, and the 11,200-seat Jones Beach Northwell Health Theater performing arts center, which attracts world-class musical acts and the Jones Beach Nature Center. In March 2014, the State announced a five-year \$65 million project to restore the 85-year old



facility to its original grandeur in one of the largest State park rehabilitation projects in the system's history. There are dozens of other public beaches located along both the Atlantic Ocean and the Long Island Sound shorelines. In addition, the County is home to the County-owned 930-acre Eisenhower Park in the Town of Hempstead, Bethpage State Park in Farmingdale, and numerous County and other municipal small local parks and campgrounds that offer a broad spectrum of recreational opportunities.

On a national level, the County is home to many high profile professional sporting events and teams. The Bethpage Black Golf Course, located in Bethpage State Park, hosted the U.S. Open in 2002 and 2009 and the Barclay's Tournament in 2012 in 2016. In 2013, the PGA of America announced that the Black Course will also host 101st PGA Championship and the 45th Ryder Cup, in 2019 and 2024, respectively. Belmont Racetrack, located in Elmont, is home to the Belmont Stakes, the third race in horse racing's prestigious Triple Crown. Eisenhower Park's 80,000 square foot Aquatic Center is one of the largest pools in the Northern Hemisphere. In 2013, the County entered into a long-term lease with Nassau Events Center, to renovate and operate the Nassau Veterans Memorial Coliseum (the Coliseum) in Uniondale as a state-of-the-art destination for sports and entertainment. The Coliseum was home to the four-time Stanley Cup Champion New York Islanders of the National Hockey League. Although the team no longer plays its regular home games in the Coliseum following the expiration of its lease in July 2015, the County expects the team to play a limited number of games at the renovated facility each season.

In terms of cultural and historic resources, the County boasts numerous museums, some of which are County-owned or operated, including the County-owned Cradle of Aviation Museum and the Long Island Children's Museum both in Garden City. Historical sites include two County-owned facilities, Old Bethpage Village Restoration, a recreated mid-19th-century American village, and Cedarmere, home of 19th-century poet, newspaper editor, abolitionist, and civic leader William Cullen Bryant, and a designated part of the New York State Underground Railroad Heritage Trail. The County is also the home of Theodore Roosevelt's estate in Cove Neck, Sagamore Hill, which is a National Historic Site operated by the National Park Service.

With a focus on preserving open space and natural and scenic resources for current and future generations of Nassau residents, voters overwhelmingly approved two Environmental Bond Acts (collectively known as the EBA) in 2004 and 2006. The EBA committed \$150 million for the preservation of open space, the improvement of existing parkland and water quality, and the provision of matching funds for brownfield remediation projects. In addition to the EBA, 5% of the proceeds from County land sales is set aside for the purpose of open space land acquisition and other environmental quality improvement projects.

### **SEWER SERVICE AND WATER SERVICE**

The County's Department of Public Works oversees the operation of the County's sewerage and storm water resources facilities.





Most sewage collected in the County's sewer system is treated at either the Bay Park Sewage Treatment Plant (Bay Park) in East Rockaway or the Cedar Creek Water Pollution Control Plant (Cedar Creek) located in Wantagh. The City of Long Beach's sewage treatment plant processes sewage collected within the area corresponding to the former County sewage collection district of Lido Beach. Bay Park and the City of Long Beach's sewage treatment plants each sustained substantial damage from Superstorm Sandy on October 29, 2012.

Effective January 1, 2015, the County entered into a 20-year agreement with SUEZ Water Long Island, Inc. (formerly known as United Water Long Island, Inc.) for the operation and management of the County's sewer system, including the sewage collection system and three treatment plants: Bay Park that serves 532,000 residents; Cedar Creek that serves 600,000 residents; and Glen Cove that serves 27,000 residents. Nassau County maintains ownership of the facilities. The County is exploring the possibility of entering into a public-private partnership transaction involving its sewer system. The transaction may consist of a concession, lease, or other similar arrangement.

Six villages in the County (Freeport, Garden City, Hempstead, Mineola, Rockville Centre, and Roslyn) own and operate their own sewage collection systems, which discharge sewage to the County's disposal system. One of the County-operated sewage treatment plants, either Bay Park or Cedar Creek, processes the sewage collected by these systems. The City of Long Beach owns and operates its own sewage collection system and treatment plant. In addition, there are several sewage collection systems and treatment plants within the County, operated by other governmental agencies or special districts.

Forty-eight public water suppliers in the County provide water service to nearly 100% of the County's residents. Public water supply wells pump all water from the County's groundwater system. A small number of residents in the less densely populated northern sections of the County obtain their water from private wells.

The groundwater system comprises three major aquifers that overlay bedrock: the Upper Glacial, Magothy, and Lloyd aquifers. Precipitation continuously recharges these aquifers, which are part of the County's subsurface geology.

The County's population increased by approximately 4% from 1990 to 2010. This increase in population has had a negligible effect on water demand in the County. However, annual water demand has shown an upward trend over these years and has exhibited sizable seasonal fluctuations, both of which the County attributes to increased water use during the peak demand months (April through October) that generally are subject to hot and dry weather patterns.

Since 2000, public water demand during the base demand months (November through March) remained rather consistent at approximately 140 million gallons per day (mgd). During peak demand months, pumping can increase considerably (to well over 250 mgd) and is quite variable



in response to weather conditions. Annual water demand since 2000 has fluctuated between 184 mgd to 204 mgd.

Recharge to the groundwater system normally amounts to approximately half of the precipitation falling upon the County's land surface. This equates to 332 million gallons of recharge to the groundwater system each day. The amount has increased slightly to 341 mgd because of the effectiveness of the County's recharge basins in capturing additional storm water runoff for aquifer recharge.

Since the amount of recharge to the groundwater system exceeds the amount of water withdrawn from the system, the quantity of groundwater available for public water supply is more than adequate, both presently and into the future. Furthermore, any new developments within the County are required to retain all storm water on site. This requirement will ensure that storm water runoff emanating from such developments will go into the groundwater system as recharge.



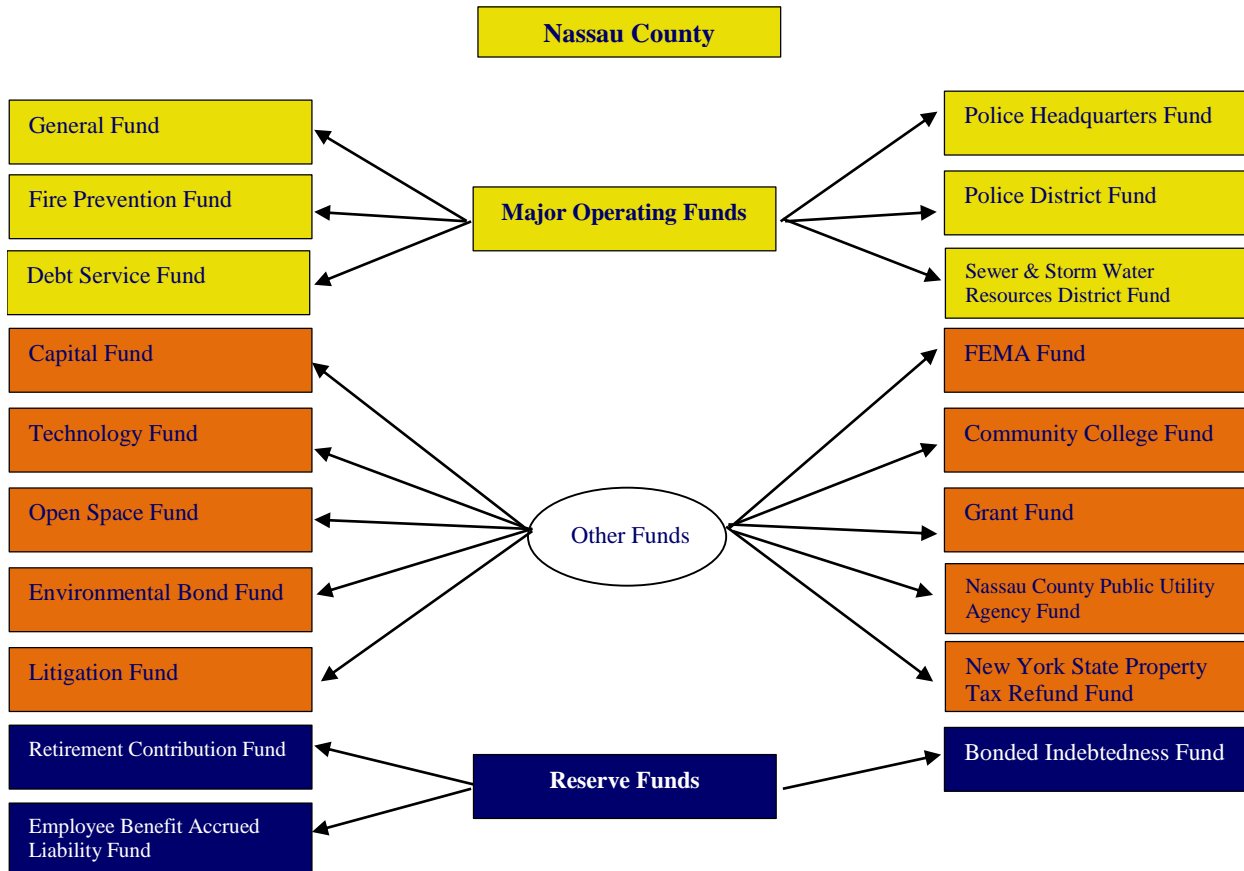
## **APPENDIX B**

### **FUND STRUCTURE**

Nassau County allocates revenues and expenses into 20 separate funds as noted in Figure B.1. Fiscal oversight generally focuses on the Major Operating Funds (General Fund, Fire Prevention Fund, Police Headquarters Fund, Police District Fund, and Debt Service Fund) and the Sewer and Storm Water Resources District Fund because these funds contain the resources necessary to support the primary daily operations of the County. Other dedicated funds are the Capital Fund, Technology Fund, Open Space Fund, Environmental Bond Fund, Litigation Fund, Community College Fund, Grant Fund, Nassau County Public Utility Agency Fund, Federal Emergency Management Agency (FEMA) and New York State Property Tax Refund Fund. The County maintains four reserve funds, with three authorized by the New York State General Municipal Law. The four funds are the Retirement Contribution Reserve Fund, Employee Benefit Accrued Liability Reserve Fund, Bonded Indebtedness Reserve Fund, and Tobacco Settlement Fund.



Figure B.1: Fund Structure



**MAJOR OPERATING AND SEWER AND STORM WATER RESOURCES DISTRICT FUNDS**

The five major Operating Funds and the Sewer and Storm Water Resources District Fund support the primary operations of the County. As such, fiscal oversight typically focuses on the balance of revenues and expenses in these funds.

The **General Fund** contains revenues and expenses for Countywide services in all County departments and offices other than the Police Department and the Fire Commission. During the year, the County transfers funds between departments and offices in the General Fund to address needs as they arise. The General Fund derives revenues primarily from County sales tax collections and a designated portion of the County property tax. Other sources of revenue include departmental fees, fees for permits and licenses, investment income, and State and Federal Aid.

The **Fire Prevention Fund** contains revenues and expenses for services the Fire Commission provides to the residents Countywide such as safety inspections and compliance activities. The Fire Prevention Fund derives revenues primarily from a designated portion of the County property tax and various fees, fines, and permits.



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The **Police Headquarters Fund** contains revenues and expenses for services the Police Department provides to the residents Countywide. These include crime investigations, ambulance services, traffic safety, highway patrol, and administrative/support services. The Police Headquarters Fund derives revenues primarily from a designated portion of the County property tax, special taxes, motor vehicle registration and other fees, and various fines and permits.

The **Police District Fund** contains revenues and expenses for the crime prevention services the Police Department precincts provide to a portion of the County's residents. The Police District Fund derives revenues primarily from a designated portion of the County property tax base and various fines, permits, and fees. Of the Major Operating Funds, the Police District Fund is the only one that does not fund Countywide services. Only areas of the County receiving services provided from the operations of the Police District Fund pay the Police District property tax.

The **Debt Service Fund** contains all debt service interest, principal, and Nassau County Interim Finance Authority (NIFA) set-aside payments for the County's borrowings. The County also recognizes the costs-of-issuance in this Fund. The County then charges these expenses to the respective funds on a project-by-project basis. Therefore, revenues transferred from other funds entirely support the Debt Service Fund.

The **Sewer and Storm Water Resources District Fund** is self-supporting and contains funding for the County's sewage disposal and collection system as well as the storm water resources system. It covers expenses related to employees of the Department of Public Works assigned to these functions, associated debt service, the SUEZ Water Long Island Inc. (formerly known as United Water) contract, and other costs.

#### **OTHER FUNDS**

The **Capital Fund** contains expenses associated with the County's infrastructure improvement program. In 2017, the County has excluded, from this fund, expenses for tax certiorari refunds, legal judgements and settlements, as such borrowings are not subject to the requirements of the County's Capital budget law. The County derives the majority of revenue supporting the Capital Fund from capital borrowing. The remainder is primarily from County operating funds as well as non-County sources such as the Federal and State governments.

The **Technology Fund**, established by Ordinance No. 220 in 2001, contains resources and appropriations to cover the cost of technological related expenditures of the County including, but not limited to, the purchases of equipment and software, and the retention of consultants.

The **Open Space Fund**, established by Local Law No. 7 of 2003, contains resources generated from the proceeds of County real estate sales, private gifts, and grants to preserve open space in the County. The law requires that the County use 5% of the proceeds from the sale of County-owned real estate for the acquisition, rehabilitation, and maintenance of property for use of open space purposes.



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The **Environmental Bond Fund**, established by Local Law No. 14 of 2004 and Local Law No. 10 of 2006, contains resources and appropriations to cover the cost of purchasing and preserving open space and for other purposes in accordance with the County's environmental programs established by such local laws. These local laws have authorized \$150 million in environmental program funding.

The **Litigation Fund**, which the County established in 2015, will contain resources and appropriations to cover the cost of judgments and settlements. Operating surplus generated each year may fund the Litigation Fund. The County established the Litigation Fund in accordance with the transitional borrowing plan approved by the NIFA to ensure that the County will no longer borrow for judgments and settlements.

The **FEMA Fund** receives funding from the Federal government that reimburses up to 90% of the cost of disaster recovery programs due to the Presidential Declaration of Emergency related to Superstorm Sandy. Additionally, the New York State Action Plan, which seeks Federal authorization for the allowable uses of Community Development Block Grant Disaster Recovery ("CDBG-DR") funds, contains a provision to use these funds to cover the 10% non-Federal match. The programs are comprised of FEMA-approved projects undertaken by a variety of County departments in an effort to protect the health and safety of the County's residents, businesses, and visitors and to preserve, protect, and repair County infrastructure. FEMA divides these projects into categories of disaster-related work, but mainly Categories A and B, debris removal and emergency protective measures, respectively. For each project, when the cost of a County employee or non-personnel related service is reimbursed by an outside entity, that expense (and associated revenue) is charged to the FEMA Fund. Because generally accepted accounting principles preclude the County from recognizing FEMA revenues in the Budget before receipt is assured, outside reimbursements and expenses are recognized in the FEMA Fund by supplemental appropriation only after the fiscal year has started and receipt of the funds is certain to occur.

Due to the severity of the storm, the Administration received legislative approval to appropriate funds separate from the Major operating funds, with the understanding that FEMA and other federal agencies would reimburse the County for all eligible, disaster-related costs.

The **Community College Fund** is an independent fund that supports the operations of Nassau County Community College. The College has its own board of trustees and president; nevertheless, it is reliant on County property taxes for almost a quarter of its operating revenue. Each year, usually three months before the submission of the County Operating Budget, the board recommends a budget and seeks approval from the County Executive and the Legislature.

The **Grant Fund** receives non-County generated funding, primarily from the State and Federal governments, that covers the cost of certain programs. While most of these programs are in the health and human services area, the County receives many grants to enhance public safety. In each case, when the cost of a County employee or non-personnel related service is fully reimbursed by an outside entity, that expense (and associated revenue) is charged to the Grant Fund. Because County policy precludes the County from assuming grant revenues in the Operating Budget before receipt is certain, the County recognizes outside reimbursement and expenses in the Grant Fund



by supplemental appropriation after the grantor assures the County that it will receive the funds, usually in the form of an award letter.

The **Nassau County Public Utility Agency (NCPUA) Fund** contains resources to operate NCPUA as a public utility service. State law authorized the County to enact Local Law No. 23 of 1984, which established NCPUA.

The **New York State Property Tax Refund Fund (TXF)** established in 2017 will contain funds for the payment of commercial and residential property tax refunds primarily for the towns, special districts and all but one of the school districts in the County, as well as the County portion. The amount budgeted in this Fund will be the amount of refunds paid by the County in the current and/or previous year(s). This fund derives its revenues primarily from a designated portion of the County property tax collections.

### **RESERVE FUNDS**

The County established the **Employee Benefit Accrued Liability Reserve Fund** in 2004 to account for resources set aside to fund future termination compensation expenses for employees who separate from County service. The County created this reserve to set aside surplus resources that it can use in the event of an increase in retirements.

The **Retirement Contribution Reserve Fund**, also established in 2004, accounts for resources set aside to cover future pension payments on behalf of County employees. The occurrence of fluctuations in local contributions into the State pension plan, as mandated by the State Comptroller, was the impetus for the County creating this reserve.

The County created the **Bonded Indebtedness Reserve Fund** in 2005 to set aside funds that provides partial payment of annual debt service.



## **APPENDIX C**

### **FINANCIAL POLICIES**

#### **BASIS OF ACCOUNTING AND BUDGETING**

##### **INTRODUCTION**

The County manages its daily operations on a budgetary basis by use of its Major Operating Funds. The basis of accounting determines when transactions are reported in the financial statements.

##### **BASIS OF ACCOUNTING**

The County's Comprehensive Annual Financial Report (CAFR) is presented in conformity with generally accepted accounting principles (GAAP) for governments in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB). The government-wide financial statements provide information about the County as a whole, using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus looks at the transactions and events that have increased or decreased the total economic resources of the government during the accounting period being reported. The accrual basis of accounting requires revenues to be recognized as soon as they are earned, regardless of the timing of the related inflows of cash, and it requires expenses to be recognized as soon as liabilities are incurred, regardless of the timing of the related outflows of cash. Non-exchange transactions, in which the County either gives or receives value without directly receiving or giving equal value in exchange, include, for example, sales and property taxes, grants, and donations. On an accrual basis, revenue from sales taxes is recognized when the underlying "exchange" transaction takes place. Revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Differences between the government-wide statements and the budgetary basis results include differing measurement focuses and basis of accounting between the statements.

All discretely presented component units' proprietary funds are accounted for on a flow of economic resources measurement focus.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenue items accrued include property taxes, sales taxes, and reimbursable amounts from Federal and State supported programs. Expenses are recognized in the accounting period in which the fund liability is incurred, if measurable, with the following exceptions that are in conformity with GAAP: general long-term obligation principal and interest are reported when due, compensation for vacation and sick leave when paid, other postemployment benefits when due, pension expenses when due, judgments and claims when final or settled, respectively, and depreciation is not recognized as an expenditure. Discretely presented component units'





proprietary funds are accounted for on the accrual basis of accounting. Revenues are recognized in the period earned and expenses are recognized in the period incurred. A proprietary funds' unbilled services receivable is recognized as revenue.

The fiduciary fund is accounted for on the accrual basis of accounting for the purpose of asset and liability recognition.

Transfers among funds are recognized in the accounting period in which the interfund receivable and payable arise.

Nassau Community College reports as a special purpose government engaged only in business type activities as defined in GASB Statement No. 35, "Basic Financial Statements – and Management's Discussion and Analysis – for Public Colleges and Universities."

### **BASIS OF BUDGETING**

An appropriated budget is legally adopted for each fiscal year for the Major Operating Funds, the Sewer & Storm Water Resources District Fund, and (when necessary) other special revenue funds with the exception of the Grant Fund and the Superstorm Sandy-related Federal Emergency Management Agency (FEMA) Fund. Grant funds, including Federal emergency grants, are appropriated for the life of specific grants through supplemental appropriations, not for annual fiscal periods. Accordingly, grant funds are excluded from the Statement of Revenues, Expenditures, and Changes in Fund Balances presented for budgeted special revenue funds. The budget amounts include prior year encumbrances carried forward, as well as current-year authorizations. In the case of the Grant and FEMA Funds, an appropriated budget is legally adopted for the life of each grant as it is received.

The County Legislature also authorizes and rescinds spending and financing authority in the capital budget. Each authorized project has continuing budget authority until the project is completed or rescinded. All appropriated budgets are adopted by ordinance of the County Legislature. All supplemental appropriations are also provided by ordinance of the Legislature.

Appropriations, which have not been expended or encumbered by the end of the fiscal year, lapse at that time.

### **BUDGET**

#### **MISSION AND GOALS OF THE BUDGET DEVELOPMENT PROCESS**

It is the mission of OMB in the annual budget process to: promote sound fiscal planning based on comprehensive historical and current economic data; make informed choices that involve all department heads; meet all mandatory requirements of content and submission deadlines; integrate the qualitative and quantitative goals of the multi-year financial Plan (MYP), the capital plan (CP), and the operating budget (the Budget); and present a Budget that is user-friendly and informative.



Each of the County's funds is required to be balanced. The County strives to accomplish this goal without the use of prior-year resources (fund balance) and in a manner that is consistent with its fund balance and reserves policy (the Fund Balance and Reserves Policy), debt policy (the Debt Policy), and investment and cash management policy (the Investment and Cash Management Policy, and together with the Fund Balance and Reserves Policy and Debt Policy, the Financial Policies). The County also strives to achieve a structurally-balanced Budget, which is defined as one where the level of recurring expenses matches recurring revenues.

#### **DEVELOPMENT OF THE ANNUAL BUDGET**

The County Charter requires the County Executive to submit, no later than September 15 of each year, to the County Legislature for its review, a proposed budget (the Proposed Budget) for the ensuing fiscal year. The County Legislature must conduct hearings and adopt a budget no later than October 30. This process is important to the County Executive, the Legislature, and citizens of the County because it

- Lays the financial foundation for cost-effective operations based on historical data, economic financial indicators, and a reasonable projection of revenues
- Integrates the financial structure of the MYP, CP, and Budget
- Reflects the County's social and economic policy priorities
- Communicates this information clearly to County stakeholders

#### **SCOPE OF THE ANNUAL BUDGET AND BUDGET MESSAGE**

Pursuant to §302 and §303 of the County Charter, the Budget shall contain the following:

- Statement of estimated revenues to be received during the ensuing fiscal year, other than the proceeds of the tax levy, deducting the amount, if any, required to be deposited to any sinking fund
- Statement of the amount estimated to be collected from the tax levy
- Statement of anticipated receipts from the sale of bonds or other borrowings
- Statement of the amount of any sinking fund, if any, which is available and should be applied to the payment of principal of any bonded indebtedness falling due during the ensuing fiscal year
- Statement of the estimated cash balance, except unreserved, undesignated fund balances, after deducting estimated year-end commitments, in each fund, applicable to expenditures of the ensuing fiscal year, and any estimated deficit in any fund required to be made up in the ensuing fiscal year
- Estimate of the anticipated financial needs of each agency, department or office to conduct the business of the County
- Amount necessary to pay the principal and interest of any bonded or other indebtedness of the County



- Amount of any judgment recovered against the County and payable in the ensuing fiscal year
- Estimate of uncollected taxes that would become the County's responsibility to pay
- Comparative financial information that includes receipts and expenditures for the last completed fiscal year; the budget of the current fiscal year; receipts and expenditures for the current fiscal year; and the budget requests by department
- Budget Message from the County Executive to the Legislature that summarizes and explains the main features of the Budget; articulates priorities; highlights the issues facing the County; describes significant changes from the previous (current) fiscal year; and explains significant factors that led to these changes

Pursuant to §304 of the County Charter, there shall be filed with the Budget a summary budget report and supporting schedules which shall exhibit the Budget by fund, operating revenue summary, capital appropriations, sewer operation budgets, tax rates, and budgetary analyses by department and the aggregate figures of the Budget in such a manner as to show a balanced relationship between the total estimated expenditures and the total estimated income for the ensuing fiscal year.

### **PARTICIPANTS IN THE BUDGET DEVELOPMENT PROCESS**

The participants in the budget process are

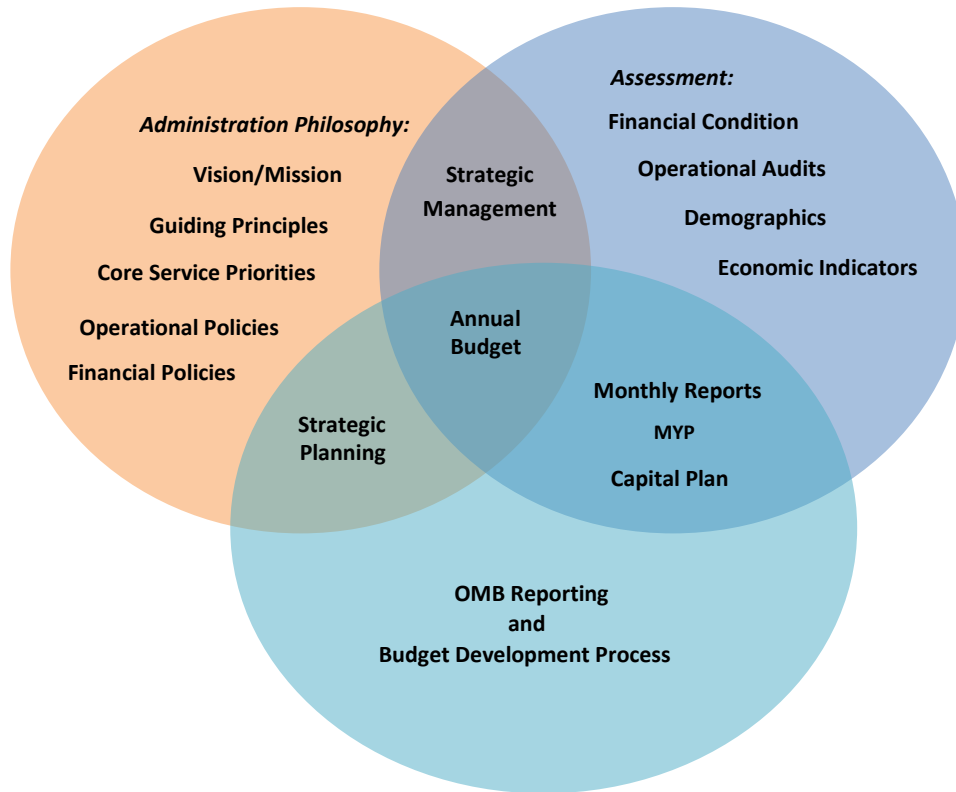
- County Executive: Establishes the County vision and mission statements; sets core service priorities; and articulates the concerns of the County's stakeholders
- Deputy County Executive for Finance: Responsible for assessing the comprehensive financial and operational needs of the County and submitting the County Executive's Budget that supports his vision and priorities
- Budget Director: Provides the direct leadership and coordination of the budget development process including, but not limited to, assisting the Deputy County Executive for Finance in forecasting, analyses, data summarization and presentation, and submission of all budget documents
- Office of Management and Budget (OMB) Staff: As experts in their assigned departments, analyze all submission requests, provide recommendations, and assist with the compilation of the Budget; and ensure that the submission requests comply with the budget instructions, MYP initiatives, and headcount targets
- Department Heads (Directors and Commissioners): Review operational needs; analyze historical expense and revenue trends; consider current issues in budget formulation; anticipate future problems; recommend alternatives and solutions; and submit the department spending plan to OMB



**BUDGET DEVELOPMENT CALENDAR**

The development of a sound Budget is a year-round cycle of preparation. The ongoing functions performed by OMB staff are not mutually exclusive but intrinsically related to one another in the implementation of recommended best practices. The following Venn diagram demonstrates this inter-relationship:

**Figure C.1: Linkage between OMB Functions and the Budget**



The annual Budget is a product of three components/activities: the Administration’s philosophy that underlies all financial and managerial operations; the County’s assessment of its financial condition, operational efficiency, economy and demographics; and OMB’s reporting and budget development process, linking it to the two other components/activities.

The budget development process implements policies that draw on the strategic planning concepts of the County’s mission; develops goals that support the mission; utilizes strategic management to accomplish the goals; and considers all aspects in the utilization of available resources. Again, this year-round effort allows for adjustments and the consideration of new information.



The annual budget development process typically begins in June when OMB provides departmental fiscal staff and decision-makers with a preparation guide that highlights: major policy, operational, and financial goals for the ensuing year; significant challenges facing the County; and technical information regarding budget preparation.

Within four weeks, departments are required to submit their expense, revenue, and staffing requests to OMB. The Administration and OMB review these requests and incorporate them into a Proposed Budget.

Both the County Charter and the NIFA Act, during a control period, require that the County Executive submit the Proposed Budget to the County Legislature and NIFA by September 15. The Charter also requires the Legislature to hold a public budget hearing(s) on the Proposed Budget. After the conclusion of the public hearing(s), the County Legislature may reduce or strike out any item of appropriation in the Proposed Budget. Prior to inserting any additional item or increasing an item of appropriation, the Legislature must publish a notice setting forth the nature of the adopted changes and fixing the time at which it will hold a public hearing thereon. By ordinance, the Legislature shall finally approve the Proposed Budget, as altered or revised. Upon final adoption of the Budget, the County Legislature must pass an appropriation ordinance therefor and levy taxes for the ensuing year no later than October 30.

Within ten days of the final approval of the Budget by the County Legislature, the County Executive may veto any item that constitutes a change from the Proposed Budget, while at the same time approving the remainder of the Budget. The County Legislature may override any such vetoed item within seven days by an affirmative vote of at least thirteen members.

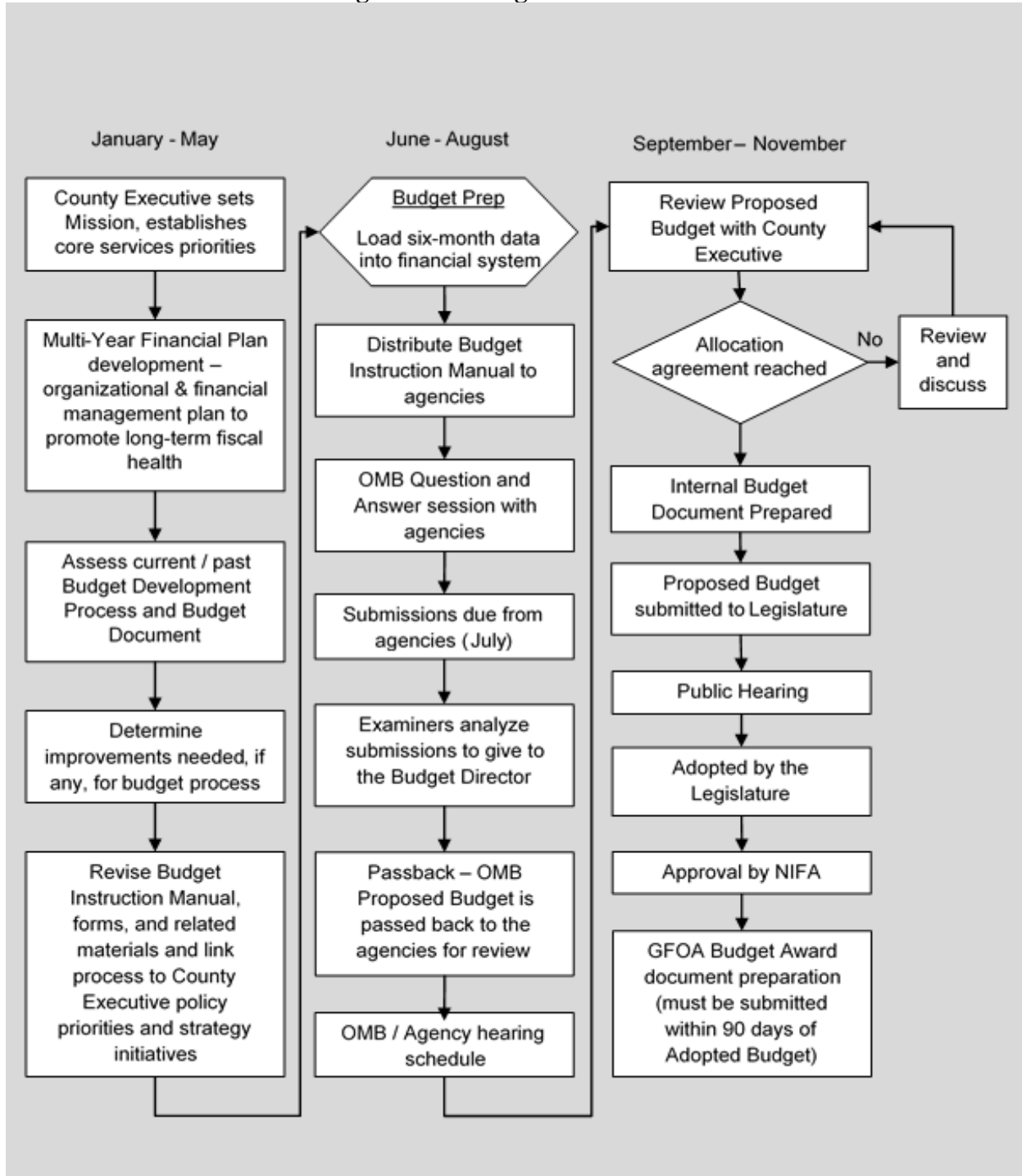


**Budget Process and Timeline**

<b>Month</b>	<b>Action</b>
January - May	<ul style="list-style-type: none"> <li>• Issuance of Monthly Financial Reports</li> </ul>
June	<ul style="list-style-type: none"> <li>• Budget preparation for the ensuing fiscal year begins</li> <li>• Budget targets distributed to County departments</li> <li>• Issuance of MYP Update</li> <li>• Issuance of Monthly Financial Report</li> </ul>
July - August	<ul style="list-style-type: none"> <li>• County department budget submissions for ensuing fiscal year are evaluated</li> <li>• Issuance of Monthly Financial Reports</li> </ul>
September	<ul style="list-style-type: none"> <li>• County Executive submits Proposed Budget for ensuing fiscal year and Proposed MYP to the Legislature, and to NIFA during a control period (September 15 deadline)</li> <li>• Issuance of Monthly Financial Report</li> </ul>
October	<ul style="list-style-type: none"> <li>• Legislature holds public hearings and reviews Proposed Budget</li> <li>• NIFA presents preliminary report on Proposed Budget and Proposed MYP</li> <li>• Legislature approves Budget and MYP</li> <li>• Issuance of Monthly Financial Report</li> </ul>
November – December	<ul style="list-style-type: none"> <li>• NIFA votes to approve/disapprove the Budget and MYP</li> <li>• Issuance of Monthly Financial Reports</li> </ul>



Figure C.2: Budget Process Flow





## **POST BUDGET ADOPTION**

During the year, the County Executive may recommend changes to the Budget. Transfers of spending authority between departments and certain transfers within departments require approval by majority vote of the County Legislature on the recommendation of the County Executive. The County Executive may also recommend appropriating revenues not recognized in the Budget. Such supplemental appropriations require approval by thirteen affirmative votes of the County Legislature.

The County exercises budgetary control at the object code appropriation level within a fund's departmental control center.

## **RELATIONSHIP BETWEEN THE BUDGET AND CAPITAL BUDGET**

The Capital Plan (CP) is a four-year schedule of the County's anticipated capital investments. The first year of the CP is the capital budget (Capital Budget). While it is prepared and adopted independently of the Budget, it is a companion document.

The CP affects the Budget depending on the funding sources identified and the amount of operating costs, savings, and/or revenues that result from project implementation. Key elements include

- Quantifying the debt service required in the Budget and MYP to support capital expenses funded with debt
- Quantifying goals for the Budget ("pay as you go") or reserve funds to be spent on capital projects
- Identifying other funding sources, such as earmarked revenue streams (excess property sales) and grants
- Quantifying the operating costs, savings, and or revenues that will result from project implementation and incorporating those results in the Budget and MYP

During the preparation of the Capital Budget, information on the operational impact of each capital project is to be included as an integral part of each capital project request.

By charter, the Capital Plan must be submitted to the Legislature by October 15 of each year, a full month after the County Executive's Proposed Budget. This allows the Administration to prioritize projects consistent with the level of debt service appropriations. See Capital Fund.





## **FUND BALANCE AND RESERVES**

### **INTRODUCTION**

The use of financial policies to guide governmental operations is important for a number of reasons. Financial policies help to institutionalize sound fiscal management, establish parameters for the operation of government, encourage continuity between administrations, promote stability in budgeting, and enhance accountability to the public.<sup>1</sup>

The Government Finance Officers Association (GFOA), the National Advisory Council on State and Local Budgeting (NACSLB), and the major credit rating agencies all recommend that governments adopt and adhere to an array of financial policies. One of the most important policies to enact is a policy governing fund balance and reserves.

Drawing from these recommendations, Nassau County's Fund Balance and Reserves Policy provides a framework for the accumulation of fund balance, the constitution of reserve funds, and the policy purposes for which the County ought to use these financial resources.

Nassau County presents its Comprehensive Annual Financial Report (CAFR) in conformity with generally accepted accounting principles (GAAP) for governments in the United States as prescribed by the Governmental Accounting Standards Board (GASB).<sup>2</sup> GASB Statement No. 34 requires the inclusion of two types of financial statements in the CAFR: government-wide financial statements and fund financial statements.

Government-wide financial statements provide information about the County as a whole using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus looks at the transactions and events that have increased or decreased the total economic resources of the government as a whole during the accounting period being reported. The accrual basis of accounting requires revenues be recognized as soon as they are earned, regardless of the timing of related inflows of cash, and requires expenses be recognized as soon as liabilities are incurred, regardless of the timing of related outflows of cash. These statements present a long-term view of the County's finances.

Fund financial statements (governmental fund statements and fiduciary fund statements) focus on individual parts of the County government, reporting on the County's operations in more detail than the government-wide statements. Funds are accounting controls that the County uses to keep track of specific sources of funding and spending on particular programs. The fiduciary funds employ the economic resources measurement focus and accrual basis of accounting. The

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<sup>1</sup> Shayne Kavanagh and Wright Anderson Williams, *Financial Policies: Design and Implementation* (Chicago, Illinois: Government Finance Officers Association, 2004), p. 1-3.

<sup>2</sup> This section is excerpted from Management's Discussion and Analysis included in Nassau County's *Comprehensive Annual Financial Report of the Comptroller for the Fiscal Year Ended December 31, 2016*



governmental fund financial statements employ the current financial resources measurement focus and are presented using the modified accrual basis of accounting. The current financial resources measurement focus requires the fund financial statements to report near-term inflows and outflows of financial resources. To achieve this objective, the application of the accrual basis of accounting must be modified so that the fund financial statements report only those transactions and events that affect inflows and outflows of financial resources in the near future.

There are two government-wide financial statements: the Statement of Net Position and the Statement of Activities. The Statement of Net Position reports everything the County owns (its assets) and owes (its liabilities) as of the end of the year. Net position is what remains after all liabilities have been recorded; it signifies the net worth of the government. This statement is designed to display assets and liabilities in the order of their basic liquidity and maturity while presenting the basic accounting relationship applicable to public sector entities: assets + deferred outflow of resources – liabilities – deferred inflow of resources = net position. This statement also presents all of the County’s economic resources – that is, all of its assets and liabilities, both financial and capital. The Statement of Activities tracks the County’s annual revenues and expenses, as well as any other transactions that increase or decrease the County’s net position. It divides the County’s activities into three elements: its governmental activities, its business-type activities (currently not applicable), and the activities of its component units.

In governmental fund statements, where the current financial resources measurement focus is used, the difference between the assets, deferred outflow of resources, liabilities and deferred inflow of resources of a fund is the *fund balance*. The fund financial statements present fund balance in the following categories: non-spendable, restricted, committed, assigned, and unassigned.

### **RESERVED AND UNRESERVED FUND BALANCE**

On a budgetary basis, governmental fund’s fund balance is separated into two categories: reserved fund balance and unreserved fund balance.

Reserved fund balance captures those financial assets which contributed to the fund balance and are not available to the government to spend, such as long-term receivables, encumbered contracts and purchase orders, resources that have already been spent, such as prepaid expenses, or assets which are legally constrained in their use.

Unreserved fund balance, in turn, captures all remaining financial resources which are currently available for appropriation. Unreserved fund balance may be either designated or undesignated. Unreserved fund balance may be designated in a subsequent budget, representing management’s planned future use for a particular purpose of currently available resources. Unreserved, undesignated fund balance represents those currently available resources neither reserved nor designated for a particular purpose in the budget for the subsequent fiscal year.



## **IMPORTANCE OF FUND BALANCE**

Maintaining sufficient levels of fund balance is important for a number of reasons. Unreserved fund balance serves as a source of internal liquidity, helping to smooth out the seasonality of public sector cash flows. Unreserved fund balance also provides unrestricted resources for contingencies, such as unanticipated surges in energy costs, unexpected changes in State or Federal reimbursements, spikes in overtime or termination pay, or the devastating impact of a natural disaster. Governments can use unreserved fund balance to finance selected capital needs or other one-time expenses on a pay-as-you-go basis, thereby avoiding long-term interest payments. Lastly, credit rating agencies consider maintaining an appropriate level of unreserved fund balance to be a positive credit factor because it better ensures the timely and full payment of debt obligations, enhances financial flexibility to handle unforeseen events, and demonstrates the commitment of the government to the principles of sound financial management.

## **PARTICULAR CONSIDERATIONS IN NASSAU COUNTY**

An appropriate policy for the accumulation and use of fund balance in Nassau County must take into account two particular factors.

First, the County has five major operating funds: General Fund, Fire Prevention Fund, Debt Service Fund, Police Headquarters Fund, and Police District Fund. The Fire Prevention Fund and the Police Headquarters Fund are special revenue funds which have a Countywide tax base (together, the “Countywide Special Revenue Funds”). The Police District Fund is also a special revenue fund, but its tax base is a subset of the County. Because the Countywide Special Revenue Funds share the same tax base as the General Fund, these funds are treated, for budgetary and accounting purposes, as extensions of the General Fund. The Police District Fund is not considered an extension of the General Fund, and its revenues are restricted. Calculating the appropriate level of fund balance in Nassau County, therefore, involves looking at the combined revenues of the County’s General Fund, the Countywide Special Revenue Funds, and the Police District Fund.

Second, Nassau County has agreed to monitor and take certain actions with respect to the accumulation of certain “available amounts” as set forth in tax certificates that have accompanied the issuance of long-term working capital and cash flow debt. The County has issued long-term general obligation bonds for working capital purposes to finance property tax refund payments, as well as payments of judgments and settlements and termination payments. In addition, the County typically issues short-term notes for cash flow purposes once or twice per year. The County has made representations in various tax certificates associated with such debt that it would apply any surplus available amounts to the retirement of outstanding working capital debt, or otherwise with the approval of bond counsel. Pursuant to regulations promulgated by the United States Treasury, available amounts mean any amounts that are available to an issuer for working capital expense purposes of the type financed by a debt issue. Available amounts include cash, investments, and other amounts held in accounts or otherwise by the issuer or a related party if those amounts may be used by the issuer for working capital expenses of the type being financed by an issue without



legislative or judicial action and without a legislative, judicial, or contractual requirement that those amounts be reimbursed. The County may treat as “unavailable” for required debt retirement a working capital reserve equal to 5% of the immediately preceding fiscal year’s expenses paid out of current revenues.

### **RECOMMENDED LEVEL OF FUND BALANCE**

The recommended level of fund balance reflects the financial needs of County government and residents, the fund balance levels recommended by the GFOA, and the provisions regarding the accumulation of surplus “available amounts” in County tax certificates.

The County’s recommended level of fund balance is no less than 4% and no more than 5% of normal prior-year expenditures. This recommended level is sufficient in Nassau County given the size of its budget, the relative predictability of its cash flows, and its other sources of internal liquidity. In determining this level, the County looked at its spending needs, including the potential for unforeseen emergencies.

To the extent that the County utilizes its unreserved fund balance, the funds should be primarily used either for (i) non-recurring expenses that promote important policy objectives, or (ii) extraordinary operating or capital purposes that could not be anticipated and which otherwise cannot be financed with current revenues in the annual Budget. Such purposes include funding unplanned expenses, offsetting an unexpected economic downturn, covering an unanticipated or excessive shortfall in revenues or a spike in expenses, or providing necessary resources for emergencies, such as a natural disaster.

### **REPLENISHMENT**

In the event that for two successive years, the County’s level of fund balance falls below 4% of normal expenses during the prior fiscal year, the County shall endeavor to replenish its fund balance beginning with the next Budget. The County would seek to appropriate 25% of the difference between its current level of fund balance and the minimum amount recommended by the policy, to attain the minimum level of fund balance over a four-year period. To the extent that an appropriation in this amount is not possible in any particular fiscal year, the County shall endeavor to appropriate a lesser amount and develop a revised strategy and timeframe for replenishing its fund balance to reach, at a minimum, the 4% threshold.

The County forecasts, before the close of its fiscal year, whether or not it anticipates generating a year-end positive operating surplus after normal expenses are paid. In instances where the County projects a surplus, the County will determine if it needs this operating surplus to ensure that its fund balance does not fall below 4% of anticipated operating expenses. If this threshold requirement is satisfied, then the County can direct its projected operating surplus to other important public policy purposes, such as capital improvements, strategic investments,



prepayments, transitional expenses, or, due to the unique burden of the County assessment guaranty (County Guaranty), the payment of future property tax refunds.

**RESERVE FUNDS**

In addition to accumulating fund balance, governments may create formal reserve funds. Reserve funds differ from fund balance in two respects. First, the legislative body must vote to establish reserve funds, whereas a government reserves fund balance as part of the accounting cycle at the close of the fiscal year. Second, in many if not all instances, the legislature must also approve the use of monies deposited in formal reserve funds.

The County has established a number of reserve funds for a variety of important public policy purposes. The County Legislature created each of these reserve funds pursuant to the New York State General Municipal Law. The County has established a bonded indebtedness reserve fund, an employee benefit accrued liability reserve fund, and a retirement contribution reserve fund. These reserve funds permit the County to accumulate resources to retire debt or pay debt service unbudgeted in the current year, cover termination payments, particularly for sworn officers, and level out future increases in contributions to both the New York State and Local Employees’ Retirement System and the New York State and Local Police and Fire Retirement System.

Listed below is the County’s historical fund balance and reserves on a budgetary basis.

YEARS	Countywide Fund Balance	Technology Fund	Open Space Fund	Litigation Fund	Police District Fund	Sewer and Storm Water Resource District	Retirement Contribution Reserve Fund	Employee Benefit Accrued Liability	Environmental Fund	Bonded Indebtedness Reserve Fund	Tobacco Settlement Fund (Bond)
2012 Year-End	\$53.3	\$1.9	\$0.9	\$0.0	\$28.7	\$71.5	\$0.0	\$4.0	\$17.1	\$0.0	\$17.9
2013 Uses	(\$10.0)	\$0.0	\$0.0	\$0.0	(\$1.2)	(\$25.6)	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
2013 Contributions	\$55.8	\$0.0	\$0.2	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$2.3	\$0.0	\$0.0
2013 Year-End	\$99.1	\$1.9	\$1.1	\$0.0	\$27.5	\$45.9	\$0.0	\$4.0	\$19.4	\$0.0	\$17.9
2014 Uses	(\$10.0)	\$0.0	\$0.0	\$0.0	(\$6.7)	(\$3.6)	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
2014 Contributions	\$11.1	\$0.0	\$0.1	\$0.0	\$0.0	\$0.0	\$0.0	\$6.2	\$0.1	\$0.0	\$0.0
2014 Year-End	\$100.2	\$1.9	\$1.2	\$0.0	\$20.8	\$42.3	\$0.0	\$10.2	\$19.5	\$0.0	\$18.0
2015 Uses	(\$10.0)	(\$1.8)	\$0.0	\$0.0	(\$5.0)	\$0.0	\$0.0	(\$10.2)	\$0.0	\$0.0	\$0.0
2015 Contributions	\$51.1	\$0.0	\$0.2	\$20.2	\$5.9	\$2.1	\$8.0	\$0.0	\$0.0	\$0.0	\$0.0
2015 Year-End	\$141.4	\$0.1	\$1.4	\$20.2	\$21.6	\$44.4	\$8.0	\$0.0	\$19.5	\$0.0	\$18.0
2016 Uses	(\$3.2)	\$0.0	\$0.0	\$0.0	\$0.0	(\$3.8)	\$0.0	\$0.0	(\$8.4)	\$0.0	(\$18.0)
2016 Contributions	\$39.7	\$0.0	\$0.3	\$23.4	\$1.5	\$0.0	\$0.0	\$13.1	\$0.0	\$3.6	\$0.0
	\$177.8	\$0.1	\$1.7	\$43.6	\$23.1	\$40.6	\$8.0	\$13.1	\$11.1	\$3.6	(\$0.0)

*All other established Funds not displayed above have zero Fund Balance since 2010 or prior*

**CONCLUSION**

As discussed above, Nassau’s Fund Balance and Reserves Policy outlines an approach to the accumulation and use of fund balance and reserves that draws upon the recommendations of the GFOA and NACSLB while considering additional issues that are important to Nassau County. The policy outlines the conditions under which the County ought to replenish its fund balance, and identifies the uses for its fund balance, formally-created reserves, and any projected operating surpluses. It identifies an array of reserve funds that help the County to stabilize its budget and to finance important policy objectives. The County also designs the Policy to be consistent with provisions included in tax certificates for bond and note issuances. The Policy establishes a



recommended floor and a cap for the accumulation of fund balance. When combined with the other Financial Policies, and with the Multi-Year Financial Plan, the County's Fund Balance and Reserves Policy sets a standard of performance and accountability and institutionalizes sound financial management practices for the future.

### **DEBT**

#### **INTRODUCTION**

In accordance with the County's Debt Policy, the County manages its debt profile based on GFOA and rating agency guidelines, as well as debt policies of comparable, yet higher-rated municipalities. The County will review this policy on an annual basis. The County's ratings as of September 2017 were: "A2" (stable outlook) from Moody's Investors Service, Inc.; "A+" (stable outlook) from S & P Global Ratings; and "A" (stable outlook) from Fitch Ratings.

Limiting the amount of outstanding debt and the purposes for which the County issues debt will benefit the long-term financial health of the County and help to improve its creditworthiness.

The County will continue its efforts to reduce its outstanding debt and gradually bring the County's key credit ratios in line with comparable, yet higher-rated counties. The County's long-term plan seeks to achieve these objectives by prioritizing capital borrowing and limiting the size of cash flow borrowings through a strengthened cash position.

The 2018 NIFA Conformed Budget includes \$369.5 million for County and NIFA debt service expenses in the County's Major Operating Funds. The 2018-2021 Proposed Multi-Year Financial Plan projects that in 2021, the County will have \$370.2 million in County and NIFA debt service expenses.

#### **GOALS AND OBJECTIVES**

The Debt Policy helps ensure that County financings satisfy certain clear and objective standards. These standards seek to protect the County's financial resources, which are necessary to meet long-term capital needs. The adoption of clear and comprehensive Financial Policies enhances the financial management of the County.

The goals and objectives of the County's Debt Policy are to

- Guide the County and its managers in policy and debt issuance decisions
- Maintain appropriate capital assets for present and future needs
- Promote sound financial management
- Protect and enhance the County's credit rating



- Ensure the legal and prudent use of the County's debt issuance authority
- Evaluate debt issuance options

The Debt Policy provides that the County will plan debt issuance to achieve relatively level debt service while matching debt service to the useful life of the projects. The County will avoid the use of bullet or balloon maturities except in those instances where these maturities serve to make existing overall debt service level (to the extent permissible under the Local Finance Law). The County may elect a more rapid or other debt service structure, such as declining debt service (i.e., equal principal amortization), at its discretion.

### **PURPOSES FOR WHICH DEBT CAN BE ISSUED**

**Capital Borrowing:** The County issues debt for projects identified in its Capital Plan. The Capital Plan includes funding for buildings, equipment, infrastructure, parks, property, public safety, roads, technology, traffic and transportation, sewer and storm water, and open space preservation.

**Working Capital Borrowing:** In 2017, the County continued to meet its goal to fund all judgments and settlements in the Budget. Since 2016, the County no longer borrows to finance termination payments. In addition, the County no longer borrows to finance tax certiorari payments, ending a decades-long practice.

**Cash Flow Borrowing:** The County borrows for cash flow purposes as necessary throughout the fiscal year. The County typically does one or two cash flow borrowings a year: Revenue Anticipation Notes in late spring and Tax Anticipation Notes in late fall. In 2017, the County will only do one cash flow borrowing, a Tax Anticipation Note issuance in late fall.

### **DEBT LIMITATIONS/AFFORDABILITY**

#### **Debt Service as a Percentage of Expenses**

**Goal:** The County's tax-supported debt service will not exceed 10% of general governmental expenses within the major operating funds.

Tax-supported debt service shall include any debt service on cash flow notes and general obligation bonds, which are not self-supporting from a user fee revenue stream. Any long-term financing lease obligations, which may be subject to annual appropriation by the County, will also be included in calculations of tax-supported debt service.

**Status:** The County projects debt service expenses in the County's major operating funds to be 12.1% of 2017 expenses and 11.6% of 2018 expenses. For purposes of this ratio, debt service excludes sewer-related debt, and expenses exclude interdepartmental transfers.



### **Net Direct Debt as a Percentage of Full Valuation**

**Goal:** The County's tax-supported net direct debt will not exceed 1.50% of the full valuation of taxable real property in the County.

**Status:** The County projects the tax-supported net direct debt of the County's major operating funds to be 1.39% of the full valuation of taxable real property in the County as of December 31, 2017.

### **Net Direct Debt per Capita**

**Goal:** The County's tax-supported net direct debt per capita will not exceed \$2,191 as of December 31, 2017. The County will increase the target value by 2% per year to take into account the effect of inflation.

**Status:** The County projects tax-supported net direct debt per capita to be \$2,237 as of December 31, 2017.

### **BOND STRUCTURE**

The County shall establish all terms and conditions relating to the issuance of bonds pursuant to New York State Local Finance Law, and will invest all bond proceeds pursuant to the terms of the County's Investment Policy. Unless otherwise authorized by the County, the following shall serve as bond requirements.

**Terms:** All capital improvements financed through the issuance of debt shall be for a period not to exceed the useful life of the project.

**Capitalized Interest:** Occasionally, certain financings may include the use of capitalized interest from the issuance date until the County has beneficial use and/or occupancy of the financed project. The County shall not fund (capitalize) interest beyond three years or a shorter period if further restricted by law. The County may apply, at its discretion, interest earnings to extend the term of capitalized interest but in no event beyond the term allowed by law.

**Debt Service Structure:** Debt issuance shall be planned to achieve relatively level debt service while matching debt service to the useful life of projects. The County shall avoid the use of bullet or balloon maturities except in those instances where these maturities serve to make existing overall debt service level. The County may elect a more rapid or other debt service structure, such as declining debt service (i.e., equal principal amortization) at its discretion.

**Call Provisions:** In general, the County's debt will include an early redemption (or "call") feature, which is typically no later than ten years from the date of delivery of the bonds. The County will





avoid the sale of non-callable bonds absent careful, documented evaluation by the County in conjunction with its financial advisor with respect to the value of the call option.

**Original Issue Discount:** The County will permit an original issue discount if it determines that such discount results in a lower true interest cost on the bonds and that the use of an original issue discount will not adversely affect the project funding.

**Deep Discount Bonds:** Deep discount bonds may provide a lower cost of borrowing in certain markets. The County will carefully consider their value and effect on any future re-financings due to the lower-than-market coupon associated with deep discount bonds.

**Derivative Structures:** The County will consider the use of derivatives as a hedge against future interest rate risk or to create “synthetic” fixed rate or variable rate debt, when appropriate and as may be provided by law. The County will not use derivative structures for speculative purposes. The County will consider the use of derivative structures when it is able to gain a comparative borrowing advantage of 25 basis points or more and is able to quantify and understand potential risks.

### TYPES OF DEBT

When the County determines that the use of debt is appropriate, it will utilize the following criteria to evaluate the type of debt it issues.

**Long-Term Debt:** The County may issue long-term debt (general obligation bonds) when it deems that capital projects will not be financed from current revenues. Long-term debt will be structured such that financial obligations do not exceed the expected useful life of the projects. In the past, the County also funded some working capital expenses with bond proceeds. The County no longer borrows to finance termination payments or judgments and settlements (with the exception of extraordinary judgments or settlements). After 2016, the County ended its practice of borrowing to finance tax certiorari payments.

**Short-Term Debt:** Short-term borrowing may be utilized for the temporary funding of operational cash flow deficits or anticipated revenues (defined as an assured source with the anticipated amount based on conservative estimates). The County will determine and utilize the least-costly method for short-term borrowing subject to the following policies.

- **Bond Anticipation Notes (BANs)** may be issued as interim financing prior to the issuance of long-term debt. The BANs shall not mature more than five years from the date of issuance. In the event BANs are not retired with long-term debt, they shall mature within six months after substantial completion of the financed project.
- **Tax or Revenue Anticipation Notes (TANs or RANs)** shall be issued only to meet cash flow needs.



- **Other Short-Term Debt** may be used when it provides an interest rate advantage or as interim financing until market conditions are more favorable.

**Lease Purchase Obligation:** Lease purchase obligations, including certificates of participation or lease revenue bonds, shall be considered as an alternative to long-term vendor leases. Such debt shall be subject to annual appropriation. To reduce the cost of lease borrowing and to improve control over leases, the County may adopt a master lease program.

**Variable Rate Debt:** To maintain a predictable debt service burden, the County may give preference to debt that carries a fixed interest rate. The County, however, may consider variable rate debt. The percentage of variable rate debt outstanding (excluding debt which has been converted to synthetic fixed rate debt) shall not exceed 20% of the County's total outstanding debt, unless there is an offsetting amount of operating cash earning a floating interest rate, in which case the amount of, and investment strategy for, the County's operating cash will be taken into consideration. The following circumstances may result in the consideration of issuing variable rate debt.

- **High Interest Rates:** Interest rates are above historic averages.
- **Variable Revenue Stream:** The revenue stream for repayment is variable and is anticipated to move in the same direction as market-based variable interest rates, or the dedication of revenues allows capacity for variability.
- **Adequate Safeguards Against Risk:** Financing structure and budgetary safeguards are in place to prevent adverse impacts from interest rate shifts. Such structures could include, but are not limited to, interest rate caps and short-term cash investments in the County's General Fund.
- **Financial Advisor Analysis:** An analysis from the County's financial advisor evaluating and quantifying the risks and returns involved in the variable rate financing recommends variable rate debt as the lowest-cost option.
- **As a Component to Synthetic Fixed Rate Debt:** Variable rate bonds may be used in conjunction with a financial strategy which results in synthetic fixed-rate debt. Prior to using synthetic fixed-rate debt, the County shall certify that the interest rate cost is at least 25 basis points lower than traditional fixed-rate debt.



### REFUNDING

The Deputy County Executive for Finance, with assistance from the County's financial advisor, shall have the responsibility to analyze outstanding debt for refunding opportunities. The County will consider the following issues when analyzing possible refunding opportunities.

**Debt Service Savings:** The County establishes a minimum present value savings threshold of 2% of the refunded principal amount. The present value savings will be net of all costs related to the refinancing. If present value savings is less than 2%, the County may consider the option value captured as a percent of total savings. In such case, if the option value captured as a percent of total savings exceeds 70% and present value savings is less than 2%, the County may opt to complete a refunding. Debt service savings may be taken in equal amounts over time or on an upfront or deferred basis, at the County's discretion.

**Restructuring:** The County will refund debt when it is in the best financial interest of the County to do so. Such refunding will be limited to restructuring to meet unanticipated revenue shortfalls, achieve cost savings, mitigate irregular debt service payments, release reserve funds, or remove unduly restrictive bond covenants.

**Term of Refunding Issues:** The County will refund bonds within the term of the originally issued debt. However, the County may consider maturity extension when it is necessary to achieve a desired outcome, provided that such extension is legally permissible. The County may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful life of the financed projects should guide this decision.

**Escrow Structuring:** The County shall utilize the least costly securities available in structuring refunding escrows. A certificate will be provided by a third-party agent stating that the securities were procured through an arms-length, competitive bid process (in the case of open market securities), that such securities were more cost-effective than State and Local Government Obligations (SLGs), and that the price paid for the securities was reasonable within Federal guidelines. Under no circumstances shall an underwriter, agent, or financial advisor sell escrow securities to the County from its own account.

**Arbitrage:** The County shall take all necessary steps to optimize escrows and to minimize negative arbitrage in its refunding. Any resulting positive arbitrage will be rebated, as necessary, according to Federal guidelines.

### METHODS OF ISSUANCE

The County will determine the method of issuance on a case-by-case basis.



**Competitive Sale:** In a competitive sale, the County's bonds shall be awarded to the bidder providing the lowest true interest cost as long as the bid adheres to the requirements set forth in the official notice of sale.

**Negotiated Sale:** The County recognizes that it is advantageous to sell some securities through negotiation. In its assessment of a negotiated sale, the County shall consider the following

- Bonds issued as variable rate demand obligations
- A structure which may require a strong pre-marketing effort such as a complex transaction or a "story" bond
- Size of the issue, which may limit the number of potential bidders
- Market volatility is such that the County would be better served by flexibility in timing a sale in a changing interest rate environment
- Capital appreciation bonds or zero coupon bonds

**Private Placement:** Occasionally, the County may elect to privately place its debt. Such placement shall only be considered if this method is demonstrated to result in a cost savings to the County relative to other methods of debt issuance, or if there is limited or no market access.

### CREDIT ENHANCEMENT

The County seeks to maintain the highest possible credit rating for all categories of short-and long-term debt that can be achieved without compromising delivery of basic County services and achievement of County policy objectives. The County recognizes that external economic or other events may affect the creditworthiness of its debt. The County is committed to full and complete financial disclosure. The County will cooperate fully with rating agencies, institutional and retail investors, and the public to produce and share clear and accurate financial information. The County is committed to meeting disclosure requirements on a timely and comprehensive basis.

The County will consider the use of credit enhancements (as listed below) on a case-by-case basis, evaluating the economic benefit versus cost for each case.

**Bond Insurance:** The County may purchase bond insurance when such purchase is deemed prudent and advantageous. Use of bond insurance shall be based on such insurance being less costly than the present value of the difference between the interest amounts paid on insured bonds versus uninsured bonds. In the case of a competitive sale, the County may permit bidders for its bonds to purchase bond insurance if such insurance will enhance the market reception and lower the interest rate on the County's bonds. The County will submit, with assistance from the County's financial advisor, where economically beneficial, an application for pre-qualification for insurance to facilitate bidders' ability to purchase bond insurance. The winning bidder in a competitive sale will bear any cost associated with such enhancement.



In the instance of a negotiated sale, the County may solicit quotes for bond insurance from interested providers. The County will select the provider whose bid is most cost-effective and whose terms and conditions governing the guarantee are satisfactory to the County.

**Debt Service Reserves:** As of the date of this policy, the County does not have any revenue bonds or other debt outstanding which require a reserve for debt service. (The Nassau County Tobacco Settlement Corporation's debt does have a reserve requirement for debt service.) If the County develops such programs in the future, it may fund a reserve fund from bond proceeds, subject to Federal tax regulations and in accordance with the requirements of credit enhancement providers and/or rating agencies. The County may purchase reserve equivalents (e.g., a reserve fund surety or letter of credit) when such purchase is deemed prudent and advantageous. The County with its financial advisor shall evaluate such equivalents in comparison to cash funding of reserves on a net present value basis.

**Letters of Credit:** The County may enter into a letter-of-credit (LOC) agreement when deemed prudent and advantageous. The County will prepare and distribute to qualified banks a request for proposals, which includes terms and conditions that are acceptable to the County.

#### **UNDERWRITER SELECTION**

**Senior Manager Selection:** The County shall select a senior manager for any negotiated sale. The selection criteria shall include, but not be limited to, the following

- The firm's ability and experience in managing transactions similar to that contemplated by the County
- Prior knowledge and experience with the County
- The firm's ability and willingness to risk capital and demonstrate the availability of such capital
- Quality and experience of personnel assigned to the County's engagement
- Financing plan presented
- Underwriting fees

**Co-Manager Selection:** The County may select co-managers applying the same criteria as the senior manager. In addition to their qualifications, co-managers appointed to specific transactions will be a function of the transaction size and the necessity to ensure maximum distribution of the County's bonds or notes.

**Selling Groups:** The County may establish selling groups in certain transactions. To the extent that selling groups are used, the Deputy County Executive for Finance, at his or her discretion, may make appointments to selling groups from within the pool of underwriters or from outside the pool, as the transaction dictates.



**Underwriter’s Counsel:** In any negotiated sale of County debt in which legal counsel is required to represent the underwriter, the appointment will be made by the senior manager with input from the County.

**Underwriter’s Discount:** The Deputy County Executive for Finance, with assistance from the County's financial advisor, will evaluate the underwriter’s discount against comparable issues in the market. If there are multiple underwriters in the transaction, the Deputy County Executive for Finance will determine the allocation of the underwriter’s discount.

The underwriter’s discount, including expenses, will be determined prior to the sale date. The senior manager shall submit an itemized list of expenses. The senior manager must substantiate any additional expenses.

**Evaluation of Underwriter Performance:** The County will evaluate each bond or note sale after completion to assess the following: pricing of the bonds or notes in terms of the overall interest cost and on a maturity-by-maturity basis; and the distribution of bonds or notes and sales credits.

**Syndicate Policies:** For each negotiated transaction, the Deputy County Executive for Finance, with assistance from the County’s financial advisor, will prepare syndicate policies governing the upcoming sale.

- **Group Net Transactions:** The liabilities / revenue percentages allocated to the underwriters shall be determined in advance of the pricing
- **Net Designated Transactions:** Designation rules and limits will be determined in advance of the pricing
- **Retail Orders:** Retail orders are typically given first priority in County sales, and these orders are typically fully credited to the firm placing the order. The definition of retail will be determined in advance of the pricing. The treatment of orders placed by “professional retail” will be determined in advance of the pricing. Additionally, the County may elect to hold a retail order period for any debt issue, and may allocate a minimum percentage of each maturity offered to retail investors at the final price, if so subscribed.

**Expectations of the Senior Manager:** The County shall require the senior manager to

- Equitably allocate bonds or notes to other managers and the selling group
- Comply with Municipal Securities Rulemaking Board (MSRB) regulations governing the priority of orders and allocations
- Within 24 hours of receiving the verbal award, submit to the Deputy County Executive for Finance a detail of orders, allocations, and other relevant information pertaining to the County’s sale



### CONSULTANTS

**Bond Counsel:** County debt issuances will include a written opinion by legal counsel affirming the County's authorization to issue the debt and that the County has met all legal requirements necessary for issuance. The opinion will also include a determination of the debt's Federal income tax status. Counsel with extensive experience in public finance and tax issues will prepare the approving opinion and other documents relating to the issuance.

**Financial Advisor:** The County shall select a financial advisor (or advisors) to assist in its debt issuance and debt administration processes. Selection of the County's financial advisor(s) shall generally be based on, but not limited to, the following criteria, but as shall be further described in any procurement document

- Experience in providing consulting services to entities similar to the County
- Knowledge and experience in structuring and analyzing bond issues
- Experience and reputation of assigned personnel
- Fees and expenses

**Conflicts of Interest:** The County requires that its consultants and advisors provide objective advice and analysis, maintain the confidentiality of County financial plans, and be free from any conflicts of interest.

**Disclosure by Financing Team Members:** All financing team members will be required to provide full and complete disclosure relative to agreements with other financing team members and outside parties. The extent of disclosure may vary depending on the nature of the transaction. However, in general terms, no agreements shall be permitted which could reasonably be perceived as a conflict of interest.

# APPENDICES - APPENDIX C



## COUNTY OF NASSAU, NEW YORK

### RATIOS OF OUTSTANDING DEBT BY TYPE LAST TEN FISCAL YEARS

(Dollars in Thousands, Except Per Capita Amount)

Fiscal Year	General Obligation Bonds (a)	Sewage Purpose Bonds	State Water Pollution Control Revolving Fund Revenue Bonds	Nassau County Sewer and Storm Water Finance Authority Notes Payable	Sales Tax Secured Bonds, NIFA	Nassau County Sewer and Storm Water Finance Authority System Revenue Bonds	Tobacco Settlement Asset-Backed Bonds, Series A	Total Serial Bonds - NIFA, NCTSC	Capital Leases	Total Outstanding Debt	Taxable Assessed Valuation	Percentage of Debt to Taxable Assessed Valuation	Debt Per Capita	Percentage of Debt to Total Personal Income	Percentage of Debt to Estimated Total Full Valuation
2016	\$2,328,291	\$41,590	\$73,539		\$835,250	\$168,336	\$455,906	\$1,459,492	\$4,575	\$3,907,487	\$601,133 (c)	650.0%	\$2,869	NA	1.84%
2015	2,087,969	43,895	81,596		979,321	180,528	466,649	1,625,498	4,797	3,844,755	631,587 (c)	608.7%	2,825	3.63%	1.88%
2014	1,941,020	48,915	89,620		1,140,752	185,455	460,832	1,787,039	4,981	3,871,575	647,755 (c)	597.7%	2,849	3.87%	1.93%
2013	1,683,174	54,735	97,682		1,286,434	140,558	456,003	1,882,995	5,132	3,723,718	663,136 (c)	561.5%	2,754	3.80%	1.82%
2012	1,347,397	61,305	102,862		1,442,439	148,656	457,106	2,048,201	5,254	3,565,019	716,005 (c)	497.9%	2,643	3.73%	1.64%
2011	1,165,745	68,760	112,085		1,528,440	154,595	451,788	2,134,823	5,351	3,486,764	771,318 (c)	452.1%	2,606	3.84%	1.60%
2010	1,157,574	77,755	121,169		1,648,185	161,955	446,382	2,256,522	5,426	3,618,446 (b)	837,452 (c)	432.1%	2,655	4.05%	1.43%
2009	887,734	90,735	130,085		1,752,600	169,250	442,108	2,363,958	5,482	3,477,994 (b)	818,797 (c)	424.8%	2,557	3.99%	1.35%
2008	539,492	79,065	138,810		1,875,075	175,795	442,389	2,493,259	5,522	3,256,148 (b)	778,704 (c)	418.1%	2,400	3.48%	1.25%
2007	363,300	83,392	147,379	\$69,135	1,958,525	72,225	440,740	2,471,490	5,550	3,140,246 (b)	728,595 (c)	431.0%	2,318	3.51%	1.29%

- (a) Adjustments have been made to the prior year balances to include the general obligation bonds of the primary government, exclusive of amounts for the discretely presented component units.
- (b) For years prior to 2011, debt amounts do not include premiums and discounts.
- (c) Beginning in 2007, a new Department of Assessment methodology was developed and approved by the State in deriving total taxable assessed valuation by utilizing one quarter of one percent of market value applicable to Class I properties and utilizing one percent of market value for Class II, III, and IV property classes.



# APPENDICES - APPENDIX C



## Total County and NIFA Debt Service (As of September 30, 2017)

Date	County Bonds <sup>1,2</sup>			NIFA Bonds <sup>3</sup>			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
12/31/2017	38,805,000	45,849,400	84,654,400	129,666,000	13,997,436	143,663,436	168,471,000	59,846,837	228,317,837
12/31/2018	111,093,659	118,196,707	229,290,367	118,505,000	23,931,235	142,436,235	229,598,659	142,127,943	371,726,602
12/31/2019	119,006,051	105,131,314	224,137,365	123,500,000	19,891,280	143,391,280	242,506,051	125,022,595	367,528,646
12/31/2020	124,995,174	99,199,991	224,195,165	117,556,000	15,639,788	133,195,788	242,551,174	114,839,779	357,390,953
12/31/2021	130,312,736	92,883,275	223,196,011	90,085,000	11,414,579	101,499,579	220,397,736	104,297,854	324,695,590
12/31/2022	136,539,858	86,418,381	222,958,239	78,689,000	8,056,427	86,745,427	215,228,858	94,474,808	309,703,666
12/31/2023	128,084,981	80,171,695	208,256,676	59,719,000	4,867,813	64,586,813	187,803,981	85,039,508	272,843,489
12/31/2024	129,484,104	74,032,380	203,516,484	46,465,000	2,646,387	49,111,387	175,949,104	76,678,767	252,627,871
12/31/2025	129,932,788	67,713,259	197,646,047	19,465,000	830,682	20,295,682	149,397,788	68,543,941	217,941,729
12/31/2026	123,226,911	61,473,592	184,700,503	0	0	0	123,226,911	61,473,592	184,700,503
12/31/2027	129,231,034	55,293,557	184,524,591	0	0	0	129,231,034	55,293,557	184,524,591
12/31/2028	120,174,718	48,738,775	168,913,493	0	0	0	120,174,718	48,738,775	168,913,493
12/31/2029	116,953,841	42,801,460	159,755,301	0	0	0	116,953,841	42,801,460	159,755,301
12/31/2030	102,473,000	37,266,634	139,739,634	0	0	0	102,473,000	37,266,634	139,739,634
12/31/2031	86,343,000	32,169,001	118,512,001	0	0	0	86,343,000	32,169,001	118,512,001
12/31/2032	79,368,000	27,743,338	107,111,338	0	0	0	79,368,000	27,743,338	107,111,338
12/31/2033	83,423,000	23,648,380	107,071,380	0	0	0	83,423,000	23,648,380	107,071,380
12/31/2034	73,753,000	19,566,183	93,319,183	0	0	0	73,753,000	19,566,183	93,319,183
12/31/2035	72,060,000	15,725,647	87,785,647	0	0	0	72,060,000	15,725,647	87,785,647
12/31/2036	51,355,000	12,175,658	63,530,658	0	0	0	51,355,000	12,175,658	63,530,658
12/31/2037	48,245,000	9,722,252	57,967,252	0	0	0	48,245,000	9,722,252	57,967,252
12/31/2038	35,450,000	7,694,870	43,144,870	0	0	0	35,450,000	7,694,870	43,144,870
12/31/2039	31,840,000	6,077,848	37,917,848	0	0	0	31,840,000	6,077,848	37,917,848
12/31/2040	28,735,000	4,608,253	33,343,253	0	0	0	28,735,000	4,608,253	33,343,253
12/31/2041	30,120,000	3,215,670	33,335,670	0	0	0	30,120,000	3,215,670	33,335,670
12/31/2042	31,570,000	1,755,412	33,325,412	0	0	0	31,570,000	1,755,412	33,325,412
12/31/2043	<u>21,900,000</u>	<u>503,985</u>	<u>22,403,985</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>21,900,000</u>	<u>503,985</u>	<u>22,403,985</u>
Total	2,314,475,856	1,179,776,917	3,494,252,773	783,650,000	101,275,628	884,925,628	3,098,125,856	1,281,052,545	4,379,178,401

1. Payments under County guarantees in connection with NHCC debt are not included in the chart.

2. Includes debt service payable on the bonds issued to EFC without regard to the subsidy provided by the State. Such subsidy is expected to be at least 33 1/3% of interest for the life of the obligations.

3. Based on the actual debt service payment dates and not the set-aside dates. Interest rates on the NIFA 2008 Series A-D variable rate bonds are calculated using the fixed rate swap.

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## APPENDICES - APPENDIX C

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### COUNTY OF NASSAU, NEW YORK STATEMENT OF CONSTITUTIONAL TAXING POWER

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(In Thousands)

<u>Year Roll Completed</u>	<u>Full Valuation of Real Estate</u> <sup>(d)</sup>
2017	\$215,397,489 <sup>(e)</sup>
2016	212,185,368
2015	204,607,718
2014	200,331,933
2013	<u>205,123,200</u>
<b>Total</b>	\$1,037,645,708
Five-Year Average Full Valuation	\$207,529,142
Tax Limit <sup>(a)</sup>	\$4,150,583
Total Exclusions <sup>(b)</sup>	186,506
Total Taxing Power for 2017 Levy	4,337,089
Tax Levy 2017 <sup>(c)</sup>	600,070
Tax Levy Subject to Tax Limit	413,564
Percentage of Taxing Power Exhausted	9.96%

- (a) The State Constitution limits the tax on real estate to one and one-half per centum of the average five-year full valuation, and provides that the State Legislature may prescribe a method to increase this limitation to not to exceed two per centum. The tax limit was raised to two per centum by provisions of the County Law and a resolution adopted by the County Board of Supervisors, predecessor to the County Legislature.
- (b) Interest on and principal of indebtedness supported by real property taxes for fiscal year 2017 is excluded from the calculation of real estate taxes limited under the provisions of Article VIII, Section 10 of the State Constitution.
- (c) Includes the tax levies for the General Fund, the Police Headquarters Fund, the Fire Prevention Fund, Environmental Bond Fund and the Community College Fund.
- (d) Full valuation figures for 2013 through 2016 are verified by the Office of the State Comptroller.
- (e) Full valuation for 2017 is based on preliminary data from the County and the Office of the State Comptroller.



**Nassau County  
Projected Debt Baseline**

<b>Results</b>	<b>Projected 12/31/2017</b>	<b>12/31/2018</b>	<b>12/31/2019</b>	<b>12/31/2020</b>	<b>12/31/2021</b>
<sup>1)</sup> Population	1,339,532	1,339,532	1,339,532	1,339,532	1,339,532
<sup>2)</sup> Full Valuation (000)	215,397,489	220,782,426	226,301,987	231,959,537	237,758,525
<sup>3)</sup> Direct (Main) & Indirect Debt (000)	2,996,089	2,987,359	2,833,649	2,760,038	2,701,738
<sup>3)</sup> Direct (Consolidated) & Indirect Debt (000)	3,911,651	3,873,847	3,689,911	3,585,000	3,496,902
Net Direct Debt - Main Funds (000)	2,996,089	2,987,359	2,833,649	2,760,038	2,701,738
Debt Service (Main Funds)	356,547,031	347,217,265	359,596,595	354,917,389	332,328,418
<sup>4)</sup> Expenditures (Major Funds)	2,939,343,947	2,999,294,249	3,063,638,133	3,112,750,066	3,139,148,300
<b><u>Credit Ratios</u></b>					
Overall Debt per Capita	\$2,920	\$2,892	\$2,755	\$2,676	\$2,611
Overall Debt as % of Full Valuation	1.82%	1.75%	1.63%	1.55%	1.47%
<b><u>Main Fund Ratios</u></b>					
Net Direct Debt per Capita	\$2,237	\$2,230	\$2,115	\$2,060	\$2,017
Debt Service as % of Expenditures	12.13%	11.58%	11.74%	11.40%	10.59%
Net Direct Debt as % of Full Value	1.39%	1.35%	1.25%	1.19%	1.14%

(1) Based on U.S. Census Decennial

(2) Based on 2017 preliminary data from the Office of the State Comptroller, and growth rate of 2.5% thereafter

(3) Projected debt based on MYP borrowing assumptions. Excludes short-term notes

Main Funds = General, Fire Commission, Police Headquarters, Police District, EBA and the College

Consolidated = Main Funds plus Sewer and Storm Water Resources District, Sewer and Storm Water Finance Authority, EFC, NHCC, Tobacco Authority & OTB

(4) Based on MYP. Excludes interdepartmental transfers

**DEBT GLOSSARY**

**Arbitrage.** The difference between the interest paid on tax-exempt securities and the interest earned by investing the security proceeds in higher-yielding securities. IRS regulations govern arbitrage on the proceeds from issuance of tax-exempt municipal securities.

**Balloon Maturity.** A later maturity within an issue of bonds, which contains a disproportionately large percentage of the principal amount of the original issue.

**Bond Anticipation Notes (BANs).** Notes issued by a governmental unit, usually for capital projects, that are typically repaid from the proceeds of the issuance of long-term bonds.

**Bullet Maturity.** A maturity for which there are no principal and/or sinking fund payments prior to the stated maturity date.

**Call Provisions.** The terms of the bond giving the issuer the right to redeem all or a portion of the bond prior to its stated date of maturity at a specific price, usually at or above par.

**Capitalized Interest.** A portion of the proceeds of a bond issue which is set aside to pay interest on the same bond issue for a specific period. Interest is commonly capitalized for the construction period of the project.

**Competitive Sale.** A sale/auction of securities by an issuer in which underwriters or syndicates of underwriters submit sealed bids to purchase the securities. Contrast to a negotiated sale.

**Continuing Disclosure.** U.S. Securities and Exchange Commission Rule 15c2-12 requires issuers of most municipal bonds, including the County, to agree in writing, at the time the bonds are issued, to provide continuing disclosure to the marketplace for the life of the bond issue. This continuing disclosure agreement obligates the issuer (or obligated person) to provide annual reports and current material event disclosures.

**Credit Enhancement.** Credit support purchased by the issuer or buyer to raise the credit rating of the issue. The most common credit enhancements consist of bond insurance, direct or standby letters of credit, and lines of credit.

**Debt Service Coverage.** Net revenue available for debt service divided by debt service.

**Debt Service Reserve Fund.** The fund in which moneys are placed which may be used to pay debt service if pledged revenues are insufficient to satisfy the debt service requirements.

**Deep Discount Bonds.** Bonds priced for sale at a substantial discount from their face or par value.

**Derivatives.** A financial product whose value is derived from some underlying asset value.



**Designation Policies.** Outline how an investor's order is filled when a maturity is oversubscribed when there is an underwriting syndicate. The senior managing underwriter and issuer decide how the bonds will be allocated among the syndicate. There are three primary classifications of orders, which form the designation policy: Group Net orders, Net Designated orders, and Member orders.

**Escrow.** A fund established to hold moneys pledged and to be used to pay debt service on an outstanding issue.

**Expenses.** Compensation to senior managers for out-of-pocket expenses including underwriter's counsel, DTC (Depository Trust Company) charges, CUSIP (Committee on Uniform Securities Identification Procedures) fees, investor roadshow, dealer fees, and day-loan charges.

**Letters of Credit.** A bank credit facility wherein the bank agrees to lend a specified amount of funds for a limited term.

**Management Fee.** The fixed percentage of the gross spread which is paid to the managing underwriter for the structuring phase of a transaction.

**Members.** Underwriters in a syndicate other than the senior underwriter.

**Negotiated Sale.** A method of sale in which the issuer chooses one underwriter to negotiate terms pursuant to which such underwriter will purchase and market the bonds.

**Original Issue Discount.** The amount by which the original par amount of an issue exceeds its public offering price at the time it is originally offered to an investor.

**Pay-As-You-Go.** Financing a project with operating funds as opposed to bond proceeds.

**Present Value.** The current value of a future cash flow.

**Private Placement.** The original placement of an issue with one or more investors as opposed to being publicly offered or sold.

**Rebate.** A requirement imposed by the Tax Reform Act of 1986 whereby the issuer of tax-exempt bonds must pay the IRS an amount equal to its profit earned from investment of tax-exempt bond proceeds at rates exceeding the tax-exempt borrowing rate, unless the Issuer meets one of the exceptions set forth therein. The tax-exempt borrowing rate (or "bond yield") is calculated pursuant to the IRS code together with all income earned on the accumulated profit pending payment.

**Selling Group.** The group of securities dealers who participate in an offering not as underwriters but rather who receive securities, less the selling concession from the managing underwriter, for distribution at the public offering price.



**Syndicate Policies.** The contractual obligations placed on the underwriting group relating to distribution, price limitations, and market transactions.

**Underwriter.** A dealer who purchases new issues of municipal securities from the issuer and resells them to investors.

**Underwriter's Discount.** The difference between the price at which bonds are bought by the Underwriter from the issuer and the price at which they are reoffered to investors.

**Variable Rate Debt.** An interest rate on a security, which changes at intervals according to an index or a formula or other standard of measurement.



## **INVESTMENT AND CASH MANAGEMENT POLICIES**

The laws of the State of New York (the State) permit the County to invest only in the following investments:

- Special time deposit accounts in, or certificates of deposit issued by, a bank or trust company located and authorized to do business in the State;
- Through a deposit placement program, certificates of deposit in one or more “banking institutions”, as defined in Banking Law Section 9-r;
- Obligations of the United States of America;
- Obligations guaranteed by agencies of the United States of America, where the payment of principal and interest are guaranteed by the United States of America;
- Obligations of the State (or public authorities of the State as may be provided by law);
- With the approval of the State Comptroller, obligations issued pursuant to Local Finance Law Section 24.00 or 25.00 (i.e., tax anticipation notes and revenue anticipation notes) by any municipality (other than the County), school district or district corporation in the State;
- Obligations of the County, but only with moneys in a reserve fund established pursuant to General Municipal Law Section 6-c, 6-d, 6-e, 6-f, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n;
- In the case of a capital reserve fund established for a County improvement district, obligations of the County issued for the purposes of such district.

The law further requires that all deposits and investments at a bank or trust company, including all demand deposits, certificates of deposit and special time deposits made by officers of the County that are in excess of the amount insured under the provisions of the Federal Deposit Insurance Act, including pursuant to a deposit placement program in accordance with law, be secured by a pledge of eligible securities, a pro rata portion of a pool of eligible securities, an eligible surety bond, an eligible letter of credit, or irrevocable letter of credit, as those terms are defined by law.

Occasionally, the County Legislature adopts resolutions setting forth the County’s investment policy in accordance with the above statutory limitations, which policy currently substantially mirrors the list above. The primary objectives of the County’s investment activities are, in priority order, to (1) conform with all applicable federal, State and other legal requirements (legality); (2) adequately safeguard principal (safety); (3) provide sufficient liquidity to meet all operating requirements (liquidity); and (4) obtain a reasonable rate of return (yield).

The County’s investment policy authorizes the County Treasurer to purchase obligations subject to repurchase agreements in accordance with guidance promulgated by the State Comptroller.

Eligible securities used for collateralizing deposits shall be held by (the depository or a third party) bank or trust company subject to security and custodial agreements.

All monies collected by any officer or employee of the County are required to be deposited in such banks as have been authorized in accordance with the County Charter. It is the policy of the County

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## APPENDICES - APPENDIX C

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that all moneys collected by any officer or employee of the County shall be immediately transferred to the County Treasurer except as is otherwise provided by law. The County routinely prepares cash flow projections, which identify funds that are available for investing and the County's short-term borrowing requirements.





## **APPENDIX D MULTI YEAR FINANCIAL PLAN FISCAL 2018 – 2021**

### **Overview**

County Executive Curran inherited a 2018 NIFA Conformed Budget that contained major shortfalls. These included a tax certiorari backlog from the previous Administration and Legislature of over \$565 million and an unfunded budget judgement for the “Restivo” wrongful conviction settlement of \$43.8. In addition, the County finished 2017 with a GAAP deficit of over \$100 million. These issues required immediate attention to produce a GAAP balanced budget for 2018.

On March 15<sup>th</sup> the County Executive delivered to NIFA a GAAP balanced amended budget for 2018. The revised budget funded the Restivo judgment that became final on January 8, 2018, and required full payment by February 7, 2018 and restored funding for certain social programs cut by the prior administration. Resources were identified to fund these needs from better than expected sales tax performance, capital financing in lieu of operating funds to construct a new police academy, and vacancy savings, combined with other operating agency initiatives to contain expenditures and boost revenues. To date, the Legislature has not fully approved the amendment, and further by not approving the boot and tow contract is leaving uncollected revenue which would net the County \$9 million in revenue. It should be noted that over \$700 million in deficit bonds were amassed over the past eight years to pay for non-capital items.

By the end of 2017, the County tax certiorari liability had grown to more than **\$565** million. Although the prior Administration ended bonding for tax certiorari claims, the amount the County owed continued to grow. Payment of these claims in 2017 entirely used up the County’s available fund balance. The Curran Administration is left with the task of finding the resources to meet this large outstanding liability. The tax certiorari liability reflects approximately **19%** of the County’s operating budget and **60%** of the County’s property tax levy. The problem of paying cert claims is enormously inflated by the “County Guarantee” which requires the County to pay virtually 100% of overpayment claims on property tax while receiving only 15% of the County-wide levy. These payments are particularly difficult because they are for services County taxpayers enjoyed in the past; they buy no services now when the payments are due. Payment of this amount out of current operating funds would be impossibly disruptive to the welfare of the County. Since January, the County administration has pursued settlement of tax claims with the Long Island Power Authority (LIPA) which, if successfully concluded, will phase in fair taxable assessments of LIPA properties in the County over time and eliminate approximately \$200 million in LIPA claims stemming from overpayment of taxes in the past. This would reduce the amount owing by the County for past cert claims to approximately \$360 million. The County is looking to finance this accumulated liability to spread the impact of payment over a number of years.



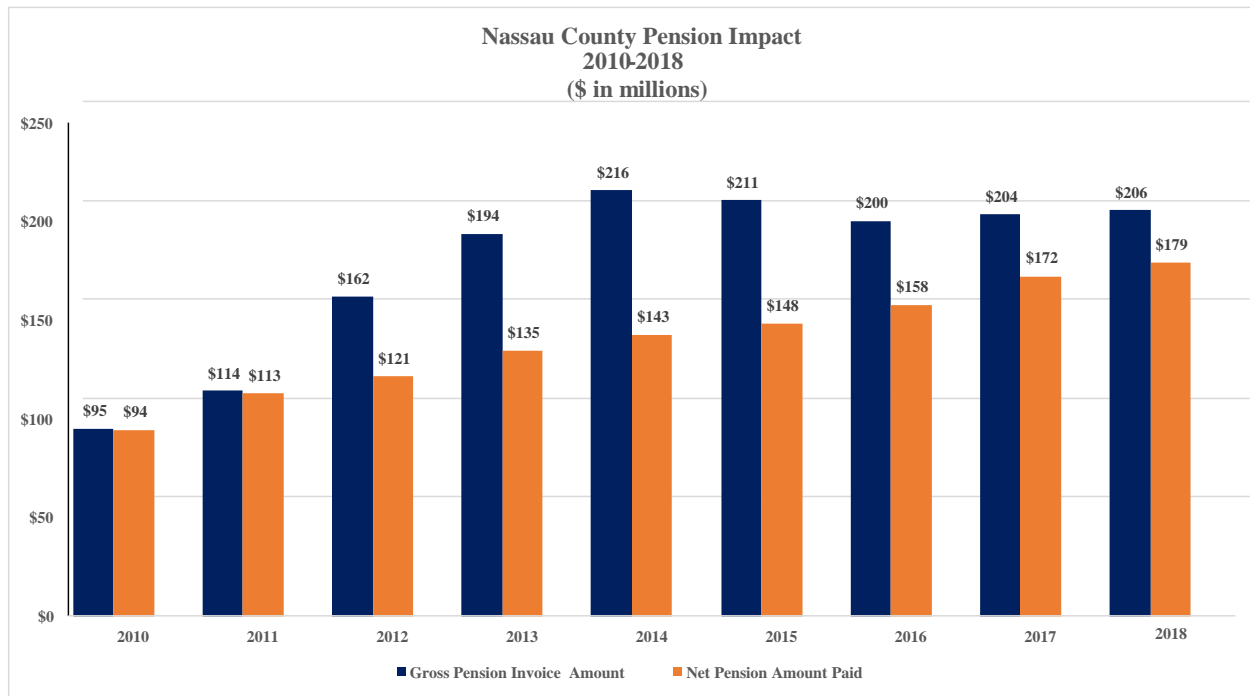
At the same time, the Administration has been working intensely to reduce the level of claims for tax overpayments which it is obliged to pay on an ongoing basis. Claims derive from inconsistencies in the valuations of properties for tax purposes maintained by the County Department of Assessment. These valuations vary over time with physical changes and market fluctuations. The prior Administration froze these values as of 2011, causing them to be progressively more out of date and subject to challenge over the years since. As a result of extraordinary efforts by the Curran Administration, a new assessment roll with current values of properties will be published in January 2019, which should, over time, reduce the volume of claims for unfair overpayment of taxes. County Executive Curran is also committed to maintaining the new assessment roll as required by professional assessment standards. During 2018, the Administration is committed to paying ongoing tax claims with county bonding and will revisit NIFA authority for bonding in the next state legislation session. The Administration recently succeeded in obtaining State legislative approval of procedural changes to the operation of its Disputed Assessment Fund (DAF) which are expected to facilitate payment of tax claims for commercial properties out of current funds.

### **Ongoing Fiscal Challenges**

The County is faced with a difficult financial outlook. The challenge for government - to protect its residents, provide quality services, and maintain the infrastructure, while limiting property taxes to the State imposed cap or below - is daunting. For Nassau County the challenge is greater because of the unfair burden of the County guaranty, lawsuits that predate this Administration and the required costs associated with mandates, fringe benefits and step labor increases even without collective bargaining increases. In addition to the growth in unpaid tax certiorari claims, from \$340 million to \$565 million between 2016 and 2017, funding the County's two major fringe benefit costs, health insurance and employee pensions, continues to be a major challenge. Health insurance costs in the 2018 NIFA Conformed Budget are projected to increase by nearly 8% compared to the 2017 budget, an increase of \$23 million. Further increases to health insurance costs are anticipated with the changes to insurance legislation.

While the costs of carrying out the basic functions of County government continuously increase, the County's revenue structure does not keep pace. Property tax, at close to 1/3 of revenues, is effectively capped by State law and political sensitivity; fees require continual increases to keep pace with costs; only sales tax may increase with costs over time. A revenue base which grows more slowly than expenditures requires continual initiatives by the County to achieve and maintain a balanced operating result.

Pension costs have also risen steeply in recent years. The pension bill increased over 127% between 2010 when it was \$95 million and 2014 when it hit its peak at \$216 million. The 2018 pension bill is \$204 million. To reduce the impact of the rapid growth in pension rates over this period, the County, like many municipalities, chose to amortize a portion of the pension bill starting in 2012. As a result, the impact on taxpayers has been smoothed out but continues to increase (net pension amount paid) as illustrated in the graph below.



Based on the estimated pension bill for 2018, the County’s average contribution rate for the Employees’ Retirement System (ERS) is forecast to decrease slightly from 16.41% of payroll to 16.23% of payroll and the average contribution rate for the Police and Fire Retirement System (PFRS) is forecast to increase slightly from 24.44% of payroll to 24.51% of payroll.

**Challenges with Tax Certiorari Claims**

Although the reduction in County personnel has resulted in significant savings, it has also left several vital County functions disastrously understaffed. The freezing of the County property tax assessment roll in 2011, combined with personnel reductions in the Department of Assessment, the County Attorney’s Office, and the Assessment Review Commission, have seriously damaged the confidence of taxpayers in the fairness of the property tax system.

In the most recent cycle of grievances brought by taxpayers, approximately 240,000 taxpayers (60% of the County’s property taxpayers) grieved. Despite current payments of approximately \$90 million for tax certiorari claims in 2017, the net growth in the amount owed by the County for those payments is almost \$200 million.

As demonstrated on Table 1 below, the previous administration issued approximately \$700 million of bonds to fund operating deficits, including the payment of tax certiorari claims. However, ending borrowing as they did in 2016 without curtailing the ongoing growth in tax certiorari claims has used up whatever available fund balance the County had accumulated. Even so, the amount

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## APPENDICES - APPENDIX D

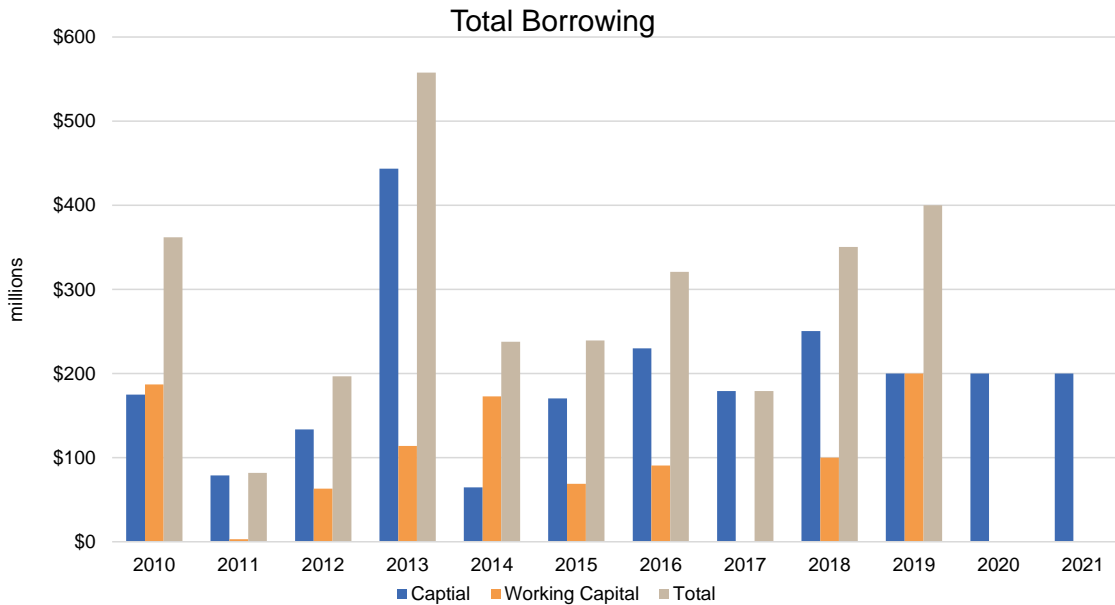
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owing for these judgments continues to grow significantly. This has left the Curran Administration with an unfunded liability that cannot be met from current operating funds. Following settlement of these outstanding liabilities and barring no future judgements equivalent in size to the Restivo settlement, the County Executive is committed to ending the borrowing for non-capital expenses by close of 2019.



Table 1



	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
General Capital	155.4	63.0	132.0	265.5	59.9	127.7	161.9	128.7	158.9	150.0	150.0	150.0
Sewer Capital *	19.5	16.0	1.5	178.0	5.0	42.8	68.1	50.7	91.5	50.0	50.0	50.0
<b>Subtotal Capital</b>	<b>174.9</b>	<b>79.0</b>	<b>133.5</b>	<b>443.5</b>	<b>64.9</b>	<b>170.5</b>	<b>230.0</b>	<b>179.3</b>	<b>250.4</b>	<b>200.0</b>	<b>200.0</b>	<b>200.0</b>
Tax Cert	69.9	-	-	75.0	125.0	60.0	60.0	-	100.0	200.0	-	-
Term Pay	92.0	-	43.5	11.2	20.0	5.2	30.8	-	-	-	-	-
Other Judgments	25.2	3.1	19.7	27.9	8.6	-	-	-	-	-	-	-
Sandy Tax Relief	-	-	-	-	19.3	3.7	-	-	-	-	-	-
<b>Subtotal Working Capital</b>	<b>187.1</b>	<b>3.1</b>	<b>63.2</b>	<b>114.1</b>	<b>172.9</b>	<b>68.9</b>	<b>90.8</b>	<b>-</b>	<b>100.0</b>	<b>200.0</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>362.1</b>	<b>82.0</b>	<b>196.6</b>	<b>557.6</b>	<b>237.8</b>	<b>239.4</b>	<b>320.8</b>	<b>179.3</b>	<b>350.4</b>	<b>400.0</b>	<b>200.0</b>	<b>200.0</b>

\*Includes new issuance of Sewer BANs for Sandy and sewer projects, does not include when BANs are bonded.

**Economic Development**

County Executive Curran is promoting economic development as a significant strategy to broaden the County’s tax base, create new jobs, and stimulate the overall renewal of communities. The County Executive is committed to achieving these goals while simultaneously protecting our environment.

Significant redevelopment opportunities are being advanced with the improvements planned at Belmont Park and the Nassau Hub. The Belmont Arena project includes the construction of an 18,000-seat arena for the New York Islanders, 435,000 square feet of retail stores, restaurants and a movie theater; a hotel with 200-250 rooms; nearly six acres of outdoor recreation space; and a 10,000-square foot community building. The economic impacts of this \$1 billion project include the addition of 3,100 permanent jobs and 12,300 construction jobs and revenues resulting from increased tourism and visitors to the site.



The planned redevelopment of Belmont Park provides an important impetus to take a fresh look at the Nassau Hub, a 77-acre property surrounding the Nassau Coliseum. Although there are some positive developments – including the planned return of the Islanders for additional home games during the next three seasons and the construction of Memorial Sloan Kettering Nassau Cancer Center - there remains considerable untapped potential at this site. As such, the County Executive has called for new ideas for the development of a Nassau Hub Innovation District. The County is seeking a transformative vision to grow economic opportunity and jobs for the County. A Request for Expression of Interest has been issued by the County with a due date of July 20, 2018.

The Nassau County Industrial Development Agency (IDA) was established to promote economic development by providing resources and financial assistance to County businesses. To ensure that the IDA is making good on its mandate, the County Executive has implemented reforms to increase transparency, better measure projects that receive IDA benefits and put communities first. These reforms include greater outreach to the public and elected officials on IDA projects; mandating the use of local labor/prevaling wages to the greatest extent possible; expanding the opportunities for mixed income housing as well as promoting transit-oriented development in Nassau’s downtowns; and strengthening job creation requirements.

### **Public Safety and Quality of Life**

Nassau County is not immune from the threats of terrorism and the other ills that threaten our way of life. County Executive Curran appointed Police Commissioner Ryder to ensure the safety of Nassau County residents and simultaneously modernize the policing methods employed to do so. In 2017 the County increased the number of sworn personnel from 2,350 to 2,500. In addition, the budgeted police civilian staff increased by 81 positions. Those positions included police communication operators, security officers, and police service aides who perform technical administrative functions that were previously performed by sworn members and intelligence analysts.

The NCPD takes great pride in the fact that Nassau County is among the safest communities of its size in the United States. In the County, crime and shootings are down 27% since 2010. In addition to the dedicated men and women of the NCPD, rapid advances in technology have made it possible to effectively address and target crime patterns. The NCPD has been a leader in this transition with intelligence-led policing tactics, which uses statistics and complex analytical models to more effectively and efficiently direct police resources. Advancements in technology have made it possible for police officers to receive and input valuable intelligence through the computers within their patrol vehicles, enabling a more dynamic and interactive process. This pipeline of real-time intelligence has effectively turned these individual patrol vehicles into mobile police precincts, exponentially increasing the effectiveness of law enforcement.

### **Sales Tax**

The County’s sales tax revenues were relatively strong in 2017, with collections through September up approximately 2.8% from the comparable period in 2016. In Nassau County job growth has mostly tracked ahead of the State and the Northeast in 2017, and the unemployment



rate is among the lowest in the State. Nassau County's job market is especially healthy by this measure, with the jobless rate for the entire first half of the year and all but two months since late 2015 under 4%, a milestone that has not been achieved nationally since the year 2000. Among the State's 62 counties, Nassau had the lowest unemployment rate in the entire State of New York in January of this year.

The 2018 NIFA Conformed Budget reflects modest growth of 2.5% in sales tax revenues. A healthy mix of job additions will help bolster wage growth, consumer spending and collections in the coming quarters. In addition, spillover from high-wage positions in New York City and solid performance by its own economic drivers bode well for Nassau County. The pivotal healthcare sector is well ahead of the curve on Long Island, with net job growth nearly twice the national rate. Northwell Health remains the local anchor, and its aggressive growth posture is a good sign for future net hiring.

The tables that follow outline the County's current estimate of baseline gaps and initiatives to keep the budget in balance.

**APPENDICES - APPENDIX D**



**Table 1: 2018–2021  
Pre-Gap Closing Plan (Major Funds)**

<b>MAJOR FUNDS</b>					
<b>E/R</b>	<b>OBJECT NAME</b>	<b>2018 NIFA Conformed</b>	<b>2019 Plan</b>	<b>2020 Plan</b>	<b>2021 Plan</b>
EXP	AA - SALARIES, WAGES & FEES	871,418,303	884,306,422	888,987,607	895,213,373
EXP	AB - FRINGE BENEFITS	577,169,228	605,471,668	636,740,755	669,705,393
EXP	AC - WORKERS COMPENSATION	34,299,182	34,299,182	34,299,182	34,299,182
EXP	BB - EQUIPMENT	2,313,140	2,313,140	2,313,140	2,313,140
EXP	DD - GENERAL EXPENSES	31,545,561	31,786,172	32,143,406	32,351,065
EXP	DE - CONTRACTUAL SERVICES	251,352,038	251,634,484	252,120,349	252,615,932
EXP	DF - UTILITY COSTS	33,566,551	34,159,098	35,611,168	36,650,311
EXP	DG - VAR DIRECT EXPENSES	5,000,000	5,000,000	5,000,000	5,000,000
EXP	FF - INTEREST	122,588,977	122,861,965	125,806,428	127,421,175
EXP	GA - LOCAL GOVT ASST PROGRAM	70,855,824	72,247,940	73,667,899	75,116,257
EXP	GG - PRINCIPAL	98,707,823	114,706,626	127,205,120	139,053,316
EXP	HH - INTERFUND CHARGES	24,719,916	24,652,955	24,588,301	23,084,989
EXP	MM - MASS TRANSPORTATION	44,170,818	45,376,241	46,616,622	47,892,973
EXP	NA - NCIFA EXPENDITURES	2,025,000	1,975,000	2,025,000	2,075,000
EXP	OO - OTHER EXPENSES	243,254,445	243,630,059	229,223,229	199,658,996
EXP	PP - EARLY INTERVENTION/SPECIAL EDUCATION	134,500,000	137,190,000	139,933,800	142,732,476
EXP	SS - RECIPIENT GRANTS	55,650,000	56,206,500	57,049,598	57,905,341
EXP	TT - PURCHASED SERVICES	67,583,171	68,934,834	71,002,879	72,422,937
EXP	WW - EMERGENCY VENDOR PAYMENTS	47,025,000	46,554,750	46,554,750	46,554,750
EXP	XX - MEDICAID	237,685,256	237,685,256	237,685,256	237,685,256
<b>Total Expenses Excluding Interdepartmental Transfers</b>		<b>2,955,430,233</b>	<b>3,020,992,293</b>	<b>3,068,574,489</b>	<b>3,099,751,862</b>
<b>Intedepartmental Transfers</b>		<b>426,026,663</b>	<b>436,092,819</b>	<b>431,634,522</b>	<b>414,377,904</b>
<b>Total Expenses Including Interdepartmental Expenses</b>		<b>3,381,456,896</b>	<b>3,457,085,112</b>	<b>3,500,209,011</b>	<b>3,514,129,766</b>
REV	AA - FUND BALANCE	0	0	0	0
REV	BA - INT PENALTY ON TAX	34,850,000	34,850,000	34,850,000	34,850,000
REV	BC - PERMITS & LICENSES	18,485,093	19,485,093	18,485,093	19,485,093
REV	BD - FINES & FORFEITS	102,910,574	100,965,138	100,965,138	100,965,138
REV	BE - INVEST INCOME	1,953,235	1,953,235	1,953,235	1,953,235
REV	BF - RENTS & RECOVERIES	25,064,596	25,204,596	25,404,596	25,404,596
REV	BG - REVENUE OFFSET TO EXPENSE	17,312,216	17,310,965	17,312,216	17,311,716
REV	BH - DEPT REVENUES	237,100,578	237,100,578	237,100,578	237,100,578
REV	BO - PAYMENT IN LIEU OF TAXES	45,621,235	44,791,079	44,317,188	44,316,434
REV	BQ - CAPITAL RESOURCES FOR DEBT	2,604,750	1,740,000	2,340,000	2,340,000
REV	BS - OTB PROFITS	15,750,000	20,000,000	20,000,000	20,000,000
REV	BW - INTERFUND CHARGES REVENUE	69,157,061	78,331,382	83,446,909	84,152,984
REV	FA - FEDERAL AID - REIMBURSEMENT OF EXPENSES	134,593,732	135,690,304	136,776,165	136,400,206
REV	IF - TRANSFER FROM PDD	2,912,422	696,617	0	0
REV	SA - STATE AID - REIMBURSEMENT OF EXPENSES	211,574,980	213,018,975	214,490,850	215,991,152
REV	TA - SALES TAX COUNTYWIDE	1,087,525,185	1,109,275,689	1,131,461,202	1,154,090,427
REV	TB - SALES TAX PART COUNTY	101,271,425	104,436,501	99,643,085	101,635,947
REV	TL - PROPERTY TAX	814,701,604	811,853,452	811,579,428	811,676,767
REV	TO - OTB 5% TAX	2,100,000	2,100,000	2,100,000	2,100,000
REV	TX - SPECIAL TAXES	29,941,547	29,941,547	29,941,547	29,941,547
<b>Total Revenues Excluding Interdepartmental Transfers</b>		<b>2,955,430,233</b>	<b>2,988,745,151</b>	<b>3,012,167,230</b>	<b>3,039,715,819</b>
<b>Intedepartmental Transfers</b>		<b>426,026,663</b>	<b>436,092,819</b>	<b>431,634,522</b>	<b>414,377,904</b>
<b>Total Revenues Including Interdepartmental Expenses</b>		<b>3,381,456,896</b>	<b>3,424,837,970</b>	<b>3,443,801,752</b>	<b>3,454,093,723</b>
<b>Projected Surplus / (Deficit)</b>		<b>0</b>	<b>(32,247,142)</b>	<b>(56,407,260)</b>	<b>(60,036,043)</b>





**Table 2: 2018–2021  
Gap Closing Plan (Major Funds)  
(In millions)**

<b>MYP 2018 - 2021</b>			
	<b>2019 Plan</b>	<b>2020 Plan</b>	<b>2021 Plan</b>
<b>Current Baseline Surplus / (Gap)</b>	<b>(32.3)</b>	<b>(56.4)</b>	<b>(60.0)</b>
<b><u>Gap Closing Options</u></b>			
<b>Expense/Revenue Actions</b>			
Revenue Initiatives	28.6	27.7	26.0
Health Insurance Cost Reduction	5.0	5.5	7.0
SUEZ Water Long Island Inc. Synergy Savings	3.0	3.0	4.0
Technology	1.0	2.0	2.0
ERP Implementation	1.0	2.0	2.0
Public Private-Partnership (P3)		20.0	20.0
County's District Energy Facility	-	10.0	10.0
Strategic Sourcing	-	3.0	4.0
Consolidation Efficiencies	-	1.0	2.0
<b><u>NYS Actions</u></b>			
Mandate Reform	14.0	28.7	28.7
E-911 Reimbursement	3.5	6.9	6.9
NYS Highway Traffic Offense Reimbursement	2.8	5.7	5.7
Other NYS Legislative Actions	2.5	5.0	5.0
Hotel /Motel Tax Rate Increase	2.4	4.8	4.8
<b>Gap Closing Options</b>	<b>63.8</b>	<b>125.3</b>	<b>128.1</b>
<b>Surplus/ (Deficit) After Gap Closing Actions</b>	<b>31.5</b>	<b>68.9</b>	<b>68.1</b>



### **Discussion of Gap Closing Actions**

#### *Revenue Initiatives*

Annually, the County reviews the various fees it charges for services to determine if they reflect increased costs. In addition, the Administration is committed to cost saving/revenue generating initiatives that would offset the growth of recurring expenses.

#### *Workforce Management*

Every year the Mangano Administration has proven its ability to manage operations with fewer positions than are in the budget. The Administration will continue to optimize workforce levels while ensuring that the County provides essential services for all Nassau County residents. By analyzing the impact of each vacancy as it materializes, additional opportunities exist for savings. The savings can come from eliminating vacant positions, backfilling at lower salaries, and delayed hiring.

#### *Program/OTPS Reduction*

The MYP is based on the Administration's best assumptions as to how much it will cost to provide the necessary level of services. The Administration continues to develop creative ways to reduce costs, often with better service. The County will continue to explore public-private partnerships, consolidate departments, and renegotiate contracts to achieve savings for taxpayers.

#### *Health Insurance Cost Reduction*

The County is exploring various options to reduce health premium costs. Aetna Inc. was selected to provide an insurance plan at a cost that is fifteen percent lower than the NYSHIP Base Plan for employees hired after April 1, 2014. The Administration continues to explore other premium cost saving options and will seek savings as collective bargaining contracts sunset at the end of 2017. Additional opportunities exist for savings in both dental and optical plans as the County is in the selection process for a dental provider.

#### *SUEZ Water Long Island Inc. Synergy Savings*

The County has committed to ensuring that there will not be layoffs to its workforce due to its contract with *SUEZ Water Long Island Inc.* The transaction guarantees \$10 million in labor savings annually. County employees not being utilized by *SUEZ Water Long Island Inc.* are being utilized to optimize workforce productivity in areas of County operations that can substantially reduce the use and cost of overtime, generate revenues, or decrease payments for services performed by contracted vendors.

#### *eGovernment*

The County is exploring opportunities to develop and utilize internet-based technologies to improve resident and business interaction with County government. These improvements will enhance customer service, reduce costs, improve productivity, and increase revenue.



### *ERP Implementation*

The new enterprise resource planning (ERP) system will streamline core business processes that will lead to efficiencies and savings. This initiative, recommended by Grant Thornton LLP, is currently underway and the first phase (Personnel and Payroll) is anticipated to be operational by the end of the first quarter of 2017.

### *Public-Private Partnership (“P3”)*

One of the largest components of the gap closing measures is a P3 for the sewer system. The Nassau County sewer system is one of the largest sewer systems in the State of New York. Unfortunately, the value of the system is not optimized and current sewer revenues are insufficient to meet the system’s future needs. The administration identified a decades old operational deficit which relies upon reserves to balance the budget. Since 2011, the administration has sought to retain an expert to analyze all alternatives to raising rates prior to making a final determination for the future capital and operational needs of the system.

The County is currently in the process of selecting a financial advisor to explore a Public-Private Partnership (P3) to improve service to County residents and our infrastructure assets. The County’s financial advisor for the potential sewer P3 is essential as the complexity and importance of a well thought-out and executed process will determine the success of the overall project. The following is a highlight of the various functions that the advisor will perform:

- Assess and define the project scope to best meet County goals on risk transfer objectives
- Advise on policy and commercial interest related to a potential P3 and or other structure
- Establish and refine project goals
- Assist in stakeholder and market outreach and communications
- Recommend strategies to maximize competition amongst potential proposers
- Assist in the architecture of the proposed solution to incentivize stakeholders, and secure efficiencies and asset conditions upon the termination of the agreement
- Recommend strategies to maximize the application of proceeds to address/improve structural gap



### Why Utilize Public-Private Partnerships?

- ✓ Better asset, delivered faster and maintained over the long-term to a consistent standard
- ✓ A whole-life solution with rigorous hand-back standards
- ✓ Retained ownership of property and control of facility
- ✓ Contract improves control over schedule, operations and maintenance
- ✓ Predictable payment stream with smoother budget profile
- ✓ Private sector takes capital and maintenance cost risk
- ✓ Potential to deliver asset under long-term performance-based contract
- ✓ Implementation of repayment mechanism based on performance

The P3 transaction would be designed to ensure a high quality of service for all users of the system while also accomplishing a number of the County's key objectives. The transaction would provide for continued County ownership and oversight of the sewer system, improve safety and environmental performance, transfer risk of compliance of environmental regulations to the concessionaire and guarantee performance and service levels over the long-term to optimize asset performance. Residents would benefit from improved customer service, an identified single point of accountability for service delivery, as well as from consistency with the United Water operations contract and a stable and transparent rate structure.

The P3 transaction would also deliver some key financial benefits. The County would retire sewer debt and reduce total County debt, which will ensure recurring debt service savings and improve cash flow liquidity. In addition, the County would transfer risk of long-term capital investment to the concessionaire to achieve the County-agreed asset condition. The P3 would give the County the opportunity to reinvest proceeds and make strategic investments that will lead to achieving the fiscal balance required by NIFA by 2018.

#### *County's District Energy Facility*

The agreement between Nassau County and Suez Energy NA, the current operator of the County's 57 megawatt cogeneration plant in Uniondale, which was set to expire June 1, 2016 was extended to May 31, 2018. This extension agreement has allowed for substantial savings for the term of the contract. This plant provides Long Island Power Authority with safe, locally-produced electric power as well as thermal energy in the form of steam, chilled water, and high temperature hot water for cooling and heating purposes to several institutions and buildings in and around the Nassau Hub, including Nassau Community College, Nassau University Medical Center, the Nassau Veterans Memorial Coliseum, the Long Island Marriot Hotel, and the Nassau County Aquatic Center. The extension allows Nassau County to explore opportunities in depth that



leverage and reimagine the use of the facility as an important clean and sustainable power resource and economic development tool.

The County is currently exploring a potential public-private partnership that could result in the sale, lease, or private operation of the County's district energy facility. The plant consists of a combined heat and power facility and central utility plant that provides thermal and electrical energy to the marketplace. The request for proposals was issued in January of 2016 and the responses are being reviewed.

### *Strategic Sourcing*

The County continues to pursue efficiencies and savings through strategic sourcing as recommended by Grant Thornton LLP in its NIFA-commissioned report. The County has retained a vendor and has already garnered savings.

### *Building Consolidation Efficiencies*

The County's dramatic workforce reduction has opened possibilities for centralization and downsizing of office space. The County has hired Smith & DeGroat Real Estate to review the County's real estate assets for potential sale of excess property, consolidation of office space, lease renewal terms, etc. The Administration will continue to reduce overall rental costs, as it did with the lease at 60 Charles Lindbergh and generate new revenues through sales.

### *Mandate Reform*

New York State has begun to realize the enormous burdens placed on local governments through State-mandated programs. Recent audits performed by the State Comptroller highlight skyrocketing costs and fraud within pre-school special education programs throughout New York State. The County believes that numerous cost containment opportunities exist within these programs and other State-mandated programs.

### *NYS Legislative Initiatives:*

The County could be seeking NYS legislation for revisions on Department of Motor Vehicles Registration Fees provided in the New York Tax Law section 1202(e) and VTL 401(6)(d)(ii) for non-commercial vehicles 3,500 lbs. or less, non-commercial vehicles in excess of 3,500 lbs, and for commercial vehicles.

### *E-911 Reimbursement*

The County will seek State approval to amend current County law and increase the reimbursement on certain telecommunication equipment and telephone service supplier customers in relation to providing an enhanced 911 (E911) emergency telephone system in the County. This would enable the County to raise revenue needed to cover costs associated with providing this technology within the County.

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## APPENDICES - APPENDIX D

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### *NYS Highway Traffic Offense Reimbursement*

The County will seek approval of State legislation providing a mandatory reimbursement for traffic offenses for incidents occurring on the Long Island Expressway, the Seaford-Oyster Bay Expressway or Sunrise Highway. This will reimburse the County for NCPD costs associated with patrolling State roadways.

### *Hotel/Motel Tax Rate Increase*

The County will seek approval of State legislation to provide for an increase in the Hotel/Motel Tax rate within the county from 3 percent to 5.875 percent, which is the tax rate allowed within the City of New York.



**Table 2: 2018–2021  
Gap Closing Plan (Major Funds)  
(In millions)**

<b>MYP 2018 - 2021</b>			
	<b>2019 Plan</b>	<b>2020 Plan</b>	<b>2021 Plan</b>
<b>Current Baseline Surplus / (Gap)</b>	<b>(32.3)</b>	<b>(56.4)</b>	<b>(60.0)</b>
<b><u>Gap Closing Options</u></b>			
<b>Expense/Revenue Actions</b>			
Revenue Initiatives	28.6	27.7	26.0
Health Insurance Cost Reduction	5.0	5.5	7.0
SUEZ Water Long Island Inc. Synergy Savings	3.0	3.0	4.0
Technology	1.0	2.0	2.0
ERP Implementation	1.0	2.0	2.0
Public Private-Partnership (P3)		20.0	20.0
County's District Energy Facility	-	10.0	10.0
Strategic Sourcing	-	3.0	4.0
Consolidation Efficiencies	-	1.0	2.0
<b><u>NYS Actions</u></b>			
Mandate Reform	14.0	28.7	28.7
E-911 Reimbursement	3.5	6.9	6.9
NYS Highway Traffic Offense Reimbursement	2.8	5.7	5.7
Other NYS Legislative Actions	2.5	5.0	5.0
Hotel /Motel Tax Rate Increase	2.4	4.8	4.8
<b>Gap Closing Options</b>	<b>63.8</b>	<b>125.3</b>	<b>128.1</b>
<b>Surplus/ (Deficit) After Gap Closing Actions</b>	<b>31.5</b>	<b>68.9</b>	<b>68.1</b>

## **APPENDIX E**

### **GLOSSARY**

– A –

#### **ACCRUAL BASIS ACCOUNTING**

Most commonly used accounting method. Reports income when earned and expenses when incurred regardless of when cash is ultimately received or disbursed. The County reports fund revenues and expenses on the modified accrual basis of accounting and government-wide revenues and expenses on the accrual basis of accounting. See MODIFIED ACCRUAL BASIS OF ACCOUNTING

#### **ACCRUAL BOND**

A bond that does not pay periodic interest payments, but may accrue interest that is added to the principal balance and is typically paid at maturity. This bond also sells at a deep discount to its face value, and matures at its face value

#### **ACTIVITY**

A County agency, department, or program effort that contributes to the attainment of a specific set of performance objectives

#### **ACTUAL**

Financial activity that has taken place

#### **AD VALOREM**

A tax, duty, or fee that varies based on the value of the product, service, or property on which it is levied

#### **AD VALOREM TAXES**

Commonly referred to as property taxes levied on both real and personal property in accordance with the property's assessed valuation and tax rate

#### **AGENCY**

An administrative unit of government

#### **AGENCY FUND**

Fund used to account for the receipt and disbursement of various taxes, deposits, deductions, and property collected by a municipality acting in the capacity of an agent, for distribution to other governmental units or other organizations

#### **AMERICANS WITH DISABILITIES ACT (ADA)**

Federal Law passed in 1990 that prohibits discrimination in such areas as employment, services, and facilities based on an individual's disability



**ANNUALIZATION**

Estimating the full-year impact of recorded charges during the course of a year

**APPRAISAL RATIO**

The ratio between the appraised value of property and its market value or the appraised value as a percentage of the market value. For example, a house appraised at \$80,000 with a current market value of \$100,000 has an appraisal ratio of 80% (80,000/100,000).

**APPROPRIATION**

A legal authorization or allocation that permits officials to incur obligations against, and to make expenses for, defined purposes

**APPROPRIATION BALANCE**

Appropriation remaining after the subtraction of expenses, encumbrances, and other commitments. The same as AUTHORIZATION

**APPROPRIATED FUND BALANCE**

Funds transferred from the unreserved Fund Balance to the Budget as revenue

**ARBITRAGE**

The simultaneous purchase and sale of the same or an equivalent security to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of bond proceeds in an investment that yields a higher interest rate than the yield on the bond, resulting in interest revenue in excess of interest costs.

**ASSESSMENT ROLL**

The official list prepared by the Department of Assessment that contains the legal description of each parcel or item of property and its assessed valuation. This term denotes the total valuation of all taxable property in the County.

**ASSESSED VALUATION**

The valuation of real estate and certain personal property by the Department of Assessment as a basis for levying property taxes

**ASSET**

Resources that have monetary value owned or held by the County

**ATTRITION**

A method of achieving a reduction in personnel by not filling positions that have become vacant due to resignation, reassignment, transfer, retirement, or means other than layoffs

**AUTHORIZATION**

See APPROPRIATION.

**AUTHORIZED POSITIONS**

Employee positions approved in the Adopted Budget

– B –

**BALANCED BUDGET**

The amount of budgeted expenses is equal to the amount of budgeted revenues and other available funding sources. By law, the County must submit a balanced Operating Budget each year.

**BASELINE**

The baseline is a projection of the revenues, outlays, and other budget amounts that would ensue in the future under assumed economic conditions and participation rates, without any change in existing policy. The baseline can be computed for one or more years; the budget totals; particular accounts and programs; and different assumptions about future conditions. Baseline budget projections are used in preparing the Budget Resolution and in estimating deficit reductions in reconciliation bills and other legislation.

**BEGINNING FUND BALANCE**

The accumulated Fund Balance on hand from the prior year-end, at the beginning of the new year.  
See FUND BALANCE

**BENCHMARKING**

The process of critically evaluating program or service activities, functions, operations, and processes (qualitatively and quantitatively) to achieve a desired level of performance. The objective of benchmarking is to introduce and sustain best practices by making valid comparisons with other processes or organizations, resulting in a continual improvement of performance.

**BOND**

A debt instrument issued for a period of more than one year to raise capital by borrowing. The government obtaining the bond promises to pay a defined sum of money (principal) at a specified future date (date of maturity) along with periodic interest paid at a designated percentage of principal (rate of interest).

**BOND INDEBTEDNESS FUND**

The County created the Bonded Indebtedness Reserve Fund in 2005 to set aside funds for debt service from not funded in the operating budget

**BOND ORDINANCE**

Document authorizing a bond issue

**BOND REFINANCING**

A procedure whereby an issuer refinances outstanding bonds by issuing new bonds. There are generally two major reasons for refunding: to reduce the issuer's interest costs or to remove a burdensome or restrictive covenant imposed by the terms of the bonds being refinanced.

**BREACH**

The amount by which new budget authority or outlays within a category of discretionary appropriations for a fiscal year is above the cap on new budget authority or outlays for that category for the year

**BUDGET**

The budget is the County's financial plan for the fiscal year beginning January 1. The County Executive submits the adopted budget by September 15<sup>th</sup> to the County Legislature for approval by October 30<sup>th</sup>. The Legislature may amend the adopted budget according to the provisions of the County Charter subject to the veto powers of the County Executive. The annual appropriation ordinance adopted by the County Legislature in conformity with the Budget is the legal authorization to expend County funds during the fiscal year identified, along with transfers of appropriation and supplemental appropriations by the Legislature.

**BUDGET (OPERATING)**

An estimate of adopted revenues and expenses for a specific fiscal period

**BUDGETARY BASIS**

The basis of accounting used to estimate the revenues and expenses in the Budget

**BUDGET CALENDAR**

A schedule of key dates or milestones used by the County to prepare and adopt the Budget

**BUDGET EXAMINER**

A job title applied to various County employees who work within the Office of Management and Budget (OMB)

**BUDGET MESSAGE**

General discussion of the Budget by the County Executive presented orally and in writing to the County Legislature. This message contains an explanation of the principal budget issues, outlines adopted financial policies, provides the reasons for significant budgetary changes, and presents recommendations from the County Executive.

**BUSINESS PROCESS IMPROVEMENT**

An activity that measures a current process and makes performance improvements accordingly. By documenting current processes, establishing a methodology to measure the process based on customer needs, carrying out the process, measuring the results, and then identifying improvement opportunities based on the data collected, process improvements are implemented and the

performance of the new process measured. This activity, when repeated, is also known as continuous process improvement.

**BUSINESS PROCESS REENGINEERING (BPR)**

The fundamental rethinking and radical redesign of current processes to achieve dramatic, noticeable improvements in service delivery responsive to customer needs and/or significant reductions in cost

– C –

**CAP**

Term commonly used to refer to legal limits on budget authority and outlays for each fiscal year

**CAPITAL BUDGET**

The first year of the Capital Program that includes appropriations for capital improvement projects and revenue required to support those projects

**CAPITAL IMPROVEMENT PLAN (CIP)**

The four-year adopted plan that includes the initial budget year and subsequent three “out-years.” The County updates the Plan annually to include expanded or new capital projects. It specifies adopted projects and an estimation of resources available to fund project expenses.

**CAPITAL PROJECT**

A major physical improvement, such as construction, acquisition, technology enhancement, and/or infrastructure improvements that adds value to the physical assets of the County or significantly increases the useful life of an asset. Can also refer to building and construction of a new County asset

**CASH BASIS**

A basis of accounting in which recognition of transactions occurs only when cash is received or disbursed

**COLLECTIVE BARGAINING AGREEMENT (CBA)**

A legal contract between the employer and an authorized representative of a recognized bargaining unit for specific terms and conditions of employment

**CONSUMER PRICE INDEX (CPI)**

A statistical measure of changes in prices of a typical market basket of goods and services that households purchase over time, which analysts use to gauge the level of inflation. The CPI includes user fees such as for water and sewer services and sales and excise taxes paid by consumers, but does not include income taxes and investments such as stocks, bonds, and life insurance. Essentially, it measures the purchasing power of consumers' dollars by comparing what a sample market basket of goods and services costs today with what the same sample market basket

cost at an earlier date. The United States Department of Labor publishes the Consumer Price Index on a monthly basis.

**CONTINGENCY**

An appropriation of funds to provide for unforeseen events that may occur such as State or Federal mandates, revenue shortfalls, and other similar events

**CONTRACTUAL SERVICES**

Services rendered to a government by private firms, individuals, or other non-County governmental agencies

**COST-OF-LIVING ADJUSTMENT (COLA)**

An increase in salaries to offset the adverse effect of inflation on one's standard of living

**COUNTY EXECUTIVE'S BUDGET TRANSMITTAL LETTER**

A letter from the County Executive containing the Budget Message and summarizing critical aspects of the Budget including fiscal changes from the current fiscal year, strategic initiatives, goals, objectives, themes, and priorities that are encompassed within the County's Budget

**COUNTY SHARE**

Funds that the County contributes as a percentage of the cost of a program or other governmental activity in partnership with other entities such as the Federal, State or other local governments. Such funding may be mandatory (e.g., Medicaid) or discretionary (e.g. a contribution to a non-mandated County grant-funded program). See GRANT MATCH

– D –

**DEBT**

Liability or obligation in the form of bonds, loans, or notes owed to another person(s), private organization, or government that must be paid by a specific date (maturity)

**DEBT LIMIT**

The maximum amount of debt that a government is allowed to incur as provided by law

**DEBT SERVICE**

Payment of principal and interest on borrowed money (e.g., bond issuance) according to a predetermined payment schedule

**DEBT SERVICE FUND**

A fund established to account for the accumulation of resources for the payment of principal and interest on long-term debt

**DEDICATED TAX**

A tax levied to support a specific government program or purpose

**DEFEASANCE**

Methods by which an outstanding bond issue can be made void, both legally and financially. Although a defeasance is generally the outcome of a refunding, a defeasance can also be accomplished with cash rather than the issuance of bonds.

**DEFICIT (NEGATIVE FUND BALANCE)**

The excess of an entity's accumulated operating deficits over its accumulated operating surpluses

**DEPARTMENT**

An operating unit of the County that usually provides a range of programs and services within specific service areas (e.g., health, probation, police, etc.). A department may be sub-divided into divisions, units, bureaus, etc.

**DEPRECIATION**

Allocation of the cost of a capital asset or capital improvement for wear and tear over its estimated useful service life

**DISCRETIONARY EXPENSES/EXPENDITURES**

County expenditures that are subject to annual review by the County Executive and the County Legislature, which can be increased, decreased, or eliminated based on County priorities

**DISCRETIONARY GRANTS**

Grant funds that the County receives, primarily from the Federal Government and New York State, which are annually subject to review by those governments and can be increased, decreased, or eliminated

**DISPUTED ASSESSMENT FUND**

This fund was created in 2014 to lower the commercial tax certiorari refunds the County pays annually. The purpose of this fund is to have a more equitable allocation for taxes between residential and commercial property owners.

**DOWNGRADE**

A negative change in ratings for an issuing entity or a security such as a credit bureau's downgrading of a bond

– E –

**EFFECTIVENESS**

An assessment of the degree to which predefined goals and objectives were met within a specified timeframe. An effective performance measure answers the following question: *Did a County or a department program and/or service achieve its intended objective(s)?*

**EFFICIENCY**

The extent to which inputs (salaries, overhead, etc.) are minimized for a given level of output (programs/services) or outputs are maximized for a given level of inputs. An efficiency performance measure answers the question: *How many resources does the County consume in achieving its program and service delivery goals?*

**ENDING FUND BALANCE**

Fund Balance on hand at the end of the fiscal year after all activity has been recorded. See FUND BALANCE.

**ENTERPRISE FUND**

Fund type established to finance and account for the total costs of selected government facilities and services that is predominantly self-supporting by user charges

**ESTIMATE**

Annualized projection of an expense or revenue

**EXPENSE**

Charges for goods or services

– F –

**FAITH AND CREDIT**

A pledge of a government's taxing power to repay debt obligations

**FEES**

A charge imposed on the beneficiary or recipient of a service provided by the County. Its purpose is to help recover some or all of the costs incurred by the County in providing the service

**FIDUCIARY FUND**

Fund used to account for resources that are held by a municipality as a trustee or agent for individuals, organizations or other governments that cannot be used to support a municipality's own programs. The County utilizes its Agency & Trust Fund for that purpose.

**FISCAL POLICY**

Government's policy with respect to revenues, expenses, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of the County budgets and related funding.

**FISCAL YEAR**

A government's twelve-month period designated as the operating year for accounting and budgeting purposes. Nassau County's fiscal year is January 1 through December 31.

**FIXED ASSETS**

Assets of a long-term nature intended to continue to be held or used. Examples are buildings, land, machinery, furniture, and other equipment.

**FRINGE BENEFITS**

Non-salary compensation the County provides to employees such as health insurance, pension plans, dental insurance, etc.

**FULL-TIME EQUIVALENT (FTE) POSITION**

A full-time position or a part-time position converted to the equivalent of a full-time position based on 2,080 hours per year (or a variation relative to the contract agreed upon for that classification). For example, a part-time employee working 20 hours per week would be the equivalent to .5 of a full-time position for a 40-hour workweek.

**FUND**

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities that are segregated to perform a specific activity or purpose. Each fund is separate and maintains individual records of income and expenses. By law, expenses cannot exceed budgeted appropriations.

**FUND BALANCE**

Each year, either fund revenues exceed expenses (budgetary surplus) or expenses exceed revenues (budgetary deficit). Accumulated fund balance is the net total of surpluses and deficits, less any amounts used by the Budget to cover expenses (appropriated Fund Balance).

**FUND TYPE**

In governmental accounting, there are three broad types of funds with specific funds within each. These are

- Governmental
  - General
  - Special Revenue
  - Debt Service
  - Capital Projects
- Proprietary



- Enterprise
- Internal Service
- Fiduciary
  - Agency

– G –

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)**

A widely accepted set of rules, standards, conventions, and procedures for reporting financial information as established by the Financial Accounting Standards Board or the Governmental Accounting Standards Board.

**GENERAL FUND**

The primary fund used by the County for which the use of revenues and expenses are not legally restricted. Examples of departments operating within the General Fund include the Department of Public Works, Office of the Treasurer, and the County Executive’s Office.

**GENERAL OBLIGATION BOND (GO BOND)**

Type of municipal bond where principal and interest are secured by the faith and credit of the issuer and usually supported by the issuer’s taxing power

**GOAL**

A broad operational statement of what a program is expected to achieve sometime in the future, thus providing a general description of the desired end state

**GOVERNMENT ACCOUNTING STANDARDS BOARD – STATEMENT 34 (GASB 34)**

A Government Accounting Standards Board pronouncement that requires two types of financial statements: government financial statements and fund financial statements. In addition, a Management’s Discussion and Analysis Statement (MD&A) is required.

**GRANT**

Funding by a government (Federal or State) or private organization to support a particular function and/or purpose. A grant is either non-discretionary (awarded based on a formula) or discretionary (competitive). Grant funds are not recorded in the Operating Budget; rather, they are supplementally appropriated. See SUPPLEMENTAL APPROPRIATION

**GRANT MATCH**

Cash or in-kind services required to match grantors’ shares of grant program costs

**HELP AMERICA VOTE ACT (HAVA)**

An Act established as a program to provide funds to states to replace punch card voting systems, establish the Election Assistance Commission, and assist in the administration of Federal elections. It also provides assistance with the compliance of certain Federal election laws and programs and establishes minimum election administration standards for states and units of local government with responsibility for the administration of Federal elections and other related purposes.

**HEADCOUNT**

The number of authorized positions funded by the Adopted Budget. As used in Nassau County, the sum of all full-time, part-time, and seasonal positions

**HOURLY**

Employee classification whose compensation is based on an hourly rate

**IMPACT FEES**

A type of charge for services imposed on new construction in order to support specific new demands on a given service (e.g., parks and fire protection)

**INCEPTION-TO-DATE**

The period during which financial activity has occurred for a multi-year capital project or grant. Such period begins with the initial authorization of funding by the County Legislature, which rarely coincides with the County's fiscal year

**INCREMENTAL COST OF CAPITAL**

The average cost incurred for each additional unit of debt issued

**INDIRECT COST**

A cost necessary for the functioning of the government as a whole, such as utilities, but which cannot be directly assigned to one service or program area

**INFRASTRUCTURE**

Government facilities on which the continuance and growth of a community depend, such as roads, bridges, and similar assets that are immovable

**INITIATIVE**

A programmatic change or addition in current practices and/or processes intended to generate cost savings or new revenue

**INPUTS**

Resources allocated for the execution of activities and work processes so that stated goals, objectives, and outcomes can be achieved

**INTEREST**

The fee charged by a lender to a borrower for the use of borrowed money, usually expressed as an annual percentage of the principal

**INTEREST INCOME**

Income earned on investments

**INTERFUND TRANSFER**

A transfer of funds between departments/funds for specific purposes as approved by the appropriate authority (ies)

**INTERNAL SERVICE FUND**

A fund established to provide services between County departments on a cost reimbursement basis. The fund's expenses are repaid from fees or fund transfers, thus keeping the original fund capital intact

**INVESTMENT-GRADE BOND**

A bond that has been judged to be of high to medium-grade quality that is subject to low to moderate credit risk. Potential for default is judged to be remote.

**ISSUE**

A bond offered for sale

– J –

**JUDGMENT**

An amount to be paid or collected by a government, other entity, or individual as the result of a court decision

**JUNK BOND**

A bond that has been judged to be speculative to highly-speculative and is subject to much greater credit risk than an investment-grade bond. The probability of default is also much higher.

**LAPSING APPROPRIATION**

An appropriation made for a specific time period, usually a fiscal/budget year. At the end of the specified period, any unexpended or unencumbered balances lapse or end, unless otherwise provided by law. Most operating funds perform this way.

**LEGISLATIVE DISTRICT**

The boundary that defines the constituency of an elected County official (Legislator). The Nassau County Legislature has 19 Legislative Districts.

**LEVY**

The levy is the amount raised by taxes by the County to help support its operations

**LIABILITY**

Debt or other legal obligation arising out of a past transaction that must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

**LINE ITEM BUDGET**

A budget that lists each expense and revenue category (e.g., salary, equipment, travel, etc.) separately along with the dollar amount budgeted for each specified category

**LIQUIDITY**

The ease with which an asset can be sold for cash

**LITIGATION FUND**

The fund will contain resources and appropriations to cover the cost of judgments and settlements. Operating surplus generated each year will fund the Litigation Fund. The County is establishing the Litigation Fund in accordance with the transitional borrowing plan approved by the Nassau County Interim Finance Authority (NIFA) to ensure that the County will no longer borrow for judgments and settlements.

**LOCAL LAW**

A local law is a form of legislation, which the County may adopt pursuant to the County Charter and other applicable law. Prior to adoption, all local laws must be the subject of a public hearing. Once adopted and filed with the Secretary of State, a local law has the force and effect of State law in the County. It is the highest form of legislation the County may adopt. See ORDINANCE and RESOLUTION

**LONGEVITY**

Employee compensation payments made in recognition of a certain number of years employed full-time with the County

**LONG-TERM DEBT**

Debt with a maturity of more than one year after the date of issuance

– M –

**MANDATED PROJECT/PROGRAM**

A project or program that Nassau County must provide according to Federal, State, or local law, a court order, or the Nassau County Charter

**MANDATORY EXPENSES/EXPENDITURES**

Expenditures that the County must incur according to Federal, State, or local law, a court order, or the Nassau County Charter. Such expenses are not subject to annual review by the County, State, or Federal governments or the courts and can only be adjusted or eliminated by a change in the law or court order. Antonym see DISCRETIONARY EXPENSE/EXPENDITURE

**MATURITY**

The date on which the principal or stated value of an investment or debt obligation is due

**METROPOLITAN STATISTICAL AREA (MSA)**

A county or group of contiguous counties that contain at least one city with a population of 50,000 or more, or a Census Bureau-defined urbanized area of at least 50,000 with a metropolitan population of at least 100,000. An MSA with a population of over one million, which meets various internal economic and social requirements, is termed a Consolidated Metropolitan Statistical Area (CMSA), consisting of two or more major components, each of which is recognized as a Primary Metropolitan Statistical Area (PMSA). For example, the Nassau-Suffolk PMSA is part of the New York-Northern New Jersey-Long Island, NY-NJ-CT-PA CMSA.

**MISSION STATEMENT**

A broad, high-level statement of purpose for an agency/department. A mission statement defines a County department's fundamental purpose, where there is a close relationship between the description of services provided by the divisions within the department and the planned outcomes.

**MODIFIED ACCRUAL BASIS OF ACCOUNTING**

Governmental funds are accounted for on the modified accrual basis of accounting. Governmental fund revenues are recognized in the accounting period in which they become susceptible to accrual (i.e., both measurable and available to finance expenditures of the fiscal period). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, with the following exceptions that are in conformity with GAAP: general long-term obligation principal and interest are reported only when due, vacation and sick leave when paid, pension costs when due, and judgments and claims when settled.

**MULTI-YEAR FINANCIAL PLAN (MYP)**

The County's four-year projection of baseline operating revenues and expenses and its plan for closing any projected gaps

– N –

**NASSAU COUNTY INTERIM FINANCE AUTHORITY (NIFA)**

The Nassau County Interim Finance Authority (NIFA) is a corporate governmental agency and instrumentality of the State of New York constituting a public benefit corporation created by the Nassau County Interim Finance Authority Act, Chapter 84 of the Laws of 2000, as supplemented by Chapter 179 of the Laws of 2000 and as amended from time to time (the "Act"). The Authority has certain powers under the Act to monitor and oversee the County's finances, including Covered Organization, and upon the declaration of a "control period," additional oversight authority.

**NASSAU HEALTH CARE CORPORATION (NHCC)**

A Public Benefit Corporation established in 1999 to manage the Nassau University Medical Center, A. Holly Patterson extended care facility, and five community health centers

**NEW YORK STATE PROPERTY TAX REFUND FUND (TXF)**

The New York State Property Tax Refund Fund (TXF) established in 2017 will contain funds for the payment of commercial and residential property tax refunds primarily for the towns, special districts and all but one of the school districts in the County, as well as the County portion. The amount budgeted in this Fund will be the amount of refunds paid by the County in the current and/or previous year(s). This fund derives its revenues primarily from a designated portion of the County property tax collections.

**NET YIELD**

Net return on an investment after deducting all expenses

**NON-AD VALOREM FINANCING**

The borrowing of funds for capital projects with the commitment to pay the debt service with revenues other than property taxes

**NON-LAPSING FUND**

A fund whose unencumbered appropriation balance remains available for expense after the end of the year. A non-lapsing fund remains open and available for use until budgetary action expends, transfers, or closes the authorized appropriation. Grants and capital funds normally operate in this way.

**NON-PROGRAMMED COST**

The share of the project funded by outside sources that are not recognized as revenues of the County

– O –

**OBJECT CODE**

A designation that identifies specific expense or revenue items

**OBJECTIVE**

A defined method to accomplish an established goal. A true objective is in specific, well-defined, and measurable terms achievable within a specified period.

**OPERATING BUDGET**

The annual spending plan for the daily, recurring costs of the County

**OPERATING BUDGET IMPACT**

A financial or programmatic effect that an approved project will have on the Operating Budget either while the project is a work-in-progress or upon completion. The impact on the Operating Budget can be negative, positive, or neutral.

**OPERATING FUNDS**

Resources derived from recurring revenue sources and used to finance on-going operating expenses and pay-as-you-go capital projects

**ORDINANCE**

An ordinance is a form of legislation, which the County may adopt. Pursuant to the Charter, no money shall be appropriated, bond issue or other loan authorized, assessment levied, office created, salary fixed, franchise or privilege granted, real property of the County alienated, fine or penalty established, except by ordinance. It has more legal formality than a Resolution but less than a Local Law. See RESOLUTION and LOCAL LAW

**ORDINANCE (EMPLOYEE)**

A County employee who is not a member of a union

**ORIGINAL BUDGET**

The Adopted Budget as approved by the Legislature

**OUTPUTS**

Goods produced and services performed by the County that are delivered to its constituents

**PAY-AS-YOU-GO BASIS**

A term used to describe a financial policy where capital outlays are financed from current revenues to avoid incurring costly debt financing or issuing new debt

**PERFORMANCE-BASED BUDGETING**

The allocation of financial resources to programs and services based on their worth, overall performance, and contribution to the County's overall mission, goals, and objectives

**PERFORMANCE MANAGEMENT**

The use of performance measurement information to help set performance goals; allocate and prioritize resources; inform managers to either confirm or change current policy or program directions to achieve those goals; and report on the success of achieving those goals

**PERFORMANCE MEASURE**

A specific quantitative or qualitative assessment of results obtained through a program or activity

**PERFORMANCE MEASUREMENT**

A process of assessing progress toward achieving predetermined goals, including information on the efficiency with which resources are transformed into goods and services (outputs); the quality of those outputs, i.e., how well they are delivered to customers and the extent to which customers are satisfied (service quality); and the qualitative results of a program activity compared to its intended purpose (outcome)

**PERIOD OF PROBABLE USEFULNESS (PPU)**

Every capital project to be financeable must have a legally set PPU, which establishes a maximum maturity date for any debt issued for that project.

**PERSONAL SERVICES**

Services, often grant funded, that the County provides to individuals based on group attributes such as homelessness, drug abuse, disability, etc.

**POLICY**

A principle used to guide a managerial, operational, or financial decision

**PRESENT VALUE**

The current value of one or more future cash flows, discounted at an appropriate interest rate

**PRINCIPAL**

The original amount borrowed or amount outstanding through a loan, bond issue, or other form of debt



**PRIOR YEAR ENCUMBRANCES**

Obligations from previous fiscal years in the form of purchase orders, contracts, or salary commitments that are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**PRODUCTIVITY**

Average real output per unit of input

**PROGRAM**

A discrete service or group of related services provided by an organizational unit designed to achieve the County’s goals and objectives

**PROGRAM ENHANCEMENT**

A proposal to amend a department’s baseline/target budget request by implementing new programs, increasing service levels, initiating revenue generating, or cost saving ideas, and/or implementing anticipated strategic initiatives as outlined and approved in the County’s Multi-Year Financial Plan (MYP). The purpose of program enhancements is to provide County decision-makers with a set of structured options for consideration to increase or decrease the baseline budget.

**PROJECT NUMBER**

A unique numerical or alpha-code used to identify any special activity, especially where specific reporting requirements exist. These numbers are always used with capital projects and grants.

**PROJECT TITLE**

A name given to a project that is used for administrative purposes in conjunction with the project number; typically captures both the nature and location of the project

**PROPRIETARY FUND**

A fund used to account for operations that are financed and operate in a manner similar to business enterprises. Such a fund is established as a self-supporting operation with revenues provided principally from fees, charges, or contracts for services. Measurement focus is on determination of net income, financial position, and changes in financial position.

– R –

**RATE**

A value describing one quantity in terms of another. Example: Rate of interest

**RATING AGENCIES**

Companies that assess risk levels of bonds or debt instruments and are registered with the U.S. Securities and Exchange Commission as a nationally recognized statistical rating organization. A Rating Agency will assign a relative rating that is intended to identify the likelihood of default or nonpayment. Typically, the lower the risk of nonpayment, the lower the interest paid. Some of the

top rating agencies are Standard & Poor's Ratings Services, Moody's Investors Service, and Fitch Ratings.

**REAL ASSET**

An asset that is intrinsically valuable because of its utility, such as real estate or physical equipment

**REAL CAPITAL**

Capital, such as equipment and machinery that is used to produce goods

**REFUNDING BONDS**

Bonds issued to retire outstanding bonds that have a higher interest rate. Typically done to effect net present value savings

**REMAINING MATURITY**

The amount of time left until a bond becomes due

**RESERVES**

A portion of fund equity legally restricted (set-aside) for a specified purpose or not available for appropriation and subsequent spending

**RESOLUTION**

A Resolution is a form of legislation, which the County may adopt. It has less legal formality than an Ordinance or Local Law. See Ordinance and Local law

**RESOURCES**

Total dollars available for appropriation that include estimated revenues, fund transfers, and beginning fund balances

**RESTRUCTURING**

Major organizational changes aimed at greater efficiency and adaptation to changing economies, markets, and stakeholder expectations

**REVENUE**

The taxes, fees, charges, special assessments, grants, State and Federal Aid, and other funds collected and received by the County to support its services and/or capital improvement projects

**REVOLVING FUND**

A special type of fund established to promote improved financial reporting and administrative convenience

**RISK**

A probability estimate of loss or less-than-expected returns

**SATISFACTION OF DEBT**

Document issued by a lender upon complete repayment of debt

**SERVICE REQUESTS**

A category of performance measurement that represents the number or frequency of requests for service received by a County department or program from other departments or non-County agencies or clients, customers, taxpayers, and/or stakeholders (e.g., number of people applying for public assistance, calling 911, requesting a seasonal pool pass, number of budget transfers requested by County departments during the fiscal year, etc.)

**SINKING FUND**

A fund, sometimes called a debt service fund, into which the issuer makes periodic deposits to ensure the timely availability of sufficient moneys for the payment of debt service requirements. The revenues to be deposited into the sinking fund and payments from it are determined by the terms of the bond contract.

**SMART GOVERNMENT INITIATIVE**

A plan, usually at the department level, to reduce expenses or increase revenues through improved efficiency

**SPECIAL DISTRICT**

A designated geographical area established to provide a specialized service usually petitioned by the residents and approved by the Legislature

**SPECIAL REVENUE FUND**

Fund used to account for revenues received that have specific purposes for which they can be used

**STAKEHOLDERS**

People, organizations, or groups with an interest or “stake” in an activity of the County

**STRAIGHT-LINE DEPRECIATION**

Reducing the value of an asset, minus its salvage value by the same (fixed) amount every year over its estimated useful life. For example, if a vehicle costs \$20,000 with a salvage value of \$2,000 and an estimated useful life of three years, it will be depreciated at a rate of \$6,000 per year.

**STRATEGIC PLAN**

Similar to a corporate plan but not restricted to organizational boundaries. A strategic plan gives direction and cohesion to activities over a specified period.

**SUPPLEMENTAL APPROPRIATION**

Additional appropriation made by the governing body after the budget year has started. Usually submitted by County departments for approval by the County Legislature for grants, forfeiture money, special taxes, and other sources not anticipated or known at the start of the budget year

**SURPLUS**

The amount by which total revenues exceed total expenses in a given period, usually the County's fiscal year

**SWORN POLICE OFFICERS**

All non-civilian members of the Police Department who are members of the Policeman's Benevolent Association (PBA), Detectives Association, Inc. (DAI), and Superior Officers Association (SOA)

– T –

**TAX**

Compulsory charge levied to finance services performed by the government for the benefit of the community (citizens, businesses, etc.)

**TAX CERTIORARI**

Grievances filed by Nassau County property owners contesting the assessment of their properties

**TAX LEVY**

The resultant product when the tax base is multiplied by a tax rate per \$100

**TAX RATE**

The amount of tax levied for each \$100 of assessed valuations. The tax rate is applied to the assessed valuation to derive the tax levy

**TRANSFER IN/OUT**

Amount transferred from one fund to another to assist in financing the services for the recipient fund

**TRUST FUND**

A trust fund consists of resources received and held by a government unit as a trustee, to be expended or invested in accordance with the conditions of the trust

– U –

**UNENCUMBERED BALANCE**

The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future use

**UNRESERVED FUND BALANCE**

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation

**UPGRADE**

A positive change in ratings for an issuing entity or a security such as a credit bureau's upgrading of a bond

**USEFUL LIFE**

The expected length of time that a depreciable asset is in service

**USER CHARGES/FEES**

A fee paid by an individual for direct receipt of a public service

– V –

**VALUATION**

The process of determining the value of an asset

**VARIABLE COST**

A cost that increases or decreases based on changes in activity

**VARIABLE RATE DEBT (VRD)**

Debt that bears interest that changes or varies at predetermined intervals (e.g., daily, monthly) selected by the issuer.

**VARIANCE**

Difference between budgeted and actual amounts

– W –

**WEIGHTED**

For a value, modified in order to reflect proportional relevance

**WORKING CAPITAL**

Current assets minus current liabilities

**WORKLOAD**

A performance measurement category that compares output to demand (e.g., people served, transactions processed, complaints addressed, etc.). Answers the following question posed by the data reported in a workload measure: *What is the number of transactions performed per employee for a particular program or service activity?*

– Y –

**YEAR-END**

Use of the term is in reference to the end of the fiscal year, for Nassau County, December 31.

**YEAR-TO-DATE (YTD)**

For the period that starts at the beginning of the fiscal year (January 1 for Nassau County) to the current date

**YIELD**

The rate earned on an investment based on the cost of the investment

**YIELD TO MATURITY**

Yield realized on a bond that is held until the maturity date. It is greater than the current yield if the bond is selling at a discount and less than the current yield if the bond is selling at a premium.

– Z –

**ZERO COUPON BOND**

A bond that does not pay periodic interest payments, sells at a deep discount to its face value, and matures at its face value. The same as Accrual Bond