

Department of Finance

2023 Executive Proposed Budget

Core Programs & Functions

- General Accounting for Expenditures, Revenues, Assets and Liabilities by governmental fund type;
- Treasury- maintaining and safe guarding appropriate cash accounts and balances as well as issuing and servicing debt;
- Accounts Payable- audit and payment of all claims against the County;
- Payroll- process biweekly payroll in accordance with approved County pay scales, file required federal, state & local payroll tax returns and report wage information to the New York State Retirement System;
- Benefits- manage the health programs for medical, dental, and vision care and also employee workers' compensation with the use of third party administrators. Report wage information to New York State Workers Compensation Board. Provide employee orientation;

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- Bureau of Purchase and Supplies- provide cost effective and efficient procurement of materials, equipment and supplies in accordance with laws governing procurement;
- Financial Compliance-monitor internal controls and provide additional oversight for compliance with County policies and procedures;
- Reporting- Reporting- prepare the County's Annual Comprehensive Financial Report ("ACFR"), Uniform Guidance Schedules, including the Schedule of Expenditures of Federal Awards, and Cost Allocation Plan;
- Accounting and reporting for the Deferred Compensation Plan for Employees of the County of Westchester, and Westchester Tobacco Asset Securitization Corporation.
- Debt Issuance-prepared Official Statements for Long-Term Obligation Bonds and Short-Term Financing, including Bond Anticipation Notes

Budget Summary

ITEM	2022	2023
Operating Positions	49	49
Trust Positions	0	0
TOTAL POSITIONS	49	49
Personal Service	4,539,704	4,706,862
Equipment		
Materials & Supplies	33,880	36,500
Contractual Expenses	113,420	119,320
Inter-Departmental Charges	1,072,635	1,076,283
TOTAL EXPENDITURES	5,759,639	5,938,965

Budget Summary

ITEM	2022	2023
Inter-Departmental Revenue		
Departmental Revenue	2,259,789	2,426,879
State & Federal Aid		
TOTAL REVENUE	2,259,789	2,426,879
DEPARTMENT TAX LEVY	3,499,850	3,512,086

New Initiatives & Highlights

- Applied for the Government Finance Officers Association of the U.S and Canada Certificate of Achievement for Excellence in Financial Reporting for the County's Annual Comprehensive Financial Report. This will be the 15th consecutive year for this award.
- Bureau of Purchasing & Supply has developed a tool to track MWBE commodity purchases for all County Departments. Targeting these purchases has resulted in significantly increased MWBE participation in the procurement process. For example, the County has teamed up with S & B Computers and Office Products, a NYS certified WBE reseller for Staples, Inc., resulting in contract awards of over \$6 million. To date in 2022 over 20% of all Westchester County commodity expenditures have been with MWBE's.

New Initiatives & Highlights (cont'd)

- Currently working on an upgrade to our Financial/Budget/Human Resource Enterprise System (CGI Advantage)