Cortland County Legislature

Legislative Session

~ Minutes ~

Legislative Chambers
60 Central Ave.
Cortland, NY 13045
www.cortlandcountyny.gov

Thursday, December 18, 2025 **6:00 PM** **Legislative Chambers**

Public Hearings

1. Local Law "M" of 2025 - a Local Law Amending Local Law No. 2 of 1972

RESULT:	**CLOSED (17 TO 0)**
MOVER:	Legislator Joseph Nauseef
SECONDER:	Legislator Jason Prentice
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

Call to Order

The meeting was called to order at 6:00 PM by Chairman Kevin Fitch.

Salute to the Flag

Norm Stitzel led the Pledge of Allegiance.

Roll Call

PRESENT:	Legislator Douglas Bentley, Minority Leader Beau Harbin, Legislator Cathy Bischoff, Legislator Ronald VanDee, Legislator Jason Prentice, Legislator Dominick Mantella, Legislator Keith VanGorder, Chair of the Legislature Kevin Fitch, Legislator Linda Jones, Legislator Reed Cleland, Legislator Christopher Newell, Legislator Joseph Nauseef, Legislator Eugene Waldbauer, Legislator Sandra Price, Legislator William McGovern, Legislator Paul Heider, Legislator Mitchel Eccleston
ABSENT:	
EXCUSED:	

Approval of Minutes

1. Cortland County Legislature - Legislative Session Minutes - November 20, 2025

RESULT:	**APPROVED**

Privilege of the Floor

Proclamations & Recognitions

1. Proclamations

Presentation of Petitions, Communications, Presentations and Notices

Reports of Standing, Special and Ad Hoc Committees

Receive and File

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

Referred from Public Works Committee

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Paul Heider
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF PAUL HEIDER **RESOLUTION NO. 263-25**

Authorize 2026 Landfill Amnesty Credit for Municipalities

WHEREAS, the Public Works Committee of the Cortland County Legislature believes that the

municipalities of Cortland County will be better served by authorizing a credit to be used at the Cortland County Landfill for the disposal of waste other than garbage at no charge; AND

WHEREAS, the Public Works Committee has previously recommended that there be a 30-ton limit per municipality; AND

WHEREAS, the Cortland County Landfill no longer accepts tires at their facility; AND

WHEREAS, the Commissioner of Public Works is authorized to establish a credit for each municipality to dispose of waste at no charge; NOW THEREFORE BE IT

RESOLVED, the Commissioner of Public Works shall provide each municipality in Cortland County a credit of $3,150.00 for 2026 and allow said municipalities to dispose of municipal waste other than garbage at the Cortland County Landfill; AND BE IT FURTHER

RESOLVED, that only authorized municipal representatives utilizing authorized municipal vehicles may bring the waste to the County Landfill in order to make use of the above referenced credit; AND BE IT FURTHER

RESOLVED, that any metal objects (including white goods), construction and demolition waste, and tree waste shall be separated by category at the landfill site by the municipality making delivery; AND BE IT FURTHER

RESOLVED, that tires shall be excluded as an item that is accepted from the municipalities wishing to utilize the amnesty credit; AND BE IT FURTHER

RESOLVED, the Commissioner of Public Works shall furnish the Legislature with an accounting of all waste delivered to the landfill utilizing the amnesty credit.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Paul Heider
SECONDER:	Legislator Ronald VanDee
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF PAUL HEIDER **RESOLUTION NO. 264-25**

Authorize MH-2 Hangar Lease Agreement - Cortland County Airport - Public Works Department

WHEREAS, Cortland County (Lessor) currently owns, maintains and leases various hangar buildings and spaces at Cortland County Airport on a monthly basis; AND

WHEREAS, in accordance with Local Law No. 5 of 2012, the County has negotiated with DM3 of Cortland, LLC (Lessee), P.O. Box 328, Cortland, NY 13045, for the lease of a portion of Hangar Building MH-2 at Cortland County Airport; AND

WHEREAS, the Cortland County Legislature's Public Works Committee recommends the lease of approximately 6,500 square feet of Hangar MH-2 with the Lessee, containing the following terms and conditions:

Rental Rate Schedule:

- Year 1, commencing January 1, 2026 and ending December 31, 2026: The annual rental fee shall be Sixteen-Thousand-Five-Hundred-Sixty Dollars ($16,560.00) and shall be payable in twelve (12) equal monthly installments of One-Thousand-Eighty Dollars ($1,380.00) per month on or before the first day of each month commencing January 1, 2026;

- Optional one (1) Year term, commencing January 1, 2027 and ending December 31, 2027: During the lease extension term, the annual rent shall be Sixteen-Thousand-Eight-Hundred Dollars ($16,800.00) and shall be paid in twelve equal monthly installments of One-Thousand-Four-Hundred Dollars ($1,400.00) per month on or before the first day of each month

Terms and Conditions:

- All other terms and conditions of the previous Lease for Hangar MH-2 as outlined in the contract with the Lessee shall apply; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the lease of a portion of Hangar MH- 2 at Cortland County Airport to DM3 of Cortland, LLC (Lessee), P.O. Box 328, Cortland, NY 13045, in accordance with the Rental Rate Schedule, and Terms and Conditions as stated above; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee as to form, is hereby authorized to execute the necessary Hangar Lease Agreement with the Lessee, in accordance with the Rental Rate Schedule, and Terms and Conditions as stated above.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Paul Heider
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF PAUL HEIDER **RESOLUTION NO. 265-25**

Authorize Amendment to CivicPlus Agreement - Information Technology Department

WHEREAS, Cortland County utilizes CivicPlus for several programs that are vital to county business; AND

WHEREAS, implementing single sign on integration will better streamline and increase efficiency; AND

WHEREAS, the Cortland County Legislature's Public Works Committee recommends the addition of this integration feature; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon approval of the County Attorney or designee, to execute an amendment to the CivicPlus agreement for single sign on integration; AND BE IT FURTHER

RESOLVED, that the cost for the initial prorated twelve (12) month term is $3,449, and the annual recurring service fee is $1,874 (subject to uplift); AND BE IT FURTHER

RESOLVED, that funding for this agreement is budgeted in Account No. A16805.54004.

Referred from Government Operations Committee

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Joseph Nauseef
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF **RESOLUTION NO. 266-25**

Authorize Agreement with Hopdox, LLC - Electronic Recording Vendor - County Clerk

WHEREAS, effective September 2012, New York State lawmakers signed legislation allowing County Clerks to record digitized documents, no longer requiring physical papers to be delivered for processing; AND

WHEREAS, in 2013 the Cortland County Clerk's office began working with vendors who transmit submitted documents to the County Clerk's Office for processing; AND

WHEREAS, in 2024 52% of land recordings in Cortland County were submitted via the electronic recording option through one of the four established vendors; AND

WHEREAS, Hopdox, LLC is a vendor providing electronic recording services; AND

WHEREAS, entering into an agreement with Hopdox, LLC has no associated expenses for Cortland County as the service fees are paid for by the filer; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney and the Chief Information Officer or their designees, be and hereby is authorized to execute an agreement with Hopdox, LLC.

Mr. Harbin MADE A MOTION TO AMEND THE RESOLUTION to add the Record of Activity information for legislators Kevin Fitch, Dominick Mantella, and Mitchel Eccleston; Mr. Heider SECONDED THE MOTION; and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	**ADOPTED AS AMENDED (17 TO 0)**
MOVER:	Legislator Joseph Nauseef
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF **RESOLUTION NO. 267-25**

Standard Workday Reporting 2025

WHEREAS, the New York State Comptroller is authorized by Sections 34 and 334 of the Retirement and Social Security Law to adopt rules and regulations for reporting the service and salary information for all employees of participating employers in the New York State and Local Employees' Retirement System ("Retirement System"); AND

WHEREAS, Cortland County is a participating employer in the Retirement System; AND

WHEREAS, the New York State Comptroller has promulgated Regulation 315.4 which imposes certain reporting requirements for elected and appointed officials of participating employers, and requires the governing board of each participating employer to adopt a resolution establishing a standard work day for each elected or appointed official; AND

WHEREAS, among the requirements for employers are a more detailed description of a Standard Work Day along with a Legislative resolution establishing and reporting such Standard Work Day, public posting of the Resolution, and submission of the Resolution to the New York State Retirement System; AND

WHEREAS, pursuant to Regulation 315.4, in the event that elected or appointed officials do not participate in an employer's time-keeping system, they are required to keep a record of activities (ROA) for a three (3) month period; AND

WHEREAS, each of the elected or appointed officials listed in this resolution have kept records of their actual time (ROA) worked in their current position for the required ninety days or taken part in the Cortland County time-keeping system; NOW THEREFORE BE IT

RESOLVED, that the County of Cortland/10011 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time-keeping system records or their record of activities:

Name	SSN	NYSLRS ID	Title	Current Term Begin & End Dates	Stand-ard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Patrick Perfetti			District Attorney	01/01/25 - 12/31/28	7	30.84	☐	Bi-weekly	☐
Kevin Fitch			County Legislator	01/01/24-12/31/27	7	3.56	☐	Bi-weekly	☐
Beau Harbin			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Dominick Mantella			County Legislator	01/01/24-12/31/27	7	.67	☐	Bi-weekly	☐
Reed Cleland			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Joseph Nauseef			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Mitchel Eccleston			County Legislator	01/01/24-12/31/27	7	.65	☐	Bi-weekly	☐
Brooke Kemak			County Clerk	01/01/24-12/31/27	7	21.60	☐	Bi-weekly	☐

I, Savannah M. Hempstead, ~~secretary~~/**clerk** of the governing board of Cortland County, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 18th day of December, 2025 on file as part of the minutes of such meeting, and that same is true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the County of Cortland on this ___ day of _____, 2025.

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Affidavit of Posting: I Savannah M. Hempstead, being duly sworn, deposes and says that the posting of the Resolution began on December 19, 2025 and continued for at least 30 days, and that the Resolution was available to the public on the:

Employer's website at www.cortlandcounyny.gov

Official sign board at 60 Central Avenue, Cortland NY 13045
Main entrance secretary or clerk's office at 60 Central Avenue, Room 306, Cortland NY 13045

RESULT:	**ADOPTED (14 TO 3)**
MOVER:	Legislator Joseph Nauseef
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Kevin Fitch, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, Paul Heider, Mitchel Eccleston
NAYS:	Keith VanGorder, Linda Jones, William McGovern
EXCUSED:	
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF **RESOLUTION NO. 268-25**

Authorize Agreement Catapult Consulting - Personnel Department

WHEREAS, the Cortland County Legislature wishes to review the salaries and benefits of the County's Department Heads, Management Employees and Management/Confidential Employees; AND

WHEREAS, a review of the salaries of the County's Department Heads, Management Employees and Management/Confidential employees was completed in 2021 by the Burke Group; AND

WHEREAS, the Government Operations Committee wishes to have these salaries and benefits reviewed from time to time; AND

WHEREAS, the Cortland County Legislature is desirous of entering into an agreement with Catapult Consulting to perform the above referenced analysis of the salaries and benefits of the County's Department Heads, Management Employees and Management/Confidential Employees; AND

WHEREAS, the funding for this agreement is available in account number A14305.54055; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement with Catapult Consulting to provide the above referenced services for an amount not to exceed $17,500, effective January 1, 2026.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Joseph Nauseef
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston

NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF **RESOLUTION NO. 269-25**

Local Law 13 of 2025 – A Local Law Amending Local Law No. 2 of 1972

WHEREAS, Local Law No. 2 of 1972 established procedures governing the annual Organizational Meeting of the Cortland County Legislature; AND

WHEREAS, the Cortland County Legislature wishes to amend Article 2, Section 202 of Local Law No. 2 of 1972 to move the annual Organizational Meeting to the first business day of January at 10 o'clock a.m.; NOW THEREFORE

BE IT ENACTED, by the County Legislature of the County of Cortland, as follows:

Local Law 13 of 2025 – A Local Law Amending Local Law No. 2 of 1972

Section 1. Legislative Intent.

The purpose of this Local Law is to amend Local Law No. 2 of 1972 to revise the scheduling of the annual Organizational Meeting of the Cortland County Legislature so as to promote efficiency, consistency with administrative practices, and clarity in the conduct of County government.

Section 2. Amendment to Local Law No. 2 of 1972.

Local Law No. 2 of 1972, Article 2, Section 202, is hereby amended to read as follows:
"The Organizational Meeting of the Cortland County Legislature shall be held on the first business day of January at 10 o'clock a.m., at which time the Legislature shall conduct all business required by law and such other matters as may properly come before it…"

Section 3. Severability.

If any clause, sentence, paragraph, subdivision, or part of this Local Law or its application to any person, firm, corporation, or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder of this Local Law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part thereof directly involved in the controversy in which such order or judgment shall have been rendered.

Section 4. Effective Date.

This Local Law shall take effect upon filing with the Secretary of State in accordance with the provisions of the Municipal Home Rule Law.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Joseph Nauseef

SECONDER:	Legislator Linda Jones
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF **RESOLUTION NO. 270-25**

Amend the Rules of Order to Revise the Date and Time of the Organizational Meeting of the Cortland County Legislature

WHEREAS, Local Law No. 2 for year 1972, Section 202, Paragraph 5 established that the Cortland County Legislature is empowered to enact rules governing the conduct of the members at its sessions and the manner of transacting business thereat; AND

WHEREAS, County Law Section 153[8] empowers the County Legislature to determine the rules of its own proceedings; AND

WHEREAS, the Government Operations Committee has reviewed and approved the recommended changes to the Rules of Order as attached; NOW THEREFORE BE IT

RESOLVED, that the "Rules of Order for the Cortland County Legislature" are hereby amended as attached; AND BE IT FURTHER

RESOLVED, that the rules shall be published on the Cortland County website; AND BE IT FURTHER

RESOLVED, that these amendments to the Cortland County Legislature's Rules of Order shall take effect upon filing of the Local Law amending the same, in accordance with the provisions of the Municipal Home Rule Law.

Referred from Judiciary & Public Safety Committee

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Sandra Price
SECONDER:	Legislator Linda Jones
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	

ABSENT:

ON MOTION OF SANDRA PRICE **RESOLUTION NO. 271-25**

Appointment of 2026 Fire Advisory Board members

WHEREAS, pursuant to a resolution dated December 18, 1950, which established the Cortland County Fire Advisory Board under the provisions of Article 10, Section 209-K of the General Municipal Law for the purpose, among other things, to develop and maintain programs for fire training and mutual aid in case of fire and other public emergencies in which the fire service would be used; AND

WHEREAS, Article 3, Section 4 of the Cortland County Fire Advisory Board By-Laws state that the term of each member be one year; NOW THEREFORE BE IT

RESOLVED, that the following persons be and hereby are appointed to the Cortland County Fire Advisory Board, to serve without compensation for a term beginning January 1, 2026 and expiring December 31, 2026:

Kurtis Yale	Cincinnatus FD	4763 Telephone Road. Cincinnatus, NY 13040
Richard Allen Sr.	Cortland FD	35 Garfield Street, Cortland, NY 13045
Derek Reynolds	Cortland FD	87 Greenbush Street, Cortland, NY 13045
Wayne Friedman	Cortland FD	2151 Ames Rd., Cortland, NY 13045
Michael Biviano	Cortlandville FD	4361 Meadow Lane Cortland, NY 13045
Kevin Whitney	Cortlandville FD	H2 Sherbrook Apt., 1063 Halstead Rd, Cortland, NY 13045
Adam Daley	Cuyler FD	6553 W. Keeney Road, Truxton, NY 13158
Nicholas Marsh	Harford FD	400 Liddington Hill Road, Marathon, NY 13803
Phil Hess	Homer FD	25 North West Street, Homer, NY 13077
Michael Niehus	Homer FD	2 Brentwood Drive, Homer, NY 13077
John Ryan Jr.	Homer FD	5449 Mead Road, Homer, NY 13077
Larri Leet	Marathon FD	1171 Salt Road, Marathon, NY 13803
Matthew Mauser	Marathon FD	3177 Krill Road, Marathon, NY 13803
Thomas Heller	McGraw FD	28 W Center Street, McGraw, NY 13101
Andrew Harvey	McGraw FD	3783 Clinton Street Ext., McGraw, NY 13101
Jeff Griswold	Preble FD	6903 Route 281, Preble, NY 13141
Darwin Smith	Truxton FD	3760 State Route 13, Truxton, NY 13158
Timothy McCall	Truxton FD	3699 State Route 13, P.O. Box 13, Truxton, NY 13158
Matthew Simpson	Virgil FD	1199 West State Road, Cortland, NY 13045
Michael TenKate	Virgil FD	2323 Kohne Road, Dryden, NY 13053
Ryan McGowan.	Willet FD	649 Route 41, Willet, NY 13863

; AND BE IT FURTHER

RESOLVED, that Chairman of the 2026 Legislature will appoint a Legislative Representative who shall be a non-voting representative and legislative liaison that shall periodically report activities of the Fire Advisory Board to the Judiciary and Public Safety Committee.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Sandra Price
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason

	Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF SANDRA PRICE **RESOLUTION NO. 272-25**

Authorize Change Order for Radio Microwave Upgrade Project - Department of Emergency Response & Communications

WHEREAS, the County's radio microwave system carries all radio and 911 traffic around the County to the various radio towers and is integral to the operation of Cortland County's 911 center and for communications between first responders in Cortland County; AND

WHEREAS, the Cortland County Legislature previously adopted Resolution No. 33-25, dated February 27, 2025, for the upgrade of the County's radio microwave system from Motorola, and since the initial authorization and contract execution, the need has arisen for a change order, altering the price and scope of the project; AND

WHEREAS, Motorola has provided change order pricing under NYS OGS contract PT68722 identified and attached as CO1, for the necessary microwave radio replacement resulting in a cost of $125,000.00; AND

WHEREAS, the Department of Emergency Response and Communications has grant funding available for this project under account A30205.54048.NG911; THEREFORE NOW BE IT

RESOLVED, that the Cortland County legislature authorizes the County Administrator, upon approval of the County Attorney or designee, to execute a change order titled CO1 to contract 069-25; Resolution 33-25, in the amount of $125,000.00; new contract total of $1,154,713.00 with Motorola Solutions, for a microwave system upgrade of the County's radio system for the County's 911 center.

RESULT:	**ADOPTED (14 TO 3)**
MOVER:	Legislator Sandra Price
SECONDER:	Legislator Ronald VanDee
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Kevin Fitch, Reed Cleland, Christopher Newell, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	Keith VanGorder, Linda Jones, Joseph Nauseef
EXCUSED:	
ABSENT:	

ON MOTION OF SANDRA PRICE **RESOLUTION NO. 273-25**

Authorize Agreement with SMRT, Inc. for Cortland County Jail Review and Schematic Design Update

WHEREAS, the Cortland County Jail is a critical public safety facility, and the Legislature recognizes the need to evaluate current conditions and update schematic design documents to support future capital planning and improvements; AND

WHEREAS, SMRT, Inc. has submitted a proposal to provide professional architectural and related services for a review of the existing Cortland County Jail and preparation of an updated schematic design; AND

WHEREAS, SMRT, Inc. previously provided architectural and planning services to Cortland County between 2015 and 2017 to complete an initial schematic design for the County Jail, and the current proposal will update and refine that prior work; AND

WHEREAS, the cost of said services shall not exceed Eighteen Thousand Dollars ($18,000), and funding for this agreement is available in the Jail Reserve (A.386300.JAIL); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon approval of the County Attorney or designee, to enter into an agreement with SMRT, Inc. for professional services to review the existing Cortland County Jail and provide an updated schematic design, for a term of one (1) year commencing upon full execution of the contract, at a cost not to exceed Eighteen Thousand Dollars ($18,000); AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby appropriates the necessary funds and the Director of Finance is authorized and directed to amend the 2025 budget as follows:

Increase:

A12305.54055	Professional Services	$18,000
A.351100	Appropriated Reserves	$18,000

; AND BE IT FURTHER

RESOLVED, that the County Administrator, or their duly authorized designee, is hereby authorized to execute the agreement and any related documents necessary to carry out the intent of this resolution.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Sandra Price
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None

EXCUSED:	
ABSENT:	

ON MOTION OF SANDRA PRICE **RESOLUTION NO. 274-25**

Authorize Agreement with the New York State Defenders Association, Inc. - Assigned Counsel

WHEREAS, the Cortland County Office of Assigned Counsel for many years has had, and currently has, a contract with the New York State Defenders Association, Inc. (NYSDA) for the providing of a case management system (PDCMS); AND

WHEREAS, NYSDA has a cloud-based e-vouchering system (PDCMS Cloud) that incorporates the current Office of Assigned Counsel (ACP) PDCMS on-line system (PDCMS Legacy) utilized solely by the ACP staff which allows for ACP 18-b attorneys to create, and the ACP staff to process, vouchers digitally; AND

WHEREAS, the County and ACP has discovered discrepancies in the 18-b attorneys' invoicing and vouchering, and with PDCMS Cloud those discrepancies would be essentially, if not completely eliminated; AND

WHEREAS, the ACP currently receives $40,000.00 per year for "CMS, Software, and Data Storage" through the County's contract with New York State Indigent Legal Services (ILS) specifically for this type of program; AND

WHEREAS, NYSDA has agreed to merge the current PDCMS on-line services with the new cloud-based e-vouchering services at a cost of $16,660.00 for total annual fees, a cost of $5,000.00 as a one-time fee for migrating the on-premises database to the cloud and set up PDCMS Legacy and PDCMS Cloud environments, and a one-time cost of $22,570.00 to develop PDCMS Cloud to specifically meet the needs of the ACP which, with the current PDCMS Legacy licensing fees of $2,000.00, totals annual fee of $18,600.00; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, be and hereby is authorized to sign the NYSDA PDCMS Cloud e-vouchering contract, at an initial cost of $44,230.00 for the period of January 1, 2026 through December 31, 2026, with authority to renew annually at the rate of $18,660.00 for each contract year thereafter; AND BE IT FURTHER

RESOLVED, that the initial funds for this contract ($44,230.00) and the annual cost of $18,660.00 for subsequent years shall be taken from the grant funds specifically allocated for CMS/Software/Data Storage, budgeted in A11755.54015.HH11.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Sandra Price
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None

EXCUSED:	
ABSENT:	

ON MOTION OF SANDRA PRICE **RESOLUTION NO. 275-25**

Authorize Contract with Axon Justice Premier Plus - Assigned Counsel

WHEREAS, the County was awarded and has already received block grant funds from the Division of Criminal Justice Services for the State's Aid to Defense for Discovery Reform Program in the amount of $129,309.00 and supplemental block grant funds in the amount of $134,034.00, for a total of $263,332.00; AND

WHEREAS, the Grant Award Notice specifically states: "This funding must be used to support public defense services and expenses related to discovery reform implementation, including, but not limited to, digital evidence transmission technology, administrative support, computers, hardware and operating software, data connectivity, development of training materials, staff training…"; AND

WHEREAS, Axon is a company that provides digital evidence management and storage, AND

WHEREAS, the Cortland County District Attorney's office, the New York State Police, the Cortland City Police Department, and the SUNY Cortland University Police Department currently use Axon for video/digital evidence gathering; AND

WHEREAS, Axon has agreed to provide such services to the Cortland County Office of Assigned Counsel at a cost of $176,824.00 for five (5) years (January 1, 2026 – December 31, 2030); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, upon review and approval of the County Attorney or designee, be and hereby is authorized to sign the Axon Justice Premier+ contract for the period from January 1, 2026 through December 31, 2030 for a cost of $176,824.00 for the period of January 1, 2026 through December 31, 2030; AND BE IT FURTHER

RESOLVED that the funds for this agreement ($176,824.00) shall be taken from the grant funds of $263,332.00 received for the Aid to Defense Discovery grant and supplemental grant.

Referred from Agriculture/Planning/Environment Committee

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Reed Cleland
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF BEAU HARBIN **RESOLUTION NO. 276-25**

Appoint Members to the Transportation Advisory Committee

WHEREAS, Resolution No. 289-19 authorized the formalization of the Transportation Advisory Committee as a Citizen's Advisory Committee; AND

WHEREAS, the Transportation Advisory Committee, as a formal advisory committee of the Agriculture, Planning, and Environmental Committee, will consist of a membership from a wide variety of community service agencies and government agencies; AND

WHEREAS, the Cortland County Legislature approved changes to the Bylaws of the Transportation Advisory Committee, which include staggering terms of members; NOW THEREFORE BE IT

RESOLVED that the Cortland County Legislature be and hereby appoints the following community service and government agency representatives, or their designee, to the Transportation Advisory Committee for a term beginning January 1, 2026 as follows:

NAME	AGENCY/CAPACITY	TERM ENDING
Brandy Strauf	Community Action Program of Cortland County (CAPCO)	12/31/2028
Olivia Prioli	Office for Aging	12/31/2028
Alexandra Mikowski	Access to Independence	12/31/2028
Brandy Fetterly	Cortland County Department of Social Services	12/31/2027

Referred from Health & Human Services Committee

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 277-25**

Authorize Agreement for Legal Services - Department of Social Services

WHEREAS, the Department of Social Services has had difficulty filling vacant Attorney positions and must meet deadlines involving appeals and other urgent matters; AND

WHEREAS, the Department is seeking an independent Attorney or law firm to assist with essential legal matters that are time sensitive; AND

WHEREAS, the funding needed for this Agreement will be in the budget due to position vacancies and moved from the Personal Services Account A60105.51005 to the Professional Services account A60105.54055; NOW THEREFORE BE IT

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to enter into an agreement for the time period of January 1, 2026 through December 31, 2026 with a qualified legal entity in an amount not to exceed $50,000; AND BE IT FURTHER

RESOLVED, that the Director of Finance is authorized and directed to transfer $50,000 from Personal Services Account A60105.51005 to the Professional Services account A60105.54055.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 278-25**

Abolish Assistant Director of Administrative Services/Create Accounting Manager- Department of Social Services

WHEREAS, the needs of the agency will be better served by abolishing one position of Assistant Director of Administrative Services and creating one position of Accounting Manager; AND

WHEREAS, the Health and Human Services Committee recommends the abolishment and creation of these positions; NOW THEREFORE BE IT

RESOLVED, that one position of Assistant Director of Administrative Services (Grade 10, $60,854-80,995, Management Compensation Plan, competitive class, full-time, 35 hours/week with benefits) be abolished effective July 31, 2026; AND BE IT FURTHER

RESOLVED, that one position of Accounting Manager (Grade 20, $29.0528-36.7735/hr, CSEA, competitive class, full-time, 35 hours/week with benefits), be created with approval to fill on January 5, 2026.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Ronald VanDee
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 279-25**

Amend 2025 County Budget - Department of Social Services

WHEREAS, expenditures for Daycare cases, Child Care out of home placements for children, Safety Net cash assistance, and Other Compensation are continuing to increase this year and are expected to exceed the amount appropriated in our 2025 budget; NOW THEREFORE BE IT

RESOLVED, that the 2025 County Budget be and hereby is amended as follows:

INCREASE:

EXPENDITURES:

A60105.56055 Daycare current $2,080,000 INCREASE $245,000 new = $2,325,000

A60105.56119 Child Care current $6,508,222 INCREASE $523,000 new = $7,031,222

A60105.56140 Safety Net current $3,855,804 INCREASE $732,000 new = $4,617,804

A60105.51035 Other Compensation current $200,000 INCREASE $46,000 new = $246,000

DECREASE:

EXPENDITURES:

A60105.51005 Personal Service current $6,481,628 DECREASE $450,000 new = $6,031,628

A60105.51015 Temporary Payroll current $47,809 DECREASE $33,000 new = $14,809

A60105.58060 Health Insurances current $1,270,763 DECREASE $100,000 new = $1,170,763

A60105.58030 FICA current $524,783 DECREASE $55,000 new = $469,783

A60105.56123 Juvenile Delinquent current $66,000 DECREASE $56,000 new= $10,000

A60105.56129 State Training current $276,000 DECREASE $60,000 new = $216,000

A60105.56070 Purchase of Service current $1,246,386 DECREASE $250,000 new = $996,386

A60105.56119. Child Care RTA current $738,000 DECREASE $542,000 new = $196,000

Mr. Harbin MADE A MOTION TO AMEND the resolution to add "and/or Chair of the Legislature" to the final RESOLVED clause; Mr. Heider SECONDED THE MOTION; and upon unanimous consent of members present; MOTION CARRIED.

RESULT:	**ADOPTED AS AMENDED (17 TO 0)**
MOVER:	Legislator Ronald VanDee
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 280-25**

Authorize Contract with Eves Digital - Child Advocacy Center

WHEREAS, the Cortland County Child Advocacy Center was awarded Safe Harbour Funds to maintain a system response for commercial sexual exploitation of children and child sexual abuse material including community awareness advertising; AND

WHEREAS, the Cortland County Child Advocacy Center desires to contract with Eves Digital, a Division of Eves Broadcasting Inc., Advertising of New York, Inc., 12 South Main Street, Homer, New York 13045 for the Radio and Social Media Advertising Services; AND

WHEREAS, the cost of the Radio Interviews, Ads, and Promos is $3,500.00; AND

WHEREAS, the cost of the Streaming/Programmatic Displays is $1,500.00; AND

WHEREAS, this contract shall be for the term January 1, 2026 through December 31, 2026 for a total cost not to exceed $5,000; AND

WHEREAS, these expenses are budgeted in account Professional Services A40505-54060-SF; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee, and subject to any appropriation of funding by the Legislature, are authorized to execute agreements for the provision of said services.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Mitchel Eccleston
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 281-25**

Reappoint Members Community Services Board and Mental Health Subcommittee

WHEREAS, the Bylaws of the Cortland County Community Services Board (CSB), Article 3, Section 1 states that membership of the organization shall consist of fifteen (15) members appointed by the Cortland County Legislature, and Article 7, Section 1 states that the membership of the Mental Health (MH) Subcommittees shall consist of nine (9) members each, appointed by the Cortland County Legislature; AND

WHEREAS, the term of each member of the Board and Subcommittees shall be four (4) years except when completing the term created by a member's resignation or death; AND

WHEREAS, members may serve for a maximum of two (2) consecutive terms unless no recruitment is available; NOW THEREFORE BE IT

RESOLVED, that the following members be and hereby are reappointed to the Cortland County Community Services Board and Mental Health Subcommittees for a second four-year term beginning January 1, 2026 and ending December 31, 2029.

COMMUNITY SERVICES BOARD (CSB):

REAPPOINT

Jackie Cooper	189 Green Lake Rd., Little York Lake, NY 13087	Coalition Representative
Janet Johnson	2251 Greenwood Rd., Cortland NY 13045	Retired Medical Doctor

MENTAL HEALTH SUBCOMMITTEE (MH):

REAPPOINT

Alexandra Mikowski	98 Owego St, Cortland NY 13045	Peer Advocate and Agency Executive

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Ronald VanDee
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 282-25**

Authorize Agreement with Cayuga Addiction Recovery Services (CARS) for 2026 NYS OASAS State Aid - Mental Health Department

WHEREAS, the Cortland County Mental Health Department receives pass-through funding from OASAS and OMH for agencies to provide mental health and substance use services; AND

WHEREAS, the Office of Addiction Services and Support (OASAS) has made an addition to the State Aid pass through amount for 2026; AND

WHEREAS, Cortland County Mental Health Department will enter into a contract with Cayuga Addiction Recovery Services (CARS) to pass through funding from OASAS in the amount of $283,854 in line item A43105.54815.CARS; NOW THEREFORE BE IT

RESOLVED, that the contract with CARS be added to acceptance of NYS OASAS State Aid funding for 2026; AND BE IT FURTHER

RESOLVED, the 2026 budget be amended as follows:
Increase:

A43105.43492 OASAS State Aid $283,854

A43105.54815.CARS Contracted Agencies $283,854

; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement with CARS to provide the above referenced services for an amount not to exceed $283,854 for calendar year 2026.

RESULT:	**ADOPTED (17 TO 0)**

MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Jason Prentice
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 283-25**

Authorize Lease Extension with 91-101 Main Street, LLC

WHEREAS, the Cortland County Legislature adopted Resolution No. 141-25, authorizing a further lease extension at 91-101 Main Street, LLC through December 31, 2025; AND

WHEREAS, there is a need to extend the lease contract by six (6) months from December 31, 2025 to June 30, 2026 with no increase in rent; AND

WHEREAS, the parties have agreed that upon 45 days' notice, Cortland County may terminate the lease agreement on or after April 30, 2026 (resulting in a minimum of a four [4] month extension); NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized to execute an extension on the current lease for 91-101 Main Street, LLC through June 30, 2026 with no increase in rent and with a provision that the lease may be terminated on or after April 30, 2026 upon 45 days' written notice to the landlord.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Ronald VanDee
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF RONALD VANDEE **RESOLUTION NO. 284-25**

Authorize Agreement and Use of Opioid Settlement Funding for Grace Space Expanded Hours

WHEREAS, Resolution Nos. 238-21, 287-21, and 211-24 authorized Cortland County to accept settlement funds from legal actions against opioid manufacturers, distributors, and chain pharmacies; AND

WHEREAS, Resolution No. 171-22 established Special Reserve Account A386300.OPD for the purpose of receiving and disbursing all opioid settlement funds, and further directed that such monies be set aside to address the opioid crisis in Cortland County; AND

WHEREAS, there is currently $107,775.53 in unallocated funding in the Special Reserve Account A386300.OPD; AND

WHEREAS, pursuant to Resolution No. 171-22, all expenditures from Special Reserve Account A386300.OPD must comply with the guidelines set forth by the New York State Office of the Attorney General and be approved by the Cortland County Legislature; AND

WHEREAS, the Grace Space program provides essential support, resources, and safe engagement opportunities for individuals impacted by substance use disorder; AND

WHEREAS, the Rural Health Institute of New York (RHI) currently operates the Grace Space program and is positioned to provide the staffing and oversight necessary to support the expansion of morning hours during the Code Blue period; AND

WHEREAS, Cortland County recognizes the need to expand morning hours at the Grace Space to better serve individuals in recovery and enhance the County's overall response to the opioid crisis; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the use of $26,788 in opioid settlement funds from Special Reserve Account A386300.OPD to support expanded Grace Space hours from 8:30 a.m. to 11:30 a.m., Monday through Friday, for the period of January 1, 2026 through April 30, 2026, as a one-time funding allocation; AND BE IT FURTHER

RESOLVED, that the use of these funds is determined to be in accordance with the expenditure guidelines established by the New York State Office of the Attorney General as referenced in Resolution No. 171-22; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement with RHI to provide the above referenced services for an amount not to exceed $26,788, for the period of January 1, 2026 through April 30, 2026; AND BE IT FURTHER

RESOLVED, that the 2026 Cortland County Budget be and hereby is amended as follows:

Increase:

A13255.54815.OPD	Contracted Agencies	$26,788
A351100	Appropriated Reserves	$26,788

Referred from Finance & Administration Committee

RESULT:	**ADOPTED (17 TO 0)**

MOVER:	Legislator Cathy Bischoff
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 285-25**

Amend 2026 Budget/Transfer CPL 730 Restorations to Mental Health Department

WHEREAS, New York State (NYS) Criminal Procedure Law (CPL) governs all criminal proceedings and actions in courts, and includes CPL 730 "Mental Disease or Defect Excluding Fitness to Proceed"; AND

WHEREAS, CPL 730 requires that when an individual is found not competent to proceed on a felony charge, the court will issue a temporary order of observation (via CPL 730.40) and the person will be brought to a New York State Forensic Hospital Unit to be restored to competency; AND

WHEREAS, funding for CPL 730 restorations was transferred from the Mental Health Department budget to the District Attorney's budget beginning in 2022; AND

WHEREAS, upon further review, it has been determined that CPL 730 restorations are more appropriately budgeted within the Mental Health Department, consistent with the clinical and behavioral health nature of these services; AND

WHEREAS, it is the desire of the Cortland County Legislature to amend the 2026 budget to transfer the appropriations for CPL 730 restorations from the District Attorney's budget back to the Mental Health Department budget; NOW THEREFORE BE IT

RESOLVED, that the 2026 Cortland County Budget be, and hereby is, amended to transfer appropriations for CPL 730 restorations from the District Attorney's budget to the Mental Health Department budget as follows:

Increase:

A43105.54500	Patient Expense	$275,000

Decrease:

A11655.54615	Contracted Medical Services	$275,000

; AND BE IT FURTHER

RESOLVED, that the County Administrator and Director of Finance be, and hereby are, authorized and directed to make all necessary entries in the 2026 Budget and County financial records to effectuate this transfer between the District Attorney and Mental Health Department budgets.

RESULT:	**ADOPTED (16 TO 1)**
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	Beau Harbin
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 286-25**

Third Quarter 2025 Sales Tax Distribution

WHEREAS, the Cortland County Legislature adopted Resolution No. 221-18, which provides for the distribution of sales tax from the County to local municipalities; AND

WHEREAS, the sales tax sharing agreement provides for the deduction directly from the gross sales tax distribution received from the State of New York a fixed sum of $1,500,000 for County purposes, with the remaining balance of the revenues to be distributed for use by the County, City of Cortland, and the various municipalities within Cortland County; AND

WHEREAS, the gross deduction for County purposes will be provide for quarterly; AND

WHEREAS, the 2025 third quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for third quarter 2025 to be $10,180,385.71; AND

WHEREAS, the total amount available for distribution is $9,805,385.71, after the direct deduction for County purposes; AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount ($635,000.00) is to be withheld from the quarterly distribution; AND

WHEREAS, Cortland County receives (55%), or $5,392,962.14 of the total net quarterly distribution; AND

WHEREAS, respective payments are now ready for disbursement; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the Director of Finance or designee to release sales tax payments for the third quarter of 2025 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	$1,704,176.04	$-0-	$1,704,176.04	$-0-
Cincinnatus, Town of	$72,087.66	$-0-	$72,087.66	$-0-
Cortlandville, Town of	$842,455.26	$-0-	$842,455.26	$-0-
Cuyler, Town of	$70,397.88	$(28,750.00)	$41,647.88	$-0-
Freetown, Town of	$57,921.45	$-0-	$57,921.45	$-0-
Harford, Town of	$82,611.88	$-0-	$82,611.88	$-0-
Homer, Town of	$283,276.16	$-0-	$283,276.16	$-0-
Homer, Village of	$198,256.57	$-0-	$198,256.57	$-0-
Lapeer, Town of	$109,069.79	($102,854.47)	$6,215.32	$-0-
Marathon, Town of	$84,101.88	$-0-	$84,101.88	$-0-
Marathon, Village of	$42,745.53	$-0-	$42,745.53	$-0-
McGraw, Village of	$36,982.79	$-0-	$36,982.79	$-0-
Preble, Town of	$158,914.85	$-0-	$158,914.85	$-0-
Scott, Town of	$90,880.60	$-0-	$90,880.60	$-0-
Solon, Town of	$85,215.39	$-0-	$85,215.39	$-0-
Taylor, Town of	$42,599.83	$-0-	$42,599.83	$-0-
Truxton, Town of	$112,880.00	$-0-	$112,880.00	$-0-
Virgil, Town of	$264,007.07	($25,000.00)	$239,007.07	$-0-
Willet, Town of	$73,842.94	$-0-	$73,842.94	$-0-
Total	$4,412,423.57	($156,604.47)	$4,255,819.10	$-0-

; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director or designee is hereby directed to deposit the County's "off the top" sum of $375,000 in the appropriate reserves and accounts as designated in Resolution No. 283-21.

Mr. Harbin MADE A MOTION TO AMEND the resolution to add "and/or Chair of the Legislature" to the first RESOLVED clause; Ms. Price SECONDED THE MOTION; and upon unanimous consent of members present; MOTION CARRIED.

RESULT:	**ADOPTED AS AMENDED (17 TO 0)**
MOVER:	Legislator Cathy Bischoff
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 287-25**

Contract with Tyler Technologies for Enterprise Resource Planning (ERP) Reconfiguration

WHEREAS, the Cortland County Finance Department has determined a need to reconfigure the current Enterprise Resource Planning (ERP) system in order to maximize its use for finance and human resources; AND

WHEREAS, Tyler Technologies, Inc. has provided a quote for the financial portion of the current ERP system reconfiguration in the amount of $75,400; AND

WHEREAS, the reconfiguration of human resources is budgeted as part of the 2026 budget; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby authorizes the County Administrator and/or Chair of the Legislature, upon approval of the County Attorney or designee, to enter into a contract with Tyler Technologies, Inc., 7701 College Boulevard, Overland Park, KS 66210, in an amount not to exceed $75,400 for the reconfiguration of the Financials portion of the ERP system; AND BE IT FURTHER

RESOLVED, the 2025 County budget be amended as follows:

INCREASE:		
A13105.54015	Maintenance Agreements	$75,400
DECREASE:		
A16805.51005	Personal Services	$75,400

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator Paul Heider

AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 288-25**

Requesting Home Rule Legislation in the New York State Legislature Authorizing the County of Cortland to Have the Sole Right to Impose the Additional One Percent Rate of Tax Pursuant to § 1210, and Clarifying That Such Additional Rate of Tax Is Not Subject to Preemption Under Tax Law §1224

WHEREAS, counties in New York State are faced with escalating costs of mandated services; AND

WHEREAS, cost-saving measures taken by the County of Cortland have mitigated but not eliminated the financial burden of the mandates; AND

WHEREAS, although municipal governments have faced economic burdens over the last several years, the spiraling costs of mandated services impose the greatest economic burden on county governments; AND

WHEREAS, based upon the foregoing, this Cortland County Legislature finds it necessary to request New York State enact legislation under New York State Tax Law §1224 declaring that the additional rate of tax shall not be subject to preemption; NOW THEREFORE BE IT

RESOLVED, that said amendment to Article 29 of the New York State Tax Law shall provide that the additional one percent shall not be subject to any revenue distribution agreement established pursuant to Section 1262(c) of the Tax Law, whether or not said agreement is presently in effect, and said amendment shall further provide that the maximum rate referred to in Section 1224 of the Tax Law shall be calculated without referenced to such one percent additional rate authorized for the County of Cortland; AND BE IT FURTHER

RESOLVED, that said amendment to Article 29 of the New York State Tax Law shall provide that any local law or resolution enacted or amended pursuant to the Tax Law imposing such additional tax shall become effective in accordance with the provisions of subdivision (d) of Section 1210 of the Tax Law, except that the certified copy of such law or resolution which must be mailed by registered mail to the Commissioner of Taxation and Finance must be so mailed at least thirty days prior to the date such local law or resolution is to become effective; AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature is hereby directed to provide certified copies of this Resolution to Senator Lea Webb, Assemblymember Anna Kelles, Assemblymember Jeff Gallahan, and the Governor of New York State in order to request the introduction of Home Rule Legislation regarding this matter.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Cathy Bischoff
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 289-25**

Resolution Amending the Real Property Tax Services Fee Schedule

WHEREAS, Resolution No. 281-15, adopted October 22, 2015, established a fee schedule for documents, records, and information produced by the Cortland County Real Property Tax Services Department; AND

WHEREAS, the Real Property Tax Services Office has reviewed the current fee schedule and determined that certain fees require adjustment to reflect increased costs of production, technology, and materials, and to maintain consistency with current industry standards; AND

WHEREAS, the Legislature finds it appropriate to amend the existing fee schedule to ensure fair and accurate cost recovery for the services provided by the Real Property Tax Services Office; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the Real Property Tax Services Fee Schedule as established by Resolution No. 281-15 to read as follows:

CORTLAND COUNTY REAL PROPERTY FEE SCHEDULE

TAX MAPS (includes pdf emailed)	
HALF SIZE MAPS (18" x 24")	$5.00 each
FULL SIZE MAPS (30" x 42")	$10.00 each
SET OF HALF SIZE MAPS - WHOLE COUNTY	$1,000.00 set
COPY OF WIDE-FORMAT SCANNED DOCUMENT (includes pdf emailed)	
HALF SIZE	$5.00 each
FULL SIZE	$10.00 each
POSTAGE	$3.00 1st map
	$2.00 per add'l map
COPIES	

DEEDS/SURVEYS (letter size)	$1.00 per page
PRINT SCREENS/SALES CARDS/REPORTS	$1.00 per page
LEDGER SIZE COPIES	$2.00 per page
LISTINGS	
COUNTY-WIDE CROSS REF (alpha, numeric or location)	$100.00 w/binder
DISCLOSURE NOTICES/DATA MAILERS	$.25 per parcel
TAX BILLS & ROLLS	
SCHOOL & VILLAGE BILLS	
Create Extract Files; Print Rolls & Bills; Fold, Stuff, Seal	$1.00 per parcel
Create Extract Files Only	$50.00 per district
ESCROW COMPANIES – RPS160D1 files for all taxes	$1,500.00 year
Additional extract files for tentative & final rolls	$500.00 year
MAILING LABELS	
LABELS (3 WIDE)	$.05 per label
LISTING (WITH LABELS)	$.50 per page
ONLINE SUBSCRIPTION FEE (BEACON)	
MONTHLY	$30.00
2 WEEKS	$15.00
YEARLY SUBCRIPTION FEE – SINGLE USER	$300.00
YEARLY BUSINESS SITE LICENSE	$300.00
Additional users within the same office	$30.00

; AND BE IT FURTHER

RESOLVED, that the revised fee schedule shall become effective January 1, 2026, and shall remain in effect until amended or repealed by further resolution of this Legislature; AND BE IT FURTHER

RESOLVED, that the Real Property Tax Director is hereby authorized to make, publish, and enforce such fee schedule and to establish rules and regulations as may be necessary to implement the same.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 290-25**

Fix Date to Sign Warrant - Real Property Tax Services

WHEREAS, pursuant to Section 904 of the Real Property Tax Law of the State of New York, the County Legislative body shall annex to or file with the assessment roll of each town a warrant, bearing the seal of the board and signed by the Chairman and Clerk thereof, authorizing and directing the collecting officer for each town to collect the amounts listed; NOW THEREFORE BE IT

RESOLVED, that the date for the annexing of the warrants to the rolls of the Towns for collection of taxes be and hereby is fixed as of December 31, 2025, and that said warrants so annexed be made returnable on or before the first day of June 2026; AND BE IT FURTHER

RESOLVED, that the Chairman and Clerk of the Cortland County Legislature are hereby authorized to sign said warrants on behalf of the County.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator Jason Prentice
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 291-25**

Approve Apportionment of 2026 Cortland County Tax Levy - Real Property

WHEREAS, the report of the Finance and Administration Committee on the apportionment and tax rates for County taxes as submitted to this Legislature must be received, filed and approved; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby approve the Final 2026 Apportionment report for the tax levy for the year 2026 as the foregoing amounts are the net amounts necessary to be raised in taxes:

2026 FINAL Tax Rates – Tax Levy of $43,750,000

Municipality	Net Tax Levy	County Taxable Value	2026 Rate Per $1,000
City of Cortland	9,630,823.03	872,666,040	11.036092
Cincinnatus	979,870.00	61,397,599	15.959419
Cortlandville	10,567,099.32	593,241,574	17.812473

Vil of Homer	56,888.84	3,380,019	16.830923
Vil of McGraw	460,334.17	26,915,115	17.103184
Town Total	**11,084,322.33**	**623,536,708**	
Cuyler	797,008.21	48,315,658	16.495858
Freetown	793,289.81	42,439,753	18.692140
Harford	1,043,166.96	75,494,069	13.817866
Homer	3,530,978.36	208,720,473	16.917259
Vil of Homer	2,404,692.23	150,409,629	15.987622
Town Total	**5,935,670.59**	**359,130,102**	
Lapeer	1,072,777.67	83,862,677	12.792075
Marathon	1,071,582.16	62,260,874	17.211165
Vil of Marathon	542,452.23	33,767,426	16.064364
Town Total	**1,614,034.39**	**96,028,300**	
Preble	1,892,616.84	98,670,139	19.181252
Scott	1,081,298.14	59,955,752	18.034936
Solon	1,060,872.52	50,375,553	21.059273
Taylor	561,239.79	35,443,675	15.834695
Truxton	1,343,332.81	70,120,721	19.157430
Virgil	3,410,279.32	317,871,034	10.728500
Willet	897,623.30	48,564,483	18.483123
TOTALS:	**$43,198,225.71**	**$2,943,872,263**	
			Avg Rate $14.861379

Mr. Harbin MADE A MOTION to consider agenda item nos. 30 - 43 as a consent agenda; Ms. Price SECONDED THE MOTION; and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	

ABSENT:

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 292-25**

Levy Town General and Highway Taxes - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland for the fiscal year beginning January 1, 2026; NOW THEREFORE BE IT

RESOLVED, that there shall be and hereby is assessed and levied upon and collected from the taxable real property in the following named towns, outside of any incorporated villages, wholly or partially located therein, the amounts indicated below for the General and Highway items as specified in the budgets of the respective towns as follows:

	General	Highway
Town of Cortlandville . . . . . outside village -	$ 68,923	$458,836
Town of Homer . . . . . outside village -	$ -0-	

; AND BE IT FURTHER

RESOLVED, that the several amounts raised by tax for all other purposes as specified in the several budgets as presented to this Legislature and which are on file in the Office of Real Property Tax Services, shall be and hereby are assessed and levied upon and collected from all taxable property in the towns as enumerated below, except as otherwise provided by law, namely:

Town	Highway Fund
Cincinnatus	$107,374.00
Cuyler	$222,221.00
Freetown	$261,900.00
Harford	$332,998.00
Homer	$241,386.00
Lapeer	$284,580.00
Marathon	$ 86,520.00
Preble	$130,417.00
Scott	$200,000.00
Solon	$312,000.00
Taylor	$239,292.13
Truxton	$233,800.00
Virgil	$495,830.00
Willet	$168,519.00

; AND BE IT FURTHER

RESOLVED, that the amounts to be raised for the General Fund and Debt Service Fund purposes as specified in the several budgets presented to this Legislature and which are on file in the Office of Real

Property Tax Services hereof, shall and hereby are assessed and levied upon and collected from all taxable property in the towns as enumerated below except as otherwise provided by law, namely:

Town	General Fund
Cincinnatus	$6,405.00
Cortlandville - townwide	$2,191,041.00
Cuyler	$102,930.00
Freetown	$ 15,045.00
Harford	$101,421.00
Homer	$434,040.00
Lapeer	$181,575.00
Marathon	$350,384.00
Preble	$34,000.00
Scott	$ - 0 -
Solon	$ - 0 -
Taylor	$28,340.00
Truxton	$119,169.00
Virgil	$190,986.00
Willet	$78,391.00

; AND BE IT FURTHER

RESOLVED, that such taxes and assessments when collected shall be paid to the Supervisors of the several towns in the amounts as shown by this resolution for distribution by them in the manner provided by law.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 293-25**

Levy Town Special District Taxes - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the several towns of the County of Cortland which includes special district taxes for the fiscal

year beginning January 1, 2026; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied upon and collected from the real property liable therefore within the respective fire protection, fire and lighting districts in the towns as indicated below, as specified in their respective annual budgets for the year 2026:

Town	Fire Tax
Cincinnatus	$112,917.27
Cortlandville - townwide	$957,167.00
Cuyler	$ 69,724.00
Freetown:	
Cincinnatus Fire	$ 8,100.40
Marathon Fire	$ 38,181.64
McGraw Fire	$ 7,800.00
Harford	$131,506.00
Homer	$217,860.00
Lapeer	$112,040.00
Marathon	$130,248.74
Preble	$200,633.00
Scott	$ 63,617.00
Solon	$ 33,000.00
Taylor	$ 43,970.00
Truxton	$ 91,290.00
Virgil	$294,000.00
Willet	$ 84,022.00

; AND BE IT FURTHER

RESOLVED, that such taxes and assessments, when collected, shall be paid to the Supervisors of the several towns in the amount as shown by this resolution for distribution by them in the manner provided by law.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 294-25**

Levy Fire and Safety Inspection Charges - Town of Cortlandville

WHEREAS, a statement showing the unpaid fire and safety inspection charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 130.16 of the Town Law of the State of New York, which statement includes unpaid fire and safety inspection charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of fire and safety inspection charges due said Town of Cortlandville:

Tax Map No.	Name	Amount
85.20-01-32.200	Mones Properties, LLC	$ 90.00
86.09-01-32.200	Cellular Shop of Cortland Inc	$ 90.00
	TOTAL	**$180.00**

Submitted to Cortland County RPTS 11/25/25 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 295-25**

Levy County Special District Tax - Real Property Tax Services

WHEREAS, there has been presented to this Legislature a duly certified copy of the annual budget for the County of Cortland which includes Little York Lake Protection District for the fiscal year beginning January 1, 2026; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied upon and collected from the real property liable therefore within the respective protection district in the towns as indicated below, as specified in the Cortland County annual budget for the year 2026:

Town	LYL Tax
Homer & Preble	$19,284.63

; AND BE IT FURTHER

RESOLVED, that such taxes and assessments, when collected, shall be paid to the County of Cortland in the amount as shown by this resolution for distribution by them in the manner provided by law.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 296-25**

Levy Water Charges - Town of Cincinnatus - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Cincinnatus, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Cincinnatus:

112.00-03-02.000	Derek Raimo	253.12
112.00-03-05.000	James D. & Georginna L. Price	329.57
112.20-01-01.000	Dawn Kuscher	107.31
112.20-01-04.000	Matt Lindley	107.31
112.20-01-20.000	Ryan Morse	214.62
112.20-01-22.000	Ryan Morse	275.12
112.20-01-25.000	Blake Davis	500.62
113.17-01-03.000	Ronald Smith	330.12
113.17-01-04.000	Joseph Randall	473.12
113.17-01-12.000	Kenneth Soule	214.62
113.17-02-02.000	James Durney	214.62
113.17-02-09.000	John Byroads Jr	117.07
113.17-02-10.000	Kristen Turshman	308.12
113.17-02-12.000	Anna Pittsley	214.62
113.17-02-16.000	James Jr & Carolyn Williams	451.22
113.17-02-21.000	Geoffrey Harlow	214.62

122.00-03-04.000	Bryan Kwak	214.62
122.00-03-10.000	Mike Krulikowski	214.62
122.00-03-11.000	Teresa Carr	313.62
122.00-03-17.000	Alexis Aldrich	125.46
122.00-03-20.000	Lisa Kemak	214.62
122.08-01-02.000	Vicki Staley & Shiloh Aldrich	616.12
122.08-01-04.000	William Aldrich	214.62
122.08-01-05.000	Ronald K.Paden	211.5
122.08-01-13.000	Sondra Allen	107.31
122.08-01-25.200	Sally Randall	214.62
122.08-02-06.000	Philip Totman	231.12
122.08-02-11.000	Frontier Comm.,Duff & Phelps LLC	214.62
122.12-01-03.200	Leslie Carter	214.62
122.12-01-11.000	Lisa Kemak	341.12
123.05-01-01.000	Verda Wehner	214.62
123.05-01-04.000	Mountain Village, LLC	682.44
123.05-01-07.000	Richard Supley	214.62
123.05-01-08.000	Jessica Rutan/Mudge	107.31
123.05-01-17.000	Tess Southern	214.62
123.05-01-19.000	Steve Price	302.62
123.05-01-24.000	Clyde Treacy	363.12
123.05-01-25.000	Cheyenne Rathbun	216.27
123.05-01-31.000	Ryan Mangement NY LLC	214.62
123.05-01-37.000	Kathleen Welch	214.62
123.05-01-41.000	Roger McKee	797.62
123.05-01-50.000	Bradley Baldwin	313.62
123.05-01-55.000	Charles Januszka	310.92
123.05-01-60.000	Ronald Dingman	214.62
123.05-01-71.000	Cindy Ballard	214.62
123.05-01-72.000	Cindy Ballard	445.62
123.09-01-03.100	Simon Shore	286.12
123.13-01-01.000	Gordon Brown	214.62
123.13-01-08.200	David Steacy	490.96
123.13-01-09.000	David Steacy	199.46
123.13-01-10.000	Kody Steacy	616.12
123.13-01-21.000	Alexis Lavigne & Arik Stupke	107.31
123.13-01-24.000	Leslie Carter	258.62
123.13-01-25.000	Jay Rice	654.62
123.13-01-26.000	Isaac Spencer	214.62
123.13-01-31.000	Jennifer Allen	346.62
123.13-01-32.000	David Gallow	242.12
123.13-01-36.000	Charles Eaton	107.31
123.13-01-41.000	Wendy Davis	231.12
123.13-01-42.000	Jedadiah Pittsley	451.12
123.13-01-43.000	Shiloh Aldrich	1611.72
132.00-01-11.100	Heath Phillips	330.12

	TOTAL:	**$19,178.85**

Submitted to Cortland County Real Property Tax Services 11/7/2025 by Cincinnatus Water.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 297-25**

Levy County Tax - City of Cortland - Real Property Tax Services

WHEREAS, the Cortland County Legislature adopted Resolution No. 262-25 on November 20, 2025 to adopt the 2026 County budget; AND

WHEREAS, the adopted 2026 budget includes a Real Property Tax Levy of $43,750,000; AND

WHEREAS, the apportionment of the 2026 Cortland County tax levy has been approved by the Cortland County Legislature; AND

WHEREAS, the Real Property Tax Director has assessed the City of Cortland's apportioned share of the County tax levy at nine million, six hundred thirty thousand, eight hundred twenty-three dollars and three cents ($9,630,823.03); NOW THEREFORE BE IT

RESOLVED, that this Legislature directs the sum of nine million, six hundred thirty thousand, eight hundred twenty-three dollars and three cents ($9,630,823.03) to be levied in the City of Cortland, Cortland County, for County purposes for the fiscal year beginning January 1, 2026 and that the Chairman and the Clerk of this Legislature certify this resolution to the Common Council of said City, pursuant to the Charter of said City.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None

EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 298-25**

Levy Grass and Weed Charges - Town of Cortlandville

WHEREAS, a statement showing the unpaid grass and weed control charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 64.5-a of the Town Law of the State of New York, which statement includes unpaid grass and weed control charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of grass and weed control charges due said Town of Cortlandville:

Tax Map No.	Owner	Amount
96.12-01-18.000	Rosemarie Glover	$506.16
	Total:	**$506.16**

Submitted to Cortland County RPTS 11/25/25 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 299-25**

Levy Sewer Charges - Town of Cortlandville - Real Property Tax Services

WHEREAS, a statement showing the unpaid sewer charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that the unpaid sewer charges be re-levied and collected from the real property indicated below:

76.00-06-02.000	Mariella Canady	$267.60
76.14-01-08.000	John Fitzgerald	$52.82
76.14-01-39.000	Michael F. Conger	$563.92
76.15-01-22.000	Matthew Tripp	$151.90
76.18-01-31.000	Stacy L. Crandall-Jones	$292.25
76.19-01-03.000-1	Niagara Mohawk Power Corp	$129.98
76.19-01-05.000	Jeffrey C. Carley	$53.54
76.19-01-19.110	Shannon M. Snyder	$259.34
76.19-01-22.000	Christine Poppe	$156.71
76.19-01-36.200	V.A.F. 10 LLC	$109.79
85.11-01-04.100	Ronald F. Lader	$190.35
85.11-01-07.000	Duron Pitts	$120.88
85.15-01-08.000	Demian M. Piotti	$105.52
85.15-01-09.000	David M. Winter	$922.63
85.16-01-04.000	Grant M. Daum	$225.88
85.16-01-08.000	Sarah C. Cutia	$226.69
85.16-01-29.000	Gwendolyn Stiles	$103.44
85.19-01-04.000	Daniel R. VanDusen	$154.16
85.19-01-15.000	Timothy Parks	$119.13
85.20-01-01.000	Melissa K. Martin	$161.53
85.20-01-33.000	Christopher Cummins	$144.43
86.09-01-24.000	Earl D. Clark	$58.30
86.09-05-03.000	Cayuga Med Center at Ithaca	$61.60
86.13-01-44.000	Benjamin M. Locke	$210.48
86.13-02-05.000	281 Groton Corp	$123.20
95.11-02-25.000	Daniel W. Yunghans	$123.69
95.11-03-02.000	Lori Strauf	$330.58
95.11-03-09.000	Stacy M. Bradley	$86.41
95.11-03-13.000	Jessica Morgan	$74.31
95.14-01-10.000	Benjamin Baum	$327.80
95.16-01-24.100	Cuse 1718 LLC	$61.60
95.16-01-48.000	Sean Winship	$46.09
95.16-01-61.000	Erica L. Skipton	$196.28
95.16-01-75.000	Gary W. James	$622.13
95.16-02-06.000	Kevin VanDonsel	$820.86
95.16-02-23.000	Keith Hall	$201.40
95.16-02-38.000	Joseph R. Petrella	$38.37
95.20-02-06.000-2	Cortlandville Crossing LLC	$205.48
96.05-02-12.000	Homer 23 LLC	$104.13
96.05-02-13.000	Homer 23 LLC	$219.13
96.05-02-14.000	Homer 23 LLC	$128.97
96.05-02-15.000	Homer 23 LLC	$139.64
96.05-02-16.000	Homer 23 LLC	$183.06
96.05-02-17.000	Homer 23 LLC	$144.50
96.05-02-18.000	Caroline Alemany	$256.73

96.06-01-18.000	Anthony T. Rosato	$297.61
96.06-01-21.000	Karlton Roy Phelps	$33.11
96.06-01-30.000	J Robert Messinger	$123.20
96.06-01-43.000	Joseph Moses	$224.22
96.06-02-14.000	Kimberly A. Cook	$631.96
96.06-02-20.000	John H. Hutchinson	$61.60
96.08-01-01.000	Tammy Honour	$123.20
96.08-01-05.000	Charlean Harris	$50.35
96.09-01-09.000	Christian A. Decker	$89.83
96.09-01-24.000	Bethany A. Cutler	$276.65
96.09-02-08.000	Thomas Keane	$564.21
96.09-02-13.000	Wayne D. Eldred	$92.40
96.09-02-39.000	Donald Brown	$123.20
96.09-04-06.000	Leon W. Stewart	$354.86
96.09-04-14.000	3610 Kingsley Ave, LLC	$3,459.75
96.10-01-25.000	Kevin Pristash	$144.79
96.10-02-11.000	Michael J. Mershon	$392.90
96.10-02-19.000	Angela N. Knight	$277.58
96.12-01-10.100	Emu Ridge Properties, LLC	$78.03
105.08-02-11.000	Timothy C. Wright	$255.21
105.08-02-32.000	Megan Crowe	$73.99
105.08-02-35.000	Scott C. Hopko	$164.68
106.05-01-08.000	Shawn W. Riley	$213.00
106.05-01-09.000	Denise Wyszkowski	$156.55
	Total:	**$17,540.11**

Submitted to Cortland County RPTS 12/2/25 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 300-25**

Levy Water Charges - Town of Cortlandville - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Cortlandville, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Cortlandville:

76.00-06-02.000	Mariella Canady	$207.95
76.00-07-03.000	Arthur Bell	$193.53
76.00-07-04.100	Edwin B. Powers	$123.96
76.14-01-08.000	John Fitzgerald	$42.61
76.14-01-39.000	Michael F. Conger	$425.42
76.15-01-22.000	Matthew Tripp	$126.90
76.18-01-28.000	Erika P. Woodward	$68.02
76.18-01-31.000	Stacy L. Crandall-Jones	$229.88
76.19-01-03.000-1	Niagara Mohawk Power Corp	$99.24
76.19-01-05.000	Jeffrey C. Carley	$43.14
76.19-01-19.110	Shannon M. Snyder	$201.90
76.19-01-22.000	Christine Poppe	$130.42
76.19-01-36.200	V.A.F. 10 LLC	$84.43
85.11-01-04.100	Ronald F. Lader	$155.10
85.11-01-07.000	Duron Pitts	$92.57
85.15-01-08.000	Demian M. Piotti	$81.29
85.15-01-09.000	David M. Winter	$692.54
85.16-01-04.000	Grant M. Daum	$173.49
85.16-01-08.000	Sarah C. Cutia	$154.19
85.19-01-04.000	Daniel R. VanDusen	$128.56
85.19-01-15.000	Timothy Parks	$91.28
85.19-01-36.000	Anthony John Keegan	$155.25
85.20-01-01.000	Melissa K. Martin	$133.97
85.20-01-05.000	Halee Riley	$159.65
86.09-01-24.000	Earl D. Clark	$45.87
86.09-01-46.000	Paul W. Allen	$105.84
86.09-05-03.000	Cayuga Med Center at Ithaca	$52.92
86.13-01-44.000	Benjamin M. Locke	$162.19
86.13-02-05.000	281 Groton Corp	$105.84
87.09-01-03.000	Breanne R. Bassett	$338.84
87.13-01-06.000	Alexis R. Brown	$100.37
87.13-01-25.000	Nicole R. Bush	$273.81
95.06-01-09.000	G. Helen Clark	$76.03
95.06-01-15.000	Elaine M. Milham	$71.46
95.07-01-28.000	Troy Outlaw	$158.40
95.07-02-04.000	Michael J. Millis	$120.04
95.11-01-24.000	Gerald V. Ruggiero	$105.84

95.11-01-28.000	Gregory L. Hall	$79.38
95.11-01-46.000	Christopher C. Nightingale	$121.35
95.11-02-25.000	Daniel W. Yunghans	$98.47
95.11-03-02.000	Lori Strauf	$258.01
95.11-03-09.000	Stacy M. Bradley	$71.11
95.11-05-04.000	Brian D. Withey	$377.46
95.14-01-10.000	Benjamin Baum	$255.99
95.16-01-24.100	Cuse 1718 LLC	$250.92
95.16-01-48.000	Sean Winship	$37.68
95.16-01-61.000	Erica L. Skipton	$151.74
95.16-01-75.000	Gary W. James	$471.98
95.16-02-06.000	Kevin VanDonsel	$617.87
95.16-02-23.000	Keith Hall	$155.50
95.16-02-38.000	Joseph R. Petrella	$32.01
95.20-02-06.000-2	Cortlandville Crossing LLC	$90.00
96.00-03-04.000	Frederick M. Little	$158.76
96.00-12-02.000	Christina M. Grossi	$66.78
96.00-12-03.000	Scott J. McKinney	$137.85
96.05-01-32.000	Dustin Harrington	$139.31
96.05-02-12.000	Homer 23 LLC	$84.13
96.05-02-13.000	Homer 23 LLC	$176.23
96.05-02-14.000	Homer 23 LLC	$102.35
96.05-02-15.000	Homer 23 LLC	$110.18
96.05-02-16.000	Homer 23 LLC	$149.76
96.05-02-17.000	Homer 23 LLC	$113.74
96.05-02-18.000	Caroline Alemany	$199.98
96.06-01-18.000	Anthony T. Rosato	$233.83
96.06-01-21.000	Karlton Roy Phelps	$28.15
96.06-01-30.000	J Robert Messinger	$105.84
96.06-01-43.000	Joseph Moses	$179.96
96.06-02-14.000	Kimberly A. Cook	$479.20
96.06-02-20.000	John H. Hutchinson	$52.92
96.08-01-01.000	Tammy Honour	$105.84
96.08-01-05.000	Charlean Harris	$40.80
96.09-01-09.000	Christian A. Decker	$69.78
96.09-01-24.000	Bethany A. Cutler	$218.45
96.09-02-08.000	Thomas Keane	$429.50
96.09-02-13.000	Wayne D. Eldred	$79.38
96.09-02-39.000	Donald Brown	$105.84
96.09-04-06.000	Leon W. Stewart	$275.84
96.09-04-14.000	3610 Kingsley Ave, LLC	$2,554.59
96.10-01-25.000	Kevin Pristash	$110.12
96.10-02-11.000	Michael J. Mershon	$303.74
96.10-02-19.000	Angela N. Knight	$211.42
96.12-01-10.100	Emu Ridge Properties, LLC	$64.97
96.12-01-21.000	James D. Holbrook	$341.76

105.08-01-17.000	Elizabeth J. Cavanagh	$363.46
105.08-02-11.000	Timothy C. Wright	$202.70
105.08-02-32.000	Megan Crowe	$58.15
105.08-02-35.000	Scott C. Hopko	$124.72
106.05-01-08.000	Shawn W. Riley	$121.68
106.05-01-09.000	Denise Wyszkowski	$126.46
	Total:	**$17,210.38**

Submitted to Cortland County RPTS 12/2/25 by Kristin Rocco-Petrella, Cortlandville Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 301-25**

Levy Sewer Charges - Town of Cuyler - Real Property Tax Services

WHEREAS, a statement showing the unpaid sewer charges in the Town of Cuyler, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of sewer charges due said Town of Cuyler:

Tax Map No.	Name	Amount
31.02-02-16.000	D. Richard Lambert	$296.80
31.02-02-17.000	D. Richard Lambert	$296.80
31.02-02-22.000	Laura Hyde	$296.80
31.02-02-27.000	Mandy Morgan	$296.80
31.02-02-30.000	Brown & Blue, LLC	$543.20
31.02-02-39.000	Jessica Harris	$296.80
31.02-02-40.000	Joel Barney	$296.80
31.02-02-47.000	Jennifer Dorman	$420.00
	TOTAL:	**$2,744.00**

Submitted to Cortland County Real Property Tax Services on 11/25/25 by Wendy Custer, Cuyler Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 302-25**

Levy Water Charges - Town of Harford - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Harford, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Harford:

Tax Map No.	Name	Amount
172.05-01-17.112	Thomas R. Poole	$766.00
172.05-01-17.200	Michael J. Price	$16.50
172.05-01-32.000	Rachel Murray	$769.00
172.06-01-02.000	Lucas H. Baker	$579.00
172.06-01-05.000	Robin Howland-Baez	$551.00
172.06-01-12.200	Chris E. Tweedie	$506.00
	TOTAL	**$3,187.50**

Submitted to Cortland County Real Property Tax Services on 12/1/25 by Jennifer Fox, Harford Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston

NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 303-25**

Levy Water Charges - Town of Scott - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Scott, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Scott:

Tax Map No.	Name	Amount
35.03-01-05.000	Karissa E. Hart	$ 74.80
35.03-01-06.000	Caitlin T. Higgins	$173.80
35.03-01-09.000	Tyler West	$299.20
35.03-01-15.000	Daniel S. Platt	$302.50
35.03-01-17.000	Ronald P. Comerford	$158.60
35.03-01-31.000	Matthew J. Klemm Sr	$299.20
35.03-01-32.000	Sarah M. Mack	$ 88.83
35.03-01-39.000	Connal M. Carr	$299.20
35.03-01-42.000	Bryan McKinney	$ 91.30
35.03-01-44.000	Seamans Trust	$103.84
35.03-01-45.000	William F. Brown	$ 81.40
35.03-01-53.000	Jesse Hodge	$162.80
	TOTAL:	**$2,135.47**

Submitted to Cortland County Real Property Tax Service on 12/2/25 by Tamara Congdon, Scott Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer,

	Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 304-25**

Levy Sewer Charges - Town of Virgil - Real Property Tax Services

WHEREAS, a statement showing the unpaid sewer charges in the Town of Virgil, Cortland County, has been filed as outlined in Section 198-1(k) of the Town Law of the State of New York, which statement includes unpaid sewer charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of sewer charges due said Town of Virgil:

127.00-09-10.000-4	Jon J. Barnhart	$ 439.00
127.15-01-17.000	Wade D. Bendus	$ 612.00
127.15-01-30.000-14	Sheryl Brumer	$ 432.00
127.15-01-31.000-24	James S. Sorbella	$1,439.33
127.15-01-31.000-25	James S. Sorbella	$ 635.50
127.15-01-31.000-28	Rrezarta Krasniqi Maslinka	$ 87.03
127.15-01-31.000-34	Kathleen M. VanBuren	$ 132.00
127.15-01-31.000-38	Britney Funccius	$ 647.00
127.15-01-31.000-54	Eugene Franc Arthur	$ 276.00
127.15-01-31.000-59	William R. Peake	$ 664.78
	TOTAL:	**$5,364.64**

Submitted to Cortland County Real Property Tax Services on 11/24/25 by Alane VanDonsel, Virgil Town Clerk.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	

ABSENT:

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 305-25**

Levy Water Charges - Town of Virgil - Real Property Tax Services

WHEREAS, a statement showing the unpaid water charges in the Town of Virgil, Cortland County, has been filed as outlined in Section 198-3(d) of the Town Law of the State of New York, which statement includes unpaid water charges which have not appeared on any statement previously filed and the supervisor of said town transmitted said statement to this Legislature; NOW THEREFORE BE IT

RESOLVED, that there shall be and is hereby assessed and levied and collected from the real property liable therefore as indicated below, the following amounts of water charges due said Town of Virgil:

Tax Map No.	**Name**	**Amount**
127.00-06-27.000	Universal Property Rentals LLC	$ 338.00
127.00-09-10.000-4	Jon J. Barnhart	$ 239.00
127.15-01-17.000	Wade D. Bendus	$ 331.50
127.15-01-30.000-14	Sheryl Brumer	$ 234.00
127.15-01-31.000-24	James S. Sorbella	$1,147.83
127.15-01-31.000-25	James Sorbella	$ 344.00
127.15-01-31.000-28	Rrezarta Krasniqi Maslinka	$ 47.15
127.15-01-31.000-34	Kathleen M. VanBuren	$ 71.50
127.15-01-31.000-38	Britney Funccius	$ 350.00
127.15-01-31.000-54	Eugene Frac Arthur	$ 150.15
127.15-01-31.000-59	William R. Peake	$ 367.78
	TOTAL	**$3,620.91**

Submitted to Cortland County Real Property Tax Services on 11/18/25 by Alane VanDonsel, Virgil Town Clerk.

Mr. Harbin MADE A MOTION to suspend the Rules of Order to entertain two resolutions before the legislature; Ms. Bischoff SECONDED THE MOTION; and upon unanimous voice vote of members present; MOTION CARRIED.

Resolutions Under Suspension of the Rules of Order

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Minority Leader Beau Harbin
SECONDER:	Legislator Douglas Bentley
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF CATHY BISCHOFF **RESOLUTION NO. 306-25**

Microenterprise Assistance Program Grant Award - Dylan Barber Farm

WHEREAS, the Cortland County Legislature's Finance and Administration Committee was empaneled as the Cortland County Microenterprise Assistance Program Review Committee on December 18, 2025 for the purpose of reviewing applications received for the Microenterprise Grant Program; AND

WHEREAS, following said review the Committee recommended that Dylan Barber Farm, of 2366 Carter-Slocum Road, Marathon, New York 13803, be awarded $35,000 from the Microenterprise program for the purchase of a manure spreader; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby accepts and approves the recommendation of the Cortland County Microenterprise Assistance Program Review Committee and hereby awards the sum $35,000 to Dylan Barber Farm from the Cortland County Microenterprise Assistance Program funding for the purchase of a manure spreader; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Cortland County Legislature, upon review by the County Attorney or designee, is hereby authorized to prepare and execute any and all agreements and sub-recipient agreements necessary and incident to this award.

RESULT:	**ADOPTED (17 TO 0)**
MOVER:	Legislator Paul Heider
SECONDER:	Minority Leader Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Linda Jones, Reed Cleland, Christopher Newell, Joseph Nauseef, Eugene Waldbauer,

	Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	
ABSENT:	

ON MOTION OF PAUL HEIDER **RESOLUTION NO. 307-25**

Modify 2025 Budget, Approval to Purchase Road Salt – Department of Public Works

WHEREAS, the Cortland County Department of Public Works is in need of road salt for snow and ice removal on County and State Highways; AND

WHEREAS, the Cortland County Department of Public Works Commissioner recommends the purchase of seven hundred tons of road salt to cover the remainder of the 2025 winter season; AND

WHEREAS, the Cortland County Legislature recommends the purchase of seven hundred tons of road salt at an amount not to exceed $50,000; NOW THEREFORE BE IT

RESOLVED, that the 2025 County Budget is hereby amended as follows:

DECREASE:

D51105.51005	Personal Services	$50,000.00

INCREASE:

D51105.54077.7800	Salt	$50,000.00

Announcements

Announcements

Adjournment

Adjournment

The meeting was adjourned at 06:40 AM.

Cortland County Legislature

Legislative Session

~ Minutes ~

Legislative Chambers
Cortland, NY 13045
https://www.cortlandcountyny.gov

Thursday, November 20, 2025 **6:00 PM** **Board Room**

Public Hearings

1. Local Law No. J of 2025 – a Local Law to Amend Local Tax Law #1 of 2007 – Extending the Imposition of a Mortgage Recording Tax in Cortland County

RESULT:	**CLOSED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Jason Prentice, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch

2. Local Law "K" of 2025 - a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

RESULT:	**CLOSED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Jason Prentice, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch

3. Local Law "L" of 2025 - a Local Law Setting the Salary of Cortland County Election Commissioners

RESULT:	**CLOSED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Dominick Mantella, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch

4. Tentative 2026 Cortland County Budget

RESULT:	**CLOSED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch

Call to Order

The meeting was called to order at 6:00 PM by Chair of the Legislature Kevin Fitch

Salute to the Flag

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County	Legislator	Present	
Cathy Bischoff	Cortland County	Legislator	Present	
Reed Cleland	Cortland County	Legislator	Present	
Mitchel Eccleston	Cortland County	Legislator	Present	
Beau Harbin	Cortland County	Minority Leader	Excused	
Paul Heider	Cortland County	Majority Leader	Present	
Linda Jones	Cortland County	Legislator	Present	
Dominick Mantella	Cortland County	Legislator	Present	
William McGovern	Cortland County	Legislator	Present	
Joseph Nauseef	Cortland County	Legislator	Present	
Christopher Newell	Cortland County	Legislator	Present	
Jason Prentice	Cortland County	Legislator	Present	
Sandra Price	Cortland County	Legislator	Present	
Ronald J. Van Dee	Cortland County	Legislator	Present	
Keith VanGorder	Cortland County	Legislator	Present	
Eugene Waldbauer	Cortland County	Legislator	Present	
Kevin Fitch	Cortland County	Chair of the Legislature	Present	

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Oct 23, 2025 6:00 PM

RESULT: APPROVED

2. Cortland County Legislature - Special Meeting - Nov 13, 2025 3:00 PM

RESULT: APPROVED

Privilege of the Floor

Proclamations & Recognitions

1. Richard Aylesworth Retirement Proclamation

RESULT: COMPLETED

2. Tobacco Control Program Proclamation

RESULT: COMPLETED

3. Rural Health Day Proclamation

RESULT: COMPLETED

Presentation of Petitions, Communications, Presentations and Notices

Reports of Standing, Special and Ad Hoc Committees

Receive and File

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

Referred from Government Operations Committee

AGENDA ITEM NO. 1 – Authorizing Contract for Third-Party Inspection of Playgrounds Owned and Maintained by Cortland County

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Cathy Bischoff, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 240-25**

Authorizing Contract for Third-Party Inspection of Playgrounds Owned and Maintained by Cortland County

WHEREAS, Cortland County adopted Resolution No. 53-25 Adopting Safety Standards for Playgrounds Owned and Maintained by Cortland County; AND

WHEREAS, it is in the best interests of Cortland County to have a third-party inspect the playgrounds owned and maintained by Cortland County; AND

WHEREAS, Innovative Playground Services, Inc. (IPS) has provided a quote in the amount of $650.00 per playground per inspection; AND

WHEREAS, IPS is a National Playground Safety Institute Certified Inspector, has been deemed a Qualified Contractor by the National Playground Contractors Association, Inc. (NPCAI), and completes inspections to the standards adopted by the Cortland County Legislature; AND

WHEREAS, there is funding available in the Safety Budget in account A36205-50435 (Training) to be transferred to A36205-54055 (Professional Services); NOW THEREFORE BE IT

RESOLVED, that the sum of $650.00 shall be transferred from Safety Budget Line A36205-50435 to Safety Budget Line A36205-54055; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute a contract with Innovative Playground Services, Inc., PO Box 6, Lisle, NY 13797-0006 for third-party inspections of playgrounds owned and maintained by Cortland County at the rate of $650.00 per playground inspection, to be paid from A36205-54055.

AGENDA ITEM NO. 2 – Authorize Annual Software Maintenance Agreement with Dominion/Liberty Vote - Board of Elections

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 241-25**

Authorize Annual Software Maintenance Agreement with Dominion/Liberty Vote - Board of Elections

WHEREAS, the Board of Elections utilizes Dominion/Liberty Vote voting systems; AND

WHEREAS, Dominion/Liberty Vote designs, manufactures, licenses, and provides services for its voting systems; AND

WHEREAS, the annual maintenance agreement is a three (3) year contract of $12,000 per year through 12/31/2027; AND

WHEREAS, grant monies available through the ePollbook grant were used for 2025; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into a multi-year agreement with Dominion/Liberty Vote at a cost of $12,000 per year beginning in 2025 and ending 12/31/2027 with such cost agreement to be paid from Account No. A14505.54015.

AGENDA ITEM NO. 3 – Authorizing Acceptance of $15,000 from the New York State Education Department for the NY250 Local Partnership Allocation

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Christopher Newell, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF FITCH **RESOLUTION NO. 242-25**

Authorizing Acceptance of $15,000 from the New York State Education Department for the NY250 Local Partnership Allocation

WHEREAS, the New York State Education Department, through the New York State 250th Commemoration Commission, has made funding available to counties statewide to support local activities commemorating the 250th anniversary of the American Revolution; AND

WHEREAS, Cortland County has been allocated $15,000 under the NY250 Local Partnership Allocation, based upon county P-12 enrollment as part of the Commission's Empower Local Partners strategy; AND

WHEREAS, said funds are intended to support inclusive historical programming, civic engagement, public education, and commemoration of the Revolution and its legacy; AND

WHEREAS, Cortland County will act as the designee for the allocation, and Savannah

Hempstead, as Cortland County Historian, will administer said funds in accordance with the Commission's guidelines; AND

WHEREAS, it is necessary to place these funds into the appropriate account line for expenditure as authorized; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the acceptance of $15,000 from the New York State Education Department for the NY250 Local Partnership Allocation; AND BE IT FURTHER

RESOLVED, that the Cortland County Historian, Savannah Hempstead, shall administer and oversee the use of said funds in accordance with the requirements and reporting guidelines established by the New York State Education Department and the New York State 250th Commemoration Commission; AND BE IT FURTHER

RESOLVED, that the 2025 Cortland County Budget be and hereby be amended as follows:

Increase:

A10405.43289	$15,000
A10405.54055	$15,000

; AND BE IT FURTHER

RESOLVED, that the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

AGENDA ITEM NO. 4 – Authorize Mortgage Tax Disbursement for April 2025 - September 2025

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Jason Prentice, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 243-25**

Authorize Mortgage Tax Disbursement for April 2025 - September 2025

WHEREAS, in accordance with New York State Tax Law, Article 11, §261, the Semi-Annual Mortgage Tax Report for April 1, 2025 - September 30, 2025, has been prepared and submitted by the Cortland County Clerk and has been approved by the New York State Department of Taxation and Finance; AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Director of Finance; AND

WHEREAS, the mortgage tax has been calculated to apportion the basic mortgage tax between the towns and villages; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Cortland County Director of Finance to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

Cincinnatus	$7,611.19
Cortland	$111,664.63
Cortlandville	$84,007.26
Cuyler	$5,216.99
Freetown	$9,085.91
Harford	$10,898.42
Homer, Town	$27,996.55
Homer, Village	$20,752.79
Lapeer	$2,387.57
Marathon, Town	$25,500.02
Marathon, Village	$13,471.98
McGraw, Village	$2,313.30
Preble	$15,564.41
Scott	$7,616.87
Solon	$1,164.22
Taylor	$2,068.25
Truxton	$7,382.23
Virgil	$25,873.04
Willet	$3,582.68
TOTAL	$384,158.31

AGENDA ITEM NO. 5 – Local Law No. 12 of 2025 - a Local Law to Amend Local Tax Law #1 of 2007 - Extending the Imposition of a Mortgage Recording Tax in Cortland County - County Clerk

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Cathy Bischoff, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 244-25**

Local Law No. 12 of 2025 - a Local Law to Amend Local Tax Law #1 of 2007 - Extending the Imposition of a Mortgage Recording Tax in Cortland County - County Clerk

WHEREAS, New York State Law §253-v, authorizes Cortland County to adopt and amend local laws imposing a mortgage recording tax of twenty-five cents ($0.25) for each one hundred dollars ($100.00) and each remaining major fraction thereof principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated in Cortland County and recorded on or after the date upon which such tax takes effect; AND

WHEREAS, the Cortland County Legislature authorized a mortgage recording tax by adopting County Local Law No. 1 of 2007; AND

WHEREAS, upon approval of the New York Legislature, the Cortland County Legislature has reauthorized the mortgage recording tax via subsequent local laws; AND

WHEREAS, the current legislation authorizing the mortgage recording tax is set to expire December 1, 2025; AND

WHEREAS, the New York State Legislature revised New York State Tax Law §253-v and extended the effective repeal date to December 1, 2027; NOW THEREFORE BE IT

ENACTED, by the Cortland County Legislature as follows:

Section 1

For the period beginning December 1, 2025 and ending December 1, 2027, there is hereby imposed, in The County of Cortland, a tax of $0.25 for each $100.00, and each remaining fraction thereof of principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated within the County of Cortland and recorded on or after December 1, 2025, and a tax of $0.25 on such mortgage if the principal debt of obligation which is or by any contingency may be secured by such mortgage less than $100.00.

Section 7

The Local Law shall take effect December 1, 2025. A certified copy of this Local Law shall be mailed to the Commissioner of Taxation and Finance at the Commissioner's Office in Albany, New York. Certified copies of this Local Law shall be filed with the Cortland County Clerk, the Secretary of State and State Comptroller within five days after the Local Law is enacted.

AGENDA ITEM NO. 6 – Local Law "K" of 2025 - a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 245-25**

Local Law "K" of 2025 - a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

WHEREAS, said Local Law has been in its final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date; AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required; NOW THEREFORE BE IT

RESOLVED, that Local Law "K" for the year 2025 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law; AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted; NOW THEREFORE

BE IT ENACTED by the Legislature of the County of Cortland, as follows:

Local Law "K" of 2025 - a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

SECTION 1.
LEGISLATIVE INTENT

The County Legislature hereby states the intent of this local law is to preserve the integrity of the Management Compensation Plan, the goal of which is to treat all employees equally by maintaining grade level salary increments attached to years of service to the County. It is therefore necessary for the County Legislature to extend by local law the same increase in salary for those County officers elected or appointed for a fixed term, in compliance with New York State County Law §201, as has been previously adopted pursuant to the amended Grade and Step Schedule for Management Confidential Employees through Cortland County Local Laws.

SECTION II.

The Cortland County Employment Policy Manual for Department Heads, Management and Management/Confidential Employees includes a Grade and Step Schedule, with salary increments tied to grade levels and years of service. Certain officers are excluded pursuant to New York State County Law §201, as the salary of any officer elected or appointed for a fixed term may only be increased by local law subject to permissive referendum as provided for in Municipal Home Rule Law §24(2)(h).

SECTION III.

The same rate of annual salary increase for fiscal year 2026 extended to Cortland County Management and Management/Confidential Employees through the modification of the Grade and Step Schedule, shall be provided to those officers elected or appointed for a fixed term, during their term of office. The annual salary of said officers elected or appointed for a fixed term, during their term of office, is to be adjusted and paid over the balance of the 2026 calendar year, upon the effective date of this local law.

This Local Law shall function to increase the salary of the following officers elected or appointed for a fixed term, during their term of office:

Elected officers include:
County Clerk
County Coroner(s)
County Sheriff

Officers appointed for a fixed term include:
Clerk of the Legislature
County Attorney
Public Defender
Veteran's Services Officer
Commissioner of Social Services
Commissioner of Public Works
Personnel Officer
Public Health Director
Real Property Tax Services Director

SECTION IV:

This local law is subject to permissive referendum and shall not take effect until at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

AGENDA ITEM NO. 7 – Local Law "L" of 2025 - a Local Law Setting the Salary of Cortland County Election Commissioners

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 246-25**

Local Law "L" of 2025 - a Local Law Setting the Salary of Cortland County Election Commissioners

WHEREAS, said Local Law has been in its final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date; AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required; NOW THEREFORE BE IT

RESOLVED, that Local Law "L" for the year 2025 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law; AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted; NOW THEREFORE

BE IT ENACTED by the County Legislature of the County of Cortland as follows:

Local Law "L" of 2025 - a Local Law Setting the Salary of Cortland County Election Commissioners

Section I:

Pursuant to Election Law §3-208, each Cortland County Election Commissioner shall receive an equal annual salary, to be fixed by the County Legislature.

Section II:

The annual salary for each Cortland County Election Commissioner shall be increased from $59,254 to $66,939 for fiscal year 2026 and paid over the balance of 2026 calendar year, upon the effective date of this local law.

Section III:

This local law is subject to permissive referendum and shall not take effect until at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

Referred from Public Works Committee

AGENDA ITEM NO. 8 – Authorize Lease Agreement with City of Cortland for Management of Cortland County Gymnasium - Public Works

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF HEIDER **RESOLUTION NO. 247-25**

Authorize Lease Agreement with City of Cortland for Management of Cortland County Gymnasium - Public Works

WHEREAS, the County of Cortland owns a gymnasium located at 60 Central Avenue, Cortland, New York; AND

WHEREAS, the County has determined it to be in the best interest of the community to continue the partnership with the City of Cortland for the management and operation of said facility; AND

WHEREAS, the City of Cortland has agreed to manage and maintain the Cortland County Gymnasium under the terms of a four (4) year lease agreement; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby authorizes and approves a four (4) year lease agreement with the City of Cortland for the management and operation of the Cortland County Gymnasium located at 60 Central Avenue, Cortland, New York 13045; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute said lease agreement.

AGENDA ITEM NO. 9 – Authorize Increase of Landfill Tipping Fees

Mr. Heider MADE A MOTION TO AMEND the resolution to change the start date from January 1, 2026 to March 1, 2026; Ms. Jones SECONDED THE MOTION TO AMEND, and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	**ADOPTED AS AMENDED [14 TO 2]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Eccleston, Heider, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
NAYS:	Reed Cleland, Linda Jones
EXCUSED:	Beau Harbin

ON MOTION OF HEIDER **RESOLUTION NO. 248-25**

Authorize Increase of Landfill Tipping Fees

WHEREAS, the Cortland County Legislature adopted Local Law No. 6 of 2024, which repealed and replaced all previous Local Laws relative to Flow Control in Cortland County; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 330-18 which set tipping fees at the Cortland County Landfill at eighty ($80) dollars per ton, effective January 1st, 2019; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 327-20 which increased the tipping fee for refuse and garbage from eighty-five ($85) dollars per ton to ninety ($90) dollars per ton, effective January 1, 2022; AND

WHEREAS, the cost to operate and maintain the County Landfill and Recycling Facility continues to increase; AND

WHEREAS, at the current tipping fee does not adequately fund those current and future financial liabilities associated with the landfill; AND

WHEREAS, the Public Works Committee recommends that the Tipping Fee be increased by fifteen dollars ($15) per ton effective March 1, 2026 to help offset these expenses; NOW THEREFORE BE IT

RESOLVED, that the tipping fee for refuse and garbage be increased from ninety ($90) dollars per ton to one hundred and five ($105) dollars per ton, effective March 1, 2026; AND BE IT FURTHER

RESOLVED, that Cortland County Public Works Department's Division of Solid Waste be and is hereby authorized and directed to collect said tipping fees from users of the landfill and deposit the monies thus received with the Cortland County Finance Department in accordance with established County policy.

AGENDA ITEM NO. 10 – Abolish/Create Various Positions – Information Technology Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF HEIDER **RESOLUTION NO. 249-25**

Abolish/Create Various Positions – Information Technology Department

WHEREAS, the needs of the agency will be better served by abolishing and creating several positions in the Information Technology Department; AND

WHEREAS, the Public Works Committee recommends the abolishment of the following full-time positions:

- One - Computer Support Specialist (CSEA, Grade 9, $19.5557-24.7524/hr, competitive class)
- Two - Network Technicians (CSEA, Grade 18, $26.3374-33.3363/hr, competitive class)
- One - Computer Programmer (CSEA, Grade 24, $32.8231-41.5458/hr, competitive class)

; AND

WHEREAS, the Public Works Committee recommends the creation of the following full-time positions:

- Two - Computer Support Technicians (CSEA, Grade 18, $26.3374-33.3363/hr, competitive class)
- One - Network Specialist (CSEA, Grade 22, $30.4484-38.5398/hr, competitive class)
- One - Senior Network Specialist (CSEA, Grade 25, $34.1035-43.1664/hr, competitive class)
- One - Administrative Assistant (Management, Grade 5H, $23.4039-31.1506/hr, competitive class)

- Two - Senior Computer Support Specialists (CSEA Grade 25, $34.1035-43.1664/hr, competitive class)

; AND

WHEREAS, existing funds are available in A16805.51005 for these changes; NOW THEREFORE BE IT

RESOLVED, that the following positions are abolished effective November 23, 2025:

- One - Computer Support Specialist (CSEA, Grade 9, $19.5557-24.7524/hr, competitive class)
- Two - Network Technicians (CSEA, Grade 18, $26.3374-33.3363/hr, competitive class)

; AND BE IT FURTHER

RESOLVED, that the following position is abolished effective December 31, 2025:

- One - Computer Programmer (CSEA, Grade 24, $32.8231-41.5458/hr, competitive class)

; AND BE IT FURTHER

RESOLVED, that the following positions are created with approval to fill effective November 24, 2025:

- Two - Computer Support Technicians (CSEA, Grade 18, $26.3374-33.3363/hr, competitive class)
- One - Network Specialist (CSEA, Grade 22, $30.4484-38.5398/hr, competitive class)
- One - Senior Network Specialist (CSEA, Grade 25, $34.1035-43.1664/hr, competitive class)
- One - Administrative Assistant (Management, Grade 5H, $23.4039-31.1506/hr, competitive class)
- Two - Senior Computer Support Specialists (CSEA Grade 25, $34.1035-43.1664/hr, competitive class)

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 11 – Authorize Agreement with FurtherEd, Inc. for Provision of Continuing Legal Education (CLE) Courses - Assigned Counsel

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sandra Price, Legislator
SECONDER:	Cathy Bischoff, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF PRICE **RESOLUTION NO. 250-25**

Authorize Agreement with FurtherEd, Inc. for Provision of Continuing Legal Education (CLE) Courses - Assigned Counsel

WHEREAS, the 18-b panel attorneys of the Cortland County Office of Assigned Counsel and the attorneys working in the Cortland County Public Defender's office are required by the New York State Bar Association to obtain twenty-four (24) Continuing Legal Education (CLE) credits every two (2) years; AND

WHEREAS, a requisite "Objective" of Cortland County's HH11 grant with the New York State office of Indigent Legal Services (ILS), is to, "Implement initiatives to improve the quality of indigent defense such that attorneys receive effective supervision and training..."; AND

WHEREAS, the first two "Key Performance Measures" of the aforementioned grant Objective are, 1. The number of training events supported by this funding; and 2. The number of attorneys whose attendance at training events was supported by this funding; AND

WHEREAS, FurtherEd, INC. d/b/a Lawline is a company that provides unlimited CLE access for Attorneys (2,200+ CLE courses plus 30+ new courses added monthly), and compliance tracking by providing for a dedicated account manager, monthly reporting, automated CLE tracker, (LawLine program) license management, and a single access point for all compliance, for a flat fee; AND

WHEREAS, FurtherEd, Inc. d/b/a Lawline, has agreed that such services shall be paid at the rate of One Hundred and Fifty-Nine ($159.00) Dollars per license (per attorney), with paralegals and non-attorney staff included at no additional cost, per year; AND

WHEREAS, Cortland County's HH11 grant from ILS specifically provides $27,000.00 and $25,000.00 to the Public Defender's office and ACP, respectively, for CLEs, Trainings, and Convenings, it is; NOW THEREFORE BE IT

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to execute an agreement with FurtherEd, Inc. d/b/a Lawline for the provision of CLE courses, as previously described, for the period from January 1, 2026 through December 31, 2026 at the rate of $159.00 per attorney and no cost for paralegals or non-attorney staff; AND BE IT FURTHER

RESOLVED that the funds for this agreement are budgeted in Account No. A11755-54035.HH11 in the amount of $5,565.00 (35 @$159/attorney) and A11705-54035.HH11 in the amount of $1,590.00 (10@ $159/attorney plus paralegals and staff).

AGENDA ITEM NO. 12 – Appoint Member to the Cortland County Criminal Justice Advisory Board

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sandra Price, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF PRICE **RESOLUTION NO. 251-25**

Appoint Member to the Cortland County Criminal Justice Advisory Board

WHEREAS, Resolution No. 131-05 created the Cortland County Criminal Justice Advisory Board; AND

WHEREAS, the Cortland County Legislature is required by Article III, Section 2 of the Criminal Justice Advisory Board By-laws to make all appointments to the Board; AND

WHEREAS, in accordance with §261(2) of Executive Law, the County Administrator shall serve as the Chair of the CJAB unless he designates in writing a member of the CJAB to serve in his stead; NOW THEREFORE BE IT

RESOLVED, that Michael A. Ponticiello be and hereby is appointed to the Cortland County

Criminal Justice Advisory Board for the duration of his tenure as Cortland County Administrator.

Referred from Agriculture/Planning/Environment Committee

Referred from Health & Human Services Committee

AGENDA ITEM NO. 13 – Reappoint Member Cortland County Board of Health

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF VAN DEE **RESOLUTION NO. 252-25**

Reappoint Member Cortland County Board of Health

WHEREAS, New York State Regulation requires that the County Legislature appoint at-large representative members of the Board of Health; AND

WHEREAS, the term of Bonni Hodges will expire on the Cortland County Board of Health on December 31, 2025; NOW THEREFORE BE IT

RESOLVED, that that Bonni C. Hodges, Ph.D., c/o SUNY Cortland, Health Department, 105 Moffett Center, PO Box 2000, Cortland, NY 13045 be and hereby is re-appointed to said Board for a six (6) year term beginning on January 1, 2026 and ending December 31, 2031.

AGENDA ITEM NO. 14 – Amend 2025 Budget for Pre-K Tuition Costs and Early Intervention Escrow - Health Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF VAN DEE **RESOLUTION NO. 253-25**

Amend 2025 Budget for Pre-K Tuition Costs and Early Intervention Escrow - Health Department

WHEREAS, Cortland County's Early Intervention and Pre-K Program, mandatory programs in which the County is required to pay for services to children with developmental disabilities, requires a budget amendment to the 2025 County budget to cover the increased costs of these services; AND

WHEREAS, due to the increase in the New York State (NYS) rate of tuition and an increase in children requiring higher needs and more services, our PRE-K budget accounts are projected to face a funding shortfall of approximately $300,000 in the 2025 budget; AND

WHEREAS, due to the lack of funding received through NYS Covered Lives Law, which requires counties not to bill medical insurance for services, and the increase in the number of children

receiving services, the Early Intervention (EI) Escrow account is projected to face a funding shortfall of approximately $43,000 in the 2025 budget; AND

WHEREAS, the Health Department is able to increase PRE-K Medicaid revenue and reallocate expenses to cover these increases; NOW THEREFORE BE IT

RESOLVED, that the 2025 budget be and hereby is amended as follows:

Revenue:

		Increase	Revised Budget
A40465.41689.PREK	PREK MEDICAID REVENUE	$200,000	$700,000

Expense:

		Inc./(Dec.)	Revised Budget
A40465.54800.PREK	PROGRAM EXPENSE (TRANSPORTATION)	($100,000)	$268,000
A40465.54445.PREK	PREK TUITION	$300,000	$2,300,000
A40595.54615.4052	CONTRACTED MED SVC	$43,000	$177,900
A40115.51005.4037	PERSONAL SERVICES	($20,000)	$358,124
A40125.51010	PART TIME SERVICES	($8,000)	$34,889
A40465.51010.PREK	PART TIME SERVICES	($15,000)	$21,655

AGENDA ITEM NO. 15 – Authorize Agreement with SUNY Cortland for 2026 High School Opportunity Fair in April 2026

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	William McGovern, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF VAN DEE **RESOLUTION NO. 254-25**

Authorize Agreement with SUNY Cortland for 2026 High School Opportunity Fair in April 2026

WHEREAS, Cortland County Employment & Training (E&T) Grant Administration/Workforce Development Department desires to enter into an agreement with SUNY Cortland to use a space on their campus for the upcoming High School Job Opportunity Fair on April 28, 2026; AND

WHEREAS, the college is a partner with this department and is offering the use of their space for this event and there may be a nominal fee associated with the use of this space; AND

WHEREAS, the Cortland County Workforce Development - Grant Administration Department is willing to pay the fee if requested from Account No. A62935.54048.ARP; AND

WHEREAS, this agreement may stay in effect until April 30, 2026, unless otherwise terminated; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute agreements with SUNY Cortland for the 2026 High School Job Opportunity Fair.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 16 – Rescind Resolution No. 178-25 Authorizing Microenterprise Assistance Program Funding to Fruit Da La Soul, LLC

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF **RESOLUTION NO. 255-25**

Rescind Resolution No. 178-25 Authorizing Microenterprise Assistance Program Funding to Fruit Da La Soul, LLC

WHEREAS, the Cortland County Legislature adopted Resolution No. 178-25 which approved the allocation and awarded the sum of $35,000 of Microenterprise Assistance funding to Fruit Da La Soul, LLC; AND

WHEREAS, Fruit Da La Soul, LLC has notified Cortland County that they do not wish to move forward with the Microenterprise Assistance Program for personal reasons and there is a need to rescind the resolution; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 178-25 be and hereby is rescinded effective immediately.

Resolutions Following Motion to Suspend the Rules of Order

Mr. Heider MADE A MOTION TO SUSPEND THE RULES OF ORDER to entertain four (4) additional resolutions not previously on the agenda; Mr. McGovern SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

AGENDA ITEM NO. 17 – Amend 2025 Budget to Accept Funding from the William G. Pomeroy Foundation for National Register Marker – County Historian

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 256-25**

Amend 2025 Budget to Accept Funding from the William G. Pomeroy Foundation for National Register Marker – County Historian

WHEREAS, the Cortland County Historian applied for and has been awarded a grant in the amount of $406.00 from the William G. Pomeroy Foundation for the purchase of a National Register marker for the Little York Pavilion at Dwyer Memorial County Park; AND

WHEREAS, it is necessary to amend the 2025 County Budget to recognize these grant funds and appropriate them for their intended purpose; NOW THEREFORE BE IT

RESOLVED, that the 2025 County Budget be and hereby is amended as follows:

Increase:

A104042.41289 $406.00

A10405.54055 $406.00

AGENDA ITEM NO. 18 – Amend Resolution No. 186-25 – Authorize Medicare Advantage Plan – Personnel Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF NAUSEEF **RESOLUTION NO. 257-25**

Amend Resolution No. 186-25 – Authorize Medicare Advantage Plan – Personnel Department

WHEREAS, Resolution No. 186-25, adopted on August 28, 2025, authorized Cortland County's participation in the Broome County Purchasing Alliance (BCPA) for Medicare Advantage and Prescription Drug Benefit Services; AND

WHEREAS, said resolution included language indicating that the Medicare Advantage Plan would be mandatory for employees whose collective bargaining agreements/management compensation plan contained language mandating enrollment in the County's Medicare Advantage Plan upon obtaining Medicare eligibility; AND

WHEREAS, Cortland County wishes to amend Resolution No. 186-25 to remove the reference to the management compensation plan from the mandatory enrollment provision; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 186-25 is hereby amended to delete the words "/management compensation plan" from the clause which reads:

"this Medicare Advantage Plan will be mandatory for those employees whose collective bargaining agreements/management compensation plan contains language mandating enrollment in the County's Medicare Advantage Plan upon obtaining Medicare eligibility, who retire January 1, 2026 or after"

; AND BE IT FURTHER

RESOLVED, that the amended clause shall now read as follows:

"This Medicare Advantage Plan will be mandatory for those employees whose collective bargaining agreements contain language mandating enrollment in the County's Medicare Advantage Plan upon obtaining Medicare eligibility, who retire January 1, 2026 or after"

; AND BE IT FURTHER

RESOLVED, that all other provisions of Resolution No. 186-25 shall remain in full force and effect.

AGENDA ITEM NO. 19 – Authorize Chair of the Legislature to Execute Termination of Intermunicipal Agreement and Rescind Resolutions Related to the CNYNET Broadband Project

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Linda Jones, Legislator
SECONDER:	Jason Prentice, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF FITCH **RESOLUTION NO. 258-25**

Authorize Chair of the Legislature to Execute Termination of Intermunicipal Agreement and Rescind Resolutions Related to the CNYNET Broadband Project

WHEREAS, Cortland County entered into an Intermunicipal Agreement (IMA) with participating counties for the advancement of the CNYNET Broadband project, as authorized by Resolution No. 153-25; AND

WHEREAS, subsequent developments have resulted in the CNYNET Broadband project no longer moving forward, rendering the IMA and related County actions unnecessary; AND

WHEREAS, it is in the best interest of Cortland County to formally terminate its participation in the IMA and to rescind prior resolutions associated with the project; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cortland County Legislature is hereby authorized to sign any and all documents necessary to effectuate the termination of the Intermunicipal Agreement authorized by Resolution No. 153-25; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby rescinds Resolution Nos. 244-24, 151-25, 152-25, 153-25, and 154-25, all of which relate to the CNYNET Broadband project that is no longer proceeding; AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature shall cause copies of this resolution to be sent to all participating entities and relevant County departments.

AGENDA ITEM NO. 20 – Amend Resolution No. 236-25 – Agreement with the Cortland Regional Sports Council (CRSC)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF **RESOLUTION NO. 259-25**

Amend Resolution No. 236-25 – Agreement with the Cortland Regional Sports Council (CRSC)

WHEREAS, Resolution No. 236-25 authorized Cortland County to enter into a contract with the Cortland Regional Sports Council (CRSC) pursuant to Section 224 of County Law for the purpose of

promoting Cortland County as a tourism destination through sports event development, support, and promotion; AND

WHEREAS, Resolution No. 236-25 established a contract term of January 1, 2026 through December 31, 2026, and further provided for the allocation of $140,800 in Occupancy Tax funds for the 2026 contract period; AND

WHEREAS, Cortland County now desires to amend Resolution No. 236-25 to allow the contract to commence earlier than originally authorized, and to allocate Occupancy Tax funding to CRSC for the remaining portion of the 2025 calendar year; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 236-25 is hereby amended to authorize the County Administrator to enter into an agreement with the Cortland Regional Sports Council beginning October 1, 2025; AND BE IT FURTHER

RESOLVED, that Resolution No. 236-25 is further amended to authorize an allocation of $37,115 in Occupancy Tax funds to the Cortland Regional Sports Council for the period October 1, 2025 through December 31, 2025; AND BE IT FURTHER

RESOLVED, that the Cortland Regional Sports Council shall submit a verified accounting of all expenditures within sixty (60) days following the conclusion of the contract period of October 1, 2025 through December 31, 2025; AND BE IT FURTHER

RESOLVED, that all other terms and conditions of Resolution No. 236-25 shall remain in full force and effect.

Referred from Finance & Administration Committee Cont.

AGENDA ITEM NO. 21 – Approve Terms of Agreement with Cortland County Convention and Visitors Bureau

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF **RESOLUTION NO. 260-25**

Approve Terms of Agreement with Cortland County Convention and Visitors Bureau

WHEREAS, Resolution No. 235-25, adopted by the Cortland County Legislature on October 23, 2025, authorized the County Administrator to negotiate the terms of an agreement with the Cortland County Convention and Visitors Bureau, Inc. (CVB) for the period of January 1, 2026 through December 31, 2026, and directed the County Attorney or designee to draft said agreement for presentation to the Legislature; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the contract language as presented, consistent with the requirements outlined in Resolution No. 235-25; AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized to execute the agreement with the Cortland County Convention and Visitors Bureau, Inc. as approval for the period of January 1, 2026 through December 31, 2026.

AGENDA ITEM NO. 22 – Approve Terms of Agreement with Cortland Regional Sports Council

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Paul Heider, Majority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF **RESOLUTION NO. 261-25**

Approve Terms of Agreement with Cortland Regional Sports Council

WHEREAS, Resolution No. 236-25, adopted by the Cortland County Legislature on October 23, 2025, authorized the County Administrator to negotiate the terms of an agreement with the Cortland Regional Sports Council (CRSC) for the period of October 1, 2025 through December 31, 2026, and directed the County Attorney or designee to draft said agreement for presentation to the Legislature; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the contract language as presented, consistent with the requirements outlined in Resolution No. 236-25; AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized to execute the agreement with the Cortland Regional Sports Council as approval for the period of October 1, 2025 through December 31, 2026.

AGENDA ITEM NO. 23 – Adopt 2026 Cortland County Budget

Ms. Bischoff MADE A MOTION TO AMEND the resolution to add a final RESOLVED clause as follows:

"; AND BE IT FURTHER

RESOLVED, that the County Administrator, is hereby authorized to correct any typographical errors not effecting the substance of the budget, and that the County Administrator is further directed after making such corrections, to file the same with the Clerk of the County Legislature."

Ms. Jones SECONDED THE MOTION TO AMEND, and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	**ADOPTED AS AMENDED [13 TO 3]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Christopher Newell, Legislator
AYES:	Bentley, Bischoff, Heider, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
NAYS:	Reed Cleland, Mitchel Eccleston, Linda Jones
EXCUSED:	Beau Harbin

ON MOTION OF BISCHOFF **RESOLUTION NO. 262-25**

Adopt 2026 Cortland County Budget

WHEREAS, the Cortland County Administrator presented the 2026 Tentative Budget at a Special Meeting of the Cortland County Legislature on November 13, 2025; AND

WHEREAS, the Cortland County Legislature made a motion to Receive and File said 2026 Tentative Budget at the November 13, 2025 meeting; AND

WHEREAS, the 2026 Tentative Budget was officially filed with the Clerk of the Legislature for Cortland County on November 13, 2025; AND

WHEREAS, the Legislature's Finance & Administration Committee has reviewed said budget and recommends adoption; AND

WHEREAS, a Public Hearing was held before this Legislature on November 20, 2025 at 6 P.M. in the Legislative Chambers; NOW THEREFORE BE IT

RESOLVED, that the 2026 Cortland County tentative budget be and hereby is adopted with a Real Property Tax Levy of $43,750,000 and that the amounts set forth in the "Adopted" column of said budget be and hereby are appropriated for the objects and purposes specified; AND BE IT FURTHER

RESOLVED, that the amount of spending in the 2026 Cortland County Budget is $182,561,026; AND BE IT FURTHER

RESOLVED, that the County Administrator, is hereby authorized to correct any typographical errors not effecting the substance of the budget, and that the County Administrator is further directed after making such corrections, to file the same with the Clerk of the County Legislature.

Announcements

Adjournment

The meeting was closed at 6:54 PM

Public Comment Sign Up Sheet
PLEASE PRINT NEATLY

Public Hearing: November 20, 2025 – Local Law No. J of 2025 – a Local Law to Amend Local Tax Law #1 of 2007 – Extending the Imposition of a Mortgage Recording Tax in Cortland County

NAME	STREET ADDRESS	CITY/TOWN	E-mail address
1.			
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Attachment: Public Hearing Sign in Sheets - November 2025 (13379 : Public Hearing Sign In Sheets)

Public Comment Sign Up Sheet
PLEASE PRINT NEATLY

Public Hearing: November 20, 2025 – Local Law K of 2025 - a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

NAME	STREET ADDRESS	CITY/TOWN	E-mail address
1. Bonnie Smith	52 Burgett Dr.		
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			

Attachment: Public Hearing Sign in Sheets - November 2025 (13379 : Public Hearing Sign In Sheets)

Public Comment Sign Up Sheet
PLEASE PRINT NEATLY

Public Hearing: November 20, 2025 – Local Law L of 2025 - a Local Law Setting the Salary of Cortland County Election Commissioners

NAME	STREET ADDRESS	CITY/TOWN	E-mail address
1.			
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Attachment: Public Hearing Sign in Sheets - November 2025 (13379 : Public Hearing Sign In Sheets)

Public Comment Sign Up Sheet
PLEASE PRINT NEATLY

Public Hearing: November 20, 2025 – Tentative 2026 Cortland County Budget

NAME	STREET ADDRESS	CITY/TOWN	E-mail address
1. Bonnie Smith	52 Burgett DR	Homer	bsmith1968@icloud.com
2. Kathleen Cottrell	4171 McClay Rd	Cortland	kathy.m.cottrell@proton.me
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14.			

Attachment: Public Hearing Sign in Sheets - November 2025 (13379 : Public Hearing Sign In Sheets)

Cortland County Legislature

Legislative Session

~ Minutes ~

Legislative Chambers
Cortland, NY 13045
https://www.cortlandcountyny.gov

Thursday, October 23, 2025 **6:00 PM** **Board Room**

Public Hearings

1. Proposal to Submit Community Development Block Grant Applications to the New York State Office of Community Renewal

RESULT:	**CLOSED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch

2. Local Law "I" of 2025 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2026.

RESULT:	**CLOSED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch

Call to Order

The meeting was called to order at 6:03 PM by Chair of the Legislature Kevin Fitch

Salute to the Flag

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County	Legislator	Present	
Cathy Bischoff	Cortland County	Legislator	Present	
Reed Cleland	Cortland County	Legislator	Present	
Mitchel Eccleston	Cortland County	Legislator	Present	
Beau Harbin	Cortland County	Minority Leader	Present	
Paul Heider	Cortland County	Majority Leader	Present	
Linda Jones	Cortland County	Legislator	Present	
Dominick Mantella	Cortland County	Legislator	Present	
William McGovern	Cortland County	Legislator	Present	
Joseph Nauseef	Cortland County	Legislator	Present	
Christopher Newell	Cortland County	Legislator	Present	
Jason Prentice	Cortland County	Legislator	Present	
Sandra Price	Cortland County	Legislator	Present	
Ronald J. Van Dee	Cortland County	Legislator	Present	
Keith VanGorder	Cortland County	Legislator	Present	
Eugene Waldbauer	Cortland County	Legislator	Excused	
Kevin Fitch	Cortland County	Chair of the Legislature	Present	

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

Approval of Minutes

1. Cortland County Legislature - Legislative Session - Sep 25, 2025 6:00 PM

RESULT:	ACCEPTED

Privilege of the Floor

1. Privilege of the Floor Sign In Sheets - October 2025
2. Privilege of the Floor Comments - Ilya Shmulenson
3. Privilege of the Floor Comments - Alice Starmer
4. Privilege of the Floor Comments - Tabitha Scoville
5. Privilege of the Floor Comments - Ty Marshal
6. Privilege of the Floor Comments - Diane Galutz
7. Privilege of the Floor Comments - Molly Reagan
8. Privilege of the Floor Comments - Michelle Enright

Proclamations & Recognitions

1. Breast Cancer Awareness Month Proclamation

Presentation of Petitions, Communications, Presentations and Notices

1. Legislative Update - Assemblyman Gallahan

Reports of Standing, Special and Ad Hoc Committees

Receive and File

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

Resolutions from the Chair

AGENDA ITEM NO. 1 – Appoint Legislative Representatives to the Tourism Marketing Grant Committee

Mr. Harbin MADE A MOTION TO AMEND the resolution to remove Cathy Bischoff, Legislator District 3 and replace her with Douglas Bentley, Legislator District 1. Ms. Bischoff SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

RESULT:	**ADOPTED AS AMENDED [UNANIMOUS]**
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF FITCH **RESOLUTION NO. 204-25**

Appoint Legislative Representatives to the Tourism Marketing Grant Committee

WHEREAS, the Cortland County Tourism Marketing Grant Committee, formally known as the Cortland County Occupancy Tax Allocation Committee, is presently comprised of the Director of the Cortland County Convention and Visitors Bureau, three members from the Tourism Board and three members from the Cortland County Chamber of Commerce Board; AND

WHEREAS, it is desired to add two Legislators representing each political party to the committee to determine recommendations/allocations of Occupancy Tax Monies; NOW THEREFORE BE IT

RESOLVED, that Republican Keith VanGorder, Legislator District 7, and Democrat Douglas Bentley, Legislator District 1, be and hereby are appointed so serve on the Cortland County Tourism Marketing Grant Committee for a term to expire Dec. 31, 2025.

Referred from Public Works Committee

AGENDA ITEM NO. 2 – Appoint Member to the Dwyer Memorial Park Advisory Board

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO. 205-25**

Appoint Member to the Dwyer Memorial Park Advisory Board

WHEREAS, the Cortland County Legislature adopted Resolution No. 298-18 to Establish The Dwyer Memorial Park Citizen's Advisory Board; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 43-24 which adopted the By-Laws of the Dwyer Memorial Park Citizen's Advisory Board; AND

WHEREAS, the By-Laws state that the Advisory Board shall consist of 5-7 members that shall be residents of Cortland County and familiar with Dwyer Memorial Park; AND

WHEREAS, the term of appointment to the Board shall be for four (4) years; AND

WHEREAS, the Committee provides recommendations and feedback regarding current and future use of the park; AND

WHEREAS, upon the resignation of board member Steven Fisher, the board has appointed a new

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

member to complete his term; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendation of the Cortland County Legislature's Public Works Committee, the following name is hereby approved for service on said Board for a term to complete the term of the previous board member set to expire on December 31, 2027:

John Congdon, 1096 Madden Lane, Cortland NY 13045

AGENDA ITEM NO. 3 – Resolution Authorizing the Permitting Process for Construction of a New Landfill Cell through the New York State Department of Environmental Conservation (DEC)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO. 206-25**

Resolution Authorizing the Permitting Process for Construction of a New Landfill Cell through the New York State Department of Environmental Conservation (DEC)

WHEREAS, Cortland County owns and operates the Cortland County Landfill located in the Town of Cortlandville, which is permitted and regulated by the New York State Department of Environmental Conservation (DEC); AND

WHEREAS, the County Landfill is approaching capacity within its existing permitted cells, necessitating planning for continued operations and future solid waste disposal needs; AND

WHEREAS, the development of an additional landfill cell is required to ensure the County's ability to responsibly and sustainably manage solid waste in compliance with environmental regulations; AND

WHEREAS, the next step in this process involves initiating and completing the required permitting process with the DEC, including engineering design, environmental review, and public notice as mandated under State and Federal regulations; AND

WHEREAS, the Cortland County Department of Public Works has requested authorization to proceed with the preparation and submission of necessary permit applications and supporting documentation to the DEC for approval of a new landfill cell; AND

WHEREAS, funding for engineering and permitting activities shall be included in the proposed budget allocations for 2026; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Cortland County Department of Public Works, in coordination with the County's consulting engineers, to initiate the permitting process with the New York State Department of Environmental Conservation for the construction of a new landfill cell; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute any and all documents necessary to carry out the intent of this resolution; AND BE IT FURTHER

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

RESOLVED, that copies of this resolution be sent to the New York State Department of Environmental Conservation, the Cortland County Department of Public Works, and any other parties as deemed appropriate.

AGENDA ITEM NO. 4 – Award the Construction Project for Replacement of East River Crossing Bridge Over the East Branch of the Tioughnioga River (BIN 3312310)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO. 207-25**

Award the Construction Project for Replacement of East River Crossing Bridge Over the East Branch of the Tioughnioga River (BIN 3312310)

WHEREAS, the East River Crossing Bridge Replacement Project (PIN 3756.87) has been approved by the New York State Department of Transportation (NYSDOT) and the project is to be funded with 95% Federal funds; AND

WHEREAS, the Cortland County Legislature approved the implementation and funding of said project in the first instance, 100% of the Federally funded eligible costs of a transportation Federal Aid project and appropriating funds by Resolution No. 339-19; AND

WHEREAS, the Cortland County Legislature approved the NYSDOT Supplemental No. 3 Agreement that amended the amount approved for the construction phase of said project to by adopting Resolution No. 128-25; AND

WHEREAS, the amount budgeted for the construction and construction administration/inspection of said project in the 2025 Capital Projects Budget is $3,549,000.00; AND

WHEREAS, the Public Works Commissioner has advertised for and received bids for the Construction of the East River Crossing Bridge Replacement and they are as follows:

BIDDERS	BID
JP Dugon Construction, LLC 76 Mountain Road Windsor, NY 13865	$2,735,014.22
Economy Paving Co., Inc. 1819 NYS Route 13 Cortland, NY 13045	$2,879,879.20
R. DeVinsentis Construction, Inc. 1 Brick Ave Binghamton, NY 13901	$3,012,000.00
Vector Construction Corporation 6364 Island Road Cicero, NY 13039	$3,041,864.47

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

ING Civil Inc. $3,245,400.00
11 Arch Street
Watervliet, NY 12189

Slate Hill Constructors, Inc. $3,577,132.20
6573 Herman Road
Warners, NY 13164

; AND

WHEREAS, the lowest responsible bid received for the Construction of the said project was received from JP Dugon Construction, LLC, of 76 Mountain Road, Windsor, NY 13865; NOW THEREFORE BE IT

RESOLVED, that contingent upon NYSDOT's approval of award, the Cortland County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement for the Construction of said project with JP Dugon Construction, LLC, of 76 Mountain Road, Windsor, NY 13865, for an amount not to exceed $2,735,014.22; AND BE IT FURTHER

RESOLVED, that the project costs be charged to the already established Account No. HH51225.52800.ERRBR.

AGENDA ITEM NO. 5 – Resolution Authorizing Chair of the Cortland County Legislature to Sign Easement Termination

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO. 208-25**

Resolution Authorizing Chair of the Cortland County Legislature to Sign Easement Termination

WHEREAS, Daniel M. Owen and Sally J. Owen are the owners of lands situate, lying and being in the Town of Cortlandville, County of Cortland and State of New York, which lands are described in a certain deed dated November 14, 1993, and recorded in the Cortland County Clerk's Office in Book 556 of Deeds at page 49; AND

WHEREAS, Russel E. Owen and Frances M. Owen granted to the County an easement across their property for electric lines in an instrument dated January 6, 1968, and recorded in the Cortland County Clerk's Office on December 4, 1968, in Book 314 of Deeds at page 107; AND

WHEREAS, said easement contained a clause stating that the agreement extended to their successors and assigns. Daniel M. Owen and Sally J. Owen are the assigns of Russel E. Owen and Frances M. Owen by deed dated November 14, 1993, and recorded in the Cortland County Clerk's Office on November 19, 1993, in Book 556 of Deeds at page 49; AND

WHEREAS, said easement states that in the event the easement granted therein is at any time abandoned by the County, then the rights granted therein shall terminate and revert to the owners of the property as described therein; AND

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WHEREAS, the Commissioner of Public Works has determined that the easements were for obstruction lights no longer utilized by the County and agrees that the County has abandoned said easement and therefore termination is proper; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature upon review and approval by the County Attorney or designee, is hereby authorized to sign an Easement Termination acknowledging that the County has abandoned the easement outlined in an instrument dated January 6, 1968, and recorded in the Cortland County Clerk's Office on December 4, 1968, in Book 314 of Deeds at page 107, and therefore termination is proper and the rights granted by said easement shall revert to Daniel M. Owen and Sally J. Owen, as the owners of the property.

AGENDA ITEM NO. 6 – Authorize Agreement with Chimera Integrations, LLC - Installation of Locking System for Cortland County Gymnasium

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO. 209-25**

Authorize Agreement with Chimera Integrations, LLC - Installation of Locking System for Cortland County Gymnasium

WHEREAS, the Cortland County Department of Buildings and Grounds has identified the need to enhance security within the gymnasium area through the installation of locking systems on two doors; AND

WHEREAS, Chimera Integrations, LLC has provided a proposal in the amount of $5,978.10 for the installation of the locking systems; AND

WHEREAS, additional costs are anticipated for associated wiring and camera integration necessary to complete the project; AND

WHEREAS, funding for this project is available within the existing Buildings and Grounds budget; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to enter into an agreement with Chimera Integrations, LLC in the amount of $5,978.10 for the installation of locking systems on two gymnasium doors; AND BE IT FURTHER

RESOLVED, that the total project cost, including wiring and camera integration, shall not exceed $10,000 and shall be paid from the existing Buildings and Grounds budget.

AGENDA ITEM NO. 7 – Create Positions for Information Technology Department

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Paul Heider, Majority Leader
SECONDER:	Ronald J. Van Dee, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO. 210-25**

Create Positions for Information Technology Department

WHEREAS, the needs of the agency will be better served by creating one full-time position of Deputy Director of Information Technology and one full-time position of Information Security Officer; AND

WHEREAS, the Department of Public Works Committee recommends the creation of these positions; NOW THEREFORE BE IT

RESOLVED, that one position of Deputy Director of Information Technology (Grade 5, $85,067 - $113,223, Management Compensation Plan, competitive class, full-time with benefits), and one position of Information Security Officer (Grade 5, $85,067 - $113,223, Management Compensation Plan, competitive class, full-time with benefits) be created with approval to fill on October 23, 2025.

Referred from Government Operations Committee

AGENDA ITEM NO. 8 – Authorize Agreement for Appalachian Regional Commission (ARC) "Grants to Grow" Grant and Amend 2025 Cortland County Budget - County Clerk

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF NAUSEEF **RESOLUTION NO. 211-25**

Authorize Agreement for Appalachian Regional Commission (ARC) "Grants to Grow" Grant and Amend 2025 Cortland County Budget - County Clerk

WHEREAS, Cortland County began utilizing Laserfiche in 2017 with the support of Tompkins County for the use of Records Management, and numerous permanent records were digitized and stored according to New York State standards; AND

WHEREAS, in 2024 Cortland County entered into a contract with ICC Community Development Solutions for the use of Laserfiche, independently from Tompkins County, to allow the Records Management component to continue to expand, and to maximize the use of Laserfiche with its additional capabilities; AND

WHEREAS, the County Clerk as Records Management Officer has committed to supporting the Records Management component by including necessary licenses and related fees in the approved budgets for 2024 and 2025, along with the proposed budget for 2026 in the amount of $56,960; AND

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WHEREAS, through the IT Steering committee and current use across 14 departments, Laserfiche continues to be identified as a critical tool in streamlining and creating efficiencies across the County; AND

WHEREAS, to implement the identified efficiencies additional financial resources are necessary, the *Grants to Grow* through the Appalachian Regional Commission (ARC), provided a funding opportunity to continue to expand the use of Laserfiche focusing on countywide records management, organizational capacity, and operational efficiency; AND

WHEREAS, Cortland County has been awarded funding, requiring the County to enter into a grant agreement with ARC to administer the award, providing the County with $100,000 to purchase additional Laserfiche licenses, desktop scanners and training, for a contract period November 1, 2025 through October 31, 2027; AND

WHEREAS, the 2025 fiscal year budget for the County Clerk includes $30,000 of available funds to be applied to the total match expectation of $153,620; AND

WHEREAS, acceptance of this grant requires Cortland County to enter into a grant agreement with ARC to administer the award; NOW THEREFORE BE IT

RESOLVED, that the 2025 Cortland County Budget is hereby amended as follows:

		Current
INCREASE REVENUE BUDGET:		
A14105.44XXX	ARC Grant	$100,000
A359900	Appropriated Fund Balance	$123,620
INCREASE EXPENDITURE BUDGET:		
A14105.54005	Supplies	$45,360
A14105.54055	Contractual	$170,760
A14105.54035	Training	$7,500

; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign an agreement with the Appalachian Regional Commission for acceptance of ARC *Grants to Grow* funding in the amount of $100,000, with a County Match of $153,620, for a total project cost of $253,620, for the contract period November 1, 2025 through October 31, 2027; AND BE IT FURTHER

RESOLVED, that the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

AGENDA ITEM NO. 9 – 2025 Standard Workday Reporting

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF NAUSEEF **RESOLUTION NO. 212-25**

2025 Standard Workday Reporting

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

WHEREAS, the New York State Comptroller is authorized by Sections 34 and 334 of the Retirement and Social Security Law to adopt rules and regulations for reporting the service and salary information for all employees of participating employers in the New York State and Local Employees' Retirement System ("Retirement System"); AND

WHEREAS, Cortland County is a participating employer in the Retirement System; AND

WHEREAS, the New York State Comptroller has promulgated Regulation 315.4 which imposes certain reporting requirements for elected and appointed officials of participating employers, and requires the governing board of each participating employer to adopt a resolution establishing a standard work day for each elected or appointed official; AND

WHEREAS, among the requirements for employers are a more detailed description of a Standard Work Day along with a Legislative resolution establishing and reporting such Standard Work Day, public posting of the Resolution, and submission of the Resolution to the New York State Retirement System; AND

WHEREAS, pursuant to Regulation 315.4, in the event that elected or appointed officials do not participate in an employer's time keeping system, they are required to keep a record of activities (ROA) for a three month period; AND

WHEREAS, each of the elected or appointed officials listed in this resolution have kept records of their actual time (ROA) worked in their current position for the required ninety days or taken part in the Cortland County time keeping system; NOW THEREFORE BE IT

RESOLVED, that the County of Cortland/10011 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Name	SSN	NYSLRS ID	Title	Current Term Begin & End Dates	Stand-ard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Patrick Perfetti			District Attorney	01/01/25-12/31/28	7	30.84	☐	Bi-weekly	☐
Kevin Fitch			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Beau Harbin			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Dominick Mantella			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Reed Cleland			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Joseph Nauseef			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐
Mitchel Eccleston			County Legislator	01/01/24-12/31/27			☒	Bi-weekly	☐

I, Savannah M. Hempstead, ~~secretary~~/**clerk** of the governing board of the Cortland County, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 23rd day of October, 2025 on file as part of the minutes of such meeting, and that same is true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the County of Cortland on this ___ day of _____, 2025.

_____.

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Affidavit of Posting: I Savannah M. Hempstead, being duly sworn, deposes and says that the posting of the Resolution began on October 24, 2025 and continued for at least 30 days, That the Resolution was available to the public on the:

Employer's website at www.cortlandcounyny.gov <http://www.cortlandcounyny.gov>
Official sign board at 60 Central Avenue, Cortland NY 13045
Main entrance secretary or clerk's office at 60 Central Avenue, Room 306, Cortland NY 13045

AGENDA ITEM NO. 10 – Amend Anti-Discrimination Policy

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF NAUSEEF **RESOLUTION NO. 213-25**

Amend Anti-Discrimination Policy

WHEREAS, there is a need to amend the Cortland County Anti-Discrimination Policy to update and clarify the existing policy; AND

WHEREAS, there is also a need to amend the title of the current policy to include prohibition against harassment; AND

WHEREAS, the County Attorney has reviewed the amendments; AND

WHEREAS, the Government Operations Committee approves these amendments; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the amendments to the Anti-Discrimination Policy effective October 24, 2025.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 11 – Adopt Amended Bylaws of the Cortland County Traffic Safety Board

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sandra Price, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF PRICE **RESOLUTION NO. 214-25**

Adopt Amended Bylaws of the Cortland County Traffic Safety Board

WHEREAS, Resolution No. 161-20 adopted the Traffic Safety Board Bylaws for Cortland County; AND

WHEREAS, the Traffic Safety Board has recommended changes to their Bylaws, which are subject to Legislative review and approval; AND

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WHEREAS, the Judiciary and Public Safety Committee of the Cortland County Legislature has reviewed the changes to the Bylaws; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves the Bylaws of the Cortland County Traffic Safety Board; AND BE IT FURTHER

RESOLVED, that a copy of the bylaws shall be kept on file with the Clerk of the Legislature.

AGENDA ITEM NO. 12 – Appoint Members - Traffic Safety Board

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sandra Price, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF PRICE **RESOLUTION NO. 215-25**

Appoint Members - Traffic Safety Board

WHEREAS, pursuant to Article 43 §1672 of Vehicle and Traffic Safety Laws, Local Law No. 4 for the Year 1971 of the Cortland County Legislature established a Cortland County Traffic Safety Board; AND

WHEREAS, Local Law No. 3 for the Year 1978 amended Local Law No. 4 for the Year 1971 and established the membership of the Board is appointed by the Cortland County Legislature; NOW THEREFORE BE IT

RESOLVED, that the following members be and hereby are appointed to serve the terms as listed below:

Name	Organization	Address	Term Expiration
Jeff Guido	Community Member	36 Abdallah Ave., Cortland, NY 13045	12/31/2028
Ryan Riley	Community Member	1010 W. State Rd., Cortland, NY 13045	12/31/2027
Catherine Wilde	Community Member	10 North Main Street, Homer, NY 13077	12/31/2026

AGENDA ITEM NO. 13 – Subscriber Agreement for TransUnion Risk and Alternative Data Solutions, Inc. (“TRADS”) and Cortland County Office of Assigned Counsel

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Sandra Price, Legislator
SECONDER:	Jason Prentice, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF PRICE **RESOLUTION NO. 216-25**

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Subscriber Agreement for TransUnion Risk and Alternative Data Solutions, Inc. ("TRADS") and Cortland County Office of Assigned Counsel

WHEREAS, the Cortland County Office of Assigned Counsel requires access to an investigative, background check, and people finder service in order for its 18b panel attorneys to effectively and efficiently represent indigent clients, AND

WHEREAS, TransUnion Risk and Alternative Data Solutions, Inc. ("TRADS") provides such a service; AND

WHEREAS, TRADS will be used to run the necessary background investigative searches in-house, rather than pay an outside investigative entity to run the same background and people finder services, while paying an enhanced rate for this service to a third party and an hourly rate for the third party's time; AND

WHEREAS, TRADS requires the execution of a Subscriber Agreement (Agreement) to establish an active account, and to install, maintain, and support the program for case analysis; AND

WHEREAS, the Agreement will be an open-ended contract at a flat rate cost of one hundred ($100) dollars per month in which either party may terminate the Agreement at any time for any reason upon notice to the other party; AND

WHEREAS, the cost for TRADS services will be paid by the Cortland County Office of Assigned Counsel and will utilize grant funds provided by the New York State Office of Indigent Legal Services (ILS) for all costs associated with the agreement; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, upon review and approval of the County Attorney, and subject to appropriation of funding by the County Legislature, is hereby authorized to sign the AGREEMENT with TRADS for the aforementioned services; AND BE IT FURTHER

RESOLVED, that all costs associated with the Agreement shall be paid from the Office of Assigned Counsel's Professional Services account #A11755.54055.HH11.

Referred from Agriculture/Planning/Environment Committee

AGENDA ITEM NO. 14 – Approve Negative Declaration of Environmental Impact Under State Environmental Quality Review (SEQR) for Cortland County Snowmobile Trails - Planning Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HARBIN **RESOLUTION NO. 217-25**

Approve Negative Declaration of Environmental Impact Under State Environmental Quality Review (SEQR) for Cortland County Snowmobile Trails - Planning Department

WHEREAS, Article 27 of the New York State Parks, Recreation and Historic Preservation Law establishes a mechanism for allocating funds to local governmental sponsors for the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System; AND

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WHEREAS, having reviewed the criteria contained in 6NYCRR, Section 617.7, Cortland County finds that there will be no significant adverse environmental impact resulting from the development and use of snowmobile trails throughout Cortland County; AND

WHEREAS, it is the County's intent to support the development and maintenance of snowmobile trails as an important economic and recreational resource for Cortland County; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a Negative Declaration of Environmental Impact statement under the New York State Environmental Quality Review (SEQR), Article 8 of the New York State Environmental Conservation Law, stating that there will be no significant adverse environmental impact resulting from the development and use of snowmobile trails throughout Cortland County.

AGENDA ITEM NO. 15 – Amending the 2025 Budget to Provide for the STOA 18B Local Match Payment to the Central New York Regional Transportation Authority (CNYRTA)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HARBIN **RESOLUTION NO. 218-25**

Amending the 2025 Budget to Provide for the STOA 18B Local Match Payment to the Central New York Regional Transportation Authority (CNYRTA)

WHEREAS, the Cortland County Legislature adopted Resolution No. 145-24, which authorized the County to become a participating member of the Central New York Regional Transportation Authority (CNYRTA), also known as Centro of Cortland, LLC, to ensure that citizens continue to have access to affordable and reliable public transportation; AND

WHEREAS, as a participating member of CNYRTA, Cortland County is required to provide the STOA 18b Local Match portion of funding in support of the public transportation services operated by Centro of Cortland, LLC; AND

WHEREAS, the current 2025 County Budget does not contain sufficient funds within the Contracted Services (A56305.54815) account to pay the STOA 18b Local Match; AND

WHEREAS, revenue of $46,440.66 generated from the sale of public transportation vehicles at County auctions, together with insurance reimbursements has been set aside in a reserve account (A386300.STOA) designated for transportation-related services; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney, is hereby authorized to take all necessary actions to ensure payment of the STOA 18b Local Match portion to Centro of Cortland, LLC; AND BE IT FURTHER

RESOLVED, that the 2025 County Budget be amended as follows:

Increase Use of Reserves:

A.351100	Appropriated Reserves	$37,622.52

Increase Expenditure:

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A56305.54815	Contracted Services	$37,622.52

RESOLVED, that this resolution shall take effect immediately upon its adoption.

AGENDA ITEM NO. 16 – Authorize Federal Section 5310 Grant Application for Enhanced Mobility of Seniors and Individuals with Disabilities Grant Program New York State Department of Transportation - Planning Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Beau Harbin, Minority Leader
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HARBIN **RESOLUTION NO. 219-25**

Authorize Federal Section 5310 Grant Application for Enhanced Mobility of Seniors and Individuals with Disabilities Grant Program New York State Department of Transportation - Planning Department

WHEREAS, County of Cortland, through its Department of Planning/Mobility Management Office, recognizes the need to improve transportation options for seniors and individuals with disabilities; AND

WHEREAS, the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program, administered by the New York State Department of Transportation (NYSDOT), provides funding for operating, capital, and mobility management projects that provide support beyond traditional public transportation and American with Disabilities Act (ADA) complementary paratransit services; AND

WHEREAS, County of Cortland, is eligible to apply for Section 5310 and is submitting a request for grant funds to the New York State Department of Transportation, pursuant to Section 5310 for operating and capital projects to improve and enhance mobility for seniors and individuals with disabilities throughout Cortland County; AND

WHEREAS, no not-for-profit corporations or associations are readily available in the area to provide transportation services to seniors and individuals with disabilities with the application; AND

WHEREAS, Cortland County and the State of New York have entered into continuing agreements, or may enter into successor continuing agreements, which authorizes the undertaking of the project(s) and reimbursement of the Federal Share; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is authorized to act on behalf of Cortland County to sign the application and any related contracts, and to progress and complete the above-named project(s); AND BE IT FURTHER,

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is authorized to sign any contracts or agreements between Cortland County and any third-party subcontractor necessary to complete the 5310 project(s).

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Referred from Health & Human Services Committee

AGENDA ITEM NO. 17 – Authorize Agreements for Administrative and Program Services - Office for Aging

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Jason Prentice, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 220-25**

Authorize Agreements for Administrative and Program Services - Office for Aging

WHEREAS, Cortland County Agency for Aging and other departments must execute several contracts for various administrative and program services for the 2026 calendar year; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee as to form and subject to any appropriation of funding by the Legislature, be and hereby is authorized to execute agreements through the end of 2026 for or with the following:

CD Choices
Classen Home Health Association
Cortland Chenango Rural Services, Inc. (LASS)
Center 4 Arts
Central New York Regional Transportation Authority (Centro)
Cortland Park Rehabilitation & Nursing Facility
Cortland Repertory Theatre
Crown Park Rehabilitation and Nursing
Guthrie Cortland Nursing & Rehabilitation Facility
Elizabeth Brewster House
Family Counseling Services
Family Health Network
Food Net Meals on Wheels
Homemakers of Western New York (d/b/a Caregivers Home Care)
Integrity Home Care Services
JA Food Service
J.M. Murray Center
KPH Healthcare Services/Kinney Drugs
Language Line
Mom’s Meals
Portzline Day Program & Respite Center, LLC
Portzline Family Home
Resource Center for Independent Living
Rural Roots Nutrition
Scott United Methodist Church
Self-Direct, Inc./Response4HELP
SEPP Corporation

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Seven Valley Health Coalition
SCC MedQR
SUNY Cortland
Syracuse University
The Scott Club, Inc. (LASS)
TLC Medical Transportation Services, Inc.
Visiting Nurse Service of New York Choice
Town of Preble (LASS)
Town of Willet (LASS)
Town of Truxton (LASS)
Truxton United Methodist Church
Virgil United Methodist Church (LASS)
Walden Place
Walgreens Co.
Walmart Stores, Inc.
Wegmans
YMCA
YWCA

AGENDA ITEM NO. 18 – Authorize Contract Amendment with Community Computer Service, Inc. (MEDENT) to Include HealtheConnections - Mental Health Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 221-25**

Authorize Contract Amendment with Community Computer Service, Inc. (MEDENT) to Include HealtheConnections - Mental Health Department

WHEREAS, the Cortland County Mental Health Department currently contracts with Community Computer Service, Inc. (MEDENT) for electronic medical record services; AND

WHEREAS, Community Computer Service, Inc. offers a HealtheConnections Health Information Exchange (HIE) subscription which will enhance the exchange of health records and improve the continuity of care for clients; AND

WHEREAS, the subscription cost is $75 per month per practice (2-5 providers); AND

WHEREAS, the additional cost for calendar year 2025 is covered within the current Mental Health Department budget; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized to execute a contract amendment with Community Computer Service, Inc. (MEDENT) to include the HealtheConnections HIE Subscription at the rate of $75 per month per practice (2-5 providers), with the cost for 2025 to be paid from appropriations within the 2025 Cortland County Mental Health Department budget.

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

AGENDA ITEM NO. 19 – Authorize Agreement with Dr. Gulhati - Mental Health Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 222-25**

Authorize Agreement with Dr. Gulhati - Mental Health Department

WHEREAS, the Mental Health Department is in need of a youth and adolescent psychiatrists to provide consultation services for the children and youth population served; AND

WHEREAS, it would be in the best interest of the county to provide these services through an outside vendor contractor who specializes in this unique expertise; AND

WHEREAS, Dr. Gulhati, a licensed psychiatrist is the contractor selected to provide this to the Mental Health Department; AND

WHEREAS, Dr. Gulhati will provide consultation services up to four (4) hours a month at a rate of $250 hr.; NOW THEREFORE BE IT

RESOLVED, that the 2025 Cortland County budget be and hereby has the funds under the contracted medical services line (A.43115.54615); AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to enter into a three (3) year agreement with Dr. Gulhati, M.D. for Mental Health Department children and youth consultation services.

AGENDA ITEM NO. 20 – Resolution to Enter into an Agreement with Family and Children Counseling Services

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 223-25**

Resolution to Enter into an Agreement with Family and Children Counseling Services

WHEREAS, the Cortland County Mental Health Department and the Cortland County Office for Aging authorizes agreements with Family and Children Counseling Services; AND

WHEREAS, there are no costs to Cortland County; AND

WHEREAS, this agreement will set forth understanding regarding collaborative care coordination activities; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement with Family and Children Counseling Services,

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of 165 Main Street, Cortland, NY 13045, for collaborative care coordination activities at no cost to the County.

AGENDA ITEM NO. 21 – Appoint Members - Community Services Board and Mental Health Subcommittee

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 224-25**

Appoint Members - Community Services Board and Mental Health Subcommittee

WHEREAS, the By-Laws of the Cortland County Community Services Board (CSB), Article 3, Section 1 states that the Board shall have separate Subcommittees for Mental Health, Developmental Disabilities, and Substance Use Disorder, each have no more than nine (9) members; AND

WHEREAS, the term of each member of the Subcommittee shall be four (4) years except for the vacancies of unexpired terms; AND

WHEREAS, the Community Services Board and the Mental Health Subcommittee have vacancies due to member resignations; NOW THEREFORE BE IT

RESOLVED, that the following CSB and Subcommittee appointments be made:

COMMUNITY SERVICES BOARD

NAME/ADDRESS	TERM EXPIRATION
Tammy McCall 5035 Town Line Rd McGraw, NY 13101 DSS Employee - advocate	12/31/2026 (Completing term of Dr. Pearl Reed-Klein)

MENTAL HEALTH SUBCOMMITTEE

Janet Johnson, MD 2251 Greenwood Rd Cortland, NY 13045 Retired Medical Doctor	12/31/2028 (Completing Term of Dr. Pearl Reed-Klein)

AGENDA ITEM NO. 22 – Authorize Various Contracts - Mental Health Department

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 225-25**

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Authorize Various Contracts - Mental Health Department

WHEREAS, the Cortland County Mental Health Department must execute contracts with several organizations and businesses to operate on a day to day basis which are included in the approved budget; AND

WHEREAS, the Cortland County Mental Health Department must execute contracts with several Schools and Universities to provide internship opportunities to students; AND

WHEREAS, there are no costs to Cortland County associated with these internships; AND

WHEREAS, the Cortland County Mental Health Department must execute contracts with several insurance companies to be considered in network for optimal payment; AND

WHEREAS, there are no costs to Cortland County associated with these insurance carrier contracts; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, is hereby authorized to execute an agreement for 2026 with each of the following:

Ability (Billing Clearinghouse)
Access to Independence
Binghamton University
Catholic Charities of Cortland
CAPCO
CDPHP
Cigna
Community Computer (Medent)
Cornell University
Excellus
Family and Childrens Counseling Services
Fidelis
FFT, LLC
Global Payment Integrated
Humana
Identrust (prescribing security)
Ithaca College
Kinney Drugs
Keuka College
LeMoyne College
MD Hub
Molina
MVP
Oneida College
Onondaga Cortland Madison Counties BOCES
OQ Measures, LLC
RHI
St. John Fisher University
State University of New York at Cortland
SUNY Oswego
SUNY Plattsburg
Sweeney Pest Control
Tompkins Cortland Community College
Tricare

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United Health Care (UHC)
Upstate Medical University
Utica College
WellCare
W2 Operator Training Group
YWCA

AGENDA ITEM NO. 23 – Authorize Agreements Department of Social Services (Several Agencies and Departments)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 226-25**

Authorize Agreements Department of Social Services (Several Agencies and Departments)

WHEREAS, Cortland County Department of Social Services must execute several contracts for various administrative and program services for the calendar year 2026; AND

WHEREAS, such contracts, costs, terms, functional areas and associated account numbers are listed in the attached chart; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute agreements for or with the following for contract terms beginning on or after 12/31/25 and ending on or before 12/31/26:

Accufund/Brisbane
Catholic Charities
Cayuga Addictions Recovery Services
Cayuga Centers
Children's Home of Wyoming Conference
Cortland County Office for Aging
Cortland County Information Technology
Cortland County District Attorney's Office
Cortland County Employment and Training
Cortland County Probation Department
Cortland County Sheriff's Department
Cortland County Veteran's Services Office
Elmcrest Children's Services
Family Counseling Services
Hillside Children's Center
J.M. Murray Center
Jennifer Genovese, ACSW, LCSW
Josie's Journey
LabCorp
Language Line
L. Woerner, Inc d/b/a Home Care of Rochester
Lifeline Systems, Inc.
Rural Health Institute
Salvation Army

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Stafking Healthcare Systems, Inc.
Upstate Services Group
Vitalshred
YWCA

AGENDA ITEM NO. 24 – Authorize Agreements Department of Social Services Foster Care and Detention

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 227-25**

Authorize Agreements Department of Social Services Foster Care and Detention

WHEREAS, the Cortland County Department of Social Services must be able to purchase foster care, detention and adoption services for specialized care and placement of children; AND

WHEREAS, the payment rates for such services are established by New York State as Maximum State Aid Rates; AND

WHEREAS, the funds are expended once services are required and provided; AND

WHEREAS, payments for such services are made from one of the following accounts; A60105.56109, A60105.56119, or A60105.56123; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized and directed to execute contractual agreements in 2026 for foster care, detention and adoption services with licensed agencies and/or foster care parents licensed or otherwise authorized by the New York State Office of Children and Family Services; AND BE IT FURTHER

RESOLVED, that the said agreements shall be contingent upon the approval of the County Attorney or designee and subject to appropriation of funding by the Legislature.

AGENDA ITEM NO. 25 – Authorize Agreements Department of Social Services Work Experience Sites

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 228-25**

Authorize Agreements Department of Social Services Work Experience Sites

WHEREAS, the Cortland County Department of Social Services is required to provide Work Experience activities as part of an Employment Plan required by the New York State Office of Temporary and Disability; AND

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WHEREAS, there are no funds paid for such services; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized and directed to execute contractual agreements for dates from 12/31/25 through 12/31/26 for work experience site placements with the following:

Cortland County Office for Aging
Cortland County Clerk
Cortland County Employment and Training
Cortland County Health Department
Cortland County Department of Public Works
Various Non-Profit agencies

AGENDA ITEM NO. 26 – Authorize Agreements Department of Social Services Qualified Independent Assessments

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 229-25**

Authorize Agreements Department of Social Services Qualified Independent Assessments

WHEREAS, the Cortland County Department of Social Services must be able to purchase Qualified Independent Assessments from state authorized individuals or agencies to comply with Families First legislation requirements for children placed in qualifying residential foster care centers; AND

WHEREAS, the payment rates for such services are negotiated as needed with qualified entities available and able to perform such assessments within required timeframes; AND

WHEREAS, the funds are expended once services are required and provided; AND

WHEREAS, payments for such services are made from the A60105.54800 Program Expense account; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized and directed to execute contractual agreements in 2026 for Qualified Independent Assessments with individuals or agencies authorized by the New York State Office of Children and Family Services; AND BE IT FURTHER

RESOLVED, that the said agreements shall be contingent upon the approval of the County Attorney or designee and subject to appropriation of funding by the Legislature.

AGENDA ITEM NO. 27 – Accept Funds Resource Allocation Plan New York State Office of Children and Family Services - Health Department

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RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 230-25**

Accept Funds Resource Allocation Plan New York State Office of Children and Family Services - Health Department

WHEREAS, the New York State Office of Children and Family Services, through the Resource Allocation Plan has made available the sum of $115,157 to Cortland County, through the Youth Bureau; AND

WHEREAS, the County Youth Bureau has designated the funds to the various county municipalities and agencies for the year October 1, 2025 through September 30, 2026 and for which a copy is in the County Youth Bureau Office; AND

WHEREAS, $95,383 will be allocated to Cortland County municipalities and $19,774 will be allocated to the Cortland County Youth Bureau administration; AND

WHEREAS, the 2025 County Budget will need to be amended as follows:

Revenue:		Current	Increase	Balance
A73125.43820.YB	Youth Bureau	($107,035)	($115,157)	($222,192)
Expenditure:		Current	Inc/Dec	Balance
A73125.51005	Personal Services	$7,887	$8,602	$16.489
A73125.54020	Postage	$87	$200	$287
A73125.54040	Dues	$120	$120	$240
A73125.54045	Travel	$974	$3,500	$4,474
A73125.54048	Program Supp	$6,247	$6,000	$12,247
A73125.54800	Program Exp - SDPP	$107,320	$95,383	$202,703
A73125.58060	Health Ins	$1,788	$1,352	$3,140
			$115,157	

; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to execute the Resource Allocation Planning Agreement with the New York State Office of Children and Family Services and contract with approved agencies; AND BE IT FURTHER

RESOLVED, that the Finance Department is authorized to pay from the appropriate expense account and that in the event that the county does not receive the appropriate funds from the New York State Office of Children and Family Services, the County shall not be liable to pay any of its own funds to meet any deficiency under the terms of the contract; AND BE IT FURTHER

RESOLVED, that the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

AGENDA ITEM NO. 28 – Appoint Member to the Cortland County Youth Board

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RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Reed Cleland, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 231-25**

Appoint Member to the Cortland County Youth Board

WHEREAS, the members of the Cortland County Youth Board are appointed by the Cortland County Legislature; AND

WHEREAS, due to the resignation of Shannon Phillips, a vacancy exists on the Cortland County Youth Board; AND

WHEREAS, Youth Representatives on the Board serve one-year terms and all other members serve three-year terms; AND

WHEREAS, pursuant to the Cortland County Youth Board By-Laws any person appointed to fill a vacancy due to resignation shall be appointed for the remainder of the term; NOW THEREFORE BE IT

RESOLVED, that the following persons be and hereby is appointed as a member of the Cortland County Youth Board for the remainder of the vacant term:

NAME	CAPACITY	ADDRESS	TERM ENDING
Alexis Amsden	Cortland Works and Career Center	35 Pomeroy Street, Cortland, NY 13045	12/31/2027

AGENDA ITEM NO. 29 – Authorize the Chairman of the Cortland County Legislature to Sign Local Plan for Program Year 2025-2028

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ronald J. Van Dee, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF VAN DEE **RESOLUTION NO. 232-25**

Authorize the Chairman of the Cortland County Legislature to Sign Local Plan for Program Year 2025-2028

WHEREAS, pursuant to the Workforce Innovation & Opportunity Act (HR 803, PL 113-118) a Local Plan is required to be submitted for the Cayuga Cortland Workforce Development Area (CCWDA) for the Title I-B and Wagner Peyser Programs; AND

WHEREAS, said Local Plan must be signed by the Workforce Development Board Chair and the Chief Elected Officials in Cayuga and Cortland Counties; AND

WHEREAS, said plan upon signing is to be submitted to the New York State Department of

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Labor; AND

WHEREAS, this legislature has been informed that there are no local funds involved in the execution of said plan; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cortland County Legislature and Cayuga Cortland Workforce Development Board Director, upon review and approval by the County Attorney, be and hereby is authorized and directed to execute the Local Plan for WIOA Title 1-B and Wagner Peyser programs and related programs.

Referred from Finance & Administration Committee

AGENDA ITEM NO. 30 – Authorizing Application for Community Development Block Grant (CDBG) Microenterprise Assistance Program Funding

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Linda Jones, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF BISCHOFF **RESOLUTION NO. 233-25**

Authorizing Application for Community Development Block Grant (CDBG) Microenterprise Assistance Program Funding

WHEREAS, grant funding is available through the New York State Office of Community Renewal under the Community Development Block Grant (CDBG) Program to support Microenterprise initiatives; AND

WHEREAS, Cortland County currently lacks the means to provide direct financial assistance to small businesses with five or fewer employees through existing business development programs; AND

WHEREAS, Cortland County has previously been awarded and successfully administered a Microenterprise Grant, distributing funds in accordance with program requirements; AND

WHEREAS, the Cortland County Legislature recognizes the importance of supporting local entrepreneurs and small businesses as a means of fostering economic growth, job creation, and community vitality; AND

WHEREAS, the Legislature wishes to make funding available to additional eligible businesses should such funds be awarded by the New York State Office of Community Renewal; AND

WHEREAS, a public hearing has been held on October 23, 2025, before the Cortland County Legislature to solicit public input and determine the level of community interest and support for the proposed Microenterprise Grant Program; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator, be and hereby is authorized and directed to file an application for Microenterprise Grant funds from New York State Homes and Community Renewal, Office of Community Renewal, under the U.S. Department of Housing and Urban Development's Small Cities Community Development Block Grant Program for Fiscal Year 2025; AND BE IT FURTHER

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and

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approval by the County Attorney or designee, are hereby authorized execute a project agreement and other necessary documents with the State of New York for the Cortland County Microenterprise Program.

AGENDA ITEM NO. 31 – Authorize Agreement - GovOS - Occupancy Tax Online Platform - Finance & Administration

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF BISCHOFF **RESOLUTION NO. 234-25**

Authorize Agreement - GovOS - Occupancy Tax Online Platform - Finance & Administration

WHEREAS, Cortland County desires to create a more efficient process for compliance with County and State short-term rental laws; AND

WHEREAS, GovOS provides an online platform for compliance with registration requirements and quarterly occupancy tax payments by providing registration & recording, licensing and tax filing services; AND

WHEREAS, GovOS has provided a contract with a cost of $28,000 for one (1) year; AND

WHEREAS, funds are budgeted in A64105.54055; NOW THEREFORE BE IT

RESOLVED, that the County Administrator or Chair of the Legislature, upon approval of the County Attorney or designee, is hereby authorized and directed to enter into an agreement with GovOS, 8310 N. Capital of Texas Hwy., Bldg 2, Ste. 250, Austin, TX 78731 for the above services and cost for a period of September 1, 2025 through August 31, 2026.

AGENDA ITEM NO. 32 – Authorize Agreement Cortland County Convention and Visitors Bureau for Provision of Public Benefits and Promotion and Publicity

Mr. McGovern MADE A MOTION TO AMEND the resolution to remove the final WHEREAS clause and insert the following language:

"RESOLVED, that the County Administrator be and hereby is authorized and directed to negotiate the terms of an agreement with the Cortland County Convention and Visitor's Bureau, Inc. for the period of January 1, 2026 through December 31, 2026, and the County Attorney or designee, shall draft said agreement for presentation and approval by the Cortland County Legislature at the November 2025 legislative session."

Mr. Heider SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	**ADOPTED AS AMENDED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Christopher Newell, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

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ON MOTION OF BISCHOFF **RESOLUTION NO. 235-25**

Authorize Agreement Cortland County Convention and Visitors Bureau for Provision of Public Benefits and Promotion and Publicity

WHEREAS, the County of Cortland desires to promote and publicize the advantages, benefits and attractions of Cortland County in order to attract visitors, businesses and industry; AND

WHEREAS, Cortland County has imposed an Occupancy Tax for the purpose of enhancing the general economy of Cortland County, its cities, towns, and villages, through promotion of tourist activities, conventions, trade shows, special events, and other directly related and supporting activities; AND

WHEREAS, Section 224 of County Law provides the County may contract with non-profit organizations promoting Cortland County as a tourism destination; NOW THEREFORE BE IT

RESOLVED, that pursuant to Section 224 of County Law, the County shall enter into a contract with the Cortland County Convention and Visitors Bureau, Inc. (CVB) under the following terms and conditions:

1. CVB shall provide the County with its tourism marketing and promotion services and shall promote and publicize the advantages of Cortland County in such a mode and manner as it deems appropriate, including, but not limited to, all media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.

2. CVB shall be responsible, out of the portion of Occupancy Tax funds it receives, for the distribution of occupancy funds to nonprofit organizations as outlined in the Cortland County Occupancy Tax Funding Request Guidelines.

3. Cortland County shall remit to CVB a portion of the Occupancy Tax Funds received in the amount of $623,434, to the tourism and publicity account. Prior to funds being remitted, CVB shall submit a marketing plan to the County's Finance and Administration Committee for its review and approval.

4. CVB shall be permitted to use a portion of these funds to cover office administrative staff and operational costs of CVB, which shall not exceed the fixed percentage of the total tourism budget established in CVB agreement with the COUNTY.

5. The term of the agreement shall be one (1) year from January 1, 2026 through December 31, 2026.

6. CVB shall submit a written quarterly report no later than fifteen (15) days after the conclusion of each quarter to the Clerk of the Legislature and the County Administrator.

7. Within sixty (60) days of the termination of this agreement, CVB shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefore attached.

8. CVB shall place any unused monies into a dedicated account for the purpose of developing new events and funding unanticipated activities that support tourism in Cortland County with an emphasis on events that produce multi-day visits or overnight stays.

; AND IT BE FURTHER

RESOLVED, that the County Administrator be and hereby is authorized and directed to negotiate the terms of an agreement with the Cortland County Convention and Visitor's Bureau, Inc. for the period

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of January 1, 2026 through December 31, 2026, and the County Attorney or designee, shall draft said agreement for presentation and approval by the Cortland County Legislature at the November 2025 legislative session.

AGENDA ITEM NO. 33 – Authorize Agreement Cortland Regional Sports Council for Provision of Public Benefits and Promotion and Publicity

Mr. McGovern MADE A MOTION TO AMEND the resolution to remove the final three WHEREAS clauses and insert the following language:

"RESOLVED, that the County Administrator be and hereby is authorized and directed to negotiate the terms of an agreement with the Cortland Regional Sports Council for the period of January 1, 2026 through December 31, 2026, and the County Attorney or designee, shall draft said agreement for presentation and approval by the Cortland County Legislature at the November 2025 legislative session."

Mr. Heider SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	**ADOPTED AS AMENDED [UNANIMOUS]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Paul Heider, Majority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF BISCHOFF **RESOLUTION NO. 236-25**

Authorize Agreement Cortland Regional Sports Council for Provision of Public Benefits and Promotion and Publicity

WHEREAS, the County of Cortland desires to promote and publicize the advantages, benefits and attractions of Cortland County in order to attract visitors, businesses and industry; AND

WHEREAS, Cortland County has imposed an Occupancy Tax for the purpose of enhancing the general economy of Cortland County, its cities, towns, and villages, through promotion of tourist activities, conventions, trade shows, special events, and other directly related and supporting activities; AND

WHEREAS, Section 224 of County Law provides the County may contract with non-profit organizations promoting Cortland County as a tourism destination; AND

WHEREAS, by and through its sports event development, support and promotion of various sporting events occurring within Cortland County, Cortland Regional Sports Council (CRSC) promotes Cortland County as a tourism destination through its marketing of local accommodations, casual and fine dining, and recreation and leisure available for its incoming participants and spectators within the County; NOW THEREFORE BE IT

RESOLVED, that pursuant to Section 224 of County Law, the County shall enter into a contract with the Cortland Regional Sports Council under the following terms and conditions:

1. CRSC shall, through its event development, support and promotion of various sporting events occurring within Cortland County publicizes the advantages of Cortland County in such a mode and manner as it deems appropriate, including, but not limited to, direct sporting event bid solicitation, and all media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.

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2. Cortland County shall remit to CRSC a portion of the Occupancy Tax Funds received in the amount of $140,800, to its tourism and publicity account. Prior to funds being remitted, CRSC shall submit a marketing plan to the County's Finance and Administration Committee for its review and approval.

3. CRSC shall be permitted to use a portion of these funds to cover office administrative staff and operational costs of CRSC, which shall not exceed the fixed percentage of the total tourism budget established in CRSC agreement with the COUNTY.

4. The term of the agreement shall be one (1) year from January 1, 2026 through December 31, 2026.

5. CRSC shall submit a written quarterly report no later than fifteen (15) days after the conclusion of each quarter to the Clerk of the Legislature and the County Administrator.

6. Within sixty (60) days of the termination of this agreement, CRSC shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefore attached.

; AND IT BE FURTHER

RESOLVED, that the County Administrator be and hereby is authorized and directed to negotiate the terms of an agreement with the Cortland Regional Sports Council for the period of January 1, 2026 through December 31, 2026, and the County Attorney or designee, shall draft said agreement for presentation and approval by the Cortland County Legislature at the November 2025 legislative session.

AGENDA ITEM NO. 34 – Local Law 11 of 2025 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2026

RESULT:	**ADOPTED [15 TO 1]**
MOVER:	Cathy Bischoff, Legislator
SECONDER:	Sandra Price, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
NAYS:	Linda Jones
EXCUSED:	Eugene Waldbauer

ON MOTION OF BISCHOFF **RESOLUTION NO. 237-25**

Local Law 11 of 2025 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2026

WHEREAS, the New York State Legislature enacted General Municipal Law §3-c which establishes a limit upon real property tax levies by local governments, AND

WHEREAS, pursuant to General Municipal Law §3-c (5), a local government may adopt a budget in excess of the tax levy limit only if the governing body of such local government first enacts a local law to override the tax levy limit for the coming fiscal year only, AND

WHEREAS, the Cortland County Legislature has not yet finalized the fiscal year 2026 budget, and may need the flexibility to exceed the property tax cap if it is deemed necessary;

NOW THEREFORE BE IT ENACTED by the Legislature of the County of Cortland, as follows:

Local Law 11 of 2025 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2026

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Section 1
Legislative Intent

The Cortland County Legislature has determined that it is important to maintain flexibility in the process of finalizing the fiscal year 2026 budget, and it may be necessary to override the limit on the amount of real property taxes that may be levied by the County of Cortland for the coming fiscal year 2026.

Section 2
Override of Tax Levy Limit

Upon the adoption of this local law, the Cortland County Legislature is hereby authorized to override the tax levy limit for the coming fiscal year 2026, if the Legislature deems it necessary for the County of Cortland to adopt a budget for the fiscal year 2026 which may require a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-c.

Section 3
Legal Authority

The authority to override the tax levy limit is authorized by General Municipal Law §3-c (5), which expressly authorizes a local government to override the tax levy limit for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of the total voting power of its governing body, the Cortland County Legislature.

Section 4
Effective Date

This Local Law shall take effect immediately, in accordance with the provision of the Municipal Home Rule Law of the State of New York.

Resolutions Following Suspension of the Rules of Order

AGENDA ITEM NO. 35 – Authorize Lease Modification for 49 Grant Street

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Linda Jones, Legislator
SECONDER:	Beau Harbin, Minority Leader
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO. 238-25**

Authorize Lease Modification for 49 Grant Street

WHEREAS, Cortland County (Landlord) and Catholic Charities of Cortland County (Tenant) entered into a Lease Agreement dated April 30, 2024 for premises located at 49 Grant Street, Cortland, New York 13045, bearing Tax Map No.: 86.43-02-14.200; AND

WHEREAS, Cortland County and Catholic Charities of Cortland County desire to expand upon the use of the premises contained in said Lease Agreement as follows:

- Beginning November 1, 2025 until the termination of the lease agreement on March 31, 2026, at such times when Catholic Charities is adequately staffed, as agreed upon by both parties in the Lease Modification Agreement, expand upon the use of the premises to permit drop-in services

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

for homeless and/or unhoused

; AND

WHEREAS, all other terms and conditions of the Lease Agreement dated April 30, 2024 shall remain in full force and effect; NOW THEREFORE BE IT

RESOLVED, that the County Administrator upon review and approval by the County Attorney or designee, is hereby authorized to sign an agreement to modify the Lease Agreement dated April 30, 2024 to expand upon the use of the premises located at 49 Grant Street, Cortland, New York 13045, bearing Tax Map No.: 86.43-02-14.200 to include the expanded use of the premises to permit drop-in services for homeless and/or unhoused from November 1, 2025 until the termination of the lease agreement on March 31, 2026.

AGENDA ITEM NO. 36 – Appoint Member to the Cortland County Industrial Development Agency Board of Directors

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Kevin Fitch, Chair of the Legislature
SECONDER:	Christopher Newell, Legislator
AYES:	Bentley, Bischoff, Cleland, Eccleston, Harbin, Heider, Jones, Mantella, McGovern, Nauseef, Newell, Prentice, Price, Van Dee, VanGorder, Fitch
EXCUSED:	Eugene Waldbauer

ON MOTION OF FITCH **RESOLUTION NO. 239-25**

Appoint Member to the Cortland County Industrial Development Agency Board of Directors

WHEREAS, pursuant to General Municipal Law 856, the Cortland County Legislature, on recommendation of the Chair of the Cortland County Legislature, is required to appoint the members of the Industrial Development Agency Board of Directors; AND

WHEREAS, due to the resignation of Donald Richards, there is a vacancy on the Industrial Development Agency Board of Directors; AND

WHEREAS, there is a need to appoint a Director to fill vacancy created by the resignation for the remainder of the term, upon the recommendation Chair of the Legislature; AND

WHEREAS, it is the recommendation of the Chair of the Legislature to appoint Jason Hage, of 19 Clinton Street, Homer, New York 13077, to serve on the Industrial Development Agency Board of Directors the remainder of a term ending December 31, 2025; NOW THEREFORE BE IT

RESOLVED, that Jason Hage, of 19 Clinton Street, Homer, New York 13077, be and hereby is appointed to the Industrial Development Agency Board of Directors effective immediately to complete the remainder of a two-year term to expire December 31, 2025, or until such time that the Cortland County Legislature make new appointments by resolution.

Announcements

Executive Session

Mr. Nauseef MADE A MOTION to enter into executive session for discussions regarding current litigation, Ms. Jones SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

Minutes Acceptance: Minutes of Oct 23, 2025 6:00 PM (Approval of Minutes)

An executive session was held from 7:31 PM to 7:43 PM, at which time on motion of Mr. Mantella, seconded by Mr. Prentice, it was unanimously approved by voice vote to exit executive session.

Adjournment

The meeting was closed at 7:44 PM

Cortland County Legislature

Special Meeting

~ Minutes ~

Legislative Chambers
Cortland, NY 13045
https://www.cortlandcountyny.gov

Thursday, November 13, 2025 **3:00 PM** **Board Room**

Call to Order

The meeting was called to order at 3:04 PM by Chair of the Legislature Kevin Fitch

Salute to the Flag

Roll Call

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County	Legislator	Present	
Cathy Bischoff	Cortland County	Legislator	Present	
Reed Cleland	Cortland County	Legislator	Present	
Mitchel Eccleston	Cortland County	Legislator	Absent	
Beau Harbin	Cortland County	Minority Leader	Present	
Paul Heider	Cortland County	Majority Leader	Excused	
Linda Jones	Cortland County	Legislator	Excused	
Dominick Mantella	Cortland County	Legislator	Absent	
William McGovern	Cortland County	Legislator	Present	
Joseph Nauseef	Cortland County	Legislator	Present	
Christopher Newell	Cortland County	Legislator	Absent	
Jason Prentice	Cortland County	Legislator	Present	
Sandra Price	Cortland County	Legislator	Present	
Ronald J. Van Dee	Cortland County	Legislator	Present	
Keith VanGorder	Cortland County	Legislator	Present	
Eugene Waldbauer	Cortland County	Legislator	Present	
Kevin Fitch	Cortland County	Chair of the Legislature	Present	

Presentations

1. Presentation of the 2026 Tentative Cortland County Budget - Michael Ponticiello, County Administrator

RESULT:	**RECEIVE AND FILE [UNANIMOUS]**
MOVER:	Sandra Price, Legislator
SECONDER:	Joseph Nauseef, Legislator
AYES:	Bentley, Bischoff, Cleland, Harbin, McGovern, Nauseef, Prentice, Price, Van Dee, VanGorder, Waldbauer, Fitch
ABSENT:	Mitchel Eccleston, Dominick Mantella, Christopher Newell
EXCUSED:	Paul Heider, Linda Jones

Adjournment

The meeting was closed at 3:18 PM

Minutes Acceptance: Minutes of Nov 13, 2025 3:00 PM (Approval of Minutes)

CORTLAND COUNTY LEGISLATURE

(Please complete this form and submit to Clerk of the Legislature if you wish to speak at this meeting.)

Please Note: Five Minute Time Limit

Rules for Speaking under Privilege of the Floor

1. I agree to a five (5) minute time limit;
2. I agree not to raise my voice;
3. I agree not to use lewd, obscene, profane, slanderous or libelous language or speak or act in a manner that would tend to incite a breach of the peace;
4. I agree to limit my comments to matters that are on the legislative agenda;
5. I understand and agree that this is not a question-and-answer forum, and no questions will be addressed;
6. I agree not to speak about County personnel matters. Personnel matters include comments about the job performance of named County employees, other than elected officials;
7. After five minutes I agree to leave the microphone and yield the floor. Transferring time to another person is not permitted;
8. I agree that if I cause a disruption and am asked to leave, I will leave the Chambers.

Name (**please print**): Kim Cameron

Municipality of Residence: Cortland

Representing (organization, etc.): League of Women Voters Agenda Item: #3

Kim C

Signature

Written materials may be submitted to the Clerk of the Legislature.

Personnel matters should be directed to the relevant Department and/or Supervisor, or in the case of a

Attachment: Privilege of the Floor Sign in Sheets -

Cortland County Proclamation

Honoring the Retirement of Richard Aylesworth for His Years of Service to Cortland County

WHEREAS, Richard Aylesworth has faithfully served the Cortland County Highway Department for a total of 31 years, dedicating his career to the safety, reliability, and improvement of our community's infrastructure; AND

WHEREAS, Richard began his service in 1994, when he was hired as a Motor Equipment Operator I, demonstrating skill, professionalism, and a strong work ethic that quickly distinguished him among his peers; AND

WHEREAS, his commitment to excellence led to his promotion to Motor Equipment Operator II in 1999, a position in which he held until 2001; AND

WHEREAS, in 2005, Richard was again recognized for his leadership and technical expertise with his promotion to Heavy Equipment Operator, a role he carried out with distinction for more than a decade, through 2016; AND

WHEREAS, Richard's dedication, integrity, and mastery of his craft played a huge role in his promotion to Assistant Highway Maintenance Supervisor in 2017, a position in which he provided strong leadership, dependable guidance, and invaluable experience to his team until his retirement; AND

WHEREAS, throughout his career, Richard has exemplified the very best of public service, working long hours in all seasons, mentoring colleagues, and ensuring that the essential operations of the Department were carried out safely, efficiently, and with pride; NOW THEREFORE BE IT

PROCLAIMED, that on the occasion of his well-earned retirement, the Cortland County Legislature be and hereby extends their deepest appreciation to Richard Aylesworth for his 31 years of loyal and dedicated service.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th of November, 2025

_____

Kevin Fitch, Chair
Cortland County Legislature

Attachment: Rich Aylesworth Retirement (13355 : Richard Aylesworth Retirement Proclamation)

Cortland County Proclamation

Celebrating 25 Years of the New York State and Cortland County Tobacco Control Programs

WHEREAS, since 2000, the New York State Tobacco Control Program has implemented comprehensive, evidence-based, and equity-driven initiatives to reduce illness, disability, and death caused by commercial tobacco use and secondhand smoke; and

WHEREAS, these efforts have resulted in a 57% decrease in adult cigarette smoking statewide and a historic low youth smoking rate of just 2.1%, significantly reducing the social and economic burdens caused by tobacco use; and

WHEREAS, the Cortland County Health Department's Tobacco Free Zone program, a local partner of the State program, has advanced this mission locally, achieving a 65% reduction in adult smoking and reducing youth cigarette use in Cortland County to under 1%; and

WHEREAS, over the past 25 years, the New York State Tobacco Control Program has contributed to a nearly 50% decline in lung cancer deaths, saving thousands of lives and billions of dollars in health care costs, with an estimated $15 return in reduced medical expenses for every $1 invested; and

WHEREAS, New York State and Cortland County have been pioneers in advancing strong tobacco control policies, including the 2003 Clean Indoor Air Act, raising the minimum age for tobacco sales, prohibiting flavored e-cigarettes, and restricting tobacco price discounting; and

WHEREAS, these achievements reflect the program's vision for a tobacco-free and vape-free New York, where all residents can live healthier, longer lives; now therefore be it

RESOLVED, that the Cortland County Legislature be and hereby proclaims November 20, 2025, on this year's Great American Smokeout, as **New York State and Cortland County Tobacco Control Programs 25th Anniversary Day** in the County of Cortland, as we celebrate and commend 25 years of effectiveness toward the betterment of public health.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of November, 2025.

Kevin Fitch, Chair
Cortland County Legislature

Attachment: 25 Years Tobacco Control Program (13356 : Tobacco Control Program Proclamation)

Cortland County Proclamation

Recognizing National Rural Health Day in Cortland County

WHEREAS, rural communities in New York and throughout the United States are exceptional places to live, work and volunteer; AND

WHEREAS, nearly 61 million people (19.7% of the U.S. population) and 86% of the country's land area are considered rural; AND

WHEREAS, the health and well-being of our citizens are of utmost importance to our great state; AND

WHEREAS, rural communities often experience barriers such as limited access to healthcare services, shortages of healthcare providers, transportation challenges, an aging population with higher rates of chronic conditions, and a greater proportion of uninsured and underinsured citizens; AND

WHEREAS, rural communities are resilient, resourceful, and innovative – meeting challenges with creativity and collaboration; AND

WHEREAS, rural America offers meaningful opportunities for dedicated health professionals to deliver high-quality, personalized care and essential health services; AND

WHEREAS, National Rural Health Day – established by the National Organization of State Offices of Rural Health (NOSORH) and observed annually on the third Thursday of November – highlights the unique healthcare needs and opportunities in rural communities; NOW THEREFORE BE IT

PROCLAIMED, that the Cortland County Legislature hereby recognizes November 20, 2025, as NATIONAL RURAL HEALTH DAY in Cortland County and encourage all citizens to join us in celebrating the "Power of Rural" and recognizing the vital contributions of healthcare providers, organizations, and advocates serving rural America, and further urge individuals, organizations, businesses, and community leaders to support initiatives aimed at expanding access to care and strengthening rural healthcare systems.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of November, 2025.

Kevin Fitch, Chair
Cortland County Legislature

Attachment: National Rural Health Day (13357 : Rural Health Day Proclamation)

All New Sources vs. Uses

	Tipping Fee Increase	Bond Payment Reduction	Gas Collection System Repayment	New Cell Costs	Net Additional (Deficit)/Income
2026	495,000.00		(245,000.00)	(250,000.00)	-
2027	495,000.00	5,708.97	(250,708.97)	(250,000.00)	-
2028	495,000.00	12,598.02	(257,598.02)	(250,000.00)	-
2029	495,000.00	201,099.47	(300,000.00)	(250,000.00)	146,099.47
2030	495,000.00	200,967.81	(300,000.00)		395,967.81
2031	495,000.00	211,950.41	(300,000.00)		406,950.41
2032	495,000.00	223,784.43	(300,000.00)		418,784.43
2033	495,000.00	775,860.09	(261,028.28)		1,009,831.81
2034	495,000.00	772,881.89		(200,000.00)	1,067,881.89
2035	495,000.00	828,949.45			1,323,949.45
2036	495,000.00	828,949.45		(12,000,000.00)	(10,676,050.55)

Attachment: Effects of Increased Tipping and Bond Payment vs. Loan Repay and New Cell Costs (248-25 : Authorize Increase of Landfill

Personnel Change Justification Form

Requested Change: ☑ Abolish/Create ☐ Reallocation ☐ Abolish ☑ Create

Position Name (s): Create Sr. Computer Support Technician (2) **Abolish** _____

Bargaining Unit: CSEA

Purpose and Background:
Create two Sr. Support Technicians. These positions will have more experience and knowedge than the Computer Support Technician position.

Fiscal Impact: ☑ County Funded 100 % ☐ Grant Funded ____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 25 Salary Range $ 34,103 - 43,104 /yr

Requested Grade/Salary of Position: Grade ____ Salary Range $_____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: all IT staff & Co. employees

Goals:
To handle tier 2 support tickets, also provide leadership for the Computer Support technician -team.

Operational Impact:

Requested By: _____ Signature of Requesting Department Head — 11/10/2025 Date

Personnel Officer Approval _____ Signature of Personnel Officer — 11/13/25 Date

County Administrator Budget Impact Statement:

County Administrator Approval _____ Signature of County Administrator — 11/12/25 Date

Statutory Committee Approval _____ Signature of Committee Chair after Committee Vote — _____ Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Computer Support Technician (2) Abolish _____

Bargaining Unit: CSEA

Purpose and Background:

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded ____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 18 Salary Range $ 26.3374 - 33.3363/hr

Requested Grade/Salary of Position: Grade ____ Salary Range $ _____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: _____

Goals: To bette define job duties

Operational Impact: Bette Service and accountability

Requested By: _____ Signature of Requesting Department Head — 10/27/2025 Date

Personnel Officer Approval _____ Signature of Personnel Officer — 10/28/25 Date

County Administrator Budget Impact Statement:

County Administrator Approval _____ Signature of County Administrator — _____ Date

Statutory Committee Approval _____ Signature of Committee Chair after Committee Vote — _____ Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Senior Network Specialist Abolish _____

Bargaining Unit: CSEA

Purpose and Background:

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded ____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 25 Salary Range $ 34.1035 - 43.1664/hr

Requested Grade/Salary of Position: Grade ____ Salary Range $_____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: _____

Goals: To bette define the job duties

Operational Impact: Better service and accountability

Requested By: _____ 10/27/2025
Signature of Requesting Department Head — Date

Personnel Officer Approval _____ 10/28/25
Signature of Personnel Officer — Date

County Administrator Budget Impact Statement:

County Administrator Approval _____ _____
Signature of County Administrator — Date

Statutory Committee Approval _____ _____
Signature of Committee Chair after Committee Vote — Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Network Specialist Abolish _____

Bargaining Unit: CSEA

Purpose and Background:

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded ____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 22 Salary Range $ 30,4484 - 38,5398

Requested Grade/Salary of Position: Grade ____ Salary Range $_____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: _____

Goals: To better define the job duties

Operational Impact: Better service and accountability

Requested By: _____ 10/27/2025
Signature of Requesting Department Head — Date

Personnel Officer Approval: _____ 10/28/25
Signature of Personnel Officer — Date

County Administrator Budget Impact Statement:

County Administrator Approval _____ _____
Signature of County Administrator — Date

Statutory Committee Approval _____ _____
Signature of Committee Chair after Committee Vote — Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Administrative Assistant Abolish _____

Bargaining Unit: Management

Purpose and Background:

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded ____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 5H Salary Range $ 23.4039 – 31.1506/hr

Requested Grade/Salary of Position: Grade ____ Salary Range $_____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: _____

Goals: To assist the managerial staff

Operational Impact: To be more efficient and allow managerial staff To focus on IT issues.

Requested By: _____ 10/27/2025
Signature of Requesting Department Head — Date

Personnel Officer Approval: _____ 10/28/25
Signature of Personnel Officer — Date

County Administrator Budget Impact Statement:

County Administrator Approval _____ _____
Signature of County Administrator — Date

Statutory Committee Approval _____ _____
Signature of Committee Chair after Committee Vote — Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☒ Abolish ☐ Create

Position Name (s): Create _____ Abolish Computer Programmer

Bargaining Unit: CSEA

Purpose and Background: Position is no longer needed in the organizational goals of the Information Technology Department

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded ____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 24 Salary Range $ 32.8231 - 41.5458/h

Requested Grade/Salary of Position: Grade ____ Salary Range $_____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: _____

Goals:

Operational Impact:

Requested By: _____ 10/27/2025
Signature of Requesting Department Head — Date

Personnel Officer Approval: _____ 10/28/25
Signature of Personnel Officer — Date

County Administrator Budget Impact Statement:

County Administrator Approval _____ _____
Signature of County Administrator — Date

Statutory Committee Approval _____ _____
Signature of Committee Chair after Committee Vote — Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☒ Abolish ☐ Create

Position Name (s): Create _____ **Abolish** Network Technicians (2)

Bargaining Unit: CSEA

Purpose and Background: This position supplied Broad IT services to Cortlad County

Fiscal Impact: ☒ County Funded 100 % ☐ Grant Funded ____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 18 Salary Range $ 26.3374 - 33.3363/hr

Requested Grade/Salary of Position: Grade ____ Salary Range $ _____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: _____

Goals: To bette define the job duties

Operational Impact:

Requested By: _____ 10/27/2025
Signature of Requesting Department Head — Date

Personnel Officer Approval _____ 10/28/25
Signature of Personnel Officer — Date

County Administrator Budget Impact Statement:

County Administrator Approval _____ _____
Signature of County Administrator — Date

Statutory Committee Approval _____ _____
Signature of Committee Chair after Committee Vote — Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☒ Abolish ☐ Create

Position Name (s): Create _____ Abolish Computer Support Specialist

Bargaining Unit: CSEA

Purpose and Background: This position supplied broad IT services to Cortlad County

Fiscal Impact: ☒ County Funded 100% ☐ Grant Funded ____% Grant Exp. Date _____

Current Grade/Salary of Position: Grade 9 Salary Range $ 19.5557-24.7524 /h

Requested Grade/Salary of Position: Grade ____ Salary Range $_____

Annual Increase: $_____ County Share: $_____ # of Positions Affected: _____

Goals: To better define the job duties

Operational Impact:

Requested By: _____ Signature of Requesting Department Head — 10/27/2025 Date

Personnel Officer Approval _____ Signature of Personnel Officer — 10/28/25 Date

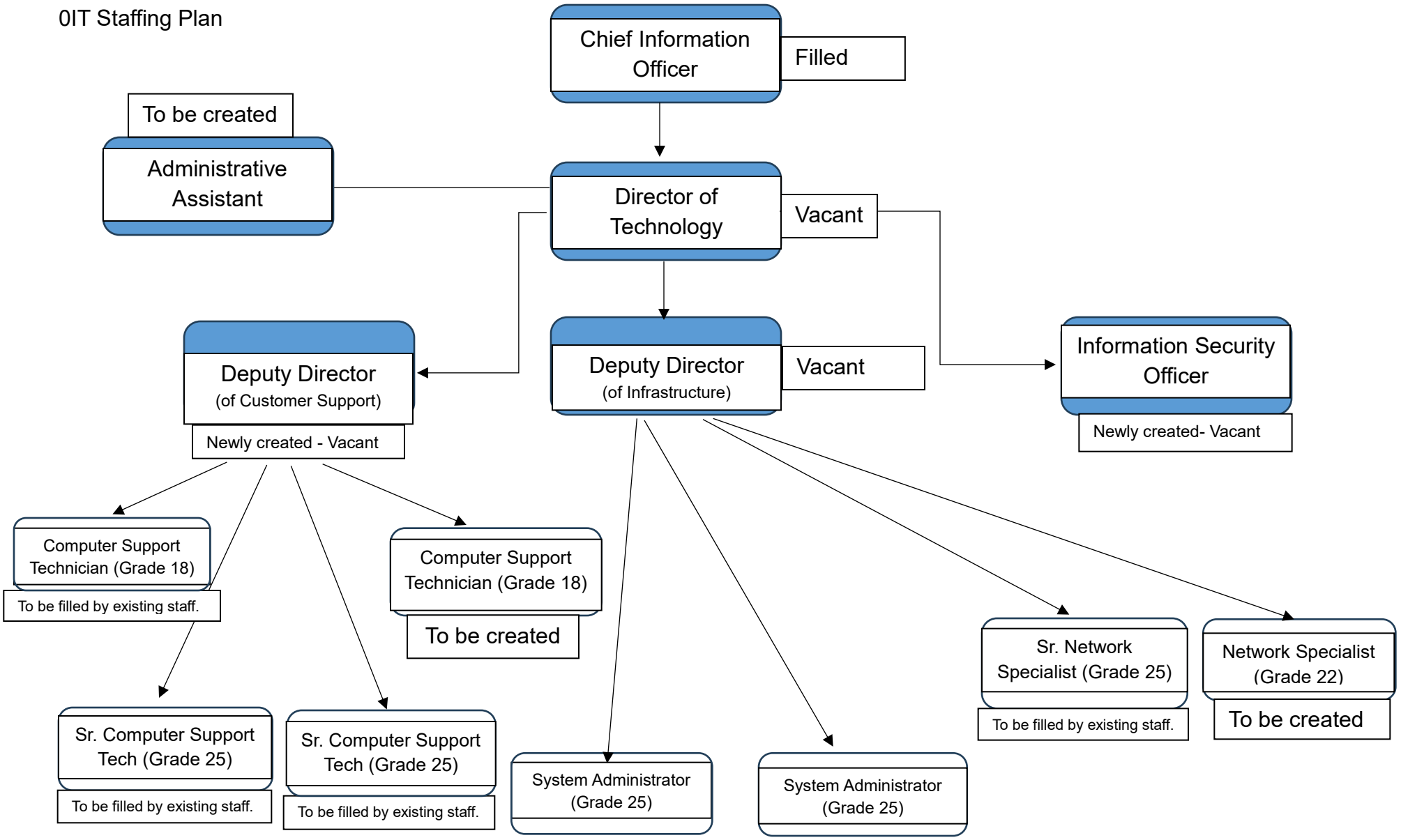
County Administrator Budget Impact Statement:

County Administrator Approval _____ Signature of County Administrator — _____ Date

Statutory Committee Approval _____ Signature of Committee Chair after Committee Vote — _____ Date

Attachment: IT Staffing Justifications Nov 2025 (249-25 : Abolish/Create Various Positions – Information Technology Department)

0IT Staffing Plan



Attachment: IT proposed structure 8 (249-25 : Abolish/Create Various Positions – Information Technology

Attachment: FINAL CONTRACT_CVB_20251114 (260-25 : Approve Terms of Agreement with Cortland County Convention and Visitors Bureau)

AGREEMENT

CORTLAND COUNTY CONVENTION & VISITOR'S BUREAU TOURISM PROMOTION AGENCY CONTRACT

THIS AGREEMENT, made and dated this _____ day of _____, 2025, by and between the COUNTY OF CORTLAND, a municipal corporation of the State of New York, with offices located at 60 Central Avenue, Cortland, New York, 13045 (hereinafter referred to as the "COUNTY"), and the CORTLAND COUNTY CONVENTION & VISITOR'S BUREAU, a non-profit organization, with offices located at 40-42 Main Street, Cortland, New York, 13045 (hereinafter referred to as "CVB").

WITNESSETH:

WHEREAS, the COUNTY is desirous to promote and publicize the advantages, benefits and attractions of Cortland County in order to attract visitors, businesses and industry; and

WHEREAS, Section 224 of County Law provides the COUNTY may contract with any non-profit organization, other corporation, association and agency within the county to provide such publicity and event promotion; and

WHEREAS, CVB is a non-profit organization marketing Cortland County as a tourism destination and has previously provided tourism promotion for the benefit of its members and Cortland County as a whole; and,

WHEREAS, the parties hereto have determined that it is in their best interests to work together to assist the COUNTY in its endeavors to promote tourism in Cortland County; and,

WHEREAS, the Cortland County Legislature has approved funding in the set amount if the overall funding available from the COUNTY's 2024 occupancy tax receipts in an amount not to exceed $623,434 for the 2026 fiscal year for CVB to assist the COUNTY in its efforts to enhance the general economy of Cortland County through its promotion and marketing of tourism attractions, conventions trade shows, special events and other directly-related and supporting tourism assets.

NOW, THEREFORE, in consideration of the mutual promises and conditions herein contained, and for other good and valuable consideration, the receipt of which is hereby acknowledged, it is agreed between the parties as follows:

1. SCOPE OF SERVICES: CVB will provide services on behalf of and for the benefit of the COUNTY as outlined in Schedule A, which is attached hereto and made a part hereof.
2. COMPENSATION: The COUNTY hereby agrees to pay CVB the sum of $623,434 for the services provided on behalf of and for the benefit of the COUNTY, which shall encompass activities associated with the promotion of the COUNTY as a tourist destination specified in Schedule A of this Contract.

   The $623,434 will be made in three (3) payments with the first payment of $311,717 being made in January, a second payment of $155,858.50 in July 2025, and the third and final payment of $155,858.50 (or less, if the budget is not met) in December. The total payment to CVB shall not exceed the sum of $623,434 for the term of this Agreement. The first payment shall not be disbursed until CVB has submitted a detailed marketing plan and budget to the Cortland County Legislature. Such payment shall not be unreasonably withheld or delayed due to review and/or negotiations of such marketing plan.

   CVB shall be permitted to use a portion of these funds to cover administrative and operational costs, as defined and allocated in accordance with Schedule B, attached hereto and incorporated herein, which shall not exceed forty percent (40%) of the COUNTY's allocation unless otherwise agreed in writing by both parties. External revenues of grants secured by CVB shall be excluded from this calculation. CVB shall not be permitted to use any COUNTY allocated funding to create and/or add to a reserve account.
3. MARKETING PLAN: CVB shall submit a marketing plan to the Finance and Administration Committee no later than January 15, 2026. CVB's marketing plan shall include:
   a. Market research and analysis as necessary and feasible to identify key strategic areas in which to invest, grow and maintain tourism activities;
   b. Strategies, including advertising and event promotion, which engage tourist and visitors through diverse media and print channels, direct sponsorship, third party grants, and such other means as may be necessary or expedient;
   c. Objectives to cultivate groups and/or sales contracts to bring in conventions, meetings, trade shows, group tour/motorcoach, festivals and other consumer tourism business into and for the benefit of Cortland County;

Attachment: FINAL CONTRACT_CVB_20251114 (260-25 : Approve Terms of Agreement with Cortland County Convention and Visitors Bureau)

Attachment: FINAL CONTRACT_CVB_20251114 (260-25 : Approve Terms of Agreement with Cortland County Convention and Visitors Bureau)

d. Design of communication products which may include brochures, travel guides, directories, tour planner/meeting planner guides, videos and/or any other informational collateral materials necessary to promote the desirability of Cortland County as a tourism and convention destination;

e. Identification of target sectors for the dissemination of above communications products as tourists, convention delegates, trade show attendees, supplies, travel agencies and any other travel related entity that can attract business to Cortland County;

f. Develop criteria and a process by which specific data is collected and used to assess the effectiveness of the marketing plan's goals and strategies;

g. Prepare and submit, as a companion to the marketing plan, a budget demonstrating how the full COUNTY allocation for this Contract will be invested to accomplish the items in Schedule A and the general terms of this Contract.

The COUNTY's review and approval of CVB's marketing plan shall be limited to ensuring compliance with funding and legal requirements with overall COUNTY tourism objectives. Approval shall not restrict CVB's day-to-day management of its organization.

4. REPORTING: CVB shall submit a written quarterly report no later than fifteen (15) days after the conclusion of each quarter to the Chair of the Finance and Administration Committee and the COUNTY's Director of Finance. CVB shall attend the COUNTY's Finance and Administration Committee meetings on at least a quarterly basis, to report on the status of its pending and proposed activities, accomplishments and financial status to date. An interim expenditure report detailing the expenses incurred and reimbursed for the first six (6) months of the Contract shall be provided to the Director of Finance and the Chair of Finance and Administration Committee no later than September 1st of the Contract year. Within sixty (60) days of the Contract's termination, CVB will provide an unaudited detailed income statement. The COUNTY shall have the right to request additional documents, statements, and reports relative to the income statement provided by CVB. When available, audited financial statements shall be submitted to its Director of Finance, no later than the end of the subsequent year.

. In the event that CVB does not utilize all of the COUNTY funds, such funds shall be returned to the COUNTY, unless the parties agree to a different allocation of those funds and such agreement shall be in writing.

5. INSURANCE: CVB shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and the COUNTY has approved such insurance. The COUNTY requires the following insurance coverage and amounts:
    a. Comprehensive General Liability, including personal injury coverage of $1,000,000 per occurrence and $2,000,000 in the aggregate and property damage coverage in the amount of $500,000 per occurrence and $1,000,000 in the aggregate.
    b. Automobile coverage with a combined single limit of $1,000,000.
    c. Statutory Workers' Compensation, Disability Coverage, and Unemployment Insurance.

    Such policies are to be in the broadest form available on usual commercial terms and shall be written by insurers of recognized financial standing satisfactory to the COUNTY and who have been fully informed as to the nature of the services to be performed. Except for Workers' Compensation, the COUNTY shall be an additional insured on all such policies with the understanding that any obligations of CVB (including without limitation, the liability to pay premiums) shall be the sole obligations of CVB and not those of the COUNTY. CVB irrevocably waives all claims against the COUNTY for all losses, damages, claims, or expenses resulting from risks commercially insurance under the influence under the insurance described in this paragraph. The provision of insurance by CVB shall not in any way limit CVB's liability under this Agreement.

    CVB shall submit at the time of the execution of this Agreement, certificates of insurance property executed by an authorized representative of its insurance underwriter, evidencing such insurance policies to be in full force and effect, naming the COUNTY which shall assume to include its officers, employees, agents, and representatives as additional insured. The certificate of insurance shall name specifically "Cortland County, 60 Central Avenue, Cortland, New York, 13045" as an additional insured. In addition, CVB must provide an

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endorsement to the policy showing that the COUNTY is actually insured together with a copy of the policy declarations page.

Each policy of insurance shall contain clauses to the effect that:

(i) Such insurance shall be primary without right of contribution of any other insurance carried by or on behalf of the COUNTY with respect to its interest;

(ii) It shall not be cancelled, including, without limitation, for non-payment of premium, or materially amended, without thirty (30) days prior written notice to the COUNTY, directed to the contracting department and the office of the County Attorney and to the office of the County Administrator, and the COUNTY shall have the have the option to pay any necessary premiums to keep such insurance in effect and charge the cost back to CVB.

To the extent it is commercially available, each policy of insurance shall be provided on an "occurrence" basis. If any insurance is not so commercially available on an "occurrence" basis, it shall be provided on a "claim made" basis, and all such "claims made" policies shall provide that:

(i) Policy retroactive dates coincide with or precede CVB's start of performance of the services (including subsequent policies purchased as renewals or replacements);

(ii) CVB will maintain similar insurance for at least six (6) years following final acceptance of the services;

(iii) If the insurance is terminated for any reason, CVB agrees to purchase an unlimited extended reporting provision to report claims arising from the services performed for the COUNTY;

(iv) Immediate notice shall be given to the COUNTY through the contracting department and the office of the County Attorney and to the office of the County Administrator of circumstances or incidents that might give rise to future claims with respect to the services performed under this Agreement;

(v) Notice of termination of any such policies must be provided to the COUNTY at least ten (10) days in advance of such Notice of Termination. CVB shall, on or before this ten (10) day period, provide the COUNTY with a prospective Certificate

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of Insurance with the above coverage and limits for the balance of the term of this Agreement; and,

(vi) CVB shall obtain replacement insurance within ten (10) days in the absence of which CVB shall be in breach of this Agreement.

All insurance coverage required to be purchased and maintained by CVB under this Agreement shall be primary for the defense and indemnification on any action or claim asserted against the COUNTY and/or CVB for work performed under this Agreement, regardless of any other collectible insurance or any language in the insurance policies which may be to the contrary.

Any accident shall be reported to the COUNTY as soon as possible and not later than twenty-four (24) hours from time of such accident. A detailed written report must be submitted to the COUNTY as soon thereafter as possible, and not later than three (3) days after the date of such accident.

6. REPRESENTATIONS OF CVB: CVB represents and warrants to the COUNTY that it is licensed to the extent required by law and has the knowledge and experience necessary to perform this Agreement; that CVB has not been convicted of a crime under the laws of the United States or of any state; CVB has not been disqualified from performing any contract funded by the United States or the State of New York and that there is no proceeding pending or threatened against CVB by either government; that no officer or employee of the County has an interest in this Agreement which would disqualify CVB from performing this Agreement and receiving payment.
7. APPROPRIATIONS: This Agreement is funded by an appropriation of the Cortland County Legislature. The COUNTY shall not be liable beyond the funds authorized by such appropriation by the COUNTY. In the event that such funding shall be terminated or reduced, this Agreement shall end on the effective notice of termination. The COUNTY shall be liable for all charges and expenses incurred prior to the date of termination. If funding is reduced below the level contained within this Agreement and the parties do not desire to terminate this Agreement, funding shall be deemed to have been reduced to the amount authorized or amended, as may be applicable.

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8. STATUS AS INDEPENDENT CONTRACTOR: CVB, in accordance with its status as an independent contractor, covenants and agrees that it will conduct itself consistent with such, that it will neither hold itself out as, nor claim to be, an officer or employee of Cortland County by reason hereof, and that it will not, by reason hereof, make any claim, demand or application to or for any right or privilege applicable to an officer or employee of Cortland County, including, but not limited to, Workers' Compensation Coverage, Unemployment Insurance benefits, Social Security coverage or retirement membership or credit. CVB is not an employee. Any and all responsibility for U.S. Social Security taxes for CVB and its employees and Federal, State, and local income taxes are the responsibility of CVB.

   As an independent contractor, CVB shall be solely responsible for determining the means and methods of performing the services according to the terms of this Contract and shall have complete charge and responsibility of CVB personnel engaged in the performance of the services. However, if any personnel of CVB act in a manner that is detrimental to the COUNTY, the COUNTY may require CVB to remove or replace such personnel with respect to the performance of services under this Agreement.

9. PROTECTION OF INTELLECTUAL PROPERTY: All rights, title, and interest in and to any and all trademarks, service marks, trade names, logos, slogans, taglines, designs, creative content, marketing materials, and any other brand elements developed, created, or used in connection with the marketing services provided under this Agreement shall be and remain the sole property of the COUNTY.

   To the extent any brand elements or other creative materials are created by CVB or its contractors in the course of performing services under this Agreement, the parties agree that such materials shall constitutes works made for hire for the COUNTY. If, for any reason, such materials are not deemed works made for hire, CVB irrevocably assigns to the COUNTY all right, title, and interest in and to such materials.

   CVB shall have no ownership rights in the brand or any derivative works thereof. CVB may use the brand only as authorized in writing by the COUNTY and solely for the purpose of performing its obligations under this Agreement. Upon termination or expiration of this Agreement, CVB shall cease all use of the brand, except as expressly permitted by the COUNTY in writing.

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Notwithstanding the foregoing, CVB retains ownership of its pre-existing propriety tools, templates, methodologies, and know-how, provided that such CVB materials do not include any COUNTY brand elements. The COUNTY shall receive a perpetual, royalty-free license to use any CVB materials incorporated into deliverables solely for COUNTY purposes.

10. PROHIBITION AGAINST DISCRIMINATION: CVB specifically agrees that it will carry out its work and obligations under the term of this Agreement pursuant to the provisions of Title VI of the Civil Rights Act of 1964 and Title VIII of the Civil Rights Act of 1968, which act prohibits discrimination on the basis of race, creed, sex, familial status, age, handicap or national origin. CVB agrees that it will administer the program on accordance with the provisions of the American with Disabilities Act of 1990.
11. HOLD HARMLESS/INSURANCE: CVB shall indemnify, defend, and hold the COUNTY, its departments, and its officers, employees, contractors, representatives and agents harmless from and against all claims, fines, demands, losses, damages, and expenses, including attorney's fees, relating to or arising out of any negligent or intentional acts and/or omissions of CVB or any of its directors, officers, employees, contractors, representatives, or agents.
12. AUDIT: The County, State of New York, and the United States shall have the right at any time during the term of this Agreement and for the period limited by the applicable statute of limitations to audit the payment of monies hereunder. CVB shall comply with any demands made by the COUNTY to provide information with respect to the payment of monies hereunder during the period covered by this paragraph. CVB shall maintain its books and records in accordance with generally accepted accounting principles or other such method of accounting that is approved in writing by the COUNTY prior to the date of this Agreement. CVB shall maintain records required by this paragraph for seven (7) years after the date this agreement is terminated or ends. In the event that an audit identifies discrepancies, both parties shall meet within thirty (30) days of notification to review findings and agree upon any corrective actions prior to enforcement.
13. ASSIGNMENT: This Agreement is binding on the heirs, successors, and assigns of the parties. CVB shall not assign any of the rights, interests, or obligations under this

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Agreement, or subcontract any of the services to be performed by it under this Agreement, without the prior express written consent of the COUNTY.

14. NOTICES: All notices required by this Agreement shall be sent to the addresses set forth above. Notices shall be personally delivered or mailed by certified mail, return receipt requested. The parties shall give written notice of a change of address.
15. CONTRACT MODIFICATIONS: This Agreement represents the entire and integrated agreement between the COUNTY and CVB supersedes all prior negotiations representations or agreements either written or oral. This Agreement may be amended only by written instrument signed by both the COUNTY and CVB.
16. DEFAULT: CVB shall be in default upon (i) its failure to comply with any term or condition of this Agreement; (ii) the filing by or against CVB of a petition in bankruptcy or under any law relating to insolvency; (iii) its failure to comply with any statute or regulation applicable to the performance of this Agreement; (iv) the determination that any representation or certification made under this Agreement is untrue.

    If CVB defaults, the COUNTY may, at its option, (i) terminate this Agreement; (ii) recover counsel fees and all cost incurred to enforce this Agreement; (iii) pursue other such remedies as may be available under law or the Agreement. These remedies are cumulative.
17. SEVERABILITY: If any term or provision of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and every other term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.
18. TERM: The term of this Agreement shall run from January 1, 2026, to December 31, 2026. This Agreement may be terminated without cause by either party hereto at any time upon thirty (30) days written notice of the intention to so terminate. The COUNTY reserves the right to terminate this Agreement for cause at any time. CVB shall be entitled to compensation for all approved and documented expenses incurred prior to the termination date, including unavoidable contractual obligations.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers.

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Dated: COUNTY OF CORTLAND

_____
Michael Ponticiello, County Administrator

Acknowledgment

STATE OF NEW YORK)

COUNTY OF CORTLAND) ss.:

On this ____ day of _____, 20__, before me, the undersigned, a Notary Public in and for said State, personally appeared Michael Ponticiello, County Administrator, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, that by his/her signature on the instrument, the individual, or person upon behalf of which the individual acted, executed the instrument.

_____
Notary Public

CVB

_____
Michelle Enright, Executive Director

Acknowledgment

STATE OF NEW YORK)

COUNTY OF CORTLAND) ss.:

On this ____ day of _____, 20__, before me, the undersigned, a Notary Public in and for said State, personally appeared Michelle Enright, Executive Director, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, that by his/her signature on the instrument, the individual, or person upon behalf of which the individual acted, executed the instrument.

_____
Notary Public

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SCHEDULE A

SCOPE OF SERVICES

CVB will:

1. Act as the COUNTY's official Tourism Promotion Agency.
2. Annually apply and secure an appropriate matching grant from the State of New York I Love NY Campaign, and participate in other regional, state and national tourism grants and/or initiatives to supplement and support County programs where appropriate.
3. Develop advertising programs and marketing strategies to bring conventions, meetings, trade shows, group tour/motorcoach and consumer tourism business into and for the benefit of Cortland County and to do related market research and analysis as necessary and feasible.
4. Develop, implement and evaluate related marketing plans and budgets.
5. Participate in regional tourism initiatives through Central New York Tourism and Finger Lakes Regional Tourism Council to supplement and support County programs.
6. Develop and have published any brochures, travel guides, directories, tour planner/meeting planner guides, videos and any other information collateral materials necessary to promote the desirability of Cortland County as a tourism and convention destination.
7. Identify target markets and distribute above information to tourists, convention delegates, trade show attendees, suppliers, travel agencies and any other travel-related entity that can attract business to Cortland County.
8. Promote the County as an attraction for tourist and visitors through advertising, sales contacts, publications and distributions of descriptive material and such other means as may be necessary or expedient; to develop increased civic interest in the County as a visitor attraction; and to generally do all those things necessary or appropriate to carry out such purposes.
9. Seek to develop and retain the tourism industry and its associated employment base within the County.

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10. Manage and operate Tourism Information Booth(s) and coordinate tourism and other tourism-related events as identified in its marketing plan or as necessary to ensure maximum impact of travelers coming to our area.
11. Answer and track inquiries about the County in regard to all tourism-related areas and maintain and advertise an 800 number service and web portal to potential visitors for customer convenience. Provide annual inquiry figures.
12. Develop specific and verifiable statistics and conversation studies to gauge market trends and the effectiveness of marketing strategies.
13. Hire and maintain professional and clerical staff sufficient to affect a successful Tourism Promotion Agency in accordance with terms set forth elsewhere in this Agreement.
14. Make use of volunteer manpower, CVB, and community assets as necessary to ensure program successes.
15. Coordinate and oversee the distribution of no less than forty-five (45%) of the total CVB contract allocation to those County's non-profit organization and/or events and event sponsorship, which demonstrate a record of attracting tourists according to the specifications articulated in the Cortland County Tourism Marketing Grant Guidelines:
    a. Guide and support nonprofit awardees to ensure fulfillment of individual grant proposals in conformance with the Grant guidelines;
    b. Create evaluation criteria and design a process or its application by which data s collected to judge the effectiveness of individual grantees methods to attract and build a tourist base for its programming;
    c. Board members are strictly prohibited from approving, authorizing, recommending, or otherwise participating in any decision to distribute, allocate, or award funds, grants, or other financial benefits to any organization or entity with which they are affiliated. A board member is considered "affiliated" if they serve as an employee, officer, director, trustee, contractor, or have any financial or personal interest in that organization.

       Any such action is strictly prohibited and shall constitute a violation and grounds for removal or other disciplinary action, as permitted by law and the organization's governing documents.

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16. Obtain approval of the non-profit grantee awards from the Cortland County Legislature prior to distribution of any funds.
17. Staff and manage an interactive web portal, social media presence, and physical store front to cultivate tourist interest, provide timely information and event planning guidance.

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SCHEDULE B
DEFINITION OF ADMINISTRATIVE AND OPERATIONAL COSTS

For the purposes of this Agreement, "Administrative and Operational Costs" shall mean reasonable and necessary expenses directly related to the management, administration, and day-to-day operation of CVB and its contractual obligations under this Agreement. These costs support the organization's ability to function, but do not include direct tourism marketing, promotion, or grant distribution activities.

Administrative and Operational Costs may include:

1. Personnel Costs

    a. Salaries, wages and related employee benefits for CVB staff engaged in administrative, financial, or management functions, including accounting, budgeting, human resources, reporting, and contract compliance.

    b. When an employee's responsibilities include both administrative and marketing duties, CVB may allocate a proportional share of that employee's salary and related benefits to administrative costs, based on reasonable tracking or allocation methods.

2. Office and Facility Costs

    a. Rent, utilities, telecommunications, internet, and maintenance costs for CVB office and/or visitor center.

    b. Office supplies, postage, printing, computer hardware and software, and technology subscriptions used for administrative purposes and necessary for day-to-day business operations, excluding those used directly for marketing, promotional, or advertising activities.

3. Professional Services

    a. Accounting, legal, audit, payroll, and other consulting services necessary for administration, compliance, or organizational management.

4. Insurance and Compliance Costs

    a. Business insurance.

    b. Costs for required filings, licensing, and administrative fees needed to maintain nonprofit and contractual compliance.

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5. Administrative Travel and Meetings

    a. Travel, lodging, and meal expenses related to board or staff meetings, training, professional development, or administrative coordination directly tied to tourism program oversight or compliance.

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Cortland County, New York

Tentative County Budget
Fiscal Year 2026

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

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OFFICE OF THE COUNTY ADMINISTRATOR
CORTLAND COUNTY

60 Central Avenue, Suite 316
Cortland, New York 13045

607-753-5083

Michael A. Ponticiello
County Administrator

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

2026 Cortland County Tentative Budget Message

Balancing Today's Challenges with Tomorrow's Vision – Working Together for Cortland County

November 13, 2025

Dear Honorable Members of the Cortland County Legislature and Cortland County Residents:

Having joined Cortland County Government only recently, I approached this budget process with enthusiasm and respect for the extensive work completed by County departments, staff, and the Finance Committee. With just over thirty days to review and refine this work, my focus has been on understanding our fiscal position and ensuring that the 2026 Tentative Budget balances immediate operational needs with the long-term priorities of the Legislature. While the fiscal pressures predate my arrival, I am committed to working collaboratively to evaluate efficiencies, strengthen revenue stability, and chart a sustainable path forward for Cortland County.

It is in that spirit that I present the following Tentative Budget for Fiscal Year 2026. The tentative budget recommends a general fund appropriation of $143,046,658 which is $12,041,940 higher than the 2025 adopted appropriation of $131,004,718, but on par with the 2025 adjusted budget. The year-over-year increases are primarily driven by areas common across counties in New York. Increases in social services programs, salary and benefit increases (in particular health insurance increases), assigned counsel program increases. This budget also presents targeted investments in Information Technology and DPW-Buildings & Grounds departments.

The tentative County budget uses the following funding sources to balance the budget:

County Tax Levy:	$43,750,000	An increase of 7.50%
Sales Tax Revenue:	$42,142,520	County share: $24,231,949
All Other Revenue:	$52,658,103	
General Fund:	$1,996,035	
Retirement Reserves:	$2,500,000	

The tentative budget includes a property tax levy of $43,750,000. This is a 7.50% increase over the 2025 property tax levy. The tentative 2025 budget does not stay within the New York State mandated tax cap. The average County tax rate would be $14.861379 per $1,000 of assessed value, which is a 2.2% increase over the 2025 average County tax rate of $14.540626.

Pursuant to the provisions of the laws of New York State, Chapter 11 County Law, Article 7 Finance, please find herewith the recommended spending plan for the County of Cortland for 2026. Contained in this budget are those items required by law including:

- Schedule of recommended Appropriations & Revenues
- Statement of Aggregate Amount of Unappropriated Funds
- Statement of Each Reserve Fund
- Statement of Outstanding Indebtedness
- Statement of Exemptions

In addition, the Tentative Budget contains information germane to each administrative unit, including:

- Organizational Chart
- Mission Statement
- Indicators & Goals
- Position Summary Information

Demographic Overview

Cortland County, located in the heart of Central New York, serves a population of 46,809 residents as per the 2020 U.S. Census and has further decreased to 46,126 in 2022 according to USAFACTS. The County's demographic profile is predominantly white (about 91%), with smaller proportions of African American, Hispanic, and other ethnic groups. The median age of 39 reflects a mix of working-age individuals, families, and retirees, with a growing elderly population that increasingly relies on County services such as healthcare, transportation, and social services.

The County's economy is largely driven by agriculture, education (anchored by SUNY Cortland), manufacturing, and tourism. Despite these economic drivers, Cortland County, like many rural counties in upstate New York, has faced population decline, presenting challenges in sustaining revenue growth while continuing to meet the needs of its residents.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

New York State Impacts and Mandates

New York State mandates continue to exert significant pressure on Cortland County's budget. The largest of these mandates is Medicaid, which consumes nearly a quarter of the county's annual expenditures. Despite state-imposed caps on Medicaid growth for counties, Cortland County is still required to contribute substantial funding, with costs expected to be $10,355,510 in 2026.

In addition to Medicaid, other state mandates include public defense services, foster care, child welfare, and special education services, which the county must provide, are only partially reimbursed by the state. New mandates, such as those associated with public defender requirements, new jail regulations, and other cost shifts from New York State budget onto the County's budget have also contributed to rising costs, straining the county's ability to invest in local priorities. These unfunded or underfunded mandates limit the county's budget flexibility and require the county to allocate resources that could otherwise be used for infrastructure, public safety, or other critical areas.

Moreover, the state plays a significant role in determining Cortland County's infrastructure funding through programs like the Consolidated Local Street and Highway Improvement Program (CHIPS). While state aid is helpful, delays or reductions in funding leave the county to make up for shortfalls, which often results in deferred maintenance or delayed capital projects.

Furthermore, in 2026 the County begins to prepare for federal cost shifts. These are expected to occur mostly in the human services departments and will result in an increase in local dollars needed to support required services. These cost shifts will not be fully recognized until 2027.

Revenue Projections

Sales Tax Trends

Sales tax revenue remains a crucial source of funding for Cortland County, representing a significant share of the county's overall budget. New York State's efforts to capture sales tax from online transactions have bolstered local revenue, partially compensating for declines in traditional brick-and-mortar retail activity. The state's e-commerce tax collection has become an increasingly important revenue stream as consumer shopping habits shift toward online platforms. The county has experienced average growth in sales tax collections of about 3% per year supported by inflation and the continued recovery of consumer spending in key areas such as retail, hospitality, and motor vehicle sales.

However, the 2026 sales tax revenue projection is more conservative, with an estimated growth rate of 2.5% over 2025. This projection takes into account potential economic uncertainties, including inflation, interest rates, and fluctuating energy prices, which could dampen consumer

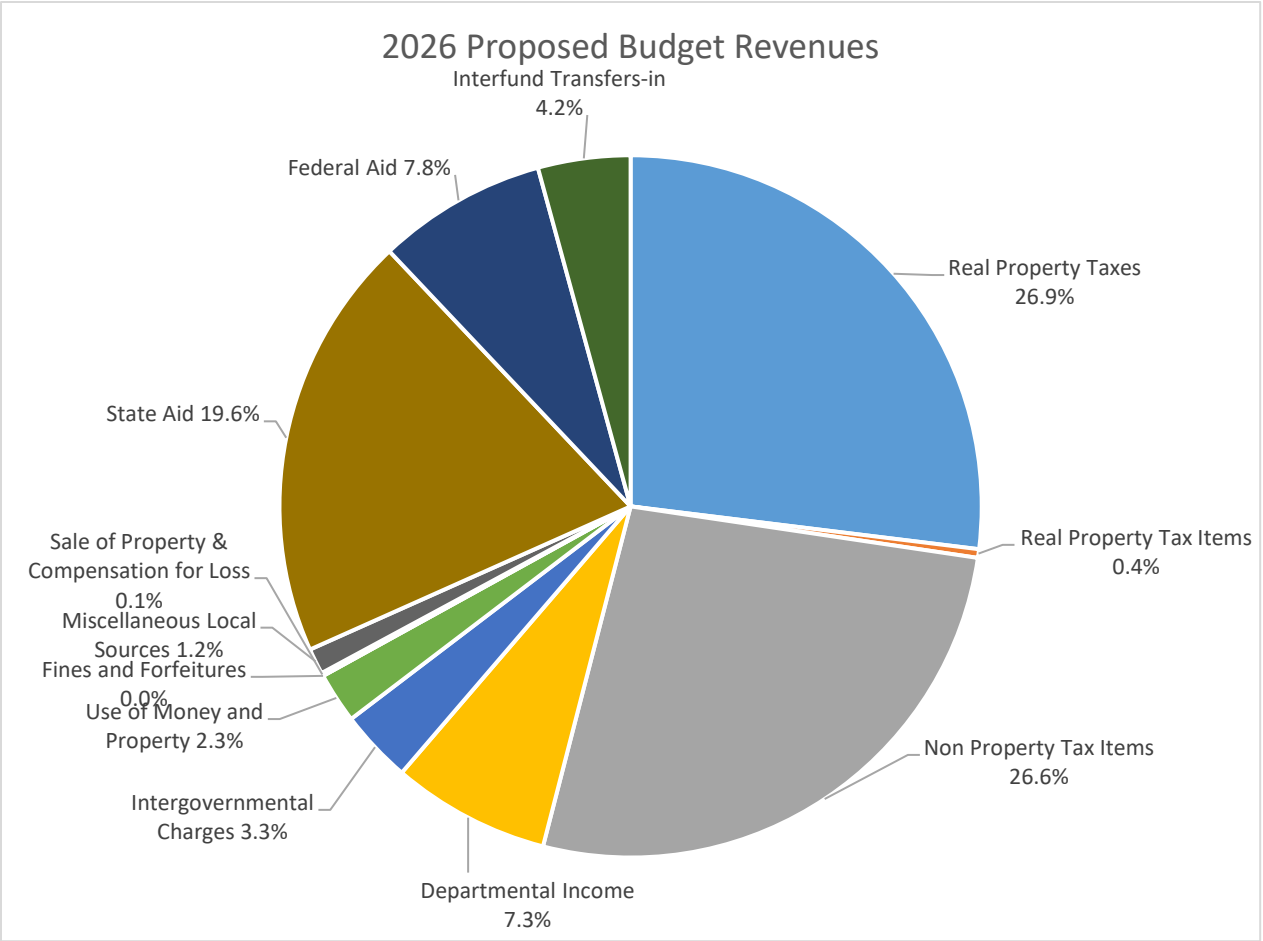
Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

spending. Furthermore, with federal stimulus programs phasing out, there is less economic support from one-time federal funding sources, further necessitating a cautious revenue outlook.

Property Tax Levy and Equalization Rate Impact

Property tax is another essential revenue stream for Cortland County. For 2026, the County is proposing a property tax levy increase of 7.5%.

The equalization rate is a factor that significantly impacts property taxes in Cortland County. This rate, determined by the New York State Office of Real Property Services, represents the ratio of a municipality's assessed value to the full market value of properties. Equalization rates are used to ensure fair property tax distribution across municipalities in the County that may assess properties at different rates.



When the equalization rate declines, it suggests that properties in the County are being assessed at a lower percentage of their market value, which can distort the County's property tax rate. For example, if the equalization rate decreases, the County must adjust the tax rate upwards to raise the same amount of revenue, thus leading to a higher effective tax rate for residents.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

In 2026, Cortland County is continuing to grapple with declining equalization rates in several municipalities, which means that while the overall tax levy is increasing modestly, some property owners may see more significant increases in their tax bills due to these rate adjustments. Conversely, in municipalities where property assessments more closely match market value, the tax rate impact may be less pronounced or even decreased.

The County aims to maintain fairness in the distribution of the property tax burden across all municipalities, but fluctuations in equalization rates in the County's municipalities complicate the budgeting process.

Proposed Budget Revenues

As noted and graphed above, the FY2026 budget includes a variety of revenue sources, the table below provides additional detail.

FY2026 Tentative Budget Revenue		
Category	Percent of Total Revenue	Dollar Amount
Real Property Taxes	26.9%	$ 43,769,285
Real Property Tax Items	0.4%	$ 643,372
Non Property Tax Items	26.6%	$ 43,157,520
Departmental Income	7.3%	$ 11,786,126
Intergovernmental Charges	3.3%	$ 5,425,596
Use of Money and Property	2.3%	$ 3,774,961
Fines and Forfeitures	0.0%	$ 150
Sale of Property & Compensation for Loss	0.1%	$ 234,575
Miscellaneous Local Sources	1.2%	$ 1,923,957
State Aid	19.6%	$ 31,765,544
Federal Aid	7.8%	$ 12,623,957
Interfund Transfers-in	4.2%	$ 6,881,354
		$ 161,986,397

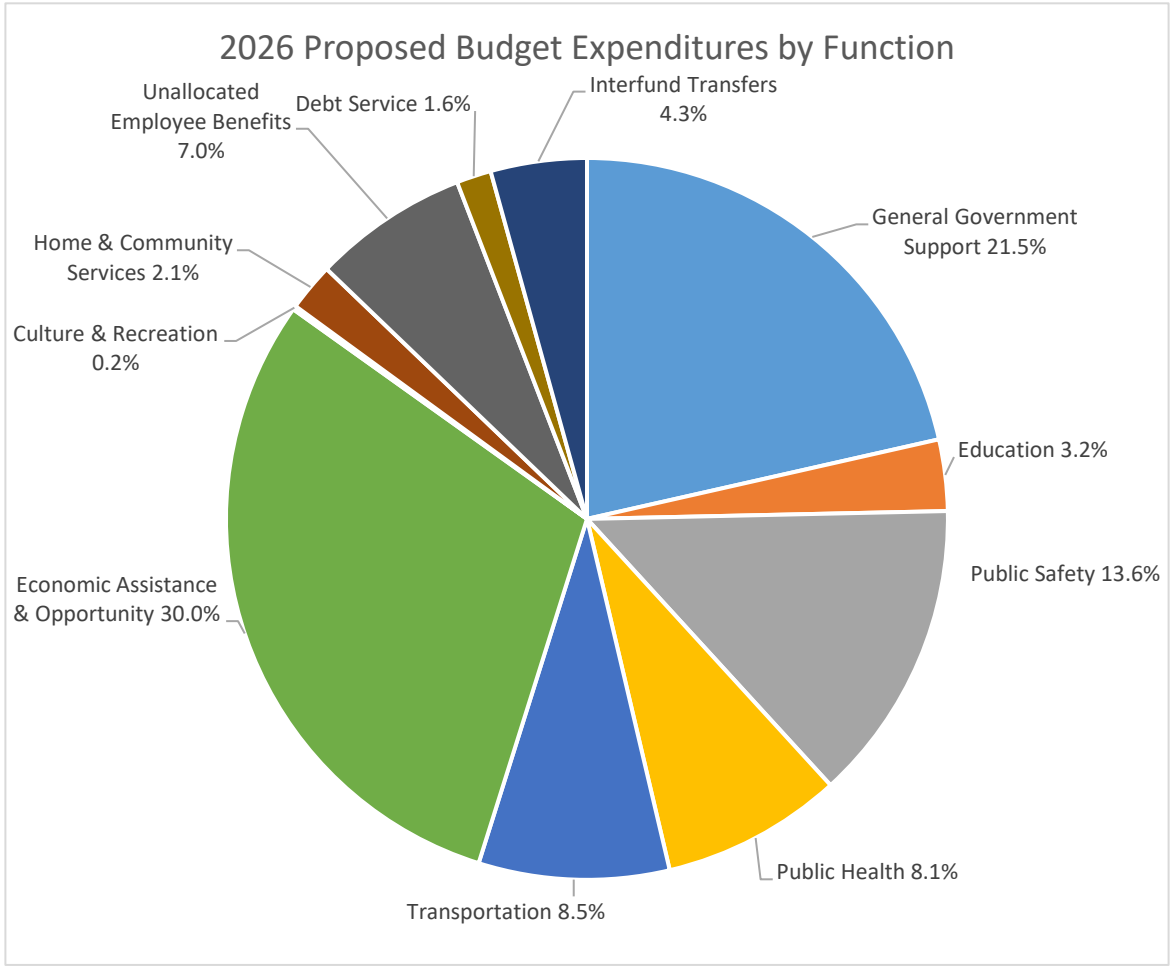
Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Expenditure Plan

The overall expenditure plan builds upon the requests submitted by department heads who are directly responsible for the day-to-day operations of their specific areas. Below are highlighted a few key areas, but should not be considered all encompassing.

Wages

Wage increases across the entire County workforce is largely due to rising personnel costs, driven by contractual salary increases, pension and healthcare expenses. Healthcare cost projections in 2026 were a significant driver in this category, budgeted at a 6% increase over 2025.



Information Technology

The tentative budget includes a targeted investment in Information Technology. Specifically, it funds the mid-year FY2025 departmental restructuring. It also includes funding to support hardware & software improvements.

Department of Public Works-Buildings & Grounds

Improvements to the physical plant are sorely needed. This tentative budget proposes an increase in the building and grounds budget to start down a path of matching the needed resources to the physical needs of the county's buildings.

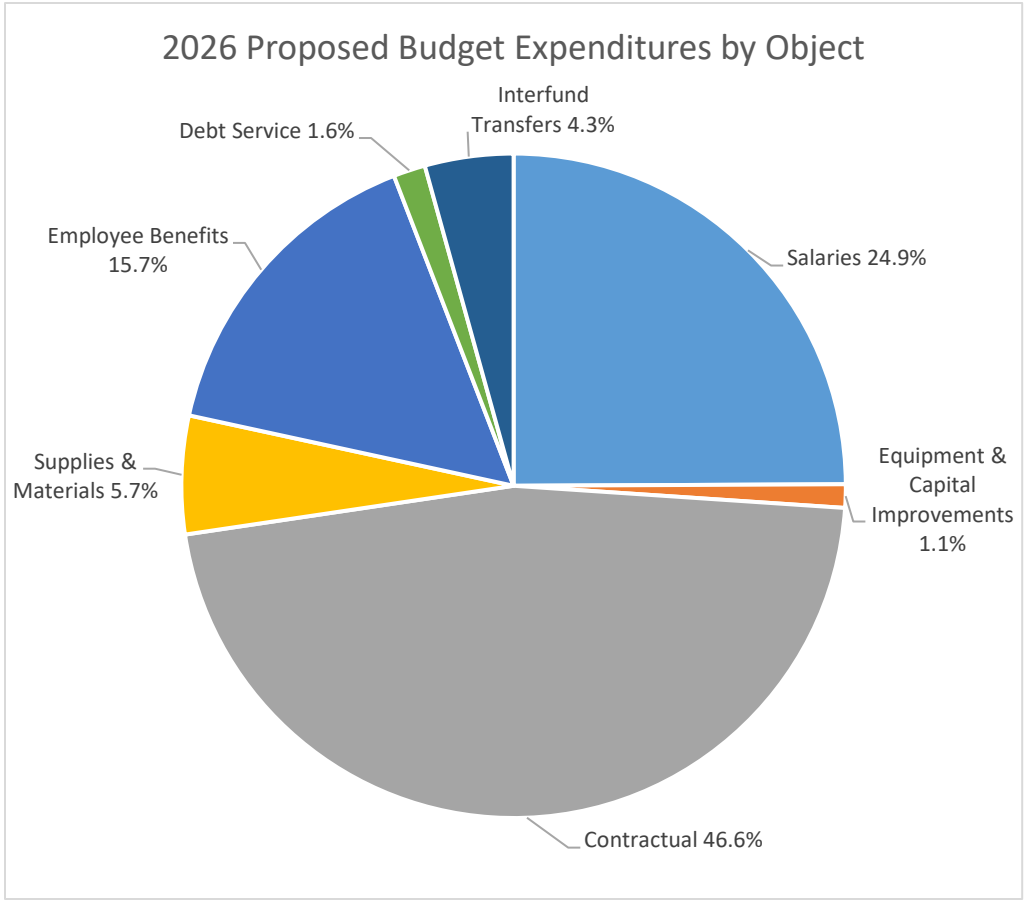
Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Department of Social Services

There is a workforce investment occurring at the Department of Social Services. DSS identified a challenge with recruitment and retention of caseworkers. This tentative budget includes funding, with state and federal matches, to increase their grades. Additionally, two supervisory positions are added to support departmental operations. Specifically, DSS has had a significant influx of new staff who will need mentoring as they begin to assume full job duties, these supervisors will assist with that task.

Finance (Payroll function)

This budget supports improving the management and oversight of the county's payroll process by moving the existing payroll function from the Personnel department to the Finance department. There is an additional FTE being recommended to ensure the necessary redundancy of this function.



Proposed Budget Expenditures

As noted and graphed above, the FY2026 budget includes a variety of expenditures sources, the tables below provides additional detail based on both function and object.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

FY2026 Tentative Budget Expenditures by Function		
Category	Percentage of Total Expenditures	Dollar Amount
General Government Support	21.5%	$ 35,881,213
Education	3.2%	$ 5,339,755
Public Safety	13.6%	$ 22,665,953
Public Health	8.1%	$ 13,557,260
Transportation	8.5%	$ 14,273,199
Economic Assistance & Opportunity	30.0%	$ 50,013,872
Culture & Recreation	0.2%	$ 289,711
Home & Community Services	2.1%	$ 3,574,902
Unallocated Employee Benefits	7.0%	$ 11,646,512
Debt Service	1.6%	$ 2,598,841
Interfund Transfers	4.3%	$ 7,196,354
		$ 167,037,572

FY2026 Tentative Budget Expenditures by Object		
Category	Percentage of Total Expenditures	Dollar Amount
Salaries	24.9%	$ 41,636,771
Equipment & Capital Improvements	1.1%	$ 1,899,550
Contractual	46.6%	$ 77,821,063
Supplies & Materials	5.7%	$ 9,603,014
Employee Benefits	15.7%	$ 26,281,980
Debt Service	1.6%	$ 2,598,841
Interfund Transfers	4.3%	$ 7,196,354
		$ 167,037,573

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Long-Term Fiscal Outlook

Cortland County enters 2026 with both challenges and opportunities. The county's financial outlook depends on careful stewardship of limited resources, a continued focus on efficiency, and targeted investment in areas that strengthen service delivery. Sustained pressures from state mandates, workforce costs, and infrastructure aging will require ongoing collaboration between the Legislature, administration, and department leaders.

Regional economic development is expected to accelerate in nearby areas, including major investments in advanced manufacturing, clean energy technology, and associated supply chains. These projects will bring new jobs, housing demand, and transportation pressures that will extend beyond county borders. Cortland County should position itself to capitalize on this growth by strengthening workforce development partnerships, enhancing site readiness for business attraction, and aligning infrastructure planning to support future regional connectivity.

Looking ahead, fiscal stability will rely on proactive planning—balancing short-term adjustments with long-term reforms. Priority areas include improving financial forecasting, leveraging technology to better monitor spending and performance, and pursuing shared service models where practical. A disciplined approach to reserves and debt management will also be key to maintaining the county's financial flexibility in uncertain economic conditions.

Conclusion

Cortland County continues to demonstrate resilience and a strong sense of purpose. This budget reflects a commitment to responsible governance, transparency, and service to residents. It invests in the systems, infrastructure, and people that make government more effective and responsive. By working together, with respect for both the progress already achieved and the work still ahead, the County can continue building a foundation for a sustainable and forward-looking future.

This Tentative Budget reflects a shared commitment to balancing today's challenges with tomorrow's vision. Through collaboration, fiscal discipline, and a continued focus on community service, Cortland County is well positioned to turn fiscal responsibility into opportunity. By investing in people, systems, and infrastructure, we strengthen the foundation of County government and prepare for a more resilient future, one defined by innovation, transparency, and partnership.

Respectfully Submitted,



Michael A. Ponticiello, County Administrator

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County Legislature
2025

Elected Officials

Legislative District 1	Douglas Bentley
Legislative District 2	Beau A.C. Harbin
Legislative District 3	Cathy Bischoff
Legislative District 4	Ronald J. Van Dee
Legislative District 5	Jason Prentice
Legislative District 6	Dominick Mantella
Legislative District 7	Keith Van Gorder
Legislative District 8	Kevin J. Fitch (Chairman)
Legislative District 9	Linda K. Jones
Legislative District 10	Reed Cleland
Legislative District 11	Christopher B. Newell
Legislative District 12	Joseph Nauseef
Legislative District 13	Eugene Waldbauer
Legislative District 14	Sandra L. Price
Legislative District 15	Bill McGovern
Legislative District 16	Paul R. Heider
Legislative District 17	Mitchel D. Eccleston

Legislative Staff

Savannah Hempstead
Clerk of the Legislature

Ashley Millard
Deputy Clerk of the Legislature

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

2025 Cortland County Administration

County Administrator's Office

Michael A. Ponticiello	County Administrator
Wendy Canfield	Executive Assistant to County Administrator
Morgan Spaulding	Grant Administrator

Finance Department

Andrea Herzog	Director of Finance
Carlita Withers	Deputy Director of Finance
Stephen Trobert	Manager of Audit and Financial Projects

Elected and Appointed Officials

Denise Bushnell	Coroner
Brooke Kemak	County Clerk
Patrick A. Perfetti	District Attorney
Michelle S. Phelps	Commissioner, Elections
Thomas H. Brown	Commissioner, Elections
Mark E. Helms	Sheriff

County Department Heads

Amber Giamei	Director, Office for Aging
Michael Cardinale	Assigned Counsel Administrator
Victoria J. Monty	County Attorney
Scott Roman	Director, Emergency Response & Communication
Shannon Phillips	Director, Employment & Training
Amy Buggs	Director, Workforce Development
Nicole Anjeski	Director, Public Health
Paul Lutwak	Chief Information Officer
Patricia Schaap	Director, Mental Health/Community Services
Laurie Leonard	Personnel Officer
Trisha Hiemstra	Director, Planning
Nadine Reisweber	Acting Director, Probation
Kevin Jones	Public Defender
Charles Sudbrink	Commissioner, Public Works
Laura Fox	Director, Real Property Tax Service
Kristen S. Monroe	Commissioner, Social Services
Thomas Tedesco	Director, Veterans Services

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

A – General Fund

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

2026 Legislative Organizational Chart

Electorate
County Legislature

Chairman
Of the Legislature

County Administrator

Clerk of the Legislature

Government Operations Committee

- Personnel Department
- County Attorney
- Board of Elections
- Clerk of the Legislature/ Historian
- County Clerk/ DMV

Finance & Administration Committee

- Finance Department
- County Administration
- BDC/IDA
- County Audit Department
- County TPA
- Real Property Tax Service

Judiciary & Public Safety Committee

- Coroner/Med. Examiner
- District Attorney
- Sheriff's Department
- Public Defender
- Assigned Counsel
- Probation with ATI
- Emergency Response & Communication

Health &Human Services Committee

- Office for Aging
- Veterans Services
- Dept. of Social Services & CAC
- Public Health Dept.
- Employment & Training
- Workforce Development
- Youth Bureau
- Mental Health Dept.

Public Works Committee

- Buildings & Grounds
- Information Technology
- Highway Department
- Dwyer Park
- Landfill
- Recycling Center
- Weights & Measures
- Airport

Agriculture/Planning & Environment Committee

- Cooperative Extension
- Planning Department
- Soil & Water Conservation
- Transportation

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Legislature – A1010

The Cortland County Legislature serves as the governing and policy-making authority for Cortland County. It is responsible for establishing policies, procedures, and local laws that guide the operation of all County departments and agencies. In addition, the Legislature adopts the annual County Budget, which provides funding for County departments and extends financial support to other agencies and organizations through formal contractual agreements.

The Legislature is composed of seventeen (17) members, each representing one of the County's legislative districts. Legislators are elected to four-year terms and serve as the representatives of their respective constituencies. Leadership within the Legislature consists of the Chair of the Legislature, who is elected by the full body at the biennial organizational meeting, and the Majority and Minority Leaders, who are designated by their respective party caucuses.

The Legislature convenes in regular monthly session to consider and act upon resolutions, local laws, and other matters of County governance. Legislators also serve on six (6) standing committees, each of which is charged with oversight and policy development in designated areas such as finance, public safety, health and human services, and public works. These committees conduct detailed reviews of departmental operations, budgetary requests, and programmatic initiatives, and make recommendations to the full Legislature.

In addition to standing committee assignments, legislators may be appointed to advisory boards, special committees, and intergovernmental entities, representing the County's interests on regional and state-level initiatives. Legislators also participate in collective bargaining processes, serving as members of negotiating teams for labor contracts with County employee bargaining units.

The Legislature is 100% funded through the County Budget.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Legislature - A1010
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
CHAIRPERSON COUNTY LEGISLATURE	PT	Yes	N/A- Salaries set by the Legislature annually	
CLERK TO COUNTY LEGISLATURE	FT	Yes	MGT	7
DEPUTY CLERK TO COUNTY LEGISLATURE	FT	Yes	MGT	12
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
LEGISLATOR	PT	Yes	N/A- Salaries set by the Legislature annually	
MAJORITY LEADER COUNTY LEGISLATURE	PT	Yes	N/A- Salaries set by the Legislature annually	
MINORITY LEADER COUNTY LEGISLATURE	PT	Yes	N/A- Salaries set by the Legislature annually	

Full-time:	2
Part-time:	17
Per diem:	0
TOTAL POSITIONS:	19

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

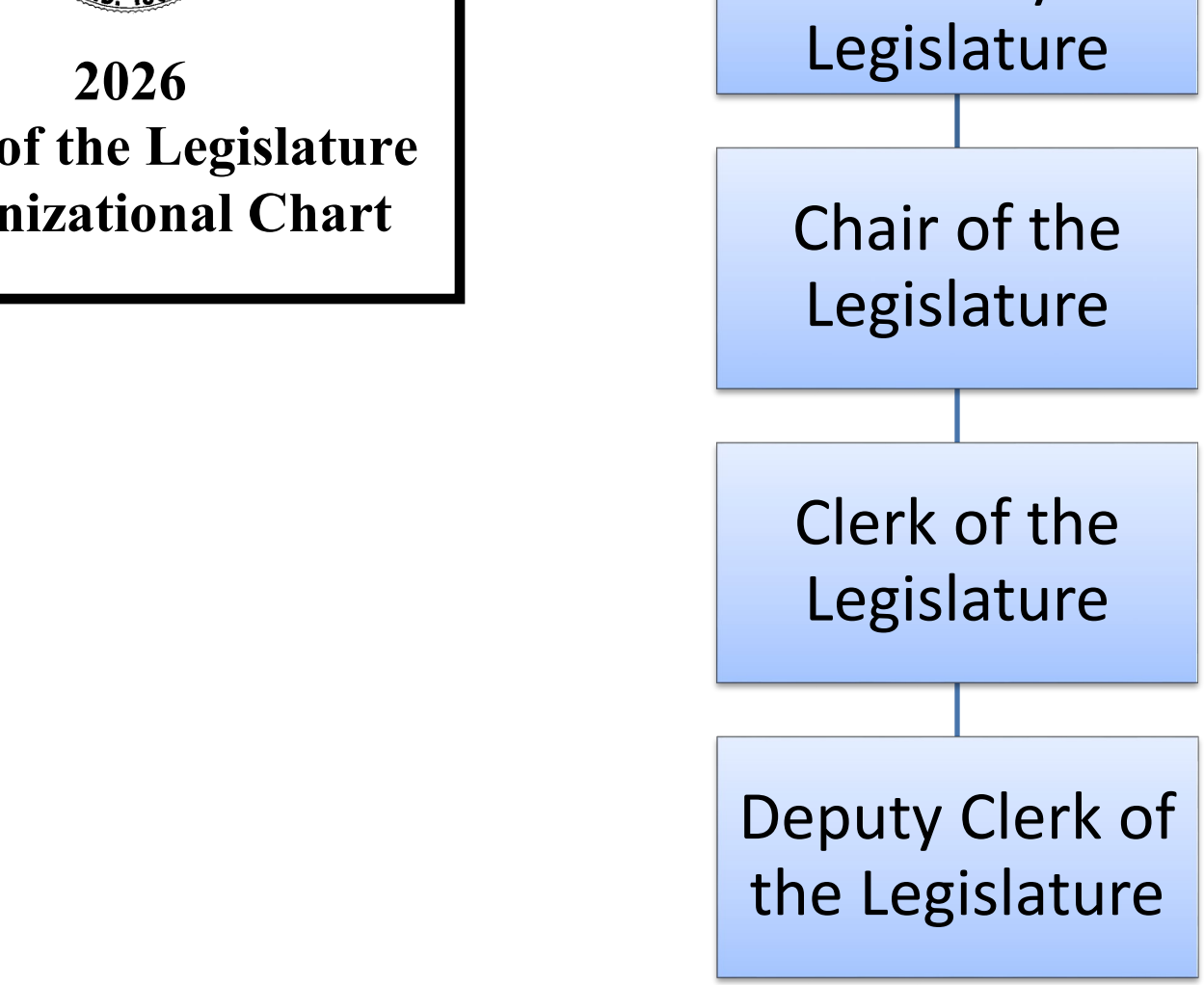
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1010	BOARD OF LEGISLATORS								
A10105	51010	PT PAY	213,498.01	214,000.00	214,000.00	214,000.00	214,000.00	.00	.0%
A10105	51072	MILEAGE	716.59	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A10105	52060	Comp Equip	13,653.00	3,000.00	2,300.00	.00	.00	.00	-100.0%
A10105	54000	TELEPHONE	264.00	264.00	264.00	264.00	264.00	.00	.0%
A10105	54005	Off Supp	12,111.80	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A10105	54035	ED & TRAIN	4,322.96	6,000.00	12,464.05	13,000.00	13,000.00	.00	4.3%
A10105	54045	Travel	5,289.47	4,500.00	35.95	2,500.00	2,500.00	.00	6854.1%
A10105	54055	PROFESS	4,211.30	4,500.00	6,265.00	7,000.00	7,000.00	.00	11.7%
A10105	54060	LEGAL ADV	1,771.66	3,500.00	2,435.00	4,000.00	4,000.00	.00	64.3%
A10105	54070	INSURANCE	5,536.89	7,163.02	7,163.02	6,301.06	6,301.06	.00	-12.0%
A10105	54400	Food Supp	366.03	925.00	925.00	925.00	925.00	.00	.0%
A10105	58020	RETIREMENT	27,834.63	8,139.53	8,139.53	12,225.00	12,225.00	.00	50.2%
A10105	58030	FICA	16,379.11	16,371.00	16,371.00	16,371.00	16,371.00	.00	.0%
A10105	58040	WRKS COMP	14,534.54	13,011.57	13,011.57	8,500.00	8,500.00	.00	-34.7%
A10105	58062	DENTAL INS	90.22	90.24	90.24	90.24	90.24	.00	.0%
A10105	58065	VISION INS	19.50	19.60	19.60	19.60	19.60	.00	.0%
TOTAL BOARD OF LEGISLATORS			320,599.71	285,483.96	287,483.96	289,195.90	289,195.90	.00	.6%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

2026
Clerk of the Legislature
Organizational Chart



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Clerk of the Legislature Office – A1040

Mandate

The Office of the Clerk of the Legislature is a mandated function under New York State law, established pursuant to Local Law No. 2 of 1972 and in accordance with County Law §400(4)(a) and §475. The position of Clerk of the Legislature exists to ensure the lawful and efficient operation of the legislative branch of County government. The Office is fully funded through the County Budget and operates as a central administrative, records management, and communications hub for the Cortland County Legislature.

Functions

The Clerk of the Legislature is responsible for maintaining the official record of all actions taken by the Cortland County Legislature, including resolutions, local laws, and proceedings, ensuring compliance with all applicable legal and procedural requirements. The Office provides administrative and procedural support to legislators, oversees the preparation of agendas and minutes, and ensures the proper filing and publication of all legislative documents.

The Clerk provides direct supervision to the Deputy Clerk of the Legislature and manages all administrative functions of the legislative branch. The Office serves as liaison between the Legislature and County departments, outside agencies, and the general public, facilitating communication, information sharing, and implementation of legislative actions.

The Clerk's Office also manages all boards and committees appointed by the Legislature, maintaining membership records and by-laws. The Office assists with drafting and revising by-laws for the boards and committees prior to legislative review and adoption, and ensures compliance with open meetings, ethics, and records retention requirements. The Clerk also provides procedural guidance and training to municipal clerks and local officials as needed.

In addition to legislative duties, the Clerk fulfills several statutory and appointed roles, serving as:

- **County Historian**, maintaining and preserving the historical record of Cortland County;
- **Freedom of Information Officer**, ensuring compliance with New York State Freedom of Information Law (FOIL) and transparency standards; and
- **Public Information Officer (PIO)**, overseeing internal and external communications and the dissemination of public information.

The Clerk also provides administrative support to the Cortland County Board of Ethics and serves as a member of several advisory and liaison bodies, which currently include the Local Emergency Planning Committee (LEPC), the Records Management Advisory Board, and the Cortland County Convention and Visitors Bureau Board of Directors.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Additionally, the Clerk's Office manages and administers select County grants, coordinates the planning and execution of County-sponsored events, and provides logistical and communication support for public engagement initiatives and interdepartmental projects.

2026 Goals and Objectives

In 2026, the Office of the Clerk of the Legislature will continue its commitment to improving efficiency, transparency, and communication through modernization, process improvement, and strategic coordination. Key goals and objectives include:

- **Advancing Paperless Operations:** Continue the transition to a fully paperless legislative process by expanding use of digital agenda management, document routing, and electronic filing systems, reducing paper use and improving access to legislative materials.
- **Maximizing Technology Utilization:** Leverage existing systems to their full potential by expanding the use of currently underutilized tools and features, improving interdepartmental collaboration, and increasing staff proficiency with available software platforms.
- **Office Expansion and Workforce Development:** Complete the build-out of a second office space to provide a dedicated workspace for the Deputy Clerk and future interns. Establish an internship program to offer students meaningful experience in local government administration, legislative operations, and public policy.
- **Board and Committee Support:** Conduct a comprehensive review of all legislative Board and Committee by-laws to ensure compliance with current policies, state law, and best practices. Provide consistent administrative and procedural support to improve efficiency and uniformity across all appointed bodies.
- **Public Transparency and Accessibility:** Continue efforts to enhance public access to legislative information through improved use of online tools, publication of meeting materials, and adherence to open government standards.
- **Cohesive County Branding Strategy:** As Public Information Officer, develop and implement a unified branding and communications strategy for Cortland County. This effort will focus on improving public perception, ensuring consistency across departments, and strengthening the County's overall identity in both internal and external communications.
- **Interdepartmental Collaboration:** Strengthen coordination among departments to streamline information sharing, legislative follow-up, and policy implementation processes, promoting a more unified approach to County governance.

Through these initiatives, the Office of the Clerk of the Legislature will continue to provide critical administrative, legislative, and communication support to the Cortland County Legislature. The Office's ongoing modernization and outreach efforts are designed to enhance government transparency, operational efficiency, and public trust in County operations.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1040	CLERK OF THE LEGISLATIVE BOARD								
A10405	51005	PERS SERV	120,922.85	136,526.02	136,526.02	147,704.19	147,704.19	.00	8.2%
A10405	51035	OTHER COMP	4,361.37	4,387.50	4,387.50	4,387.50	4,387.50	.00	.0%
A10405	54000	TELEPHONE	798.24	528.00	528.00	667.20	799.20	.00	26.4%
A10405	54001	COPY/PRINT	113.22	250.00	250.00	50.00	50.00	.00	-80.0%
A10405	54005	Off Supp	1,224.34	1,700.00	1,700.00	1,700.00	1,700.00	.00	.0%
A10405	54015	Maint Agmt	27,133.92	31,065.63	48,065.63	10,185.00	10,185.00	.00	-78.8%
A10405	54020	POSTAGE	380.48	500.00	500.00	500.00	500.00	.00	.0%
A10405	54035	ED & TRAIN	964.00	2,500.00	2,500.00	4,500.00	4,500.00	.00	80.0%
A10405	54040	DUES/MEMBE	100.00	600.00	300.00	600.00	600.00	.00	100.0%
A10405	54041	PUBLICATIO	312.00	400.00	650.00	450.00	450.00	.00	-30.8%
A10405	54045	Travel	290.00	1,000.00	1,000.00	.00	.00	.00	-100.0%
A10405	54055	PROF SERV	.00	500.00	550.00	2,500.00	2,500.00	.00	354.5%
A10405	54070	LIAB INS	433.26	560.50	560.50	493.05	493.05	.00	-12.0%
A10405	54213	I/D COPIER	1,613.16	1,613.16	1,613.16	1,613.16	1,613.16	.00	.0%
A10405	58020	RETIREMENT	16,332.51	18,367.89	18,367.89	22,155.63	22,155.63	.00	20.6%
A10405	58030	FICA	9,339.27	10,779.88	10,779.88	11,299.37	11,299.37	.00	4.8%
A10405	58040	WRKS COMP	3,419.89	3,061.55	3,061.55	2,800.00	2,800.00	.00	-8.5%
A10405	58060	HEALTH INS	11,017.00	21,717.30	21,717.30	21,717.30	23,020.34	.00	.0%
A10405	58062	DENTAL INS	107.57	180.48	180.48	90.24	90.24	.00	-50.0%
A10405	58065	VISION INS	5.25	19.60	19.60	19.60	19.60	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

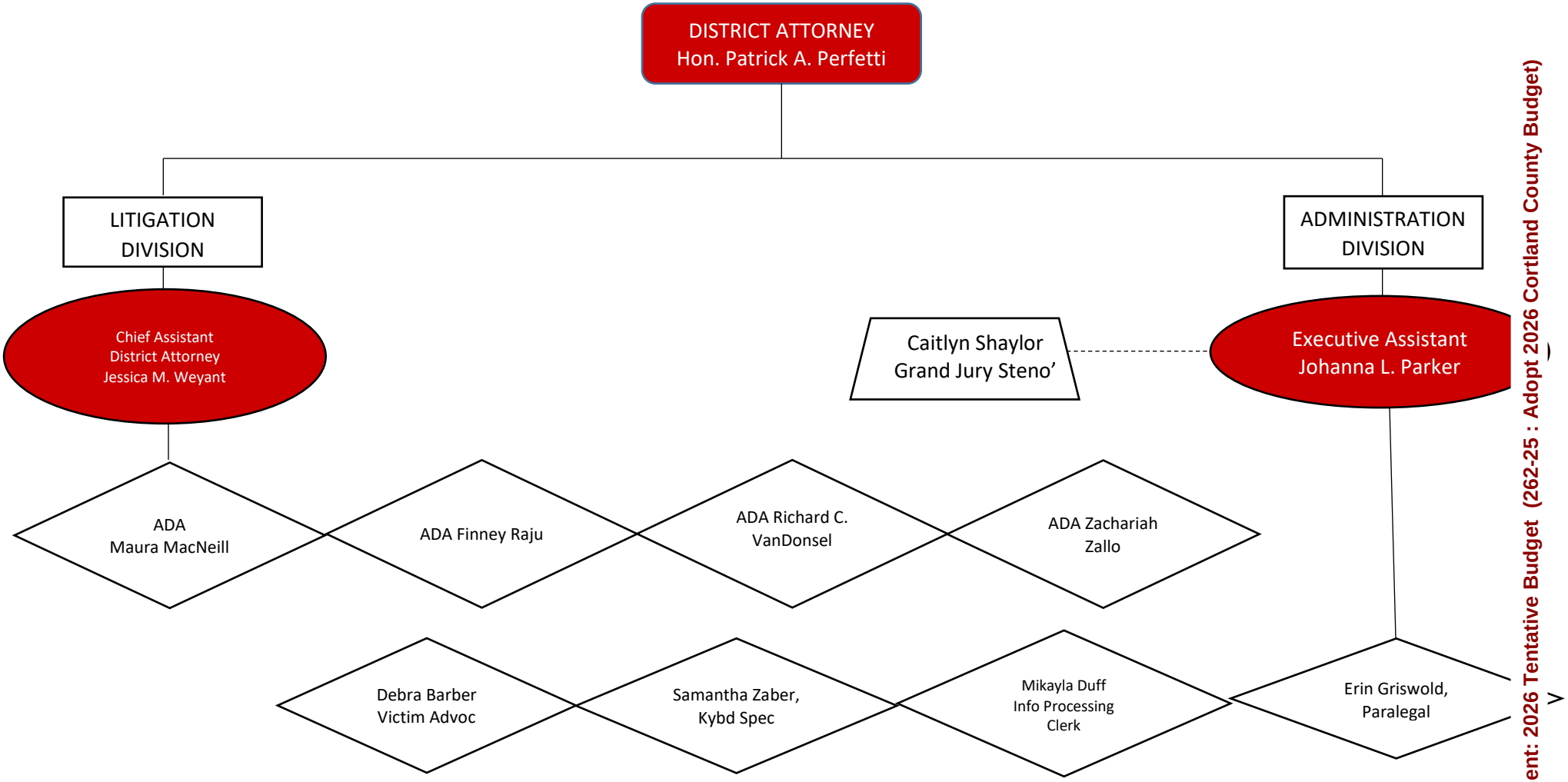
ACCOUNTS FOR: GENERAL FUND	2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
TOTAL CLERK OF THE LEGISLATI	198,868.33	236,257.51	253,257.51	233,432.24	234,867.28	.00	-7.8%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

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Effective: July 2025

OFFICE OF THE DISTRICT ATTORNEY
DEPARTMENT ORGANIZATIONAL CHART



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District Attorney – A1165

2026 BUDGET REQUEST
Cortland County District Attorney's Office

DIVISIONS: District Attorney's Office (Litigation and Administrative Support A1165).

DEPARTMENT DESCRIPTION: The District Attorney is a state constitutionally created county officer elected by the county constituency to a four-year term of office. County Law, Article 700 *et seq*., as well as the New York Criminal Procedure Law and Penal Law, are the basic legislation defining and implementing the powers of this office. Pursuant to County Law, Article 700 *et seq*., the District Attorney is responsible for the prosecution of all violations of criminal laws occurring within the boundaries of the county. Currently, this includes prosecution in all courts in the county for violations of the Penal Law, Vehicle and Traffic Law, Alcohol Beverage Control Law, Agriculture & Markets Law, Corrections Law, Tax Law, Transportation Law, Environmental Conservation Law, and various other state statutes. Currently, the office delegates prosecution of municipal ordinances to the city's, towns', or villages' attorneys, so long as they continue to accept the delegation and are responsible for the cost.

COSTS: Constitutionally and historically, the cost of prosecution has been the sole responsibility of the county, until recently. Several years ago, the state began contributing a little more than one-third the cost of the District Attorney's salary, which is mandated by state law to conform to that of Superior Court judges. For the years 2015 and 2016 the subsidized amount has been increased to $72,189.00 to support salary increases. In succeeding years the state has significantly increased judicial salaries creating a concomitant need to increase District Attorney salaries in order to conform, however, the state has not increased funding to support the rise in District Attorney pay.

Beginning in 2000, Cortland County has received an Aid to Prosecution (ATP) grant to pay part of the salary of an Assistant District Attorney (ADA). Originally, that grant was for about $50,000, and gradually over time has decreased with state budget austerity to under $30,000 in 2010, $29,200 in 2016 and 2017, and $31,937 for 2018. The amount for 2026 will remain the same at $31,937.

SPECIFIC DUTIES: The specific duties of the District Attorney and his staff with regard to each category of offense are listed below:

Felonies:

1.) provides legal advice and assistance to police agencies during the course of their investigations;
2.) responds to major crime scenes where appropriate;
3.) makes bail recommendations to local criminal court Judges (at any time of the day or night as needed);
4.) conducts felony preliminary hearings in local criminal courts;
5.) attends empanelment of Grand Juries by the Cortland County Court;
6.) instructs Grand Juries in the performance of their duties;
7.) presents cases to the Cortland County Grand Jury;
8.) drafts Indictments and Superior Court Information (accusatory documents);
9.) appears in County Court with Grand Jury Foreperson to report out Indictments;
10.) appears in County Court for arraignment of defendants;
11.) appears in Integrated Domestic Violence Court (IDV – a diversionary court) to handle all aspects of the criminal portion of such proceedings;
12.) appears in County Court to address bail and detention of defendants being Returned on Warrant;
13.) oversaw a major training effort, computer acquisition, and computer support with the implementation of the Discovery statute, Criminal Procedure Law, Art 245, that now requires the provision of complete discovery to the defense, automatically, within fifteen (15) days of arraignment;
14.) prepares written answers to defendant's request for bills of particulars;

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15.) prepares written answers to defendant's pre-trial motions and conducts appropriate legal research on the issues raised by the defendant's motions;
16.) appears in County Court for oral argument on pre-trial motions;
17.) conducts pre-trial hearings in County Court relating to search and seizures, identifications, confessions and other evidentiary issues;
18.) maintains liaison with crime victims and provides statutory notice to victims relating to the progression and disposition of certain criminal cases;
19.) prepares witnesses for trial;
20.) appears before County Court Judges at pre-trial conferences scheduled by the Court;
21.) appears before County Court to make initial determination regarding Raise the Age case transfers charging 16 and 17 year olds with felony level offense to the Family Court – Youth Part;
22.) conducts jury and non-jury trials in County Court;
23.) upon conviction, appears in County Court at the time of sentencing to make sentencing recommendations to the Court;
24.) in the event of an appeal by defendant, conducts legal research on the issues raised by the defendant on appeal and prepares written legal briefs and appendices for submission to the Appellate Division, Third Department, in Albany [New York State's intermediate appellate court];
25.) if the defendant seeks permission of the New York Court of Appeals to appeal from a decision of the Appellate Division, prepares a written response to the Court of Appeals opposing the defendant's application for leave to appeal;
26.) if leave to appeal to the Court of Appeals is granted, prepares a written brief and appendix for submission to the Court of Appeals;
27.) appears personally before the Appellate Court to make oral argument;
28.) if the defendant seeks other post-judgment relief under Criminal Procedure Law Article 440 (in the nature of *habeas corpus*, *Coram nobis* or motions to set aside a verdict or sentence), prepares written responses to the defendant's factual allegations and appropriate Memoranda of Law, and attends and participates in court appearances including hearings as necessary (this area of responsibility has increased significantly in the past several years);
29.) if a defendant violates probation, appears in County Court to conduct a probation violation hearing after preparing necessary witnesses for that hearing and, if the Court determines the defendant to be in violation, makes a re-sentencing recommendation;
30.) if the defendant has been convicted of a designated sex offense, conducts a hearing to enable the Judge to determinate the degree of risk presented to the community in accordance with the New York Sex Offender Registration Act;
31.) if a felon has fled the State of New York and has been apprehended in another State, prepares extradition papers to be sent to the New York State Governor's Office;
32.) if an out-of-state felon has been apprehended here, appears in County Court to obtain a Court Order rendering the felon to law enforcement officers in the demanding State;
33.) heads the Cortland County Drug Task Force which is responsible for coordinating the Federal, State, and local law enforcement agencies for the investigation of drug crime within Cortland County;
34.) established and heads the Cortland County School Safety Task Force, as a community partnership among educators, law enforcement, and human services agencies in an effort to avoid school violence incidents;
35.) lead agency for Extreme Risk Protection Orders (Red Flag Law – firearm seizure) in education and coordination;
36.) established and heads the Police and Angel Assisted Recovery Initiative (PAARI), the "Angel Program" as a pre-arrest effort to direct addicts into recovery;
37.) addresses concerns and issues raised by citizens as they relate to the local criminal justice system and/or the District Attorney's Office;
38.) administers E-Justice (criminal history) database;
39.) administrator for Evidence Retention and Disposal;
40.) coordinates law enforcement investigations for Grand Jury or arrest purposes;
41.) prepares subpoenas and court orders for information on behalf of all law enforcement agencies in the community;
42.) provides information to New York State Department of Parole for inmates convicted in this jurisdiction who are parole candidates;
43.) liaison with New York State Police Forensic Investigation Center relative to evidence submitted for testing;
44.) prepares forfeiture orders for asset seizure cases;
45.) disbursing agent to area law enforcement agencies for their share of seized asset forfeiture monies;

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46.) serves as a participating member of the Cortland Treatment Court (CTC – a diversionary court) Team and is lead agency in determining eligibility for CTC participation;
47.) represents Office of the District Attorney at the Office of Court Administration Quarterly Meeting;
48.) represents Office of the District Attorney at the Cortland County Criminal Justice Advisory Board;
49.) heads the Conviction Integrity Program for the review of post-conviction / post-appeal claims of innocence;
50.) participates as a member of the Sequential Intercept Mapping team; and,
51.) acts as foreign jurisdiction representative for Material Witness Warrants to secure the attendance of local residence in foreign jurisdictions for court appearances.

Misdemeanors and Violations:

1.) Provides legal advice and assistance to law enforcement during the course of its investigations;
2.) appears regularly in Cortland City Court and all fifteen (15) Town Courts throughout the County to prosecute misdemeanor and violation charges filed therein by the New York State Police, the Cortland County Sheriff's Office, the University Police Department, the New York State Department of Environmental Conservation Police, the Cortland City Police Department, the Village of Homer Police Department, the Cortland County Department of Social Services, the Cortland County Society for the Prevention of Cruelty to Animals, and, from time-to-time, the various municipal Code Enforcement Offices where conflicts arise;
3.) as the Discovery statute, Criminal Procedure Law, Art 245, applies to ALL criminal cases, to include misdemeanor and violation offenses, the Office of the District Attorney is required to provide complete discovery to the defense, automatically, within fifteen (15) days of arraignment in all cases;
4.) prepares written answers to defendants' requests for Bills of Particulars;
5.) prepares written answers to defendants' pre-trial motions;
6.) appears in Court to give oral argument on defendants' pre-trial motions;
7.) appears personally in local criminal court to participate in judicial pre-trial conferences as scheduled by the Court;
8.) appears in local criminal court to conduct jury and non-jury trials;
9.) appears in local criminal courts at the time of sentencing to make sentencing recommendations to the Court;
10.) if a defendant appeals to County Court (*i.e.*, the intermediate appellate court for appeals arising out of local criminal court proceedings), prepares a legal brief and appears personally in County Court for oral argument;
11.) if the defendant seeks to take an appeal to the New York Court of Appeals from a decision of the County Court, the District Attorney must respond in the manner described under the heading of Felonies above, steps 25 through 27 inclusive, above;
12.) drafts Prosecutor's Information when appropriate.

Infractions: *

Traffic tickets issued by each law enforcement agency operating in Cortland County are prosecuted by the Office of the District Attorney. These offenses are the least serious offenses prosecuted by the Office, *e.g.*, speeding infractions, failure to keep right, *etc*. However, as these offenses can impact driving privileges, they are important matters to the motorists who are ticketed, who frequently seek reductions, to which the Office attempts to respond promptly and courteously, such consumes a significant amount of time and resources of the Office.

The volume of tickets is greatest in the local courts of the City of Cortland, Towns of Cortlandville, Homer, Marathon, Preble, and Virgil, through which Interstate-81 transits. For example, Cortlandville Town Court has estimated that it handled over 9,000 Vehicle and Traffic tickets in 2015. The amount of time and effort expended by Assistant District Attorneys and support staff addressing Vehicle and Traffic matters has increased, due to added laws such as mandatory seat belt use and cell phone violations; as well as, state mandated enforcement initiatives such as BUNY (Buckle Up New York, an enforcement program that requires law enforcement to conduct concentrated efforts at issuing tickets to motorists not wearing seat belts). Additionally, the 2019 changes to the Criminal Procedure Law now make discovery requirements applicable to traffic tickets, where they never were before.

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The ticketed motorists seek reductions from this office, in writing, which demands our immediate attention. If we fail to address these demands on time, then the courts become backlogged. Frequently, a motorist will call our office, and time must be spent, interrupting everything else the staff person is doing, to explain how the motorist may proceed to request for a reduction. In ever-increasing volume, motorists or their attorneys, write to the District Attorney's Office to negotiate a plea to a reduced charge in a traffic case. An Assistant District Attorney reviews the tickets along with the Department of Motor Vehicle records of the motorist's past driving record, and if reductions are granted, they must be completed and sent to the motorist's or attorneys, and to the Court. We encourage such communication with our office, because we wish to be courteous to motoring citizens and because it is a much more efficient way to deal with traffic matters than to go to trial, but it all takes time.

When motorists enter pleas of not guilty, the Court schedules those cases for trial. The District Attorney's Office is notified by the Court of the scheduled trial, and this office issues trial subpoenas for the officers or other witnesses involved in the case. Thereafter, an Assistant District Attorney appears for trial.

Appeals from decisions of the local criminal court in Vehicle and Traffic Law matters are processed in the same way as outlined above for misdemeanors and violations.

JUSTIFICATION FOR OVER TIME ALLOWANCE: In 2023 this office was allocated merely three thousand dollars ($3,000.00) for overtime. Due to the work load that year that budgeted amount was quickly depleted. Overtime costs would be higher, but for us being able to utilize salary from unfilled staff positions.

The summer of 2022 brought back the utilization of interns. In 2025 our office had two interns embedded with Litigation Divisions on a staff rotation. This helped to relieve the department which is currently understaffed due to vacant positions.

The Office of the District Attorney is dealing with more violent felony crimes and seeing a reemergence of methamphetamine, along with fentanyl and xylazine, than occurred in Cortland County during 2020 and 2016. As of July 1 this office has (2) violent felony cases and two (2) non-violent felony homicide cases trial bound. Therefore, it is requested that three thousand dollars ($3,000.00) be budgeted to adequately cover overtime expenses in 2026. It is accepted that overtime is an alternative to another needed clerical position.

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PROPOSED 2026 FISCAL OBJECTIVES:

1.) Maintain or increase funding levels to promote public safety by partnering effectively with all police agencies and courts to successfully prosecute crimes that affect the safety and quality of life for Cortland County citizens, and to compete successfully in trials of major cases.

2.) Continue to pursue state and federal grants to improve prosecutorial and police functions, such as video confession capabilities and aid to prosecution grants. However, given the funding priorities expressed by the New York State Legislature in the 2023 Legislative Sessions, the funding of prosecutorial functions has not been a priority. Additionally, as part of the changes to the Criminal Procedure Law in 2019, the State Legislature has reduced the ability of prosecution offices to seize assets likely the product of criminal activity.

2026 PROJECTED REVENUE

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
A-01-1165-1165-43	Stop-DWI	($10,000.00) CCSO was not funding for the 2020 budgetary year; therefore not anticipated.
A-01-1165-1165-43331	NYS Reimbursement for District Attorney's salary.	$72,189.00
A-01-1165-1165-43030	NYS Aid to Prosecution (DCJS).	$31,937.00
	TOTAL REVENUE	**$104,126.00**

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2025 DA Statistics

PERFORMANCE INDICATORS: Here are some statistics compiled to show how volumes have fluctuated in the last three years. These numbers reflect Penal Law cases, felonies, misdemeanors, and unclassified Vehicle and Traffic crimes.

2024 DA Statistics

	Jan 2024	Jan 2025	Feb 2024	Feb 2025	Mar 2024	Mar 2025	Apr 2024	Apr 2025	May 2024	May 2025	June 2024	June 2025
Fel-County & City	24	25	16	22	19	28	31	40	35	36	13	23
Misd City	28	27	17	30	23	22	30	28	27	29	26	23
Misd County	35	40	35	40	36	38	52	42	40	35	29	51
Violations City	10	1	9	8	12	9	7	19	16	31	11	24
Violations County	2	8	5	6	12	6	1	5	2	9	3	13
Sealed Indictments	0	0	0	0	0	0	2	0	2	1	1	1
TOTALS:	99	101	82	106	102	103	123	134	122	141	83	135
Vehicle and Traffic	271	262	208	140	223	262	404	182	344	193	313	347
DWI's	11	22	10	20	10	24	24	25	15	19	9	15
	July 2024	**July 2025**	**Aug 2024**	**Aug 2025**	**Sep 2024**	**Sep 2025**	**Oct 2024**	**Oct 2025**	**Nov 2024**	**Nov 2025**	**Dec 2024**	**Dec 2025**
Fel-County & City	25		23		26		17		11		48	
Misd City	35		42		39		31		19		35	
Misd County	14		35		43		32		25		55	
Violations City	10		12		26		21		17		8	
Violations County	9		3		5		3		4		4	
Sealed Indictments	0	0	1	0	3	0	2	0	0	0	1	0
TOTALS:	93		116		142		106		76		151	
Vehicle and Traffic	335		301		208		186		287		354	
DWI's	16		11		23		10		13		27	

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Year-End Statistical Comparison for Previous 3 Years:

	2022	2023	2024
Felony's County & City	294	342	288
Misdemeanor City	326	357	352
Misdemeanor County	485	436	431
Violation's City	117	144	159
Violation's County	43	28	53
Sealed Indictments	5	2	12
TOTAL	1270	1309	1295
Vehicle & Traffic	3281	2977	3434

HISTORICAL FTE COUNT

POSITION TITLE	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
District Attorney	1	1	1	1	1	1	1	1	1	1
Chief Assistant District Attorney	1	1	1	1	1	1	1	1	1	1
Assistant District Attorney	4	4	4	4	4	4	4	4	4	4
Assistant District Attorney (3/4)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Information Processing Clerk	1	1	1							
Paralegal	1	1	1	1	1	1	1	1	1	1
Executive Assistant	1	1	1	1	1	1	1	1	1	1
Crime Victim Advocate (PT)										
Keyboard Specialist	1	1	1	2	2	2	2	2	2	2
TOTAL	**10**	**10**	**10**	**10**	**10**	**10**	**10**	**10**	**10**	**10**

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2026 Organizational Chart

District Attorney- Honorable Patrick A Perfetti

Litigation Division	**Administration Division**
Chief Assistant District Attorney	**Executive Secretary**
ADA	**Paralegal**
ADA	**Information Processing Clerk**
ADA	**Keyboard Specialist**
ADA	**Crime Victim Advocate (PT)**

** **Additional Personnel Position Requests**

Within the 2026 budget there is a request for another position of Paralegal. This position will fall under the guides of the Administration Department but will be an integral part of relieving the Litigation staff of discovery compliance deadlines relative to CPL245.
We are also requesting an Investigator position. This position will assist the Litigation staff with case investigation, witness locations and evidence gathering. These additional requested positions will help alleviate the current case load for the current staff, cutting down on overtime/comp time and reduce burnout.

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CORTLAND COUNTY
District Attorney - A1165
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ASSISTANT DISTRICT ATTORNEY	FT	Yes	MGT	ATTY 2
ASSISTANT DISTRICT ATTORNEY	FT	Yes	MGT	ATTY 2
ASSISTANT DISTRICT ATTORNEY	FT	Yes	MGT	ATTY 2
ASSISTANT DISTRICT ATTORNEY	FT	Yes	MGT	ATTY 2
ASSISTANT DISTRICT ATTORNEY	FT	Yes	MGT	ATTY 2
CHIEF ASSISTANT DISTRICT ATTORNEY	FT	Yes	MGT	ATTY 1
CRIME VICTIM ADVOCATE (HELP PROGRAM)	PT	Yes	CSEA	9
DISTRICT ATTORNEY	FT	Yes	MGT	OFFSCALE
EXECUTIVE ASSISTANT TO THE DISTRICT ATTORNEY	FT	Yes	MGT	11
INFORMATION PROCESSING CLERK (HELP PROGRAM)	FT	Yes	CSEA	8
KEYBOARD SPECIALIST	FT	Yes	CSEA	5
PARALEGAL	FT	Yes	MGMC	6H

Full-time:	11
Part-time:	1
Per diem:	0
TOTAL POSITIONS:	12

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ACCOUNTS FOR: DISTRICT ATTORNEY			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A116543	43030	DA SALARY	-72,189.00	-72,189.00	-72,189.00	-72,189.00	-72,189.00	.00	.0%
A116543	43089	AID PRSCTN	-197,057.00	-175,615.00	-175,615.00	-175,615.00	-197,057.00	.00	.0%
A116543	43389	OTHER PUBL	.00	.00	.00	.00	-165,000.00	.00	.0%
TOTAL DISTRICT ATTORNEY			-269,246.00	-247,804.00	-247,804.00	-247,804.00	-434,246.00	.00	.0%
A11655	42401	INT & EARN	-11.95	.00	.00	.00	.00	.00	.0%
A11655	51005	PERS SERV	779,701.90	1,027,044.94	1,027,044.94	1,158,361.50	1,071,604.08	.00	12.8%
A11655	51010	PT PAY	15,815.49	18,312.33	18,312.33	18,336.42	43,720.01	.00	.1%
A11655	51015	TEMP PAY	.00	.00	.00	.00	.00	.00	.0%
A11655	51020	OVERTIME	.00	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A11655	51035	OTHER COMP	1,775.68	.00	.00	.00	.00	.00	.0%
A11655	52005	Off Equip	1,109.16	.00	.00	.00	.00	.00	.0%
A11655	52060	Comp Equip	.00	.00	10,000.00	.00	.00	.00	.0%
A11655	54000	TELEPHONE	4,660.08	5,000.00	5,000.00	4,723.20	4,723.20	.00	-5.5%
A11655	54001	COPY SERV	.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A11655	54004	SOFTWARE	.00	1,920.00	1,920.00	29,296.88	29,296.88	.00	1425.9%
A11655	54005	Off Supp	5,250.33	8,000.00	8,000.00	10,000.00	10,000.00	.00	25.0%
A11655	54020	POSTAGE	2,180.01	2,000.00	2,000.00	3,000.00	3,000.00	.00	50.0%
A11655	54035	ED & TRAIN	250.00	1,500.00	1,500.00	2,000.00	2,000.00	.00	33.3%
A11655	54040	DUES/SUB	1,308.05	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A11655	54041	PUBLICATIO	895.65	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A11655	54045	Travel	3,661.54	5,000.00	5,000.00	7,400.00	7,400.00	.00	48.0%

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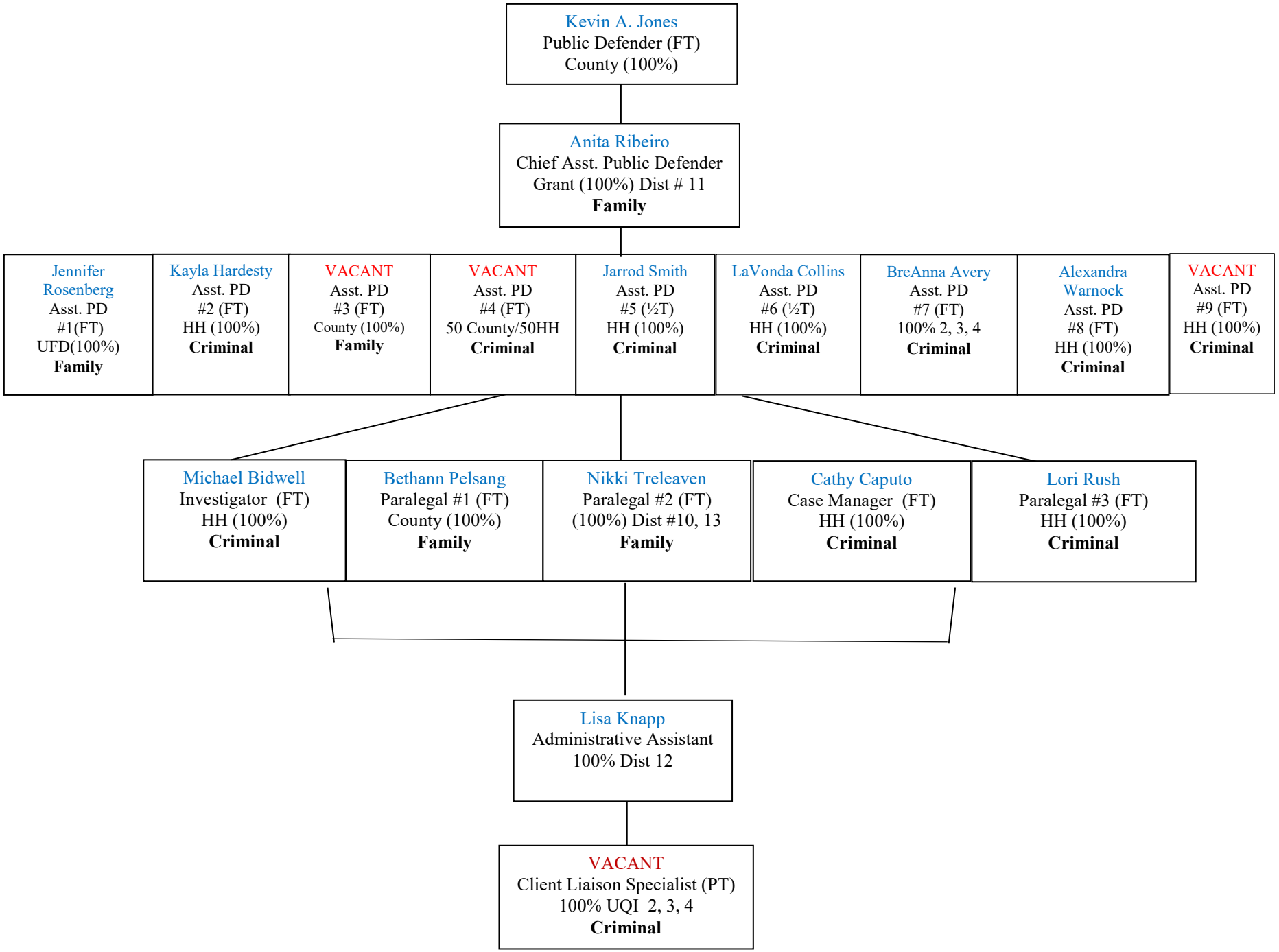
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ACCOUNTS FOR: DISTRICT ATTORNEY			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A11655	54055	PROF SERV	41,832.30	50,000.00	50,000.00	62,000.00	62,000.00	.00	24.0%
A11655	54060	LEGAL ADV	.00	200.00	200.00	200.00	200.00	.00	.0%
A11655	54070	INSURANCE	9,496.50	12,131.77	12,131.77	11,170.62	11,170.62	.00	-7.9%
A11655	54071	MALP INS	.00	25,000.00	25,000.00	.00	.00	.00	-100.0%
A11655	54072	INS LAW EN	.00	11,837.32	11,837.32	.00	.00	.00	-100.0%
A11655	54165	DA FORF EX	1,500.00	.00	.00	1,500.00	1,500.00	.00	.0%
A11655	54213	I/D COPIER	4,437.96	4,500.00	4,500.00	4,500.00	4,437.96	.00	.0%
A11655	54215	I/D LX NX	3,771.36	7,056.00	7,056.00	.00	4,000.00	.00	-100.0%
A11655	54615	CNTR MEDCL	232,084.46	150,000.00	150,000.00	275,000.00	275,000.00	.00	83.3%
A11655	54767	EXTRADITN	.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A11655	58020	RETIREMENT	103,822.15	141,043.55	141,043.55	.00	167,748.62	.00	-100.0%
A11655	58030	FICA	56,944.57	80,199.33	80,199.33	.00	85,551.79	.00	-100.0%
A11655	58040	WRKS COMP	19,664.38	17,603.89	17,603.89	18,700.00	16,400.00	.00	6.2%
A11655	58060	HEALTH INS	83,165.35	93,434.04	93,434.04	.00	122,494.77	.00	-100.0%
A11655	58062	DENTAL INS	529.63	721.92	721.92	.00	631.68	.00	-100.0%
A11655	58065	VISION INS	114.47	156.80	156.80	.00	137.20	.00	-100.0%
TOTAL DISTRICT ATTORNEY			1,373,959.07	1,672,661.89	1,682,661.89	1,616,188.62	1,933,016.81	.00	-4.0%

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PUBLIC DEFENDER'S OFFICE 2026 ACTUAL



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Public Defender – A1170

Description: Public Defender 2026

The Public Defender's Office is authorized under Article 18A of the County Law (Sections 716-722), as a component of Cortland County's Plan for Indigent Defense. The authority mandating representation includes Gideon v. Wainwright, 372 U.S. 335 (1963) (criminal defendants); In Re Ella B, 30 N.Y.2d 352(1972) (Family Court parties); New York State County Law Section 722; New York State Family Court Act Section 262; the Cortland County Bar Association Assigned Counsel Plan as adopted by the Cortland County Legislature on February 26, 2015; and Cortland County Local Law #2 of 1966. The Public Defender is appointed by the County Legislature. The Public Defender serves a term of office of four (4) years that matches the Legislature term of office.

The attorneys within the Public Defender's Office represent financially eligible defendants who are charged with criminal matters in town, city, and superior courts of Cortland County, including day and evening proceedings. The Office represents criminal defendants charged with felonies, misdemeanors, and violations for which incarceration is a possible sentence. The Office further represents clients in parole revocation proceedings, probation violations, sex offender registration hearings, extradition proceedings, appeals, post-conviction motions, arraignments at first appearance, Drug Treatment Court, Judicial Diversion, Integrated Domestic Violence Court, Grand Jury presentations and other constitutionally mandated proceedings.

The Public Defender's Office also represents financially eligible petitioners and respondents who are involved in Family Court matters such as child abuse and neglect proceedings, custody and visitation proceedings, family offenses, violations of Family Court orders, paternity suits, and respondents charged with child support violations.

The Public Defender staff presently consists of the full-time Public Defender, a full-time Chief Assistant Public Defender, four full-time Assistant Public Defenders, two half-time Assistant Public Defenders, one full-time investigator, three full-time paralegals, one full-time administrative assistant, and one full-time case manager for indigent defendants. (see Organizational Chart). The attorneys are required to provide meaningful representation in the protection of clients' rights and in furtherance of a just disposition for the clients.

Any increases in the Public Defender budget are primarily attributable to salary increases, and increasing costs of outside resources to competently represent those who cannot afford to represent themselves. Some other expense items can be variable depending on the cases assigned to the office, e.g., some cases will require expert professional services and/or extensive court transcripts. The County receives significant reimbursement for operation of the Public Defender's Office through grants administered by the NYS Office of Indigent Legal Services (ILS). The grant monies are received via a reimbursement process. In 2026, the Public Defender's Office is expected to receive non-competitive and competitive grant-funding for operation of the Public Defender's Office from ILS. The purpose of the grant money is to supplement public defender representation and not to simply supplant County funds.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Public Defender - A1170
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ADMINISTRATIVE ASSISTANT	FT	Yes	MGMC	5H
ASSISTANT PUBLIC DEFENDER	FT	Yes	MGT	ATTY 2
ASSISTANT PUBLIC DEFENDER	FT	Yes	MGT	ATTY 2
ASSISTANT PUBLIC DEFENDER	FT	Yes	MGT	ATTY 2
ASSISTANT PUBLIC DEFENDER	FT	Yes	MGT	ATTY 2
ASSISTANT PUBLIC DEFENDER	FT	Yes	MGT	ATTY 2
ASSISTANT PUBLIC DEFENDER	PT	Yes	MGT	ATTY 2
ASSISTANT PUBLIC DEFENDER	PT	No	MGT	ATTY 2
ASSOCIATE ASSISTANT PUBLIC DEFENDER	FT	Yes	MGT	ATTY 3
CASE MANAGER FOR INDIGENT DEFENDANTS	FT	Yes	CSEA	14
CHIEF ASSISTANT PUBLIC DEFENDER	FT	Yes	MGT	ATTY 1
CLIENT LIAISON SPECIALIST	FT	Yes	CSEA	7
INVESTIGATOR (PUBLIC DEFENDER)	FT	Yes	MGMC	7H
PARALEGAL	FT	Yes	MGMC	6H
PARALEGAL	FT	Yes	MGMC	6H
PARALEGAL (HELP PROGRAM)	FT	Yes	MGMC	6H
PUBLIC DEFENDER	FT	Yes	MGT	ATTY 0

Full-time:	15
Part-time:	2
Per diem:	0
TOTAL POSITIONS:	17

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1170	PUBLIC DEFENDER									
A117043	43025		SA INDLEGL	341.67	-419,977.19	-419,977.19	.00	.00	.00	-100.0%
A117043	43025	UFD	SA-ILS	-39,677.95	-179,571.38	-613,347.15	-208,024.27	-209,206.41	.00	-66.1%
A11705	43025	HH11	SA-ILS	-474,464.64	-758,580.75	-1,323,579.83	-685,813.87	-853,385.60	.00	-48.2%
A11705	43025	ILS	SA-ILS	-229,786.09	.00	-132,234.30	-310,943.20	-312,496.75	.00	135.1%
A11705	43025	UQICR	SA-ILS	-111,725.77	.00	-159,249.60	-156,910.48	-158,213.52	.00	-1.5%
A11705	51005		PERS SERV	504,845.97	792,270.50	712,020.64	471,848.17	369,148.17	.00	-33.7%
A11705	51005	HH11	PERS SERV	211,937.12	348,078.80	558,804.17	310,623.41	423,593.41	.00	-44.4%
A11705	51005	ILS	PERS SERV	178,587.40	.00	132,234.30	228,716.76	228,716.76	.00	73.0%
A11705	51005	UFD	PERS SERV	42,528.07	115,000.00	277,190.60	118,105.00	118,105.00	.00	-57.4%
A11705	51005	UQICR	PERS SERV	22,843.49	.00	121,046.98	108,995.79	108,995.79	.00	-10.0%
A11705	51010		PT PAY	.00	16,008.90	16,008.90	16,441.17	16,441.17	.00	2.7%
A11705	51010	HH11	PT PAY	25,398.05	98,357.11	113,990.88	106,113.52	106,143.03	.00	-6.9%
A11705	51035		OTHER COMP	7,524.04	.00	.00	.00	.00	.00	.0%
A11705	52005	HH11	Off Equip	4,173.29	3,300.00	.00	3,300.00	3,300.00	.00	.0%
A11705	52060	HH11	Comp Equip	.00	7,500.00	1,750.00	5,500.00	5,500.00	.00	214.3%
A11705	54000		TELEPHONE	3,523.09	3,102.96	3,102.96	3,437.20	3,437.20	.00	10.8%
A11705	54000	HH11	TELEPHONE	2,494.72	2,727.12	2,500.00	2,412.00	2,412.00	.00	-3.5%
A11705	54000	UFD	TELEPHONE	33.00	516.84	751.00	672.00	672.00	.00	-10.5%
A11705	54001		COPY/PRINT	623.00	1,000.00	1,000.00	800.00	800.00	.00	-20.0%
A11705	54004	HH11	COMP SOFT	.00	.00	3,631.35	.00	.00	.00	.0%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A11705	54005		Off Supp	7,201.09	6,000.00	6,000.00	6,500.00	6,500.00	.00	8.3%
A11705	54005	HH11	Off Supp	.00	.00	10,921.04	.00	.00	.00	.0%
A11705	54015		Maint Agmt	971.88	1,000.00	1,000.00	750.00	750.00	.00	-25.0%
A11705	54015	HH11	Maint Agmt	2,000.00	11,000.00	.00	3,000.00	3,000.00	.00	.0%
A11705	54020		POSTAGE	820.68	1,200.00	1,200.00	800.00	800.00	.00	-33.3%
A11705	54035		ED & TRAIN	885.00	5,000.00	5,000.00	2,500.00	2,500.00	.00	-50.0%
A11705	54035	HH11	ED & TRAIN	50.00	7,000.00	12,742.00	5,000.00	5,000.00	.00	-60.8%
A11705	54035	UFD	ED & TRAIN	.00	2,000.00	8,975.83	2,000.00	2,000.00	.00	-77.7%
A11705	54040		DUES/SUB	1,548.30	900.00	900.00	900.00	900.00	.00	.0%
A11705	54040	HH11	DUES/MEMBE	.00	2,750.00	3,195.70	2,750.00	2,750.00	.00	-13.9%
A11705	54041		PUBLICATIO	2,060.42	1,000.00	1,000.00	900.00	900.00	.00	-10.0%
A11705	54041	HH11	PUBLICATIO	1,737.75	3,000.00	-2,804.94	3,000.00	3,000.00	.00	-207.0%
A11705	54041	UFD	Subscrip	.00	.00	950.00	.00	.00	.00	.0%
A11705	54045		Travel	3,909.45	4,500.00	4,500.00	4,500.00	4,500.00	.00	.0%
A11705	54055		PROF SERV	2,727.18	10,000.00	10,000.00	7,000.00	7,000.00	.00	-30.0%
A11705	54055	HH11	PROF SERV	33,048.61	70,019.67	99,750.88	70,000.00	70,000.00	.00	-29.8%
A11705	54055	UFD	PROF SERV	10,130.48	14,716.62	191,026.27	50,658.00	50,658.00	.00	-73.5%
A11705	54060		LEGAL ADV	1,638.40	1,750.00	1,750.00	1,700.00	1,700.00	.00	-2.9%
A11705	54070		INSURANCE	2,713.58	3,510.52	3,510.52	3,088.09	3,088.09	.00	-12.0%
A11705	54071		MALP INS	.00	41,666.67	41,666.67	.00	.00	.00	-100.0%
A11705	54078		Fuel	.00	150.00	150.00	150.00	150.00	.00	.0%
A11705	54213		I/D COPIER	1,444.36	1,100.00	1,100.00	1,812.36	1,812.36	.00	64.8%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A11705	54213	HH11	I/D COPIER	757.76	1,140.00	1,136.64	1,136.64	1,136.64	.00	.0%
A11705	54215		I/D LX NX	2,985.66	985.00	985.00	993.03	993.03	.00	.8%
A11705	54215	HH11	I/D LEXIS/	3,142.80	4,925.00	4,820.40	4,965.06	4,965.06	.00	3.0%
A11705	54215	UFD	I/D LEXIS/	471.42	985.00	2,219.95	993.03	993.03	.00	-55.3%
A11705	54444		FEES/PERMI	.00	120.00	120.00	120.00	120.00	.00	.0%
A11705	58020		RETIREMENT	51,453.35	111,898.52	85,404.25	90,188.91	57,883.24	.00	5.6%
A11705	58020	HH11	RETIREMENT	30,951.40	62,500.75	175,000.00	62,510.53	79,505.21	.00	-64.3%
A11705	58020	ILS	RETIREMENT	37,944.56	.00	.00	34,307.51	34,307.51	.00	.0%
A11705	58020	UFD	RETIREMENT	5,546.18	16,100.00	55,717.10	17,715.75	17,715.75	.00	-68.2%
A11705	58020	UQICR	RETIREMENT	2,979.07	.00	.00	16,349.37	16,349.37	.00	.0%
A11705	58030		FICA	37,280.88	63,627.06	29,002.84	45,996.34	29,520.45	.00	58.6%
A11705	58030	HH11	FICA	17,569.93	34,152.19	105,000.00	31,880.38	40,547.66	.00	-69.6%
A11705	58030	ILS	FICA	13,324.15	.00	.00	17,496.83	17,496.83	.00	.0%
A11705	58030	UFD	FICA	3,153.76	8,797.50	40,054.92	9,035.03	9,035.03	.00	-77.4%
A11705	58030	UQICR	FICA	1,641.17	.00	7,428.22	8,338.18	8,338.18	.00	12.3%
A11705	58040		WRKS COMP	15,389.51	13,776.95	5,072.87	8,900.00	4,950.00	.00	75.4%
A11705	58040	HH11	WRKS COMP	11,114.65	11,700.00	13,500.00	7,300.00	9,150.00	.00	-45.9%
A11705	58040	ILS	WRKS COMP	.00	.00	.00	4,200.00	4,200.00	.00	.0%
A11705	58040	UFD	WRKS COMP	1,709.95	1,800.00	1,767.56	700.00	1,400.00	.00	-60.4%
A11705	58040	UQICR	WRKS COMP	.00	.00	8,947.40	1,400.00	1,400.00	.00	-84.4%
A11705	58060		HEALTH INS	89,113.74	124,429.21	92,324.36	101,227.03	63,562.00	.00	9.6%
A11705	58060	HH11	HEALTH INS	24,995.27	89,825.99	217,441.71	65,828.05	92,798.07	.00	-69.7%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

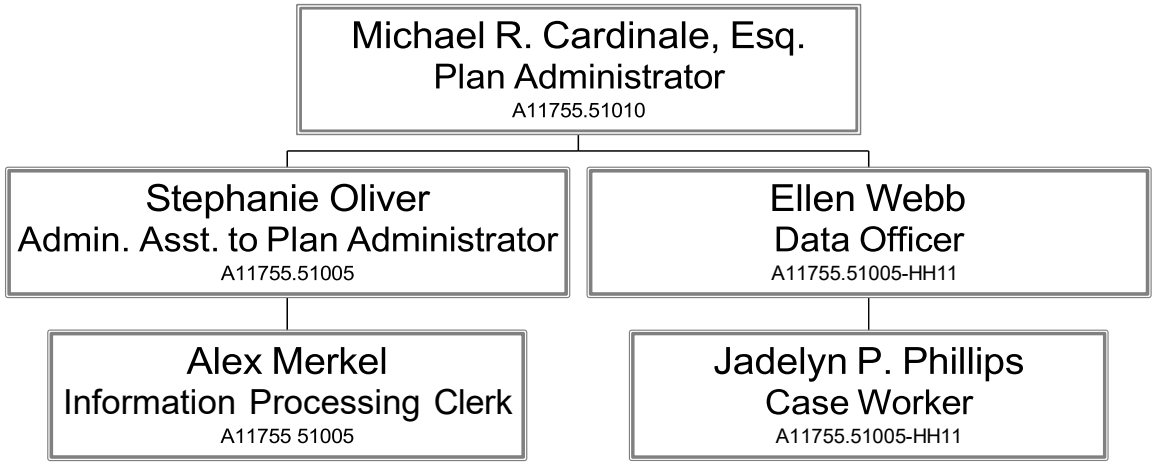
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A11705	58060	ILS	HEALTH INS	20,802.60	.00	.00	25,892.58	27,446.13	.00	.0%
A11705	58060	UFD	HEALTH INS	4,160.52	19,545.58	34,523.26	8,035.62	8,517.76	.00	-76.7%
A11705	58060	UQICR	HEALTH INS	4,015.75	.00	21,717.28	21,717.30	23,020.34	.00	.0%
A11705	58062		DENTAL INS	347.02	676.80	-463.59	406.08	225.60	.00	-187.6%
A11705	58062	HH11	DENTAL INS	48.58	496.32	1,500.00	406.08	496.32	.00	-72.9%
A11705	58062	ILS	DENTAL INS	145.74	.00	.00	270.72	270.72	.00	.0%
A11705	58062	UFD	DENTAL INS	17.33	90.24	140.41	90.24	90.24	.00	-35.7%
A11705	58062	UQICR	DENTAL INS	17.35	.00	90.22	90.24	90.24	.00	.0%
A11705	58065		VISION INS	55.52	127.40	-833.20	68.60	49.00	.00	-108.2%
A11705	58065	HH11	VISION INS	10.50	107.80	700.00	88.20	88.20	.00	-87.4%
A11705	58065	ILS	VISION INS	31.50	.00	.00	58.80	58.80	.00	.0%
A11705	58065	UFD	VISION INS	3.73	19.60	30.25	19.60	19.60	.00	-35.2%
A11705	58065	UQICR	VISION INS	3.75	.00	19.50	19.60	19.60	.00	.5%
TOTAL PUBLIC DEFENDER				603,270.74	785,823.30	601,545.03	771,026.98	577,730.31	.00	28.2%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Office of Assigned Counsel Organizational Chart 2026



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Assigned Counsel – A1175

The Assigned Counsel Plan, for providing indigent legal defense in accordance with §722 of the County Law, was adopted by the Cortland County Legislature Resolution #61-15.

The Assigned Counsel Office is responsible for oversight, administration, and implementation of the Assigned Counsel Plan. Components of said oversight, administration, and implementation include:

- maintaining updated eligibility standard criteria (using ILS Standards When Applicable);
- reviewing referred assignments and determining whether or not the Public Defender's Office has a conflict;
- simplifying the application process and verifying client eligibility;
- providing a system for reviewing eligibility appeals;
- maintaining an updated panel of attorneys who are qualified and eligible for assignments;
- maintaining a list of panel attorneys who can assist with CAFA requirements;
- notifying the Public Defender's Office or assigned attorney, client and/or applicable Court(s) as to assignments made;
- receiving, reviewing and approving attorney payment vouchers;
- initiating §722-d motions, where appropriate, for orders of repayment to the County for legal reimbursement costs, and notifying the County Attorney of approved payment orders for collection;
- assisting assigned counsel attorneys with obtaining a 2nd chair attorney and/or a mentor attorney;
- assisting assigned counsel attorneys with various matters all aimed at facilitating the process of representing assigned clients;
- applying for and managing applicable ILS grants;
- collecting and formatting County indigent services data for, and in compliance with, ILS reporting standards;
- monitoring submitted expenditures against the assigned counsel budget;
- attending summits, ILS trainings, and other related New York State trainings;
- cooperating with the Cortland County Bar Association in the development and implementation of rules, policies, guidelines and procedures in accordance with the Cortland County Bar Association Assigned Counsel Plan; and
- attending of the Criminal Justice Advisory Board meetings by the Plan Administrator.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Assigned Counsel – A1175

DEPARTMENT NARRATIVE: 2026

A. Objectives for 2026 - The Assigned Counsel Office will carry out the provisions of the approved Assigned Counsel Plan which include:

1. Providing quality representation to every client who is entitled to counsel under the U.S. and State Constitutions and/or state law who cannot afford private counsel, and is not represented by the Public Defender or by other providers allowed by law.
2. Ensuring a process for providing counsel that is free from political or other influences that erode the ability to provide quality representation.
3. Centralizing the assignment process in order to expedite the assignment of qualified counsel to litigants.
4. Ensuring the availability of qualified attorneys to represent eligible defendants or other litigants in all courts of this county at the earliest possible opportunity (CAFA).
5. Providing for the fair and equitable distribution of such cases among participating attorneys.
6. Simplifying the application process to incorporate available technologies that expedite the process through online resources.

B. Progress on 2025 Objectives –The Assigned Counsel Office continues to assign clients to attorneys prior to the client's next date court. The Assigned Counsel Office continues to process vouchers in a timely manner. The Assigned Counsel Office has worked with the local magistrates to continue to meet the county's CAFA obligations. We have simplified the application process and now have an online app that clients can use with a cell/smart phone.

C. Internal & External Forces Impacting 2024 Services and Operations –

Internal Factors:

- Due to the fact that the Public Defender's Office takes on criminal and family court assignments, and has been in operation for many years, it is inevitable that it will have an increased number of conflicts, especially in family court matters and felonies with more than one defendant. Many major drug felonies have several co-defendants and many are routinely conflicted out by the Public Defender's Office due to prior representation of one or more defendants; this leads to increased assignments to ACP panel attorneys.
- Should the County abolish the Public Defender's Office, the workload in this office would increase substantially. While we would not have to check for conflicts with the Public Defender's Office, we would have to contact individual attorneys on the panel and inquire about conflicts.
- Recently, due to a combination of factors, attorney involvement with the ACP panels is drastically low. The ACP office is currently seeking qualified attorneys from contiguous counties including Tompkins, Chenango, Broome, and Onondaga. We continually request our current panel attorneys to reach out to colleagues. We have also reached out to ILS for ways we can advertise/market for recruits that will be covered under our Hurrell-Harring Grant and will be acceptable to ILS. We received some great feedback and plan on more aggressively pursuing those options in 2024.
- We have decreased various miscellaneous expenses for travel and professional licenses. Offsetting some decreases are salary/wage increases due to a cost of living increase, a longevity payment, insurance rate increases. However, the salaries covered under the Hurrell-Harring grant have decreased will offset the insurance rate increases for those individuals.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

- **External Factors:**
  - We don't currently foresee any significant external factors that will have an impact on our departmental budget with the exception of our recruiting efforts successfully coming to fruition.

D. Cost Containment Review – The Assigned Counsel Office is currently working with Rural Law Services with respect to its Appeals Program. We believe that the program and relationship continues to help cap and reduce the overall expenditures paid on this subject area. We have approval for the year five extension period funding from ILS. This funding continues providing monies to offset expenses with mandatory CAFA requirements. Also, it assists our office in funding our mentor program. Our program is currently desperately low on attorneys and the ability to have funding to assist the less experienced attorneys is vital to the program's success.

E. New Program Proposals – The ACP Office has decided to install an Adobe Acrobat Pro system onto our staff's computers to streamline our documentation processes. It will allow our office to more easily become paperless and thus, significantly reduce office supply costs. The cost would be minimal as Adobe is already a vendor and would give a reduced rate for the five licenses needed for this. Such additional cost is also reimbursable by the Office of Indigent Legal Services under the contract for a grant entered into by the County with the state. See, Hurrell/Harring Grant Monies.

F. Succession Plan for key positions – The ACP will continue to utilize, and plans on increasing the exposure of, our recently added Case Manager Position to assist the assigned attorneys with various information needed for their case which in turn should reduce the amounts of their invoices. The salary for this position remains reimbursable with the Hurrell-Harring Grant monies.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Assigned Counsel - A1175
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ADMINISTRATIVE ASSISTANT TO THE PLAN ADMINISTRATOR	FT	Yes	MGMC	5H
CASE MANAGER FOR INDIGENT DEFENDANTS (HELP PROGRAM)	FT	Yes	CSEA	14
DATA OFFICER	FT	Yes	MGMC	6H
INFORMATION PROCESSING CLERK (HELP PROGRAM)	FT	Yes	CSEA	8
PLAN ADMINISTRATOR	PT	Yes	MGT	ATTY 1

Full-time:	4
Part-time:	1
Per diem:	0
TOTAL POSITIONS:	5

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1175	ASSIGNED COUNSEL									
A117543	43025	ILS	SA-ILS	-373,198.05	-213,924.04	-213,924.04	-494,505.76	-494,505.76	.00	131.2%
A117547	42701		REF.APPR.E	.00	.00	.00	.00	.00	.00	.0%
A11755	43025	HH11	SA-ILS	-388,115.03	-730,206.40	-1,047,679.64	-724,170.13	-725,825.00	.00	-30.9%
A11755	43025	UFD	SA-ILS	.00	.00	-36,653.33	.00	.00	.00	.0%
A11755	51005		PERS SERV	80,470.78	81,691.01	142,235.88	90,150.94	90,150.94	.00	-36.6%
A11755	51005	HH11	PERS SERV	73,742.83	87,902.27	111,586.53	94,996.51	94,996.51	.00	-14.9%
A11755	51010		PT PAY	48,640.14	61,964.00	61,964.00	65,437.50	65,437.50	.00	5.6%
A11755	51035		OTHER COMP	920.98	.00	.00	.00	.00	.00	.0%
A11755	51035	HH11	OTHER COMP	1,793.97	.00	.00	.00	.00	.00	.0%
A11755	52060	HH11	Comp Equip	210.03	.00	.00	.00	.00	.00	.0%
A11755	54000		TELEPHONE	534.24	396.00	396.00	535.20	535.20	.00	35.2%
A11755	54000	HH11	LONG DISTN	528.00	2,000.00	528.00	528.00	528.00	.00	.0%
A11755	54002	HH11	COMP MTN	519.65	2,000.00	.00	.00	.00	.00	.0%
A11755	54004	HH11	COMP SOFT	1,787.77	15,000.00	480.75	15,000.00	15,000.00	.00	3020.1%
A11755	54005		Off Supp	864.27	1,500.00	1,500.00	750.00	750.00	.00	-50.0%
A11755	54005	HH11	Off Supp	1,454.14	4,500.00	3,481.78	2,646.16	2,646.16	.00	-24.0%
A11755	54015	HH11	Maint Agmt	2,000.00	.00	36,846.68	2,000.00	2,000.00	.00	-94.6%
A11755	54020		POSTAGE	1,298.08	1,140.00	1,140.00	1,334.30	1,334.30	.00	17.0%
A11755	54020	HH11	POSTAGE	418.44	350.00	600.00	607.63	607.63	.00	1.3%
A11755	54035	HH11	ED & TRAIN	4,177.67	25,000.00	45,984.31	25,000.00	25,000.00	.00	-45.6%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A11755	54045	HH11	Travel	25,588.47	22,000.00	20,288.20	22,000.00	22,000.00	.00	8.4%
A11755	54055		PROF SERV	1,824,533.40	800,000.00	800,000.00	1,200,000.00	1,200,000.00	.00	50.0%
A11755	54055	HH11	PROF SERV	202,027.17	484,500.00	708,342.18	484,500.00	484,500.00	.00	-31.6%
A11755	54055	UFD	PROF SERV	.00	.00	36,653.33	.00	.00	.00	.0%
A11755	54060	HH11	LEGAL ADV	.00	7,000.00	12,000.00	5,000.00	5,000.00	.00	-58.3%
A11755	54067	HH11	RP RENT/LE	17,062.56	17,063.00	18,063.44	18,063.00	18,063.00	.00	.0%
A11755	54070		INSURANCE	.00	2,247.55	2,247.55	3,895.79	3,895.79	.00	73.3%
A11755	54070	HH11	LIAB INS	1,737.31	.00	.00	.00	.00	.00	.0%
A11755	54071		MALP INS	.00	4,166.67	4,166.67	.00	.00	.00	-100.0%
A11755	54213		I/D COPIER	1,244.52	1,244.52	1,244.52	1,244.52	1,244.52	.00	.0%
A11755	54213	HH11	I/D COPIER	718.20	794.29	718.20	718.20	718.20	.00	.0%
A11755	54215	HH11	I/D LEXIS/	942.84	1,097.49	2,614.30	993.03	993.03	.00	-62.0%
A11755	58020		RETIREMENT	16,984.77	31,153.18	38,945.53	23,338.27	23,338.27	.00	-40.1%
A11755	58020	HH11	RETIREMENT	9,850.92	12,306.32	23,000.00	14,249.48	14,249.48	.00	-38.0%
A11755	58030		FICA	9,079.95	10,989.61	15,621.29	11,902.51	11,902.51	.00	-23.8%
A11755	58030	HH11	FICA	5,549.14	6,724.52	11,500.00	7,267.24	7,267.24	.00	-36.8%
A11755	58040		WRKS COMP	4,274.86	3,826.93	3,891.82	3,300.00	3,300.00	.00	-15.2%
A11755	58040	HH11	WRKS COMP	3,419.89	3,600.00	3,600.00	2,800.00	2,800.00	.00	-22.2%
A11755	58060		HEALTH INS	41,893.89	52,363.08	61,727.83	43,434.60	46,040.68	.00	-29.6%
A11755	58060	HH11	HEALTH INS	10,995.66	30,645.78	47,670.27	27,581.20	29,236.07	.00	-42.1%
A11755	58062		DENTAL INS	91.74	180.48	180.48	90.24	90.24	.00	-50.0%
A11755	58062	HH11	DENTAL INS	149.21	180.48	300.00	180.48	180.48	.00	-39.8%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A11755	58065		VISION INS	.33	58.80	58.80	.00	.00	.00	-100.0%
A11755	58065	HH11	VISION INS	19.50	39.20	75.00	39.20	39.20	.00	-47.7%
TOTAL ASSIGNED COUNSEL				1,634,212.24	831,494.74	921,396.33	950,908.11	953,514.19	.00	3.2%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

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County Coroner – A1185

Mission Statement:

No greater honor will ever be bestowed on an officer or a more profound duty imposed on him than when he is entrusted with the investigation of the death of a human being. It is his duty to find the facts, regardless of color or creed, without prejudice, and to let no power on Earth deter him from presenting these facts to the court without regard to personality.

Department Description:

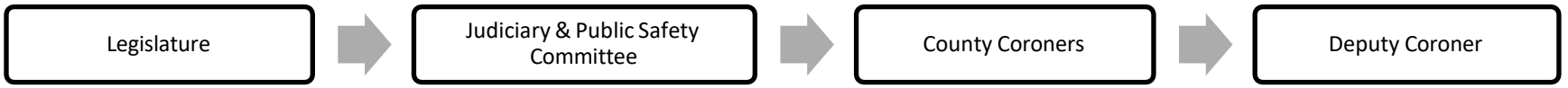
The Coroner's Office makes inquiries into all deaths, whether natural or unnatural, in Cortland County. Such duties and responsibilities include investigation into said deaths as violent, unlawful or criminal violence, suicide, criminal abortions, homicides, etc. The Office assists the various law enforcement agencies and District Attorney's Office and requests and oversees autopsies as needed.

Objective:

The coroner shall make inquiries into natural and unnatural deaths within the county; the coroner shall also make inquiries into all deaths, whether natural or unnatural, occurring to an inmate of a correctional facility as defined by Subdivision 3 Section 40 of the Correction Law.

Organizational Chart:

Two elected coroners, two appointed deputy coroners, 100% County funded.



Department Narrative:

- Objective for 2026: To work together and as individuals within the laws of New York State and Cortland County to oversee death investigations and autopsies; to contain the budget insofar as doing this job will allow;

Position Requests/Deletions: None.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Coroner - A1185
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
CORONER	PT	Yes	MGT	12
CORONER	PT	Yes	MGT	12
DEPUTY CORONER	PT	Yes	N/A- Unrepresented	
DEPUTY CORONER	PT	Yes	N/A- Unrepresented	

Full-time:	0
Part-time:	4
Per diem:	0
TOTAL POSITIONS:	4

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1185	CORONERS								
A11855	43035	MedEx	-1,650.00	.00	.00	-300.00	-300.00	.00	.0%
A11855	51010	PT PAY	54,759.04	61,609.81	61,609.81	58,188.02	58,188.02	.00	-5.6%
A11855	51015	TEMP PAY	.00	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A11855	54000	TELEPHONE	132.00	132.00	132.00	132.00	132.00	.00	.0%
A11855	54005	Off Supp	613.03	400.00	400.00	700.00	700.00	.00	75.0%
A11855	54020	POSTAGE	20.67	25.00	25.00	25.00	25.00	.00	.0%
A11855	54035	ED & TRAIN	.00	200.00	200.00	200.00	200.00	.00	.0%
A11855	54040	DUES/SUB	440.00	440.00	440.00	440.00	440.00	.00	.0%
A11855	54045	Travel	.00	200.00	200.00	.00	.00	.00	-100.0%
A11855	54070	INSURANCE	481.23	636.82	636.82	566.07	566.07	.00	-11.1%
A11855	54071	MALP INS	.00	325.56	325.56	.00	.00	.00	-100.0%
A11855	54074	INS-AUTO	465.96	523.52	523.52	575.32	575.32	.00	9.9%
A11855	54078	Fuel	292.29	500.00	500.00	500.00	500.00	.00	.0%
A11855	54300	Veh. R&M	1,306.82	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A11855	54615	CNTR MEDCL	87,816.39	100,000.00	100,000.00	124,700.00	124,700.00	.00	24.7%
A11855	58020	RETIREMENT	7,141.25	.00	.00	4,249.43	4,249.43	.00	.0%
A11855	58030	FICA	3,471.95	4,866.15	4,866.15	4,604.38	4,604.38	.00	-5.4%
A11855	58040	WRKS COMP	1,709.95	1,530.77	1,530.77	1,500.00	1,500.00	.00	-2.0%
A11855	58060	HEALTH INS	35,615.45	27,581.20	27,581.20	41,262.88	43,738.65	.00	49.6%
A11855	58062	DENTAL INS	90.22	90.24	90.24	90.24	90.24	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

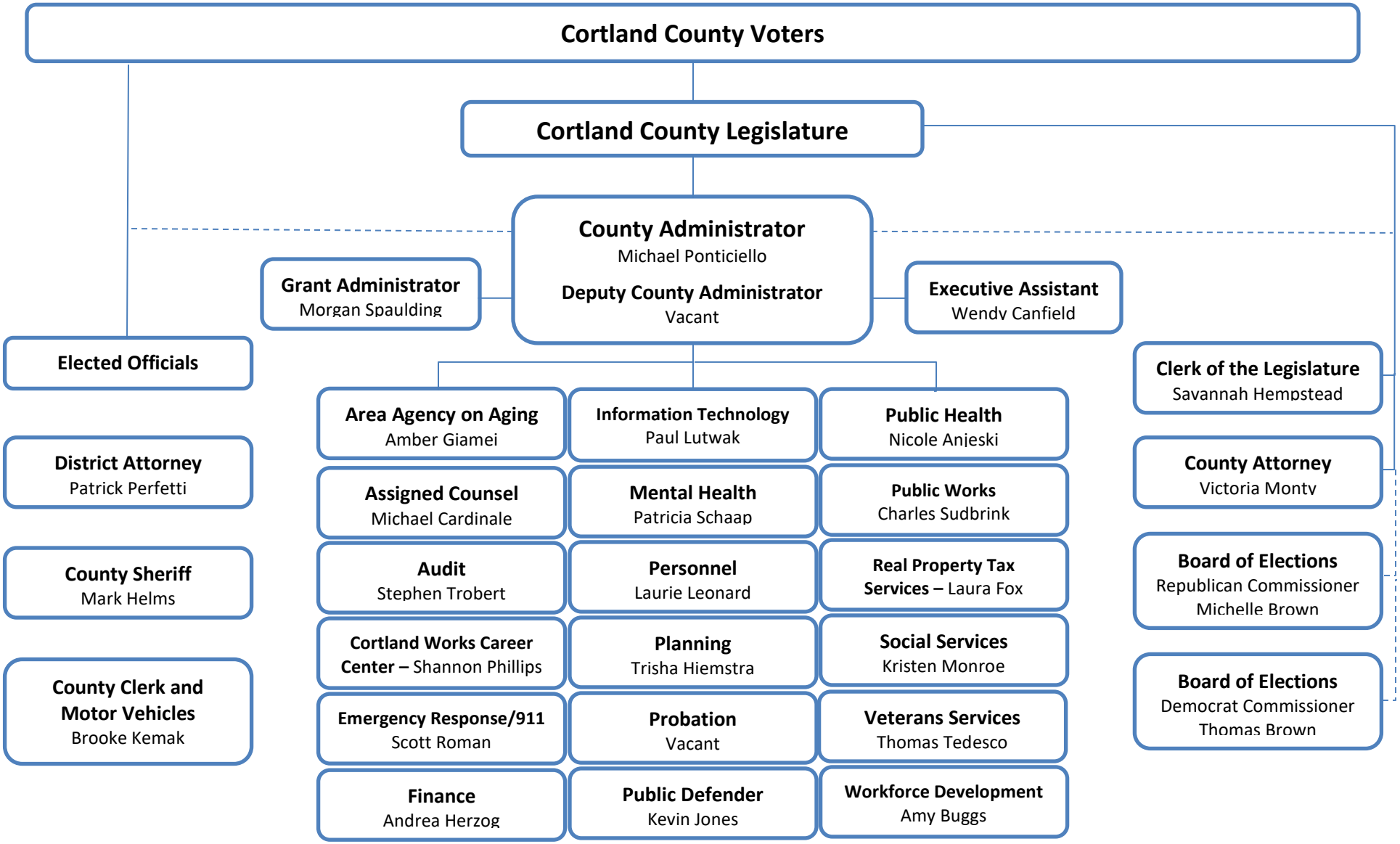
ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A11855	58065	VISION INS	19.50	19.60	19.60	19.60	19.60	.00	.0%
TOTAL CORONERS			192,725.75	202,080.67	202,080.67	240,452.94	242,928.71	.00	19.0%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

County Administration – A1230

ORGANIZATIONAL CHART



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

County Administration – A1230

Department: County Administration

Description:

The County Administrator position was created by the Cortland County Legislature, by Local Law No. 7 for the Year 2002 (Establish the Office of County Administrator for the County of Cortland) and by Local Law No. 3 for the Year 2003 (Amending Local Law No. 7 of the Year 2002 Allowing for a Fixed Term of Office and Designating County Administrator as Budget Officer).

The County Administrator is the Chief Administrative Officer charged with the managerial responsibilities relating to the day-to-day operations of county government and all its departments. The County Administrator is also the Budget Officer and is responsible for the oversight and coordination of administration and implementation of the annual budget as adopted by the Cortland County Legislature.

Michael A. Ponticiello was appointed to the position of County Administrator as of October 6, 2025. The County Administrator's office is also staffed by the Executive Assistant, Wendy Canfield.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
County Administration - A1230
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
COUNTY ADMINISTRATOR	FT	Yes	MGT	Offscale
DEPUTY COUNTY ADMINISTRATOR	FT	Yes	MGT	4
EXECUTIVE ASSISTANT TO THE COUNTY ADMINISTRATOR	FT	Yes	MGT	11
GRANT ADMINISTRATOR	FT	Yes	MGT	10

Full-time:	4
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	4

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1230	COUNTY ADMINISTRATOR								
A12305	44997	Fed H/C	.00	.00	-50,000.00	-18,750.00	-18,750.00	.00	-62.5%
A12305	51005	PERS SERV	319,025.32	363,765.99	342,765.99	400,450.49	353,492.49	.00	16.8%
A12305	51035	OTHER COMP	13,773.00	13,812.26	13,812.26	.00	.00	.00	-100.0%
A12305	54000	CELL/L/DIS	264.00	528.00	528.00	528.00	528.00	.00	.0%
A12305	54001	COPY/PRINT	48.94	500.00	400.00	200.00	200.00	.00	-50.0%
A12305	54004	COMP SOFT	341.91	1,000.00	700.00	1,000.00	1,000.00	.00	42.9%
A12305	54005	Off Supp	1,323.25	300.00	700.00	1,500.00	1,500.00	.00	114.3%
A12305	54015	Maint Agmt	.00	150.00	150.00	.00	.00	.00	-100.0%
A12305	54020	POSTAGE	59.34	50.00	50.00	60.00	60.00	.00	20.0%
A12305	54035	ED & TRAIN	1,938.32	3,000.00	3,400.00	6,000.00	31,000.00	.00	76.5%
A12305	54040	DUES/MEMBE	704.50	1,000.00	2,945.00	2,945.00	2,945.00	.00	.0%
A12305	54045	Travel	284.08	1,000.00	600.00	2,500.00	2,500.00	.00	316.7%
A12305	54055	PROF SERV	1.96	.00	37,555.00	.00	.00	.00	.0%
A12305	54060	LEGAL ADV	.00	.00	1,500.00	.00	.00	.00	.0%
A12305	54070	LIAB INS	1,118.78	1,447.35	1,447.35	2,004.66	2,004.66	.00	38.5%
A12305	54078	Fuel	.00	50.00	50.00	.00	.00	.00	-100.0%
A12305	54213	I/D COPIER	913.92	1,300.00	1,300.00	913.92	913.92	.00	-29.7%
A12305	54444	FEES/PERMI	.00	.00	.00	.00	1,000.00	.00	.0%
A12305	58020	RETIREMENT	43,326.56	50,798.50	50,798.50	60,067.57	53,023.87	.00	18.2%
A12305	58030	FICA	24,374.62	28,884.74	28,884.74	30,634.46	27,042.18	.00	6.1%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

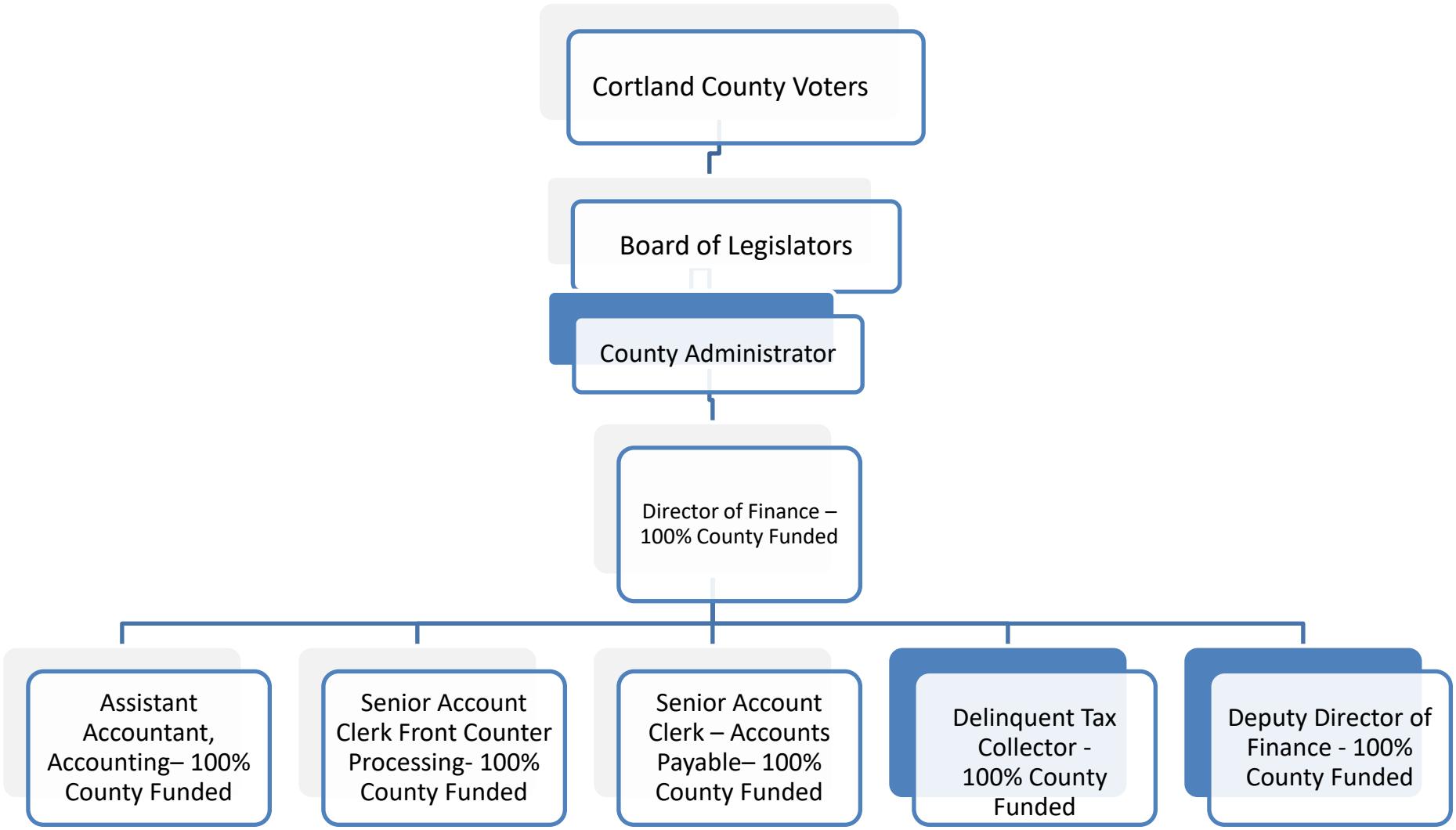
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A12305	58040	WRKS COMP	5,129.84	6,123.09	6,123.09	5,600.00	5,600.00	.00	-8.5%
A12305	58060	HEALTH INS	41,763.80	43,434.60	43,434.60	60,808.46	54,097.81	.00	40.0%
A12305	58062	DENTAL INS	270.66	360.96	360.96	360.96	315.84	.00	.0%
A12305	58065	VISION INS	58.50	78.40	78.40	78.40	68.60	.00	.0%
TOTAL COUNTY ADMINISTRATOR			454,721.30	517,583.89	487,583.89	556,901.92	518,542.37	.00	14.2%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

FINANCE 2025 ORGANIZATIONAL CHART



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Budget and Finance – A1310

A. Establishment of Office:

The Finance Department was established in November 2023. This office encompasses the financial, budgeting and operational activities of Finance, along with the County Administrator and the County Auditor of the County. The duties of this office include delinquent property tax collection, certificates of residence, accounts payable, accounts receivable, capital asset tracking, banking and oversight over all County financial accounting and reporting. The Finance Department is non-mandated and is funded with County general revenues. This office is staffed by six full-time employees.

B. Mission:

The mission of the Finance Department is to improve the accountability and effectiveness of County government by providing efficient, innovative services to establish and maintain the County's financial reputation as a soundly operated municipal government that delivers needed services cost-effectively to the people of the County; maintain the confidence of the financial sector; minimize risk in areas of County operations; secure and maintain prudent levels of financing; monitor and require a high level of performance in County operations; maximize grant funding and Federal and State aid; and ensure taxpayers that County resources are protected and utilized wisely.

Director's Responsibilities and Reporting Divisions:

The Director of Finance is responsible for reporting to the County Administrator and Finance & Administration Committee and for the administration of the financial affairs of the County. In addition, the office is responsible for the study of the organization, methods and procedures of each department and agency of County government.

Included among the responsibilities of the Director of Finance is policy recommendations, accounting, internal controls, financial reporting, external audits, capital assets, grant accounting, cash collection services and local government interface. In addition, the Director of Finance serves as the Chief Fiscal Officer of the County.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Finance - A1310
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ASSISTANT ACCOUNTANT (HELP PROGRAM)	FT	Yes	CSEA	18
DELINQUENT TAX RECEIVER	FT	Yes	CSEA	11
DEPUTY DIRECTOR OF FINANCE	FT	Yes	MGT	6
DIRECTOR OF FINANCE	FT	Yes	MGT	2
PAYROLL COORDINATOR (HELP PROGRAM)	FT	Yes	MGMC	6H
SENIOR ACCOUNT CLERK	FT	Yes	CSEA	10
SENIOR ACCOUNT CLERK	FT	Yes	CSEA	10

Full-time:	7
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	7

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1310	FINANCE DEPARTMENT								
A13105	42210	GEN SERV	-54,901.56	-66,609.99	-66,609.99	-33,213.54	-33,213.54	.00	-50.1%
A13105	42770	OTH UNC RV	.00	-1,900.00	-1,900.00	.00	.00	.00	-100.0%
A13105	51005	PERS SERV	352,158.46	404,445.06	404,445.06	495,825.60	495,825.60	.00	22.6%
A13105	51035	OTHER COMP	-262.62	.00	.00	.00	.00	.00	.0%
A13105	52060	Comp Equip	5,313.68	.00	.00	.00	.00	.00	.0%
A13105	54000	TELEPHONE	864.24	924.00	924.00	1,195.20	1,195.20	.00	29.4%
A13105	54001	COPY/PRINT	3,208.28	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A13105	54005	Off Supp	2,088.29	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
A13105	54015	Maint Agmt	103,906.61	108,927.97	108,927.97	292,167.00	292,167.00	.00	168.2%
A13105	54020	POSTAGE	5,694.84	5,500.00	5,500.00	7,500.00	7,500.00	.00	36.4%
A13105	54035	ED & TRAIN	1,104.29	2,000.00	2,000.00	3,000.00	3,000.00	.00	50.0%
A13105	54040	DUES/MEMBE	794.00	1,100.00	1,100.00	1,000.00	1,000.00	.00	-9.1%
A13105	54045	Travel	72.09	100.00	100.00	100.00	100.00	.00	.0%
A13105	54055	PROF SERV	61,358.00	59,700.00	59,700.00	72,700.00	72,700.00	.00	21.8%
A13105	54060	LEGAL ADV	47.88	.00	.00	500.00	500.00	.00	.0%
A13105	54070	Liab Ins	2,506.93	3,243.18	3,243.18	2,852.92	2,852.92	.00	-12.0%
A13105	54087	BOND FEE	.00	.00	.00	15,000.00	15,000.00	.00	.0%
A13105	54213	I/D COPIER	1,109.64	1,110.84	1,110.84	1,110.84	1,110.84	.00	.0%
A13105	54945	OVER/SHORT	-.29	.00	.00	.00	.00	.00	.0%
A13105	54998	SUSPENSE	-47,931.72	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A13105	58020	RETIREMENT	45,925.76	54,413.10	54,413.10	74,373.85	74,373.85	.00	36.7%
A13105	58030	FICA	25,193.02	30,940.05	30,940.05	37,930.66	37,930.66	.00	22.6%
A13105	58040	WRKS COMP	10,259.68	9,184.64	9,184.64	11,200.00	11,200.00	.00	21.9%
A13105	58060	HEALTH INS	77,728.04	100,382.72	100,382.72	107,525.48	113,977.01	.00	7.1%
A13105	58062	DENTAL INS	451.10	541.44	541.44	631.68	631.68	.00	16.7%
A13105	58065	VISION INS	97.50	117.60	117.60	117.60	117.60	.00	.0%
TOTAL FINANCE DEPARTMENT			596,786.14	719,620.61	719,620.61	1,097,017.29	1,103,468.82	.00	52.4%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1325	COUNTY TREASURER									
A132540	41001		R PROP TAX	-37,193,533.73	-40,699,428.00	-40,699,428.00	-41,970,411.66	-43,750,000.00	.00	3.1%
A132541	41116		Cannabis	-54.69	.00	.00	-8,000.00	-12,000.00	.00	.0%
A132542	41230		TREAS FEES	-3,020.00	-4,500.00	-4,500.00	-3,000.00	-3,000.00	.00	-33.3%
A132542	41235		CHGS T RED	-3,326.00	-90,000.00	-90,000.00	-106,000.00	-106,000.00	.00	17.8%
A132542	42610		FINES&FORT	-146.02	-500.00	-500.00	-150.00	-150.00	.00	-70.0%
A132542	42702		PY Refund	-9,554.39	.00	.00	-50.00	-50.00	.00	.0%
A132543	43014		INDIAN GMG	-470,987.43	-400,000.00	-400,000.00	-450,000.00	-450,000.00	.00	12.5%
A132543	43089		GEN GOVERN	.00	.00	.00	.00	.00	.00	.0%
A132543	43389		OTHER PUBL	-511,843.00	-240,000.00	-260,800.00	-335,000.00	-335,000.00	.00	28.5%
A132544	44089	ARP	FED REV	-374,118.64	.00	-155,978.32	.00	.00	.00	.0%
A132544	44808		FED PILOT	-5,584.00	-5,250.00	-5,250.00	-5,800.00	-5,800.00	.00	10.5%
A132545	42401		INT & EARN	-2,396,413.04	-1,500,000.00	-1,500,000.00	-1,000,000.00	-1,100,000.00	.00	-33.3%
A132546	41081		PILOT	-169,635.80	-197,323.08	-197,323.08	-212,572.00	-212,572.00	.00	7.7%
A132546	41090		INT&PEN RP	-429,064.79	-425,000.00	-425,000.00	-425,000.00	-425,000.00	.00	.0%
A132547	41150		OTB SURTAX	-37,632.00	-30,000.00	-30,000.00	-33,000.00	-33,000.00	.00	10.0%
A132547	42652		SALE FORES	-3,229.98	.00	.00	-1,000.00	-1,000.00	.00	.0%
A132547	42690	OPD	COMP LOSS	-47,293.38	-16,574.92	-16,574.92	-16,574.92	-16,574.92	.00	.0%
A132547	42770		OTH UNC RV	-2,370.44	.00	.00	-2,500.00	-2,500.00	.00	.0%
A13255	54055		PROF SERV	.00	90,000.00	90,000.00	106,000.00	106,000.00	.00	17.8%
A13255	54815	OPD	CONT AGNC	137,276.00	.00	18,424.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND	2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
TOTAL COUNTY TREASURER	-41,520,531.33	-43,518,576.00	-43,676,930.32	-44,463,058.58	-46,346,646.92	.00	1.8%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1711	LIABILITY INSURANCE RESERVE								
A17115	54765	JUDG&CLAIM	122,465.01	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
TOTAL LIABILITY INSURANCE RE			122,465.01	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1985	SALES TAX									
A198541	41110		S & U TAX	-40,251,950.34	-40,363,636.36	-40,363,636.36	-41,878,129.14	-42,142,520.00	.00	3.8%
A19855	54101		SALES TAX	16,713,377.64	16,853,636.36	16,853,636.36	17,220,704.88	17,333,071.00	.00	2.2%
A19855	54101	SLTX	SALES TAX	725,000.00	635,000.00	635,000.00	577,500.00	577,500.00	.00	-9.1%
A19855	99610	B&G	Approp Res	.00	194,800.00	194,800.00	300,000.00	100,000.00	.00	54.0%
A19855	99610	JAIL	Approp Res	.00	1,000,000.00	1,000,000.00	1,000,000.00	.00	.00	.0%
TOTAL SALES TAX				-22,813,572.70	-21,680,200.00	-21,680,200.00	-22,779,924.26	-24,131,949.00	.00	5.1%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1990	CONTINGENCY								
A19905	91000	APP F/B	.00	-2,503,737.11	-2,503,737.11	.00	-1,999,977.13	.00	-100.0%
TOTAL CONTINGENCY			.00	-2,503,737.11	-2,503,737.11	.00	-1,999,977.13	.00	-100.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
2989	HANDICAPPED PARKING								
A298942	42610	FINES&FORT	-15.00	.00	.00	.00	.00	.00	.0%
TOTAL HANDICAPPED PARKING			-15.00	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Audit – A1320

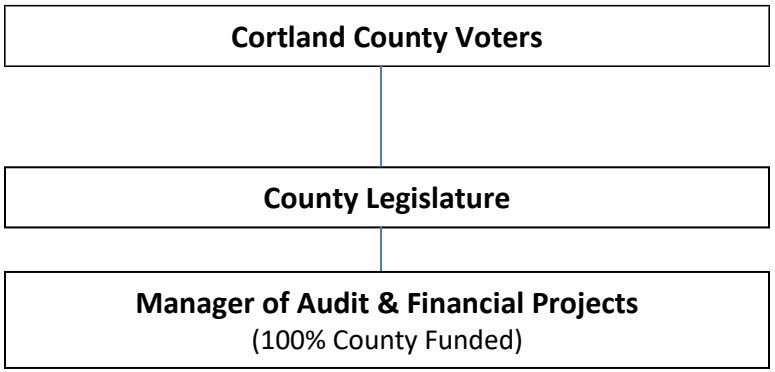
- The County's Audit Department is currently comprised of one staff, the Manager of Audit & Financial Projects. The position of Manager of Audit & Financial Projects is appointed by the County Legislature and was formed by the Legislature in 2019 after the County Auditor role had been vacant since 2015. The Audit Department is 100% County funded.

- The Manager of Audit & Financial Projects is responsible for the operations of the County's internal audit function. Key job duties include:
    - Reviews and approves all vendor claims submitted by departments, and verifies that payments are in accordance with vendor contracts
    - Designs and performs examinations of County departments and reports on findings (internal control recommendations, opportunities for efficiency, etc.)
    - Addresses internal control deficiencies identified internally or identified by the Office of the State Comptroller or the County's external auditor
    - Evaluates and monitors the County's fiscal-related policies
    - Coordinates special fiscal-related projects, as applicable

- The Manager of Audit & Financial Projects reports directly to the Legislature's Finance & Administration Committee and also reports to the Chair of the Legislature and Chair of the Finance & Administration Committee in the form of regular meetings.

- Goals for the Audit Department for 2026 include:
    1. Provide reporting that the County Legislature, County Administrator and department heads find valuable and deliver a year-end presentation
    2. Complete scheduled examinations of County departments and contracted agencies per the Audit Department's annual calendar
    3. Continue to increase the number of reviews that focus on program objectives and results
    4. Present additional findings and data to the Legislature and County Administrator that potentially yield a reduction in costs for the County
    5. Improve County-wide outreach to department heads on fiscal processes and recommendations and document key controls of County fiscal processes
    6. Further improve efficiency of the claims audit process, including approval timeline and paperless processing

Organizational Chart



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Audit - A1320
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
MANAGER OF AUDIT AND FINANCIAL PROJECTS	FT	Yes	MGT	6

Full-time:	1
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	1

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

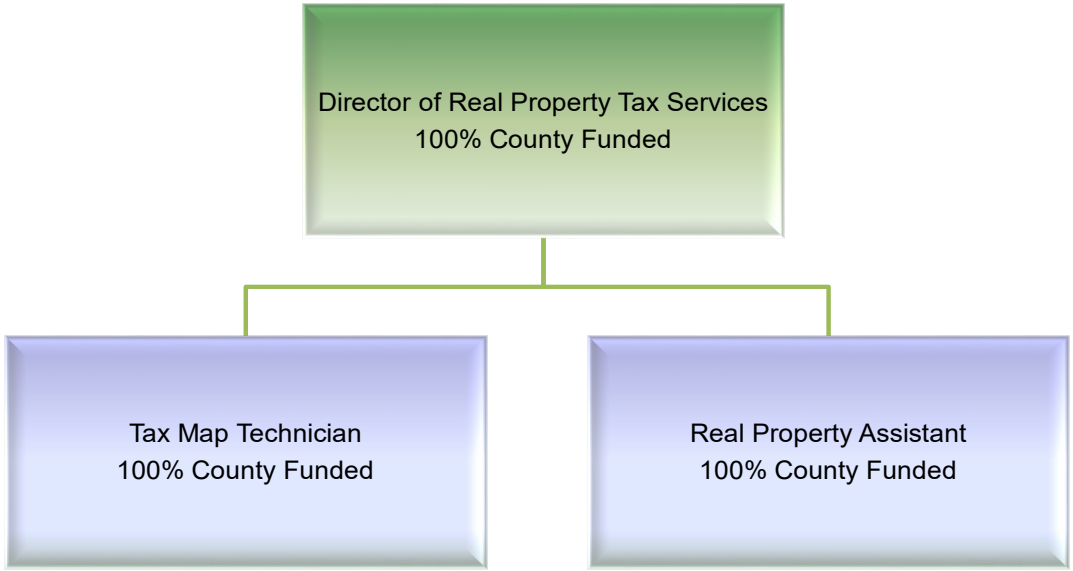
PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1320	COUNTY AUDITOR								
A13205	42210	GEN SERV	-27,450.78	-28,305.00	-28,305.00	-30,606.76	-30,606.76	.00	8.1%
A13205	51005	PERS SERV	92,959.96	95,749.00	95,749.00	98,334.00	98,334.00	.00	2.7%
A13205	51035	OTHER COMP	516.00	.00	.00	.00	.00	.00	.0%
A13205	54000	TELEPHONE	132.00	132.00	132.00	132.00	132.00	.00	.0%
A13205	54005	Off Supp	.00	.00	.00	100.00	100.00	.00	.0%
A13205	54015	Maint Agmt	.00	.00	104.00	115.00	115.00	.00	10.6%
A13205	54035	ED & TRAIN	475.00	200.00	196.00	350.00	350.00	.00	78.6%
A13205	54040	DUES/MEMBE	190.00	.00	.00	.00	.00	.00	.0%
A13205	54070	INSURANCE	218.06	282.10	282.10	248.15	248.15	.00	-12.0%
A13205	58020	RETIREMENT	12,123.11	12,881.85	12,881.85	14,750.10	14,750.10	.00	14.5%
A13205	58030	FICA	6,635.11	7,324.80	7,324.80	7,522.55	7,522.55	.00	2.7%
A13205	58040	WRKS COMP	1,709.95	1,530.77	1,530.77	1,400.00	1,400.00	.00	-8.5%
A13205	58060	HEALTH INS	20,881.90	21,717.30	21,717.30	21,717.30	23,020.34	.00	.0%
A13205	58062	DENTAL INS	90.22	90.24	90.24	90.24	90.24	.00	.0%
A13205	58065	VISION INS	19.50	19.60	19.60	19.60	19.60	.00	.0%
TOTAL COUNTY AUDITOR			108,500.03	111,622.66	111,722.66	114,172.18	115,475.22	.00	2.2%

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Office of Real Property Tax Services
Organizational Chart



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Real Property Tax Services – A1355

The Real Property Tax Service Agency was established by New York State statute in 1970 with the enactment of Article 15-A of the Real Property Tax Law. Real Property taxes are a major element of funding for local municipalities including Cortland County as well as 15 towns, the City of Cortland, 3 villages, and many special districts. Each of these jurisdictions depends on taxes to raise sufficient revenue in order to provide public services. While the property tax is certainly not popular with the public, it is a relatively stable revenue source, lacking the fluctuations of sales tax or income tax.

The Assessment function has only one purpose: to insure that the property tax is fairly and equitably distributed. Politics, favoritism, nor compassion can play a part. Equity is only accomplished when everyone plays by the same rules, everyone is held to the same exemption qualification requirements, everyone is held to the same deadlines and values are determined consistently using the same standards, practices and procedures. This office strives for Consistency, Credibility, Transparency and Accountability in every aspect of our services with other government entities, internal offices and the general public.

This office has the responsibility of creating and maintaining accurate tax maps which conform to State specifications. Cortland County currently has 23,090 parcels mapped on 506 tax maps. In 2024/2025 our office was responsible for equitably raising over $100,000,000 in taxes from county property owners. This amount represents local tax levies for county, town, city, village, school and special districts within Cortland County boundaries. We calculate and apportion the tax rates, print and process approximately 40,000 tax bills yearly along with tax billing for PILOT agreements. We are also responsible for providing orientation and training to local Assessors, as well as support services such as tax rolls/tax bills, assessor reports, RPS support, miscellaneous processing and printing and the processing of corrections/refunds.

INDICATORS:

	2021	2022	2023	2024	2025
PARCEL COUNT	22,896	22,960	23,020	23,050	23,090
DEED TRANSFERS	1,365	1,490	1,407	1,450	1,148*
VALID TRANSFERS	885	781	612	571	507*
SPLIT TRANSFERS	92	94	68	65	27*

*** 2025 Figures are Thru October 1, 2025**

FULL-TIME EMPLOYEE COUNT BY JOB CLASSIFICATION:

	2021	2022	2023	2024	2025
REAL PROPERTY DIRECTOR	1	1	1	1	1
REAL PROPERTY DEPUTY DIRECTOR	1	0	0	0	0
REAL PROPERTY ASSISTANT	0	1	1	1	1
TAX MAP TECHNICIAN	1	1	1	1	1

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Real Property Tax Service - A1355
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
DIRECTOR OF REAL PROPERTY TAX SERVICES I	FT	Yes	MGT	6
TAX MAP TECHNICIAN	FT	Yes	CSEA	16
REAL PROPERTY ASSISTANT	FT	Yes	CSEA	10

Full-time:	3
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	3

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1355	REAL PROPERTY TAX SERVICE								
A135542	41289	DEPT FEES	-41,823.05	-37,500.00	-37,500.00	-38,000.00	-38,000.00	.00	1.3%
A135542	42210	GEN SERV	-22,957.40	-21,988.48	-21,988.48	-21,404.38	-21,404.38	.00	-2.7%
A135543	43089	Other	-110.00	.00	.00	.00	.00	.00	.0%
A13555	51005	PERS SERV	176,188.87	197,917.40	197,917.40	203,702.21	203,702.21	.00	2.9%
A13555	51035	OTHER COMP	-22.04	.00	.00	.00	.00	.00	.0%
A13555	54000	TELEPHONE	534.24	528.00	528.00	535.20	535.20	.00	1.4%
A13555	54001	COPY/PRINT	906.00	1,000.00	1,000.00	900.00	900.00	.00	-10.0%
A13555	54005	Off Supp	7,010.05	7,000.00	7,000.00	6,500.00	6,500.00	.00	-7.1%
A13555	54007	Jan Supp	41.09	.00	.00	.00	.00	.00	.0%
A13555	54015	Maint Agmt	8,312.26	10,950.00	10,950.00	36,694.00	36,694.00	.00	235.1%
A13555	54020	POSTAGE	7,467.20	9,000.00	9,000.00	700.00	700.00	.00	-92.2%
A13555	54035	ED & TRAIN	110.00	500.00	500.00	500.00	500.00	.00	.0%
A13555	54040	DUES/SUB	300.00	400.00	360.00	400.00	400.00	.00	11.1%
A13555	54070	INSURANCE	1,569.14	2,030.00	2,030.00	3,307.05	3,307.05	.00	62.9%
A13555	54213	I/D COPIER	818.04	830.00	830.00	818.04	818.04	.00	-1.4%
A13555	54444	FEES/PERMI	14,100.00	14,180.00	14,220.00	14,100.00	14,100.00	.00	-.8%
A13555	58020	RETIREMENT	22,977.18	26,627.35	26,627.35	30,555.33	30,555.33	.00	14.8%
A13555	58030	FICA	12,525.90	15,140.68	15,140.68	15,583.22	15,583.22	.00	2.9%
A13555	58040	WRKS COMP	5,129.84	4,592.32	4,592.32	4,200.00	4,200.00	.00	-8.5%
A13555	58060	HEALTH INS	48,260.94	50,191.36	50,191.36	50,191.36	53,202.84	.00	.0%

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Cortland County

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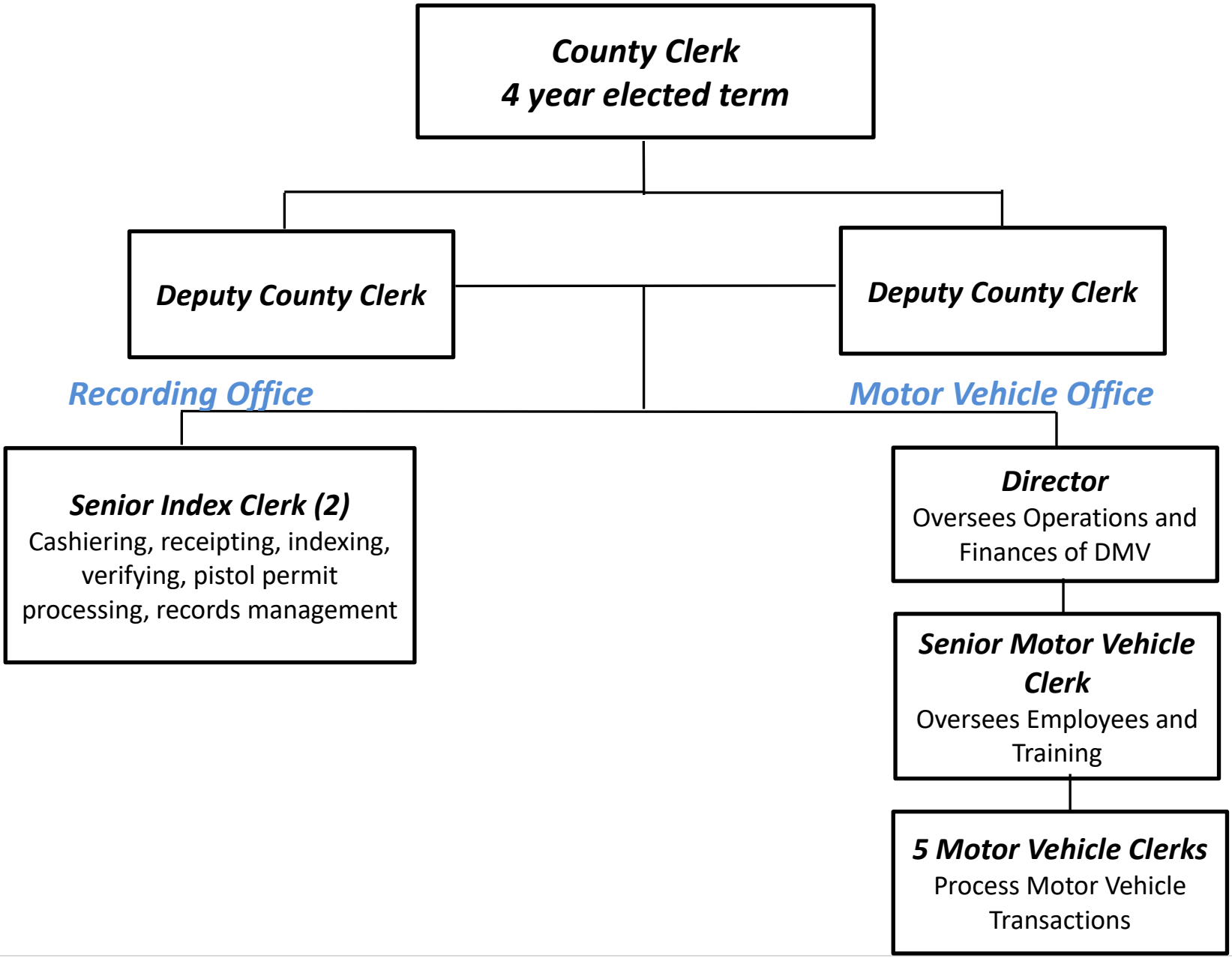
PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A13555	58062	DENTAL INS	270.66	270.72	270.72	270.72	270.72	.00	.0%
A13555	58065	VISION INS	58.50	58.80	58.80	58.80	58.80	.00	.0%
TOTAL REAL PROPERTY TAX SERV			241,667.42	281,728.15	281,728.15	309,611.55	312,623.03	.00	9.9%

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County Clerk 2025 Organizational Chart



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County Clerk – A1410 and DMV – A1411

The County Clerk, as a mandated State Constitutional Officer, is elected for a four-year term. The County Clerk serves as clerk of the Supreme and County Courts, Register of all land records in the county and as Clerk of the County Corporation. Per section 205 of NYS Vehicle and Traffic Law, the County Clerk acts as an agent for the Commissioner of Motor Vehicles and oversees the operations of the county DMV.

Court Records- All Supreme and County criminal court actions are commenced, filed and accessed at the County Clerk's office. All monies paid to the Courts are received at the Clerk's office and disbursed appropriately.

Land Records- In accordance with NYS Statutes, the County Clerk's Office files and records all documents pertaining to Real Property and collects and disburses all fees associated.

Pistol Permit Issuing Agent- The Cortland County Clerk acts as an agent for the NYS Police regarding applications and issuance of all Pistol and Semi-Automatic Rifle Permits, along with all amendments affecting their permits after issuance.

Passport Agent- The County Clerk's Office is a U.S. Department of State licensed passport agency. The Clerk's Office processes applications, collects associated fees and offers photograph service.

Notary Services- The Cortland County Clerk's Office not only offers free notary services, but also maintains the records and signatures of all notaries that reside in Cortland County. In addition, notary certifications and certifications for Apostilles as authorized by the Hague Convention are issued.

Records Management- The County Clerk is the County's Record Management Officer and is responsible for overseeing the Records Center on Port Watson Street in Cortland. The Clerk is responsible for retaining and disposing of records in accordance with the Record's Management Retention and Disposition Schedule as put forth by the NYS Education Department and the New York State Office of Court Administration.

Motor Vehicles- The Cortland County Clerk is an agent for the New York State Department of Motor Vehicle Commissioner and oversees the personnel and operation of the Cortland County DMV office.

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Objectives for 2026

1. Preservation of records and reduction of physical space needs in the office and at the Records Center: As time allows, work will be completed in-house to continue to verify scanned records, and digitize those that are only available in paper form. In addition, an application for funding through the New York State Archives to scan permanent records will be completed.

2. Continue implementation of the Clean Slate Act (CPL 160.50) that takes effect November 16, 2024 and requires the automatic sealing of various criminal records. Full implementation must be completed by November 16, 2027.

3. Identify and utilize staff development opportunities to expand on current skills and develop new ones.

4. Utilize Laserfiche to implement more efficient procedures within the office.

5. Provide information to the public and increase awareness in regards to fraud and how it relates to Real Property.

Progress on Objectives for 2025

1. Preservation of records and reduction of physical space needs in the office and at the Records Center: As time allows, work will be completed in-house to continue to verify scanned records, and digitize those that are only available in paper form. In addition, an application for funding through the New York State Archives to scan permanent records will be completed.	Progress was made in this area, and will continue, but due to the size and/or condition of some documents they are not all able to be scanned in the office. The application for funding through NYS Archives was not awarded.
2. Transition the Clerk's office to a new office location with no or very little interruption to services offered.	The Clerk's office relocated from Suite #105 to #B5 in April 2024 with no interruption to services.
3. Provide education to the public in regards to the REAL ID requirements that take effect May 7, 2025. Utilize Facebook and other media avenues to provide information of the requirements and the differences between identification options at the DMV and passports.	The DMV saw unprecedented numbers of visitors leading up to the implementation of REAL ID requirements. Facebook was utilized to communicate information to the public and to combat misleading information provided by the media.
4. Continue implementation of the Clean Slate Act (CPL 160.50) that takes effect November 16, 2024 and requires the automatic sealing of various criminal records.	The Clean Slate Act begin in November of 2024, but is a phased implementation. County Clerks have started working with New York

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State to discuss implementation at the county level. NYS has until November of 2027 to fully implement.

5. Staff Development: Identify and utilize staff development opportunities to expand on current skills and develop new ones.

This area continues to need work. Regular staff meetings were established in both offices for regular communication, which has been well received.

PERFORMANCE INDICATORS – REVENUE GENERATING ONLY

	2025 Budgeted Goal	Progress as of August 2025	2026 Proposed Goal
Clerk Fees	$997,526	$773,080 (77%)	$1,012,000
DMV Fees	$681,000	$543,517 (80%)	$715,000

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CORTLAND COUNTY
County Clerk - A1410
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
COUNTY CLERK	FT	Yes	MGT	6
DEPUTY COUNTY CLERK	FT	Yes	MGT	10
DEPUTY COUNTY CLERK	FT	Yes	MGT	10
MOTOR VEHICLE CLERK	FT	Yes	CSEA	9
MOTOR VEHICLE CLERK	FT	Yes	CSEA	9
MOTOR VEHICLE CLERK	FT	No	CSEA	9
MOTOR VEHICLE CLERK	FT	Yes	CSEA	9
MOTOR VEHICLE CLERK	FT	Yes	CSEA	9
MOTOR VEHICLE CLERK	FT	Yes	CSEA	9
MOTOR VEHICLE DIRECTOR	FT	Yes	MGT	10
SENIOR INDEX CLERK	FT	No	CSEA	11
SENIOR INDEX CLERK	FT	Yes	CSEA	11
SENIOR INDEX CLERK	FT	Yes	CSEA	11
SENIOR MOTOR VEHICLE CLERK	FT	Yes	CSEA	11

Full-time:	14
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	14

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1410	COUNTY CLERK - CIVIL/RECORDS									
A141042	41255		CC FEE	-1,017,567.39	-995,526.73	-995,526.73	-1,010,000.00	-1,010,000.00	.00	1.5%
A141042	41255	1410	CC FEE	-2,090.00	-2,000.00	-2,000.00	-2,000.00	-2,000.00	.00	.0%
A14105	51005		PERS SERV	266,012.93	275,419.41	275,419.41	288,278.64	288,278.64	.00	4.7%
A14105	51020		OVERTIME	808.49	.00	.00	.00	.00	.00	.0%
A14105	51035		OTHER COMP	7,460.69	.00	.00	.00	.00	.00	.0%
A14105	54000		TELEPHONE	930.24	930.24	930.24	931.20	931.20	.00	.1%
A14105	54001		COPY SERV	1,114.19	1,300.00	1,000.00	1,400.00	1,400.00	.00	40.0%
A14105	54004		SOFTWARE	.00	.00	399.00	500.00	500.00	.00	25.3%
A14105	54005		Off Supp	5,199.63	6,500.00	51,461.00	5,500.00	5,500.00	.00	-89.3%
A14105	54015		Maint Agmt	79,115.70	109,350.00	101,052.15	109,350.00	109,350.00	.00	8.2%
A14105	54020		POSTAGE	3,872.55	3,500.00	3,800.00	4,100.00	4,100.00	.00	7.9%
A14105	54035		ED & TRAIN	.00	.00	10,890.00	5,275.00	5,275.00	.00	-51.6%
A14105	54040		DUES/SUB	7,995.00	8,250.00	8,250.00	8,488.00	8,488.00	.00	2.9%
A14105	54045		Travel	2,299.06	3,390.00	52.85	500.00	500.00	.00	846.1%
A14105	54055		PROF SERV	9,712.47	43,500.00	214,260.00	43,000.00	43,000.00	.00	-79.9%
A14105	54060		LEGAL ADV	91.31	200.00	200.00	200.00	200.00	.00	.0%
A14105	54070		INSURANCE	5,563.94	7,138.18	7,138.18	7,063.93	7,063.93	.00	-1.0%
A14105	54213		I/D COPIER	1,855.08	1,856.00	1,856.00	1,855.08	1,855.08	.00	.0%
A14105	54444		EasyPass	1,575.00	1,575.00	1,575.00	1,575.00	1,575.00	.00	.0%
A14105	58020		RETIREMENT	35,523.74	37,054.29	37,054.29	43,241.80	43,241.80	.00	16.7%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A14105	58030	FICA	19,896.17	21,069.58	21,069.58	22,053.32	22,053.32	.00	4.7%
A14105	58040	WRKS COMP	9,832.19	7,653.86	7,653.86	7,000.00	7,000.00	.00	-8.5%
A14105	58060	HEALTH INS	49,555.86	58,226.98	58,226.98	58,226.98	61,720.60	.00	.0%
A14105	58062	DENTAL INS	329.00	390.96	390.96	360.96	360.96	.00	-7.7%
A14105	58065	VISION INS	66.56	78.40	78.40	78.40	78.40	.00	.0%
TOTAL COUNTY CLERK - CIVIL/R			-510,847.59	-410,143.83	-194,768.83	-403,021.69	-399,528.07	.00	106.9%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

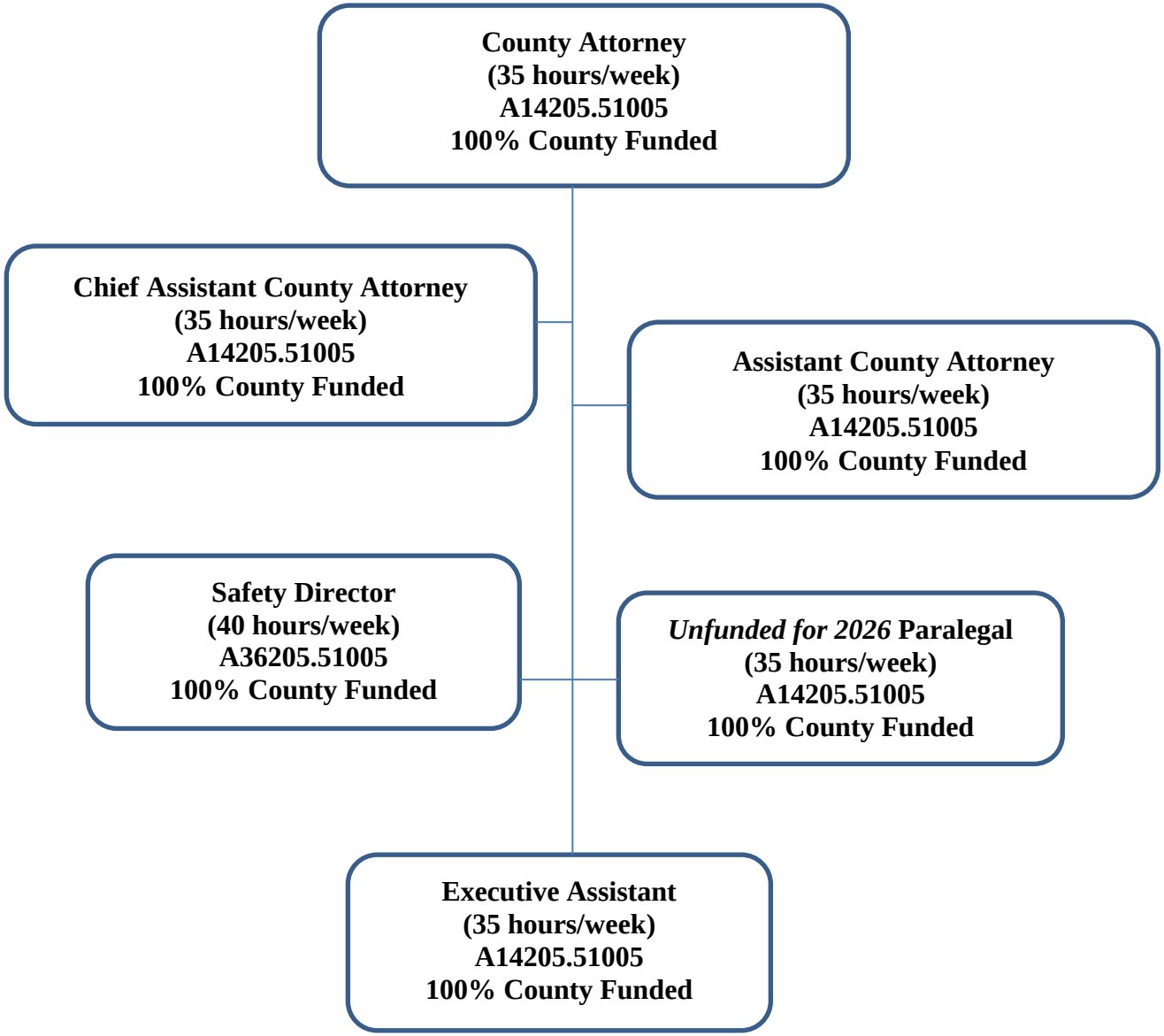
PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1411	COUNTY CLERK - MOTOR VEHICLES								
A141142	41255	DMV FEES	-677,655.54	-681,000.00	-681,000.00	-715,000.00	-715,000.00	.00	5.0%
A14115	51005	PERS SERV	353,032.58	350,159.38	350,159.38	370,007.68	366,307.68	.00	5.7%
A14115	51020	OVERTIME	.00	.00	.00	.00	3,700.00	.00	.0%
A14115	51035	OTHER COMP	5,524.75	2,500.00	2,500.00	3,000.00	3,000.00	.00	20.0%
A14115	54000	CELL/L/DIS	2,228.89	2,241.24	2,241.24	2,407.12	2,407.12	.00	7.4%
A14115	54005	Off Supp	854.65	1,000.00	1,100.00	1,000.00	1,000.00	.00	-9.1%
A14115	54020	POSTAGE	608.88	1,000.00	750.00	800.00	800.00	.00	6.7%
A14115	54035	ED & TRAIN	.00	.00	.00	1,975.00	1,975.00	.00	.0%
A14115	54045	Travel	.00	1,000.00	1,150.00	500.00	500.00	.00	-56.5%
A14115	54050	Equip R&M	197.50	.00	.00	500.00	500.00	.00	.0%
A14115	54055	PROF SERV	499.92	499.00	499.00	699.00	699.00	.00	40.1%
A14115	54070	LIAB INS	5,719.91	7,307.18	7,307.18	6,728.26	6,728.26	.00	-7.9%
A14115	54213	I/D COPIER	785.76	785.76	785.76	785.76	785.76	.00	.0%
A14115	58020	RETIREMENT	46,790.30	47,445.97	47,445.97	55,951.15	55,951.15	.00	17.9%
A14115	58030	FICA	25,326.30	26,978.44	26,978.44	28,535.09	28,535.09	.00	5.8%
A14115	58040	WRKS COMP	14,107.05	10,715.41	10,715.41	9,800.00	9,800.00	.00	-8.5%
A14115	58060	HEALTH INS	97,367.14	96,522.38	96,522.38	94,736.66	100,420.86	.00	-1.9%
A14115	58062	DENTAL INS	602.11	541.44	541.44	541.44	541.44	.00	.0%
A14115	58065	VISION INS	110.69	98.00	98.00	98.00	98.00	.00	.0%
TOTAL COUNTY CLERK - MOTOR V			-123,899.11	-132,205.80	-132,205.80	-136,934.84	-131,250.64	.00	3.6%

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County Attorney's Office
2026 Organizational Chart



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County Attorney – A1420
Safety Director – A3620

COUNTY ATTORNEY'S OFFICE
DEPARTMENT NARRATIVE
2026 BUDGET REQUEST

The County Attorney is required by County Law §501 and the Rules of Order of the Cortland County Legislature to act as the legal advisor to the County Legislature and every officer whose compensation is paid from county funds in all matters involving an official act of a civil nature.

The County Attorney must be present at all County Legislative sessions, and must approve all resolutions on the agenda for Legislative sessions prior to said session for form and legal content. The County Attorney reviews documents and provides legal advice on a regular basis for all departments of the County; this includes the review and/or preparation of all contracts and agreements undertaken by the County of Cortland for form and legal content, the rendering of advice to the County Legislators and preparation of proposed legislation. The County Attorney's Office assists with correspondence and legal proceedings related to the collection of debts owed to the County including but not limited to property tax arrears, occupancy tax arrears, landfill accounts, 722(d) Court Orders, airport hangar rentals, administrative hearings, and like matters.

The County Attorney prosecutes and/or defends all civil actions and proceedings brought by or against Cortland County, the County Legislature, or its officers, including but not limited to writs of habeas corpus, extreme risk protection orders (ERPO), return of firearms applications, person in need of supervision (PINS) proceedings, juvenile delinquency (JD) proceedings, and probation violations related to PINS, JD or non-payment of child support. The County Attorney's Office is responsible for compliance with mandatory discovery relative to the prosecution of JD matters in Family Court, the preparation of all court documents related thereto and the preparation of all required court orders. The County Attorney's Office must appear relative to Raise the Age (RTA) proceedings where the charged offense is a violent felony offense and the District Attorney makes a motion pursuant to Criminal Procedure Law Section 722.23 to retain the matter in Youth Part and to prevent the matter from being moved to Family Court. The proceedings related to such a motion include arraignment and a hearing to determine whether extraordinary circumstances exist that should prevent the transfer of the action to Family Court.

The County Attorney's Office also has a Safety Division which has the responsibility of determining risks for potential loss to which the County's assets are exposed and analyzing such risks to determine whether they can be eliminated or minimized, participates in the investigation of accidents and injuries, overseeing the preparing of material and evidence for County use in hearings, lawsuits, and insurance investigations, supervising, identifying and developing training programs and County procedures which will promote safety and consciousness and reduce insurance costs. Our Safety Director completed a six (6) week training for Code Enforcement which permits him to administer and enforce the New York State Uniform Fire Prevention and Building Code in the County of Cortland, pursuant to Local Law No. 9 of 2025, with respect County-owned buildings. A significant portion of the Safety Director's time is devoted to employee safety and security, meeting regularly with departments that have more interaction with the public, including (but not limited to): DSS, Mental Health, Health Department (especially Environmental Health which is required to do onsite inspections), Landfill and Recycling.

Office efforts are presently supported by two (2) Attorneys, one (1) Safety Director, and one (1) Executive Assistant. (In 2025, the part-time attorney and paralegal positions were not funded, on consent with the understanding that this was temporary.)

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CORTLAND COUNTY ATTORNEY VICTORIA J. MONTY

CORTLAND COUNTY OFFICE BUILDING
60 CENTRAL AVENUE, SUITE 314
CORTLAND, NY 13045
PHONE: (607) 753-5095

Jeri A. DuVall
Chief Assistant County Attorney

Nicole M. Compton
Executive Assistant

Objectives for 2026:

Tasks Directly Related to Legislature

- Revision and updating of outdated local laws
- Review and revision of County policies
- Review and revision of County procedures (e.g., procurement, contracts, incident reporting, etc.)
- Regular attendance at legislative sessions
- Attendance at committee meetings when requested and/or deemed appropriate by County Attorney
- Increase communication with Committee Chairs to ensure Legislature is receiving the support it needs from the County Attorney's Office
- Review resolutions within 24 hours of being placed on dashboard in CivicPlus
- Review agendas within 24 hours of being published
- Regular meetings with County Administrator
- Review of proposed legislation at the state and federal levels in an effort to assist with determining Cortland County's response moving forward in light of anticipated developments

Office Organization

- Increased use of Laserfiche
  - Continued improvement of filing system by organizing the same in a more "common sense" manner allowing for easier location of information (both paper and electronic files) and paperless files are kinder to the environment

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    - Free up physical space by scanning paper files and eliminating unsightly boxes
- Additional full time attorney
    - Assist with currently overwhelming and increasing workload
    - Allow for coverage of court and meetings which often conflict
    - Will permit each department to have an attorney assigned to it, resulting in increased efficiencies and allowing for better service from within the County Attorney's Office by having a "go to" person that is able to keep abreast of new developments in the law affecting those departments
    - Increased access to legal advice by the departments
    - Increase responsiveness of County Attorney's Office to non-emergency issues that have inevitably been relegated to the bottom of the pile with inadequate staff
    - County Attorney's Office will be able to take a more proactive and less reactive approach, hopefully avoiding situations that result in litigation by having greater ability to counsel departments in advance of potential pitfalls

JD/PINS/Probation Violations

- Timely delivery of discovery and files
- Timely completion and submission of petitions and orders
    - Continued use of a shared calendar system and task reminders to ensure timeliness of same
- Facilitation of relationships with other involved agencies (e.g., Law Enforcement, DSS, Probation, District Attorney, Courts, etc.) during times when we are not under the pressure of having a case and emotions are running higher
    - Meetings to discuss "hot topics" during cooler times to permit open sharing of problems/concerns and ideas about solutions
    - Communication with other County Attorney Offices to share experiences and ideas
- Continue to be an active member of the Multi-Disciplinary Team (MDT) which allows the office to take part in discussion with other team members such as Child Advocacy Center, Law Enforcement, Probation, Department of Social Services, and Mental Health Professionals concerning families who may end up with involvement in the Family Court system, such as Person in Need of Supervision (PINS) or Juvenile Delinquent (JD). Ultimately, this allows the office to be part of the solution and safeguard the community before Family Court involvement takes place.

Contracts

- Review current procedures with County Administrator, Finance Director and Auditor to identify areas of improvement for workflow and ensure compliance with purchasing and procurement requirements
    - Update flow chart and contract cover sheet to reflect any changes made as a result of said review
- Establish timeline for submission of annual contracts to County Attorney's Office to ensure continuity of services
- Establish improved procedures relative to contract development, recognizing that contracts are a legal document that

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should in most cases be drafted by the legal department rather than department heads
    - Work with individual departments to develop contract templates to address actual needs of County and departments
- Ensure that all contracts address actual needs and goals of parties to said contract
- Update current list of attachments to ensure compliance with State and Federal requirements
- Review contracts within 14 days of delivery (with all required documentation) to the County Attorney's Office

Staff Development and Oversight

- Continued oversight and support of Safety Director (specific safety objectives outlined separately)
- Continued monitoring of staff stress level and potential burnout
    - Communication
    - Observation
    - Encouragement of time away to recharge
    - Encouragement of fun activities – mocktail Fridays, office lunches, group outings, etc.
- Training and education to develop or enhance existing skill sets, as appropriate
- Keeping an open mind with respect to potential ways to improve the office and make the most of what we have available even when the situation is less than ideal

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CORTLAND COUNTY
DEPARTMENT OF SAFETY
60 CENTRAL AVENUE
CORTLAND, NY, 13045
607-753-5081
Jason DeRaiche SAFETY DIRECTOR

Objectives for 2026:

- To continue to work towards improving safety for all employees and the public entering and leaving all county owned and rented properties.
  - The process will be achieved through inspections and follow up on items reported.
- New York State Code enforcement inspections for county owned buildings per New York State regulations
- To continue collaboration with the Personnel Office and County Attorney's Office on updating policies related to work place safety.

- Safety Director follow up on incident, accident, and threat reports to track and trend incidents.
  - Quarterly Work Violence Committee
  - Quarterly Safety Committee
  - Quarterly Emergency Notification System Testing (RAVE)
- Improve county regulatory compliance with OSHA, PESH and the NYDEC
  - Work with departments to enforce and improve safety measures and facilities.
- Confined space compliance
  - 2026 training with yearly recertification from outside vendor scheduled and tracked through Safety Office
- New Spill kit training and kits to meet compliance
- Safety Director will develop and provide required training to staff.
- Petroleum for Highway, Landfill, Recycling Center, Building and Grounds.
- Blood, urine, vomit kits

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- The training will be conducted by Safety Director, and have yearly refresher course

- Provide opportunity for County employees to receive Adult/Pediatrics CPR AED training
  - Tracked and scheduled through Safety Office
- Provide training for Bloodborne pathogens for employees involved in cleaning incidents required training
  - Tracked and scheduled through Safety Office

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CORTLAND COUNTY
County Attorney - A1420
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ASSISTANT COUNTY ATTORNEY	PT	No	MGT	ATTY 2
CHIEF ASSISTANT COUNTY ATTORNEY	FT	Yes	MGT	ATTY 1
COUNTY ATTORNEY	FT	Yes	MGT	ATTY 0
EXECUTIVE ASSISTANT TO THE COUNTY ATTORNEY	FT	Yes	MGT	11
PARALEGAL	FT	No	MGMC	6H
SAFETY DIRECTOR (HELP PROGRAM)	FT	Yes	MGT	9

Full-time:	5
Part-time:	1
Per diem:	0
TOTAL POSITIONS:	6

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1420	COUNTY ATTORNEY								
A14205	51005	PERS SERV	355,505.44	332,434.00	332,434.00	444,110.00	392,760.00	.00	33.6%
A14205	51035	OTHER COMP	22,954.01	11,507.87	11,507.87	14,358.86	14,358.86	.00	24.8%
A14205	54000	TELEPHONE	1,468.08	1,884.00	1,884.00	1,045.20	1,045.20	.00	-44.5%
A14205	54001	COPY/PRINT	.00	50.00	50.00	50.00	50.00	.00	.0%
A14205	54005	Off Supp	3,116.94	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
A14205	54020	POSTAGE	346.21	300.00	300.00	300.00	300.00	.00	.0%
A14205	54035	ED & TRAIN	1,853.14	5,000.00	5,000.00	2,000.00	2,000.00	.00	-60.0%
A14205	54040	DUES/SUB	759.00	2,500.00	2,500.00	1,500.00	1,500.00	.00	-40.0%
A14205	54041	PUBLICATIO	308.10	1,500.00	1,500.00	1,500.00	1,500.00	.00	.0%
A14205	54045	Travel	.00	1,500.00	1,500.00	500.00	500.00	.00	-66.7%
A14205	54055	PROF SERV	142,983.51	37,000.00	128,657.50	50,000.00	50,000.00	.00	-61.1%
A14205	54060	LEGAL ADV	.00	250.00	250.00	250.00	250.00	.00	.0%
A14205	54070	INSURANCE	1,167.24	1,510.04	1,510.04	1,328.34	1,328.34	.00	-12.0%
A14205	54071	MALP INS	.00	12,500.00	12,500.00	.00	.00	.00	-100.0%
A14205	54213	I/D COPIER	1,351.56	1,351.56	1,351.56	1,351.56	1,351.56	.00	.0%
A14205	54215	I/D LX NX	1,885.68	1,961.68	1,961.68	1,986.06	1,986.06	.00	1.2%
A14205	54444	FEES/PERMI	.00	120.00	120.00	120.00	120.00	.00	.0%
A14205	58020	RETIREMENT	49,475.66	44,724.90	44,724.90	68,770.33	61,067.83	.00	53.8%
A14205	58030	FICA	28,117.29	25,431.20	25,431.20	35,072.87	31,144.59	.00	37.9%
A14205	58040	WRKS COMP	9,404.70	4,592.32	4,592.32	5,600.00	5,600.00	.00	21.9%

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NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A14205	58060	HEALTH INS	48,651.72	61,291.56	61,291.56	59,119.84	52,307.87	.00	-3.5%
A14205	58062	DENTAL INS	284.54	360.96	360.96	360.96	315.84	.00	.0%
A14205	58065	VISION INS	42.00	78.40	78.40	58.80	49.00	.00	-25.0%
TOTAL COUNTY ATTORNEY			669,674.82	550,348.49	642,005.99	691,882.82	622,035.15	.00	7.8%

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Cortland County

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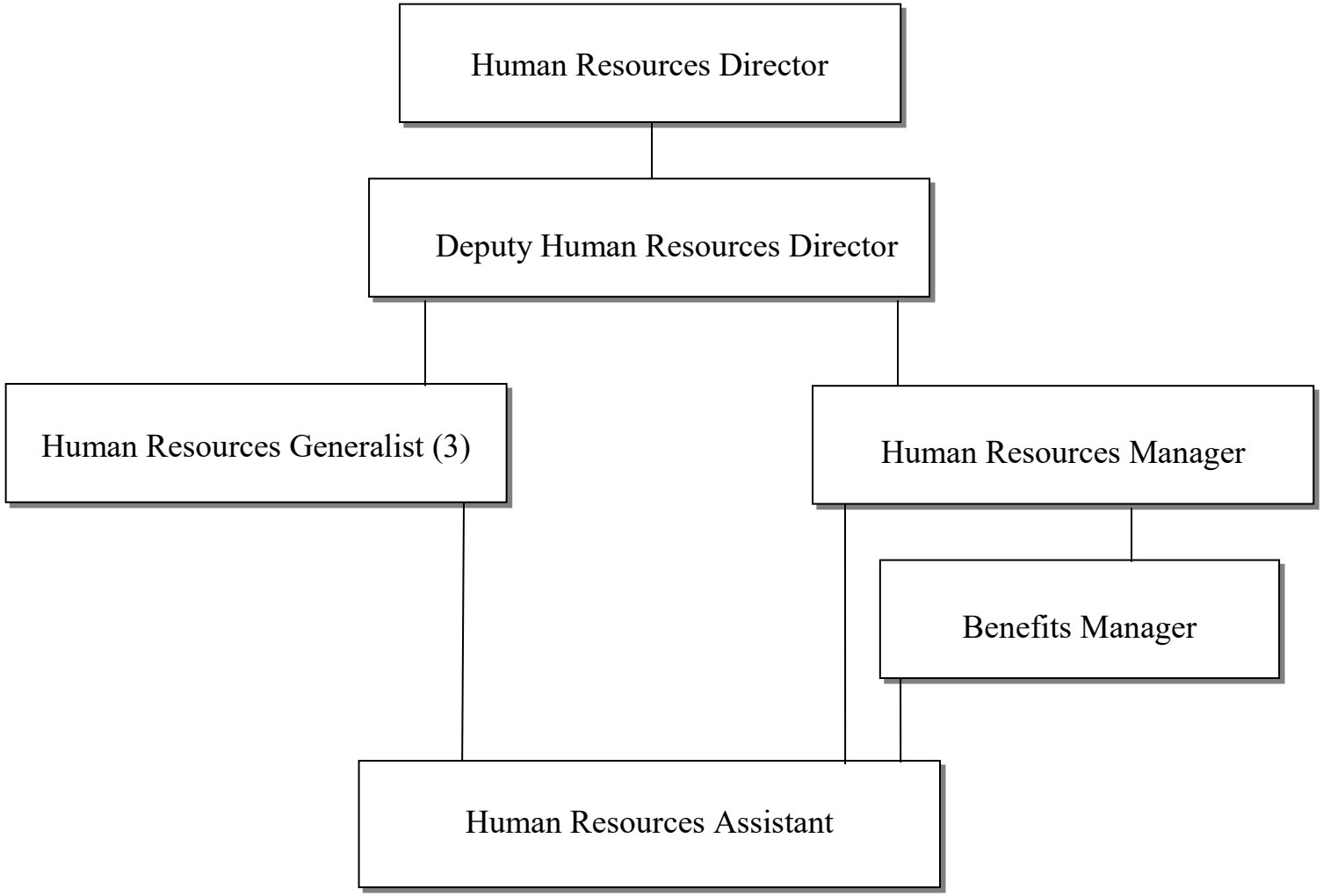
ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3620	SAFETY OFFICE								
A36205	51005	PERS SERV	.00	77,074.00	77,074.00	79,155.00	79,155.00	.00	2.7%
A36205	54000	TELEPHONE	420.90	.00	.00	642.00	642.00	.00	.0%
A36205	54013	SAFETY SUP	31,820.22	9,446.72	9,416.72	20,000.00	20,000.00	.00	112.4%
A36205	54035	ED & TRAIN	2,046.58	42,000.00	42,000.00	15,000.00	15,000.00	.00	-64.3%
A36205	54040	DUES/SUB	90.00	30.00	60.00	60.00	60.00	.00	.0%
A36205	54045	Travel	26.13	.00	.00	.00	.00	.00	.0%
A36205	54055	PROF SERV	15,000.00	15,000.00	15,000.00	16,300.00	16,900.00	.00	8.7%
A36205	54074	INS-AUTO	.00	523.52	523.52	575.32	575.32	.00	9.9%
A36205	54078	Fuel	.00	250.00	250.00	500.00	500.00	.00	100.0%
A36205	54301	Veh lease	.00	6,736.32	6,736.32	6,606.84	6,606.84	.00	-1.9%
A36205	58020	RETIREMENT	.00	10,369.36	10,369.36	11,873.25	11,873.25	.00	14.5%
A36205	58030	FICA	.00	5,896.16	5,896.16	6,055.36	6,055.36	.00	2.7%
A36205	58040	WRKS COMP	.00	1,530.77	1,530.77	1,400.00	1,400.00	.00	-8.5%
A36205	58060	HEALTH INS	.00	21,717.30	21,717.30	19,545.58	20,718.31	.00	-10.0%
A36205	58062	DENTAL INS	.00	90.24	90.24	.00	.00	.00	-100.0%
A36205	58065	VISION INS	.00	19.60	19.60	.00	.00	.00	-100.0%
TOTAL SAFETY OFFICE			49,403.83	190,683.99	190,683.99	177,713.35	179,486.08	.00	-6.8%

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ORGANIZATIONAL CHART

PERSONNEL/CIVIL SERVICE



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Personnel/Civil Service – A1430

Areas of Responsibility: Civil Service Administration, Human Resources, Payroll, Benefits Administration, Labor Relations, Employee Relations

The Cortland County Personnel/Civil Service Department adminsters the provisions of Civil Service Law and Rules for the County and all civil divisions within Cortland County, including school districts, towns, villages and special districts. It is also the central human resources agency for all positions covered by Civil Service including: recruitment, application review, Civil Service exam administration, maintenance of eligible lists, employee rosters and payroll certifications required by Civil Service Law Section 100.

The Personnel/Civil Service Department administers the following for Cortland County employees: payroll, benefits including health insurance and retirement, onboarding, unemployment claims, mandatory training, Family/Medical Leave and various other state and federally mandated labor law, policies and provisions. The department also assists with worker's compensation administration.

The County's five collective bargaining agreements are negotiated by and implemented through this department. Additionally, the Personnel/Civil Service Department advises department heads regarding labor contract interpretation, hiring procedures, discipline and labor contract issues.

The department is 100% County funded.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County
Personnel/Civil Service

60 Central Avenue
Cortland NY 13045-2746
607-753-5076
www.cortland-co.org/personnel

LAURIE LEONARD
PERSONNEL OFFICER

PAMELA ABBOTT
DEPUTY PERSONNEL OFFICER

The 2025 Budget for the Personnel/Civil Service Department reflects an increase. The increase is a result of the request for one additional FTE, annual salary increases and salary step movements, and increased labor attorney expenses. Most of the expenditures for our department are directly related to the pre-employment and employee expenses. The department is responsible for all pre-employment background checks, drug testing, physicals, agilities and psychological exams. Other ongoing expenses include random quarterly drug/alcohol testing, employee assistance programs, fit for duty exams, grievances and/or arbitrations and additional outside legal counsel for various issues.

2025 Objectives/Goals Completed:

- Negotiated County Police Association of Cortland (CPAC) labor contract
- Transitioned to new web-based personnel roster management system (NeoGov)
- Performed RFP and introduced Medicare Advantage Plan, education of plan
- Increased civil service education to municipalities resulting in 100% collaboration for the first time in decades
- Continued creating department manual for internal processes
- Began implementation of Laserfiche software to improve work flow and decrease paper usage
- Began SHRM certification process for staff members
- Continued to analyze and implement efficiencies within the department
- Made many payroll operational changes

2026 Objectives and Goals:

- Negotiate NYS Nurses' Association (NYSNA) labor contract
- Explore efficiencies within the new web-based personnel roster management system (NeoGov)
- Transition the payroll function to the Finance Department

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

- Increase training for department heads and supervisors (can only be achieved with additional staff)
- Continue civil service education to municipalities
- Continue creating department manual for internal processes
- Continue implementation of Laserfiche software to improve work flow, decrease paper usage, and create countywide forms
- Continue SHRM certification process for staff members
- Continue to analyze and implement efficiencies within the department

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Personnel - A1430
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
BENEFITS MANAGER	FT	Yes	MGT	10
DEPUTY PERSONNEL OFFICER	FT	Yes	MGT	6
HUMAN RESOURCES ASSISTANT (HELP PROGRAM)	FT	Yes	MGMC	4H
HUMAN RESOURCES GENERALIST	FT	Yes	MGMC	6H
HUMAN RESOURCES GENERALIST (HELP PROGRAM)	FT	Yes	MGMC	6H
HUMAN RESOURCES MANAGER	FT	No	MGT	7
PERSONNEL OFFICER	FT	Yes	MGT	3

Full-time:	7
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	7

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1430	PERSONNEL - CIVIL SERVICE								
A143042	41260	PERS FEES	-3,448.75	-3,500.00	-3,500.00	-3,500.00	-3,500.00	.00	.0%
A14305	51005	PERS SERV	370,800.60	402,997.42	402,997.42	473,795.19	386,580.92	.00	17.6%
A14305	51015	TEMP PAY	.00	.00	.00	.00	35,000.00	.00	.0%
A14305	51035	OTHER COMP	23,307.60	23,473.50	23,473.50	21,120.12	21,120.12	.00	-10.0%
A14305	54000	TELEPHONE	1,062.24	924.00	924.00	1,056.00	1,063.20	.00	14.3%
A14305	54001	COPY SERV	.52	100.00	100.00	100.00	100.00	.00	.0%
A14305	54005	Off Supp	4,577.09	2,500.00	3,500.00	3,000.00	3,000.00	.00	-14.3%
A14305	54015	Maint Agmt	.00	.00	.00	.00	22,256.00	.00	.0%
A14305	54020	POSTAGE	4,242.93	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A14305	54035	ED & TRAIN	1,779.00	2,000.00	2,000.00	2,000.00	27,000.00	.00	.0%
A14305	54040	DUES/SUB	575.00	800.00	800.00	800.00	800.00	.00	.0%
A14305	54045	Travel	2,154.44	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A14305	54055	PROF SERV	10,831.70	46,354.00	46,354.00	36,256.00	52,500.00	.00	-21.8%
A14305	54060	LEGAL ADV	4,949.16	4,000.00	3,500.00	1,200.00	1,200.00	.00	-65.7%
A14305	54063	LEGAL FEES	49,806.44	65,000.00	133,000.00	95,000.00	95,000.00	.00	-28.6%
A14305	54070	INSURANCE	2,226.16	2,880.00	2,880.00	2,533.40	2,533.40	.00	-12.0%
A14305	54213	I/D COPIER	1,820.16	4,160.00	4,160.00	.00	3,640.32	.00	-100.0%
A14305	54444	FEES/PERMI	4,747.50	6,000.00	6,000.00	6,000.00	6,000.00	.00	.0%
A14305	54615	CNTR MEDCL	20,368.17	45,000.00	44,500.00	.00	45,050.00	.00	-100.0%
A14305	58020	RETIREMENT	51,647.86	57,376.41	57,376.41	64,695.65	61,155.15	.00	12.8%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

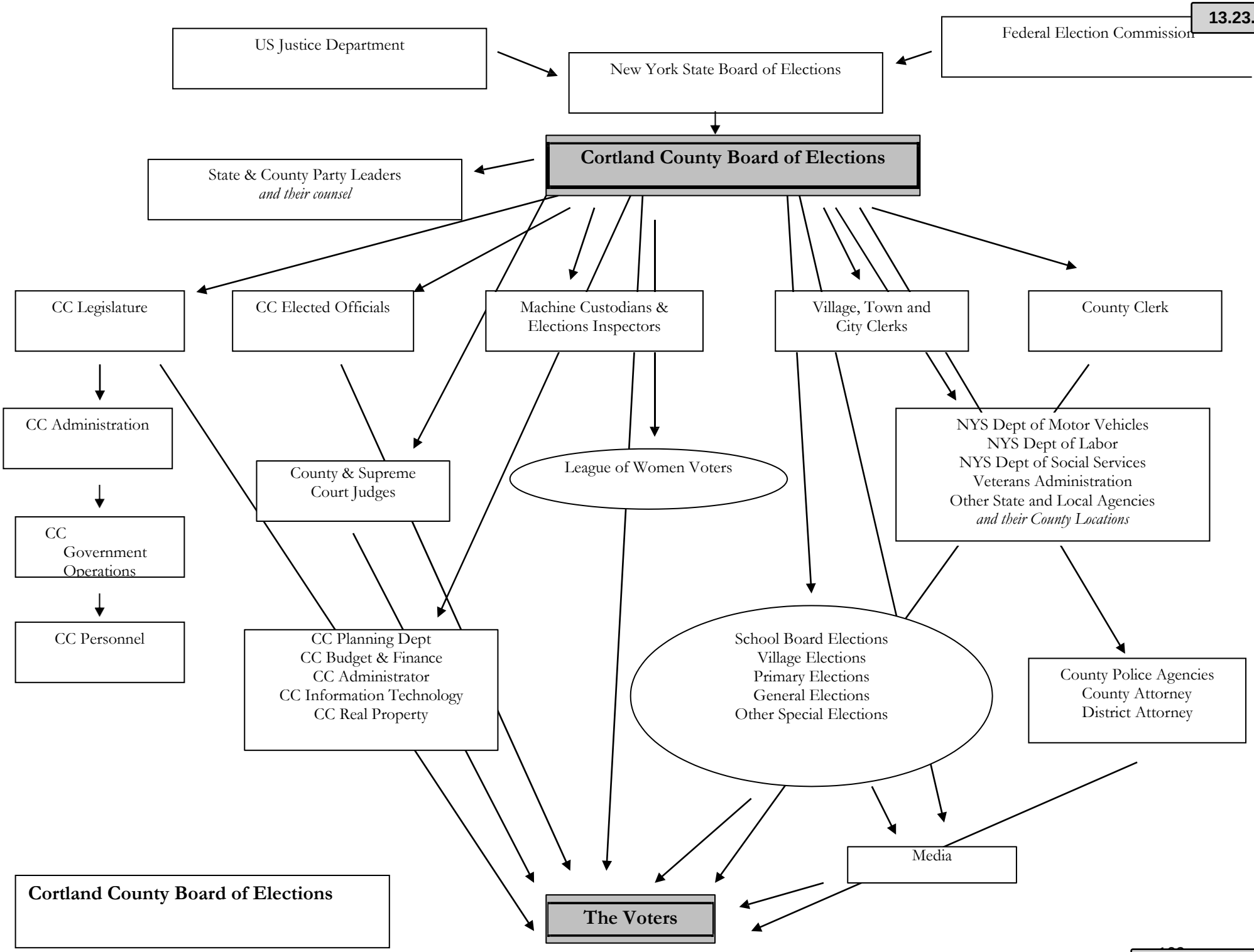
Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A14305	58030	FICA	28,525.23	32,625.03	32,625.03	32,994.78	33,866.63	.00	1.1%
A14305	58040	WRKS COMP	13,679.57	9,184.64	9,184.64	8,400.00	8,900.00	.00	-8.5%
A14305	58060	HEALTH INS	73,391.00	80,837.14	62,837.14	55,645.50	58,523.60	.00	-11.4%
A14305	58062	DENTAL INS	489.27	541.44	541.44	541.44	496.32	.00	.0%
A14305	58065	VISION INS	78.00	78.40	78.40	98.00	88.20	.00	25.0%
TOTAL PERSONNEL - CIVIL SERV			667,610.89	788,331.98	838,331.98	806,736.08	867,373.86	.00	-3.8%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Board of Elections –A1450

A. The Office

The Cortland County Board of Elections is in charge of the supervision, management and certification of all Federal, State, County and Village elections in Cortland County. We are responsible for maintaining the voter registration files for all of Cortland County, issuing all requested absentee, and early mail ballots, training and certification of poll inspectors, maintenance/ certification of the voting machines. In addition, ensure compliance with the Help America Vote Act (HAVA) and the Military Overseas Voter Empowerment (MOVE) Act in the County.

B. Mission

In 2026, our focus will continue to be our defense and protection of our elections process against cyber security threats. We maintain a continuous line of communication with the New York State Board of Elections, as well as the FBI and Department of Homeland Security. In addition, we have joined the Center for Internal Security (CISA), The Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC) for updates and the 2024 NYSBOE Security Awareness Training Program. Our office works closely with our IT Department for guidance and support in maintaining the integrity of our system. We have continued to increase the use of our on demand ballot technology. With increased ability of all registered voters in the county to use our Early Vote poll site at our building, we have expanded it to Election Day also. In addition, the plan is to include this technology in the poll sites in the City of Cortland, Homer and Cortlandville with Vote Centers. We have increased the amount of information on our website to assist our community with elections information. We continue to take advantage of improvements in technology as they become available, to provide voters with the best possible experience. We are proud of our record for running fair and honest elections. Our staff is friendly and helpful to all who seek our assistance. We work diligently to maintain the high level to which the voters of Cortland County have been accustomed. We have kept in mind the present budget crunch in all of our requests and have kept them to a minimum. Training and education will be crucial to continued success with the use of the voting system for all parties involved.

C. Commissioners Duties

The work involves responsibility for administering and ensuring the smooth and accurate execution of all aspects of the election process as outlined in New York State Election Law for local, State, and Federal primaries and general elections. The Commissioners interpret election laws, appoint Election Inspectors, create and maintain a budget and records related to election activities, and conducts hearings related to the election law. The Commissioners consult with the County Administrator and the Government Operations Committee of the County Legislature for county administrative topics.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Board of Elections - A1450
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
DEPUTY ELECTION COMMISSIONER	FT	Yes	MGT	12
DEPUTY ELECTION COMMISSIONER	FT	Yes	MGT	12
ELECTION CLERK	FT	Yes	N/A-Unrepresented	
ELECTION CLERK	FT	Yes	N/A-Unrepresented	
ELECTION CLERK	PT	Yes	N/A-Unrepresented	
ELECTION CLERK	PT	Yes	N/A-Unrepresented	
ELECTION COMMISSIONER	FT	Yes	MGT	10*
ELECTION COMMISSIONER	FT	Yes	MGT	10*
ELECTION WORKER -MACHINE CUSTODIAN	PT	Yes	N/A-Unrepresented	
ELECTION WORKER -MACHINE CUSTODIAN	PT	Yes	N/A-Unrepresented	
VOTING MACHINE SPECIALIST	PT	Yes	N/A-Unrepresented	
VOTING MACHINE SPECIALIST	PT	Yes	N/A-Unrepresented	

* Salaries set by the Legislature annually

Full-time:	6
Part-time:	6
Per diem:	0
TOTAL POSITIONS:	12

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1450	ELECTIONS									
A145042	41289		ELECT FEES	.00	-300.00	-300.00	-300.00	.00	.00	.0%
A145042	41289	SCH	DEPT FEES	.00	-3,000.00	-3,000.00	-3,000.00	-3,000.00	.00	.0%
A145042	42705		GIFTS/DONA	.00	.00	-50,000.00	.00	.00	.00	.0%
A14505	43089		GEN GOVERN	-105,919.85	.00	-77,555.26	-229,836.31	-229,836.31	.00	196.4%
A14505	51005		PERS SERV	221,989.36	229,129.14	229,129.14	250,554.22	250,554.22	.00	9.4%
A14505	51010		PT PAY	97,304.52	75,000.00	63,500.00	75,000.00	75,000.00	.00	18.1%
A14505	51015		TEMP PAY	53,405.70	43,000.00	43,000.00	45,000.00	45,000.00	.00	4.7%
A14505	51020		OVERTIME	2,757.50	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A14505	51035		OTHER COMP	1,332.76	.00	.00	.00	.00	.00	.0%
A14505	52060		Comp Equip	116,934.35	.00	40,152.58	.00	.00	.00	.0%
A14505	54000		TELEPHONE	9,519.12	6,750.00	9,309.64	6,750.00	9,530.00	.00	-27.5%
A14505	54001		COPY/PRINT	55,765.59	57,500.00	53,583.00	98,200.00	98,200.00	.00	83.3%
A14505	54005		Off Supp	7,247.64	2,500.00	10,560.01	2,500.00	2,500.00	.00	-76.3%
A14505	54015		Maint Agmt	35,020.00	43,374.20	129,174.20	57,448.38	57,448.38	.00	-55.5%
A14505	54020		POSTAGE	15,158.97	25,000.00	25,000.00	32,500.00	32,500.00	.00	30.0%
A14505	54035		ED & TRAIN	1,823.06	4,850.00	6,750.00	7,850.00	7,850.00	.00	16.3%
A14505	54040		DUES/SUB	140.00	260.00	260.00	300.00	300.00	.00	15.4%
A14505	54041		PUBLICATIO	.00	350.00	350.00	400.00	400.00	.00	14.3%
A14505	54045		Travel	140.70	250.00	250.00	250.00	250.00	.00	.0%
A14505	54050		Equip R&M	.00	300.00	300.00	300.00	300.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

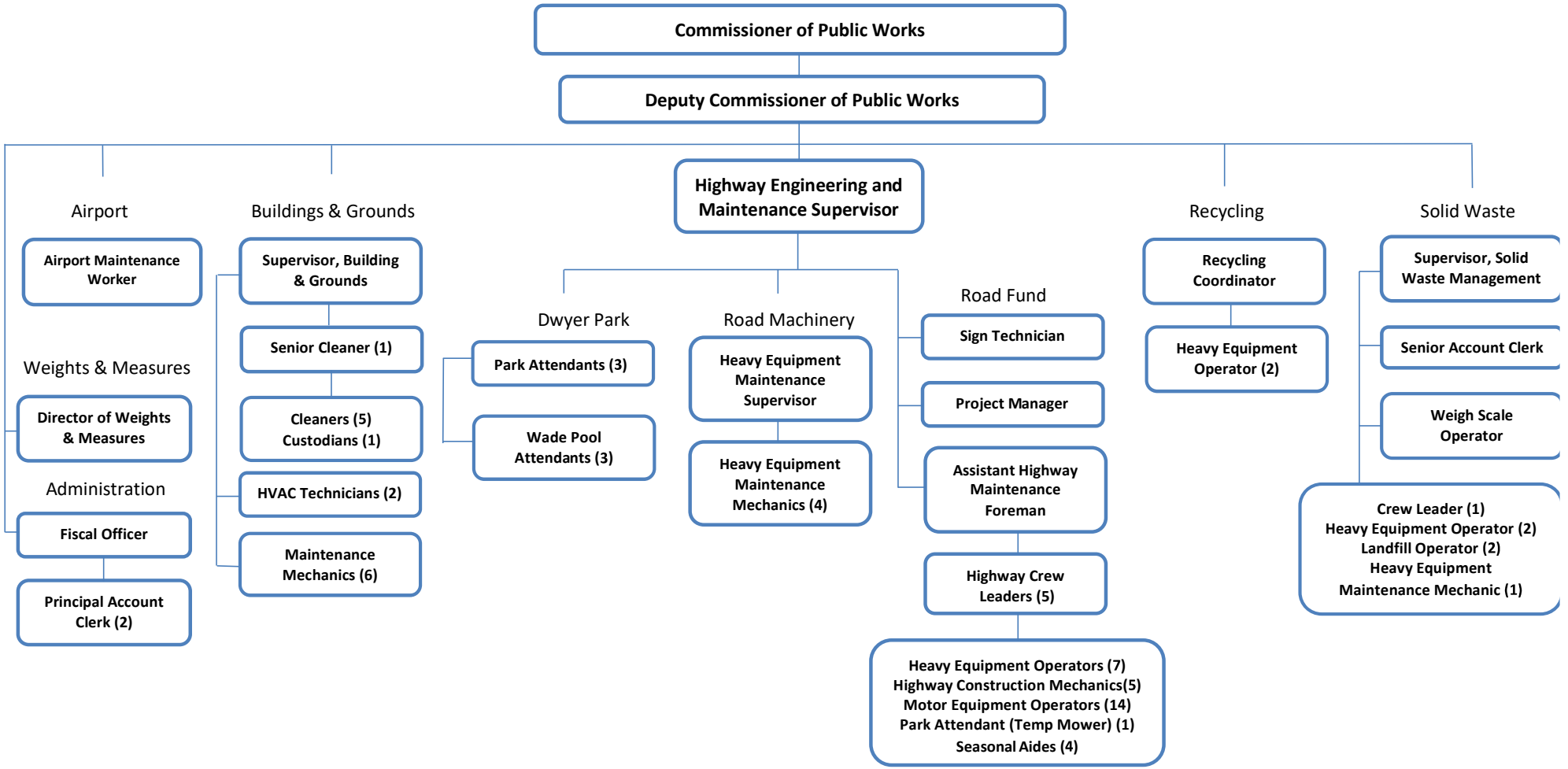
ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A14505	54060	LEGAL ADV	8,622.51	8,500.00	8,500.00	9,000.00	9,000.00	.00	5.9%
A14505	54065	RENT/LEASE	64,420.41	62,895.00	67,395.03	67,500.00	67,500.00	.00	.2%
A14505	54070	INSURANCE	5,719.91	7,628.74	7,628.74	6,728.26	6,728.26	.00	-11.8%
A14505	54078	Fuel	373.72	500.00	500.00	500.00	500.00	.00	.0%
A14505	54213	I/D COPIER	1,655.64	1,655.64	1,655.64	1,655.64	1,655.64	.00	.0%
A14505	58020	RETIREMENT	28,470.60	30,826.50	30,826.50	37,583.14	37,583.14	.00	21.9%
A14505	58030	FICA	28,325.78	17,528.38	17,528.38	19,167.40	22,609.90	.00	9.4%
A14505	58040	WRKS COMP	6,839.78	6,123.09	6,123.09	6,600.00	6,600.00	.00	7.8%
A14505	58060	HEALTH INS	38,052.30	39,574.26	39,574.26	39,574.26	41,948.72	.00	.0%
A14505	58062	DENTAL INS	270.66	270.72	270.72	270.72	270.72	.00	.0%
A14505	58065	VISION INS	58.50	58.80	58.80	58.80	58.80	.00	.0%
TOTAL ELECTIONS			695,429.23	662,524.47	662,524.47	534,554.51	543,451.47	.00	-19.3%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

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Public Works Department

ORGANIZATIONAL CHART



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Public Works - D3310
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
AIRPORT MAINTENANCE WORKER	FT	Yes	CSEA	15
ASSISTANT HIGHWAY MAINTENANCE SUPERVISOR	FT	Yes	CSEA	23
ASSISTANT LANDFILL SUPERVISOR	FT	Yes	MGT	11
BUILDING MAINTENANCE MECHANIC	FT	Yes	CSEA	10
BUILDING MAINTENANCE MECHANIC	FT	Yes	CSEA	10
BUILDING MAINTENANCE MECHANIC	FT	Yes	CSEA	10
BUILDING MAINTENANCE MECHANIC	FT	Yes	CSEA	10
BUILDING MAINTENANCE MECHANIC	FT	Yes	CSEA	10
BUILDING MAINTENANCE MECHANIC	FT	Yes	CSEA	10
CLEANER	FT	Yes	CSEA	5
CLEANER	FT	Yes	CSEA	5
CLEANER	FT	Yes	CSEA	5
CLEANER	FT	Yes	CSEA	5
CLEANER	FT	No	CSEA	5
CLEANER	FT	Yes	CSEA	5
CLEANER	FT	Yes	CSEA	5
COMMISSIONER OF PUBLIC WORKS	FT	Yes	MGT	1
CREW LEADER	FT	Yes	CSEA	17
CREW LEADER	FT	Yes	CSEA	17
CREW LEADER	FT	Yes	CSEA	17
CREW LEADER	FT	Yes	CSEA	17
CREW LEADER	FT	Yes	CSEA	17
CUSTODIAN	FT	Yes	CSEA	5
DEPUTY COMMISSIONER OF PUBLIC WORKS	FT	Yes	MGT	4
DIRECTOR OF WEIGHTS & MEASURES I	FT	Yes	MGT	10
EXECUTIVE ADMINISTRATIVE OFFICER (HELP PROGRAM)	FT	Yes	MGT	11
HEAVY EQUIPMENT MAINTENANCE MECHANIC	FT	Yes	CSEA	17
HEAVY EQUIPMENT MAINTENANCE MECHANIC	FT	Yes	CSEA	17
HEAVY EQUIPMENT MAINTENANCE MECHANIC	FT	Yes	CSEA	17
HEAVY EQUIPMENT MAINTENANCE MECHANIC	FT	Yes	CSEA	17

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

HEAVY EQUIPMENT MAINTENANCE MECHANIC TRAINEE	FT	Yes	CSEA	13
HEAVY EQUIPMENT MAINTENANCE SUPERVISOR	FT	Yes	CSEA	20
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HEAVY EQUIPMENT OPERATOR	FT	Yes	CSEA	15
HIGHWAY CONSTRUCTION MECHANIC	FT	Yes	CSEA	15
HIGHWAY CONSTRUCTION MECHANIC	FT	Yes	CSEA	15
HIGHWAY CONSTRUCTION MECHANIC	FT	Yes	CSEA	15
HIGHWAY CONSTRUCTION MECHANIC	FT	Yes	CSEA	15
HIGHWAY CONSTRUCTION MECHANIC	FT	Yes	CSEA	15
HIGHWAY ENGINEERING AND MAINTENANCE SUPERVISOR	FT	Yes	MGT	7
HVAC SYSTEMS TECHNICIAN	FT	Yes	CSEA	15
HVAC SYSTEMS TECHNICIAN	FT	Yes	CSEA	15
LANDFILL EQUIPMENT OPERATOR	FT	Yes	CSEA	13
LANDFILL EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	Yes	CSEA	13
MOTOR EQUIPMENT OPERATOR	FT	No	CSEA	13

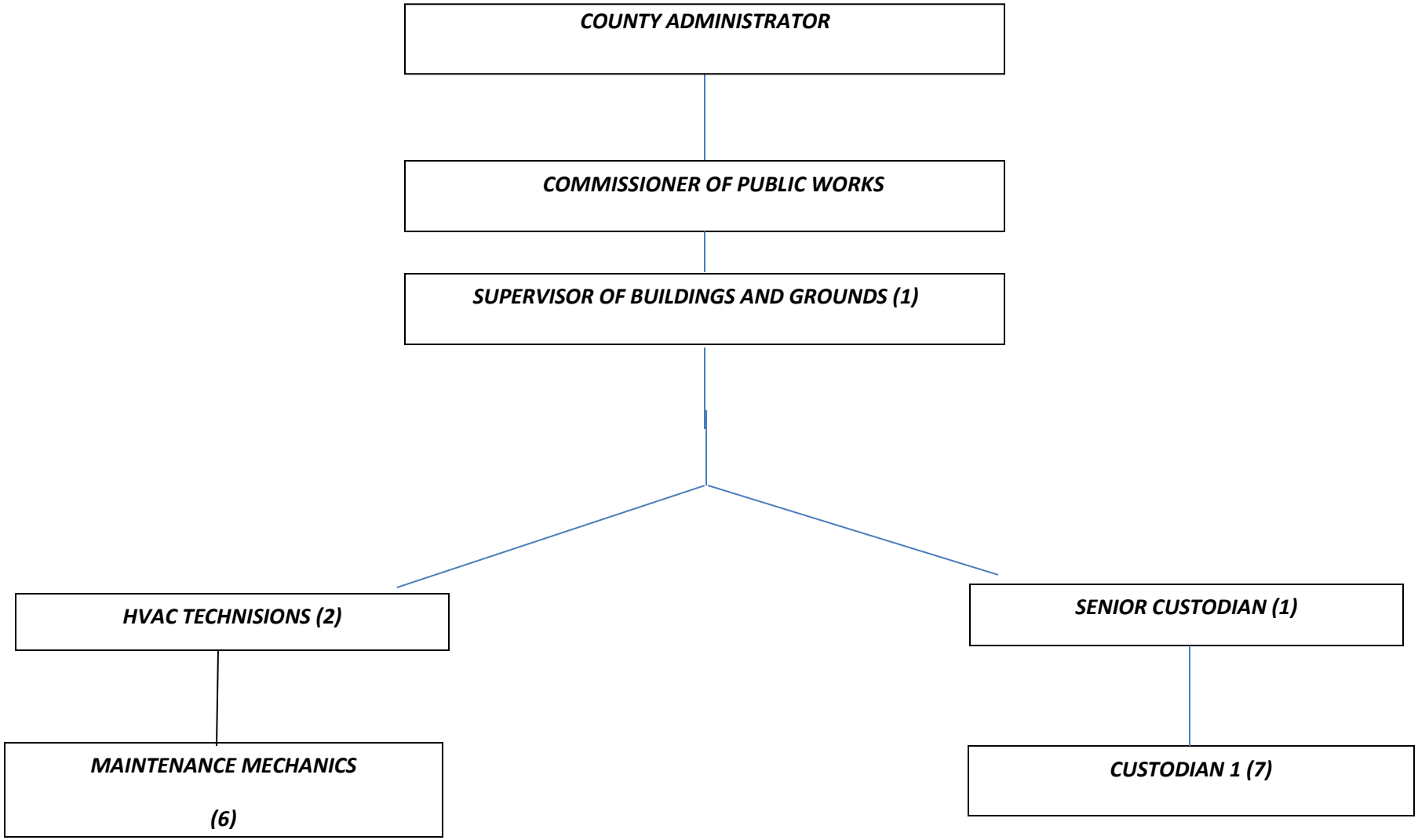
Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

PARK ATTENDANT	FT	Yes	N/A- Unrepresented	
PARK ATTENDANT	FT	Yes	N/A- Unrepresented	
PARK ATTENDANT	FT	No	N/A- Unrepresented	
PARK ATTENDANT	PT	Yes	N/A- Unrepresented	
PARK ATTENDANT	PT	No	N/A- Unrepresented	
PARTS CHASER	FT	Yes	CSEA	5
PRINCIPAL ACCOUNT CLERK	FT	Yes	CSEA	13
PRINCIPAL ACCOUNT CLERK (HELP PROGRAM)	FT	Yes	CSEA	13
PROJECT MANAGER (HELP PROGRAM)	FT	Yes	CSEA	25
RECYCLING COORDINATOR	FT	Yes	MGT	11
SEASONAL AIDE	FT	Yes	N/A- Unrepresented	
SEASONAL AIDE	FT	No	N/A- Unrepresented	
SEASONAL AIDE	FT	Yes	N/A- Unrepresented	
SEASONAL AIDE	PT	No	N/A- Unrepresented	
SEASONAL AIDE	PT	No	N/A- Unrepresented	
SENIOR ACCOUNT CLERK	FT	Yes	CSEA	10
SENIOR CLEANER	FT	Yes	CSEA	7
SIGN TECHNICIAN	FT	Yes	CSEA	13
SOLID WASTE FLOW CONTOL OFFICER	PER DIEM	Yes	N/A- Unrepresented	
SOLID WASTE FLOW CONTOL OFFICER	PER DIEM	Yes	N/A- Unrepresented	
SUPERVISOR SOLID WASTE MANAGEMENT	FT	Yes	MGT	9
SUPERVISOR OF BUILDINGS AND GROUNDS	FT	Yes	MGT	9
WADE POOL ATTENDANT	FT	Yes	N/A- Unrepresented	
WADE POOL ATTENDANT	FT	Yes	N/A- Unrepresented	
WADE POOL ATTENDANT	FT	No	N/A- Unrepresented	
WADE POOL ATTENDANT	PT	No	N/A- Unrepresented	
WADE POOL ATTENDANT	PT	No	N/A- Unrepresented	
WEIGH SCALE OPERATOR	FT	Yes	CSEA	9

Full-time:	87
Part-time:	6
Per diem:	2
TOTAL POSITIONS:	95

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

BUILDINGS AND GROUNDS



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Buildings and Grounds – A1620

DEPARTMENT DESCRIPTION AND PERFORMANCE INDICATORS

DEPARTMENT: *Buildings and Grounds*

DIVISIONS:

Administration –	*(1) Buildings and Grounds Supervisor*
Custodial –	*(1) Senior Cleaner*
	(7) Cleaners
Maintenance & Grounds –	*(6) Building Maintenance Mechanics*
HVAC –	*(2) Heating Ventilating, Air Conditioning Technicians*
	(18) –Total of Employees in the Buildings & Grounds Department

DESCRIPTION:

The Buildings and Grounds Department is responsible for the general upkeep and maintenance of County facilities and property. The Department undertakes minor to mid-size renovation, repairs and improvement projects, maintenance, and HVAC repairs. Custodial and maintenance services are provided for approximately 270,000+ square feet of building area on a regular basis. These include Highway Offices, HB-1, and garage HB4 County Office Building, County Court House, Mental Health, Public Safety Building/Jail, Board of Elections/Motor Vehicle Bureau, 37 Church Street, Dwyer Park, Solid Waste, Recycling Center, Airport as well as the new Age Well Center and the new 911 Center.

INDICATORS:	**2018 Actual**	**2019 Actual**	**2020 Actual**	**2021 Actual**	**2022 Actual**	**2023 Estimated**	**2024 Estimated**	**2025 Estimated**
Sq. Ft. Maintained	**248,288+**	**250,551+**	**250,551+**	**250,001+**	**250,001+**	**270,000+**	**270,000+**	**270,000**

VANESKY REPORT CALCULATIONS (Operating costs per square foot)

County Office Building	**$16.55**	**$16.15**	**$16.74**	**$16.74**	**$16.13**	**$16.64**	**Venesky calculations current to 2023 SOCA report**
Court House	**$10.97**	**$11.16**	**$11.16**	**$ 19.31**	**$20.25**	**$21.23**	
37 Church St.			**$18.41**	**$ 45.97**	**$42.87**	**$53.50**	
Public Safety Building				**$10.84**	**$12.81**	**$12.31**	
49 Grant St.	**(Leased)**		**$2.82**				
22 West Court			**$ 2.40**	**$2.64**			
% CHANGE	**av. -8.85%**	**av. -.99%**	**av. +21%**	**+15.98%**	**+18.17%**	**+3.68%**	

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

BUILDINGS AND GROUNDS DEPARTMENT NARRATIVE

A) OBJECTIVE FOR 2026:

The Buildings & Grounds Department will continue to provide custodial, maintenance and HVAC services to County facilities within the jurisdiction of the Department to the best of its ability as provided by budgetary means. Continue assisting with repairs at Dwyer Park as well as PSB, Jail, County Office Building, Age Well Center, Mental Health and Court House. The Grant for the Court House exterior has been a factor in major repairs taking place there as well. We are actively moving forward on many issues we have discussed for years, Court House, Jail, Elevator restorations and repairs, and many roofing projects and making progress on all fronts.

We are also addressing critical equipment that has gone past its useful life. Many gate operating systems still need addressing. They can no longer be ignored as they had been because when this was brought up several years ago, the County at that point was moving to construct a new Jail. Many of these items were place on hold and now must be addressed regardless of the County's movement on a possible new facility.

B) PROGRESS ON 2025 OBJECTIVES:

The Department has continued to complete repairs, renovations, upgrades, rebuilds in house, inspections and quarterly fire drills as allowed. Many of the County office building roofs were repaired and maintenance with continued scheduling of replacements and maintenance. Safety is consistently addressed at Dwyer Memorial Park as well as renovations to the main pavilion and out buildings. Additional upgrades were made to the HVAC and electrical for many of the buildings. Various cosmetic upgrades were completed throughout the complex. Alarm monitoring and system upgrades were also made to Mental Health, County Office Building, Court House, Jail and Public Safety. Many more security measures at the County Office Building were installed and implemented as well. Major HVAC replacements and repairs were made to the Court House due to aging equipment. In 2024 we surpassed 15,000 work orders on the Facility Dude program which continues to aid us in forecasting replacements, budgeting, and has proven to be extremely useful in documenting more work for reimbursements for the State Court System. Elevators in County Office Building as well as County Court House and, Dwyer Park.

C) INTERNAL AND EXTERNAL FORCES IMPACTING 2025 SERVICES AND OPERTION:

The continued work and upgrading to County facilities will affect not only this budget also the budgets in years to come. We are working with an account of revenues that has been set aside for aging equipment replacement, such as boilers, water heaters, etc. In the years to come to minimize the impact of these necessary replacements and repairs. We have begun this process and are attending to the most critical areas first and updating and replacing where necessary. We have started a maintenance agreement process. This is a huge step in the right direction.

We are also adding more than 18,000 square feet to maintain this year. Along with the opening of the Age Well Center, the new 911 Center, and the new Mental Health building project.

The additional responsibilities, as they are assigned by the Legislature, continue to have a significant impact on the Budget with additional materials and services needed to complete those assigned tasks that are not forecasted in our budget. Much of what we repair is not actually budgeted for, but our forecast is an indication of what might be. ***We will do our best to accommodate those tasks assigned to us that are not budgeted for to the best of our ability.***

There are normally few external impacts upon the budget other than that of weather and energy costs. Rising energy costs will have a significant impact on the budget.

D) COST CONTAINMENT:

We are doing much more in house repairs, renovations, etc. to reduce the cost of going out to Contractors where ever possible. In house projects are always a large cost savings as we avoid design, prevailing wage, and many other costs tied to certain projects. Whenever possible we do this to reduce impact on the budget.

We also utilize the County Credit Card for purchasing off of the internet; this opens a huge purchasing venue such as Amazon, EBay.

E) NEW PROGRAM PROPOSALS: *There are no new program proposals.*

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1620	BUILDING & GROUNDS								
A162042	42410	RENTAL R.P	-24,987.56	-17,063.00	-17,063.00	-18,063.00	-18,063.00	.00	5.9%
A162042	42450	COMMISSION	-1,473.76	-1,500.00	-1,500.00	-1,500.00	-1,500.00	.00	.0%
A162043	43021	CRT FAC IN	-105,312.00	-142,814.00	-280,946.00	-400,000.00	-400,000.00	.00	42.4%
A162046	42504	CO-OP RENT	-63,723.00	-63,723.00	-63,723.00	-63,723.00	-63,723.00	.00	.0%
A16205	51005	PERS SERV	760,943.56	819,492.80	819,492.80	1,063,099.85	839,498.87	.00	29.7%
A16205	51020	OVERTIME	19,578.24	22,250.00	22,250.00	22,250.00	22,250.00	.00	.0%
A16205	51025	SHIFT PAY	7,647.75	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A16205	51035	OTHER COMP	30,069.14	3,036.00	3,036.00	3,036.00	3,036.00	.00	.0%
A16205	52030	Vehicles	25,308.81	.00	.00	.00	.00	.00	.0%
A16205	52320	BLDG IMPRV	439,496.31	105,200.00	118,200.00	200,000.00	200,000.00	.00	69.2%
A16205	54000	TELEPHONE	1,466.29	792.00	792.00	792.00	792.00	.00	.0%
A16205	54004	SOFTWARE	3,730.84	5,420.00	5,420.00	5,420.00	5,420.00	.00	.0%
A16205	54005	Off Supp	995.74	500.00	500.00	500.00	500.00	.00	.0%
A16205	54007	Jan Supp	33,089.19	40,000.00	38,500.00	40,000.00	40,000.00	.00	3.9%
A16205	54013	SAFETY SUP	1,877.73	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A16205	54015	Maint Agmt	57,086.22	66,883.52	66,883.52	60,908.00	65,728.00	.00	-8.9%
A16205	54020	POSTAGE	5.12	50.00	50.00	50.00	50.00	.00	.0%
A16205	54025	UTILITIES	354,631.15	330,000.00	330,000.00	350,000.00	350,000.00	.00	6.1%
A16205	54035	ED & TRAIN	590.50	300.00	300.00	900.00	900.00	.00	200.0%
A16205	54050	Equip R&M	2,472.35	4,500.00	14,500.00	5,000.00	5,000.00	.00	-65.5%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A16205	54060		LEGAL ADV	108.19	400.00	400.00	400.00	400.00	.00	.0%
A16205	54065		RENT/LEASE	1,125.00	500.00	500.00	500.00	500.00	.00	.0%
A16205	54070		INSURANCE	45,702.00	61,260.50	61,260.50	51,787.62	51,787.62	.00	-15.5%
A16205	54074		INS-AUTO	1,630.85	1,269.19	1,269.19	1,725.98	1,725.98	.00	36.0%
A16205	54076		Bldg R&M	246,986.17	160,000.00	275,132.00	160,000.00	260,000.00	.00	-41.8%
A16205	54077		C&M Supp	9,987.47	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A16205	54078		Fuel	7,694.13	8,000.00	8,000.00	8,000.00	8,000.00	.00	.0%
A16205	54085		UNIFORM AL	4,700.39	7,000.00	7,000.00	7,625.52	7,625.52	.00	8.9%
A16205	54100		TAXES	7,364.53	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A16205	54213		I/D COPIER	746.88	746.88	746.88	746.88	746.88	.00	.0%
A16205	54300		Veh. R&M	8,646.98	3,600.00	5,100.00	5,000.00	5,000.00	.00	-2.0%
A16205	54301		Veh lease	30,703.92	46,311.60	46,311.60	46,311.60	46,311.60	.00	.0%
A16205	54444		FEES/PERMI	.00	600.00	600.00	.00	.00	.00	-100.0%
A16205	54625		GARBAGE	15,050.76	16,850.00	16,850.00	16,850.00	16,850.00	.00	.0%
A16205	58020		RETIREMENT	106,698.17	110,252.66	110,252.66	126,312.85	131,217.73	.00	14.6%
A16205	58030		FICA	59,387.26	62,691.20	62,691.20	64,419.56	66,921.04	.00	2.8%
A16205	58040		WRKS COMP	32,488.97	27,553.91	27,553.91	23,800.00	23,800.00	.00	-13.6%
A16205	58060		HEALTH INS	140,134.15	119,963.92	119,963.92	191,161.94	244,068.29	.00	59.3%
A16205	58062		DENTAL INS	877.91	812.18	812.18	1,082.88	1,263.36	.00	33.3%
A16205	58065		VISION INS	183.75	176.40	176.40	235.20	274.40	.00	33.3%
A16205	97100	SMWT	BOND PRINC	265,000.00	270,000.00	270,000.00	270,000.00	275,000.00	.00	.0%
A16205	97110	SMWT	BOND INT	93,537.50	88,187.50	88,187.50	88,187.50	82,737.50	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

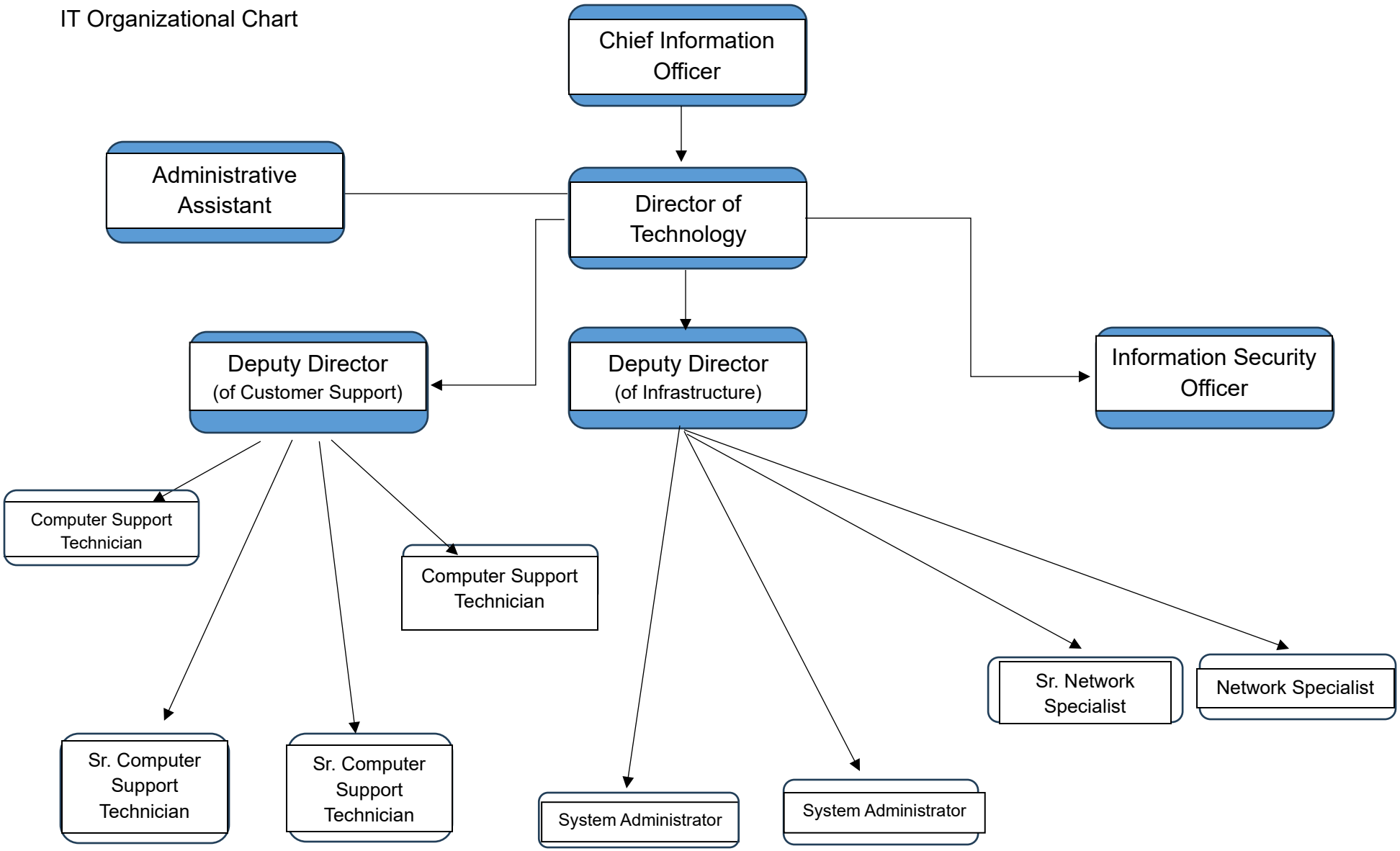
PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND	2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
TOTAL BUILDING & GROUNDS	2,622,247.60	2,191,500.26	2,191,500.26	2,364,817.38	2,306,118.79	.00	7.9%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

IT Organizational Chart



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Information Technology – A1680

Mission:

The mission of Cortland County's Information Technology Department is to provide efficient, innovative, reliable, and secure Information Technology Services. To support all users, and align Information Technology services with organizational goals to enable productivity and success.

Director's Responsibilities:

The Director of Technology is responsible for overseeing the planning, development, and the day to day management of the Cortland County's Information Technology services. To ensure the effective implementation of IT strategies, maintain system security and integrity, and support the technological needs of all departments. The Director also leads digital innovation initiatives, manages IT staff, and ensures the delivery of reliable, efficient, and secure technology solutions that support the county's mission and operational goals.

Currently the Director of Technology position is vacant as are two staff positions. Proposals have been made to create additional managerial and staff positions, and to redefine position descriptions.

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CORTLAND COUNTY
Information Technology - A1680
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
CHIEF INFORMATION OFFICER	FT	Yes	MGT	Offscale
COMPUTER PROGRAMMER	FT	Yes	CSEA	24
COMPUTER SUPPORT SPECIALIST	FT	Yes	CSEA	9
DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY	FT	Yes	MGT	5
DIRECTOR OF INFORMATION TECHNOLOGY	FT	Yes	MGT	3
INFORMATION SYSTEMS ADMINISTRATOR	FT	Yes	CSEA	25
INFORMATION SYSTEMS ADMINISTRATOR	FT	Yes	CSEA	25
INFORMATION SYSTEMS ADMINISTRATOR	FT	Yes	CSEA	25
NETWORK TECHNICIAN	PER DIEM	Yes	CSEA	18
NETWORK TECHNICIAN	FT	Yes	CSEA	18
NETWORK TECHNICIAN	FT	Yes	CSEA	18

Full-time:	10
Part-time:	0
Per diem:	1
TOTAL POSITIONS:	11

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1680	INFORMATION TECHNOLOGY									
A168042	41289		DEPT FEES	-38,028.28	-39,000.00	-39,000.00	-38,509.72	-38,509.72	.00	-1.3%
A168047	42701		REF.APPR.E	-1,818.34	.00	.00	.00	.00	.00	.0%
A16805	42705		GIFTS/DONA	.00	.00	-100,000.00	.00	.00	.00	.0%
A16805	44389	DHSES	OTHER P/S	.00	.00	-43,666.00	.00	.00	.00	.0%
A16805	51005		PERS SERV	660,670.02	681,539.34	662,539.34	1,132,722.50	987,851.09	.00	71.0%
A16805	51015		TEMP PAY	.00	.00	19,000.00	.00	23,910.87	.00	-100.0%
A16805	51020		OVERTIME	2,685.85	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A16805	51025		SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
A16805	51035		OTHER COMP	16,622.54	22,950.00	22,950.00	22,950.00	22,950.00	.00	.0%
A16805	52015		Dept Equip	35,328.01	5,000.00	5,000.00	16,000.00	16,000.00	.00	220.0%
A16805	52060		Comp Equip	76,309.25	100,000.00	228,206.00	200,000.00	300,000.00	.00	-12.4%
A16805	54000		TELEPHONE	1,188.00	1,600.00	1,600.00	.00	1,848.00	.00	-100.0%
A16805	54004		SOFTWARE	29,764.00	35,000.00	34,350.00	230,500.00	230,500.00	.00	571.0%
A16805	54005		Off Supp	524.26	600.00	600.00	600.00	600.00	.00	.0%
A16805	54015		Maint Agmt	174,602.38	239,280.00	239,280.00	383,480.19	383,480.19	.00	60.3%
A16805	54020		POSTAGE	.64	100.00	100.00	25.00	25.00	.00	-75.0%
A16805	54035		ED & TRAIN	144.76	.00	1,310.00	15,000.00	15,000.00	.00	1045.0%
A16805	54040		DUES/SUB	50.00	50.00	50.00	50.00	50.00	.00	.0%
A16805	54045		Travel	585.38	200.00	.00	200.00	200.00	.00	.0%
A16805	54048	ARP	Prog Supp	28,240.00	.00	42,001.90	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A16805	54050	Equip R&M	3,726.13	2,500.00	2,500.00	4,500.00	4,500.00	.00	80.0%
A16805	54055	PROF SERV	39,384.98	2,500.00	17,500.00	48,460.00	48,460.00	.00	176.9%
A16805	54060	LEGAL ADV	.00	500.00	500.00	250.00	250.00	.00	-50.0%
A16805	54065	RENT/LEASE	.00	3,500.00	3,500.00	.00	.00	.00	-100.0%
A16805	54070	INSURANCE	3,305.04	4,665.46	4,665.46	3,761.18	3,761.18	.00	-19.4%
A16805	58020	RETIREMENT	89,063.87	95,183.97	95,183.97	151,463.62	129,732.91	.00	59.1%
A16805	58030	FICA	49,509.49	54,122.94	54,122.94	90,467.64	79,384.98	.00	67.2%
A16805	58040	WRKS COMP	15,389.51	13,776.95	13,776.95	20,100.00	17,300.00	.00	45.9%
A16805	58060	HEALTH INS	115,211.93	152,262.70	152,262.70	244,754.30	218,002.93	.00	60.7%
A16805	58062	DENTAL INS	367.82	721.92	721.92	1,263.36	1,082.88	.00	75.0%
A16805	58065	VISION INS	78.00	156.80	156.80	235.20	196.00	.00	50.0%
TOTAL INFORMATION TECHNOLOGY			1,302,905.24	1,380,210.08	1,422,211.98	2,531,273.27	2,449,576.31	.00	78.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1610	TELEPHONE SHARED SERVICE								
A161042	41291	POSTAGE	-86,221.15	-80,000.00	-80,000.00	-90,000.00	-100,000.00	.00	12.5%
A161042	41292	I/D PHONE	-69,394.99	-70,000.00	-70,000.00	-71,500.00	-71,500.00	.00	2.1%
A161042	41295	I/D COPIER	-65,448.29	-70,000.00	-70,000.00	-70,000.00	-70,000.00	.00	.0%
A16105	54000	TELEPHONE	70,102.12	70,000.00	70,000.00	70,000.00	70,000.00	.00	.0%
A16105	54001	COPY/PRINT	59,324.74	65,000.00	65,000.00	60,000.00	60,000.00	.00	-7.7%
A16105	54005	Off Supp	1,155.56	1,000.00	1,000.00	1,200.00	1,200.00	.00	20.0%
A16105	54015	Maint Agmt	14,361.44	25,200.00	25,200.00	55,000.00	55,000.00	.00	118.3%
A16105	54020	POSTAGE	93,419.84	79,750.00	79,750.00	100,000.00	100,000.00	.00	25.4%
A16105	54065	RENT/LEASE	5,820.84	6,000.00	6,000.00	6,000.00	6,000.00	.00	.0%
TOTAL TELEPHONE SHARED SERVI			23,120.11	26,950.00	26,950.00	60,700.00	50,700.00	.00	125.2%

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A – Education

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
2490	COMMUNITY COLLEGE								
A24905	54110	CHARGEBACK	355,383.24	350,000.00	350,000.00	360,000.00	360,000.00	.00	2.9%
TOTAL COMMUNITY COLLEGE			355,383.24	350,000.00	350,000.00	360,000.00	360,000.00	.00	2.9%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
2495	CONTRIBUTIONS TC3								
A24955	54780	CONTRIB TC	2,044,136.88	1,944,415.00	2,086,915.00	1,944,415.00	1,948,415.00	.00	-6.8%
TOTAL CONTRIBUTIONS TC3			2,044,136.88	1,944,415.00	2,086,915.00	1,944,415.00	1,948,415.00	.00	-6.8%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
2497	DEBT SERVICE TOMPKINS CO/TC3									
A249747	42770	TC07	07/08 PRIN	-146,250.00	-146,250.00	-146,250.00	.00	.00	.00	-100.0%
A249747	42770	TC12	2012 PRINC	-48,750.00	-48,750.00	-48,750.00	.00	.00	.00	-100.0%
A24975	97100	TC07	2007 PRINC	270,145.00	284,476.00	284,476.00	298,817.00	298,817.00	.00	5.0%
A24975	97100	TC08	2008 PRINC	66,000.00	69,000.00	69,000.00	72,000.00	72,000.00	.00	4.3%
A24975	97100	TC12	2012 PRINC	63,000.00	66,000.00	66,000.00	67,000.00	67,000.00	.00	1.5%
A24975	97110	TC07	2007 INT	53,864.94	39,999.44	39,999.44	25,417.14	25,417.14	.00	-36.5%
A24975	97110	TC08	2008 INT	22,953.76	19,578.76	19,578.76	16,053.76	16,053.76	.00	-18.0%
A24975	97110	TC12	2012 INT	26,437.50	24,705.00	24,705.00	22,890.00	22,890.00	.00	-7.3%
TOTAL DEBT SERVICE TOMPKINS				307,401.20	308,759.20	308,759.20	502,177.90	502,177.90	.00	62.6%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

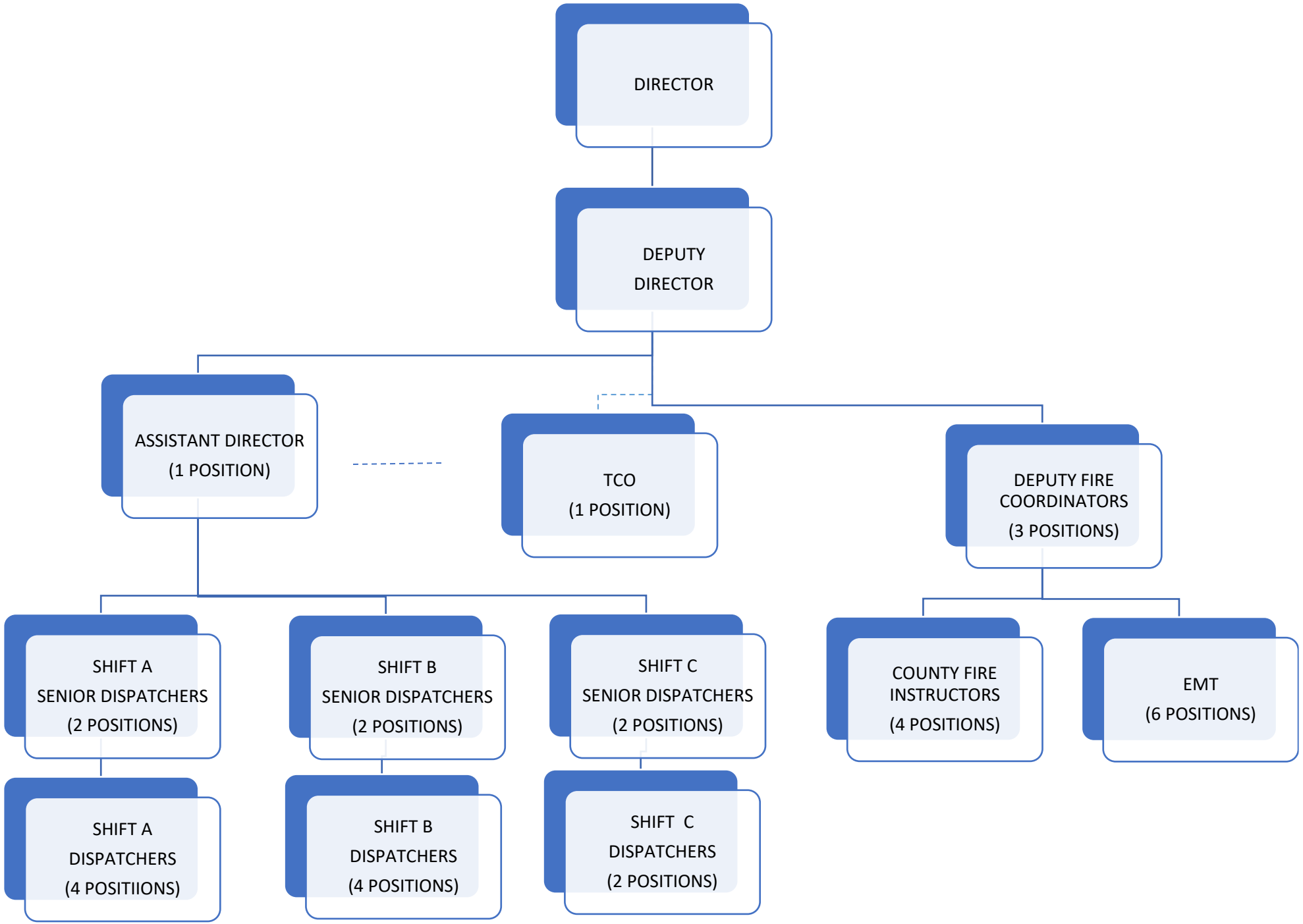
ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6293	Title V WI(O)A								
A62935	54048	ARP Prog Supp	20,449.66	.00	76,340.46	.00	.00	.00	.0%
TOTAL Title V WI(O)A			20,449.66	.00	76,340.46	.00	.00	.00	-100.0%

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A – Public Safety

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DEPARTMENT OF EMERGENCY RESPONSE AND COMMUNICATIONS



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Department of Emergency Response & Communications – A3020

See also A3410. Emergency Management Office is under the supervision of the Director and of Emergency Response & Communications.

The **Cortland County Department of Emergency Response & Communications** consists of four primary divisions: **Emergency Management**, **Fire Coordinator**, **EMS Coordinator**, and **911 Communications**. Appropriation **A3020** funds the 911 Communications Division.

Although personnel are assigned to specific divisions, staff regularly collaborate across divisions on shared projects, emergency operations, and training. The Department was established by the **County Legislature in 2013**, consolidating functions previously managed by the Sheriff's Department, the independent Emergency Management Office, and the Fire Coordinator's Office.

The Department operates under a single Director and includes the following positions within the 911 communications division:

- 1 Director
- 1 Assistant Director/911
- 1 Technical Communications Officer
- 16 full-time dispatchers (including supervisory staff)

Emergency Communications – 911 (NYS County Law §301)

The Department operates and maintains Cortland County's **911 Center**, including the **Computer-Aided Dispatch (CAD) and Records Management System**, **911 telephone network**, and the **Countywide Land Mobile Radio (LMR) system**. Operations are continuous, **24 hours a day, 7 days a week, 365 days a year**, supported by a fully functional backup facility.

Each shift requires a **minimum of four dispatchers**, across three shifts per day, to manage emergency and non-emergency calls for public safety and service agencies within and around Cortland County. In **2024**, the 911 Center handled approximately:

- **99,380 incidents** for Cortland County's first responders
- **99,393 incoming phone calls** (911 and ten digit direct dials)
- **295 text-to-911 requests.** *Call when you can, text when you can't.*

Outside normal business hours, the 911 Center also serves as the **after-hours answering point** for several County departments, including the **Department of Social Services (DSS)** and the **Health Department**.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

The 911 Communications Division is responsible for the **maintenance and operation** of its facilities, network infrastructure, IT systems, and other critical public safety communications infrastructure. As communications technology continues to evolve rapidly, the Department remains committed to maintaining modern, interoperable, and resilient systems.

Cortland County's radio system is part of the **Central New York Interoperable Communications Consortium (CNYICC)**, a network that supports coordinated emergency and non-emergency communications across **11 counties** in Central New York.

Cortland County Public Safety Radio System Users

The County's public safety radio network supports communications for:

- **12 fire departments**
- **3 paid ambulance services**
- **2 volunteer ambulance services**
- **Guthrie Cortland Medical Center**
- **7 police agencies**
- **County Corrections**
- Numerous **state and federal agencies**, including the **NYS Department of Environmental Conservation**, **NYS Park Police**, and the **NYS Attorney General's Office**

Cortland County Public Service Radio System Users

The County's radio system has also enhanced **productivity, coordination, and safety** across a wide range of public service agencies. It provides radio access to entities that previously lacked dedicated or reliable communication capabilities, including:

- **County Departments:** Public Works, Office Building Security, Courthouse Security, Probation, Health Department, Landfill, Meals on Wheels, Weights & Measures
- **Educational Institutions:** Cortland City School District, Cincinnatus, Homer, Marathon, and McGraw School Districts, as well as SUNY Cortland Transportation
- **Municipal Partners:** All town highway departments and all village DPWs (except McGraw)
- **Other Entities: SPCA** and other community service organizations

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Emergency Management Office & Fire Coordinator– A3410

See also A3020. Emergency Management Office is under the supervision of the Director and of Emergency Response & Communications.

The **Department of Emergency Response and Communications** consists of four primary divisions: **Emergency Management**, **Fire Coordinator**, **EMS Coordinator**, and **911 Communications**. Appropriation **A3410** provides funding for all divisions except 911 communications, which is covered under **A3020**.

Although personnel are assigned to specific divisions, staff are cross-trained and regularly collaborate on projects, planning, and emergency operations. The Department was established by the **Cortland County Legislature in 2013**, consolidating functions previously operated by the **Sheriff's Department**, the **independent Emergency Management Office**, and the **independent Fire Coordinator's Office**.

The Department operates under one Director and includes the following personnel within the Emergency Management Division:

- **1 Director**
- **1 Deputy Director / Emergency Manager**
- **3 Deputy Fire Coordinators (part time)**
- **4 County Fire Instructors (part time)**
- **6 Emergency Medical Technicians (part time)**

Emergency Management *(Authorized under Article 2-B of the New York State Executive Law)*

The Emergency Management Division is responsible for coordinating countywide preparedness, response, recovery, and mitigation activities during disasters and large-scale emergencies. Key responsibilities include:

- **Disaster Assistance and Coordination:** Support all Cortland County municipalities during emergencies and disasters; coordinate federal, state, and local disaster recovery efforts; and facilitate communication and assistance between **FEMA**, the **New York State Office of Emergency Management (OEM)**, and county and municipal governments.
- **Public Safety Coordination:** Direct programs and services related to health, safety, and training for over **600 Fire, Rescue, and EMS personnel** serving Cortland County residents and visitors.
- **Planning and Preparedness:**
  Develop, implement, and maintain critical emergency service operational plans, including:
  - County Mutual Aid Plan
  - Hazardous Materials Response Plan
  - Mass Casualty Incident Plan

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  - Tier II / SARA Title III Plan
  - Comprehensive Emergency Management Plan (CEMP)
  - Multi-Jurisdictional All Hazards Mitigation Plan (AHMP)
- **Specialized Teams and Facilities:** Provide leadership, guidance, and operational readiness for specialized teams such as the **Fire Investigation Team of Cortland County (FITCC)** and the **County Hazardous Materials Response Team**, while maintaining a fully operational **Emergency Operations Center (EOC)**.
- **Interagency Coordination:** Develop, manage, and coordinate activities among the **County's Fire and EMS Advisory Boards** and with external agencies such as **FEMA**, **NYS OEM**, **NYSEMA**, **NFPA**, and **OSHA**.
- **Training and Grants:** Participate in and support **state-sponsored training programs**; assist with instruction and exercises; and pursue federal and state grant opportunities such as the **Emergency Management Performance Grant (EMPG)**, which helps offset the Deputy Director's salary and supports emergency management initiatives.

Fire Coordinator Division *(Authorized under Section 225-a of the New York State County Law)*

The Fire Coordinator Division provides leadership, coordination, and support to the County's fire service agencies. Core responsibilities include:

- **Incident Response and Support:** Assist at major incidents involving multiple fire departments by supporting the local fire chief with communications, coordination, logistics, and incident stabilization.
- **Recruitment, Retention, and Planning:** Support the development of recruitment and retention programs for fire departments, guide incident pre-planning, assist with the State Fire Reporting System, and act as liaison between **State**, **County**, and **local fire and EMS agencies**.
- **Training and Professional Development:** Work in collaboration with the **NYS Office of Fire Prevention and Control (NYSOFPC)** to identify, schedule, and administer training classes for county fire service personnel. Oversee the **Fire Services Training Division** and operations at the **Cortland County Regional Training Center**.
- **Deputy Fire Coordinators:** Oversee five Deputy Fire Coordinators who respond to multi-agency incidents, assist with emergency mitigation, and provide outreach to individual departments through meetings, training, and committee participation.
- **Regional Coordination:**Serve as **Regional Fire Administrator**, managing the deployment and coordination of emergency resources during regional incidents to ensure effective stabilization and response.

Emergency Medical Services (EMS) Coordinator Division *(Authorized under Section 223 of the New York State County Law)*

The EMS Coordinator Division supports the County's emergency medical services providers by promoting operational efficiency, interagency coordination, and ongoing training. Major functions include:

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

- **Agency Support and Coordination:** Assist EMS agencies with recruitment and retention efforts, operational planning, and compliance with County and State EMS protocols. Serve as liaison between County government and local EMS agencies.
- **Training and Compliance:** Coordinate with the **NYS Department of Health, Bureau of Emergency Medical Services** to identify, schedule, and oversee training for EMS personnel. Oversee use of the **Regional Training Center** for EMS education and exercises.
- **Incident Response and Resource Deployment:** Direct Deputy EMS Coordinators who respond to major incidents, including **mass casualty events**, and assist host departments with on-scene support and coordination.
- **Regional and State Liaison:** Serve as **Regional EMS Coordinator**, managing the deployment and coordination of emergency medical resources during major incidents.
- **Public Health Coordination:** Collaborate with the **NYS Department of Health** on hospital diversions, pandemic response, and logistical support. Provide ongoing assistance to the **Cortland County Health Department** for health emergencies and pandemic-related operations.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Department of Emergency Response & Communications
Goals for 2026

1. Integration of New Staff

- Onboard two new staff members in the Communications Division.
- Transition three Deputy Fire Coordinators from volunteer to part-time status.
- Transition four County Fire Instructors to part-time County employment.
- Transition six Emergency Medical Technicians (EMTs) to part-time County employment.

2. Enhanced Training and Supervision in 911 Operations

- Increase training opportunities for 911 dispatchers.
- Create an additional Supervisor position within the 911 Center to strengthen operational oversight and support.
- Maintain the required **21 hours of annual educational training per dispatcher** in accordance with **New York State and Department of Homeland Security** grant requirements.
- Continue progress toward **International Academy of Emergency Dispatch (IAED)** accreditation for both medical and fire dispatching disciplines.

3. Completion of Previously Approved Projects

- Complete the **Microwave Radio Replacement Project** for the County's Trunked Land Mobile Radio System. This microwave backbone is critical to the system's overall performance and reliability.
- Continue implementation and refinement of **Emergency Fire Dispatching (EFD)**, a structured system that enhances fire department dispatching efficiency and provides precise caller instructions during emergencies.
- Complete the **RapidSOS integration project**, improving location accuracy and data delivery during emergency calls.
- Remove the **Smart Transcription** feature from the Vesta telephone system.
- Improve **analytical reporting** of Department activities and events to better demonstrate performance, efficiency, and community impact.
- Continue **on-scene support** for multi-agency emergency incidents throughout Cortland County, ensuring coordination and resource management during major events.

4. Backup 911 Center Rehabilitation

- Continue the **upgrade and rehabilitation** of the County's Backup 911 Center, located at the **Cortland County Regional Training Center (RTC)**.
- Pursue additional **funding opportunities** to complete this vital infrastructure project, initially authorized by the previous County administration.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

5. Replacement of the First Responder Paging System

- Seek funding and technical solutions to **replace the County's analog paging system**, currently operating from 14 sites across Cortland County.

6. Support for the Regional Training Center (RTC)

- Continue to support and expand **training programs and curriculum development** at the Cortland County Regional Training Center.
- Invest in **infrastructure improvements** that enhance the facility's capacity to serve all County first responders.
- Support **Emergency Management training** for all County employees through use of RTC resources.

7. Countywide Emergency Exercises

- Develop and conduct **operational exercises** for County employees to test and improve their knowledge of emergency roles and responsibilities.
- Ensure every County employee understands **how and when to respond** to emergencies in alignment with the County's Emergency Management Plan.

8. Update of the County's All-Hazard Mitigation Plan

- In 2025, the Department applied for grant funding to **update the County's All-Hazard Mitigation Plan**.
- While not mandated by law, maintaining an updated plan is required by **FEMA** and the **federal government** for eligibility in disaster reimbursement programs following severe weather or other declared emergencies.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Emergency Response & Communication - A3020/A3410
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ASST. DIR OF EMERGENCY RESPONSE AND COMMUNICATIONS	FT	Yes	MGT	9
DEPUTY DIRECTOR OF EMERGENCY RESPONSE & COMMUNICATIONS	FT	Yes	MGT	7
DIRECTOR OF EMERGENCY RESPONSE AND COMMUNICATIONS	FT	Yes	MGT	5
DISPATCHER	FT	Yes	ERAC	6
DISPATCHER	FT	Yes	ERAC	6
DISPATCHER	FT	Yes	ERAC	6
DISPATCHER	FT	Yes	ERAC	6
DISPATCHER	FT	Yes	ERAC	6
DISPATCHER	FT	Yes	ERAC	6
DISPATCHER (HELP PROGRAM)	FT	Yes	ERAC	6
DISPATCHER (HELP PROGRAM)	FT	Yes	ERAC	6
DISPATCHER (HELP PROGRAM)	FT	Yes	ERAC	6
DISPATCHER (HELP PROGRAM)	FT	Yes	ERAC	6
SENIOR DISPATCHER	FT	Yes	ERAC	8
SENIOR DISPATCHER	FT	Yes	ERAC	8
SENIOR DISPATCHER	FT	Yes	ERAC	8
SENIOR DISPATCHER	FT	Yes	ERAC	8
SENIOR DISPATCHER	FT	Yes	ERAC	8
SENIOR DISPATCHER	FT	Yes	ERAC	8
TECHNICAL COMMUNICATIONS OFFICER	FT	Yes	ERAC	9

Full-time:	20
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	20

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3020	EMERGENCY RSP & COMMUNICATION									
A302041	41140		EMG PHN S	-38,284.42	-40,000.00	-40,000.00	-40,000.00	-40,000.00	.00	.0%
A302043	43306	NG911	HOMELD SEC	.00	.00	-1,266,796.00	.00	.00	.00	.0%
A302043	43306	PSP	HOMELD SEC	.00	-100,000.00	-194,635.00	-100,000.00	-100,000.00	.00	-48.6%
A302046	42410		TOWER RENT	-51,182.70	-51,000.00	-51,000.00	-65,800.00	-65,800.00	.00	29.0%
A30205	41111		WSC	-127,314.60	-160,000.00	-160,000.00	-130,000.00	-130,000.00	.00	-18.8%
A30205	43306	22IC	HOMELD SEC	.02	.00	.00	.00	.00	.00	.0%
A30205	44389	27SIC	OTHER P/S	-1,256,579.80	.00	.00	.00	.00	.00	.0%
A30205	44389	SICG	OTHER P/S	-673,783.00	.00	-736,336.00	.00	.00	.00	.0%
A30205	51005		PERS SERV	1,140,439.27	1,301,262.52	1,201,262.52	1,365,220.47	1,267,220.47	.00	13.6%
A30205	51005	PSP	PERS SERV	.00	.00	100,000.00	.00	100,000.00	.00	-100.0%
A30205	51020		OVERTIME	251,047.11	135,000.00	135,000.00	149,600.00	149,600.00	.00	10.8%
A30205	51035		OTHER COMP	27,397.23	28,231.99	28,231.99	29,700.00	29,700.00	.00	5.2%
A30205	52015	27SIC	Dept Equip	1,518,828.99	.00	.00	.00	.00	.00	.0%
A30205	52320	SICG	BLDG IMPRV	93,020.65	.00	.00	.00	.00	.00	.0%
A30205	54000		TELEPHONE	30,813.14	45,000.00	37,500.00	31,000.00	31,000.00	.00	-17.3%
A30205	54001		COPY/PRINT	1,490.40	1,500.00	2,000.00	1,500.00	1,500.00	.00	-25.0%
A30205	54005		Off Supp	7,558.34	7,500.00	7,500.00	8,000.00	8,000.00	.00	6.7%
A30205	54015		Maint Agmt	368,023.10	441,000.00	439,694.78	465,500.00	465,500.00	.00	5.9%
A30205	54015	SICG	Maint Agmt	473,783.00	.00	736,336.00	.00	.00	.00	.0%
A30205	54020		POSTAGE	246.97	300.00	300.00	300.00	300.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A30205	54025		UTILITIES	68,594.71	65,000.00	72,500.00	70,000.00	70,000.00	.00	-3.4%
A30205	54035		ED & TRAIN	23,359.03	16,000.00	16,000.00	17,000.00	17,000.00	.00	6.3%
A30205	54040		DUES/MEMBE	150.00	300.00	300.00	300.00	300.00	.00	.0%
A30205	54045		Travel	2,553.84	2,000.00	2,805.22	3,000.00	3,000.00	.00	6.9%
A30205	54048	NG911	Prog Supp	.00	.00	1,266,796.00	.00	.00	.00	.0%
A30205	54048	PSP	Prog Supp	10,198.00	.00	94,635.00	.00	.00	.00	.0%
A30205	54050		Equip R&M	101,661.09	82,500.00	82,200.00	90,750.00	90,750.00	.00	10.4%
A30205	54055		PROF SERV	9,999.29	.00	.00	.00	.00	.00	.0%
A30205	54067		RP RENT/LE	20.00	30.00	30.00	20.00	20.00	.00	-33.3%
A30205	54070		INSURANCE	62,113.03	63,400.00	63,400.00	80,913.55	80,913.55	.00	27.6%
A30205	54213		I/D COPIER	521.76	550.00	550.00	521.76	521.76	.00	-5.1%
A30205	58020		RETIREMENT	184,679.54	193,231.42	193,231.42	231,978.00	231,978.00	.00	20.1%
A30205	58030		FICA	103,982.41	112,033.83	112,033.83	118,309.00	118,309.00	.00	5.6%
A30205	58040		WRKS COMP	29,069.08	27,553.91	27,553.91	25,200.00	25,200.00	.00	-8.5%
A30205	58060		HEALTH INS	154,784.75	217,921.00	217,921.00	209,888.00	222,481.30	.00	-3.7%
A30205	58062		DENTAL INS	363.03	1,624.32	1,624.32	1,534.08	1,534.08	.00	-5.6%
A30205	58065		VISION INS	57.00	352.80	352.80	313.60	313.60	.00	-11.1%
A30205	97100	2E911	BOND PRINC	119,000.00	119,000.00	119,000.00	119,000.00	125,800.00	.00	.0%
A30205	97110	2E911	BOND INT	66,402.00	62,832.00	62,832.00	62,832.00	59,262.00	.00	.0%
A30205	99610	ECTB	Approp Res	.00	18,168.00	18,168.00	14,938.00	14,938.00	.00	-17.8%
A30205	99610	ETWR	Approp Res	.00	9,300.00	9,300.00	9,300.00	9,300.00	.00	.0%
TOTAL EMERGENCY RSP & COMMUN				2,703,012.26	2,600,591.79	2,600,291.79	2,770,818.46	2,788,641.76	.00	6.6%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3410	FIRE / EMERGENCY MANAGEMENT									
A34105	43306	CREST	HOMELD SEC	.00	.00	-200,000.00	.00	.00	.00	.0%
A34105	43306	DTP	HOMELD SEC	-19,383.77	.00	.00	.00	.00	.00	.0%
A34105	44389	EMPG	OTHER P/S	.00	-46,478.00	-21,478.00	-21,478.00	-21,478.00	.00	.0%
A34105	44389	SHSP	OTHER P/S	.00	.00	-51,215.00	.00	.00	.00	.0%
A34105	44389	SICG	OTHER P/S	.00	.00	-50,000.00	-25,000.00	-25,000.00	.00	-50.0%
A34105	51005		PERS SERV	274,925.35	203,292.00	131,814.00	208,360.00	163,276.00	.00	58.1%
A34105	51005	EMPG	PERS SERV	.00	.00	21,478.00	.00	21,478.00	.00	-100.0%
A34105	51005	SICG	PERS SERV	.00	.00	50,000.00	.00	25,000.00	.00	-100.0%
A34105	51010		PT PAY	.00	.00	.00	21,000.00	21,000.00	.00	.0%
A34105	51035		OTHER COMP	12,601.43	.00	.00	.00	.00	.00	.0%
A34105	52005		Off Equip	359.52	.00	.00	.00	.00	.00	.0%
A34105	52015	CREST	Dept Equip	.00	.00	200,000.00	.00	.00	.00	.0%
A34105	52015	SHSP	Dept Equip	.00	.00	23,215.00	.00	.00	.00	.0%
A34105	54000		TELEPHONE	.00	528.00	528.00	528.00	528.00	.00	.0%
A34105	54001		COPY SERV	471.00	600.00	600.00	600.00	600.00	.00	.0%
A34105	54005		Off Supp	3,538.00	750.00	699.54	1,000.00	1,000.00	.00	43.0%
A34105	54015		Maint Agmt	20,909.04	29,000.00	29,080.53	.00	31,000.00	.00	-100.0%
A34105	54020		POSTAGE	250.00	500.00	500.00	500.00	500.00	.00	.0%
A34105	54025		UTILITIES	2,707.99	5,000.00	5,033.26	5,500.00	5,500.00	.00	9.3%
A34105	54035		ED & TRAIN	18,410.00	15,000.00	20,513.77	1,500.00	1,500.00	.00	-92.7%

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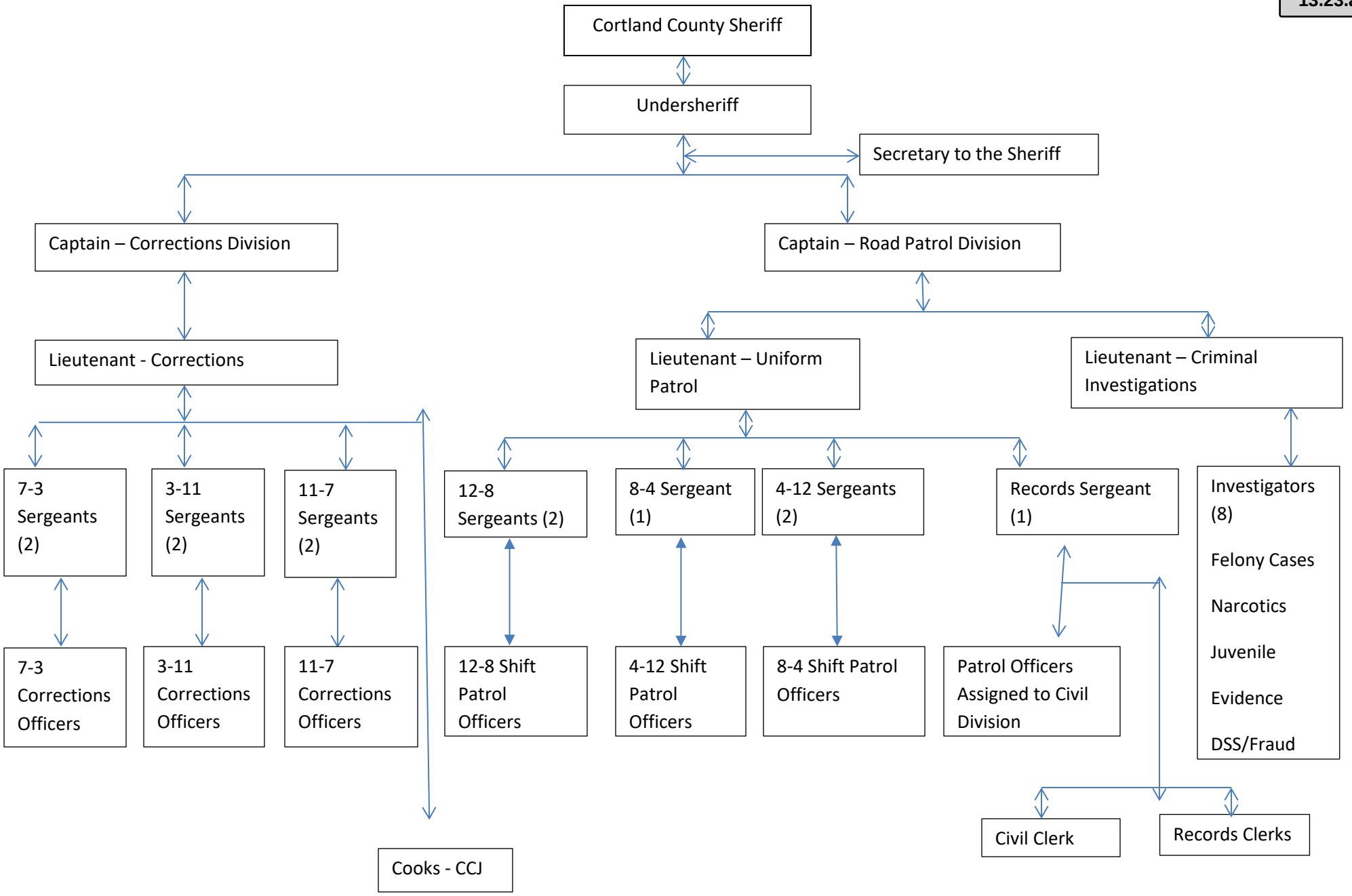
Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A34105	54040		DUES/SUB	345.00	300.00	219.47	300.00	300.00	.00	36.7%
A34105	54045		Travel	4,330.54	6,000.00	758.68	1,000.00	1,000.00	.00	31.8%
A34105	54048		Prog Supp	9,939.67	9,000.00	9,000.00	10,000.00	10,000.00	.00	11.1%
A34105	54048	SHSP	Prog Supp	.00	.00	28,000.00	.00	.00	.00	.0%
A34105	54050		Equip R&M	4,911.73	4,000.00	4,000.00	4,400.00	4,400.00	.00	10.0%
A34105	54074		INS-AUTO	931.92	1,047.04	1,047.04	1,725.98	1,725.98	.00	64.8%
A34105	54078		Fuel	3,316.93	3,000.00	3,000.00	3,300.00	3,300.00	.00	10.0%
A34105	54300		Veh. R&M	2,155.93	3,000.00	3,044.75	3,300.00	3,300.00	.00	8.4%
A34105	58020		RETIREMENT	37,395.62	27,349.59	27,349.59	31,554.00	31,463.10	.00	15.4%
A34105	58030		FICA	21,249.66	15,551.00	15,551.00	.00	17,652.68	.00	-100.0%
A34105	58040		WRKS COMP	3,419.89	3,061.55	3,061.55	9,300.00	9,300.00	.00	203.8%
A34105	58060		HEALTH INS	37,187.57	30,645.00	30,645.00	30,645.78	32,484.53	.00	.0%
A34105	58062		DENTAL INS	261.57	180.48	180.48	180.48	180.48	.00	.0%
A34105	58065		VISION INS	39.00	39.20	39.20	39.20	39.20	.00	.0%
TOTAL FIRE / EMERGENCY MANAG				440,273.59	311,365.86	286,665.86	288,255.44	340,049.97	.00	.6%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County Sheriff's Office – A3120

The Cortland County Sheriff's Office provides law enforcement coverage for Cortland County, which consists of approximately 502 square miles with an estimated population of 49,000 people. Cortland County has 15 towns, 3 villages, and the City of Cortland. There are 9 lakes and 2 rivers located in the county. And Interstate Route 81 runs through the entire county.

For budget purposes, the Sheriff's office is divided into the 6 divisions listed below:

Administration: Includes the Sheriff, Undersheriff, and the Secretary to the Sheriff

Corrections: This division is responsible for the safekeeping of all the state and local inmates inside the jail. The jail is regulated by the New York State Commission of Corrections (NYSCOC) and is mandated by state law. The Cortland County Jail can hold a total of 83 inmates. This division works 24 hours a day, 7 days a week.

Road Patrol: This division is the primary law enforcement agency in Cortland County responsible for the day to day policing of Cortland County. There are normally 3 patrol officers on duty each shift. I use 4 officers on each shift on Fridays and Saturdays due to increased workload. The Road Patrol handled approximately 22,262 calls for service in 2024.

Criminal Division: this division investigates mostly felony level cases ranging from death investigations, burglaries, larcenies, robberies, rapes, drug cases, etc. This division handled 468 cases in 2024.

Civil Division: This division is responsible for serving all summons, income executions, property executions, evictions, citations, actions for divorce, orders to show cause, subpoenas, pistol permits etc.

Records Management: this division is responsible for all the paperwork (case files, tickets, foil requests, etc.) from the Road Patrol and Criminal Divisions. They also file all the yearly statistical reports to the state.

For general purposes though, the Sheriff's Office is comprised of 3 divisions – Administrative (which includes Civil and Records), Corrections, and the Road Patrol (which includes the Criminal Division.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Goals for the Sheriff's Office for 2026:

- Continue working to increase staffing in all divisions. I currently have several open positions in each division.
- See some movement on the future of our jail
- Find a solution to safely cover the outside recreation area of the jail so that nothing can be dropped in from the sky
- Making major change in the IT for the Sheriff's Office (I have proposed having my own IT with The 911 Center). The current IT is not sufficient for my needs.
- Getting a custodial service for my offices
- Fixing /updating the bathroom in the Sheriff's Office (35 years old and things are worn, damaged, and need replacement)
- Returning the old 911 center into a fully usable training room

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Sheriff - A3120
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
COOK	PER DIEM	Yes	Civil	2
COOK	FT	Yes	Civil	2
COOK	PT	Yes	Civil	2
CORRECTION CAPTAIN	FT	Yes	Corrections	CAPT
CORRECTION LIEUTENANT	FT	Yes	Corrections	LT
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	No	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	No	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	No	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER	FT	Yes	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION OFFICER (PT)	PT	No	Corrections	COR
CORRECTION SERGEANT	FT	Yes	Corrections	SGT

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORRECTION SERGEANT	FT	Yes	Corrections	SGT
CORRECTION SERGEANT	FT	Yes	Corrections	SGT
CORRECTION SERGEANT	FT	Yes	Corrections	SGT
CORRECTION SERGEANT	FT	Yes	Corrections	SGT
CORRECTION SERGEANT	FT	Yes	Corrections	SGT
COUNTY POLICE CAPTAIN - (DEPUTY SHERIFF)	FT	Yes	CPAC	CAPT
COUNTY POLICE LIEUTENANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	LT
COUNTY POLICE LIEUTENANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	LT
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	No	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	No	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER - (DEPUTY SHERIFF)	FT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	No	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	No	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	No	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	No	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	No	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	No	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE OFFICER (DEPUTY SHERIFF) (P/T)	PT	Yes	CPAC	CPO
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
COUNTY POLICE SERGEANT - (DEPUTY SHERIFF)	FT	Yes	CPAC	SGT
KEYBOARD SPECIALIST	FT	Yes	Civil	1
KEYBOARD SPECIALIST	FT	Yes	Civil	1
SECRETARY TO THE SHERIFF	FT	Yes	MGMC	5H
SENIOR ACCOUNT CLERK	FT	Yes	Civil	3
SENIOR COOK	FT	Yes	Civil	4
SHERIFF	FT	Yes	MGT	3
SPECIAL PATROL OFFICER	PT	No	N/A- Unrepresented	
SPECIAL PATROL OFFICER	PT	Yes	N/A- Unrepresented	
SPECIAL PATROL OFFICER	PT	Yes	N/A- Unrepresented	
SPECIAL PATROL OFFICER	PT	Yes	N/A- Unrepresented	
SPECIAL PATROL OFFICER	PT	No	N/A- Unrepresented	
SPECIAL PATROL OFFICER	PT	No	N/A- Unrepresented	
UNDERSHERIFF	FT	Yes	MGT	4

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Full-time:	100
Part-time:	40
Per diem:	1
TOTAL POSITIONS:	141

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3110	SHERIFF								
A311042	41510	SHF CIVIL	-76,323.40	-100,000.00	-100,000.00	-80,000.00	-80,000.00	.00	-20.0%
A311042	42401	INT & EARN	-42.65	.00	.00	.00	.00	.00	.0%
A311042	42680	INS RECOV	.00	.00	.00	.00	.00	.00	.0%
A311047	42701	REF.APPR.E	.00	.00	.00	.00	.00	.00	.0%
A31105	51005	PERS SERV	690,775.26	739,400.64	739,400.64	784,923.62	784,923.62	.00	6.2%
A31105	51010	PT PAY	19,599.75	74,681.82	74,681.82	.00	.00	.00	-100.0%
A31105	51020	OVERTIME	10,549.37	30,000.00	30,000.00	15,000.00	15,000.00	.00	-50.0%
A31105	51035	OTHER COMP	6,428.85	19,000.00	19,000.00	22,200.00	22,200.00	.00	16.8%
A31105	51040	ALLOWANCES	3,300.00	3,300.00	3,300.00	4,800.00	4,800.00	.00	45.5%
A31105	52015	Dept Equip	3,274.21	10,000.00	10,000.00	5,250.00	5,250.00	.00	-47.5%
A31105	54000	TELEPHONE	3,690.57	4,000.00	4,000.00	3,868.80	3,868.80	.00	-3.3%
A31105	54001	COPY/PRINT	1,073.29	2,800.00	2,800.00	2,400.00	2,400.00	.00	-14.3%
A31105	54005	Off Supp	3,545.08	3,500.00	3,500.00	3,500.00	3,500.00	.00	.0%
A31105	54015	Maint Agmt	3,856.66	2,800.00	2,800.00	3,000.00	3,000.00	.00	7.1%
A31105	54020	POSTAGE	7,070.12	9,000.00	8,250.00	9,000.00	9,000.00	.00	9.1%
A31105	54035	ED & TRAIN	4,963.30	7,000.00	6,610.00	7,000.00	7,000.00	.00	5.9%
A31105	54040	DUES/SUB	950.00	1,000.00	1,230.00	2,000.00	2,000.00	.00	62.6%
A31105	54041	PUBLICATIO	250.00	.00	390.00	.00	.00	.00	.0%
A31105	54045	Travel	.00	500.00	500.00	500.00	500.00	.00	.0%
A31105	54060	LEGAL ADV	.00	.00	750.00	2,500.00	2,500.00	.00	233.3%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A31105	54070	INSURANCE	24,605.23	32,551.00	32,551.00	32,540.11	32,540.11	.00	.0%
A31105	54072	INS LAW EN	11,601.52	9,915.00	9,915.00	14,574.37	14,574.37	.00	47.0%
A31105	54078	Fuel	5,979.81	7,200.00	7,200.00	9,000.00	9,000.00	.00	25.0%
A31105	54213	I/D COPIER	1,856.76	2,920.00	2,690.00	1,856.76	1,856.76	.00	-31.0%
A31105	54300	Veh. R&M	4,365.13	4,900.00	4,900.00	4,900.00	4,900.00	.00	.0%
A31105	54301	Veh lease	44,000.00	55,200.00	55,200.00	50,200.00	50,200.00	.00	-9.1%
A31105	54444	FEES/PERMI	60.00	250.00	250.00	250.00	250.00	.00	.0%
A31105	58020	RETIREMENT	95,679.63	107,423.75	107,423.75	124,038.54	124,788.54	.00	15.5%
A31105	58030	FICA	47,972.67	66,795.80	66,795.80	63,259.66	63,642.16	.00	-5.3%
A31105	58040	WRKS COMP	16,244.49	14,542.34	14,542.34	12,600.00	12,600.00	.00	-13.4%
A31105	58060	HEALTH INS	106,039.61	99,080.10	99,080.10	116,453.96	123,441.20	.00	17.5%
A31105	58062	DENTAL INS	453.93	451.20	451.20	451.20	451.20	.00	.0%
A31105	58065	VISION INS	79.30	78.40	78.40	98.00	98.00	.00	25.0%
TOTAL SHERIFF			1,041,898.49	1,208,290.05	1,208,290.05	1,216,165.02	1,224,284.76	.00	.7%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3120	SHERIFF ROAD PATROL									
A312042	41510		SHFDWIOT	-34,673.45	-18,000.00	-18,000.00	-18,000.00	-18,000.00	.00	.0%
A312042	42260		PUB SAFETY	-65,293.75	-62,500.00	-62,500.00	-60,000.00	-60,000.00	.00	-4.0%
A312042	42260	SRO	PUB SAFETY	-226,249.51	-311,600.00	-311,600.00	-330,000.00	-330,000.00	.00	5.9%
A312042	42272		JD TRNSPRT	.00	-6,000.00	-6,000.00	-3,000.00	-3,000.00	.00	-50.0%
A312042	42274		SECURE REV	-5,015.00	-3,500.00	-3,500.00	-6,000.00	-6,000.00	.00	71.4%
A312042	42356		DSS FRAUD	-92,845.82	-156,000.00	-156,000.00	-164,752.00	-164,752.00	.00	5.6%
A312042	42357		DSS SECURT	-133,495.86	-146,000.00	-146,000.00	-162,594.00	-162,594.00	.00	11.4%
A312042	42358		CPS HOTLNE	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	.00	.0%
A312042	42680		INS RECOV	-15,795.87	.00	.00	.00	.00	.00	.0%
A312042	42705		GIFTS/DONA	-1,000.00	.00	.00	.00	.00	.00	.0%
A312043	43153		SNOW ENFOR	-548.00	-2,000.00	-2,000.00	-2,000.00	-2,000.00	.00	.0%
A312043	43315		NAV LW ENF	1,591.80	-2,000.00	-2,000.00	-2,000.00	-2,000.00	.00	.0%
A312044	44389	24BJA	OTHER P/S	.00	.00	-76,106.00	.00	.00	.00	.0%
A312044	44389	24BVP	OTHER P/S	-6,290.90	.00	.00	.00	.00	.00	.0%
A312044	44589	CPS	Trans -Fed	.00	.00	-1,000.00	.00	.00	.00	.0%
A312044	44589	PTS	Trans -Fed	.00	.00	-9,145.00	.00	.00	.00	.0%
A312047	42701		REF.APPR.E	.00	.00	.00	.00	.00	.00	.0%
A31205	51005		PERS SERV	2,668,446.34	3,050,479.00	3,004,479.00	3,502,450.72	3,361,258.90	.00	16.6%
A31205	51010		PT PAY	207,756.49	367,000.00	367,000.00	325,522.20	325,522.20	.00	-11.3%
A31205	51020		OVERTIME	423,414.54	300,000.00	309,145.00	.00	321,157.90	.00	-100.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A31205	51025		SHIFT PAY	34,520.32	35,000.00	35,000.00	.00	50,210.54	.00	-100.0%
A31205	51035		OTHER COMP	170,459.38	160,000.00	160,000.00	.00	171,789.48	.00	-100.0%
A31205	51040		ALLOWANCES	31,717.00	36,300.00	36,300.00	37,400.00	37,400.00	.00	3.0%
A31205	52015		Dept Equip	185,878.99	88,500.00	88,500.00	91,300.00	91,300.00	.00	3.2%
A31205	52015	24BJA	Dept Equip	.00	.00	.00	.00	.00	.00	.0%
A31205	52015	CPS	Dept Equip	.00	.00	500.00	.00	.00	.00	.0%
A31205	52030		Vehicles	.00	.00	.00	.00	.00	.00	.0%
A31205	52060		Comp Equip	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	.00	.0%
A31205	54000		TELEPHONE	12,044.01	13,000.00	13,000.00	11,268.00	11,268.00	.00	-13.3%
A31205	54001		COPY/PRINT	1,603.00	1,700.00	1,700.00	2,000.00	2,000.00	.00	17.6%
A31205	54005		Off Supp	3,810.25	3,500.00	3,500.00	3,500.00	3,500.00	.00	.0%
A31205	54013		SAFETY SUP	6,622.00	9,600.00	9,600.00	6,000.00	6,000.00	.00	-37.5%
A31205	54015		Maint Agmt	24,076.70	95,317.00	95,317.00	98,000.00	98,000.00	.00	2.8%
A31205	54035		ED & TRAIN	24,762.46	34,000.00	33,500.00	34,000.00	34,000.00	.00	1.5%
A31205	54035	CPS	ED & TRAIN	.00	.00	500.00	.00	.00	.00	.0%
A31205	54040		DUES/MEMBE	5,178.75	2,400.00	2,625.00	2,800.00	2,800.00	.00	6.7%
A31205	54041		PUBLICATIO	423.99	3,000.00	3,138.95	3,000.00	3,000.00	.00	-4.4%
A31205	54045		Travel	727.80	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A31205	54048		Prog Supp	21,382.32	45,000.00	44,775.00	65,000.00	65,000.00	.00	45.2%
A31205	54050		Equip R&M	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	.00	.0%
A31205	54065	ARP	RENT/LEASE	.00	.00	19,727.96	.00	.00	.00	.0%
A31205	54072		INS LAW EN	61,354.18	52,357.00	52,357.00	69,999.70	69,999.70	.00	33.7%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A31205	54074	INS-AUTO	13,524.87	15,444.00	15,444.00	17,398.82	17,398.82	.00	12.7%
A31205	54078	Fuel	88,364.42	100,000.00	100,000.00	100,000.00	100,000.00	.00	.0%
A31205	54085	CLOTHING U	32,197.56	42,000.00	42,361.05	42,000.00	42,000.00	.00	-.9%
A31205	54213	I/D COPIER	2,713.20	3,000.00	3,000.00	2,713.20	2,713.20	.00	-9.6%
A31205	54300	Veh. R&M	79,692.39	60,000.00	60,000.00	60,000.00	60,000.00	.00	.0%
A31205	54301	Veh lease	348,362.64	402,650.00	402,650.00	422,100.00	422,100.00	.00	4.8%
A31205	54400	Food Supp	.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A31205	54765	JUDG&CLAIM	12,293.35	10,000.00	56,000.00	10,000.00	10,000.00	.00	-82.1%
A31205	54800	PROG EXP	10,326.26	9,000.00	9,000.00	9,000.00	9,000.00	.00	.0%
A31205	58020	RETIREMENT	461,067.33	481,881.72	481,881.72	.00	591,272.52	.00	-100.0%
A31205	58030	FICA	263,647.17	302,080.17	302,080.17	.00	326,451.44	.00	-100.0%
A31205	58040	WRKS COMP	73,527.67	64,292.45	64,292.45	57,700.00	54,900.00	.00	-10.3%
A31205	58060	HEALTH INS	387,069.52	419,340.32	419,340.32	.00	456,291.82	.00	-100.0%
A31205	58062	DENTAL INS	1,971.15	2,166.12	2,166.12	.00	2,346.24	.00	-100.0%
A31205	58065	VISION INS	427.55	470.40	470.40	.00	490.00	.00	-100.0%
A31205	99610	DATDP Approp Res	.00	.00	.00	.00	-175,000.00	.00	.0%
TOTAL SHERIFF ROAD PATROL			5,074,447.24	5,499,578.18	5,443,200.14	4,222,506.64	5,823,524.76	.00	-22.4%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3150	JAIL								
A315042	41350	MEALS	-165.00	-300.00	-300.00	-200.00	-200.00	.00	-33.3%
A315042	42262	PRISONER	-7,085.00	-5,000.00	-5,000.00	-5,000.00	-5,000.00	.00	.0%
A315042	42270	INM FINES	-6,572.70	.00	.00	.00	.00	.00	.0%
A315042	42271	JAIL INRV	-41,999.23	.00	-15,813.03	.00	.00	.00	.0%
A315042	42680	INS RECOV	-8,195.91	.00	.00	.00	.00	.00	.0%
A315042	42701	REF.APPR.E	-6.00	.00	.00	.00	.00	.00	.0%
A315043	43492	OASAS	.00	.00	.00	.00	.00	.00	.0%
A315044	44389	OTHER P/S	-1,000.00	.00	.00	.00	.00	.00	.0%
A31505	51005	PERS SERV	2,947,942.75	3,937,501.53	3,937,501.53	4,356,841.64	4,168,197.53	.00	10.6%
A31505	51010	PT PAY	1,038.44	10,000.00	10,000.00	10,310.74	10,310.74	.00	3.1%
A31505	51020	OVERTIME	666,129.52	500,000.00	500,000.00	.00	700,000.00	.00	-100.0%
A31505	51035	OTHER COMP	45,997.67	40,000.00	40,000.00	.00	60,169.83	.00	-100.0%
A31505	51040	ALLOWANCES	33,183.32	40,700.00	40,700.00	39,700.00	39,700.00	.00	-2.5%
A31505	52015	Dept Equip	30,978.52	7,700.00	8,225.00	5,500.00	5,500.00	.00	-33.1%
A31505	52030	Vehicles	.00	90,395.00	90,395.00	.00	.00	.00	-100.0%
A31505	52060	Comp Equip	.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A31505	52320	BLDG IMPRV	20,998.00	.00	.00	20,000.00	20,000.00	.00	.0%
A31505	54000	TELEPHONE	2,663.46	3,700.00	3,700.00	3,000.00	3,000.00	.00	-18.9%
A31505	54001	COPY/PRINT	1,995.00	2,000.00	2,000.00	2,500.00	2,500.00	.00	25.0%
A31505	54005	Off Supp	3,515.63	3,500.00	3,500.00	3,500.00	3,500.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A31505	54006	Med Supp	267,887.85	250,000.00	250,000.00	265,000.00	265,000.00	.00	6.0%
A31505	54006 OPD	Med Supp	.00	.00	150,000.00	185,000.00	185,000.00	.00	23.3%
A31505	54007	Jan Supp	31,312.99	39,000.00	39,000.00	39,000.00	39,000.00	.00	.0%
A31505	54013	SAFETY SUP	5,108.40	5,200.00	5,200.00	6,200.00	6,200.00	.00	19.2%
A31505	54015	Maint Agmt	54,639.19	53,873.00	88,308.00	58,000.00	58,000.00	.00	-34.3%
A31505	54035	ED & TRAIN	11,777.40	10,000.00	11,005.00	15,000.00	15,000.00	.00	36.3%
A31505	54045	Travel	1,586.83	4,000.00	2,995.00	2,000.00	2,000.00	.00	-33.2%
A31505	54048	Prog Supp	49,919.48	44,500.00	62,176.35	53,100.00	53,100.00	.00	-14.6%
A31505	54070	INSURANCE	34,898.59	44,583.00	44,583.00	41,050.80	41,050.80	.00	-7.9%
A31505	54071	MALP INS	.00	252.00	252.00	7,521.25	7,521.25	.00	2884.6%
A31505	54072	INS LAW EN	71,218.30	61,739.00	61,739.00	73,096.63	73,096.63	.00	18.4%
A31505	54076	Bldg R&M	.00	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
A31505	54078	Fuel	5,174.89	7,000.00	7,000.00	7,000.00	7,000.00	.00	.0%
A31505	54085	UNIFORM AL	4,344.44	20,000.00	20,000.00	27,000.00	27,000.00	.00	35.0%
A31505	54213	I/D COPIER	1,018.56	1,300.00	1,300.00	1,018.56	1,018.56	.00	-21.6%
A31505	54300	Veh. R&M	2,716.91	5,000.00	4,475.00	5,000.00	5,000.00	.00	11.7%
A31505	54301	Veh lease	23,786.78	29,400.00	29,400.00	33,800.00	33,800.00	.00	15.0%
A31505	54350	HOUSE INMT	102,885.00	100,000.00	100,000.00	200,000.00	200,000.00	.00	100.0%
A31505	54400	Food Supp	150,406.78	160,000.00	159,500.00	160,000.00	160,000.00	.00	.3%
A31505	54444	FEES/PERMI	310.00	400.00	900.00	1,400.00	1,400.00	.00	55.6%
A31505	54615	CNTR MEDCL	255,228.89	410,000.00	410,000.00	510,000.00	510,000.00	.00	24.4%
A31505	58020	RETIREMENT	480,300.39	598,450.66	598,450.66	.00	760,210.12	.00	-100.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A31505	58030		FICA	270,728.61	346,407.40	346,407.40	.00	388,495.93	.00	-100.0%
A31505	58040		WRKS COMP	81,222.43	77,304.02	77,304.02	75,100.00	70,500.00	.00	-2.9%
A31505	58060		HEALTH INS	540,796.83	637,673.70	637,673.70	.00	728,828.31	.00	-100.0%
A31505	58062		DENTAL INS	3,518.58	4,060.80	4,060.80	.00	4,060.80	.00	-100.0%
A31505	58065		VISION INS	622.50	744.80	744.80	.00	744.80	.00	-100.0%
A31505	99610	OPD	Approp Res	.00	.00	.00	-185,000.00	-185,000.00	.00	.0%
A31505	99610	SHFPH	Approp Res	.00	-90,395.00	-90,395.00	.00	.00	.00	-100.0%
TOTAL JAIL				6,140,829.09	7,456,689.91	7,642,988.23	6,022,439.62	8,471,705.30	.00	-21.2%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

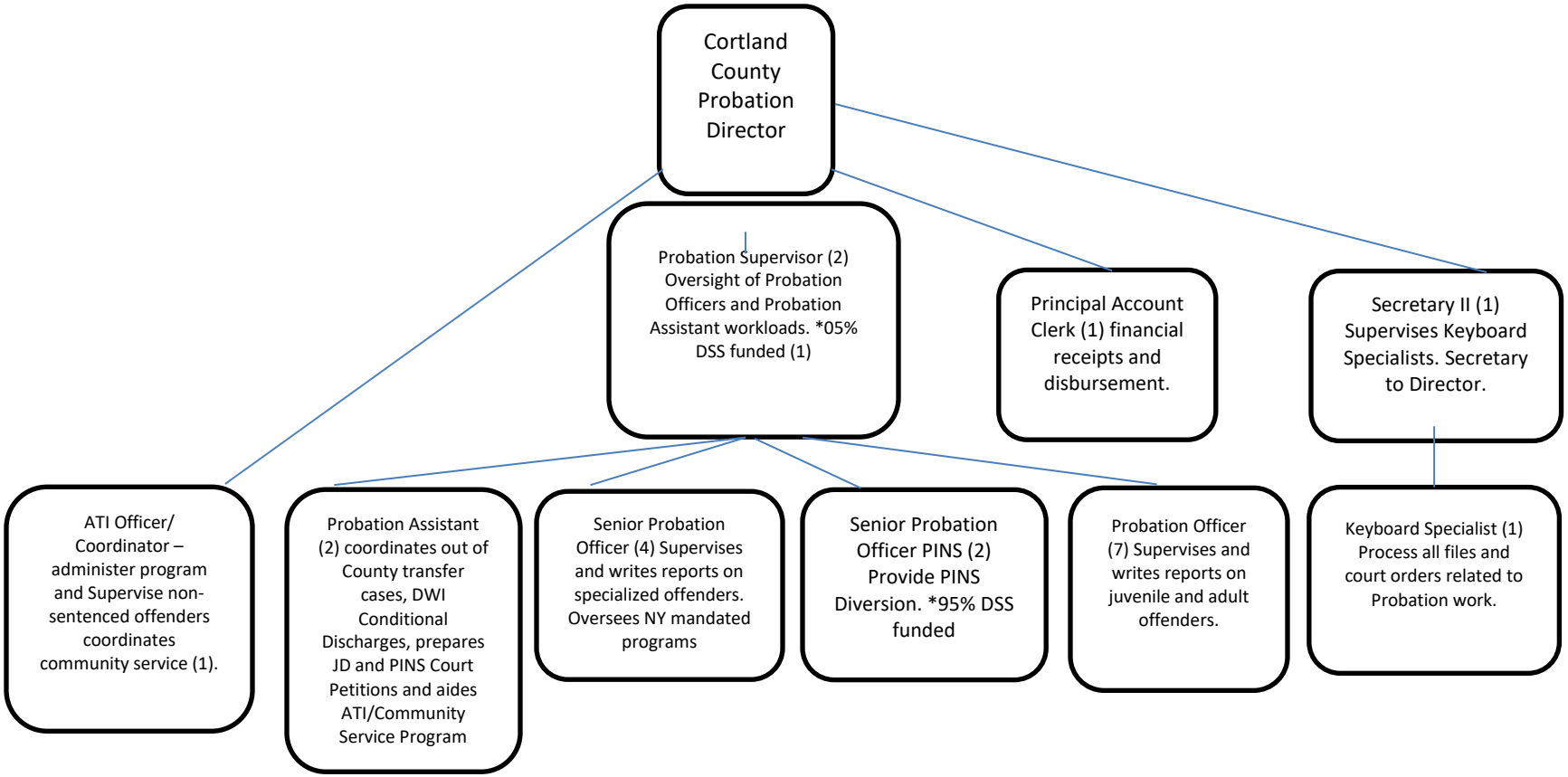
PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3315	STOP DWI									
A331542	42615		STOP DWI	-58,789.00	-70,400.00	-70,400.00	-70,400.00	-70,400.00	.00	.0%
A331542	42705		DARE PROG	-250.00	.00	.00	.00	.00	.00	.0%
A33155	44389	25DWI	OTHER P/S	-7,271.74	.00	-17,228.26	.00	.00	.00	.0%
A33155	51035		OTHER COMP	869.60	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
A33155	52015		Dept Equip	1,850.00	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A33155	54035		ED & TRAIN	927.00	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A33155	54040		DUES/SUB	167.36	400.00	400.00	400.00	400.00	.00	.0%
A33155	54048		Prog Supp	299.95	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
A33155	54048	DWINY	Prog Supp	10,975.23	.00	5,524.77	.00	.00	.00	.0%
A33155	54060		LEGAL ADV	2,700.00	4,000.00	4,000.00	4,000.00	4,000.00	.00	.0%
A33155	54800		PROG EXP	39,467.98	50,000.00	50,000.00	50,000.00	50,000.00	.00	.0%
A33155	54800	25DWI	PROG EXP	7,271.74	.00	17,228.26	.00	.00	.00	.0%
A33155	58030		FICA	49.44	.00	.00	.00	.00	.00	.0%
A33155	58060		HEALTH INS	42.60	.00	.00	.00	.00	.00	.0%
A33155	58062		DENTAL INS	.45	.00	.00	.00	.00	.00	.0%
A33155	58065		VISION INS	.15	.00	.00	.00	.00	.00	.0%
TOTAL STOP DWI				-1,689.24	.00	5,524.77	.00	.00	.00	-100.0%

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PROBATION/ATI - A3140/ A3141



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Probation/Alternatives to Incarceration – A3140/A3141

*Mission: The Cortland County Probation Department is dedicated to the safety of the community and aiding in the reduction of incidents of violence and crime through: the rehabilitation of offenders whenever possible; outreach to victims; and communication with County, Family and Local Court systems to ensure offender compliance and continued accountability.

DIVISIONS: Intake/Supervision/Investigations/Restitution
Alternatives to Incarceration (ATI) Program

DESCRIPTION: The **Probation Department** provides a range of services for adults and juveniles that are mandated under the NYS Executive Law, Criminal Procedure Law, Penal Law, Correction Law and Family Court Law. These services include **investigation, supervision, Family Court intake**, and **restitution/fee collection**. **Probation investigations** are court-ordered and consist of gathering information regarding the offense, the victim impact, the defendant's/respondent's history of delinquency or criminality, the social history of the defendant/respondent, an analysis of dispositional alternatives available to the court, and a specific recommendation for disposition. **Investigations** regarding custody are also conducted by the Probation Department as ordered by Family Court Judges. **Probation supervision** permits the offender/respondent to remain in the community under conditions specified by a court to be supervised by a Probation Officer. In both investigation and supervision the primary responsibility of the Probation Department is to ensure the safety of the community including collection of DNA samples and monitoring of Ignition Interlock Device (IID) compliance. The length of a Probation sentence is set by law and determined by the adjudication or category of criminal conviction. The terms range from one year to ten years. **Family Court intake** allows juveniles and their families involved in Juvenile Delinquent (JD) and Persons In Need of Supervision (PINS) matters the opportunity to be diverted from the Family Court process. Juvenile Delinquent Diversion is limited to four months. The law requires counties to provide a wide range of services to the PINS cases and does not restrict the length of time a case can remain open in the PINS Diversion Program. Two Senior Probation Officers along with one Senior Caseworker from the Department of Social Services (DSS) stationed at the Probation Department are a strong team of workers committed to assisting children and their families to resolve problems and promoting healthy family lifestyles. Finally, the Probation Department has been designated as the County's collection agency for **restitution**; also collected are **custody investigation fees and DWI Supervision fees**.

The **ATI Program**, consisting of **Pretrial Release (PTR)** and **Community Service (CS)**, is designed to provide judges, the community, and offenders with viable alternatives to both pretrial detention and sentences of incarceration. The **PTR Program** interviews jail inmates to assess release eligibility and/or substance abuse treatment necessity. Verified interview information/release recommendations are provided in a timely manner to the Court for consideration in any release/bail decisions. Reporting conditions ordered range from 1-5x/week contact. If release to treatment is more appropriate, the individual is referred for diagnostic evaluation(s). Per those recommendations, a referral is completed and defendants are assisted in being released to a program. While in the program, emphasis is placed on Court attendance, reminders are given and transportation can be arranged. The PTR Program also provides information and referral services regarding programs such as education/vocational training and other counseling as the Court may require. The **CS Program** assists those who, absent such a program, could face at least thirty days of incarceration. Upon interview, an appropriate supervisory level is determined and a work site assigned for each client with a not-for-profit or government agency.

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Probation/Alternatives to Incarceration – A3140/A3141

POSITIONS:

Probation Director – Mandated, Oversees all aspects of department.

Probation Supervisor – Mandated on a ratio of 1 supervisor per 4-7 Probation Officers, directly assigns and supervises all work generated by Probation Officers, Senior Probation Officers and Probation Assistant.

Senior Probation Officer/Probation Officer– Mandated, directly supervises individuals on Probation, writes detailed narrative reports to Criminal and Family Courts, provides diversion services to youth, over sees various NYS mandates and programs to ensure compliance with laws and regulations.

Probation Assistants – Non-mandated, oversees Conditional Discharge Ignition Interlock program compliance, coordinates transfer of supervision and out of County investigations/reports with other NYS counties or other States, provides Alternative to Incarceration services including community service program oversight, sets up new Probation cases.

Alternatives to Incarceration Officer/Coordinator – Mandated, screens candidates for pre-trial release under supervision, supervises pre-trial non-sentenced offenders, coordinates referrals for services and coordinates work sites and the performance of Court ordered community service.

Principal Account Clerk – Restitution Collection – Mandated, collection of monies owed to victims of an offense by the offender as ordered by Courts and disburse money to victims. Non-mandated, maintains records relative to and collects and disburses restitution from offenders to victims, collects DWI Supervision fees, assists with all budget processes, maintains department employee payroll and accrual time.

Administrative Assistant – Non-mandated, secretary to the Probation Director, aides in the performance of administrative tasks, sets up new cases, maintains Probation records, collects restitution, maintains notary ability, ensures Court reports are completed as per Court orders, and trains and supervises other support staff.

Key Board Specialist – Non-mandated, maintains files and electronic documents on all matters related to Probation functions, process investigations and prepares Court ordered reports for assignment and disbursal to Courts, reception, answer phones.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Probation/Alternatives to Incarceration – A3140/A3141

PROBATION INDICATORS:	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Projected
Investigations	255	307	387	339	317	330
Supervision(As of 12/31)						
Criminal Court	414	381	353	340	344	350
Family Court	32	28	33	34	35	34
Total	446	409	386	374	379	384
Intake - PINS	31	40	39	37	31	30
Juvenile Delinquency	17	31	29	48		
Restitution **	$48,803	$63032	$38332	$27,753	$42,616	$40,000
DWI Supervision Fees	$4230	$7960	$9520	$8210	$5780	$6000
ATI- INDICATORS:	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025
Pretrial Released (50/year required)	133	154	198	151	103	120
New Clients Community Service	48	75	105	134	177	180
Hours Ordered	1790	2745	3470	4060	4304	4300

***A 5%surcharge is collected on most criminal court orders of restitution and placed is into the County general fund.*

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Probation/Alternatives to Incarceration – A3140/A3141

OBJECTIVES 2025-26:

- Efforts to hire and retain staff at the Probation Department are proving successful. Now the objective will progress into a push to meet the updated mandatory training requirements for new Probation employees.

- Raise the Age (RTA) and Bail Reform legislation requirements have been incorporated into policy and procedure. Current staffing seems to be optimal at this point in time to maintain compliance. Staffing needs as well as best practices will continually be evaluated and adjusted with an eye towards the future. It is necessary for Probation and ATI to have enough professional staff to ensure the workload is distributed properly and all NYS rules and regulations are adhered to.

- Ensure the collaborative partnership with the Department of Social Services continues. Continue to enhance our Person in Need of Supervision Program (PASS) and strive to make sure Probation juvenile criminal justice work is in line with Federal Families First Legislation and Office of Families and Children Services (OFCS) expectations and best practices. This will allow Cortland County to take full advantage of this funding stream. Further, our intensive juvenile programs enable Cortland County to prevent placement of youth in foster care and detention settings. Not only is this mandated but it is what is best for the youth and families we work with. This further saves the County the incredible costs associated with removing children from their families. This has been and will continue to be a priority. Through this specific program we have been able to reduce Juvenile Delinquency proceedings, saving the Court and County Attorney time and expense. I will also state that intensive work in this area has prevented tragedy in our County.

- Continue our intensive work with high risk Probationers as a means of protecting the community, as well as, assisting Probationers of all ages to get the services they need to become productive community members. Probation is the ultimate alternative to incarceration and results in keeping the incarceration rate lower and is a major cost containment tool.

- Alternatives to Incarceration will continue to adhere to best practices, to be of full use to local Courts, while aiding alleged offenders in meeting Court expectations. This will allow more alleged offenders to remain in the Community while working on successful resolution of pending Court matters thus saving money while providing the best chance of allowing individuals to make needed changes.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

INTERNAL AND EXTERNAL FORCES IMPACTING 2023/2024 SERVICES AND OPERATIONS:

***INTERNAL FORCES*:**

1. The Probation Department will be going through significant change in 2025 to 2026 as the Director and a Supervisor are scheduled to retire. There will also likely be a retirement of a senior Probation Officer.
2. Cortland County Probation's budget has seen savings in the recent past due to the loss of three Probation positions. One Probation Assistant position was added back in 2023 as Alternatives to Incarceration has continued to be a major resource used extensively and valued by the local courts. Increased funding of this program by New York State showed an improved commitment to these services and helped offset expense to the County. Further, we saw savings by downsizing of our available cars from 4 to 3 in recent years and have better coordinated home visits to continue to meet needs.

***EXTERNAL FORCES*:**

1. The negative impact of serious heavy drug use and resultant denigration in the mental health of our most needy populations has been significant. Increased drug use in the adult population has also resulted in significant negative impacts on the youth of our community. School absenteeism and dropout rates are an on-going problem.
2. The New York State Fiscal Year 2025-2026 block grant funding has not been announced but indicators are that it will remain at $196,746.00 as it has for over the last ten years. Matthew Charlton has recently been announced as the new Commissioner, Office of Probation and Correctional Alternatives. The funding for Probation is received as a block grant for Probation Aid to Localities and already includes money received for specialized programs (in Cortland County this includes Enhanced Supervision of Sexual Offenders). Mandatory Fundamentals of Probation Practices training is over three weeks long and now another 9 week Peace Officer training has been mandated for all NYS Peace Officers. This will be a significant cost as this must be accomplished through travel and overtime.
3. Funding to Alternatives to Incarceration and Community Service had been $14,477 for several years. Increased expectations and duties of this program resulted in Cortland County receiving a significant grant in the 2024 to 2025 state funding year. It will, hopefully, be renewed for 2025 to 2026, offsetting local share.
4. The NYS Office of Traffic and Safety significantly reduced the initial funding for the monitoring of Ignition Interlock Devices. Previously, funding was $135 per individual served which amounted to approximately a $10,000 allocation for Cortland County. That was drastically reduced to a year to year allocation regardless of how many individuals were ordered to install the Ignition Interlock Device. These monies are used to help offset the costs of this department's assuming oversight of ignition interlock compliance at pre-sentence and as a condition of sentences of probation or conditional discharge.
5. The duties and responsibilities of the Probation Department are all prescribed by NY State Law and, in fact, Probation functions as a State Department. The Family Court Act refers to County Probation Departments as "the Probation service of the Court" and mandates preliminary intake procedures and investigation and supervision services. New York State Penal Law and Criminal Procedure Law prescribe the form and content of investigation and supervision duties to the criminal courts of the State Unified Court System. State Executive Law mandates

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oversight of County Probation Departments by the NYS Division of Criminal Justice Services/Office of Probation and Correctional Alternatives. With the exception of Community Service, all functions of the Cortland County Probation Department are required by the New York State governing bodies; however, the use of Community Service as a pre or post sentencing option has proven to be effective in lowering local jail population, thus saving money and holding offenders accountable to the community.

PROBATION SUCCESSION PLANNING:

The requirements for a Probation Director are set forth in NYS Standard Specifications for Professional Probation Positions (Title 9 NYCRR, Appendix H-10) enacted on May 28, 2019. This specifies one year of permanent competitive status as a Probation Supervisor 1 to be eligible to become a Probation Director. Cortland County has two highly qualified supervisors, however, one of these will be retiring in 2025. Fortunately, we also have several highly qualified Senior Probation Officers who have taken the civil service exam recently and are ready and able to move into vacated positions.

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CORTLAND COUNTY
Probation - A3140
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ADMINISTRATIVE ASSISTANT	FT	Yes	MGMC	5H
ALTERNATIVES TO INCARCERATION OFFICER	FT	Yes	CSEA	14
KEYBOARD SPECIALIST	FT	Yes	CSEA	5
KEYBOARD SPECIALIST	FT	Yes	CSEA	5
PRINCIPAL ACCOUNT CLERK	FT	Yes	CSEA	13
PROBATION ASSISTANT	FT	Yes	CSEA	12
PROBATION ASSISTANT	FT	Yes	CSEA	12
PROBATION DIRECTOR (GROUP A)	FT	Yes	MGT	6
PROBATION OFFICER I	FT	Yes	CSEA	18
PROBATION OFFICER I	FT	Yes	CSEA	18
PROBATION OFFICER I	FT	Yes	CSEA	18
PROBATION OFFICER I	FT	Yes	CSEA	18
PROBATION OFFICER I	FT	Yes	CSEA	18
PROBATION OFFICER I	FT	Yes	CSEA	18
PROBATION OFFICER I TRAINEE	FT	Yes	CSEA	15
PROBATION OFFICER II / SENIOR PROBATION OFFICER	FT	Yes	CSEA	20
PROBATION OFFICER II / SENIOR PROBATION OFFICER	FT	Yes	CSEA	20
PROBATION OFFICER II / SENIOR PROBATION OFFICER	FT	Yes	CSEA	20
PROBATION OFFICER II / SENIOR PROBATION OFFICER	FT	Yes	CSEA	20
PROBATION OFFICER II / SENIOR PROBATION OFFICER	FT	Yes	CSEA	20
PROBATION OFFICER II / SENIOR PROBATION OFFICER	FT	Yes	CSEA	20
PROBATION SUPERVISOR I	FT	Yes	CSEA	22
PROBATION SUPERVISOR I	FT	Yes	CSEA	22
PROBATION SUPERVISOR I	FT	Yes	CSEA	22

Full-time:	24
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	24

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3140	PROBATION								
A314042	41580	REP SURCHG	-2,023.33	-2,000.00	-2,000.00	-1,500.00	-1,500.00	.00	-25.0%
A314042	41588	DWI REFUND	-10,000.00	-10,000.00	-10,000.00	-10,000.00	-10,000.00	.00	.0%
A314042	41589	DSS PINS	-226,335.73	-225,439.00	-225,439.00	-246,914.00	-246,914.00	.00	9.5%
A314042	41590	DWI SUPVR	-5,780.00	-5,500.00	-5,500.00	-5,500.00	-5,500.00	.00	.0%
A314042	42311	ATI BAIL	.00	.00	.00	.00	.00	.00	.0%
A314043	43310	SA-PROBTN	-196,746.00	-227,080.25	-227,080.25	-331,223.00	-331,223.00	.00	45.9%
A314043	43389	OTHER PUBL	-5,265.75	-5,800.00	-5,800.00	-4,000.00	-4,000.00	.00	-31.0%
A31405	51005	PERS SERV	1,324,990.33	1,426,800.35	1,423,800.35	1,426,766.94	1,378,936.67	.00	.2%
A31405	51015	TEMP PAY	.00	.00	.00	.00	.00	.00	.0%
A31405	51020	OVERTIME	1,572.56	1,050.00	4,050.00	4,500.00	4,500.00	.00	11.1%
A31405	51025	SHIFT PAY	.00	175.00	175.00	175.00	175.00	.00	.0%
A31405	51035	OTHER COMP	9,619.86	40,250.00	40,250.00	26,000.00	.00	.00	-35.4%
A31405	54000	TELEPHONE	3,672.69	4,428.00	4,428.00	4,507.20	4,507.20	.00	1.8%
A31405	54001	COPY/PRINT	398.67	1,800.00	1,800.00	1,800.00	1,800.00	.00	.0%
A31405	54005	Off Supp	1,285.41	3,300.00	3,300.00	3,800.00	3,800.00	.00	15.2%
A31405	54006	Med Supp	434.72	750.00	750.00	750.00	750.00	.00	.0%
A31405	54015	Maint Agmt	5,696.02	12,075.56	12,075.56	12,437.82	12,437.82	.00	3.0%
A31405	54020	POSTAGE	1,152.18	1,530.00	1,530.00	1,530.00	1,530.00	.00	.0%
A31405	54035	ED & TRAIN	2,470.00	5,200.00	5,200.00	5,500.00	5,500.00	.00	5.8%
A31405	54040	DUES/SUB	750.00	750.00	750.00	750.00	750.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A31405	54041	PUBLICATIO	372.79	425.00	425.00	1,000.00	1,000.00	.00	135.3%
A31405	54045	Travel	1,524.07	2,500.00	2,500.00	3,000.00	3,000.00	.00	20.0%
A31405	54048	Prog Supp	192.25	300.00	300.00	300.00	300.00	.00	.0%
A31405	54055	PROF SERV	73.86	170.00	170.00	170.00	170.00	.00	.0%
A31405	54070	INSURANCE	3,517.52	4,942.03	4,942.03	4,994.23	4,994.23	.00	1.1%
A31405	54072	INS LAW EN	.00	22,744.31	22,744.31	.00	.00	.00	-100.0%
A31405	54074	INS-AUTO	698.94	785.28	785.28	862.98	862.98	.00	9.9%
A31405	54078	Fuel	1,204.44	1,500.00	1,500.00	1,500.00	1,500.00	.00	.0%
A31405	54213	I/D COPIER	1,847.52	2,013.00	2,013.00	1,847.52	1,847.52	.00	-8.2%
A31405	54300	Veh. R&M	6,105.51	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
A31405	54301	Veh lease	11,897.28	12,797.28	12,797.28	14,797.28	14,797.28	.00	15.6%
A31405	54444	FEES/PERMI	60.00	.00	.00	120.00	120.00	.00	.0%
A31405	54615	CNTR MEDCL	512.50	1,200.00	1,200.00	1,200.00	1,200.00	.00	.0%
A31405	54800	PROG EXP	145.93	500.00	500.00	500.00	500.00	.00	.0%
A31405	58020	RETIREMENT	174,405.92	197,538.35	197,538.35	218,590.04	207,541.75	.00	10.7%
A31405	58030	FICA	96,691.26	112,323.06	112,323.06	111,480.92	105,846.29	.00	-.7%
A31405	58040	WRKS COMP	35,908.86	33,677.00	33,677.00	30,800.00	29,400.00	.00	-8.5%
A31405	58060	HEALTH INS	289,518.37	305,081.84	305,081.84	270,478.62	265,989.02	.00	-11.3%
A31405	58062	DENTAL INS	1,136.34	1,353.60	1,353.60	1,443.84	1,353.60	.00	6.7%
A31405	58065	VISION INS	159.00	235.20	235.20	274.40	254.80	.00	16.7%
TOTAL PROBATION			1,531,863.99	1,724,875.61	1,724,875.61	1,555,239.79	1,458,727.16	.00	-9.8%

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Program ID: bgnyrpts

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3510	CONTROL OF DOGS								
A35105	54815	CONT AGNC	50,000.00	66,000.00	66,000.00	50,000.00	50,000.00	.00	-24.2%
TOTAL CONTROL OF DOGS			50,000.00	66,000.00	66,000.00	50,000.00	50,000.00	.00	-24.2%

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A – Public Health

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY HEALTH DEPARTMENT 2026 ORGANIZATIONAL CHART

NYS COMMISSIONER OF HEATLH

COUNTY LEGISLATURE
Ron VanDee-Chair of Health and Human Service Committee

BOARD OF HEALTH
CORTLAND COUNTY HEALTH DISTRICT
Duty to enforce Public Health Law, the State Sanitary Code, and local Sanitary Codes within the County

COUNTY ADMINISTRATOR
Michael Ponticiello

PUBLIC HEALTH DIRECTOR-Nicole Anjeski

HEALTH DEPARTMENT MEDICAL Consultant/ARTICLE 28 MEDICAL DIRECTOR Dr. Douglas MacQueen (contracted service)

Public Health Programs Manager-
ReBecca Main

DEPUTY PUBLIC HEALTH DIRECTOR Lisa Perfetti

DIRECTOR OF ENVIRONMENTAL HEALTH
Donald Ware

ADMINISTRATION

HEALTH DEPARTMENT MEDICAL ADVISOR
Provides Medical Consultation

FISCAL MANAGER Lisa McGee
Fiscal Management Functions

Administrative Assistant
Cheryl Mrozowski
Administrative Support Tasks; Time sheets

PROGRAMS COORDINATOR
Katee Padbury
Oversee Support Staff Operations, program efficiencies

HEALTH EDUCATION

PH PROGRAMS MANAGER
Administer, implement, oversees HE, car seats

PUBLIC HEALTH EDUCATORS
Administer PH Educational Programs.

Rose Walsh
(Tobacco)

NANCY COLASURDO
(CSP and HNP)

Taylor Romanyk-O'Brien
(CSP)

SR PUBLIC HEALTH EDUCATORS
Grant coordinators of PH Educational Programs

Jennifer Hamilton
(Tobacco)

Courtney Maxson
(Cancer Services)

Liz Nichols
(Healthy Neighborhoods and Radon)

HEALTH EDUCATOR .4FTE
Administer PH Educational Programs.

Jen Hillman
(Traffic Safety)

YOUTH BUREAU

PH PROGRAMS MANAGER
Administer, implement, oversees County Youth Programs

EMERGENCY PREPAREDNESS

HEALTH EDUCATOR .6FTE
Jen Hillman
Maintain EP Mandated Programs

DEPUTY PUBLIC HLTH DIR
Supervision within EP Program

NURSING

SUPERVISING PUBLIC HEALTH NURSE
Suzanne Osterhoudt
Supervises PH Programs

EPIDEMIOLOGY MANAGER
Hinal Patel
Preparation of the CHA, Accreditation, Annual Report, etc.

PUBLIC HEALTH NURSE
Lisa Schmitt-Bacani
Performs PH Nursing

REGISTERED NURSE
Pam Stanton
Performs Nursing Tasks

PRINCIPAL MEDICAL SERVICES CLERK
Rhonda Fitzpatrick
Responsible for support of Nursing Staff

CHILDREN WITH SPECIAL NEEDS/PRE-K

CLINICAL TEAM SUPERVISOR Ianthe Warner
Supervises EI and PRE-K Programs

EI SERVICE COORDINATOR Nikki Koekbacker
Coordinates Intervention Services

EARLY INTERVENTION SPECIALIST
Jeannine Reyngoudt
Coordinates Intervention Services

EARLY INTERVENTION SPECIALIST
Maria Derado, Laura Pforter, Maureen McDermott-Mulherin (PreK)
Provide Developmental Intervention, Screenings/or Evaluations Birth to 3 years

PHYSICAL THERAPIST -Per Diem
PT Treatment to Children Beth Greene, Paul Gugerty, Sandra Rivera

OCCUPATIONAL THERAPIST Anna Bennett, Kelli Bell
OT Treatment to Children

SPEECH LANGUAGE PATHOLOGIST Kathleen Jorgensen, Kathy Smith
Diagnose, Evaluate & Treat Speech Language

PUBLIC HEALTH EDUCATOR Marisa Mancini
Responsible for CYSHCN Program/Grant

SENIOR ACCOUNT CLERK Scarlett Head
Responsible for EI Admin Duties

PRINCIPAL MEDICAL SERVICES CLERK
Missi Babcock PREK Support staff, CDMS support, Billing Audit lead

ENVIRONMENTAL HEALTH

DIRECTOR OF ENVIRONMENTAL HEALTH
Administers EH Program

PH Engineer
Mike Ryan
Mandated engineering principles of EH programs

Supervising PH Sanitarian
Regina Reinschmidt
Supervises Env. Health Programs/Sanitarians

PUBLIC HEALTH SANITARIANS
Derek Green, Marissa Archer, Courtney Johnson
Performs Env. Investigations, Inspections Ensures Compliance

PUBLIC HEALTH TECHNICIAN
Christopher Quinlan
Performs Env. Investigations, Inspections Ensures Compliance

MEDICAL SERVICES CLERK
Adrienne Nadge
Performs Routine Clerical Work

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Health Department

A. Establishment of Department:

The Cortland County Health Department was established in 1929. The Health Department is overseen by the Cortland County Board of Health, which consists of seven members including a representative of the Cortland County Legislature. In October 2021, the Cortland County Health Department was awarded National Accreditation through the Public Health Accreditation Board. The process required CCHD to submit documentation demonstrating adherence to the 12 accreditation domains, which align with the ten essential public health services, management and administration, and governance.

B. Mission:

The mission of the Cortland County Health Department is to promote health, prevent disease, injury, and disability while enhancing the quality of life within our community.

C. Director's Responsibilities and Reporting Divisions:

The Cortland County Public Health Director is responsible for leading and managing the local health department to improve community health through planning, implementing, and enforcing public health policies and programs. Some of the key duties include ensuring compliance with federal, state, and local laws, regulations and codes, for example but not limited to, NYS Public Health Law including NYSDOH and Cortland County Sanitary Codes. Other key duties include but are not limited to managing the department's budget, overseeing staff and responding to public health emergencies. There are five reporting divisions; these include Administration, Nursing, Health Education, Environmental Health and Children with Special Needs.

In creating the 2026 Budget Request, the following considerations/calculations were used. The increase in costs to the 2026 budget are primarily associated with personnel costs (salary increases, fringe benefits, insurance), vacation payout considerations and an increase in longevity payouts. These increases are not within health department control. Increase costs for Pre-K children with disabilities transportation and tuition costs are also reflected within the 2026 budget, this continued increase is not within the health department control, and is a required by law for the county to fund.

An important health department goal for 2026 is to continue to foster workforce development activities and opportunities; this will not only help facilitate an increase in staff morale, but will help to enhance staff retention efforts. With workforce development activities, emphasis on training and education opportunities will also be provided to staff.

In helping to enhance training and educational opportunities, this action also helps in our strategic efforts in succession planning. Succession planning can be a challenge for any department especially with the amount of turnover that can happen. Fostering effective mentoring is one way that the health department is trying to plan for future key position vacancies. It is also important for continuity of operation, programs and services to foster this movement within current staff.

Another health department goal for 2026, (and this is a continual process at the Health Department) is reviewing upcoming retirements and a potential for open positions to re-evaluate the current staffing patterns, position titles and the needs of the department to fulfill our mandates with a goal of increased efficiency and potential cost savings. The health department will also continue to seek out outside funding sources to help increase public health prevention efforts, programs and services.

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Over the next 5-15 years, we are anticipating retirements within that period from key positions such as the Public Health Director, Deputy Public Health Director, Director of Environmental Health, Supervising Public Health Sanitarian, Fiscal Manager, Public Health Programs Manager, and Supervising Public Health Nurse. One way that we hope to secure a successful succession plan for these positions is fostering mentorship, training and educational opportunities for those that have voiced interest in advancing throughout the health department. These opportunities are given to staff that have indicated and who will have the qualifications necessary to move into these positions. Some positions will be harder to fill (ex. Supervising Public Health Nurse) because of the lack of nursing applicants to the department, special recruitment efforts may need to be implemented.

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Health Administration–Mandated. Initiate, plan, direct local public health programs. Enforce State/County Sanitary Code. 36% Article 6, 64% County
Emergency Preparedness–Mandated. Prepare for, respond to and recover from PH. 60% Federal grant, 36% Article 6, 4% County.
Health Education–Mandated. Grant writing, administration, reporting and public education.

- **Traffic Safety Grant** - 100% State grant
- **Healthy Neighborhoods** – 100% State grant
- **Cancer Services Program** – 100% State grant
- **Advancing Tobacco Free Communities** - 100% State grant
- **Radon** – 100% Federal Grant

Youth Bureau–Non-mandated. Develop/account for countywide system of youth services. 100% State
Communicable Disease–Mandated. Prevent/control infectious disease. 36% Article 6, 64% County
Lead Poisoning Prevention–Mandated. Decrease childhood lead exposure. 50% State grant, 36% Article 6, 14% County
HHP Grant-Non-mandated. Healthy Homes Production Grant. Address multiple housing-related health and safety hazards in homes of low-income families. 100% Federal.
Immunization–Mandated. Reduce vaccine-preventable diseases. Medicaid Reimbursement, 30% State grant, 64% Article 6, 6% County.
Sexually Transmitted Diseases–Mandated. Prevent the spread of STIs. Education and ensure treatment provision. 36% Article 6, 64% County
ChildFind & Early Intervention (birth– 3)–Mandated. Identify/evaluate at risk infants, with suspected or confirmed developmental delay/disability, ensure delivery of intervention for improvement. 10% State grant, 90% County.
Early Intervention Therapy Team-Non-mandated. Provides therapy services and evaluations to EI children. County is required to ensure delivery of services, but not required to provide the services. Evaluations are done by the therapy team to ensure compliance with state mandated timeline. 49% State, 51% County.
Pre-School Special Education (ages 3-5)–Mandated. Identify/provide services, including transportation costs, to children w/disabilities that impact their education. Medicaid reimbursement, 59.5% State, 40.5% County.
Children and Youth with Special Health Care Needs –Non-mandated. Improve system of care for children w/special health care needs. 100% State grant
Environmental Health penalties, fees

- **Rabies Control/Response–Mandated.** Respond to/control rabies exposure. 20% State grant, 36% Article 6, 44% County
- **Public Health Nuisances–Mandated**. Respond to complaints/conditions that exist/may become a detriment/menace to human health. 36% Article 6, 64% County
- **Temporary Residences–Mandated**. Ensure hotels, motels and campgrounds are compliant with PH standards. 36% Article 6, 64% County
- **Vector Surveillance/Control–Mandated**. Education to reduce mosquito-borne illness in humans. 36% Article 6, 64% County
- **Food Service Establishments–Mandated**. Inspect all food operations. 36% Article 6, 64% County
- **Public Water Supplies–Mandated**. Oversee quality of all public water supplies. 64% State grant, 36% Article 6
- **Individual Water Supply–Non-mandated**. Guide remainder of water supplies. 64% State grant, 36% Article 6
- **Well Head Protection & Aquifer Monitoring – Mandated**. Ensure clean potable water. 64% State grant, 36% Article 6
- **Mobile Home Parks–Mandated.** Inspect/issue permits. 36% Article 6, 64% County
- **Individual Sewage System-Non-mandated**. Ensure compliant septic systems. 64% State grant, 36% Art 6
- **Pools/Beaches–Mandated**. Inspect/issue permits - public pools/beaches/waterparks. 36% Article 6, 64% County
- **Children's Camps–Mandated**. Ensure safety/inspect day & overnight camps. 36% Article 6, 64% County
- **Clean Indoor Air Act–Mandated**. Limit indoor smoking. 64% State grant, 36% Article 6
- **Adolescent Tobacco-Use Prevention Act (ATUPA)–Mandated**. Ensure compliance of facilities selling tobacco products. 64% State grant, 36% Article 6
- **Radiation Protection–Mandated**. Respond to radiation emergencies. 36% Article 6, 64% County
- **Environmental Assessment Program–Mandated.** Investigate hazardous waste sites; facilitate remedial action; respond to air quality/chemical exposure 36% A6,64%C
- **Cooling Towers – Mandated**
- **Migrant Farm Workers – Mandated**
- **Agricultural Fairgrounds - Mandated**

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Health Administration

Emergency Preparedness

Health Education

Traffic Safety

Healthy Neighborhoods

Cancer Services Program

Advancing Tobacco Free Communities

Radon

Youth Bureau

Nursing Public Health Programs

Communicable Disease Essential statistics: 550 communicable disease reports (excluding RSV and COVID 19).

Lead Poisoning Prevention Essential stats: 66%/68% 1 and 2 year olds tested respectively

Immunization Staffing Essential stats: 34 people attended regular immunization clinics with 84 vaccinations given.

Sexually Transmitted Diseases (STD) Essential stats: 224 reported STD cases.

Early Intervention Services

Children with Special Needs Division (CSN) Essential stats: 150 referrals to EI. 45 referrals to Child Find. 125 Core Evaluations and 3,400 therapy visits provided

Pre-School Special Education (children ages 3-5) Essential stats: 160 Distinct RS/SEIT students**,** 29 Tuition Based students, 289 Related Services, 179 Evaluations

Children and Youth with Special Health Care Needs (CSHCN) & Physically Handicapped Children's Program (PHCP): 70 children

Environmental Health

Rabies Control/Response Essential stats: 237 incidents investigated, 52 human post exposure treatment

Public Health Nuisances Essential stats: 40 complaints investigated

Temporary Residences Essential stats: 20 facilities

Vector Surveillance and Control

Food Service Establishments Essential stats: Approximately 263 permitted facilities and 190 temporary food booths

Public Water Supplies Essential stats: 26 community, 59 non-community public water supplies, 1 bottled and bulk water

Lead in School Drinking Water

Individual Water Supply Essential stats: 43 permits

Well Head Protection and Aquifer Monitoring

Mobile Home Parks Essential stats: 13 permitted facilities

Individual Sewage Systems Essential stats: 54 permits

Pools and Beaches Essential stats: 25 permitted facilities

Children's Camps Essential stats: 4 permitted facilities.

Clean Indoor Air Act (CIAA) Essential stats: 0 complaints received

Lead Poison Control Program Essential stats: 89 lead inspections

Adolescent Tobacco-Use Prevention Act (ATUPA) Essential stats: 43 tobacco retailers

Environmental Assessment Program

Cooling Tower Essential Stats: 38 cooling towers registered

Recreational Campground Essential Stats: 5 permitted facilities

Agricultural Fairground Essential Stats: 1 permitted facility

Migrant Farmworker Housing Essential Stats: 2 permitted facilities

Recreational Aquatic Sprayground: 1 permitted facility

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CORTLAND COUNTY
Public Health - A4010
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ADMINISTRATIVE ASSISTANT	FT	Yes	MGMC	5H
CLINICAL TEAM SUPERVISOR	FT	Yes	CSEA	29
DEPUTY PUBLIC HEALTH DIRECTOR	FT	Yes	MGT	6
DIRECTOR OF ENVIRONMENTAL HEALTH	FT	Yes	MGT	7
EARLY INTERVENTION SERVICE COORDINATOR	FT	Yes	CSEA	23
EARLY INTERVENTION SERVICE COORDINATOR	FT	No	CSEA	23
EARLY INTERVENTION SPECIALIST	FT	Yes	CSEA	26
EI SPECIALIST (PER DIEM)	PER DIEM	Yes	CSEA	26
EI SPECIALIST (PER DIEM)	PER DIEM	Yes	CSEA	26
EI SPECIALIST (PER DIEM)	PER DIEM	Yes	CSEA	26
EPIDEMIOLOGY MANAGER	FT	Yes	MGT	8
FISCAL MANAGER	FT	Yes	MGT	11
HEALTH EDUCATOR	FT	Yes	CSEA	18
MEDICAL SERVICES CLERK	FT	Yes	CSEA	8
OCCUPATIONAL THERAPIST	PT	Yes	CSEA	26
OCCUPATIONAL THERAPIST	PT	Yes	CSEA	26
PHYSICAL THERAPIST	PER DIEM	Yes	CSEA	26
PHYSICAL THERAPIST	PT	Yes	CSEA	26
PHYSICAL THERAPIST	PT	Yes	CSEA	26
PRINCIPAL MEDICAL SERVICES CLERK	FT	Yes	CSEA	13
PRINCIPAL MEDICAL SERVICES CLERK	FT	Yes	CSEA	13
PROGRAMS COORDINATOR	FT	Yes	MGT	11
PUBLIC HEALTH DIRECTOR	FT	Yes	MGT	3
PUBLIC HEALTH EDUCATOR	FT	Yes	CSEA	18
PUBLIC HEALTH EDUCATOR (HELP PROGRAM)	FT	Yes	CSEA	18
PUBLIC HEALTH EDUCATOR (HELP PROGRAM)	FT	Yes	CSEA	18
PUBLIC HEALTH EDUCATOR (HELP PROGRAM)	PT	Yes	CSEA	18
PUBLIC HEALTH ENGINEER	PT	Yes	CSEA	28
PUBLIC HEALTH NURSE	FT	Yes	NYSNA	2
PUBLIC HEALTH PROGRAMS MANAGER	FT	Yes	MGT	10

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

PUBLIC HEALTH SANITARIAN	FT	Yes	CSEA	19
PUBLIC HEALTH SANITARIAN	FT	No	CSEA	19
PUBLIC HEALTH SANITARIAN (HELP PROGRAM)	FT	Yes	CSEA	19
PUBLIC HEALTH SANITARIAN (HELP PROGRAM)	FT	Yes	CSEA	19
PUBLIC HEALTH TECHNICIAN	FT	Yes	CSEA	15
REGISTERED PROFESSIONAL NURSE	FT	Yes	NYSNA	1
REGISTERED PROFESSIONAL NURSE	FT	No	NYSNA	1
REGISTERED PROFESSIONAL NURSE	FT	No	NYSNA	1
SENIOR ACCOUNT CLERK	FT	Yes	CSEA	10
SENIOR PUBLIC HEALTH EDUCATOR (HELP PROGRAM)	FT	Yes	CSEA	20
SENIOR PUBLIC HEALTH EDUCATOR (HELP PROGRAM)	FT	Yes	CSEA	20
SENIOR PUBLIC HEALTH EDUCATOR (HELP PROGRAM)	FT	Yes	CSEA	20
SPEECH/LANGUAGE PATHOLOGIST	FT	Yes	CSEA	28
SPEECH/LANGUAGE PATHOLOGIST	FT	Yes	CSEA	28
SUPERVISING EARLY INTERVENTION SERVICE COORD.	FT	No	CSEA	25
SUPERVISING PUBLIC HEALTH NURSE	FT	Yes	NYSNA	4
SUPERVISING PUBLIC HEALTH SANITARIAN	FT	Yes	CSEA	22

Full-time:	37
Part-time:	6
Per diem:	4
TOTAL POSITIONS:	47

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4010	HEALTH DEPARTMENT ADMIN									
A401042	41689	DSRIP	OTHER HLTH	-2,010.72	.00	-187,329.54	.00	.00	.00	.0%
A40105	43401	4000	PUB HEALTH	-981,735.87	-1,031,044.00	-1,051,330.00	-1,043,961.00	-1,043,961.00	.00	-.7%
A40105	44401	BTE	HLTH FED	-47,722.69	-52,099.00	-33,228.01	-52,099.00	-52,099.00	.00	56.8%
A40105	44401	HIWDS	HLTH FED	-112,004.93	-68,550.00	-451,406.07	-71,676.00	-71,276.46	.00	-84.1%
A40105	51005	4000	PERS SERV	396,466.34	424,805.00	424,805.00	452,508.00	452,509.00	.00	6.5%
A40105	51005	HIWDS	PERS SERV	42,807.21	44,175.00	289,830.54	46,331.00	46,331.00	.00	-84.0%
A40105	51010	4000	PT PAY	4,387.50	.00	.00	.00	.00	.00	.0%
A40105	51035		OTHER COMP	623.37	.00	.00	.00	.00	.00	.0%
A40105	51035	4000	OTHER COMP	4,621.60	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A40105	51035	HIWDS	OTHER COMP	4,296.00	4,000.00	4,000.00	4,000.00	4,000.00	.00	.0%
A40105	52005	HIWDS	Off Equip	.00	.00	1,500.00	.00	.00	.00	.0%
A40105	52060	4000	Comp Equip	.00	4,500.00	500.00	.00	.00	.00	-100.0%
A40105	54000	4000	TELEPHONE	3,642.53	4,897.00	4,897.00	4,963.00	4,963.20	.00	1.3%
A40105	54005	4000	Off Supp	474.41	300.00	300.00	300.00	300.00	.00	.0%
A40105	54005	HIWDS	Off Supp	15.50	.00	19,492.19	.00	.00	.00	.0%
A40105	54015	4000	Maint Agmt	706.98	4,488.00	4,488.00	3,338.00	3,338.00	.00	-25.6%
A40105	54020	4000	POSTAGE	56.57	75.00	75.00	100.00	100.00	.00	33.3%
A40105	54035	4000	ED & TRAIN	3,696.31	4,000.00	8,000.00	4,000.00	4,000.00	.00	-50.0%
A40105	54035	DSRIP	ED & TRAIN	1,592.00	.00	.00	.00	.00	.00	.0%
A40105	54035	HIWDS	ED & TRAIN	.00	.00	10,181.29	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40105	54040	4000	DUES/MEMBE	3,035.96	3,144.00	3,144.00	3,220.00	3,220.00	.00	2.4%
A40105	54045		Travel	.00	.00	5,000.00	.00	.00	.00	.0%
A40105	54045	4000	Travel	7,202.57	5,000.00	4,800.00	2,000.00	2,000.00	.00	-58.3%
A40105	54045	HIWDS	Travel	309.79	.00	7,133.93	.00	.00	.00	.0%
A40105	54048	4000	Prog Supp	.00	.00	1,500.00	.00	.00	.00	.0%
A40105	54048	DSRIP	Prog Supp	1,247.32	.00	187,329.54	.00	.00	.00	.0%
A40105	54048	HIWDS	Prog Supp	9,736.59	.00	62,617.94	.00	.00	.00	.0%
A40105	54060	4000	LEGAL ADV	.00	50.00	18,836.00	50.00	50.00	.00	-99.7%
A40105	54065	4000	RENT/LEASE	76.60	200.00	.00	200.00	200.00	.00	.0%
A40105	54070	4000	INSURANCE	10,016.29	10,132.00	10,132.00	11,398.68	11,398.68	.00	12.5%
A40105	54071	4000	MALP INS	16,680.83	1,416.00	1,416.00	15,042.50	15,042.50	.00	962.3%
A40105	54074	4000	INS-AUTO	698.94	785.00	785.00	862.98	862.98	.00	9.9%
A40105	54078	4000	Fuel	198.43	300.00	300.00	200.00	200.00	.00	-33.3%
A40105	54213	4000	I/D COPIER	1,030.32	1,031.00	1,031.00	1,031.00	1,031.00	.00	.0%
A40105	54444	4000	FEES/PERMI	5,600.00	6,180.00	6,180.00	6,180.00	6,180.00	.00	.0%
A40105	54815	4000	CONT AGNC	30,500.00	36,600.00	37,000.00	36,600.00	36,600.00	.00	-1.1%
A40105	58020	4000	RETIREMENT	52,878.95	58,497.94	58,497.94	69,376.00	69,376.00	.00	18.6%
A40105	58020	HIWDS	RETIREMENT	6,142.83	6,481.83	7,356.79	7,550.00	7,550.00	.00	2.6%
A40105	58030	4000	FICA	28,544.12	33,263.00	33,263.00	35,382.00	35,382.00	.00	6.4%
A40105	58030	HIWDS	FICA	3,445.25	3,685.00	22,478.04	3,850.00	3,850.00	.00	-82.9%
A40105	58040	4000	WRKS COMP	10,829.66	8,419.25	8,419.25	7,000.00	7,000.00	.00	-16.9%
A40105	58040	HIWDS	WRKS COMP	.00	1,530.77	3,600.00	1,400.00	1,400.00	.00	-61.1%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40105	58060	4000	HEALTH INS	105,766.48	95,796.00	95,796.00	95,797.68	101,545.54	.00	.0%
A40105	58060	HIWDS	HEALTH INS	8,051.78	8,035.00	16,071.24	8,035.62	8,517.76	.00	-50.0%
A40105	58062	4000	DENTAL INS	510.22	450.00	450.00	451.20	451.20	.00	.3%
A40105	58062	HIWDS	DENTAL INS	94.02	90.00	180.48	90.24	90.24	.00	-50.0%
A40105	58065	4000	VISION INS	90.88	80.00	80.00	78.40	78.40	.00	-2.0%
A40105	58065	HIWDS	VISION INS	20.32	20.00	39.20	19.60	19.60	.00	-50.0%
TOTAL HEALTH DEPARTMENT ADMI				-377,379.74	-369,266.21	-351,787.25	-336,380.10	-329,749.36	.00	-4.4%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4011	NURSING ADMINISTRATION									
A40115	41601	4037	PUB HLTH F	-554.61	-500.00	-500.00	-500.00	-500.00	.00	.0%
A40115	42705		GIFTS/DONA	-10,000.00	.00	.00	.00	.00	.00	.0%
A40115	43450	IAP	OTHER HLTH	-31,050.00	-31,050.00	.00	-31,050.00	-31,050.00	.00	.0%
A40115	43450	LED	OTHER HLTH	-42,336.15	-44,200.00	-33,150.00	-44,200.00	-44,200.00	.00	33.3%
A40115	44401	HUD	HLTH FED	.00	.00	-1,933,255.30	-29,297.00	.00	.00	-98.5%
A40115	51005	4037	PERS SERV	364,764.80	378,124.00	378,124.00	379,246.00	379,246.00	.00	.3%
A40115	51005	HUD	PERS SERV	.00	.00	62,131.48	.00	.00	.00	.0%
A40115	51020	4037	OVERTIME	26.52	.00	.00	.00	.00	.00	.0%
A40115	51025	4037	SHIFT PAY	.00	40.00	40.00	40.00	40.00	.00	.0%
A40115	51035		OTHER COMP	-381.98	.00	.00	.00	.00	.00	.0%
A40115	51035	4037	OTHER COMP	3,000.00	.00	.00	.00	.00	.00	.0%
A40115	54000	4032	TELEPHONE	132.00	132.00	132.00	132.00	132.00	.00	.0%
A40115	54000	4033	TELEPHONE	132.00	132.00	132.00	132.00	132.00	.00	.0%
A40115	54000	4037	TELEPHONE	930.24	402.00	402.00	667.00	667.00	.00	65.9%
A40115	54005	4032	Off Supp	.00	50.00	50.00	50.00	50.00	.00	.0%
A40115	54005	4033	Off Supp	39.36	100.00	100.00	100.00	100.00	.00	.0%
A40115	54005	4037	Off Supp	464.73	300.00	300.00	300.00	300.00	.00	.0%
A40115	54015	4037	Maint Agmt	10,222.99	11,638.00	11,638.00	9,786.00	9,786.00	.00	-15.9%
A40115	54020	4032	POSTAGE	30.77	25.00	25.00	10.00	10.00	.00	-60.0%
A40115	54020	4033	POSTAGE	636.42	350.00	350.00	250.00	250.00	.00	-28.6%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40115	54020	4037	POSTAGE	1.27	50.00	50.00	10.00	10.00	.00	-80.0%
A40115	54045	4032	Travel	40.00	100.00	100.00	100.00	100.00	.00	.0%
A40115	54045	4037	Travel	245.90	500.00	500.00	300.00	300.00	.00	-40.0%
A40115	54048	4032	Prog Supp	185.36	300.00	300.00	300.00	300.00	.00	.0%
A40115	54048	4033	Prog Supp	693.00	500.00	650.00	750.00	750.00	.00	15.4%
A40115	54048	4037	Prog Supp	66,581.90	4,600.00	4,600.00	4,600.00	4,600.00	.00	.0%
A40115	54060	4037	LEGAL ADV	22,001.06	.00	.00	.00	.00	.00	.0%
A40115	54065	4037	RENT/LEASE	.00	75.00	75.00	75.00	75.00	.00	.0%
A40115	54070	4037	Liab Ins	2,331.62	5,843.00	5,843.00	2,653.42	2,653.42	.00	-54.6%
A40115	54078	4037	Fuel	.00	25.00	25.00	25.00	25.00	.00	.0%
A40115	54092	4037	NURSE INS	149.00	450.00	450.00	495.00	163.90	.00	10.0%
A40115	54213	4037	I/D COPIER	827.28	827.00	827.00	827.00	827.28	.00	.0%
A40115	54615	4037	CNTR MEDCL	.00	400.00	300.00	400.00	400.00	.00	33.3%
A40115	54815	4033	CONT AGNC	.00	250.00	100.00	700.00	700.00	.00	600.0%
A40115	54815	4037	CONT AGNC	1,100.00	.00	100.00	.00	.00	.00	.0%
A40115	54815	HUD	CONT AGNC	.00	.00	1,843,148.77	.00	.00	.00	.0%
A40115	54815	STD	CONT AGNC	.00	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
A40115	58020	4037	RETIREMENT	47,964.48	50,877.34	50,877.34	56,893.00	56,893.00	.00	11.8%
A40115	58020	HUD	RETIREMENT	.00	.00	8,698.41	.00	.00	.00	.0%
A40115	58030	4037	FICA	26,656.65	28,930.00	28,930.00	29,015.00	29,015.00	.00	.3%
A40115	58030	HUD	FICA	.00	.00	4,753.06	.00	.00	.00	.0%
A40115	58040	4037	WRKS COMP	8,549.73	7,653.86	7,653.86	7,000.00	7,000.00	.00	-8.5%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40115	58060	4037	HEALTH INS	67,519.40	69,325.00	69,325.00	80,837.06	85,687.28	.00	16.6%
A40115	58060	HUD	HEALTH INS	.00	.00	14,523.58	.00	.00	.00	.0%
A40115	58062	4037	DENTAL INS	451.10	450.00	450.00	451.20	451.20	.00	.3%
A40115	58065	4037	VISION INS	78.00	80.00	80.00	58.80	58.80	.00	-26.5%
TOTAL NURSING ADMINISTRATION				541,432.84	489,279.20	531,379.20	473,656.48	507,472.88	.00	-10.9%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Report generated: 11/10/2025 17:03
User: aherzog
Program ID: bgnyrpts

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4012	ENVIRONMENTAL HEALTH									
A40125	41689	EH	OTHER HLTH	-130,425.00	-150,000.00	-150,000.00	-150,000.00	-150,000.00	.00	.0%
A40125	43450	ATU	OTHER HLTH	-30,256.54	-29,320.00	-7,761.46	-30,900.00	-30,900.00	.00	298.1%
A40125	43450	DW	OTHER HLTH	-96,623.00	-97,241.00	-24,310.25	-103,905.00	-103,905.00	.00	327.4%
A40125	43450	EFC	OTHER HLTH	-8,000.40	.00	.00	.00	.00	.00	.0%
A40125	43450	RAB	OTHER HLTH	-17,588.55	-14,852.00	-14,896.72	-14,852.00	-14,852.00	.00	-.3%
A40125	43486	EH	ADDIC CONT	.00	-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00	.0%
A40125	51005	EH	PERS SERV	340,596.25	351,702.00	351,702.00	375,046.00	375,046.00	.00	6.6%
A40125	51010		PT PAY	.00	42,889.00	42,889.00	.00	.00	.00	-100.0%
A40125	51010	EH	PT PAY	24,282.14	.00	.00	44,047.00	44,047.00	.00	.0%
A40125	51020	EH	OVERTIME	372.38	100.00	100.00	100.00	100.00	.00	.0%
A40125	51035		OTHER COMP	-642.53	.00	.00	.00	.00	.00	.0%
A40125	51035	EH	OTHER COMP	16,854.00	25,500.00	25,500.00	25,500.00	25,500.00	.00	.0%
A40125	54000	4021	TELEPHONE	702.44	492.00	492.00	708.00	708.00	.00	43.9%
A40125	54000	EH	CELL/L/DIS	1,390.29	1,818.00	1,818.00	1,927.00	1,927.00	.00	6.0%
A40125	54001		COPY SERV	.00	.00	.00	.00	.00	.00	.0%
A40125	54005	4021	Off Supp	50.00	50.00	50.00	50.00	50.00	.00	.0%
A40125	54005	EH	Off Supp	938.08	1,000.00	1,046.07	600.00	600.00	.00	-42.6%
A40125	54015	EH	Maint Agmt	415.72	600.00	600.00	600.00	600.00	.00	.0%
A40125	54020	4021	POSTAGE	1,328.24	800.00	800.00	600.00	600.00	.00	-25.0%
A40125	54020	EH	POSTAGE	1,774.17	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40125	54020	RAB	POSTAGE	.00	1,000.00	.00	.00	.00	.00	.0%
A40125	54035	4021	ED & TRAIN	.00	300.00	300.00	300.00	300.00	.00	.0%
A40125	54035	EH	ED & TRAIN	500.00	1,500.00	1,056.50	1,000.00	1,000.00	.00	-5.3%
A40125	54040	EH	DUES/MEMBE	.00	.00	143.50	144.00	144.00	.00	.3%
A40125	54045	4021	Travel	186.71	150.00	150.00	150.00	150.00	.00	.0%
A40125	54045	EH	Travel	1,073.27	1,500.00	1,800.00	1,500.00	1,500.00	.00	-16.7%
A40125	54048	4021	Prog Supp	137.57	250.00	250.00	500.00	500.00	.00	100.0%
A40125	54048	EH	Prog Supp	1,287.67	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A40125	54048	RAB	Prog Supp	7,326.97	8,852.00	4,296.72	9,852.00	9,852.00	.00	129.3%
A40125	54070	EH	LIAB INS	2,224.73	2,878.00	2,878.00	2,531.78	2,531.78	.00	-12.0%
A40125	54078	4021	Fuel	308.68	250.00	250.00	250.00	250.00	.00	.0%
A40125	54078	EH	Fuel	580.11	400.00	425.00	400.00	400.00	.00	-5.9%
A40125	54085	EH	CLOTHING U	119.98	550.00	550.00	550.00	550.00	.00	.0%
A40125	54213	EH	I/D COPIER	1,117.08	1,117.00	1,117.00	1,117.00	1,117.00	.00	.0%
A40125	54300	4021	Veh. R&M	101.34	200.00	200.00	200.00	200.00	.00	.0%
A40125	54300	EH	Veh. R&M	729.48	150.00	150.00	150.00	150.00	.00	.0%
A40125	54301	EH	Veh lease	11,073.59	11,293.00	11,349.50	11,293.00	11,293.00	.00	-.5%
A40125	54615	4021	CNTR MEDCL	3,296.46	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
A40125	54615	EH	CNTR MEDCL	.00	100.00	100.00	100.00	100.00	.00	.0%
A40125	54615	RAB	CNTR MEDCL	11,927.57	5,000.00	10,600.00	5,000.00	5,000.00	.00	-52.8%
A40125	54815	EH	CONT AGNC	.00	600.00	600.00	600.00	600.00	.00	.0%
A40125	58020	EH	RETIREMENT	49,831.13	56,530.81	56,530.81	66,704.00	66,704.00	.00	18.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40125	58030	EH	FICA	28,246.08	32,145.00	32,145.00	34,019.00	34,019.00	.00	5.8%
A40125	58040	EH	WRKS COMP	13,679.57	10,715.41	10,715.41	8,900.00	8,900.00	.00	-16.9%
A40125	58060	EH	HEALTH INS	46,730.86	61,290.00	61,290.00	47,609.88	50,466.47	.00	-22.3%
A40125	58062	EH	DENTAL INS	273.80	450.00	450.00	360.96	360.96	.00	-19.8%
A40125	58065	EH	VISION INS	59.18	80.00	80.00	78.40	78.40	.00	-2.0%
TOTAL ENVIRONMENTAL HEALTH				285,979.52	335,339.22	429,956.08	347,331.02	350,187.61	.00	-19.2%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4045	HEALTH EDUCATION									
A40455	42690		COMP LOSS	.00	.00	.00	.00	.00	.00	.0%
A40455	43450	CSC	OTHER HLTH	-200,987.99	-210,000.00	-170,430.09	-210,000.00	-210,000.00	.00	23.2%
A40455	43450	GTSC	OTHER HLTH	-74,309.67	-74,596.00	-59,686.26	-77,836.00	-77,836.00	.00	30.4%
A40455	43450	HNP	OTHER HLTH	-154,581.83	-164,000.00	-74,685.51	-164,000.00	-164,000.00	.00	119.6%
A40455	43450	RAD	PH Aid	-7,679.56	-8,075.00	-6,368.00	-8,075.00	-8,075.00	.00	26.8%
A40455	43450	TBC	OTHER HLTH	-321,374.54	-335,000.00	-121,965.44	-335,000.00	-335,000.00	.00	174.7%
A40455	51005		PERS SERV	490,533.35	383,660.00	383,660.00	397,400.00	397,400.00	.00	3.6%
A40455	51010		PT PAY	.00	.00	.00	24,614.00	24,614.00	.00	.0%
A40455	51035		OTHER COMP	9,690.20	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A40455	54000		TELEPHONE	3,401.08	2,090.00	2,090.00	2,503.00	2,503.00	.00	19.8%
A40455	54001		COPY/PRINT	.00	.00	96.75	.00	.00	.00	.0%
A40455	54005		Off Supp	10,952.54	8,000.00	18,815.86	5,000.00	5,000.00	.00	-73.4%
A40455	54015		Maint Agmt	9,242.27	1,610.00	3,043.00	1,150.00	1,150.00	.00	-62.2%
A40455	54020		POSTAGE	867.41	1,350.00	3,336.15	1,850.00	1,850.00	.00	-44.5%
A40455	54035		ED & TRAIN	5,040.00	.00	.00	.00	.00	.00	.0%
A40455	54040		DUES/SUB	.00	500.00	1,075.00	500.00	500.00	.00	-53.5%
A40455	54041		PUBLICATIO	.00	.00	368.00	.00	.00	.00	.0%
A40455	54045		Travel	20,703.88	14,500.00	26,435.73	16,500.00	16,500.00	.00	-37.6%
A40455	54048		Prog Supp	83,175.91	83,000.00	167,604.92	57,759.00	57,759.00	.00	-65.5%
A40455	54060		LEGAL ADV	42,555.36	57,250.00	78,478.00	39,094.00	39,094.00	.00	-50.2%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40455	54213	I/D COPIER	495.00	495.00	495.00	495.00	495.00	.00	.0%
A40455	54815	CONT AGNC	119,199.16	77,500.00	95,775.02	85,000.00	85,000.00	.00	-11.3%
A40455	58020	RETIREMENT	65,361.79	52,962.68	52,962.68	64,967.00	64,967.00	.00	22.7%
A40455	58030	FICA	36,574.26	30,115.00	30,115.00	33,049.00	33,049.00	.00	9.7%
A40455	58040	WRKS COMP	18,073.18	9,626.86	9,626.86	10,300.00	10,300.00	.00	7.0%
A40455	58060	HEALTH INS	89,318.06	87,083.00	87,083.00	87,084.76	92,309.85	.00	.0%
A40455	58062	DENTAL INS	631.54	540.00	540.00	541.44	541.44	.00	.3%
A40455	58065	VISION INS	136.50	120.00	120.00	137.20	137.20	.00	14.3%
TOTAL HEALTH EDUCATION			247,017.90	28,731.54	538,585.67	43,033.40	48,258.49	.00	-92.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4046	PRE-K PHCP (4050 AUD)									
A40465	41689	PREK	OTHER HLTH	-243,319.59	-500,000.00	-500,000.00	-550,000.00	-550,000.00	.00	10.0%
A40465	43277	PREK	PreK	-1,096,182.22	-1,413,125.00	-1,413,125.00	-1,710,625.00	-1,710,625.00	.00	21.1%
A40465	51005	PREK	PERS SERV	33,945.00	52,850.00	52,850.00	54,737.00	54,737.00	.00	3.6%
A40465	51010	PREK	PT PAY	16,222.92	36,655.00	36,655.00	38,398.00	38,398.00	.00	4.8%
A40465	54000	PREK	CELL/L/DIS	132.00	132.00	132.00	132.00	132.00	.00	.0%
A40465	54005	PREK	Off Supp	46.25	50.00	50.00	.00	.00	.00	-100.0%
A40465	54015	PREK	Maint Agmt	13,164.00	12,150.00	19,150.00	16,100.00	16,100.00	.00	-15.9%
A40465	54020	PREK	POSTAGE	218.18	150.00	150.00	50.00	50.00	.00	-66.7%
A40465	54045	PREK	Travel	.00	200.00	200.00	100.00	100.00	.00	-50.0%
A40465	54213	PREK	I/D COPIER	348.00	348.00	348.00	348.00	348.00	.00	.0%
A40465	54445	PREK	TUITION	2,210,081.19	2,000,000.00	2,000,000.00	2,500,000.00	2,500,000.00	.00	25.0%
A40465	54800	PREK	PROG EXP	335,678.45	375,000.00	368,000.00	375,000.00	375,000.00	.00	1.9%
A40465	54815	PREK	CONT AGNC	.00	350.00	350.00	350.00	350.00	.00	.0%
A40465	58020	PREK	RETIREMENT	6,542.51	12,042.08	12,042.08	13,970.00	13,970.00	.00	16.0%
A40465	58030	PREK	FICA	1,241.06	6,847.00	6,847.00	7,125.00	7,125.00	.00	4.1%
A40465	58040	PREK	WRKS COMP	2,395.82	2,296.16	2,296.16	1,900.00	1,900.00	.00	-17.3%
A40465	58060	PREK	HEALTH INS	16,358.00	21,717.00	21,717.00	21,717.00	23,020.34	.00	.0%
A40465	58062	PREK	DENTAL INS	.00	90.00	90.00	90.24	90.24	.00	.3%
A40465	58065	PREK	VISION INS	.00	20.00	20.00	19.60	19.60	.00	-2.0%
TOTAL PRE-K PHCP (4050 AUD)				1,296,871.57	607,772.24	607,772.24	769,411.84	770,715.18	.00	26.6%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4059	EARLY INTERVENTION PROGRAM									
A40595	41621	4052	EIP FEES	-28,529.50	-40,000.00	-40,000.00	-40,000.00	-40,000.00	.00	.0%
A40595	41621	4055	EIP FEES	-208,357.43	-300,000.00	-300,000.00	-275,000.00	-275,000.00	.00	-8.3%
A40595	41689	4052	OTHER HLTH	-259,117.00	-325,000.00	-325,000.00	-300,000.00	-300,000.00	.00	-7.7%
A40595	43450	4052	OTHER HLTH	-52,109.00	-61,250.00	-61,250.00	-83,300.00	-83,300.00	.00	36.0%
A40595	44451	CSH	EIP	-46,557.37	-56,525.00	-48,709.02	-56,525.00	-56,525.00	.00	16.0%
A40595	44451	CSN	EIP	-34,061.69	-34,061.00	-25,545.75	-34,061.00	-34,061.00	.00	33.3%
A40595	51005	4052	PERS SERV	251,884.65	277,239.00	277,239.00	287,929.00	287,929.00	.00	3.9%
A40595	51005	4055	PERS SERV	222,938.52	227,857.00	227,857.00	233,880.00	233,880.00	.00	2.6%
A40595	51010	4055	PT PAY	100,095.62	134,809.00	134,809.00	140,966.00	140,966.00	.00	4.6%
A40595	51035		OTHER COMP	329.89	.00	.00	.00	.00	.00	.0%
A40595	51035	4052	OTHER COMP	228.09	3,500.00	.00	3,500.00	3,500.00	.00	.0%
A40595	51035	4055	OTHER COMP	.00	1,500.00	.00	1,500.00	1,500.00	.00	.0%
A40595	54000	4052	TELEPHONE	931.22	1,586.00	1,685.00	1,320.00	1,320.00	.00	-21.7%
A40595	54000	4055	TELEPHONE	4,354.61	4,732.00	4,732.00	4,404.00	4,404.00	.00	-6.9%
A40595	54005	4052	Off Supp	491.05	200.00	200.00	200.00	200.00	.00	.0%
A40595	54005	4055	Off Supp	378.16	150.00	150.00	150.00	150.00	.00	.0%
A40595	54015	4052	Maint Agmt	8,111.79	10,570.00	9,345.00	9,244.00	9,244.00	.00	-1.1%
A40595	54015	4055	Maint Agmt	11,521.74	11,870.00	9,870.00	10,820.00	10,820.00	.00	9.6%
A40595	54020	4052	POSTAGE	393.24	450.00	450.00	300.00	300.00	.00	-33.3%
A40595	54035	4052	ED & TRAIN	.00	.00	500.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40595	54035	4055	ED & TRAIN	1,734.11	450.00	450.00	200.00	200.00	.00	-55.6%
A40595	54045	4052	Travel	626.04	1,750.00	2,000.00	1,300.00	1,300.00	.00	-35.0%
A40595	54045	4055	Travel	12,711.57	11,500.00	11,100.00	11,500.00	11,500.00	.00	3.6%
A40595	54048	4052	Prog Supp	981.08	1,000.00	2,000.00	1,000.00	1,000.00	.00	-50.0%
A40595	54060	4052	LEGAL ADV	.00	500.00	500.00	500.00	500.00	.00	.0%
A40595	54070	4052	INSURANCE	3,038.53	2,141.00	2,141.00	3,457.88	3,457.88	.00	61.5%
A40595	54078	4055	Fuel	.00	25.00	25.00	.00	.00	.00	-100.0%
A40595	54213	4052	I/D COPIER	1,315.68	1,316.00	1,316.00	1,316.00	1,316.00	.00	.0%
A40595	54444	4055	FEES/PERMI	452.00	455.00	455.00	455.00	455.00	.00	.0%
A40595	54615	4052	CNTR MEDCL	126,797.47	125,000.00	134,900.00	170,000.00	170,000.00	.00	26.0%
A40595	54800	4052	PROG EXP	50.92	1,000.00	.00	1,000.00	1,000.00	.00	.0%
A40595	54815	4052	CONT AGNC	3,255.22	2,350.00	2,350.00	2,000.00	2,000.00	.00	-14.9%
A40595	58020	4052	RETIREMENT	32,878.58	37,770.49	37,770.49	43,714.00	43,714.00	.00	15.7%
A40595	58020	4055	RETIREMENT	42,127.59	48,993.82	48,993.82	56,452.00	56,452.00	.00	15.2%
A40595	58030	4052	FICA	20,076.30	21,477.00	21,477.00	22,294.00	22,295.00	.00	3.8%
A40595	58030	4055	FICA	23,985.26	27,859.00	27,859.00	28,790.00	28,790.00	.00	3.3%
A40595	58040	4052	WRKS COMP	7,525.66	6,888.48	6,888.48	7,300.00	7,300.00	.00	6.0%
A40595	58040	4055	WRKS COMP	11,114.65	9,184.64	9,184.64	6,000.00	6,000.00	.00	-34.7%
A40595	58060	4052	HEALTH INS	62,102.98	71,015.00	71,015.00	75,480.04	80,008.84	.00	6.3%
A40595	58060	4055	HEALTH INS	29,797.30	30,645.00	30,645.00	35,110.02	37,216.62	.00	14.6%
A40595	58062	4052	DENTAL INS	444.16	360.00	360.00	315.84	315.84	.00	-12.3%
A40595	58062	4055	DENTAL INS	225.42	270.00	270.00	225.60	225.60	.00	-16.4%

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Cortland County

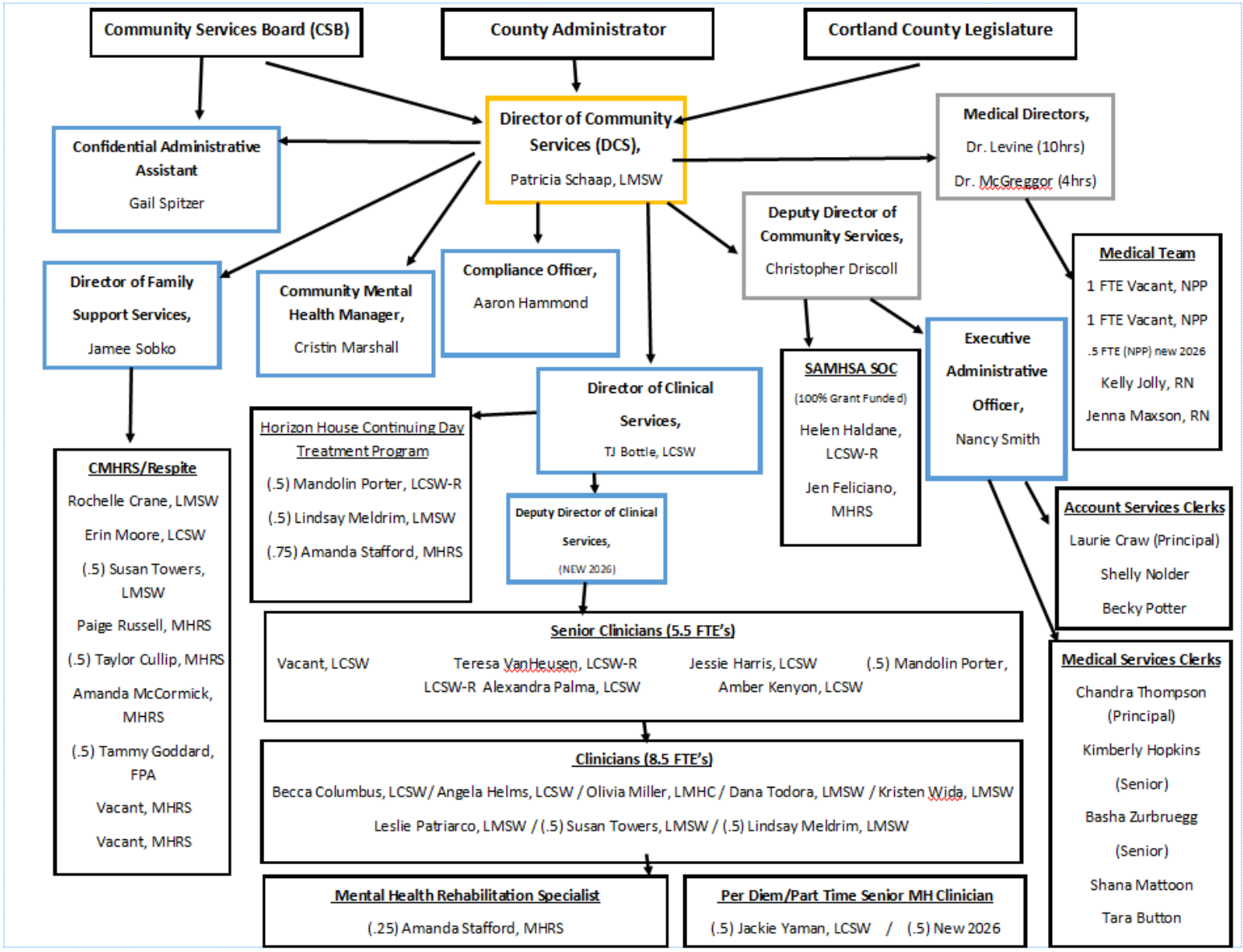
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40595	58065	4052	VISION INS	68.12	80.00	80.00	58.80	58.80	.00	-26.5%
A40595	58065	4055	VISION INS	19.50	20.00	20.00	19.60	19.60	.00	-2.0%
TOTAL EARLY INTERVENTION PRO				354,254.73	259,677.43	278,132.66	373,815.78	380,452.18	.00	34.4%

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2025 Organizational Chart - Mental Health



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Cortland County Mental Health Department – A4310

Department: Mental Health

The Cortland County Mental Health Department (CCMHD) serves to coordinate the **Local Government Unit (LGU)** as mandated by New York State, to ensure the provision of mental hygiene services to the residents of Cortland County (New York Mental Hygiene Law 41.11). CCMHD operates three outpatient mental health licensed programs directly to support the community needs. In addition to assuring that there is a system of comprehensive care in place to serve special needs populations, the LGU must also have a system in place to provide for involuntary hospitalizations and transports under sections 9.45 and 9.37 of Mental Hygiene Law, and coordinate competency evaluations and habilitation per CPL 730 for the courts. The LGU must provide an Assisted Outpatient Treatment Program (AOT) per section 9.60 and Single Points of Access (SPOA) for children and adult services to manage access to intensive programs and support coordination of care. All programs and services provided by Cortland County Mental Health have seen significant increases in demand for the last six (6) years and we forecast this will continue into 2025.

Mental Health Clinic is the largest of our three programs to assist individuals with mental health needs to enhance abilities in emotional, cognitive, social, educational and/or self-care areas. Currently included in this service is the mandated provision of Jail services, assessment for need of Assisted Outpatient Treatment (AOT) and completion of competency evaluations (730 orders) in addition to outpatient mental health treatment for over 1000 patients annually. The Mental Health Clinic is licensed by the New York State *Office of Mental Health* (OMH) to provide clinical therapeutic services, psychiatric evaluation and treatment, psychosocial evaluation and treatment, psychological services, psychopharmacology, psychotherapy and telehealth for all ages. The clinic has specialized treatment groups for individuals who have engaged in intimate partner violence parenting groups, adult and adolescent dialectical behavior therapy, and *Treatment, Evaluation and Education for Sexual Offenders* (TEESO) group and Individuals can access any program regardless of their ability to pay or type of insurance. In Cortland County the clinic provides significant value added services that are the responsibility of the county to ensure is available to County residents. Jail services, Court Ordered Evaluations, pick-up and hospitalization orders, Assisted Outpatient Treatment Assessments, treatment services for sex offenders, individuals mandated to treatment for intimate partner violence, and those waivered from work requirements and referred to the clinic by DSS to address mental health issues impacting their ability are all ongoing therapeutic requirements currently integrated into the clinic budget.
In addition to clinic services, Cortland County Mental Health Clinic Staff have responded on an emergency basis to the needs of other county departments and employees to provide supportive counseling, postvention support, and linkage to longer term services after traumatic events. The Cortland County Mental Health Clinic continues to serve any Cortland County resident regardless of their ability to pay. Private agencies are no longer under such mandates, and can refuse certain insurance coverages that provide insufficient reimbursement. All behavioral health providers are involved in the ongoing Medicaid Managed Care Transformation with the long range goal to payment models such as Value Based Payments, where providers are networked to care for individuals and paid (or held at risk) for their patients achieving quality outcomes. Cortland County is active in state and regional planning for these changes, and is part of a working group exploring the benefits and viability of inter-municipal agreements where county clinics from across the state would potentially form partnerships to enhance efficiencies and create shared savings in providing services.

The Horizon House Continuing Day Treatment (CDT) Program is an intensive therapeutic program licensed by the New York State Office of Mental Health that provides active treatment and rehabilitative services for highest risk individuals with chronic mental health needs in the community. The program is designed to maintain or enhance current levels of functioning and skills for participants. Required services of the program include: assessment and treatment planning, discharge planning, medication therapy, medication education, case management, health screening and referral, psychiatric rehabilitation, supportive skills training, activity therapy, individual and group therapies, crisis intervention services and clinical support services.

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The **Family Support Services** (FSS) Program is a community-based support that provides services to the families parenting children and youth experiencing emotional, behavioral and /or social difficulties. FSS offers flexible, individualized programming that builds on the strengths of families, and strives to empower families. The core services that are available to families include: 1) family peer support; 2) skill-building; 3) licensed evaluation and assessment, psychotherapy and crisis intervention (Other Licensed Practitioner service); 4) community and psychiatric supports and treatment; and 5) respite services. FSS has adapted to the changes in NYS under the early and periodic screening, diagnostic and treatment (EPSDT) federal Medicaid benefits. FSS offers Children and Family Treatment and Support Services (CFTSS) and successfully obtained OMH licensure as a Children's Mental Health Rehabilitation Services Program (CMHRS) in 2021.

The **Children and Youth Respite Program** had previously been an integrated component of Family Support, but was split off into a separate program in 2017 to comply with changing NY State regulations and is supported by state aide. The program serves children and youth with a serious emotional disturbance (SED) and looks to stabilize functioning across environments. The program provides one to one and group opportunities for respite based upon the needs of the individual.

Single Point of Access (SPOA) is a state mandated process that provides county residents integrated access to a range of intensive mental health supports. The program is entirely funded by New York State Aid, and serves as a collaborative process to assess needs, determine eligibility for intensive mental health services, manage waiting lists, and problem solve barriers to access. There are separate SPOA groups for adults and children made up of community leaders from provider agencies and service systems.

The **Prevention Services for Youth** (PSY) Program serves as oversight for the county's Children and Youth System of Care (SOC) with a focus on the needs of the community, data collection, collaboration, creative problem solving, and identification of unmet needs/barriers relating to mental hygiene services. The program also provides technical assistance to schools/youth and community based organizations to find and develop validated programs to promote positive mental health, and provides support and coordination to build and/or strengthen community capacity as it relates to MH and youth development issues through community forums, training, and information sharing.

Mandates Overview Behavioral Health

Every county in New York State is required to have a Local Government Unit (LGU), for the purposes of local planning and to receive and manage New York State Aid for Mental Health, Substance Use and Developmental Disability Services. Our Department purposefully contracts out about 90% of that State Aid to our non-profit behavioral health providers in the community to help sustain our providers and offer healthcare choices for our community. Every county must have supports available to their County Jail to assess inmate safety and coordinate around special needs related to the behavioral health of their inmates. The Cortland County Mental Health Department provides staffing and resources for 24 hour on call access to safety evaluation. The County Sheriff would need to provide these services if Mental Health did not. Every county is mandated to have a Single Point of Access (SPOA) to manage access to the highest level mental health services, coordinate planning around mental health needs, and transition planning for individuals re-entering the community. The county must also have a designated Assisted Outpatient Treatment (AOT) Coordinator and provide specialized assessments to the county court systems (competency to stand trial, Psychological, AOT). The Mental Health Department also funds drug and alcohol evaluations that support diversion of inmates from County Jail to treatment.

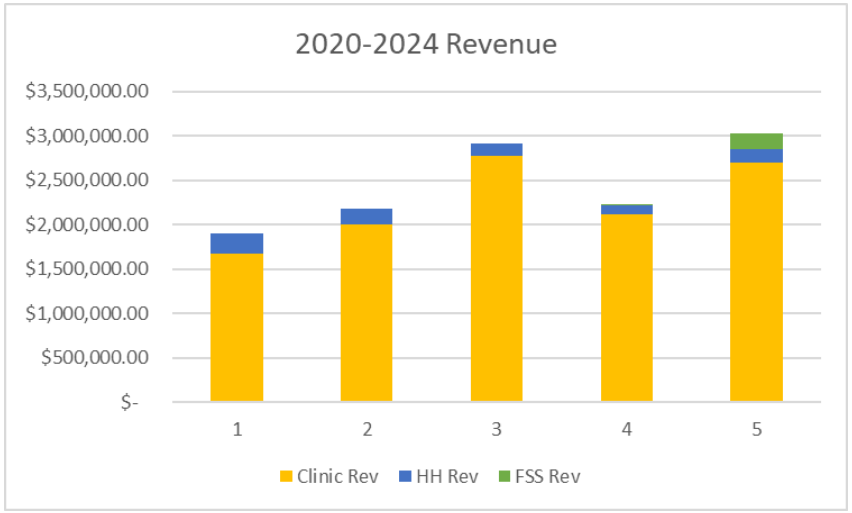
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Cortland County Mental Health Department – A4310

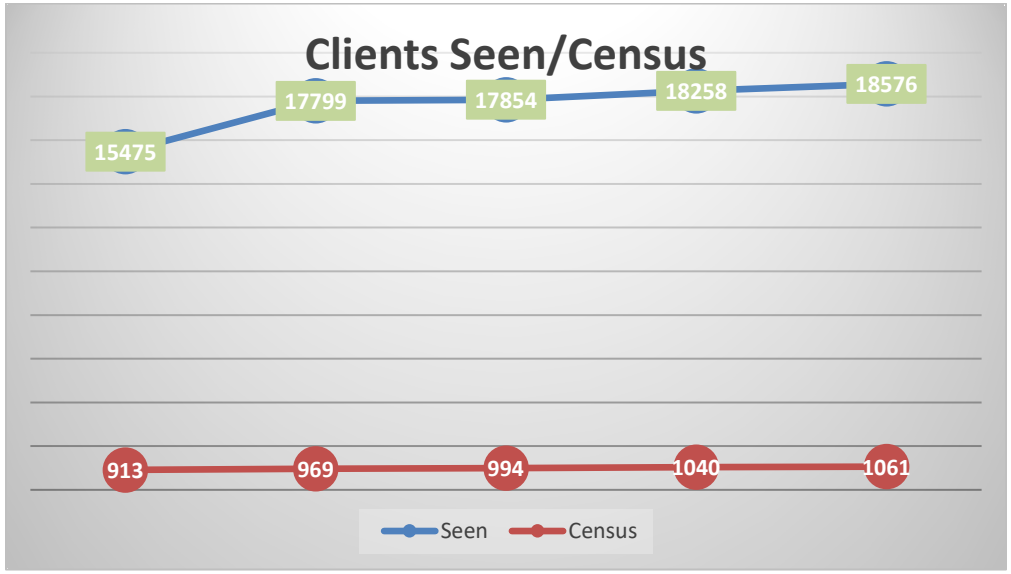
		2020	2021	2022	2023	2024
Mental Health Outpatient Clinic						
Total Visits		15,475	17799	17854	18258	18576
Admits		402	494	455	500	488
Discharges		296	412	319	453	468
Patient Census under 18 years old		148	123	141	179	179
Patient Census over 18 years old		708	793	853	1040	811
Horizon House Continuing Day Treatment						
Total Number of Clients Served		*37	38	46	37	28
*Statistics impacted due to COVID						
Jail Services						
Number of Inmates Seen		291	300	484	557	628
Number of Visits				1178	1160	1187
*Some duplicated counts across months						
730 Evaluations						
Number of Evaluations		6	6	8	8	18
Single Point Of Access - Children						
	Applied	13	33	56	51	52
	Eligible	12	33	54	51	52
Single Point of Access-Adults	Applied			47	40	53
	Eligible			46	40	53
Residential Treatment Facility						
	Referred	4	6	2	11	10
	Eligible	4	6	2	6	4
Family Support Services						
Clients Served		88	35	41	67	75
Number of new clients		0	22	20	16	39
Group Respite hours		171		154	190	470
One-on-One Respite hours				126	144	142
Other Licensed Practitioner Hours						436
Family Peer Support Services						4.5

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Total Billed Revenue Receipts from 2020 to 2024



Clients Seen and Census: 2020-2024



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Mental Health Department
2025-2026 Goals

Training of new staff

In 2025 the Department had transition of 3 Senior Mental Health Clinicians. One is due to retire December 2025, one was promoted to Clinic Director and one was moved into the System of Care Grant work.

In 2026, there is potential of 3 Managers retiring from the Department. These positions will require real time training prior to the managers' departures.

Increase in training to meet the complexity of the cliental

In 2025, we were able to get 7 clinicians trained in Eye Movement Desensitization and Reprocessing (EMDR) to support the level of trauma common in the community. We also have 4 clinicians trained in Dynamic Deconstructive Psychotherapy (DDP) and 3 additional clinicians trained in Functional Family Therapy (FFT).

In 2026, we will focus training efforts on areas of expertise for clinicians (such as eating disorder training, court ordered treatment groups, or other specific modalities).

Provide Clinical Support to Community Agencies

The Department of Mental Health co-leads the County Crisis Intervention Training annually. In 2025, there were two trainings scheduled. The first was specific to Children and Youth response and it was a 3-day training. The second was a 40-Hour training for Crisis Intervention Responses for individuals that are experiencing crisis with mental health, substance use or intellectual or developmental disabilities.

In 2026, the Department will host the same two trainings for the community to better assist first responders with Crisis intervention.

The Department also provides clinical supervision to the Catholic Charities SOS team. This team provides outreach and engagement services to the unhoused population and we are able to provide one hour a week for Clinical Supervision to the team. In 2025, we provided 25 sessions to the clinician on the SOS team (January – June). In 2026, we will continue to provide weekly clinical supervision to this team.

The Department of Mental Health provides free Mental Health First Aid trainings to the community. In 2025, we provided 6 trainings to the community. In 2026, we hope to provide 6 additional trainings.

In 2025, the Department of Mental Health went to the "Grace Space" on 2 occasions to assess situations in which a MHL 9.45 pick up order may have been warranted. In 2026, the department will be accessible to assist with this again based off the need of the Daytime Space.

In 2026, the Department of Mental Health will work with law enforcement to discuss funding options to implement a "Care Team" that consists of an officer partnered with a social worker.

Trauma Response Team

The Department of Mental Health leads the Post-Trauma Response Team for Cortland County. This team consists of volunteer professionals in the community that can assist agencies, schools, and other organizations with de-briefing after a traumatic event occurs. In 2025 the team was activated twice.

Also, in 2025, The Department of Mental Health took lead in getting 3 clinicians trained in the NYS Office of Mental Health Disaster Mental Health training. In 2026, we hope to get an additional 5 clinicians trained to support this effort if the need arises.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Mental Health - A4310
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ADMINISTRATIVE ASSISTANT TO THE MENTAL HEALTH DIRECTOR	FT	Yes	MGMC	5H
CLINICAL DIRECTOR OF MENTAL HEALTH PROGRAMS	FT	Yes	MGT	6
CLINICAL DIRECTOR OF MENTAL HEALTH PROGRAMS	FT	Yes	MGT	6
COMMUNITY MENTAL HEALTH MANAGER	FT	Yes	MGT	10
COMPLIANCE/PRIVACY OFFICER	FT	Yes	MGT	7
DEPUTY DIRECTOR COMMUNITY MENTAL HEALTH SERVICES	FT	Yes	MGT	6
DIRECTOR OF COMM. MENTAL HEALTH SERVICES	FT	Yes	MGT	3
EXECUTIVE ADMINISTRATIVE OFFICER	FT	Yes	MGT	11
FAMILY SUPPORT SERVICES DIRECTOR	FT	Yes	MGT	9
FORENSIC COUNSELOR	FT	Yes	CSEA	22
MEDICAL DIRECTOR/PSYCHIATRIST	PT	Yes	MGT	OFFSCALE
MEDICAL DIRECTOR/PSYCHIATRIST	PT	Yes	MGT	OFFSCALE
MEDICAL DIRECTOR/PSYCHIATRIST	PT	Yes	MGT	OFFSCALE
MEDICAL SERVICES CLERK (HELP PROGRAM)	FT	Yes	CSEA	8
MEDICAL SERVICES CLERK (HELP PROGRAM)	FT	Yes	CSEA	8
MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN (HELP PROGRAM)	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN (HELP PROGRAM)	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN (HELP PROGRAM)	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN (HELP PROGRAM)	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN (HELP PROGRAM)	FT	Yes	CSEA	26
MENTAL HEALTH CLINICIAN (HELP PROGRAM)	FT	Yes	CSEA	26
MENTAL HEALTH PRACTITIONER	FT	Yes	MGT	OFFSCALE
MENTAL HEALTH PRACTITIONER	FT	Yes	MGT	OFFSCALE
MENTAL HEALTH PRACTITIONER	PT	Yes	MGT	OFFSCALE
MENTAL HEALTH REHABILITATION SPECIALIST	FT	Yes	CSEA	16
MENTAL HEALTH REHABILITATION SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	16

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

MENTAL HEALTH REHABILITATION SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	16
MENTAL HEALTH REHABILITATION SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	16
MENTAL HEALTH REHABILITATION SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	16
MENTAL HEALTH REHABILITATION SPECIALIST (HELP PROGRAM)	PT	Yes	CSEA	16
PEER SPECIALIST (HELP PROGRAM)	PT	Yes	CSEA	9
PRINCIPAL MEDICAL BILLING CLERK	FT	Yes	CSEA	13
PRINCIPAL MEDICAL BILLING CLERK	FT	Yes	CSEA	13
PRINCIPAL MEDICAL SERVICES CLERK	FT	Yes	CSEA	13
REGISTERED PROFESSIONAL NURSE	FT	Yes	NYSNA	1
SENIOR MEDICAL BILLING CLERK	FT	Yes	CSEA	10
SENIOR MEDICAL SERVICES CLERK	FT	Yes	CSEA	10
SENIOR MEDICAL SERVICES CLERK (HELP PROGRAM)	FT	Yes	CSEA	10
SENIOR MENTAL HEALTH CLINICIAN	PER DIEM	Yes	CSEA	28
SENIOR MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	28
SENIOR MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	28
SENIOR MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	28
SENIOR MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	28
SENIOR MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	28
SENIOR MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	28
SENIOR MENTAL HEALTH CLINICIAN	FT	Yes	CSEA	28
SUPERVISING COMMUNITY HEALTH NURSE	FT	Yes	NYSNA	3

Full-time:	44
Part-time:	6
Per diem:	1
TOTAL POSITIONS:	51

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4310	MENTAL HEALTH									
A431042	42401		INT & EARN	-68.75	.00	.00	.00	.00	.00	.0%
A43105	41620		MH FEES	.00	-3,558,271.00	-3,558,271.00	-3,100,000.00	-3,200,000.00	.00	-12.9%
A43105	41689		OTHER HLTH	.00	.00	.00	.00	.00	.00	.0%
A43105	42690		COMP LOSS	.00	-150,000.00	-150,000.00	-150,000.00	-150,000.00	.00	.0%
A43105	42705		GIFTS/DONA	.00	.00	-70,975.00	.00	.00	.00	.0%
A43105	43490		MH PROGRAM	.00	-1,721,049.00	-1,754,372.00	-1,768,261.00	-1,768,261.00	.00	.8%
A43105	43491		OPWDD	.00	-32,130.00	-32,130.00	-32,966.00	-32,966.00	.00	2.6%
A43105	43492		OASAS	.00	-1,588,615.00	-1,678,315.00	-1,747,321.00	-1,747,321.00	.00	4.1%
A43105	43601		MED ASSIST	.00	-47,465.00	-47,465.00	.00	.00	.00	-100.0%
A43105	43640		SAFETY NET	.00	-162,000.00	-162,000.00	-150,000.00	-150,000.00	.00	-7.4%
A43105	44490		MH FEDERAL	.00	-125,000.00	-125,000.00	-125,000.00	-125,000.00	.00	.0%
A43105	44490	ISCEI	MH FEDERAL	-24,207.46	.00	-817,460.77	-725,640.55	-724,109.59	.00	-11.2%
A43105	44601		MED ASSIST	.00	-47,465.00	-47,465.00	.00	.00	.00	-100.0%
A43105	51005		PERS SERV	-3,513.17	2,879,915.31	2,879,915.31	2,923,582.41	2,924,332.41	.00	1.5%
A43105	51005	ISCEI	PERS SERV	15,831.13	.00	191,718.37	139,966.91	139,966.91	.00	-27.0%
A43105	51010		PT PAY	.00	212,401.70	212,401.70	324,492.50	251,092.70	.00	52.8%
A43105	51020		OVERTIME	.00	2,900.00	2,900.00	2,900.00	2,900.00	.00	.0%
A43105	51025		SHIFT PAY	.00	524.00	524.00	700.00	700.00	.00	33.6%
A43105	51025	ISCEI	SHIFT PAY	1.50	.00	50.00	70.00	70.00	.00	40.0%
A43105	51035		OTHER COMP	.00	66,383.23	66,383.23	20,538.79	19,788.79	.00	-69.1%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A43105	52005		Off Equip	.00	.00	70,000.00	.00	.00	.00	.0%
A43105	52060		Comp Equip	.00	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
A43105	52060	4200	Comp Equip	3,484.80	.00	.00	.00	.00	.00	.0%
A43105	54000		TELEPHONE	592.91	13,564.00	13,564.00	15,636.00	15,000.00	.00	15.3%
A43105	54001		COPY SERV	.00	500.00	500.00	500.00	500.00	.00	.0%
A43105	54005		Off Supp	.00	7,137.00	7,137.00	7,900.00	7,900.00	.00	10.7%
A43105	54005	ISCEI	Off Supp	4,280.58	.00	43,459.42	4,714.00	4,714.00	.00	-89.2%
A43105	54006		Med Supp	.00	3,000.00	3,000.00	1,500.00	1,500.00	.00	-50.0%
A43105	54007		Jan Supp	.00	690.00	690.00	690.00	690.00	.00	.0%
A43105	54015		Maint Agmt	.00	97,800.00	97,950.00	104,600.00	104,600.00	.00	6.8%
A43105	54020		POSTAGE	.00	1,800.00	1,800.00	2,000.00	2,000.00	.00	11.1%
A43105	54025		UTILITIES	.00	21,956.00	21,956.00	20,100.00	20,100.00	.00	-8.5%
A43105	54035		ED & TRAIN	300.00	8,850.00	9,825.00	8,850.00	8,850.00	.00	-9.9%
A43105	54035	ISCEI	ED & TRAIN	.00	.00	72,000.00	60,000.00	60,000.00	.00	-16.7%
A43105	54040		DUES/SUB	.00	8,365.00	8,365.00	8,850.00	8,850.00	.00	5.8%
A43105	54045		Travel	.00	2,750.00	2,750.00	1,500.00	1,500.00	.00	-45.5%
A43105	54048		Prog Supp	.00	925.00	925.00	925.00	925.00	.00	.0%
A43105	54055		PROF SERV	.00	179,960.00	179,810.00	202,440.00	202,440.00	.00	12.6%
A43105	54055	ISCEI	PROF SERV	.00	.00	.00	4,200.00	4,200.00	.00	.0%
A43105	54060		LEGAL ADV	.00	160.00	160.00	160.00	160.00	.00	.0%
A43105	54067		RP RENT/LE	.00	107,379.93	107,379.93	.00	.00	.00	-100.0%
A43105	54070		INSURANCE	.00	12,499.00	12,499.00	11,160.44	11,160.44	.00	-10.7%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A43105	54071		MALP INS	.00	43,880.00	43,880.00	26,324.38	26,324.38	.00	-40.0%
A43105	54074		INS-AUTO	.00	776.00	776.00	575.32	575.32	.00	-25.9%
A43105	54078		Fuel	.00	1,875.00	1,875.00	1,875.00	1,875.00	.00	.0%
A43105	54213		I/D COPIER	.00	5,470.64	5,470.64	5,468.64	5,468.64	.00	.0%
A43105	54300		Veh. R&M	.00	2,100.00	2,100.00	2,100.00	2,100.00	.00	.0%
A43105	54301		Veh Lease	.00	7,550.00	7,550.00	7,549.00	7,549.00	.00	.0%
A43105	54400		Food Supp	.00	3,100.00	3,100.00	3,100.00	3,100.00	.00	.0%
A43105	54504		CLINIC EXP	.00	47,465.00	47,465.00	.00	.00	.00	-100.0%
A43105	54615		CNTR MEDCL	.00	40,000.00	43,523.00	32,000.00	32,000.00	.00	-26.5%
A43105	54815	4208	CONT AGNC	.00	1,215,421.00	1,239,123.00	1,247,023.00	1,247,023.00	.00	.6%
A43105	54815	4213	CONT AGNC	.00	1,268,672.00	1,356,208.00	1,414,478.00	1,414,478.00	.00	4.3%
A43105	54815	4216	CONT AGNC	.00	162,532.00	165,705.00	166,758.00	166,758.00	.00	.6%
A43105	54815	4219	CONT AGNC	.00	45,603.00	46,493.00	46,789.00	46,789.00	.00	.6%
A43105	54815	4221	CONT AGNC	.00	22,558.00	22,998.00	23,145.00	23,145.00	.00	.6%
A43105	54815	4222	CONT AGNC	.00	15,000.00	15,000.00	10,000.00	10,000.00	.00	-33.3%
A43105	54815	4227	CONT AGNC	.00	11,658.00	11,884.00	11,961.00	11,961.00	.00	.6%
A43105	54815	4228	CONT AGNC	.00	51,420.00	52,422.00	52,757.00	52,757.00	.00	.6%
A43105	54815	427V	CONT AGNC	.00	22,903.00	23,350.00	23,499.00	23,499.00	.00	.6%
A43105	54815	ISCEI	CONT AGNC	56,666.00	.00	439,040.00	457,526.00	457,526.00	.00	4.2%
A43105	54815	OPD	CONT AGNC	.00	150,000.00	150,000.00	150,000.00	150,000.00	.00	.0%
A43105	54815	VET	CONT AGNC	.00	106,953.00	109,037.00	109,733.00	109,733.00	.00	.6%
A43105	58020		RETIREMENT	.00	425,424.86	425,424.86	490,842.59	479,832.62	.00	15.4%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A43105	58020	ISCEI	RETIREMENT	2,064.77	.00	17,199.23	20,995.00	20,995.03	.00	22.1%
A43105	58030		FICA	-243.02	241,902.51	241,902.51	250,330.17	244,714.62	.00	3.5%
A43105	58030	ISCEI	FICA	1,128.85	.00	10,314.15	10,707.00	10,707.47	.00	3.8%
A43105	58040		WRKS COMP	.00	65,057.84	65,057.84	61,800.00	61,300.00	.00	-5.0%
A43105	58040	ISCEI	WRKS COMP	.00	.00	3,600.00	2,800.00	2,800.00	.00	-22.2%
A43105	58060		HEALTH INS	-1,156.54	523,945.72	523,945.72	589,829.46	604,500.91	.00	12.6%
A43105	58060	ISCEI	HEALTH INS	2,951.24	.00	39,873.76	21,717.30	23,020.34	.00	-45.5%
A43105	58062		DENTAL INS	-5.55	3,338.88	3,338.88	3,440.53	3,350.29	.00	3.0%
A43105	58062	ISCEI	DENTAL INS	12.76	.00	167.24	90.24	90.24	.00	-46.0%
A43105	58065		VISION INS	-1.20	725.20	725.20	727.68	708.08	.00	.3%
A43105	58065	ISCEI	VISION INS	1.40	.00	38.60	19.60	19.60	.00	-49.2%
A43115	54035	DSHP	ED & TRAIN	8,681.30	25,000.00	25,000.00	25,000.00	25,000.00	.00	.0%
A43115	99610	DSHP	Approp Res	.00	-25,000.00	-25,000.00	-25,000.00	-25,000.00	.00	.0%
TOTAL MENTAL HEALTH				66,801.55	687,796.82	687,796.82	1,319,748.41	1,145,983.20	.00	91.9%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

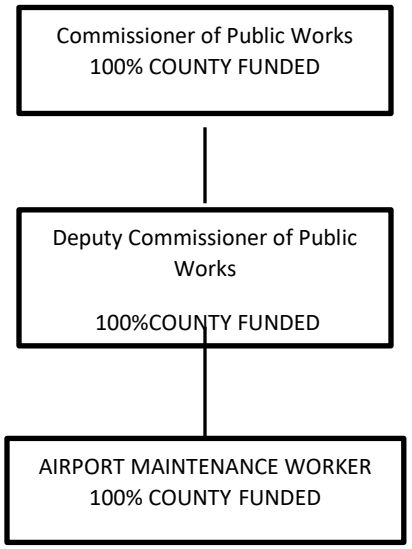
ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
4314	FAMILY SUPPORT SERVICES									
A43145	54300	4204	Veh. R&M	266.92	.00	.00	.00	.00	.00	.0%
A43145	54800	42RS	PROG EXP	212.18	.00	.00	.00	.00	.00	.0%
TOTAL FAMILY SUPPORT SERVICE				479.10	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

A – Transportation

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

AIRPORT ORGANIZATIONAL CHART



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

County Airport – A5610

Cortland County Airport (Chase Field) has a 3,400-ft. long runway and taxiway. There are three main hangars, 43 T-hangars, and 11 tie down spaces that are leased or available for lease.

The highway manages the airport functions utilizing Highway administration staff and one Airport Maintenance Worker.

Work includes repairs to buildings, navigational aids, AWOS, fences, and other related equipment. Other maintenance tasks include mowing grass, plowing snow, maintaining aviation fuel system, ensuring FAA requirements are met, and managing various Capital Projects.

OBJECTIVES FOR 2026

The County is working as a business partner at the airport to assure the long-term viability of any business, FBO or aircraft owner located at the airport. By doing so, the County realizes revenues from hangar rentals and aviation fuel sales as well as providing for the Airport as a long-term, viable General Aviation/Business facility.

This approach has led to an increase in the number of aircraft based at the airport and provides for an increase in revenue from hangar rentals and fuel sales derived from these new aircraft. In addition, this helps to maintain the general economic benefits afforded the community by having a well maintained, viable General Aviation Airport. A recent NYSDOT study shows that the Airport generates roughly 3.1 Million dollars per year in total economic activity within the community.

Federal & State Grant funding for projects will continue to be offered at 90%. NYSDOT funded projects include the Replacement and Relocation of the Aviation Gas Fuel System with 10% local funding share.

PROGRESS ON 2025 OBJECTIVES

A Flight School Business provides pilot training. A Corporate Aviation tenant continued their use of the Airport during 2025. General Aviation use is increasing at the airport, along with new student pilots at the flight school. There are steady fuel sales and steady rent revenues.

The local Pilot club meets at the airport for fly-in picnics, holds business meetings and produces/sponsors the annual Air Fest event.

Relocation of Aviation Gas Fuel System will be completed in 2025.

SERVICES AND OPERATIONS

Impacts to services and operations include:

Revenue from rent and fuel sales are expected to remain steady in 2026.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5610	AIRPORT								
A561042	41770	RENTAL/FEE	-176,982.00	-178,350.00	-178,350.00	-178,350.00	-178,350.00	.00	.0%
A561042	41776	SL OF SUPP	-171,381.89	-175,000.00	-175,000.00	-175,000.00	-175,000.00	.00	.0%
A561043	43589	MISC TRANS	.00	.00	-7,906.00	.00	.00	.00	.0%
A561044	44589	Trans -Fed	.00	.00	-300,411.00	.00	.00	.00	.0%
A56105	51005	PERS SERV	53,206.47	55,764.22	55,764.22	58,314.20	58,314.20	.00	4.6%
A56105	51020	OVERTIME	1,295.47	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
A56105	51025	SHIFT PAY	2.70	30.00	30.00	30.00	30.00	.00	.0%
A56105	51035	OTHER COMP	62.02	.00	.00	.00	.00	.00	.0%
A56105	52015	Dept Equip	.00	2,000.00	291,500.00	2,000.00	2,000.00	.00	-99.3%
A56105	54000	TELEPHONE	1,778.13	1,700.00	1,700.00	1,700.00	1,700.00	.00	.0%
A56105	54005	Off Supp	.00	50.00	50.00	50.00	50.00	.00	.0%
A56105	54007	Jan Supp	1,242.79	1,800.00	1,800.00	1,800.00	1,800.00	.00	.0%
A56105	54015	Maint Agmt	4,610.00	5,440.00	5,440.00	5,440.00	5,440.00	.00	.0%
A56105	54025	UTILITIES	16,378.81	16,500.00	16,500.00	16,500.00	16,500.00	.00	.0%
A56105	54050	Equip R&M	1,713.87	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A56105	54055	PROF SERV	923.94	.00	26,723.00	.00	.00	.00	.0%
A56105	54060	LEGAL ADV	35.67	100.00	100.00	100.00	100.00	.00	.0%
A56105	54070	INSURANCE	21,152.97	19,737.77	19,737.77	24,881.99	24,881.99	.00	26.1%
A56105	54073	INS-AVIATN	4,596.00	5,055.60	5,055.60	5,055.60	5,055.60	.00	.0%
A56105	54074	INS-AUTO	465.96	725.25	725.25	287.66	287.66	.00	-60.3%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A56105	54076	Bldg R&M	4,026.33	25,000.00	25,000.00	25,000.00	25,000.00	.00	.0%
A56105	54077	C&M Supp	207.35	300.00	300.00	300.00	300.00	.00	.0%
A56105	54078	Fuel	151,218.76	175,000.00	175,000.00	175,000.00	175,000.00	.00	.0%
A56105	54089	PROP TX/AM	6,833.12	7,000.00	7,000.00	8,000.00	8,000.00	.00	14.3%
A56105	54300	Veh. R&M	893.26	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
A56105	58020	RETIREMENT	7,108.07	7,842.77	7,842.77	9,126.63	9,126.63	.00	16.4%
A56105	58030	FICA	3,755.84	4,459.51	4,459.51	4,654.58	4,654.58	.00	4.4%
A56105	58040	WRKS COMP	1,709.95	1,530.77	1,530.77	1,400.00	1,400.00	.00	-8.5%
A56105	58060	HEALTH INS	18,864.80	19,545.58	19,545.58	19,545.58	20,718.31	.00	.0%
A56105	58062	DENTAL INS	90.53	90.24	90.24	90.24	90.24	.00	.0%
A56105	58065	VISION INS	19.57	19.60	19.60	19.60	19.60	.00	.0%
TOTAL AIRPORT			-46,171.51	4,841.31	12,747.31	14,446.08	15,618.81	.00	13.3%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5630	BUS OPERATIONS									
A563042	41289		DEPT FEES	-225,066.02	-176,700.00	-176,700.00	.00	.00	.00	-100.0%
A563042	41289	BUS	DEPT FEES	-11,580.00	.00	.00	.00	.00	.00	.0%
A563043	43594	RESC	BUSES/OTHE	-368,241.00	.00	.00	.00	.00	.00	.0%
A563043	43597		TRANSP CAP	-83,985.11	.00	.00	.00	.00	.00	.0%
A563044	43589		MISC TRANS	-749,624.59	-286,837.00	-588,879.50	.00	.00	.00	-100.0%
A563044	43597	MOBM	TRANSP CAP	-13,764.44	-21,044.87	-2,180.07	-19,541.63	-19,640.15	.00	796.4%
A563044	44590		OPASST REV	-482,427.00	.00	.00	.00	.00	.00	.0%
A563044	44597		TRANSP CAP	-671,880.88	.00	.00	.00	.00	.00	.0%
A563044	44597	MOBM	TRANSP CAP	-110,114.46	-168,358.93	-19,620.59	-156,333.02	-157,121.16	.00	696.8%
A56305	42690		COMP LOSS	.00	.00	.00	.00	.00	.00	.0%
A56305	44589	NADTC	Trans -Fed	-5,147.07	.00	-28,707.62	.00	.00	.00	.0%
A56305	44589	RTAP	Trans -Fed	-8,780.68	-12,000.00	-12,000.00	-12,000.00	-12,000.00	.00	.0%
A56305	51005	MOBM	PERS SERV	89,587.50	123,468.66	123,468.66	121,344.92	121,344.92	.00	-1.7%
A56305	51005	NADTC	PERS SERV	4,627.32	.00	24,081.62	.00	.00	.00	.0%
A56305	51035	MOBM	OTHER COMP	1,006.86	.00	.00	.00	.00	.00	.0%
A56305	54000	MOBM	TELEPHONE	132.00	264.00	.00	264.00	264.00	.00	.0%
A56305	54004	MOBM	COMP SOFT	1,384.40	1,000.00	.00	1,100.00	1,100.00	.00	.0%
A56305	54005	MOBM	Off Supp	401.88	1,500.00	1,242.74	750.00	750.00	.00	-39.6%
A56305	54020	MOBM	POSTAGE	5.85	1,000.00	.00	300.00	300.00	.00	.0%
A56305	54035	MOBM	ED & TRAIN	212.50	1,000.00	.00	1,000.00	1,000.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A56305	54035	NADTC	ED & TRAIN	1,373.79	.00	.00	.00	.00	.00	.0%
A56305	54035	RTAP	ED & TRAIN	8,480.54	12,000.00	12,000.00	12,000.00	12,000.00	.00	.0%
A56305	54040	MOBM	DUES/MEMBE	500.00	2,200.00	151.36	1,500.00	1,500.00	.00	891.0%
A56305	54045	MOBM	Travel	48.64	1,000.00	.00	1,000.00	1,000.00	.00	.0%
A56305	54048	MOBM	Prog Supp	1,206.30	6,000.00	2,152.94	6,000.00	6,000.00	.00	178.7%
A56305	54048	NADTC	Prog Supp	468.00	.00	4,626.00	.00	.00	.00	.0%
A56305	54060	MOBM	LEGAL ADV	75.14	200.00	.00	200.00	200.00	.00	.0%
A56305	54213	MOBM	I/D COPIER	165.00	1,000.00	.00	900.12	900.12	.00	.0%
A56305	54815		CONT AGNC	2,239,289.10	718,928.19	718,928.19	.00	.00	.00	-100.0%
A56305	54815	RESC	CONT AGNC	368,241.00	.00	.00	37,622.52	37,622.52	.00	.0%
A56305	58020	MOBM	RETIREMENT	12,401.57	16,611.56	16,611.56	18,201.74	18,201.74	.00	9.6%
A56305	58030	MOBM	FICA	6,387.88	9,446.00	9,446.00	9,282.89	9,282.89	.00	-1.7%
A56305	58030	NADTC	FICA	.00	.00	.00	.00	.00	.00	.0%
A56305	58040	MOBM	WRKS COMP	3,419.89	3,061.55	3,061.55	2,800.00	2,800.00	.00	-8.5%
A56305	58060	MOBM	HEALTH INS	32,447.34	41,263.00	41,263.00	29,752.92	31,538.10	.00	-27.9%
A56305	58060	NADTC	HEALTH INS	.00	.00	.00	.00	.00	.00	.0%
A56305	58062	MOBM	DENTAL INS	138.80	181.00	181.00	180.48	180.48	.00	-.3%
A56305	58065	MOBM	VISION INS	31.50	40.00	40.00	39.20	39.20	.00	-2.0%
A56305	58065	NADTC	VISION INS	.00	.00	.00	.00	.00	.00	.0%
TOTAL BUS OPERATIONS				41,421.55	275,223.16	129,166.84	56,364.14	57,262.66	.00	-56.4%

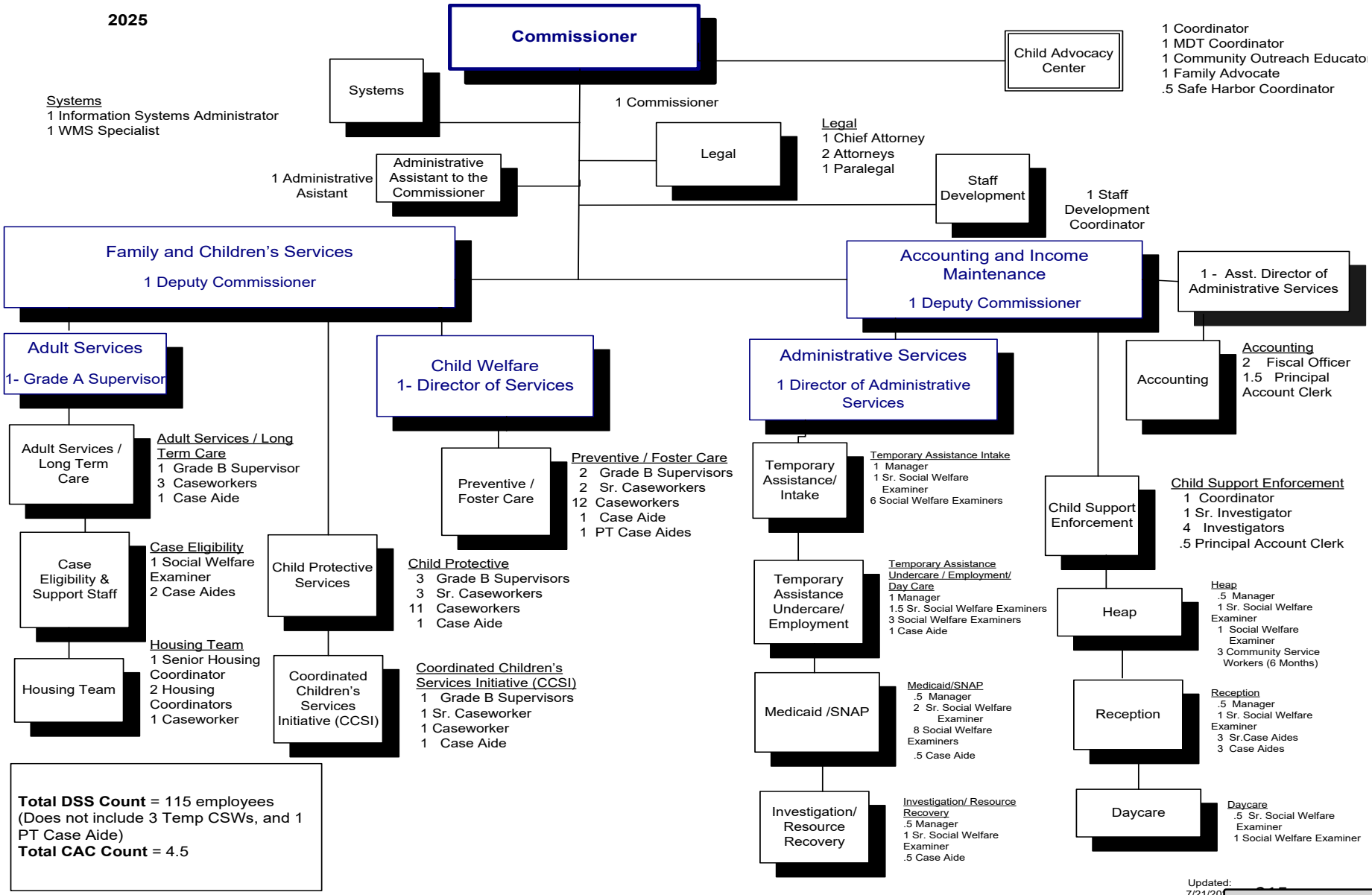
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Program ID: bgnyrpts

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A – Economic Assistance & Opportunity

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Cortland County Department of Social Services



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Department of Social Services – A6010

Description:

The County Social Services Department is part of a state-supervised, locally administered system for the delivery of social services. It operates under the authority of the New York State Social Services Law and Part 18 of the New York Code of Rules and Regulations (NYCRR) to implement both state and federally mandated services. Functions are all mandated and carried out under the supervision of several state departments including the Office of Temporary and Disability Assistance, the Office of Children and Family Services, and the Department of Health.

The Department is comprised of three major divisions. The first of these divisions is the Income Maintenance Division, which administers the following programs based on eligibility and income guidelines:

- Temporary Assistance includes the federally funded program called Temporary Assistance to Needy Families (TANF), the partially state funded program called Safety Net (SN), emergency assistance programs, and programs related to employment requirements. These services are required pursuant to Social Services Law (SSL) Sections 131-370.
  Reimbursement:
  - TANF program is 100% and administration is approx. 56%
  - SN program is 29% and administration is 0%.
  - Emergency Aid to Adults program is 50% and administration is 0%.
- The Supplemental Nutrition Assistance Program (SNAP) provides for food purchases and is required pursuant to SSL Section 95.
  Reimbursement: SNAP program is 100% federal (we don't pay money out) and administration is reimbursed by 50% federal money until October 2026 when it reduces to 25%.
- The Medicaid program provides health insurance for low-income individuals. The Department is responsible for determining eligibility for Medicaid services pursuant to SSL Sections 363-369.
  Reimbursement: Medicaid program is 0% up to our required county share amount and administration is 100% up to our administrative cap. The cap continues to cover all administration costs.
- The Home Energy Assistance Program (HEAP) provides heating and cooling assistance for low-income individuals and is required pursuant to SSL Section 97.
  Reimbursement: HEAP program is 100% and administration is up to our allocation which covers 82% of our costs.
- The Child Care Assistance Program programs are required under SSL Section 410u-z to provide daycare subsidy assistance to income qualifying families and families needing daycare due to Temporary Assistance employment requirements.
  Reimbursement: CCBG program and administrative costs are 95%.
- The Child Support program operates under SSL Section 111-c to establish paternity, support obligations, and enforcement of support orders. There are no income eligibility guidelines.
  Reimbursement: There are no program costs and administration is 68%.

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The Services Division is the second large division within the Department. Most of the services provided in this area are related to the protection and safety of individuals without regard to income. The following services are provided:

- Child Protective Services (CPS) require the investigation of alleged maltreatment and abuse of children pursuant to SSL Sections 423 and 424.

  Reimbursement: There are no program costs and administration is approximately 50-65%.
- Foster Care services provide care for any child who is temporarily taken into protective custody or placed in the care and custody of the Commissioner of Social Services by the Family Court. Such services are required pursuant to SSL Sections 358-a, 376, 384, 384-a, 397, and 398, as well as Section 1055 of the Family Court Act.

  Reimbursement: Program costs can be anywhere from 0% in the JD account to 50-60% in the Child Care and Family Assistance accounts while administration is approximately 50-65%.
- Child Preventive services are provided to families when it is reasonable to believe that by providing such services the child will be able to remain with or be returned to his or her family. Such mandated preventive services are provided pursuant to SSL Section 409-a.

  Reimbursement: Program costs can be anywhere from 62% in the Purchase of Services account to 90% in the Family Assistance account while administration is approximately 50-65%.
- Juvenile Delinquent State Secure Facility or Detention Placement and Persons In Need of Supervision (PINS) services are provided to qualifying juveniles pursuant to the Family Court Act Sections 320.5(3) and 735.

  Reimbursement: Program costs are approximately 49% for Juvenile Delinquent (JD) youths in non- secure detention, 0% for secure facility placements and $0 for PINS youths who enter any type of foster care placement. The contract with Probation is reimbursed at 62%.
- Coordinated Children's Services Initiative (CCSI) services are provided to cross-systems families whose children are at risk of out of home placement. Such services are provided pursuant to SSL Section 409-a.

  Reimbursement: Program costs and administration costs are approximately 60-70% except for the contract with Catholic Charities which is 62%.
- Adoption services are provided in accordance with SSL 372-b for each child in the Commissioner's care who is freed for adoption. Adoption subsidies are provided for most children who are adopted pursuant to NYCRR 421.24.

  Reimbursement: Program costs are approximately 80% and administration costs are approximately 50-65%.
- Adult Protective Services (APS) are provided to adults unable to manage their own resources, carry out the activities of daily living, or protect themselves from abuse, financial exploitation or other hazardous situations because of mental or physical impairments, and have no one willing and able to assist. These services are provided pursuant to SSL Section 473 and18NYCRR 457.5(c)(3)(iii) for Representative Payee.

  Reimbursement: Program reimbursement is 49% and administration is 50-65%.
- Long Term Care Services are in-home aide services that must be provided to those who have a qualifying medical condition and are in receipt of Medicaid. They are provided in accordance with 18 NYCRR Part 505.14 and SSL Sections 363-369 (Medicaid).

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Reimbursement: There are no separate program costs and administration costs are currently 100% under the Medicaid administrative cap.

- Domestic Violence services are provided to anyone who qualifies for residential or non-residential services under SSL 62 and 404.
  Reimbursement: Program costs are approximately 60% reimbursed and administration costs are blended in with other duties listed above.

The Administrative Division is the last main division. This encompasses the following functions: Investigation/Resource Recovery, Reception, Systems, Security, Legal Services, Accounting, Staff Development, and Administration. These units provide various supportive services to the program units that allow for mandated service delivery, produce revenue or lessen program expenditures.

Reimbursement: Approximately 55%

Budget Goals

1. Administer essential state and federal mandated social services in efficient and effective ways to meet the time-sensitive basic needs of county citizens including food, shelter and protection.
2. Obtain resources needed to maintain minimal staffing levels to achieve positive outcomes for the vulnerable populations served. Those we serve have complex needs and our employees find themselves addressing daily urgent needs for the safety and well-being of individuals. DSS is always the last resort that must react and cannot waitlist people when other systems will not or cannot serve them. DSS must always find a way to serve the most challenging people because no one can be refused service who is unsafe.
3. Keep county leadership informed of emerging client and staff trends, policy changes and budget impacts. Part of this goal is to do everything possible to mitigate unpredictable changes that negatively impact the county budget.
4. Analyze systemic problems and inefficiencies in our state governed county-administered social services system to advocate for positive change.
5. Assess and adjust service delivery strategies on an on-going basis due to many changing variables including client needs and changes in state and federal rules and regulations.

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CORTLAND COUNTY
Department of Social Services - A6010
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ADMINISTRATIVE ASSISTANT TO COMMISSIONER OF SOCIAL SERVICES	FT	Yes	MGMC	5H
ASSISTANT DIRECTOR OF ADMINISTRATIVE SERVICES	FT	Yes	MGT	10
ASSOCIATE SOCIAL SERVICES ATTORNEY	FT	Yes	MGT	ATTY 3
CASE AIDE	FT	Yes	CSEA	8
CASE AIDE	FT	Yes	CSEA	8
CASE AIDE	FT	Yes	CSEA	8
CASE AIDE	FT	Yes	CSEA	8
CASE AIDE	FT	Yes	CSEA	8
CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	8
CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	8
CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	8
CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	8
CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	8
CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	8
CASE AIDE (HELP PROGRAM)	PT	Yes	CSEA	8
CASE SUPERVISOR GRADE A	FT	Yes	CSEA	24
CASE SUPERVISOR GRADE B	FT	Yes	CSEA	22
CASE SUPERVISOR GRADE B	FT	Yes	CSEA	22
CASE SUPERVISOR GRADE B	FT	Yes	CSEA	22
CASE SUPERVISOR GRADE B	FT	Yes	CSEA	22
CASE SUPERVISOR GRADE B	FT	Yes	CSEA	22
CASE SUPERVISOR GRADE B	FT	Yes	CSEA	22
CASE SUPERVISOR GRADE B	FT	Yes	CSEA	22
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18

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CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	No	CSEA	18
CASE WORKER	FT	No	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASE WORKER	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	No	CSEA	18
CASEWORKER (HELP PROGRAM)	FT	Yes	CSEA	18
CHIEF SOCIAL SERVICES ATTORNEY	FT	Yes	MGT	ATTY 1
Child Advocacy Center Assistant Director	FT	Yes	MGT	12
CHILD ADVOCACY DIRECTOR	FT	Yes	MGT	10
COMMISSIONER OF SOCIAL SERVICES	FT	Yes	MGT	2
COMMUNITY OUTREACH EDUCATOR	FT	Yes	CSEA	15
COMMUNITY SERVICES WORKER	PT	Yes	CSEA	5
COMMUNITY SERVICES WORKER	PT	Yes	CSEA	5
COMMUNITY SERVICES WORKER	PT	Yes	CSEA	5
COORDINATOR OF CHILD SUPPORT ENFORCEMENT	FT	Yes	CSEA	20
DEPUTY COMMISSIONER OF SOCIAL SERVICES	FT	Yes	MGT	5
DEPUTY COMMISSIONER OF SOCIAL SERVICES	FT	Yes	MGT	5
DIRECTOR OF ADMINISTRATIVE SERVICES	FT	Yes	MGT	6
DIRECTOR OF SOCIAL SERVICES	FT	Yes	MGT	7

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FAMILY ADVOCATE (HELP PROGRAM)	FT	Yes	CSEA	12
FISCAL OFFICER	FT	Yes	CSEA	17
FISCAL OFFICER	FT	Yes	CSEA	17
HOUSING COORDINATOR	FT	Yes	CSEA	16
HOUSING COORDINATOR	FT	Yes	CSEA	16
INFORMATION SYSTEMS ADMINISTRATOR	FT	Yes	CSEA	25
MULTI DISCIPLINARY TEAM COORDINATOR	FT	Yes	CSEA	13
PARALEGAL (HELP PROGRAM)	FT	Yes	MGMC	6H
PRINCIPAL ACCOUNT CLERK	FT	Yes	CSEA	13
PRINCIPAL ACCOUNT CLERK	FT	Yes	CSEA	13
SENIOR CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	10
SENIOR CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	10
SENIOR CASE AIDE (HELP PROGRAM)	FT	Yes	CSEA	10
SENIOR CASEWORKER	FT	Yes	CSEA	20
SENIOR CASEWORKER	FT	Yes	CSEA	20
SENIOR CASEWORKER	FT	Yes	CSEA	20
SENIOR CASEWORKER	FT	Yes	CSEA	20
SENIOR CASEWORKER	FT	Yes	CSEA	20
SENIOR CASEWORKER	FT	Yes	CSEA	20
SENIOR HOUSING COORDINATOR	FT	Yes	CSEA	19
SENIOR SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	15
SENIOR SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	15
SENIOR SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	15
SENIOR SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	15
SENIOR SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	15
SENIOR SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	15
SENIOR SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	15
SENIOR SOCIAL WELFARE EXAMINER (HELP PROGRAM)	FT	Yes	CSEA	15
SENIOR SUPPORT INVESTIGATOR	FT	Yes	CSEA	15
SOCIAL SERVICES ATTORNEY	FT	Yes	MGT	ATTY 2
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12

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SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER (HELP PROGRAM)	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER (HELP PROGRAM)	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER (HELP PROGRAM)	FT	Yes	CSEA	12
SOCIAL WELFARE EXAMINER TRAINEE (HELP PROGRAM)	FT	Yes	CSEA	10
SOCIAL WELFARE EXAMINER TRAINEE (HELP PROGRAM)	FT	Yes	CSEA	10
SOCIAL WELFARE EXAMINER TRAINEE (HELP PROGRAM)	FT	Yes	CSEA	10
SOCIAL WELFARE MANAGER	FT	Yes	CSEA	20
SOCIAL WELFARE MANAGER	FT	Yes	CSEA	20
SOCIAL WELFARE MANAGER	FT	Yes	CSEA	20
SOCIAL WELFARE MANAGER	FT	Yes	CSEA	20
STAFF DEVELOPMENT COORDINATOR	FT	Yes	CSEA	20
SUPPORT INVESTIGATOR (HELP PROGRAM)	FT	Yes	CSEA	12
SUPPORT INVESTIGATOR (HELP PROGRAM)	FT	Yes	CSEA	12
SUPPORT INVESTIGATOR (HELP PROGRAM)	FT	Yes	CSEA	12
SUPPORT INVESTIGATOR (HELP PROGRAM)	FT	Yes	CSEA	12
WELFARE MANAGEMENT SYSTEMS SPECIALIST	FT	Yes	CSEA	13

Full-time:	123
Part-time:	4
Per diem:	0
TOTAL POSITIONS:	127

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6010	DEPT.OF SOCIAL SERVICES ADMIN									
A601042	41801		REPAY MED	-15,010.67	-10,000.00	-10,000.00	-10,000.00	-10,000.00	.00	.0%
A601042	41809		REPAY FAM.	-248,202.38	-225,365.00	-225,365.00	-261,597.00	-261,597.00	.00	16.1%
A601042	41811		INC.EARNIN	-31,910.65	-35,000.00	-35,000.00	-35,000.00	-35,000.00	.00	.0%
A601042	41819		REPAY CHIL	-300,574.46	-415,770.00	-415,770.00	-330,787.00	-330,787.00	.00	-20.4%
A601042	41840		REPAY SAFE	-356,294.25	-270,000.00	-270,000.00	-270,305.00	-270,305.00	.00	.1%
A601042	41841		HEAP REIMB	-48,203.98	-40,000.00	-40,000.00	-35,000.00	-35,000.00	.00	-12.5%
A601042	41855		REPAY DAYC	-1,212.00	.00	.00	.00	.00	.00	.0%
A601042	42680		INS RECOV	-1,220.73	.00	.00	.00	.00	.00	.0%
A601043	43089	RTA	GEN GOVERN	.00	-792,000.00	-792,000.00	-792,000.00	-792,000.00	.00	.0%
A601043	43601		MED ASSIST	9,650.00	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A601043	43609		FAM ASSIST	-3,054.00	-550.00	-550.00	-3,536.00	-3,536.00	.00	542.9%
A601043	43610		DSS ADMIN	-2,536,573.00	-3,490,092.00	-3,490,092.00	-4,053,014.00	-4,936,961.90	.00	16.1%
A601043	43619		CHILD CARE	-2,139,243.00	-2,086,018.00	-2,086,018.00	-2,002,496.00	-2,002,496.00	.00	-4.0%
A601043	43623		JD AID	-182.91	-7,840.00	-7,840.00	-6,370.00	-6,370.00	.00	-18.8%
A601043	43640		SAFETY NET	-880,118.00	-935,785.00	-935,785.00	-1,467,375.00	-1,467,375.00	.00	56.8%
A601043	43642		EAA	-10,024.00	-15,000.00	-15,000.00	-20,000.00	-20,000.00	.00	33.3%
A601043	43655		DAY CARE	-1,815,553.00	-2,026,578.00	-2,026,578.00	-2,546,578.00	-2,546,578.00	.00	25.7%
A601043	43670		SERV/RECIP	-278,820.00	-665,000.00	-665,000.00	-798,979.00	-1,066,728.68	.00	20.1%
A601043	43689	4696	Code Blue	-305,183.00	-320,000.00	-382,668.66	-323,648.00	-323,648.00	.00	-15.4%
A601043	43689	RSP	OtherDSS	-57,352.00	-200,000.00	-200,000.00	-200,000.00	-200,000.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A601043	43689	SAEF	OtherDSS	.00	-43,818.00	-43,818.00	-60,000.00	-60,000.00	.00	36.9%
A601044	44601		MED ASSIST	-66,404.00	-25,000.00	-25,000.00	-40,000.00	-40,000.00	.00	60.0%
A601044	44609		FAMLY ASST	-1,246,252.00	-1,223,441.00	-1,223,441.00	-1,488,714.00	-1,488,714.00	.00	21.7%
A601044	44610		DSS ADMIN	-2,205,386.00	-2,315,494.00	-2,315,494.00	-2,880,135.00	-2,940,803.32	.00	24.4%
A601044	44611		FOOD STAMP	-699,131.00	-720,459.00	-720,459.00	-742,423.00	-742,423.00	.00	3.0%
A601044	44615		FFFS FED	-1,803,902.00	-1,921,812.00	-1,921,812.00	-1,920,000.00	-1,920,000.00	.00	-.1%
A601044	44619		CHILD CARE	-2,101,444.00	-2,097,915.00	-2,097,915.00	-2,306,082.00	-2,306,082.00	.00	9.9%
A601044	44640		SAFETY NET	-69,807.00	-87,935.00	-87,935.00	-109,017.00	-109,017.00	.00	24.0%
A601044	44641		HME ENGY	89,086.00	80,000.00	80,000.00	80,000.00	80,000.00	.00	.0%
A601044	44661		Title IV-B	-61,411.00	-27,000.00	-27,000.00	-27,000.00	-27,000.00	.00	.0%
A601044	44670		SERV RECIP	-366,790.00	-205,000.00	-205,000.00	-195,972.00	-195,972.00	.00	-4.4%
A601044	44689	4693	MISC DSS	-22,915.00	-25,000.00	-25,000.00	-25,000.00	-25,000.00	.00	.0%
A601044	44689	4695	MISC DSS	-24,896.00	-60,000.00	-60,000.00	-60,000.00	-60,000.00	.00	.0%
A601044	44689	FCS	MISC DSS	-37,095.00	-175,342.00	-175,342.00	-120,455.00	-121,166.91	.00	-31.3%
A601047	42701		REF.APPR.E	-90,793.24	-70,000.00	-70,000.00	-70,000.00	-70,000.00	.00	.0%
A601047	42770		OTH UNC RV	-25,574.72	-15,000.00	-15,000.00	-15,000.00	-15,000.00	.00	.0%
A601047	42771		DSS UNCLAS	-1,879.54	-200.00	-200.00	-600.00	-600.00	.00	200.0%
A60105	51005		PERS SERV	6,015,248.83	6,521,628.31	6,481,628.31	6,891,856.15	7,030,017.86	.00	6.3%
A60105	51005	FCS	PERS SERV	18,508.73	57,744.00	57,744.00	65,612.27	65,612.27	.00	13.6%
A60105	51010		PT PAY	635.37	5,918.00	5,918.00	10,227.63	10,227.63	.00	72.8%
A60105	51015		TEMP PAY	12,255.35	47,809.08	47,809.08	49,100.13	49,100.13	.00	2.7%
A60105	51020		OVERTIME	93,465.99	95,000.00	95,000.00	78,210.00	78,210.00	.00	-17.7%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A60105	51020	FCS	OVERTIME	212.75	12,000.00	12,000.00	12,000.00	12,000.00	.00	.0%
A60105	51025		SHIFT PAY	375.16	500.00	500.00	500.00	500.00	.00	.0%
A60105	51035		OTHER COMP	203,473.26	200,000.00	200,000.00	286,611.00	286,611.00	.00	43.3%
A60105	51070		MEALS	884.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A60105	52060		Comp Equip	10,117.40	24,863.00	27,588.00	15,000.00	15,000.00	.00	-45.6%
A60105	54000		TELEPHONE	45,545.43	47,156.00	47,156.00	47,156.00	47,156.00	.00	.0%
A60105	54000	FCS	TELEPHONE	223.07	700.00	700.00	700.00	700.00	.00	.0%
A60105	54001		COPY SERV	7,514.82	16,000.00	16,000.00	10,500.00	10,500.00	.00	-34.4%
A60105	54005		Off Supp	35,997.31	38,000.00	38,000.00	38,000.00	38,000.00	.00	.0%
A60105	54006		Med Supp	20.93	250.00	350.00	250.00	250.00	.00	-28.6%
A60105	54007		Jan Supp	95.84	200.00	200.00	200.00	200.00	.00	.0%
A60105	54015		Maint Agmt	1,479.56	2,730.00	10,729.00	12,800.00	12,800.00	.00	19.3%
A60105	54020		POSTAGE	31,406.05	33,900.00	33,900.00	36,900.00	36,900.00	.00	8.8%
A60105	54035		ED & TRAIN	22,050.41	34,770.00	34,770.00	34,100.00	34,100.00	.00	-1.9%
A60105	54040		DUES/SUB	6,290.42	6,478.00	6,478.00	6,645.00	6,645.00	.00	2.6%
A60105	54041		PUBLICATIO	5,626.51	4,500.00	4,500.00	4,705.00	4,705.00	.00	4.6%
A60105	54045		Travel	452.05	500.00	500.00	500.00	500.00	.00	.0%
A60105	54045	FCS	Travel	.00	600.00	600.00	600.00	600.00	.00	.0%
A60105	54049		N/R Prog	5,685.14	9,400.00	9,400.00	9,300.00	9,300.00	.00	-1.1%
A60105	54050		Equip R&M	1,319.45	1,350.00	1,350.00	1,350.00	1,350.00	.00	.0%
A60105	54055		PROF SERV	7,000.00	7,000.00	59,000.00	8,000.00	8,000.00	.00	-86.4%
A60105	54060		LEGAL ADV	958.50	2,400.00	2,400.00	2,400.00	2,400.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A60105	54070		INSURANCE	32,544.98	42,101.00	39,376.00	37,043.59	37,043.59	.00	-5.9%
A60105	54071		MALP INS	.00	16,667.00	6,567.00	.00	.00	.00	-100.0%
A60105	54074		INS-AUTO	4,007.64	4,189.00	4,189.00	5,056.90	5,056.90	.00	20.7%
A60105	54076		Bldg R&M	.00	500.00	500.00	.00	.00	.00	-100.0%
A60105	54078		Fuel	13,209.00	16,000.00	16,000.00	16,000.00	16,000.00	.00	.0%
A60105	54078	FCS	Fuel	.00	600.00	600.00	600.00	600.00	.00	.0%
A60105	54110		CHARGEBACK	76,921.00	75,000.00	75,000.00	76,000.00	76,000.00	.00	1.3%
A60105	54213		I/D COPIER	9,609.48	9,700.00	11,700.00	11,783.00	11,700.00	.00	.7%
A60105	54215		I/D LX NX	2,828.52	2,945.00	2,945.00	3,035.00	2,980.00	.00	3.1%
A60105	54300		Veh. R&M	3,860.39	20,000.00	20,000.00	18,000.00	18,000.00	.00	-10.0%
A60105	54300	FCS	Veh. R&M	.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A60105	54301		Veh lease	77,673.95	81,310.00	89,310.00	90,000.00	90,000.00	.00	.8%
A60105	54301	FCS	Veh Lease	1,223.07	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A60105	54444		FEES/PERMI	326.00	482.00	482.00	472.00	472.00	.00	-2.1%
A60105	54615		CNTR MEDCL	44,780.00	53,000.00	53,000.00	53,000.00	53,000.00	.00	.0%
A60105	54765		JUDG&CLAIM	.00	4,000.00	4,000.00	4,000.00	4,000.00	.00	.0%
A60105	54800		PROG EXP	294,819.41	333,148.00	313,149.00	339,011.00	339,011.00	.00	8.3%
A60105	54800	4693	PROG EXP	24,999.96	25,000.00	25,000.00	25,000.00	25,000.00	.00	.0%
A60105	54800	4695	PROG EXP	29,622.84	60,000.00	60,000.00	60,000.00	60,000.00	.00	.0%
A60105	54800	4696	PROG EXP	262,059.98	320,000.00	382,668.66	540,526.00	540,526.00	.00	41.3%
A60105	54800	FCS	PROG EXP	.00	56,569.00	56,569.00	3,000.00	3,000.00	.00	-94.7%
A60105	54800	RSP	PROG EXP	23,954.83	200,000.00	200,000.00	200,000.00	200,000.00	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A60105	54800	SAEF	PROG EXP	.00	43,818.00	43,818.00	60,000.00	60,000.00	.00	36.9%
A60105	54815		CONT AGNC	471,564.23	561,942.00	561,942.00	594,769.00	594,769.00	.00	5.8%
A60105	56055		DAY CARE	1,911,090.54	2,080,000.00	2,080,000.00	2,600,000.00	2,600,000.00	.00	25.0%
A60105	56070		SERV RECIP	872,214.07	1,246,386.00	1,246,386.00	1,170,966.00	1,170,966.00	.00	-6.1%
A60105	56070	RTA	SERV RECIP	.00	54,000.00	54,000.00	54,000.00	54,000.00	.00	.0%
A60105	56102		MMIS	10,042,592.00	10,251,460.00	10,251,460.00	10,355,510.00	10,355,510.00	.00	1.0%
A60105	56109		FAM ASSIST	2,739,605.79	2,917,548.00	2,917,548.00	3,502,837.00	3,502,837.00	.00	20.1%
A60105	56119		CHILD CARE	6,025,324.24	6,508,222.00	6,508,222.00	7,168,993.00	7,168,993.00	.00	10.2%
A60105	56119	RTA	CHILD CARE	.00	738,000.00	738,000.00	738,000.00	738,000.00	.00	.0%
A60105	56123		JD/PINS	.00	66,000.00	66,000.00	63,000.00	63,000.00	.00	-4.5%
A60105	56129		ST TRAININ	255,289.59	276,430.00	276,430.00	.00	.00	.00	-100.0%
A60105	56140		SAFETY NET	3,606,226.68	3,885,804.00	3,885,804.00	5,376,904.00	5,376,904.00	.00	38.4%
A60105	56141		HEAP	29,318.18	35,000.00	35,000.00	35,000.00	35,000.00	.00	.0%
A60105	56142		EAA	20,039.04	30,000.00	30,000.00	40,000.00	40,000.00	.00	33.3%
A60105	58020		RETIREMENT	827,570.64	932,090.46	932,090.46	1,109,118.00	1,122,652.83	.00	19.0%
A60105	58030		FICA	457,591.72	530,000.00	524,783.00	559,713.00	570,281.99	.00	6.7%
A60105	58030	FCS	FICA	1,297.10	.00	5,217.00	5,937.00	5,937.34	.00	13.8%
A60105	58040		WRKS COMP	196,643.77	179,100.40	179,100.40	163,000.00	165,800.00	.00	-9.0%
A60105	58060		HEALTH INS	1,180,727.83	1,292,480.00	1,270,763.00	1,229,040.13	1,344,219.24	.00	-3.3%
A60105	58060	FCS	HEALTH INS	5,877.22	.00	21,717.00	21,717.30	23,020.34	.00	.0%
A60105	58062		DENTAL INS	6,814.05	7,039.00	7,039.00	6,948.48	7,128.96	.00	-1.3%
A60105	58065		VISION INS	1,227.11	1,294.00	1,294.00	1,234.80	1,274.00	.00	-4.6%

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Program ID: bgnyrpts

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

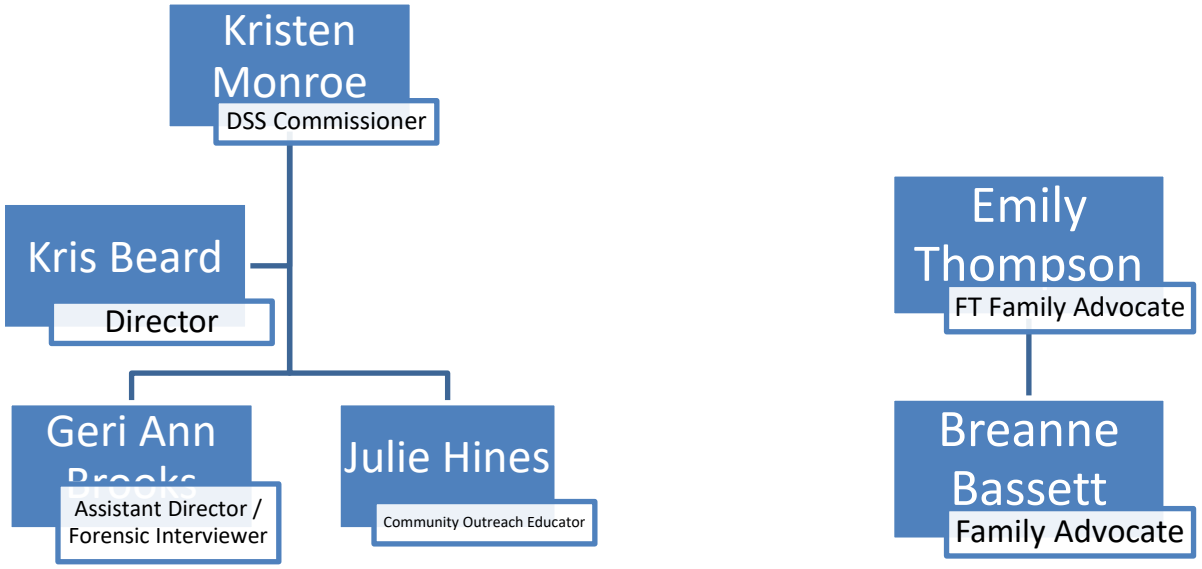
PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND	2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
TOTAL DEPT.OF SOCIAL SERVICE	18,326,620.65	19,682,807.25	19,682,807.25	20,847,355.38	19,915,907.27	.00	5.9%

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Program ID: bgnyrpts

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Cortland County Child Advocacy Center
Organization Chart



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Child Advocacy Center – A4321

Cortland County Child Advocacy Center
Narrative: 2026

The Cortland County Child Advocacy Center (CAC) is a community organization dedicated to the prevention, education and investigation of child abuse. Our Multidisciplinary Team includes Cortland City Police Department, Cortland County Attorney, Cortland County Child Advocacy Center, Cortland County Department of Social Services, Cortland County District Attorney's Office, Cortland County Mental Health Department, Cortland County Sheriff's Office, Cortland County Probation Department, Family and Children's Counseling Services, Guthrie Cortland Medical Center, Homer Police Department, and New York State Police. This team of experts is always ready to help child victims and their families navigate a complex system and address their unique needs. Helping abused children and their families requires an approach that addresses physical, emotional, and legal dimensions of abuse. It requires a coordinated response from experienced professionals to reduce stress throughout the investigation and intervention process.

Child Advocacy Centers are organizations designed to provide a coordinated, multidisciplinary approach to investigations when children have been victims of sexual and/or physical abuse. CACs provide a safe, child-friendly environment to conduct forensic interviews, provide specialized medical examinations, mental health treatment, and victim advocacy support to child victims and their non-offending family members. The CAC provides a full range of specialized services; such as, victim advocacy, medical evaluation, counseling, education, housing, court appearances, out of pocket costs for medical and counseling appointments, transportation, etc. An advocate will continue to work with the family until they no longer want or need the services. CACs provide the most efficient, effective and streamlined process that reduces trauma to families by not having children recount their repeatedly and reduces the number of medical examinations children receive. The staff works tirelessly to build a case strong enough to spare a child from having to testify in the presence of their offender and to hold offenders accountable for the crimes committed against children.

Every six minutes in our country a child is sexually abused. One out of every four girls and one out of every six boys by age eighteen will suffer some form of sexual abuse. Ninety two percent of children are sexually abused by someone they know. In 2024, the Cortland County CAC provided services to 173 child victims with 52% being sexual abuse, 22% physical abuse cases, and 6% drug endangerment.

There are CACs in every county of New York State, with the Cortland County CAC listed as one of thirty-eight accredited by the National Children's Alliance, and over 800 across the country. CACs are proven to be effective at reducing trauma for children. Studies show that children involved with a CAC receive more effective treatment. A study conducted by the University of New Hampshire found that CACs reduce trauma to children suffering from abuse and save a community an average of $1,000 per child. On a per-case basis, traditional investigations are thirty six percent more expensive than CAC investigations. The average per-case cost of a CAC investigation is $2,902 versus $3,949 for a non-CAC investigation.

Erin's Law was passed in NYS in 2019 requiring that all public schools provide lessons on personal body safety and child abuse prevention for grade K-8. The CAC purchased evidence-based curriculum and hired a Community Outreach Educator to administer the lessons in all public schools starting in September, 2020. Since then, the Educator has administered this curriculum to over 3,000 students in grades UPK-8 throughout Cortland County. All schools are continuing to partner with the CAC to provide this curriculum in the 2025-2026 school year. In addition, all school mandated staff members are being provided the *Less is More* training to help improve their response to reported child abuse.

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On March 5, 2025, the NYS Office of Children and Family Services (OCFS) conducted a virtual Site Audit, and found that the Cortland County CAC is in compliance with the following Program Standards:

1. **Child-Friendly Site:** Child-focused setting is comfortable, private, and both physically and psychologically safe for diverse populations of children and their non-offending family members.
2. **Multidisciplinary Team:** A multidisciplinary team for response to child abuse allegations includes representation from the following: District Attorney's Office, Law Enforcement, Child Protective Services, Medical (trained in forensic pediatrics), Mental Health, Victim Advocacy, and Children's Advocacy Center.
3. **Organizational Capacity:** A designed legal entity responsible for program and fiscal operations has been established and implements basic sound administrative policies and procedures.
4. **Cultural Competency:** Culturally competent services are routinely made available to all CAC clients and coordinated with the multidisciplinary team response.
5. **Forensic Interviews:** Forensic interviews are conducted in a legally sound truth seeking manner. Interviews are of a child sensitive, unbiased; developmentally and culturally appropriate, fact finding nature; and are coordinated to avoid duplicative interviewing.
6. **Medical Component:** Specialized medical evaluation and treatment services are made available to all children and coordinated with the multidisciplinary team response.
7. **Therapeutic Intervention:** Specialized trauma-focused mental health services, designed to meet the unique needs of the children and non-offending family members, are routinely made available as part of the multidisciplinary team response.
8. **Victim Advocacy:** Victim support and advocacy services are made available to 100% of children and their non-offending caretakers as part of the multidisciplinary team response.
9. **Case Review:** A formal process in which multidisciplinary discussion and information sharing regarding the investigation, case status and services needed by the child and family is to occur on a routine basis.
10. **Database/Case Tracking:** Child Advocacy Centers must monitor case progress and track case outcomes for all MDT components.

Program Goals:

- Ensure that Protocols are in line with the above Program Standards and fully executed in 2025.
- Ensure that there is a joint response between CPS and LE at the onset of the case with coordination between both disciplines.
- Ensure that there are facilitated reviews of specific cases to identify areas in need of improvement and encourage positive working relationships.
- Increase victim referrals to Medical Evaluations and Mental Health Counseling.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: Child Advocacy Center				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40505	43489	OCFS	OTHER HLTH	-163,377.64	-172,556.00	-147,973.66	-205,032.00	-205,032.00	.00	38.6%
A40505	43489	SF	OTHER HLTH	-28,537.00	-30,000.00	-30,000.00	-16,949.00	-22,599.00	.00	-43.5%
A40505	44089	LATCF	FED REV	.00	.00	.00	.00	-43,032.74	.00	.0%
A40505	44489	MDT	OTHER HLTH	-49,998.85	.00	-66,666.00	.00	.00	.00	-100.0%
A40505	44489	VOCA	OTHER HLTH	-131,735.57	-133,813.26	-123,712.39	-199,220.67	-133,813.26	.00	61.0%
A40505	51005		PERS SERV	.00	6,085.36	17,422.66	.00	.00	.00	-100.0%
A40505	51005	OCFS	PERS SERV	75,557.85	107,120.55	77,694.46	131,318.45	152,928.49	.00	69.0%
A40505	51005	SF	PERS SERV	9,970.82	2,167.31	3,497.16	11,914.96	21,026.39	.00	240.7%
A40505	51005	VOCA	PERS SERV	60,680.18	86,183.81	78,075.01	127,527.07	108,070.72	.00	63.3%
A40505	51010	VOCA	PT PAY	16,193.53	.00	.00	.00	.00	.00	.0%
A40505	51020	VOCA	OVERTIME	487.33	500.00	.00	1,000.00	1,000.00	.00	.0%
A40505	51025	SF	SHIFT PAY	.24	.00	.00	.00	.00	.00	.0%
A40505	51025	VOCA	SHIFT PAY	6.68	.00	.00	.00	.00	.00	.0%
A40505	51035	OCFS	OTHER COMP	-85.17	.00	.00	.00	.00	.00	.0%
A40505	51035	SF	OTHER COMP	-11.24	.00	.00	.00	.00	.00	.0%
A40505	51035	VOCA	OTHER COMP	-68.40	.00	.00	.00	.00	.00	.0%
A40505	54000	OCFS	LONG DISTN	334.02	352.00	390.84	337.00	337.00	.00	-13.8%
A40505	54000	SF	TELEPHONE	347.41	347.40	347.52	347.40	347.40	.00	.0%
A40505	54000	VOCA	LONG DISTN	332.22	439.80	439.80	329.46	329.46	.00	-25.1%
A40505	54001	MDT	COPY/PRINT	.00	.00	3,654.00	.00	.00	.00	.0%
A40505	54001	OCFS	COPY/PRINT	519.00	100.00	982.00	500.00	182.00	.00	-49.1%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: Child Advocacy Center				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40505	54001	SF	COPY/PRINT	616.79	344.98	800.00	100.00	100.00	.00	-87.5%
A40505	54005	OCFS	Off Supp	841.91	100.00	1,011.00	500.00	200.00	.00	-50.5%
A40505	54005	SF	Off Supp	190.41	100.00	200.00	100.00	100.00	.00	-50.0%
A40505	54005	VOCA	Off Supp	229.77	.00	1,812.55	.00	.00	.00	.0%
A40505	54015	OCFS	Maint Agmt	.00	110.00	.00	150.00	150.00	.00	.0%
A40505	54020	OCFS	POSTAGE	84.70	25.00	1,000.00	50.00	50.00	.00	-95.0%
A40505	54020	VOCA	POSTAGE	47.30	.00	100.00	50.00	50.00	.00	-50.0%
A40505	54035	MDT	ED & TRAIN	.00	.00	2,571.00	.00	.00	.00	.0%
A40505	54035	OCFS	ED & TRAIN	4,240.54	.00	.00	1,414.78	518.04	.00	.0%
A40505	54035	SF	ED & TRAIN	.00	.00	750.00	781.90	.00	.00	4.3%
A40505	54035	VOCA	ED & TRAIN	2,472.38	.00	.00	908.91	248.12	.00	.0%
A40505	54040	OCFS	DUES/MEMBE	1,577.00	1,000.00	1,000.00	1,000.00	800.00	.00	.0%
A40505	54045	OCFS	Travel	690.43	800.00	2,491.00	800.00	800.00	.00	-67.9%
A40505	54045	SF	Travel	.00	.00	250.00	200.00	200.00	.00	-20.0%
A40505	54045	VOCA	Travel	249.65	479.07	130.35	600.00	600.00	.00	360.3%
A40505	54048	OCFS	Prog Supp	10,366.00	.00	15,295.95	.00	.00	.00	.0%
A40505	54055	MDT	PROF SERV	.00	.00	40,925.00	.00	.00	.00	.0%
A40505	54055	SF	PROF SERV	13,339.75	.00	22,345.84	.00	.00	.00	.0%
A40505	54060	VOCA	LEGAL ADV	.00	125.00	125.00	.00	.00	.00	-100.0%
A40505	54070	OCFS	LIAB INS	2,292.53	3,066.91	225.81	1,523.85	1,548.84	.00	574.8%
A40505	54070	VOCA	LIAB INS	1,378.59	2,237.09	2,237.09	2,019.99	1,995.00	.00	-9.7%
A40505	54076	MDT	Bldg R&M	.00	.00	11,365.88	.00	.00	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: Child Advocacy Center				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40505	54213	OCFS	I/D COPIER	273.93	224.00	191.66	216.00	216.00	.00	12.7%
A40505	54213	VOCA	I/D COPIER	229.35	279.47	279.47	286.87	286.87	.00	2.6%
A40505	54800	MDT	PROG EXP	.00	.00	8,150.12	.00	.00	.00	.0%
A40505	54800	OCFS	PROG EXP	13,375.67	2,969.26	12,186.60	616.19	.00	.00	-94.9%
A40505	54800	SF	PROG EXP	1,550.00	.00	760.48	568.01	992.23	.00	-25.3%
A40505	54800	VOCA	PROG EXP	15,431.09	.00	2,302.31	.00	.00	.00	-100.0%
A40505	58020		RETIREMENT	.00	818.71	9,494.64	.00	.00	.00	-100.0%
A40505	58020	OCFS	RETIREMENT	16,006.22	15,539.87	9,483.49	20,938.89	23,921.23	.00	120.8%
A40505	58020	SF	RETIREMENT	459.65	3,200.23	.00	1,787.24	2,172.00	.00	.0%
A40505	58020	VOCA	RETIREMENT	11,580.40	12,065.73	7,373.79	18,732.82	16,360.61	.00	154.0%
A40505	58030		FICA	.00	465.53	1,399.51	.00	.00	.00	-100.0%
A40505	58030	OCFS	FICA	5,107.60	8,491.43	5,852.79	10,678.83	11,699.03	.00	82.5%
A40505	58030	SF	FICA	783.35	1,748.70	247.00	911.49	1,608.52	.00	269.0%
A40505	58030	VOCA	FICA	5,871.75	6,593.06	5,972.74	9,553.74	8,343.91	.00	60.0%
A40505	58040		WRKS COMP	.00	229.62	363.99	.00	.00	.00	-100.0%
A40505	58040	OCFS	WRKS COMP	3,685.10	3,926.40	3,363.07	3,595.00	3,472.00	.00	6.9%
A40505	58040	SF	WRKS COMP	568.22	1,122.25	.00	238.00	420.00	.00	.0%
A40505	58040	VOCA	WRKS COMP	3,419.89	3,844.60	3,844.60	3,667.00	3,108.00	.00	-4.6%
A40505	58060		HEALTH INS	.00	2,931.84	4,759.68	.00	.00	.00	-100.0%
A40505	58060	OCFS	HEALTH INS	17,521.27	28,519.69	16,713.32	27,016.59	28,637.58	.00	61.6%
A40505	58060	SF	HEALTH INS	3,247.67	272.18	798.50	.00	.00	.00	-100.0%
A40505	58060	VOCA	HEALTH INS	13,132.14	20,859.13	20,859.13	30,317.54	11,418.28	.00	45.3%

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NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: Child Advocacy Center				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A40505	58062		DENTAL INS	.00	13.54	15.51	.00	.00	.00	-100.0%
A40505	58062	OCFS	DENTAL INS	40.21	173.26	68.23	112.80	112.80	.00	65.3%
A40505	58062	SF	DENTAL INS	13.60	4.51	1.50	.00	.00	.00	-100.0%
A40505	58062	VOCA	DENTAL INS	99.64	169.65	169.65	157.92	67.68	.00	-6.9%
A40505	58065		VISION INS	.00	2.94	-6.98	.00	.00	.00	-100.0%
A40505	58065	OCFS	VISION INS	9.26	37.63	23.44	39.20	39.20	.00	67.2%
A40505	58065	SF	VISION INS	1.62	.98	2.00	.00	.00	.00	-100.0%
A40505	58065	VOCA	VISION INS	22.56	36.85	36.85	39.20	19.60	.00	6.4%
TOTAL Child Advocacy Center				-58,336.65	-10,143.92	33,494.96	-8,254.57	.00	.00	-124.6%
GRAND TOTAL				-58,336.65	-10,143.92	33,494.96	-8,254.57	.00	.00	-124.6%

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NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6410	PUBLICITY/TOURISM									
A641041	41113		OCCUP TAX	-927,933.68	-800,000.00	-800,000.00	-800,000.00	-800,000.00	.00	.0%
A64105	54048		Prog Supp	.00	.00	.00	.00	140,000.00	.00	.0%
A64105	54055		PROF SERV	82,352.34	84,914.99	84,914.99	91,820.30	91,820.30	.00	8.1%
A64105	54815		CONT AGNC	741,171.06	764,234.95	764,234.95	764,234.95	764,234.00	.00	.0%
A64105	99610	OCC	Approp Res	.00	-49,149.94	-49,149.94	-56,055.25	-196,054.30	.00	14.0%
TOTAL PUBLICITY/TOURISM				-104,410.28	.00	.00	.00	.00	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6420	PROMOTION OF INDUSTRY								
A64205	54815	CONT AGNC	516,803.00	542,643.00	542,643.00	569,775.00	569,775.00	.00	5.0%
TOTAL PROMOTION OF INDUSTRY			516,803.00	542,643.00	542,643.00	569,775.00	569,775.00	.00	5.0%

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Veterans Service Agency – A6510

DEPARTMENT: Veterans Service Agency

ORGANIZATIONAL CHART: The Health and Human Services Committee provides oversight.

DEPARTMENT NARRATIVE: The Cortland County Veterans Service Agency is a State mandated agency designed to provide counseling, advice and assistance to veterans of Cortland County and their family members, as well as the family members of deceased veterans. The office provides assistance with claims preparation and processing, follow-up services, and preparing formal appeals. Services include claims for Compensation, Pension, Education Benefits, VA Home Loan Guarantee Program, Health Services and Death Benefits. The office also assists veterans, or their family members, in obtaining New York State Property Tax Exemption, New York State Awards and Decorations, and High School Diploma's for World War II, Korea and Vietnam Era veterans. The department assists veterans in obtaining transportation to the Tompkins/Cortland County VA Clinic located at Ithaca NY, and the Syracuse VA Hospital. The Tompkins/Cortland County VA Clinic serves veterans only and is open Monday through Friday 8:00 to 4:30. The Cortland Disabled American Veterans Club has three DAV Vans that provide transportation of veterans to the Syracuse VA Hospital and the Tompkins/Cortland County VA Clinic Monday through Friday. A full time Director/Veteran Services Counselor staff the department. The department has partnered with Clear Path for Veterans through Cortland County's Joseph P Dwyer Program. This is an outreach program geared toward getting veterans and their families out of the house, and going to events here in Cortland County and beyond. We have one outreach coordinator located in the office who runs the program with the Director of Veterans Services. The department serves an estimated population of 2734 veterans and provides numerous other services.

REVENUE: The County has received $8,529 each year beginning in 2012 in Aid to Localities Funds from the New York State Division of Veterans' Affairs to provide services to veterans in Cortland County. The Aid to Localities Funds for 2021 to present were increased to $25,000. This amount is allocated to counties having a resident population that is less than 100,000.

In 2025 Cortland County had an estimated 2734 Veterans. Cortland county veterans receive $33,762,839 in VA Compensation, medical benefits, Education, DIC and pension benefits. Most of these are funds paid directly to Cortland County veterans, which adds to their monthly spending ability, and it is a reasonable assumption that a large portion of these funds are spent in Cortland County. It is through the assistance from this office that a large portion of these benefits are granted to our veterans.

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CORTLAND COUNTY
Veterans Service -A6510
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
DIRECTOR OF VETERANS' SERVICE AGENCY	FT	Yes	MGT	10

Full-time:	1
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	1

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6510	VETERANS SERVICE AGENCY								
A651042	42189	OTHER COMM	-65,917.00	-69,817.40	-69,817.40	-73,559.57	-73,559.57	.00	5.4%
A651043	43710	VETERANS	-25,000.00	-25,000.00	-25,000.00	-25,000.00	-25,000.00	.00	.0%
A65105	51005	PERS SERV	69,608.95	71,697.00	71,697.00	73,633.00	73,633.00	.00	2.7%
A65105	51035	OTHER COMP	-29.66	.00	.00	.00	.00	.00	.0%
A65105	54000	TELEPHONE	270.24	300.00	300.00	403.20	403.20	.00	34.4%
A65105	54001	COPY SERV	.00	750.00	750.00	250.00	250.00	.00	-66.7%
A65105	54005	Off Supp	83.98	700.00	700.00	200.00	200.00	.00	-71.4%
A65105	54015	Maint Agmt	448.99	.00	.00	375.00	375.00	.00	.0%
A65105	54020	POSTAGE	72.67	250.00	250.00	100.00	100.00	.00	-60.0%
A65105	54040	DUES/SUB	40.00	600.00	600.00	75.00	75.00	.00	-87.5%
A65105	54041	PUBLICATIO	.00	750.00	750.00	250.00	250.00	.00	-66.7%
A65105	54045	Travel	351.00	1,056.00	1,056.00	500.00	500.00	.00	-52.7%
A65105	54070	INSURANCE	561.53	727.00	727.00	639.02	639.02	.00	-12.1%
A65105	54213	I/D COPIER	662.76	665.00	665.00	662.76	662.76	.00	-.3%
A65105	58020	RETIREMENT	9,077.86	9,645.95	9,645.95	11,044.95	11,044.95	.00	14.5%
A65105	58030	FICA	5,324.92	5,484.82	5,484.82	5,632.92	5,632.92	.00	2.7%
A65105	58040	WRKS COMP	1,709.95	1,530.77	1,530.77	1,400.00	1,400.00	.00	-8.5%
TOTAL VETERANS SERVICE AGENC			-2,733.81	-660.86	-660.86	-3,393.72	-3,393.72	.00	413.5%

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Weights and Measures – A6610

Weights and Measures programs are mandated by New York State Department of Agriculture and Markets for each County. The Department is funded by Cortland County with the exception of the New York State Petroleum Quality Program which is funded by New York State Agriculture and Markets.

Mission

The main objective of any Weights and Measures program is ensure equity in all commercial transactions involving weight, measure or count.

The Weights and Measures Official stands always between buyer and seller in that he/she:

1. sees that the interests of both are safeguarded;
2. is an impartial arbiter who may be called upon by either party to establish the actual amount of merchandise or service in question, to determine the condition of the weighing or measuring devices involved, or to take suitable steps to stop unfair practice or bring about the legal punishment of an offender;
3. periodically inspects and tests the commercial weighing and measuring devices and packaged commodities within respective jurisdiction and, upon own initiative, to carry on all investigations necessary to uncover and address issues of short weight, measure or count;
4. educates owners/users of commercial weights and measures and of packers of prepackaged commodities within jurisdiction relative to legal responsibilities and requirements;
5. conducts public relations/education of consumers within jurisdiction relative to their legal rights, making intelligent decisions in the marketplace;
6. conducts effective administration of weights and measures program within jurisdiction;
7. samples products and performs investigations relating to the quality of petroleum products; and
8. enforces pricing accuracy requirements at retail stores either on a routine inspection schedule or in response to a complaint.

Director Responsibilities

The Municipal Directors of Weights and Measures are responsible for assuring measurement accuracy in commerce throughout the County in accordance with Article 16 of the NYS Agriculture and Markets Law.

The Director of Weights and Measure responsibilities include:

1. Inspect and /or test all commercially used weighing and measuring devices as prescribed by NYS Weights and Measures Law. Note: All devices are done at least one time per year except milk bulk tanks which are done at 5 years unless they have an issue.
2. Perform test buys and investigations to ensure proper business practices involving transactions based on weight, Measure or count (eg. labeling or proper application of tare).

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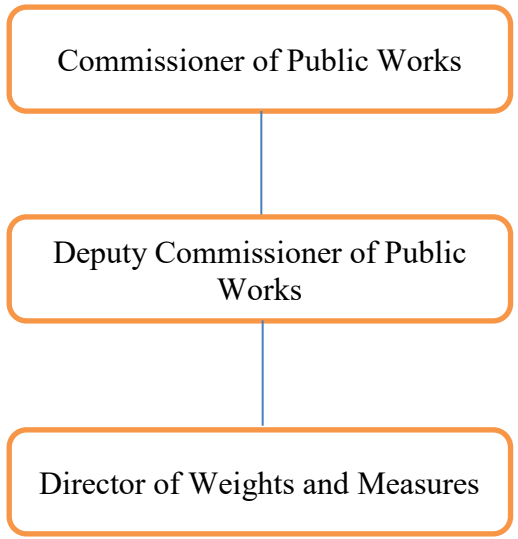
3. Keep and Maintain applicable standards of Weights and Measures and submit those standards, at least every 5 years to the New York State Metrology Laboratory for certification.
4. Perform petroleum sampling and investigations at the retail level and enforce against violations.
5. Inspect and/or test packaged commodities as prescribed by NYS Weights and Measures Law.
6. Cause to be corrected any violations found.
7. Submit to NYS Weights and Measures in Albany an annual report with data on inspections done.

A big role of Weights and Measures is to insure our businesses are conducting operations in a proper manor. I do onsite training to insure rules and regulations are understood, scales are maintained properly, labels have correct information, proper notification of scale repair and seal replacement, how to take proper tare and so on.

2026 Continuous Improvement

2026 plans include improving the safety of the testing and equipment. Continue to improve on the electronic data tracking and invoicing. Continue training with the state representative, and attend as many state and national training conferences as time and budget allow.

Organizational Chart



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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6610	SEALER OF WEIGHTS & MEASURES								
A661042	41962	WTS & MEAS	-12,406.38	-13,500.00	-13,500.00	-13,500.00	-13,500.00	.00	.0%
A661042	42389	PENALTIES	-320.00	-1,500.00	-1,500.00	-1,500.00	-200.00	.00	.0%
A661042	42414	RENTAL EQU	-1,400.00	-1,400.00	-1,400.00	-1,400.00	-1,750.00	.00	.0%
A661043	43317	PETROL PRO	-2,446.11	-1,500.00	-1,500.00	-1,500.00	-1,500.00	.00	.0%
A66105	51005	PERS SERV	90,853.14	71,697.00	71,697.00	73,848.00	73,633.00	.00	3.0%
A66105	51035	OTHER COMP	-672.92	.00	.00	.00	.00	.00	.0%
A66105	54000	TELEPHONE	648.96	750.00	750.00	750.00	685.00	.00	.0%
A66105	54001	COPY SERV	367.75	400.00	210.00	300.00	300.00	.00	42.9%
A66105	54005	Off Supp	348.47	100.00	.00	100.00	100.00	.00	.0%
A66105	54015	Maint Agmt	200.83	250.00	353.40	250.00	250.00	.00	-29.3%
A66105	54020	POSTAGE	14.27	75.00	75.00	40.00	40.00	.00	-46.7%
A66105	54035	ED & TRAIN	.00	75.00	75.00	75.00	825.00	.00	.0%
A66105	54040	DUES/SUB	100.00	150.00	100.00	175.00	175.00	.00	75.0%
A66105	54045	Travel	.00	650.00	620.00	750.00	.00	.00	21.0%
A66105	54048	Prog Supp	.00	6,100.00	5,250.47	2,500.00	2,500.00	.00	-52.4%
A66105	54050	Equip R&M	570.23	600.00	985.00	500.00	500.00	.00	-49.2%
A66105	54070	INSURANCE	192.41	248.91	248.91	227.07	227.07	.00	-8.8%
A66105	54074	INS-AUTO	465.96	523.52	523.52	575.32	575.32	.00	9.9%
A66105	54078	Fuel	1,165.89	1,250.00	1,500.00	1,250.00	1,250.00	.00	-16.7%
A66105	54085	CLOTHING U	.00	150.00	138.46	150.00	150.00	.00	8.3%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A66105	54300		Veh. R&M	681.19	1,100.00	1,592.67	5,000.00	5,000.00	.00	213.9%
A66105	54615		CNTR MEDCL	174.75	325.00	325.00	325.00	325.00	.00	.0%
A66105	58020		RETIREMENT	11,848.36	9,645.95	9,645.95	11,077.20	11,044.95	.00	14.8%
A66105	58030		FICA	6,489.77	5,484.82	5,484.82	5,649.37	5,632.92	.00	3.0%
A66105	58040		WRKS COMP	1,709.95	1,530.77	1,530.77	1,400.00	1,400.00	.00	-8.5%
A66105	58060		HEALTH INS	22,367.80	19,545.58	19,545.58	8,035.62	8,517.76	.00	-58.9%
A66105	58062		DENTAL INS	107.57	90.24	90.24	90.24	90.24	.00	.0%
A66105	58065		VISION INS	23.25	19.60	19.60	19.60	19.60	.00	.0%
A66105	99610	WM	Approp Res	.00	1,400.00	1,400.00	1,400.00	1,400.00	.00	.0%
TOTAL SEALER OF WEIGHTS & ME				121,085.14	104,261.39	104,261.39	96,587.42	97,690.86	.00	-7.4%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Office For Aging 2026 Orgianizational Chart

Total Count - 38
Full Time 24
Part Time 14
Does not include Per Diem Drivers - 6

Administration on Community Living

County Legislature

New York State Office for Aging

County Administrator

Older Americans Act Advisory Council

Director

Administrative Assistant

Deputy Director Aging Services

NY Connects
Long Term Care Services & Support
HIICAP - Health Insurance Counseling
Coordinator - 1
Aging Specialist - 3

Nutrition Program Manager

Home Delivered Meals & Community Based Services
Transporation
LASS Site Operations
Public Education & Social Media
Health Promotion
Home Delivered Meals
Coordinator 1
Aging Worker - 1
PT Bus Driver - 2
Aging Specialist -2

Fiscal Unit & Support Staff
Secretary I -1
Senior Account Clerk -1
Account Clerk - 1
Fiscal Manager - 1

Case Management
EISEP
Caregiver Services
HEAP, Handyman, Ramp, Farmers' Market Coupons
Coordinator - 1
Aging Specialist - 3

Nutrition Services
Central Kitchen Operations
Congregate Meals, Food Pantries, Fundraising, Nutrition Education and Nutrition Counseling
Sr. Cook - 1
Cook - 1
Food Service Helper -1
PT FSH - 3
PT Driver - 7

Age Well Center
Senior Center Rec & Ed
AWC Manager -1
PT Food Service Helper -1

Volunteer Program
Shopping Assitance Program, Friendly Visitor
PT Aging Specialist - 1

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Office for Aging – A6772/A6774

Aging Services, Nutrition
2026 Departmental Descriptions

The Office for Aging operates under the auspices of the Older Americans Act (OAA) of 1965 as amended. The OAA provides funding for social supportive services targeting older adults and caregivers with greatest economic or social needs. Funding is provided through the New York State Office for the Aging (NYSOFA) and is allocated based on demographic data, local planning and public service areas. When OAA funding is accepted, many of the programs and services provided by the OFA are mandated in accordance with federal statutes and mandates.

Federal, state and local funds, grants, contracts and participant donations support the Office for Aging (OFA). In addition the agency depends upon the financial support from individuals and organizations in the community. These funds are obtained either through direct donations or participation in agency sponsored fund raising activities.

Significant changes to the OFA including the elimination of programming, the manner in which services are provided and changes in administrative operations must be submitted to the NYSOFA for approval. Changes must define the manner in which the agency will continue to serve impacted clients. Proposed changes must be reviewed and commented on by the OFA Older Americans Act advisory council and have been subject to a public hearing held 30 days prior to the date of submission to the NYSOFA.

The two service units under the Office for Aging work in collaboration to meet the needs of the older population throughout the county and are crucial to enable frail, older persons remain in the community with maximum independence thereby preventing more costly care settings.

The mission of the Cortland County Office for Aging to advocate, educate, empower, and enrich the quality of life for all older adults and individuals with disabilities in Cortland County. The Office for Aging ensures an inclusive system that promotes services, which provide maximum independence and dignity for older adults, families, and caregivers.

The vision of the Cortland County Office for Aging is to serve as a catalyst and facilitator of systemic change to empower older adults to age in place successfully and to remain as independent as possible in their homes and communities of their choice.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Aging A6772:

Supportive Services (Title IIIB)

Links older individuals with a wide range of services to help them remain independent in their homes and communities.
Priority services under IIIB are:

Access – information and assistance, referral, transportation, case management, outreach
In-Home Services - homemaking and personal care, home health aide, supportive services for families of elderly victims with Alzheimer's disease and other related disorders, friendly visiting, telephone reassurance, housekeeping and chore services, consumer directed in-home services
Legal Assistance - income maintenance and benefits, housing and utilities, health and long term care, individual rights/issues (e.g. protective services, defense of guardianship), and consumer issues (e.g. debt, fraud).

Health Promotion/Disease Prevention (Title IIID)

Funds programs designed to help older adults prevent and/or manage chronic diseases and promote healthier lifestyles. Programming must meet highest level "evidenced-based" programming (*A Matter of Balance*) as determined by the Administration on Community Living.

National Family Caregivers Support Program (Title IIIE)

Helps family members provide care for the elderly at home and provides critical support, including home and community-based services. Required services include: information and assistance, case management, support groups and training, respite services for caregivers who need short breaks and supplemental services that complement care provided by informal caregivers.

Health Insurance Information, Counseling and Assistance Program (HIICAP)

HIICAP provides confidential, accurate and unbiased health insurance information, counseling, and assistance, and advocacy on Medicare, Medicaid, private health insurance, and related health coverage plans. HIICAP helps individuals enrolled in Medicare, their representatives, or persons soon to be eligible for Medicare.

Medicare Improvements for Patients and Providers Act of 2008 (MIPPA)

MIPPA is a multi-faceted piece of legislation containing several important provisions that directly changed the Medicare program and allocated federal funding for State Health Insurance Assistance Programs (SHIPs), Area Agencies on Aging (AAAs), and Aging and Disability Resource Centers (NY Connects) to provide outreach to low-income Medicare beneficiaries to increase enrollment in Medicare low-income assistance programs.

Caregiver's Resource Center (CRC)

Single focal point of assistance for family members and other informal providers of long-term care to homebound elderly. Provides respite from the constant responsibilities of caregiving. Services include: information and assistance, resource library, training programs, technical assistance, linking caregivers with other agency services and linking caregivers with other community services.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Community Services for the Elderly (CSE) and Congregate Services Initiative (CSI)

CSE

Provides community-based, supportive services to frail, low-income elderly who need assistance to maintain independence in their home. Reduces heavy reliance on institutional care; provides cost-effective, non-medical community-based services; enables access to information and supports; and promotes continued involvement of primary caregivers in support of the frail, older person they care for. Provides for: case management, personal care, information and assistance, home delivered meal assessment and eligibility determination, referral, telephone reassurance and friendly visiting, health promotion and wellness activities, and minor residential repairs.

CSI

Prevents the well elderly from requiring more intensive services. Services include: information and referral**,** Educational and cultural opportunities**,** support services for caregivers and families.

Expanded In-Home Services for the Elderly Program (EISEP)

EISEP services are statutory extensions of CSE funding. Provides access to and makes available appropriate cost-effective non-medical support services for non-Medicaid dependent older adults. Services are provided to functionally impaired older adults who are in need of community-based long-term care but who are not eligible for similar services under Medicaid. Assists older people who want to remain home but who need help with activities such as dressing, bathing, personal care, shopping and cooking.

Services include: Case management, to help older people and their families assess their needs and develop, implement, and maintain an appropriate plan of services and service delivery; case management services are at no charge to the recipient, although voluntary contributions are accepted; recipients with certain income levels are required to share the cost (sliding scale) of the other services they receive; nonmedical in-home services, including homemaking and personal care services (e.g., bathing, personal hygiene, meal preparation) and housekeeping and chore services (e.g., level I housework, shopping, bill payment and laundry). Services can be provided under Certified Home Health agencies or the Consumer Directed model; non-institutional respite; and ancillary services, including personal emergency response units, repair, maintenance, modification of a client's living environment, and the purchase of reusable durable or personal items.

AAA Transportation Program

Provides bus passes for use on the Centro public transportation system.

The OFA has a transportation program targeting individuals in the rural most parts of the county who no longer drive or have limited or no ability to independently access activities including but not limited to well-balanced meals, socialization, health and wellness activities, travel, education, insurance counseling, caregiver support and nutrition counseling. The operations of a 12 passenger, 2 wheelchair accessible van will be budgeted mostly under the Nutrition unit. Access to nutritionally well-balanced meals for all individuals age 60 and older throughout the entire county is a requirement of both federal and state funding streams.

New York Connects

New York Connects and is statutorily mandated through NYS Elder Law as prescribed by the Older Americans Act to serve as an Aging and Disability Resource Center. NY Connects serves all ages regardless of income level. Provides consistent, comprehensive, locally based information and assistance on long term services and supports (LTSS) to individuals, caregivers, and families.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NY Connects funding is provided to bring about structural change in long-term care services and supports to reduce the amount of Medicaid dollars spent on institutional care. In New York State, NY Connects is designated as the "No Wrong Door (NWD)" to accomplish this initiative. Core Functions include: collaboration with State designated specialized NWD's, implementation of financial NWD screen, application and enrollment assistance for public benefit programs including Medicaid, coordination with other agencies to guide the individual through financial and functional eligibility determination processes as well as linkage for a comprehensive assessment, options counseling, care transitions, maintaining local data for the on-line NY Connects Resource Directory, and Quality Assurance. The NYS Office for Aging contracted with regional Independent Living Centers to partner with local Office for Aging's to assist with the anticipated increase in call volume. The Office for Aging serves as the lead agency in Cortland County working in partnership with the Resource Center for Independent Living in Utica and Access to Independence on a local level.

Unmet Need

The purpose of unmet need funding is to significantly reduce or eliminate any reported unmet need by OFA's across the state in the following areas: PC I and II, case management, home delivered meals, consumer directed EISEP, PERS, caregiver/respite, transportation, legal services, in-home contact and support, nutrition counseling, social adult day services, HIICAP, residential repair and home modifications. Cortland County OFA has reported wait lists for the following programs: EISEP, Home Delivered Meals, Caregiver Respite, HIICAP, Make-a-Ramp®, and the Handyman program. Unmet Need funding has been applied to Home Delivered Meals, EISEP services, Caregiver Respite, Handyman, and the Make-a-Ramp® programs.

Home Energy Assistance Program (HEAP) (Department of Social Services (DSS))

HEAP is a federally funded program that helps people with limited income meet the cost of heating their homes during the winter months. Under contract with the Cortland County Department of Social Services, the agency provides outreach and education about HEAP eligibility and benefits to individuals age 60 and older and their caregivers. The agency also processes HEAP applications for and provides application assistance to individuals age 60 and older. This program serves as a gateway for screening clients for eligibility for other cost saving programs including the Medicare Savings Program and the Supplemental Nutrition Assistance Program.

Nutrition A6774:

Nutrition Program (Title IIIC)

Congregate Nutrition Services IIIC-1

Provides nutritionally balanced meals and the opportunity for social interaction. Provides for the delivery of support services such as recreation, nutrition education, shopping assistance, counseling, and referral to other needed services.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Home Delivered Meals IIIC-2
Lifeline to many frail and older adults and their caregivers. Key component of in-home services for older New Yorkers who require long-term care support or post-hospital nutritional assistance. Economical long term care service that often substitutes for or delays the need for more extensive services. Initial contact with the service delivery system for many chronically or temporarily impaired elderly.
May include shopping assistance, nutrition education, outreach, and other services. Wellness check five days a week.

Nutrition Services Incentive Program (NSIP)

The Nutrition Services Incentive Program (NSIP) was established by the Older Americans Act (Section 311) in 1974 as the Nutrition Program for the Elderly in the United States Department of Agriculture [USDA (for commodities only, and in 1977 for commodities or cash)]. NSIP was transferred to the Administration on Aging in 2003. NSIP provides additional funding to states, territories, and eligible tribal organizations, which is used exclusively to purchase food, and may not be used to pay for other nutrition-related services or for state or local administrative costs. States may choose to receive the grant as cash, commodities or a combination of cash and commodities. For a number of years, all area office for aging in NYS have chosen to receive cash grants under this program.
Grants to area agencies (reimbursement) are based on the number of eligible meals provided to eligible recipients. Meals must meet the requirements of the OAA and must be served to eligible participants as identified by the OAA. This requirement extends to the restaurant voucher option. In addition, if participants have been charged a fee or made to pay for a meal(s), those meals may not be claimed for reimbursement. The Reporting Unit at NYSOFA conducts the federally-required meal count verification annually. This process is extremely important and must be completed accurately because the total meal count determines the overall federal grant to NYS. Should an office for aging file inaccurate information, the federal government can seek reimbursement of overpayments.

Wellness in Nutrition (WIN)

Provides home delivered meals to the outermost regions of the County operation of senior centers in rural areas. Targets those who live alone, are over 75 years of age, and are economically disadvantaged. Services include: Home delivered and congregate meals, case management, nutrition counseling and education, escort and transportation services, information and assistance, outreach and in-home contact and support.

Nutrition Program Contracts

The Nutrition Program provides home delivered meals on a fee for service basis to three Managed Long Term Care Plans. Fee for service meals are also available to those in need who are under the age of 60 through the Meal Time Express program.

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OFFICE FOR AGING A6772/A6774

OBJECTIVES FOR 2026

October 24, 2025

The mission of the Cortland County Office for Aging (CCOFA) is to advocate, educate, empower, and enrich the quality of life for all older adults and individuals with disabilities in Cortland County. The Office for Aging ensures an inclusive system that promotes services, which provide maximum independence and dignity for older adults, families, and caregivers.

CCOFA consists of two service units (Aging & Nutrition) that work in close collaboration to meet the needs of the older population throughout the county. Access to information, supports and services provided by CCOFA is crucial toward enabling frail, older persons to remain in the community with maximum independence thereby preventing more costly care settings which create added burdens on the tax dollar.

The agency primarily serves individuals age 60 and older, however we do have some programs that serve individuals of any age. Our HIICAP (Health Insurance Information, Counseling & Assistance Program) program, of example, serves all Medicare beneficiaries regardless of age. Similarly, our NY Connects program serves people of all ages in need of long-term services and supports. The National Family Caregivers Support Program and the Caregivers Resource Center serves caregivers who are caring for adults age 60 and older, and finally, Project Lifesaver serves children and adults who meet specific eligibility guidelines.

Agency Objectives 2026

The agency has outlined several key objectives to enhance its services and operations in 2026. These objectives aim to address current challenges and leverage opportunities to better serve older adults, caregivers in the community, and strengthen our organizational capacity for the future.

- Older Americans Advisory Council
  - The agency seeks to increase the involvement of the Older Americans Advisory Council members and enhance community awareness of both the council members and their role. This involves fostering a stronger connection between the council and the community, thereby ensuring that the needs and voices of older adults are effectively represented and addressed.

- Invest in Employee Training
  - Given the significant loss of seasoned employees due to retirements and high turnover rates of the post-covid employment climate, the agency recognizes the critical need for investing in training and cross-training for all employees. The objective is to provide foundational training that supports greater autonomy across all levels of the organization. This will ensure continuity of programming and enable the agency to meet the New York State Office for Aging (NYSOFA) reporting and monitoring deadlines effectively.

- Implement Innovative Programming
  - With new offerings from the New York State Office for Aging (NYSOFA) available at little to no cost, the agency aims to implement innovative programming that benefits older adults and caregivers throughout the county. This will be pursued once the agency has

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

stabilized, cross-trained its staff, and can allocate time for exploring and implementing these additional responsibilities.

- Improve Food Quality
  - The agency is committed to improving the quality of food provided to both home-delivered and congregate meal clients. Good nutrition is essential for healthy aging, and our agency ensures that the meals meet at least one-third of the daily dietary guidelines for macro and micronutrients, as required by NYSOFA. To achieve this, the agency plans to invest in training the Senior Cook and will explore the possibility of subcontracting food preparation services. This will involve a thorough analysis of the pros, cons, and cost implications while ensuring compliance with NYSOFA food safety regulations.

Progress on 2025 Objectives

- Increase Programming for Older Adults, Families, Caregivers, and Persons with Disabilities
  - Progress: The agency has successfully expanded its programming by leveraging NYSOFA innovations. This objective remains ongoing and will continue into 2026, as the agency seeks to further enhance and develop these programs.

- Strategic Planning with the Advisory Council
  - Progress: The agency is currently experiencing staffing shortages, which have impacted the pace of strategic planning. However, efforts to align with broader initiatives are ongoing, and this objective will extend into 2026.

- Enhancing the Agency Catering Menu
  - Progress: This objective was discontinued by County Administration as of February 2025, and no further development is planned.

- Building on the OFA Employee Meal Program
  - Progress: Similar to the catering menu enhancement, this objective was also eliminated by County Administration in February 2025.

- Meeting the Needs of Increased Clients for Medicare and HIICAP Counseling
  - Progress: A proposal for a part-time Aging Services Specialist position was not approved in the 2025 budget. Despite this, the agency remained committed to serving clients with its single HIICAP specialist. Overflow clients were referred to other service providers to ensure they receive the necessary support.

- Establishment of an Advisory Council Diversity Committee
  - Progress: A Diversity Committee was successfully established. Meetings were held, focusing on brainstorming effective strategies to reach and serve underserved populations within the county. No further development is needed at this time.

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CORTLAND COUNTY
Office for the Aging - A6772
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
ACCOUNT CLERK	FT	Yes	CSEA	7
ADMINISTRATIVE ASSISTANT	FT	Yes	MGMC	5H
AGE WELL CENTER MANAGER	FT	Yes	CSEA	10
AGING SERVICES COORDINATOR	FT	Yes	CSEA	17
AGING SERVICES COORDINATOR	FT	Yes	CSEA	17
AGING SERVICES COORDINATOR	FT	Yes	CSEA	17
AGING SERVICES SPECIALIST	FT	Yes	CSEA	15
AGING SERVICES SPECIALIST	FT	Yes	CSEA	15
AGING SERVICES SPECIALIST	FT	Yes	CSEA	15
AGING SERVICES SPECIALIST	FT	Yes	CSEA	15
AGING SERVICES SPECIALIST	PT	Yes	CSEA	15
AGING SERVICES SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	15
AGING SERVICES SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	15
AGING SERVICES SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	15
AGING SERVICES SPECIALIST (HELP PROGRAM)	FT	Yes	CSEA	15
AGING SERVICES WORKER (HELP PROGRAM)	FT	Yes	CSEA	7
COOK	FT	Yes	CSEA	8
DEPUTY DIRECTOR- OFFICE FOR AGING	FT	Yes	MGT	8
DIRECTOR OFFICE FOR AGING	FT	Yes	MGT	6
DRIVER	PER DIEM	Yes	CSEA	6
DRIVER	PER DIEM	Yes	CSEA	6
DRIVER	PER DIEM	Yes	CSEA	6
DRIVER	PER DIEM	Yes	CSEA	6
DRIVER	PER DIEM	Yes	CSEA	6
DRIVER	PER DIEM	Yes	CSEA	6
DRIVER	PT	Yes	CSEA	6
DRIVER	PT	No	CSEA	6
DRIVER	PT	Yes	CSEA	6
DRIVER	PT	Yes	CSEA	6
DRIVER	PT	Yes	CSEA	6

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DRIVER	PT	Yes	CSEA	6
DRIVER	PT	Yes	CSEA	6
DRIVER	PT	Yes	CSEA	6
DRIVER	PT	Yes	CSEA	6
DRIVER	PT	Yes	CSEA	6
FISCAL MANAGER	FT	Yes	MGT	11
FOOD SERVICE HELPER	FT	Yes	CSEA	3
FOOD SERVICE HELPER	PT	Yes	CSEA	3
FOOD SERVICE HELPER	PT	Yes	CSEA	3
FOOD SERVICE HELPER	PT	Yes	CSEA	3
FOOD SERVICE HELPER	PT	Yes	CSEA	3
NUTRITION PROGRAM MANAGER	FT	Yes	MGT	10
SECRETARY I	FT	Yes	CSEA	10
SENIOR ACCOUNT CLERK	FT	Yes	CSEA	10
SENIOR COOK	FT	Yes	CSEA	10

Full-time:	24
Part-time:	15
Per diem:	6
TOTAL POSITIONS:	45

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6772	AREA AGENCY ON AGING									
A677242	41972	4324	LEGAL SERV	-817.50	-500.00	-500.00	-800.00	-800.00	.00	60.0%
A677242	41972	4326	EISEP	-4,441.79	-6,000.00	-6,000.00	-4,400.00	-4,400.00	.00	-26.7%
A677242	41972	4330	TITLE 111B	-4,131.00	-2,900.00	-2,900.00	-3,500.00	-3,500.00	.00	20.7%
A677242	41972	4331	PROG AGING	.00	-100.00	-100.00	-100.00	-100.00	.00	.0%
A677242	41972	4332	TITLE 111E	-504.00	-500.00	-500.00	-500.00	-500.00	.00	.0%
A677242	41972	4338	PROG AGING	.00	-200.00	-200.00	-500.00	-500.00	.00	150.0%
A677242	41972	UNAS	PROG AGING	-619.20	-500.00	-500.00	-500.00	-500.00	.00	.0%
A677243	43772	17BIP	AGING SERV	-265,058.27	-255,522.00	-255,522.00	-255,522.00	-255,522.00	.00	.0%
A677243	43772	4322	CAREGIVERS	-21,276.21	-19,611.00	-19,611.00	-19,611.00	-19,611.00	.00	.0%
A677243	43772	4323	CSE ADMIN	-18,911.21	-20,000.00	-20,000.00	-20,000.00	-20,000.00	.00	.0%
A677243	43772	4324	CSE SERV	-100,141.57	-93,865.00	-93,865.00	-91,270.00	-91,270.00	.00	-2.8%
A677243	43772	4325	EISEP ADMI	-19,379.92	-20,000.00	-20,000.00	-20,000.00	-20,000.00	.00	.0%
A677243	43772	4326	EISEP SERV	-187,707.72	-157,954.00	-157,954.00	-159,627.00	-159,627.00	.00	1.1%
A677243	43772	4338	AGING SERV	-52,231.69	-50,244.00	-56,614.00	-56,497.00	-56,497.00	.00	-.2%
A677243	43772	4339	AGING SERV	-8,078.11	-5,600.00	-5,600.00	-5,600.00	-5,600.00	.00	.0%
A677243	43772	UNAS	AGING SERV	-165,093.59	-221,546.00	-404,830.00	-221,546.00	-221,546.00	.00	-45.3%
A677243	44772	4327	AGING FED	-19,500.00	-19,500.00	-19,500.00	-19,500.00	-19,500.00	.00	.0%
A677244	44772	4330	TITLE 111B	-41,750.19	-39,926.00	-39,926.00	-38,056.00	-38,056.00	.00	-4.7%
A677244	44772	4331	TITLE 111D	-3,574.00	-3,574.00	-3,574.00	-3,479.00	-3,479.00	.00	-2.7%
A677244	44772	4332	TITLE 111E	-27,660.63	-27,546.00	-30,070.68	-28,180.00	-28,180.00	.00	-6.3%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	51005	17BIP	PERS SERV	141,007.83	164,752.11	164,752.11	160,628.45	160,628.45	.00	-2.5%
A67725	51005	4322	PERS SERV	18,631.30	19,105.46	19,105.46	19,307.48	19,307.48	.00	1.1%
A67725	51005	4323	PERS SERV	13,656.48	13,694.00	13,694.00	13,953.80	13,953.80	.00	1.9%
A67725	51005	4324	PERS SERV	95,029.63	111,219.32	111,219.32	103,291.13	103,291.13	.00	-7.1%
A67725	51005	4325	PERS SERV	18,879.83	18,498.13	18,498.13	18,337.18	18,337.18	.00	-.9%
A67725	51005	4326	PERS SERV	69,450.86	70,068.99	70,068.99	70,201.43	70,201.43	.00	.2%
A67725	51005	4327	PERS SERV	18,438.13	18,800.00	18,800.00	18,745.40	18,745.40	.00	-.3%
A67725	51005	4330	PERS SERV	195,712.99	187,206.87	187,206.87	239,466.55	245,127.53	.00	27.9%
A67725	51005	4331	PERS SERV	3,702.13	3,972.00	3,972.00	3,854.73	3,854.73	.00	-3.0%
A67725	51005	4332	PERS SERV	27,581.55	26,440.30	22,940.30	27,093.03	27,093.03	.00	18.1%
A67725	51005	4338	PERS SERV	46,322.60	46,637.56	53,007.56	53,707.23	53,707.23	.00	1.3%
A67725	51005	UNAS	PERS SERV	89,009.78	126,593.93	165,599.93	137,279.87	137,279.87	.00	-17.1%
A67725	51010	4324	PT PAY	.00	.00	.00	4,818.86	4,818.86	.00	.0%
A67725	51010	4330	PT PAY	17,787.86	9,584.02	9,584.02	4,155.81	4,155.81	.00	-56.6%
A67725	51010	4339	PT PAY	2,182.90	3,000.04	3,000.04	3,216.05	3,216.05	.00	7.2%
A67725	51010	UNAS	PT PAY	.00	8,826.02	48,104.02	10,298.79	10,298.79	.00	-78.6%
A67725	51020	4338	OVERTIME	840.62	1,280.44	1,280.44	1,238.03	1,238.03	.00	-3.3%
A67725	51035		OTHER COMP	-1,267.79	.00	.00	.00	.00	.00	.0%
A67725	51035	17BIP	OTHER COMP	.00	7,976.06	7,976.06	675.02	675.02	.00	-91.5%
A67725	51035	4322	OTHER COMP	902.55	505.69	505.69	528.07	528.07	.00	4.4%
A67725	51035	4323	OTHER COMP	.00	.00	.00	330.05	330.05	.00	.0%
A67725	51035	4324	OTHER COMP	1,666.22	1,378.37	1,378.37	1,122.65	1,122.65	.00	-18.6%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	51035	4325	OTHER COMP	.00	594.93	594.93	495.07	495.07	.00	-16.8%
A67725	51035	4326	OTHER COMP	1,953.89	3,035.23	3,035.23	3,106.82	3,106.82	.00	2.4%
A67725	51035	4327	OTHER COMP	.00	.00	.00	.00	.00	.00	.0%
A67725	51035	4330	OTHER COMP	.00	6,099.26	6,099.26	3,537.16	3,537.16	.00	-42.0%
A67725	51035	4332	OTHER COMP	1,319.08	237.97	237.97	231.03	231.03	.00	-2.9%
A67725	51035	4338	OTHER COMP	.00	726.53	726.53	.00	.00	.00	-100.0%
A67725	51035	UNAS	OTHER COMP	4,847.50	.00	.00	.00	.00	.00	.0%
A67725	52060	4330	Comp Equip	.00	1,019.00	1,019.00	.00	.00	.00	-100.0%
A67725	54000	17BIP	TELEPHONE	455.92	456.00	456.00	456.00	456.00	.00	.0%
A67725	54000	4323	TELEPHONE	924.00	924.00	924.00	924.00	924.00	.00	.0%
A67725	54000	4325	TELEPHONE	264.00	264.00	264.00	264.00	264.00	.00	.0%
A67725	54000	4330	TELEPHONE	1,590.24	1,773.00	1,773.00	1,460.00	1,460.00	.00	-17.7%
A67725	54001	17BIP	COPY/PRINT	765.47	742.00	742.00	742.00	742.00	.00	.0%
A67725	54001	4323	COPY/PRINT	134.00	300.00	300.00	300.00	300.00	.00	.0%
A67725	54001	4330	COPY/PRINT	2,118.51	2,582.00	2,582.00	2,582.00	2,582.00	.00	.0%
A67725	54004	4330	SOFTWARE	.00	339.00	339.00	.00	.00	.00	-100.0%
A67725	54005	17BIP	Off Supp	1,450.00	2,073.00	2,073.00	2,073.00	2,073.00	.00	.0%
A67725	54005	4323	Off Supp	1,592.00	1,592.00	1,592.00	1,500.00	1,500.00	.00	-5.8%
A67725	54005	4325	Off Supp	393.00	393.00	393.00	300.00	300.00	.00	-23.7%
A67725	54005	4327	Off Supp	186.16	250.00	250.00	250.00	250.00	.00	.0%
A67725	54005	4330	Off Supp	4,221.45	4,880.00	4,880.00	4,500.00	4,500.00	.00	-7.8%
A67725	54005	4331	Off Supp	100.00	100.00	100.00	100.00	100.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	54005	4332	Off Supp	.00	500.00	500.00	500.00	500.00	.00	.0%
A67725	54005	4338	Off Supp	200.00	200.00	200.00	200.00	200.00	.00	.0%
A67725	54020	17BIP	POSTAGE	131.85	300.00	300.00	300.00	300.00	.00	.0%
A67725	54020	4327	POSTAGE	163.62	250.00	250.00	250.00	250.00	.00	.0%
A67725	54020	4330	POSTAGE	6,419.38	8,400.00	8,400.00	8,400.00	8,400.00	.00	.0%
A67725	54035	17BIP	ED & TRAIN	1,237.00	1,119.00	920.00	1,202.00	1,202.00	.00	30.7%
A67725	54035	4323	ED & TRAIN	73.83	550.00	550.00	550.00	550.00	.00	.0%
A67725	54035	4324	ED & TRAIN	908.60	1,100.00	850.00	1,000.00	1,000.00	.00	17.6%
A67725	54035	4325	ED & TRAIN	99.03	250.00	250.00	250.00	250.00	.00	.0%
A67725	54035	4330	ED & TRAIN	273.92	1,500.00	1,500.00	1,000.00	1,000.00	.00	-33.3%
A67725	54035	4332	ED & TRAIN	350.00	350.00	350.00	350.00	350.00	.00	.0%
A67725	54035	4338	ED & TRAIN	125.00	300.00	300.00	300.00	300.00	.00	.0%
A67725	54040	4323	DUES/MEMBE	2,390.00	2,390.00	2,390.00	1,850.00	1,850.00	.00	-22.6%
A67725	54040	4330	DUES/MEMBE	1,597.00	1,597.00	1,597.00	1,597.00	1,597.00	.00	.0%
A67725	54045	17BIP	Travel	90.05	200.00	200.00	200.00	200.00	.00	.0%
A67725	54045	4324	Travel	363.68	400.00	650.00	650.00	650.00	.00	.0%
A67725	54045	4326	Travel	337.67	850.00	850.00	850.00	850.00	.00	.0%
A67725	54045	4327	Travel	.00	200.00	200.00	200.00	200.00	.00	.0%
A67725	54045	4330	Travel	14.68	500.00	500.00	500.00	500.00	.00	.0%
A67725	54045	4332	Travel	275.45	300.00	300.00	300.00	300.00	.00	.0%
A67725	54045	4338	Travel	.00	100.00	100.00	100.00	100.00	.00	.0%
A67725	54048	4330	Prog Supp	468.00	468.00	468.00	468.00	468.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	54049	4339	N/R Prog	1,817.25	2,600.00	2,600.00	2,600.00	2,600.00	.00	.0%
A67725	54055	4326	PROF SERV	119,587.74	131,852.00	131,852.00	131,852.00	131,852.00	.00	.0%
A67725	54055	4330	PROF SERV	3,363.00	7,000.00	7,000.00	7,050.00	7,050.00	.00	.7%
A67725	54055	4332	PROF SERV	13,862.64	3,500.00	11,050.73	3,500.00	3,500.00	.00	-68.3%
A67725	54055	UNAS	PROF SERV	.00	16,549.00	12,566.14	7,210.00	7,210.00	.00	-42.6%
A67725	54060	17BIP	LEGAL ADV	1,427.95	1,100.00	1,186.05	1,100.00	1,100.00	.00	-7.3%
A67725	54060	4323	LEGAL ADV	550.00	550.00	550.00	550.00	550.00	.00	.0%
A67725	54060	4330	LEGAL ADV	464.24	600.00	600.00	600.00	600.00	.00	.0%
A67725	54060	4332	LEGAL ADV	250.00	500.00	1,350.00	500.00	500.00	.00	-63.0%
A67725	54060	4338	LEGAL ADV	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	.00	.0%
A67725	54070	4330	INSURANCE	4,684.68	5,840.00	5,840.00	5,338.00	5,338.00	.00	-8.6%
A67725	54213	17BIP	I/D COPIER	846.32	903.00	924.21	903.00	903.00	.00	-2.3%
A67725	54213	4330	I/D COPIER	1,691.80	2,238.00	2,238.00	2,238.00	2,238.00	.00	.0%
A67725	54400	UNAS	Food Supp	.00	.00	50,000.00	.00	.00	.00	.0%
A67725	54800	17BIP	PROG EXP	.00	983.00	1,074.74	983.00	983.00	.00	-8.5%
A67725	54800	4324	PROG EXP	11,555.76	11,556.00	11,556.00	11,556.00	11,556.00	.00	.0%
A67725	54800	4326	PROG EXP	.00	10,800.00	10,800.00	10,800.00	10,800.00	.00	.0%
A67725	54800	4332	PROG EXP	.00	5,400.00	5,400.00	5,400.00	5,400.00	.00	.0%
A67725	54800	UNAS	PROG EXP	4,902.20	7,950.00	66,932.86	17,000.00	17,000.00	.00	-74.6%
A67725	58020	17BIP	RETIREMENT	18,389.14	23,238.44	23,238.44	24,195.52	24,195.52	.00	4.1%
A67725	58020	4322	RETIREMENT	2,547.45	2,638.44	2,638.44	2,975.33	2,975.33	.00	12.8%
A67725	58020	4323	RETIREMENT	1,780.97	1,842.36	1,842.36	2,142.58	2,142.58	.00	16.3%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	58020	4324	RETIREMENT	12,610.32	15,148.63	15,148.63	15,662.06	15,662.06	.00	3.4%
A67725	58020	4325	RETIREMENT	2,462.16	2,568.74	2,568.74	2,824.84	2,824.84	.00	10.0%
A67725	58020	4326	RETIREMENT	9,312.05	9,835.27	9,835.27	10,996.24	10,996.24	.00	11.8%
A67725	58020	4327	RETIREMENT	2,404.56	2,529.31	2,529.31	2,811.81	2,811.81	.00	11.2%
A67725	58020	4330	RETIREMENT	28,127.79	26,006.96	26,006.96	36,450.56	39,934.47	.00	40.2%
A67725	58020	4331	RETIREMENT	482.80	534.38	534.38	578.21	578.21	.00	8.2%
A67725	58020	4332	RETIREMENT	3,768.99	3,589.23	3,589.23	4,098.61	4,098.61	.00	14.2%
A67725	58020	4338	RETIREMENT	6,150.66	6,544.52	6,544.52	8,241.79	8,241.79	.00	25.9%
A67725	58020	UNAS	RETIREMENT	12,240.13	17,031.65	17,031.65	20,591.98	20,591.98	.00	20.9%
A67725	58030	17BIP	FICA	9,909.70	13,213.70	13,213.70	12,339.72	12,339.72	.00	-6.6%
A67725	58030	4322	FICA	1,384.39	1,500.25	1,500.25	1,517.42	1,517.42	.00	1.1%
A67725	58030	4323	FICA	1,000.50	1,047.59	1,047.59	1,092.71	1,092.71	.00	4.3%
A67725	58030	4324	FICA	6,979.11	8,613.72	8,613.72	8,356.30	8,356.30	.00	-3.0%
A67725	58030	4325	FICA	1,470.14	1,460.62	1,460.62	1,440.67	1,440.67	.00	-1.4%
A67725	58030	4326	FICA	5,112.51	5,592.47	5,592.47	5,608.08	5,608.08	.00	.3%
A67725	58030	4327	FICA	1,219.06	1,438.20	1,438.20	1,434.03	1,434.03	.00	-.3%
A67725	58030	4330	FICA	15,356.25	15,521.10	15,521.10	18,907.70	18,907.70	.00	21.8%
A67725	58030	4331	FICA	279.33	303.86	303.86	294.89	294.89	.00	-3.0%
A67725	58030	4332	FICA	2,046.87	2,040.89	2,040.89	2,090.29	2,090.29	.00	2.4%
A67725	58030	4338	FICA	3,536.46	3,721.31	3,721.31	4,203.31	4,203.31	.00	13.0%
A67725	58030	4339	FICA	167.03	229.50	229.50	246.03	246.03	.00	7.2%
A67725	58030	UNAS	FICA	6,614.35	10,359.63	10,359.63	11,289.76	11,289.76	.00	9.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	58040	17BIP	WRKS COMP	5,181.14	4,929.09	4,929.09	4,153.60	4,153.60	.00	-15.7%
A67725	58040	4322	WRKS COMP	701.08	597.00	597.00	481.83	481.83	.00	-19.3%
A67725	58040	4323	WRKS COMP	273.59	229.62	229.62	244.24	244.24	.00	6.4%
A67725	58040	4324	WRKS COMP	3,009.50	3,168.70	3,168.70	2,776.89	2,776.89	.00	-12.4%
A67725	58040	4325	WRKS COMP	478.78	428.62	428.62	326.20	326.20	.00	-23.9%
A67725	58040	4326	WRKS COMP	2,547.82	2,112.47	2,112.47	1,735.33	1,735.33	.00	-17.9%
A67725	58040	4327	WRKS COMP	752.38	658.23	658.23	532.30	532.30	.00	-19.1%
A67725	58040	4330	WRKS COMP	6,685.89	5,281.17	5,281.17	5,486.62	5,486.62	.00	3.9%
A67725	58040	4331	WRKS COMP	136.80	122.46	122.46	99.17	99.17	.00	-19.0%
A67725	58040	4332	WRKS COMP	1,008.87	857.23	857.23	731.60	731.60	.00	-14.7%
A67725	58040	4338	WRKS COMP	1,590.25	1,393.00	1,393.00	1,360.40	1,360.40	.00	-2.3%
A67725	58040	4339	WRKS COMP	170.99	137.77	137.77	121.02	121.02	.00	-12.2%
A67725	58040	UNAS	WRKS COMP	3,710.58	4,714.78	4,714.78	3,991.82	3,991.82	.00	-15.3%
A67725	58060	17BIP	HEALTH INS	38,621.39	46,118.01	46,118.01	57,641.22	61,097.58	.00	25.0%
A67725	58060	4322	HEALTH INS	5,621.46	5,817.87	5,817.87	5,519.15	5,850.30	.00	-5.1%
A67725	58060	4323	HEALTH INS	2,162.94	2,400.98	2,400.98	1,671.36	1,771.64	.00	-30.4%
A67725	58060	4324	HEALTH INS	19,722.57	21,156.46	21,156.46	17,635.57	18,693.70	.00	-16.6%
A67725	58060	4325	HEALTH INS	2,453.10	2,499.97	2,499.97	2,232.17	2,366.10	.00	-10.7%
A67725	58060	4326	HEALTH INS	17,556.20	15,506.43	15,506.43	15,059.95	15,963.55	.00	-2.9%
A67725	58060	4327	HEALTH INS	8,269.30	8,404.60	8,404.60	7,973.98	8,452.42	.00	-5.1%
A67725	58060	4330	HEALTH INS	42,350.74	42,176.69	42,176.69	54,600.91	57,876.96	.00	29.5%
A67725	58060	4332	HEALTH INS	8,371.00	10,096.16	10,096.16	10,216.30	10,829.28	.00	1.2%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	58060	4338	HEALTH INS	3,048.05	3,539.92	3,539.92	9,577.16	10,151.79	.00	170.5%
A67725	58060	UNAS	HEALTH INS	23,320.48	34,139.74	34,139.74	12,200.14	12,932.15	.00	-64.3%
A67725	58062	17BIP	DENTAL INS	124.00	137.16	137.16	273.74	273.74	.00	99.6%
A67725	58062	4322	DENTAL INS	35.88	35.19	35.19	33.32	33.32	.00	-5.3%
A67725	58062	4323	DENTAL INS	13.52	13.54	13.54	12.38	12.38	.00	-8.6%
A67725	58062	4324	DENTAL INS	158.10	186.80	186.80	162.72	162.72	.00	-12.9%
A67725	58062	4325	DENTAL INS	25.74	25.27	25.27	18.05	18.05	.00	-28.6%
A67725	58062	4326	DENTAL INS	134.68	124.53	124.53	120.02	120.02	.00	-3.6%
A67725	58062	4327	DENTAL INS	39.78	38.80	38.80	36.82	36.82	.00	-5.1%
A67725	58062	4330	DENTAL INS	270.88	244.55	244.55	324.62	324.62	.00	32.7%
A67725	58062	4331	DENTAL INS	7.28	7.22	7.22	6.86	6.86	.00	-5.0%
A67725	58062	4332	DENTAL INS	53.56	50.53	50.53	50.60	50.60	.00	.1%
A67725	58062	4338	DENTAL INS	54.30	53.24	53.24	94.09	94.09	.00	76.7%
A67725	58062	UNAS	DENTAL INS	159.64	202.14	202.14	107.59	107.59	.00	-46.8%
A67725	58065	17BIP	VISION INS	27.82	31.75	31.75	46.91	46.91	.00	47.7%
A67725	58065	4322	VISION INS	3.64	3.33	3.33	3.14	3.14	.00	-5.7%
A67725	58065	4323	VISION INS	2.86	2.94	2.94	3.67	3.67	.00	24.8%
A67725	58065	4324	VISION INS	25.99	29.01	29.01	22.27	22.27	.00	-23.2%
A67725	58065	4325	VISION INS	5.72	5.49	5.49	4.90	4.90	.00	-10.7%
A67725	58065	4326	VISION INS	20.02	21.17	21.17	20.19	20.19	.00	-4.6%
A67725	58065	4327	VISION INS	8.58	8.43	8.43	8.00	8.00	.00	-5.1%
A67725	58065	4330	VISION INS	65.24	60.96	60.96	80.31	80.31	.00	31.7%

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Program ID: bgnyrpts

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67725	58065	4332	VISION INS	5.20	1.57	1.57	1.37	1.37	.00	-12.7%
A67725	58065	4338	VISION INS	2.02	1.96	1.96	6.86	6.86	.00	250.0%
A67725	58065	UNAS	VISION INS	16.23	41.16	41.16	29.76	29.76	.00	-27.7%
TOTAL AREA AGENCY ON AGING				377,054.73	549,641.71	552,017.76	615,507.25	636,309.70	.00	11.5%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6774	NUTRITION									
A677442	41972	4340	TITLE 111C	-36,539.72	-35,025.00	-35,025.00	-35,700.00	-35,700.00	.00	1.9%
A677442	41972	4341	SNAP	-45,707.74	-40,000.00	-40,000.00	-45,000.00	-45,000.00	.00	12.5%
A677442	41972	4342	NUTRITION	-43,345.29	-65,000.00	-65,000.00	-47,700.00	-47,700.00	.00	-26.6%
A677442	42655	EMPM	MINOR SALE	-23,384.99	-24,000.00	-24,000.00	.00	.00	.00	-100.0%
A677443	43772	4341	SNAP	-285,255.22	-281,897.00	-281,897.00	-299,263.00	-299,263.00	.00	6.2%
A677444	44772	4340	TITLE 111C	-104,870.60	-191,412.00	-191,412.00	-140,336.00	-140,336.00	.00	-26.7%
A67745	51005	4340	PERS SERV	271,691.81	253,739.05	253,739.05	220,144.48	220,144.48	.00	-13.2%
A67745	51005	4341	PERS SERV	159,073.08	151,301.12	151,301.12	141,383.36	141,383.36	.00	-6.6%
A67745	51010	4340	PT PAY	41,437.63	57,285.50	57,285.50	30,253.81	30,253.81	.00	-47.2%
A67745	51010	4341	PT PAY	68,188.07	122,009.69	122,009.69	156,937.95	156,937.95	.00	28.6%
A67745	51010	4342	PT PAY	64,023.41	39,277.78	39,277.78	37,958.98	37,958.98	.00	-3.4%
A67745	51020	4340	OVERTIME	181.97	.00	.00	.00	.00	.00	.0%
A67745	51020	4341	OVERTIME	181.94	.00	.00	.00	.00	.00	.0%
A67745	51025	4340	SHIFT PAY	89.18	78.30	78.30	.00	.00	.00	-100.0%
A67745	51025	4341	SHIFT PAY	85.57	78.30	78.30	234.90	234.90	.00	200.0%
A67745	51035		OTHER COMP	-1,220.40	.00	.00	.00	.00	.00	.0%
A67745	51035	4340	OTHER COMP	7,097.97	6,029.25	6,029.25	3,750.13	3,750.13	.00	-37.8%
A67745	51035	4341	OTHER COMP	2,411.75	1,507.31	1,507.31	.00	.00	.00	-100.0%
A67745	52015	4340	Dept Equip	56,736.00	7,500.00	7,200.00	7,500.00	7,500.00	.00	4.2%
A67745	54000	4340	TELEPHONE	875.41	1,015.00	1,015.00	876.00	876.00	.00	-13.7%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67745	54001	4340	COPY/PRINT	82.40	300.00	300.00	300.00	300.00	.00	.0%
A67745	54001	EMPM	COPY/PRINT	42.89	.00	25.00	.00	.00	.00	.0%
A67745	54005	4340	Off Supp	1,730.12	3,300.00	3,300.00	3,000.00	3,000.00	.00	-9.1%
A67745	54005	EMPM	Off Supp	235.53	.00	100.00	.00	.00	.00	.0%
A67745	54007	4340	Jan Supp	20,002.47	28,000.00	28,000.00	26,000.00	26,000.00	.00	-7.1%
A67745	54007	4341	Jan Supp	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A67745	54007	EMPM	Jan Supp	2,653.11	4,000.00	3,875.00	.00	.00	.00	-100.0%
A67745	54015	4340	Maint Agmt	598.00	598.00	749.00	749.00	749.00	.00	.0%
A67745	54020	4340	POSTAGE	535.80	680.00	680.00	680.00	680.00	.00	.0%
A67745	54025	4340	UTILITIES	2,648.69	2,748.00	2,748.00	2,688.00	2,688.00	.00	-2.2%
A67745	54035	4340	ED & TRAIN	.00	500.00	649.00	350.00	350.00	.00	-46.1%
A67745	54040	4340	DUES/MEMBE	1,144.90	1,414.00	1,414.00	920.00	920.00	.00	-34.9%
A67745	54045	4340	Travel	1,436.66	1,100.00	1,100.00	1,100.00	1,100.00	.00	.0%
A67745	54055	4340	PROF SERV	.00	.00	.00	33,408.00	33,408.00	.00	.0%
A67745	54060	4340	LEGAL ADV	594.22	600.00	600.00	600.00	600.00	.00	.0%
A67745	54067	4340	RP RENT/LE	26,400.00	26,400.00	26,400.00	27,500.00	27,500.00	.00	4.2%
A67745	54070	4340	INSURANCE	6,097.00	7,888.00	7,888.00	6,939.00	6,939.00	.00	-12.0%
A67745	54074	4340	INS-AUTO	2,204.81	2,356.00	2,356.00	2,545.00	2,545.00	.00	8.0%
A67745	54076	4340	Bldg R&M	1,829.36	8,000.00	8,000.00	6,000.00	6,000.00	.00	-25.0%
A67745	54078	4340	Fuel	6,904.96	12,000.00	12,000.00	13,000.00	13,000.00	.00	8.3%
A67745	54085	4340	CLOTHING U	2,945.16	2,800.00	2,800.00	1,560.00	1,560.00	.00	-44.3%
A67745	54213	4340	I/D COPIER	1,071.40	1,409.00	1,409.00	1,409.00	1,409.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67745	54300	4340	Veh. R&M	26,468.19	8,500.00	8,500.00	8,500.00	8,500.00	.00	.0%
A67745	54301	4340	Veh lease	34,095.27	46,254.12	46,254.12	41,520.00	41,520.00	.00	-10.2%
A67745	54400	4340	Food Supp	153,880.37	151,565.00	151,565.00	151,565.00	151,565.00	.00	.0%
A67745	54400	4341	Food Supp	33,014.00	37,000.00	37,000.00	37,000.00	37,000.00	.00	.0%
A67745	54400	4342	Food Supp	11,435.00	11,430.00	11,430.00	11,430.00	11,430.00	.00	.0%
A67745	54400	EMPM	Food Supp	17,282.94	20,000.00	20,000.00	.00	.00	.00	-100.0%
A67745	54444	4340	FEES/PERMI	260.00	460.00	460.00	460.00	460.00	.00	.0%
A67745	54800	4340	PROG EXP	54,500.00	54,500.00	54,500.00	66,000.00	66,000.00	.00	21.1%
A67745	58020	4340	RETIREMENT	50,176.57	33,344.01	33,344.01	33,584.19	33,584.19	.00	.7%
A67745	58020	4341	RETIREMENT	29,414.17	25,307.15	25,307.15	27,150.60	27,150.60	.00	7.3%
A67745	58020	4342	RETIREMENT	.00	50.97	50.97	.00	.00	.00	-100.0%
A67745	58030	4340	FICA	23,369.00	23,167.25	23,167.25	19,442.34	19,442.34	.00	-16.1%
A67745	58030	4341	FICA	17,029.65	21,029.57	21,029.57	22,842.54	22,842.54	.00	8.6%
A67745	58030	4342	FICA	4,897.98	4,098.11	4,098.11	2,903.86	2,903.86	.00	-29.1%
A67745	58040	4340	WRKS COMP	13,440.17	10,439.87	10,439.87	6,778.98	6,778.98	.00	-35.1%
A67745	58040	4341	WRKS COMP	9,840.74	10,064.83	10,064.83	10,396.98	10,396.98	.00	3.3%
A67745	58040	4342	WRKS COMP	4,078.22	3,084.51	3,084.51	1,883.02	1,883.02	.00	-39.0%
A67745	58060	4340	HEALTH INS	53,514.30	54,383.01	54,383.01	36,485.39	38,674.51	.00	-32.9%
A67745	58060	4341	HEALTH INS	26,478.30	26,652.10	26,652.10	34,262.85	36,318.62	.00	28.6%
A67745	58062	4340	DENTAL INS	234.98	268.01	268.01	242.63	242.63	.00	-9.5%
A67745	58062	4341	DENTAL INS	65.26	56.85	56.85	140.89	140.89	.00	147.8%
A67745	58065	4340	VISION INS	72.47	73.89	73.89	55.64	55.64	.00	-24.7%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

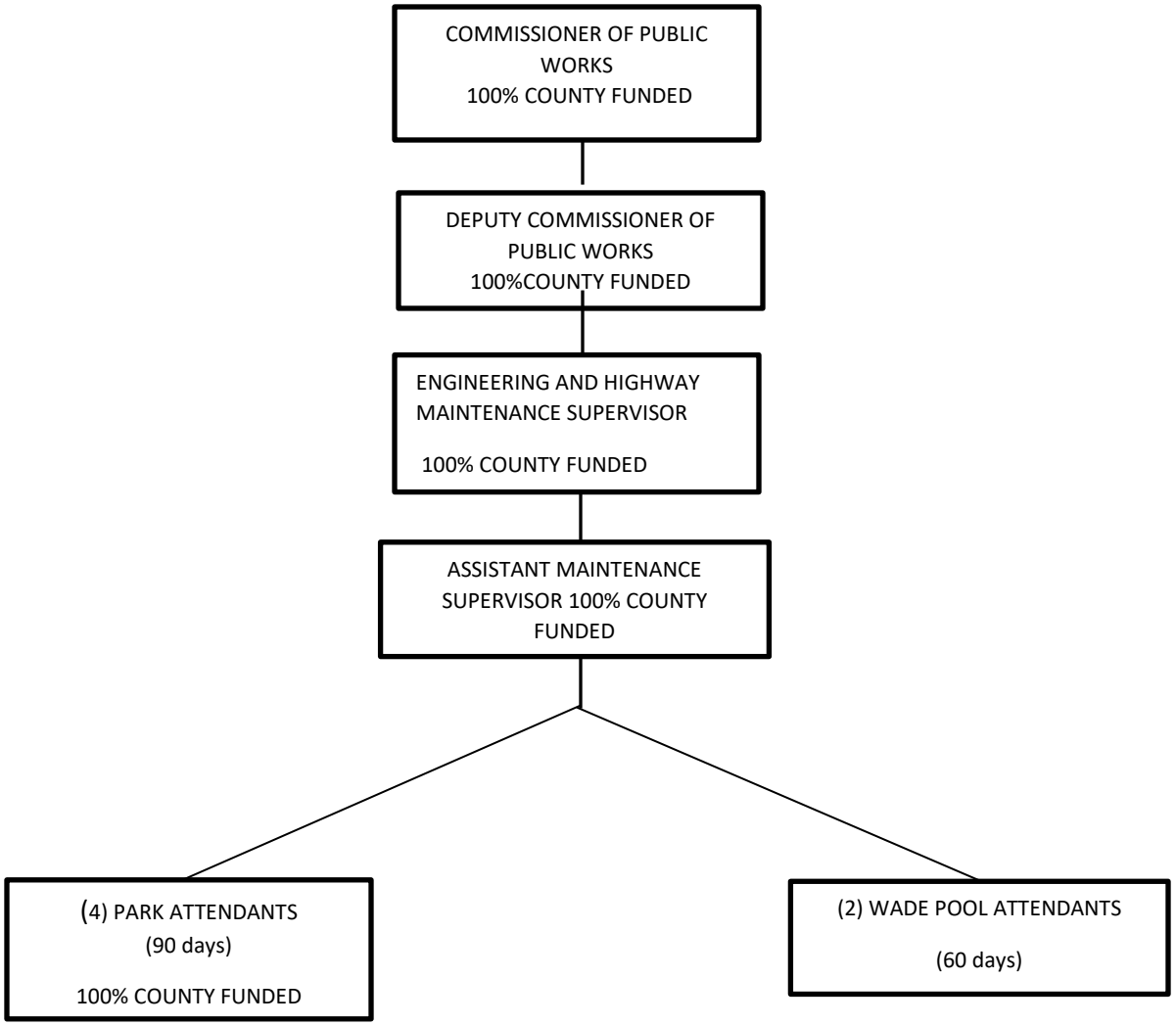
ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A67745	58065	4341	VISION INS	32.96	31.95	31.95	50.20	50.20	.00	57.1%
TOTAL NUTRITION				784,487.85	658,341.50	658,341.50	682,483.72	686,728.61	.00	3.7%

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A – Culture & Recreation

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

DWYER PARK ORGANIZATIONAL CHART



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Dwyer Park – A7110

The Park

Traction Company Park

Dwyer Park

The Cortland Traction Company operated a park called Salisbury Park, on the Tioughnioga River in Cortland, which was only accessible by riding the company's trolley across the Elm St. Bridge. In an effort to increase ridership, the company extended the trolley lines north to Little York and Preble. At the same time, 1904, the Traction Company purchased about 90 acres of farmland on Upper Little York Lake to develop another park. This was a prevailing custom in the trolley business. However, unlike other traction company parks, Little York's was designed for eating and dancing, rather than amusement rides.

The original park layout included two large boat houses, close to the shores on either side of a long dock. At the end of the dock was a gazebo-styled structure with benches around its interior. An unusually styled water tower stood nearby with an interior stairway leading to an observation area at the top. The park was extremely popular in the years before World War I, when trolley use peaked. However, usage of the first floor restaurant and second floor dance hall fell off in the 1920's as the Traction Company became more focused on supplying electric power to communities.

In 1932, the New York Power Corporation, successor to the Cortland County Traction Company, abandoned the park. Various individuals attempted to revive interest with little success. Considering the potential of the idle park, the Little York Garden Club in 1938 wrote the County Board of Supervisors with this proposition:

"We believe that Cortland County has need of a county park and we would like to see this beauty spot in the shadow of Mt. Toppin preserved. We particularly admire Onondaga County's Highland Park and we would further recommend that in the event of the purchase of Little York Park that fireplaces and picnic tables be built and a parking area be maintained for all county residents free of charge."

A special investigating committee agreed, and recommended the county purchase the park for the sum of $7,500. After editing the language of the resolution, which seemed to imply that only taxpayers could vote on the issue, the Board of Supervisors presented a referendum to county voters on November 8, 1938. The Little York Garden Club had lobbied house-to-house and purchased newspaper ads to persuade county residents of the benefit of the proposition. Their hard work paid off, as a majority of voters agreed.

Nearly 10 years later, the Cortland County Highway Department was assigned responsibility for the park and efforts began to clear out the thick undergrowth that had choked out the plantings of the past. Next to the renovated pavilion, highway workers built a cut-stone building housing lavatories. Picnic tables and fireplaces were placed throughout the park. Funding for the renovations was taken from the county's Postwar Planning Fund.

The park opened in 1952, with up to a quarter of a million people visiting the park a year later. A wading pool was built in 1954, adding to the list of amusements for children. In 1959, the name of the park was changed to "Dwyer Memorial Park" to honor long-time county highway superintendent William Dwyer. It was stated thusly "…as a memorial to the vision, loyalty and devotion to public service of this great public servant".

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In 2023 the Legislature provided funding to build a new dock. With a light winter, Highway crews began building the dock in early spring of 2023. The dock was completed prior to the 4th of July Celebration. The new dock includes a pavilion at the end of the dock, benches, lighting and cleats to tie-off boats.

Dwyer Park Division:

This division maintains and operates Dwyer Memorial Park on Little York Lake. Activities include maintaining buildings and grounds during the summer, operating a wade pool for children, and administering reservation and rental payments of three pavilions. Various activities are held at the Park throughout the summer, the most notable is the fireworks display on July 3rd. The highway department provides personnel and equipment to maintain the park. The Cortland Repertory Theatre continues to use the 2nd floor of the main pavilion for theatre events and schedules the use of the first floor of the main pavilion for various activities. Dwyer Park has four Park Attendant positions at 90 days per year and two Wade Pool Attendants at 60 days per year. The overall management of the park is provided by the Highway Department.

Shelter Usage

Shelter #	2017	2018	2019	2020	2021	2022	2023	2024	2025
#1 – Parties	38	32	31	0	18	28	32	18	34
People	1318	1800	1465	0	775	1464	1296	1695	1775
#2 – Parties	30	25	29	0	19	27	31	27	27
People	1217	1535	1517	0	805	1210	1465	1225	1225
#3 – Parties	47	37	36	0	32	30	34	33	32
People	1970	2115	1980	0	1958	1437	1945	1975	2130
Fireworks (veh.)	702	760	926	0	614	740	633	1000	1000

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
7110	DWYER PARK								
A711042	42001	PARK & REC	-15,620.01	-13,000.00	-13,000.00	-13,000.00	-13,000.00	.00	.0%
A711047	42701	REF.APPR.E	.00	.00	.00	.00	.00	.00	.0%
A71105	42410	RENTAL R.P	-1,000.00	-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00	.0%
A71105	42705	GIFTS/DONA	-200.00	.00	-141,000.00	.00	-140,000.00	.00	-100.0%
A71105	43889	OTHER YTH	.00	.00	-5,000.00	.00	.00	.00	.0%
A71105	51015	TEMP PAY	34,364.00	71,280.00	75,680.00	50,150.00	50,150.00	.00	-33.7%
A71105	51020	OVERTIME	.00	2,000.00	2,000.00	.00	.00	.00	-100.0%
A71105	52015	Dept Equip	.00	.00	141,000.00	.00	.00	.00	.0%
A71105	52320	BLDG IMPRV	.00	10,000.00	10,000.00	10,000.00	10,000.00	.00	.0%
A71105	54000	TELEPHONE	858.74	840.00	840.00	950.00	950.00	.00	13.1%
A71105	54007	Jan Supp	2,601.13	3,600.00	3,600.00	3,600.00	3,600.00	.00	.0%
A71105	54025	UTILITIES	4,688.52	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
A71105	54050	Equip R&M	265.05	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
A71105	54055	PROF SERV	27,308.00	28,000.00	27,850.00	28,000.00	28,000.00	.00	.5%
A71105	54065	RENT/LEASE	1,910.00	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A71105	54070	INSURANCE	6,381.84	8,152.78	8,152.78	7,506.88	7,506.88	.00	-7.9%
A71105	54076	Bldg R&M	13,460.71	20,000.00	20,000.00	20,000.00	25,000.00	.00	.0%
A71105	54077	C&M Supp	.00	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
A71105	54078	Fuel	2,161.22	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A71105	54085	CLOTHING U	.00	350.00	350.00	350.00	350.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A71105	54300	Veh. R&M	405.37	500.00	500.00	500.00	500.00	.00	.0%
A71105	54444	FEES/PERMI	110.00	400.00	400.00	400.00	400.00	.00	.0%
A71105	54625	GARBAGE	2,332.53	2,500.00	2,650.00	2,500.00	2,500.00	.00	-5.7%
A71105	58020	RETIREMENT	890.98	9,589.85	9,852.85	7,522.50	7,522.50	.00	-23.7%
A71105	58030	FICA	2,628.89	5,452.92	5,789.92	3,836.48	3,836.48	.00	-33.7%
A71105	58040	WRKS COMP	3,385.69	4,592.32	4,592.32	3,500.00	3,500.00	.00	-23.8%
TOTAL DWYER PARK			86,932.66	165,757.87	165,757.87	137,315.86	2,315.86	.00	-17.2%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
7312	YOUTH BUREAU									
A73125	43820	YB	YTH BUREAU	-128,366.26	-15,827.00	-222,191.72	-26,291.00	-25,911.00	.00	-88.2%
A73125	43889		Other CR	.00	.00	-20,000.00	.00	.00	.00	.0%
A73125	51005		PERS SERV	.00	7,887.00	16,489.00	16,489.00	16,489.00	.00	.0%
A73125	54015		Maint Agmt	.00	170.00	.00	170.00	170.00	.00	.0%
A73125	54020		POSTAGE	6.66	75.00	287.00	75.00	75.00	.00	-73.9%
A73125	54035		ED & TRAIN	700.00	700.00	625.00	700.00	700.00	.00	12.0%
A73125	54040		DUES/SUB	120.00	120.00	240.00	120.00	120.00	.00	-50.0%
A73125	54045		Travel	1,110.29	2,000.00	4,474.00	1,500.00	1,500.00	.00	-66.5%
A73125	54048		Prog Supp	888.40	1,000.00	12,246.63	1,500.00	1,500.00	.00	-87.8%
A73125	54815		CONT AGNC	108,781.82	.00	202,703.00	.00	.00	.00	.0%
A73125	58020		RETIREMENT	.00	1,060.93	1,060.93	2,308.00	2,308.00	.00	117.5%
A73125	58030		FICA	.00	603.00	603.00	1,261.00	1,261.00	.00	109.1%
A73125	58040		WRKS COMP	.00	323.16	323.16	.00	.00	.00	-100.0%
A73125	58060		HEALTH INS	.00	1,788.00	3,140.00	1,788.00	1,895.28	.00	-43.1%
TOTAL YOUTH BUREAU				-16,759.09	-99.91	.00	-380.00	107.28	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
7989	SNOWMOBILE CLUBS								
A798943	43989	OTHER COMM	-117,925.80	-119,308.00	-139,833.36	-119,308.00	-119,308.00	.00	-14.7%
A79895	54815	CONT AGNC	107,079.60	108,462.00	127,100.36	107,377.20	107,377.20	.00	-15.5%
TOTAL SNOWMOBILE CLUBS			-10,846.20	-10,846.00	-12,733.00	-11,930.80	-11,930.80	.00	-6.3%

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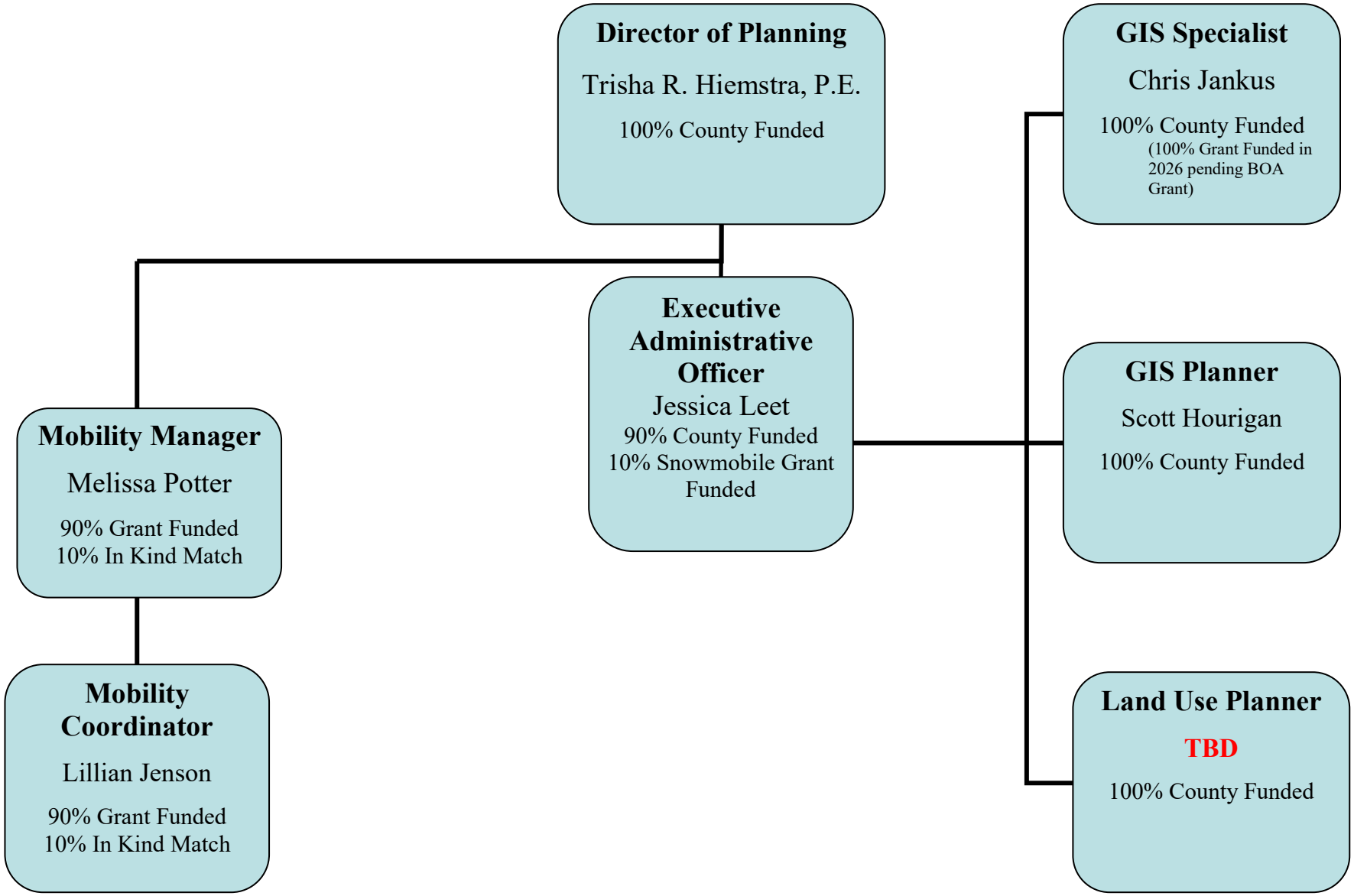
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A – Home & Community Service

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Planning Department – A8020

CORTLAND COUNTY PLANNING DEPARTMENT
PROPOSED 2026 ORGANIZATIONAL CHART



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Planning Department – A8020

A. Establishment of Office

The County Planning Department was established by the adoption of Resolution No. 89 of the Cortland County Legislature for the year 1975 and Local Law No. 3 for the year 1975. Local Law #3 of 1975 established three general areas of responsibility for the Department. These areas included: technical assistance and liaison to Legislative Committees, Boards, Councils, Districts, Agencies, and other groups as directed by the Legislature; technical assistance to local municipalities; and staff assistance to the Cortland County Planning Board.

B. Department Functions and Director Responsibilities

Boards Administered By Planning Department:

- Cortland County Planning Board –Monthly meetings to review GML (General Municipal Law) referrals and discuss various Planning initiatives
- Cortland County Agriculture and Farmland Protection Board – Meetings scheduled as necessary to review Conservation Easement pre-applications, Agricultural District Inclusion requests, or other agriculturally related material

Boards Planning Department actively participates on:

- Cayuga-Cortland Workforce Development Board – Attend quarterly board meetings, coordinate with Director of Workforce Development on workforce opportunities involved with regional grant opportunities
- Central New York Regional Planning and Development Board (CNYRPDB)– Quarterly meetings to discuss current planning and economic development topics. The Director of Planning is responsible for actively participating with CNYRPDB and engaging the organization in any grants or project opportunities that they may be of assistance on.
- Southern Tier 8 Regional Planning and Development Board – Weekly meeting to discuss various planning and economic development opportunities. There are several specific committees for topics including CEDS (Comprehensive Economic Development Strategies), broadband, opportunity zone collaboration, regional strategies for planning, and access to Appalachian Regional Commission grant opportunities. The Planning Department has collaborated with Southern Tier 8 in 2016 and 2019 to apply for and obtain a United States Department of Defense grant to host an Innovative Readiness Training (IRT) program in Cortland County. Future IRT projects are being discussed.

Director Designations:

- Title VI Coordinator for Public Transportation - review complaints to ensure that no person is excluded from participation in, or denied the benefits of, or be subjected to discrimination in the receipt of public transportation services on the basis of race, color or national origin
- Fair Housing Coordinator - address complaints regarding discrimination in the sale, rental or financing of dwellings on the basis of race, color, religion, sex, national origin, handicap, or familial status as stipulated in the federal Fair Housing Law of Title VIII of the 1968 Civil Rights Act and the Fair Housing Amendment Act of 1988
- HUD Compliance Officer - responsible for reviewing complaints regarding discrimination on the basis of disability in programs and activities conducted by the U.S. Department of Housing and Urban Development (HUD) or that receive financial assistance from HUD and ensuring compliance with this Act as required in Section 504 of the Rehabilitation Act of 1973

General Municipal Law 239 Reviews – New York General Municipal Law (GML) requires that certain types of municipal planning, zoning, and subdivision projects be referred to County Planning for review prior to local action being taken. This requirement seeks to promote coordination of land use decision-making and to enhance consideration of potential inter-municipal and county-wide impacts. The Planning Department receives GML referrals on a regular basis from all

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Municipalities with land use regulations. The Planning staff reviews projects, produces staff reports, and presents to the Cortland County Planning Board at their monthly meetings.

GIS Services - The Geographic Information System (GIS) Services serves the geospatial needs of Cortland County across departments and among all staff and citizens. The Planning Department uses GIS to assist the public in map creation, solving of complex environmental problems, storm water management, runoff and flooding questions, site selection/analysis, transportation, and various other problems that can be solved using spatial analysis. When used correctly, GIS can be an instrumental tool for finding solutions to complex questions and analysis.

Housing/Development - The Department is currently working on a Housing Needs Assessment produced in-house to help identify future strategic investments to be made in relation to housing needs within Cortland County. The Planning Department also has a close working relationship with the County BDC/IDA (Business Development Corporation/Industrial Development Agency) assisting businesses and industries in site location and analysis based on specific parameters and interpretation of and assistance with local, State, and Federal regulations

Grant Administration – Aid other agencies, businesses, or municipalities acting as recipient of grant where appropriate pertaining to housing, planning, or development.

Transportation and Mobility Grant Management –

Mobility Management – Director of Planning supervises the Mobility Manager, who is funded primarily through the 5311 grant. The Mobility Manager is responsible for the development, coordination and promotion of transportation and mobility services in Cortland County and connecting to contiguous counties.

Program Oversight and Coordination: Oversees day-to-day mobility coordination activities, including partnerships with transportation providers, human service agencies, and local governments to improve system efficiency and access.

Community Engagement and Outreach: Promotes available transportation options, assists individuals in navigating mobility resources, and gathers feedback to identify and address transportation barriers.

Data and Grant Compliance: Ensures compliance with federal and state reporting requirements under the 5311 program and tracks performance metrics to inform planning and funding decisions.

Street Addressing – Since 1982, the Planning Department has been responsible for assigning all street addresses in the County outside of the City of Cortland and the Villages of Homer, Marathon, and McGraw. The County has since assumed all addressing responsibilities throughout the County. The Planning Department works closely with E-911, the Post Offices, the municipalities, the County Election's Office, etc. to correct any problem areas and to ensure that all businesses/residences are easily located in the event of an emergency.

Agriculture – The Department also acts as staff to the Cortland County Agricultural and Farmland Protection Board including review of and recommendations on re-certification of Agricultural Districts. Planning is responsible for the pre-application process to aid farmers who wish to apply for farmland protection grants provide funding to obtain conservation easements on prime agricultural lands which are under non-agricultural development pressure to ensure that they remain forever farmland. The Planning Department provides The Planning Department is also responsible for the creating and updating the Farmland Protection Plan which will be assessed and updated started within the near future.

Census - The Department is the repository for and provides analysis of Census data for Cortland County and its municipalities. The Planning Department is the local liaison to the US Census Bureau. This responsibility includes reviewing and correcting of the US Census Bureau's address database for the County to ensure that the Census Bureau obtains an accurate population count for Cortland County. The Planning Department will also provide the County Legislature with updated population figures for each legislative district in the County and provide various scenarios for more equitable population and distribution amongst the districts. The Planning Department also reviews and interprets U. S. Census data and annual estimates through the American Community Survey for various service agencies and County Departments for use in grant applications and reports.

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Municipal Aid - The Planning Department assists municipalities in the County to achieve their short and long term development goals through the drafting and adoption of municipal comprehensive plans and the establishment of land use regulations such as zoning and subdivision requirements. Technical assistance is also provided on a variety of other issues including training programs for municipal boards/officials and interpretation/analysis of Federal and State programs such as the National Flood Insurance Rate Program and the State Environmental Quality Review (SEQR). The Planning Department has provided assistance to many communities in 2025 as they progress in their efforts to plan for future growth and development:

- The Town of Solon is revising their zoning law to keep up with current times and to preserve the Town's rural character.
- The Town of Willet is considering the creation of a new comprehensive plan for their Town. Their current plan is 23 years out of date and does not accurately reflect the Town's current goals.
- The Town of Preble is revising their zoning law to address issues which have arisen in the Town, such as solar array installations, shoreline setbacks, short term rentals, fencing, etc. that are not addressed in the Town's current zoning law.
- The Town of Taylor is revising their local laws regarding land use.
- The Village of Homer is in the process of revising its zoning ordinance and housing standards. The Village recently adopted a new comprehensive plan and the revisions to the zoning ordinance will incorporate the goals and objectives outlined in this Plan.
- Several municipalities, including the Towns of Cortlandville and Harford, have adopted regulations providing standards for the installation of building mounted and ground mounted solar arrays, both large scale and residential scale. Other municipalities are also considering writing and adopting similar regulations as a result of recent inquiries regarding large scale solar projects.
- The Village of Marathon was awarded a NY Forward grant and is now working through the administration process. As the only municipality in Cortland County with its own municipal electric utility, the Village is also planning to upgrade its substation to improve the local electrical grid and infrastructure.

Snowmobile Grant - The Planning Department has administered the County snowmobile grant through the NYS Office of Parks and Recreation. In 2025, the County was awarded a grant of approximately $108,000. This money was distributed to the eight snowmobile clubs to maintain and groom approximately 283 miles of approved snowmobile trails in the County. The Planning Department will continue to provide assistance to the snowmobile clubs in 2026 including grant administration, seeking funding for additional trails, and mapping of trails.

C. 2026 Objectives – The following tasks are those planned for 2026 above and beyond those outline above:

- Finalize County-Wide Housing Needs Assessment
- Implementation of other Strategies outlined in County-Wide Strategic Development Plan
- Finalize County-Wide Solar Regulation Template
- Obtain and complete Brownfield Opportunity Area Planning Project
- Continue close collaboration with Economic Development Agency for areas of preparation for Micron development and affected sectors
- Provide GIS App solutions to improve intra-county department workflows
- Streamline E-911 Addressing to improve record keeping and communication with important parties
- Continuation of a Spatial Data Interest Group (SDIG) to empower greater GIS use and collaboration between the County, SUNY Cortland, and the various municipalities within the County
- Pursue Climate Smart Communities/Clean Energy Communities opportunities
- Create committee to serve as task force for environmental initiatives
- Identify and pursue grant funded intern opportunities to aid with departmental projects (NYSERDA)
- Collaborate with other agencies/departments on Solar Development tracking/Data Sharing

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CORTLAND COUNTY
Planning - A8020
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
DIRECTOR OF PLANNING	FT	Yes	MGT	3
EXECUTIVE ADMINISTRATIVE OFFICER (HELP PROGRAM)	FT	Yes	MGT	11
GIS PLANNER (HELP PROGRAM)	FT	Yes	CSEA	19
GIS PLANNER (HELP PROGRAM)	FT	Yes	CSEA	19
LAND USE PLANNER	PT	Yes	CSEA	19
LAND USE PLANNER (HELP PROGRAM)	FT	Yes	CSEA	19
MOBILITY COORDINATOR	FT	Yes	CSEA	17
MOBILITY MANAGER	FT	Yes	MGT	10

Full-time:	7
Part-time:	1
Per diem:	0
TOTAL POSITIONS:	8

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
8020	PLANNING								
A802042	42189	OTHER COMM	.00	-50.00	-50.00	.00	.00	.00	-100.0%
A80205	43902	PLANNING	.00	.00	.00	.00	-100,000.00	.00	.0%
A80205	51005	PERS SERV	315,263.43	350,074.61	350,074.61	321,916.48	354,656.83	.00	-8.0%
A80205	51035	OTHER COMP	3,665.73	.00	.00	.00	.00	.00	.0%
A80205	54000	TELEPHONE	660.00	660.00	660.00	660.00	660.00	.00	.0%
A80205	54001	COPY/PRINT	.00	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
A80205	54004	SOFTWARE	5,585.00	4,000.00	4,000.00	4,000.00	4,000.00	.00	.0%
A80205	54005	Off Supp	10,300.34	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
A80205	54015	Maint Agmt	288.00	150.00	150.00	150.00	150.00	.00	.0%
A80205	54020	POSTAGE	90.20	200.00	200.00	200.00	200.00	.00	.0%
A80205	54035	ED & TRAIN	5,592.96	4,000.00	4,000.00	4,000.00	4,000.00	.00	.0%
A80205	54040	DUES/SUB	45,459.63	46,134.00	46,134.00	45,818.00	45,818.00	.00	-.7%
A80205	54041	PUBLICATIO	.00	.00	.00	150.00	150.00	.00	.0%
A80205	54045	Travel	142.64	1,500.00	1,500.00	750.00	750.00	.00	-50.0%
A80205	54055	PROF SERV	180,250.00	.00	186,342.00	.00	.00	.00	.0%
A80205	54060	LEGAL ADV	216.92	200.00	200.00	200.00	200.00	.00	.0%
A80205	54070	INSURANCE	2,648.02	2,265.61	2,265.61	3,307.05	3,307.05	.00	46.0%
A80205	54078	Fuel	82.47	50.00	50.00	50.00	50.00	.00	.0%
A80205	54213	I/D COPIER	2,337.12	2,337.12	2,337.12	2,337.12	2,337.12	.00	.0%
A80205	54444	FEES/PERMI	.00	.00	.00	1,500.00	1,500.00	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
A80205	58020	RETIREMENT	41,510.76	47,098.23	47,098.23	54,498.51	53,198.53	.00	15.7%
A80205	58030	FICA	23,451.10	26,780.71	26,780.71	27,794.24	27,131.25	.00	3.8%
A80205	58040	WRKS COMP	10,259.68	7,653.86	7,653.86	7,000.00	7,000.00	.00	-8.5%
A80205	58060	HEALTH INS	36,206.83	55,162.40	55,162.40	45,824.16	72,974.72	.00	-16.9%
A80205	58062	DENTAL INS	412.93	451.20	451.20	451.20	451.20	.00	.0%
A80205	58065	VISION INS	87.75	98.00	98.00	78.40	98.00	.00	-20.0%
TOTAL PLANNING			684,511.51	555,765.74	742,107.74	527,685.16	485,632.70	.00	-28.9%

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Agency: Soil and Water Conservation District - A8710

CORTLAND COUNTY BUDGET FOR FISCAL YEAR 2026
AUTHORIZED AGENCY BUDGET REQUEST

Agency: Cortland County Soil and Water Conservation District
Mailing Address: 100 Grange Place, Room 202
City, State, Zip Code: Cortland, NY 13045
Contact Person and Title: Amanda Barber, District Manager Telephone: 607-756-5991

Requested 2026 County Fiscal Year Funding: $274,000 (including $22,000 ARPA funds)

1. What is your agency's mission?

VISION STATEMENT: Assist with the wise use and conservation of Cortland County's natural resources, and the maintenance and improvement of our environment.

MISSION STATEMENT: To provide technical and financial expertise and assistance to units of government, private landowners, and other land users and decision makers relating to natural resource management and planning, conservation education, and best management practice implementation to facilitate the wise use and conservation of our local natural resources.

ACTIVITIES: Cortland County SWCD engages individual citizens, groups, and units of local government in making sound decisions on the management of soil, water, and related natural resources based on their goals and priorities. We develop and implement programs and services to address the needs in the county related to our mission.

Per NYS Law, SWCD strives to improve water quality, control and abate nonpoint source pollution, mitigate climate change, assist in the control of floods, protect the tax base and public lands, utilize resources to enhance the quality of life, and protect and promote the health, safety, and general welfare of the people of the county.

SWCD assists in the implementation of resource management decisions to help achieve statutory policies by seeking and coordinating technical and financial assistance from various sources. Last year, SWCD secured new grants and contracts for over $3.7 million dollars to support conservation projects. Together with landowner contributions and municipal support those grants will result in over $4.5 million in conservation work. Our success in securing funding has created workload challenges. Our staff is working hard to keep projects progressing to meet implementation deadlines. These grants and projects not only enhance the environment, but with most funding used to purchase locally and pay local contractors, they support the local economy and contribute to the resilience of our communities.

2. What programs and services does your agency provide and which of those does the County fund?

Programs and services can be grouped into major categories: agricultural environmental management – technical assistance to agricultural landowners to control nonpoint source pollution, protect water quality and maintain agricultural viability; community natural resource management – assistance to county residents/landowners, county departments, and local municipalities with planning, design, and other technical assistance for streambank stabilization, permits, stormwater runoff, hydroseeding, water quality monitoring and analysis, ground water resources management, forest management and tree planting, invasive species

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control and management; and education/outreach and programs – contractor training, farm safety training, Rural Landowner Workshops, Spring Planting Program, pond stocking, River Clean Up, Conservation Field Days, Envirothon, and Water Festival.

All of these programs and assistance contribute to the implementation of conservation best management practices, support the viability of our farms, businesses and communities, help to maintain jobs, promote resiliency, maintain the tax base, and protect the environment.

SWCD programs and services are all, at least in part, funded by the county. Programs and services vary depending on the needs of our customers-the citizens, communities and governments of Cortland County. The priorities are established by our Board of Directors. See our 2025 Annual Work Plan (viewable at www.cortlandswcd.org or available upon request) for detail on all of our programs, services, and projects. The Annual Plan for 2026 will be completed by November.

3. What is your agency's target population? (age, sex, special interest, etc.)

Cortland County SWCD assistance is available to all. Conservation is age, gender, and special interest neutral. Programs and priorities are developed to meet the natural resource needs and demands of the community, and our programs and services are diverse. SWCD supports communities and landowners through direct technical assistance, education and outreach, grant writing and administration, and data management.

The agricultural industry is a key target population for many of our programs. With almost 400 farms in the county producing over $108 million in products, agriculture is the county's largest industry. Those farms own/operate, manage and control over 90,000 acres of land which is nearly 30% of the county's landbase. Forestland is estimated to occupy an additional 130,000 acres, much of which is private, nonindustrial forest land owned and operated by private landowners. Our programs help to support environmental compliance and the economic viability of our farm and forestland operations to help maintain the sustainability of our ag and forest industries, and their stewardship and management of our natural resources.

Our municipalities and communities are also a target population for services and assistance. Helping communities protect important environmental and economic resources, maintain infrastructure, and improve resiliency to climate change is a priority. Assessing roads, culverts, buildings, drainage, water supplies and other public infrastructure, and prioritizing activities for improvements is an investment in the future.

4. Number of individuals served last year? (2024) **5,787**

The numbers above represent a tally of individuals receiving direct assistance from Cortland County SWCD through one of our many services, programs and projects.

We provided direct technical assistance to eighteen of the twenty municipalities in the county, including the county itself, which benefits all county residents. The services and assistance to local governments and county agencies/departments include hydroseeding, water quality monitoring, water quality data management, forestry, habitat improvement, drainage planning and design, stormwater management, erosion and sediment control, farmland protection information, culvert replacement and streambank stabilization planning, design and implementation, permit assistance, code review, grant applications/financial assistance, landowner complaint investigation, presentations and education, grant assistance, etc.

We provided assistance on behalf of the county to other government entities and agencies, including NYSDOT, NYSDEC, NYS Department of Ag and Markets, US Department of Agriculture, USEPA and Chesapeake Bay Watershed Program, US Fish and Wildlife Service and US Army Corps of Engineers. We assist numerous non-profit groups and organizations representing and benefiting thousands such as five local lake associations, Farm Bureau, Seven Valleys Health Coalition, Cornell Cooperative Extension, SUNY Cortland, public and private schools, etc.

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Collaborative efforts with other agencies and departments are one way that SWCD strives to do more with less. Our Aquatic Invasive Species Spread Prevention Program, the Skaneateles Lake Watershed Agricultural Program, Cayuga Watershed Intermunicipal Organization, and the Upper Susquehanna Coalition are examples of local and regional partnership efforts that SWCD has used to further educate, assist, and benefit county residents.

Our Spring Planting Program, Trees for Tribs project, River Clean Up, Cortland County Water Festival, Conservation Field Days, Envirothon and numerous events, forums, and activities promote environmental protection and natural resource management to the public.

5. Geographical area covered?

Cortland County SWCD provides programs and services within Cortland County boundaries. Occasionally it is in the best interest of Cortland County SWCD to administer a program or grant that extends services and programs beyond county boundaries. However, it is rare that personal services are provided outside the county, unless such services are paid for through a grant or other funding mechanism, or if the service has a direct benefit to our citizens.

6. What are the programs' and services' specified objectives?

As specified in our mission, Annual Work Plan, and **Soil and Water Conservation District Law**, the objectives of our programs and services are: **conserve soil, water and other natural resources, improve water quality, control and abate nonpoint sources of pollution, assist in the control of floods, protect the tax base, protect public lands, utilize resources to enhance the quality of life, and protect and promote the health, safety, and general welfare of the people of the county**.

Natural resources are what sustain the human population – they feed us, clothe us and shelter us. We need to protect those resources to ensure that they are available and abundant for future generations. The education of our landowners, who control the land, and their cooperation in implementing management practices, are keys to our conservation success. SWCD believes that the wise use and conservation of our resources can be achieved through voluntary conservation and the innate desire of people in this county and across the country to do the right thing. SWCD plays an important role by bridging the gap between landowners and citizens of the county and regulatory agencies responsible for enforcing environmental law. We help people evaluate their options and make good management decisions, and are a "safe harbor" - providing information, advice and instruction without fear of judgment or penalty.

7. How are the programs and services assessed for effectiveness?

Conservation District program effectiveness and efficiency is assessed through formal and informal evaluation processes. The Board of Directors reviews and evaluates priorities on a regular basis and develops an Annual Work Plan. The composition and representation of the Board of Directors provides for immediate and detailed feedback from the stakeholder groups they represent – County Legislature, Farm Bureau, and Grange. Written program evaluations from participants provide suggestions and direction for future programming. Effectiveness and program impact are also documented by repeat requests for assistance, new requests for assistance and number of projects completed/implemented.

Scientific and technical evaluation of projects and programs, depending on their size and nature, is accomplished using calculated or accepted values for water quality impact such as soil savings (erosion control), and nutrient load reductions (reductions of nutrients in runoff). The Conservation District tracks water quality data to monitor the health of our water resources. This data helps identify trends in water quality and the positive impact of our efforts to teach and implement conservation and water quality protection. Best management practices (bmps) are also evaluated, and effectiveness documented, through an annual Verification Program.

In addition to internal assessments, the Conservation District is evaluated by the NYS Department of Agriculture and Markets through a Performance Measure Evaluation process. ***We have consistently met minimum standards and received the highest level of achievement since the process was established in 2006.***

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8. What are your agencies priorities for this year?

Our Annual Planning process for 2026 will begin soon and our efforts will likely continue to emphasize land and water management and public infrastructure improvements as they relate to water quality, climate mitigation and community resiliency. Our water quality protection efforts support the watershed implementation plans established for the Susquehanna and Chesapeake Bay watershed, Cayuga Lake watershed, Skaneateles Lake watershed, and those being developed/revised for Otisco Lake watershed and Oneida Lake watershed. Protecting our EPA-designated sole source aquifer, the only viable supply of drinking water for most of the residents of Cortland County, remains a high priority.

We are also engaged in implementing Watershed Implementation Plans and Lake Management Plans for our kettle lakes - Tully, Song, and Little York Lakes. Our programs protect the quality and value of our important and valuable surface water resources – our rivers, lakes and streams that support agriculture, tourism and economic development.

Climate mitigation and resiliency programs offer opportunities for us to work with local landowners and communities to collect data, develop plans and implement projects to help them be more resilient during high intensity storms, floods, and prolonged dry periods/drought. Increasing and improving forest lands and perennial crops, as well as agricultural emissions reductions, improved soil health, infrastructure improvements, and water management are priority practices. We will aggressively pursue grant opportunities to support local investments in climate change reduction, resiliency and mitigation efforts.

Specific programs/projects of priority will be those funded through existing grants, and those involving important partnerships and collaborations. See also our 2025 Annual Work Plan which is available upon request or can be viewed at www.cortlandswcd.org.

9. How will any new initiatives be financed?

New initiatives are generally financed, at least in part, through special funding contracts, grants or occasionally, donations, fees and earned income.

10. What factors are driving increases (decreases) in your agency's overall budget?

Personal services expenses are about 93% of our budget. Keeping well-qualified and trained staff is a priority. With a significant portion of our workload and funding generated from grants and contracts, we must maintain the capacity to deliver. We continue to try to hire an engineer and have recently re-advertised and promoted the position. Though we have experienced engineering technicians, an engineer is needed to provide design oversight and approval. Qualified staff are necessary to bring outside resources into the community.

Base level support from the county is critical to our ability to leverage other grants and funding which require in-kind match and local support. These grants, agreements, and contracts help fund best management practices and conservation technical assistance. Our county request represents only about 25% of the overall Conservation District operating budget, **but it is the MOST essential piece**. We have trimmed contractual costs to keep our budget as stable as possible, but the past couple of years we have been unable to avoid increases in expenses for things like supplies, fuel, insurance and rent.

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Agency: Cortland County Soil & Water Conservation District

UNRESTRICTED FUNDS:		
Cash and cash equivalents:	$	**89,937**
Savings and Investments	$	**540,403**
Prepaid and other assets	$	
FIXED ASSETS:		
Land, Buildings, Equipment	$	277,453
Less: Accumulated Depreciation	$	(123,953)
Net Book Value of Fixed Assets	$	**153,500**
TOTAL ASSETS	**$**	**783,840**
LIABILITIES:		
Accounts Payable	$	
Accrued Payroll	$	
Taxes Payable	$	
Notes Payable	$	
Mortgage Payable	$	
TOTAL LIABILITIES	$	0.
FUND BALANCE (Total Assets minus Total Liabilities)	**$**	**783,840**
RESTRICTED FUNDS – ***includes obligated grant funds***		
Savings and Investments	$	**2,621,673**
FUND BALANCE (June 30, 2025)	**$**	**3,405,513**

Note: Agencies must submit their latest audited annual financial statement to qualify for funding. ***SWCD is included with county audit report.***

Submitted by: Linda Jones, Legislator, Chair — Date: 7/16/2025
Bill McGovern, Legislator, Vice-Chair
Jeremy Boylan, At-Large Rep., Treasurer
John Phelps, Grange Rep.
Timothy Elliott, Farm Bureau Rep.

Amanda Barber, Manager

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Cortland County

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
8710	CONSERVATION PROGRAMS								
A87105	54815	CONT AGNC	240,000.00	240,000.00	240,000.00	240,000.00	240,000.00	.00	.0%
TOTAL CONSERVATION PROGRAMS			240,000.00	240,000.00	240,000.00	240,000.00	240,000.00	.00	.0%

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
8740	Small Watershed Protection Dis								
A87405	41001	R PROP TAX	-15,810.34	-18,242.21	-18,242.21	-19,284.63	-19,284.63	.00	5.7%
A87405	54815	CONT AGNC	15,810.34	18,242.21	18,242.21	19,284.63	19,284.63	.00	5.7%
TOTAL Small Watershed Protec			.00	.00	.00	.00	.00	.00	.0%

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Cortland County

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ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
8750	COOPERATIVE EXTENSION								
A87505	54815	CONT AGNC	331,000.00	331,000.00	331,000.00	331,000.00	331,000.00	.00	.0%
TOTAL COOPERATIVE EXTENSION			331,000.00	331,000.00	331,000.00	331,000.00	331,000.00	.00	.0%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

A – Undistributed General Fund

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9010	REPAYMENTS P/R DEDUCTIONS								
A90105	99610	RTR Approp Res	.00	-600,000.00	-600,000.00	.00	-2,500,000.00	.00	-100.0%
TOTAL REPAYMENTS P/R DEDUCTI			.00	-600,000.00	-600,000.00	.00	-2,500,000.00	.00	-100.0%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9050	UNEMPLOYMENT INSURANCE								
A90505	58050	UNEMPLOYME	20,356.67	50,000.00	50,000.00	40,000.00	40,000.00	.00	-20.0%
TOTAL UNEMPLOYMENT INSURANCE			20,356.67	50,000.00	50,000.00	40,000.00	40,000.00	.00	-20.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9060	HEALTH,DENTAL,VISION INSURANCE								
A90605	58060	HEALTH INS	5,897,822.89	3,906,548.13	6,206,548.13	6,703,071.98	6,529,828.21	.00	8.0%
TOTAL HEALTH,DENTAL,VISION I			5,897,822.89	3,906,548.13	6,206,548.13	6,703,071.98	6,529,828.21	.00	8.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9901	INTERFUND TRANSFERS								
A99015	99014	I/F OUT D	6,747,693.92	7,071,992.42	7,071,992.42	7,071,163.93	6,881,354.19	.00	.0%
TOTAL INTERFUND TRANSFERS			6,747,693.92	7,071,992.42	7,071,992.42	7,071,163.93	6,881,354.19	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9909		TRANSFER TO CAPITAL PROJECTS							
A99095	59950	100LL I/F Out HH	85,385.47	.00	42,649.01	.00	.00	.00	.0%
A99095	59950	25CAH I/F Out HH	.00	.00	277,740.00	250,000.00	250,000.00	.00	-10.0%
A99095	59950	ERRBR I/F Out HH	5,187.20	.00	183,154.54	50,000.00	50,000.00	.00	-72.7%
A99095	59950	HBRB I/F Out HH	354.32	.00	130,578.68	.00	.00	.00	.0%
A99095	59950	TWAB I/F Out HH	.00	.00	23,305.00	15,000.00	15,000.00	.00	-35.6%
TOTAL TRANSFER TO CAPITAL PR			90,926.99	.00	657,427.23	315,000.00	315,000.00	.00	-52.1%
TOTAL GENERAL FUND			2,790,979.62	-20,791.46	4,186,249.38	5,472,273.30	.00	.00	30.7%

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CD – Workforce Investment Act (WIA)

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

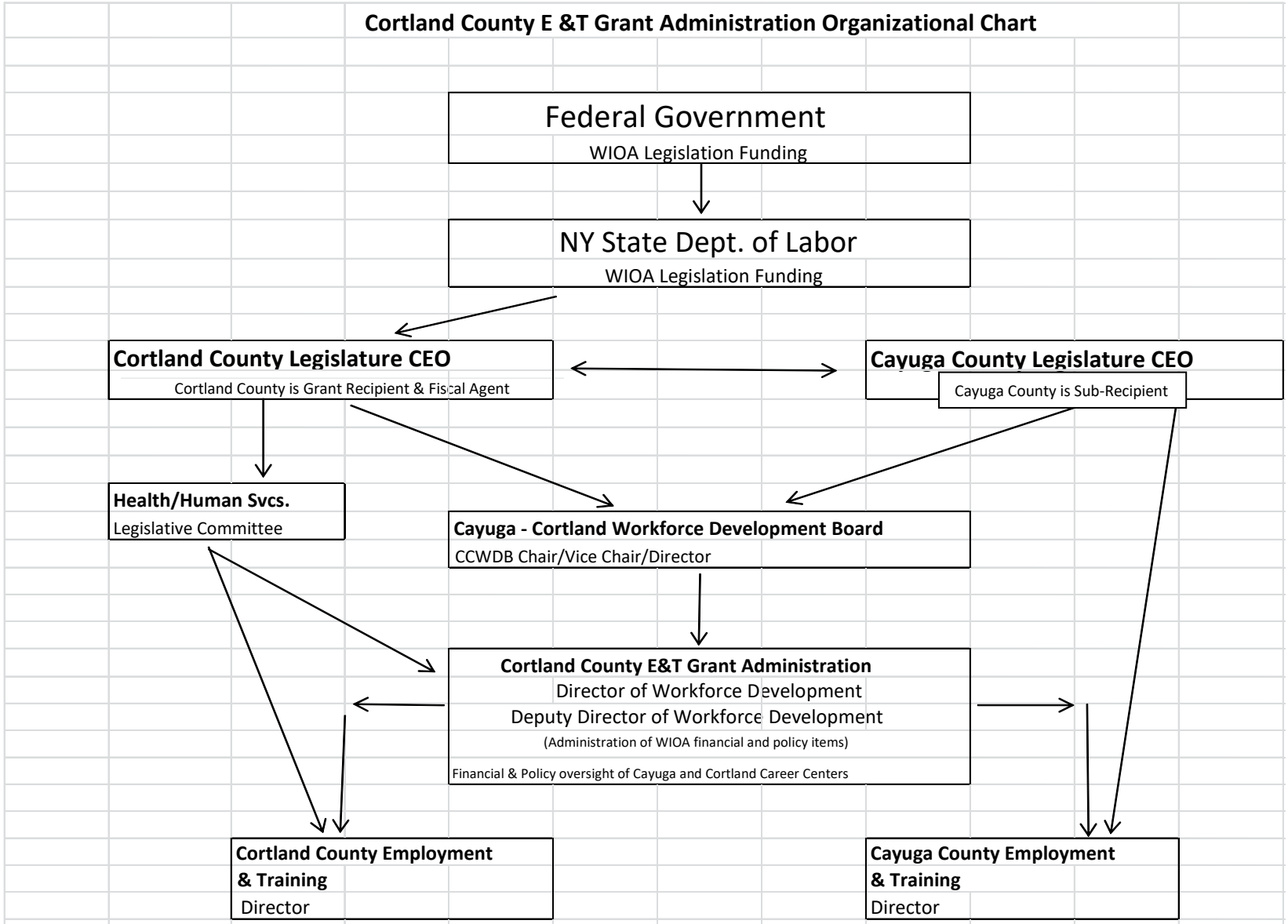
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1040	CLERK OF THE LEGISLATIVE BOARD								
CD69895	44910	CDBG	-164,073.48	.00	-34,676.52	.00	.00	.00	.0%
CD69895	54055	PROF SERV	15,618.81	.00	13,131.19	.00	.00	.00	.0%
CD69895	54815	CONT AGNC	148,454.67	.00	21,545.33	.00	.00	.00	.0%
TOTAL CLERK OF THE LEGISLATI			.00	.00	.00	.00	.00	.00	.0%

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As a side note: we would like to embrace a name change to this department. Currently, we are currently known as the Employment & Training Grant Administration office. This office and the county would be much more recognizable if we were to rename this office to the Cortland County Workforce Development office. The title of the department head was changed to Director of Workforce Development during the salary study in 2022. Currently, the Director of Workforce Development is also known as the Director of the Cayuga Cortland Workforce Development Board in all of the New York State Department of Labor documentation.



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Workforce Innovation Opportunity Act (WIOA) Grant Administration – CD6290

Special Grant (CD) — accounts for Federal and State grants, the Workforce Innovation Opportunity Act (WIOA) and the Trade Adjustment Assistance Reform Act, Ticket to Work and other type programs.

Mission Statement

The Cayuga-Cortland Workforce Development System serves employers and individuals of Cayuga and Cortland Counties by providing a full array of workforce development services in a professional, efficient, and timely manner, for the betterment of our communities.

Narrative of Cortland County Grant Administration (WIOA) and Cayuga-Cortland Workforce Development Board

Cortland County Grant Administration is the administrative and financial oversight department for the Cayuga Cortland Workforce Development Board. This department is mandated under Federal and State Specific Law and by LOCAL LAW No. 3 of the year 1987; the Federal Workforce Innovation and Opportunity Act of 2014 (HR 803) the Grant Administration department and the Cayuga Cortland Workforce Development Board have remained in operation under authority that was transferred to the federal **Workforce Innovation Opportunity Act of 2014(WIOA) (H.R. 803, Public Law 113-128),** which authorizes Title I (Adult, Dislocated Worker and Youth programs); TANF/OTDA mandated partner; Specific Law –**Trade Adjustment Assistance Reform Act** of 2002(Pub. L. 107-210) Trade Adjustment Assistance Reauthorization Act of 2015 (Pub. L.114-27) (TAARA2015).

The Workforce Innovation Opportunity Act was designed to strengthen and re-inforce the previous Workforce Investment act of 2000. The Acts were created to develop and maintain an employment and training system and a "One-Stop" delivery system that would serve the needs of all job seekers, employers and businesses. The Law outlines the framework for the workforce development activities delivered through the One-Stop system. Grant administration provides the administrative support that is vital to the successful operation of the system. Since a very significant portion of the program funding is from the Federal Workforce Development programs, we are required to achieve mandates set by the legislation, and upon accepting local WIOA allocations, we reduce/expand our services as allocations change.

The counties of Cayuga and Cortland have designated the County of Cortland, through an agreement of the Chief Elected Officials (CEO's), to serve as the WIOA Grant Recipient and fiscal agent for related and necessary activities under those laws. This department (Grant Administration) fulfills the WIOA mandated fiscal obligations of the WIOA legislation. The CEO's have also designated the Cortland County office of Employment & Training Grant Administration to be the Administrative arm for WIOA programs with the responsibility for the overall operation of two One Stop Career Centers who operate the WIOA programs with-in the two-county geographical area. Location of the One Stop Career Centers are as follows: Cortland Works, 99 Main St., Cortland, NY and Cayuga Works, Cayuga Community College, 199 Franklin St., Auburn, NY. The mandated programs through WIOA are; the Adult program; the Dislocated Worker program; the Youth program; the TANF Summer Youth Employment Program (SYEP); the Trade Act program; the Disability Employment Initiative program (which has developed into the Ticket to Work (TtW) program) and other programs and grants as they are developed and or implemented through the Cortland County E&T Grant Administration office.

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Workforce Innovation Opportunity Act (WIOA) Grant Administration – CD6290

Page 2

DIRECTOR'S RESPONSIBILITIES & REPORTING DIVISIONS

* Allocating and distributing funds to both counties
* Maintaining fiscal records for all funding titles and reporting such to NYS Department of Labor
* Order and disburse funds to Cayuga & Cortland County to meet their WIOA, OTDA Summer Youth needs
* Order and disburse federal Trade Act funds on behalf of both counties
* Develop Requests for Proposals, Policies/Procedures and Contracts for the two county areas and the 2 One Stop Career Centers
* Maintain contracts for audit and compliance with project operators in said counties
* Resolve audit and monitoring findings in accordance with established WIOA procedures
* Oversee the conduct of Federal Trade Act Programs in both counties
* Work with area businesses to apply for NYSDOL and training grants (OJT)
* Planning-receive information from the State, compile two county data, prepare and submit required plans
* Contracts- prepare and execute WIOA and related contracts and maintain a central consortium of contract files
* Monitoring- review recipients and programs to assure compliance with provisions of subcontracts, WIOA TANF/OTDA Summer Youth federal and state rules and regulations
* Management information system- Maintain participant data and prepare/submit reports as required
* Grievance/Affirmative action - establish grievance policies and procedures and equal opportunities for WIOA, OTDA Summer Youth programs, Trade Act , DEOD submittal and logs
* Property Inventory- maintain WIOA inventory records and disposition of equipment
* Additional duties and responsibilities- timely submission of accurate grant agreements, modifications and required reports to NYSDOL; maintain direct contact with federal and state program representatives and distribution of all pertinent information to the appropriate consortium staff.

Succession Plan:

Currently we have a FT Director of Workforce Development and a FT Deputy Director of Workforce Development in the Grant Administration office. This office is and has been running much more efficiently and effectively with a Full Time Director of Workforce Development/WDB Director and thankfully so, because the amount of work that is being assigned by the WIOA program at the Federal and State level is and has been increasing significantly. As the requirements are increasing and the workload is increasing, I was thankful to have the Principal Account Clerk promoted into a Deputy Director of Workforce Development title and would ultimately like to post for Workforce Development Program Assistant or Principal Account Clerk to be added to this office. Also, note that the Workforce Development Board has had many conversations about staffing and current salaries and are very happy to learn that the salaries of the staff in the Employment & Training Department were increased and are more in line with our "sister" office in Cayuga County. The structural needs of this department should be reevaluated and looked at to add another position to assist with the changes and increase in workload that the pandemic brought, this is the perfect opportunity to begin this process and look at any other potential cost savings. As funding across the federal levels have been slowly decreasing and costs of everything increasing it makes it very difficult to continue to operate with the budget that we have. We are doing it, but we are also tightening our strings significantly. It would be amazing if the County would consider supplementing our budget at some level to help us compensate what we are losing in federal grant money.

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CORTLAND COUNTY
Workforce Development (Grant Administration) - CD6290
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
DEPUTY WORKFORCE DEVELOPMENT DIRECTOR	FT	Yes	MGT	10
PRINCIPAL ACCOUNT CLERK	FT	Yes	CSEA	13
WORKFORCE DEVELOPMENT DIRECTOR	FT	Yes	MGT	7

Full-time:	3
Part-time:	0
Per diem:	0
TOTAL POSITIONS:	3

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6290	WIA GRANT ADMINISTRATION									
CD629043	43791	RETI	WIOA	.00	.00	.00	-169,400.00	-169,400.00	.00	.0%
CD629044	44375		WIA/WIOA	.00	-224,962.86	-224,962.86	.00	-296,061.30	.00	-100.0%
CD629044	44375	INC	WIA/WIOA	.00	.00	-100,000.00	-100,000.00	-100,000.00	.00	.0%
CD629044	44375	TANF	WIA/WIOA	-21,508.00	-15,000.00	-15,000.00	-13,375.00	-13,375.00	.00	-10.8%
CD629044	44375	WADW	WIA/WIOA	-35,163.80	.00	.00	.00	.00	.00	.0%
CD629044	44375	WAMW	WIA/WIOA	-77,637.15	.00	.00	.00	.00	.00	.0%
CD629044	44375	WDWW	WIA/WIOA	-47,571.22	.00	.00	.00	.00	.00	.0%
CD629044	44375	WYTW	WIA/WIOA	-40,440.12	.00	.00	.00	.00	.00	.0%
CD629044	44378	NYESS	WIA REV	.00	-1,620.00	-1,620.00	-8,434.00	-8,434.00	.00	420.6%
CD629047	42401	TANF	INT & EARN	-.54	.00	.00	.00	.00	.00	.0%
CD629047	42401	WCY	INT & EARN	.00	.00	.00	.00	.00	.00	.0%
CD629047	42401	WIOA	INT & EARN	-24.64	.00	.00	.00	.00	.00	.0%
CD62905	51005		PERS SERV	.00	153,991.29	153,991.29	158,768.40	158,768.40	.00	3.1%
CD62905	51005	200A	PERS SERV	11,995.20	.00	.00	.00	.00	.00	.0%
CD62905	51005	FAAD	PERS SERV	1,310.04	.00	.00	.00	.00	.00	.0%
CD62905	51005	NYESS	PERS SERV	.00	.00	.00	.00	.00	.00	.0%
CD62905	51005	OSAD	PERS SERV	428.22	.00	.00	.00	.00	.00	.0%
CD62905	51005	OSDW	PERS SERV	524.37	.00	.00	.00	.00	.00	.0%
CD62905	51005	OSYI	PERS SERV	104.78	.00	.00	.00	.00	.00	.0%
CD62905	51005	OSYO	PERS SERV	478.65	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	51005	RETI	PERS SERV	.00	.00	.00	.00	.00	.00	.0%
CD62905	51005	WADW	PERS SERV	23,700.36	.00	.00	.00	.00	.00	.0%
CD62905	51005	WAMW	PERS SERV	50,290.19	.00	.00	.00	.00	.00	.0%
CD62905	51005	WDWW	PERS SERV	32,677.13	.00	.00	.00	.00	.00	.0%
CD62905	51005	WYIW	PERS SERV	10,977.80	.00	.00	.00	.00	.00	.0%
CD62905	51005	WYOW	PERS SERV	16,491.19	.00	.00	.00	.00	.00	.0%
CD62905	51035		OTHER COMP	-511.08	.00	.00	5,500.00	5,500.00	.00	.0%
CD62905	52060	200A	Comp Equip	5.78	.00	.00	.00	.00	.00	.0%
CD62905	52060	FAAD	Comp Equip	5.78	.00	.00	.00	.00	.00	.0%
CD62905	52060	WADW	Comp Equip	23.14	.00	.00	.00	.00	.00	.0%
CD62905	52060	WAMW	Comp Equip	127.26	.00	.00	.00	.00	.00	.0%
CD62905	52060	WDWW	Comp Equip	57.85	.00	.00	.00	.00	.00	.0%
CD62905	52060	WYIW	Comp Equip	26.03	.00	.00	.00	.00	.00	.0%
CD62905	52060	WYOW	Comp Equip	43.38	.00	.00	.00	.00	.00	.0%
CD62905	54000		TELEPHONE	.00	825.00	825.00	1,300.00	1,300.00	.00	57.6%
CD62905	54000	200A	TELEPHONE	33.11	.00	.00	.00	.00	.00	.0%
CD62905	54000	FAAD	TELEPHONE	5.94	.00	.00	.00	.00	.00	.0%
CD62905	54000	NYESS	TELEPHONE	.00	.00	.00	.00	.00	.00	.0%
CD62905	54000	RETI	TELEPHONE	.00	.00	.00	.00	.00	.00	.0%
CD62905	54000	WADW	CELL/L/DIS	193.72	.00	.00	.00	.00	.00	.0%
CD62905	54000	WAMW	CELL/L/DIS	125.49	.00	.00	.00	.00	.00	.0%
CD62905	54000	WDWW	CELL/L/DIS	242.14	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	54000	WYIW	CELL/L/DIS	76.15	.00	.00	.00	.00	.00	.0%
CD62905	54000	WYOW	CELL/L/DIS	104.37	.00	.00	.00	.00	.00	.0%
CD62905	54001		COPY/PRINT	.00	.00	.00	750.00	750.00	.00	.0%
CD62905	54001	200A	COPY/PRINT	59.20	.00	.00	.00	.00	.00	.0%
CD62905	54001	FAAD	COPY/PRINT	6.89	.00	.00	.00	.00	.00	.0%
CD62905	54001	NYESS	COPY/PRINT	.00	.00	.00	.00	.00	.00	.0%
CD62905	54001	WADW	COPY/PRINT	129.08	.00	.00	.00	.00	.00	.0%
CD62905	54001	WAMW	COPY/PRINT	237.71	.00	.00	.00	.00	.00	.0%
CD62905	54001	WDWW	COPY/PRINT	168.58	.00	.00	.00	.00	.00	.0%
CD62905	54001	WYIW	COPY/PRINT	50.83	.00	.00	.00	.00	.00	.0%
CD62905	54001	WYOW	COPY/PRINT	75.15	.00	.00	.00	.00	.00	.0%
CD62905	54005		Off Supp	.00	600.00	600.00	350.00	350.00	.00	-41.7%
CD62905	54005	200A	Off Supp	.00	.00	.00	.00	.00	.00	.0%
CD62905	54005	FAAD	Off Supp	.00	.00	.00	.00	.00	.00	.0%
CD62905	54005	NYESS	Off Supp	.00	.00	.00	.00	.00	.00	.0%
CD62905	54005	RETI	Off Supp	.00	.00	.00	.00	.00	.00	.0%
CD62905	54005	WADW	Off Supp	42.66	.00	.00	.00	.00	.00	.0%
CD62905	54005	WAMW	Off Supp	28.81	.00	.00	.00	.00	.00	.0%
CD62905	54005	WDWW	Off Supp	47.19	.00	.00	.00	.00	.00	.0%
CD62905	54005	WYIW	Off Supp	15.34	.00	.00	.00	.00	.00	.0%
CD62905	54005	WYOW	Off Supp	14.34	.00	.00	.00	.00	.00	.0%
CD62905	54015		MainAgree	.00	250.00	250.00	.00	.00	.00	-100.0%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	54020		POSTAGE	.00	52.00	52.00	50.00	50.00	.00	-3.8%
CD62905	54020	200A	POSTAGE	.87	.00	.00	.00	.00	.00	.0%
CD62905	54020	FAAD	POSTAGE	.12	.00	.00	.00	.00	.00	.0%
CD62905	54020	WADW	POSTAGE	1.89	.00	.00	.00	.00	.00	.0%
CD62905	54020	WAMW	POSTAGE	3.77	.00	.00	.00	.00	.00	.0%
CD62905	54020	WDWW	POSTAGE	2.54	.00	.00	.00	.00	.00	.0%
CD62905	54020	WYIW	POSTAGE	.79	.00	.00	.00	.00	.00	.0%
CD62905	54020	WYOW	POSTAGE	1.24	.00	.00	.00	.00	.00	.0%
CD62905	54035		ED & TRAIN	225.14	5,500.00	5,500.00	2,000.00	2,000.00	.00	-63.6%
CD62905	54035	WADW	ED & TRAIN	309.12	.00	.00	.00	.00	.00	.0%
CD62905	54035	WDWW	ED & TRAIN	451.02	.00	.00	.00	.00	.00	.0%
CD62905	54035	WYIW	ED & TRAIN	53.54	.00	.00	.00	.00	.00	.0%
CD62905	54035	WYOW	ED & TRAIN	177.61	.00	.00	.00	.00	.00	.0%
CD62905	54040		DUES/MEMBE	.00	4,250.00	4,250.00	3,750.00	3,750.00	.00	-11.8%
CD62905	54040	WADW	DUES/MEMBE	1,673.00	.00	.00	.00	.00	.00	.0%
CD62905	54040	WDWW	DUES/MEMBE	1,420.72	.00	.00	.00	.00	.00	.0%
CD62905	54040	WYIW	DUES/MEMBE	382.99	.00	.00	.00	.00	.00	.0%
CD62905	54040	WYOW	DUES/MEMBE	814.14	.00	.00	.00	.00	.00	.0%
CD62905	54045		Travel	.00	1,000.00	1,000.00	1,195.71	1,195.71	.00	19.6%
CD62905	54045	200A	Travel	27.50	.00	.00	.00	.00	.00	.0%
CD62905	54045	FAAD	Travel	1.44	.00	.00	.00	.00	.00	.0%
CD62905	54045	WADW	Travel	172.53	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	54045	WAMW	Travel	87.14	.00	.00	.00	.00	.00	.0%
CD62905	54045	WDWW	Travel	141.28	.00	.00	.00	.00	.00	.0%
CD62905	54045	WYIW	Travel	76.45	.00	.00	.00	.00	.00	.0%
CD62905	54045	WYOW	Travel	87.02	.00	.00	.00	.00	.00	.0%
CD62905	54048		Prog Supp	.00	5,000.00	5,000.00	115,403.48	115,403.48	.00	2208.1%
CD62905	54048	INC	Prog Supp	.00	.00	100,000.00	100,000.00	100,000.00	.00	.0%
CD62905	54048	RETI	Prog Supp	.00	.00	.00	127,420.00	127,420.00	.00	.0%
CD62905	54060		LEGAL ADV	.00	300.00	300.00	300.00	300.00	.00	.0%
CD62905	54070		LIAB INS	.00	1,160.00	1,160.00	1,020.17	1,020.17	.00	-12.1%
CD62905	54070	200A	LIAB INS	277.90	.00	.00	.00	.00	.00	.0%
CD62905	54070	FAAD	LIAB INS	44.82	.00	.00	.00	.00	.00	.0%
CD62905	54070	WADW	LIAB INS	125.50	.00	.00	.00	.00	.00	.0%
CD62905	54070	WAMW	LIAB INS	.00	.00	.00	.00	.00	.00	.0%
CD62905	54070	WDWW	LIAB INS	259.97	.00	.00	.00	.00	.00	.0%
CD62905	54070	WYIW	LIAB INS	53.79	.00	.00	.00	.00	.00	.0%
CD62905	54070	WYOW	LIAB INS	134.47	.00	.00	.00	.00	.00	.0%
CD62905	54213		I/D COPIER	.00	850.00	850.00	.00	.00	.00	-100.0%
CD62905	54774	WIOA	INT EXP	25.14	.00	.00	.00	.00	.00	.0%
CD62905	58020		RETIREMENT	.00	21,558.78	21,558.78	24,640.26	24,640.26	.00	14.3%
CD62905	58020	200A	RETIREMENT	1,772.50	.00	.00	.00	.00	.00	.0%
CD62905	58020	FAAD	RETIREMENT	180.39	.00	.00	.00	.00	.00	.0%
CD62905	58020	NYESS	RETIREMENT	.00	.00	.00	.00	.00	.00	.0%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	58020	OSAD	RETIREMENT	46.34	.00	.00	.00	.00	.00	.0%
CD62905	58020	OSDW	RETIREMENT	61.94	.00	.00	.00	.00	.00	.0%
CD62905	58020	OSYI	RETIREMENT	15.61	.00	.00	.00	.00	.00	.0%
CD62905	58020	OSYO	RETIREMENT	62.45	.00	.00	.00	.00	.00	.0%
CD62905	58020	RETI	RETIREMENT	.00	.00	.00	.00	.00	.00	.0%
CD62905	58020	WADW	RETIREMENT	3,290.58	.00	.00	.00	.00	.00	.0%
CD62905	58020	WAMW	RETIREMENT	6,727.98	.00	.00	.00	.00	.00	.0%
CD62905	58020	WDWW	RETIREMENT	4,513.33	.00	.00	.00	.00	.00	.0%
CD62905	58020	WYIW	RETIREMENT	1,489.34	.00	.00	.00	.00	.00	.0%
CD62905	58020	WYOW	RETIREMENT	2,252.29	.00	.00	.00	.00	.00	.0%
CD62905	58030		FICA	.00	11,780.33	11,780.33	12,566.53	12,566.53	.00	6.7%
CD62905	58030	200A	FICA	850.55	.00	.00	.00	.00	.00	.0%
CD62905	58030	FAAD	FICA	93.98	.00	.00	.00	.00	.00	.0%
CD62905	58030	NYESS	FICA	.00	.00	.00	.00	.00	.00	.0%
CD62905	58030	OSAD	FICA	32.37	.00	.00	.00	.00	.00	.0%
CD62905	58030	OSDW	FICA	39.68	.00	.00	.00	.00	.00	.0%
CD62905	58030	OSYI	FICA	12.47	.00	.00	.00	.00	.00	.0%
CD62905	58030	OSYO	FICA	31.72	.00	.00	.00	.00	.00	.0%
CD62905	58030	RETI	FICA	.00	.00	.00	.00	.00	.00	.0%
CD62905	58030	WADW	FICA	1,782.68	.00	.00	.00	.00	.00	.0%
CD62905	58030	WAMW	FICA	3,574.51	.00	.00	.00	.00	.00	.0%
CD62905	58030	WDWW	FICA	2,450.63	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	58030	WYIW	FICA	823.28	.00	.00	.00	.00	.00	.0%
CD62905	58030	WYOW	FICA	1,243.28	.00	.00	.00	.00	.00	.0%
CD62905	58040		WRKS COMP	.00	3,600.00	3,600.00	2,800.00	2,800.00	.00	-22.2%
CD62905	58040	200A	WRKS COMP	530.08	.00	.00	.00	.00	.00	.0%
CD62905	58040	FAAD	WRKS COMP	68.39	.00	.00	.00	.00	.00	.0%
CD62905	58040	NYESS	WRKS COMP	.00	.00	.00	.00	.00	.00	.0%
CD62905	58040	RETI	WRKS COMP	.00	.00	.00	.00	.00	.00	.0%
CD62905	58040	WADW	WRKS COMP	444.59	.00	.00	.00	.00	.00	.0%
CD62905	58040	WAMW	WRKS COMP	957.57	.00	.00	.00	.00	.00	.0%
CD62905	58040	WDWW	WRKS COMP	803.68	.00	.00	.00	.00	.00	.0%
CD62905	58040	WYIW	WRKS COMP	188.09	.00	.00	.00	.00	.00	.0%
CD62905	58040	WYOW	WRKS COMP	427.49	.00	.00	.00	.00	.00	.0%
CD62905	58060		HEALTH INS	.00	30,645.78	30,645.78	27,581.20	29,236.07	.00	-10.0%
CD62905	58060	200A	HEALTH INS	3,845.20	.00	.00	.00	.00	.00	.0%
CD62905	58060	FAAD	HEALTH INS	364.97	.00	.00	.00	.00	.00	.0%
CD62905	58060	NYESS	HEALTH INS	.00	.00	.00	.00	.00	.00	.0%
CD62905	58060	OSAD	HEALTH INS	32.10	.00	.00	.00	.00	.00	.0%
CD62905	58060	OSDW	HEALTH INS	42.58	.00	.00	.00	.00	.00	.0%
CD62905	58060	OSYI	HEALTH INS	10.48	.00	.00	.00	.00	.00	.0%
CD62905	58060	OSYO	HEALTH INS	41.93	.00	.00	.00	.00	.00	.0%
CD62905	58060	RETI	HEALTH INS	.00	.00	.00	.00	.00	.00	.0%
CD62905	58060	WADW	HEALTH INS	2,705.03	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	58060	WAMW	HEALTH INS	15,235.37	.00	.00	.00	.00	.00	.0%
CD62905	58060	WDWW	HEALTH INS	3,624.81	.00	.00	.00	.00	.00	.0%
CD62905	58060	WYIW	HEALTH INS	1,404.89	.00	.00	.00	.00	.00	.0%
CD62905	58060	WYOW	HEALTH INS	2,159.74	.00	.00	.00	.00	.00	.0%
CD62905	58062		DENTAL INS	.00	180.48	180.48	180.48	180.48	.00	.0%
CD62905	58062	200A	DENTAL INS	17.79	.00	.00	.00	.00	.00	.0%
CD62905	58062	FAAD	DENTAL INS	1.77	.00	.00	.00	.00	.00	.0%
CD62905	58062	NYESS	DENTAL INS	.00	.00	.00	.00	.00	.00	.0%
CD62905	58062	OSAD	DENTAL INS	.33	.00	.00	.00	.00	.00	.0%
CD62905	58062	OSDW	DENTAL INS	.38	.00	.00	.00	.00	.00	.0%
CD62905	58062	OSYI	DENTAL INS	.12	.00	.00	.00	.00	.00	.0%
CD62905	58062	OSYO	DENTAL INS	.51	.00	.00	.00	.00	.00	.0%
CD62905	58062	RETI	DENTAL INS	.00	.00	.00	.00	.00	.00	.0%
CD62905	58062	WADW	DENTAL INS	25.09	.00	.00	.00	.00	.00	.0%
CD62905	58062	WAMW	DENTAL INS	70.69	.00	.00	.00	.00	.00	.0%
CD62905	58062	WDWW	DENTAL INS	33.97	.00	.00	.00	.00	.00	.0%
CD62905	58062	WYIW	DENTAL INS	11.96	.00	.00	.00	.00	.00	.0%
CD62905	58062	WYOW	DENTAL INS	17.83	.00	.00	.00	.00	.00	.0%
CD62905	58065		VISION INS	.00	39.20	39.20	39.20	39.20	.00	.0%
CD62905	58065	200A	VISION INS	3.83	.00	.00	.00	.00	.00	.0%
CD62905	58065	FAAD	VISION INS	.38	.00	.00	.00	.00	.00	.0%
CD62905	58065	NYESS	VISION INS	.00	.00	.00	.00	.00	.00	.0%

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Cortland County

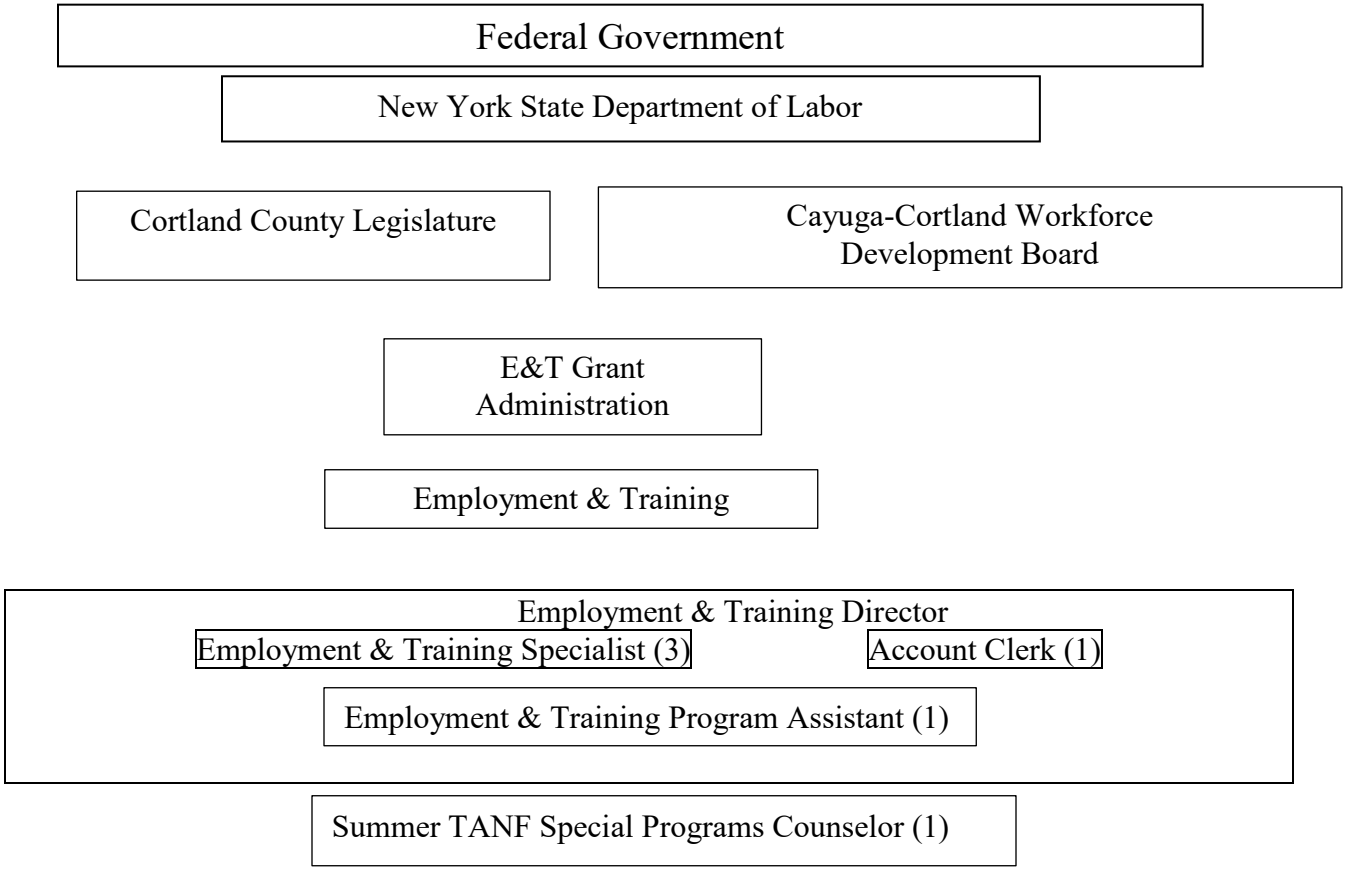
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62905	58065	OSAD	VISION INS	.07	.00	.00	.00	.00	.00	.0%
CD62905	58065	OSDW	VISION INS	.10	.00	.00	.00	.00	.00	.0%
CD62905	58065	OSYI	VISION INS	.02	.00	.00	.00	.00	.00	.0%
CD62905	58065	OSYO	VISION INS	.08	.00	.00	.00	.00	.00	.0%
CD62905	58065	RETI	VISION INS	.00	.00	.00	.00	.00	.00	.0%
CD62905	58065	WADW	VISION INS	5.40	.00	.00	.00	.00	.00	.0%
CD62905	58065	WAMW	VISION INS	15.30	.00	.00	.00	.00	.00	.0%
CD62905	58065	WDWW	VISION INS	7.33	.00	.00	.00	.00	.00	.0%
CD62905	58065	WYIW	VISION INS	2.62	.00	.00	.00	.00	.00	.0%
CD62905	58065	WYOW	VISION INS	3.87	.00	.00	.00	.00	.00	.0%
TOTAL WIA GRANT ADMINISTRATI				-444.92	.00	.00	294,406.43	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Organizational Chart



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Employment and Training – CD6292

A. Establishment of Office:

The Employment and Training Department has functioned under several different funding streams. Our current WIOA funding was established by Federal Legislation in 1987 and the Legislation was revised in 2014. This office coordinates employment and training opportunities for youth and adults. In addition, it provides services to businesses in finding qualified employees and to assist in training needs. The Cortland Works Career Center is part of the American Job Center Network and it is made of partner agencies with like goals for serving job seekers and businesses. Partners include Cortland County Employment and Training, the New York State Department of Labor (re-employment services on site), ACCES-VR, Cortland County Dept. of Social Services, Onondaga-Cortland Madison BOCES, NYS Job Corps, Senior Community Service Employment Programs (SCSEP), and Indian and Native American Programs (INAP) under Title I of WIOA. We also have a close relationship with Tompkins Cortland Community College. The college has expanded their short-term, in-demand training programs, making it easier for us to connect job seekers who desire to improve their skills. We receive no County funding; however, retirees are treated like any other County retiree and the retiree health insurance is provided by the county.

B. Mission:

The mission of the Employment and Training Department, the Cortland Works Career Center, and the Cayuga-Cortland Workforce Development Board is "to serve the employers and individuals of Cayuga and Cortland Counties by providing a full array of workforce development services in a professional, efficient, and timely manner, for the betterment of our communities." The department operates under the provisions of the WIOA Regulations to provide training and employment services to the Cortland County Community.

Our mission under WIOA is to serve **Adults, Dislocated Workers, youth 16 to 24 with barriers to employment, and youth at the 200% of poverty in the need of summer jobs.** Services include the following: Assessment of needs for job seekers and employers; basic career services such as resumes and job referrals; in-house workshops open to the public; tuition assistance for vocational, college, or on-line training programs; supportive services for those individuals in training who require them; paid work experiences for youth; on-the-job training; and referrals to community partners. We also work closely with any business announcing lay-offs or closure to provide a "rapid response" to affected employees. Rapid Response brings together representatives from the Department of Labor, health care, and budgeting to help workers through the transition. In addition, we offer recruitments for individual employers and job fairs for customers looking for new or different opportunities.

Director's Responsibilities and Reporting Divisions:

The Employment and Training Director is responsible for the formulation of the budget based on the funds received through our WIOA and TANF grants. The E&T Director is responsible for the administration of the funds in an accurate and conscientious manner.

Included among the responsibilities of the Employment and Training Director are oversite of Cortland Works Career Center operations, adherence to legislative policy and procedures, supervision of staff, budget monitoring, and representation of workforce throughout the community.

Goals for 2026: In 2026, Cortland Works Career Center plans to expand our workshop offerings, develop a relationship with SUNY Cortland, seek creative ways to maintain and expand services through collaboration with partner agencies.

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CORTLAND COUNTY
Employment & Training - CD6292
Position Summary Information

Title of Position	Job Type	Funded	Union	Grade
EMPLOYMENT & TRAINING PROGRAM ASSISTANT	FT	Yes	CSEA	9
EMPLOYMENT & TRAINING SPECIAL PROGRAMS COUNSELOR	FT	Yes	CSEA	9
EMPLOYMENT & TRAINING SPECIAL PROGRAMS COUNSELOR	PT	Yes	CSEA	9
EMPLOYMENT & TRAINING SPECIAL PROGRAMS COUNSELOR	PT	Yes	CSEA	9
EMPLOYMENT AND TRAINING DIRECTOR	FT	Yes	MGT	9
EMPLOYMENT AND TRAINING SPECIALIST	FT	Yes	CSEA	13
EMPLOYMENT AND TRAINING SPECIALIST	FT	Yes	CSEA	13
EMPLOYMENT AND TRAINING SPECIALIST	FT	Yes	CSEA	13
SENIOR ACCOUNT CLERK	FT	Yes	CSEA	10

Full-time:	7
Part-time:	2
Per diem:	0
TOTAL POSITIONS:	9

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
6292	WIA EMPLOYMENT & TRAINING									
CD629242	41289	JSW	DEPT FEES	.00	.00	-23,708.00	-63,703.79	-63,703.79	.00	168.7%
CD629242	42411		RENT PROP	-64,675.32	.00	.00	.00	.00	.00	.0%
CD629242	42701		REF.APPR.E	.00	.00	.00	.00	.00	.00	.0%
CD629244	42401	TANF	INT & EARN	-.09	.00	.00	.00	.00	.00	.0%
CD629244	42401	WIOA	INT & EARN	-1.78	.00	.00	.00	.00	.00	.0%
CD629244	44375		WIA/WIOA	.00	-547,458.40	-547,458.40	-2,000.00	-2,000.00	.00	-99.6%
CD629244	44375	TANF	WIA/WIOA	-145,103.41	-154,250.00	-154,250.00	-160,531.69	-160,531.69	.00	4.1%
CD629244	44375	WADW	WIA/WIOA	-136,384.06	.00	.00	-111,185.45	-111,185.45	.00	.0%
CD629244	44375	WAMW	WIA/WIOA	-7,599.54	.00	.00	-18,481.49	-18,481.49	.00	.0%
CD629244	44375	WD2A	WIA/WIOA	-22,600.00	.00	.00	-3,215.00	-3,215.00	.00	.0%
CD629244	44375	WDWW	WIA/WIOA	-176,456.66	.00	.00	-157,016.89	-157,016.89	.00	.0%
CD629244	44375	WYOW	WIA/WIOA	-114,669.98	.00	.00	.00	.00	.00	.0%
CD629244	44375	WYTH	WIA/WIOA	-4,000.00	.00	.00	-153,970.53	-153,179.10	.00	.0%
CD62925	51005		PERS SERV	.00	234,020.05	234,020.05	286,825.30	286,825.30	.00	22.6%
CD62925	51005	200A	PERS SERV	4,051.17	.00	.00	.00	.00	.00	.0%
CD62925	51005	200P	PERS SERV	2,611.69	.00	.00	.00	.00	.00	.0%
CD62925	51005	FAAD	PERS SERV	315.80	.00	.00	.00	.00	.00	.0%
CD62925	51005	FAPR	PERS SERV	184.97	.00	.00	.00	.00	.00	.0%
CD62925	51005	JSW	PERS SERV	.00	.00	22,918.00	.00	.00	.00	.0%
CD62925	51005	NYESS	PERS SERV	.00	.00	.00	.00	.00	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	51005	WADW	PERS SERV	64,701.42	.00	.00	.00	.00	.00	.0%
CD62925	51005	WAMW	PERS SERV	5,501.20	.00	.00	.00	.00	.00	.0%
CD62925	51005	WDWW	PERS SERV	74,060.44	.00	.00	.00	.00	.00	.0%
CD62925	51005	WYIW	PERS SERV	7,238.47	.00	.00	.00	.00	.00	.0%
CD62925	51005	WYOW	PERS SERV	39,857.91	.00	.00	.00	.00	.00	.0%
CD62925	51015	200A	TEMP PAY	1,109.66	.00	.00	.00	.00	.00	.0%
CD62925	51015	200P	TEMP PAY	109,340.01	.00	.00	.00	.00	.00	.0%
CD62925	51015	FAAD	TEMP PAY	135.90	.00	.00	.00	.00	.00	.0%
CD62925	51015	FAPR	TEMP PAY	2,805.95	.00	.00	.00	.00	.00	.0%
CD62925	51015	TANF	TEMP PAY	.00	107,441.00	107,441.00	124,816.10	124,816.10	.00	16.2%
CD62925	51015	YTH	TEMP PAY	.00	35,711.00	35,711.00	30,794.11	30,794.11	.00	-13.8%
CD62925	51015	YTHO	TEMP PAY	21,967.50	.00	.00	.00	.00	.00	.0%
CD62925	51035		OTHER COMP	441.30	.00	.00	.00	.00	.00	.0%
CD62925	54000		CELL/L/DIS	.00	.00	.00	875.40	875.40	.00	.0%
CD62925	54000	200A	CELL/L/DIS	36.10	1,408.07	1,408.07	.00	.00	.00	-100.0%
CD62925	54000	200P	CELL/L/DIS	131.49	.00	.00	.00	.00	.00	.0%
CD62925	54000	FAAD	CELL/L/DIS	3.04	.00	.00	.00	.00	.00	.0%
CD62925	54000	FAPR	CELL/L/DIS	2.86	.00	.00	.00	.00	.00	.0%
CD62925	54000	WADW	CELL/L/DIS	86.62	.00	.00	.00	.00	.00	.0%
CD62925	54000	WDWW	CELL/L/DIS	96.33	.00	.00	.00	.00	.00	.0%
CD62925	54000	WYIW	CELL/L/DIS	166.97	.00	.00	.00	.00	.00	.0%
CD62925	54000	WYOW	CELL/L/DIS	786.05	.00	.00	.00	.00	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	54001		COPY/PRINT	.00	.00	.00	1,382.12	1,382.12	.00	.0%
CD62925	54001	200A	COPY/PRINT	29.19	.00	.00	.00	.00	.00	.0%
CD62925	54001	200P	COPY/PRINT	61.73	.00	.00	.00	.00	.00	.0%
CD62925	54001	FAAD	COPY/PRINT	2.25	.00	.00	.00	.00	.00	.0%
CD62925	54001	FAPR	COPY/PRINT	1.12	.00	.00	.00	.00	.00	.0%
CD62925	54001	WADW	COPY/PRINT	431.73	.00	.00	.00	.00	.00	.0%
CD62925	54001	WDWW	COPY/PRINT	480.19	.00	.00	.00	.00	.00	.0%
CD62925	54001	WYIW	COPY/PRINT	62.85	.00	.00	.00	.00	.00	.0%
CD62925	54001	WYOW	COPY/PRINT	278.06	.00	.00	.00	.00	.00	.0%
CD62925	54004		COMP SOFT	.00	.00	.00	300.00	300.00	.00	.0%
CD62925	54004	WADW	COMP SOFT	105.14	300.00	300.00	.00	.00	.00	-100.0%
CD62925	54004	WDWW	COMP SOFT	117.04	.00	.00	.00	.00	.00	.0%
CD62925	54004	WYIW	COMP SOFT	23.56	.00	.00	.00	.00	.00	.0%
CD62925	54004	WYOW	COMP SOFT	59.09	.00	.00	.00	.00	.00	.0%
CD62925	54005		Off Supp	.00	669.52	1,169.52	1,285.93	1,285.93	.00	10.0%
CD62925	54005	200P	Off Supp	.00	.00	.00	.00	.00	.00	.0%
CD62925	54005	FAAD	Off Supp	.00	.00	.00	.00	.00	.00	.0%
CD62925	54005	JSW	Off Supp	.00	.00	100.00	.00	.00	.00	.0%
CD62925	54005	WADW	Off Supp	364.82	.00	.00	.00	.00	.00	.0%
CD62925	54005	WDWW	Off Supp	437.44	.00	.00	.00	.00	.00	.0%
CD62925	54005	WYIW	Off Supp	54.83	.00	.00	.00	.00	.00	.0%
CD62925	54005	WYOW	Off Supp	249.15	.00	.00	.00	.00	.00	.0%

Report generated: 11/10/2025 17:03
User: aherzog
Program ID: bgnyrpts

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	54020		POSTAGE	.00	544.00	544.00	584.00	584.00	.00	7.4%
CD62925	54020	200A	POSTAGE	115.44	.00	.00	.00	.00	.00	.0%
CD62925	54020	200P	POSTAGE	197.88	.00	.00	.00	.00	.00	.0%
CD62925	54020	FAAD	POSTAGE	6.15	.00	.00	.00	.00	.00	.0%
CD62925	54020	FAPR	POSTAGE	2.85	.00	.00	.00	.00	.00	.0%
CD62925	54020	WADW	POSTAGE	50.78	.00	.00	.00	.00	.00	.0%
CD62925	54020	WDWW	POSTAGE	60.41	.00	.00	.00	.00	.00	.0%
CD62925	54020	WYIW	POSTAGE	48.09	.00	.00	.00	.00	.00	.0%
CD62925	54020	WYOW	POSTAGE	127.82	.00	.00	.00	.00	.00	.0%
CD62925	54025		UTILITIES	-1,814.19	11,906.34	11,906.34	.00	.00	.00	-100.0%
CD62925	54025	200A	UTILITIES	157.04	.00	.00	.00	.00	.00	.0%
CD62925	54025	200P	UTILITIES	333.91	.00	.00	.00	.00	.00	.0%
CD62925	54025	FAAD	UTILITIES	12.85	.00	.00	.00	.00	.00	.0%
CD62925	54025	FAPR	UTILITIES	.00	.00	.00	.00	.00	.00	.0%
CD62925	54025	WADW	UTILITIES	2,553.82	.00	.00	.00	.00	.00	.0%
CD62925	54025	WDWW	UTILITIES	2,925.65	.00	.00	.00	.00	.00	.0%
CD62925	54025	WYIW	UTILITIES	359.01	.00	.00	.00	.00	.00	.0%
CD62925	54025	WYOW	UTILITIES	1,700.85	.00	.00	.00	.00	.00	.0%
CD62925	54035		ED & TRAIN	.00	2,225.00	2,225.00	1,450.00	1,450.00	.00	-34.8%
CD62925	54035	WADW	ED & TRAIN	118.50	.00	.00	.00	.00	.00	.0%
CD62925	54035	WDWW	ED & TRAIN	118.50	.00	.00	.00	.00	.00	.0%
CD62925	54035	WYIW	ED & TRAIN	268.20	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	54035	WYOW	ED & TRAIN	454.80	.00	.00	.00	.00	.00	.0%
CD62925	54040		DUES/MEMBE	.00	625.00	625.00	.00	.00	.00	-100.0%
CD62925	54040	WADW	DUES/MEMBE	142.04	.00	.00	.00	.00	.00	.0%
CD62925	54040	WDWW	DUES/MEMBE	146.56	.00	.00	.00	.00	.00	.0%
CD62925	54040	WYIW	DUES/MEMBE	26.56	.00	.00	.00	.00	.00	.0%
CD62925	54040	WYOW	DUES/MEMBE	72.84	.00	.00	.00	.00	.00	.0%
CD62925	54041		PUBLICATIO	.00	.00	.00	255.77	255.77	.00	.0%
CD62925	54045		Travel	.00	3,922.11	3,922.11	2,010.54	2,010.54	.00	-48.7%
CD62925	54045	200A	Travel	38.84	.00	.00	.00	.00	.00	.0%
CD62925	54045	200P	Travel	338.08	.00	.00	.00	.00	.00	.0%
CD62925	54045	FAAD	Travel	7.41	.00	.00	.00	.00	.00	.0%
CD62925	54045	FAPR	Travel	4.17	.00	.00	.00	.00	.00	.0%
CD62925	54045	WADW	Travel	102.18	.00	.00	.00	.00	.00	.0%
CD62925	54045	WAMW	Travel	48.17	.00	.00	.00	.00	.00	.0%
CD62925	54045	WDWW	Travel	71.11	.00	.00	.00	.00	.00	.0%
CD62925	54045	WYIW	Travel	814.20	.00	.00	.00	.00	.00	.0%
CD62925	54045	WYOW	Travel	561.13	.00	.00	.00	.00	.00	.0%
CD62925	54048		Prog Supp	.00	28,314.21	19,911.21	.00	.00	.00	-100.0%
CD62925	54048	200P	Prog Supp	5,775.62	.00	.00	.00	.00	.00	.0%
CD62925	54048	FAPR	Prog Supp	160.08	.00	.00	.00	.00	.00	.0%
CD62925	54048	TANF	Prog Supp	.00	.00	.00	4,305.42	4,305.42	.00	.0%
CD62925	54048	WADW	Prog Supp	2,598.30	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	54048	WD2A	Prog Supp	992.20	.00	.00	.00	.00	.00	.0%
CD62925	54048	WDWW	Prog Supp	2,375.12	.00	.00	.00	.00	.00	.0%
CD62925	54048	WYOW	Prog Supp	6,992.29	.00	.00	.00	.00	.00	.0%
CD62925	54060		LEGAL ADV	.00	636.00	636.00	542.74	542.74	.00	-14.7%
CD62925	54060	200A	LEGAL ADV	301.84	.00	.00	.00	.00	.00	.0%
CD62925	54060	FAAD	LEGAL ADV	6.16	.00	.00	.00	.00	.00	.0%
CD62925	54060	TANF	LEGAL ADV	.00	250.00	250.00	.00	.00	.00	-100.0%
CD62925	54067		RP RENT/LE	64,675.32	60,954.11	60,954.11	80,628.00	80,628.00	.00	32.3%
CD62925	54067	200A	RP RENT/LE	1,391.69	.00	.00	.00	.00	.00	.0%
CD62925	54067	200P	RP RENT/LE	2,783.37	.00	.00	.00	.00	.00	.0%
CD62925	54067	FAAD	RP RENT/LE	180.41	.00	.00	.00	.00	.00	.0%
CD62925	54067	FAPR	RP RENT/LE	51.54	.00	.00	.00	.00	.00	.0%
CD62925	54067	WADW	RP RENT/LE	20,061.12	.00	.00	.00	.00	.00	.0%
CD62925	54067	WDWW	RP RENT/LE	22,309.35	.00	.00	.00	.00	.00	.0%
CD62925	54067	WYIW	RP RENT/LE	2,905.55	.00	.00	.00	.00	.00	.0%
CD62925	54067	WYOW	RP RENT/LE	12,850.30	.00	.00	.00	.00	.00	.0%
CD62925	54070		LIAB INS	.00	760.12	760.12	704.42	704.42	.00	-7.3%
CD62925	54070	200A	LIAB INS	41.91	.00	.00	.00	.00	.00	.0%
CD62925	54070	FAAD	LIAB INS	5.99	.00	.00	.00	.00	.00	.0%
CD62925	54070	WADW	LIAB INS	173.67	.00	.00	.00	.00	.00	.0%
CD62925	54070	WDWW	LIAB INS	227.57	.00	.00	.00	.00	.00	.0%
CD62925	54070	WYIW	LIAB INS	17.97	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	54070	WYOW	LIAB INS	131.76	.00	.00	.00	.00	.00	.0%
CD62925	54213	TANF	I/D COPIER	.00	1,006.24	1,006.24	.00	.00	.00	-100.0%
CD62925	54774	TANF	INT EXP	.63	.00	.00	.00	.00	.00	.0%
CD62925	54774	WIOA	INT EXP	1.28	.00	.00	.00	.00	.00	.0%
CD62925	54802		PROG EDUCT	.00	98,971.46	98,971.46	.00	.00	.00	-100.0%
CD62925	54802	WADW	PROG EDUCT	27,244.00	.00	.00	.00	.00	.00	.0%
CD62925	54802	WD2A	PROG EDUCT	15,261.00	.00	.00	.00	.00	.00	.0%
CD62925	54802	WDWW	PROG EDUCT	43,803.00	.00	.00	.00	.00	.00	.0%
CD62925	58020		RETIREMENT	.00	32,257.97	32,257.97	43,024.23	43,024.23	.00	33.4%
CD62925	58020	200A	RETIREMENT	554.12	.00	.00	.00	.00	.00	.0%
CD62925	58020	200P	RETIREMENT	846.16	.00	.00	.00	.00	.00	.0%
CD62925	58020	FAAD	RETIREMENT	42.82	.00	.00	.00	.00	.00	.0%
CD62925	58020	FAPR	RETIREMENT	31.74	.00	.00	.00	.00	.00	.0%
CD62925	58020	JSW	RETIREMENT	.00	.00	2,296.00	.00	.00	.00	.0%
CD62925	58020	TANF	RETIREMENT	.00	.00	.00	2,199.56	2,199.56	.00	.0%
CD62925	58020	WADW	RETIREMENT	7,142.24	.00	.00	.00	.00	.00	.0%
CD62925	58020	WAMW	RETIREMENT	571.97	.00	.00	.00	.00	.00	.0%
CD62925	58020	WDWW	RETIREMENT	8,041.92	.00	.00	.00	.00	.00	.0%
CD62925	58020	WYIW	RETIREMENT	939.59	.00	.00	.00	.00	.00	.0%
CD62925	58020	WYOW	RETIREMENT	4,149.95	.00	.00	.00	.00	.00	.0%
CD62925	58030		FICA	.00	18,193.04	18,193.04	21,942.14	21,942.14	.00	20.6%
CD62925	58030	200A	FICA	379.30	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	58030	200P	FICA	8,557.25	.00	.00	.00	.00	.00	.0%
CD62925	58030	FAAD	FICA	33.66	.00	.00	.00	.00	.00	.0%
CD62925	58030	FAPR	FICA	232.22	.00	.00	.00	.00	.00	.0%
CD62925	58030	JSW	FICA	.00	.00	1,547.00	.00	.00	.00	.0%
CD62925	58030	NYESS	FICA	.00	.00	.00	.00	.00	.00	.0%
CD62925	58030	TANF	FICA	.00	7,695.67	7,695.67	9,548.44	9,548.44	.00	24.1%
CD62925	58030	WADW	FICA	4,766.32	.00	.00	.00	.00	.00	.0%
CD62925	58030	WAMW	FICA	406.20	.00	.00	.00	.00	.00	.0%
CD62925	58030	WDWW	FICA	5,457.05	.00	.00	.00	.00	.00	.0%
CD62925	58030	WYIW	FICA	532.96	.00	.00	.00	.00	.00	.0%
CD62925	58030	WYOW	FICA	3,090.68	2,731.89	2,731.89	2,354.76	2,354.76	.00	-13.8%
CD62925	58030	YTHO	FICA	1,524.84	.00	.00	.00	.00	.00	.0%
CD62925	58040		WRKS COMP	.00	11,125.00	11,125.00	8,400.00	8,400.00	.00	-24.5%
CD62925	58040	200A	WRKS COMP	422.73	.00	.00	.00	.00	.00	.0%
CD62925	58040	FAAD	WRKS COMP	52.84	.00	.00	.00	.00	.00	.0%
CD62925	58040	JSW	WRKS COMP	.00	.00	907.00	.00	.00	.00	.0%
CD62925	58040	TANF	WRKS COMP	.00	.00	.00	1,000.00	1,000.00	.00	.0%
CD62925	58040	WADW	WRKS COMP	3,381.89	.00	.00	.00	.00	.00	.0%
CD62925	58040	WAMW	WRKS COMP	211.38	.00	.00	.00	.00	.00	.0%
CD62925	58040	WDWW	WRKS COMP	3,857.47	.00	.00	.00	.00	.00	.0%
CD62925	58040	WYIW	WRKS COMP	634.11	.00	.00	.00	.00	.00	.0%
CD62925	58040	WYOW	WRKS COMP	2,008.00	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL	GRANT			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	58060		HEALTH INS	.00	39,491.40	39,491.40	41,070.96	43,535.23	.00	4.0%
CD62925	58060	200A	HEALTH INS	680.35	.00	.00	.00	.00	.00	.0%
CD62925	58060	200P	HEALTH INS	437.64	.00	.00	.00	.00	.00	.0%
CD62925	58060	FAAD	HEALTH INS	53.10	.00	.00	.00	.00	.00	.0%
CD62925	58060	FAPR	HEALTH INS	31.03	.00	.00	.00	.00	.00	.0%
CD62925	58060	JSW	HEALTH INS	.00	.00	3,786.00	.00	.00	.00	.0%
CD62925	58060	WADW	HEALTH INS	10,383.42	.00	.00	.00	.00	.00	.0%
CD62925	58060	WAMW	HEALTH INS	849.37	.00	.00	.00	.00	.00	.0%
CD62925	58060	WDWW	HEALTH INS	11,716.82	.00	.00	.00	.00	.00	.0%
CD62925	58060	WYIW	HEALTH INS	1,209.99	.00	.00	.00	.00	.00	.0%
CD62925	58060	WYOW	HEALTH INS	6,403.52	.00	.00	.00	.00	.00	.0%
CD62925	58062		DENTAL INS	.00	451.20	451.20	451.20	451.20	.00	.0%
CD62925	58062	200A	DENTAL INS	7.72	.00	.00	.00	.00	.00	.0%
CD62925	58062	200P	DENTAL INS	4.96	.00	.00	.00	.00	.00	.0%
CD62925	58062	FAAD	DENTAL INS	.61	.00	.00	.00	.00	.00	.0%
CD62925	58062	FAPR	DENTAL INS	.35	.00	.00	.00	.00	.00	.0%
CD62925	58062	JSW	DENTAL INS	.00	.00	46.00	.00	.00	.00	.0%
CD62925	58062	WADW	DENTAL INS	117.95	.00	.00	.00	.00	.00	.0%
CD62925	58062	WAMW	DENTAL INS	9.67	.00	.00	.00	.00	.00	.0%
CD62925	58062	WDWW	DENTAL INS	133.12	.00	.00	.00	.00	.00	.0%
CD62925	58062	WYIW	DENTAL INS	13.74	.00	.00	.00	.00	.00	.0%
CD62925	58062	WYOW	DENTAL INS	72.76	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SPECIAL GRANT				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CD62925	58065		VISION INS	.00	98.00	98.00	98.00	98.00	.00	.0%
CD62925	58065	200A	VISION INS	1.26	.00	.00	.00	.00	.00	.0%
CD62925	58065	200P	VISION INS	.82	.00	.00	.00	.00	.00	.0%
CD62925	58065	FAAD	VISION INS	.10	.00	.00	.00	.00	.00	.0%
CD62925	58065	FAPR	VISION INS	.05	.00	.00	.00	.00	.00	.0%
CD62925	58065	JSW	VISION INS	.00	.00	11.00	.00	.00	.00	.0%
CD62925	58065	WADW	VISION INS	19.09	.00	.00	.00	.00	.00	.0%
CD62925	58065	WAMW	VISION INS	1.58	.00	.00	.00	.00	.00	.0%
CD62925	58065	WDWW	VISION INS	21.57	.00	.00	.00	.00	.00	.0%
CD62925	58065	WYIW	VISION INS	2.22	.00	.00	.00	.00	.00	.0%
CD62925	58065	WYOW	VISION INS	11.81	.00	.00	.00	.00	.00	.0%
TOTAL WIA EMPLOYMENT & TRAIN				444.92	.00	.00	-3,255.70	.00	.00	.0%
TOTAL SPECIAL GRANT				.00	.00	.00	291,150.73	.00	.00	.0%

Report generated: 11/10/2025 17:03
User: aherzog
Program ID: bgnyrpts

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

CH – Self Insurance – Medical Benefits

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY MEDICAL INSURANCE			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9060	HEALTH,DENTAL,VISION INSURANCE								
CH906042	42222	INS DIR PA	-732,714.52	-625,915.00	-625,915.00	-752,378.39	-752,378.39	.00	20.2%
CH906042	42700	Med Part D	-255,897.65	-290,000.00	-290,000.00	-241,598.26	-241,598.26	.00	-16.7%
CH906042	42701	REF.APPR.E	-1,455,767.90	-1,500,000.00	-1,500,000.00	-1,454,209.16	-1,454,209.16	.00	-3.1%
CH906042	42705	GIFTS/DONA	-2,000.00	.00	.00	.00	.00	.00	.0%
CH906042	42709	EMPL SHARE	-1,505,329.25	-1,666,966.87	-1,666,966.87	-1,964,669.52	-1,964,669.52	.00	17.9%
CH906045	42401	INT & EARN	-122,576.20	-51,135.10	-51,135.10	-50,000.00	-50,000.00	.00	-2.2%
CH906048	47060	EMP HINS	-5,804,262.37	-6,667,867.47	-6,667,867.47	-7,556,421.21	-7,556,421.21	.00	13.3%
CH906048	47061	Er Ret	-5,897,822.89	-3,906,548.13	-6,206,548.13	-6,730,497.28	-6,730,497.28	.00	8.4%
CH90605	51005	PERS SERV	59,626.00	64,367.36	64,367.36	67,939.00	67,939.00	.00	5.5%
CH90605	51035	OTHER COMP	-615.84	.00	.00	.00	.00	.00	.0%
CH90605	54055	PROF SERV	1,105,189.44	700,000.00	871,275.00	958,402.50	958,402.50	.00	10.0%
CH90605	54070	STOP LOSS	.00	.00	250,000.00	275,000.00	275,000.00	.00	10.0%
CH90605	54444	FEES/PERMI	3,988.57	3,680.00	5,000.00	5,000.00	5,000.00	.00	.0%
CH90605	54701	WELLNESS	27,577.59	30,000.00	34,345.57	30,000.00	30,000.00	.00	-12.7%
CH90605	58020	RETIREMENT	7,958.00	8,659.83	8,659.83	10,190.85	10,190.85	.00	17.7%
CH90605	58030	FICA	3,932.39	4,924.10	4,924.10	5,197.33	5,197.33	.00	5.5%
CH90605	58040	WRKS COMP	1,709.95	1,530.77	1,530.77	1,400.00	1,400.00	.00	-8.5%
CH90605	58060	HEALTH INS	20,881.90	21,717.30	21,717.30	21,717.30	21,717.30	.00	.0%
CH90605	58062	DENTAL INS	90.22	90.24	90.24	90.24	90.24	.00	.0%
CH90605	58065	VISION INS	.00	19.60	19.60	.00	.00	.00	-100.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY MEDICAL INSURANCE				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
CH90605	58800		TPA INSUR	12,810,080.41	13,873,443.37	10,126,961.79	10,835,849.11	10,835,849.11	.00	7.0%
CH90605	58800	RET	MED CLAIM	.00	.00	5,623,886.58	6,595,438.94	6,595,438.94	.00	17.3%
CH90605	91000		APP F/B	.00	.00	.00	.00	-56,451.45	.00	.0%
TOTAL HEALTH,DENTAL,VISION I				-1,735,952.15	.00	4,345.57	56,451.45	.00	.00	1199.1%
TOTAL COUNTY MEDICAL INSURAN				-1,735,952.15	.00	4,345.57	56,451.45	.00	.00	1199.1%

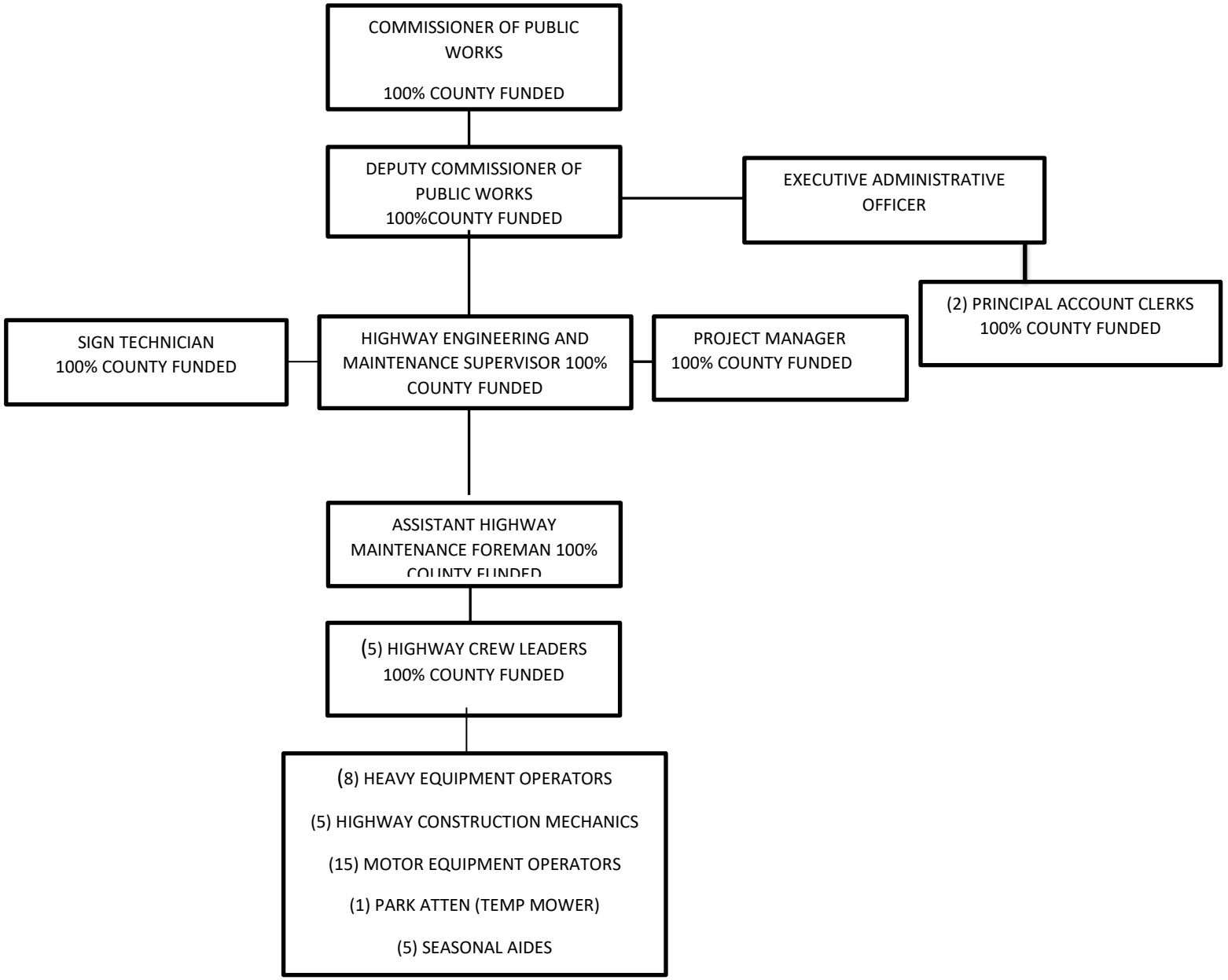
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D – Highway Road Fund

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COUNTY ROAD FUND ORGANIZATIONAL CHART



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2026 County Road Fund (D)

County Road Fund (D) – required by Highway Law §114: NY Code – Section 114 and accounts for salaries and expenditures of the County Highway Superintendent's office, maintenance of county roads and bridges, snow removal and construction and reconstruction of county roads.

**2026 Proposed Road Projects shall be funded by NYSDOT CHIPS and PAVE-NY funding.

Administrative Division: Manages overall operations of all County Highway work, Landfill, Recycling Center, Dwyer Park, and Chase Field Airport. Administration handles all budgets, accounts payable and receivables, payroll, employee accruals, general public communications, park reservations, permits, personnel files, and contracts. Also generates resolutions, grant applications, and highway equipment inventories.

Highway Engineering Division: Performs highway system monitoring, data collection and analysis. Provides technical support for highway maintenance and capital projects; oversees contracts involving local, state and federal funding; develops plans, cost estimates, programming for structures. Handles permitting as related to highway department work.

Highway Maintenance Division: Responsible for road and bridge maintenance activities, as well as some phases of capital construction projects. Typical activities include snow plowing, ditching, surface treating, paving, tree cutting, culvert replacement, bridge rehab, guide rail installation, road sign installation and road striping. This Division also provides services to other departments and municipalities.

2025 Progress

- Lower Cincy-Willet Rd. from Rt.23 to Town line.
- Union Valley Rd. from Loomis Rd. to County Line.
- Cold Brook Rd. from Hewitt Rd. to County line.
- Cheningo Rd. from O'Donnell Rd. to East River Rd.
- Large culvert on West Scott Rd.

The Bridge NY funding Program was continued in 2024 and Cortland County was awarded a Bridge Replacement project through a competitive process.

- Cortland County was awarded High Bridge Rd. bridge

2026 Objectives

The Highway Department will focus on addressing infrastructure needs efficiently and effectively, improving the Highway system where possible, while focusing on maintenance where improvements are not yet required in order to increase longevity. With increasing material, equipment, and labor costs, efficiency and proper management is a must.

- Road projects to be determined in the spring of 2026.
- Federal Aid Projects (Funding is 80% Federal, 15% State, 5% Local):
  - East River Crossing Bridge Replacement – Design will be completed in 2025, construction scheduled for 2026.
- Bridge NY Projects (100% State for Culverts / 95% Federal for Bridges):
  - High Bridge Road bridge (construction 2027-2028)

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
3310	TRAFFIC DIVISION								
D331042	42300	TRANSP REV	.00	-1,000.00	-1,000.00	-1,000.00	-1,000.00	.00	.0%
D33105	51005	PERS SERV	46,456.23	47,269.29	47,269.29	16,800.45	42,132.15	.00	-64.5%
D33105	51020	OVERTIME	2.40	500.00	500.00	.00	.00	.00	-100.0%
D33105	51025	SHIFT PAY	190.80	100.00	100.00	100.00	100.00	.00	.0%
D33105	51035	OTHER COMP	130.10	.00	.00	.00	.00	.00	.0%
D33105	54007	Jan Supp	16,341.83	20,000.00	20,000.00	20,000.00	20,000.00	.00	.0%
D33105	54050	Equip R&M	.00	500.00	500.00	500.00	500.00	.00	.0%
D33105	54065	RENT/LEASE	2,925.00	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
D33105	54077	C&M Supp	149,817.40	200,000.00	200,000.00	200,000.00	200,000.00	.00	.0%
D33105	58020	RETIREMENT	6,083.66	6,440.22	6,440.22	2,520.07	6,319.82	.00	-60.9%
D33105	58030	FICA	3,497.20	3,662.00	3,662.00	1,285.23	3,223.11	.00	-64.9%
D33105	58040	WRKS COMP	1,214.06	1,530.77	1,530.77	1,400.00	1,400.00	.00	-8.5%
D33105	58060	HEALTH INS	6,144.22	6,339.22	6,339.22	6,339.22	6,719.57	.00	.0%
D33105	58062	DENTAL INS	64.59	64.07	64.07	64.07	64.07	.00	.0%
D33105	58065	VISION INS	14.00	13.91	13.91	13.92	13.92	.00	.1%
TOTAL TRAFFIC DIVISION			232,881.49	290,419.48	290,419.48	253,022.96	284,472.64	.00	-12.9%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5010	HIGHWAY & STREET ADMIN								
D501042	41789	MISC REV	-344.04	.00	.00	.00	.00	.00	.0%
D501042	42665	SALE EQUIP	-12,544.45	.00	.00	.00	.00	.00	.0%
D501045	42401	INT & EARN	-127.72	-200.00	-200.00	-200.00	-200.00	.00	.0%
D501047	42701	REF.APPR.E	-2,000.00	.00	.00	.00	.00	.00	.0%
D50105	51005	PERS SERV	449,387.23	469,077.93	469,077.93	508,986.62	508,986.62	.00	8.5%
D50105	51020	OVERTIME	81.86	.00	.00	.00	.00	.00	.0%
D50105	51035	OTHER COMP	15,154.75	.00	.00	.00	.00	.00	.0%
D50105	54000	TELEPHONE	3,170.54	3,020.00	3,020.00	3,280.00	3,280.00	.00	8.6%
D50105	54001	COPY/PRINT	.00	200.00	200.00	200.00	200.00	.00	.0%
D50105	54005	Off Supp	2,119.02	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
D50105	54020	POSTAGE	993.79	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
D50105	54035	ED & TRAIN	1,855.04	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
D50105	54040	DUES/MEMBE	450.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
D50105	54060	LEGAL ADV	140.53	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
D50105	54070	INSURANCE	8,326.20	8,451.18	8,451.18	9,793.99	9,793.99	.00	15.9%
D50105	54213	I/D COPIER	2,544.36	2,545.00	2,545.00	2,544.36	2,544.36	.00	.0%
D50105	54765	JUDG&CLAIM	7,404.90	7,500.00	7,500.00	25,000.00	7,500.00	.00	233.3%
D50105	58020	RETIREMENT	60,580.85	63,108.65	63,108.65	76,347.99	76,347.99	.00	21.0%
D50105	58030	FICA	33,861.92	35,884.46	35,884.46	38,937.48	38,937.48	.00	8.5%
D50105	58040	WRKS COMP	10,259.68	9,184.64	9,184.64	8,400.00	8,400.00	.00	-8.5%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D50105	58060	HEALTH INS	83,541.90	86,869.20	86,869.20	106,414.78	112,799.67	.00	22.5%
D50105	58062	DENTAL INS	412.93	451.20	451.20	451.20	451.20	.00	.0%
D50105	58065	VISION INS	93.75	98.00	98.00	98.00	98.00	.00	.0%
TOTAL HIGHWAY & STREET ADMIN			665,363.04	694,190.26	694,190.26	788,254.42	777,139.31	.00	13.6%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5020	ENGINEERING								
D50205	51005	PERS SERV	32,944.66	49,102.43	49,102.43	74,520.53	74,520.53	.00	51.8%
D50205	51020	OVERTIME	.00	600.00	600.00	.00	.00	.00	-100.0%
D50205	51025	SHIFT PAY	49.20	60.00	60.00	60.00	60.00	.00	.0%
D50205	54005	Off Supp	57.06	100.00	100.00	100.00	100.00	.00	.0%
D50205	54048	Prog Supp	105.54	300.00	300.00	300.00	300.00	.00	.0%
D50205	54050	Equip R&M	210.03	500.00	500.00	500.00	500.00	.00	.0%
D50205	54062	ENG FEES	36,976.81	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
D50205	54065	RENT/LEASE	1,500.00	3,250.00	3,250.00	3,250.00	3,250.00	.00	.0%
D50205	58020	RETIREMENT	4,302.80	4,747.66	4,747.66	11,178.07	11,178.07	.00	135.4%
D50205	58030	FICA	2,524.04	2,699.59	2,699.59	5,700.82	5,700.82	.00	111.2%
D50205	58040	WRKS COMP	1,214.06	1,086.85	1,086.85	1,400.00	1,400.00	.00	28.8%
TOTAL ENGINEERING			79,884.20	67,446.53	67,446.53	102,009.42	102,009.42	.00	51.2%

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NEXT YEAR BUDGET COMPARISON REPORT

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ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5110	MAINTENANCE OF ROADS									
D511042	41789		MISC REV	-1,306.81	-4,000.00	-4,000.00	-4,000.00	-4,000.00	.00	.0%
D511042	42302		STATE SNOW	-727,818.56	-1,000,000.00	-1,000,000.00	-1,000,000.00	-1,000,000.00	.00	.0%
D511042	42680		INS RECOV	-1,360.60	.00	.00	.00	.00	.00	.0%
D51105	51005		PERS SERV	645,616.00	1,738,959.83	1,738,959.83	1,656,573.31	1,608,817.83	.00	-4.7%
D51105	51005	01	PERS SERV	13,892.79	.00	.00	.00	.00	.00	.0%
D51105	51005	03	PERS SERV	.00	.00	.00	.00	.00	.00	.0%
D51105	51005	04	PERS SERV	15,971.37	.00	.00	.00	.00	.00	.0%
D51105	51005	05	PERS SERV	45,467.60	.00	.00	.00	.00	.00	.0%
D51105	51005	06	PERS SERV	49,730.64	.00	.00	.00	.00	.00	.0%
D51105	51005	07	PERS SERV	47,010.86	.00	.00	.00	.00	.00	.0%
D51105	51005	08	PERS SERV	42,899.55	.00	.00	.00	.00	.00	.0%
D51105	51005	10	PERS SERV	15,633.90	.00	.00	.00	.00	.00	.0%
D51105	51005	11	PERS SERV	35,348.09	.00	.00	.00	.00	.00	.0%
D51105	51005	12	PERS SERV	30,536.18	.00	.00	.00	.00	.00	.0%
D51105	51005	13	PERS SERV	78,640.41	.00	.00	.00	.00	.00	.0%
D51105	51005	15	Guiderail	9,754.04	.00	.00	.00	.00	.00	.0%
D51105	51005	7300	CO SNOW PS	82,713.72	.00	.00	.00	.00	.00	.0%
D51105	51005	7301	ST SNOW PS	57,491.79	.00	.00	.00	.00	.00	.0%
D51105	51015		TEMP PAY	2,092.00	24,960.00	24,960.00	24,960.00	39,780.00	.00	.0%
D51105	51015	03	TEMP PAY	.00	.00	.00	.00	.00	.00	.0%

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NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY	ROAD	FUND		2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51105	51015	04	TEMP PAY	176.00	.00	.00	.00	.00	.00	.0%
D51105	51015	05	TEMP PAY	736.00	.00	.00	.00	.00	.00	.0%
D51105	51015	06	TEMP PAY	544.00	.00	.00	.00	.00	.00	.0%
D51105	51015	07	TEMP PAY	2,084.00	.00	.00	.00	.00	.00	.0%
D51105	51015	10	TEMP PAY	1,096.00	.00	.00	.00	.00	.00	.0%
D51105	51015	11	TEMP PAY	128.00	.00	.00	.00	.00	.00	.0%
D51105	51015	12	TEMP PAY	724.00	.00	.00	.00	.00	.00	.0%
D51105	51015	13	TEMP PAY	1,152.00	.00	.00	.00	.00	.00	.0%
D51105	51015	15	TEMP PAY	592.00	.00	.00	.00	.00	.00	.0%
D51105	51020		OVERTIME	7,513.73	70,000.00	70,000.00	70,000.00	70,000.00	.00	.0%
D51105	51020	05	OVERTIME	1,158.62	.00	.00	.00	.00	.00	.0%
D51105	51020	07	OVERTIME	51.98	.00	.00	.00	.00	.00	.0%
D51105	51020	12	OVERTIME	752.62	.00	.00	.00	.00	.00	.0%
D51105	51020	13	OVERTIME	912.81	.00	.00	.00	.00	.00	.0%
D51105	51020	7300	OVERTIME	62,377.06	.00	.00	.00	.00	.00	.0%
D51105	51020	7301	OVERTIME	49,602.67	.00	.00	.00	.00	.00	.0%
D51105	51025		SHIFT PAY	3,257.79	6,000.00	6,000.00	6,000.00	5,840.00	.00	.0%
D51105	51025	01	SHIFT PAY	29.40	.00	.00	.00	.00	.00	.0%
D51105	51025	03	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51105	51025	04	SHIFT PAY	47.10	.00	.00	.00	.00	.00	.0%
D51105	51025	05	SHIFT PAY	148.35	.00	.00	.00	.00	.00	.0%
D51105	51025	06	SHIFT PAY	91.80	.00	.00	.00	.00	.00	.0%

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ACCOUNTS FOR: COUNTY	ROAD	FUND		2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51105	51025	07	SHIFT PAY	107.40	.00	.00	.00	.00	.00	.0%
D51105	51025	08	SHIFT PAY	84.00	.00	.00	.00	.00	.00	.0%
D51105	51025	10	SHIFT PAY	36.60	.00	.00	.00	.00	.00	.0%
D51105	51025	11	SHIFT PAY	36.60	.00	.00	.00	.00	.00	.0%
D51105	51025	12	SHIFT PAY	88.20	.00	.00	.00	.00	.00	.0%
D51105	51025	13	SHIFT PAY	107.85	.00	.00	.00	.00	.00	.0%
D51105	51025	15	SHIFT PAY	14.40	.00	.00	.00	.00	.00	.0%
D51105	51025	7300	SHIFT PAY	1,511.03	.00	.00	.00	.00	.00	.0%
D51105	51025	7301	SHIFT PAY	1,073.11	.00	.00	.00	.00	.00	.0%
D51105	51035		OTHER COMP	10,816.62	17,500.00	17,500.00	17,500.00	17,500.00	.00	.0%
D51105	51035	01	OTHER COMP	11.90	.00	.00	.00	.00	.00	.0%
D51105	51035	04	OTHER COMP	16.13	.00	.00	.00	.00	.00	.0%
D51105	51035	05	OTHER COMP	7.73	.00	.00	.00	.00	.00	.0%
D51105	51035	06	OTHER COMP	139.99	.00	.00	.00	.00	.00	.0%
D51105	51035	07	OTHER COMP	18.34	.00	.00	.00	.00	.00	.0%
D51105	51035	08	OTHER COMP	21.21	.00	.00	.00	.00	.00	.0%
D51105	51035	10	OTHER COMP	.00	.00	.00	.00	.00	.00	.0%
D51105	51035	11	OTHER COMP	156.18	.00	.00	.00	.00	.00	.0%
D51105	51035	12	OTHER COMP	3.86	.00	.00	.00	.00	.00	.0%
D51105	51035	13	OTHER COMP	152.82	.00	.00	.00	.00	.00	.0%
D51105	51035	15	OTHER COMP	3.09	.00	.00	.00	.00	.00	.0%
D51105	51035	7300	OTHER COMP	251.81	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY	ROAD	FUND		2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51105	51035	7301	OTHER COMP	34.10	.00	.00	.00	.00	.00	.0%
D51105	51070		MEALS	6.49	100.00	100.00	100.00	100.00	.00	.0%
D51105	54007		Jan Supp	1,586.84	2,300.00	2,300.00	2,300.00	2,300.00	.00	.0%
D51105	54035		ED & TRAIN	149.00	800.00	800.00	800.00	800.00	.00	.0%
D51105	54065		RENT/LEASE	436,679.08	128,000.00	128,000.00	128,000.00	128,000.00	.00	.0%
D51105	54065	01	RENT/LEASE	32,633.40	25,400.00	25,400.00	25,400.00	25,400.00	.00	.0%
D51105	54065	03	RENT/LEASE	.00	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
D51105	54065	04	RENT/LEASE	49,933.07	35,000.00	35,000.00	35,000.00	35,000.00	.00	.0%
D51105	54065	05	RENT/LEASE	94,022.96	46,000.00	46,000.00	46,000.00	46,000.00	.00	.0%
D51105	54065	06	RENT/LEASE	168,146.64	125,000.00	125,000.00	125,000.00	125,000.00	.00	.0%
D51105	54065	07	RENT/LEASE	89,253.90	100,000.00	100,000.00	100,000.00	100,000.00	.00	.0%
D51105	54065	08	RENT/LEASE	34,647.81	40,000.00	40,000.00	40,000.00	40,000.00	.00	.0%
D51105	54065	10	RENT/LEASE	43,825.91	60,000.00	60,000.00	60,000.00	60,000.00	.00	.0%
D51105	54065	11	RENT/LEASE	18,590.30	45,000.00	45,000.00	45,000.00	45,000.00	.00	.0%
D51105	54065	12	RENT/LEASE	116,759.13	115,000.00	115,000.00	115,000.00	115,000.00	.00	.0%
D51105	54065	13	RENT/LEASE	177,636.52	20,000.00	20,000.00	20,000.00	20,000.00	.00	.0%
D51105	54065	15	RENT/LEASE	7,312.99	4,000.00	4,000.00	4,000.00	4,000.00	.00	.0%
D51105	54065	7300	RENT/LEASE	850,815.30	600,000.00	600,000.00	600,000.00	600,000.00	.00	.0%
D51105	54065	7301	RENT/LEASE	500,756.70	400,000.00	400,000.00	400,000.00	400,000.00	.00	.0%
D51105	54065	7306	RENT/LEASE	.00	25,000.00	25,000.00	25,000.00	25,000.00	.00	.0%
D51105	54070		LIAB INS	9,257.28	11,826.17	11,826.17	10,889.23	10,889.23	.00	-7.9%
D51105	54077		C&M Supp	6,739.73	6,600.00	5,600.00	6,600.00	6,600.00	.00	17.9%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY	ROAD	FUND		2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51105	54077	01	C&M Supp	2,924.60	8,000.00	8,000.00	8,000.00	8,000.00	.00	.0%
D51105	54077	03	C&M Supp	.00	25,000.00	25,000.00	25,000.00	25,000.00	.00	.0%
D51105	54077	04	C&M Supp	7,074.02	10,000.00	4,500.00	10,000.00	10,000.00	.00	122.2%
D51105	54077	05	C&M Supp	47,314.13	30,000.00	30,000.00	30,000.00	30,000.00	.00	.0%
D51105	54077	07	C&M Supp	196,591.03	250,000.00	226,000.00	250,000.00	250,000.00	.00	10.6%
D51105	54077	10	C&M Supp	16,509.25	10,000.00	1,000.00	10,000.00	10,000.00	.00	900.0%
D51105	54077	11	C&M Supp	5,637.71	20,000.00	18,050.00	20,000.00	20,000.00	.00	10.8%
D51105	54077	12	C&M Supp	495,916.92	325,000.00	403,950.00	425,000.00	425,000.00	.00	5.2%
D51105	54077	13	C&M Supp	7,600.00	5,000.00	2,500.00	5,000.00	5,000.00	.00	100.0%
D51105	54077	15	C&M Supp	200.20	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
D51105	54077	7306	C&M Supp	71,428.93	60,000.00	1,000.00	60,000.00	60,000.00	.00	5900.0%
D51105	54077	7800	C&M Supp	732,586.41	850,000.00	850,000.00	850,000.00	850,000.00	.00	.0%
D51105	54085		CLOTHING U	9,751.95	14,000.00	14,000.00	14,000.00	14,000.00	.00	.0%
D51105	54444		FEES/PERMI	.00	1,100.00	1,100.00	1,100.00	1,100.00	.00	.0%
D51105	54815	7300	CONT AGNC	359,279.52	381,821.00	381,821.00	338,997.42	338,997.42	.00	-11.2%
D51105	58020		RETIREMENT	172,802.94	234,348.24	234,348.24	234,348.24	261,314.69	.00	.0%
D51105	58030		FICA	49,642.06	133,253.68	133,253.68	132,994.14	133,270.49	.00	-.2%
D51105	58030	01	FICA	959.97	.00	.00	.00	.00	.00	.0%
D51105	58030	03	FICA	.00	.00	.00	.00	.00	.00	.0%
D51105	58030	04	FICA	1,095.12	.00	.00	.00	.00	.00	.0%
D51105	58030	05	FICA	3,365.42	.00	.00	.00	.00	.00	.0%
D51105	58030	06	FICA	3,678.77	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY	ROAD	FUND		2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51105	58030	07	FICA	2,899.59	.00	.00	.00	.00	.00	.0%
D51105	58030	08	FICA	2,558.71	.00	.00	.00	.00	.00	.0%
D51105	58030	10	FICA	1,206.90	.00	.00	.00	.00	.00	.0%
D51105	58030	11	FICA	2,492.09	.00	.00	.00	.00	.00	.0%
D51105	58030	12	FICA	2,415.19	.00	.00	.00	.00	.00	.0%
D51105	58030	13	FICA	5,623.91	.00	.00	.00	.00	.00	.0%
D51105	58030	15	FICA	731.19	.00	.00	.00	.00	.00	.0%
D51105	58030	7300	FICA	10,619.04	.00	.00	.00	.00	.00	.0%
D51105	58030	7301	FICA	7,814.42	.00	.00	.00	.00	.00	.0%
D51105	58040		WRKS COMP	44,515.59	52,490.20	52,490.20	46,800.00	45,400.00	.00	-10.8%
D51105	58060		HEALTH INS	138,756.16	383,815.47	383,815.47	382,088.22	384,295.20	.00	-.5%
D51105	58060	01	HEALTH INS	4,347.64	.00	.00	.00	.00	.00	.0%
D51105	58060	03	HEALTH INS	.00	.00	.00	.00	.00	.00	.0%
D51105	58060	04	HEALTH INS	2,380.36	.00	.00	.00	.00	.00	.0%
D51105	58060	05	HEALTH INS	9,954.30	.00	.00	.00	.00	.00	.0%
D51105	58060	06	HEALTH INS	7,880.98	.00	.00	.00	.00	.00	.0%
D51105	58060	07	HEALTH INS	7,507.82	.00	.00	.00	.00	.00	.0%
D51105	58060	08	HEALTH INS	12,806.04	.00	.00	.00	.00	.00	.0%
D51105	58060	10	HEALTH INS	3,492.47	.00	.00	.00	.00	.00	.0%
D51105	58060	11	HEALTH INS	9,428.55	.00	.00	.00	.00	.00	.0%
D51105	58060	12	HEALTH INS	6,873.60	.00	.00	.00	.00	.00	.0%
D51105	58060	13	HEALTH INS	14,097.85	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY	ROAD	FUND		2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51105	58060	15	HEALTH INS	2,627.02	.00	.00	.00	.00	.00	.0%
D51105	58060	7300	HEALTH INS	26,065.60	.00	.00	.00	.00	.00	.0%
D51105	58060	7301	HEALTH INS	20,038.50	.00	.00	.00	.00	.00	.0%
D51105	58062		DENTAL INS	647.41	2,098.98	2,098.98	1,828.26	1,738.02	.00	-12.9%
D51105	58062	01	DENTAL INS	17.29	.00	.00	.00	.00	.00	.0%
D51105	58062	03	DENTAL INS	.00	.00	.00	.00	.00	.00	.0%
D51105	58062	04	DENTAL INS	14.31	.00	.00	.00	.00	.00	.0%
D51105	58062	05	DENTAL INS	50.62	.00	.00	.00	.00	.00	.0%
D51105	58062	06	DENTAL INS	52.67	.00	.00	.00	.00	.00	.0%
D51105	58062	07	DENTAL INS	40.31	.00	.00	.00	.00	.00	.0%
D51105	58062	08	DENTAL INS	38.86	.00	.00	.00	.00	.00	.0%
D51105	58062	10	DENTAL INS	20.26	.00	.00	.00	.00	.00	.0%
D51105	58062	11	DENTAL INS	27.96	.00	.00	.00	.00	.00	.0%
D51105	58062	12	DENTAL INS	37.01	.00	.00	.00	.00	.00	.0%
D51105	58062	13	DENTAL INS	87.16	.00	.00	.00	.00	.00	.0%
D51105	58062	15	DENTAL INS	9.84	.00	.00	.00	.00	.00	.0%
D51105	58062	7300	DENTAL INS	134.11	.00	.00	.00	.00	.00	.0%
D51105	58062	7301	DENTAL INS	98.14	.00	.00	.00	.00	.00	.0%
D51105	58065		VISION INS	107.57	374.93	374.93	335.76	316.16	.00	-10.4%
D51105	58065	01	VISION INS	3.73	.00	.00	.00	.00	.00	.0%
D51105	58065	04	VISION INS	2.53	.00	.00	.00	.00	.00	.0%
D51105	58065	05	VISION INS	8.36	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51105	58065	06	VISION INS	9.34	.00	.00	.00	.00	.00	.0%
D51105	58065	07	VISION INS	5.60	.00	.00	.00	.00	.00	.0%
D51105	58065	08	VISION INS	6.58	.00	.00	.00	.00	.00	.0%
D51105	58065	10	VISION INS	3.14	.00	.00	.00	.00	.00	.0%
D51105	58065	11	VISION INS	4.51	.00	.00	.00	.00	.00	.0%
D51105	58065	12	VISION INS	5.36	.00	.00	.00	.00	.00	.0%
D51105	58065	13	VISION INS	15.63	.00	.00	.00	.00	.00	.0%
D51105	58065	15	VISION INS	1.94	.00	.00	.00	.00	.00	.0%
D51105	58065	7300	VISION INS	23.27	.00	.00	.00	.00	.00	.0%
D51105	58065	7301	VISION INS	15.39	.00	.00	.00	.00	.00	.0%
TOTAL MAINTENANCE OF ROADS				5,761,916.29	5,447,748.50	5,423,748.50	5,413,614.58	5,408,459.04	.00	-.2%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5112	PERMANENT IMPROVEMENTS									
D511243	43501		CHIPS	-1,899,079.56	-2,229,379.00	-4,402,116.86	-2,401,830.99	-2,501,830.99	.00	-45.4%
D511243	43501	CEWR	CHIPS	-369,997.25	-369,997.00	-369,997.00	-369,997.25	-369,997.25	.00	.0%
D511243	43501	PAVE	CHIPS	-125,584.36	-560,624.00	-658,457.32	-556,327.74	-556,327.74	.00	-15.5%
D511243	43501	POP	CHIPS	-373,749.08	-373,749.00	-373,749.00	-370,885.16	-370,885.16	.00	-.8%
D51125	51005	7020A	PERS SERV	13,423.81	.00	.00	.00	.00	.00	.0%
D51125	51005	7020B	PERS SERV	7,206.04	.00	.00	.00	.00	.00	.0%
D51125	51005	7047	PERS SERV	.00	.00	7,625.00	.00	.00	.00	.0%
D51125	51005	7133	PERS SERV	4,666.23	.00	.00	.00	.00	.00	.0%
D51125	51005	7136	PERS SERV	4,012.58	.00	.00	.00	.00	.00	.0%
D51125	51005	7147A	PERS SERV	8,269.70	.00	7,600.00	.00	.00	.00	.0%
D51125	51005	7147B	PERS SERV	15,419.51	.00	9,350.00	.00	.00	.00	.0%
D51125	51005	7147C	PERS SERV	.00	.00	14,000.00	.00	.00	.00	.0%
D51125	51005	7152	PERS SERV	.00	.00	4,100.00	.00	.00	.00	.0%
D51125	51005	7153	PERS SERV	.00	.00	4,100.00	.00	.00	.00	.0%
D51125	51005	7168	PERS SERV	17,564.74	.00	.00	.00	.00	.00	.0%
D51125	51005	7169	PERS SERV	19,979.92	.00	.00	.00	.00	.00	.0%
D51125	51005	7170	PERS SERV	.00	.00	8,815.00	.00	.00	.00	.0%
D51125	51005	7172	PERS SERV	6,430.83	.00	.00	.00	.00	.00	.0%
D51125	51005	7173	PERS SERV	4,257.81	.00	.00	.00	.00	.00	.0%
D51125	51005	7174	PERS SERV	6,693.94	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	51005	7175	PERS SERV	7,668.07	.00	.00	.00	.00	.00	.0%
D51125	51005	7178	PERS SERV	12,547.81	.00	.00	.00	.00	.00	.0%
D51125	51005	7179	PERS SERV	5,437.45	.00	.00	.00	.00	.00	.0%
D51125	51005	7180	PERS SERV	7,263.57	.00	.00	.00	.00	.00	.0%
D51125	51005	7181	PERS SERV	16,154.36	.00	.00	.00	.00	.00	.0%
D51125	51005	7182	PERS SERV	14,462.53	.00	.00	.00	.00	.00	.0%
D51125	51005	7183	PERS SERV	15,844.43	.00	.00	.00	.00	.00	.0%
D51125	51005	7184	PERS SERV	12,876.89	.00	.00	.00	.00	.00	.0%
D51125	51005	7193A	PERS SERV	.00	.00	24,055.00	.00	.00	.00	.0%
D51125	51005	7193B	PERS SERV	.00	.00	24,055.00	.00	.00	.00	.0%
D51125	51005	7193C	PERS SERV	.00	.00	4,650.00	.00	.00	.00	.0%
D51125	51005	7193D	PERS SERV	.00	.00	4,650.00	.00	.00	.00	.0%
D51125	51005	7193E	PERS SERV	.00	.00	4,650.00	.00	.00	.00	.0%
D51125	51005	7193F	PERS SERV	.00	.00	4,650.00	.00	.00	.00	.0%
D51125	51005	7234A	PERS SERV	17,109.02	.00	29,075.00	.00	.00	.00	.0%
D51125	51005	7234B	PERS SERV	16,986.89	.00	21,815.00	.00	.00	.00	.0%
D51125	51005	7234C	PERS SERV	.00	.00	5,150.00	.00	.00	.00	.0%
D51125	51005	7234D	PERS SERV	.00	.00	5,150.00	.00	.00	.00	.0%
D51125	51005	7234E	PERS SERV	.00	.00	5,150.00	.00	.00	.00	.0%
D51125	51005	7234F	PERS SERV	.00	.00	5,150.00	.00	.00	.00	.0%
D51125	51005	7234G	PERS SERV	.00	.00	5,150.00	.00	.00	.00	.0%
D51125	51005	7243	PERS SERV	.00	.00	101,460.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	51005	7260C PERS SERV	6,138.86	.00	22,050.00	.00	.00	.00	.0%
D51125	51005	7260D PERS SERV	6,606.65	.00	21,750.00	.00	.00	.00	.0%
D51125	51005	7260E PERS SERV	9,144.59	.00	20,050.00	.00	.00	.00	.0%
D51125	51015	7020A TEMP PAY	664.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7020B TEMP PAY	344.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7133 TEMP PAY	448.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7136 TEMP PAY	468.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7147A TEMP PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7147B TEMP PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7147C TEMP PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7169 TEMP PAY	48.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7170 TEMP PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7172 TEMP PAY	40.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7173 TEMP PAY	40.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7174 TEMP PAY	40.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7175 TEMP PAY	40.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7180 TEMP PAY	32.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7181 TEMP PAY	32.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7182 TEMP PAY	32.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7183 TEMP PAY	208.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7193A TEMP PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7193B TEMP PAY	.00	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	51015	7234A	TEMP PAY	608.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7234B	TEMP PAY	240.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7260C	TEMP PAY	400.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7260D	TEMP PAY	400.00	.00	.00	.00	.00	.00	.0%
D51125	51015	7260E	TEMP PAY	672.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7020A	OVERTIME	214.41	.00	.00	.00	.00	.00	.0%
D51125	51020	7020B	OVERTIME	280.06	.00	.00	.00	.00	.00	.0%
D51125	51020	7133	OVERTIME	451.99	.00	.00	.00	.00	.00	.0%
D51125	51020	7136	OVERTIME	1,173.54	.00	.00	.00	.00	.00	.0%
D51125	51020	7147A	OVERTIME	269.54	.00	.00	.00	.00	.00	.0%
D51125	51020	7147B	OVERTIME	226.26	.00	.00	.00	.00	.00	.0%
D51125	51020	7147C	OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7168	OVERTIME	1,226.71	.00	.00	.00	.00	.00	.0%
D51125	51020	7169	OVERTIME	77.02	.00	.00	.00	.00	.00	.0%
D51125	51020	7170	OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7174	OVERTIME	106.85	.00	.00	.00	.00	.00	.0%
D51125	51020	7175	OVERTIME	454.62	.00	.00	.00	.00	.00	.0%
D51125	51020	7178	OVERTIME	349.87	.00	.00	.00	.00	.00	.0%
D51125	51020	7180	OVERTIME	164.82	.00	.00	.00	.00	.00	.0%
D51125	51020	7181	OVERTIME	598.78	.00	.00	.00	.00	.00	.0%
D51125	51020	7182	OVERTIME	820.32	.00	.00	.00	.00	.00	.0%
D51125	51020	7183	OVERTIME	238.16	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	51020	7193A OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7193B OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7234A OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7234B OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7243 OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7260C OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7260D OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51020	7260E OVERTIME	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7020A SHIFT PAY	33.60	.00	.00	.00	.00	.00	.0%
D51125	51025	7020B SHIFT PAY	17.40	.00	.00	.00	.00	.00	.0%
D51125	51025	7047 SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7133 SHIFT PAY	25.20	.00	.00	.00	.00	.00	.0%
D51125	51025	7136 SHIFT PAY	19.05	.00	.00	.00	.00	.00	.0%
D51125	51025	7147A SHIFT PAY	24.15	.00	.00	.00	.00	.00	.0%
D51125	51025	7147B SHIFT PAY	33.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7147C SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7168 SHIFT PAY	60.15	.00	.00	.00	.00	.00	.0%
D51125	51025	7169 SHIFT PAY	41.40	.00	.00	.00	.00	.00	.0%
D51125	51025	7170 SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7172 SHIFT PAY	20.40	.00	.00	.00	.00	.00	.0%
D51125	51025	7173 SHIFT PAY	7.20	.00	.00	.00	.00	.00	.0%
D51125	51025	7174 SHIFT PAY	9.00	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	51025	7175	SHIFT PAY	16.20	.00	.00	.00	.00	.00	.0%
D51125	51025	7178	SHIFT PAY	28.20	.00	.00	.00	.00	.00	.0%
D51125	51025	7179	SHIFT PAY	4.80	.00	.00	.00	.00	.00	.0%
D51125	51025	7180	SHIFT PAY	24.60	.00	.00	.00	.00	.00	.0%
D51125	51025	7181	SHIFT PAY	51.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7182	SHIFT PAY	30.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7183	SHIFT PAY	36.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7184	SHIFT PAY	28.80	.00	.00	.00	.00	.00	.0%
D51125	51025	7193A	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7193B	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7193E	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7193F	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7234A	SHIFT PAY	46.80	.00	.00	.00	.00	.00	.0%
D51125	51025	7234B	SHIFT PAY	34.20	.00	.00	.00	.00	.00	.0%
D51125	51025	7234D	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7234E	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7234F	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7234G	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7243	SHIFT PAY	.00	.00	.00	.00	.00	.00	.0%
D51125	51025	7260C	SHIFT PAY	16.20	.00	.00	.00	.00	.00	.0%
D51125	51025	7260D	SHIFT PAY	16.80	.00	.00	.00	.00	.00	.0%
D51125	51025	7260E	SHIFT PAY	21.60	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	51035	7136	OTHER COMP	1.55	.00	.00	.00	.00	.00	.0%
D51125	51035	7168	OTHER COMP	6.68	.00	.00	.00	.00	.00	.0%
D51125	51035	7169	OTHER COMP	6.68	.00	.00	.00	.00	.00	.0%
D51125	51035	7180	OTHER COMP	2.32	.00	.00	.00	.00	.00	.0%
D51125	51035	7181	OTHER COMP	8.31	.00	.00	.00	.00	.00	.0%
D51125	51035	7182	OTHER COMP	4.57	.00	.00	.00	.00	.00	.0%
D51125	51035	7183	OTHER COMP	8.35	.00	.00	.00	.00	.00	.0%
D51125	51035	7234B	OTHER COMP	6.39	.00	.00	.00	.00	.00	.0%
D51125	54065		RENT/LEASE	.00	.00	.00	.00	.00	.00	.0%
D51125	54065	7020A	RENT/LEASE	47,837.20	.00	.00	.00	.00	.00	.0%
D51125	54065	7020B	RENT/LEASE	31,137.24	.00	.00	.00	.00	.00	.0%
D51125	54065	7047	RENT/LEASE	.00	.00	17,900.00	.00	.00	.00	.0%
D51125	54065	7133	RENT/LEASE	13,826.06	.00	.00	.00	.00	.00	.0%
D51125	54065	7136	RENT/LEASE	35,813.91	.00	.00	.00	.00	.00	.0%
D51125	54065	7147A	RENT/LEASE	22,707.33	.00	43,000.00	.00	.00	.00	.0%
D51125	54065	7147B	RENT/LEASE	44,304.56	.00	63,425.00	.00	.00	.00	.0%
D51125	54065	7147C	RENT/LEASE	.00	.00	68,000.00	.00	.00	.00	.0%
D51125	54065	7152	RENT/LEASE	.00	.00	9,150.00	.00	.00	.00	.0%
D51125	54065	7153	RENT/LEASE	.00	.00	9,150.00	.00	.00	.00	.0%
D51125	54065	7168	RENT/LEASE	67,808.24	.00	.00	.00	.00	.00	.0%
D51125	54065	7169	RENT/LEASE	69,716.45	.00	.00	.00	.00	.00	.0%
D51125	54065	7170	RENT/LEASE	.00	.00	26,136.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	54065	7172	RENT/LEASE	62,497.02	.00	.00	.00	.00	.00	.0%
D51125	54065	7173	RENT/LEASE	40,973.51	.00	.00	.00	.00	.00	.0%
D51125	54065	7174	RENT/LEASE	66,954.02	.00	.00	.00	.00	.00	.0%
D51125	54065	7175	RENT/LEASE	33,633.41	.00	.00	.00	.00	.00	.0%
D51125	54065	7178	RENT/LEASE	36,835.34	.00	.00	.00	.00	.00	.0%
D51125	54065	7179	RENT/LEASE	88,191.92	.00	.00	.00	.00	.00	.0%
D51125	54065	7180	RENT/LEASE	30,304.41	.00	.00	.00	.00	.00	.0%
D51125	54065	7181	RENT/LEASE	62,635.62	.00	.00	.00	.00	.00	.0%
D51125	54065	7182	RENT/LEASE	53,027.03	.00	.00	.00	.00	.00	.0%
D51125	54065	7183	RENT/LEASE	63,908.39	.00	.00	.00	.00	.00	.0%
D51125	54065	7184	RENT/LEASE	19,463.67	.00	.00	.00	.00	.00	.0%
D51125	54065	7193A	RENT/LEASE	.00	.00	113,508.00	.00	.00	.00	.0%
D51125	54065	7193B	RENT/LEASE	.00	.00	113,508.00	.00	.00	.00	.0%
D51125	54065	7193C	RENT/LEASE	.00	.00	10,000.00	.00	.00	.00	.0%
D51125	54065	7193D	RENT/LEASE	.00	.00	10,000.00	.00	.00	.00	.0%
D51125	54065	7193E	RENT/LEASE	.00	.00	10,000.00	.00	.00	.00	.0%
D51125	54065	7193F	RENT/LEASE	.00	.00	10,000.00	.00	.00	.00	.0%
D51125	54065	7234A	RENT/LEASE	48,304.74	.00	60,278.00	.00	.00	.00	.0%
D51125	54065	7234B	RENT/LEASE	45,857.39	.00	42,990.00	.00	.00	.00	.0%
D51125	54065	7234C	RENT/LEASE	.00	.00	14,100.00	.00	.00	.00	.0%
D51125	54065	7234D	RENT/LEASE	.00	.00	14,100.00	.00	.00	.00	.0%
D51125	54065	7234E	RENT/LEASE	.00	.00	14,100.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	54065	7234F	RENT/LEASE	.00	.00	14,100.00	.00	.00	.00	.0%
D51125	54065	7234G	RENT/LEASE	.00	.00	14,100.00	.00	.00	.00	.0%
D51125	54065	7243	RENT/LEASE	.00	.00	386,680.00	.00	.00	.00	.0%
D51125	54065	7260C	RENT/LEASE	19,362.24	.00	65,400.00	.00	.00	.00	.0%
D51125	54065	7260D	RENT/LEASE	21,596.17	.00	63,200.00	.00	.00	.00	.0%
D51125	54065	7260E	RENT/LEASE	28,362.96	.00	56,400.00	.00	.00	.00	.0%
D51125	54077		C&M Supp	.00	3,533,749.00	2,086,789.98	3,533,749.00	3,533,749.00	.00	69.3%
D51125	54077	7020A	C&M Supp	163,027.30	.00	.00	.00	.00	.00	.0%
D51125	54077	7020B	C&M Supp	130,889.17	.00	.00	.00	.00	.00	.0%
D51125	54077	7047	C&M Supp	.00	.00	27,900.00	.00	.00	.00	.0%
D51125	54077	7136	C&M Supp	116,602.14	.00	.00	.00	.00	.00	.0%
D51125	54077	7147A	C&M Supp	24,670.56	.00	103,500.00	.00	.00	.00	.0%
D51125	54077	7147B	C&M Supp	28,450.22	.00	185,200.00	.00	.00	.00	.0%
D51125	54077	7147C	C&M Supp	.00	.00	130,000.00	.00	.00	.00	.0%
D51125	54077	7152	C&M Supp	.00	.00	24,504.00	.00	.00	.00	.0%
D51125	54077	7153	C&M Supp	.00	.00	24,504.00	.00	.00	.00	.0%
D51125	54077	7168	C&M Supp	140,680.80	.00	.00	.00	.00	.00	.0%
D51125	54077	7169	C&M Supp	133,306.77	.00	.00	.00	.00	.00	.0%
D51125	54077	7170	C&M Supp	.00	.00	63,072.00	.00	.00	.00	.0%
D51125	54077	7172	C&M Supp	84,111.29	.00	.00	.00	.00	.00	.0%
D51125	54077	7173	C&M Supp	53,593.96	.00	.00	.00	.00	.00	.0%
D51125	54077	7174	C&M Supp	85,277.30	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	54077	7175	C&M Supp	92,930.06	.00	.00	.00	.00	.00	.0%
D51125	54077	7178	C&M Supp	67,526.96	.00	.00	.00	.00	.00	.0%
D51125	54077	7179	C&M Supp	140,719.71	.00	.00	.00	.00	.00	.0%
D51125	54077	7180	C&M Supp	48,340.67	.00	.00	.00	.00	.00	.0%
D51125	54077	7181	C&M Supp	155,346.87	.00	.00	.00	.00	.00	.0%
D51125	54077	7182	C&M Supp	43,864.46	.00	.00	.00	.00	.00	.0%
D51125	54077	7183	C&M Supp	127,364.02	.00	.00	.00	.00	.00	.0%
D51125	54077	7184	C&M Supp	14,356.96	.00	.00	.00	.00	.00	.0%
D51125	54077	7193A	C&M Supp	.00	.00	122,796.00	.00	.00	.00	.0%
D51125	54077	7193B	C&M Supp	.00	.00	122,796.00	.00	.00	.00	.0%
D51125	54077	7193C	C&M Supp	.00	.00	9,000.00	.00	.00	.00	.0%
D51125	54077	7193D	C&M Supp	.00	.00	9,000.00	.00	.00	.00	.0%
D51125	54077	7193E	C&M Supp	.00	.00	9,000.00	.00	.00	.00	.0%
D51125	54077	7193F	C&M Supp	.00	.00	9,000.00	.00	.00	.00	.0%
D51125	54077	7234A	C&M Supp	13,100.51	.00	144,400.00	.00	.00	.00	.0%
D51125	54077	7234B	C&M Supp	20,059.86	.00	108,682.00	.00	.00	.00	.0%
D51125	54077	7234C	C&M Supp	.00	.00	6,900.00	.00	.00	.00	.0%
D51125	54077	7234D	C&M Supp	.00	.00	6,900.00	.00	.00	.00	.0%
D51125	54077	7234E	C&M Supp	.00	.00	6,900.00	.00	.00	.00	.0%
D51125	54077	7234F	C&M Supp	.00	.00	6,900.00	.00	.00	.00	.0%
D51125	54077	7234G	C&M Supp	.00	.00	6,900.00	.00	.00	.00	.0%
D51125	54077	7243	C&M Supp	.00	.00	157,324.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	54077	7260C	C&M Supp	4,737.78	.00	129,150.00	.00	.00	.00	.0%
D51125	54077	7260D	C&M Supp	6,073.12	.00	127,810.00	.00	.00	.00	.0%
D51125	54077	7260E	C&M Supp	7,827.30	.00	126,060.00	.00	.00	.00	.0%
D51125	58020		RETIREMENT	34,985.13	.00	.00	.00	.00	.00	.0%
D51125	58020	7047	RETIREMENT	.00	.00	1,067.50	.00	.00	.00	.0%
D51125	58020	7147A	RETIREMENT	.00	.00	1,064.00	.00	.00	.00	.0%
D51125	58020	7147B	RETIREMENT	.00	.00	1,309.00	.00	.00	.00	.0%
D51125	58020	7147C	RETIREMENT	.00	.00	1,960.00	.00	.00	.00	.0%
D51125	58020	7152	RETIREMENT	.00	.00	574.00	.00	.00	.00	.0%
D51125	58020	7153	RETIREMENT	.00	.00	574.00	.00	.00	.00	.0%
D51125	58020	7170	RETIREMENT	.00	.00	1,234.10	.00	.00	.00	.0%
D51125	58020	7193A	RETIREMENT	.00	.00	3,367.70	.00	.00	.00	.0%
D51125	58020	7193B	RETIREMENT	.00	.00	3,367.70	.00	.00	.00	.0%
D51125	58020	7193C	RETIREMENT	.00	.00	651.00	.00	.00	.00	.0%
D51125	58020	7193D	RETIREMENT	.00	.00	651.00	.00	.00	.00	.0%
D51125	58020	7193E	RETIREMENT	.00	.00	651.00	.00	.00	.00	.0%
D51125	58020	7193F	RETIREMENT	.00	.00	651.00	.00	.00	.00	.0%
D51125	58020	7234A	RETIREMENT	.00	.00	4,070.50	.00	.00	.00	.0%
D51125	58020	7234B	RETIREMENT	.00	.00	3,054.10	.00	.00	.00	.0%
D51125	58020	7234C	RETIREMENT	.00	.00	721.00	.00	.00	.00	.0%
D51125	58020	7234D	RETIREMENT	.00	.00	721.00	.00	.00	.00	.0%
D51125	58020	7234E	RETIREMENT	.00	.00	721.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Report generated: 11/10/2025 17:03
User: aherzog
Program ID: bgnyrpts

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58020	7234F	RETIREMENT	.00	.00	721.00	.00	.00	.00	.0%
D51125	58020	7234G	RETIREMENT	.00	.00	721.00	.00	.00	.00	.0%
D51125	58020	7243	RETIREMENT	.00	.00	14,204.40	.00	.00	.00	.0%
D51125	58020	7260C	RETIREMENT	.00	.00	3,087.00	.00	.00	.00	.0%
D51125	58020	7260D	RETIREMENT	.00	.00	3,045.00	.00	.00	.00	.0%
D51125	58020	7260E	RETIREMENT	.00	.00	2,807.00	.00	.00	.00	.0%
D51125	58030	7020A	FICA	1,025.64	.00	.00	.00	.00	.00	.0%
D51125	58030	7020B	FICA	557.79	.00	.00	.00	.00	.00	.0%
D51125	58030	7047	FICA	.00	.00	583.31	.00	.00	.00	.0%
D51125	58030	7133	FICA	401.62	.00	.00	.00	.00	.00	.0%
D51125	58030	7136	FICA	409.29	.00	.00	.00	.00	.00	.0%
D51125	58030	7147A	FICA	625.55	.00	581.40	.00	.00	.00	.0%
D51125	58030	7147B	FICA	1,142.11	.00	715.28	.00	.00	.00	.0%
D51125	58030	7147C	FICA	.00	.00	1,071.00	.00	.00	.00	.0%
D51125	58030	7152	FICA	.00	.00	313.65	.00	.00	.00	.0%
D51125	58030	7153	FICA	.00	.00	313.65	.00	.00	.00	.0%
D51125	58030	7168	FICA	1,277.39	.00	.00	.00	.00	.00	.0%
D51125	58030	7169	FICA	1,294.34	.00	.00	.00	.00	.00	.0%
D51125	58030	7170	FICA	.00	.00	674.35	.00	.00	.00	.0%
D51125	58030	7172	FICA	468.40	.00	.00	.00	.00	.00	.0%
D51125	58030	7173	FICA	313.22	.00	.00	.00	.00	.00	.0%
D51125	58030	7174	FICA	490.96	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58030	7175	FICA	589.13	.00	.00	.00	.00	.00	.0%
D51125	58030	7178	FICA	922.96	.00	.00	.00	.00	.00	.0%
D51125	58030	7179	FICA	160.92	.00	.00	.00	.00	.00	.0%
D51125	58030	7180	FICA	688.26	.00	.00	.00	.00	.00	.0%
D51125	58030	7181	FICA	1,139.10	.00	.00	.00	.00	.00	.0%
D51125	58030	7182	FICA	1,017.50	.00	.00	.00	.00	.00	.0%
D51125	58030	7183	FICA	1,176.22	.00	.00	.00	.00	.00	.0%
D51125	58030	7184	FICA	892.22	.00	.00	.00	.00	.00	.0%
D51125	58030	7193A	FICA	.00	.00	1,840.21	.00	.00	.00	.0%
D51125	58030	7193B	FICA	.00	.00	1,840.21	.00	.00	.00	.0%
D51125	58030	7193C	FICA	.00	.00	355.73	.00	.00	.00	.0%
D51125	58030	7193D	FICA	.00	.00	355.73	.00	.00	.00	.0%
D51125	58030	7193E	FICA	.00	.00	355.73	.00	.00	.00	.0%
D51125	58030	7193F	FICA	.00	.00	355.73	.00	.00	.00	.0%
D51125	58030	7234A	FICA	1,282.54	.00	2,224.24	.00	.00	.00	.0%
D51125	58030	7234B	FICA	1,249.83	.00	1,668.85	.00	.00	.00	.0%
D51125	58030	7234C	FICA	.00	.00	393.98	.00	.00	.00	.0%
D51125	58030	7234D	FICA	.00	.00	393.98	.00	.00	.00	.0%
D51125	58030	7234E	FICA	.00	.00	393.98	.00	.00	.00	.0%
D51125	58030	7234F	FICA	.00	.00	393.98	.00	.00	.00	.0%
D51125	58030	7234G	FICA	.00	.00	393.98	.00	.00	.00	.0%
D51125	58030	7243	FICA	.00	.00	7,761.70	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58030	7260C FICA	485.22	.00	1,686.83	.00	.00	.00	.0%
D51125	58030	7260D FICA	513.35	.00	1,663.88	.00	.00	.00	.0%
D51125	58030	7260E FICA	718.57	.00	1,533.83	.00	.00	.00	.0%
D51125	58040	7047 WRKS COMP	.00	.00	305.00	.00	.00	.00	.0%
D51125	58040	7147A WRKS COMP	.00	.00	304.00	.00	.00	.00	.0%
D51125	58040	7147B WRKS COMP	.00	.00	374.00	.00	.00	.00	.0%
D51125	58040	7147C WRKS COMP	.00	.00	560.00	.00	.00	.00	.0%
D51125	58040	7152 WRKS COMP	.00	.00	164.00	.00	.00	.00	.0%
D51125	58040	7153 WRKS COMP	.00	.00	164.00	.00	.00	.00	.0%
D51125	58040	7170 WRKS COMP	.00	.00	352.60	.00	.00	.00	.0%
D51125	58040	7193A WRKS COMP	.00	.00	962.20	.00	.00	.00	.0%
D51125	58040	7193B WRKS COMP	.00	.00	962.20	.00	.00	.00	.0%
D51125	58040	7193C WRKS COMP	.00	.00	186.00	.00	.00	.00	.0%
D51125	58040	7193D WRKS COMP	.00	.00	186.00	.00	.00	.00	.0%
D51125	58040	7193E WRKS COMP	.00	.00	186.00	.00	.00	.00	.0%
D51125	58040	7193F WRKS COMP	.00	.00	186.00	.00	.00	.00	.0%
D51125	58040	7234A WRKS COMP	.00	.00	1,163.00	.00	.00	.00	.0%
D51125	58040	7234B WRKS COMP	.00	.00	872.60	.00	.00	.00	.0%
D51125	58040	7234C WRKS COMP	.00	.00	206.00	.00	.00	.00	.0%
D51125	58040	7234D WRKS COMP	.00	.00	206.00	.00	.00	.00	.0%
D51125	58040	7234E WRKS COMP	.00	.00	206.00	.00	.00	.00	.0%
D51125	58040	7234F WRKS COMP	.00	.00	206.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58040	7234G	WRKS COMP	.00	.00	206.00	.00	.00	.00	.0%
D51125	58040	7243	WRKS COMP	.00	.00	4,058.40	.00	.00	.00	.0%
D51125	58040	7260C	WRKS COMP	.00	.00	882.00	.00	.00	.00	.0%
D51125	58040	7260D	WRKS COMP	.00	.00	870.00	.00	.00	.00	.0%
D51125	58040	7260E	WRKS COMP	.00	.00	802.00	.00	.00	.00	.0%
D51125	58060	7020A	HEALTH INS	3,152.22	.00	.00	.00	.00	.00	.0%
D51125	58060	7020B	HEALTH INS	1,885.47	.00	.00	.00	.00	.00	.0%
D51125	58060	7047	HEALTH INS	.00	.00	1,970.30	.00	.00	.00	.0%
D51125	58060	7133	HEALTH INS	1,196.81	.00	.00	.00	.00	.00	.0%
D51125	58060	7136	HEALTH INS	1,133.41	.00	.00	.00	.00	.00	.0%
D51125	58060	7147A	HEALTH INS	1,273.57	.00	1,963.84	.00	.00	.00	.0%
D51125	58060	7147B	HEALTH INS	2,547.08	.00	2,416.04	.00	.00	.00	.0%
D51125	58060	7147C	HEALTH INS	.00	.00	3,617.60	.00	.00	.00	.0%
D51125	58060	7152	HEALTH INS	.00	.00	1,059.44	.00	.00	.00	.0%
D51125	58060	7153	HEALTH INS	.00	.00	1,059.44	.00	.00	.00	.0%
D51125	58060	7168	HEALTH INS	3,664.14	.00	.00	.00	.00	.00	.0%
D51125	58060	7169	HEALTH INS	3,889.98	.00	.00	.00	.00	.00	.0%
D51125	58060	7170	HEALTH INS	.00	.00	2,277.80	.00	.00	.00	.0%
D51125	58060	7172	HEALTH INS	1,225.74	.00	.00	.00	.00	.00	.0%
D51125	58060	7173	HEALTH INS	727.00	.00	.00	.00	.00	.00	.0%
D51125	58060	7174	HEALTH INS	1,452.69	.00	.00	.00	.00	.00	.0%
D51125	58060	7175	HEALTH INS	1,609.88	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58060	7178	HEALTH INS	2,969.67	.00	.00	.00	.00	.00	.0%
D51125	58060	7179	HEALTH INS	615.83	.00	.00	.00	.00	.00	.0%
D51125	58060	7180	HEALTH INS	1,955.22	.00	.00	.00	.00	.00	.0%
D51125	58060	7181	HEALTH INS	2,923.77	.00	.00	.00	.00	.00	.0%
D51125	58060	7182	HEALTH INS	3,130.77	.00	.00	.00	.00	.00	.0%
D51125	58060	7183	HEALTH INS	3,304.46	.00	.00	.00	.00	.00	.0%
D51125	58060	7184	HEALTH INS	4,129.59	.00	.00	.00	.00	.00	.0%
D51125	58060	7193A	HEALTH INS	.00	.00	6,215.81	.00	.00	.00	.0%
D51125	58060	7193B	HEALTH INS	.00	.00	6,215.81	.00	.00	.00	.0%
D51125	58060	7193C	HEALTH INS	.00	.00	1,201.56	.00	.00	.00	.0%
D51125	58060	7193D	HEALTH INS	.00	.00	1,201.56	.00	.00	.00	.0%
D51125	58060	7193E	HEALTH INS	.00	.00	1,201.56	.00	.00	.00	.0%
D51125	58060	7193F	HEALTH INS	.00	.00	1,201.56	.00	.00	.00	.0%
D51125	58060	7234A	HEALTH INS	3,454.86	.00	7,512.98	.00	.00	.00	.0%
D51125	58060	7234B	HEALTH INS	3,373.85	.00	5,637.00	.00	.00	.00	.0%
D51125	58060	7234C	HEALTH INS	.00	.00	1,330.76	.00	.00	.00	.0%
D51125	58060	7234D	HEALTH INS	.00	.00	1,330.76	.00	.00	.00	.0%
D51125	58060	7234E	HEALTH INS	.00	.00	1,330.76	.00	.00	.00	.0%
D51125	58060	7234F	HEALTH INS	.00	.00	1,330.76	.00	.00	.00	.0%
D51125	58060	7234G	HEALTH INS	.00	.00	1,330.76	.00	.00	.00	.0%
D51125	58060	7243	HEALTH INS	.00	.00	26,217.26	.00	.00	.00	.0%
D51125	58060	7260C	HEALTH INS	732.45	.00	5,697.72	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58060	7260D	HEALTH INS	1,100.35	.00	5,620.20	.00	.00	.00	.0%
D51125	58060	7260E	HEALTH INS	1,525.61	.00	5,180.92	.00	.00	.00	.0%
D51125	58062	7020A	DENTAL INS	14.48	.00	.00	.00	.00	.00	.0%
D51125	58062	7020B	DENTAL INS	8.64	.00	.00	.00	.00	.00	.0%
D51125	58062	7047	DENTAL INS	.00	.00	9.91	.00	.00	.00	.0%
D51125	58062	7133	DENTAL INS	5.57	.00	.00	.00	.00	.00	.0%
D51125	58062	7136	DENTAL INS	5.80	.00	.00	.00	.00	.00	.0%
D51125	58062	7147A	DENTAL INS	8.78	.00	9.88	.00	.00	.00	.0%
D51125	58062	7147B	DENTAL INS	16.09	.00	12.16	.00	.00	.00	.0%
D51125	58062	7147C	DENTAL INS	.00	.00	18.20	.00	.00	.00	.0%
D51125	58062	7152	DENTAL INS	.00	.00	5.33	.00	.00	.00	.0%
D51125	58062	7153	DENTAL INS	.00	.00	5.33	.00	.00	.00	.0%
D51125	58062	7168	DENTAL INS	19.67	.00	.00	.00	.00	.00	.0%
D51125	58062	7169	DENTAL INS	19.50	.00	.00	.00	.00	.00	.0%
D51125	58062	7170	DENTAL INS	.00	.00	11.46	.00	.00	.00	.0%
D51125	58062	7172	DENTAL INS	6.50	.00	.00	.00	.00	.00	.0%
D51125	58062	7173	DENTAL INS	4.43	.00	.00	.00	.00	.00	.0%
D51125	58062	7174	DENTAL INS	6.97	.00	.00	.00	.00	.00	.0%
D51125	58062	7175	DENTAL INS	8.97	.00	.00	.00	.00	.00	.0%
D51125	58062	7178	DENTAL INS	13.89	.00	.00	.00	.00	.00	.0%
D51125	58062	7179	DENTAL INS	2.33	.00	.00	.00	.00	.00	.0%
D51125	58062	7180	DENTAL INS	10.64	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58062	7181	DENTAL INS	16.61	.00	.00	.00	.00	.00	.0%
D51125	58062	7182	DENTAL INS	16.68	.00	.00	.00	.00	.00	.0%
D51125	58062	7183	DENTAL INS	17.94	.00	.00	.00	.00	.00	.0%
D51125	58062	7184	DENTAL INS	15.13	.00	.00	.00	.00	.00	.0%
D51125	58062	7193A	DENTAL INS	.00	.00	31.27	.00	.00	.00	.0%
D51125	58062	7193B	DENTAL INS	.00	.00	31.27	.00	.00	.00	.0%
D51125	58062	7193C	DENTAL INS	.00	.00	6.05	.00	.00	.00	.0%
D51125	58062	7193D	DENTAL INS	.00	.00	6.05	.00	.00	.00	.0%
D51125	58062	7193E	DENTAL INS	.00	.00	6.05	.00	.00	.00	.0%
D51125	58062	7193F	DENTAL INS	.00	.00	6.05	.00	.00	.00	.0%
D51125	58062	7234A	DENTAL INS	20.39	.00	37.80	.00	.00	.00	.0%
D51125	58062	7234B	DENTAL INS	18.85	.00	28.36	.00	.00	.00	.0%
D51125	58062	7234C	DENTAL INS	.00	.00	6.70	.00	.00	.00	.0%
D51125	58062	7234D	DENTAL INS	.00	.00	6.70	.00	.00	.00	.0%
D51125	58062	7234E	DENTAL INS	.00	.00	6.70	.00	.00	.00	.0%
D51125	58062	7234F	DENTAL INS	.00	.00	6.70	.00	.00	.00	.0%
D51125	58062	7234G	DENTAL INS	.00	.00	6.70	.00	.00	.00	.0%
D51125	58062	7243	DENTAL INS	.00	.00	131.90	.00	.00	.00	.0%
D51125	58062	7260C	DENTAL INS	4.92	.00	28.67	.00	.00	.00	.0%
D51125	58062	7260D	DENTAL INS	7.10	.00	28.28	.00	.00	.00	.0%
D51125	58062	7260E	DENTAL INS	11.30	.00	26.07	.00	.00	.00	.0%
D51125	58065	7020A	VISION INS	2.37	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58065	7020B	VISION INS	1.45	.00	.00	.00	.00	.00	.0%
D51125	58065	7047	VISION INS	.00	.00	1.53	.00	.00	.00	.0%
D51125	58065	7133	VISION INS	1.02	.00	.00	.00	.00	.00	.0%
D51125	58065	7136	VISION INS	1.01	.00	.00	.00	.00	.00	.0%
D51125	58065	7147A	VISION INS	1.59	.00	1.52	.00	.00	.00	.0%
D51125	58065	7147B	VISION INS	2.52	.00	1.87	.00	.00	.00	.0%
D51125	58065	7147C	VISION INS	.00	.00	2.80	.00	.00	.00	.0%
D51125	58065	7152	VISION INS	.00	.00	.82	.00	.00	.00	.0%
D51125	58065	7153	VISION INS	.00	.00	.82	.00	.00	.00	.0%
D51125	58065	7168	VISION INS	3.19	.00	.00	.00	.00	.00	.0%
D51125	58065	7169	VISION INS	3.32	.00	.00	.00	.00	.00	.0%
D51125	58065	7170	VISION INS	.00	.00	1.76	.00	.00	.00	.0%
D51125	58065	7172	VISION INS	.94	.00	.00	.00	.00	.00	.0%
D51125	58065	7173	VISION INS	.64	.00	.00	.00	.00	.00	.0%
D51125	58065	7174	VISION INS	1.15	.00	.00	.00	.00	.00	.0%
D51125	58065	7175	VISION INS	1.57	.00	.00	.00	.00	.00	.0%
D51125	58065	7178	VISION INS	2.67	.00	.00	.00	.00	.00	.0%
D51125	58065	7179	VISION INS	.30	.00	.00	.00	.00	.00	.0%
D51125	58065	7180	VISION INS	1.67	.00	.00	.00	.00	.00	.0%
D51125	58065	7181	VISION INS	2.38	.00	.00	.00	.00	.00	.0%
D51125	58065	7182	VISION INS	2.60	.00	.00	.00	.00	.00	.0%
D51125	58065	7183	VISION INS	2.68	.00	.00	.00	.00	.00	.0%

Report generated: 11/10/2025 17:03
User: aherzog
Program ID: bgnyrpts

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D51125	58065	7184	VISION INS	3.25	.00	.00	.00	.00	.00	.0%
D51125	58065	7193A	VISION INS	.00	.00	4.81	.00	.00	.00	.0%
D51125	58065	7193B	VISION INS	.00	.00	4.81	.00	.00	.00	.0%
D51125	58065	7193C	VISION INS	.00	.00	.93	.00	.00	.00	.0%
D51125	58065	7193D	VISION INS	.00	.00	.93	.00	.00	.00	.0%
D51125	58065	7193E	VISION INS	.00	.00	.93	.00	.00	.00	.0%
D51125	58065	7193F	VISION INS	.00	.00	.93	.00	.00	.00	.0%
D51125	58065	7234A	VISION INS	3.02	.00	5.82	.00	.00	.00	.0%
D51125	58065	7234B	VISION INS	2.83	.00	4.36	.00	.00	.00	.0%
D51125	58065	7234C	VISION INS	.00	.00	1.03	.00	.00	.00	.0%
D51125	58065	7234D	VISION INS	.00	.00	1.03	.00	.00	.00	.0%
D51125	58065	7234E	VISION INS	.00	.00	1.03	.00	.00	.00	.0%
D51125	58065	7234F	VISION INS	.00	.00	1.03	.00	.00	.00	.0%
D51125	58065	7234G	VISION INS	.00	.00	1.03	.00	.00	.00	.0%
D51125	58065	7243	VISION INS	.00	.00	20.29	.00	.00	.00	.0%
D51125	58065	7260C	VISION INS	.58	.00	4.41	.00	.00	.00	.0%
D51125	58065	7260D	VISION INS	1.20	.00	4.35	.00	.00	.00	.0%
D51125	58065	7260E	VISION INS	2.17	.00	4.01	.00	.00	.00	.0%
TOTAL PERMANENT IMPROVEMENTS				364,901.13	.00	-247,758.35	-165,292.14	-265,292.14	.00	-33.3%

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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5122	BRIDGE PROJECTS									
D51225	42210	2497	GEN SERV	-11,500.06	.00	.00	.00	.00	.00	.0%
D51225	51005	2497	PERS SERV	7,937.30	.00	.00	.00	.00	.00	.0%
D51225	51025	2497	SHIFT PAY	18.00	.00	.00	.00	.00	.00	.0%
D51225	54065	2497	RENT/LEASE	8,500.23	.00	.00	.00	.00	.00	.0%
D51225	54077	2497	C&M Supp	11,500.06	.00	.00	.00	.00	.00	.0%
D51225	58030	2497	FICA	567.29	.00	.00	.00	.00	.00	.0%
D51225	58060	2497	HEALTH INS	1,731.81	.00	.00	.00	.00	.00	.0%
D51225	58062	2497	DENTAL INS	9.58	.00	.00	.00	.00	.00	.0%
D51225	58065	2497	VISION INS	2.10	.00	.00	.00	.00	.00	.0%
TOTAL BRIDGE PROJECTS				18,766.31	.00	.00	.00	.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9710	SERIAL BONDS								
D97105	97100	07CRD BOND PRINC	66,162.00	69,677.00	69,677.00	73,192.00	73,192.00	.00	5.0%
D97105	97100	13BRG BOND PRINC	50,000.00	51,000.00	51,000.00	53,000.00	53,000.00	.00	3.9%
D97105	97100	13CLV BOND PRINC	15,000.00	15,000.00	15,000.00	16,000.00	16,000.00	.00	6.7%
D97105	97100	13HWY BOND PRINC	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	.00	.0%
D97105	97100	14BRG BOND PRINC	22,000.00	22,000.00	22,000.00	23,000.00	23,000.00	.00	4.5%
D97105	97100	14CLV BOND PRINC	38,000.00	40,000.00	40,000.00	40,000.00	40,000.00	.00	.0%
D97105	97100	14HWY BOND PRINC	9,000.00	9,000.00	9,000.00	10,000.00	10,000.00	.00	11.1%
D97105	97100	14LYD BOND PRINC	66,000.00	67,000.00	67,000.00	69,000.00	69,000.00	.00	3.0%
D97105	97100	15BRG BOND PRINC	24,000.00	25,000.00	25,000.00	26,000.00	26,000.00	.00	4.0%
D97105	97100	15CLV BOND PRINC	55,000.00	57,000.00	57,000.00	58,000.00	58,000.00	.00	1.8%
D97105	97100	20CVR BOND PRINC	56,000.00	56,000.00	56,000.00	59,200.00	59,200.00	.00	5.7%
D97105	97110	07CRD BOND INT	13,193.63	9,797.65	9,797.65	6,225.92	6,225.92	.00	-36.5%
D97105	97110	13BRG BOND INT	20,957.50	19,582.50	19,582.50	18,180.00	18,180.00	.00	-7.2%
D97105	97110	13CLV BOND INT	6,345.00	5,932.50	5,932.50	5,520.00	5,520.00	.00	-7.0%
D97105	97110	13HWY BOND INT	3,380.00	3,160.00	3,160.00	2,940.00	2,940.00	.00	-7.0%
D97105	97110	14BRG BOND INT	9,130.00	8,525.00	8,525.00	7,920.00	7,920.00	.00	-7.1%
D97105	97110	14CLV BOND INT	16,005.00	14,960.00	14,960.00	13,860.00	13,860.00	.00	-7.4%
D97105	97110	14HWY BOND INT	3,885.00	3,637.50	3,637.50	3,390.00	3,390.00	.00	-6.8%
D97105	97110	14LYD BOND INT	28,047.50	26,232.50	26,232.50	24,390.00	24,390.00	.00	-7.0%
D97105	97110	15BRG BOND INT	10,227.50	9,567.50	9,567.50	8,880.00	8,880.00	.00	-7.2%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
D97105	97110	15CLV BOND INT	23,060.00	21,547.50	21,547.50	19,980.00	19,980.00	.00	-7.3%
D97105	97110	20CVR BOND INT	31,248.00	29,568.00	29,568.00	27,888.00	27,888.00	.00	-5.7%
TOTAL SERIAL BONDS			574,641.13	572,187.65	572,187.65	574,565.92	574,565.92	.00	.4%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: COUNTY ROAD FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9901	INTERFUND TRANSFERS								
D99015	45031	IF TRANSFE	-6,747,693.92	-7,071,992.42	-7,071,992.42	-7,071,163.93	-6,881,354.19	.00	.0%
D99015	59530	TRANSF RD	.00	.00	24,000.00	.00	.00	.00	.0%
TOTAL INTERFUND TRANSFERS			-6,747,693.92	-7,071,992.42	-7,047,992.42	-7,071,163.93	-6,881,354.19	.00	.3%
TOTAL COUNTY ROAD FUND			950,659.67	.00	-247,758.35	-104,988.77	.00	.00	-57.6%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

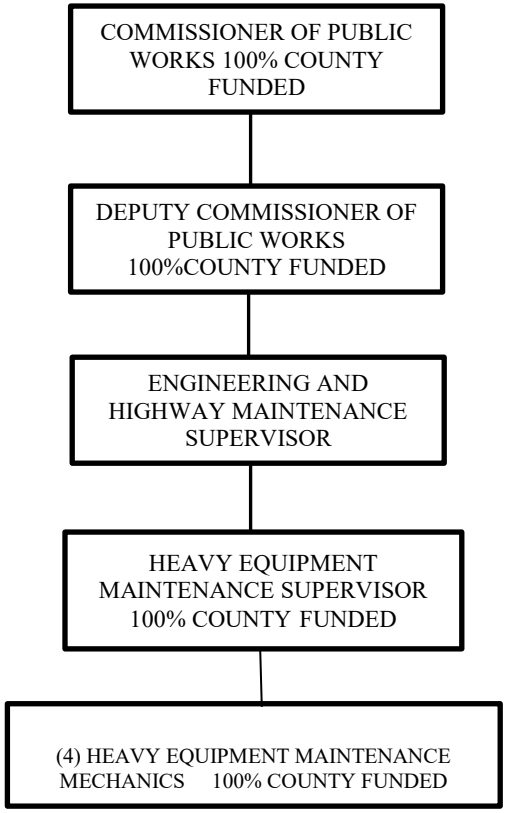
E – Road Machinery Fund

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

County Road Machinery Fund (E) *DM on NYS Comptroller's AUD

Road Machinery (County Only) (DM) — This Fund is required by Highway Law §133 and accounts for purchases, repairs and maintenance of highway machinery, tools and equipment; for construction, purchase and maintenance of buildings for the storage and repair of highway machinery and equipment; and for the purchase of materials and supplies to provide an adequate central stockpile, on an annual basis for highway, snow removal and structures.

ROAD MACHINERY ORGANIZATIONAL CHART



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: ROAD MACHINERY FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
5130	MACHINERY								
E513042	41789	MISC REV	-13,469.02	-17,000.00	-17,000.00	-17,000.00	-17,000.00	.00	.0%
E513042	42300	TRANSP REV	-179,026.38	-130,000.00	-130,000.00	-130,000.00	-130,000.00	.00	.0%
E513042	42414	RENTAL EQU	-3,333,402.94	-2,190,210.00	-2,190,210.00	-2,300,000.00	-2,300,000.00	.00	5.0%
E513042	42650	SCRAP/EXCE	-5,754.78	-12,000.00	-12,000.00	-12,000.00	-12,000.00	.00	.0%
E513042	42665	SALE EQUIP	-141,183.01	-45,000.00	-45,000.00	-45,000.00	-45,000.00	.00	.0%
E513042	91000	APP F/B	.00	-514,243.95	-514,243.95	.00	-437,672.96	.00	-100.0%
E513045	42401	INT & EARN	-48,648.27	-40,000.00	-40,000.00	-40,000.00	-40,000.00	.00	.0%
E513048	42801	I/D FUELRV	-175,587.90	-130,000.00	-130,000.00	-130,000.00	-130,000.00	.00	.0%
E51305	42410	RENTAL R.P	-1,325.00	-1,325.00	-1,325.00	-1,325.00	-1,325.00	.00	.0%
E51305	51005	PERS SERV	312,779.44	478,908.00	478,908.00	494,383.34	496,294.13	.00	3.2%
E51305	51020	OVERTIME	1,569.59	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
E51305	51025	SHIFT PAY	1,028.85	1,500.00	1,500.00	1,500.00	1,500.00	.00	.0%
E51305	51035	OTHER COMP	8,541.30	2,000.00	2,000.00	.00	.00	.00	-100.0%
E51305	52030	Vehicles	1,743,513.10	900,000.00	924,000.00	900,000.00	900,000.00	.00	-2.6%
E51305	54000	TELEPHONE	2,368.07	2,556.00	2,556.00	2,505.24	2,505.24	.00	-2.0%
E51305	54005	Off Supp	.00	500.00	500.00	500.00	500.00	.00	.0%
E51305	54006	Med Supp	.00	200.00	200.00	200.00	200.00	.00	.0%
E51305	54007	Jan Supp	13,746.88	15,000.00	16,000.00	15,000.00	15,000.00	.00	-6.3%
E51305	54015	Maint Agmt	3,185.00	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
E51305	54025	UTILITIES	71,003.55	93,600.00	93,600.00	93,600.00	93,600.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: ROAD MACHINERY FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
E51305	54050	Equip R&M	17,872.80	20,000.00	20,000.00	20,000.00	20,000.00	.00	.0%
E51305	54065	RENT/LEASE	.00	10,000.00	9,000.00	10,000.00	10,000.00	.00	11.1%
E51305	54067	RP RENT/LE	2,650.00	2,650.00	2,650.00	2,650.00	2,650.00	.00	.0%
E51305	54070	INSURANCE	37,337.39	47,698.49	47,698.49	43,919.52	43,919.52	.00	-7.9%
E51305	54074	INS-AUTO	17,021.50	17,014.32	17,014.32	20,044.94	20,044.94	.00	17.8%
E51305	54076	Bldg R&M	10,714.74	14,000.00	14,000.00	14,000.00	14,000.00	.00	.0%
E51305	54077	C&M Supp	4,016.44	7,500.00	7,500.00	7,500.00	7,500.00	.00	.0%
E51305	54078	Fuel	625,804.24	675,000.00	675,000.00	700,000.00	700,000.00	.00	3.7%
E51305	54085	CLOTHING U	5,822.62	8,000.00	8,000.00	8,000.00	8,000.00	.00	.0%
E51305	54300	Veh. R&M	358,964.11	375,000.00	375,000.00	375,000.00	375,000.00	.00	.0%
E51305	54444	FEES/PERMI	1,353.00	1,610.00	1,610.00	1,610.00	1,610.00	.00	.0%
E51305	54625	GARBAGE	1,980.36	7,000.00	7,000.00	3,500.00	3,500.00	.00	-50.0%
E51305	58020	RETIREMENT	42,347.64	65,171.13	65,171.13	74,157.50	74,969.12	.00	13.8%
E51305	58030	FICA	23,355.19	37,057.21	37,057.21	37,820.32	38,234.25	.00	2.1%
E51305	58040	WRKS COMP	14,722.63	22,961.59	22,961.59	8,400.00	8,400.00	.00	-63.4%
E51305	58060	HEALTH INS	63,458.68	116,301.07	116,301.07	117,467.24	117,467.24	.00	1.0%
E51305	58062	DENTAL INS	351.47	660.56	660.56	634.39	634.39	.00	-4.0%
E51305	58065	VISION INS	75.72	126.45	126.45	120.72	120.72	.00	-4.5%
TOTAL MACHINERY			-512,812.99	-150,764.13	-126,764.13	284,188.21	-150,348.41	.00	-324.2%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: ROAD MACHINERY FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9710	SERIAL BONDS								
E97105	97100	07DPW BOND PRINC	71,915.00	75,741.00	75,741.00	75,741.00	79,558.00	.00	.0%
E97105	97100	07MOV BOND PRINC	4,426.00	4,665.00	4,665.00	4,665.00	4,904.00	.00	.0%
E97105	97100	08DPW BOND PRINC	44,000.00	46,000.00	46,000.00	46,000.00	48,000.00	.00	.0%
E97105	97110	07DPW BOND INT	14,340.90	10,649.49	10,649.49	10,649.49	6,767.01	.00	.0%
E97105	97110	07MOV BOND INT	883.41	656.13	656.13	656.13	416.90	.00	.0%
E97105	97110	08DPW BOND INT	15,302.50	13,052.51	13,052.51	13,052.51	10,702.50	.00	.0%
TOTAL SERIAL BONDS			150,867.81	150,764.13	150,764.13	150,764.13	150,348.41	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: ROAD MACHINERY FUND			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9901	INTERFUND TRANSFERS								
E99015	45031	I/F IN A	.00	.00	-24,000.00	.00	.00	.00	.0%
TOTAL INTERFUND TRANSFERS			.00	.00	-24,000.00	.00	.00	.00	-100.0%
TOTAL ROAD MACHINERY FUND			-361,945.18	.00	.00	434,952.34	.00	.00	.0%

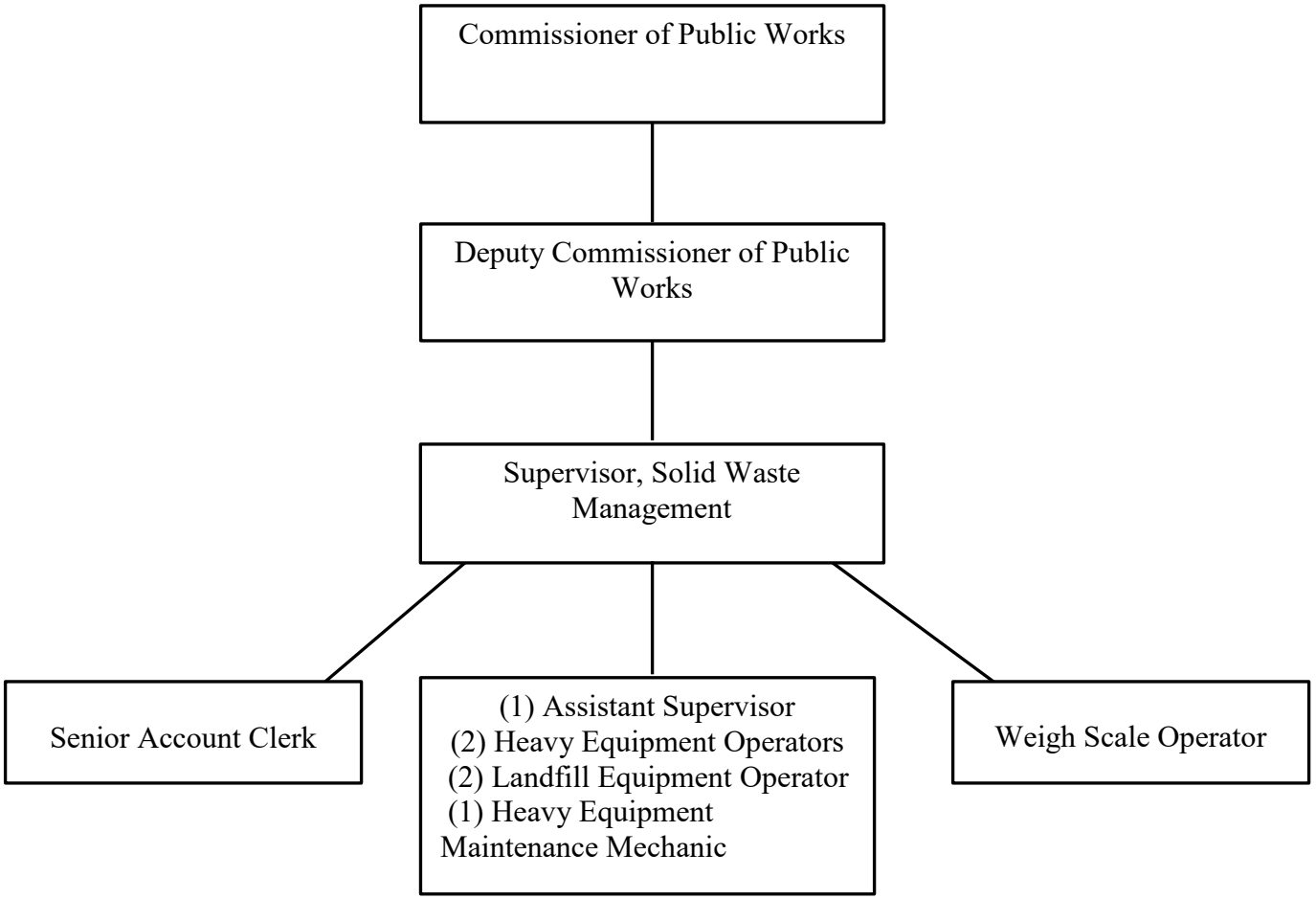
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Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

EL – Solid Waste / Landfill / Recycling

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Landfill Organization Chart



Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

2026 Solid Waste Fund – Landfill (EL)

The Cortland County Solid Waste Department is comprised of the County owned and operated Landfill and Recycling Center. The Landfill is located on Town Line Road in the Towns of Cortlandville and Solon. The Recycling Center is located on Pendleton Street in the City of Cortland.

Residents and commercial haulers that have refuse material within Cortland County are required to bring their material to the Cortland County Landfill for disposal as per the Flow Control Law. The weight of each vehicle is recorded upon entry into the landfill, material is offloaded and empty weight is then taken. Once the tonnage of the material is calculated the price per ton (tipping fee) is then applied and the customer knows their charge.

Each resident or commercial hauler is also required to purchase an annual permit for the Landfill, current cost is $10/$30 /yr respectively.

The Recycling Center accepts recycleable material from within the County free of charge (except for tires).

The Solid Waste Fund is an Enterprise Fund. All costs associated with the services these facilities provide are funded by the tipping fee charges to the users of the Landfill. No tax dollars are budgeted as revenue to fund these programs.

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LANDFILL DATA

	2018	2019	2020	2021	2022	2023	2024
Landfill Positions							
Landfill Supervisor	1	1	1	1	1	1	1
Assistant Supervisor	0	0	0	0	0	0	1
Crew Leader	0	0	0	1	1	1	0
Weigh Scale Operator	1	1	1	1	1	1	1
Heavy Equipment Operator	2	3	3	2	2	2	2
Landfill Equipment Operator	1	1	1	1	2	2	2
Heavy Equipment Maintenance Mechanic	1	1	1	1	1	1	1
Senior Account Clerk	1	1	1	1	1	1	1
Totals	**7**	**8**	**8**	**8**	**9**	**9**	**9**

5 Year Total Tonnage

	MSW*	C&D	Sludge	AOC	Total
2024	26,098	6,004	5,279	5,286	42,667
2023	28,408	5,161	4,326	5,843	43,738
2022	30,967	2,995	4,676	10,805	49,443
2021	27,621	1,492	5,495	6,867	41,475
2020	28,282	1,419	5,317	7,603	42,621
2019	27,167	1,524	5,598	5,769	40,058
2018	21,928	4,653	4,928	104	31,613
5 Year Total					**291,615**

* MSW = Municipal Solid Waste, Alternate Operating Covor (AOC), Construction and Demolition (C&D)

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: REFUSE & GARBAGE				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
8160	LANDFILL									
EL816042	42130		REFUSE CHR	-2,459,468.21	-2,300,000.00	-2,300,000.00	-2,475,000.00	-2,475,000.00	.00	7.6%
EL816042	42133		Alt LF Cov	-46,426.75	-80,000.00	-80,000.00	-80,000.00	-80,000.00	.00	.0%
EL816042	42134		Leachate	-1,599.75	.00	.00	.00	.00	.00	.0%
EL816042	42135		CLEANOUT	-1,980.00	-3,500.00	-3,500.00	-3,500.00	-3,500.00	.00	.0%
EL816042	42650		SCRAP/EXCE	-6,250.58	-10,000.00	-10,000.00	-10,000.00	-10,000.00	.00	.0%
EL816043	43989		OTHER COMM	-67,118.62	-61,857.49	-61,857.49	-55,992.46	-55,992.46	.00	-9.5%
EL816045	42401		INT & EARN	-110,271.73	-81,600.18	-81,600.18	-81,600.18	-81,600.18	.00	.0%
EL816047	42665		SALE EQUIP	12,837.12	.00	.00	.00	.00	.00	.0%
EL81605	51005		PERS SERV	466,053.95	539,959.22	539,959.22	499,299.40	499,299.40	.00	-7.5%
EL81605	51020		OVERTIME	21,467.55	30,000.00	30,000.00	40,000.00	40,000.00	.00	33.3%
EL81605	51025		SHIFT PAY	233.18	250.00	250.00	300.00	300.00	.00	20.0%
EL81605	51035		OTHER COMP	2,008.37	.00	.00	.00	.00	.00	.0%
EL81605	52100	8167	Land	.00	.00	1,695,232.00	.00	.00	.00	.0%
EL81605	54000		TELEPHONE	1,440.99	3,010.00	3,010.00	3,985.28	3,985.28	.00	32.4%
EL81605	54004		COMP SOFT	7,173.55	15,000.00	12,000.00	15,000.00	15,000.00	.00	25.0%
EL81605	54005		Off Supp	2,770.88	2,500.00	2,500.00	2,500.00	2,500.00	.00	.0%
EL81605	54006		Med Supp	413.19	500.00	500.00	500.00	500.00	.00	.0%
EL81605	54007		Jan Supp	35.91	500.00	500.00	500.00	500.00	.00	.0%
EL81605	54020		POSTAGE	181.73	300.00	300.00	300.00	300.00	.00	.0%
EL81605	54025		UTILITIES	19,259.22	35,000.00	29,600.00	35,000.00	35,000.00	.00	18.2%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: REFUSE & GARBAGE			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
EL81605	54035	ED & TRAIN	3,478.32	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
EL81605	54040	DUES/MEMBE	150.00	300.00	300.00	300.00	300.00	.00	.0%
EL81605	54050	Equip R&M	8,645.69	9,000.00	9,000.00	9,000.00	9,000.00	.00	.0%
EL81605	54055	PROF SERV	147,478.23	150,000.00	150,000.00	150,000.00	150,000.00	.00	.0%
EL81605	54055	8167 PROF SERV	.00	.00	365,500.00	.00	.00	.00	.0%
EL81605	54060	LEGAL ADV	.00	300.00	300.00	300.00	300.00	.00	.0%
EL81605	54062	ENG FEES	5,556.25	10,000.00	10,000.00	20,000.00	20,000.00	.00	100.0%
EL81605	54065	RENT/LEASE	2,925.85	3,000.00	4,000.00	5,000.00	5,000.00	.00	25.0%
EL81605	54070	INSURANCE	6,587.65	8,415.74	8,415.74	7,748.98	7,748.98	.00	-7.9%
EL81605	54074	INS-AUTO	3,494.69	3,926.38	3,926.38	4,314.94	4,314.94	.00	9.9%
EL81605	54076	Bldg R&M	63,895.89	50,000.00	58,400.00	50,000.00	50,000.00	.00	-14.4%
EL81605	54077	C&M Supp	10,360.51	8,800.00	8,800.00	8,800.00	8,800.00	.00	.0%
EL81605	54078	Fuel	112,370.21	125,000.00	122,000.00	150,000.00	150,000.00	.00	23.0%
EL81605	54085	CLOTHING U	6,035.91	7,000.00	7,000.00	7,000.00	7,000.00	.00	.0%
EL81605	54088	BOND ADMIN	9,950.00	8,812.50	8,812.50	7,755.00	7,755.00	.00	-12.0%
EL81605	54213	I/D COPIER	831.00	831.96	831.96	831.00	831.00	.00	-.1%
EL81605	54300	Veh. R&M	77,900.08	80,000.00	86,000.00	100,000.00	100,000.00	.00	16.3%
EL81605	54301	Veh lease	4,560.35	6,000.00	6,000.00	6,000.00	6,000.00	.00	.0%
EL81605	54444	FEES/PERMI	3,370.24	3,000.00	3,000.00	3,000.00	3,000.00	.00	.0%
EL81605	54625	GARBAGE	.00	4,000.00	.00	4,000.00	4,000.00	.00	.0%
EL81605	54626	POST CLOSR	633,380.00	.00	.00	.00	.00	.00	.0%
EL81605	54900	Deprec Exp	945,547.00	.00	.00	.00	.00	.00	.0%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

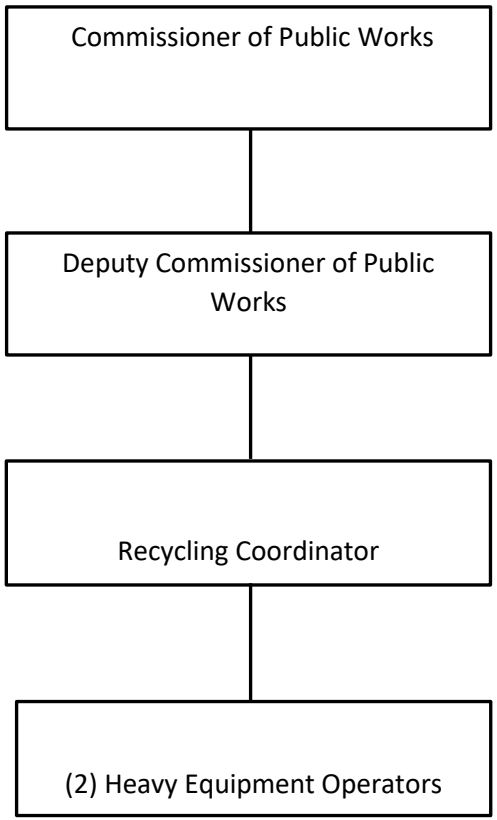
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: REFUSE & GARBAGE			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
EL81605	58020	RETIREMENT	99,758.55	72,644.86	72,644.86	80,939.91	80,939.91	.00	11.4%
EL81605	58030	FICA	35,336.94	41,306.88	41,306.88	41,279.35	41,279.35	.00	-.1%
EL81605	58040	WRKS COMP	15,389.51	14,542.34	14,542.34	12,600.00	12,600.00	.00	-13.4%
EL81605	58060	HEALTH INS	-7,365.08	132,307.36	132,307.36	132,307.36	132,307.36	.00	.0%
EL81605	58062	DENTAL INS	577.86	631.68	631.68	631.68	631.68	.00	.0%
EL81605	58065	VISION INS	124.30	137.20	137.20	137.20	137.20	.00	.0%
EL81605	97100	15LDF 2015 PRINC	.00	455,000.00	455,000.00	460,000.00	460,000.00	.00	1.1%
EL81605	97100	20LDF BOND PRINC	.00	60,000.00	60,000.00	60,000.00	60,000.00	.00	.0%
EL81605	97110	15LDF 2015 INT	167,217.05	123,714.98	123,714.98	111,984.92	111,984.92	.00	-9.5%
EL81605	97110	20LDF BOND INT	12,240.21	15,300.00	15,300.00	14,100.00	14,100.00	.00	-7.8%
TOTAL LANDFILL			210,557.21	-510,966.57	1,549,765.43	-655,677.62	-655,677.62	.00	-142.3%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Recycling Organization Chart



RECYCLING DATA

	2020	2021	2022	2023	2024
RECYCLING CENTER POSITIONS					
HEAVY EQUIP OPERATOR	2	2	2	2	2
RECYCLING COORDINATOR	0	1	1	1	1
MATERIAL TOTALS (TONS)					
RECYCLABLES	2854.07	2950.59	2539.37	2450.67	2549.54
ELECTRONICS	81.35	85.165	109.38	94.40	56.25

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: REFUSE & GARBAGE			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
8161	RECYCLING								
EL816142	42130	REFUSE CHR	-132,544.86	-75,000.00	-75,000.00	-75,000.00	-75,000.00	.00	.0%
EL816143	43589	MISC TRANS	-40,593.67	-50,000.00	-50,000.00	-50,000.00	-50,000.00	.00	.0%
EL816143	43989	OTHER COMM	-7,532.90	-7,500.00	-7,500.00	-8,000.00	-8,000.00	.00	6.7%
EL81615	42701	REF.APPR.E	.00	.00	.00	.00	.00	.00	.0%
EL81615	51005	PERS SERV	174,813.98	165,545.67	165,545.67	177,678.20	177,678.20	.00	7.3%
EL81615	51020	OVERTIME	20,831.25	12,000.00	12,000.00	12,000.00	12,000.00	.00	.0%
EL81615	51025	SHIFT PAY	134.40	100.00	100.00	100.00	100.00	.00	.0%
EL81615	51035	OTHER COMP	4,025.85	1,000.00	1,000.00	.00	.00	.00	-100.0%
EL81615	52015	Dept Equip	219.44	8,000.00	8,000.00	8,000.00	8,000.00	.00	.0%
EL81615	54000	TELEPHONE	808.65	1,500.00	1,500.00	132.00	132.00	.00	-91.2%
EL81615	54001	COPY/PRINT	168.00	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
EL81615	54005	Off Supp	287.46	500.00	500.00	500.00	500.00	.00	.0%
EL81615	54006	Med Supp	.00	200.00	200.00	200.00	200.00	.00	.0%
EL81615	54007	Jan Supp	487.28	500.00	500.00	500.00	500.00	.00	.0%
EL81615	54020	POSTAGE	.00	50.00	50.00	50.00	50.00	.00	.0%
EL81615	54025	UTILITIES	13,538.10	14,500.00	14,500.00	14,500.00	14,500.00	.00	.0%
EL81615	54035	ED & TRAIN	4,879.47	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
EL81615	54040	DUES/MEMBE	.00	100.00	100.00	100.00	100.00	.00	.0%
EL81615	54045	Travel	790.54	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
EL81615	54048	Prog Supp	538.79	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: REFUSE & GARBAGE				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
EL81615	54050		Equip R&M	4,747.32	25,000.00	25,000.00	25,000.00	25,000.00	.00	.0%
EL81615	54060		LEGAL ADV	815.80	1,000.00	1,000.00	1,000.00	1,000.00	.00	.0%
EL81615	54070		INSURANCE	21,103.32	26,960.00	26,960.00	24,918.18	24,918.18	.00	-7.6%
EL81615	54076		Bldg R&M	2,219.92	5,000.00	5,000.00	5,000.00	5,000.00	.00	.0%
EL81615	54077		C&M Supp	308.16	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
EL81615	54078		Fuel	20,260.97	20,000.00	20,000.00	20,000.00	20,000.00	.00	.0%
EL81615	54085		CLOTHING U	1,894.98	2,000.00	2,000.00	2,000.00	2,000.00	.00	.0%
EL81615	54300		Veh. R&M	10,751.79	15,000.00	15,000.00	15,000.00	15,000.00	.00	.0%
EL81615	54444		FEES/PERMI	.00	500.00	500.00	500.00	500.00	.00	.0%
EL81615	54625		GARBAGE	169,714.00	180,000.00	180,000.00	180,000.00	180,000.00	.00	.0%
EL81615	58020		RETIREMENT	39,723.71	22,272.13	22,272.13	26,651.73	26,651.73	.00	19.7%
EL81615	58030		FICA	14,342.79	12,664.24	12,664.24	13,592.38	13,592.38	.00	7.3%
EL81615	58040		WRKS COMP	5,129.84	4,592.32	4,592.32	4,200.00	4,200.00	.00	-8.5%
EL81615	58060		HEALTH INS	-3,113.40	65,151.90	65,151.90	38,681.40	38,681.40	.00	-40.6%
EL81615	58062		DENTAL INS	201.18	270.72	270.72	90.24	90.24	.00	-66.7%
EL81615	58065		VISION INS	42.99	58.80	58.80	19.60	19.60	.00	-66.7%
EL81615	97100	07RCY	07 RCY PRN	.00	160,441.00	160,441.00	168,529.00	168,529.00	.00	5.0%
EL81615	97110	07RCY	2007 INT	21,160.33	22,559.79	22,559.79	14,335.53	14,335.53	.00	-36.5%
TOTAL RECYCLING				350,155.48	645,966.57	645,966.57	631,278.26	631,278.26	.00	-2.3%

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: REFUSE & GARBAGE				2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
9995	APPROPRIATED FUND BALANCE									
EL999542	41230	LDCL	TREAS FEES	-323,961.16	-285,000.00	-285,000.00	-330,000.00	-330,000.00	.00	15.8%
EL999542	41230	LDEQ	TREAS FEES	-162,016.60	-150,000.00	-150,000.00	-165,000.00	-165,000.00	.00	10.0%
EL999542	52030	LDEQ	Vehicles	.00	300,000.00	300,000.00	300,000.00	300,000.00	.00	.0%
TOTAL APPROPRIATED FUND BALA				-485,977.76	-135,000.00	-135,000.00	-195,000.00	-195,000.00	.00	44.4%
TOTAL REFUSE & GARBAGE				74,734.93	.00	2,060,732.00	-219,399.36	-219,399.36	.00	-110.6%

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

S – Self Insurance – Workers Compensation

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Cortland County

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 2026 2026 County Budget FOR PERIOD 99

ACCOUNTS FOR: SELF INSURANCE			2024 ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 Dept Reqst	2026 Cty Admin	2026 Committee	PCT CHANGE
1710	WORKER'S COMP-SELF INSURANCE								
S171045	42401	INT & EARN	-77,982.07	-25,000.00	-25,000.00	-50,000.00	-50,000.00	.00	100.0%
S171047	42222	PARTICIPNT	-689,772.00	-668,019.00	-668,019.00	-682,377.00	-682,377.00	.00	2.1%
S171047	42683	RECOVERY	-22,074.00	.00	.00	.00	.00	.00	.0%
S171047	42701	REF.APPR.E	-193,015.92	.00	.00	.00	.00	.00	.0%
S171048	42801	WC COUNTY	-975,381.00	-877,482.00	-877,482.00	-805,896.00	-805,896.00	.00	-8.2%
S17105	54055	PROF SERV	41,783.35	25,000.00	25,000.00	45,000.00	45,000.00	.00	80.0%
S17105	54070	STOP LOSS	1,176,406.00	1,030,725.00	1,030,725.00	937,434.00	937,434.00	.00	-9.1%
S17105	54444	FEES/PERMI	31,160.26	.00	.00	15,000.00	15,000.00	.00	.0%
S17105	54765	JUDG&CLAIM	264,562.87	514,776.00	514,776.00	265,839.00	265,839.00	.00	-48.4%
S17105	58800	MED CLAIM	97,709.93	.00	.00	100,000.00	100,000.00	.00	.0%
S17105	91000	APP F/B	.00	.00	.00	.00	175,000.00	.00	.0%
TOTAL WORKER'S COMP-SELF INS			-346,602.58	.00	.00	-175,000.00	.00	.00	.0%
TOTAL SELF INSURANCE			-346,602.58	.00	.00	-175,000.00	.00	.00	.0%
TOTAL REVENUE			-154,383,949.75	-166,042,912.16	-179,725,746.43	-173,247,255.83	-182,780,425.74	.00	-3.6%
TOTAL EXPENSE			155,755,824.06	166,022,120.70	185,729,315.03	179,002,695.52	182,561,026.38	.00	-3.6%
GRAND TOTAL			1,371,874.31	-20,791.46	6,003,568.60	5,755,439.69	-219,399.36	.00	-4.1%

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Appendices

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

2026 TENTATIVE Tax Rates - Tax Levy of $43,750,000

Municipality	Net Tax Levy	County Taxable Value	2026 Tax Rate per $1000	2025 Tax Rate per $1000	Inc/Dec
City of Cortland	9,630,823.03	872,666,040	11.036092	10.656465	**0.38**
Cincinnatus	979,870.00	61,397,599	15.959419	13.930405	**2.03**
Cortlandville	10,567,099.32	593,241,574	17.812473	16.733198	**1.08**
Vil of Homer	56,888.84	3,380,019	16.830923	15.860567	**0.97**
Vil of McGraw	460,334.17	26,915,115	17.103184	16.098682	**1.00**
Town Total	**11,084,322.33**	**623,536,708**			
Cuyler	797,008.21	48,315,658	16.495858	14.738169	**1.76**
Freetown	793,289.81	42,439,753	18.692140	16.373749	**2.32**
Harford	1,043,166.96	75,494,069	13.817866	11.889242	**1.93**
Homer	3,530,978.36	208,720,473	16.917259	15.994103	**0.92**
Vil of Homer	2,404,692.23	150,409,629	15.987622	15.119271	**0.87**
Town Total	**5,935,670.59**	**359,130,102**			
Lapeer	1,072,777.67	83,862,677	12.792075	11.364317	**1.43**
Marathon	1,071,582.16	62,260,874	17.211165	15.834599	**1.38**
Vil of Marathon	542,452.23	33,767,426	16.064364	14.734904	**1.33**
Town Total	**1,614,034.39**	**96,028,300**			
Preble	1,892,616.84	98,670,139	19.181252	19.005709	**0.18**
Scott	1,081,298.14	59,955,752	18.034936	17.854099	**0.18**
Solon	1,060,872.52	50,375,553	21.059273	19.740277	**1.32**
Taylor	561,239.79	35,443,675	15.834695	13.535237	**2.30**
Truxton	1,343,332.81	70,120,721	19.157430	18.809833	**0.35**
Virgil	3,410,279.32	317,871,034	10.728500	15.858083	**-5.13**
Willet	897,623.30	48,564,483	18.483123	18.049322	**0.43**
TOTALS:	**$43,198,225.71**	**$2,943,872,263**			
			Avg Tax Rate	**$14.861379**	

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COUNTY TAX RATE COMPARISON

Municipality	Assessment: $80,000			Assessment: $100,000			Assessment: $150,000			Assessment: $200,000		
	2026	2025	Inc/Dec	2026	2025	Inc/Dec	2026	2025	Inc/Dec	2026	2025	Inc/De
City of Cortland	$882.89	$852.52	$30.37	$1,103.61	$1,065.65	$37.96	$1,655.41	$1,598.47	$56.94	$2,207.22	$2,131.29	$75.9
Cincinnatus	$1,276.75	$1,114.43	$162.32	$1,595.94	$1,393.04	$202.90	$2,393.91	$2,089.56	$304.35	$3,191.88	$2,786.08	$405.8
Cortlandville, outside	$1,425.00	$1,338.66	$86.34	$1,781.25	$1,673.32	$107.93	$2,671.87	$2,509.98	$161.89	$3,562.49	$3,346.64	$215.8
Homer Village	$1,346.47	$1,268.85	$77.63	$1,683.09	$1,586.06	$97.04	$2,524.64	$2,379.09	$145.55	$3,366.18	$3,172.11	$194.0
McGraw Village	$1,368.25	$1,287.89	$80.36	$1,710.32	$1,609.87	$100.45	$2,565.48	$2,414.80	$150.68	$3,420.64	$3,219.74	$200.9
Cuyler	$1,319.67	$1,179.05	$140.62	$1,649.59	$1,473.82	$175.77	$2,474.38	$2,210.73	$263.65	$3,299.17	$2,947.63	$351.5
Freetown	$1,495.37	$1,309.90	$185.47	$1,869.21	$1,637.37	$231.84	$2,803.82	$2,456.06	$347.76	$3,738.43	$3,274.75	$463.6
Harford	$1,105.43	$951.14	$154.29	$1,381.79	$1,188.92	$192.86	$2,072.68	$1,783.39	$289.29	$2,763.57	$2,377.85	$385.7
Homer, outside	$1,353.38	$1,279.53	$73.85	$1,691.73	$1,599.41	$92.32	$2,537.59	$2,399.12	$138.47	$3,383.45	$3,198.82	$184.6
Homer Village	$1,279.01	$1,209.54	$69.47	$1,598.76	$1,511.93	$86.84	$2,398.14	$2,267.89	$130.25	$3,197.52	$3,023.85	$173.6
Lapeer	$1,023.37	$909.15	$114.22	$1,279.21	$1,136.43	$142.78	$1,918.81	$1,704.65	$214.16	$2,558.42	$2,272.86	$285.5
Marathon, outside	$1,376.89	$1,266.77	$110.13	$1,721.12	$1,583.46	$137.66	$2,581.67	$2,375.19	$206.48	$3,442.23	$3,166.92	$275.3
Marathon Village	$1,285.15	$1,178.79	$106.36	$1,606.44	$1,473.49	$132.95	$2,409.65	$2,210.24	$199.42	$3,212.87	$2,946.98	$265.8
Preble	$1,534.50	$1,520.46	$14.04	$1,918.13	$1,900.57	$17.55	$2,877.19	$2,850.86	$26.33	$3,836.25	$3,801.14	$35.1
Scott	$1,442.79	$1,428.33	$14.47	$1,803.49	$1,785.41	$18.08	$2,705.24	$2,678.11	$27.13	$3,606.99	$3,570.82	$36.1
Solon	$1,684.74	$1,579.22	$105.52	$2,105.93	$1,974.03	$131.90	$3,158.89	$2,961.04	$197.85	$4,211.85	$3,948.06	$263.8
Taylor	$1,266.78	$1,082.82	$183.96	$1,583.47	$1,353.52	$229.95	$2,375.20	$2,030.29	$344.92	$3,166.94	$2,707.05	$459.8
Truxton	$1,532.59	$1,504.79	$27.81	$1,915.74	$1,880.98	$34.76	$2,873.61	$2,821.48	$52.14	$3,831.49	$3,761.97	$69.5
Virgil	$858.28	$1,268.65	-$410.37	$1,072.85	$1,585.81	-$512.96	$1,609.27	$2,378.71	-$769.44	$2,145.70	$3,171.62	-$1,025.9
Willet	$1,478.65	$1,443.95	$34.70	$1,848.31	$1,804.93	$43.38	$2,772.47	$2,707.40	$65.07	$3,696.62	$3,609.86	$86.7

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Little York Lake Special District: LYL01

	2024	2025	2026
# of parcels (T-Homer):	90	90	90
# of parcels (T-Preble):	37	37	37
Total # of Parcels:	127	127	127
Taxable Assessed value (T-Homer):	$ 13,094,800	$ 13,215,400	$ 13,263,200
Taxable Assessed value (T-Preble)	$ 6,175,630	$ 6,191,210	$ 6,216,220
Total assessed value:	$ 19,270,430	$ 19,406,610	$ 19,479,420
Tax Rate per $1,000:	$ 0.94000	0.94	0.99
Tax Levy:	$ 18,114.20	$ 18,242.21	$ 19,284.63
Average Assessed Cost:	$ 142.63	$ 143.64	$ 151.85

Total Assessed Value 3,614,348,562

Equalized Total Assessed Value 4,757,492,380

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	181	233,522,483	4.91
13100	CO - GENERALLY	RPTL 406(1)	60	43,772,971	0.92
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	15	12,262,170	0.26
13350	CITY - GENERALLY	RPTL 406(1)	52	48,571,725	1.02
13440	CITY O/S LIMITS - SEWER OR WATER	RPTL 406(3)	5	6,947,346	0.15
13500	TOWN - GENERALLY	RPTL 406(1)	146	29,439,155	0.62
13510	TOWN - CEMETERY LAND	RPTL 446	95	2,591,522	0.05
13570	TOWN O/S LIMITS - SPECIFIED USES	RPTL 406(2)	1	10,118	0.00
13590	TOWN O/S LIMITS - SEWER OR WATER	RPTL 406(3)	5	1,765,846	0.04
13650	VG - GENERALLY	RPTL 406(1)	67	9,970,893	0.21
13660	VG - CEMETERY LAND	RPTL 446	4	98,416	0.00
13740	VG O/S LIMITS - SEWER OR WATER	RPTL 406(3)	5	81,799	0.00
13800	SCHOOL DISTRICT	RPTL 408	36	91,672,536	1.93
13850	BOCES	RPTL 408	1	13,020,462	0.27
14100	USA - GENERALLY	RPTL 400(1)	1	554,923	0.01
14110	USA - SPECIFIED USES	STATE L 54	2	1,944,928	0.04
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	RPTL 412-a	31	61,764,926	1.30
18080	MUN HSNG AUTH-FEDERAL/MUN AIDED	PUB HSNG L 52(3)&(5)	19	21,070,754	0.44
21600	RES OF CLERGY - RELIG CORP OWNER	RPTL 462	11	2,304,690	0.05
25110	NONPROF CORP - RELIG(CONST PROT)	RPTL 420-a	18	8,964,282	0.19
25120	NONPROF CORP - EDUCL(CONST PROT)	RPTL 420-a	8	3,629,938	0.08
25230	NONPROF CORP - MORAL/MENTAL IMP	RPTL 420-a	30	17,527,673	0.37
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	48	23,633,285	0.50
26100	VETERANS ORGANIZATION	RPTL 452	6	1,422,606	0.03
26250	HISTORICAL SOCIETY	RPTL 444	2	394,426	0.01
26300	INTERDENOMINATIONAL CENTER	RPTL 430	96	36,466,043	0.77
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	21	6,519,939	0.14
27200	RAILROAD - WHOLLY EXEMPT	RPTL 489-d&dd	2	133,007	0.00
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	6	1,633,821	0.03
28100	NOT-FOR-PROFIT HOUSING CO	RPTL 422	5	1,813,462	0.04
28110	NOT-FOR-PROFIT HOUSING COMPANY	RPTL 422	2	4,925,900	0.10
29150	OPERA HOUSE	RPTL 426	1	710,769	0.01
29300	HOSP CORP FOR BENEFIT OF CITY	RPTL 438	22	49,492,250	1.04

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

13.23.a

Total Assessed Value 3,614,348,562

Equalized Total Assessed Value 4,757,492,380

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
32252	NYS OWNED REFORESTATION LAND	RPTL 534	219	56,922,966	1.20
41101	VETS EX BASED ON ELIGIBLE FUNDS	RPTL 458(1)	12	41,111	0.00
41120	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	3	18,923	0.00
41121	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	521	3,245,297	0.07
41122	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	225	1,420,504	0.03
41130	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	5	53,846	0.00
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	367	3,806,165	0.08
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	142	1,495,670	0.03
41140	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	7	147,823	0.00
41141	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	236	4,275,247	0.09
41142	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	52	1,019,469	0.02
41160	COLD WAR VETERANS (15%)	RPTL 458-b	7	43,846	0.00
41161	COLD WAR VETERANS (15%)	RPTL 458-b	5	30,462	0.00
41162	COLD WAR VETERANS (15%)	RPTL 458-b	112	699,444	0.01
41170	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	21,538	0.00
41171	COLD WAR VETERANS (DISABLED)	RPTL 458-b	5	103,077	0.00
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	7	93,577	0.00
41400	CLERGY	RPTL 460	12	23,436	0.00
41631	VOL/FIRE/AMB	RPTL 466-a	1	17,538	0.00
41700	AGRICULTURAL BUILDING	RPTL 483	99	18,421,389	0.39
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	993	73,951,832	1.55
41730	AGRIC LAND-INDIV NOT IN AG DIST	AG MKTS L 306	389	17,714,107	0.37
41800	PERSONS AGE 65 OR OVER	RPTL 467	31	1,738,595	0.04
41801	PERSONS AGE 65 OR OVER	RPTL 467	223	11,259,358	0.24
41802	PERSONS AGE 65 OR OVER	RPTL 467	70	3,815,624	0.08
41805	PERSONS AGE 65 OR OVER	RPTL 467	5	192,253	0.00
41931	DISABILITIES AND LIMITED INCOMES	RPTL 459-c	5	259,500	0.01
41932	DISABILITIES AND LIMITED INCOMES	RPTL 459-c	13	645,782	0.01
41935	DISABILITIES AND LIMITED INCOMES	RPTL 459-c	2	136,213	0.00
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	79	3,064,889	0.06
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	80	4,660,811	0.10
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	27	2,297,221	0.05
47610	BUSINESS INVESTMENT PROPERTY POST 8/5	RPTL 485-b	31	4,125,203	0.09

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

13.23.a

Total Assessed Value 3,614,348,562

Equalized Total Assessed Value 4,757,492,380

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
48830	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	7	1,277,562	0.03
49500	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	14	28,517,365	0.60
49501	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	2	6,056,769	0.13
50000	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	12	9,885,598	0.21
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	25	763,972	0.02
50002	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	16,245	0.00
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	12	109,050	0.00
Total Exemptions Exclusive of System Exemptions:			**5,013**	**990,249,476**	**20.81**
Total System Exemptions:			**50**	**10,774,865**	**0.23**
Totals:			**5,063**	**1,001,024,341**	**21.04**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
City of Cortland
SWIS Code - 110200

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 1,304,318,271
Uniform Percentage 100.00

Equalized Total Assessed Value 1,304,318,271

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	39	177,891,800	13.64
13100	CO - GENERALLY	RPTL 406(1)	22	30,524,100	2.34
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	3	896,800	0.07
13350	CITY - GENERALLY	RPTL 406(1)	44	40,991,900	3.14
13440	CITY O/S LIMITS - SEWER OR WAT	RPTL 406(3)	4	5,145,500	0.39
13800	SCHOOL DISTRICT	RPTL 408	13	32,686,500	2.51
14110	USA - SPECIFIED USES	STATE L 54	1	1,400,000	0.11
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	13	26,010,700	1.99
18080	MUN HSNG AUTH-FEDERAL/MUN AIDE	PUB HSNG L 52(3)&(5)	11	17,508,300	1.34
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	500,000	0.04
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	3	2,960,000	0.23
25120	NONPROF CORP - EDUCL(CONST PRO	RPTL 420-a	7	3,368,400	0.26
25230	NONPROF CORP - MORAL/MENTAL IM	RPTL 420-a	23	10,215,200	0.78
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	16	8,248,500	0.63
26100	VETERANS ORGANIZATION	RPTL 452	2	665,000	0.05
26250	HISTORICAL SOCIETY	RPTL 444	1	310,000	0.02
26300	INTERDENOMINATIONAL CENTER	RPTL 430	32	13,408,800	1.03
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	1	600,000	0.05
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	3	1,615,100	0.12
28100	NOT-FOR-PROFIT HOUSING CO	RPTL 422	1	255,000	0.02
28110	NOT-FOR-PROFIT HOUSING COMPANY	RPTL 422	2	4,925,900	0.38
29300	HOSP CORP FOR BENEFIT OF CITY	RPTL 438	15	43,707,400	3.35
41101	VETS EX BASED ON ELIGIBLE FUND	RPTL 458(1)	3	9,550	0.00
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	175	1,050,000	0.08
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	117	1,170,000	0.09
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	73	1,272,850	0.10
41160	COLD WAR VETERANS (15%)	RPTL 458-b	3	18,000	0.00
41162	COLD WAR VETERANS (15%)	RPTL 458-b	25	150,000	0.01
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	2	11,250	0.00
41400	CLERGY	RPTL 460	5	7,500	0.00

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
City of Cortland
SWIS Code - 110200

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 1,304,318,271
Uniform Percentage 100.00

Equalized Total Assessed Value 1,304,318,271

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
41800	PERSONS AGE 65 OR OVER	RPTL 467	2	122,500	0.01
41801	PERSONS AGE 65 OR OVER	RPTL 467	85	4,407,375	0.34
41931	DISABILITIES AND LIMITED INCOM	RPTL 459-c	5	259,500	0.02
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	5	424,229	0.03
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	4	768,075	0.06
48830	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	7	1,277,562	0.10
50000	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	11,500	0.00
Total Exemptions Exclusive of System Exemptions:			**768**	**434,783,291**	**33.33**
Total System Exemptions:			**1**	**11,500**	**0.00**
Totals:			**769**	**434,794,791**	**33.34**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cincinnatus
SWIS Code - 112000

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 75,559,989
Uniform Percentage 81.00

Equalized Total Assessed Value 93,283,937

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	9	1,823,333	1.95
13100	CO - GENERALLY	RPTL 406(1)	1	92,593	0.10
13350	CITY - GENERALLY	RPTL 406(1)	1	1,852	0.00
13500	TOWN - GENERALLY	RPTL 406(1)	10	612,593	0.66
13510	TOWN - CEMETERY LAND	RPTL 446	6	116,914	0.13
13800	SCHOOL DISTRICT	RPTL 408	2	4,629,630	4.96
18080	MUN HSNG AUTH-FEDERAL/MUN AIDE	PUB HSNG L 52(3)&(5)	1	119,753	0.13
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	397,531	0.43
26300	INTERDENOMINATIONAL CENTER	RPTL 430	14	2,270,617	2.43
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	6	618,519	0.66
29300	HOSP CORP FOR BENEFIT OF CITY	RPTL 438	1	462,963	0.50
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	4	24,889	0.03
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	13	80,889	0.09
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	6	58,704	0.06
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	8	82,963	0.09
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	2	41,481	0.04
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	2	41,481	0.04
41162	COLD WAR VETERANS (15%)	RPTL 458-b	4	24,889	0.03
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	10,494	0.01
41700	AGRICULTURAL BUILDING	RPTL 483	6	1,166,667	1.25
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	61	3,891,307	4.17
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	10	573,184	0.61
41801	PERSONS AGE 65 OR OVER	RPTL 467	17	691,637	0.74
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	1	63,454	0.07
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	3	22,716	0.02
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	1	258,585	0.28
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	3	234,198	0.25

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cincinnatus
SWIS Code - 112000

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Date/Time - 9/19/2024 15:08:12

Total Assessed Value 75,559,989
Uniform Percentage 81.00

Equalized Total Assessed Value 93,283,937

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50000	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	132,099	0.14

Total Exemptions Exclusive of System Exemptions:	**195**	**18,413,835**	**19.74**
Total System Exemptions:	**1**	**132,099**	**0.14**
Totals:	**196**	**18,545,933**	**19.88**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cortlandville - 1122
Village of Homer
SWIS Code - 112201

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 3,806,234
Uniform Percentage 65.00

Equalized Total Assessed Value 5,855,745

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
13100	CO - GENERALLY	RPTL 406(1)	1	530,308	9.06
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	1	32,462	0.55
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	3	18,542	0.32
50000	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	2	61,538	1.05
Total Exemptions Exclusive of System Exemptions:			**5**	**581,311**	**9.93**
Total System Exemptions:			**2**	**61,538**	**1.05**
Totals:			**7**	**642,849**	**10.98**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cortlandville - 1122
Village of McGraw
SWIS Code - 112203

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 38,232,842
Uniform Percentage 65.00

Equalized Total Assessed Value 58,819,757

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	1	222,154	0.38
13100	CO - GENERALLY	RPTL 406(1)	1	769	0.00
13510	TOWN - CEMETERY LAND	RPTL 446	2	72,923	0.12
13650	VG - GENERALLY	RPTL 406(1)	21	2,996,154	5.09
13800	SCHOOL DISTRICT	RPTL 408	4	10,734,923	18.25
18080	MUN HSNG AUTH-FEDERAL/MUN AIDE	PUB HSNG L 52(3)&(5)	3	848,308	1.44
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	124,615	0.21
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	1	592,308	1.01
26300	INTERDENOMINATIONAL CENTER	RPTL 430	5	1,249,846	2.12
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	22	142,154	0.24
41130	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	2	21,538	0.04
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	13	140,000	0.24
41140	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	2	43,077	0.07
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	5	66,108	0.11
41162	COLD WAR VETERANS (15%)	RPTL 458-b	4	25,846	0.04
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	2	0	0.00
41801	PERSONS AGE 65 OR OVER	RPTL 467	1	34,615	0.06
41802	PERSONS AGE 65 OR OVER	RPTL 467	2	57,908	0.10
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	2	101,000	0.17
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	1	31,040	0.05

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cortlandville - 1122
Village of McGraw
SWIS Code - 112203

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 38,232,842
Uniform Percentage 65.00

Equalized Total Assessed Value 58,819,757

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50000	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	769	0.00
Total Exemptions Exclusive of System Exemptions:			**95**	**17,505,286**	**29.76**
Total System Exemptions:			**1**	**769**	**0.00**
Totals:			**96**	**17,506,055**	**29.76**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cortlandville
SWIS Code - 112289

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 715,306,741
Uniform Percentage 65.00

Equalized Total Assessed Value 1,100,471,909

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	16	31,436,615	2.86
13100	CO - GENERALLY	RPTL 406(1)	12	8,416,308	0.76
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	5	7,130,615	0.65
13350	CITY - GENERALLY	RPTL 406(1)	4	7,229,538	0.66
13440	CITY O/S LIMITS - SEWER OR WAT	RPTL 406(3)	1	1,801,846	0.16
13500	TOWN - GENERALLY	RPTL 406(1)	59	17,270,000	1.57
13510	TOWN - CEMETERY LAND	RPTL 446	4	1,099,077	0.10
13650	VG - GENERALLY	RPTL 406(1)	2	187,385	0.02
13800	SCHOOL DISTRICT	RPTL 408	3	203,538	0.02
13850	BOCES	RPTL 408	1	13,020,462	1.18
14100	USA - GENERALLY	RPTL 400(1)	1	554,923	0.05
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	9	12,283,077	1.12
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	150,000	0.01
25120	NONPROF CORP - EDUCL(CONST PRO	RPTL 420-a	1	261,538	0.02
25230	NONPROF CORP - MORAL/MENTAL IM	RPTL 420-a	6	7,040,154	0.64
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	11	6,558,462	0.60
26300	INTERDENOMINATIONAL CENTER	RPTL 430	17	8,819,231	0.80
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	2	3,807,692	0.35
28100	NOT-FOR-PROFIT HOUSING CO	RPTL 422	4	1,558,462	0.14
29150	OPERA HOUSE	RPTL 426	1	710,769	0.06
29300	HOSP CORP FOR BENEFIT OF CITY	RPTL 438	4	5,074,000	0.46
41101	VETS EX BASED ON ELIGIBLE FUND	RPTL 458(1)	2	1,462	0.00
41120	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	2	12,923	0.00
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	147	949,846	0.09
41130	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	3	32,308	0.00
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	102	1,098,269	0.10
41140	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	3	64,615	0.01
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	53	913,277	0.08
41160	COLD WAR VETERANS (15%)	RPTL 458-b	4	25,846	0.00
41161	COLD WAR VETERANS (15%)	RPTL 458-b	1	6,462	0.00

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cortlandville
SWIS Code - 112289

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
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Total Assessed Value 715,306,741
Uniform Percentage 65.00

Equalized Total Assessed Value 1,100,471,909

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
41162	COLD WAR VETERANS (15%)	RPTL 458-b	14	90,462	0.01
41170	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	21,538	0.00
41171	COLD WAR VETERANS (DISABLED)	RPTL 458-b	2	43,077	0.00
41400	CLERGY	RPTL 460	3	6,923	0.00
41631	VOL/FIRE/AMB	RPTL 466-a	1	17,538	0.00
41700	AGRICULTURAL BUILDING	RPTL 483	2	123,077	0.01
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	101	6,881,614	0.63
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	27	1,332,302	0.12
41800	PERSONS AGE 65 OR OVER	RPTL 467	3	267,923	0.02
41801	PERSONS AGE 65 OR OVER	RPTL 467	13	919,734	0.08
41802	PERSONS AGE 65 OR OVER	RPTL 467	33	1,573,203	0.14
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	3	215,923	0.02
41935	DISABILITIES AND LIMITED INCOM	RPTL 459-c	1	65,000	0.01
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	21	309,077	0.03
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	8	867,629	0.08
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	1	241,231	0.02
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	15	2,811,612	0.26
49500	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	6	25,858,462	2.35
49501	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	2	6,056,769	0.55

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cortlandville
SWIS Code - 112289

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 715,306,741
Uniform Percentage 65.00

Equalized Total Assessed Value 1,100,471,909

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50000	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	7	9,679,692	0.88

Total Exemptions Exclusive of System Exemptions:	**738**	**185,421,794**	**16.85**
Total System Exemptions:	**7**	**9,679,692**	**0.88**
Totals:	**745**	**195,101,486**	**17.73**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cuyler
SWIS Code - 112400

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 66,813,201
Uniform Percentage 68.00

Equalized Total Assessed Value 98,254,707

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	10	1,720,441	1.75
13100	CO - GENERALLY	RPTL 406(1)	3	304,559	0.31
13500	TOWN - GENERALLY	RPTL 406(1)	10	414,065	0.42
13510	TOWN - CEMETERY LAND	RPTL 446	10	52,059	0.05
13800	SCHOOL DISTRICT	RPTL 408	2	40,588	0.04
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	2	304,412	0.31
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	1	53,824	0.05
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	1	525,441	0.53
32252	NYS OWNED REFORESTATION LAND	RPTL 534	44	14,886,176	15.15
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	2	11,934	0.01
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	14	91,147	0.09
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	10	110,294	0.11
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	1	22,059	0.02
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	7	129,456	0.13
41162	COLD WAR VETERANS (15%)	RPTL 458-b	1	6,618	0.01
41400	CLERGY	RPTL 460	1	2,206	0.00
41700	AGRICULTURAL BUILDING	RPTL 483	14	1,515,794	1.54
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	76	5,026,000	5.12
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	24	1,671,059	1.70
41800	PERSONS AGE 65 OR OVER	RPTL 467	2	99,371	0.10
41802	PERSONS AGE 65 OR OVER	RPTL 467	7	335,928	0.34
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	2	59,853	0.06
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	8	150,312	0.15
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	1	21,368	0.02
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	4	0	0.00

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Cuyler
SWIS Code - 112400

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 66,813,201
Uniform Percentage 68.00

Equalized Total Assessed Value 98,254,707

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	2	0	0.00
Total Exemptions Exclusive of System Exemptions:			**253**	**27,554,962**	**28.04**
Total System Exemptions:			**6**	**0**	**0.00**
Totals:			**259**	**27,554,962**	**28.04**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Freetown
SWIS Code - 112600

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
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Total Assessed Value 48,958,779
Uniform Percentage 71.50

Equalized Total Assessed Value 68,473,817

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	5	1,133,287	1.66
13100	CO - GENERALLY	RPTL 406(1)	1	2,797	0.00
13350	CITY - GENERALLY	RPTL 406(1)	1	38,322	0.06
13500	TOWN - GENERALLY	RPTL 406(1)	3	194,965	0.28
13510	TOWN - CEMETERY LAND	RPTL 446	3	32,308	0.05
13650	VG - GENERALLY	RPTL 406(1)	1	4,615	0.01
13800	SCHOOL DISTRICT	RPTL 408	1	32,168	0.05
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	1	72,727	0.11
26300	INTERDENOMINATIONAL CENTER	RPTL 430	1	53,706	0.08
27200	RAILROAD - WHOLLY EXEMPT	RPTL 489-d&dd	1	33,007	0.05
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	1	1,538	0.00
32252	NYS OWNED REFORESTATION LAND	RPTL 534	5	1,081,958	1.58
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	16	106,070	0.15
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	6	66,294	0.10
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	8	146,866	0.21
41162	COLD WAR VETERANS (15%)	RPTL 458-b	5	33,147	0.05
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	22,098	0.03
41700	AGRICULTURAL BUILDING	RPTL 483	13	789,650	1.15
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	49	4,784,319	6.99
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	32	1,257,246	1.84
41800	PERSONS AGE 65 OR OVER	RPTL 467	6	259,324	0.38
41801	PERSONS AGE 65 OR OVER	RPTL 467	8	249,343	0.36
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	1	29,790	0.04
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	1	31,469	0.05
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	5	72,646	0.11
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	1	41,958	0.06
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	2	5,203	0.01

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Freetown
SWIS Code - 112600

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
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Total Assessed Value 48,958,779
Uniform Percentage 71.50

Equalized Total Assessed Value 68,473,817

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	3	5,189	0.01
Total Exemptions Exclusive of System Exemptions:			**176**	**10,571,618**	**15.44**
Total System Exemptions:			**5**	**10,392**	**0.02**
Totals:			**181**	**10,582,010**	**15.45**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Harford
SWIS Code - 112800

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 91,001,314
Uniform Percentage 85.00

Equalized Total Assessed Value 107,060,369

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	42	5,189,765	4.85
13100	CO - GENERALLY	RPTL 406(1)	1	45,882	0.04
13500	TOWN - GENERALLY	RPTL 406(1)	9	753,176	0.70
13510	TOWN - CEMETERY LAND	RPTL 446	5	46,941	0.04
13570	TOWN O/S LIMITS - SPECIFIED US	RPTL 406(2)	1	10,118	0.01
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	1	588,235	0.55
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	4	246,706	0.23
26300	INTERDENOMINATIONAL CENTER	RPTL 430	2	329,412	0.31
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	1	15,294	0.01
27200	RAILROAD - WHOLLY EXEMPT	RPTL 489-d&dd	1	100,000	0.09
32252	NYS OWNED REFORESTATION LAND	RPTL 534	37	5,660,353	5.29
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	15	95,206	0.09
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	2	12,706	0.01
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	8	84,706	0.08
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	1	10,588	0.01
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	5	87,000	0.08
41162	COLD WAR VETERANS (15%)	RPTL 458-b	1	6,353	0.01
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	22	1,422,853	1.33
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	13	497,779	0.46
41800	PERSONS AGE 65 OR OVER	RPTL 467	3	97,162	0.09
41801	PERSONS AGE 65 OR OVER	RPTL 467	8	270,555	0.25
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	6	22,353	0.02
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	5	324,319	0.30
49500	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	1	2,352,941	2.20
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	4	51,494	0.05

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Harford
SWIS Code - 112800

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 91,001,314
Uniform Percentage 85.00

Equalized Total Assessed Value 107,060,369

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	51,506	0.05
Total Exemptions Exclusive of System Exemptions:			**194**	**18,270,404**	**17.07**
Total System Exemptions:			**5**	**103,000**	**0.10**
Totals:			**199**	**18,373,404**	**17.16**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Homer - 1130
Village of Homer
SWIS Code - 113001

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 188,559,515
Uniform Percentage 69.00

Equalized Total Assessed Value 273,274,659

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	1	361,014	0.13
13100	CO - GENERALLY	RPTL 406(1)	1	52,319	0.02
13500	TOWN - GENERALLY	RPTL 406(1)	2	2,028,986	0.74
13650	VG - GENERALLY	RPTL 406(1)	26	4,120,145	1.51
13660	VG - CEMETERY LAND	RPTL 446	1	13,768	0.01
13800	SCHOOL DISTRICT	RPTL 408	6	30,798,261	11.27
14110	USA - SPECIFIED USES	STATE L 54	1	544,928	0.20
18080	MUN HSNG AUTH-FEDERAL/MUN AIDE	PUB HSNG L 52(3)&(5)	2	955,072	0.35
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	3	777,971	0.28
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	4	3,021,594	1.11
25230	NONPROF CORP - MORAL/MENTAL IM	RPTL 420-a	1	272,319	0.10
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	4,331,977	1.59
26100	VETERANS ORGANIZATION	RPTL 452	1	385,507	0.14
26300	INTERDENOMINATIONAL CENTER	RPTL 430	6	5,923,768	2.17
41101	VETS EX BASED ON ELIGIBLE FUND	RPTL 458(1)	1	1,667	0.00
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	32	192,000	0.07
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	33	198,000	0.07
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	27	270,000	0.10
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	17	170,000	0.06
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	21	385,486	0.14
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	4	66,543	0.02
41161	COLD WAR VETERANS (15%)	RPTL 458-b	3	18,000	0.01
41162	COLD WAR VETERANS (15%)	RPTL 458-b	7	42,000	0.02
41171	COLD WAR VETERANS (DISABLED)	RPTL 458-b	2	40,000	0.01
41400	CLERGY	RPTL 460	1	2,174	0.00
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	1	37,467	0.01
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	1	36,072	0.01
41800	PERSONS AGE 65 OR OVER	RPTL 467	1	64,928	0.02
41801	PERSONS AGE 65 OR OVER	RPTL 467	17	721,290	0.26
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	3	75,512	0.03

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Homer - 1130
Village of Homer
SWIS Code - 113001

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 188,559,515
Uniform Percentage 69.00

Equalized Total Assessed Value 273,274,659

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	2	362,630	0.13
Total Exemptions Exclusive of System Exemptions:			**230**	**56,271,397**	**20.59**
Total System Exemptions:			**0**	**0**	**0.00**
Totals:			**230**	**56,271,397**	**20.59**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Homer
SWIS Code - 113089

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 222,895,150
Uniform Percentage 69.00

Equalized Total Assessed Value 323,036,449

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	2	241,304	0.07
13100	CO - GENERALLY	RPTL 406(1)	3	145,507	0.05
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	1	217,391	0.07
13510	TOWN - CEMETERY LAND	RPTL 446	6	122,174	0.04
13650	VG - GENERALLY	RPTL 406(1)	2	474,348	0.15
13740	VG O/S LIMITS - SEWER OR WATER	RPTL 406(3)	1	18,841	0.01
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	241,014	0.07
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	1	149,275	0.05
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	1	69,565	0.02
26300	INTERDENOMINATIONAL CENTER	RPTL 430	2	174,783	0.05
41120	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	1	6,000	0.00
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	23	138,000	0.04
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	37	222,000	0.07
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	16	160,000	0.05
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	24	240,000	0.07
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	17	329,725	0.10
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	4	80,000	0.02
41161	COLD WAR VETERANS (15%)	RPTL 458-b	1	6,000	0.00
41162	COLD WAR VETERANS (15%)	RPTL 458-b	8	48,000	0.01
41171	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	20,000	0.01
41400	CLERGY	RPTL 460	1	2,174	0.00
41700	AGRICULTURAL BUILDING	RPTL 483	10	2,117,319	0.66
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	178	13,944,857	4.32
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	38	2,019,690	0.63
41800	PERSONS AGE 65 OR OVER	RPTL 467	1	78,986	0.02
41801	PERSONS AGE 65 OR OVER	RPTL 467	13	767,046	0.24
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	1	657,971	0.20
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	2	13,872	0.00
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	1	49,659	0.02
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	1	19,304	0.01

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Homer
SWIS Code - 113089

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 222,895,150
Uniform Percentage 69.00

Equalized Total Assessed Value 323,036,449

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
49500	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	1	219,855	0.07
Total Exemptions Exclusive of System Exemptions:			**399**	**22,994,661**	**7.12**
Total System Exemptions:			**0**	**0**	**0.00**
Totals:			**399**	**22,994,661**	**7.12**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Lapeer
SWIS Code - 113200

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 101,104,865
Uniform Percentage 71.00

Equalized Total Assessed Value 142,401,218

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	3	284,507	0.20
13100	CO - GENERALLY	RPTL 406(1)	1	223,944	0.16
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	1	696,620	0.49
13500	TOWN - GENERALLY	RPTL 406(1)	3	273,662	0.19
13510	TOWN - CEMETERY LAND	RPTL 446	4	12,817	0.01
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	3	12,232,203	8.59
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	121,408	0.09
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	1	35,915	0.03
26300	INTERDENOMINATIONAL CENTER	RPTL 430	3	408,028	0.29
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	2	17,183	0.01
32252	NYS OWNED REFORESTATION LAND	RPTL 534	18	3,574,366	2.51
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	10	62,113	0.04
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	10	103,521	0.07
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	7	136,472	0.10
41162	COLD WAR VETERANS (15%)	RPTL 458-b	3	18,634	0.01
41700	AGRICULTURAL BUILDING	RPTL 483	7	758,563	0.53
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	33	2,410,738	1.69
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	58	2,619,351	1.84
41800	PERSONS AGE 65 OR OVER	RPTL 467	1	11,197	0.01
41801	PERSONS AGE 65 OR OVER	RPTL 467	3	138,642	0.10
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	1	151,014	0.11
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	4	225,703	0.16
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	3	53,162	0.04
49500	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	2	63,380	0.04
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	3	645,296	0.45

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Lapeer
SWIS Code - 113200

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
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Total Assessed Value 101,104,865
Uniform Percentage 71.00

Equalized Total Assessed Value 142,401,218

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	0	0.00
Total Exemptions Exclusive of System Exemptions:			**182**	**24,633,144**	**17.30**
Total System Exemptions:			**4**	**645,296**	**0.45**
Totals:			**186**	**25,278,439**	**17.75**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Marathon - 1134
Village of Marathon
SWIS Code - 113401

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
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Total Assessed Value 48,138,333
Uniform Percentage 71.00

Equalized Total Assessed Value 67,800,469

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	1	948,028	1.40
13500	TOWN - GENERALLY	RPTL 406(1)	5	671,268	0.99
13510	TOWN - CEMETERY LAND	RPTL 446	2	26,338	0.04
13650	VG - GENERALLY	RPTL 406(1)	12	1,783,099	2.63
13660	VG - CEMETERY LAND	RPTL 446	3	84,648	0.12
13800	SCHOOL DISTRICT	RPTL 408	2	11,800,141	17.40
18080	MUN HSNG AUTH-FEDERAL/MUN AIDE	PUB HSNG L 52(3)&(5)	1	520,141	0.77
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	481,127	0.71
26300	INTERDENOMINATIONAL CENTER	RPTL 430	7	2,123,521	3.13
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	5	537,042	0.79
29300	HOSP CORP FOR BENEFIT OF CITY	RPTL 438	2	247,887	0.37
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	11	68,324	0.10
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	11	113,873	0.17
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	4	78,887	0.12
41162	COLD WAR VETERANS (15%)	RPTL 458-b	2	11,979	0.02
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	2	57,123	0.08
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	3	15,525	0.02
41800	PERSONS AGE 65 OR OVER	RPTL 467	2	103,518	0.15
41802	PERSONS AGE 65 OR OVER	RPTL 467	3	79,589	0.12
41805	PERSONS AGE 65 OR OVER	RPTL 467	3	145,070	0.21
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	2	113,068	0.17

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Marathon - 1134
Village of Marathon
SWIS Code - 113401

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 48,138,333
Uniform Percentage 71.00

Equalized Total Assessed Value 67,800,469

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	1	19,521	0.03
Total Exemptions Exclusive of System Exemptions:			**86**	**20,029,717**	**29.54**
Total System Exemptions:			**0**	**0**	**0.00**
Totals:			**86**	**20,029,717**	**29.54**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Marathon
SWIS Code - 113489

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 69,627,724
Uniform Percentage 71.00

Equalized Total Assessed Value 98,067,217

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	1	16,056	0.02
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	2	1,642,254	1.67
13510	TOWN - CEMETERY LAND	RPTL 446	3	41,831	0.04
13650	VG - GENERALLY	RPTL 406(1)	2	386,056	0.39
13740	VG O/S LIMITS - SEWER OR WATER	RPTL 406(3)	4	62,958	0.06
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	1	10,563	0.01
26100	VETERANS ORGANIZATION	RPTL 452	1	226,197	0.23
26300	INTERDENOMINATIONAL CENTER	RPTL 430	1	9,577	0.01
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	22	136,648	0.14
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	18	186,338	0.19
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	10	199,199	0.20
41162	COLD WAR VETERANS (15%)	RPTL 458-b	8	49,690	0.05
41700	AGRICULTURAL BUILDING	RPTL 483	12	1,584,789	1.62
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	60	4,770,117	4.86
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	19	747,765	0.76
41802	PERSONS AGE 65 OR OVER	RPTL 467	5	182,658	0.19
41805	PERSONS AGE 65 OR OVER	RPTL 467	2	47,183	0.05
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	3	292,304	0.30
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	2	20,549	0.02
Total Exemptions Exclusive of System Exemptions:			**176**	**10,612,732**	**10.82**
Total System Exemptions:			**0**	**0**	**0.00**
Totals:			**176**	**10,612,732**	**10.82**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Preble
SWIS Code - 113600

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

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Total Assessed Value 117,008,261
Uniform Percentage 61.00

Equalized Total Assessed Value 191,816,821

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	21	4,201,967	2.19
13100	CO - GENERALLY	RPTL 406(1)	4	1,856,557	0.97
13500	TOWN - GENERALLY	RPTL 406(1)	4	1,703,279	0.89
13510	TOWN - CEMETERY LAND	RPTL 446	8	38,852	0.02
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	198,689	0.10
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	2	1,747,213	0.91
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	1,519,746	0.79
26300	INTERDENOMINATIONAL CENTER	RPTL 430	1	167,869	0.09
41101	VETS EX BASED ON ELIGIBLE FUND	RPTL 458(1)	4	21,148	0.01
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	7	46,131	0.02
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	27	177,934	0.09
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	3	32,951	0.02
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	17	186,721	0.10
41140	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	1	21,967	0.01
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	1	21,967	0.01
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	7	153,770	0.08
41162	COLD WAR VETERANS (15%)	RPTL 458-b	3	19,770	0.01
41400	CLERGY	RPTL 460	1	2,459	0.00
41700	AGRICULTURAL BUILDING	RPTL 483	13	7,927,557	4.13
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	79	7,707,243	4.02
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	11	705,464	0.37
41800	PERSONS AGE 65 OR OVER	RPTL 467	4	345,574	0.18
41801	PERSONS AGE 65 OR OVER	RPTL 467	13	786,195	0.41
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	2	126,148	0.07
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	14	1,494,180	0.78
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	6	232,421	0.12
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	2	56,125	0.03

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Preble
SWIS Code - 113600

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 117,008,261
Uniform Percentage 61.00

Equalized Total Assessed Value 191,816,821

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	1	42,459	0.02
Total Exemptions Exclusive of System Exemptions:			**259**	**31,542,357**	**16.44**
Total System Exemptions:			**0**	**0**	**0.00**
Totals:			**259**	**31,542,357**	**16.44**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Scott
SWIS Code - 113800

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 65,683,962
Uniform Percentage 61.00

Equalized Total Assessed Value 107,678,626

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	5	585,246	0.54
13500	TOWN - GENERALLY	RPTL 406(1)	7	642,951	0.60
13510	TOWN - CEMETERY LAND	RPTL 446	4	92,295	0.09
25110	NONPROF CORP - RELIG(CONST PRO	RPTL 420-a	2	535,082	0.50
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	3	262,828	0.24
26100	VETERANS ORGANIZATION	RPTL 452	2	145,902	0.14
26250	HISTORICAL SOCIETY	RPTL 444	1	84,426	0.08
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	1	26,557	0.02
32252	NYS OWNED REFORESTATION LAND	RPTL 534	9	2,129,836	1.98
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	16	105,443	0.10
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	8	52,721	0.05
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	10	109,836	0.10
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	3	32,951	0.03
41140	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	1	18,164	0.02
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	8	175,738	0.16
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	2	43,934	0.04
41162	COLD WAR VETERANS (15%)	RPTL 458-b	6	39,541	0.04
41700	AGRICULTURAL BUILDING	RPTL 483	2	401,311	0.37
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	63	3,452,902	3.21
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	11	497,361	0.46
41802	PERSONS AGE 65 OR OVER	RPTL 467	8	509,023	0.47
41935	DISABILITIES AND LIMITED INCOM	RPTL 459-c	1	71,213	0.07
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	6	49,628	0.05
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	1	49,316	0.05
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	0	0.00

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Scott
SWIS Code - 113800

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 65,683,962
Uniform Percentage 61.00

Equalized Total Assessed Value 107,678,626

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	0	0.00
Total Exemptions Exclusive of System Exemptions:			**180**	**10,114,205**	**9.39**
Total System Exemptions:			**2**	**0**	**0.00**
Totals:			**182**	**10,114,205**	**9.39**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Solon
SWIS Code - 114000

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 57,807,570
Uniform Percentage 55.00

Equalized Total Assessed Value 105,104,673

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	3	313,818	0.30
13100	CO - GENERALLY	RPTL 406(1)	5	1,037,273	0.99
13500	TOWN - GENERALLY	RPTL 406(1)	1	327,273	0.31
13510	TOWN - CEMETERY LAND	RPTL 446	7	35,091	0.03
13650	VG - GENERALLY	RPTL 406(1)	1	19,091	0.02
32252	NYS OWNED REFORESTATION LAND	RPTL 534	17	6,346,727	6.04
41101	VETS EX BASED ON ELIGIBLE FUND	RPTL 458(1)	1	727	0.00
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	11	72,000	0.07
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	5	32,727	0.03
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	11	120,000	0.11
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	1	10,909	0.01
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	10	193,164	0.18
41162	COLD WAR VETERANS (15%)	RPTL 458-b	4	26,182	0.02
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	21,818	0.02
41700	AGRICULTURAL BUILDING	RPTL 483	2	42,182	0.04
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	29	2,465,236	2.35
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	23	1,229,693	1.17
41800	PERSONS AGE 65 OR OVER	RPTL 467	1	35,455	0.03
41801	PERSONS AGE 65 OR OVER	RPTL 467	11	426,427	0.41
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	1	20,455	0.02
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	11	93,636	0.09
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	3	341,085	0.32
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	1	23,636	0.02
49500	SOLAR OR WIND ENERGY SYSTEM	RPTL 487	4	22,727	0.02
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	3	22,200	0.02

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Solon
SWIS Code - 114000

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 57,807,570
Uniform Percentage 55.00

Equalized Total Assessed Value 105,104,673

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	22,218	0.02
Total Exemptions Exclusive of System Exemptions:			**164**	**13,257,333**	**12.61**
Total System Exemptions:			**4**	**44,418**	**0.04**
Totals:			**168**	**13,301,751**	**12.66**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Taylor
SWIS Code - 114200

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 46,547,648
Uniform Percentage 81.50

Equalized Total Assessed Value 57,113,679

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	8	2,728,589	4.78
13100	CO - GENERALLY	RPTL 406(1)	1	282,209	0.49
13500	TOWN - GENERALLY	RPTL 406(1)	6	383,436	0.67
13510	TOWN - CEMETERY LAND	RPTL 446	10	60,859	0.11
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	77,301	0.14
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	123,926	0.22
26300	INTERDENOMINATIONAL CENTER	RPTL 430	1	74,847	0.13
32252	NYS OWNED REFORESTATION LAND	RPTL 534	16	4,921,350	8.62
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	9	56,319	0.10
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	11	114,724	0.20
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	2	29,448	0.05
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	1	20,859	0.04
41162	COLD WAR VETERANS (15%)	RPTL 458-b	2	12,515	0.02
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	6,994	0.01
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	43	3,197,958	5.60
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	17	704,564	1.23
41801	PERSONS AGE 65 OR OVER	RPTL 467	9	334,442	0.59
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	13	125,153	0.22
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	1	96,228	0.17
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	2	226,380	0.40
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	2	25,902	0.05
50002	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	16,245	0.03

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Taylor
SWIS Code - 114200

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 46,547,648
Uniform Percentage 81.50

Equalized Total Assessed Value 57,113,679

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	16,245	0.03
Total Exemptions Exclusive of System Exemptions:			**156**	**13,578,101**	**23.77**
Total System Exemptions:			**4**	**58,393**	**0.10**
Totals:			**160**	**13,636,493**	**23.88**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Truxton
SWIS Code - 114400

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 86,517,784
Uniform Percentage 61.00

Equalized Total Assessed Value 141,832,433

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	12	2,436,885	1.72
13350	CITY - GENERALLY	RPTL 406(1)	1	9,344	0.01
13500	TOWN - GENERALLY	RPTL 406(1)	9	808,820	0.57
13510	TOWN - CEMETERY LAND	RPTL 446	8	611,279	0.43
13800	SCHOOL DISTRICT	RPTL 408	1	706,787	0.50
18080	MUN HSNG AUTH-FEDERAL/MUN AIDE	PUB HSNG L 52(3)&(5)	1	1,119,180	0.79
26300	INTERDENOMINATIONAL CENTER	RPTL 430	1	353,115	0.25
32252	NYS OWNED REFORESTATION LAND	RPTL 534	25	7,635,738	5.38
41101	VETS EX BASED ON ELIGIBLE FUND	RPTL 458(1)	1	6,557	0.00
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	19	125,213	0.09
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	2	21,967	0.02
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	9	98,852	0.07
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	4	73,254	0.05
41162	COLD WAR VETERANS (15%)	RPTL 458-b	1	6,590	0.00
41700	AGRICULTURAL BUILDING	RPTL 483	13	1,353,623	0.95
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	88	8,000,902	5.64
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	15	1,125,598	0.79
41800	PERSONS AGE 65 OR OVER	RPTL 467	1	42,705	0.03
41802	PERSONS AGE 65 OR OVER	RPTL 467	12	1,077,315	0.76
41932	DISABILITIES AND LIMITED INCOM	RPTL 459-c	1	29,159	0.02
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	4	194,880	0.14
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	10	1,146,280	0.81
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	3	0	0.00

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Truxton
SWIS Code - 114400

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 86,517,784
Uniform Percentage 61.00

Equalized Total Assessed Value 141,832,433

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	0	0.00

Total Exemptions Exclusive of System Exemptions:	**238**	**26,984,044**	**19.03**
Total System Exemptions:	**4**	**0**	**0.00**
Totals:	**242**	**26,984,044**	**19.03**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Virgil
SWIS Code - 114600

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 207,316,726
Uniform Percentage 65.00

Equalized Total Assessed Value 318,948,809

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	2	1,105,385	0.35
13100	CO - GENERALLY	RPTL 406(1)	3	257,846	0.08
13120	CO - NOT EX BY RPTL 406(1)	GEN MUNY L 411	2	730,462	0.23
13350	CITY - GENERALLY	RPTL 406(1)	1	300,769	0.09
13500	TOWN - GENERALLY	RPTL 406(1)	8	2,027,538	0.64
13510	TOWN - CEMETERY LAND	RPTL 446	6	82,462	0.03
13590	TOWN O/S LIMITS - SEWER OR WAT	RPTL 406(3)	5	1,765,846	0.55
13800	SCHOOL DISTRICT	RPTL 408	2	40,000	0.01
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	2	380,154	0.12
21600	RES OF CLERGY - RELIG CORP OWN	RPTL 462	1	113,692	0.04
26300	INTERDENOMINATIONAL CENTER	RPTL 430	3	1,098,923	0.34
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	3	379,077	0.12
32252	NYS OWNED REFORESTATION LAND	RPTL 534	48	10,686,462	3.35
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	20	125,538	0.04
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	28	175,754	0.06
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	13	136,000	0.04
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	20	209,231	0.07
41141	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	17	322,386	0.10
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	6	120,031	0.04
41162	COLD WAR VETERANS (15%)	RPTL 458-b	12	75,323	0.02
41172	COLD WAR VETERANS (DISABLED)	RPTL 458-b	1	20,923	0.01
41700	AGRICULTURAL BUILDING	RPTL 483	3	578,000	0.18
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	85	5,241,586	1.64
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	29	1,195,978	0.37
41800	PERSONS AGE 65 OR OVER	RPTL 467	2	110,115	0.03
41801	PERSONS AGE 65 OR OVER	RPTL 467	16	1,135,014	0.36
42100	SILOS, MANURE STORAGE TANKS,	RPTL 483-a	2	107,692	0.03
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	11	603,372	0.19
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	1	72,615	0.02
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	1	20,462	0.01

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Virgil
SWIS Code - 114600

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 207,316,726
Uniform Percentage 65.00

Equalized Total Assessed Value 318,948,809

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
50001	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	3	13,877	0.00
50005	SYSTEM CODE	STATUTORY AUTH NOT DEFINED	1	13,892	0.00
Total Exemptions Exclusive of System Exemptions:			**353**	**29,218,637**	**9.16**
Total System Exemptions:			**4**	**27,769**	**0.01**
Totals:			**357**	**29,246,406**	**9.17**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

NYS - Real Property System
County of Cortland
Town of Willet
SWIS Code - 114800

Assessor's Report - 2024 - Prior Year File
S495 Exemption Impact Report
County Detail Report

RPS221/V0
Date/Time - 9/19/2024 15:08:12

Total Assessed Value 59,143,653
Uniform Percentage 63.00

Equalized Total Assessed Value 93,878,814

Exemption Code	Exemption Name	Statutory Authority	Number of Exemptions	Total Equalized Value of Exemptions	Percent of Value Exempted
12100	NYS - GENERALLY	RPTL 404(1)	1	1,830,317	1.95
13500	TOWN - GENERALLY	RPTL 406(1)	10	1,327,143	1.41
13510	TOWN - CEMETERY LAND	RPTL 446	7	47,302	0.05
18020	MUNICIPAL INDUSTRIAL DEV AGENC	RPTL 412-a	2	10,238,095	10.91
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	874,286	0.93
26400	INC VOLUNTEER FIRE CO OR DEPT	RPTL 464(2)	1	10,317	0.01
41121	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	4	25,071	0.03
41122	ALT VET EX-WAR PERIOD-NON-COMB	RPTL 458-a	14	89,024	0.09
41132	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	15	162,143	0.17
41142	ALT VET EX-WAR PERIOD-DISABILI	RPTL 458-a	7	143,275	0.15
41162	COLD WAR VETERANS (15%)	RPTL 458-b	2	11,905	0.01
41700	AGRICULTURAL BUILDING	RPTL 483	2	62,857	0.07
41720	AGRICULTURAL DISTRICT	AG-MKTS L 305	21	659,610	0.70
41730	AGRIC LAND-INDIV NOT IN AG DIS	AG MKTS L 306	58	1,485,476	1.58
41800	PERSONS AGE 65 OR OVER	RPTL 467	2	99,837	0.11
41801	PERSONS AGE 65 OR OVER	RPTL 467	9	377,043	0.40
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	4	275,748	0.29
47460	FOREST LAND CERTD AFTER 8/74	RPTL 480-a	4	183,771	0.20
47610	BUSINESS INVESTMENT PROPERTY P	RPTL 485-b	1	7,429	0.01

Total Exemptions Exclusive of System Exemptions:	**166**	**17,910,648**	**19.08**
Total System Exemptions:	**0**	**0**	**0.00**
Totals:	**166**	**17,910,648**	**19.08**

Values have been equalized using the Uniform Percentage of Value. The Exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services.

Amount, if any, attributable to payments in lieu of taxes: _____

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County
Reserve Funds - Estimated 12/31/25 Balances for 2026 Budget Presentation

Reserve Fund	Purpose	Acct #	12/31/2025 Estimated
Airport Reserve	Gain reported for accts. A5610 to be used to offset the local match on airport projects; Max funding $500,000	A386300.ARPT	386,069.91
DOJ Equitable Sharing Program	DA Federal Forfeitures	A386300.ASFOR	4,568.70
Building & Grounds Capital Project Reserve	Funded by sales tax revenue; Used for building & grounds improvements	A386300.B&G	1,818,318.76
DA - Drug Task Force	Drug Task Force activities	A386300.DADTF	17,705.74
DA - Forfeitures	DA forfeitures	A386300.DAFOR	43,688.18
Public Safety Reserve	One time public safety expenditures	A386300.DATDP	182,408.56
Don Sharpe Fund	Trust fund for MH	A386300.DSHP	137,474.49
DWI Reserve	DWI	A386300.DWI	120,126.55
Dwyer Park Memorial Repair Reserve	Repairs to all park facilities & structures	A386300.DWPK	142,551.64
Emergency Communications Towers Bond Reserve	Authorized $200,000 annually from sales tax to pay debt service	A386300.ECTB	138,374.05
Emergency Response & Communications Radio Tower Reserve	Purchase or maintenance of radio towers; Funded with tower space rental agreement	A386300.ETWR	69,425.34
Handicap Parking Education Fund	Funded with Justice Court monies	A386300.HDC	656.58
Correctional Facility Reserve / County Jail Project Reserve	Repair, construction, capital projects or other related expenses for the correctional facility	A386300.JAIL	5,733,865.12
Sheriff's Special Program Reserve	K-9 needs	A386300.K9	11,030.53
Occupancy Tax Reserve		A386300.OCC	1,950,424.03
Opioid Reserve	Opioid Settlements	A386300.OPD	312,639.89
Retirement Contribution Reserve	Finance future retirement expenditures	A386300.RTR	4,780,484.62
Sheriff - Forfeitures	Sheriff Forfeitures	A386300.SHFOR	44,812.74
Sheriff - Phone	Sheriff expenditures	A386300.SHFPH	120,075.63
Motor Vehicle Equipment Reserve	Offset operating/capital expenditures related to Section 5311	A386300.STOA	9,202.75
Vehicle Repair/Replacement Reserve	Vehicle related costs; Funded by proceeds from auctioned vehicles purchased through General Fund	A386300.VEH	138,150.58
Weights & Measures Prover Reserve	Purchase or maintenance of prover	A386300.WM	12,619.43
Road Machinery Capital Reserve	Capital expenditures	E386300.CAP	982,350.23
Highway Fuel Farm Reserve	Repair/Replacement of highway fuel farm	E386300.HFF	62,765.28
Landfill Closure Reserve	Landfill closure liability funding; Funded w/ $10 per ton fee	A386300.LDCL	1,476,393.41
Landfill Equipment Reserve	Replacement of landfill equipment; Funded w/ $5 per ton fee	A386300.LDEQ	761,348.52

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

County of Cortland
Statement of Indebtedness
For Calendar Year 2026

1st Year	Code	Description	Date of Issue	Date of Maturity	Interest Rate	Orig. Issue Amount	O/S Bal. Beg. Of Year	Principal Paid During Year	Interest Paid During Year	O/S Bal. End of Year
2015	Bond E	TC3 - $8.12 Bond	3/17/2015	3/1/2028	5.000%	$ 3,048,889	$ 922,740	$ 298,817	$ 25,417	$ 623,923
2015	Bond E	TC3 - $8.12 Bond	3/17/2015	3/1/2032	5.000%	$ 1,038,543	$ 543,000	$ 72,000	$ 16,054	$ 471,000
2015	Bond E	County Road Reconstruction - $8.12 Bond	3/17/2015	3/1/2028	5.000%	$ 746,801	$ 226,024	$ 73,192	$ 6,226	$ 152,832
2015	Bond E	Acquire Moveable Equipment - $8.12 Bond	3/17/2015	3/1/2028	5.000%	$ 50,002	$ 15,135	$ 4,904	$ 417	$ 10,231
2015	Bond E	Purchase DPW Equipment - $8.12 Bond	3/17/2015	3/1/2028	5.000%	$ 811,726	$ 245,668	$ 79,558	$ 6,767	$ 166,110
2015	Bond E	DPW - $8.12 Bond	3/17/2015	3/1/2032	5.000%	$ 691,457	$ 362,000	$ 48,000	$ 10,703	$ 314,000
2015	Bond E	Construct Recycling Center - $8.12 Bond	3/17/2015	3/1/2028	5.000%	$ 1,719,582	$ 520,433	$ 168,529	$ 14,336	$ 351,904
2015	Bond E	TC3 Master Plan	2/27/2015	9/1/2035	2.750%	$ 1,339,500	$ 763,000	$ 67,000	$ 22,890	$ 696,000
2015	Bond E	2013 Highways	2/27/2015	9/1/2035	2.750%	$ 169,000	$ 98,000	$ 8,000	$ 2,940	$ 90,000
2015	Bond E	2014 Highways	2/27/2015	9/1/2035	2.750%	$ 197,000	$ 113,000	$ 10,000	$ 3,390	$ 103,000
2015	Bond E	2013 Bridges	2/27/2015	9/1/2035	2.750%	$ 1,059,000	$ 606,000	$ 53,000	$ 18,180	$ 553,000
2015	Bond E	2014 Bridges	2/27/2015	9/1/2035	2.750%	$ 458,000	$ 264,000	$ 23,000	$ 7,920	$ 241,000
2015	Bond E	2015 Bridges	2/27/2015	9/1/2035	2.750%	$ 517,925	$ 296,000	$ 26,000	$ 8,880	$ 270,000
2015	Bond E	2013 Culverts	2/27/2015	9/1/2035	2.750%	$ 317,000	$ 184,000	$ 16,000	$ 5,520	$ 168,000
2015	Bond E	2014 Culverts	2/27/2015	9/1/2035	2.750%	$ 810,000	$ 462,000	$ 40,000	$ 13,860	$ 422,000
2015	Bond E	2015 Culverts	2/27/2015	9/1/2035	2.750%	$ 1,167,075	$ 666,000	$ 58,000	$ 19,980	$ 608,000
2015	Bond E	Little York Dam	2/27/2015	9/1/2035	2.750%	$ 1,417,500	$ 813,000	$ 69,000	$ 24,390	$ 744,000
2015	Bond E	2015 EFC Landfill	8/20/2015	3/1/2034	1.600%	$ 7,849,513	$ 3,525,000	$ 460,000	$ 111,985	$ 3,065,000
2017	Bond E	Smart Watt Program	6/29/2017	6/15/2035	2.000%	$ 4,794,203	$ 3,095,000	$ 275,000	$ 82,738	$ 2,820,000
2020	Bond E	2012 E-911 Communications Bond Refunding	5/18/2020	8/15/2038	2.000%	$ 2,560,200	$ 1,975,400	$ 125,800	$ 59,262	$ 1,849,600
2020	Bond E	2012 Culverts Bond Refunding	5/18/2020	8/15/2038	2.000%	$ 1,204,800	$ 929,600	$ 59,200	$ 27,888	$ 870,400
2020	Bond E	2008 Landfill Cell Bond Refunding	4/30/2020	5/15/2032	2.000%	$ 760,000	$ 460,000	$ 60,000	$ 14,100	$ 400,000
TOTALS						**$ 32,727,716**	**$ 17,085,000**	**$ 2,095,000**	**$ 503,841**	**$ 14,990,000**

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Estimated Unreserved Fund Balance at 12/31/25

Fund	General	Health Insurance	County Road	Road Machinery	Solid Waste	Workers' Comp
Beginning Fund Balance @ 1/1/25	37,906,703	3,944,724	195,886	2,007,299	1,433,675	2,181,318
Plus:						
Estimated revenue	130,285,000	16,804,798	11,377,399	4,157,442	3,101,521	1,720,060
Less:						
Estimated expenditures	(132,146,000)	(17,511,467)	(12,357,589)	(2,776,299)	(3,681,310)	(1,523,017)
Less:						
Reserved Fund Balance	(16,174,674)			(1,045,116)	(2,237,742)	(1,628,384)
Non-spendable Fund Balance	(1,432,514)					
Assigned Fund Balance	(2,500,000)					
Estimated Unreserved Fund Balance @ 12/31/25	15,938,516	3,238,055	(784,304)	2,343,326	(1,383,856)	749,977

12/31/25 Unreserved Fund Balance

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

APPENDIX "A" - PERSONNEL CHANGES REPORT

Department	Qty	Title	Unit/Grade/Salary	FY26 Tentative Budget Amounts	Level 1 Department Request	Level 2 Recommended by County Administrator	Level 3 Committee Recommended	Level 4 Adopted
NEW POSITIONS								
District Attorney	1	Investigator (District Attorney) (FT)	Management/MC Grade 7H ($27.7762-36.9704/hr)		X			
	1	Investigator (District Attorney) (PT)	Management/MC Grade 7H ($27.7762-36.9704/hr)	$ 52,176		X		
DSS	1	Grade A Supervisor	CSEA Grade 24 ($33.7093-42.6675/hr)	$ 31,256		X**		
	1	Grade B Supervisor	CSEA Grade 23 ($32.4601-41.0863/hr)	$ 39,741		X**		
ER&C	4	County Fire Instructor (PT)	$30.00/hr		X	X		
	6	Emergency Medical Technician (PT)	$25.00/hr	$ 6,500	X	X		
	3	Deputy Fire Coordinator (PT)	$25.00/hr		X	X		
Finance	1	Payroll Clerk	Management/MC Grade 5H ($24.0358-31.9917/hr)	$ 74,915	X	X		
Mental Health	1	Senior Mental Health Clinician (per diem)	CSEA Grade 28 ($39.3659-49.8272/hr)		X			
	1	Mental Health Practitioner (per diem)	Off scale		X			
Personnel	1	Human Resources Generalist (FT)	Management/MC Grade 6H ($25.8383-34.3909/hr)	$ 40,764	X	X*		
	1	Human Resources Manager (FT)	Management/MC Grade 7 ($41.3787-55.0744/hr)		X			
Real Property	1	Tax Map Technician (FT)	CSEA Grade 16 ($25.2266-31.9304/hr)		X			
ABOLISH/CREATE								
County Attorney	1	Abolish Assistant County Attorney (PT)	Management Attorney Grade 2 ($49,883-57,365)		X	X		
	1	Create Assistant County Attorney (FT)	Management Attorney Grade 2 ($102,700-118,105)	$ 84,036	X	X*		
District Attorney	1	Abolish Information Processing Clerk (FT)	CSEA Grade 8 ($70,324-93,601)		X	X		
	1	Create Paralegal (FT)	Management Grade 6H ($25.8383-34.3909/hr)	$ 12,506	X	X		
Mental Health	1	Abolish Sr Mental Health Clinician (FT)	CSEA Grade 28, ($39.3659-49.8272/hr)		X	X		
	1	Create Deputy Clinic Director of MH Programs (FT)	Management Grade 8 ($68,475-91,141)	$ 18,324	X	X		
Planning	1	Abolish GIS Planner (FT)	CSEA Grade 19 ($28.0279-35.4763/hr)		X	X		
	1	Create GIS Specialist (FT)	CSEA Grade 24 ($33.7093-42.6675/hr)	$ 5,981	X	X		
REALLOCATIONS/RELASSIFICATIONS								
Aging	3	Aging Services Coordinator	CSEA Grade 17 ($26.1149-33.0548/hr) to Grade 18 ($27.0485-34.2364/hr)	$ 6,903	X	X		
County Clerk - DMV	1	Senior Motor Vehicle Clerk	CSEA Grade 11 ($21.3808-27.0625/hr) to Grade 13 ($22.8048-28.8651/hr)	$ 3,451	X	X		
DPW	1	Assistant Highway Maintenance Supervisor	CSEA Grade 23 ($32.4601-41.0863/hr) to Management Grade 9 ($31.3299-41.7001/hr)	$ (27,177)	X	X		
DSS	28	Caseworker	CSEA Grade 18 ($27.0485-34.2364/hr) to Grade 20 ($29.0528-36.7735/hr)		X	X**		
	6	Senior Caseworker	CSEA Grade 20 ($29.0528-36.7735/hr) to Grade 22 ($31.2705-39.5804/hr)	$ 72,209	X	X**		
	7	Case Supervisor Grade B	CSEA Grade 22 ($31.2705-39.5804/hr) to Grade 23 ($32.4601-41.0863/hr)		X	X**		
				$ 421,585				

*Funded for 6 months starting 7/1/26
**County Share

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Unrepresented, Temporary and Seasonal Positions
(Wages set by the Cortland County Legislature)

Appendix B

Position Title	Wage for FY2026
Deputy Coroner	$200.00/case
Election Clerk	$17.36/hr.
Election Worker - Retired Teacher BMD	$20.00/hr.
Election Worker- Machine Custodian	$20.00/hr.
Park Attendant	$1.00/hr. over minimum wage
Poll Inspector	$17.00/hr.
Seasonal Aide - Highway	$1.00/hr. over minimum wage
Seasonal Aide - (TANF)	Minimum wage
Seasonal Aide - (WIOA)	based upon worksite
Solid Waste Flow Control Officer	$30.00/hr.
Special Patrol Officer (Security)	Step 1 of CPO salary
Special Patrol Officer (SRO)	$36.3137/hr.
Voting Machine Specialist	$25.00/hr.
Wade Pool Attendant	$1.00/hr. over minimum wage

Attachment: 2026 Tentative Budget (262-25 : Adopt 2026 Cortland County Budget)

Cortland County Proclamation

Honoring the Retirement of Wesley Tollner

WHEREAS, Wesley Tollner has faithfully served the Cortland County Real Property Tax Services Department for more than twenty-five (25) years, demonstrating unwavering dedication, professionalism, and commitment to public service; AND

WHEREAS, Wes began his service to Cortland County in April 2000 and has since demonstrated sustained professionalism, initiative, and leadership, including assuming full responsibility as the sole County Tax Map Technician in 2017; AND

WHEREAS, Wes's connection to the Cortland County Office Building is especially meaningful, as he attended high school in the building, making his long-standing service within its walls a unique full-circle chapter of his public service career; AND

WHEREAS, throughout his tenure, Wes has made lasting and meaningful contributions to County operations, achieving numerous milestones and advancing the effectiveness of the Real Property Tax Services Department; AND

WHEREAS, among his most notable accomplishments, Wes played a key role in converting all County tax maps into a new mapping system, completing this complex transition in-house and without formal training, demonstrating exceptional initiative, technical skill, and dedication; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby recognize and commend Wesley Tollner for his invaluable contributions in his 25 years of dedicated service to Cortland County and congratulates him on his retirement, and wishes him happiness, health, and fulfillment in all future endeavors.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th day of December, 2025.

Kevin Fitch, Chair
Cortland County Legislature

Cortland County Proclamation

Honoring the Retirement of Teresa Van Heusen

WHEREAS, during her distinguished twenty-six (26) year career, Teresa has exemplified dedication, professionalism and commitment to public service in a variety of critical roles; AND

WHEREAS, Teresa began her career with Cortland County in 1999 as a Child and Adult Protective Case worker in the Department of Social Services; AND

WHEREAS, in 2006, Teresa transitioned into the Horizon House Day Treatment Center of the Mental Health Department, as a Licensed Master Social Worker, where she continued her education and experience until 2011, when she transferred to the Mental Health Clinic; AND

WHEREAS, in 2014 Teresa received her Licensed Clinical Social Worker-R license. She has spent her time working steadily in the Mental Health Clinic as a clinician, a Senior Mental Health Clinician and the Director of Clinical Services; AND

WHEREAS, throughout her career, Teresa has handled some of the most complex individuals with integrity, honor, and grace; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby express our deepest gratitude and sincere appreciation to Teresa Van Heusen for more than two (2) decades of distinguished service, we extend our best wishes for continued success, happiness, and fulfillment in all her future endeavors and congratulate her on a well-earned retirement.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th of December, 2025.

Kevin Fitch, Chair
Cortland County Legislature

Cortland County Proclamation

Honoring the Retirement of Norm Stitzel

WHEREAS, the Cortland County Legislature takes great pride in recognizing individuals whose lifelong dedication to service has strengthened our community and honored those who have served our nation; AND

WHEREAS, Norm Stitzel has devoted decades of selfless service to veterans, their families, and the greater Cortland County community, guided by his own military service as a member of the United States Marine Corps and an unwavering commitment to faith, duty, and compassion; AND

WHEREAS, Norm Stitzel is the Founder of Veterans Search and Rescue (VET S.A.R.), a nonprofit organization established to assist veterans in navigating VA benefits, accessing critical services, and successfully transitioning to civilian life, ensuring that no veteran is left without guidance or support; AND

WHEREAS, Norm Stitzel has served with distinction as Commander of Cortland DAV Chapter 153 and as Commandant and Chaplain of the Cortland County Marine Corps League, and remains a member of the American Legion, Veterans of Foreign Wars (VFW), Disabled American Veterans (DAV), and the Marine Corps League, demonstrating a lifelong commitment to veteran advocacy, leadership, fellowship, and spiritual service within the local veteran community; AND

WHEREAS, for more than twenty years, Norm Stitzel led and coordinated the Toys for Tots campaign in Cortland County, bringing joy, hope, and generosity to countless children and families during the holiday season and exemplifying the true spirit of service beyond self; AND

WHEREAS, Norm Stitzel has completed several missions to Washington, D.C. as both a chaplain and board member of Twin Tiers Honor Flight, ensuring that veterans are honored with dignity and respect while visiting the memorials dedicated to their service and sacrifice; AND

WHEREAS, in his role as chaplain, Norm Stitzel has presided over more than seventy military funerals, offering comfort, honor, and solemn tribute to fallen service members and their families, and ensuring that each veteran is remembered with the dignity they so richly deserve; AND

WHEREAS, upon announcing his retirement from formal leadership roles, Norm Stitzel leaves behind a legacy defined by integrity, humility, faith, mentorship, and an enduring commitment to ensuring that veterans are honored, supported, and never forgotten; NOW THEREFORE BE IT

PROCLAIMED, that the Cortland County Legislature does hereby honor and commend Norm Stitzel upon his retirement and extends its deepest appreciation and heartfelt gratitude for his extraordinary years of service to veterans, their families, and the people of Cortland County; AND BE IT FURTHER

PROCLAIMED, that this proclamation be entered into the permanent records of Cortland County as a lasting tribute to Norm Stitzel's remarkable legacy of service, compassion, and dedication.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th of December, 2025

Kevin Fitch, Chair
Cortland County Legislature

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
06/06/25	Correspondence	8:00 AM	9:00 AM	1.00
06/06/25	Banking, mail, DMV daily check-in	9:00 AM	10:30 AM	1.50
06/06/25	Clerk transaction review	10:30 AM	12:00 PM	1.50
06/06/25	DMV transaction review & supervision	1:00 PM	3:00 PM	2.00
06/06/25	Monthly reporting	3:00 PM	4:30 PM	1.50
06/09/25	Correspondence	7:30 AM	8:30 AM	1.00
06/09/25	Check in with Deputies	8:30 AM	9:30 AM	1.00
06/09/25	DMV transaction review and supervision	9:30 AM	11:30 AM	2.00
06/09/25	Banking, mail, DMV daily check-in	11:30 AM	12:30 PM	1.00
06/09/25	County Clerks - best practices	1:30 PM	2:30 PM	1.00
06/09/25	Constituent services	2:30 PM	3:15 PM	0.75
06/09/25	Review of County Clerk transactions	3:15 PM	4:30 PM	1.25
06/10/25	Preparation for staff meeting	7:30 AM	8:00 AM	0.50
06/10/25	Clerk staff meeting	8:00 AM	8:30 AM	0.50
06/10/25	Deputy meeting	8:30 AM	9:00 AM	0.50
06/10/25	Correspondence	9:00 AM	10:00 AM	1.00
06/10/25	Banking, mail, DMV daily check-in	10:00 AM	10:30 AM	0.50
06/10/25	Government Operations Meeting	10:30 AM	11:30 AM	1.00
06/10/25	Banking, mail, DMV daily check-in	11:30 AM	12:30 PM	1.00
06/10/25	NYS Law research - real property	12:30 PM	2:00 PM	1.50
06/10/25	Advisory committee Efiling	2:00 PM	3:00 PM	1.00
06/10/25	Records management	3:00 PM	4:30 PM	1.50
06/11/25	Correspondence	8:00 AM	8:30 AM	0.50
06/11/25	Records Center	8:30 AM	10:30 AM	2.00
06/11/25	Banking, mail, DMV daily check-in	10:30 AM	11:30 AM	1.00
06/11/25	DMV transaction review and supervision	1:00 PM	4:30 PM	3.50
06/12/25	Correspondence	7:30 AM	9:00 AM	1.50
06/12/25	Records Center	9:00 AM	10:00 AM	1.00
06/12/25	Banking, mail, DMV daily check-in	10:00 AM	11:15 AM	1.25
06/12/25	One on one supervision Clerk's Office	12:00 PM	1:30 PM	1.50
06/12/25	Clerk - front end processing	1:30 PM	2:30 PM	1.00
06/12/25	Summer youth opportunity brainstorming	2:30 PM	3:30 PM	1.00
06/12/25	Legislation review	3:30 PM	4:30 PM	1.00
06/13/25	Legislation review	8:00 AM	8:45 AM	0.75
06/13/25	Correspondence	8:45 AM	9:30 AM	0.75
06/13/25	Review of office procedures	9:30 AM	11:00 AM	1.50
06/13/25	Preparation for out of office	12:00 PM	2:30 PM	2.50
06/16/25	Correspondence	9:00 AM	9:30 AM	0.50

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
06/17/25	Correspondence	9:00 AM	9:30 AM	0.50
06/17/25	County Clerk subcommittee meeting	11:00 AM	1:00 PM	2.00
06/18/25	Correspondence	9:00 AM	9:30 AM	0.50
06/19/25	Correspondence	9:00 AM	9:30 AM	0.50
06/20/25	Correspondence	9:00 AM	9:30 AM	0.50
06/22/25	Email review, preparation for the week	3:00 PM	4:00 PM	1.00
06/23/25	Correspondence	7:30 AM	8:30 AM	1.00
06/23/25	Deputy meeting	8:30 AM	9:30 AM	1.00
06/23/25	Clerk transaction review	9:30 AM	10:00 AM	0.50
06/23/25	Summer youth preparation	10:00 AM	10:30 AM	0.50
06/23/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
06/23/25	DMV transaction review and supervision	1:00 PM	3:30 PM	2.50
06/23/25	Constituent services	3:30 PM	4:30 PM	1.00
06/24/25	Prep for staff meeting	7:45 AM	8:00 AM	0.25
06/24/25	Clerk staff meeting	8:00 AM	8:30 AM	0.50
06/24/25	Clerk financial review	8:30 AM	9:30 AM	1.00
06/24/25	DMV financials	9:30 AM	10:30 AM	1.00
06/24/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
06/24/25	DMV transaction review and supervision	1:00 PM	4:30 PM	3.50
06/25/25	Correspondence	8:00 AM	10:00 AM	2.00
06/25/25	Summer youth Supervision meeting	10:00 AM	11:00 AM	1.00
06/25/25	Records management	11:00 AM	12:30 PM	1.50
06/25/25	Clerk - front end processing	1:30 PM	3:00 PM	1.50
06/25/25	Clerk transaction review	3:00 PM	4:30 PM	1.50
06/26/25	Correspondence	7:45 AM	8:30 AM	0.75
06/26/25	Clerk transaction review	8:30 AM	9:30 AM	1.00
06/26/25	Attorney communication	9:30 AM	10:00 AM	0.50
06/26/25	Constituent services	10:00 AM	10:15 AM	0.25
06/26/25	Banking, mail, DMV daily check-in	10:15 AM	12:15 PM	2.00
06/26/25	Clerk - front end processing	1:00 PM	4:30 PM	3.50
06/26/25	Clerk transaction review	5:15 PM	6:15 PM	1.00
06/27/25	Preparation and review of materials for meetings	6:30 AM	7:30 AM	1.00
06/27/25	Correspondence	7:30 AM	8:45 AM	1.25
06/27/25	Staff supervision and feedback	8:45 AM	9:45 AM	1.00
06/27/25	Banking, mail, DMV daily check-in	9:45 AM	11:30 AM	1.75
06/27/25	IT and Quickbooks	11:30 AM	12:00 PM	0.50
06/27/25	Overall financial review and budget work	12:30 PM	2:30 PM	2.00
06/27/25	Collection of data from other counties for budget	2:30 PM	3:30 PM	1.00

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
06/27/25	DMV transaction review and supervision	3:30 PM	4:30 PM	1.00
06/30/25	Banking, mail, DMV daily check-in	8:00 AM	9:30 AM	1.50
06/30/25	Correspondence	9:30 AM	10:30 AM	1.00
06/30/25	County Clerk collaboration	10:30 AM	12:00 PM	1.50
06/30/25	DMV transaction review and supervision	1:00 PM	2:30 PM	1.50
06/30/25	General office upkeep, lift correspondence	2:30 PM	3:30 PM	1.00
06/30/25	Payroll tasks	3:30 PM	4:30 PM	1.00
07/01/25	LF user management tasks	8:00 AM	9:00 AM	1.00
07/01/25	LF meeting with Real Property	9:00 AM	10:00 AM	1.00
07/01/25	Banking, mail, DMV daily check-in	10:00 AM	12:00 PM	2.00
07/01/25	Correspondence	12:30 PM	1:30 PM	1.00
07/01/25	Monthly financial preparation	1:30 PM	2:30 PM	1.00
07/01/25	Troubleshooting IT related issues	2:30 PM	3:30 PM	1.00
07/01/25	LF - Records Management	3:30 PM	4:30 PM	1.00
07/02/25	Monthly financials	7:30 AM	8:45 AM	1.25
07/02/25	Correspondence	8:45 AM	9:30 AM	0.75
07/02/25	Records management	9:30 AM	11:00 AM	1.50
07/02/25	Banking, mail, DMV daily check-in	11:00 AM	1:30 PM	2.50
07/02/25	Clerk transaction review	2:30 PM	4:30 PM	2.00
07/03/25	Banking, mail, DMV daily check-in	7:30 AM	9:30 AM	2.00
07/03/25	Correspondence	9:30 AM	10:30 AM	1.00
07/03/25	Constituent services	10:30 AM	11:00 AM	0.50
07/03/25	Records management	12:00 PM	1:00 PM	1.00
07/03/25	DMV transaction review and supervision	1:00 PM	3:00 PM	2.00
07/03/25	Clerk - front end processing	3:00 PM	4:45 PM	1.75
07/07/25	Legislative Review	7:30 AM	8:00 AM	0.50
07/07/25	Correspondence	8:00 AM	8:30 AM	0.50
07/07/25	Clerk transaction review	8:30 AM	9:00 AM	0.50
07/07/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/07/25	Banking, mail, DMV daily check-in	9:15 AM	10:45 AM	1.50
07/07/25	Financial reporting	10:45 AM	12:30 PM	1.75
07/07/25	Financial reporting	12:30 PM	1:00 PM	0.50
07/07/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/07/25	Payroll tasks	1:15 PM	2:00 PM	0.75
07/07/25	Monthly reporting	2:00 PM	4:30 PM	2.50
07/08/25	Clerk transaction review	6:45 AM	7:30 AM	0.75
07/08/25	Correspondence	7:45 AM	8:00 AM	0.25
07/08/25	Clerk staff meeting	8:00 AM	8:45 AM	0.75

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
07/08/25	Correspondence	8:45 AM	9:00 AM	0.25
07/08/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/08/25	Banking review	9:15 AM	9:45 AM	0.50
07/08/25	Banking, mail, DMV daily check-in	9:45 AM	11:00 AM	1.25
07/08/25	IT and Quickbooks	11:00 AM	12:30 PM	1.50
07/08/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/08/25	Payroll tasks	1:15 PM	1:45 PM	0.50
07/08/25	DMV transaction review and supervision	1:45 PM	2:45 PM	1.00
07/08/25	Constituent services	2:45 PM	3:15 PM	0.50
07/08/25	Troubleshooting with attorney	3:15 PM	3:45 PM	0.50
07/08/25	County Clerk collaboration	3:45 PM	4:30 PM	0.75
07/09/25	Correspondence	8:30 AM	9:00 AM	0.50
07/09/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/09/25	Summer youth Correspondence with Supervisor	9:15 AM	9:30 AM	0.25
07/09/25	Correspondence	9:30 AM	10:00 AM	0.50
07/09/25	County Clerk collaboration	10:00 AM	10:30 AM	0.50
07/09/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
07/09/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/09/25	Meeting preparation	1:15 PM	2:00 PM	0.75
07/09/25	LF Training	2:00 PM	4:30 PM	2.50
07/10/25	Material review for upcoming tasks	6:30 AM	8:00 AM	1.50
07/10/25	Clerk staff meeting	8:00 AM	8:30 AM	0.50
07/10/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/10/25	Banking, mail, DMV daily check-in	9:15 AM	10:00 AM	0.75
07/10/25	IT Steering Committee	10:00 AM	11:00 AM	1.00
07/10/25	Budget preparation	11:00 AM	12:00 PM	1.00
07/10/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/10/25	Correspondence	1:15 PM	1:30 PM	0.25
07/10/25	Department Head Meeting	1:30 PM	2:30 PM	1.00
07/10/25	Budget preparation	2:30 PM	4:30 PM	2.00
07/11/25	Correspondence	7:00 AM	8:00 AM	1.00
07/11/25	Material review for upcoming tasks	8:00 AM	9:00 AM	1.00
07/11/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/11/25	Constituent services	9:15 AM	9:45 AM	0.50
07/11/25	Banking, mail, DMV daily check-in	9:45 AM	12:00 PM	2.25
07/11/25	Attorney meeting	12:00 PM	12:30 PM	0.50
07/11/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/11/25	Clerk supervision	1:15 PM	3:15 PM	2.00

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
07/11/25	Summer youth payroll tasks	1:15 PM	1:30 PM	0.25
07/11/25	DMV supervision	3:15 PM	4:30 PM	1.25
07/13/25	Legislative Review	9:00 AM	10:00 AM	1.00
07/14/25	Correspondence	8:00 AM	9:00 AM	1.00
07/14/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/14/25	Banking, mail, DMV daily check-in	9:15 AM	11:00 AM	1.75
07/14/25	Constituent services	11:00 AM	12:00 PM	1.00
07/14/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/14/25	DMV transaction review and supervision	1:15 PM	4:30 PM	3.25
07/15/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/15/25	Staff check-in (replace staff meeting)	9:15 AM	9:30 AM	0.25
07/15/25	Clerk transaction review	9:30 AM	11:30 AM	2.00
07/15/25	Banking, mail, DMV daily check-in	11:30 AM	12:30 PM	1.00
07/15/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/15/25	County Clerk collaboration	1:15 PM	2:15 PM	1.00
07/15/25	Financial review	2:15 PM	2:45 PM	0.50
07/15/25	Budget preparation	2:45 PM	3:45 PM	1.00
07/15/25	Review of checks and balances	3:45 PM	4:30 PM	0.75
07/16/25	Clerk transaction review	6:00 AM	7:00 AM	1.00
07/16/25	Records Management	7:45 AM	9:00 AM	1.25
07/16/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/16/25	Correspondence	9:15 AM	10:15 AM	1.00
07/16/25	Banking, mail, DMV daily check-in	10:15 AM	11:30 AM	1.25
07/16/25	DMV transaction review and supervision	11:30 AM	12:00 PM	0.50
07/16/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/16/25	County Clerk best practices	1:15 PM	2:15 PM	1.00
07/16/25	LF records management	2:15 PM	4:30 PM	2.25
07/17/25	DMV Staff Meeting	8:00 AM	9:00 AM	1.00
07/17/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/17/25	Digitize historical records	9:15 AM	11:15 AM	2.00
07/17/25	Banking, mail, DMV daily check-in	11:15 AM	1:00 PM	1.75
07/17/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/17/25	Correspondence	1:15 PM	2:00 PM	0.75
07/17/25	LF meeting with Chris Driscoll	2:00 PM	3:00 PM	1.00
07/18/25	Correspondence	8:00 AM	9:00 AM	1.00
07/18/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/18/25	Pistol Permit data review	9:15 AM	10:00 AM	0.75
07/18/25	Banking, mail, DMV daily check-in	10:00 AM	11:00 AM	1.00

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Date	Activity	Start Time	End Time	Hours
07/18/25	Constituent services	11:00 AM	12:00 PM	1.00
07/18/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/18/25	Summer youth payroll tasks	1:15 PM	1:30 PM	0.25
07/18/25	Financial Review	1:30 PM	2:00 PM	0.50
07/18/25	Budget preparation	2:30 PM	4:30 PM	2.00
07/19/25	Legislative Review	6:00 PM	7:00 PM	1.00
07/21/25	Clerk transaction review	6:00 AM	7:00 AM	1.00
07/21/25	Payroll tasks	8:00 AM	9:00 AM	1.00
07/21/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/21/25	Correspondence	9:15 AM	10:30 AM	1.25
07/21/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
07/21/25	DMV supervision	12:00 PM	12:30 PM	0.50
07/21/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/21/25	DMV supervision	1:15 PM	4:30 PM	3.25
07/22/25	Clerk staff meeting	8:00 AM	8:30 AM	0.50
07/22/25	Correspondence	8:30 AM	9:00 AM	0.50
07/22/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/22/25	DMV planning meeting	9:15 AM	10:30 AM	1.25
07/22/25	Banking, mail, DMV daily check-in	10:30 AM	11:45 AM	1.25
07/22/25	DMV supervision	11:15 AM	12:45 PM	1.50
07/22/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/22/25	DMV supervision	1:15 PM	4:30 PM	3.25
07/23/25	Correspondence	7:00 AM	8:30 AM	1.50
07/23/25	Records Management	8:30 AM	10:30 AM	2.00
07/23/25	Banking, mail, DMV daily check-in	10:30 AM	12:30 PM	2.00
07/23/25	DMV transaction review	1:30 PM	2:45 PM	1.25
07/23/25	Clerk transaction review	2:45 PM	4:30 PM	1.75
07/24/25	DMV Staff Meeting	8:00 AM	9:00 AM	1.00
07/24/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/24/25	Correspondence	9:15 AM	10:00 AM	0.75
07/24/25	Banking, mail, DMV daily check-in	10:00 AM	11:30 AM	1.50
07/24/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/24/25	Summer youth program review	1:15 PM	2:00 PM	0.75
07/24/25	County Clerk collaboration	2:00 PM	4:30 PM	2.50
07/25/25	Correspondence	7:30 AM	8:00 AM	0.50
07/25/25	Correspondence	8:30 AM	9:00 AM	0.50
07/25/25	Summer youth check-in	9:00 AM	10:00 AM	1.00
07/25/25	DMV supervision	10:00 AM	11:30 AM	1.50

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Date	Activity	Start Time	End Time	Hours
07/25/25	Banking, mail, DMV daily check-in	11:30 AM	12:30 PM	1.00
07/25/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/25/25	Summer youth payroll tasks	1:15 PM	1:30 PM	0.25
07/28/25	Correspondence	8:00 AM	9:00 AM	1.00
07/28/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/28/25	Banking, mail, DMV daily check-in	9:15 AM	10:30 AM	1.25
07/28/25	LF meeting with Assigned Counsel	10:30 AM	11:30 AM	1.00
07/28/25	LF records management	11:30 AM	12:30 PM	1.00
07/28/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/28/25	Payroll tasks	1:15 PM	1:45 PM	0.50
07/28/25	IT Troubleshooting	1:45 PM	2:45 PM	1.00
07/28/25	County Clerk collaboration	2:45 PM	3:45 PM	1.00
07/28/25	Clerk transaction review	3:45 PM	4:30 PM	0.75
07/29/25	Clerk staff meeting preparation	7:30 AM	8:00 AM	0.50
07/29/25	Staff Meeting	8:00 AM	8:45 AM	0.75
07/29/25	Correspondence	8:45 AM	9:00 AM	0.25
07/29/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/29/25	Banking, mail, DMV daily check-in	9:15 AM	10:30 AM	1.25
07/29/25	Correspondence	10:30 AM	11:30 AM	1.00
07/29/25	DMV planning meeting	11:30 AM	12:30 PM	1.00
07/29/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/29/25	Clerk - front end processing	1:15 PM	3:15 PM	2.00
07/29/25	Legislative Review	3:15 PM	4:30 PM	1.25
07/30/25	Correspondence	7:30 AM	8:30 AM	1.00
07/30/25	Records management	8:30 AM	9:00 AM	0.50
07/30/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/30/25	Records management	9:15 AM	10:30 AM	1.25
07/30/25	Banking, mail, DMV daily check-in	10:30 AM	11:30 AM	1.00
07/30/25	Legislative planning	11:30 AM	12:30 PM	1.00
07/30/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/30/25	Budget preparation	1:15 PM	2:00 PM	0.75
07/30/25	Budget Meeting	2:00 PM	2:30 PM	0.50
07/30/25	LF meeting with Finance	2:30 PM	3:30 PM	1.00
07/30/25	Constituent correspondence	3:30 PM	4:30 PM	1.00
07/31/25	DMV Staff Meeting	8:00 AM	9:00 AM	1.00
07/31/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
07/31/25	DMV supervision	9:15 AM	10:30 AM	1.25
07/31/25	Banking, mail, DMV daily check-in	10:30 AM	11:30 AM	1.00

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Date	Activity	Start Time	End Time	Hours
07/31/25	Safe maintenance	11:30 AM	12:00 PM	0.50
07/31/25	Meeting summer youth Supervisor	12:30 PM	1:00 PM	0.50
07/31/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
07/31/25	Clerk - front end processing	1:15 PM	2:15 PM	1.00
07/31/25	Clerk supervision	2:15 PM	3:15 PM	1.00
07/31/25	Clerk transaction review	3:15 PM	4:30 PM	1.25
08/01/25	LEPC	8:00 AM	8:30 AM	0.50
08/01/25	Financials	8:30 AM	9:00 AM	0.50
08/01/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/01/25	Banking, mail, DMV daily check-in	9:15 AM	12:00 PM	2.75
08/01/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/01/25	Summer youth payroll tasks	1:15 PM	1:30 PM	0.25
08/01/25	Clerk – front end processing	1:30 PM	4:30 PM	3.00
08/04/25	Correspondence and financials	7:30 AM	9:00 AM	1.50
08/04/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/04/25	Banking, mail, DMV daily check-in	9:15 AM	11:00 AM	1.75
08/04/25	Records management	11:00 AM	12:00 PM	1.00
08/04/25	Constituent services	12:00 PM	1:00 PM	1.00
08/04/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/04/25	Review of background check requests	1:15 PM	1:45 PM	0.50
08/04/25	Department Head meeting	1:45 PM	3:00 PM	1.25
08/04/25	Preparation of monthly reports	3:00 PM	4:30 PM	1.50
08/05/25	Staff meeting	8:00 AM	8:30 AM	0.50
08/05/25	Correspondence	8:30 AM	9:00 AM	0.50
08/05/25	Monthly reporting	9:00 AM	9:30 AM	0.50
08/05/25	Summer youth check-in	9:30 AM	9:45 AM	0.25
08/05/25	Banking, mail, DMV daily check-in	9:45 AM	10:30 AM	0.75
08/05/25	DSS administer oaths	10:30 AM	11:00 AM	0.50
08/05/25	Monthly reporting	11:00 AM	12:30 PM	1.50
08/05/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/05/25	Monthly reporting	1:15 PM	3:30 PM	2.25
08/05/25	Review DMV transactions and financials	3:30 PM	4:30 PM	1.00
08/05/25	Clerk transaction review	6:30 PM	7:30 PM	1.00
08/06/25	Correspondence	7:30 AM	8:30 AM	1.00
08/06/25	Troubleshoot invoicing issues with Shred-it	8:30 AM	9:00 AM	0.50
08/06/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/06/25	Troubleshoot invoicing issues with Shred-it	9:15 AM	11:15 AM	2.00
08/06/25	Banking, mail, DMV daily check-in	11:15 AM	12:30 PM	1.25

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Date	Activity	Start Time	End Time	Hours
08/06/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/06/25	Troubleshoot invoicing issues with Shred-it	1:15 PM	2:00 PM	0.75
08/06/25	RAVE testing data collection	2:00 PM	2:30 PM	0.50
08/06/25	Clerk transaction review	2:30 PM	4:30 PM	2.00
08/07/25	Correspondence	8:00 AM	9:00 AM	1.00
08/07/25	Correspondence	8:00 AM	9:00 AM	1.00
08/07/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/07/25	Banking, mail, DMV daily check-in	9:15 AM	10:45 AM	1.50
08/07/25	Clerk - front end processing	10:45 AM	12:00 PM	1.25
08/07/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/07/25	Reporting tasks	1:15 PM	3:15 PM	2.00
08/07/25	County Clerk collaboration	3:15 PM	4:00 PM	0.75
08/07/25	Procedural review	4:00 PM	4:30 PM	0.50
08/08/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/08/25	DMV supervision	9:15 AM	11:15 AM	2.00
08/08/25	Banking, mail, DMV daily check-in	11:15 AM	12:30 PM	1.25
08/08/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/08/25	Summer youth payroll tasks	1:15 PM	1:30 PM	0.25
08/08/25	Payroll tasks	1:30 PM	2:30 PM	1.00
08/09/25	Transitional planning	2:30 PM	3:30 PM	1.00
08/09/25	Constituent services	3:30 PM	4:30 PM	1.00
08/11/25	Legislative Review	7:00 AM	7:30 AM	0.50
08/11/25	Correspondence	8:00 AM	9:00 AM	1.00
08/11/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/11/25	Correspondence	9:15 AM	9:45 AM	0.50
08/11/25	Banking, mail, DMV daily check-in	9:45 AM	11:45 AM	2.00
08/11/25	Constituent services	11:45 AM	12:15 PM	0.50
08/11/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/11/25	Clerk supervision	1:15 PM	3:15 PM	2.00
08/11/25	County Clerk collaboration	3:15 PM	4:30 PM	1.25
08/12/25	Staff meeting preparation	7:30 AM	8:00 AM	0.50
08/12/25	Clerk staff meeting	8:00 AM	8:30 AM	0.50
08/12/25	Correspondence	8:30 AM	9:00 AM	0.50
08/12/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/12/25	Banking, mail, DMV daily check-in	9:15 AM	10:30 AM	1.25
08/12/25	Government Operations Meeting	10:30 AM	11:30 AM	1.00
08/12/25	Clerk - front end processing	12:30 PM	1:00 PM	0.50
08/12/25	Summer youth check-in	1:00 PM	1:15 PM	0.25

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Date	Activity	Start Time	End Time	Hours
08/12/25	DMV supervision	1:15 PM	2:15 PM	1.00
08/12/25	County Clerk supervision	2:15 PM	4:30 PM	2.25
08/13/25	Clerk transaction review	5:30 AM	6:00 AM	0.50
08/13/25	Correspondence	6:00 AM	6:30 AM	0.50
08/13/25	Records management	8:00 AM	9:00 AM	1.00
08/13/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/13/25	Records management	9:15 AM	10:15 AM	1.00
08/13/25	Banking, mail, DMV daily check-in	10:15 AM	12:15 PM	2.00
08/13/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/13/25	DMV transaction review	1:15 PM	3:15 PM	2.00
08/13/25	Correspondence	3:15 PM	4:30 PM	1.25
08/14/25	DMV Staff Meeting	8:00 AM	9:00 AM	1.00
08/14/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/14/25	Correspondence	9:15 AM	10:00 AM	0.75
08/14/25	Banking, mail, DMV daily check-in	10:00 AM	11:30 AM	1.50
08/14/25	DMV transaction review	11:30 AM	12:30 PM	1.00
08/14/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/14/25	Meeting	1:15 PM	3:30 PM	2.25
08/15/25	Correspondence	8:00 AM	9:00 AM	1.00
08/15/25	Summer youth check-in	9:00 AM	9:15 AM	0.25
08/15/25	Banking, mail, DMV daily check-in	9:15 AM	11:30 AM	2.25
08/15/25	Clerk transaction review	12:15 PM	1:00 PM	0.75
08/15/25	Summer youth check-in	1:00 PM	1:15 PM	0.25
08/15/25	Summer youth payroll tasks	1:15 PM	1:30 PM	0.25
08/15/25	Payroll tasks	1:30 PM	2:30 PM	1.00
08/15/25	County Clerk collaboration	2:30 PM	3:30 PM	1.00
08/15/25	County Clerk transaction review	3:30 PM	4:30 PM	1.00
08/18/25	Legislative Review	6:00 AM	6:30 AM	0.50
08/18/25	Preparation for NYS Archives Visit	8:00 AM	9:00 AM	1.00
08/18/25	Correspondence	9:00 AM	10:00 AM	1.00
08/18/25	Banking, mail, DMV daily check-in	10:00 AM	11:00 AM	1.00
08/18/25	NYS Archives office visit	11:00 AM	12:30 PM	1.50
08/18/25	Correspondence	1:30 PM	2:30 PM	1.00
08/18/25	LF Support	2:30 PM	3:30 PM	1.00
08/18/25	County Clerk best practices	3:30 PM	4:30 PM	1.00
08/19/25	Clerk staff meeting preparation	8:00 AM	8:30 AM	0.50
08/19/25	Clerk staff meeting	8:30 AM	9:00 AM	0.50
08/19/25	Correspondence	9:00 AM	10:00 AM	1.00

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Date	Activity	Start Time	End Time	Hours
08/19/25	Clerk transaction review	10:00 AM	11:00 AM	1.00
08/19/25	Banking, mail, DMV daily check-in	11:00 AM	12:30 PM	1.50
08/19/25	Clerk transaction review	1:30 PM	2:30 PM	1.00
08/19/25	DMV supervision	2:30 PM	4:30 PM	2.00
08/20/25	Correspondence	8:00 AM	9:00 AM	1.00
08/20/25	Records management	9:00 AM	11:00 AM	2.00
08/20/25	Banking, mail, DMV daily check-in	11:00 AM	1:00 PM	2.00
08/20/25	Financials	1:00 PM	2:30 PM	1.50
08/20/25	Reporting tasks	2:30 PM	4:30 PM	2.00
08/21/25	DMV Staff Meeting	8:00 AM	9:00 AM	1.00
08/21/25	Correspondence	9:00 AM	10:30 AM	1.50
08/21/25	Banking, mail, DMV daily check-in	10:30 AM	12:30 PM	2.00
08/21/25	County Clerk transaction review	1:30 PM	2:30 PM	1.00
08/21/25	Legislative Review	2:30 PM	3:30 PM	1.00
08/21/25	County Clerk supervision	3:30 PM	4:30 PM	1.00
08/21/25	Background check reviews	4:30 PM	5:30 PM	1.00
08/21/25	Legislature Meeting	6:00 PM	7:00 PM	1.00
08/22/25	Correspondence	8:00 AM	8:30 AM	0.50
08/22/25	DMV transaction review	8:30 AM	10:30 AM	2.00
08/22/25	Banking, mail, DMV daily check-in	10:30 AM	11:45 AM	1.25
08/25/25	County Clerk transaction review	12:45 PM	2:30 PM	1.75
08/25/25	Correspondence	2:30 PM	3:00 PM	0.50
08/26/25	Correspondence	8:00 AM	9:00 AM	1.00
08/26/25	DMV transaction review	9:00 AM	10:30 AM	1.50
08/26/25	Banking, mail, DMV daily check-in	10:30 AM	12:15 PM	1.75
08/26/25	Reporting tasks	1:15 PM	3:45 PM	2.50
08/26/25	Legislative Review	3:45 PM	4:30 PM	0.75
08/27/25	Records management	8:00 AM	9:30 AM	1.50
08/27/25	Correspondence	9:30 AM	11:00 AM	1.50
08/27/25	Banking, mail, DMV daily check-in	11:00 AM	1:30 PM	2.50
08/27/25	Records management	1:30 PM	2:00 PM	0.50
08/27/25	County Clerk transaction review	2:00 PM	3:30 PM	1.50
08/27/25	DMV supervision	3:30 PM	4:30 PM	1.00
08/27/25	Clerk transaction review	7:00 PM	8:00 PM	1.00
08/28/25	DMV Staff Meeting	8:00 AM	9:00 AM	1.00
08/28/25	Correspondence	9:00 AM	10:00 AM	1.00
08/28/25	Clerk - front end processing	10:00 AM	12:00 PM	2.00
08/28/25	Banking, mail, DMV daily check-in	1:00 PM	3:15 PM	2.25

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Date	Activity	Start Time	End Time	Hours
08/28/25	Clerk - front end processing	3:15 PM	4:30 PM	1.25
08/29/25	Correspondence	8:00 AM	9:00 AM	1.00
08/29/25	Clerk - front end processing	9:00 AM	10:45 AM	1.75
08/29/25	Banking, mail, DMV daily check-in	10:45 AM	12:30 PM	1.75
09/03/25	Records Management	8:00 AM	9:30 AM	1.50
09/03/25	Correspondence	9:30 AM	10:45 AM	1.25
09/03/25	Banking, mail, DMV daily check-in	10:45 AM	12:30 PM	1.75
09/03/25	Clerk transaction review	1:30 PM	2:30 PM	1.00
09/03/25	DMV transactions review	2:30 PM	4:30 PM	2.00
09/04/25	Clerk transaction review	6:30 AM	7:00 AM	0.50
09/04/25	Deputy collaboration	8:00 AM	9:00 AM	1.00
09/04/25	DMV collaboration	9:00 AM	10:00 AM	1.00
09/04/25	Banking, mail, DMV daily check-in	10:00 AM	11:30 AM	1.50
09/04/25	Correspondence	11:30 AM	12:00 PM	0.50
09/04/25	Correspondence	1:00 PM	2:00 PM	1.00
09/04/25	Constituent services	2:00 PM	3:30 PM	1.50
09/04/25	Clerk transaction review	3:30 PM	4:30 PM	1.00
09/05/25	Correspondence	8:00 AM	9:30 AM	1.50
09/05/25	Records Management	9:30 AM	10:45 AM	1.25
09/05/25	Constituent services	10:45 AM	11:15 AM	0.50
09/05/25	Banking, mail, DMV daily check-in	11:15 AM	1:15 PM	2.00
09/05/25	Constituent services	11:30 AM	12:00 PM	0.50
09/05/25	DMV supervision	1:45 PM	2:45 PM	1.00
09/05/25	County clerk supervision	2:45 PM	4:15 PM	1.50
09/05/25	Clerk - front end processing	4:15 PM	4:30 PM	0.25
09/06/25	Preparation for out of office	8:30 AM	10:30 AM	2.00
09/08/25	Correspondence	8:00 AM	9:00 AM	1.00
09/09/25	Correspondence	8:00 AM	8:30 AM	0.50
09/10/25	Correspondence	8:00 AM	8:30 AM	0.50
09/10/25	Clerk transaction review	2:30 PM	3:30 PM	1.00
09/10/25	Correspondence	3:30 PM	3:45 PM	0.25
09/11/25	Correspondence	8:00 AM	8:30 AM	0.50
09/12/25	Correspondence	8:00 AM	8:30 AM	0.50
09/12/25	Monthly reporting troubleshooting	8:30 AM	9:00 AM	0.50
09/14/25	Email review, preparation for the week	4:30 PM	5:45 PM	1.25
09/15/25	Legislative Review	5:30 AM	6:30 AM	1.00
09/15/25	Clerk transaction review	6:30 AM	7:00 AM	0.50
09/15/25	Correspondence	8:00 AM	9:00 AM	1.00

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Date	Activity	Start Time	End Time	Hours
09/15/25	Banking, mail, DMV daily check-in	9:00 AM	10:30 AM	1.50
09/15/25	DMV transactions review	10:30 AM	12:30 PM	2.00
09/15/25	Clerk transaction review	12:30 PM	2:30 PM	2.00
09/15/25	Constituent services	2:30 PM	3:30 PM	1.00
09/15/25	Legislative Review	3:30 PM	4:30 PM	1.00
09/16/25	Clerk staff meeting	8:00 AM	8:45 AM	0.75
09/16/25	Correspondence	8:45 AM	9:00 AM	0.25
09/16/25	Banking, mail, DMV daily check-in	10:00 AM	12:00 PM	2.00
09/16/25	County clerk collaboration	1:00 PM	2:00 PM	1.00
09/16/25	LF Meeting with Personnel	2:00 PM	3:00 PM	1.00
09/16/25	Records Management	3:00 PM	4:30 PM	1.50
09/17/25	Regional County Clerk Meeting	8:30 AM	4:30 PM	8.00
09/18/25	Correspondence	8:00 AM	9:00 AM	1.00
09/18/25	LF Meeting with Finance	9:00 AM	10:00 AM	1.00
09/18/25	Banking, mail, DMV daily check-in	10:00 AM	11:30 AM	1.50
09/18/25	Payroll tasks	12:30 PM	1:30 PM	1.00
09/18/25	DMV supervision	1:30 PM	2:30 PM	1.00
09/18/25	DMV Interview	2:30 PM	3:30 PM	1.00
09/18/25	DMV transactions review	3:30 PM	4:30 PM	1.00
09/18/25	Financial review	4:30 PM	6:30 PM	2.00
09/18/25	Legislature Meeting	6:00 PM	7:00 PM	1.00
09/19/25	Clerk transaction review	6:45 AM	7:15 AM	0.50
09/19/25	Correspondence	8:00 AM	9:00 AM	1.00
09/19/25	Clerk - front end processing	9:00 AM	11:00 AM	2.00
09/19/25	Grants to Grow award review	11:00 AM	12:00 PM	1.00
09/19/25	Banking, mail, DMV daily check-in	1:00 PM	2:30 PM	1.50
09/19/25	Clerk - front end processing	2:30 PM	4:30 PM	2.00
09/21/25	Clerk transaction review	8:00 PM	8:30 PM	0.50
09/22/25	Correspondence	7:45 AM	9:15 AM	1.50
09/22/25	Banking, mail, DMV daily check-in	9:15 AM	11:15 AM	2.00
09/22/25	DMV supervision	12:15 PM	1:00 PM	0.75
09/22/25	Grants to Grow meeting w/IT	1:00 PM	2:00 PM	1.00
09/22/25	Hiring and payroll tasks	2:00 PM	3:30 PM	1.50
09/22/25	Clerk - front end processing	3:30 PM	4:30 PM	1.00
09/23/25	Clerk staff meeting	8:00 AM	8:30 AM	0.50
09/23/25	Correspondence	8:30 AM	9:00 AM	0.50
09/23/25	Compliance Meeting	9:00 AM	10:00 AM	1.00
09/23/25	Financial review	10:00 AM	10:30 AM	0.50

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
09/23/25	Meeting with an Attorney	10:30 AM	11:00 AM	0.50
09/23/25	Banking, mail, DMV daily check-in	11:00 AM	12:30 PM	1.50
09/23/25	Records Management	1:30 PM	3:30 PM	2.00
09/23/25	Constituent services	3:30 PM	4:30 PM	1.00
09/24/25	Correspondence	7:30 AM	9:30 AM	2.00
09/24/25	Banking, mail, DMV daily check-in	9:30 AM	10:45 AM	1.25
09/24/25	DMV transactions review	10:45 AM	12:15 PM	1.50
09/24/25	Clerk - front end processing	1:15 PM	2:00 PM	0.75
09/24/25	Training on new software	2:00 PM	3:00 PM	1.00
09/24/25	County clerk collaboration	3:00 PM	4:30 PM	1.50
09/25/25	Clerk transaction review	6:30 AM	7:30 AM	1.00
09/25/25	Correspondence	8:00 AM	9:00 AM	1.00
09/25/25	Banking, mail, DMV daily check-in	9:00 AM	10:30 AM	1.50
09/25/25	DMV transactions review	10:30 AM	11:30 AM	1.00
09/25/25	Troubleshoot MUNIS with IT	1:00 PM	1:30 PM	0.50
09/25/25	Clerk transaction review	1:30 PM	3:30 PM	2.00
09/25/25	Constituent services	3:30 PM	4:00 PM	0.50
09/25/25	Communication with attorney	4:00 PM	4:30 PM	0.50
09/26/25	Correspondence	8:00 AM	9:00 AM	1.00
09/26/25	Clerk - front end processing	9:00 AM	12:00 PM	3.00
09/26/25	Banking, mail, DMV daily check-in	1:00 PM	2:15 PM	1.25
09/26/25	Clerk - front end processing	2:15 PM	4:30 PM	2.25
09/28/25	Correspondence	3:00 PM	4:00 PM	1.00
09/28/25	Financial review	4:00 PM	5:00 PM	1.00
09/29/25	County clerk collaboration	8:00 AM	9:00 AM	1.00
09/29/25	Grants to Grow Meeting	9:00 AM	10:00 AM	1.00
09/29/25	Banking, mail, DMV daily check-in	10:00 AM	11:00 AM	1.00
09/29/25	Resolution preparation Grants to Grow	11:00 AM	12:00 PM	1.00
09/29/25	Grants to Grow materials and meeting prep	1:00 PM	2:30 PM	1.50
09/29/25	Correspondence	2:30 PM	3:30 PM	1.00
09/29/25	Clerk transaction review	3:30 PM	4:30 PM	1.00
09/30/25	Correspondence	8:00 AM	9:00 AM	1.00
09/30/25	Constituent services	9:00 AM	10:00 AM	1.00
09/30/25	DMV supervision	10:00 AM	11:00 AM	1.00
09/30/25	Monthly reporting prep	11:00 AM	12:00 PM	1.00
09/30/25	Banking, mail, DMV daily check-in	12:30 PM	2:00 PM	1.50
09/30/25	Deputy collaboration	2:00 PM	3:00 PM	1.00
09/30/25	Meeting with an Attorney	3:00 PM	3:30 PM	0.50

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
09/30/25	Clerk supervision	3:30 PM	4:30 PM	1.00
10/01/25	Records Management	8:00 AM	10:00 AM	2.00
10/01/25	MSB Troubleshooting	10:00 AM	10:30 AM	0.50
10/01/25	Correspondence	10:30 AM	11:30 AM	1.00
10/01/25	Banking, mail, DMV daily check-in	11:30 AM	1:45 PM	2.25
10/01/25	DMV transaction review and supervision	2:15 PM	4:30 PM	2.25
10/02/25	Correspondence	8:00 AM	9:00 AM	1.00
10/02/25	Clerk supervision	9:00 AM	10:00 AM	1.00
10/02/25	County Clerk collaboration	10:00 AM	10:30 AM	0.50
10/02/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
10/02/25	DMV supervision	1:00 PM	2:30 PM	1.50
10/02/25	Financial review	2:30 PM	3:00 PM	0.50
10/02/25	Budget reviews	3:00 PM	3:30 PM	0.50
10/02/25	Clerk transaction review	3:30 PM	4:30 PM	1.00
10/03/25	Correspondence	8:00 AM	9:00 AM	1.00
10/03/25	Clerk supervision	9:00 AM	10:00 AM	1.00
10/03/25	County Clerk collaboration	10:00 AM	10:30 AM	0.50
10/03/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
10/03/25	DMV supervision	1:00 PM	2:30 PM	1.50
10/03/25	Financial review	2:30 PM	3:00 PM	0.50
10/03/25	Budget reviews	3:00 PM	3:30 PM	0.50
10/03/25	Clerk transaction review	3:30 PM	4:30 PM	1.00
10/06/25	Correspondence	8:00 AM	9:00 AM	1.00
10/06/25	Clerk supervision	9:00 AM	10:00 AM	1.00
10/06/25	County Clerk collaboration	10:00 AM	10:30 AM	0.50
10/06/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
10/06/25	DMV supervision	1:00 PM	2:00 PM	1.00
10/06/25	Best Practice subcommittee meeting	2:00 PM	3:00 PM	1.00
10/06/25	Financial review	3:00 PM	3:30 PM	0.50
10/06/25	Clerk transaction review	3:30 PM	4:30 PM	1.00
10/07/25	Clerk transaction review	6:00 AM	7:00 AM	1.00
10/07/25	Meeting preparation	8:00 AM	8:30 AM	0.50
10/07/25	Correspondence	8:30 AM	9:30 AM	1.00
10/07/25	Banking, mail, DMV daily check-in	9:30 AM	10:30 AM	1.00
10/07/25	Government Operations Meeting	10:30 AM	12:00 PM	1.50
10/07/25	Clerk transaction review	1:00 PM	2:30 PM	1.50
10/07/25	DMV supervision	2:30 PM	3:30 PM	1.00
10/08/25	Records Management	8:00 AM	10:00 AM	2.00

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
10/08/25	Prep for meeting with County Administrator	10:00 AM	11:00 AM	1.00
10/08/25	Banking, mail, DMV daily check-in	11:00 AM	12:30 PM	1.50
10/08/25	Meeting with new County Administrator	1:00 PM	2:00 PM	1.00
10/08/25	DMV supervision	2:00 PM	2:45 PM	0.75
10/08/25	Clerk supervision	2:45 PM	4:15 PM	1.50
10/08/25	Legislative Review	7:30 PM	8:00 PM	0.50
10/09/25	Correspondence	8:00 AM	9:00 AM	1.00
10/09/25	Clerk transaction review	9:00 AM	9:30 AM	0.50
10/09/25	Banking, mail, DMV daily check-in	9:30 AM	11:30 AM	2.00
10/09/25	Constituent services	11:30 AM	12:00 PM	0.50
10/09/25	DMV transaction review and supervision	12:30 PM	1:30 PM	1.00
10/09/25	Clerk - front end processing	1:30 PM	2:30 PM	1.00
10/09/25	Correspondence	2:30 PM	3:30 PM	1.00
10/09/25	County Clerk collaboration	3:30 PM	4:30 PM	1.00
10/10/25	Correspondence	8:00 AM	8:30 AM	0.50
10/10/25	Work with another department on software	8:30 AM	9:30 AM	1.00
10/10/25	Clerk transaction review	9:30 AM	11:00 AM	1.50
10/10/25	Banking, mail, DMV daily check-in	11:00 AM	12:30 PM	1.50
10/10/25	Vendor demonstration (Balcony)	1:00 PM	2:00 PM	1.00
10/10/25	County Clerk collaboration	2:00 PM	3:00 PM	1.00
10/10/25	Deputy collaboration	3:00 PM	4:00 PM	1.00
10/10/25	Clerk transaction review	4:00 PM	4:30 PM	0.50
10/13/25	Preparation for the week	1:30 PM	2:30 PM	1.00
10/14/25	Correspondence	8:00 AM	9:00 AM	1.00
10/14/25	Finance Meeting	9:00 AM	10:30 AM	1.50
10/14/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
10/14/25	Clerk - front end processing	1:00 PM	4:30 PM	3.50
10/14/25	Legislative Review	7:30 PM	8:00 PM	0.50
10/15/25	Clerk transaction review	6:00 AM	7:00 AM	1.00
10/15/25	Records Management	8:00 AM	9:30 AM	1.50
10/15/25	Banking, mail, DMV daily check-in	9:30 AM	11:30 AM	2.00
10/15/25	Correspondence	11:30 AM	12:30 PM	1.00
10/15/25	Constituent services	1:30 PM	2:30 PM	1.00
10/15/25	Financial review	2:30 PM	3:30 PM	1.00
10/15/25	Legislative Review	3:30 PM	4:30 PM	1.00
10/16/25	Correspondence	8:00 AM	8:15 AM	0.25
10/16/25	Personnel issue	8:15 AM	8:30 AM	0.25
10/16/25	Correspondence	8:30 AM	8:45 AM	0.25

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
10/16/25	Grants to Grow Meeting	8:45 AM	9:30 AM	0.75
10/16/25	Banking, mail, DMV daily check-in	9:30 AM	11:30 AM	2.00
10/16/25	Clerk supervision	11:30 AM	12:30 PM	1.00
10/16/25	Clerk - front end processing	1:30 PM	4:30 PM	3.00
10/17/25	Banking, mail, DMV daily check-in	8:00 AM	9:30 AM	1.50
10/17/25	Correspondence	9:30 AM	11:30 AM	2.00
10/17/25	Clerk - front end processing	11:30 AM	1:00 PM	1.50
10/17/25	Clerk - front end processing	2:00 PM	4:30 PM	2.50
10/20/25	Correspondence	7:30 AM	8:30 AM	1.00
10/20/25	Clerk – front end processing	8:30 AM	9:00 AM	0.50
10/20/25	Banking, mail, DMV daily check-in	9:00 AM	10:30 AM	1.50
10/20/25	Financial review	10:30 AM	11:30 AM	1.00
10/20/25	IT troubleshooting - laptop not working offsite	11:30 AM	12:00 PM	0.50
10/20/25	Clerk – front end processing	1:00 PM	4:30 PM	3.50
10/21/25	Clerk transaction review	6:00 AM	7:00 AM	1.00
10/21/25	Banking, mail, DMV daily check-in	8:00 AM	9:30 AM	1.50
10/21/25	Correspondence	9:30 AM	10:00 AM	0.50
10/21/25	Materials social media and public	10:00 AM	11:00 AM	1.00
10/21/25	Clean Slate Working Group Meeting	11:00 AM	12:00 PM	1.00
10/21/25	IT troubleshooting	12:00 PM	12:30 PM	0.50
10/21/25	Vendor correspondence - equipment upgrade	1:00 PM	1:30 PM	0.50
10/21/25	LF correspondence and software work	1:30 PM	3:00 PM	1.50
10/21/25	Historical records in LF	3:00 PM	4:30 PM	1.50
10/22/25	Correspondence	8:00 AM	8:30 AM	0.50
10/22/25	Financial troubleshooting - OCA funds	8:30 AM	9:30 AM	1.00
10/22/25	Financial reconciliation - credit cards	9:30 AM	10:30 AM	1.00
10/22/25	Banking, mail, DMV daily check-in	10:30 AM	11:00 AM	0.50
10/22/25	Compliance Meeting	11:00 AM	12:00 PM	1.00
10/22/25	Banking, mail, DMV daily check-in	12:00 PM	1:00 PM	1.00
10/22/25	Clerk - front end processing	1:30 PM	3:00 PM	1.50
10/22/25	Constituent services	3:00 PM	4:30 PM	1.50
10/23/25	DMV supervision	8:00 AM	9:00 AM	1.00
10/23/25	DMV transaction review	9:00 AM	10:30 AM	1.50
10/23/25	Banking, mail, DMV daily check-in	10:30 AM	12:00 PM	1.50
10/23/25	Correspondence	12:00 PM	12:30 PM	0.50
10/23/25	Conference correspondence	12:30 PM	1:30 PM	1.00
10/23/25	Clerk - front end processing	1:30 PM	3:00 PM	1.50
10/23/25	NYS Law research - real property and courts	3:00 PM	4:30 PM	1.50

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
10/23/25	County Legislation material review	4:30 PM	5:15 PM	0.75
10/23/25	Communication with court employee	5:15 PM	5:30 PM	0.25
10/23/25	County Legislature meeting	5:30 PM	7:30 PM	2.00
10/24/25	Correspondence	8:00 AM	8:30 AM	0.50
10/24/25	Planning coverage of office with Deputy	8:30 AM	9:00 AM	0.50
10/24/25	Payroll tasks	9:00 AM	9:30 AM	0.50
10/24/25	Banking, mail, DMV daily check-in	9:30 AM	11:00 AM	1.50
10/24/25	Clerk – front end processing	11:00 AM	2:00 PM	3.00
10/24/25	DMV financials	2:30 PM	3:00 PM	0.50
10/24/25	Review of conference materials	3:00 PM	4:30 PM	1.50
10/25/25	IT troubleshooting - laptop not working offsite	11:00 AM	11:30 AM	0.50
10/26/25	Prep of materials for Legislative subcommittee	7:00 AM	9:00 AM	2.00
10/26/25	Tasks in office and preparation for Conference	9:00 AM	10:00 AM	1.00
10/26/25	Conference: Meeting and discussion	4:00 PM	5:00 PM	1.00
10/27/25	Conference: Meeting	9:00 AM	10:30 AM	1.50
10/27/25	Conference: Legislative priorities and agenda	10:45 AM	12:00 PM	1.25
10/27/25	Conference: Legislative priorities and agenda	1:30 PM	2:30 PM	1.00
10/27/25	Conference: NYS OCA - Efiling	2:30 PM	4:00 PM	1.50
10/27/25	Conference: Clerk subcommittee reports	4:00 PM	5:00 PM	1.00
10/28/25	Clerk transaction review	7:15 AM	8:00 AM	0.75
10/28/25	Legislative subcommittee meeting prep	7:30 AM	8:00 AM	0.50
10/28/25	Conference: NYS OCA - Clean Slate	9:00 AM	12:00 PM	3.00
10/28/25	Conference: NYS DMV	1:00 PM	4:00 PM	3.00
10/28/25	Conference: Best Practices	4:00 PM	5:00 PM	1.00
10/29/25	Conference - closing tasks	8:00 AM	11:30 AM	3.50
10/30/25	Correspondence	8:00 AM	8:30 AM	0.50
10/30/25	Preparation for LF Planning meeting	8:30 AM	9:00 AM	0.50
10/30/25	LF Planning meeting	9:00 AM	10:30 AM	1.50
10/30/25	LF Planning tasks from meeting	10:30 AM	11:30 AM	1.00
10/30/25	Banking, mail, DMV daily check-in	11:30 AM	12:00 PM	0.50
10/30/25	Paperwork from Conference	12:00 PM	12:15 PM	0.25
10/30/25	Clean up of tasks from conference	12:15 PM	1:45 PM	1.50
10/30/25	DMV transaction review and supervision	1:45 PM	3:00 PM	1.25
10/30/25	Constituent services	3:00 PM	3:15 PM	0.25
10/30/25	Review of Clerk work	3:15 PM	4:30 PM	1.25
10/31/25	Correspondence	8:00 AM	9:00 AM	1.00
10/31/25	Planning with software vendor for changes	9:00 AM	10:15 AM	1.25
10/31/25	Banking, mail, DMV daily check-in	10:15 AM	11:30 AM	1.25

Record of Activities - Brooke Kemak
County Clerk - Cortland County

Date	Activity	Start Time	End Time	Hours
10/31/25	Planning with software vendor for changes	11:30 AM	12:00 PM	0.50
10/31/25	Clerk - front end processing	12:00 PM	2:15 PM	2.25
10/31/25	Met with Court employee	3:00 PM	3:30 PM	0.50
10/31/25	YTD Budget expense review and planning	3:30 PM	4:30 PM	1.00
10/31/25	Email with employees - assistance & safety	4:45 PM	5:00 PM	0.25
11/01/25	Preparation for financial monthly reports	10:00 AM	10:45 AM	0.75
11/01/25	meeting	10:45 AM	11:30 AM	0.75
11/01/25	Year end planning and spending	11:30 AM	11:45 AM	0.25
11/03/25	Mortgage Tax exemption research/attorney	7:30 AM	8:00 AM	0.50
11/03/25	Posting of office hours	8:00 AM	8:15 AM	0.25
11/03/25	Correspondence	8:15 AM	9:00 AM	0.75
11/03/25	DMV supervision	9:00 AM	11:30 AM	2.50
11/03/25	Banking, mail, DMV daily check-in	11:30 AM	1:00 PM	1.50
11/03/25	Monthly financials	1:00 PM	4:30 PM	3.50
	TOTAL HOURS			**756.00**

With my signature, I attest to the accuracy of the record provided above.

Brooke Kemak — Signature

11/3/2025 — Date

Record of Activities

Name Kevin Fitch
Title Cortland County Legislature, Chairman
Employer Cortland County, NY

Activity Log

- **Use a new row for each activity. You must include the start and end times for each activity.**
- **Enter the date, activity, start and end times, and the number of hours. In the Hours column, only enter numbers (i.e. 2.75).**
- **To add a new row, click the "Add New Row" button.**
- **To total the number of hours, click the "Update Total" button.**

Date	Activity	Start Time	End Time	Hours
1/3/2025	Committee Meeting, Building and Grounds	9:00 am	10:00am	1
1/3/2025	Committee Meeting, Highway	10:00 am	11:00 pm	1
1/7/2025	Information Technology Meeting	8:00 am	8:30 am	0.5
1/7/2025	Committee Meeting, Government Operations	11:00 am	12:00 am	1
1/7/2025	Jail Committee Meeting	12:30 pm	1:30 pm	1
1/9/2025	Committee Meeting, JPS	9:00 am	10:00 am	1
1/9/2025	Jail Committee Meeting,APE	10:00 pm	11:00 pm	1
1/9/2025	Committee Meeting, Health and Human Services	11:00 am	12:00 am	1
1/9/2025	Emergency Shelter Meeting	1:00 pm	2:00 pm	1

1/13/2025	Town of Scott Board Meeting	6:00 pm	6:45 pm	0.45
1/13/2025	Town of Preble Board Meeting	7:00 pm	8:30 pm	1.5
1/14/2025	Committee Meeting, Finance and Administration	9:00 am	11:00 am	2
1/14/2025	Various Personnel issues meeting	11:00 am	12:30 pm	1.5
1/15/2025	TC3 Budget Presentation and Tour	9:00 am	10:30 am	1.5
1/23/2025	Broadband Project meeting	1:30 pm	2:30 pm	1
1/23/2025	Centro Board Position, nomination discussion	3:00 pm	4:00 pm	1
1/23/2025	Cortland County Legislative Session	6:00 pm	7:30 pm	1.5
1/28/2025	Code Blue Warming Center meeting	3:30 pm	4:30 pm	1
2/10/2025	Town of Scott Board Meeting	6:00 pm	7:00 pm	1
2/10/2025	Town of Preble Board Meeting	7:20 pm	8:30 pm	1.10
2/11/2025	Committee Meeting, Building and Grounds	9:00 am	10:00 am	1
2/11/2025	Committee meeting, Highway	10:00 am	11:00 am	1
2/11/2025	Committee Meeting, Government Operations	11:00 am	12:00 pm	1
2/13/2025	Staffing Meeting	8:00 am	9:00 am	1
2/13/2025	Committee Meeting, JPS	9:00 am	10:00 am	1
2/13/2025	Committee Meeting, APE	10:00 am	11:00 am	1
2/13/2025	Committee Meeting, HHS	11:00 am	12:00 pm	1
2/13/2025	IT Director Search Committee Meeting	12:00 pm	1:00 pm	1
2/13/2025	Regional Sports Council Meeting	1:00 pm	2:00 pm	1
2/18/2025	IDA/BDC Chairman meeting	8:00 am	8:45 am	0.45

2/18/2025	Committee Meeting, Finance and Administration	9:00 am	11:00 am	2
2/27/2025	County Attorney Meeting on Audit	2:00 pm	3:00 pm	1
2/27/2025	Cortland County Legislative Session	6:00 pm	8:00 pm	2
3/10/2025	Town of Scott Board Meeting	6:00 pm	7:00 pm	1
3/11/2025	County Courthouse HVAC Meeting	8:00 am	9:00 am	1
3/11/2025	Committee Meeting, Building and Grounds	9:00 am	10:00 am	1
3/11/2025	Committee Meeting, Highway	10:00 am	11:00 am	1
3/11/2025	Committee Meeting, Government Operations	11:00 am	12:00 pm	1
3/11/2025	County Audit Meeting	12:00 pm	1:00 pm	1
3/11/2025	County Administrator Meeting	1:00 pm	2:00 pm	1
3/13/2025	Committee Meeting, JPS	9:00 am	10:00 am	1
3/13/2025	Committee Meeting, APE	10:00 am	11:00 am	1
3/13/2025	Committee Meeting, HHS	11:00 am	12:00 pm	1
3/13/2025	Deputy Sheridd Union contract nagotiations	1:00 pm	2:30 pm	1.5
3/13/2025	County Sales Tax sharing review committee meeting	5:00 pm	6:00 pm	1
3/18/2025	Committee Meeting, Finance and Administration	9:00 am	11:00 am	2
3/18/2025	County Wide Certificate of Need meeting	11:00 am	12:00 pm	1
3/18/2025	Byrne Dairy facility tour for Legislature	1:30 pm	3:00 pm	1.5
3/20/2025	Cortland/Cayuga Workforce development board meeting	1:00 pm	2:00 pm	1
3/25/2025	Executive Session, ESD	11:00 am	12:30 pm	1.5
3/25/2025	Cortland County's Dwyer Park Playground Meeting	3:00 pm	4:00 pm	1
3/27/2025	Meeting with County Administrator and Deputy County Administrator	9:00 am	11:00 am	2

3/27/2025	Certificate of need meeting	3:00 pm	4:00 pm	1
3/27/2025	Chairman's Meeting with Administration Staff	4:00 pm	4:45 pm	0.45
3/27/2025	Special Finance and Administration Committee meeting	4:45 pm	5:15 pm	0.30
3/27/2025	Cortland County Legislative Session	6:00 pm	7:30 pm	1.5
3/31/2025	Centro Ribbon Cutting	10:00 am	11:00 am	1

Add New Row

Update Total 74.68

To ensure three full months of active working days are reflected on the ROA, extend the period of the ROA by the amount of time used for vacations, illness, holidays or other reasons not worked during the three-month period.
Once you have completed recording activities for a three-month period, print this worksheet and sign and date below.

With my signature, I attest to the accuracy of the record provided above.

Signature

12/17/2025
Date

Record of Activities

Name Dominick Mantella
Title Legislature
Employer Cortland County

Activity Log

- Use a new row for each activity. You must include the start and end times for each activity.
- Enter the date, activity, start and end times, and the number of hours. In the Hours column, only enter numbers (i.e. 2.75).
- To add a new row, click the "Add New Row" button.
- To total the number of hours, click the "Update Total" button.

Date	Activity	Start Time	End Time	Hours
August 12, 2025	Committee Meeting	9:00 am	10:30 am	1.5
August 12, 2025	Committee Meeting	10:30 am	11:30 am	1
August 28, 2025	Legislative Session	5:00 pm	7:30 pm	2.5
September 9, 2025	Committee Meeting	9:00 am	10:00 am	1
September 9, 2025	Committee Meeting	10:30 am	10:45 am	.75
September 25, 2025	Legislative Session	5:00 pm	6:30 am	1.5
October 7, 2025	Committee Meeting	9:00 am	11:30 am	1.5
October 7, 2025	Committee Meeting	10:30 am	11:45 am	1.25
October 23, 2025	Legislative Session	5:00 pm	7:45 pm	2.75

November 4, 2025	Committee Meeting	9:00 am	10:30 am	1.5
November 4, 2025	Committee Meeting	10:30 am	11:00 am	.5
November 20, 2025	Special Committee Meetings and Legislative Session	4:00 pm	7:00 pm	3
Choose or enter date	Write a brief description of your activity	Select Start Time	Select End Time	Enter Number

Add New Row

Update Total 18.75

To ensure three full months of active working days are reflected on the ROA, extend the period of the ROA by the amount of time used for vacations, illness, holidays or other reasons not worked during the three-month period.
Once you have completed recording activities for a three-month period, print this worksheet and sign and date below.

With my signature, I attest to the accuracy of the record provided above.

Damian R. Mantz
Signature

Dec 17th 2025
Date

Record of Activities

Name Mitchell D. Eccleston
Title Legislator
Employer Cortland County

Activity Log

- Use a new row for each activity. You must include the start and end times for each activity.
- Enter the date, activity, start and end times, and the number of hours. In the Hours column, only enter numbers (i.e. 2.75).
- To add a new row, click the "Add New Row" button.
- To total the number of hours, click the "Update Total" button.

Date	Activity	Start Time	End Time	Hours
August 12, 2025	Government Operations Meeting	10:30 am	11:30 am	1
August 14, 2025	Judiciary Public Safety Meeting	9:00 am	10:00 am	1
August 14, 2025	Ag, Planning & Environmental Meeting	10:00 am	11:00 am	1
August 28, 2025	Legislative Session	5:00 pm	7:35 pm	2.5
September 11, 2025	Ag, planning & Environmental	10:00 am	10:35 am	.5
September 25, 2025	Special Government Operations/ Legislative Session	4:30 pm	6:31 pm	2
October 7, 2025	Government Operations Meeting	10:30 am	11:45 am	1.25
October 9, 2025	Judiciary Public Safety	9:00 am	10:00 am	1
October 9, 2025	Ag, Planning & Environmental	10:00 am	11:00 am	1

October 23, 2025	Legislative Session	5:00 pm	7:45 pm	2.75
November 6, 2025	Judiciary & Public Safety	9:00 am	10:00 am	1
November 6, 2025	Ag, Planning & Environmental	10:00 am	11:00 am	1
November 20, 2025	Legislative Session	5:00 pm	7:00 pm	2
Choose or enter date	Write a brief description of your activity	Select Start Time	Select End Time	Enter Number

Add New Row

Update Total 18

To ensure three full months of active working days are reflected on the ROA, extend the period of the ROA by the amount of time used for vacations, illness, holidays or other reasons not worked during the three-month period.
Once you have completed recording activities for a three-month period, print this worksheet and sign and date below.

With my signature, I attest to the accuracy of the record provided above.

Signature

12-2-25
Date



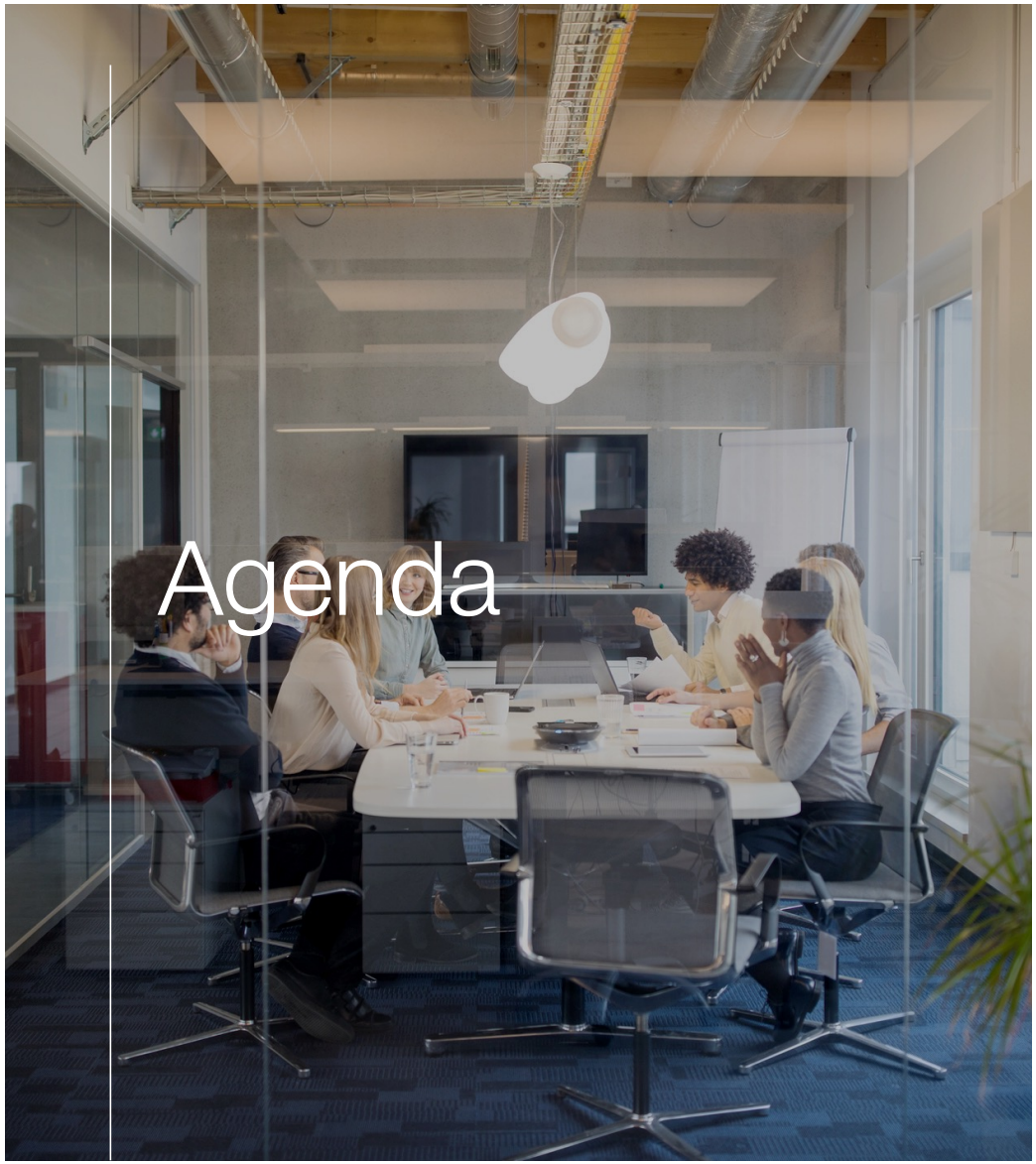
Cortland County
NEW YORK

Management Compensation Review & Analysis Proposal

October 2025

Empire State Development
MWBE
Minority Women Business Enterprise

catapult
EXECUTIVE CONSULTING



Agenda

- Scope of Services
- Catapult Executive Consulting Overview
- Catapult Compensation Consulting Team
- Professional Experience
- Proposed Work Plan
- Service Fee
- Appendix
  - Data Collection List

Scope of Services



- **Conduct Market and Internal Analysis:** Review County of approximately 75-80 job specifications and organizational structure; perform a market salary survey using comparable public and private sector benchmarks; analyze internal pay equity and salary relationships.
- **Review Compensation Structure:** Review salary grades and ranges aligned with market data and internal equity; assess if positions are appropriately graded and suggest adjustments.
- **Benefits Review**: Evaluation of health and welfare benefits offerings compared to the market to ensure competitiveness in the external marketplace.
- **Deliver Final Recommendations and Strategy:** Present a comprehensive report including financial impact analysis and an implementation strategy to County leadership and the public.

Catapult Executive Consulting Overview

- Founded in 2013 in Buffalo, NY by Co-Presidents Marsha Koelmel and Siobhan Smith, Catapult is a team of professionals who work with leaders and organizations to develop and deliver consulting services in the areas of Leadership & Organizational Development and Executive Search. In 2023, Catapult has expanded its service offering to include Compensation Consulting. In connection with the sale of their retirement plan business, Burke Group exited the compensation consulting business and has transitioned their compensation clients and business to Catapult. Catapult brought in Julia Culkin-Jacobia, with over 25 years in Human Resources and Compensation Consulting experience.
- Catapult is a partnership LLC and is a designated Minority Women Business Enterprise in New York State. Catapult has a team of 10 employees and is in good financial standing, current in our tax filings, and not in any form of bankruptcy.
- Our philosophy revolves around understanding and exceeding client expectations. We prioritize cultivating lasting relationships by not only comprehending their current requirements but also anticipating their future needs. This approach enables us to showcase our expertise in designing customized solutions that precisely address the unique challenges faced by each client. Our commitment to a client-centric approach ensures that we become an invaluable partner in our clients' success by aligning our offerings with their strategic objectives.
- Catapult strives to build and earn long-term partnerships with clients by expanding relationships with current clients and developing relationships with new ones by delivering impactful solutions and building trust.



Compensation Consulting. Built by Catapult.

The cornerstone of organizational success lies in the capacity to achieve business objectives and maintain a competitive edge.

Catapult excels in aligning compensation with long-term business strategy, goals, and culture creating value for shareholders, executives, and employees. In our role as an advisor, we partner with our clients to develop and implement effective compensation programs designed to attract, motivate, and retain an organizations most important asset, its people. Catapult provides the experience, resources, and expert advice to ensure achievement of a high-performance culture and an effective leadership team.

Our team has experience designing programs for a variety of organizations, such as publicly traded, privately held, family owned, venture capital backed, non-profit, public sector and government organizations.

Our Services

Executive Compensation Analysis

Ensure your executive compensation strategy rewards leadership performance while maintaining regulatory compliance and market competitiveness. Our in-depth analysis helps you strike the right balance between attraction, retention, and pay-for-performance principles.

Non-Executive Compensation Analysis

Staying competitive in today's talent market requires real-time, data-driven insights. We conduct comprehensive benchmarking studies to compare your compensation strategy against peer organizations, industry norms, and evolving market trends, ensuring your company remains an employer of choice.

Board of Directors Compensation Analysis

We assess board compensation against industry benchmarks, governance best practices, and emerging trends to ensure competitive and transparent pay structures.

Our Services

Short-Term Incentive Design

Drive immediate business performance with a well-structured short-term incentive plan. We design and refine annual bonus programs that motivate employees, align with financial goals, and drive company success while maintaining cost-effectiveness and fairness.

Long-Term Incentive Design

Long-term incentives play a critical role in leadership retention and sustained company performance. We craft tailored equity and performance-based incentive plans that align executive pay with long-term shareholder value

Compensation Committee Advisement

Compensation committees face increasing pressure to balance shareholder expectations, regulatory compliance, and executive retention. We provide independent guidance, best-practice insights, and tailored recommendations to help your committee make informed, defensible decisions.

Catapult's Solution



COMPETITIVE EDGE

- The Catapult team, across all practices, shares our collective knowledge and experience with our clients. This allows a multi-facet approach to ensuring the design and implementation of compensation programs are successful. Setting yourself apart from the competition involves achieving financial goals, reaching transformational milestones, and fostering a positive culture through an engaged and high-performing management team. Catapult not only focuses on the data and design of compensation programs, but we also ensure they provide the alignment, vision, and motivation to create a high-performance organization.

UNIQUE SOLUTIONS

- We recognize that each of our clients are unique and will require an individualized compensation program that aligns with not only your business strategy, but type of organization and current challenges. In crafting your compensation plan, we ensure it has a broader impact on your leadership strategy, aiming for optimal individual and organizational performance.

TRANSFORMATIVE CHANGE

- Recognizing the impact of compensation on behavior, we collaborate with you to ensure that the right individuals are in the right positions, undertaking the right actions to achieve success. Change can be a difficult process; our team has expertise in providing a road map for successful transformative change.

Catapult Consulting Team



Julia Culkin-Jacobia – Compensation Consulting Practice Lead

Julia leads the Compensating Consulting Practice. She has over 25 years consulting and senior executive expertise working in executive compensation, salary administration programs, performance management, annual and long-term incentive plans, alternative reward programs, and deferred compensation for both profit and not-for-profit organizations.

Prior to joining Catapult, Julia was the head of Human Resources at a variety of companies in various industries. Specifically, Julia has experience working in the public sector at Erie County Medical Center, developing compensation programs for Management Confidential, CSEA, NYSNA and AFSCME positions. During that time, Julia successfully negotiated the CSEA and AFSCME. Additionally, Julia worked for 6 years as a Compensation Consultant at Willis Towers Watson.

Julia holds a B.S. in Business Administration from State University of Buffalo at New York. She also has a certification in Executive Education from Harvard Business School.



Sophie Stumpf – Compensation Analyst

Sophie Stumpf brings a decade of customer service experience to her role as Catapult's Compensation Analyst, coupled with a keen attention to detail in data entry and evaluation. Prior to her time with Catapult, she worked in Human Resources, specializing in payroll, benefits administration, and data collection. With a Bachelor of Arts in Economics from the University at Buffalo, an extensive background in support services and a contemporary approach to Human Resources, she thrives in situations that compel her to challenge her adaptability.



Krista Temlitz – Compensation Project Manager

Krista is focused on driving favorable results for clients, teammates, and organizations. She brings 13 years of operations and cross-functional team experience, working closely with Executive and Senior Leadership teams to define goals and develop meaningful improvement plans. Krista is committed to understanding the needs of the client and identifying impactful solutions that result in successful outcomes for our valued partners and for our team.

Krista earned the Lean Six Sigma Master Black Belt in process improvement.



Catapult Executive Consulting

Company Information

Catapult Executive Consulting
119 W. Tupper St.
Buffalo, NY 14201
www.catapultsuccess.com

12 Years in Business

Compensation Consulting
Leadership Development
Organizational Development
Executive Search

Contact Information

Julia Culkin-Jacobia, Practice Lead
Compensation Consulting

716-445-4042 (c)
716-256-1550 (o)

Julia@catapultsuccess.com
Linkedin/juliaculkin

References

Client	Contact	Scope of Work
Putnam County	Paul Eldridge Personnel Officer Paul.Eldridge@putnamcountyny.gov 845-808-1650	2025 • Compensation Analysis of Union and Management Positions
Steuben County	Jack K. Wheeler, MPA County Manager jwheeler@steubencountyny.gov 607-664-2245	2024 • Compensation Analysis of Management Confidential and CSEA Positions • Development of a Compensation Structure
Cayuga County	Diann Ferris Human Resources Director dferris@cayugacounty.us 315-253-1480	2024 • Compensation Analysis of Management Confidential Positions • Development of a Compensation Structure • Benefits Analysis
Sullivan County	Julie Diescher Commissioner of Human Resources/Personnel Officer Julie.diescher@sullivanny.us 845-807-0481	2024 • Compensation Analysis of Management Confidential and CSEA Positions • Development of a Compensation Structure

Testimonials.

"I would recommend your services to other organizations! This is my first compensation analysis process, and I am impressed with the amount of information and how you made the results very easy to digest. All our interactions and correspondences were prompt and helpful. We do these reviews every 3 years or so, and with all of the fluctuation in the economy, having this done now was impactful to ensure our compensation package remains competitive and fair."

Human Resources Manager, ConnectLife

"We worked with Catapult to have an external compensation market study completed for all positions within our organization. We were impressed by the team at Catapult, specifically how knowledgeable, helpful and informative they were. They guided us through the process, taking a time-consuming, complex project and making it very easy. The report we received was comprehensive and thorough. It is being used to help ensure that our salaries are both externally competitive and internally equitable, which is a key component of our retention strategy."

Chief Human Resources Officer, Child and Family Services

"We have been very satisfied with Catapult's compensation services. Their expertise in current compensation trends and best practices was evident in their thorough and detailed analyses. Julia, in particular, was easy to work with and effectively communicated the rationale behind their recommendations. Having a third-party expert facilitated smoother buy-in from our executive team. The market-based compensation program recommended by Catapult has proven beneficial in recruiting and retaining high-quality employees and allows us to adapt swiftly to changing market conditions."

Chief Human Resources Officer, PathStone

Proposed Workplan

Proposed Work Step
1. **Conduct Initial Kickoff Meeting. At the outset, we would meet with appropriate parties of Cortland County to discuss the following:** • Current compensation strategy and philosophy; • Overall objectives of the project; • Issues or difficulty in attracting or retaining specific positions within the County; • Review project methodology, timing, and compensation survey sources; • Gather information on job descriptions, recruitment challenges, retention concerns, and staffing levels; • Collect data for the analysis, such as current individual employee compensation data and information (including position, hire date, etc.), compensation salary structures and any other plan documents/contracts. (See Data Collection Sheet in Appendix).
2. **Assessment of positions (approximately 75-80) relative to market practices.** • Using multiple survey sources and peer data, Catapult will market price each position. • Compare job descriptions to benchmark jobs to ensure alignment based on responsibilities, skills and requirements; • Use survey data based on relevant geographic regions, company sizes and industries (municipalities and general industry); • Use market median (50th percentile) for matching market rates and assess both base for a complete analysis of the data; • Validate data from multiple sources to ensure reliability and accuracy.

Proposed Workplan

Proposed Work Step
3. Benefits Analysis • Evaluation of benefits (Health & Welfare benefit offerings) against the market to ensure competitiveness in the external marketplace. • Using multiple survey sources, analyze the benefits in the local area; • Best practices in benefit offerings and prevalence of different plan options; • Benefit comparison to local market; • Provide recommendations relative to external market data.
4. Review initial report of job classification, slotting, and proposed changes to salary structures with Cortland County. • Market pricing of each position based on current position descriptions; • Proposal of new/updated salary structure based on market/peer analysis; • Slotting of positions into the proposed salary structure(s) based upon the analysis; • Initial recommendations for job classifications relative to proposed/revised structure; • Summary of associated cost to make any adjustments.

Proposed Workplan

Proposed Work Step

5. Development of Final Report
 	
• Based upon our meeting and review of the initial report, Catapult will develop final report(s), which will include the following:
  • Detailed review of market/peer analysis for all positions;
  • Proposed/updated salary grades based on analysis;
  • Slotting of positions into the new/revised structure;
  • Final cost-to-adjust for all positions based on analysis and Catapult recommendations, and recommended strategy for implementation;

Service Fee

Based upon our experience with similar projects, we estimate our fee to be the following:

Phase 1 – Executives & Directors (Approximately 15-20 positions - $5,000

Phase 2 – Remaining Executive Positions (Approximately 60 positions) - $7,500

Benefits Report - $5,000

This pricing is inclusive of all expenses.

The project would be completed over an 6-10 week timeframe.

Appendix – Data Collection List

Compensation Data

- Job titles and descriptions
- Current base salary and other compensation for all employees in the positions being evaluated.
- Current grades & steps for all groups (if applicable)
- Years in position/service – including any equivalent in the same position prior to working for Cortland County, if readily available and is recognized by the County.
- Employee demographic information
- Plan documents including current union contracts, plan descriptions, salary administration guidelines, etc.

CORTLAND COUNTY LEGISLATURE RULES OF ORDER

Adopted 9/25/25 – Resolution No. 203-25

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CORTLAND COUNTY LEGISLATURE RULES OF ORDER

Adopted 9/25/25 – Resolution No. 203-25

ARTICLE I

DEFINITIONS

1. **Agenda –** is a summary of the order of business expected to come before a particular meeting of the Legislature. All bid openings, communications, petitions, notices, committee reports, annual reports, audits, resolutions, proclamations, recognitions, as well as any other business to appropriately come before the Legislature shall be listed.

2. **Amendment** – is a proposal to change the wording of a motion or a resolution. Upon request of any legislator in attendance, an amendment may be submitted in writing and distributed to all members when possible.

3. **Amend Something Previously Adopted** – is a motion to change the Legislature's action on a portion of a resolution that has been adopted. This motion is in order as long as the portion to be amended is not something that has already been done that cannot be undone. A motion to amend something previously adopted requires a two-thirds vote without notice, or a majority vote of the entire membership with notice.

4. **Article –** is any resolution, petition, communication, notice, or report.

5. **Article postponed indefinitely –** is any article which is terminated for the particular Legislative session at which it is postponed indefinitely.

6. **Article postponed to time certain –** is any article postponed to a specific time (time c e r t a i n) to be taken up on a specific day.

7. **Chair –** is the Chair of the Cortland County Legislature, elected in accordance with Article II, Section 2-B of these Rules, Local Law No. 2 of 1972, and County Law §151.

8. **Citizen's Advisory Committee –** the County Legislature, by resolution, may appoint a committee of citizens of the County to act in an advisory capacity to any committee, department or office on any subject relating to the County government, pursuant to provisions in County Law §154. Term of said Committee shall not exceed the term of the appointing Legislature.

9. **Claim –** is any claim, bill, or account submitted to the Legislature pursuant to County Law (see County Law, § 369).

10. **Clerk –** is the Clerk of the Cortland County Legislature appointed in accordance with Article II of these Rules, Local Law No. 2 of 1972, and County Law §400-4(a) and County Law §475 or any amendments.

11. **Committee of the Whole** – is a committee composed of all of the members of the Legislature, but acts under the rules of other Standing Committees. The legislature cannot formally vote in Committee of the Whole. Committee of the Whole is NOT an executive session, and a Chair Pro

Tem must be appointed after entering into Committee of the Whole

12. **Communication** – is any written instrument advising the Legislature of facts, situations, or problems (past, present, or future) having to do with the operation of Cortland County Government or the Legislature's powers under County Law. For informational purposes, official communications may be distributed to and received and filed by the Legislature.

13. **Conflict of Interest** – no municipal officer or employee shall have an interest, as defined in these rules, direct or indirect, in any contract with the County of Cortland, or engage in any other activity prohibited by the Cortland County Code of Ethics (Local Law No. 2 of 2008), when such officer or employee, individually or as a member of a board, has the power or duty to:

A. Negotiate, prepare, authorize or approve a contract or authorize or approve payment thereunder;

B. Audit bills or claims under the contract; or

C. Appoint an officer or employee who has any of the powers or duties set forth above.

14. **Day** – a period from a certain day within which, or after, or before which, an act is authorized or required to be done, meaning the number of calendar days exclusive of the calendar day from which the reckoning is made. If such period is a period of two days, Saturday, Sunday, or a public holiday must be excluded from the reckoning if it is an intervening day between the day from which the reckoning is made and the last day of the period. In computing any specified period of time from a specified event, the day upon which the event happens is deemed the day from which the reckoning is made. The day from which any specified period of time is reckoned shall be excluded in making the reckoning (see General Construction Law §20).

15. **Department Head** – is the County employee or employees elected, or appointed by the Legislature, chiefly responsible for the operation of any County Department.

16. **Ex-officio** – a member of the committee or board by virtue of an office held. Ex-officio members of committees have the same rights and privileges as all other members of the committee or board, including the right to vote. If an ex-officio member is NOT under the authority of the organization (Legislature), he/she has all rights and privileges, but not the obligations of a regular member, and does not count toward a quorum. An ex-officio member who IS under the authority of the Legislature (Chair) IS counted in the quorum, but does not add to the total number of members of any committee/board.

17. **Excused Absence** – Prior notification of an absence to a Committee Chair, Clerk or Chair of the Legislature.

18. **Executive Session** – that portion of a meeting not open to the public. **Proceedings in Executive Session shall be confidential** unless the Legislature votes otherwise, or is required to be made public in accordance with NYS Public Officer's Law. The Legislature may conduct an executive session upon a majority vote of the Legislature taken in an open meeting, after a motion to enter

into executive session, for one of the purposes enumerated in Public Officer's Law §105 (1) (a) through (h) as follows:

A. matters which will imperil the public safety if disclosed;

B. any matter which may disclose the identity of a law enforcement agent or informer;

C. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;

D. discussions regarding proposed, pending or current litigation;

E. collective negotiations pursuant to article fourteen of the civil service law;

F. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

G. the preparation, grading or administration of examinations; and

H. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

19. **Interest** – a direct or indirect pecuniary or material benefit accruing to a County officer, employee or appointed official, spouse or child, whether the result of a contract with the County or otherwise. For the purpose of this chapter, a County officer, employee or appointed official shall be deemed to have an interest in the contract if (i) a spouse and/or children, except a contract of employment with the County; (ii) a firm, partnership or association of which such officer, employee or appointed official or spouse or child is a member or employee; (iii) a corporation of which such officer, employee or appointed official, or child is an officer or director; and (iv) the outstanding capital stock of a corporation which is owned by, or controlled directly or indirectly by an officer, employee or appointed official, or his/her spouse or child.

20. **Journal –** is the copy of the record of proceedings, with an index, of the Cortland County Legislature for a calendar year in printed bound volume, or recorded by electronic means in a single volume, or both, certified by the Clerk of the Legislature as a true copy. The Clerk of the Legislature shall ensure that a printed copy is published annually pursuant to County Law (see County Law, § 211), and will make copies available upon request to current legislators.

21. **Legislature –** is the Cortland County Legislature, the elected county governing body, by whatsoever name designated. Whenever the term "County Board," "Board of Supervisors," "County Governing Board," "Elective governing body of the county" is referred to in any law, contract, or document pertaining to any of the functions, powers, obligations, and duties of such governing body, it shall be deemed to mean and refer to the County Legislature (see County Law§150-a).

22. **Majority Leader** – The members of the Legislature belonging to the recognized political party having the greatest number of total votes on said Legislature shall elect from its members a Majority Leader. In the event of a tie for the greatest numbers of members in the recognized political parties, the majority leader will be selected from the party with the greatest number of total weighted votes. The name of the Majority Leader shall be submitted to the Clerk of the Legislature in writing on the prescribed form signed by a majority of members of the respective party within five (5) calendar days of the biennial organizational meeting.

23. **Majority Vote of County Legislature** – the majority number of weighted votes of the total membership of the Legislature.

24. **Meeting** – the official convening of a legislative body for the purpose of conducting public business. This includes any meeting of a committee and any special, organizational, or other meeting.

25. **Member** – is either a duly elected member of the Cortland County Legislature or a member appointed by authority of Local Law No. 2, Article II, § 204, VACANCIES, for year 1972.

26. **Minority Leader** – The members of the Legislature belonging to the recognized political party having the second greatest number of total votes on said Legislature shall elect from its members a Minority Leader. In the event of a tie for the second greatest numbers of members in the recognized political parties, the minority leader will be selected from the party with the greatest number of total weighted votes. The name of the Minority Leader shall be submitted to the Clerk of the Legislature in writing on the prescribed form signed by a majority of members of the respective party within five (5) calendar days of the biennial organizational meeting.

27. **Minority Report** – is the written report of a minority party or a minority of any standing or special or committee.

28. **Motion** – is a formal proposal for action by a member in a meeting.

29. **Motion to Discharge** – is a motion relieving a Standing or Special committee of its responsibility to consider a matter referred to it and placing the matter on the agenda of the following meeting of the Legislature.

30. **Motion to Reconsider** – is a motion, subject to time limits, to bring again before the Legislature a motion which has been adopted, defeated, or postponed indefinitely, as long as something has not already been done which cannot be undone. This motion may only be made by a member who voted on the prevailing side. Requires a majority vote of the Legislature.

31. **Motion to Rescind** – is a motion to revoke the Legislature's action on a motion which has been adopted, as long as something has not already been done which cannot be undone. Requires a two-thirds vote of the Legislature.

32. **Motion to Suspend the Rules** – is a motion suspending the Rules of Order which requires a two-thirds vote and may be made by any member of the Legislature.

33. **Notice to Incoming Members** – the notice referenced in Article II, Section B. 1 of these Rules shall be in writing and shall be served by United States mail addressed to each incoming member at his/her

last known postal address at least 48 hours before the date and time of the meeting (see County Law, §151(1).)

34. **Petition** – is a written request for action by the Legislature on a matter having to do with the operation of Cortland County Government or the Legislature's power under County Law.

35. **Previous Question** – is a motion to immediately end debate and amendment and take a vote on the question(s) before the Legislature. It requires a second, and a two-thirds vote, which is taken separately from and before the vote on the motion(s) to which it is applied.

36. **Privilege of the Floor** – is an opportunity granted to a person who is not a member of the Legislature to address an issue that is on the current Legislative agenda (see Article III Section 1.A.vi for detail).

37. **Quorum** – is a majority of the total number of members of the Legislature, should no vacancy exist (see County Law §153(2) and General Construction Law §41).

38. **Recessed Meeting** – is a meeting called to complete unfinished business, or a meeting called because of failure to obtain a quorum at a meeting.

39. **Receive and File** – is a motion to receive a communication and have it placed on file with the Clerk of the Legislature.

40. **Refer (motion to)** – is a motion to refer a matter to a Standing or Special Committee as the Legislature deems appropriate.

41. **Regular Meeting** – is a meeting called for the purpose of transacting any and all business which the Legislature is authorized or permitted by law to transact.

42. **Resolution** – is a written instrument for consideration by the Legislature as recommended by a committee or the Chair in carrying out its power and duties pursuant to Statute or expressing the sense of the Legislature on a matter having to do with the operation of Cortland County Government.

43. **Resolutions of a Permanent Nature**– require a two-thirds vote of the total weighted vote and shall include those:

A. authorizing the purchase of property (See County Law, § 215);

B. authorizing the issuance of bonds (See General Municipal Law, § 99-g);

C. conveying property previously owned by the County, except property acquired by tax sale deed or for purposes of establishing a highway right of way (see County Law, § 215);

D. giving an easement or other substantial interest in property owned by the County (see County Law, § 215);

E. regarding membership of County employees in a State Retirement System;

F. authorizing a class of property tax exemptions;

G. creating departments, boards, or councils;

H. amendment of the Rules of Order of the Cortland County Legislature;

I. motions suspending the adopted parliamentary authority;

J. resolution with an unbudgeted financial impact, which was not approved by the Finance and Administration Committee;

K. any other action requiring a two-thirds vote as mandated by Federal, State or County law.

44. **Resolutions Not of a Permanent Nature –** require a majority vote of the total weighted vote and shall include those:

A. transferring any funds within account numbers in excess of $25,000;

B. authorizing contracts;

C. authorizing awarding of bids;

D. authorizing correction of an assessment roll if approved by the Director of Real Property Tax Services; or

E. other business which may appropriately come before the Legislature, which does not require a vote other than a majority vote.

45. **Roll Call Vote** – shall be taken as required by Statute or may be ordered on any pending motion at the request of a single member. The total number of weighted votes shall be entered in the record, along with the names of members voting for or against a matter considered by the County Legislature.

46. **Special Article** – is any resolution, petition, report, communication or motion which may appropriately come before the Legislature at a meeting without, however, being included on the agenda which has been distributed in accordance with the timeframe established in Article V of these Rules.

47. **Special Committee –** is a special committee established by resolution of the Legislature. Any resolution creating a special committee shall specify the powers and duties of the committee and the number of its members. Members are to be appointed by the Chair from the membership of the Legislature. Each member shall serve for the period specified in the resolution, but in no event longer than his or her term on the Legislature (County Law, § 154[2]).

48. **Special Meeting –** is a meeting called by the Clerk of the Legislature upon direction of the Chair or upon a written request signed by a majority of the members of the Legislature. Notice in writing stating the time, place and purpose of the special meeting shall be served personally or by mail or by electronic means upon each member (as he/she directs) by the Clerk of the Legislature at least forty-eight (48) hours before the date fixed for holding the meeting, or a member may waive the service of the notice for such meeting by a writing signed by him/her. Only business specified in the notice thereof may be transacted at a special meeting. (see County Law, §152).

49. **Special Order** – is an order of the day that is made with the stipulation that any rules interfering with its consideration at the specified time shall be suspended except those relating: (a) to adjournment or recess, (b) to questions of privilege, (c) to special orders that were made before this special order was made, or (d) to a question that has been assigned priority over all other business at a meeting by being made *the* special order for the meeting.

50. **Sponsor –** is the member or members whose motion or resolution is appropriately brought before the Legislature.

51. **Standing Committee –** is a committee established in accordance with Article XII of these Rules (see Article XII of these rules, County Law §154(1), and Local Law No. 2 of 1972).

52. **Table** – is a motion to allow the Legislature to lay the pending question(s) aside temporarily when something of an urgent nature arises. Is subject to time limits and requires a majority vote of the Legislature.

53. **Take from the Table** – is to make pending again before the Legislature a motion or resolution that had been previously tabled. It requires a second, is not debatable and requires a majority vote for adoption.

54. **Total Vote –** is the total number of weighted votes of all members of the Legislature.

55. **Unbudgeted Financial Impact** – any expense or revenue change resulting from a proposed action or resolution that has not been accounted for in the County's approved budget for the current fiscal year. This includes: increases in expenditures, decreases in anticipated revenues, or financial commitments that would require additional appropriations, reallocation of funds, or adjustments to the existing budget.

56. **Weighted Vote –** the number of votes each Legislator casts at a Legislative meeting in a roll call vote pursuant to the current duly adopted plan of apportionment.

57. **Whole Number of Members –** is the total number of members that the Legislature would have were there no vacancies and were none of the members disqualified from acting (see County Law, § 153(9) and General Construction Law §41).

ARTICLE II
ORGANIZATION

1. **Biennial Organizational Meeting**

A. Scheduling

In accordance with County Law §151 and Local Law No. 2 for year 1972, Article II, Section 202, the County Legislature shall meet on the first ~~Wednesday~~ business day of January at 10:00 a.m., ~~except when the first Wednesday shall be January 1st, in which event it shall be the following day~~, and every even year thereafter for the purpose of organization and for the transaction of such other business as may come

before it.

B. Notification

i. The Clerk of the Legislature last appointed, in accordance with Article I, # 34, shall serve upon each member of the Legislature entitled to vote at the organizational meeting a notice stating:

a. the date, time, and location of the organizational meeting;

b. that a Chair shall be elected; and

c. any other matter to come before the Board.

ii. In the event of the inability or failure of the Clerk of the Legislature last appointed to serve notice as provided in Article II, Section B. 1 of these Rules, the County Clerk of Cortland County shall call the biennial organizational meeting on or before January 15th in even- numbered years.

C. Business

i. The business to come before the biennial organizational meeting following the election of the Legislature shall be as follows:

a. election of a Chair (County Law §151, Local Law No. 2 of 1972);

b. appointment of a Clerk (County Law §400(4)(a), County Law §475, and Local Law No. 2 of 1972);

c. receive and file the designation of the Majority Leader and Minority Leader (if available);

d. appointment of a County Attorney (County Law §400(4)(a), §500);

e. appointment of a Public Defender (County Law §716);

f. appointment of a Veterans' Services Officer (County Law §800); and

g. any other business necessary and appropriate to come before the meeting.

ii. The business to come before the biennial organizational meeting held in the even numbered year mid-term of the Legislature shall be as follows:

a. election of a Chair (County Law §151, Local Law No. 2 of 1972);

b. receive and file the designation of the Majority Leader and Minority Leader (if available);

c. any other business necessary and appropriate to come before the meeting.

2. Elections and Appointments

A. Appointment Process Timeline

i. By no later than August 31st of the year during which the term of appointment is set to end (no later than the last working day of the month), the current appointees shall indicate in writing whether or not they shall seek another term of appointment. The notice by the current appointee shall be delivered in writing to the Personnel Officer and the Committee Chair to whom they report, as follows:

a. Clerk of the Legislature – Government Operations Committee

b. County Attorney – Government Operations Committee

c. Public Defender – Judiciary & Public Safety Committee

d. Veterans' Services Officer – Health & Human Services Committee

ii. By no later than October 31st, following the appointees' indication in September of a decision to seek another term, the Chair of the Committee shall:

a. In the event the appointee seeks reappointment, bring forward the current appointee's performance evaluation for committee review by the month of October; or

b. In the event the appointee does NOT seek reappointment, have the Personnel Officer post the position as vacant as of December 31st of that year, subject to appointment at the biennial Organizational Meeting of the Legislature as the Rules of Order provide.

iii. By no later than November 30th, following the review of the current appointee's performance evaluation, if applicable, the Chair of the Committee to whom the appointee reports shall call for a vote to indicate the committee's intent to either:

a. Recommend to reappoint the current appointee; **or**

b. Request to determine the position as an anticipated vacancy as of December 31 of that year and to have the Personnel Officer post the position as such subject to appointment at the biennial Organizational Meeting of the Legislature as the Rules of Order provide.

Any person who meets the minimum qualifications for one of the appointed positions shall apply to the Personnel Officer to fill one of the anticipated vacancies. The current appointee who has not been recommended for reappointment may apply for the posted position.

iv. At the next organizational meeting following the election of the current Legislature, the full Legislature shall appoint persons to fill each of the positions scheduled to be filled as follows:

a. **1st** The current appointee recommended by the last sitting committee shall be nominated and considered for the position by vote of the new sitting legislature; if not approved for appointment by a sufficient vote of the legislature; then

b. **2nd** The legislature shall then nominate and consider from the applicants who filed appropriate documentation with the Personnel Officer, any such successfully nominated applicant shall be subject to meeting other requirements as the County has established (i.e. drug test); if no such applicant is approved for appointment by a sufficient vote of the legislature; then

c. **3rd** The legislature shall accept from the floor nominations of persons who did not apply. These nominations shall be subject to providing valid and sufficient proof that they meet the minimum qualifications for the position and subject to all other requirements demanded of new employees of the County.

B. Procedure for Election of a Chair

i. The Chair shall be elected by a majority vote of the whole number of weighted votes of the total membership of the Legislature. The Clerk of the County Legislature last elected shall act as Chair pro tem. If the Clerk of the Legislature last appointed is not available, the County Clerk shall preside over the election of the Chair. He/She shall call the County Legislature to order and call the roll, followed by a pledge of allegiance to the flag. Whereupon the Chair pro tem shall declare, "The first order of business is the election of the Chair." Nominations for the office of Chair shall then be taken from the floor and such nominations must be seconded. Before proceeding to an election, the Chair pro tem shall inquire if there are any further nominations. If there is no response, the Chair pro tem shall declare the nominations closed. Voting shall be by full roll call with each legislator, when the legislator's name is called, declaring the name of the candidate of the legislator's choice who has been duly nominated and seconded. Should there be no weighted majority of the Legislature after the initial roll is called, the two nominees receiving the highest number of votes shall then be the only candidates named for a second round of roll call voting. Voting will again be by full roll call with each legislator, when the legislator's name is called, declaring the name of one of the two candidates remaining. Upon voting of the County Legislature; whereupon the Chair pro tem shall declare the duly elected Chair. Upon election, the Chair shall immediately assume all duties and responsibilities of the office and shall continue to act in such capacity until the termination of his/her office.

ii. The Chair's term will be through December 31 in the next odd-numbered year.

iii. In the event a Chair is not elected at the biennial organizational meeting, a Chair shall be elected at a recessed meeting held no later than February 1 in the even-numbered year.

iv. In the event of the failure of the Legislature to elect a Chair on or before February 1 in the even-numbered year, the County Clerk of Cortland County shall appoint a member of the Legislature as Chair, who shall serve through December 31 of the next odd-

numbered year.

C. Appointment of a Clerk

i. At each organizational meeting following the election of the Legislature, the Legislature shall appoint a Clerk of the Legislature, in accordance with County Law §400 (4)(a) and County Law §475. The Clerk of the Legislature shall also serve as County Historian.

ii. The Clerk of the Legislature shall be appointed by a majority vote of the weighted votes of the total of the Legislature.

iii. The Clerk of the Legislature shall serve at the pleasure of the Legislature until replaced or removed by the Legislature (see County Law, § 475[1]).

D. Appointment of the County Attorney

i. At each organizational meeting following the election of the Legislature, the Legislature shall appoint an attorney as County Attorney, in accordance with § 500 of County Law.

ii. The term of office of the County Attorney shall run concurrent with the elected members of the Legislature, in accordance with County Law, § 500.

iii. The County Attorney shall be appointed by a majority vote of the weighted votes of the total of the Legislature.

E. Appointment of a Public Defender

i. At each organizational meeting following the election of the Legislature, the Legislature shall appoint a Public Defender, in accordance with Local Law 2 of 1966, as amended by Local Law No. 6 for year 2021 and Local Law 8 of 2023. (See County Law, § 716).

ii. The term of the office of Public Defender shall be for the term for which the membership of the Legislature appointing him/her was elected or for a term as may be determined by local law not to exceed four years.

iii. The Public Defender shall be appointed by a majority vote of the weighted votes of the total of the Legislature.

F. Appointment of a Veterans' Services Officer

i. At each organizational meeting following the election of the Legislature, the Legislature shall appoint a County Veterans' Services officer, in accordance with

County Law § 800.

ii. The term of office of the Veterans' Services shall be for the term for which the membership of the Legislature appointing him/her was elected or for a term as may be determined by local law not to exceed four years.

iii. The Veteran's Services Officer shall be appointed by a majority vote of the weighted votes of the total of the Legislature.

ARTICLE III
AUTHORITY OF THE CHAIR

1. Legislative Meetings

A. At any meeting of the Legislature, the Chair shall:

i. call the meeting to order, unless otherwise specified in these Rules;

ii. proceed to the business in the manner prescribed by these Rules, unless there is no quorum;

iii. preserve order and decorum in debate, preventing personal reflections and confining members' remarks to the question under debate; this ruling shall be subject to appeal from the ruling of the Chair;

iv. recognize members entitled to speak in debate, ruling which member is first entitled to speak when two or more members seek recognition simultaneously; this ruling shall be subject to appeal from the ruling of the Chair;

v. rule on the priority of business and all points of order, subject to appeal from the ruling of the Chair. On each appeal, the Chair shall have the right to speak first and last in debate, if the question is debatable, to explain the reason(s) for the ruling;

vi. grant the privilege of the floor to individuals who have signed in before the beginning of the session and set the time limit, up to but not more than five (5) minutes per speaker, which, upon authority of the Chair, may be extended:

Privilege of the Floor (aka Public Comment): Privilege of the floor shall be granted to any individual in the manner prescribed as follows:

Any person or group may request permission to appear before the Legislature by signing on the provided sign-in sheet. The Legislature will provide a thirty (30) minute public comment period. At the discretion of the Chair, or upon majority vote of the Legislature, the public comment period may be extended, before resolutions are acted upon. Said thirty minutes will be divided evenly among the number of persons or groups that wish to appear before the Legislature, with no one person or group appearing for more than five (5) minutes. The five-minute time limit per speaker may be extended and/or limited at the discretion of the Chair or

upon majority vote of the Legislature to accommodate the group. This rule shall not apply to the County Administrator, Department heads, or others invited to appear before the legislature. The Chair shall preserve order and decorum. He or she shall prevent any persons speaking, including members of the Legislature, from making personal or derogatory comments regarding individuals and he or she shall confine the speakers to subject matters pertaining to the agenda. The Chair shall have the authority to have disruptive individuals removed from the meeting.

B. At any meeting of the Legislature, the Chair may:

i. vary the order of business from the defined order of business, subject to appeal from the ruling of the Chair by the legislative body;

ii. call any qualified individual temporarily to the position of Clerk of the Legislature, in accordance with County Law §400;

iii. allow a minority report (either minority party or minority of a committee) to be presented and heard; and

iv. introduce a resolution to the Legislature when content or subject matter does not fall within the jurisdiction of a statutory committee.

C. The Chair may direct the Clerk of the Legislature to call a Special Meeting of the Legislature subject to limitation of these rules, and County law.

D. These actions shall be subject to appeal from the ruling of the Chair:

i. in the absence of a quorum, take actions necessary to obtain a quorum;

ii. on the request of any member, or at his/her own discretion, divide a resolution that contains two or more distinct propositions; and which can be considered separately;

iii. vote on all questions, unless excused from voting on a particular question;

iv. preserve order and decorum in debate, preventing personal reflections and confining members' remarks to the question under debate;

v. recognize members entitled to speak in debate, ruling which member is first entitled to speak when two or more members seek recognition simultaneously;

vi. appoint a Chair pro tem to preside over the Committee of the Whole;

vii. excuse a member from any meeting in accordance with the definition of an excused absence;

viii. declare any meeting recessed at which a quorum cannot be obtained.

2. <u>Committee Responsibilities</u>

The Chair shall:

A. Within 15 days of his/her election to the position of Chair, appoint all Committee Chairs and members of Standing Committees, filing a list of same with the Clerk of the Legislature. When feasible, each political party shall be represented on each committee in its proportion to representation on the Legislature;

B. Schedule committee meetings and cause committee members and the Clerk to have notice of all meetings. Public notice of the time and place of a meeting scheduled at least one week prior thereto shall be given to the news media and shall be conspicuously posted in one or more designated public locations at least 72 hours before such meeting. Public notice of the time and place of every other meeting shall be given, to the extent practicable, a reasonable time prior thereto (Public Officers Law §104.);

C. Within 15 days of creation of a Special Committee, appoint its Chair and members, filing a list of same with the Clerk of the Legislature. When feasible, each political party shall be represented on each committee in its proportion to representation on the Legislature;

D. Fill any vacancies in any Standing or Special Committee, in compliance with County Law § 154;

E. Reassign or remove committee Chairs or members as necessary;

F. When deemed necessary, call a meeting of a Standing or Special Committee subject to the limitations of these rules;

G. Subject to the approval by resolution of the Legislature, assign additional duties to Special Committees;

H. Sit on Standing or Special Committees as an ex-officio member in compliance with County Law § 450.

3. Communications

A. Resolutions

Upon receipt of any resolution, forward it to:

i. the Clerk of the Legislature;
ii. the Chair of the appropriate committee(s);
iii. the Majority Leader;
iv. the Minority Leader; and
v. other appropriate individuals.

B. Communications from the Clerk of the Legislature

Upon receipt of any petition, communication, or notice from the Clerk of the Legislature, forward it, if applicable, to:

i. the Chair of the appropriate committee(s);
ii. the Majority Leader;
iii. the Minority Leader; and
iv. other appropriate individuals.

C. Communications from Others

Upon receipt of any petition, communication, or notice from any individual other than the Clerk of the Legislature, forward it, if applicable, to:

i. the Clerk of the Legislature;
ii. the Chair of the appropriate committee(s);
iii. the Majority Leader;
iv. the Minority Leader; and
v. other appropriate individuals.

4. Oath of Office

Within 20 days of being elected Chair, execute and file in the office of the County Clerk of Cortland County an official Oath of Office, in compliance with County

Law, § 450. The Chair will also execute and file an official undertaking in such amount as required by the Legislature.

5. Administrative Responsibilities – The Chair

A. shall supervise the Clerk of the Legislature;

B. shall, no later than the last session in June of each year, give a State of the County address, at which time member reports may also be given;

C. may represent the County in all proceedings before the Public Service Commission and at all other public hearings and conferences deemed necessary to attend;

D. shall, in case of attack or public disaster, direct the performance by agencies and public offices of the County of specific duties and implement the provisions of Article Three of the New York State Emergency Defense Act and the County Emergency Plan;

E. shall become familiar with the property, function, and fiscal affairs of the County;

F. shall ensure that the statutory and local laws and resolutions of the Legislature and directions of County officials empowered to make the same are faithfully executed. Any neglect of duty shall be reported to the Legislature;

G. shall determine which official shall perform a particular power or duty not clearly defined by law;

H. may attend meetings of all boards, commissions, or other bodies appointed by the Legislature; those exercising County functions; or those expending County funds, in compliance with County Law, § 450;

I. may inspect all books, accounts, records, or documents pertaining to the property, money, or assets of the County over which the County has control, in compliance with County Law, § 450;

J. may make recommendations to the Legislature on legislation, rules, and regulations, and such other matters deemed material and advisable;

K. may transfer employees temporarily from one department or office to another, with the approval of the appropriate department head(s) or the Legislature, in compliance with County Law, § 450;

L. shall recommend to the Legislature persons for appointment to the Industrial Development Agency, which shall be politically balanced;

M. shall approve the agenda for Legislative sessions prior to distribution;

N. shall, after his/her election as Chair, assign seating for the members of the Legislature, or delegate this authority to the Clerk of the Legislature;

O. shall appoint the members of all management teams for the negotiating of labor contracts;

P. shall perform an annual performance evaluation, by August of each year,with the appropriate Committee Chairs and other appropriate personnel for the Clerk of the Legislature, County Attorney, Manager of Audit and Financial Projects, Public Defender, and Veterans' Services Officer;

Q. shall perform an annual performance evaluation, by August of each year,with the Finance and Administration Committee Chair and other appropriate personnel for the Manager of Audit and Financial Projects;

R. shall, in consultation with the Committee Chairs, Department Heads, and other appropriate individuals, perform an annual performance evaluation, by August of each year, for the County Administrator in compliance with the Administrator's current contract.

6. Temporary Chair

In the absence of the Chair for a meeting, the Majority Leader shall serve as temporary chair. In the absence of the Chair and the Majority Leader, the Minority Leader shall serve as the temporary chair. In the absence of the Chair, the Majority Leader, and the Minority Leader, a temporary chair shall be elected by a majority vote of those members present and voting. Said vote shall be overseen by the Clerk of the Legislature.

7. Permanent Vacancy

In the event of a vacancy in the office of Chair as defined by Public Officers' Law, § 30, the Clerk of the Legislature shall, within ten calendar days of such vacancy, call a meeting of the Legislature with notice provided in accordance with these Rules. At such meeting, a member shall be elected Chair, who shall serve as Chair for the unexpired term.

In the event of the failure of the Legislature to elect a new Chair within 30 days after the vacancy, the County Clerk shall appoint a member of the Legislature to serve as Chair for the unexpired term.

ARTICLE IV
AUTHORITY OF COMMITTEE CHAIR

1. Each committee Chair shall:

A. appoint a Vice-Chair to preside in his/her absence;

B. schedule a special committee meeting upon receipt of a request signed by at least a majority of the committee members. Public notice of the meeting shall be given in compliance with Public Officers Law § 104. Said notice shall state the date, time, place, and subject for said meeting;

C. prepare, or cause to be prepared by the Clerk of the Legislature an agenda for each committee meeting;

D. upon receipt of any resolution, petition, communication, or notice, consult with each member of the committee in the manner he/she deems appropriate. Action can only be taken in an appropriately called and conducted meeting;

E. invite appropriate individuals to a committee meeting when their resolutions are being considered;

F. when reporting any resolution to the Legislature, provide all appropriate relative material to the Clerk of the Legislature;

G. delegate two members of the committee, one of whom may be the committee chair, who shall

participate in the selection of a Department Head in a department assigned to it in these Rules, for appointment by the Legislature.

2. **Each committee Chair may:**

A. appoint a person(s) from the standing committee membership to study any issue deemed appropriate, accountable to the full committee;

B. add additional items not included on the agenda;

C. schedule a special committee meeting. Public notice of the meeting shall be given in compliance with Public Officers Law § 104. Said notice shall state the date, time, place, and subject for said meeting;

D. schedule meetings with Department Heads or heads of authorized agencies to discuss mutual objectives and problems;

E. explain the purpose and provisions of resolutions reported from the committee before the debate begins in a Legislative session; and

F. present a resolution not already on the agenda to the Legislature by a motion suspending the rules.

ARTICLE V
RESPONSIBILITIES AND DUTIES OF THE CLERK OF THE LEGISLATURE

The Clerk shall:

1. keep a record of all acts and proceedings of the Legislature and be the custodian of records and papers having to do with the Legislature's actions (See County Law, § 475);

2. record in the minutes whenever the Privilege of the Floor is granted, specifying the full name of the speaker;

3. record in the minutes the sponsor and the seconder of all resolutions and motions;

4. call the roll in alphabetical order by the members' surnames, with the Chair being called last, and enter it in the minutes, specifying which members were present, absent, excused, and how each member voted;

5. certify local laws and resolutions in the order in which they are adopted and consecutively number local laws and resolutions in separate series as they are certified, each series continuing through one calendar year;

6. forward copies of local laws and resolutions adopted by the Legislature to the appropriate parties;

7. publish all roll call votes in the Journal and maintain a record of roll calls, which shall be available

for public inspection prior to publication in the Journal;

8. maintain a general index of all local laws and resolutions of a permanent nature;

9. file all adopted Local Laws with the Secretary of State and the Cortland County Clerk and publish notice of adoption in the Newspaper of record as required;

10. file with the Cortland County Clerk all documents as directed by a majority vote of the Cortland County Legislature;

11. distribute to each member and others as deemed appropriate, or as directed by the Legislature or Chair, copies of the minutes of a Legislative session prior to and with the agenda of the next Legislative meeting;

12. upon direction of the Chair, or upon written request signed by a majority of the whole number of members of the Legislature, call a Special Legislative Meeting and serve personally, by mail, or by electronic means upon each member at least 48 hours before the date fixed for the meeting, a written notice stating the date, time, location, and purpose of the Special Meeting in the case of an emergency, the 48 hour requirement may be waived by a majority vote of the Legislators present and voting, a quorum being present and all members having been notified (see County Law, § 152);

13. in the absence of a quorum, notify all members that a recessed meeting will be held giving the date, time, and location of the recessed meeting;

14. in the absence of the Chair, the Majority Leader, and the Minority Leader for a meeting, call the Legislature to order and preside over the election of a Chair Pro tem from the membership of the Legislature, who shall exercise the powers and duties of the Chair for the duration of the Chair's absence;

15. upon receipt of any petition, communication, or notice from anyone other than the Chair, forward a copy to the Chair, the Majority Leader, the Minority Leader, and other appropriate individuals;

16. on the fourth business day prior to a regular Legislative meeting, prepare and distribute an agenda which shall include, among other things, a listing of articles received in his/her office; items not included on this agenda may be considered as Special Articles at the Legislative Session, but shall not be added to the agenda;

17. make copies of the agenda available to the public in his/her office after distributing it to the members and be responsible for posting said agenda to the Legislature's website;

18. make copies of all roll call votes available to the public one day after the conclusion of the meeting at which they were taken;

19. by noon on the business day prior to a meeting, place a copy of each resolution to be considered at the meeting on the desk of each member, or send an electronic copy and have a paper copy on the desk of each member on the day of the meeting;

20. send notices of committee meetings to all Legislators, the County Attorney, and other appropriate individuals at least 72 hours in advance of a committee meeting;

21. record all notices of committee meetings;

22. receive reports as requested by the Legislature;

23. receive annual reports from Department Heads, as directed by the Legislature or required by law;

24. upon receipt of a tentative budget from the Budget Officer, distribute a copy to each member;

25. prepare a list of committees and their members, and distribute to all Legislators and Department Heads and have available for the general public within 30 days of the committee appointments;

26. within 50 days after election or appointment of new members, distribute to them the last Legislative Journal, the current County budget, and if available, the tentative County budget for the next fiscal year;

27. ensure each member has a copy of the current edition of *Robert's Rules of Order Newly Revised* and the Rules of Order of the Cortland County Legislature;

28. prepare an annual budget for the Legislature;

29. report to the Legislature through the Chair;

30. within seven business days following a Committee meeting but in no event no later than the day two days prior to the next Legislative Session, have prepared and forward draft minutes of the meeting to all Legislators that shall specify, among other items, the time, date, and place of the meeting, the persons in attendance, the resolutions voted on and the vote on each;

31. shall serve as the County Historian;

32. shall serve as the Public Information Officer;

33. shall serve as the (Freedom of Information Law) FOIL Officer for Cortland County;

34. ensure that minutes of all Legislative and committee meetings are posted to the County's website in accordance with the time frames identified in Public Officers' Law §106, including video recordings of the meetings.

35. perform such additional duties as the Legislature or the Chair may direct (See County Law, § 475);

36. shall oversee the use of the Legislative Chambers and offices or shall designate an individual to oversee the use of the Legislative Chambers and offices.

ARTICLE VI

POWERS AND DUTIES OF THE COUNTY ATTORNEY, AND THE COUNTY ADMINISTRATOR

1. **The County Attorney shall**:

A. act as the legal advisor to the Legislature and other County officials in all matters involving an official act of a civil nature (See County Law, § 501);

B. prosecute and defend all civil actions and proceedings brought by or against the Legislature, other County officials, or Cortland County (see County Law § 501);

C. be present at all Legislative meetings unless excused by the Chair, and committee meetings, if requested by the Committee Chair. In cases where the County Attorney cannot be present, ensure that an Assistant County Attorney shall be present; and

D. by 10:00 a.m. on the business day prior to a meeting, approve all resolutions included on the agenda for form and legal content, indicating his/her approval on the original copy, consulting with the sponsor if necessary, before approving said resolution.

E. Perform such additional and related duties as may be prescribed by law, or as directed by the Legislature (see County Law § 501).

2. **The County Administrator shall:**

A. be directly responsible to the County Legislature, and, on behalf of the County Legislature shall perform the functions of chief administrative officer, with the County Legislature retaining the final administrative authority (see Local Law No. 7 for the of 2002, Local Law No. 3 for the year 2003;

B. be the Budget Officer of the County, responsible for preparing the tentative budget and presenting it to the Finance and Administration Committee for approval and then to the County Legislature for final adoption (see Local Law No. 5 of 2018 and County Law §353 and §354); and

C. any other duties as assigned by the Legislature which do not curtail, diminish, transfer or divest the Cortland County Legislature (or any elected official) of any functions, powers or duties (see Local Law No. 7 of 2002, Local Law No. 3 of 2003, Local Law 5 of 2018 and Municipal Home Rule Law §23, County Law §154(6)).

ARTICLE VII
PRESENTATION OF RESOLUTIONS

1. All resolutions shall be in writing and shall include a brief title summarizing the purpose of the

resolution (see County Law, § 153).

2. All resolutions shall be filed with the Clerk of the Legislature, and whenever possible shall be written in the affirmative.

3. Resolutions to be included on the agenda shall have the majority vote of those present (a quorum being present) of the appropriate Statutory Committee and shall be filed on or before the fourth calendar day before a regular meeting, and at least 48 hours before a Special Meeting.

4. Resolutions creating a Special Committee shall specify the powers and duties of the committee, the number of members and the term of the committee. (See County Law, § 154)

5. Resolutions pertaining to bills pending before the Congress or the State Legislature shall specify the bill number and the name of the sponsor(s).

6. An amended version of a resolution on the agenda may be filed by the sponsor for consideration at any time before the Legislature convenes.

7. Upon the request of any member, an amendment to a resolution shall be in writing. Copies of the amendment shall be distributed to all members.

8. A sponsor, upon approval of a majority of the committee, may request permission to withdraw a resolution any time before a final vote is taken. The same resolution with the same intent may not be withdrawn by the sponsor more than three (3) times per calendar year.

9. A sponsor shall be given an opportunity to explain a resolution, its purpose, and his/her reason for introducing the resolution prior to the opening of debate in the Legislature.

10. The same resolution with the same intent offered by the same sponsor may be introduced as a new agenda item only three (3) times per calendar year.

11. Any resolution withdrawn from the Legislative agenda shall begin the committee approval process again and shall not be reintroduced unless the committee approval process is completed.

ARTICLE VIII
MEETINGS

1. All meetings of the Legislature shall be held in the Legislative Chambers, Cortland County Office Building, 60 Central Avenue, Cortland, New York The Legislature may, at any meeting, by resolution, change the time and place of the next regularly scheduled meeting, except that no meeting shall be held outside the City of Cortland without an affirmative vote of three-fourths of the total membership of the Legislature (see County Law, § 152).

2. All meetings of the Legislature shall be public (see County Law § 152 and Public Officers Law §103).

3. The Legislature shall, in addition to the organizational meeting, hold regular meetings at 6:00 p.m. on the fourth Thursday of each month January through June and August through October. No regular meeting shall be held in the month of July. November and December meeting dates will be scheduled by the Clerk.

4. Special meetings shall be held in accordance with County Law §152(2) and these Rules. Only articles included in the written notice may come before the Legislature at the special meeting.

5. When the day specified for any meeting falls on a County holiday, such meeting shall be held at the time specified on the next business day.

6. If the Legislature is inquorate (without a quorum) for any meeting, a recessed meeting shall be declared.

ARTICLE IX
ORDER OF BUSINESS

1. The order of business at each meeting of the Legislature shall be as follows, unless modified by the Chair in accordance with Authority of the Chair:

   A. Salute to the Flag
   B. Roll call of members
   C. Approval of minutes of the previous meeting
   D. Privilege of the Floor, including Public Comment Period as authorized by these rules
   E. Proclamations and Recognitions
   F. Presentation of petitions, communications, presentations and notices
   G. Reports of Standing and Special Committees
   H. Special Orders
   I. Articles Postponed to Day Certain
   J. Unfinished Business
   K. New Business/Presentation of Resolutions
   L. Announcements
   M. Adjournment

2. When necessary, the minutes of the previous meeting may be read if the members have not received them, or upon the request of any member. In the absence of corrections, the minutes shall stand approved without formal motion.

3. Articles Laid on the Table, except Articles Postponed to Day Certain, shall be considered Unfinished

Business and shall be taken from the table upon approval of a majority vote of the total vote of the members present via the motion to Take from the Table.

4. No more than one amendment to an amendment may be pending at any given time on any resolution.

5. The Legislature shall set aside any other business at the time stated for consideration of a Special Order.

6. The time for consideration of a Special Order shall be advanced, postponed, or rescinded only with the approval of a two-thirds vote of the total vote of the members present.

ARTICLE X
MOTIONS AND THEIR PRECEDENCE

1. When the Legislature is considering a question, motions shall have precedence over another in the order stated below:

   A. To adjourn
   B. To recess
   C. To raise a question of privilege
   D. To lay on the table
   E. Previous question
   F. To postpone to day certain
   G. To commit (refer to a committee)
   H. To go into Committee of the Whole
   I. To go into Executive Session
   J. To amend
   K. To postpone indefinitely
   L. Main motion

2. The privileged motion to adjourn, and the motion to lay on the table are not amendable. The privileged motion to recess may be amended only as to the length or time of the recess. A motion to postpone to day certain may be amended only as to the day to which the question is postponed.

3. The privileged motions to adjourn and to recess, and the motions for the previous question, and to lay on the table are not debatable.

4. A motion to adjourn shall not be made while the Chair is putting a question, while a member has the floor, while the Clerk is taking a roll call vote, or while the Legislature is in the Committee of the Whole.

5. A question of privilege may be raised while another member has the floor.

6. Any question shall be laid on the table or postponed to day certain only once.

7. The Legislature, while in Committee of the Whole, shall not exercise Legislative powers and shall be presided over by a temporary Chair. The only motions that are in order under Committee of the Whole are to amend and adopt the report to be given and to "rise and report." Any formal action must be taken in the regular Legislative body. Committee of the Whole cannot refer the issue under consideration to another committee.

8. When in Executive Session, the Legislature shall operate under these rules insofar as they are applicable. Proceedings in Executive Session shall be confidential unless the Legislature votes otherwise.

9. Any Committee may be discharged from further consideration of any matter entrusted to it by these Rules upon a majority vote of the whole number of members. The matter shall automatically be placed by the Clerk on the agenda for the next regular Legislative meeting.

10. A motion to reconsider any vote must be made on the day the vote proposed to be reconsidered was taken or at the next regular meeting of the Legislature. Such motion may be made only by a member voting on the prevailing side. Such motion may be made under any order.

11. A motion to rescind any resolution or motion shall be made only when no motion is on the floor. It shall require the affirmative vote of two-thirds of the Legislature, or a majority of the Legislature with previous notice.

ARTICLE XI
RULES OF VOTING

1. A majority of the total vote (weighted vote) of the whole number of members of the Legislature (17) shall be necessary to adopt any question, proposition, resolution, motion, or any other matter, except where it is otherwise provided herein or by statute that another form of approval is required.

2. Every member present when a vote is taken on any matter shall vote unless he/she has a direct interest in the matter or is excused by a majority weighted vote of the members present.

3. Members must be in their designated seat when voting.

4. A roll call vote shall be called by the Clerk on any question where it is required by statute or these Rules, or on the request of any member (see County Law, § 153).

5. If a roll call vote is commenced on any question, it must be completed.

6. Members shall be called in alphabetical order according to their surnames, except that the Chair (permanent, temporary or Chair Pro tem) shall always be called last.

7. Any member shall have the right to have his/her vote on any question recorded and entered in the minutes upon his/her request, without explanation and without requesting a roll call vote.

8. An absent legislator cannot vote on a motion. However, mathematically, the Legislature cannot reduce the total number of weighted votes. A member recorded as absent or excused shall not have a vote. The total number of weighted votes cannot be reduced by an absence or excuse of a member, so the total vote required to adopt any motion shall be based on the total vote of the full Legislature.

ARTICLE XII
COMMITTEES

1. Members of all Standing Committees shall be appointed for terms of two years, or until reassigned or removed by the Chair, commencing January 1 of the even-numbered year, but nothing herein contained shall be construed to allow any person to continue to serve on any Committee after ceasing to be a member of the Legislature.

2. In accordance with these Rules, the Chair shall have the authority to reassign or remove committee members.

3. Committees shall operate under these Rules as far as they are applicable, except that the previous question shall not be in order.

4. Each Standing Committee may examine the bills, accounts, and claims of the departments, boards, and councils assigned to it in these Rules.

5. Each Standing Committee may review and receive recommendations from Legislators and make recommendations to the Budget Officer and/or Finance and Administration Committee regarding department proposed budgets under the jurisdiction of that committee.

6. Each Standing Committee shall have general supervision of and receive articles relating to the departments, boards and councils assigned to it in these Rules.

7. Each Standing Committee shall initiate, sponsor, and/or review all resolutions affecting the departments, boards, and councils assigned to in it these Rules.

8. For any item to be moved from the Standing Committee to the Legislature requires a majority vote of the committee members present (a quorum being present).

9. Any item having an unbudgeted financial impact on Cortland County shall be presented to the Finance and Administration Committee before being presented to the full Legislature. Resolutions, referred to the Finance and Administration Committee from another Statutory Committee, not

approved by the Finance and Administration Committee shall require a 2/3rds vote of the full legislature for adoption. The Finance and Administration Committee shall provide a report to the Legislature stating the reason for not approving the resolution.

10. Each Standing Committee shall fulfill the responsibilities assigned to it.

11. Special Committees shall be created by resolution for a period not to exceed the term of the Legislature adopting the resolution.

12. The following are the Standing Committees, their responsibilities, and their composition:

A. **Agriculture/Planning/Environmental** – Not less than five (5) nor more than seven (7) members who shall oversee:

County Planning Department, Soil and Water Conservation District, Cooperative Extension, and public transportation.

B. **Finance and Administration** – A seven (7) member Committee shall review the tentative budget filed by the Budget Officer and shall consider and recommend appropriations required for all purposes and prepare and report the annual estimates for the tax levy.

The Committee shall oversee:

The Finance Department, Office of the Manager of Audit and Financial Projects, the Department of Real Property Tax Services, the Grants Administrator, occupancy tax, Tompkins Cortland Community College (TC3), Industrial Development Agency and Business Development Corporation, and the agency that provides promotional and tourism service. The Finance and Administration Committee shall serve as the Audit Committee.

C. **Government Operations** – Not less than five (5) nor more than seven (7) members who shall oversee:

Personnel/Civil Service Office, County Attorney, Board of Elections, County Clerk/Department of Motor Vehicles and the Clerk of the Legislature/Historian.

All matters concerning operation and revision of these Rules shall be referred to the Committee.

D. **Health & Human Services** – Shall consist of no less than five (5) and no more than seven (7) members who shall oversee:

The Health Department, Mental Health Department, Department of Social Services, Employment and Training Office and Grant Administration, Office for Aging and Veterans' Services.

E. **Judiciary and Public Safety** – Not less than five (5) nor more than seven (7) members who shall oversee:

The District Attorney's Office, Coroners, Assigned Counsel, Public Defender, Sheriff's

Department, Probation Department, Department of Emergency Response and Communications.

F. **Public Works –** Not less than five (5) nor more than seven (7) members who shall oversee:

Public Works Department and the Information and Technology Department.

The use of County Buildings or properties by external groups or entities shall be approved by majority vote of the Public Works Committee.

ARTICLE XIII
SUSPENSION OR AMENDMENT OF RULES

1. Any Rule may be amended or rescinded by a two-thirds vote of the full Legislature.

2. Any Rule may be suspended by a two-thirds vote of the members present and voting and any suspension shall be effective only while the matter before the Legislature at the time of the suspension remains under discussion.

ARTICLE XIV
INTENT OF THESE RULES AND PARLIAMENTARY QUESTIONS

1. It is the intent of this Legislature to determine the rules of its own proceedings pursuant to County Law §153 and Local Law No. 2 for year 1972 establishing the County Legislature with the power to enact local laws or rules governing the conduct of the members at such sessions and the manner of transaction business thereat.

2. Except as otherwise provided herein, the current edition of *Robert's Rules of Order Newly Revised* shall govern parliamentary procedure at all meetings.

ARTICLE XV
EFFECTIVE DATE

These Rules shall take effect immediately upon adoption and shall remain in effect until amended, revised, or rescinded.

Adopted January 2010 – *Revised July 28, 2011*

Adopted January 4, 2012 – *Revised April 26, 2012 & June 27, 2013*

Adopted January 2, 2014 – *Revised June 26, 2014 & September 24, 2015*

Adopted October 26, 2017 – *Revised December 8, 2020*

Adopted December 18, 2020 – *Revised August 12, 2021*

Adopted August 26, 2021 – *Revised November 4, 2021*

Adopted November 18, 2021 – *Revised October 17, 2023*

Adopted October 26, 2023 – Revised August 6, 2024

Adopted August 22, 2024 – Revised February 11, 2025

Adopted February 27, 2025 – Revised April 8, 2025



CORTLAND COUNTY LEGISLATURE RULES OF ORDER

Adopted 9/25/25 – Resolution No. 203-25

Adopted April 24, 2025 – Revised June 10, 2025

Adopted June 26, 2025 – Revised September 25, 2025

Adopted September 25, 2025

MOTOROLA SOLUTIONS

CHANGE ORDER
[CO1]

Change Order Number:	CO1
Date:	10/21/2025
Project Name and Number:	Replace existing Cambium Microwave Radios at each site USNY24D015
Customer Name:	Cortland County, NY
Customer Project Mgr:	Rush Luangsuwan

The purpose of this Change Order is to: *(highlight the key reasons for this Change Order)*

This Contract Change Order #1 modifies the Replace existing Cambium Microwave Radios proposal between Cortland County, NY and Motorola Solutions. The contract was issued on February 27, 2025. The changes are as follows:

- Add microwave hop from Cortland COB to Cortlandville
- Add microwave hop from Virgil to Cortlandville
- Move completion date to June 10,2026

All the other terms and conditions will remain in effect.
Any prevailing wage work will be performed by MSI subcontractors.

Contract Project Identifier (Name or Number):	[Resolution 33-25, Contract 069-25, under OGS #PT68722]	**Contract Date:**	February 27, 2025

In accordance with the terms and conditions of the contract identified above between [County of Cortland] and Motorola Solutions, Inc., the following changes are approved:

Contract Price* Adjustments

Original Contract Price:	$1,029,713.00
Previous Change Order amounts for Change Order numbers [####] through [####]:	$N/A
This Change Order:	$125,000.00
Contract Credit (If Applicable):	$
New Contract Price:	$1,154,713.00

***"Contract Price" does not include taxes.**

Completion Date Adjustments

Original Completion Date:	3/10/2026
Current Completion Date prior to this Change Order:	3/10/2026
New Completion Date:	6/10/2026

Equipment Changes: *(additions, deletions or modifications)* Include attachments if needed.
Equipment changes are as listed in the attached proposal, section 6.1

Scope of Work Changes: *(additions, deletions or modifications)* Include attachments if needed.
Per the attached proposal document in Section 2

SUA/Support Service Changes: *(additions, deletions or modifications)* Include attachments if needed. Must be completed by Project CSM.
Standard commercial warranty applies to the new Cortland COB to Cortlandville hop, and the new Virgil to Cortlandville hop.

Schedule Changes: *(describe change or N/A)*
Due to the delay of additional microwave hops, the contract completion date is being pushed to June 10, 2026.

Contract Price Changes: *(describe change or N/A)*
The price of the contract has increased from an original $1,029,713.00 to the new price of $1,154,713.00 to cover the additional hop.

Customer Responsibilities: *(describe change or N/A)*
N/A

MOTOROLA SOLUTIONS

CHANGE ORDER

[CO1]

Payment Schedule for this Change Order: *(describe new payment terms applicable to this change order)*
Payment schedule for this change order in the amount of $125,000 will be as follows: 1. 50% of the Contract Price upon Change Order execution; 2. 50% of the Contract Price upon Change Order completion;

Purchase Order Requirements for this Change Order (select only one).

X A Purchase Order is required - included with this change order and is attached.

☐ No Purchase Order is required - Customer affirms that this change order document is the only notice to proceed required, that funding has been encumbered for this change order in its entirety, and that no further purchase orders will be issued against this change order,

☐ No Purchase Order required - this is a $0 Change Order, or a decrease in scope.

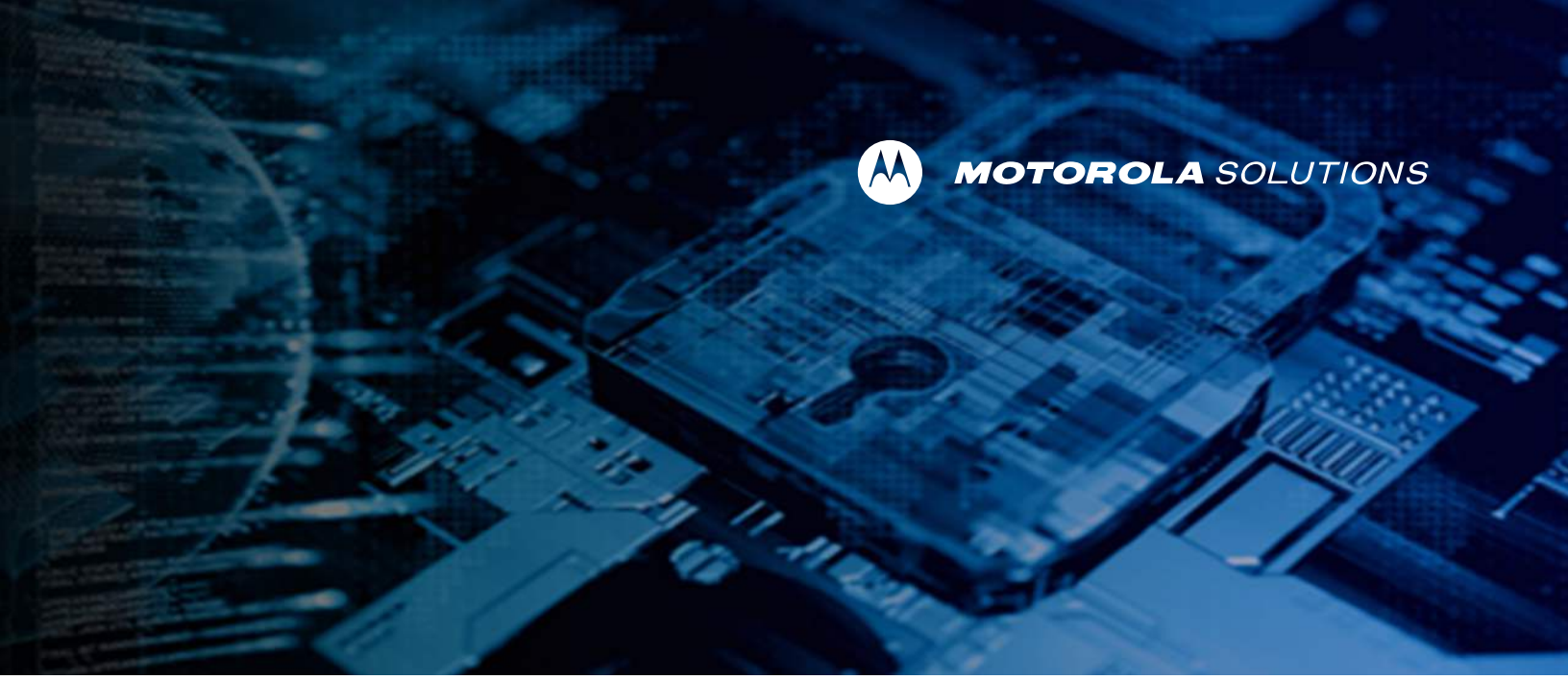
Unless amended above, all other terms and conditions of the Contract shall remain in full force. If there are any inconsistencies between the provisions of this Change Order and the provisions of the Contract, the provisions of this Change Order will prevail.

IN WITNESS WHEREOF the parties have executed this Change Order as of the last date signed below.

Motorola Solutions, Inc.		**Customer**	
By:	Ankit Dharia	By:	
Printed Name:	Ankit Dharia	Printed Name:	
Title:	T2 Regional SDI Manager	Title:	
Date:	11-11-2025	Date:	

Reviewed by: _____ Date: _____

Motorola Solutions Project Manager



Proposal

Cortland County Department of Emergency Response & Communication

2 Link Microwave Upgrade

USNY25P186

October 10, 2025

The design, technical, and price information furnished with this proposal is proprietary information of Motorola Solutions, Inc. (Motorola). Such information is submitted with the restriction that it is to be used only for the evaluation of the proposal, and is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the proposal, without the express written permission of Motorola.

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PS-000201964

Motorola Solutions, Inc.
500 W Monroe Street, Ste 4400
Chicago, IL 60661-3781
USA

October 10, 2025

Scott Roman, Director
Cortland County Emergency Response & Communications
54 Greenbush Street, Suite 201
Cortland, New York 13045

Subject: 2 Link Microwave Upgrade

Dear Director Roman,

Motorola Solutions, Inc. (“Motorola”) is pleased to have the opportunity to provide Cortland County Department of Emergency Response & Communication with quality communications equipment and services. The Motorola project team has taken great care to propose a solution that will meet your needs and provide unsurpassed value.

To best meet the functional and operational specifications of this solicitation, our solution includes a combination of hardware, software, and services. Specifically, this solution is for the microwave replacement project and provides the following:

Provides two (2) additional hop locations with Microwave Networks link of Proteus MX licensed microwave radios and antennas. This proposal replaces existing Cambium links between Cortland COB and Cortlandville and Virgil to Cortlandville.

This proposal is valid until December 15, 2025. Pricing and terms and conditions for equipment and services in this proposal are subject to the New York State Contract OGS #PT68722. Upon the County’s decision to purchase this system, the County can issue a PO referencing the NYS-OGS contract number PT68722 and this proposal.

Questions or inquiries may be addressed to Rick Castle, richard.castle@motorolasolutions.com, 518-903-1324. We look forward to your positive review of our proposal, to subsequent discussions, and to helping Montgomery County achieve its communications goals and objectives.

Sincerely,

Motorola Solutions, Inc.

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Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Section 1

System Description

1.1 System Overview

Motorola Solutions is proposing to replace Cortland County's existing microwave system and add radios at two (2) hop locations with Microwave Networks link of Proteus MX licensed microwave radios and antennas. This proposal replaces existing Cambium links between Cortland COB and Cortlandville and Virgil to Cortlandville. This proposal will include the new MNI radios and waveguide kits. Cortland COB to Cortlandville link will become a hot standby 1+1 with this new proposal link. All microwave links remains the same as it currently is.

Two (2) Microwave links to be added:

- Cortland COB ⇔ Cortlandville
- Virgil ⇔ Cortlandville

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Motorola Solutions

1.1.1 MW Link Map

Figure 1-1 below is the network map of the existing Cortland microwave network. The propose links under this contract consists of the equipment and services for the sites mentioned above.

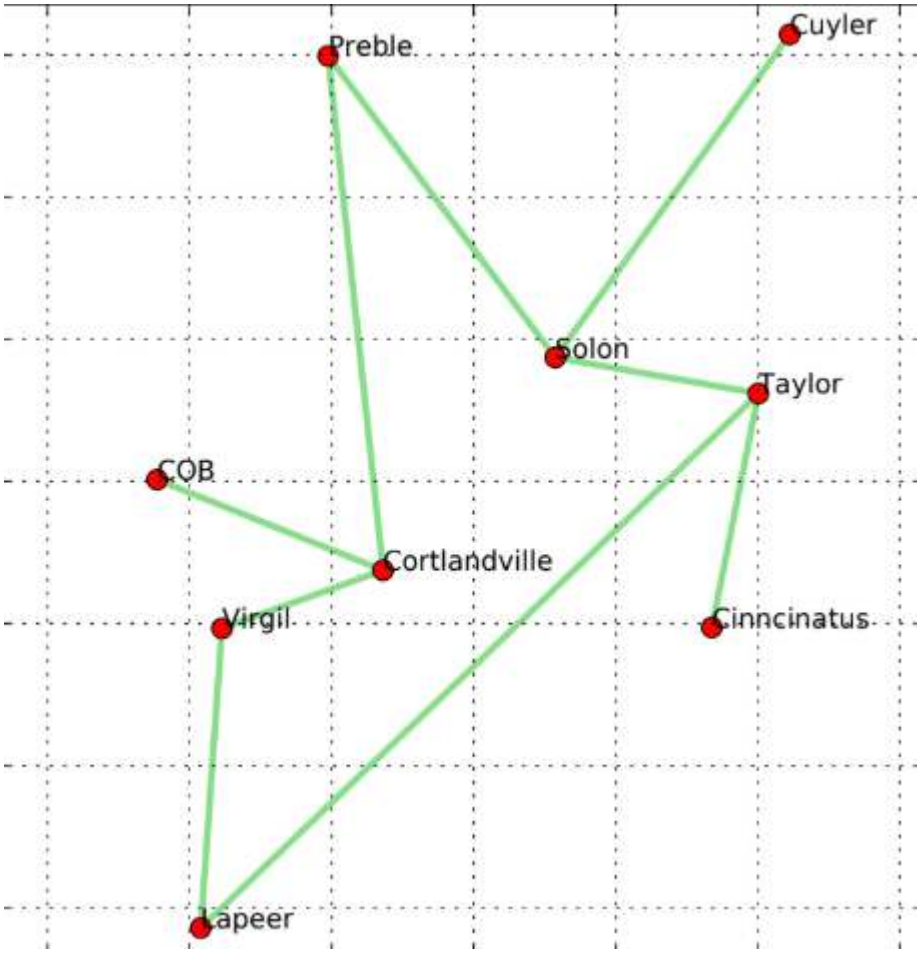


Figure 1-1: Microwave Network System Map

- Cortland COB ⇔ Cortlandville
- Virgil ⇔ Cortlandville

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Motorola Solutions

1.1.2 Path Design Considerations

All paths are designed with 155 Mbps radio throughput. All paths are engineered to meet or exceed an annual two-way availability of 99.999% at a BER of 10E-7 using the Vigants-Barnett model. The preliminary calculations for path performance are based on Microwave Networks published 10E-7 receiver threshold levels. Bellcore Standard transmission engineering practices, formulas and topographic data are the foundation of these calculations. Clearance criteria used to determine preliminary antenna centerlines are:

- K = 4/3 @ 100% F1.
- 1/3” Arc USGS terrain data.
- 30 meter NLCD 2001/2011 clutter data.

Before system implementation a microwave path engineering survey will be conducted on all paths. The objective of this survey is “information verification” to confirm the information to be used for clearance and engineering performance objectives. This confirmation includes site location (latitude/longitude coordinates), elevation above mean sea level (AMSL), accurate measurement of path obstructions along the path (i.e. trees and buildings, electrical transmission lines, cellular towers, the presence of reflective surfaces) and general compilation of local climate information.

At locations with existing towers, pre-determined azimuths and centerlines will be checked for availability/adaptability in terms of proposed antenna mounting.

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

1.2 Assumptions

Motorola Solutions has based the system design on information provided by the County. All assumptions have been listed below for review. Should Motorola Solutions' assumptions be deemed incorrect or not agreeable to the County, a revised proposal with the necessary changes and adjusted costs may be required. Changes to the equipment or scope of the project after contract may require a change order.

- All work is to be performed during normal work hours, Monday through Friday 8am – 4pm.
- MNI will include frequency coordination and path studies.
- The County will be responsible for all required licensing and permits unless otherwise directed by the terms and conditions of the contract.
- All sites are accessible by 2-wheel drive vehicles.
- We assumed we can reuse all existing DC power and battery systems at Cortland COB and Virgil locations.
- Sites will have adequate space for the new equipment and suitable temperature control and lighting where work is to be performed or materials stored.
- The County will furnish and install adequate AC receptacle within 6 feet (2 meters) of the battery charger rack.
- Any required system interconnections not specifically outlined here will be provided by the County. These may include dedicated phone circuits, microwave links, or other types of connectivity.
- Any site/location upgrades or modifications are the responsibility of the County.
- Installation is assumed to be based on existing system release and any system upgrades is not quoted with this proposal.
- All existing sites or equipment locations will have sufficient space available for the system described as required/specified by R56.
- Should any of the sites or design change, a revision to the SOW and associated pricing will be required.
- Proposal includes standard commercial warranty from the Microwave manufacturer.
- Proposal assumes all towers have climbing facilities and waveguide ladders with open slots.
- Proposal assumes any water towers have antenna mounting structures and waveguide ladders.
- Proposal assumes all towers have tie back facilities.
- Proposal assumes no cranes or lifts required for this project.
- Any re-routing or moving of existing equipment is not part of this proposal.
- Any required painting or welding will be provided and completed by the County.
- Proposal assumes there are existing entry ports and grounding system.
- Proposal assumes all structures passed structural analysis for new antennas.
- Rack locations to be provided by the County.
- If remobilization is required, additional charges will apply.

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Section 2

Statement of Work

2.1 Statement of Work Matrix

Motorola Solutions will Implement and configure the proposed equipment. The following table describes the tasks involved with Implementation and configuration.

Tasks	Motorola Solutions	Customer
PROJECT INITIATION		
Design Review		
Review the Customer's operational requirements.	X	X
Present the system design and operational requirements for the solution.	X	
Present Implementation plan.	X	
Present preliminary cutover plan and methods to document final cutover process.	X	
Present configuration and details of sites required by system design.	X	
Validate that Customer sites can accommodate proposed equipment.	X	X
Provide approvals required to add equipment to proposed existing sites.		X
Review safety, security, and site access procedures.	X	
Finalize site acquisition and development plan.		X
Furnish floor plans and office drawings of existing sites, Showing new equipment locations, term block & fuse panel assignments, etc.		X
Present equipment layout plans and system design drawings.	X	
Provide backhaul performance specifications and demarcation points.	X	
Provide heat load and power requirements for new equipment.	X	
Provide information on existing system interfaces.		X
Provide frequency and radio information for each site.		X
Perform Frequency Coordination and file PCN.	X	

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Tasks	Motorola Solutions	Customer
Prepare Frequency Coordination Applications.	X	
Perform Path Survey.	X	
Assume liability and responsibility for providing all information necessary for complete Implementation.		X
Assume responsibility for issues outside of Motorola Solutions' control.		X
Review and update design documents, including System Description, Statement of Work, Project Schedule, and Acceptance Test Plan, based on Design Review agreements.	X	
Provide minimum acceptable performance specifications for customer provided hardware, software, LAN, WAN and internet connectivity.	X	
Execute Change Order in accordance with all material changes to the Contract resulting from the Design Review.	X	
Deliverable: Finalized design documentation based upon "frozen" design, along with any relevant Change Order documentation.		
SITE PREPARATION AND DEVELOPMENT		
Site Access		
Provide site owners/managers with written notice to provide entry to sites identified in the project design documentation.		X
Maintain access roads in order to provide clear and stable entry to sites for heavy-duty construction vehicles, cement trucks and cranes. Ensure that sufficient space is available at the site for these vehicles to maneuver under their own power, without assistance from other equipment.		X
Obtain site licensing and permitting, including site lease/ownership, zoning, permits, regulatory approvals, easements, power, and telco connections.		X
Deliverable: Access, permitting, and licensing necessary to Implement system equipment at each site.		
Site Planning		
Provide necessary buildings, equipment shelters, and towers for Implementation of system equipment.		X
Provide the R56 requirements for space, power, grounding, HVAC, and connectivity requirements at each site.	X	
Provide adequate electrical power in proper phase and voltage at sites.		X
Provide as-built structural and foundation drawings of the structures and site locations, along with geotechnical reports, in order to facilitate a structural analysis.		X

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Tasks	Motorola Solutions	Customer
Perform structural analysis of towers, rooftops, or other structures to confirm that they are capable of supporting proposed and future antenna loads.		X
Where dishes are proposed to be installed on towers, provide tower climbing and tower mapping services to collect information about structural members and existing equipment.		X
Confirm that there is adequate utility service to support the new equipment and ancillary equipment.		X
Modify towers or other structures, or relocate sites in the system, to ensure that they are capable of supporting proposed and future antenna loads.		X
Ensure that each site meets the R56 standards for space, grounding, power, HVAC, and connectivity requirements.		X
Prepare and submit Electromagnetic Energy (EME) plans for the site (as licensee) to demonstrate compliance with FCC RF Exposure Guidelines.		X
Prepare a lease exhibit and sketch of each site showing the proposed lease space and planned development at that site.		X
Prepare site construction drawings showing the layout of new and existing equipment.		X
Prepare zoning drawings that can be used to describe the proposed site installation in sufficient detail.		X
Obtain the permits needed to complete site development, including electrical, building, and construction permits.		X
Pay for application fees, taxes, and recurring payments for lease/ownership of property.		X
Ensure that required rack space is available for implementation of the new equipment.		
National Environmental Policy Act (NEPA) Threshold Screening, including limited literature and records search and brief reporting, as necessary to identify sensitive natural and cultural features referenced in 47 Code of Federal Regulations (CFR) Chapter 1, subsection 1.1307 that may be potentially impacted by the proposed construction activity. Along with the additional field investigations to document site conditions if it is determined that the proposed communication facility “may have a significant environmental impact” and thus require additional documentation, submittals, or work.		X
Prepare initial zoning analysis of municipal and zoning districts within each search ring, along with an overview of the zoning and permitting process accompanying timeframes.		X
Deliverable: Information and permitting requirements completed at each site.		

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Tasks	Motorola Solutions	Customer
General Facility Improvements		
Provide adequate HVAC, grounding, lighting, cable routing, and surge protection based upon Motorola Solutions' Standards and Guidelines for Communication Sites (R56)		X
Ensure the resolution of environmental and hazardous material issues at each site including, but not limited to, asbestos, structural integrity (tower, rooftop, water tank, etc.), and other building risks.		X
Ensure that electrical service will accommodate implementation of system equipment, including isolation transformers, circuit breakers, surge protectors, and cabling.		X
Provide obstruction-free area for the cable run between the demarcation point and system equipment.		X
Provide structure penetrations (wall or roof) for transmission equipment (e.g. antennas, microwave radios, etc.).		X
Supply interior building cable trays, raceways, conduits, and wire supports.		X
Pay for usage costs of power and generator fueling, both during the construction and Implementation effort, and on an ongoing basis.		X
Installation or up-grades of the electrical system in order to comply with NFPA 70, Article 708		X
Supply and install electrical circuits necessary to provide power (AC power) to the new MW equipment.		X
Transport removed site equipment to a location designated by Customer and within Customer's jurisdiction.		X
Deliverable: Sites meet physical requirements for equipment implementation.		
SYSTEM IMPLEMENTATION		
Equipment Order and Manufacturing		
Create equipment order and reconcile to contract.	X	
Manufacture Motorola Solutions-provided equipment necessary for system based on equipment order.	X	
Procure non-Motorola Solutions equipment necessary for the system.	X	
Deliverable: Equipment procured and ready for shipment.		
Equipment Shipment and Storage		
Provide secure location for solution equipment.		X
Pack and ship solution equipment to the identified, or site locations.	X	

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Motorola Solutions

Tasks	Motorola Solutions	Customer
Receive solution equipment.		X
Inventory solution equipment.	X	
Deliverable: Solution equipment received and ready for Implementation		
General Implementation		
Deliver solution equipment to implementation location.	X	
Coordinate receipt of and inventory solution equipment with designated contact.	X	
Implement all proposed fixed equipment as outlined in the System Description based upon the agreed-upon floor plans, connecting audio, control, and radio transmission cables to connect equipment to the power panels or receptacles, and audio/control line connection points. Implementation performed in accordance with R56 standards and state/local codes.	X	
Provide system interconnections that are not specifically outlined in the system design, including dedicated phone circuits, microwave links, or other types of connectivity.		X
Implement and terminate all network cables between site routers and network demarcation points, including microwave, leased lines, and Ethernet.	X	
Install cable and test all radio and auxiliary equipment proposed.	X	
Provide ready access (within 50 feet (15 meters) of proposed Equipment locations) to a low resistance ground at each location.		X
Furnish and install adequate AC receptacle within 6 feet (2 meters) of the battery charger rack.		X
Provide AC power and breakers as required.		X
Provide and install ground bars.		X
Provide DC Power and Ground wiring to provided racks.		X
Connect implemented equipment to the provided ground system.	X	
Label equipment, racks, and cables.	X	
Perform preliminary audit of implemented equipment to ensure compliance with requirements and R56 standards.	X	
Note any required changes to implementation for inclusion in the “as-built” system documentation.	X	
Remove, transport, and dispose of old equipment.		X

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Motorola Solutions

Tasks	Motorola Solutions	Customer
Deliverable: Equipment Implemented.		
SYSTEM OPTIMIZATION AND TESTING		
R56 Site Audit		
Perform R56 site-Implementation quality-audits, verifying proper physical Implementation and operational configurations.	X	
Create site evaluation report to verify site meets or exceeds requirements, as defined in Motorola Solutions' R56 Standards and Guidelines for Communication Sites.	X	
Deliverable: R56 Standards and Guidelines for Communication Sites audits completed successfully.		
Solution Optimization		
Verify that all equipment is operating properly and that all electrical and signal levels are set accurately.	X	
Verify that all audio and data levels are at factory settings.	X	
Verify communication interfaces between devices for proper operation.	X	
Ensure that functionality meets manufacturers' specifications and complies with the final configuration established during design review or system staging.	X	
Deliverable: Completion of System Optimization.		
PROJECT TRANSITION		
Cutover		
Finalize Cutover Plan.	X	X
Conduct cutover meeting with relevant personnel to address both how to mitigate technical and communication problem impacts to the users during cutover and during the general operation of the system.	X	
Notify the personnel affected by the cutover of the date and time planned for cutover.		X
Provide ongoing communication with users regarding the project and schedule.	X	X
Resolve punch list items, documented during the Acceptance Testing phase, in order to meet all the criteria for final system acceptance.	X	
Assist Motorola Solutions with resolution of identified punch list items by providing support, such as access to the sites, equipment and system, and approval of the resolved punch list items.		X
Deliverable: Migration to new system completed, and punch list items resolved.		

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Motorola Solutions

Tasks	Motorola Solutions	Customer
Finalize Documentation and System Acceptance		
Provide manufacturer's material, part list and other related material to Customer upon project completion.	X	
Furnish one complete set of MNI Operation and Maintenance manuals with drawings for each rack.	X	
Provide one complete set of vendors provided Operation and Maintenance literature with drawings for each location.	X	
Sign a project completion notice upon completion of the activities detailed in this Scope of Work. The project completion notice may apply to the project on a per hop or per system basis, as mutually agreed upon by MNI and the Customer.	X	
Prepare and submit a complete documentation package of equipment as installed and accepted (As Built), to the customer three (3) weeks after system acceptance.	X	
Provide an electronic as-built system manual via a temporary Google Drive share folder, or other Customer preferred electronic media. The documentation will include the following: ▪ Site Block Diagrams. ▪ Site Floor Plans. ▪ Site Equipment Rack Configurations. ▪ Antenna Network Drawings for RF Sites (where applicable). ▪ ATP Test Checklists. ▪ Functional Acceptance Test Plan Test Sheets and Results. ▪ Equipment Inventory List. ▪ Console Programming Template (where applicable). ▪ Maintenance Manuals (where applicable). ▪ Technical Service Manuals (where applicable). ▪ Drawings will be delivered in Adobe PDF format.	X	
Receive and approve documentation.		X
Execute Final Project Acceptance.	X	X
Deliverable: All required documents are provided and approved. Final Project Acceptance.		

Note:
Since MSI is NOT a prevailing wage vendor, but MSI sub contractors and shops are prevailing wage vendors, we have tried to craft ways of keeping MSI an arm's length away from the covered areas in word and deed. MSI is a professional services vendor and software supplier and verbiage used in post-sales change orders, SOWs, work quotes and invoices must clearly represent MSI as such.
Some sample phrases/disclaimers to be used for clarity are:

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Motorola Solutions

No prevailing wage work, civil, electrical etc., is included as part of this order. It is the full responsibility of the customer.
These disclaimers assist if MSI is questioned by the DOL to show that MSI did present to the client appropriately. They do appear in some of MSI's proposal contracts.

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Motorola Solutions

2.2 Preliminary Project Schedule

Below is a preliminary high-level schedule. A detailed schedule will be provided during the CDR phase of the project. Additionally, the project schedule will be adjusted based on the current market supply chain challenges.

ITEM	PRELIMINARY PROJECT MILESTONESCHEDULE	MONTH
1	Contract Signed	0
2	Kick-off/Contract Design Review	1-2
3	Order Entry Competed	2-3
4	Ship Equipment	3-8
7	Site Equipment Installation	9
8	System Optimization/Configuration	10
9	Acceptance Testing/Functional Test	11
10	Documentation Complete/Final Acceptance	12

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Motorola Solutions

2.3 Change Order Template

Change Order Number: _____

Date: _____

Project Name and Number: _____

Customer Name: _____

Customer Project Mgr: _____

The purpose of this Change Order is to: *(highlight the key reasons for this Change Order)*

Contract #: [Required] **Contract Date:** _____

In accordance with the terms and conditions of the contract identified above between [enter customer name] and Motorola Solutions, Inc., the following changes are approved:

Section 3Contract Price Adjustments

Original Contract Value:	$
Previous Change Order amounts for Change Order numbers [####] through [####].	$
This Change Order:	$
New Contract Value:	$

Section 4Completion Date Adjustments

Original Completion Date:	
Current Completion Date prior to this Change Order:	
New Completion Date:	

Changes in Equipment: *(additions, deletions or modifications)* Include attachments if needed

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Motorola Solutions

Scope of Work Changes: *(additions, deletions or modifications)* Include attachments if needed

Changes in SUA and Support Services: *(additions, deletions or modifications)* Include attachments if needed. Must be completed by Project CSM.

Schedule Changes: *(describe change or N/A)*

Pricing Changes: *(describe change or N/A)*

Customer Responsibilities: *(describe change or N/A)*

4.1 **Payment Schedule for this Change Order:** *(describe new payment terms applicable to this change order)*

Purchase Order Requirements for this Change Order (select only one).

☐ A Purchase Order is required - included with this change order and is attached.

☐ No Purchase Order is required - Customer affirms that this change order document is the only notice to proceed required, that funding has been encumbered for this change order in its entirety, and that no further purchase orders will be issued against this change order,

☐ No Purchase Order required - this is a $0 Change Order, or a decrease in scope.

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Motorola Solutions

Unless amended above, all other terms and conditions of the Contract shall remain in full force. If there are any inconsistencies between the provisions of this Change Order and the provisions of the Contract, the provisions of this Change Order will prevail.

IN WITNESS WHEREOF the parties have executed this Change Order as of the last date signed below.

Motorola Solutions, Inc.		**Customer**	
By:	_____	By:	_____
Printed Name:	_____	Printed Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

Reviewed by: _____ Date: _____
Motorola Solutions Project Manager

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Motorola Solutions

Section 5

STANDARD COMMERCIAL WARRANTY

5.1.1 On-Site Support (Monday-Friday) 8:00 AM – 5:00 PM

Motorola Solutions will provide technician availability to respond to issues on the system on a Monday – Friday 8:00 AM – 5:00 PM basis. That process includes getting expert technicians on-site, verifying that the situation is properly assessed, and working to get the system restored in the most efficient manner. Motorola Solutions provides you with on-site technicians that are trained, and who are ready and available to restore the network to optimal operating condition. When on-site service is required, authorized technicians will perform first echelon service, remove failed components for repair, and reinstall new or reconditioned components.

5.1.2 Technical Support

Motorola Solutions' System Support Center Technical Support Operation provides our technicians with centralized telephone support for issues that require a high level of communications system expertise. The Technical Support Operation is staffed with Technical Consultants who specialize in the diagnosis and resolution of system performance issues. Motorola Solutions' Technical Support Operation has access to a fully equipped laboratory containing current Motorola Solutions system equipment. The laboratory is used to test with current hardware and software versions to simulate field issues and aid in their resolution. Motorola Solutions' Technical Support Operations will coordinate and consult with our field technicians, vendors of ancillary equipment, and other support resources. In addition, Motorola Solutions' Technical Support Operation escalates support issues to other Motorola Solutions engineering and manufacturing groups. Technical Support Operations provides a focal point for any systemic issue and project manages those issues to resolution.

5.1.3 Board Repair

Infrastructure Repair Service provides for component repair of all Fixed Network Equipment provided by Motorola Solutions in our proposal. Repair management is handled through a central location eliminating the need to send equipment to multiple locations. The failed unit is then shipped to Motorola Solutions' repair center where comprehensive test labs are used to replicate the network and repair the device. State-of-the-art repair tools enable Motorola Solutions' technicians to analyze, test and restore the equipment to the original performance specifications.

5.1.4 Warranty Start Date

Warranty starts on date of system acceptance or beneficial use (whichever is earlier) for all items provided in this proposal.

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Section 6

Pricing Summary

Motorola is pleased to provide the following equipment and services to Cortland County Department of Emergency Response and Communications. Motorola recommends a full Microwave system upgrade but has provided pricing for radio only upgrade for the current backhaul system, which is not considered to be best practice by Motorola due to the current dish heights.

6.1 Equipment

QTY	NOMENCLATURE	DESCRIPTION	UNIT LIST (USD)	EXT LIST (USD)	OGS NSAD	Total OGS NSAD Ext.
2	J11NE2-155F-NN0-EXBL-C	Proteus MX, 11 GHz Gigabit Ethernet Radio, Non Protected, High TX Pwr, Split Mount, GigE SFP, Licensed for 155 Mbps in 30 MHz Channel	$17,697.00	$35,394.00	$15,042.45	$30,084.90
2	8708272-11	ODU Rack Mount Kit, 11 GHz	$802.00	$1,604.00	$681.70	$1,363.40
12	9901992-03	Alpha Wireless,9316 BR005,RG316/U Coax C	$5.00	$60.00	$0.00	$0.00
2	9901992-00	Amphenol,172180,N-Type Connector	$29.00	$58.00	$0.00	$0.00
2	9901992-01	Amphenol,122148,TNC Connector	$13.00	$26.00	$0.00	$0.00
1	8501116-11X1	Waveguide Extension Kit, 11 GHz, CPR90, E-BEND, TOP ODU	$358.00	$358.00	$304.30	$304.30
1	8501115-11X2	Waveguide Extension Kit, 11 GHz, CPR90, HE-BEND, 2ND ODU	$685.00	$685.00	$582.25	$582.25
1	8708317-00	KIT, WG SUPPORT BRACKET, RR1	$187.00	$187.00	$158.95	$158.95
1	8509933-00	CLAMP, WG, WIDE, WR90	$102.00	$102.00	$86.70	$86.70
1	8509932-00	CLAMP,WG,NARROW,WR90	$91.00	$91.00	$0.00	$0.00
2	9901781-01	Flex, 11 GHz, ETG,C1202-7-36-N-2-7, 3', CPRF/UG	$713.00	$1,426.00	$606.05	$1,212.10
	Link Upgrade to HSB					
2	636-11XXXX	11 GHz OHP (High Power) ODU	$4,816.00	$9,632.00	$4,093.60	$8,187.20
2	OIP700-51003-1100	11 GHz, 6 dB HSB Coupler	$2,537.00	$5,074.00	$2,156.96	$4,313.92
2	8209345-18	Chnl Unit, No Fuse, No µBus, 128 MB (Licensed for 155 Mbps in 30 MHz Channel)	$12,115.00	$24,230.00	$10,297.75	$20,595.50

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Motorola Solutions

12	9901992-03	Alpha Wireless,9316 BR005,RG316/U Coax C	$5.00	$60.00	$0.00	$0.00
2	9901992-00	Amphenol,172180,N-Type Connector	$29.00	$58.00	$0.00	$0.00
2	9901992-01	Amphenol,122148,TNC Connector	$13.00	$26.00	$0.00	$0.00
				$79,071.00		$66,889.22

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Motorola Solutions

6.2 Radio Only Solution Pricing

Description	Price ($)
Equipment MSI List	$79,071.00
OGS Equipment Discount	*$12,181.78*
Equipment Subtotal	$66,889.22
Implementation Services	$75,592.00
System sub-total	$142,481.22
System Discount	*$17,481.22*
Total System	**$125,000.00**

6.3 Payment Schedule

Cortland County will make payments to Motorola within thirty (30) days after the date of each invoice. Cortland County will make payments when due in the form of a check, cashier's check, or wire transfer drawn on a U.S. financial institution and in accordance with the following milestones:

1. 50% of the Contract Price Change Order execution;
2. 50% of the Contract Price upon Change Order completion

Motorola shall make partial shipments of equipment and will request payment upon shipment of such equipment. Motorola reserves the right to invoice for installations completed on a site-by-site basis, when applicable.

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Section 7

Contractual Documentation

Terms and conditions for equipment and services in this proposal are the New York State Contract OGS #PT68722.

Use or disclosure of this proposal is subject to the restrictions on the cover page.
Motorola Solutions

Contract Cover Sheet

Contract No.: 069-25
Resolution No.: 33.25
RFP Required: Yes ◯ No ◉
Relevant Section of P&P Policy/GML: _____

NO STAPLES PLEASE
this includes attachments

***Please print & keep this Cover Sheet with the contract at all times.**

Contract submitted by: Emergency Response & Communications (Department) Scott Roman, Director (Contact Person)

Date submitted: 03/03/2025

Contract with/for: Motorola - Microwave system upgrade - lease to purchase

Contract Term: Start Date 03/15/2025 End Date 03/15/2032

Contract entered on log on: 3/3/2025 (NC)

- Contract given to County Attorney on: 3/3/2025 (NC)
  - ⇒ Assigned to Assistant County Attorney: _____ on _____
- Resolution Attached ☑ / Budgeted Contract Approval ☐ / Grant Award Approval ☐ / Other ☐
- IT Department Head Approval (required if contract involves a technology component):
  IT Signature: N/A Date: N/A
- Insurance Included with **County** as Add'l Insured ☐ **OR** Insurance Not Applicable ☑
  Liability ☐ / Property ☐ / Auto ☐ / WC ☐ / DBL ☐ / UI ☐ / Professional ☐ / Special: _____ ☐
- **Approved** No ☐ date: _____ (see comments below*)

*County Attorney Comments:
(1) County must provide proof of insurance - see 9/13 for details
Savannah also must /s/.

Yes ☑ date: 3/6/2025 Mutual Indemnification: Y / N

- Given to Chair ☐ / County Administrator ☑ for signature on: 3/6/2025 (NC)
- Returned to department for other party signature(s) on: 3/11/2025 (NC)

DEPARTMENT… Please return one fully executed original contract, Resolution/BCA/GAA, insurance certificate(s), and this cover sheet to the County Attorney's office. DATE RETURNED: _____

- Department notified of contract approval & upload to portal: 4/30/2025 - NC

***** County Attorney approval of this contract is subject to DEPARTMENT CONFIRMATION of funds***. Please complete this information below:

Funding Account # A30205.54015

Verified by: sr (Department / Initials) Date 02/25/2025

County Attorney Use Only

Date Uploaded: 4/30/2025

SCANNED - NC

ON MOTION OF SANDRA PRICE **RESOLUTION NO. 33-25**

Authorize Lease Contract - Radio Microwave System - Department of Emergency Response & Communications

WHEREAS, Cortland County purchased a radio microwave system from Motorola in 2012; The County's radio microwave system carries all radio and 911 traffic around the County to the various radio towers and is integral to the operation of Cortland County's 911 center and for communications between first responders in Cortland County; AND

WHEREAS, major components of the County's radio microwave system have reached end of life cycle for repair and replacement; AND

WHEREAS, keeping the radio microwave system fully operational is in the best interests of the County to provide for continued high availability use during 911 and other emergency calls; AND

WHEREAS, Motorola has provided replacement pricing under NYS OGS contract PT68722 for the necessary microwave radio replacement resulting in a cost of $1,029,713; AND

WHEREAS, the Department of Emergency Response and Communications previously leased the County's radio system with Motorola paying that lease off early by leveraging available grant funding. The Department of Emergency Response and Communications seeks to lease the upgrades to the radio microwave system enabling the County to seek grant funding to potentially pay off the lease early as opposed to funding completely from the County's operating budget; AND

WHEREAS, Motorola Solutions has proposed seven-year lease term, resulting in annual proposed payments of $179,668 starting in 2026; NOW THEREFORE BE IT

RESOLVED, that the Cortland County legislature authorizes the County Administrator, upon approval of the County Attorney or designee, to execute a seven-year lease contract with Motorola Solutions, for a microwave system upgrade of the County's radio system for the County's 911 Center.

STATE OF NEW YORK) SS:
COUNTY OF CORTLAND)

This is to certify that I, the undersigned, Clerk of the Cortland County Legislature, have compared the foregoing copy with the original now on file in this office, and that the above actions were passed by the Cortland County Legislature on the 27th day of February, 2025and that the same is a correct and true transcript of such actions taken.

IN WITNESS WHEREOF I have hereunto set my hand and the official seal of the CORTLAND COUNTY LEGISLATURE, this 27th day of February, 2025.

Clerk of the Cortland County Legislature

Form **8038-G** (Rev. October2018)

Department of the Treasury
Internal Revenue Service

Information Return for Tax-Exempt Governmental Bonds

▸ **Under Internal Revenue Code section 149(e)**
▸ **See separate instructions.**
Caution: *If the issue price is under $100,000, use Form 8038-GC.*
▸ **Go to *www.irs.gov/F8038G* for instructions and the latest information.**

OMB No. 1545-0720

Part I Reporting Authority

If **Amended Return**, check here ▸ ☐

1 Issuer's name Cortland County	2 Issuer's employer identification number (EIN)
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)	3b Telephone number of other person shown on 3a
4 Number and street (or P.O. box if mail is not delivered to street address) Room/suite 60 Central Ave	5 Report number *(For IRS Use Only)* 3
6 City, town, or post office, state, and ZIP code Cortland NY 13045	7 Date of issue 3/15/25
8 Name of issue **Equipment Lease-Purchase Agreement 25644**	9 CUSIP number None
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information (see instructions)	10b Telephone number of officer or other employee shown on 10a

Part II Type of Issue (enter the issue price). See the instructions and attach schedule.

11	Education	11	
12	Health and hospital	12	
13	Transportation	13	
14	Public safety	14	1,029,713
15	Environment (including sewage bonds)	15	
16	Housing	16	
17	Utilities	17	
18	Other. Describe ▸	18	
19a	If bonds are TANs or RANs, check only box 19a ▸ ☐		
b	If bonds are BANs, check only box 19b ▸ ☐		
20	If bonds are in the form of a lease or installment sale, check box ▸ X ☐		

Part III Description of Bonds. Complete for the entire issue for which this form is being filed.

	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21	315/32	1,029,713	n/a	7 years	5.27 %

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount) na

22	Proceeds used for accrued interest		22	
23	Issue price of entire issue (enter amount from line 21, column (b))		23	
24	Proceeds used for bond issuance costs (including underwriters' discount)	24		
25	Proceeds used for credit enhancement	25		
26	Proceeds allocated to reasonably required reserve or replacement fund	26		
27	Proceeds used to refund prior tax-exempt bonds. Complete Part V	27		
28	Proceeds used to refund prior taxable bonds. Complete Part V	28		
29	Total (add lines 24 through 28)		29	
30	Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)		30	

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.N/A

31	Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded ▸	years
32	Enter the remaining weighted average maturity of the taxable bonds to be refunded ▸	years
33	Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY) ▸	
34	Enter the date(s) the refunded bonds were issued ▸ (MM/DD/YYYY)	

Part VI Miscellaneous

35	Enter the amount of the state volume cap allocated to the issue under section 141(b)(5)	35	
36a	Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions	36a	
b	Enter the final maturity date of the GIC ▸ (MM/DD/YYYY)		
c	Enter the name of the GIC provider ▸		
37	Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units	37	

38a If this issue is a loan made from the proceeds of another tax-exempt issue, check box ▸ and enter the following information:

b Enter the date of the master pool bond ▸ (MM/DD/YYYY) _____

c Enter the EIN of the issuer of the master pool bond ▸ _____

d Enter the name of the issuer of the master pool bond ▸ _____

39 If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box ☐ ▸

40 If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box ☐ ▸

41a If the issuer has identified a hedge, check here ▸ and enter the following information:

b Name of hedge provider ▸ _____

c Type of hedge ▸ _____

d Term of hedge ▸ _____

42 If the issuer has superintegrated the hedge, check box ☐ ▸

43 If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box ☐ ▸

44 If the issuer has established written procedures to monitor the requirements of section 148, check box ☐ ▸

45a If some portion of the proceeds was used to reimburse expenditures, check here ▸ and enter the amount of reimbursemer

b Enter the date the official intent was adopted ▸ (MM/DD/YYYY)

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.

Signature and Consent Signature of Authorized Representative — Date: 3/10/2025 — Title: County Administrator

Paid Preparer Signature

Motorola Solutions, Inc.

Date: February 25, 2025

Financing proposal for: **Cortland County, NY**

Communications System Financing Proposal

Motorola Solutions Credit Company LLC is pleased to submit the following proposal for the financing of your Motorola Communications P-25 solution in accordance with the terms and conditions outlined below:

Transaction Type: Municipal Lease-Purchase Agreement

Lessor: Motorola Solutions, Inc. (or its Assignee)

Lessee: Cortland County, NY

Amount: $1,029,713.00
Down Payment: $0.00
Balance to Finance: $1,029,713.00

Equipment: As per the Motorola equipment proposal.

Title: Title to the equipment will vest with the Lessee.

Insurance: Lessee will be responsible to insure the equipment as outlined in the lease contract.

Taxes: Personal property, sales, leasing, use, stamp, or other taxes are for the account of the Lessee.

	Option One	Option Two	Option Three
Lease Term:	Three Years	Five Years	Seven Years
Payment Frequency:	Annual	Annual	Annual
Payment Structure:	Arrears	Arrears	Arrears
Lease Rate:	5.72%	5.39%	5.27%
Lease Factor:	0.372143	0.233474	0.174484
Lease Payment:	$383,200.65	$240,410.78	$179,668.40

Payment Commencement: First payment due one year after contract execution.

Expiration: This interest rate methodology is valid for all leases commenced by 3/6/2025

Indexing arrangement – Non-bank qualified structure 3, 5 and 7 year terms

The Lease Payments shall be calculated using a rate of interest ("Lease Rate") that is initiall indexed to the three (3), five (5) or seven year (7) average life SOFR Rate (the "Index Rate"). Th average life SOFR Rate corresponds to the respective lease term. On the Commitment Date, th final Lease Rate will be calculated by taking the Index Rate for that date from the SOFR Repor adding a spread of 2.34% and multiplying the sum of those two numbers by .7835 to calculate th Lease Rate for the 3 year term. The rate for the 5 year term will be calculated by taking the Inde Rate for that date from the SOFR Report, plus a spread of 2.17% and multiplying the sum of thos two numbers by .7835. The rate for the 7 year term will be calculated by taking the Index Rate fo that date from the SOFR Report, plus a spread of 2.17% and multiplying the sum of those tw numbers by .7835. The rates are then fixed for the full term of the Lease.

The following SOFR average life Index Rates were in place at the approximate time this quote wa issued:

Three year average life: 4.96%
Five year average life: 4.71%
Seven year average life: 4.55%

Qualifications: Receipt of a properly executed documentation package.

Lessee qualifies as a political subdivision or agency of the State as defined in the Internal Revenue Code of 1986. The interest portion of the Lease Payments shall be excludable from the Lessor's gross income pursuant to Section 103 of the Internal Revenue Code.

Receipt of a copy of the last years audited financial statements and current year's budget from the Lessee.

This proposal should not be construed as a commitment to finance. It is subject to final Motorola credit committee approval. This quote is based on the general level of interest rates, primarily U.S. Treasury Bills of like term maturity. Any movement in those rates in excess of 10 basis points will result in the revision of this quote.

Documentation:
- Municipal Equipment Lease Purchase Agreement
- Opinion of Counsel
- Schedule A / Equipment List
- Schedule B / Amortization Schedule
- 8038G
- UCC-1
- Certificate of Incumbency
- Statement of Essential Use/Source of Funds
- Evidence of Insurance or Statement of Self Insurance
- Resolution from governing body authorizing the execution of the Lease

Please feel free to contact me if there are any questions or if an alternate structuring is required.

Regards,
Bill Stancik
Motorola Customer Financing
847-538-4531

MOTOROLA SOLUTIONS

2/25/25

Cortland County
60 Central Ave
Cortland NY 13045

RE: Municipal Lease # 25644

Enclosed for your review, please find the **Municipal Lease** documentation in connection with the communications solution to be leased from Motorola. The interest rate and payment streams outlined in Equipment Lease-Purchase Agreement #25644 are valid for contracts that are executed and returned to Motorola on or before **March 15 2025**. After **3/15/25**, the Lessor reserves the option to re-quote and re-price the transaction based on current market interest rates.

Please have the documents executed where indicated and forward the documents to the following address:

Motorola Solutions, Inc.
Attn: Bill Stancik / 44th Floor
500 W. Monroe
Chicago IL 60661

Should you have any questions, please contact me at 847-538-4531.

Thank You,

MOTOROLA SOLUTIONS CREDIT COMPANY LLC
Bill Stancik

LESSEE FACT SHEET

Please help Motorola provide excellent billing service by providing the following information:

1. Complete Billing Address: 22 West Court Street
   Cortland, NY 13045

   E-mail Address: sroman@cortlandcounty.ny.gov

   Attention: Scott Roman

   Phone: 607 753 5064

2. Lessee County Location: Cortland

3. Federal Tax I.D. Number: 15-6000452

4. Purchase Order Number to be referenced on invoice (if necessary) or other "descriptions" that may assist in determining the applicable cost center or department: _____

5. Equipment description that you would like to appear on your invoicing: MICROWAVE UPGRADE

Appropriate Contact for Documentation / System Acceptance Follow-up:

6. Appropriate Contact & Mailing Address:
   Scott Roman, Director
   Cortland County 911
   22 West Court Street
   Cortland, NY 13045

   Phone: 607 753 5064

   Fax: _____

7. Payment remit to address: **Motorola Solutions Credit Company LLC**
   P.O. Box 71132
   Chicago IL 60694-1132

Thank you

EQUIPMENT LEASE-PURCHASE AGREEMENT

Lease Number: 25644

LESSEE:

Cortland County
60 Central Ave
Cortland NY 13045

LESSOR:

Motorola Solutions, Inc.
500 W. Monroe
Chicago IL 60661

Lessor agrees to lease to Lessee and Lessee agrees to lease from Lessor, the equipment and/or software described in Schedule A attached hereto ("Equipment") in accordance with the following terms and conditions of this Equipment Lease-Purchase Agreement ("Lease").

1. TERM. This Lease will become effective upon the execution hereof by Lessor. The Term of this Lease will commence on date specified in Schedule A attached heretoand unless terminated according to terms hereof or the purchase option, provided in Section 18, is exercised this Lease will continue until the Expiration Date set forth in Schedule B attached hereto ("Lease Term").

2. RENT. Lessee agrees to pay to Lessor or its assignee the Lease Payments (herein so called), including the interest portion , in the amounts specified in Schedule B. The Lease Payments will be payable without notice or demand at the office of the Lessor (or such other place as Lessor or its assignee may from time to time designate in writing), and will commence on the first Lease Payment Date as set forth in Schedule B and thereafter on each of the Lease Payment Dates set forth in Schedule B. Any payments received later than ten (10) days from the due date will bear interest at the highest lawful rate from the due date. Except as specifically provided in Section 5 hereof, the Lease Payments will be absolute and unconditional in all events and will not be subject to any set-off, defense, counterclaim, or recoupment for any reason whatsoever. Lessee reasonably believes that funds can be obtained sufficient to make all Lease Payments during the Lease Term and hereby covenants that it will do all things lawfully within its power to obtain, maintain and pursue funds from which the Lease Payments may be made.. It is Lessee's intent to make Lease Payments for the full Lease Term if funds are legally available therefor and in that regard Lessee represents that the Equipment will be used for one or more authorized governmental or proprietary functions essential to its proper, efficient and economic operation.

3. DELIVERY AND ACCEPTANCE. Lessor will cause the Equipment to be delivered to Lessee at the location specified in Schedule A ("Equipment Location"). Lessee will accept the Equipment as soon as it has been delivered and is operational. Lessee will evidence its acceptance of the Equipment either (a) by executing and delivering to Lessor a Delivery and Acceptance Certificate in the form provided by Lessor; or (b) by executing and delivering the form of acceptance provided for in the Contract (defined below).

Even if Lessee has not executed and delivered to Lessor a Delivery and Acceptance Certificate or other form of acceptance acceptable to Lessor, if Lessor believes the Equipment has been delivered and is operational, Lessor may require Lessee to notify Lessor in writing (within five (5) days of Lessee's receipt of Lessor's request) whether or not Lessee deems the Equipment (i) to have been delivered and (ii) to be operational, and hence be accepted by Lessee. If Lessee fails to so respond in such five (5) day period, Lessee will be deemed to have accepted the Equipment and be deemed to have acknowledged that the Equipment was delivered and is operational as if Lessee had in fact executed and delivered to Lessor a Delivery and Acceptance Certificate or other form acceptable to Lessor.

4. REPRESENTATIONS AND WARRANTIES. Lessor acknowledges that the Equipment leased hereunder is being manufactured and installed by Lessor pursuant to contract (the "Contract") covering the Equipment. Lessee acknowledges that on or prior to the date of acceptance of the Equipment, Lessor intends to sell and assign Lessor's right, title and interest in and to this Agreement and the Equipment to an assignee ("Assignee"). LESSEE FURTHER ACKNOWLEDGES THAT EXCEPT AS EXPRESSLY SET FORTH IN THE CONTRACT, LESSOR MAKES NO EXPRESS OR IMPLIED WARRANTIES OF ANY NATURE OR KIND WHATSOEVER, AND AS BETWEEN LESSEE AND THE ASSIGNEE, THE PROPERTY SHALL BE ACCEPTED BY LESSEE "AS IS" AND "WITH ALL FAULTS". LESSEE AGREES TO SETTLE ALL CLAIMS DIRECTLY WITH LESSOR AND WILL NOT ASSERT OR SEEK TO ENFORCE ANY SUCH CLAIMS AGAINST THE ASSIGNEE. NEITHER LESSOR NOR THE ASSIGNEE SHALL BE LIABLE FOR ANY DIRECT, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY CHARACTER AS A RESULT OF THE LEASE OF THE EQUIPMENT, INCLUDING WITHOUT LIMITATION, LOSS OF PROFITS, PROPERTY DAMAGE OR LOST PRODUCTION WHETHER SUFFERED BY LESSEE OR ANY THIRD PARTY.

Lessor is not responsible for, and shall not be liable to Lessee for damages relating to loss of value of the Equipment for any cause or situation (including, without limitation, governmental actions or regulations or actions of other third parties).

5. NON-APPROPRIATION OF FUNDS. Notwithstanding anything contained in this Lease to the contrary, Lessee has the right to not appropriate funds to make Lease Payments required hereunder in any fiscal period and in the event no funds are appropriated or in the event funds appropriated by Lessee's governing body or otherwise available by any lawful means whatsoever in any fiscal period of Lessee for Lease Payments or other amounts due under this Lease are insufficient therefor, this Lease shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to Lessee of any kind whatsoever, except as to the portions of Lease

Payments or other amounts herein agreed upon for which funds shall have been appropriated and budgeted or are otherwise available. The Lessee will immediately notify the Lessor or its Assignee of such occurrence. In the event of such termination, Lessee agrees to peaceably surrender possession of the Equipment to Lessor or its Assignee on the date of such termination, packed for shipment in accordance with manufacturer specifications and freight prepaid and insured to any location in the continental United States designated by Lessor. Lessor will have all legal and equitable rights and remedies to take possession of the Equipment. Non-appropriation of funds shall not constitute a default hereunder for purposes of Section 16.

5.1 EXECUTORY CONTRACT. For purposes of Section 109-b(2)(f) of the General Municipal Law of the State of New York, Lessor and Lessee hereby agree that this Lease shall be deemed executory only to the extent of monies appropriated and available for the purpose of such Lease, and no liability on account thereof shall be incurred by Lessee beyond the amount of such monies. This Lease is not a general obligation of Lessee. Neither the full faith and credit nor the taxing power of Lessee are pledged to the payment of any amount due or to become due under this Lease. It is understood that neither this Lease nor any representation by any public employee or officer creates any legal or moral obligation to appropriate or make monies available for the purpose of this Lease.

6. LESSEE CERTIFICATION. Lessee represents, covenants and warrants that: (i) Lessee is a state or a duly constituted political subdivision or agency of the state of the Equipment Location; (ii) the interest portion of the Lease Payments shall be excludable from Lessor's gross income pursuant to Section 103 of the Internal Revenue Code of 1986, as it may be amended from time to time (the "Code"); (iii) the execution, delivery and performance by the Lessee of this Lease have been duly authorized by all necessary action on the part of the Lessee; (iv) this Lease constitutes a legal, valid and binding obligation of the Lessee enforceable in accordance with its terms; (v) Lessee will comply with the information reporting requirements of Section 149(e) of the Internal Revenue Code of 1986 (the "Code"), and such compliance shall include but not be limited to the execution of information statements requested by Lessor; (vi) Lessee will not do or cause to be done any act which will cause, or by omission of any act allow, the Lease to be an arbitrage bond within the meaning of Section 148(a) of the Code; (vii) Lessee will not do or cause to be done any act which will cause, or by omission of any act allow, this Lease to be a private activity bond within the meaning of Section 141(a) of the Code; (viii) Lessee will not do or cause to be done any act which will cause, or by omission of any act allow, the interest portion of the Lease Payment to be or become includible in gross income for Federal income taxation purposes under the Code; and (ix) Lessee will be the only entity to own, use and operate the Equipment during the Lease Term.

Lessee represents, covenants and warrants that: (i) it will do or cause to be done all things necessary to preserve and keep the Lease in full force and effect, (ii) it has complied with all laws relative to public bidding where necessary, and (iii) it has sufficient appropriations or other funds available to pay all amounts due hereunder for the current fiscal period.

If Lessee breaches the covenant contained in this Section, the interest component of Lease Payments may become includible in gross income of the owner or owners thereof for federal income tax purposes. In such event, notwithstanding anything to the contrary contained in Section 11 of this Agreement, Lessee agrees to pay promptly after any such determination of taxability and on each Lease Payment date thereafter to Lessor an additional amount determined by Lessor to compensate such owner or owners for the loss of such excludibility (including, without limitation, compensation relating to interest expense, penalties or additions to tax), which determination shall be conclusive (absent manifest error). Notwithstanding anything herein to the contrary, any additional amount payable by Lessee pursuant to this Section 6 shall be payable solely from Legally Available Funds.

It is Lessor's and Lessee's intention that this Agreement not constitute a "true" lease for federal income tax purposes and, therefore, it is Lessor's and Lessee's intention that Lessee be considered the owner of the Equipment for federal income tax purposes.

7. TITLE TO EQUIPMENT; SECURITY INTEREST. Upon shipment of the Equipment to Lessee hereunder, title to the Equipment will vest in Lessee subject to any applicable license; provided, however, that (i) in the event of termination of this Lease by Lessee pursuant to Section 5 hereof; (ii) upon the occurrence of an Event of Default hereunder, and as long as such Event of Default is continuing; or (iii) in the event that the purchase option has not been exercised prior to the Expiration Date, title will immediately vest in Lessor or its Assignee, and Lessee shall immediately discontinue use of the Equipment, remove the Equipment from Lessee's computers and other electronic devices and deliver the Equipment to Lessor or its Assignee. In order to secure all of its obligations hereunder, Lessee hereby (i) grants to Lessor a first and prior security interest in any and all right, title and interest of Lessee in the Equipment and in all additions, attachments, accessions, and substitutions thereto, and on any proceeds therefrom; (ii) agrees that this Lease may be filed as a financing statement evidencing such security interest; and (iii) agrees to execute and deliver all financing statements, certificates of title and other instruments necessary or appropriate to evidence such security interest.

8. USE; REPAIRS. Lessee will use the Equipment in a careful manner for the use contemplated by the manufacturer of the Equipment and shall comply with all laws, ordinances, insurance policies, the Contract, any licensing or other agreement, and regulations relating to, and will pay all costs, claims, damages, fees and charges arising out of the possession, use or maintenance of the Equipment. Lessee, at its expense will keep the Equipment in good repair and furnish and/or install all parts, mechanisms, updates, upgrades and devices required therefor.

9. ALTERATIONS. Lessee will not make any alterations, additions or improvements to the Equipment without Lessor's prior written consent unless such alterations, additions or improvements may be readily removed without damage to the Equipment.

10. LOCATION; INSPECTION. The Equipment will not be removed from, [or if the Equipment consists of rolling stock, its permanent base will not be changed from] the Equipment Location without Lessor's prior written consent which will not be unreasonably

withheld. Lessor will be entitled to enter upon the Equipment Location or elsewhere during reasonable business hours to inspect the Equipment or observe its use and operation.

11. LIENS AND TAXES. Lessee shall keep the Equipment free and clear of all levies, liens and encumbrances except those created under this Lease. Lessee shall pay, when due, all charges and taxes (local, state and federal) which may now or hereafter be imposed upon the ownership, licensing, leasing, rental, sale, purchase, possession or use of the Equipment, excluding however, all taxes on or measured by Lessor's income. If Lessee fails to pay said charges and taxes when due, Lessor shall have the right, but shall not be obligated, to pay said charges and taxes. If Lessor pays any charges or taxes, Lessee shall reimburse Lessor therefor within ten days of written demand.

12. RISK OF LOSS: DAMAGE; DESTRUCTION. Lessee assumes all risk of loss or damage to the Equipment from any cause whatsoever, and no such loss of or damage to the Equipment nor defect therein nor unfitness or obsolescence thereof shall relieve Lessee of the obligation to make Lease Payments or to perform any other obligation under this Lease. In the event of damage to any item of Equipment, Lessee will immediately place the same in good repair with the proceeds of any insurance recovery applied to the cost of such repair. If Lessor determines that any item of Equipment is lost, stolen, destroyed or damaged beyond repair (an "Event of Loss") , Lessee at the option of Lessor will: either (a) replace the same with like equipment in good repair; or (b) on the next Lease Payment date, pay Lessor the sum of : (i) all amounts then owed by Lessee to Lessor under this Lease, including the Lease payment due on such date; and (ii) an amount equal to all remaining Lease Payments to be paid during the Lease Term as set forth in Schedule B.

In the event that Lessee is obligated to make such payment with respect to less than all of the Equipment, Lessor will provide Lessee with the pro rata amount of the Lease Payment and the Balance Payment (as set forth in Schedule B) to be made by Lessee with respect to that part of the Equipment which has suffered the Event of Loss.

13. INSURANCE. Lessee will, at its expense, maintain at all times during the Lease Term, fire and extended coverage, public liability and property damage insurance with respect to the Equipment in such amounts, covering such risks, and with such insurers as shall be satisfactory to Lessor, or, with Lessor's prior written consent, Lessee may self-insure against any or all such risks. All insurance covering loss of or damage to the Equipment shall be carried in an amount no less than the amount of the then applicable Balance Payment with respect to such Equipment. The initial amount of insurance required is set forth in Schedule B. Each insurance policy will name Lessee as an insured and Lessor or it's Assigns as an additional insured, and will contain a clause requiring the insurer to give Lessor at least thirty (30) days prior written notice of any alteration in the terms of such policy or the cancellation thereof. The proceeds of any such policies will be payable to Lessee and Lessor or it's Assigns as their interests may appear. Upon acceptance of the Equipment and upon each insurance renewal date, Lessee will deliver to Lessor a certificate evidencing such insurance. In the event that Lessee has been permitted to self-insure, Lessee will furnish Lessor with a letter or certificate to such effect. In the event of any loss, damage, injury or accident involving the Equipment, Lessee will promptly provide Lessor with written notice thereof and make available to Lessor all information and documentation relating thereto.

14. INDEMNIFICATION. Lessee shall, to the extent permitted by law, indemnify Lessor against, and hold Lessor harmless from, any and all claims, actions, proceedings, expenses, damages or liabilities, including attorneys' fees and court costs, arising in connection with the Equipment, including, but not limited to, its selection, purchase, delivery, licensing, possession, use, operation, rejection, or return and the recovery of claims under insurance policies thereon.

15. ASSIGNMENT. Without Lessor's prior written consent, Lessee will not either (i) assign, transfer, pledge, hypothecate, grant any security interest in or otherwise dispose of this Lease or the Equipment or any interest in this Lease or the Equipment or; (ii) sublet or lend the Equipment or permit it to be used by anyone other than Lessee or Lessee's employees. Lessor may assign its rights, title and interest in and to this Lease, the Equipment and any documents executed with respect to this Lease and/or grant or assign a security interest in this Lease and the Equipment, in whole or in part. Any such assignees shall have all of the rights of Lessor under this Lease. Subject to the foregoing, this Lease inures to the benefit of and is binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

Lessee covenants and agrees not to assert against the Assignee any claims or defenses by way of abatement, setoff, counterclaim, recoupment or the like which Lessee may have against Lessor. No assignment or reassignment of any Lessor's right, title or interest in this Lease or the Equipment shall be effective unless and until Lessee shall have received a notice of assignment, disclosing the name and address of each such assignee; provided, however, that if such assignment is made to a bank or trust company as paying or escrow agent for holders of certificates of participation in the Lease, it shall thereafter be sufficient that a copy of the agency agreement shall have been deposited with Lessee until Lessee shall have been advised that such agency agreement is no longer in effect. During the Lease Term Lessee shall keep a complete and accurate record of all such assignments in form necessary to comply with Section 149(a) of the Code, and the regulations, proposed or existing, from time to time promulgated thereunder. No further action will be required by Lessor or by Lessee to evidence the assignment, but Lessee will acknowledge such assignments in writing if so requested.

After notice of such assignment, Lessee shall name the Assignee as additional insured and loss payee in any insurance policies obtained or in force. Any Assignee of Lessor may reassign this Lease and its interest in the Equipment and the Lease Payments to any other person who, thereupon, shall be deemed to be Lessor's Assignee hereunder.

16. EVENT OF DEFAULT. The term "Event of Default", as used herein, means the occurrence of any one or more of the following events: (i) Lessee fails to make any Lease Payment (or any other payment) as it becomes due in accordance with the terms of the Lease when funds have been appropriated sufficient for such purpose, and any such failure continues for ten (10) days after the due date thereof; (ii) Lessee fails to perform or observe any other covenant, condition, or agreement to be performed or observed by it hereunder and such failure is not cured within twenty (20) days after written notice thereof by Lessor; (iii) the discovery by Lessor that any statement,

representation, or warranty made by Lessee in this Lease or in writing delivered by Lessee pursuant hereto or in connection herewith is false, misleading or erroneous in any material respect; (iv) proceedings under any bankruptcy, insolvency, reorganization or similar legislation shall be instituted against or by Lessee, or a receiver or similar officer shall be appointed for Lessee or any of its property, and such proceedings or appointments shall not be vacated, or fully stayed, within twenty (20) days after the institution or occurrence thereof; or (v) an attachment, levy or execution is threatened or levied upon or against the Equipment.

17. REMEDIES. Upon the occurrence of an Event of Default, and as long as such Event of Default is continuing, Lessor may, at its option, exercise any one or more of the following remedies: (i) by written notice to Lessee, declare all amounts then due under the Lease, and all remaining Lease Payments due during the fiscal period in effect when the default occurs to be immediately due and payable, whereupon the same shall become immediately due and payable; (ii) by written notice to Lessee, request Lessee to (and Lessee agrees that it will), at Lessee's expense, promptly discontinue use of the Equipment, remove the Equipment from all of Lessee's computers and electronic devices, return the Equipment to Lessor in the manner set forth in Section 5 hereof, or Lessor, at its option, may enter upon the premises where the Equipment is located and take immediate possession of and remove the same; (iii) sell or lease the Equipment or sublease it for the account of Lessee, holding Lessee liable for all Lease Payments and other amounts due prior to the effective date of such selling, leasing or subleasing and for the difference between the purchase price, rental and other amounts paid by the purchaser, Lessee or sublessee pursuant to such sale, lease or sublease and the amounts payable by Lessee hereunder; (iv) promptly return the Equipment to Lessor in the manner set forth in Section 5 hereof; and (v) exercise any other right, remedy or privilege which may be available to it under applicable laws of the state of the Equipment Location or any other applicable law or proceed by appropriate court action to enforce the terms of the Lease or to recover damages for the breach of this Lease or to rescind this Lease as to any or all of the Equipment. In addition, Lessee will remain liable for all covenants and indemnities under this Lease and for all legal fees and other costs and expenses, including court costs, incurred by Lessor with respect to the enforcement of any of the remedies listed above or any other remedy available to Lessor.

18. PURCHASE OPTION. Upon thirty (30) days prior written notice from Lessee to Lessor, and provided that no Event of Default has occurred and is continuing, or no event, which with notice or lapse of time, or both could become an Event of Default, then exists, Lessee will have the right to purchase the Equipment on the Lease Payment dates set forth in Schedule B by paying to Lessor, on such date, the Lease Payment then due together with the Balance Payment amount set forth opposite such date. Upon satisfaction by Lessee of such purchase conditions, Lessor will transfer any and all of its right, title and interest in the Equipment to Lessee as is, without warranty, express or implied, except that the Equipment is free and clear of any liens created by Lessor.

19. NOTICES. All notices to be given under this Lease shall be made in writing and mailed by certified mail, return receipt requested or sent electronically via email, to the other party at its address set forth herein or at such address as the party may provide in writing or electronically from time to time. If mailed, any such notice shall be deemed to have been received five days subsequent to such mailing.

20. SECTION HEADINGS. All section headings contained herein are for the convenience of reference only and are not intended to define or limit the scope of any provision of this Lease.

21. GOVERNING LAW. This Lease shall be construed in accordance with, and governed by the laws of, the state of the Equipment Location.

22. DELIVERY OF RELATED DOCUMENTS. Lessee will execute or provide, as requested by Lessor, such other documents and information as are reasonably necessary with respect to the transaction contemplated by this Lease.

23. ENTIRE AGREEMENT; WAIVER. This Lease, together with Schedule A Equipment Lease-Purchase Agreement, Schedule B, Evidence of Insurance, Statement of Essential Use/Source of Funds, Certificate of Incumbency, Certified Lessee Resolution (if any), Information Return for Tax-Exempt Governmental Obligations and the Delivery and Acceptance Certificate and other attachments hereto, and other documents or instruments executed by Lessee and Lessor in connection herewith, constitutes the entire agreement between the parties with respect to the Lease of the Equipment, and this Lease shall not be modified, amended, altered, or changed except with the written consent of Lessee and Lessor. Any provision of the Lease found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of the Lease.

The waiver by Lessor of any breach by Lessee of any term, covenant or condition hereof shall not operate as a waiver of any subsequent breach thereof.

24. EXECUTION IN COUNTERPARTS. This Lease may be executed in several counterparts, either electronically or manually, all of which shall constitute but one and the same instrument. Lessor reserves the right to request receipt of a manually-executed counterpart from Lessee. Lessor and Lessee agree that the only original counterpart for purposes of perfection by possession shall be the original counterpart manually executed by Lessor and identified as "Original", regardless of whether Lessee's execution or delivery of said counterpart is done manually or electronically.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the 15th day of March, 2025.

LESSEE:
Cortland County

By: _____
Title: Robert J. Corpora, County Administrator

APPROVED
AS TO FORM
CO. ATTORNEY

LESSOR:
MOTOROLA SOLUTIONS, INC.

By: _____
Title: Assistant Treasurer

CERTIFICATE OF INCUMBENCY

I, Savannah Hempstead do hereby certify that I am the duly elected or
(Printed Name of Secretary/Clerk)
appointed and acting Secretary or Clerk of **Cortland County,** an entity duly organized and existing under the laws of the **State of New York** that I have custody of the records of such entity, and that, as of the date hereof, the individual(s) executing this agreement is/are the duly elected or appointed officer(s) of such entity holding the office(s) below his/her/their respective name(s). I further certify that (i) the signature(s) set forth above his/her/their respective name(s) and title(s) is/are his/her/their true and authentic signature(s) and (ii) such officer(s) have the authority on behalf of such entity to enter into that certain Equipment Lease Purchase Agreement number **25644**, between **Cortland County** and Motorola Solutions, Inc. If the initial insurance requirement on Schedule B exceeds $1,000,000, attached as part of the Equipment Lease Purchase Agreement is a Certified Lessee Resolution adopted by the governing body of the entity.

IN WITNESS WHEREOF, I have executed this 10th day of March, 2025

By: _____
(Signature of Secretary/Clerk)

OPINION OF COUNSEL

With respect to that certain Equipment Lease-Purchase Agreement 25644 by and between Motorola Solutions, Inc. and the Lessee, I am of the opinion that: (i) the Lessee is, within the meaning of Section 103 of the Internal Revenue Code of 1986, a state or a fully constituted political subdivision or agency of the State of the Equipment Location described in Schedule A hereto; (ii) the execution, delivery and performance by the Lessee of the Lease have been duly authorized by all necessary action on the part of the Lessee, (III) the Lease constitutes a legal, valid and binding obligation of the Lessee enforceable in accordance with its terms; and (iv) Lessee has sufficient monies available to make all payments required to be paid under the Lease during the current fiscal year of the Lease, and such monies have been properly budgeted and appropriated for this purpose in accordance with State law. This opinion may be relied upon by the Lessor and any assignee of the Lessor's rights under the Lease.

_____
Attorney for **Cortland County**

SCHEDULE A
EQUIPMENT LEASE-PURCHASE AGREEMENT

Schedule A Lease Number: **25644**

This Equipment Schedule is hereby attached to and made a part of that certain Equipment Lease-Purchase Agreement Number **25644** ("Lease"), between Lessor and **_Cortland County** , Lessee.

Lessor hereby leases to Lessee under and pursuant to the Lease, and Lessee hereby accepts and leases from Lessor under and pursuant to the Lease, subject to and upon the terms and conditions set forth in the Lease and upon the terms set forth below, the following items of Equipment

QUANTITY	**DESCRIPTION (Manufacturer, Model, and Serial Nos.)**
	Refer to attached Equipment List.
Equipment Location:	

Initial Term: 84Months

Commencement Date: **3/15/2025**
First Payment Due Date: **3/15/2026**

7 annual payments as outlined in the attached Schedule B, plus Sales/Use Tax of $0.00, payable on the Lease Payment Dates set forth in Schedule B.

Cortland County, NY Microwave Project Equipment List

1.00	Proteus MX Microwave Radios	Description	Qty
1.01	J06NV2-155F-NN0-OXBL-C	Proteus MX, 6 GHz Gigabit Ethernet Radio, Non Protected, High TX Pwr, All Indoor, GigE SFP, Licensed for 155 Mbps in 30 MHz Channel	8
1.02	J06PV2-052F-NN0-OXBL-C	Proteus MX, 6 GHz Gigabit Ethernet Radio, All Indoor, Hot Standby Protected, High TX Pwr, Upgradable, GigE SFP, Licensed for 52 Mbps in 10 MHz Channel	4
1.03	8708345-01	KIT, MX IF Cable, Std Spacing	12
1.04	8708337-10	W/G Kit, 6G, CPR137, No IF Cbl, NP/HSB, 1234-2	6
1.05	8708337-20	W/G Kit, 6G, CPR137, No IF Cbl, NP/HSB, 1234-3	1
1.06	9901849-00	Flex, 6 GHz, ETG, C1202-5-36-1-2, 3', CPR137F/G	12
1.07	J11NR2-155F-NN0-OXBL-C	Proteus MX, 11 GHz Gigabit Ethernet Radio, Non Protected, High TX Pwr, Split Mount, GigE SFP, Licensed for 155 Mbps in 30 MHz Channel	4
1.08	8708272-11	ODU Rack Mount Kit, 11 GHz	4
1.09	9901992-03	Alpha Wireless,9316 BR005,RG316/U Coax C	24
1.10	9901992-00	Amphenol,172180,N-Type Connector	4
1.11	9901992-01	Amphenol,122148,TNC Connector	4
1.12	8501116-11X1	Waveguide Extension Kit, 11 GHz, CPR90, E-BEND, TOP ODU	4
1.13	8708317-00	KIT, WG SUPPORT BRACKET, RR1	4
1.14	8509933-00	CLAMP, WG, WIDE, WR90	4
1.15	9901985-00	Flex, 11 GHz, ETG,C1202-7-36-N-2-7, 3', CPRF/UG	4
1.16	8209325-52	7' x 19" EIA Rack and Mount Radio	9
1.17	9901925-01	R56 Ground Bar Kit, 72"	9
1.18	9900653-02	Fuse Panel, 15A, +/-48/24V	9

2.00	Antenna Systems	Description	Qty
2.01	9901941-00	Antenna, 6 GHz, 6', High Perf, Low Profile, CPR137G, 5.9 - 7.1 GHz	1
2.02	9901622-00	Antenna Inboard Side Strut Kit, 3', 4' & 6' VHLP Antenna	1
2.03	9901911-01	Ice Shield, 6' Antenna, Flat (6' x 4')	1
2.04	9901723-13	Pipe Mount, Universal, 4.5" x 63"	1
2.05	9901723-00	Waveguide, EU63, Standard, 5.58-7.125 GHz	1
2.06	9901723-01	WG Connector, CPR137G for EU63	1
2.07	9901723-04	Pressure Window for EU63	1
2.08	9901723-06	Hoist Grip, Elliptical WG, EU63	1
2.09	9901723-05	Ground Kit for EU63 Waveguide	1

Cortland County, NY Microwave Project Equipment List

2.10	9901723-02	Hanger, Butterfly, EU63 Elliptical Waveguide (Ten per kit)	1
2.11	9901721-07	Angle Adapter, 3/8" tapped hole, Stainless (Ten per kit)	1
2.12	9901723-14	3/8" x 1" bolts & Hardware for Standard Hangers (Ten per kit)	1
2.13	9901723-08	Threaded Rod, 3/8" x 12"	1
2.14	9901723-03	Boot, WG Feedthrough, EU63, 4"	1
2.15	9902077-01	Dehydrator w ETH,110-240VAC,Rack or Wall mount,LAB4.50K-EP	1
2.16	9902077-04	Dehydrator,Wall Mount,LAB4.5-SHELF	1
2.17	9902077-03	Gas Distribution Manifold (w gauges), 4-port	1

3.00	**Spares**	**Description**	**Qty**
3.01	8209933-00	XCVR, RFMU, 6 GHZ, HIGH POWER	1
3.02	636-H11XXXX	11 GHz High Power ODU	2
3.03	8209345-18	Chnl Unit, No Fuse, No µBus, No Data Card, 128 MB	1

Cortland County (Schedule B 25644)

Compound Period: Annual

Nominal Annual Rate: 5.270%

CASH FLOW DATA

	Event	Date	Amount	Number	Period	End Date
1	Lease	3/15/2025	$ 1,029,713.00	1		
2	Lease Payment	3/15/2026	$ 179,700.01	7	Annual	3/15/2032

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance
Lease	3/15/2025				$ 1,029,713.00
1	3/15/2026	$ 179,700.01	$ 54,265.88	$ 125,434.13	$ 904,278.87
2	3/15/2027	$ 179,700.01	$ 47,655.50	$ 132,044.51	$ 772,234.36
3	3/15/2028	$ 179,700.01	$ 40,696.75	$ 139,003.26	$ 633,231.10
4	3/15/2029	$ 179,700.01	$ 33,371.28	$ 146,328.73	$ 486,902.37
5	3/15/2030	$ 179,700.01	$ 25,659.75	$ 154,040.26	$ 332,862.11
6	3/15/2031	$ 179,700.01	$ 17,541.83	$ 162,158.18	$ 170,703.93
7	3/15/2032	$ 179,700.01	$ 8,996.08	$ 170,703.93	$ -
Grand Totals		$ 1,257,900.07	$ 228,187.07	$ 1,029,713.00	

INITIAL INSURANCE REQUIREMENT: $1,029,713.00

Except as specifically provided in Section five of the Lease hereof, Lessee agrees to pay to Lessor or its assignee the Lease Payments, including the interest portion, in the amounts and dates specified in the above payment schedule.

EVIDENCE OF INSURANCE

Fire, extended coverage, public liability and property damage insurance for all of the Equipment listed on Schedule A number **25644** to that Equipment Lease Purchase Agreement number **25644** will be maintained by Cortland County **(Lessee)** as stated in the Equipment Lease Purchase Agreement.

This insurance is provided by:

New York Municipal Insurance Reciprocal
Name of insurance provider

19 Washington Ave, Albany, NY 12210
Address of insurance provider

City, State and Zip Code

607-428-1560
Phone number of local insurance provider

sstacy@mcneilandcompany.com
E-mail address

In accordance with the Equipment Lease Purchase Agreement Number **25644**, **Cortland County,** hereby certifies that following coverage are or will be in full force and effect:

Type	Amount	Effective Date	Expiration Date	Policy Number
Fire and Extended Coverage	$63,536,899	1-1-2025	1-1-2026	MPK-CORT-0000001-25
Property Damage	$35,000,000	1-1-2025	1-1-2026	MPK-CORT-0000001-25
Public Liability	1,000,000	1-1-2025	1-1-2026	MPK-CORT-0000001-25

Certificate shall include the following:
Description: All Equipment listed on Schedule A number 25644 to that Equipment Lease Purchase Agreement number 25644. Please include equipment cost equal to the Initial Insurance Requirement on Schedule B to Equipment Lease Purchase Agreement number 25644 and list any deductibles.

Certificate Holder:
MOTOROLA SOLUTIONS, INC. and or its assignee as additional insured and loss payee
500 W. Monroe
Chicago IL 60661

If self insured, contact Motorola representative for template of self insurance letter.

EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY): 03/10/2025

THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

PRODUCER NAME, CONTACT PERSON AND ADDRESS (PHONE (A/C, No, Ext): 607-756-4970 ext. 560) McNeil & Company, Inc. Sarah Blackburn Stacy 67 Main Street Cortland NY 13045 FAX (A/C, No): 607-756-6225 E-MAIL ADDRESS: sstacy@mcneilandcompany.com CODE: SUB CODE: AGENCY CUSTOMER ID #:	**COMPANY NAME AND ADDRESS** NAIC NO: 20690 New York Municipal Insurance Reciprocal IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH
NAMED INSURED AND ADDRESS County of Cortland 60 Central Avenue Cortland, NY 13045 **ADDITIONAL NAMED INSURED(S)**	**POLICY TYPE** Package **LOAN NUMBER** **POLICY NUMBER** MPK-CORT-0000001-25 **EFFECTIVE DATE** 01/01/2025 **EXPIRATION DATE** 01/01/2026 ☐ CONTINUED UNTIL TERMINATED IF CHECKED **THIS REPLACES PRIOR EVIDENCE DATED:**

PROPERTY INFORMATION (ACORD 101 may be attached if more space is required) ☐ **BUILDING OR** ☒ **BUSINESS PERSONAL PROPERTY**

LOCATION / DESCRIPTION

various locations and buildings

Cortland NY 13045

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION PERILS INSURED ☐ BASIC ☐ BROAD ☒ SPECIAL ☐

COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: $ 5,941,231 DED: 2,500

	YES	NO	N/A	
☐ BUSINESS INCOME ☐ RENTAL VALUE				If YES, LIMIT: Actual Loss Sustained; # of months:
BLANKET COVERAGE	X			If YES, indicate value(s) reported on property identified above: $
TERRORISM COVERAGE				Attach Disclosure Notice / DEC
IS THERE A TERRORISM-SPECIFIC EXCLUSION?				
IS DOMESTIC TERRORISM EXCLUDED?				
LIMITED FUNGUS COVERAGE				If YES, LIMIT: DED:
FUNGUS EXCLUSION (If "YES", specify organization's form used)				
REPLACEMENT COST				
AGREED VALUE				
COINSURANCE				If YES, %
EQUIPMENT BREAKDOWN (If Applicable)				If YES, LIMIT: DED:
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg				If YES, LIMIT: DED:
- Demolition Costs				If YES, LIMIT: DED:
- Incr. Cost of Construction				If YES, LIMIT: DED:
EARTH MOVEMENT (If Applicable)				If YES, LIMIT: DED:
FLOOD (If Applicable)				If YES, LIMIT: DED:
WIND / HAIL INCL ☐ YES ☐ NO Subject to Different Provisions:				If YES, LIMIT: DED:
NAMED STORM INCL ☐ YES ☐ NO Subject to Different Provisions:				If YES, LIMIT: DED:
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS				

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

☐ CONTRACT OF SALE ☐ LENDER'S LOSS PAYABLE ☒ LOSS PAYEE ☐ MORTGAGEE ☒ Lease #25644 **NAME AND ADDRESS** Motorola Solutions Inc and/or its assignee 500 W Monroe Chicago IL 60661	**LENDER SERVICING AGENT NAME AND ADDRESS** **AUTHORIZED REPRESENTATIVE**

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McNeil & Company, Inc. 67 Main Street PO Box 5670 Cortland NY 13045	**CONTACT NAME:** Sarah Blackburn Stacy **PHONE (A/C, No, Ext):** 607-756-4970 ext-560 **FAX (A/C, No):** 607-756-6225 **E-MAIL ADDRESS:** sstacy@mcneilandcompany.com **INSURER(S) AFFORDING COVERAGE** **NAIC #** **INSURER A :** New York Municipal Insurance Reciprocal 20690 **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**
INSURED County of Cortland 60 Central Avenue Cortland, NY 13045	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	X COMMERCIAL GENERAL LIABILITY	X		MPK-CORT-0000001-25	01/01/2025	01/01/2026	EACH OCCURRENCE	$	1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$	50,000
							MED EXP (Any one person)	$	
							PERSONAL & ADV INJURY	$	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$	2,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$	2,000,000
	OTHER:						Deductible	$	100,000
A	AUTOMOBILE LIABILITY			MCA-CORT-0000001-25	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident)	$	1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$	
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$	
	HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$	
							Deductible	$	100,000
A	X UMBRELLA LIAB X OCCUR			MEC-CORT-0000001-25	01/01/2025	01/01/2026	EACH OCCURRENCE	$	4,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$	8,000,000
	DED RETENTION $							$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE / OTH-ER		
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? ☐ N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$	
							E.L. DISEASE - POLICY LIMIT	$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Motorola Solutions, Inc and or its assignee would be covered as an additional insured and loss payee per MPL-216-03 06 to the extent provided therein for all equipment listed on Schedule A number 25644 as state in the Equipment Lease Purchase Agreement

CERTIFICATE HOLDER	**CANCELLATION**
Motorola Solutions, Inc and or its assignee 500 W. Monroe Chicago, IL 60661	**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.** **AUTHORIZED REPRESENTATIVE**

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STATEMENT OF ESSENTIAL USE/SOURCE OF FUNDS

To further understand the essential governmental use intended for the equipment together with an understanding of the sources from which payments will be made, please address the following questions by completing this form or by sending a separate letter:

1. What is the specific use of the equipment?

2. Why is the equipment essential to the operation of **Cortland County?**

3. Does the equipment replace existing equipment?

   If so, why is the replacement being made?

4. Is there a specific cost justification for the new equipment?

   If yes, please attach outline of justification.

5. What is the expected source of funds for the payments due under the Lease for the current fiscal year and future fiscal years?

(PLEASE SEE FOLLOWING PAGE FOR ANSWERS)

Cortland County
Department of Emergency Response & Communications

22 West Court Street
Cortland, New York 13045
(607) 753-5064

What is the specific use of the equipment?

Replacement microwave transceiver radios, antennas and waveguides for 8 of Cortland County's radio tower sites.

Why is the equipment essential to the operation of Cortland County?

The microwave transceiver radios handle all public safety and public service radio communications for all of Cortland County's municipalities (County, City, Towns, and Villages), and the County's 911 center.

Does the equipment replace existing equipment? If so, why is the replacement being made?

Yes, the equipment is replacing currently operating equipment. The current microwave transceiver radios have reached end of life for support, and the County is no longer able to obtain reliable service or replacement parts.

Is there a specific cost justification for the new equipment?

Yes, the Motorola provided 8 Link Microwave Upgrade quote dated 09/20/2024, based on NYS office of general services contract PT68722.

What is the expected source of funds for payment due under the Lease the current fiscal year and future fiscal years?

Under the lease agreement there are no payments required in 2025. For years 2026 through 2032 lease payments will be budgeted in the respective year's Cortland County budget. The County's budget is derived from multiple sources, including property and sales taxes.

EQUIPMENT LEASE PURCHASE AGREEMENT DELIVERY AND ACCEPTANCE CERTIFICATE

The undersigned Lessee hereby acknowledges receipt of the Equipment described below ("Equipment") and Lessee hereby accepts the Equipment after full inspection thereof as satisfactory for all purposes of lease Schedule A to the Equipment Lease Purchase Agreement executed by Lessee and Lessor.

Equipment Lease Purchase Agreement No.: 25644 Lease Schedule A No. : 25644

EQUIPMENT INFORMATION

QUANTITY	MODEL NUMBER	EQUIPMENT DESCRIPTION
		Equipment referenced in lease Schedule A# 25644. See Schedule A for a detailed Equipment List.

LESSEE:

Cortland County

By: _____

Date: 3/10/2025

CERTIFIED LESSEE RESOLUTION

At a duly called meeting of the Governing Body of the Lessee (as defined in the Lease #25644) held on ~~March~~ February 27th, 2025, the following resolution was introduced and adopted.

BE IT RESOLVED by the Governing Board of Lessee as follows:

1. Determination of Need. The Governing Body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment or other personal property described in the Lease between Cortland County (Lessee) and Motorola Solutions, Inc. (Lessor).

2. Approval and Authorization. The Governing body of Lessee has determined that the Lease, substantially in the form presented to this meeting, is in the best interests of the Lessee for the acquisition of such Equipment or other personal property, and the Governing Board hereby approves the entering into of the Lease by the Lessee and hereby designates and authorizes the following person(s) referenced in the Lease to execute and deliver the Lease on Lessee's behalf with such changes thereto as such person deems appropriate, and any related documents, including any escrow agreement, necessary to the consummation of the transactions contemplated by the Lease.

3. Adoption of Resolution. The signatures in the Lease from the designated individuals for the Governing Body of the Lessee evidence the adoption by the Governing Body of this Resolution.

11/07/2025

Michael Ponticiello, County Administrator
Cortland County | 60 Central Ave. | Cortland, NY, 13045

Review and Confirmation of County Jail Schematic Design

Dear Michael,

It was a pleasure to meet with you and The County Leadership to discuss restarting the Cortland County Jail design process. SMRT worked with The County between 2015 and 2017 to site, program, and begin the design of a new county jail. Upon completion of the 'Schematic Design' phase (roughly 30% of the way through the full design process), Cortland County elected to pause the design process to reconsider priorities. We understand that following a review of the previous work, as well as various operational studies, the county has asked SMRT to update the previous work to get a current expectation of project size and associates construction cost expectations.

The design contract between SMRT and Cortland County is still open, enabling us to pick up where we left off at the request of The County. As eight years have passed we recommend this relatively brief (compared to the full design phases) undertaking to confirm the scope of the project is still appropriate and reflects current operational requirements, building codes, and construction costs. SMRT is joined by Pike Construction Services on this contract, to serve as the Construction Manager-as-Advisor. Pike will be performing the cost estimate update.

Understanding of the Project

Before diving back into the full design process SMRT recommends the following three tasks be undertaken.

1. Program validation and schematic design layout confirmation
   The last eight years have seen dramatic changes in the population profile of the incarcerated population and may necessitate reconsideration of the overall number of cells, housing pods, and separations within each pod. We also anticipate The County may consider adding an arraignment room to the facility, amongst other potential changes based on the contemporary operational procedures of the Sheriff's department.

   We will meet with the Jail and Sheriff's department leadership to walk through all the spaces within the 2017 design and reconfigure the proposed program and footprint based on the updated information.

2. Updated Code Analysis
   Our engineering team will review all the code summaries and associated building systems and bring the recommendations up to current code requirements and industry best practices.

3. Updated Cost Estimate
   Our partners at Pike Construction Services will provide an updated schematic design estimate based on the 2017 package with the updated layout and code requirements.

Proposed Schedule

We propose a four-week schedule to complete the three tasks listed above. Our engineers will immediately update the code evaluation and system recommendation. We will schedule a virtual meeting with the Sheriff's leadership team to walk through the 2017 design, make the changes, and meet again virtually to review the update proposed design. Upon confirmation of the updated design and code review, Pike will update the cost estimate and deliver to the County for consideration of next steps.

Fee Summary

We propose to perform three tasks listed in this proposal for the fixed-fee of $18,000.

Terms and Conditions

The Scope of Work included in this proposal will be executed subject to the terms and conditions of the existing design contract between SMRT and Cortland County, dated 10/06/2016. If you are in agreement with the Scope of Work included, please provide SMRT with Authorization to Proceed by signing and returning a copy of the attached authorization statement.

We appreciate the opportunity to get back to work for the people of Cortland County. Please reach out with any questions at your convenience.

Sincerely,



Lance Lowell, AIA NCARB
Associate Principal, Senior Architect

SMRT Architects and Engineers | 433 State Street, 5th Floor | Schenectady, NY 1230
p 207.321.3869 | c 518.496.8652 | email: llowell@smrtinc.com

CC: Graham Vickers

AUTHORIZATION STATEMENT

For Scope of Professional Services

ORDERED BY:

Michael Ponticiello, County Administrator
Cortland County
60 Central Ave.
Cortland, NY 13045

DESCRIPTION OF WORK:

Confirm Cortland County Jail program and provide an updated schematic design layout reflecting current operational requirements and building code analysis. Upon confirmation, an updated construction cost estimate will be provided as described in the attached proposal letter dated November 7, 2025.

FEE BASIS:

SMRT proposes to provide these services for a fixed fee of $18,000, plus customary reimbursable expenses (see attached SMRT schedule of professional hourly billing rates).

TERMS:

Terms and conditions shall be as described in the attached SMRT standard terms and conditions document and prime contract agreement dated 10/06/2016.

APPROVED AND ACCEPTED BY:

Michael Ponticiello

Signature Date

Lance Lowell
SMRT Architects & Engineers

11/7/2025

Signature Date

SMRT Standard Terms and Conditions

ARTICLE 1
SMRT RESPONSIBILITIES

1.1 SMRT shall perform its services consistent with the professional skill and care ordinarily provided by such design professionals practicing in the same or similar locality under the same or similar circumstances. SMRT makes no warranty, express or implied, as to its professional services rendered under this Agreement. Accordingly, the Client should prepare and plan for clarifications and modifications to the construction documents, which may impact both the cost and schedule of the Project.

1.2 SMRT's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Work.SMRT's services consist of those services performed by SMRT, SMRT's employees and SMRT's consultants as may be enumerated in the attached scope of work description.

1.3 Upon request of the Client, SMRT shall submit for the Client's approval a schedule for the performance of SMRT's services which may be adjusted as the Project proceeds, and shall include allowances for periods of time required for the Client's review and for approval of submissions by authorities having jurisdiction over the Project.

ARTICLE 2
ADDITIONAL SERVICES

2.1 Services additional to attached scope of work descriptions shall be provided if authorized or confirmed in writing by the Client and shall be paid for by the Client as mutually agreed with SMRT.

2.2 Client-directed revisions to the Project that necessitate redesign, after the construction document phase has commenced, shall be considered additional services.

ARTICLE 3
CLIENT'S RESPONSIBILITIES

3.1 The Client shall provide information which shall set forth the Client's objectives, schedule, constraints, budget with reasonable contingencies, and criteria.

3.2 The Client shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, a written legal description of the site and the services of geotechnical engineers or other consultants when such services are requested by SMRT.

3.3 SMRT will rely on the Client supplied information in carrying out its services.

3.4 The Client shall designate a representative authorized to act on the Client's behalf with respect to the Project. The Client or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by SMRT in order to avoid unreasonable delay in the orderly and sequential progress of SMRT's services.

3.5 The Client hereby grants permission, or if the Client is not the record Client of the property, has obtained permission for SMRT to enter upon subject premises to take necessary measurements or perform necessary tests.

ARTICLE 4
USE OF SMRT'S DOCUMENTS

4.1 Documents prepared by SMRT, including all electronically created documents, are Instruments of Service for use solely with respect to this Project. SMRT shall retain all common law, statutory and other reserved rights, including the copyright. The Client shall not reuse or permit the reuse of SMRT's documents except by mutual agreement in writing.

4.2 SMRT's materials shall not include the Client's confidential or propriety information if the Client has previously advised SMRT in writing of the specific information considered by the Client to be confidential or propriety. The Client shall provide professional credit to SMRT in the Client's promotional materials for the Project.

ARTICLE 5
MEDIATION

5.1 In an effort to resolve any conflicts that arise during the design or construction of the Project or following the completion of the Project, the Client and SMRT agree that all disputes between them arising out of or relating to this Agreement shall be submitted to mediation as a condition precedent to litigation and within 90 days of discovery unless the parties mutually agree otherwise.

5.2 The Client and SMRT further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

5.3 All claims, counter claims, disputes and other matters in question between the parties hereto arising out of or relating to this agreement, or the breach thereof, if not settled by mediation, shall be resolved by litigation, unless otherwise agreed by the parties at that time.

5.4 Mediation shall be held in the place where the Project is located and all costs of the mediation shall be shared equally by both parties.

ARTICLE 6
TERMINATION, SUSPENSION OR ABANDONMENT

6.1 In the event of termination, suspension or abandonment of the Project, SMRT shall be equitably compensated for services performed. Failure of the Client to make payments to SMRT in accordance with this Agreement shall be considered substantial nonperformance and is sufficient cause for SMRT to withhold design documents, suspend or terminate services. Either SMRT or the Client may terminate this agreement after giving no less than seven (7) days written notice if the other party substantially fails to perform in accordance with the terms of this Agreement.

ARTICLE 7
MISCELLANEOUS PROVISIONS

7.1 This Agreement shall be governed by the laws of the state where the project is located unless otherwise mutually agreed upon.

7.2 The Client and SMRT, respectively, bind themselves, their partners, successors, assigns and legal representatives to this Agreement. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

7.3 SMRT and SMRT's consultants shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the Project site.

7.4 In no event shall the total aggregate liability arising from professional acts, errors and omissions exceed the total fee for services rendered on the project.

7.5 The Client and SMRT waive consequential damages for claims, disputes or other matters in question arising out of or related to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement.

7.6 To the extent damages are covered by property insurance, the Client and SMRT waive all rights against each other and against the contractors, agents, employees of the other for damage. The Client and SMRT shall require contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

7.7 If a required item or component of the Project is omitted from the construction documents, SMRT shall not be responsible for paying the cost required to add such an item or component to the extent that such item or component would have been required and included in the original construction documents. In no event will SMRT be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

ARTICLE 8
PAYMENTS TO SMRT

8.1 An initial payment may be required and described in an attachment to this Agreement. This initial payment shall be credited toward SMRT's final invoice.

8.2 Payments on account of SMRT's services, reimbursable expenses and additional services when authorized shall be made monthly upon presentation of SMRT's statement of services rendered or expenses incurred.

8.3 Payments are due and payable upon receipt of SMRT's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of eighteen percent (18%) per annum.

ARTICLE 9
OTHER CONDITIONS AND SERVICES

9.1 Purchase Orders, when duly executed by the Client's authorized personnel, shall constitute for SMRT an acceptable notice to proceed with services. Terms and Conditions defined herein shall supersede those defined in any Purchase Order identified with SMRT services. The Purchase Order Number shall be used by SMRT as the Client's project identification number.

9.2 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations.

Personnel Change Justification Form

Requested Change: ☑ Abolish/Create ☐ Reallocation ☐ Abolish ☑ Create

Position Name (s): Create Accounting Manager Abolish Asst. Director of Admin Services

Bargaining Unit: CSEA from Management Comp

Purpose and Background:

Please see attached justification. The Accounting Manager would be created 1/5/26 and the Assistant Director of Administrative Services would be abolished 7/31/26.

Fiscal Impact: ☑ County Funded 35 % ☐ Grant Funded ____ % Grant Exp. Date ____

Current Grade/Salary of Position: Grade 10 MC Salary Range $ 60,854 - 80,995

Requested Grade/Salary of Position: Grade 20 CSEA Salary Range $ 29.0528 - 36.7735/hr

Annual Increase: $ (13,860) County Share: $ (4,851) # of Positions Affected: 2

Goals:

Please see attached.

Operational Impact:

Please see attached.

Requested By: _____ Signature of Requesting Department Head _____ Date

Personnel Officer Approval _____ Signature of Personnel Officer 11/20/25 Date

County Administrator Budget Impact Statement:

County Administrator Approval Michael Gonnella Signature of County Administrator 11/20/25 Date

Statutory Committee Approval _____ Signature of Committee Chair after Committee Vote _____ Date

Cortland County
Department of Social Services

Kristen Monroe
Commissioner

Justification for Accounting Position Abolish/Create

December 2025

Purpose and Background:

This proposal is to make changes to positions in our accounting unit that will yield long-term savings and fit the needs of the unit better. First, an Accounting Manager (Grade 20 in the CSEA plan) will be created as of January 5, 2026. The management position of Assistant Director of Administrative Services (Gr. 10 of the MC Plan) will be abolished as of July 31, 2026, when the incumbent plans to retire. The creation of and filling of the Accounting Manager position as of January 5, 2026, will allow us to pursue the cross-training plan for someone to learn how to process the complicated administrative claims from our retired Fiscal Officer who is working part-time until someone can be trained. When an internal candidate is promoted to the new Accounting Manager position, the position they vacated will be left unfilled through July 31, 2026.

Current structure (5 FTE's):	Assistant Director of Administrative Services 2 Fiscal Officers 2 Principal Account Clerks
Proposed temporary structure: (1/5/26 – 7/31/26 5 FTEs filled)	Assistant Director of Administrative Services Accounting Manager 2 Fiscal Officers* 2 Principal Account Clerks*
	* Either a Fiscal Officer or a Principal Account Clerk will be held vacant
New structure after July 2026 (5 FTE's):	Accounting Manager 2 Fiscal Officers 2 Principal Account Clerks

Goals and Objectives:

1. By changing the Assistant Director title to Accounting Manager, there is annual savings.
2. We need to get someone in the Accounting Manager position to learn from the retired Fiscal Officer how to file our complex administrative claims before she no longer wants to work for us. The timeline to transfer this knowledge is running out.

Operational Impact:

There will continue to be 5 FTE's working the accounting unit as we transition to a model that supports the Accounting Manager being trained in some very essential and technical work. If we cannot transfer critical knowledge to someone who plans to stay here and do that work, we will not be able to maximize state and federal revenues through our claims process.

Fiscal Impact:

	If no change in 2026 from current structure	Proposed new structure in 2026 (if lowest paid candidate is promoted)
Assistance Director	$66,939	$38,727 (Jan – July)
Fiscal Officer	$60,391	$60,391
Fiscal Officer	$57,305	$57,305
Principal Acct Clerk	$46,542	$46,542
Principal Acct Clerk	$45,064	$17,560 (Aug – Dec)
Account Manager	$0	$53,079 (new position 12 months)
	$276,241	$273, 604

Savings in 2026 = $2,637

Annual savings in future years = approximately $14,000

Project Summary

Cortland Area Communities That Care, Inc. dba Rural Health Institute of New York (RHI) is requesting Opioid Settlement Funding to support extended morning operations at the Grace Space Day Center during the Code Blue period (January through April 30).

Funding will allow Grace Space to open Monday–Friday, 8:30–11:00 a.m., complementing existing hours of 11:00 a.m.–4:00 p.m., so that people experiencing homelessness have a safe, warm, low-barrier space throughout the day.

Budget Summary (Code Blue Period: January – April 30)

Total Request: $26,788

Line Item	Amount	Notes
Personnel – Grace Space Assistants (3)	$19,125	Three part-time Grace Space Assistants covering 8:30–11:30 a.m., M–F
Fringe Benefits (approx. 14%)	$2,678	Payroll taxes, workers' compensation, and other mandatory benefits
Supplies	$2,550	Bathroom, cleaning, and food supplies (150/week x 17 weeks)
Administration & Supervision (10%)	$2,435	Program supervision, fiscal management, reporting, insurance
Total	**$26,788**	

Budget Justification

1. Personnel – Grace Space Assistants: $19,125

- **Positions and schedule:**
  - Three Grace Space Assistants
  - Hours: 8:30 a.m. – 11:30 a.m., Monday through Friday, during the Code Blue period (approximately 17 weeks).

- **Coverage model:**
  - The staffing pattern ensures adequate coverage for guests during morning hours (including winter weather days when demand is highest), while also providing

backup for staff illness, appointments, and training.

- **Rate and calculation:**
    - Each Assistant is budgeted at approximately **$25/hour**.
    - 3 hours/day × 5 days/week = 15 hours/week
    - 15 hours/week × 17 weeks = 255 hours per position
      255 hours × $25/hour = **$6,375** per position
    - Three positions × $6,375 = **$19,125** total personnel

2. Fringe Benefits: $2,678

- Fringe is calculated at approximately **14% of salaries** for these part-time positions.
- This includes:
    - Employer payroll taxes (FICA, Medicare, unemployment)
      Workers' compensation and disability insurance
    - Required employer contributions and administrative costs associated with staffing

- Calculation:
    - $19,125 (Personnel) × 14% = **$2,678**

3. Supplies: $2,550

Supplies will support basic needs and maintain a safe, sanitary environment for guests during morning operations.

- **Scope of supplies:**
    - **Bathroom and hygiene supplies:** toilet paper, soap, paper towels, menstrual products, basic hygiene items.
    - **Cleaning supplies:** disinfectants, trash bags, gloves, cleaning cloths, and other janitorial items required to maintain a healthy, low-barrier space with high daily foot traffic.
    - **Food and beverages:** Coffee, coffee supplies, and light snacks.

- **Calculation:**
    - Approximately **$150 per week** in supplies
    - 17 weeks × $150/week = **$2,550**

4. Administration & Supervision (10%): $2,435

A 10% administrative rate is requested to support indirect costs necessary for safe and compliant program operations.

- **Use of funds:**

    - Direct supervision and support of Grace Space Assistants (scheduling, performance management, coaching around harm reduction and trauma-informed care).
    - Fiscal management (payroll, invoicing, budget tracking, audit preparation).
    - Data collection and reporting related to opioid settlement outcomes (e.g., number of individuals served, referrals to treatment and harm reduction, connections to shelters and healthcare).
      General liability insurance, technology support, and other shared infrastructure that enables Grace Space to operate effectively.

- **Calculation:**
    - 10% of direct costs (Personnel + Fringe + Supplies)
    - Direct costs: $19,125 + $2,678 + $2,550 = $24,353
    - 10% × $24,353 = **$2,435**