



Buildings & Grounds Committee

Committee Meeting

~ Minutes ~

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

Tuesday, April 6, 2021

9:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 9:00 AM by Chairman Beau Harbin

Attendee Name	Organization	Title	Status	Arrived
George Wagner	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Chairman	Remote	
Ann Homer	Cortland County, NY	Vice Chair	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Member	Remote	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Committee Member	Remote	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Chair, Legislature	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Charles Miller	Cortland County, NY	Superintendent Buildings and Grounds	Remote	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Eric Mulvihill	Cortland County, NY	Clerk, County Legislature	Present	
Andrea Herzog	Cortland County, NY	Finance Director	Remote	
Jack Hess	Cortland County, NY	Director, Information & Technology	Remote	
Tom McGrath	Cortland County, NY	Deputy Director, Information & Technology	Remote	
Wendy Franklin	Cortland County, NY	Assistant County Attorney	Remote	
Christopher Newell	Cortland County, NY	Board Member	Present	9:44 AM

MINUTES

Buildings & Grounds Committee - Committee Meeting - Mar 9, 2021 9:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ann Homer, Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Harbin, Homer, Fairchild-Preston, Bischoff, Fitch, Nauseef

RESOLUTIONS

Building & Grounds

Information Technology

Safety Office

AGENDA ITEM NO. 1 – Amend the Cortland County Tent Policy - Buildings & Grounds

RESULT:	APPROVED [UNANIMOUS]
	Next: 4/22/2021 6:00 PM
MOVER:	Ann Homer, Vice Chair
SECONDER:	George Wagner, Committee Member
AYES:	Wagner, Harbin, Homer, Fairchild-Preston, Bischoff, Fitch, Nauseef

ON MOTION OF HARBIN

RESOLUTION NO.

Amend the Cortland County Tent Policy - Buildings & Grounds

WHEREAS, the Cortland County Legislature adopted Resolution 347-16 which established the Cortland County Tent Policy, AND

WHEREAS, there is a need to review and amend the Cortland County Tent Policy, as the referenced New York State 2015 International Fire Code is no longer in compliance, AND

WHEREAS, New York State has adopted the 2020 International code system as of April of 2020, AND

WHEREAS, the Legislature's Buildings and Grounds Committee has reviewed the amendment and recommends adopting the amendment, NOW THEREFORE BE IT,

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator upon review and approval of the County Attorney to update this document for compliance with New York State's current 2020 code.

DISCUSSION/REPORTS

Discussion Items

1. Update on the Renovations at 22 West Court Street

RESULT: COMPLETED

2. IT Monthly Budget Report

RESULT: COMPLETED

3. Information Technology Monthly Activities Report

RESULT: COMPLETED

4. Buildings and Grounds Departmental Activity Report

RESULT: COMPLETED

5. Safety Office Budget Report

RESULT: COMPLETED

6. Buildings and Grounds Budget Report

RESULT: COMPLETED

7. Elevator Capital Plan & Equipment Proposals

RESULT: COMPLETED



Buildings & Grounds Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, March 9, 2021

9:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 9:00 AM by Chairman Beau Harbin

Attendee Name	Organization	Title	Status	Arrived
George Wagner	Cortland County, NY	Committee Member	Excused	
Beau Harbin	Cortland County, NY	Chairman	Remote	
Ann Homer	Cortland County, NY	Vice Chair	Excused	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Member	Remote	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Committee Member	Remote	
Joseph Nauseef	Cortland County, NY	Committee Member	Remote	9:06 AM
Richard Stock	Cortland County, NY	Board Member	Present	
Mitchel Eccleston	Cortland County, NY	Board Member	Present	
Paul Heider	Cortland County, NY	Chair, Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Eric Mulvihill	Cortland County, NY	Clerk, County Legislature	Present	
Mark Helms	Cortland County, NY	Sheriff	Present	
Charles Miller	Cortland County, NY	Superintendent Buildings and Grounds	Present	
Andrea Herzog	Cortland County, NY	Director, Budget & Finance	Remote	
Darrel Tuttle	Cortland County, NY	Deputy Director, Budget & Finance	Present	
Jack Hess	Cortland County, NY	Director, Information & Technology	Remote	
Karen Howe	Cortland County, NY	County Attorney	Remote	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	9:13 AM

Minutes Acceptance: Minutes of Mar 9, 2021 9:00 AM (MINUTES)

MINUTES

1. Buildings & Grounds Committee - Committee Meeting - Feb 9, 2021 9:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Kelly L. Fairchild-Preston, Committee Member
SECONDER:	Kevin Fitch, Committee Member
AYES:	Harbin, Fairchild-Preston, Bischoff, Fitch, Nauseef
EXCUSED:	George Wagner, Ann Homer

RESOLUTIONS

Building & Grounds

AGENDA ITEM NO. 1 – Amend 2021 Budget for Use of County Jail Project Reserve and Authorize Agreement with Maximum Security for Repair of Exterior Security Doors at the Jail Facility- Buildings and Grounds

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/16/2021 10:00 AM
MOVER:	Beau Harbin, Chairman
SECONDER:	Kevin Fitch, Committee Member
AYES:	Harbin, Fairchild-Preston, Bischoff, Fitch, Nauseef
EXCUSED:	George Wagner, Ann Homer

ON MOTION OF HARBIN

RESOLUTION NO. 50-21

Amend 2021 Budget for Use of County Jail Project Reserve and Authorize Agreement with Maximum Security for Repair of Exterior Security Doors at the Jail Facility- Buildings and Grounds

WHEREAS, there are multiple exterior security doors at the Cortland County jail facility that have reached the end of their useful life, AND

WHEREAS, the Superintendent of Buildings and Grounds solicited a proposal for the replacement of exterior security doors E1, E5 and E6 at the jail, AND

WHEREAS, Maximum Security, 836 North State Street, Syracuse, NY 13208 submitted a quote to replace all three doors at a cost of \$62,284.00, AND

WHEREAS, after a review of the proposal by the Buildings and Grounds Committee, it is recommended to move forward with the proposed replacement of all three doors by Maximum Security at the quoted price, AND

WHEREAS, there are funds in the County Jail Project Reserve, account A386300.JAIL, with a current balance of \$1,363,833.88, NOW THEREFORE BE IT

RESOLVED, the 2021 County budget is amended as follows:

Increase:		Current	Addition	New
Building Improvements	A31505.52320	\$-0-	\$62,284	\$62,284
Appropriated Reserves	A351100	\$-0-	\$62,284	\$62,284

AND BE IT FURTHER

Minutes Acceptance: Minutes of Mar 9, 2021 9:00 AM (MINUTES)

RESOLVED, up to \$62,284 of the contract is to be paid using the County Jail Project Reserve, account A386300.JAIL, leaving a balance of \$1,301,549.88 after payment, AND BE IT FURTHER

RESOLVED, the Legislature hereby authorizes a contract with Maximum Security, 836 North State Street, Syracuse, NY, 13208, for an amount not to exceed \$62,284.00, AND BE IT FURTHER

RESOLVED, that the County Administrator upon review and on approval of the County Attorney or designee, is hereby authorized to execute the agreement with Maximum Security, 836 North State Street, Syracuse, NY, 13208, for the repairs outlined in the quote for service.

Information Technology

AGENDA ITEM NO. 2 – Establish Cortland County Information Technology Steering Committee

RESULT: **APPROVED [UNANIMOUS]**

Next: 3/25/2021 6:00 PM

MOVER: Kelly L. Fairchild-Preston, Committee Member

SECONDER: Joseph Nauseef, Committee Member

AYES: Harbin, Fairchild-Preston, Bischoff, Fitch, Nauseef

EXCUSED: George Wagner, Ann Homer

ON MOTION OF HARBIN

RESOLUTION NO. 51-21

Establish Cortland County Information Technology Steering Committee

WHEREAS, there is a need to define a vision of delivering information technology services in Cortland County to support all departments and employees in the most cost efficient, secure and flexible methods possible, AND

WHEREAS, in order to develop a clear vision for the Information Technology Department the following areas must be addressed; networking, voice, data, cyber security, operating systems, end user support and other demands that Information Technology department responds to on a day to day basis, AND

WHEREAS, the emerging challenges of managing and supporting a remote work force is forcing Information Technology to review how it does business with an emphasis on remote versus on-premises, workstation, laptop technology versus virtual desktop, AND

WHEREAS, the COVID-19 pandemic response has underscored the need to proactively address the increased demand for Information Technology Services by establishing a clear plan that incorporates contingencies that will better position the county for future needs, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby establishes the Cortland County Information Technology Steering Committee as of April 1, 2021 with said committee dissolving on December 31, 2023 or unless discharged by a subsequent resolution, AND BE IT FURTHER

RESOLVED the following individuals shall be appointed to the Information Technology Steering Committee;

Information Technology

Jack Hess (Chair)

Tom McGrath

Legislature

Beau Harbin

Mental Health

Sharon MacDougall

Nancy Smith

Minutes Acceptance: Minutes of Mar 9, 2021 9:00 AM (MINUTES)

Workforce Development
Amy Buggs
Shannon Phillips

Social Services
Kristen Monroe
James Harvey

Finance
Andrea Herzog
Stephen Trobert

County Clerk
Brooke Kemak

County Administration
Rob Corpora

Health
Lisa McGee

Probation
Alicia Wheaton

Safety Office

DISCUSSION/REPORTS

Discussion Items

1. Buildings & Grounds Department Monthly Reports

RESULT:	COMPLETED
----------------	------------------

2. Information Technology Monthly Reports

RESULT:	COMPLETED
----------------	------------------

3. County Elevators

RESULT:	COMPLETED
----------------	------------------

4. Update on DSS Records Storage Room

RESULT:	COMPLETED
----------------	------------------

5. Equipment & Accessories

RESULT:	COMPLETED
----------------	------------------

6. Cortland County Weapons Policy

RESULT:	COMPLETED
----------------	------------------

Minutes Acceptance: Minutes of Mar 9, 2021 9:00 AM (MINUTES)

Jack Hess
Director

Director



CORTLAND CNTY

**Information
Technology**

01010111 01100101 00100111
01110010 01100101 00100000
01101000 01100101 01110010
01100101 00100000 01110100
01101111 00100000 01101000
01100101 01101100 01110000
00100001

March 29, 2021

Information Technology March 2021 Monthly Report

Executive Summary

- IT
 - COVID-19 Response
 - IT continues to operate with a rotation of workers.
 - Voice and data changes
 - Momentum will replace Spectrum for our phone service on or around April 1st.
 - Nitel has replaced Spectrum as one of our ISP's.
 - Verizon to come on line sometime in April.
 - Updated email servers to mitigate zero day exploit
 - Reported by numerous security agencies.
- Health
 - Continued support for the POD doing vaccinations at SUNY Cortland.
 - Attend twice weekly status conference calls.
- Legislature
 - Discuss funding ideas for NYS DCJS Discovery Reform Grant
- Elections
 - Complete grant contract for cyber security remediation efforts.
- Mental Health
 - Discuss funding ideas for MH's System of Care and DSS's Family First projects.
 - Attend meeting with Cornell Capstone/Weill Cornell about data dashboard solutions.
- CAC
 - Work CAC and a vendor to resolve camera system problems.
 - This is still in process.
- Assigned Counsel
 - Repurposed underutilized Toshiba copier from Heath – JCRH for AC use.

Attachment: 2021_03_Monthly_Report_IT (8414 : IT Monthly Budget Report)

Departmental Priorities and Focus

Create a clear vision of IT for the future

- Status: In Process
 - No update.

Upgrade the internet bandwidth available to the county

- Status: In Process
 - Nitel replaced Spectrum after sorting out some technical issues, on or March 26th.
 - Verizon is scheduled to come on line by the end of March

Change the county's voice services provider

- Status: In Process
 - Momentum is scheduled to respace Spectrum as of March April 1st.

Cyber Security

- Status: In Process
 - No update

Disaster recovery and business continuity planning

- Status: In Process
 - No update

Get a backup air conditioning unit for the network operations center (NOC)

- Status: In Process
 - B&G along with an HVAC vendor surveyed our NOC to provide an appropriate unit.

County Wide Services

- Provide mail and print services to all County departments
- Provide fast reliable computer network for entire County
- Prepare new computers for Departments
- Maintain and enhance application programs for various departments to provide accurate and timely reports
- Monitor our security posture to mitigate the threat of ransomware and other attacks
- Provide desktop support
- Telecommunications support
- Access control to County buildings
- Camera and security systems
- Respond to requests for email archiver information (FOIL requests, etc.)
- Respond to alerts from intrusion detection system (IDS)
- Assign Munis roles and permissions

Departments

- | | | |
|-------------------------|------------------------|--|
| • Aging | • District Attorney | • Public Defender |
| • Assigned Counsel | • Elections | • RPTS |
| • Buildings and Grounds | • Finance | • Recycling |
| • CAC | • Grant Administration | • Sheriff |
| • CWCC | • Health | • Soil and Water Conservation District |
| • County Administration | • Highway | • Solid Waste |
| • County Attorney | • Legislators | • Treasurer |
| • County Clerk | • Mental Health | • Veterans |
| • DERC | • Personnel | |
| • DMV | • Planning | |
| • DSS | • Probation | |

External Agencies

- | | | |
|-----------------|---------------|-------------------------|
| • SUNY Cortland | • Cortland PD | • MAVAC |
| • Homer PD | • Cortland FD | • Town of Cortlandville |
| • Homer FD | • NYSP | • Town of Freetown |

Contracts (Company, Service, Amount, Expires)

- | | | | |
|------------------------------|-----------------------|---------------|------------|
| • Palo Alto | Firewall maint. | \$8,000/year | 8/9/2021 |
| • Lexis Nexis | Online Legal Search | \$20,449/year | 8/31/2021 |
| • Barracuda | Email archiver maint. | \$5,000/year | 11/30/2021 |
| • SHI | SAN maintenance | \$24,000/year | 12/31/2021 |
| • Radwin | Radio maint. | \$5,000/year | 3/13/2022 |
| • Barracuda | Load balancer maint. | \$5,000/year | 3/28/2022 |
| • Trebron | Anti-Virus | \$7,110/year | 5/25/2022 |
| • Pitney Bowes | Postage Meter | \$5,820/year | 6/30/2022 |
| • Nitel | Internet Service | \$12,000/year | 12/31/2026 |
| • Verizon | Internet Service | \$12,000/year | 12/31/2026 |
| • Toshiba Business Solutions | Copier/Printers | \$63,000/year | 9/30/2022 |
| • All Mode | Phones - Support | \$15,699/year | 12/31/2026 |
| • Momentum | Phones – Service | \$10,991/year | 3/31/2026 |

Jack Hess
Director

Director



CORTLAND CNTY

Information
Technology

01010111 01100101 00100111
01110010 01100101 00100000
01101000 01100101 01110010
01100101 00100000 01110100
01101111 00100000 01101000
01100101 01101100 01110000
00100001

March 29, 2021

Information Technology March 2021 Monthly Report

Executive Summary

- IT
 - COVID-19 Response
 - IT continues to operate with a rotation of workers.
 - Voice and data changes
 - Momentum will replace Spectrum for our phone service on or around April 1st.
 - Nitel has replaced Spectrum as one of our ISP's.
 - Verizon to come on line sometime in April.
 - Updated email servers to mitigate zero day exploit
 - Reported by numerous security agencies.
- Health
 - Continued support for the POD doing vaccinations at SUNY Cortland.
 - Attend twice weekly status conference calls.
- Legislature
 - Discuss funding ideas for NYS DCJS Discovery Reform Grant
- Elections
 - Complete grant contract for cyber security remediation efforts.
- Mental Health
 - Discuss funding ideas for MH's System of Care and DSS's Family First projects.
 - Attend meeting with Cornell Capstone/Weill Cornell about data dashboard solutions.
- CAC
 - Work CAC and a vendor to resolve camera system problems.
 - This is still in process.
- Assigned Counsel
 - Repurposed underutilized Toshiba copier from Heath – JCRH for AC use.

Departmental Priorities and Focus

Create a clear vision of IT for the future

- Status: In Process
 - No update.

Upgrade the internet bandwidth available to the county

- Status: In Process
 - Nitel replaced Spectrum after sorting out some technical issues, on or March 26th.
 - Verizon is scheduled to come on line by the end of March

Change the county's voice services provider

- Status: In Process
 - Momentum is scheduled to respace Spectrum as of March April 1st.

Cyber Security

- Status: In Process
 - No update

Disaster recovery and business continuity planning

- Status: In Process
 - No update

Get a backup air conditioning unit for the network operations center (NOC)

- Status: In Process
 - B&G along with an HVAC vendor surveyed our NOC to provide an appropriate unit.

County Wide Services

- Provide mail and print services to all County departments
- Provide fast reliable computer network for entire County
- Prepare new computers for Departments
- Maintain and enhance application programs for various departments to provide accurate and timely reports
- Monitor our security posture to mitigate the threat of ransomware and other attacks
- Provide desktop support
- Telecommunications support
- Access control to County buildings
- Camera and security systems
- Respond to requests for email archiver information (FOIL requests, etc.)
- Respond to alerts from intrusion detection system (IDS)
- Assign Munis roles and permissions

Departments

- | | | |
|-------------------------|------------------------|--|
| • Aging | • District Attorney | • Public Defender |
| • Assigned Counsel | • Elections | • RPTS |
| • Buildings and Grounds | • Finance | • Recycling |
| • CAC | • Grant Administration | • Sheriff |
| • CWCC | • Health | • Soil and Water Conservation District |
| • County Administration | • Highway | • Solid Waste |
| • County Attorney | • Legislators | • Treasurer |
| • County Clerk | • Mental Health | • Veterans |
| • DERC | • Personnel | |
| • DMV | • Planning | |
| • DSS | • Probation | |

External Agencies

- | | | |
|-----------------|---------------|-------------------------|
| • SUNY Cortland | • Cortland PD | • MAVAC |
| • Homer PD | • Cortland FD | • Town of Cortlandville |
| • Homer FD | • NYSP | • Town of Freetown |

Contracts (Company, Service, Amount, Expires)

- | | | | |
|------------------------------|-----------------------|---------------|------------|
| • Palo Alto | Firewall maint. | \$8,000/year | 8/9/2021 |
| • Lexis Nexis | Online Legal Search | \$20,449/year | 8/31/2021 |
| • Barracuda | Email archiver maint. | \$5,000/year | 11/30/2021 |
| • SHI | SAN maintenance | \$24,000/year | 12/31/2021 |
| • Radwin | Radio maint. | \$5,000/year | 3/13/2022 |
| • Barracuda | Load balancer maint. | \$5,000/year | 3/28/2022 |
| • Trebron | Anti-Virus | \$7,110/year | 5/25/2022 |
| • Pitney Bowes | Postage Meter | \$5,820/year | 6/30/2022 |
| • Nitel | Internet Service | \$12,000/year | 12/31/2026 |
| • Verizon | Internet Service | \$12,000/year | 12/31/2026 |
| • Toshiba Business Solutions | Copier/Printers | \$63,000/year | 9/30/2022 |
| • All Mode | Phones - Support | \$15,699/year | 12/31/2026 |
| • Momentum | Phones – Service | \$10,991/year | 3/31/2026 |



CORTLAND COUNTY BUILDINGS & GROUNDS
Safety Office and Code Enforcement
60 Central Ave. B-28
Cortland, NY 13045-2746



1.4.a

Chuck Miller, B&G Superintendent 607-753-5068

David Clay Jr., BM Foreperson 607-753-5190

TO: B&G Committee

FROM: Chuck Miller, Superintendent, Safety and Code Enforcement Officer

DATE: 3/31/2021

SUBJECT: Activities Report for March 2021

Here are our monthly updates, please feel free to contact me if there are any questions or concerns or more information needed and I will accommodate in any way I am able.

We had 0 days of full staff due to time off and medical as well as open positions

- 1) We continue to work with DA to be ready for the move to 37 Church St., Chamber expected any day
- 2) We have 2 new custodians hired and in process for start dates
- 3) Continue to move shipments received throughout the County offices
- 4) We continue to prioritize cleaning/sanitizing and hot spot wipe downs in all County Properties. This to continue until further notice, more deep cleans were done to possible exposure levels.
- 5) I have investigated incidents for the Safety office, and recorded over 25+ reports. Fire drills and inspections scheduled, some implemented. GO2BLU finalization in progress for Panic System.
- 6) COVID exposure on County properties continues to affect our work force numbers; it has also pulled us in other directions attending to disinfecting and sanitizing work areas. Fogging, cleaning etc. and those actions continue as we try to minimize exposure to internal employees as well as assisting with Vaccination PODS with equipment, setup, and product delivery as we; as trash disposal.
- 7) Continue to work on space issues and ideas with County Administrator and Committee Chair, progress in my opinion is going to happen on many fronts consolidating entities back into County owned properties and minimizing financial impact moving forward long term.
- 8) Budget spending continues to be held to the bare minimum, some things will be put off again until next year to help with current financial situation
- 9) Reconditioning of space in Nutrition Freezer rooms has begun to address Health Department concerns, with installation of lift for Meals on Wheels drivers to move food up and out of the basemen, as well as an enlarged freezer roomt.
- 10) Still Working on square footage of departments with Venesky and Ms. Herzog to correct/change those that are not accurate or have changed
- 11) Have begun recapitulation of State Court System budget for reimbursement for services for 20-21 State fiscal year.
- 12) Have begun County budget process for 2022.
- 13) Storage room for DSS is ahead of schedule, expect completion early April, I encourage you to take a look at how we are starting to optimize space that was previously wasted..
- 14) 2nd Story renovations for 37 Church St. are completed begun working with DA for 1st floor plan.
- 15) Chamber of Commerce will be leaving starting on the 5th of April and we are already working to touch up the downstairs for DA occupancy.
- 16) Preparing RFP for next meeting to move forward with Sealing and Striping of our parking lots.
- 17) Should have at least one proposal for Court House emergency exit doors by next meeting.

Respectfully
Chuck Miller
Superintendent of Building and Grounds
Code/Safety officer

Attachment: Departmental activities report 3-2021 (8417 : Buildings and Grounds Departmental Activity Report)

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: 3620 SAFETY OFFICE	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
A36205 54013 SAFETY SUP	6,400	6,400	870.80	.00	5,454.25	14.8%
A36205 54035 ED & TRAIN	500	500	.00	.00	500.00	.0%
A36205 54040 DUES/SUB	30	30	.00	.00	30.00	.0%
A36205 54055 PROF SERV	29,000	29,000	.00	.00	29,000.00	.0%
A36205 54078 Fuel	200	200	.00	.00	200.00	.0%
TOTAL SAFETY OFFICE	36,130	36,130	870.80	.00	35,184.25	2.4%
TOTAL EXPENSES	36,130	36,130	870.80	.00	35,184.25	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
GRAND TOTAL	36,130	36,130	870.80	.00	35,184.25	2.4%

** END OF REPORT - Generated by Chuck Miller **

Cortland County



YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: 1620	BUILDING & GROUNDS	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
A162042 42450	COMMISSION	-2,800	-2,800	-77.11	.00	-2,722.89	2.8%
A162042 42620	MISC	-12,526	-12,526	-4,265.64	.00	-8,260.01	34.1%
A162043 43021	CRT FAC IN	-135,263	-135,263	.00	.00	-135,263.00	.0%
A162046 42502	COC RENT	0	0	-2,886.90	.00	2,886.90	100.0%
A162046 42504	CO-OP RENT	-73,723	-73,723	.00	.00	-73,723.00	.0%
A16205 51005	PERS SERV	718,675	718,675	113,165.96	.00	605,508.82	15.7%
A16205 51020	OVERTIME	15,000	15,000	8,072.91	.00	6,927.09	53.8%
A16205 51025	SHIFT PAY	11,645	11,645	1,518.83	.00	10,125.67	13.0%
A16205 51035	OTHER COMP	3,059	3,059	1,529.50	.00	1,529.50	50.0%
A16205 52025	REPAIR &MT	10,961	0	.00	.00	.00	.0%
A16205 52080	CO CAPITAL	25,000	0	.00	.00	.00	.0%
A16205 54000	TELEPHONE	6,300	6,300	868.78	.00	4,681.22	25.7%
A16205 54004	SOFTWARE	5,420	5,420	.00	.00	5,420.00	.0%
A16205 54005	Off Supp	200	200	11.94	.00	154.24	22.9%
A16205 54007	Jan Supp	48,000	48,000	4,511.35	.00	42,319.31	11.8%
A16205 54013	SAFETY SUP	2,000	2,000	.00	.00	2,000.00	.0%
A16205 54015	Maint Agmt	40,443	49,543	24,063.48	.00	24,234.52	51.1%
A16205 54020	POSTAGE	25	25	11.89	.00	13.11	47.6%
A16205 54021	INSPECT/PR	600	0	.00	.00	.00	.0%
A16205 54022	BOILER	5,000	0	.00	.00	.00	.0%
A16205 54023	SECURITY	3,600	0	.00	.00	.00	.0%
A16205 54024	FIRE EXTGR	500	0	.00	.00	.00	.0%

Report generated: 03/24/2021 13:56
User: cmiller

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: 1620	BUILDING & GROUNDS	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
A16205 54025	UTILITIES	300,000	300,000	47,658.48	.00	199,500.00	33.5%
A16205 54030	TOOLS	800	0	.00	.00	.00	.0%
A16205 54035	ED & TRAIN	300	300	.00	.00	300.00	.0%
A16205 54050	Equip R&M	4,500	4,500	2,436.20	.00	2,063.80	54.1%
A16205 54060	LEGAL ADV	50	50	.00	.00	50.00	.0%
A16205 54065	RENT/LEASE	1,000	1,000	.00	.00	1,000.00	.0%
A16205 54070	INSURANCE	38,560	38,560	52,045.72	.00	-13,485.37	135.0%
A16205 54074	INS-AUTO	1,279	1,279	1,389.32	.00	-110.11	108.6%
A16205 54076	Bldg R&M	145,000	170,000	16,910.95	.00	139,955.59	17.7%
A16205 54077	C&M Supp	4,000	15,761	2,251.52	.00	12,537.49	20.5%
A16205 54078	Fuel	7,100	7,100	1,269.68	.00	5,830.32	17.9%
A16205 54085	UNIFORM AL	7,626	7,626	1,041.36	.00	5,084.16	33.3%
A16205 54100	TAXES	13,000	13,000	6,132.54	.00	6,867.46	47.2%
A16205 54213	I/D COPIER	811	811	135.16	.00	675.80	16.7%
A16205 54300	veh. R&M	3,600	3,600	170.00	.00	3,180.00	11.7%
A16205 54301	veh lease	22,528	22,528	5,320.65	.00	11,507.19	48.9%
A16205 54444	FEES/PERMI	0	600	.00	.00	600.00	.0%
A16205 54625	GARBAGE	19,359	19,359	3,705.00	.00	11,948.85	38.3%
A16205 58020	RETIREMENT	104,173	104,173	.00	.00	104,173.00	.0%
A16205 58030	FICA	56,923	56,923	8,810.77	.00	48,112.23	15.5%
A16205 58040	WRKS COMP	35,910	35,910	36,387.30	.00	-477.30	101.3%
A16205 58060	HEALTH INS	180,521	180,521	35,115.90	.00	145,404.79	19.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

ACCOUNTS FOR: 1620	BUILDING & GROUNDS	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
A16205 58062	DENTAL INS	1,263	1,263	223.84	.00	1,039.52	17.7%
A16205 58065	VISION INS	216	216	37.01	.00	178.59	17.2%
A16205 97100	SMWT BOND PRINC	235,000	235,000	.00	.00	.00	100.0%
A16205 97110	SMWT BOND INT	108,238	108,238	.00	.00	.50	100.0%
TOTAL BUILDING & GROUNDS		1,963,872	1,963,872	367,566.39	.00	1,171,767.99	18.7%
TOTAL REVENUES		-224,312	-224,312	-7,229.65	.00	-217,082.00	
TOTAL EXPENSES		2,188,184	2,188,184	374,796.04	.00	1,388,849.99	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
GRAND TOTAL	1,963,872	1,963,872	367,566.39	.00	1,171,767.99	18.7%
** END OF REPORT - Generated by Chuck Miller **						

Elevators and Equipment

	2021	2022	2023	2024	2025
Elevator reconditioning					
Court House/Bell and Spina					
Grant					
County Office Building Est \$85k	X				
Jail \$93k		X			
PSB \$89k			X		
Highway \$75k				X	
Dwyer Park \$75K					X
Units are old and in need of restoration or replacement					
Salter/Truck 2017 - \$8,700		\$8720 To replace cnty owned			
Ventracs see attachments					
Bobcat see attachments					

* UPPER PORTION WILL NOT PRINT OUT. PLEASE DO NOT TYPE OUTSIDE MARKED (BORDERED) CELLS.

PowerLease

PowerLease™



PowerQuote For Skid Steer Loader

Customer Cortland County Buildings and Grounds	Quote # 30585D030856	Date August 24, 2020			
Bobcat Product New Bobcat A770	Sale Price w/o tax \$43,662.76	Salesperson Ryan Whitmiller			

Offer is subject to credit approval by Wells Fargo Vendor Financial Services, LLC. Not all applicants will qualify.

Lease Term / Months	12	24	36	48 ✓	60
Lease Factor + tax	0.04410	0.02399	0.01756	0.01539	0.01390
Lease Payment Monthly + tax	\$1,925.46	\$1,047.54	\$766.60	\$671.84	\$606.80
Purchase Option Not To Exceed	53.0000%	52.0000%	50.0000%	45.0000%	41.0000%
Purchase Option Amount	\$23,141.26	\$22,704.64	\$21,831.38	\$19,648.24	\$17,901.73

This illustration is for comparison purpose only. The actual payments are subject to change.

Lease Rates:

Power Lease payments are in arrears and will be due monthly. Payments do not include any applicable taxes. **Power Lease** rates and factors are subject to change at any time for any reason.

Sales Tax / Use Tax:

There is no sales tax due at signing. Use tax billed monthly in addition to lease payment or as required by applicable tax authority.

Personal Property Tax:

Lessee will be billed annually for P.P.T. or as required by applicable tax authority or jurisdiction.

Credit Guidelines and Insurance:

Evidence of physical damage insurance required prior to funding. Evidence of \$500,000 in liability coverage naming Wells Fargo Vendor Financial Services, LLC. ("WVFS") as additional insured is required prior to funding.

Attachments:

Maximum of 2 serialized attachments. All hand held tools are excluded from this program. Attachments requiring specialized residuals include Breakers, Flail Cutters, Forestry Attachments, Planers, Rotary Grinders, Stump Grinders, and Wheel Saws. Attachments requiring separate residual quotes include Chippers and Concrete Pumps.

Non-standard applications:

Dairy (all applications), Recycling (all applications), Refuse (all applications), Forestry (all applications) have a separate residual matrix.

Excluded Applications:

Machines used to manage or handle infectious, hazardous, or nuclear applications are not eligible for PowerLease

This calculator is provided as a tool to assist customers of WVFS. WVFS does not warrant the accuracy, adequacy or completeness of this information and materials and expressly disclaims liability of errors or omissions in this information. No warranty of any kind, implied, expressed or statutory, including, but not limited to, the warranties of non-infringement of third party rights, title, merchantability, fitness for a particular purpose and freedom from computer virus is given in conjunction with the information and materials.

Attachment: Skidsteer options (8448 : Elevator Capital Plan & Equipment Proposals)



Product Quotation

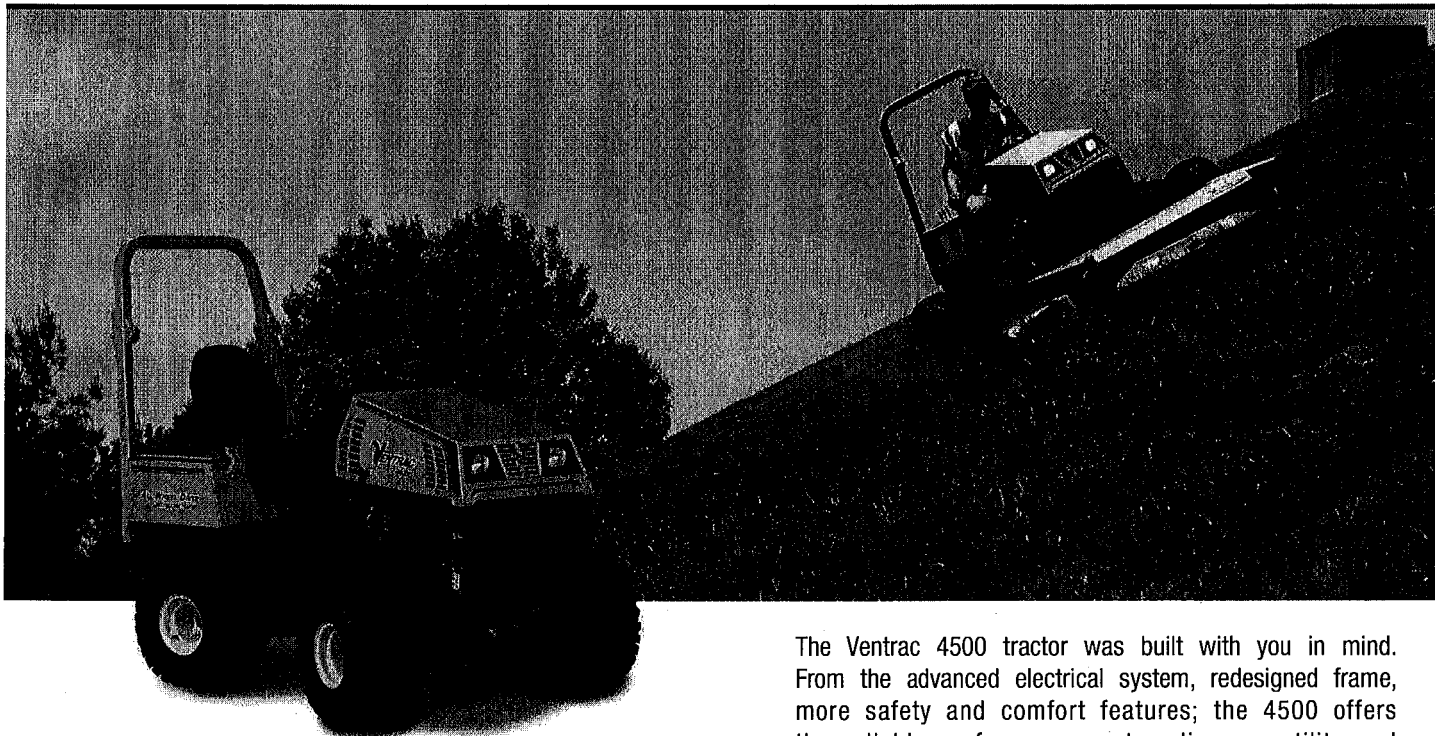
Quotation Number: 30585D030856

Date: 2020-08-24 16:54:12

Ship to	Bobcat Dealer	Bill To
Cortland County Buildings and Grounds Attn: Chuck Miller 60 Central Avenue Room B-25 Cortland, NY 13045	Bobcat of Central New York, East Syracuse, NY 6926 FLY ROAD EAST SYRACUSE NY 13057-9660 Phone: (315) 437-2829 Fax: (315) 437-5160 ----- Contact: Ryan Whitmiller Phone: 315-437-2829 Fax: 315-437-5160 Cellular: 607-343-0917 E Mail: rwhitmiller@bobcatofcny.com	Cortland County Buildings and Grounds Attn: Chuck Miller 60 Central Avenue Room B-25 Cortland, NY 13045

Description	Part No	Qty	Price Ea.	Total
A770 T4 Bobcat All-Wheel Steer Loader	M0287	1	\$56,900.20	\$56,900.20
92 HP Turbo Tier 4 Diesel Engine	Instrumentation: Hourmeter, Engine Temperature & Fuel			
2-Speed Travel	Gauges, Warning Lights			
Air Intake Heater (Automatically Activated)	Lift Arm Support			
Auxiliary Hydraulics: Variable Flow	Lift Path: Vertical			
Backup Alarm	Lights, Front & Rear			
Bob-Tach	Operator Cab			
Bobcat Interlock Control System (BICS)	Includes: Adjustable Suspension Seat, Dome Light,			
Controls: Joystick Style with Hand Lever and Foot Pedal for	Electrical Power Port, Top & Rear Windows, Seat Bar, 3-			
Engine Speed Control	Point Seat Belt			
Dual Steering Modes:	Roll Over Protective Structure (ROPS) meets SAE-J1040			
All-Wheel Steer Mode	& ISO 3471			
Skid-Steer Mode	Falling Object Protective Structure (FOPS) meets SAE-			
Enclosed Cab with Air Conditioning & Heat	J1043 & ISO 3449, Level I; (Level II is available through			
Engine/Hydraulic Systems Shutdown	Bobcat Parts)			
Horn	Parking Brake: Spring Applied, Pressure Released			
	(SAPR)			
	Power Bob-Tach			
	Tires: 12-16.5, 12 PR, Bobcat Heavy Duty			
	Warranty: 2 years, or 2000 hours whichever occurs first			
P69 Performance Package	M0287-P06-P69	1	\$3,348.56	\$3,348.56
Power Bob-Tach	Hydraulic Bucket Positioning			
7-Pin Attachment Control Kit	Automatic Ride Control			
High Flow	Reversing Fan			
2-Speed				
C37 Comfort Package	M0287-P07-C37	1	\$2,018.56	\$2,018.56
Enclosed Cab with AC/Heat	Deluxe Instrument Panel with Keyless Start			
Sound Reduction	Radio			
Cab Accessories Package	Heated Cloth Air Ride Suspension Seat			
Telematics US	M0287-R51-C02	1	\$0.00	\$0.00
80" Heavy Duty Bucket	7272681	1	\$1,099.60	\$1,099.60
--- Bolt-On Cutting Edge, 80"	6718008	1	\$295.84	\$295.84
Total of Items Quoted				\$63,662.76
Trade-in	Less Trade of 2015 Bobcat A770			(\$20,000.00)
Quote Total - US dollars				\$43,662.76

4500 Tractor



STANDARD FEATURES

- Enclosed Muffler
- Pre-Wired Plug & Play Wiring Harness
- Premium Comfort Seat
- Advanced Electronic Instrument Panel
- 6 Function Warning Gauge & Alarm
- Conveniently Located PTO Belt Tensioner
- On-board Diagnostic System
- Sealed Electrical System
- Thermostatically Controlled Oil Cooler
- Battery Disconnect Switch with Circuit Breaker
- Automotive Style Parking Brake
- Universal PTO Switch
- S.D.L.A. Operator Controls
- Weight Transfer System*

* Optional on 4500K, standard on other 4500 Models

Optional Accessories:

- Turf or Bar Tires
- Category 1 3-Point Hitch
- Cold Weather Cab
- Additional Lighting & Signaling Packages
- Electrical Power Outlets
- Digital Slope Indicator
- Dual Wheel or Wheel Extensions for Slope

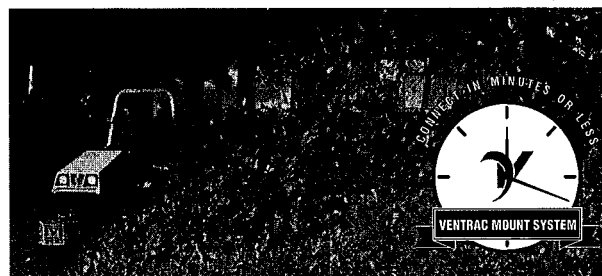
Visit www.ventrac.com/accessories for full list.

The Ventrac 4500 tractor was built with you in mind. From the advanced electrical system, redesigned frame, more safety and comfort features; the 4500 offers the reliable performance, astounding versatility and comfortable handling you have come to expect.

Like all Ventrac tractors, the 4500 utilizes All Wheel Drive and an articulating chassis with a low center of gravity to provide superior traction, braking, stability, and security on tough terrain and slopes without disturbing turf when turning.

Over 30 Ventrac Mount Attachments

Choose from over 30 professional grade Ventrac Mount attachments to transform your Ventrac into a productivity powerhouse. This incredibly rugged and dependable machine is a wise business investment for golf courses, schools and universities, parks, street maintenance departments, commercial mowing services, contractors, wineries, farms, property management associations, estate owners and anyone needing one machine to do it all.



TRACTOR COMPATIBILITY KEY:





Pricing Quote

Quote #: 53180-2187

Date Quoted: March 29, 2021

Quote Expires: April 29, 2021

Prepared For:

Cortland County B&G

Prepared By:CNY Farm Supply
Mike T
3865 US Rt. 11
Cortland, NY 13045
Phone: 607-345-4583

Thank you for the opportunity to quote the following Ventrac product(s) for your review. I have added the items that we feel would best serve your needs. Please feel free to contact me with any questions.

QTY	Model #	Description	Sourcewell	Total
1	4500Y (39.51209)	Ventrac Tractor: KN, 4500Y Kubota D902 <i>Included Standard: Weight Transfer, SDLA Hand Controls, 4 Rear Weights, Front Fenders, Foot Pegs</i>	21,076.00	21,076.00
1	70.4104	Accessory: 12-VOLT SWITCH/CONTROL-FRONT Kit, 12V Front 4500	233.20	233.20
1	70.4105	Accessory: 12-VOLT REAR PLUG Kit, 12V Rear 4500	127.60	127.60
1	KX523 (39.55427)	Attachment: SNOW BLOWER KX, KX523 52" Snowblower	4,254.80	4,254.80
1	70.8025	Accessory: Kit, 12V Actuator, HB/KX/LX	233.20	233.20
Subtotal				25,924.80
DISCOUNTS				
Other Discount: 2015 4500Y (565 hr)				-9,000.00
Other Discount: 2012 KX523 snowblower trade				-500.00
CHARGES				
Other Charge: Ventrac freight				+325.00
Setup Charges				+225.00
TOTAL USD \$				16,974.80

