Finance & Administration Committee

Committee Meeting

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

~ Minutes ~

Tuesday, June 14, 2022 | **10:00 AM** | **Board Room**

CALL TO ORDER

The meeting was called to order at 10:05 AM by Committee Chair George Wagner

Attendee Name	Organization	Title	Status	Arrived	Departed
Sandra Price	Cortland County, NY	Committee Member	Present		
George Wagner	Cortland County, NY	Committee Chair	Present		
Linda Jones	Cortland County, NY	Committee Member	Excused		
Christopher Newell	Cortland County, NY	Committee Vice Chair	Present		
Beau Harbin	Cortland County, NY	Committee Member	Present		
Richard Stock	Cortland County, NY	Committee Member	Present		
Mitchel Eccleston	Cortland County, NY	Committee Member	Present		
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Laura Fox	Cortland County, NY	Real Property Tax Services	Present		
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present		
Dr. Amy Kremenek	Tompkins Cortland Community College	President	Present		
Bill Talbot	Tompkins Cortland Community College	Vice President, Financial & Administrative Service	Present		
Garry VanGorder	Cortland County Business Development Corporation	Executive Director	Present		
Karen Niday	Cortland County Business Development Corporation	Chief Financial Officer	Present		
Eric J. Mulvihill	Cortland County Business Development Corporation	Economic Development Specialist	Present		
John Banewicz	Cortland County, NY	County Treasurer	Present		
Cathy Bischoff	Cortland County, NY	Board Member	Present		11:01 AM

Victoria J. Monty	Cortland County, NY	County Attorney	Present		
Paul Heider	Cortland County, NY	Board Member	Present		
Laurie Leonard	Cortland County, NY	Personnel Officer	Present		
Sharon MacDougall	Cortland County, NY	Director of Community Services	Present		
Kevin Limiti	Cortland Standard	Reporter	Present		
Kelly L. Fairchild-Preston	Cortland County, NY	Board Member	Late	10:40 AM	
Charles Sudbrink	Cortland County, NY	Superintendent of Highways	Late	10:55 AM	
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Remote		

MINUTES

1. Finance & Administration Committee - Committee Meeting - May 17, 2022 10:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

PRESENTATIONS

1. Cortland County Business Development Corporation Presentation

RESULT:	**COMPLETED**

RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Agreement/Funding **-** Cortland County Business Development Corporation

Mr. Harbin MADE A MOTION TO AMEND to change the increase from 5% to 3% over the last three years, the MOTION FAILED due to a lack of a second.

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF WAGNER **RESOLUTION NO.**

Authorize Agreement/Funding - Cortland County Business Development Corporation

WHEREAS, it has been the custom and practice of the County to provide funding to the Business Development Corporation to promote and enhance economic development in Cortland County, NOW THEREFORE BE IT

RESOLVED, that in the next succeeding four (4) years (January 1, 2023 to December 31, 2026) the County shall fund the Business Development Corporation in the following amounts:

2023 - $492,193 (8%)
2024 - $516,803 (5%)
2025 - $542,643 (5%)
2026 - $569,775 (5%)

, AND BE IT FURTHER

RESOLVED, that the County Administrator be and hereby is authorized and directed to enter into an agreement, upon review and approval by the County Attorney or designee, and subject to appropriation by the Legislature with the Cortland County Business Development Corporation in accordance with the above.

AGENDA ITEM NO. 2 – Adopt 2022-2023 Tompkins Cortland Community College Operating Budget

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF WAGNER **RESOLUTION NO.**

Adopt 2022-2023 Tompkins Cortland Community College Operating Budget

WHEREAS, the Board of Trustees of Tompkins Cortland Community College has presented to this Legislature an Operating Budget for the college fiscal year September 1, 2022 through August 31, 2023, AND

WHEREAS, a public hearing on said budget has been held on June 23, 2022, and heard all persons wishing to speak on this topic, pursuant to notice duly published, NOW THEREFORE BE IT

RESOLVED, that said operating budget in the amount of $33,665,979 be and hereby is approved and adopted, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature include in the Cortland County Budget for the year 2023 an amount to be determined pursuant to a plan for said college adopted by Resolution No. 129 for the year 1966, as amended by Resolution No. 128 and 131 for the year 1971, totaling approximately $1,855,495 as Cortland County's share of the total Sponsoring Community Contribution of $4,882,882 to be paid in four payments from account #A24955.54780 after January 1, 2023 as per contractual agreement, AND BE IT FURTHER

RESOLVED, that this resolution shall become effective upon adoption of a concurrent resolution by the Tompkins County Legislature.

AGENDA ITEM NO. 3 – Authorization to Create Opioid Reserve - Finance Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Richard Stock, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF WAGNER **RESOLUTION NO.**

Authorization to Create Opioid Reserve - Finance Department

WHEREAS, Resolution No. 238-21 and Resolution No. 287-21 authorized acceptance of settlements related to action against opioids, distributors of opioids and chain pharmacies, AND

WHEREAS, Resolution No. 238-21 and Resolution No. 287-21 resolved that all settlement monies be set aside in a special reserve to address the opioid crisis in Cortland County, NOW THEREFORE BE IT

RESOLVED, that Special Reserve account A386300.OPD be created to account for all monies received and disbursed as part of the opioid settlement, AND BE IT FURTHER

RESOLVED, these monies are to be spent per the guidelines set by the NYS Office of the Attorney General as attached to this resolution and upon approval by the County Legislature.

AGENDA ITEM NO. 4 – Proposed Local Law "F" of 2022 - a Local Law Abolishing the Elected Office of County Treasurer

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Vice Chair
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF WAGNER **RESOLUTION NO.**

Proposed Local Law "F" of 2022 - a Local Law Abolishing the Elected Office of County Treasurer

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

SECTION 1. Legislative Intent

A. The County of Cortland is being increasingly required to administer various programs which are either unfunded or not adequately funded by the State and Federal governments. Such mandates, together with the revenue constraints of the County, require the best financial administration possible.

B. It is the desire of the Cortland County Legislature, in its continuing efforts to upgrade the administration of County government, to ensure to the effective management of the fiscal responsibilities of the County of Cortland.

C. The Cortland County Legislature finds that, through a more efficient administration of the various fiscal affairs of Cortland County, the County Legislature will be able to provide for better direction, control and coordination of Cortland County governmental finances. Further, the timely reporting of the County's fiscal position, statements of expenses and revenues, and cash flow will provide for improved day-to-day handling and management of the County's fiscal affairs.

D. It is the intention of the Cortland County Legislature, through the enactment hereof; to provide for professional qualifications and professional background required of its Chief Fiscal Officer.

E. The Director of Finance presently has the ultimate responsibility of the financial management activities of the County other than the collection of delinquent property taxes and other related activities undertaken by the County Treasurer. The Director of Finance is responsible for directing and maintaining the financial records of the County in the manner prescribed by the Office of the New York State Comptroller, as well as ensuring these record keeping activities are carried out ethically and in accordance with all applicable laws, rules, and regulations and in accordance with accepted governmental accounting standards. The position also monitors and controls the fiscal operations of County departments and agencies through the analysis of required fiscal reports.

F. It is the further intent of the Cortland County Legislature to provide for the transfer of the duties of Treasurer to the existing position of Director of Finance as the County's professional Chief Fiscal Officer; having the professional qualifications, education and experience necessary for the position; and abolishing the elective Office of County Treasurer. By a mandatory referendum in accordance with Municipal Home Rule Law, Section 10, it is the intent to eliminate the elected Office of County Treasurer and transfer the duties of Treasurer to the Director of Finance after a referendum conducted in all respects under the provision of Municipal Home Rule Law, Section 23.

G. It is not the purpose or intent of the Cortland County Legislature in the adoption of this local law to curtail, diminish, transfer or divest the Cortland County Legislature of any of its functions, powers or duties.

SECTION 2. Abolishing the elective Office of County Treasurer

The elected position of County Treasurer as provided in Section 400, subparagraph 1 of the County Law is abolished effective December 31, 2023.

SECTION 3. No Divestiture of Powers And Duties of Legislature

Nothing contained in this local law shall operate or be construed to divest the Cortland County Legislature of any of its functions, powers and duties.

SECTION 4. Severability of Provisions

If any clause, sentence, paragraph, subdivision, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree, or order shall not affect, impair of invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree or order have been rendered.

SECTION 5. Construction of Local Law

A. This law shall be liberally construed to effectuate the purposes thereof and to provide an appointive chief fiscal officer in compliance with the requirements of law.

B. It is intended that through this law all duties associated with the elective Office of County Treasurer be transferred to the already existing appointive Director of Finance.

SECTION 6. Conflict With Previous Local Laws and Resolutions

In the event of a conflict or inconsistency between this local law and any previous local laws or resolution of the County Legislature, this local law shall govern.

SECTION 7. Referendum

A. The local law shall be placed on the ballot for the election to be held on November 8, 2022.

B. The form of the proposition shall be as follows: "Shall the elective Office of County Treasurer be abolished and the duties of Treasurer be transferred to the existing position of Director of Finance as the County's professional Chief Fiscal Officer in Cortland County as approved by the Cortland County Legislature in Local Law No. __ of 2022?"

SECTION 8. Effective Date

A. This local law shall take effect when all applicable statutory requirements for its passage and adoption have been complied with fully; and

B. This local law shall take effect when it has been duly filed in the Office of the Secretary of State and as provided by this local law.

CONSENT AGENDA - Items on the Consent Agenda have been endorsed by the various standing committees. Budget & Finance Committee Members may request any item be pulled from the consent agenda for further discussion and separate vote

Referred from Ag/Planning/Environmental Committee

AGENDA ITEM NO. 1 – Authorize One Time County Support to the Soil & Water Conservation District for Harvester at Little York Lake

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF HARBIN **RESOLUTION NO.**

Authorize One Time County Support to the Soil & Water Conservation District for Harvester at Little York Lake

WHEREAS, Little York Lake is in need of weed removal and harvesting due to invasive species and excessive weeds growing in the lake, AND

WHEREAS, the Cortland County Soil and Water Conservation District is in need of assistance to fund the harvester at Little York Lake, AND

WHEREAS, the Agriculture, Planning and Environmental Committee recommends supporting the Soil and Water Conservation District with one time funding for the harvesting of weeds at Little York Lake, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with Cortland County Soil and Water Conservation District for one time funding for the harvesting of weeds at Little York Lake in the amount of $2,500, AND BE IT FURTHER

RESOLVED, that the 2022 Cortland County Budget be modified as follows:

INCREASE:

A87105.54815	SWCD	$2,500
A359900	Appropriated Fund Balance	$2,500

Referred from Building & Grounds Committee

AGENDA ITEM NO. 2 – Authorize Agreement with KONE/Amend 2022 Budget for Elevator Repairs and Modernization - Buildings & Grounds Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF HARBIN **RESOLUTION NO.**

Authorize Agreement with KONE/Amend 2022 Budget for Elevator Repairs and Modernization - Buildings & Grounds Department

WHEREAS, there is a need to address repairs and modernization to the elevator at the Cortland County Office Building, AND

WHEREAS, OMNIA purchasing network is a New York State approved vendor processor, AND

WHEREAS, New York State Finance Law Article 11 empowers municipalities to authorize purchases from contracts let by OMNIA, AND

WHEREAS, KONE, Inc. is currently under contract with OMNIA purchasing network, AND

WHEREAS, the Building and Grounds Committee recommends the approval of KONE, Inc. of 836

North State Street, Syracuse, New York 13208 for repairs and modernization of the elevator at the Cortland County Office Building for a cost not to exceed $100,000, AND

WHEREAS, the Buildings and Grounds Committee is recommending using the Buildings and Grounds Capital Reserve, account no. A.386300.B&G, to fund the cost of repairs and modernization to the elevator at the Cortland County Office Building, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with KONE, Inc. of 836 North State Street, Syracuse, New York 13208 for the repairs and modernization to the elevator at the Cortland County Office Building, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the use of up to $100,000 from the Buildings & Grounds Capital Reserve, account no. A.386300.B&G for repairs and modernization of the elevator at the Cortland County Office Building, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be amended as follows:

Increase:

Account		Amount
A16205.52320	Building Improvements	$100,000
A351100	Appropriated Reserves	$100,000

Referred from Health & Human Services

AGENDA ITEM NO. 3 – Amend 2022 Budget to Accept Unmet Need Funding - Area Agency on Aging

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF PRICE **RESOLUTION NO.**

Amend 2022 Budget to Accept Unmet Need Funding - Area Agency on Aging

WHEREAS, the New York State Office for the Aging has allocated one-time supplement funds in the amount of $85,000 for services under Unmet Need, AND

WHEREAS, Unmet Need funding for the Area Agency on Aging is allocated annually for the period of April 1 through March 31, AND

WHEREAS, the supplemental funds need to be added to the 2022 budget, NOW THEREFORE BE IT

RESOLVED, that the 2022 County Budget be and hereby is amended as follows:

Increase:

Expenses:

A67725.52030.UNAS	Vehicle	$50,000
A67725.54005.UNAS	Professional Services	$30,000
A67725.54800.UNAS	Program Expense	$5,000

Revenues:

A677243.43772.UNAS	State Aid - Unmet Need	$85,000

, AND BE IT FURTHER

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

AGENDA ITEM NO. 4 – Reallocate Salary Grade for Staff Development Coordinator - Department of Social Services

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF PRICE **RESOLUTION NO.**

Reallocate Salary Grade for Staff Development Coordinator - Department of Social Services

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for Staff Development Coordinator in the Department of Social Services, AND

WHEREAS, it is recommended that the aforesaid position that is in the CSEA #6550 Unit be reallocated from Grade 18 ($24.0458-$30.2843) to Grade 20 ($25.8275-$32.5285), NOW THEREFORE BE IT

RESOLVED, that the position of Staff Development Coordinator is hereby reallocated from Grade 18 to Grade 20 effective June 27, 2022.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 5 – Amend 2022 Budget and Transfer Funds to Medical Supplies -Sheriff

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF FAIRCHILD-PRESTON **RESOLUTION NO.**

Amend 2022 Budget and Transfer Funds to Medical Supplies -Sheriff

WHEREAS, the Cortland County Sheriff's Office has expended the 2022 budget line for medical supplies for jail inmates, AND

WHEREAS, it is anticipated that the County jail will continue the need for medical supplies for jail inmates, NOW THEREFORE BE IT

RESOLVED, that the 2022 County Budget is hereby amended as follows:

Increase:

Expense:		
Medical Supplies	A31505.54006	$67,000
Approp. Fund Balance	A359900	$67,000

Referred from Highway Committee

AGENDA ITEM NO. 6 – Authorize Creation of Road Machinery Capital Reserve Fund - Highway Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF NEWELL **RESOLUTION NO.**

Authorize Creation of Road Machinery Capital Reserve Fund - Highway Department

WHEREAS, per Cortland County Policy No. 003.006, Fund Balance Policy, Road Machinery Fund assigned fund balance at year end over $750,000 is to be placed in a capital reserve for equipment and capital projects, AND

WHEREAS, at year ended December 31, 2021, the Road Machinery Fund had an assigned fund balance of $1,589,676, AND

WHEREAS, that pursuant to Section 6-c of General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the Road Machinery Capital Reserve Fund and the purpose of this reserve fund is to accumulate moneys to finance the cost of highway equipment costing $100,000 or more individually, or to fund costs of highway related capital projects, not including roads, bridges or culverts, NOW THEREFORE BE IT

RESOLVED, that the Chief Fiscal Officer is hereby directed to deposit and secure the moneys of this reserve fund in the manner provided by Section 10 of General Municipal Law, AND BE IT FURTHER

RESOLVED, that the Chief Fiscal Officer may invest the moneys in the reserve fund in the manner provided by Section 11 of General Municipal Law and consistent with the investment policy of the County, and any interest earned or capital gains/losses realized on the moneys so deposited or invested shall accrue to and become part of the reserve fund, AND BE IT FURTHER

RESOLVED, that the Director of Finance shall account for the reserve fund in a manner which maintains the separate identity of the reserve fund and shows the date and amount of each sum paid into the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Cortland County Legislature a detailed report of the operation and condition of the reserve fund, AND BE IT FURTHER

RESOLVED, that expenditures from this reserve fund shall be made only for the purpose for which the reserve fund is established and no expenditure shall be made from this reserve fund without the approval of the Cortland County Legislature, AND BE IT FURTHER

RESOLVED, that the Director of Finance is authorized to place $839,676 in reserve account E386300.CAP to be used only for the specified uses above, AND BE IT FURTHER

RESOLVED, the County Treasurer is authorized to invest these funds in accordance with the County's investment policy.

AGENDA ITEM NO. 7 – Abolish Four Positions of Motor Equipment Operator/Create Four Positions of Motor Equipment Operator Trainee/Motor Equipment Operator - Highway Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/23/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Eccleston
EXCUSED:	Linda Jones

ON MOTION OF NEWELL **RESOLUTION NO.**

Abolish Four Positions of Motor Equipment Operator/Create Four Positions of Motor Equipment Operator Trainee/Motor Equipment Operator - Highway Department

WHEREAS, the needs of the agency will be better served by abolishing four (4) full-time positions of Motor Equipment Operator and creating four (4) full-time positions of Motor Equipment Operator Trainee/Motor Equipment Operator, AND

WHEREAS, the Highway Committee recommends the creation of these positions, NOW THEREFORE BE IT

RESOLVED, that four (4) positions of Motor Equipment Operator (Grade 14 Highway Salary Chart, CSEA, $20.1507-25.3763/hr, non-competitive class, full-time, 40 hours/week with benefits) be and hereby are abolished effective June 23, 2022 at midnight, AND BE IT FURTHER

RESOLVED, that four (4) positions of Motor Equipment Operator Trainee/Motor Equipment Operator (Grade 11, CSEA, $19.0072-23.9385, pending jurisdictional classification, full-time, 40 hours/week with benefits OR Grade 14 Highway Salary Chart, CSEA, $20.1507-25.3763/hr, non-competitive class, full-time, 40 hours/week with benefits) be created with permission to fill effective June 23, 2022 at 12:01 a.m.

Referred from Government Operations Committee

Discussion Items/Reports

1. Introduction to the New TC3 President, Dr. Amy Kremenek

RESULT:	**COMPLETED**

2. Real Property Tax Services Monthly Report

RESULT:	**COMPLETED**

3. Treasurer Report June 2022

RESULT:	**COMPLETED**

4. County Auditor Quarterly Update

RESULT:	**COMPLETED**

5. County Administrator Monthly Report

RESULT:	**COMPLETED**

6. April Finance Reports

RESULT:	**COMPLETED**

Adjournment

The meeting was closed at 11:00 AM

Finance & Administration Committee

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

Committee Meeting

~ Minutes ~

Tuesday, May 17, 2022 **10:00 AM** **Board Room**

CALL TO ORDER

The meeting was called to order at 10:00 AM by Committee Chair George Wagner

Attendee Name	Organization	Title	Status	Arrived	Departed
Sandra Price	Cortland County, NY	Committee Member	Present		
George Wagner	Cortland County, NY	Committee Chair	Present		
Linda Jones	Cortland County, NY	Committee Member	Present		
Christopher Newell	Cortland County, NY	Committee Vice Chair	Present		
Beau Harbin	Cortland County, NY	Committee Member	Present		11:09 AM
Richard Stock	Cortland County, NY	Committee Member	Present		
Mitchel Eccleston	Cortland County, NY	Committee Member	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Laurie Leonard	Cortland County, NY	Personnel Officer	Present		
Laura Fox	Cortland County, NY	Real Property Tax Services	Present		
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Present		
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present		
Bill Talbot	Tompkins Cortland Community College	VP of Finance & Administration	Present		
Darrel Tuttle	Cortland County, NY	Deputy Director, Budget and Finance	Present		
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Remote		

MINUTES

1. Finance & Administration Committee - Committee Meeting - Apr 19, 2022 10:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Price, Committee Member
SECONDER:	Christopher Newell, Committee Vice Chair
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

RESOLUTIONS

AGENDA ITEM NO. 1 – Authorization to Apply for Microenterprise Grant Funding and to Execute Any Related Agreements - Clerk of the Legislature

RESULT:	**APPROVED [UNANIMOUS]** **Next: 5/26/2022 6:00 PM**
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Vice Chair
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF WAGNER **RESOLUTION NO.**

Authorization to Apply for Microenterprise Grant Funding and to Execute Any Related Agreements - Clerk of the Legislature

WHEREAS, there is grant funding available through the New York State Office of Community Renewal through its Community Development Block Grant Program for Microenterprise funding, AND

WHEREAS, currently Cortland County does not have the ability to provide financial support to small businesses with five or fewer employees through established business development programs, AND

WHEREAS, Cortland County has previously been awarded a Microenterprise grant and has successfully administered said grant and awarded the funds as required, AND

WHEREAS, the Legislature wishes to support additional approved businesses if such funding is awarded by the New York State Office of Community Renewal, AND

WHEREAS, during the current COVID pandemic small business have suffered, AND

WHEREAS, a county-wide Microenterprise program will help in the County's post-COVID economic recovery, AND

WHEREAS, the Cortland County Legislature previously adopted Resolution No. 265-20 authorizing an agreement with Thoma Development to complete an application for said Microenterprise funding in an amount not to exceed $4,500.00, AND

WHEREAS, a public hearing will be held on May 26, 2022 before the Cortland County Legislature to determine if there is substantial interest and public support for such a Microenterprise Grant program, NOW THEREFORE BE IT

RESOLVED, That Rob Corpora, as the Cortland County Administrator, is hereby authorized and directed to file an application for microenterprise 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 2022, AND BE IT FURTHER

RESOLVED, that the County Administrator and Chair of the Legislature, upon review and approval of the County attorney or designee as to form, be and hereby is authorized to enter into and execute a project agreement with the State of New York for the Cortland County Microenterprise Program.

Monthly Reports

1. Bill Talbot - TC3 Financial Update

RESULT:	**COMPLETED**

2. March Financial Reports

RESULT:	**COMPLETED**

3. Real Property Tax Services Monthly Report

RESULT:	**COMPLETED**

4. Treasurer Report May 2022

RESULT:	**COMPLETED**

Discussion Items

1. Heating Fuel Tax

   Mr. Eccleston MADE A MOTION to remove the heating fuel tax. MOTION FAILED DUE TO LACK OF SECOND.

RESULT:	**COMPLETED**

2. Fund Balance Policy

RESULT:	**COMPLETED**

3. ARP Fund Request - Roof Replacement for Village of Marathon

RESULT:	**COMPLETED**

RESOLUTIONS CONTINUED

AGENDA ITEM NO. 1 – Amend Resolution No. 311-21/Amended Cortland County Fund Balance Policy

RESULT:	**APPROVED [6 TO 0]**
	Next: 5/26/2022 6:00 PM
MOVER:	George Wagner, Committee Chair
SECONDER:	Linda Jones, Committee Member
AYES:	Price, Wagner, Jones, Newell, Stock, Eccleston
AWAY:	Beau Harbin

ON MOTION OF WAGNER **RESOLUTION NO.**

Amend Resolution No. 311-21/Amended Cortland County Fund Balance Policy

WHEREAS, Resolution No. 334-04 established a Fund Balance Policy, AND

WHEREAS, Resolution No. 58-17 rescinded Resolution No. 334-04 and reestablished the Fund

Balance Policy, AND

WHEREAS, Resolution No. 311-21 rescinded Resolution No. 58-17 and replaced the Cortland County Fund Balance Policy, AND

WHEREAS, the Cortland County Legislature, upon recommendation of the Director of Finance, County Administrator and the Finance and Administration Committee, would like to amend said Fund Balance Policy, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the Cortland County Fund Balance Policy as attached, AND BE IT FURTHER

RESOLVED, that the attached policy which will become effective upon its adoption by the Cortland County Legislature.

AGENDA ITEM NO. 2 – Authorize Allocation of American Rescue Plan Funding to the Village of Marathon

RESULT:	**APPROVED [6 TO 0]**
	Next: 5/26/2022 6:00 PM
MOVER:	George Wagner, Committee Chair
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Jones, Newell, Stock, Eccleston
AWAY:	Beau Harbin

ON MOTION OF WAGNER **RESOLUTION NO.**

Authorize Allocation of American Rescue Plan Funding to the Village of Marathon

WHEREAS, Cortland County has been awarded over $9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, with Resolution No. 133-22 the Cortland County Legislature dissolved the Federal Aid Allocation Citizen's Advisory Committee and authorized all future spending of the remaining American Rescue Plan funds to be approved by the Finance and Administration Committee , AND

WHEREAS, the Village of Marathon presented a request for funding for a roof replacement for a Village of Marathon municipal building, in the amount of $46,683.00, to the Finance and Administration Committee, AND

WHEREAS, the Cortland County Finance and Administration Committee has approved to fund 90% of the request for funds, which amounts to $42,014.70, for a roof replacement on a municipal building in the Village of Marathon, AND

WHEREAS, a reporting of all monies spent and backup documentation must be submitted to Cortland County for reporting to the Federal Government, AND

WHEREAS, any funds spent that are not reported to the County and/or not utilized for the specific purposes outlined in this resolution need to be returned to Cortland County in a timely manner, AND

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes $42,014.70 of the Federal American Rescue Plan funds to the Village of Marathon for a roof replacement on a municipal building in the Village of Marathon, AND BE IT FURTHER

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Village of Marathon for said purposes.

AGENDA ITEM NO. 3 – Authorize Allocation of American Rescue Plan Funding to the Town of Virgil

RESULT:	**APPROVED [6 TO 0]** **Next: 5/26/2022 6:00 PM**
MOVER:	George Wagner, Committee Chair
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Jones, Newell, Stock, Eccleston
AWAY:	Beau Harbin

ON MOTION OF WAGNER **RESOLUTION NO.**

Authorize Allocation of American Rescue Plan Funding to the Town of Virgil

WHEREAS, Cortland County has been awarded over $9,000,000 through the Federal American Rescue Plan to support projects that will provide for economic resiliency and enhance communities that have been negatively affected by the COVID-19 pandemic, AND

WHEREAS, with Resolution No. 133-22 the Cortland County Legislature dissolved the Federal Aid Allocation Citizen's Advisory Committee and authorized all future spending of the remaining American Rescue Plan funds to be approved by the Finance and Administration Committee , AND

WHEREAS, the Town of Virgil presented a request for funding for mold mitigation, roof replacement, repairs, a dehumidifier and lighting for the Virgil Town Hall, in the amount of $69,677.74, to the Finance and Administration Committee, AND

WHEREAS, the Cortland County Finance and Administration Committee has approved to fund 90% of the request for funds, which amounts to $62,709.97, for mold mitigation, roof replacement, repairs, a dehumidifier and lighting for the Virgil Town Hall, AND

WHEREAS, a reporting of all monies spent and backup documentation must be submitted to Cortland County for reporting to the Federal Government, AND

WHEREAS, any funds spent that are not reported to the County and/or not utilized for the specific purposes outlined in this resolution need to be returned to Cortland County in a timely manner, AND

WHEREAS, should the project(s) outlined in this resolution not begin by December 31, 2023, all funding provided by Cortland County is to be returned to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes $62,709.97, for mold mitigation, roof replacement, repairs, a dehumidifier and lighting for the Virgil Town Hall, AND BE IT FURTHER

RESOLVED, the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Town of Virgil for said purposes.

CONSENT AGENDA - Items on the Consent Agenda have been endorsed by the various standing committees. Budget & Finance Committee Members may request any item be pulled from the consent agenda for further discussion and separate vote

Referred from Ag/Planning/Environmental Committee

AGENDA ITEM NO. 1 – Amend 2022 Budget Accept New York State Department of Health State Medicaid SFY 2021-2022 Rural Transit Assistance Funding - Planning Department

RESULT:	**APPROVED [UNANIMOUS]** **Next: 5/26/2022 6:00 PM**
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF HARBIN **RESOLUTION NO.**

Amend 2022 Budget Accept New York State Department of Health State Medicaid SFY 2021-2022 Rural Transit Assistance Funding - Planning Department

WHEREAS, for more than 20 years the New York State Department of Health provided funds to the Department of Social Services to provide the essential service of providing for and arranging for non-emergency Medicaid transportation service for medical appointments, AND

WHEREAS, the Department of Social Services contracted with First Transit, Inc. for said transportation service which included a State approved method of paying a share of costs for operating public transportation to benefit all Medicaid recipients using the system to get to medical appointments, AND

WHEREAS, in 2010, the State Department of Health was given statutory authority under 365-h of Social Services Law to assume the administrative management of non-emergency transportation from counties and has since mandated that a private Medicaid brokerage system be implemented, which began in Cortland County October 1, 2013, AND

WHEREAS, as a result of the transfer of the administrative management of non-emergency transportation to a private Medicaid brokerage system, First Transit lost 40% of its revenue to operate the public transportation service in Cortland County, AND

WHEREAS, transportation providers throughout New York State lobbied to their State Representatives to provide funding to make up for the loss of funding due to the transfer of the administrative management of non-emergency transportation to a private Medicaid brokerage system, AND

WHEREAS, Former Governor Andrew Cuomo, the New York State Department of Health (NYSDOH) and the New York State Department of Transportation (NYSDOT) had identified a series of action targets to preserve critical access to necessary Non-Emergency Medical Transportation (NEMT) services through a coordinated public transportation system in upstate New York, AND

WHEREAS, one of those action targets is to provide rescue funding to the public transportation service in Cortland County to address the lost revenue as a result of the transfer of the administrative management of non-emergency transportation to a private Medicaid brokerage system, AND

WHEREAS, on May 3, 2022, an emailed letter was sent from the New York State Department of Health by the Office of Health Insurance Programs notifying Cortland County of an electronic payment in the amount of $368,241 for a State Medicaid payment intended for Rural Transit Assistance purposes enacted as part of the State Fiscal Year 2021-2022 Enacted Budget, AND

WHEREAS, Cortland County has received a Rural Transit Assistance payment in the amount of $368,241 which will be paid to Cortland County's public transportation provider, First Transit, Inc., NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature authorizes the County Budget and Finance department to release said payment to First Transit and to create the following 2022 budget modification:

	CURRENT	CHANGE	REVISED
Revenue: A563043.43594.RESC	0	$368,241	$368,241
Expense: A56305.54815.RESC	0	$368,241	$368,241

Referred from Building & Grounds Committee

Referred from Health & Human Services

AGENDA ITEM NO. 2 – Create Position - Food Services Helper (17 Hours/Week)/Accept American Rescue Plan for Nutrition Services Funding/Amend 2022 Budget - Area Agency on Aging

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 5/26/2022 6:00 PM
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE **RESOLUTION NO.**

Create Position - Food Services Helper (17 Hours/Week)/Accept American Rescue Plan for Nutrition Services Funding/Amend 2022 Budget - Area Agency on Aging

WHEREAS, the New York State Office for the Aging has made available the sum of $55,939 under the American Rescue Plan for Nutrition Services, for the period April 1, 2021 through September 30, 2024, through Area Agency on Aging Revenue Account No. A677444.44772 HDC6, AND

WHEREAS, the needs of the agency will be better served by creating one part-time, no benefits, position of Food Service Helper (17 hours/week), AND

WHEREAS, the Health and Human Services Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one-part time position of Food Service Helper (17 hours/week, CSEA, Grade 2, $13.8960-17.5013/HR, labor class) be created with approval to fill on May 27, 2022, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be and hereby is amended as follows:

Increase:

Revenues:

A677444 44772 HDC6	Federal Aid - HDC6	$55,939

Expenses:

A67745 51010 HDC6	Personal Services	$30,575
A67745 58030 HDC6	FICA	$2,339
A67745 58040 HDC6	Workers Comp	$2,239
A67745 54078 HDC6	Fuel	$8,500
A67745 54007 HDC6	Janitorial Supplies	$6,500
A67745 54800 HDC6	Program Expense	$5,786

, AND BE IT FURTHER

RESOLVED, 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.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 3 – Amend 2022 Budget and Transfer Funds to Jail Housed Inmates-Sheriff

RESULT:	**APPROVED [UNANIMOUS]** **Next: 5/26/2022 6:00 PM**
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF FAIRCHILD-PRESTON **RESOLUTION NO.**

Amend 2022 Budget and Transfer Funds to Jail Housed Inmates-Sheriff

WHEREAS, the Cortland County Sheriff's Office has expended the 2022 budget line for Housed Out Inmates, AND

WHEREAS, it is anticipated that the county jail will continue the need to house inmates out, NOW THEREFORE BE IT

RESOLVED, that the 2022 County Budget is hereby amended as follows:

Increase:

Expense:

House Inmates	A31505-54350	$100,000
Approp. Fund Balance	A359900	$100,000

Referred from Highway Committee

Referred from Government Operations Committee

AGENDA ITEM NO. 4 – Authorize Annual Stipend for Legislative Liaison to Tompkins Cortland Community College - Legislature

RESULT:	**NOT APPROVED [1 TO 6]**
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	George Wagner
NAYS:	Price, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF STOCK **RESOLUTION NO.**

Authorize Annual Stipend for Legislative Liaison to Tompkins Cortland Community College - Legislature

WHEREAS, Section 5. Liaisons to the Board of Trustees contained within the Bylaws of the Tompkins Cortland Community College Board of Trustees provides the option of designating a non-voting liaison to participate in discussions and present materials upon request, AND

WHEREAS, the role of the liaison requires preparation for, attendance at and travel to numerous meetings throughout the course of the year, AND

WHEREAS, due to the additional responsibilities and time spent by the Legislative Liaison, the Government Operations Committee recommends compensating the Legislative Liaison to the Tompkins Cortland Community College Board of Trustees for performing these duties with a $2,000 yearly stipend which would not be added to their base salary, NOW THEREFORE BE IT

RESOLVED, that the Legislative Liaison to the Tompkins Cortland Community College Board of Trustees receive an annual $2,000 stipend for performing the duties of Legislative Liaison to the Tompkins Cortland Community College Board of Trustees effective May 27, 2022.

AGENDA ITEM NO. 5 – Eliminate Civil Service Exam Fees - Personnel/Civil Service

RESULT:	**APPROVED [UNANIMOUS]** **Next: 5/26/2022 6:00 PM**
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF STOCK **RESOLUTION NO.**

Eliminate Civil Service Exam Fees - Personnel/Civil Service

WHEREAS, the Personnel/Civil Service Department charges civil service exam fees (between $7.50 - $30.00 per exam) for its civil service exams, AND

WHEREAS, the number of civil service exam participants has been decreasing over the last several years and the County is desirous of attracting more exam candidates by eliminating the exam fee, AND

WHEREAS, the County pays the New York State Department of Civil Service for each exam ordered, NOW THEREFORE BE IT

RESOLVED, that the Personnel/Civil Service Department will no longer require exam participants to pay a civil service exam fee beginning with civil service exams announced after May 26, 2022, AND BE IT FURTHER

RESOLVED, that this resolution is effective through December 31, 2023.

Adjournment

The meeting was closed at 11:29 AM

Cortland County BDC: Driving Growth; Promoting Progress

Cortland County
Business Development Corporation

It’s Time for a New BDC Contract

- The BDC’s current four-year contract expires December 31, 2022
- Multiyear county contracts have historically provided operating capital for the Business Development Corporation,
- The BDC has three employees and occupies offices at 40 Main St., Cortland

Cortland County
Industrial Development Agency

What Does the BDC Do?

- The BDC supports the expansion of existing businesses, the establishment of new business, and the attraction of new companies, people, and investment to the county;
- The BDC promotes awareness of federal, state, and local business assistance programs;
- The BDC secures of grants and initiates programs and projects supporting business growth and job creation in Cortland County

Cortland County
Business Development Corporation

The BDC has a 13-member BDC Board

Mike McMahon, *Chair*
EZ Acres Farm

Stephen Compagni, *Vice Chair*
Economy Paving

John Reagan, *Treasurer*
John Reagan, CPA

Clint Brooks, *Secretary*
Dryden Bank

Bob Edwards
Superintendent
Cortland City Schools

Johanna Ames
Ames Linen

Lori Law
CNY Power Sports

Dan Mones
Valley View Gardens

Jason Hage
Hage Real Estate

Don Richards
Complete Construction Concepts

Paul Dries
FML Industries

Kathleen Burke, PhD.
SUNY Cortland

Jerry Contento
Contento's

Cortland County
Business Development Corporation

What is the Difference Between The BDC and the IDA?

- **The BDC** and the **Industrial Development Agency** are administered by the same staff, but they are two separate and distinct organizations with completely different funding streams, duties, and responsibilities;
- **A public benefit corporation of the State of New York, the IDA** has the powers and duties conferred upon it by Article 18-A of the New York General Municipal Law.
- **The BDC is a 501C (6) not-for-profit serving as the county's primary economic development agency**. It works closely with the IDA and its many local and state economic development partners to stimulate capital investment and retain, create, and attract jobs to the community.

Cortland County
Business Development Corporation

What is the Difference Between The BDC and the IDA?

- **The BDC** conducts community marketing to attract business investment, counsels existing businesses on growth, facilitates business start-up, promotes community development and secures significant grant and program funding for the county's business community and municipal governments;

- **The Cortland County IDA** is authorized under the law to provide incentives for larger scale projects that produce significant investment and job creation. These incentives are typically delivered in the form of payments in lieu of tax (PILOT) agreements that could abate property, sales, or mortgage taxes when applicable.

Cortland County
Business Development Corporation

What is the Difference Between The BDC and the IDA?

- BDC operations are funded by the county. BDC staff runs the IDA in return for an administrative fee;
- PILOT project fees paid by developers are the major source of revenue for the IDA, which then uses those funds for community programs and projects (Apex site cleanup, for example). There is no impact on taxpayers for these projects;
- IDA resources are limited, dependent almost entirely on the number of PILOT deals it conducts per year. On average, the IDA closes on one two PILOTs annually.

Cortland County
Business Development Corporation

What is the ROI in the BDC?

- BDC programs and projects help drive dollars to county government;
- The BDC represents the interests of local governments with our federal and state elected officials with respect to economic development;
- The BDC brings jobs and tens of millions into the community in the form of grants, community development initiatives; and
- The BDC maintains relationships with federal, state, and regional elected officials and economic development allies to further Cortland County's economic development program objectives.

Cortland County
Business Development Corporation

What is the ROI in the BDC?

We are here for Small Businesses

BDC staff, in collaboration with the SBA's Small Business Development Corporation, has consulted with hundreds of small businesses over the past four years as they've sought help with:

- Start-up and expansion
- Business plans
- Financing options
- Grant options and resource availability
- Locations
- Marketing
- Workforce

Cortland County
Business Development Corporation

What is the ROI in the BDC?

Here are just a few we've helped recently

- Main Street Farms
- NY Hemp Oil
- Rincon Hispano
- Frosted Bakery
- New York Bagel
- Los Logos
- Community Restaurant
- Hollywood Restaurant
- The Vine
- Hi Lanes
- Bev & Co.
- Silver Lining Performance Horses
- Sinfully Sweet
- Jax Service
- Frank & Mary's Diner
- Stable
- Hi Lanes
- Royal Motors
- Cortland Beer Company
- M&D Deli
- Color Me Red
- Community Restaurant
- Brix
- WXHC

Cortland County
Business Development Corporation

What is the ROI in the BDC?

We Work with the Big Guys, too…
Cortland County's economy is diverse and comprises more large businesses than most people appreciate. Here are a few we've helped over the past few years…

- Square Deal Machining
- EL Wood
- Albany International
- Northeast Transformers
- NYS&W Railroad
- RTE Refrigerated Transport & Electronics
- Alpla inc.
- Higgins Supply Company
- Pall Corp
- Suit-Kote
- Ames Linen
- Cortland Biomedical/Cortland Cable
- Voyant Beauty
- Forkey Construction
- Pyrotek
- Cortland Plastics
- JM Murray
- Cortland Line
- Greek Peak
- Economy Paving
- Cortland Line
- Guthrie Cortland

Cortland County
Business Development Corporation

What is the ROI in the BDC?

The BDC is the county's leading advocate and resource for major grant funding to assist Cortland County business growth and job creation:

- **Regional Economic Development Council***
  - BDC consultation and advocacy facilitated **$48 Million** in state grant awards to Cortland County businesses and initiatives since the program's inception. The Completed projects have facilitated more than **$150 million** in capital investment.
- **Downtown Revitalization Initiative**
  - BDC staff played a central role in the planning for and securing of the city's **$10 Million** DRI award. The award leveraged millions more in private investment.

** BDC executive director a CNYREDC founding board and scoring committee member*

Cortland County
Business Development Corporation

What is the ROI in the BDC?

Scores of local businesses have benefitted from other grant programs after consultation and technical support from the BDC.

- **Microenterprise Assistance Program**
    - Funded application and provided technical assistance for county MAP
    - Administrator for Village of Homer MAP
    - Technical Assistance/support for city of Cortland, Homer Village MAP applicants
- **Community Development Block Grant Program**
    - Expansion at Royal Motors
    - Expansion at Forkey Construction
    - Precision e-forming
    - Seven Valley Specialty Cable
    - NY Hemp Oil

Cortland County
Business Development Corporation

What is the ROI in the BDC?

Many businesses have also benefitted from local and regional loan programs after consultation and technical support from the BDC. Those loan programs include

Local, Regional Loan Programs

- $500,000 BDC Revolving Loan Program
- Broome IDA Regional Business Loan Program
- CNYRPDB Regional Business Loan Program

Cortland County Business Development Corporation

THE AGENCY BROOME COUNTY IDA / LDC

Central New York Regional Planning and Development Board

What is the ROI in the BDC?

BDC Staff Board, Advisory Affiliations

The BDC Staff volunteers on numerous local and regional boards and advisory groups as part of our effort to be collaborative in working to move the county forward:

- Central New York Regional Economic Development Council
- Central New York Regional Planning and Development Board
- Southern Tier 8
- Broome IDA regional loan committee
- Cortland County Convention and Visitor's Bureau
- Guthrie Cortland Medical Center
- Cortland DRI Co-Chair, advisory Committee
- Homer DRI Advisory Committee
- Cortland DRI Arts Committee
- Pumpkin Festival organizing committee
- Crown City Rising
- Cortland Parking Task Force
- Gutchess Park Advisory Committee
- Cortland Housing Assistance Council
- County Fireworks Committee
- Streetbeaters
- Cortland Regional Sports Council
- Cortland Downtown Partnership

Cortland County
Business Development Corporation

ARPA Grant Funding

BDC partners with county for $600,000 in ARPA funding for small business relief grants in Cortland County

BDC creates three funding programs, markets availability, scores applications, distributes funds and counsels recipients on drawdown

Funding leverages private investment work for local businesses

Buckbee Mears

BDC facilitates private acquisition of property in foreclosure sale in partnership with city and EPA

Property cleaned up, prepped for new use

Property sold to new owner in 2021

Section of property back in use after 14 years; another company on site in separate facility.

150,000 sq. ft. available for lease

Cortland Biomedical

BDC facilitates spinoff from closed Cortland Cable Company

New Property in Cortlandville a high-end cleanroom

Well-paying jobs in the biotech sector

Company unique to region, ready for growth

Seven Valley Specialty Cable

BDC facilitates financial assistance for spinoff from closed Cortland Cable Company now operating at Cortland Commerce Center

Cable manufacturer for aerospace and defens industry

SBDC “Small Business of the Year” in Central New York

New York Hemp Oil/Head and Heal

BDC has facilitated growth and funding for Cortland-based company growing from 18 FTE to more than 40 in four years

Business occupies 10,000 square-feet of manufacturing space in the city; office space from 1,200 to 12,000 square feet.

One of the fastest growing brands in the space

New product lines added regularly; more growth expected with legalization of adult-use cannabis

Ramada Inn/Red Roof

The BDC worked with local, state and national partners to facilitate the acquisition of the former Ramada Inn out of bankruptcy. The facility's ongoing renovation as a hotel critical to the area's economic future.

The hotel, which had fallen into deep disrepair, hopes to be reborn as a RED Roof and a top draw for sports tourism visitors as the community continues to grow as an important destination.

The BDC as a Community Leader

A Reliable Pandemic Resource

- $600,000 Covid Grant Program (ARPA)
- Discounted Covid Relief Loans
- $500,000 revolving loan program for small business
- $20,000 Cortland County Comeback Campaign
- $2,000 Mask Purchases/Distribution
- $15,000 city parking survey/study
- Covid Assistance Counseling (Essential businesses, PPP, EIDL)

Cortland County has been an important partner in the region's ongoing work to manage and recover from the pandemic. Through business advocates like the Cortland County Business Development Corporation, the county's efforts to share accurate and timely information to local employers was crucial to the community's ability to weather the crisis.

-- 2021 CNYREDC State of the Region Annual Report

The BDC Supports Community Projects, Too

- **It's not all about manufacturing**
  - Gutchess Park
  - Homer Linear Park
  - Cortland DRI
  - Homer DRI

CCIDA: Incentivizing Capital Investment and Job Growth

Cortland County
Industrial Development Agency

- BDC staff administers IDA programs and projects
- 18 active payment in lieu of tax (PILOT) projects in Cortland County as of June 2022
- Those projects represent more than $178 million in investment
- The projects comprise more than 800 employees
- The projects created 100 temporary construction jobs in 2021
- The agency continues to score high marks from state regulators about transparency, best practices

Apex

IDA Acquiring Site from Demo company

IDA funding and coordinating short-and long-term cleanup in partnership with city/county

IDA funding environmental assessment for cleanup and funding through state/federal programs

IDA conveying site for purposeful re-use or coordinating cleanup for resale

Solar Development

CCIDA has facilitated eight solar project in Cortland County over last four years generati new revenue for landowners

Project investments will total more than $118 million in Cortland County

Projects will generate more than $5 million in PILOT payments to municipalities plus additional $118,000 in HCA payments over th terms of the deals. Fire tax revenues and property taxes for land hosting the arrays will increase, and residents may also enjoy energy tax savings as a result of the projects.

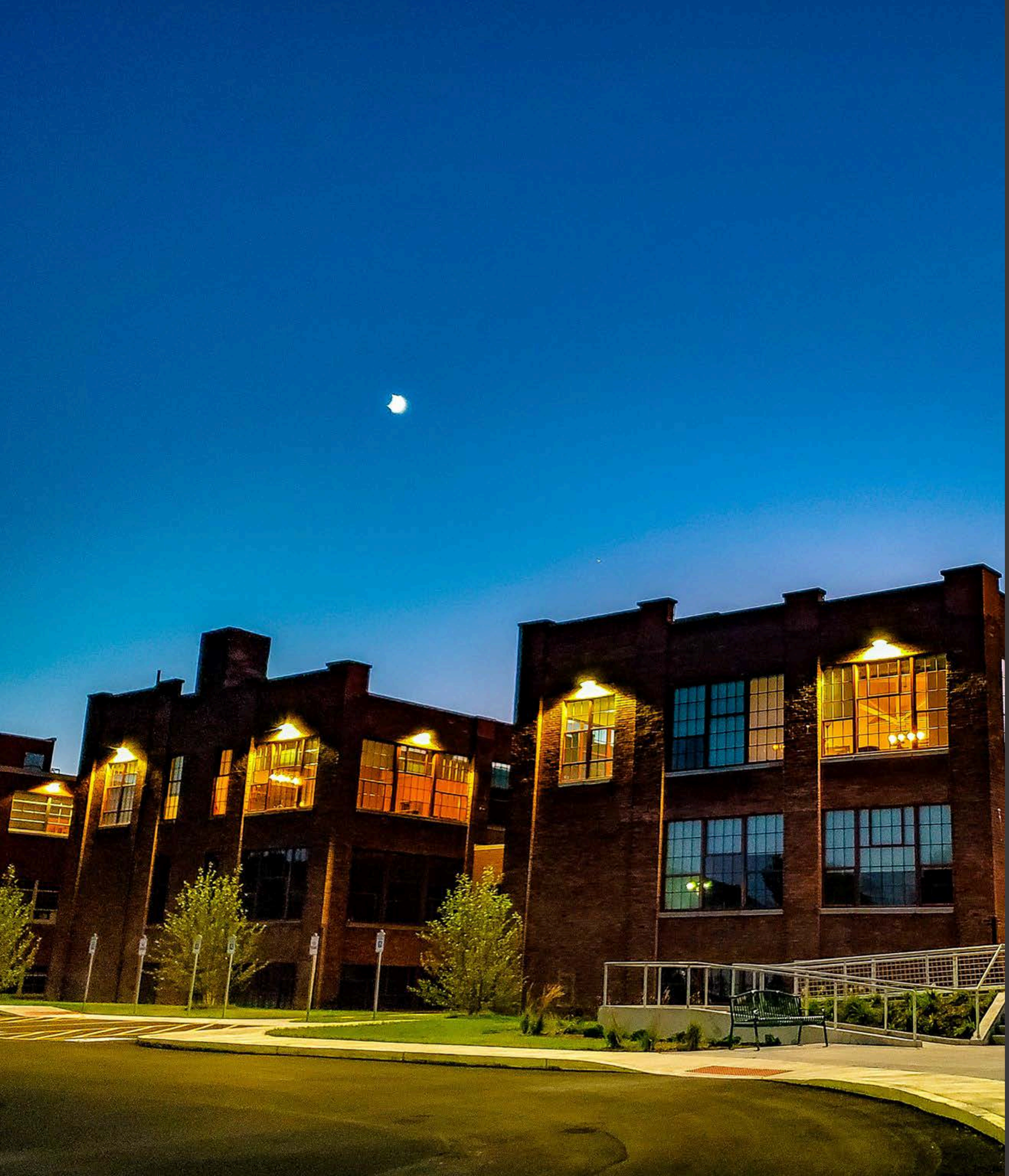
Major 90 MW project is pending state permitting

Ray Energy

IDA facilitates impending construction of renewable propane storage/distribution facilit In Cortlandville

$7 million capital investment on vacant property

Project will add jobs, contribute to local sales tax revenues, etc.



Crescent Commons

The IDA facilitates rehabilitation of the former corset factory in the city of Cortland.

The building, near collapse, has been transformed for desirable market rate housing and commercial use on city’s south side.

Greek Peak

IDA facilitates $6.5 million in resort improvements since 2013

Projects improve resort, enhance skier experience

Projects increase visits, drive sales tax collection

Projects retain, create jobs at premier northeastern tourism destination

NYS&W Railroad

An IDA Payment in Lieu of Tax agreement with the New York, Susquehanna & Western Railroad has provided more than $300,000 in payments since 2016 to county municipalities hosting freight rail traffic.

The railroad PILOT, in place for decades, began paying dividends when total rail car traffic exceeded 7,000 cars per year.

The payout was the result of the IDA’s consistent monitoring of railway activities and a close relationship with Railroad officials.

Suit-Kote Corp. is the railroad’s number 1 customer in New York State.

Thank You!

Garry L. VanGorder
Executive Director/CEO

Karen Niday
Economic Development Specialist, CFO

Eric J. Mulvihill
Economic Development, Community Relations

Cortland County
Industrial Development Agency

Cortland County
Business Development Corporation

Current County Contract Allocation

- 2019 -- $435,827 (no increase from 2018)
- 2020 – $442,364 (1.5 percent)
- 2021 -- $449,000 (1.5 percent)
- 2022 -- $455,735 (1.5 percent)
    - *Average BDC funding increase 2019 through 2022 – 1.1 percent*

Cortland County
Business Development Corporation

Proposed County Contract Allocation

- 2023 -- $492,193 (8 percent over 2022)
- 2024 – $516,803 (5 percent)
- 2025 -- $542,643 (5 percent)
- 2026 – $569,775 (5 percent)

    - *Average BDC funding increase 2019 through 2026 – 3.4 percent*

Cortland County
Business Development Corporation

2022-23 Budget Proposal (working draft):

FUND BALANCE: Fund balances (designated and undesignated) are reserves established by revenues exceeding expenses in prior years. They are used to balance a budget when expenses are expected to exceed revenues. The College Board of Trustees and Sponsoring Legislative bodies must approve their use and do so generally within a budget proposal. The changes in fund balance are a great assessment of the financial health of the College, understanding that a change may be driven by uncontrollable external factors (e.g., COVID).

While best practice suggests a not-for-profit carry a fund balance of 6-12 months of payroll expenses, we as a public entity owned by its sponsoring counties should build reserves to manage unexpected cash shortages (e.g., NYS not making its base aid payments). A reasonable target would be 3 months of payroll expenses or $5.2M. The College has traditionally carried an unrestricted fund balance of $1.3M to $1.5M between 2013 and 2019.

The College has navigated through COVID and creatively responded to the losses in revenues from core students and the State, and has been strategic and frugal with the use of the HEERF funds. Our end-of-year fund balance forecast for 2021-22 is $4.5M +- .5M ($2.2M in undesignated funds and $2.3M in HEERF designated funds). Much of this growth was an intentional "squirreling" strategy to build the reserve to carry us through the next two years while we built core student enrollments and other revenues/cost offsets.

Our 2022-23 Budget would draw $1.5M from fund balance to balance the budget: 1) $.9M of the $2.3M in HEERF designated funds, leaving $1.4M for 2023-24 and 2) $.6M from the undesignated fund balance leaving $1.6M, $.4M better than the prior year. It should be noted that $1.6M in undesignated fund balance, while much lower than the optimal level of $5.4M described above, still exceeds the amount held by the College between 2013 -2019.

REVENUES: *Reoccurring Revenues* (total revenues less HEERF/fund balances) are being separated to better assess the Colleges ability to cover expenses without fund balances or HEERF funding. Reoccurring revenue is expected to increase $.4M or 1.3%, with a growth scenario that hasn't occurred in quite some time. .

Core Students Tuition: Recapturing Core Students is a primary goal. Our investments in student software, tracking software, changes in workflows, new staffing structures, advertising, new micro-credentials, new workforce developments initiatives, etc. over the last 18 months will lead to a 3.2% increase, while the other 2% is associated with a tuition increase ($5,462 per year for NYS residence). New enrollments for full-time students are expected to increase 17% this fall and we are currently running at a 20% growth rate. But new students make up a small part of the core base and their impact on revenues will take a couple of years to reverse the losses experienced in continuing. It should also be noted that Core Student Revenue will only make up 22% of all reoccurring revenues. So while increases are planned, the College will continue to seek new revenue streams, grants being one source.

Concurrent Student Tuition: This revenue is 100% off-set by a scholarship that nets the revenue to $0. While high school students do not pay for these courses, the College does benefit from non-sponsor county revenues (about $4K per full-time equivalency or $133 per credit), making this a very favorable program that subsidizes our core students. We expect a 2% increase in enrollments in 2022-23.

Concurrent makes up 45% of all College FTEs and Sponsoring County Concurrent FTEs make up 25% of all College FTEs, allowing high school students to earn a high school degree at no cost to the parents or sponsoring counties. Unfortunately it is believed that this offering is cannibalizing what used to be students graduating high school and subsequently enrolling at the College.

NY State Aid: Disappointingly, the budget did not revert back to funding at 2018-19 levels, leaving the College $.7M short. Base funding is at $9.2M while rental lease aid for our four Foundation properties is $.5M.

Sponsoring Counties Contributions: While base aid remains constant, our Counties are additionally investing in the College through the form of specific grants and capital improvements. Together they are funding a 3-year $750K Workforce Development Grant and a $500K Deferred Maintenance Program (matched with $500K by NYS). We continue to meet regularly with the Counties as we include them in our planning for the future. Our 2022-23 Sponsor County share will not change from last year, 38% Cortland ($1,855,495) and 62% Tompkins ($3,027,387). In 2020-21 the Sponsor County Contributions represented 17.1% of the revenue compared to an average of 24.8% across all 30 SUNY Community Colleges.

Chargeback Revenue: While we focus on serving our Sponsoring Counties, the benefit of attracting students outside the Sponsoring Counties is that they pay their "fair share of county contributions", thereby subsidizing and keeping our Sponsoring County contributions artificially lower. It is worth noting that our residential program is critical to our sports program and that our investment in digital marketing is having a very positive impact on attracting students from this market, further increasing our revenues at almost double the rate of a sponsor county student.

EXPENSES: Expenses are expected to rise just 4.3% ($1.3M), while CPI is tracking at 8.3% over the past year. However, with recurring revenue only increasing 1.3% ($.4M), this $.9M shortfall is not sustainable over time. While we focus on generating more revenues to balance the budget, we also hold ourselves accountable to create a more efficient fixed cost structure. When compared to the other 29 SUNY Community Colleges, TC3 has the 3rd lowest cost structure at $11,426 per FTE (average is $14,179 per FTE).

Wages: Half of our total expense budget ($16.0M) is wages. These were artificially lower in 2021-22 for two reasons: 1) Key positions were being searched (e.g., President, Dean of Enrollment Management, Director of Marketing, Comptroller, etc.), and 2) Seven new positions hired during the pandemic to assist with retaining students as well as providing more robust mental health support services were paid for by HEERF (Mental Health Specialist, Student Success Advisors, Director of Student Activities, etc.). The College has budgeted for a $.8M (5.5%) increase with 3% allocated to raises and the remaining allocated to new hires and/or absorbing the HEERF funded positions back into the operating budget.

Fringes: A quarter of our expense budget ($8.5M) is made up of costs associated with fringe benefits. The largest two costs are healthcare ($4.7M) and the College's funding of retirement ($1.9M). Healthcare costs have risen only 5% in the last two years and are budgeted to do the same this year after the Consortium recently shared that our experience rates are tracking to last year's. We increased our funding by 6% to retirement since the market has declined substantially this year, thereby requiring the College to make up the difference.

Contractuals: While contractuals only make up 17% ($5.6M) of the total budget, and some of the costs are locked in by multi-year contracts, we are expecting them to rise 4.2% ($.2M). Most of these costs are expected to increase by 3% with some exceptions: 1) Facility rentals will increase 6% as some leases are tied to CPI, 2) Utilities will increase 8% as costs and uses have increased with the returning of students to campus, 3) Service agreements will increase by 6.4% as six new software contracts are no longer covered by HEERF, and 4) Insurance will increase by 6% now that people have returned to the office and cyber costs are on the rise.

It is worth noting that contractual costs were artificially lower during COVID years 2019-21 as: 1) Students were not on campus, thereby creating natural savings of $.4M (utilities, supplies, travel, food, leases were suspended, commencement, etc.) and 2) rental leases were reimbursed by HEERF at $.3M each year since the facilities had been closed due to COVID. Also contributing to the increase between 2020-21 and 2021-22 was an increase in marketing/enrollment consulting and advertising for $.3M as we turned our attention to growing enrollments.

TC3 2022-23 Operating Budget V3						
Column	**A**	**B**	**C**	**D**	**E**	F
	2019-20 Actual	2020-21 Actual	**2021-22 Forecast**	**2022-23 Proposed Budget**	Variances to PY Fav(UnFav)	% YOY Change
Revenues						
Core Student Tuition	10,367,925	$8,752,646	$6,788,043	$7,140,225	$352,182	5.2%
Concurrent Student Tuition	$3,254,438	$3,447,477	$3,411,957	$3,409,069	-$2,888	-0.1%
Core Student Fee Revenue	$1,078,264	1,007,038	880,000	$947,269	$67,269	7.6%
NY State Aid	$9,906,511	$9,967,699	$9,753,019	$9,753,019	$0	0.0%
Sponsoring Contributions	$4,882,882	$4,882,883	$4,882,882	$4,882,882	$0	0.0%
Chargebacks	$4,686,054	$4,093,164	$5,200,000	$5,418,607	$218,607	4.2%
Other Revenues	$679,955	$639,726	$816,886	$582,390	-$234,496	-28.7%
Reoccuring Revenues	$34,856,028	$32,790,632	$31,732,787	$32,133,461	$400,674	1.3%
Draw of Fed Aid-HEERF Lost Rev	$0	$2,000,000	$1,900,700	$0		
Approved Use of Fund Balance	$500,000	$0		$600,000		
Approved Use of Designated Reserves	$61,872	$0		$932,518		
Supplemental Revenues	$561,872	$2,000,000	$1,900,700	$1,532,518		
Operating Revenues	**$35,417,900**	**$34,790,632**	**$33,633,487**	**$33,665,979**		
Expenses						
Wages	$16,711,882	$15,720,513	$15,201,177	$16,029,773	-$828,596	-5.5%
Equipment	$110,487	$102,944	$18,968	$50,000	-$31,032	-163.6%
Contractual	$4,591,148	$4,432,799	$5,373,864	$5,601,892	-$228,028	-4.2%
Tuition Scholarship Offsets	$3,254,438	$3,447,477	$3,411,957	$3,439,832	-$27,875	-0.8%
Fringes	$8,647,339	$7,540,328	$8,271,668	$8,544,483	-$272,815	-3.3%
Operating Expenditures	**$33,315,294**	**$31,244,061**	**$32,277,634**	**$33,665,979**	**-$1,388,345**	-4.3%
Gain/Shortfall	$2,102,605	$3,546,572	$1,355,853	$0		

Schedule C – Approved Uses

I. TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (MAT) approved by the U.S. Food and Drug Administration.

2. Support and reimburse services that include the full American Society of Addiction Medicine (ASAM) continuum of care for OUD and any co-occurring SUD/MH conditions, including but not limited to:

    a. Medication-Assisted Treatment (MAT);

    b. Abstinence-based treatment;

    c. Treatment, recovery, or other services provided by states, subdivisions, community health centers; non-for-profit providers; or for-profit providers;

    d. Treatment by providers that focus on OUD treatment as well as treatment by providers that offer OUD treatment along with treatment for other SUD/MH conditions; or

    e. Evidence-informed residential services programs, as noted below.

3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.

4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-based, evidence-informed or promising practices such as adequate methadone dosing and low threshold approaches to treatment.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.

6. Treatment of mental health trauma resulting from the traumatic experiences of the opioid user (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g.,

surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.

7. Support detoxification (detox) and withdrawal management services for persons with OUD and any co-occurring SUD/MH conditions, including medical detox, referral to treatment, or connections to other services or supports.

8. Training for MAT for health care providers, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or undeserved areas.

9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.

10. Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.

11. Scholarships and supports for certified addiction counselors and other mental and behavioral health providers involved in addressing OUD any co-occurring SUD/MH conditions, including but not limited to training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.

12. Scholarships for persons to become certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD field, and scholarships for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD field for continuing education and licensing fees.

13. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (DATA 2000) to prescribe MAT for OUD and provide technical assistance and professional support for clinicians who have obtained a DATA 2000 waiver.

14. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.

15. Development and dissemination of new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in treatment for and recovery from OUD and any co-occurring SUD/MH conditions through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Provide the full continuum of care of recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, residential treatment, medical detox services, peer support services and counseling, community navigators, case management, transportation, and connections to community-based services.

2. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.

3. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, or training for housing providers.

4. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.

5. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.

6. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.

7. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.

8. Identifying successful recovery programs such as physician, pilot, and college recovery programs, and providing support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.

9. Engaging non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to manage the opioid user in the family.

10. Training and development of procedures for government staff to appropriately interact and provide social and other services to current and recovering opioid users, including reducing stigma.

11. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.

12. Create or support culturally-appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.

13. Create and/or support recovery high schools.

C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)

Provide connections to care for people who have – or at risk of developing – OUD and any cooccurring SUD/MH conditions through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.

2. Fund Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorders.

3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is most common.

4. Purchase automated versions of SBIRT and support ongoing costs of the technology.

5. Training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.

6. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into community treatment or recovery services through a bridge clinic or similar approach.

7. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.

8. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.

9. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery

housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.

10. Provide funding for peer navigators, recovery coaches, care coordinators, or care managers that offer assistance to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced on opioid overdose.

11. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and supporting prevention, intervention, treatment, and recovery programs focused on young people.

12. Develop and support best practices on addressing OUD in the workplace.

13. Support assistance programs for health care providers with OUD.

14. Engage non-profits and faith community as a system to support outreach for treatment.

15. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

16. Create or support intake and call centers to facilitate education and access to treatment, prevention, and recovery services for persons with OUD and any co-occurring SUD/MH conditions.

17. Develop or support a National Treatment Availability Clearinghouse – a multistate/nationally accessible database whereby health care providers can list locations for currently available in-patient and out-patient OUD treatment services that are accessible on a real-time basis by persons who seek treatment.

D. ADDRESS THE NEEDS OF CRIMINAL-JUSTICE INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved – or are at risk of becoming involved – in the criminal justice system through evidence-based, evidence-informed or promising programs or strategies that may include, but are not limited to, the following:

1. Support pre-arrest and pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:

    a. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);

b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;

c. "Naloxone Plus" strategies, which work to ensure that individuals who have received Naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;

d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model; or

e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or

f. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise and to reduce perceived barriers associated with law enforcement 911 responses.

2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.

3. Support treatment and recovery courts for persons with OUD and any co-occurring SUD/MH conditions, but only if they provide referrals to evidence-informed treatment, including MAT.

4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.

5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison, who have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.

6. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.

7. Provide training on best practices for addressing the needs of criminal-justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or

other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome, through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Support evidence-based, evidence-informed, or promising treatment, including MAT, recovery services and supports, and prevention services for pregnant women – or women who could become pregnant – who have OUD and any co-occurring SUD/MH conditions, and other measures educate and provide support to families affected by Neonatal Abstinence Syndrome.

2. Training for obstetricians and other healthcare personnel that work with pregnant women and their families regarding OUD treatment and any co-occurring SUD/MH conditions.

3. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with Neonatal Abstinence Syndrome get referred to appropriate services and receive a plan of safe care.

4. Child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.

5. Enhanced family supports and child care services for parents with OUD and any cooccurring SUD/MH conditions.

6. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.

7. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including but not limited to parent skills training.

8. Support for Children's Services – Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

II. PREVENTION

A. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.

2. Academic counter-detailing to educate prescribers on appropriate opioids prescribing.

3. Continuing Medical Education (CME) on appropriate prescribing of opioids.

4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.

5. Support enhancements or improvements to Prescription Drug Monitoring Programs (PDMPs), including but not limited to improvements that:

    a. Increase the number of prescribers using PDMPs;

    b. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or

    c. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD.

6. Development and implementation of a national PDMP – Fund development of a multistate/national PDMP that permits information sharing while providing appropriate safeguards on sharing of private health information, including but not limited to:

    a. Integration of PDMP data with electronic health records, overdose episodes, and decision support tools for health care providers relating to OUD.

    b. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of

Transportation's Emergency Medical Technician overdose database.

7. Increase electronic prescribing to prevent diversion or forgery.

8. Educating Dispensers on appropriate opioid dispensing.

B. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Corrective advertising or affirmative public education campaigns based on evidence.

2. Public education relating to drug disposal.

3. Drug take-back disposal or destruction programs.

4. Fund community anti-drug coalitions that engage in drug prevention efforts.

5. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction – including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).

6. Engaging non-profits and faith community as a system to support prevention.

7. Support evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.

8. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.

9. Support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.

10. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.

11. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or other drug misuse.

C. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Increasing availability and distribution of naloxone and other drugs that treat overdoses to first responders, overdose patients, opioid users, families and friends of opioid users, schools, community navigators and outreach workers, drug offenders upon release from jail/prison, and other members of the general public.

2. Public health entities provide free naloxone to anyone in the community, including but not limited to provision of intra-nasal naloxone in settings where other options are not available or allowed.

3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, and other members of the general public.

4. Enable school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.

5. Expand, improve, or develop data tracking software and applications for overdoses/naloxone revivals.

6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.

8. Educate first responders regarding the existence and operation of immunity and Good Samaritan laws.

9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.

10. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.

11. Support mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Provide training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.

13. Support screening for fentanyl in routine clinical toxicology testing.

III. OTHER STRATEGIES

A. FIRST RESPONDERS

In addition to items C8, D1 through D7, H1, H3, and H8, support the following:

1. Law enforcement expenditures related to the opioid epidemic

2. Educate law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.

3. Provisions of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

B. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, and coordination to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Community regional planning to identify goals for reducing harms related to the opioid epidemic, to identify areas and populations with the greatest needs for treatment intervention services, or to support other strategies to abate the opioid epidemic described in this opioid abatement strategy list including, but not limited to costs associated with local opioid task forces, community buprenorphine waiver trainings, and coordination and operation of community-based treatment prevention programing.

2. A government dashboard to track key opioid-related indicators and supports as identified through collaborative community processes.

3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of

preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.

C. TRAINING

In addition to the training referred to in items above A7, A8, A9, A12, A13, A14, A15, B7, B10, C3, C5, E2, E4, F1, F3, F8, G5, H3, H12, and I2, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Provide funding for staff training or network programs and services regarding the capability of government, community, and not-for-profit entities to abate the opioid crisis.

2. Support infrastructure and staffing for collaborative cross-systems coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

D. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, and evaluation of programs and strategies described in this opioid abatement strategy list.

2. Research non-opioid treatment of chronic pain.

3. Research improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.

4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.

5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.

6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).

7. Research on expanded modalities such as prescription methadone that can expand access to MAT.

8. Epidemiological surveillance of OUD-related behaviors in critical populations including individuals entering the criminal justice system, including but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (ADAM) system.

9. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.

10. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

E. POST-MORTEM

1. Toxicology tests for the range of synthetic opioids presently seen in overdose deaths as well as newly evolving synthetic opioids infiltrating the drug supply.

2. Toxicology method development and method validation for the range of synthetic opioids observed now and in the future, including the cost of installation, maintenance, repairs and training of capital equipment.

3. Autopsies in cases of overdose deaths resulting from opioids and synthetic opioids.

4. Additional storage space/facilities for bodies directly related to opioid or synthetic opioid related deaths.

5. Comprehensive death investigations for individuals where a death is caused by or suspected to have been caused by an opioid or synthetic opioid overdose, whether intentional or accidental.

6. Indigent burial for unclaimed remains resulting from overdose deaths.

7. Navigation-to-care services for individuals with opioid use disorder who are encountered by the medical examiner's office as either family and/or social network members of decedents dying of opioid overdose.

8. Epidemiologic data management and reporting to public health and public safety stakeholders regarding opioid overdose fatalities.

Contact Peter Voorhees
Telephone 607.844.8222, Ext. 4351
Email pwv@tompkinscortland.edu

FOR IMMEDIATE RELEASE
May 3, 2022

AMY KREMENEK NAMED PRESIDENT OF THE COLLEGE

Kremenek Appointed Tompkins Cortland Community College's Fifth President

Dryden, New York – The State University of New York Board of Trustees today approved the appointment of Amy Kremenek, Ph.D. as the fifth president of Tompkins Cortland Community College. She begins June 1, 2022.

For the last seven years Kremenek has served as Vice President of Enrollment, Development, and Communications at Onondaga Community College in Syracuse. The previous four years she was Vice President of Human Resources and External Relations at Onondaga, part of her nearly 20 years of experience in higher education.

"I am excited and honored to join the outstanding faculty and staff of Tompkins Cortland Community College and to serve as its next President," said Kremenek. "The College has a rich history of excellence and entrepreneurship and its mission is tremendously important to the region. I look forward to working with the campus and the community to build on this tradition and to advance the mission in support of student success."

The Tompkins Cortland Community College Board of Trustees selected Kremenek following a national search that brought four finalists to campus for visits in February. Kremenek replaces Orinthia Montague, who served as president for just over four years before leaving for another presidency in Tennessee in August of 2021. Provost and Vice President of Academic Affairs Paul Reifenheiser has served the College as Administrator in Charge since August. He will remain at the College as Provost and Vice President.

"The search committee and Board selected Dr. Kremenek from a very strong pool of candidates," said Tompkins Cortland Community College Board of Trustees Chair Ray Schlather. "She is the right person at the right time for Tompkins Cortland Community College. She has a commitment to higher education in the region and is a proven leader. Her experience, her knowledge of the College and SUNY, and her passion for the mission of a community college, including TC3's many innovative programs, make her the perfect fit. We are very happy to welcome Dr. Kremenek as our next president."

"Interactions and connections are critical in a school environment," said Student Trustee and search committee member Paige Innis. "During Dr. Kremenek's visit to campus, I was beyond impressed with the connection she made with the students. She showed compassion and understanding for our concerns, questions, and comments. It is clear that Dr. Kremenek cares for students and will continue to value students."

In her time at Onondaga, Kremenek has held leadership roles in a variety of areas. She led the implementation of early college models based on academic degree and certificate pathways, rebuilding of the concurrent enrollment program and securing reaccreditation, and development of a pathways-based Early College High School dual enrollment program. She was key in the implementing of four NYS Department of Education's Pathways in Technology Early College High Schools (P-Tech) and leading the successful launch of two early college academies with in-demand transfer degree pathways.

In addition to her work at Onondaga, Kremenek has been active in several service organizations, including serving as board president of the SUNY Council on University Advancement, the founding chapter president of the American Association of Women in Community Colleges, and the OCC Achieving the Dream Leadership Team. She was inducted into the SUNY Council on University Advancement Hall of Fame, received the SUNY Chancellor's Award for Excellence in Professional Service, and, in 2018, was recognized as the National Doctoral Scholarship Winner by the American Association of Women in Community Colleges.

Kremenek earned a Bachelor of Science from the Newhouse School of Public Communications at Syracuse University, a Master of Public Administration from the Maxwell School of Public Affairs and Citizenship at Syracuse University, and a Doctorate in Community College Policy and Administration from the University of Maryland Global Campus.

CORTLAND COUNTY
REAL PROPERTY TAX SERVICES
60 CENTRAL AVENUE
CORTLAND, NY 13045
607-753-5040

May Activity Review:

- Created 2022 Tentative Rolls and assisted towns and villages in the Grievance process.
- Ran, created and printed Villages of Marathon and McGraw village tax bills.
- Processed 101 deeds for the month of April, including 5 property splits.
- Assisted 4 individuals with purchasing tax maps.
- Assisted 15 individuals and businesses with purchasing a subscription to Image Mate online.
- Created 61 Sales Cards for local Realtors.
- Answered numerous phone calls relating to Real Property.
- Highest sale price paid for real property in the month of April was $1,100,000 for 4037-4059 Route 281. Purchased by McNeil Development Company, LLC on April 27, 2022.

June 2022 Treasurer's Report

1. Trusts: (Funds Paid into Court)
Open Accounts in 2020: **18**
New Accounts: **2**
Accounts Sent to NYS Comptroller: **12**
Accounts Disbursed: **7**
Total Remaining Open Accounts: **1** in the process of being claimed & disbursed *if* court ordered.

2. Open Estates:
I'm currently holding **7 open mortgage foreclosure estates**, 5 of which I am the Administrator. Auctions for mortgaged properties are arranged by a court appointed "Referee" (attorney) independent of our office. Surplus funds as a result of sale are considered "funds paid into court", transferred to the County Clerk for recording, then deposited with the Treasurer (**Trusts** above) until claimed and disbursed *or* deemed abandoned and transferred to the NYS Comptroller.

When taking office in 2020, I was handed ~40 files of court cases, one from 2003, that I had to go through individually to determine their status and future disposition. Being new to the office, I sent 13 files I deemed closed greater than 6 years to Records for safe keeping. I later learned that if electronically filed with the County Clerk, I can shred court documents 6 years after closing. I cataloged the remaining files indicating Disposition, Closing Date, and Shred Date to eliminate future clutter and confusion. As mentioned above, I'm presently the Administrator of **5** open mortgage foreclosure estates with the remaining files to be shredded at their appointed date.

3. Delinquent Tax Foreclosure Auction: Property can be reclaimed by current owners 9 business days prior to the auction. Historically, ~30 properties are auctioned annually @ ~$17,000 each. The number of parcels is constantly changing due to payments, installment agreements & defaults, bankruptcies, legal actions, etc…

The Legislature has selected Auctions International to conduct Cortland's 2018 Delinquent Property Tax Auction. An Online-Only Auction is scheduled to take place 15 - 29 July. Potential bidders must pre-register with the auctioneer and can bid throughout the dates listed above. There will be no live, in-person auction. It was decided that both a live in-person and Online auction would cause animosity between the bidders, and ultimately against the County. In-person bidders only have one day to bid while the Online bidders have ~ two weeks.

2019-21 parcel auction is anticipated in the spring of 2023 with ~ 90 parcels, which means **triple the time to complete the paperwork**.

4. Treasurer Office Revenues minus Expenses:
May 2020 $36,774,285
May 2021 $37,641,574
May 2022 ~$38, 593,065 may vary due to late MUNIS entries

OFFICE OF COUNTY AUDITOR
CORTLAND COUNTY
60 CENTRAL AVENUE, CORTLAND, NY 13045
607-753-5020

Stephen M. Trobert, CPA
Manager of Audit & Financial Projects

May 2022 Quarterly Update

Summary of Reports Drafted for Discussion

- **Departmental review procedures performed with the Landfill / Recycling Center** – Performed inquiries with the Superintendent of Highways, Landfill Supervisor, Recycling Coordinator and staff involved in fiscal operations to gain an understanding of key fiscal processes within the departments. Additionally, certain analytical procedures over fiscal aspects of the departments determined in scope for review are being finalized. Internal control recommendations identified and ideas for procedural efficiencies that have been noted will be discussed with the Superintendent. Upon conclusion of these discussions, this draft report will be shared with the respective Legislative committee chair.

- **Departmental review procedures performed with the District Attorney's office** – Performed inquiries with the District Attorney and staff involved in fiscal operations to gain an understanding of key fiscal processes within the department. Additionally, certain analytical procedures over fiscal aspects of the department determined in scope for review are in progress. Any findings identified and ideas for procedural efficiencies that have been noted will be discussed with the District Attorney and this draft report will be provided to the respective Legislative committee chair.

Other Items

- As has been noted in previous reports, the County's financial software provider led trainings last year that targeted specific payroll processes and controls. In a joint effort with the Personnel and Finance departments, key controls with respect to payroll data changes have been implemented as of May 2022. Notably, key payroll data changes now have a documented approval in the system and an available audit trail.

- Additionally, the County is currently undergoing an upgrade of the third-party financial software to a fully web-based version. This effort is largely being led by the Information Technology and Finance departments, and my office has assisted to date with coordinating trainings for key users. The timing of implementation as well as planned training instruction for departmental users are to be determined.

OFFICE OF THE COUNTY ADMINISTRATOR
CORTLAND COUNTY
60 CENTRAL AVENUE, SUITE 316
CORTLAND, NEW YORK 13045
607-753-5083 (phone)

Robert J. Corpora
County Administrator
rcorpora@cortland-co.org

Wendy Canfield
Executive Assistant
wcanfield@cortland-co.org

County Administrators
Monthly Report for May 2022

June 7, 2022

1. **Personnel**
    a. Preparing for NYS Nursing Association negotiations.
    b. Department Head annual evaluations.
2. **Administration Policies**
    a. Reviewing current policy manuals and indexing
    b. Converting to new format
    c. Reviewing for updating and obsolete policies
    d. Updated Fund Balance Policy – Changed from 10% to 13% for General Fund.
    e. Policies currently being reviewed on:
        i. Building Access Policy
        ii. Driver and Vehicle Use Policy
        iii. Drug Free Workplace Policy
        iv. Service Animal Policy
        v. Tobacco-Cannabis Policy
3. **Sales Tax**
    a. 2022/23 State budget eliminates local sales tax diversion for AIM and distressed hospitals. This is a total of over $350,000 the County will receive in sales tax money.
    b. The County is showing over a 14% increase in sales tax over 2021 for the same period.
4. **Mobility Management**
    a. Mobility Management will be moving under the Planning Department as of 1/1/2023. Having Mobility Management under the Health Department was considered temporary from the start since at the time we did not have a Planning Director. I would like to thank Nicki Anjeski for her willingness to help out when needed and to Trisha Jesset for her role in doing a great job as Planning Director and take on this role. Melissa Potter, Mobility Management Manager, is doing an excellent job.
5. **Mental Health Building**
    a. 111 Port Watson St building closed on 4/6/2022
    b. Grant applications have been submitted with Senator Schumer, Representative Tenney, Senator Gillibrand.
    c. Bell and Spina will be handling architectural and engineering services for the County.
6. **TC3**
    a. Working with Highway and TC3 for in-kind work to be completed on TC3 infrastructure over the next few years.

i. NY State will pay 50%
ii. Tompkins County will pay approximately 2/3
iii. Cortland County will provide 1/3 equivalent in in-kind labor, engineering, and equipment cost.

REVENUE BUDGET VS ACTUAL TO April 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
GENERAL FUND							
A1010	Board of Legislators	10,000.00		10,000.00	-	10,000.00	0.0%
A1165	District Attorney	104,126.00		104,126.00	11,109.10	93,016.90	10.7%
A1170	Public Defender	594,154.53		594,154.53	32,800.90	561,353.63	5.5%
A1175	Assigned Counsel	560,267.00		560,267.00		560,267.00	0.0%
A1310	Finance	43,360.62		43,360.62	5,400.00	37,960.62	12.5%
A1320	Audit	21,680.31		21,680.31	1,800.00	19,880.31	8.3%
A1325	Real Property Tax Levy	37,728,555.00		37,728,555.00	37,725,385.55	3,169.45	100.0%
A1325	Treasurer	2,499,426.94	4,579,000.00	7,078,426.94	816,168.37	6,262,258.57	11.5%
A1355	Real Property Tax Services	49,100.00		49,100.00	24,577.75	24,522.25	50.1%
A1410	County Clerk	781,516.00		781,516.00	247,949.61	533,566.39	31.7%
A1411	County Clerk - DMV	706,000.00		706,000.00	130,631.19	575,368.81	18.5%
A1430	Personnel	5,000.00		5,000.00	2,788.00	2,212.00	55.8%
A1450	Elections	3,300.00		3,300.00		3,300.00	0.0%
A1610	Shared Services	222,000.00		222,000.00	65,551.83	156,448.17	29.5%
A1620	Buildings & Grounds	230,489.00		230,489.00	42,323.38	188,165.62	18.4%
A1680	Information Technology	41,166.00	98,845.82	140,011.82	5,036.08	134,975.74	3.6%
A1985	Sales Tax Revenue	33,500,000.00		33,500,000.00	9,099,443.13	24,400,556.87	27.2%
A3020	Emergency Response & Communications	327,200.00	360,596.37	687,796.37	143,638.15	544,158.22	20.9%
A3110	Sheriff	115,000.00		115,000.00	23,007.75	91,992.25	20.0%
A3120	Road Patrol	494,963.00	26,378.00	521,341.00	100,863.54	420,477.46	19.3%
A3140	Probation	436,069.00		436,069.00	89,307.60	346,761.40	20.5%
A3150	Jail	3,500.00	4,579.90	8,079.90	17,303.04	(9,223.14)	214.1%
A3315	DWI	65,400.00	15,070.50	80,470.50	16,837.55	63,632.95	20.9%
A3410	Fire/Emergency Management Admin	47,911.00	44,946.07	92,857.07	6,380.85	86,476.22	6.9%
A4010	Public Health Admin	785,914.00	1,462,562.20	2,248,476.20	16,508.00	2,231,968.20	0.7%
A4011	Nursing	276,766.00	305,927.10	582,693.10	26,997.41	555,695.69	4.6%
A4012	Environmental Health	306,488.00	110,146.75	416,634.75	82,280.75	334,354.00	19.7%
A4045	Health Education	697,673.00	1,389,407.85	2,087,080.85	133,777.28	1,953,303.57	6.4%
A4046	Pre-K	1,513,850.00		1,513,850.00	4,503.49	1,509,346.51	0.3%
A4059	Early Intervention	744,729.00	42,855.75	787,584.75	296,660.66	490,924.09	37.7%
A4050	Child Advocacy Center	314,125.00	29,659.51	343,784.51	25,482.49	318,302.02	7.4%
A4310	Mental Health	6,103,352.79	217,095.00	6,320,447.79	2,070,398.51	4,250,049.28	32.8%
A5610	Airport	300,002.00		300,002.00	87,062.55	212,939.45	29.0%
A5630	Bus Operations	1,870,321.00	6,000.00	1,876,321.00	704,093.88	1,172,227.12	37.5%
A6010	Social Services	14,908,144.00	14,110.00	14,922,254.00	2,736,563.61	12,185,690.39	18.3%
A6410	Occupancy Tax - Revenue	400,000.00		400,000.00	156,555.84	243,444.16	39.1%
A6510	Veterans Service Agency	66,398.00		66,398.00	13,377.90	53,020.10	20.1%
A6610	Weights & Measure	15,900.00		15,900.00	2,244.00	13,656.00	14.1%

Attachment: April Finance Reports (10761 : April Finance Reports)

REVENUE BUDGET VS ACTUAL TO April 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
A6772	Office for the Aging	1,316,001.00	197,292.00	1,513,293.00	43,859.04	1,469,433.96	2.9%
A7110	Dwyer Park	11,000.00		11,000.00	2,800.00	8,200.00	25.5%
A7312	Youth Bureau	15,000.00	53,686.00	68,686.00		68,686.00	0.0%
A7989	Snowmobile	95,616.00		95,616.00	64,789.20	30,826.80	67.8%
A8020	Planning	50.00		50.00	-	50.00	0.0%
	Total Revenue	108,331,514.19	8,958,158.82	117,289,673.01	55,076,257.98	62,213,415.03	47.0%
	Prior Year Encumbrances		14.22	14.22			
	Appropriated Fund Balance	(47,464.90)	(91,621.69)	(139,086.59)			
	Appropriated Reserves	(1,369,170.91)		(1,369,170.91)			
		106,914,878.38	**8,866,551.35**	**115,781,429.73**	**55,076,257.98**	**62,213,415.03**	
SPECIAL GRANT FUND							
CD6290	Grant Administration	210,040.60		210,040.60	57,370.68	152,669.92	27.3%
CD6292	Employment & Training	796,147.81		796,147.81	144,679.50	651,468.31	18.2%
	Total Revenue	**1,006,188.41**	**-**	**1,006,188.41**	**202,050.18**	**804,138.23**	20.1%
Self-Insured Benefits Fund		12,842,520.47		12,842,520.47	3,848,999.85	8,993,520.62	30.0%
	Appropriated Fund Balance	(137.93)	4,113.31	3,975.38			
		12,842,382.54	**4,113.31**	**12,846,495.85**	**3,848,999.85**	**8,993,520.62**	30.0%
COUNTY ROAD FUND							
D3110	Traffic Division	1,000.00		1,000.00	-	1,000.00	0.0%
D5010	County Road Administration	200.00		200.00	140.68	59.32	70.3%
D5110	Maintenance of Roads	1,004,000.00		1,004,000.00	434,969.87	569,030.13	43.3%
D5112	Permanent Improvements	2,918,298.00		2,918,298.00	-	2,918,298.00	0.0%
D9901	Interfund Transfers-in	6,777,508.60	5,000.00	6,782,508.60	2,159,169.52	4,623,339.08	31.8%
	Appropriated Fund Balance	(34,207.97)		(34,207.97)			
	Total Revenue	**10,666,798.63**	**5,000.00**	**10,671,798.63**	**2,594,280.07**	**8,111,726.53**	24.3%

REVENUE BUDGET VS ACTUAL TO April 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
ROAD MACHINERY FUND							
E5130	Machinery	2,482,310.00		2,482,310.00	905,420.46	1,576,889.54	36.5%
	Appropriated Fund Balance	530,728.54		530,728.54			
	Total Revenue	**3,013,038.54**	**-**	**3,013,038.54**	**905,420.46**	**1,576,889.54**	30.1%
SOLID WASTE FUND							
EL8160	Landfill	3,276,434.86		3,276,434.86	629,283.76	2,647,151.10	19.2%
EL8161	Recycling Center	90,670.00		90,670.00	35,049.93	55,620.07	38.7%
	Appropriated Fund Balance	(391,292.79)		(391,292.79)			
	Total Revenue	**2,975,812.07**	**-**	**2,975,812.07**	**664,333.69**	**2,702,771.17**	22.3%
CAPITAL PROJECTS FUND							
HH5122	Infrastructure	2,072,888.80	955,060.95	3,027,949.75	779,975.34	2,247,974.41	25.8%
HH5610	Airport		135,900.00	135,900.00	32,000.00	103,900.00	23.5%
HH9901	Interfund Transfers-in	110,149.20	48,510.15	158,659.35	41,051.34	117,608.01	25.9%
	Prior Year Encumbrances		1,104,412.63	1,104,412.63	-		
	Total Revenue	**2,183,038.00**	**2,243,883.73**	**4,426,921.73**	**853,026.68**	**2,469,482.42**	19.3%
Self-Insured Workers' Compensation Fund		2,001,251.00		2,001,251.00	1,765,530.28	235,720.72	88.2%

EXPENDITURE BUDGET VS ACTUAL TO April 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
GENERAL FUND								
A1010	Board of Legislators	280,568.42	301,500.00	582,068.42	94,682.49	25,303.18	462,082.75	20.6%
A1040	Clerk of the Board	169,024.59	10,400.00	179,424.59	48,133.97	13,316.29	117,974.33	34.2%
A1165	District Attorney	1,127,301.13		1,127,301.13	286,564.03		840,737.10	25.4%
A1170	Public Defender	1,131,354.78		1,131,354.78	283,751.40	9,851.20	837,752.18	26.0%
A1175	Assigned Counsel	1,352,827.67	14.22	1,352,841.89	200,838.99		1,152,002.90	14.8%
A1185	Coroner	243,815.33		243,815.33	55,711.62	63,140.19	124,963.52	48.7%
A1230	County Administrator	254,248.11		254,248.11	65,084.82	422.00	188,741.29	25.8%
A1310	Finance	610,930.59		610,930.59	174,025.36	81,281.27	355,623.96	41.8%
A1320	County Auditor	121,635.95		121,635.95	33,859.45		87,776.50	27.8%
A1325	Treasurer	243,284.84		243,284.84	71,865.10	76.99	171,342.75	29.6%
A1355	Real Property Tax Services	263,225.58		263,225.58	71,024.74	20,077.29	172,123.55	34.6%
A1410	County Clerk	420,227.65		420,227.65	156,287.11	3,280.83	260,659.71	38.0%
A1411	County Clerk - DMV	492,564.51		492,564.51	149,674.71	1,282.60	341,607.20	30.6%
A1420	County Attorney	373,431.17		373,431.17	80,024.37		293,406.80	21.4%
A1430	Personnel	604,531.26		604,531.26	161,563.39	31,791.90	411,175.97	32.0%
A1450	Elections	546,935.80		546,935.80	121,172.22	352.54	425,411.04	22.2%
A1610	Shared Services	220,052.00		220,052.00	73,194.67	64,826.97	82,030.36	62.7%
A1620	Buildings & Grounds	1,902,754.30	1,984,405.91	3,887,160.21	697,968.02	121,332.68	3,067,859.51	21.1%
A1680	Information Technology	1,089,022.38	502,845.82	1,591,868.20	301,607.53	41,350.45	1,248,910.22	21.5%
A1711	Unallocated Judgements/Claims	10,000.00		10,000.00			10,000.00	0.0%
A1985	Sales Tax Paid to Other Governments	14,720,000.00		14,720,000.00	670,000.00		14,050,000.00	4.6%
A1990	Contingency	460,061.62	(15,000.00)	445,061.62			445,061.62	0.0%
A2490	Community College Chargebacks	350,000.00		350,000.00	112,732.83		237,267.17	32.2%
A2495	Sponsor Contributions	1,855,495.00		1,855,495.00	927,747.50	927,747.50	-	100.0%
A3020	Emergency Response & Communications	2,178,287.81	360,596.37	2,538,884.18	1,133,819.14	118,377.47	1,286,687.57	49.3%
A3110	Sheriff	862,891.53		862,891.53	245,105.10	28,324.82	589,461.61	31.7%
A3120	Road Patrol	4,809,785.18	230,139.10	5,039,924.28	1,314,417.13	389,945.56	3,335,561.59	33.8%
A3140	Probation	1,796,252.38		1,796,252.38	628,978.74	4,161.33	1,163,112.31	35.2%
A3150	Jail	5,672,168.30	818.80	5,672,987.10	1,483,776.68	168,236.70	4,020,973.72	29.1%
A3315	DWI	65,400.00	15,070.50	80,470.50	18,398.43	17,431.45	44,640.62	44.5%
A3410	Fire/Emergency Management Admin	252,151.18	43,987.85	296,139.03	99,083.82	20,044.15	177,011.06	40.2%
A3510	Animal Control	45,000.36		45,000.36	11,250.09	33,750.27	-	100.0%
A3620	Safety Officer	45,730.00		45,730.00	6,937.03		38,792.97	15.2%
A4010	Public Health Admin	491,889.07	1,375,430.53	1,867,319.60	169,361.33	8,295.73	1,689,662.54	9.5%
A4011	Nursing	739,934.19	54,361.14	794,295.33	159,963.20	31,354.15	602,977.98	24.1%
A4012	Environmental Health	633,898.96	77,317.00	711,215.96	187,184.89	13,383.54	510,647.53	28.2%
A4045	Health Education	760,855.39	1,143,716.60	1,904,571.99	203,876.10	164,728.26	1,535,967.63	19.4%
A4046	Pre-K	1,857,650.64	3,958.00	1,861,608.64	516,030.13	1,270,864.30	74,714.21	96.0%
A4059	Early Intervention	1,106,682.95	150.00	1,106,832.95	320,384.94	25,532.02	760,915.99	31.3%
A4050	Child Advocacy Center	314,125.00	29,659.51	343,784.51	96,804.86	4,347.71	242,631.94	29.4%
A4310	Mental Health	6,353,410.09	2,242,095.00	8,595,505.09	1,768,523.69	1,776,871.07	5,050,110.33	41.2%
A5610	Airport	308,770.58		308,770.58	115,289.86	53,820.81	139,659.91	54.8%

EXPENDITURE BUDGET VS ACTUAL TO April 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
A5630	Bus Operations	1,881,289.71	7,800.00	1,889,089.71	142,174.44	517,821.51	1,229,093.76	34.9%
A6010	Social Services	30,506,364.06	14,110.00	30,520,474.06	7,736,843.89	548,534.57	22,235,095.60	27.1%
A6293	Workforce Investment	129,500.00		129,500.00			129,500.00	0.0%
A6410	Occupancy Tax	650,409.39		650,409.39	592,568.46		57,840.93	91.1%
A6420	Promotion of Industry	455,733.00	5,000.00	460,733.00	227,867.50	227,865.50	5,000.00	98.9%
A6510	Veterans Service Agency	66,290.52		66,290.52	18,391.84		47,898.68	27.7%
A6610	Weights & Measure	89,560.06		89,560.06	25,545.21	378.40	63,636.45	28.9%
A6772	Office for the Aging	2,323,798.68	347,292.00	2,671,090.68	652,438.27	143,278.75	1,875,373.66	29.8%
A6989	Economic Development	250,000.00		250,000.00	792,432.00		(542,432.00)	317.0%
A7110	Dwyer Park	181,400.02		181,400.02	15,383.20	11,838.45	154,178.37	15.0%
A7312	Youth Bureau	14,702.65	53,983.00	68,685.65	307.93		68,377.72	0.4%
A7989	Snowmobile	86,054.00		86,054.00	58,310.28		27,743.72	67.8%
A8020	Planning	353,997.57	56,900.00	410,897.57	105,360.11		305,537.46	25.6%
A8710	Conservation Programs	165,000.00	15,000.00	180,000.00	90,000.00	90,000.00	-	100.0%
A8750	Agriculture Programs	258,420.00		258,420.00	129,210.00	129,210.00	-	100.0%
A9050	Unemployment	50,000.00		50,000.00	2,470.48		47,529.52	4.9%
A9060	Retiree Health Insurance	4,600,000.00		4,600,000.00	1,751,276.51		2,848,723.49	38.1%
A9901	Transfers to County Road Fund	6,777,508.60	5,000.00	6,782,508.60	2,159,169.52		4,623,339.08	31.8%
A9909	Transfers to Capital Projects Fund	110,149.20		110,149.20	41,051.34		69,097.86	37.3%
A9710	Debt Service	826,524.63		826,524.63	407,596.50	613,928.13	(195,000.00)	123.6%
	Total Expenditures	**106,914,878.38**	**8,866,551.35**	**115,781,429.73**	**28,265,096.96**	**7,817,758.53**	**79,698,574.24**	6.8%
SPECIAL GRANT FUND								
CD6290	Grant Administration	210,040.60		210,040.60	54,757.22		210,040.60	0.0%
CD6292	Employment & Training	796,147.81		796,147.81	150,050.99		646,096.82	18.8%
	Total Expenditures	**1,006,188.41**	-	**1,006,188.41**	**204,808.21**	-	**856,137.42**	20.4%
Self-Insured Benefits Fund		**12,842,382.54**	**4,113.31**	**12,846,495.85**	3,186,003.75	65,380.76	**9,595,111.34**	25.3%
COUNTY ROAD FUND								
D3110	Traffic Division	178,110.11	5,000.00	183,110.11	11,611.58	3,411.69	168,086.84	8.2%
D5010	County Road Administration	582,613.88		582,613.88	148,778.80	5,769.45	428,065.63	26.5%
D5020	Engineering	73,604.31		73,604.31	25,259.46		48,344.85	34.3%
D5110	Maintenance of Roads	5,738,326.80		5,738,326.80	2,174,725.19	144,921.59	3,418,680.02	40.4%
D5112	Permanent Improvements	3,218,298.00		3,218,298.00	150,305.39	19,034.60	3,048,958.01	5.3%
D9710	Debt Service	875,845.53		875,845.53	154,657.34	721,188.19	-	100.0%
	Total Expenditures	**10,666,798.63**	**5,000.00**	**10,671,798.63**	**2,665,337.76**	**894,325.52**	**7,112,135.35**	33.4%

Attachment: April Finance Reports (10761 : April Finance Reports)

EXPENDITURE BUDGET VS ACTUAL TO April 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
ROAD MACHINERY FUND								
E5130	Machinery	2,865,423.52		2,865,423.52	644,662.77	557,222.37	1,663,538.38	41.9%
E9710	Debt Service	147,615.02		147,615.02	128,601.45	19,013.57	-	100.0%
	Total Expenditures	**3,013,038.54**	-	**3,013,038.54**	**773,264.22**	**576,235.94**	**1,663,538.38**	44.8%
SOLID WASTE FUND								
EL8160	Landfill	1,568,426.01	6,240.00	1,574,666.01	368,641.47	77,732.57	1,128,291.97	28.3%
EL8161	Recycling Center	559,845.26		559,845.26	157,575.59	31,269.50	371,000.17	33.7%
EL9710	Debt Service	847,540.80		847,540.80	679,455.45	168,085.35	-	100.0%
	Total Expenditures	**2,975,812.07**	**6,240.00**	**2,982,052.07**	**1,205,672.51**	**277,087.42**	**1,499,292.14**	49.7%
CAPITAL PROJECTS FUND								
HH5122	Infrastructure	2,183,038.00	2,069,277.53	4,252,315.53	923,265.94		3,329,049.59	21.7%
HH5610	Airport		174,606.20	174,606.20	23,606.20		151,000.00	13.5%
	Total Expenditures	**2,183,038.00**	**2,243,883.73**	**4,426,921.73**	**946,872.14**	-	**3,480,049.59**	21.4%
Self-Insured Workers' Compensation Fund		**2,001,251.00**		**2,001,251.00**	1,303,345.77		**697,905.23**	65.1%

Cortland County
Revenue Comparison 2018 - 2022 - April

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
GENERAL FUND					
1040 CLERK OF THE LEGISLATIVE BOARD		90.00			
1165 DISTRICT ATTORNEY		8,853.39	4.64	24,420.24	11,109.10
1170 PUBLIC DEFENDER	74,323.93	2,625.00	278,206.12		32,800.90
1175 ASSIGNED COUNSEL			(203.82)		
1310 Finance					5,400.00
1320 Audit					1,800.00
1325 COUNTY TREASURER - Levy	34,727,481.42	35,460,006.29	36,456,704.01	37,003,555.01	37,725,385.55
1325 COUNTY TREASURER	275,777.64	488,811.61	369,705.42	448,315.68	816,168.37
1355 REAL PROPERTY TAX SERVICE	22,917.77	23,347.50	24,608.24	24,468.50	24,577.75
1410 COUNTY CLERK - CIVIL/RECORDS	159,804.36	137,040.19	267,719.23	269,382.28	247,949.61
1411 COUNTY CLERK - MOTOR VEHICLES	171,453.58	169,196.51	132,873.95	163,184.74	130,631.19
1420 COUNTY ATTORNEY	259.55	2,050.16			
1430 PERSONNEL - CIVIL SERVICE	1,497.00	1,147.50	2,233.00	712.50	2,788.00
1450 ELECTIONS	10.00	83.60	286.27	37.60	
1610 TELEPHONE SHARED SERVICE	72,602.08	71,875.41	73,852.02	75,136.93	65,551.83
1620 BUILDING & GROUNDS	52,196.54	33,340.84	40,867.78	44,483.71	42,323.38
1680 INFORMATION TECHNOLOGY	15,198.32	6,816.32	6,816.32	6,816.32	5,036.08
1985 SALES TAX	6,916,395.92	7,004,104.05	7,598,922.26	7,951,736.63	9,099,443.13
3020 EMERGENCY RSP & COMMUNICATION	23,822.30	646,145.57	249,697.89	53,022.73	143,638.15
3110 SHERIFF	52,012.43	30,448.99	25,854.98	15,742.42	23,007.75
3120 SHERIFF ROAD PATROL	31,788.69	139,069.17	141,933.06	103,299.39	100,863.54
3140 PROBATION	98,978.98	71,711.66	145,693.38	92,024.91	89,307.60
3150 JAIL	6,227.90	3,205.16	1,500.80	42,283.36	17,303.04
3315 STOP DWI	48,945.63	30,374.10	22,667.96	11,933.23	16,837.55
3410 FIRE / EMERGENCY MANAGEMENT	(0.50)	17,363.65		6,408.00	6,380.85
4010 HEALTH DEPARTMENT ADMIN	253,720.14	197,420.43	518,413.04	370,580.25	16,508.00
4011 NURSING ADMINISTRATION	224,883.61	173,909.11	74,852.74	36,117.36	26,997.41
4012 ENVIRONMENTAL HEALTH	95,676.65	88,952.62	72,819.76	50,706.46	82,280.75
4045 Health Education					133,777.28
4046 PRE-K PHCP	53,103.08	468,792.17	198,183.28	417,652.78	4,503.49
4050 CAC - CHILD ADVOCACY CENTER DA		37,330.98		14,511.26	25,482.49
4059 EARLY INTERVENTION PROGRAM	172,617.60	256,874.54	244,197.40	105,978.82	296,660.66
4310 MENTAL HEALTH CENTER	1,928,137.10	1,977,931.31	1,310,863.82	2,161,408.52	2,070,398.51
5610 AIRPORT	60,302.25	65,830.25	56,443.45	83,199.80	87,062.55
5630 BUS OPERATIONS	733,569.92	904,240.49	940,736.42	217,848.79	704,093.88
6010 DEPT.OF SOCIAL SERVICES ADMIN	3,972,059.69	2,869,347.68	2,897,364.84	2,607,830.91	2,736,563.61
6410 PUBLICITY/TOURISM	105,413.83	117,678.11	106,349.67	103,895.16	156,555.84
6510 VETERANS SERVICE AGENCY	27,895.35		5,124.07	500.00	13,377.90
6610 SEALER OF WEIGHTS & MEASURES	9,850.00	1,865.09	320.00	788.00	2,244.00
6772 AREA AGENCY ON AGING	92,278.38	14,453.56	105,642.38	52,815.25	43,859.04
7110 DWYER PARK	3,000.00	2,700.00	2,025.00	900.00	2,800.00
7989 SNOWMOBILE CLUBS		67,376.40	66,931.20	66,931.20	64,789.20
8020 PLANNING	330.98	3,328.58		290.00	
8755 FARMLAND PROTECTION	1,128,766.00	5,255.00			
Total Revenue	51,613,298.12	51,600,992.99	52,440,210.58	52,628,918.74	55,076,257.98
SPECIAL GRANT FUND					
1040 CLERK OF THE LEGISLATIVE BOARD		13,864.00	28,385.87	50,000.00	
6290 WIA GRANT ADMINISTRATION	171,048.00	201,776.40	50,781.47	48,961.63	57,370.68
6292 WIA EMPLOYMENT & TRAINING	175,735.68	123,702.66	98,153.78	110,092.25	144,679.50
Total Revenue	346,783.68	339,343.06	177,321.12	209,053.88	202,050.18
SELF-INSURANCE FUND - EMPLOYEE BENEFITS					
9060 HEALTH	4,526,782.85	4,164,690.60	4,161,658.49	4,360,213.66	3,848,999.85

Attachment: April Finance Reports (10761 : April Finance Reports)

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
COUNTY ROAD FUND					
3310 TRAFFIC DIVISION	537.27				
5010 HIGHWAY & STREET ADMIN	35.84	18.83	26.72	20.73	140.68
5110 MAINTENANCE OF ROADS	282,240.97	726,349.81	352,803.33	451,065.43	434,969.87
5112 PERMANENT IMPROVEMENTS				95,067.00	
9901 INTERFUND TRANSFERS	2,400,000.00	1,681,845.88	1,540,000.00	1,564,542.90	2,159,169.52
Total Revenue	2,682,814.08	2,408,214.52	1,892,830.05	2,110,696.06	2,594,280.07
ROAD MACHINERY FUND					
5130 MACHINERY	997,725.16	961,531.39	652,967.41	772,742.61	905,420.46
SOLID WASTE FUND					
8160 LANDFILL	488,845.83	598,111.81	714,511.31	697,019.42	629,283.76
8161 RECYCLING			1,641.00	18,288.04	35,049.93
Total Revenue	488,845.83	598,111.81	716,152.31	715,307.46	664,333.69
CAPITAL ROJECTS FUND					
5122 BRIDGE PROJECTS		0.01		23,701.14	779,975.34
5610 AIRPORT	26,146.93	7,474.17			32,000.00
9900 TRANSFER TO/FROM OTHER FUNDS					41,051.34
Total Revenue	26,146.93	7,474.18	-	23,701.14	853,026.68
SELF-INSURANCE FUND - WORKERS' COMPENSATION					
1710 WORKER'S COMP-SELF INSURANCE	822,038.15	724,720.80	1,908,262.74	1,804,005.66	1,765,530.28

Cortland County
Expenditure Comparison 2018 - 2022 - April

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
GENERAL FUND						
A10105	COUNTY LEGISLATURE	116,595.22	148,858.66	95,870.03	100,336.32	94,682.49
A10405	CLERK OF THE LEGISLATIVE BOARD	50,266.83	46,678.75	90,813.16	51,723.17	48,133.97
A11655	DISTRICT ATTORNEY	405,215.16	321,011.11	291,367.84	253,554.69	286,564.03
A11705	PUBLIC DEFENDER	223,258.49	270,051.37	288,046.02	309,822.55	283,751.40
A11755	ASSIGNED COUNSEL	182,012.74	156,384.36	169,579.24	175,819.72	200,838.99
A11855	CORONERS	38,311.17	48,051.20	61,310.38	45,040.74	55,711.62
A12305	COUNTY ADMINISTRATOR			47,483.98	65,643.59	65,084.82
A13105	FINANCE	125,843.00	257,905.59	183,753.63	179,592.15	174,025.36
A13205	AUDITOR			32,692.47	32,404.77	33,859.45
A13255	TREASURER	73,040.21	70,698.25	73,358.87	68,954.53	71,865.10
A13555	REAL PROPERTY TAX SERVICE	86,713.17	82,539.17	82,461.99	74,826.75	71,024.74
A14105	COUNTY CLERK	190,894.00	160,088.58	158,372.78	163,083.45	156,287.11
A14115	COUNTY CLERK - MOTOR VEHICLES	156,672.72	142,362.61	152,173.73	142,273.07	149,674.71
A14205	COUNTY ATTORNEY	123,048.02	122,602.40	101,885.56	97,734.63	80,024.37
A14305	PERSONNEL - CIVIL SERVICE	157,342.76	149,142.44	138,898.73	152,507.19	161,563.39
A14505	ELECTIONS	117,100.06	107,716.03	84,504.18	103,566.95	121,172.22
A16105	TELEPHONE SHARED SERVICE	56,880.15	67,030.57	73,214.44	72,860.32	73,194.67
A16205	BUILDING & GROUNDS	732,245.53	661,487.95	668,926.22	538,888.12	697,968.02
A16805	DATA PROCESSING	280,281.22	270,233.77	229,706.92	237,859.24	301,607.53
A17115	LIABILITY INSURANCE RESERVE	4,023.00	180.00			
A19855	SALES TAX	3,985,411.18	3,401,773.31	700,000.00	700,000.00	670,000.00
A19905	CONTINGENCY		10,637.00			
A24905	COMMUNITY COLLEGE	145,362.96	149,892.84	168,781.88	150,615.03	112,732.83
A24955	CONTRIBUTIONS TC3	837,065.50	837,065.50	878,918.50	903,333.00	927,747.50
A30205	EMERGENCY RESPONSE & COMMUNCTN	542,238.59	1,220,766.36	1,358,365.39	777,460.53	1,133,819.14
A31105	SHERIFF	238,069.91	231,625.31	251,297.61	248,409.94	245,105.10
A31205	SHERIFF ROAD PATROL	1,445,594.20	1,452,642.90	1,271,042.68	1,205,663.52	1,314,417.13
A31405	PROBATION	636,053.29	590,158.52	568,442.14	521,064.16	628,978.74
A31505	JAIL	1,673,068.11	1,746,316.01	1,623,024.12	1,488,122.54	1,483,776.68
A33155	STOP DWI	38,202.35	39,146.87	27,016.82	17,347.90	18,398.43
A34105	FIRE / EMERGENCY MANAGEMENT	97,134.66	72,647.01	101,850.63	83,258.54	99,083.82
A35105	SPCA		11,250.09	11,250.09	11,250.09	11,250.09
A36205	SAFETY OFFICE		445.86	14,530.00	945.75	6,937.03
A40105	HEALTH DEPARTMENT	651,825.79	369,489.30	346,593.57	411,368.49	169,361.33
A40115	NURSING ADMINISTRATION	325,031.19	340,673.91	316,929.89	277,454.35	159,963.20
A40125	ENVIRONMENTAL HEALTH	195,967.75	213,486.84	185,237.43	156,455.63	187,184.89
A40455	HEALTH EDUCATION					203,876.10
A40465	PrK Supportive Hlth Svcs	439,795.82	409,935.29	140,481.38	182,242.64	516,030.13
A40505	Child Advocacy Center	41,635.09	38,880.78	71,296.05	114,340.45	320,384.94
A40595	EARLY INTERVENTION PROGRAM	345,879.29	332,760.21	330,181.66	251,483.43	96,804.86
A43105	MENTAL HEALTH CENTER	1,787,969.15	1,974,609.84	1,949,868.51	1,934,017.66	1,768,523.69
A56105	AIRPORT	42,742.44	94,968.69	95,695.62	81,961.02	115,289.86
A56305	BUS OPERATIONS	348,015.59	259,442.54	980,194.28	13,206.00	142,174.44
A60105	DEPT.OF SOCIAL SERVICES ADMIN	8,975,784.49	9,048,134.49	8,683,600.44	7,341,349.91	7,736,843.89
A64105	PUBLICITY/TOURISM	95,990.94	500,000.00	550,093.00	575,072.26	592,568.46
A64205	PROMOTION OF INDUSTRY	217,913.50	217,913.50	221,182.00	224,500.00	227,867.50
A65105	VETERANS SERVICE AGENCY	50,344.46	34,012.89	17,366.15	17,855.69	18,391.84
A66105	SEALER OF WEIGHTS & MEASURES	21,586.28	22,021.31	21,532.00	24,778.99	25,545.21
A67725	AREA AGENCY ON AGING	788,745.97	762,733.13	719,928.45	607,473.45	652,438.27
A69895	OTHER ECONOMIC DEVELOPMENT					792,432.00
A71105	DWYER PARK	9,885.66	10,137.99	13,718.37	12,244.65	15,383.20
A73125	YOUTH BUREAU	9,712.75	(543.07)	229.10	436.49	307.93
A79895	SNOWMOBILE CLUBS	58,640.40	85,135.95	60,238.08	48,384.00	58,310.28
A80205	PLANNING	131,974.33	120,227.30	108,306.39	93,570.24	105,360.11
A87105	CONSERVATION PROGRAMS	71,273.25	285,093.00	75,000.00	75,000.00	90,000.00
A87505	AGRICULTURE & LIVESTOCK	147,000.00	147,000.00	136,710.00	126,710.00	129,210.00
A87555	Farmland Protection	1,127,598.00				
A90505	UNEMPLOYMENT INSURANCE	15,539.25	26,968.03	21,644.48		2,470.48
A90605	HEALTH INSURANCE		1,248,528.00	1,390,499.00	1,737,522.00	1,751,276.51

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
A97105	DEBT SERVICE	443,196.25	436,573.99	399,773.25	401,669.90	407,596.50
A99015	I/F Transfer to/from D	2,400,000.00	1,681,845.88	1,540,000.00	1,564,542.90	2,159,169.52
A99505	TRANSFER TO CAPITAL PROJECTS					41,051.34
	Total Expenditures	31,501,991.84	31,507,420.18	28,375,239.13	25,247,603.10	28,265,096.96
SPECIAL GRANT FUND						
CD62905	WIA - GRANT ADMIN EXPENSES		13,864.00	28,385.87		
CD62925	WIA - E & T	228,009.09	215,031.35	53,257.23	48,826.28	54,757.22
CD69895	Other Economic Assistance	195,253.33	131,187.61	112,316.52	129,670.05	150,050.99
	Total Expenditures	423,262.42	360,082.96	193,959.62	178,496.33	204,808.21
SELF-INSURANCE FUND - EMPLOYEE BENEFITS						
CH90605	HEALTH	3,149,844.98	4,007,372.50	3,469,640.57	3,970,806.89	3,186,003.75
COUNTY ROAD FUND						
D33105	TRAFFIC DIVISION	15,462.36	16,562.02	11,939.88	16,342.12	11,611.58
D50105	HIGHWAY ADMINISTRATION DIV.	241,556.75	244,932.89	164,087.70	163,994.76	148,778.80
D50205	HIGHWAY ENGINEERING DIVISION	47,757.68	18,023.35	24,619.53	25,719.98	25,259.46
D51105	HIGHWAY MAINTENANCY DIV.	2,350,594.24	2,267,695.71	1,791,611.90	2,194,814.21	2,174,725.19
D51125	HIGHWAY PROJECTS	184,393.34	47,971.02	9,308.35	68,322.41	150,305.39
D97105	DEBT SERVICE	167,774.01	163,677.03	161,148.94	157,261.74	154,657.34
	Total Expenditures	3,007,538.38	2,758,862.02	2,162,716.30	2,626,455.22	2,665,337.76
ROAD MACHINERY FUND						
E51305	HIGHWAY ROAD MACHINERY	647,267.77	579,257.87	419,839.72	448,391.97	644,662.77
E97105	DEBT SERVICE	121,198.07	122,354.12	123,816.31	125,769.05	128,601.45
	Total Expenditures	768,465.84	701,611.99	543,656.03	574,161.02	773,264.22
SOLID WASTE FUND						
EL81605	LANDFILL	385,759.96	431,219.38	429,403.33	408,463.75	368,641.47
EL81615	RECYCLING	79,021.59	117,422.31	251,930.46	76,757.19	157,575.59
EL97105	DEBT SERVICE	607,719.46	617,253.68	662,317.87	674,465.05	679,455.45
	Total Expenditures	1,072,501.01	1,165,895.37	1,343,651.66	1,159,685.99	1,205,672.51
CAPITAL ROJECTS FUND						
HH16205	BUILDINGS & GROUNDS PROJECTS	(66.54)				
HH24985	TC3 CAPITAL EXPENSES	(5,750.00)				
HH31505	JAIL ROOF RECONSTRUCTION		514,528.99			
HH51225	BRIDGE PROJECTS	14,632.12	5,430.55	40,939.35	141,157.74	923,265.94
HH56105	AIRPORT MASTER PLAN UPDATE	32,647.52	12,777.97	60,355.56	16,312.26	23,606.20
HH71105	DWYER PARK CAPITAL EXPENSE			3,027.70		
	Total Expenditures	41,463.10	532,737.51	104,322.61	157,470.00	946,872.14
SELF-INSURANCE FUND - WORKERS' COMPENSATION						
S17105	LIABILITY INSURANCE RESERVE	297,820.05	297,505.52	1,637,244.27	1,427,634.54	1,303,345.77

Attachment: April Finance Reports (10761 : April Finance Reports)

Cortland County					
Reserve Funds					
				12/31/2021	**4/30/2022**
Reserve Title	**Authorizing Resolution**	**Purpose**	**Funding**	**Balance**	**Balance**
Airport Reserve	269-17	Offset the local match on airport projects	Airport net income	173,062.41	225,479.80
Building & Grounds Capital Project Reserve	324-15	Major building repairs	Sales tax and other transfers/additions as approved by Legislature	1,200,101.71	1,275,864.46
Correctional Facility Reserve / County Jail Project Reserve	313-15	Repair, construction, capital projects or other related expenses for the correctional facility	Approved additions per Legislature	1,313,464.42	1,564,320.77
Drug Task Force - DA	Nature of Funds	Drug busts/stings	Drug money	13,712.46	16,563.38
DA Forfeitures	Nature of Funds	DA expenditures	Forfeitures	45,000.72	45,003.67
DOJ Equitable Sharing Program - DA	Nature of funds	DA expenditures	Federal forfeitures	4,568.70	4,568.70
Debt Reduction Reserve	226-18	Reduce debt	Funding for this reserve was ended with 294-20 as the County currently does not have any debt it can "pre-pay" or pay-off	77,737.21	77,787.40
Don Sharpe Fund	Nature of Funds	Mental Health expenditures	This was created by a one time donation from the Don Sharpe estate	149,748.58	149,758.42
DWI Reserve	Nature of Funds	Non-grant funded DWI expenditures	Non-grant DWI revenues	43,376.07	43,400.23
Dwyer Park Memorial Repair Reserve	436-17; 206-18	Cost of repairs & labor to repair main pavilion; amended to include repairs to all facilities & structures in the park	Approved additions per Legislature	28,407.65	28,428.21
Emergency Communications Towers Bond Reserve	226-18	Tower Bond debt service	Sales tax	45,934.02	95,956.25
Emergency Response & Communications Radio Tower Reserve	194-16	Maintenance of radio towers	Rental revenue from rental of towers by NYS Police and CBP	18,649.67	20,610.45
Farmland Protection Reserve	124-07	Monitoring Farmland Protection grants	Stewardship monies from farmland protection grant	45,315.03	45,344.29
Handicap Parking Education Fund	Nature of Funds	Handicap parking education	Justice Court fines	546.60	546.87
Motor Vehicle Equipment Reserve	200-11; 37-14	Offset operating or capital expenses related to Section 5311 (transportation)	Sale of used buses purchased with Secton 5311 funding	18,746.00	18,758.11
Occupancy Tax Reserve	Nature of Funds	Annual payment to Tourism Bureau and for tourism related expenditures	Occupancy tax, including the County's 10% share	973,199.72	798,610.38
Opioid Settlement Reserve	Nature of Funds	Combat opioid epidemic	Opioid settlements		50,356.61

Retirement Contribution Reserve	411-04	Retirement expenditures	Unspent retirement budget	3,531,383.59	3,533,660.53
Sheriff Forfeitures	Nature of Funds	Sheriff expenditures	Forfeitures	41,042.99	41,042.99
Sheriff Inmate Phone	Nature of Funds	Jail expenditures	Inmate use of jail phones	125,316.46	137,362.33
Sheriff's Special Program Reserve	317-15	K-9 program	Donations for the K-9 program	1,208.50	1,209.27
Vehicle Repair/Replacement Reserve	107-15	Vehicle related costs	Proceeds from auctioned vehicles purchased through General Fund	76,257.44	76,306.68
Weights & Measures Prover Reserve	51-16; 258-20	Replacement of prover, repairs & maintenance of prover or purchase of capital equipment for Weights & Measures	Annual Weights & Measures penalty interest and prover rental revenue	5,209.61	5,212.97
Landfill Closure Reserve	533-88; 458-16	Landfill closure liability funding	Per ton fee	827,258.38	827,449.03
Landfill Equipment Reserve	533-88; 459-16	Replacement of landfill equipment	Per ton fee	549,058.69	549,184.80
NOTE:					
County Jail Project Reserve	Resolution 50-21 authorized the use of up to $62,284 for the replacement of exterior security doors at the jail. This repair is in process and the actual cost has not yet been determined or deducted from the reserve				
Occupancy Tax Reserve	$551,934.57 due to CVB in 2023, $145,575.44 due to CVB in 2024 plus $101,100.37 for County admin in 2022, 2023 and 2024				