



Finance & Administration Committee

Committee Meeting

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

~ Minutes ~

Tuesday, August 16, 2022

10:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 10:11 AM by Committee Chair George Wagner

Attendee Name	Organization	Title	Status	Arrived
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	Excused	
Beau Harbin	Cortland County, NY	Committee Member	Excused	
Richard Stock	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	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	
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Present	
John Banewicz	Cortland County, NY	County Treasurer	Present	
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present	
Victoria J. Monty	Cortland County, NY	County Attorney	Present	
Joseph Nauseef	Cortland County, NY	Board Member	Present	
Michelle Enright	Cortland County Convention & Visitors Bureau	Executive Director	Present	
Linda Armstrong	Thoma Development Consultants	Program Manager	Present	
Ben Owens	Insero & Co.	Independent Auditor	Present	
Duane Schon	Insero & Co.	Independent Auditor	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	

MINUTES

1. Finance & Administration Committee - Committee Meeting - Jun 14, 2022 10:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

RESOLUTIONS

AGENDA ITEM NO. 1 – Designate Cortland County Convention and Visitors Bureau as Cortland County's Tourism Promotion Agency

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

ON MOTION OF WAGNER

RESOLUTION NO.

Designate Cortland County Convention and Visitors Bureau as Cortland County's Tourism Promotion Agency

WHEREAS, the New York State Division of Tourism's Matching Grant Program is designated to encourage tourism promotion throughout New York and adjacent states, AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc., a non-profit organization promoting Cortland County as a tourism destination, qualifies as the official Tourism Promotion Agency for Cortland County, AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc. has requested to be designated the Tourism Promotion Agency for Cortland County in 2023, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Convention and Visitors Bureau Inc., is hereby designated for 2023 by the Cortland County Legislature to make application for and receive grants on behalf of the County pursuant to the New York State Tourism Promotion Act.

AGENDA ITEM NO. 2 – Authorize Agreement Cortland County Convention and Visitors Bureau for Provision of Public Benefits Services for Promotion and Publicity

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Agreement Cortland County Convention and Visitors Bureau for Provision of Public Benefits Services for Promotion and Publicity

WHEREAS, the County of Cortland desires to promote and publicize the advantages, benefits and attractions of Cortland County in order to attract visitors, businesses and industry, AND

WHEREAS, Cortland County has imposed a Hotel/Motel Occupancy Tax for the purpose of funding Tourism Promotion, AND

WHEREAS, Section 224 of County Law provides the County may contract with non-profit organizations, other corporations, associations and agencies within the County to provide such publicity services, upon certain terms and conditions, AND

WHEREAS, the Cortland County Convention and Visitors Bureau Inc. (CVB), is a non-profit organization promoting Cortland County as a tourism destination, NOW THEREFORE BE IT

RESOLVED, that pursuant to Section 224 of County Law, the County shall enter into a contract with the Cortland County Convention and Visitors Bureau Inc. under the following terms and conditions:

1. The CVB shall provide the County with its services and shall promote and publicize the advantages of Cortland County in such a mode and manner as it deems appropriate, including, but not limited to, all media, print, radio, television, direct contact, event publicity, contests, or other promotional devices.
2. The CVB shall be responsible for the distribution of occupancy funds as outlined in the Cortland County Occupancy Tax Funding Request Guidelines.
3. Cortland County will collect occupancy taxes as prescribed in Local Law No.4 of 1987 and shall remit those funds to the CVB for re-distribution.
4. Cortland County will retain 10% of the occupancy funds per section 3 (12) of Local Law No. 4 of 1987 for the purpose of administering such tax.
5. The Cortland County Treasurer shall remit to the CVB the sum of \$551,934.57, consistent with the 2021 Occupancy tax collections, to the tourism and publicity account.
6. The term of this agreement shall be one (1) year from January 1, 2023 to December 31, 2023.
7. Within thirty (30) days of the termination of this agreement, the CVB shall provide and render to the County a verified account of the disbursements of such organization with verified or certified vouchers therefore attached. The County Chairman or designee may request such verified accounting be rendered to the County each quarter during the term of this agreement.
8. The CVB shall place any unused monies into a dedicated account for the purpose of developing new events and funding unanticipated activities that support tourism in Cortland County with an emphasis on events that produce multi-day visits or overnight stays, AND BE IT FURTHER

RESOLVED, that the County Administrator is authorized and directed to enter into an agreement, upon review and approval of the County Attorney or designee, with the Cortland County Convention and Visitors Bureau Inc. for the period January 1, 2023 through December 31, 2023 in accordance with the terms and conditions listed above.

AGENDA ITEM NO. 3 – Distribution of Second Quarter 2022 Sales Tax

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

ON MOTION OF WAGNER

RESOLUTION NO.

Distribution of Second Quarter 2022 Sales Tax

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

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

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

WHEREAS, the 2022 second quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for second quarter 2022 to be \$9,746,598.58, AND

WHEREAS, the total amount available for distribution is \$9,371,598.58, after the direct deduction for County purposes, AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount (\$670,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or \$5,060,663.23 of the total net quarterly distribution, AND

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

RESOLVED, that the Cortland County Legislature authorizes the County Treasurer or designee to release sales tax payments for the second quarter of 2022 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	\$1,663,458.75	\$-0-	\$1,663,458.75	\$-0-
Cincinnatus, Town of	\$77,707.90	\$-0-	\$77,707.90	\$-0-
Cortlandville, Town of	\$831,158.44	\$-0-	\$831,158.44	\$-0-
Cuyler, Town of	\$70,794.18	\$(28,750.00)	\$42,044.18	\$-0-
Freetown, Town of	\$53,225.09	\$-0-	\$53,225.09	\$-0-
Harford, Town of	\$84,160.91	\$-0-	\$84,160.91	\$-0-
Homer, Town of	\$283,453.43	\$-0-	\$283,453.43	\$-0-

Homer, Village of	\$201,607.53	\$-0-	\$201,607.53	\$-0-
Lapeer, Town of	\$109,731.06	\$(77,500.00)	\$32,231.06	\$-0-
Marathon, Town of	\$84,116.43	\$-0-	\$84,116.43	\$-0-
Marathon, Village of	\$42,511.77	\$-0-	\$42,511.77	\$-0-
McGraw, Village of	\$36,923.17	\$-0-	\$36,923.17	\$-0-
Preble, Town of	\$144,421.48	\$-0-	\$144,421.48	\$-0-
Scott, Town of	\$85,673.71	\$-0-	\$85,673.71	\$-0-
Solon, Town of	\$79,176.03	\$-0-	\$79,176.03	\$-0-
Taylor, Town of	\$46,454.46	\$-0-	\$46,454.46	\$-0-
Truxton, Town of	\$102,249.59	\$-0-	\$102,249.59	\$-0-
Virgil, Town of	\$245,255.89	\$(16,250.00)	\$229,005.89	\$-0-
Willet, Town of	\$68,855.53	\$-0-	\$68,855.53	\$-0-
Total	\$4,310,935.35	\$(122,500.00)	\$4,188,435.35	\$-0-

, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer or designee is hereby directed to deposit the County's "off the top" sum of \$375,000 in the appropriate reserves and accounts as designated in Resolution No. 294-20.

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 2022-2023 Rural Transit Assistance Funding - Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

ON MOTION OF HARBIN

RESOLUTION NO.

Amend 2022 Budget/Accept New York State Department of Health State Medicaid SFY 2022-2023 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, then-Governor Andrew Cuomo, the New York State Department of Health (NYSDOH) and the New York State Department of Transportation (NYSDOT) have 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 these 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 July 6, 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 2022-2023 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 Treasurer to release said payment to First Transit, Inc., AND BE IT FURTHER

RESOLVED, the 2022 budget be modified as follows:

	<u>CURRENT</u>	<u>CHANGE</u>	<u>REVISED</u>
Expense: A56305.54815.RESC	0	\$368,241	\$368,241
Revenue: A563043.43594.RESC	0	\$368,241	\$368,241

Referred from Building & Grounds Committee

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 2 – Create Position - Keyboard Specialist - Sheriff's Office

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

Create Position - Keyboard Specialist - Sheriff's Office

WHEREAS, the needs of the agency will be better served by creating one full-time position of Keyboard Specialist, AND

WHEREAS, the Judiciary and Public Safety Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one full-time position of Keyboard Specialist (Corrections/Civilian CSEA, Grade 1, \$16.0670- \$21.3545/hr, competitive class, full-time with benefits) be created on August 25, 2022 with approval to fill.

AGENDA ITEM NO. 3 – Create Assistant Public Defender Position - Public Defender

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

Create Assistant Public Defender Position - Public Defender

WHEREAS, Resolution No. 99-22 authorized the agreement with Upstate Family Defense (Child Welfare) Quality Improvement for a Case Load Reduction grant through the NYS Office of Indigent Legal Services, AND

WHEREAS, the needs of the agency will be better served by creating one full-time position of Assistant Public Defender, AND

WHEREAS, this position will be funded by the aforementioned grant and will expire when grant monies are no longer available, AND

WHEREAS, the Judiciary and Public Safety Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one full-time position of Assistant Public Defender (Management/Management Confidential Compensation Plan, Grade 6, \$72,247- \$96,160/yr, non-competitive class, full-time with benefits) be created on August 25, 2022 with approval to fill.

Referred from Government Operations Committee**Referred from Health & Human Services**

AGENDA ITEM NO. 4 – Amend 2022 Budget/Other Compensation and Raises - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

ON MOTION OF PRICE

RESOLUTION NO.

Amend 2022 Budget/Other Compensation and Raises - Department of Social Services

WHEREAS, expenditures for vacation payouts have increased due to staff turnover in the Department of Social Services, AND

WHEREAS, due to expenditures for Child Protective Services on-call pay trending higher this year, the expenses in the Other Compensation and Raises account are expected to exceed the amount appropriated in our 2022 budget, NOW THEREFORE BE IT

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

DECREASE:

Health Insurance			
A60105.58060	current 1,229,997.36	DECREASE (\$100,000)	new = \$1,129,997.36

INCREASE:

Other Compensation & Raises			
A60105.51035	current \$125,000	INCREASE +\$100,000	new = \$225,000

AGENDA ITEM NO. 5 – Accept Funds/NYS Rental Supplement Program Funds SFY 2022-2023 - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

ON MOTION OF PRICE

RESOLUTION NO.

Accept Funds/NYS Rental Supplement Program Funds SFY 2022-2023 - Department of Social Services

WHEREAS, the New York State Office of Temporary and Disability Assistance has allocated the Cortland County Department of Social Services (CCDSS) \$141,026 in Rental Supplement Program (RSP) funds to provide rental supplements to individuals and families who are experiencing homelessness or are facing an imminent loss of housing, AND

WHEREAS, the CCDSS received approval on June 23, 2022 of a plan to spend this money beginning April 1, 2022 through March 31, 2023, NOW THEREFORE BE IT

RESOLVED, that the State allocation funds be accepted, and the 2022 County Budget be amended as follows:

Increase:

Expense:

A60105.54800.RSP	Program Expense RSP	\$141,026.00
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Revenue:

A601043.43689.RSP	Other DSS Admin RSP	\$141,026.00
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AGENDA ITEM NO. 6 – Authorize Amendment/Accept Funds - Health Research, Inc., COVID-19 ELC/Emergency Preparedness - Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 8/25/2022 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Wagner, Jones, Stock, Eccleston

EXCUSED: Christopher Newell, Beau Harbin

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Amendment/Accept Funds - Health Research, Inc., COVID-19 ELC/Emergency Preparedness - Health Department

WHEREAS, Resolution No. 284-20 gave the Cortland County Health Department permission to enter into a grant from Health Research, Inc. for funding for COVID-19 Epidemiology and Laboratory Capacity (ELC) Enhanced Detection, Contract # 6411-01, CFDA # 93.323, AND

WHEREAS, it is now desired to amend the provisions of the contract, AND

WHEREAS, funding for this grant will increase from \$581,922 to \$681,922, NOW THEREFORE BE IT

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

		<u>Current</u>	<u>Amendment</u>	<u>Adjusted</u>
Increase Revenue:				
A40115.44401.ELC	ELC Grant	\$307,974	\$100,000	\$407,974
Increase Expenditures:				
A40115.51005.4037	Personal Services	\$471,304	\$22,148	\$493,452
A40115.52015.4037	Dept. Equipment	\$7,300	\$28,830	\$36,130
A40115.54045.4037	Travel	\$200	\$500	\$700
A40115.54048.4037	Program Supplies	\$5,000	\$9,405	\$14,405
A40115.54060.4037	Advertising	\$37,901	\$27,325	\$65,226
A40115.54067.4037	RP Rent/Lease	\$0	\$2,150	\$2,150
A40115.58020.4037	Retirement	\$53,898	\$3,544	\$57,442
A40115.58030.4037	FICA	\$36,056	\$1,694	\$37,750
A40115.58060.4037	Health Insurance	<u>\$115,336</u>	<u>\$4,404</u>	<u>\$119,740</u>
			\$100,000	

, AND BE IT FURTHER

RESOLVED, that the County Administrator and Public Health Director, upon review and approval by the County Attorney or designee, and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to execute the Health Research, Inc. Amendment for COVID-19 Epidemiology and Laboratory Capacity (ELC) Enhanced Detection and to accept these funds, AND BE IT FURTHER

RESOLVED, that the Treasurer's office is authorized to pay from the appropriate expense account and that in the event that the County does not receive the appropriate funds from the Health Research, Inc, the County shall not be liable to pay any of its own funds to meet any deficiency under the terms of the contract, AND BE IT FURTHER

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

AGENDA ITEM NO. 7 – Authorize Agreement Between the County of Cortland and the New York State Nurse's Association Effective July 1, 2022 to December 31, 2026

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/25/2022 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Stock, Eccleston
EXCUSED:	Christopher Newell, Beau Harbin

ON MOTION OF PRICE

RESOLUTION NO.

**Authorize Agreement Between the County of Cortland and the New York State Nurse's Association
Effective July 1, 2022 to December 31, 2026**

WHEREAS, Cortland County and New York State Nurse's Association (NYSNA) negotiating committees have met to negotiate a new contract, AND

WHEREAS, the negotiating committees have agreed on a new contract, AND

WHEREAS, the New York State Nurses Association ratified the contract on June 21, 2022,
NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the New York State Nurses Association of Cortland County contract.

Referred from Highway Committee

Presentations

1. Update from Thoma Development on Microenterprise Program

RESULT:	COMPLETED
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2. Presentation of the 2021 Audit Report

RESULT:	COMPLETED
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Reports/Discussion Items

1. Financial Reports to June 30, 2022

RESULT:	COMPLETED
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2. Treasurer Monthly Report

RESULT:	COMPLETED
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3. Real Property Tax Services Monthly Report

RESULT:	COMPLETED
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4. County Administrator Monthly Report

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 11:19 AM



Finance & Administration Committee

Committee Meeting

~ Minutes ~

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

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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

Minutes Acceptance: Minutes of Jun 14, 2022 10:00 AM (MINUTES)

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

Minutes Acceptance: Minutes of Jun 14, 2022 10:00 AM (MINUTES)

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.

Minutes Acceptance: Minutes of Jun 14, 2022 10:00 AM (MINUTES)

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

Minutes Acceptance: Minutes of Jun 14, 2022 10:00 AM (MINUTES)

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:

<u>Account</u>	<u>Amount</u>
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:

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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

Minutes Acceptance: Minutes of Jun 14, 2022 10:00 AM (MINUTES)

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.

Minutes Acceptance: Minutes of Jun 14, 2022 10:00 AM (MINUTES)

Referred from Government Operations Committee

Discussion Items/Reports

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

RESULT:	COMPLETED
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2. Real Property Tax Services Monthly Report

RESULT:	COMPLETED
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3. Treasurer Report June 2022

RESULT:	COMPLETED
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4. County Auditor Quarterly Update

RESULT:	COMPLETED
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5. County Administrator Monthly Report

RESULT:	COMPLETED
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6. April Finance Reports

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 11:00 AM

Minutes Acceptance: Minutes of Jun 14, 2022 10:00 AM (MINUTES)

**CORTLAND COUNTY MICROENTERPRISE ASSISTANCE PROGRAM
FISCAL YEAR 2017 CDBG FUNDS – UPDATE**

AUGUST 16, 2022

BUSINESS	LOCATION	AWARD	COMMENTS/STATUS
Hedgerow Hill Farms, LLC	Former Reeds Seeds Property, Town of Cortlandville	\$18,220	See Attached comments from Adrienne Traub
Silver Lining Performance Horses	Crown Hill Farms, Kinney Gulf Road Town of Homer	\$23,560	See Attached comments from Jordan Brown
Rincon Hispano	Main Street City of Cortland	\$24,770	Attached information based on conversation between Ruth Sate and Karen Niday, BDC
TV Dairy, Inc.	Route 13 E. Homer/Truxton	\$34,800	See Attached comments from Branden Brown
Hunter Mackenzie (Renamed Mackenzie Creations at the Gatherings)	Former Gatherings Virgil	\$35,000	
Food & Ferments (Beverage Production)	Route 13 Truxton	\$33,650	See Attached comments from Carly Dougherty
TOTAL		\$170,000	

Also attached is Cortland Standard article about Trinity Valley Dairy, which Brandon Brown operates with other family members and is the basis for their educational component funded with MAP funds, The article mentions a second MAP Participant, Adrienne Traube. In addition to operating her organic blueberry Farm, Adrienne works for Seven Valley Health Coalition.

FRIDAY, JULY 29, 2022

Cortland Standard



Branden Brown, the president of Trinity Valley Dairy in Homer, is considering joining farm-to-school programs by providing dairy products. Yuner Gao/staff re

Ag plus education

Two grants to support farm-to-school program

By YUNER GAO
Staff Reporter

ygao@cortlandstandard.com

Branden Brown, the owner of Trinity Valley Dairy in Homer, is considering providing his dairy products to children at schools in Cortland County to support a farm-to-school program.

"I mean, it's always good to know where your food comes from," Brown said Thursday. "We have done a lot of school tours. I think it's good to know how the food is made and know it's from reliable sources, high quality sources for the kids."

That's part of the goal of the farm-to-school program, said Adrienne Traub, a project coordinator for Seven Valleys Health Coalition.

A \$50,000 grant awarded to Seven Valleys Health Coalition by the U.S. Department of Agriculture's Farm to School program will help each school district implement plans over the next year to make the program work.

"In the past year, I have been working with a couple of school districts in the county to start to look at farm-to-school policies with them," Traub said. "This grant is going to be able to support our work by being able to fund my role in doing that."

The award continues the work of the farm-to-school program, which the Seven Valleys Health Coalition and Cornell Cooperative Extension of Cortland County began in 2018, she said. It laid the groundwork for farm-to-school collaboration across classrooms, cafeterias and community partners.

"By providing a local avenue for institutional procurement of local food, we'll be able to support local farmers and the economy," Traub said.

Still, farmers, like Brown, have concerns about carrying out the farm-to-school plan.

"The hardest thing is the price-point issue," he said. "I can only do it for a

certain amount of money. It's just information-I need to see if I can close to that."

In this case, a \$99,871 state farm-to-school grant has been awarded to Cornell Cooperative Extension of Cortland County to support farmers.

"Our role will be the voice of the farmers in some way," said Dana Havas, agriculture team leader for cooperative extension. "Our work from extension is getting the food from the farm, because they (farmers) want to do mean they are ready to. So how that get collected, distributed, how it get chopped up, so like all these from the farm to school, they're going to be something we look at."

The two grants are like two sides of the same coin, Traub said, supporting getting food from farms and getting it to schools.

"We anticipate collaborative effort will complement each other," Havas said.

**COMMENTS FROM AND UPDATES FOR 2017
MICROENTERPRISE ASSISTANCE PROGRAM PARTICIPANTS**

HEDGEROW HILL FARM; ADRIANNE TRAUB

"Hedgerow Hill Farm thrived with the award of the Micro Enterprise funds. Over the past two years, more than 1600 blueberry bushes were planted on two acres of the farm. In July 2022 the first small crop of blueberries was produced on the farm! Using the grant funding I was able to purchase the supplies necessary for a successful farm enterprise, including irrigation equipment that has been critical to adapt to increasingly erratic and dry weather patterns. The bushes are on their way to being ready for commercial production in 2024. Flower production and sales are planned to begin the same year the blueberry crop is ready to be harvested by U-pick customers."

SILVER LINING PERFORMANCE HORSES; JORDAN BROWN

"Thanks for checking in! Business is going well. It is true that we are almost full of boarders (technically there is one open stall - I am now only accepting horses whose owners will also partake in lessons and/or training - much better profit margin this way). The lesson program is also doing well, though I do still have some openings for more lesson students. Due to the pandemic, the SUNY Cortland Equestrian Team was put on hold due to the school's budget constraints but we plan to have a team again this coming school year. Business is holding steady for now and there are plans in the works for expansion in the future. I use the tractor I purchased through the grant program every single day and it is an invaluable asset to the business, I can't thank the grant committee enough! Please let me know if you need anything else! Thanks again for everything you did to help me get the grant, I appreciate it so much."

RINCON HISPANO; RUTH STATE

Ruth State is interested in selling the business for personal reasons, but is still open and operating. She has been negotiating with a gentleman that has an interest in the store, but at this time is not in a position to purchase it. He has been working at the store, being trained in cooking the specialties Ruth offers, purchasing inventory, and other management tasks. Business has been slow. As you may know, Garcia's opened a grocery store across the street offering some of the same items as Ruth. While this certainly has impacted the business, COVID had a significant impact that she has not recovered fully from. Ruth is aware that she has an obligation to repay the County on a prorated basis if she sells the business.

TV DAIRY, LLC.; BRANDEN AND REBEKAH BROWN, SUSAN AND KENNETH POOLE

"The micro grant that we received a few years ago has helped spur our educational program at TV Dairy tremendously. We were so thankful for the program and the jump start it gave the educational aspect of the business. We have toured hundreds of people through the farm in various private group sizes. There have been thousands of people who have walked into the

viewing room at the farm on their own for a self-guided tour. Every year our corn maze season we have over 5000 people come and learn about farming and the dairy industry. We have hosted so many school groups in the past couple of years. Just this spring we contracted out with Tioga BOCES and had over 300 students attend in one day. The students got a tour of the barn, watched a video on cheese/ milk production, made homemade ice cream, had a touch and feel station, and ended their day with lunch in the pavilion and playing on the playground. We had so many comments after that field trip from the teachers saying “that was hands down the best field trip we have ever been on”. Last year we partnered with ag in the class room and did a virtual tour for 1500 students in Broome county. After the students went on the virtual “field trip” they all got to sample Trinity Valley milk which they had just watched the whole process from calf to jug on how milk is produced. Ag in the classroom had delivered milk to all of those class rooms ahead of time. We could go on and on about the amazing opportunities we have had to teach young and older minds alike. We feel blessed to be ag advocates and ambassadors for our county and we thank you for the past funding opportunity and future.”

MACKENZIE CREATIONS AT THE GATHERINGS; DIANA MACKENZIE

“Thank You for the opportunity to express my gratitude for the Microenterprise Grant. Business has been quite a ride since the beginning, with Covid hitting three months after the purchase of the Gatherings. I have been able to persevere and I am starting to come out the other side of the pandemic with a wonderful and enjoyable business. Many changes have occurred. I no longer have a business partner, I have been able to obtain my Health Department Certification so I am able to prepare and serve food from my very own kitchen. Craig and I have had to put a lot of money and sweat equity into getting the facility in operational mode. With the help of the Microenterprise Grant, I have been able to recently hire a chef and a staff member that allows us to prepare and serve our own food. With the grant in place at the time of purchase, I was able to obtain high-end working equipment, already in place at the Gatherings. My new Chef was impressed with the kitchen layout and all of the equipment we owned. Although it has been turmoil for all businesses for the last couple of years, I have to say I was very lucky to be part of this program that has helped me experience success. I am booking weddings into 2024 and hope to open the business over the winter months for dinners and brunches. I look forward to working with the county in the future and most importantly being a success story for this program. Thank you again for your support!”

FOOD AND FERMENTS; CARLY AND DAVE DOUGHERTY

“Thanks to the Microenterprise Grant we received to help move our kombucha operations forward, we've been able to accomplish a number of things. Getting to have the upgrade in equipment, most specifically so far, in larger stainless steel vats and pots, have made the brewing part of the kombucha making process much more streamlined. With the purchase of the upgraded equipment, we were able to significantly save time, space and labor, by brewing in larger vats. They have increased how much kombucha we can make at one time, and for cleanliness and quality, they are the best vessels to be using. We've been able to basically double the amount of kombucha we can make in a brewing cycle, which is a major improvement from

our previous equipment, time and processes before the grant was received. Since the grant we have expanded our kombucha selling to over 100 farmers market vending days a year between Ithaca, Syracuse and Philadelphia farmers markets. We also have been able to expand one part-time staff position to full time, as well as take on more part-time labor since the grant--we currently employ 4-5 part time employees, depending on the season.

Still in the works, are major future improvements which we are building towards. We recently purchased the warehouse where our ferment kitchen resides, located at 181 1/2 Main Street in Cortland, which we've been renting in a shared capacity with Main Street Farms since 2018. Once Main Street Farms vacates the building (which will be taking a bit longer than initially anticipated, hoping January 2023), we will have the ability to utilize the entire warehouse space-4,000 square feet total, which will be a key component to fully expand the kombucha brewing operations and extend into the wholesale market. The expansion will provide us with ample space, both in cold storage and dry storage; this extra space is imperative to being able to expand further in all facets of our business, including kombucha. We are most thankful for the support of Cortland County and the Microenterprise funding which have been key in helping us grow and maintain our business, even throughout the pandemic."

REVENUE BUDGET VS ACTUAL TO June 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	-	100.0%
A1165	District Attorney	104,126.00		104,126.00	84,335.11	19,790.89	81.0%
A1170	Public Defender	594,154.53	500,000.00	1,094,154.53	32,800.90	1,061,353.63	3.0%
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	37,721,956.20	6,598.80	100.0%
A1325	Treasurer	2,499,426.94	6,258,704.00	8,758,130.94	2,742,018.98	6,016,111.96	31.3%
A1355	Real Property Tax Services	49,100.00		49,100.00	29,614.00	19,486.00	60.3%
A1410	County Clerk	781,516.00		781,516.00	408,440.45	373,075.55	52.3%
A1411	County Clerk - DMV	706,000.00		706,000.00	246,780.64	459,219.36	35.0%
A1430	Personnel	5,000.00		5,000.00	2,045.50	2,954.50	40.9%
A1450	Elections	3,300.00		3,300.00	2,040.80	1,259.20	61.8%
A1610	Shared Services	222,000.00		222,000.00	98,302.68	123,697.32	44.3%
A1620	Buildings & Grounds	230,489.00		230,489.00	46,901.11	183,587.89	20.3%
A1680	Information Technology	41,166.00	98,845.82	140,011.82	7,554.12	132,457.70	5.4%
A1985	Sales Tax Revenue	33,500,000.00		33,500,000.00	16,779,987.77	16,720,012.23	50.1%
A3020	Emergency Response & Communications	327,200.00	360,596.37	687,796.37	196,205.92	491,590.45	28.5%
A3110	Sheriff	115,000.00		115,000.00	35,754.86	79,245.14	31.1%
A3120	Road Patrol	494,963.00	26,378.00	521,341.00	205,210.83	316,130.17	39.4%
A3140	Probation	436,069.00		436,069.00	142,882.42	293,186.58	32.8%
A3150	Jail	3,500.00	4,579.90	8,079.90	25,889.78	(17,809.88)	320.4%
A3315	DWI	65,400.00	15,070.50	80,470.50	33,095.77	47,374.73	41.1%
A3410	Fire/Emergency Management Admin	47,911.00	44,946.07	92,857.07	12,692.94	80,164.13	13.7%
A4010	Public Health Admin	785,914.00	1,462,562.20	2,248,476.20	393,729.91	1,854,746.29	17.5%
A4011	Nursing	276,766.00	305,927.10	582,693.10	27,193.13	555,499.97	4.7%
A4012	Environmental Health	306,488.00	110,146.75	416,634.75	103,068.47	313,566.28	24.7%
A4045	Health Education	697,673.00	1,389,407.85	2,087,080.85	214,609.85	1,872,471.00	10.3%
A4046	Pre-K	1,513,850.00		1,513,850.00	232,491.33	1,281,358.67	15.4%
A4059	Early Intervention	744,729.00	42,855.75	787,584.75	469,511.05	318,073.70	59.6%
A4050	Child Advocacy Center	314,125.00	29,659.51	343,784.51	112,738.69	231,045.82	32.8%
A4310	Mental Health	6,103,352.79	256,595.00	6,359,947.79	3,476,059.63	2,883,888.16	54.7%
A5610	Airport	300,002.00	32,000.00	332,002.00	200,364.73	131,637.27	60.4%
A5630	Bus Operations	1,870,321.00	374,241.00	2,244,562.00	704,093.88	1,540,468.12	31.4%
A6010	Social Services	14,908,144.00	14,110.00	14,922,254.00	4,157,393.63	10,764,860.37	27.9%
A6410	Occupancy Tax - Revenue	400,000.00		400,000.00	345,021.08	54,978.92	86.3%
A6510	Veterans Service Agency	66,398.00		66,398.00	13,377.90	53,020.10	20.1%

Attachment: Budget to Actual by Department - June 2022 (10809 : Financial Reports to June 30, 2022)

REVENUE BUDGET VS ACTUAL TO June 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
A6610	Weights & Measure	15,900.00		15,900.00	4,862.00	11,038.00	30.6%
A6772	Office for the Aging	1,316,001.00	378,007.00	1,694,008.00	426,968.53	1,267,039.47	25.2%
A7110	Dwyer Park	11,000.00		11,000.00	6,400.00	4,600.00	58.2%
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	92,556.00	3,060.00	96.8%
A8020	Planning	50.00	190,000.00	190,050.00		190,050.00	0.0%
	Total Revenue	108,331,514.19	11,948,318.82	120,279,833.01	69,852,150.59	50,427,682.42	58.1%
	Prior Year Encumbrances		241,110.67	241,110.67			
	Appropriated Fund Balance		96,878.31	96,878.31			
	Appropriated Reserves	(1,369,170.91)	162,284.00	(1,206,886.91)			
		106,962,343.28	12,448,591.80	119,410,935.08	69,852,150.59	50,427,682.42	
SPECIAL GRANT FUND							
CD6290	Grant Administration	210,040.60		210,040.60	90,575.90	119,464.70	43.1%
CD6292	Employment & Training	796,147.81		796,147.81	238,068.27	558,079.54	29.9%
	Total Revenue	1,006,188.41	-	1,006,188.41	328,644.17	677,544.24	32.7%
Self-Insured Benefits Fund							
		12,842,520.47		12,842,520.47	6,658,944.42	6,183,576.05	51.9%
	Prior Year Encumbrances		4,260.16	4,260.16			
	Appropriated Fund Balance	(137.93)		(137.93)			
		12,842,382.54	4,260.16	12,846,642.70	6,658,944.42	6,183,576.05	51.8%
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	157.19	42.81	78.6%
D5110	Maintenance of Roads	1,004,000.00		1,004,000.00	435,269.96	568,730.04	43.4%
D5112	Permanent Improvements	2,918,298.00		2,918,298.00	287,166.82	2,631,131.18	9.8%
D9901	Interfund Transfers-in	6,777,508.60	5,000.00	6,782,508.60	3,990,806.48	2,791,702.12	58.8%
	Appropriated Fund Balance	(34,207.97)		(34,207.97)			
	Total Revenue	10,666,798.63	5,000.00	10,671,798.63	4,713,400.45	5,992,606.15	44.2%

REVENUE BUDGET VS ACTUAL TO June 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	1,271,362.41	1,210,947.59	51.2%
	Prior Year Encumbrances		7,032.00	7,032.00			
	Appropriated Fund Balance	530,728.54		530,728.54			
	Total Revenue	3,013,038.54	7,032.00	3,020,070.54	1,271,362.41	1,210,947.59	42.1%
SOLID WASTE FUND							
EL8160	Landfill	3,276,434.86		3,276,434.86	1,067,961.04	2,208,473.82	32.6%
EL8161	Recycling Center	90,670.00		90,670.00	53,493.43	37,176.57	59.0%
	Prior Year Encumbrances		12,599.92	12,599.92			
	Appropriated Fund Balance	(391,292.79)	1,700,000.00	1,308,707.21			
	Total Revenue	2,975,812.07	1,712,599.92	4,688,411.99	1,121,454.47	2,245,650.39	23.9%
CAPITAL PROJECTS FUND							
HH5122	Infrastructure	2,072,888.80	1,117,471.10	3,190,359.90	861,742.69	2,328,617.21	27.0%
HH5610	Airport		151,000.00	151,000.00	23,606.20	127,393.80	15.6%
HH9901	Interfund Transfers-in	110,149.20		110,149.20	45,354.88	64,794.32	41.2%
	Prior Year Encumbrances		2,170,488.72	2,170,488.72	-		
	Total Revenue	2,183,038.00	3,438,959.82	5,621,997.82	930,703.77	2,520,805.33	16.6%
Self-Insured Workers' Compensation Fund		2,001,251.00		2,001,251.00	2,287,439.16	(286,188.16)	114.3%

Attachment: Budget to Actual by Department - June 2022 (10809 : Financial Reports to June 30, 2022)

EXPENDITURE BUDGET VS ACTUAL TO June 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	310,500.00	591,068.42	141,017.92	284,587.03	165,463.47	72.0%
A1040	Clerk of the Board	169,024.59	10,400.00	179,424.59	74,502.71	7,645.88	97,276.00	45.8%
A1165	District Attorney	1,127,301.13		1,127,301.13	491,665.01		635,636.12	43.6%
A1170	Public Defender	1,131,354.78	500,000.00	1,631,354.78	421,973.28	5,877.63	1,203,503.87	26.2%
A1175	Assigned Counsel	1,352,827.67	14.22	1,352,841.89	332,112.93		1,020,728.96	24.5%
A1185	Coroner	243,815.33		243,815.33	77,899.40	61,288.19	104,627.74	57.1%
A1230	County Administrator	254,248.11		254,248.11	102,518.07	422.00	151,308.04	40.5%
A1310	Finance	610,930.59		610,930.59	255,977.74	59,495.08	295,457.77	51.6%
A1320	County Auditor	121,635.95		121,635.95	50,723.25		70,912.70	41.7%
A1325	Treasurer	243,284.84		243,284.84	88,255.84	76.99	154,952.01	36.3%
A1355	Real Property Tax Services	263,225.58		263,225.58	101,539.33	18,633.94	143,052.31	45.7%
A1410	County Clerk	420,227.65		420,227.65	204,066.55	2,834.80	213,326.30	49.2%
A1411	County Clerk - DMV	492,564.51		492,564.51	215,378.07	997.94	276,188.50	43.9%
A1420	County Attorney	373,431.17	2,000.00	375,431.17	132,767.35	2,360.21	240,303.61	36.0%
A1430	Personnel	604,531.26		604,531.26	230,661.79	27,891.06	345,978.41	42.8%
A1450	Elections	546,935.80		546,935.80	243,995.98	1,067.50	301,872.32	44.8%
A1610	Shared Services	220,052.00		220,052.00	110,351.69	54,933.08	54,767.23	75.1%
A1620	Buildings & Grounds	1,902,754.30	2,191,954.21	4,094,708.51	930,987.31	100,113.12	3,063,608.08	25.2%
A1680	Information Technology	1,089,022.38	530,580.70	1,619,603.08	549,946.44	187,510.55	882,146.09	45.5%
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	4,380,694.56		10,339,305.44	29.8%
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	128,848.17		221,151.83	36.8%
A2495	Sponsor Contributions	1,855,495.00		1,855,495.00	1,391,621.25	463,873.75	-	100.0%
A3020	Emergency Response & Communications	2,178,287.81	400,949.27	2,579,237.08	1,424,922.16	83,957.27	1,070,357.65	58.5%
A3110	Sheriff	862,891.53		862,891.53	335,237.19	22,261.86	505,392.48	41.4%
A3120	Road Patrol	4,809,785.18	230,139.10	5,039,924.28	1,984,583.56	306,277.24	2,749,063.48	45.5%
A3140	Probation	1,796,252.38	5,040.40	1,801,292.78	765,667.19	9,747.82	1,025,877.77	43.0%
A3150	Jail	5,672,168.30	252,706.79	5,924,875.09	2,298,719.30	153,350.88	3,472,804.91	41.4%
A3315	DWI	65,400.00	15,070.50	80,470.50	24,763.17	15,293.27	40,414.06	49.8%
A3410	Fire/Emergency Management Admin	252,151.18	43,987.85	296,139.03	131,265.69	29,394.86	135,478.48	54.3%
A3510	Animal Control	45,000.36		45,000.36	22,500.18	22,500.18	-	100.0%
A3620	Safety Officer	45,730.00		45,730.00	29,438.54		16,291.46	64.4%
A4010	Public Health Admin	491,889.07	1,376,259.13	1,868,148.20	441,222.88	312,103.43	1,114,821.89	40.3%
A4011	Nursing	739,934.19	54,361.14	794,295.33	225,571.89	23,731.53	544,991.91	31.4%
A4012	Environmental Health	633,898.96	77,317.00	711,215.96	269,846.17	11,806.35	429,563.44	39.6%
A4045	Health Education	760,855.39	1,143,716.60	1,904,571.99	334,410.28	200,487.14	1,369,674.57	28.1%
A4046	Pre-K	1,857,650.64	3,958.00	1,861,608.64	756,664.84	1,055,943.48	49,000.32	97.4%
A4059	Early Intervention	1,106,682.95	150.00	1,106,832.95	477,642.59	28,014.97	601,175.39	45.7%
A4050	Child Advocacy Center	314,125.00	34,966.21	349,091.21	144,522.24	12,698.07	191,870.90	45.0%
A4310	Mental Health	6,400,874.99	2,289,862.46	8,690,737.45	2,714,029.89	1,683,833.69	4,292,873.87	50.6%

Attachment: Budget to Actual by Department - June 2022 (10809 : Financial Reports to June 30, 2022)

EXPENDITURE BUDGET VS ACTUAL TO June 30, 2022

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
A5610	Airport	308,770.58	32,000.00	340,770.58	201,693.07	14,510.74	124,566.77	63.4%
A5630	Bus Operations	1,881,289.71	376,054.71	2,257,344.42	289,247.56	516,461.94	1,451,634.92	35.7%
A6010	Social Services	30,506,364.06	15,079.04	30,521,443.10	11,922,062.75	403,310.60	18,196,069.75	40.4%
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	346,801.25	113,931.75	-	100.0%
A6510	Veterans Service Agency	66,290.52		66,290.52	26,866.88		39,423.64	40.5%
A6610	Weights & Measure	89,560.06		89,560.06	37,913.65	292.66	51,353.75	42.7%
A6772	Office for the Aging	2,323,798.68	547,895.47	2,871,694.15	946,060.68	297,781.63	1,627,851.84	43.3%
A6989	Economic Development	250,000.00	1,379,704.00	1,629,704.00	1,488,432.00		141,272.00	91.3%
A7110	Dwyer Park	181,400.02	542.00	181,942.02	20,861.77	14,533.78	146,546.47	19.5%
A7312	Youth Bureau	14,702.65	53,983.00	68,685.65	351.81	200.00	68,133.84	0.8%
A7989	Snowmobile	86,054.00		86,054.00	83,300.40		2,753.60	96.8%
A8020	Planning	353,997.57	256,900.00	610,897.57	152,348.06		458,549.51	24.9%
A8710	Conservation Programs	165,000.00	317,500.00	482,500.00	435,000.00	45,000.00	2,500.00	99.5%
A8750	Agriculture Programs	258,420.00		258,420.00	193,815.00	64,605.00	-	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	2,628,150.26		1,971,849.74	57.1%
A9901	Transfers to County Road Fund	6,777,508.60	5,000.00	6,782,508.60	3,990,806.48		2,791,702.12	58.8%
A9909	Transfers to Capital Projects Fund	110,149.20		110,149.20	45,354.88		64,794.32	41.2%
A9710	Debt Service	826,524.63		826,524.63	505,540.25	320,984.38	-	100.0%
Total Expenditures		106,962,343.28	12,448,591.80	119,410,935.08	46,948,158.09	7,042,623.27	65,420,153.72	5.9%
SPECIAL GRANT FUND								
CD6290	Grant Administration	210,040.60		210,040.60	80,452.12		210,040.60	0.0%
CD6292	Employment & Training	796,147.81		796,147.81	220,910.47		575,237.34	27.7%
Total Expenditures		1,006,188.41	-	1,006,188.41	301,362.59	-	785,277.94	30.0%
Self-Insured Benefits Fund		12,842,382.54	4,260.16	12,846,642.70	6,230,157.46	45,799.98	6,570,685.26	48.9%
COUNTY ROAD FUND								
D3110	Traffic Division	178,110.11	5,000.00	183,110.11	27,629.90	14,286.88	141,193.33	22.9%
D5010	County Road Administration	582,613.88		582,613.88	213,035.35	4,353.73	365,224.80	37.3%
D5020	Engineering	73,604.31		73,604.31	36,860.96		36,743.35	50.1%
D5110	Maintenance of Roads	5,738,326.80		5,738,326.80	2,598,309.86	542,893.61	2,597,123.33	54.7%
D5112	Permanent Improvements	3,218,298.00		3,218,298.00	1,796,915.42	18,249.60	1,403,132.98	56.4%
D9710	Debt Service	875,845.53		875,845.53	455,607.34	420,238.19	-	100.0%
Total Expenditures		10,666,798.63	5,000.00	10,671,798.63	5,128,358.83	1,000,022.01	4,543,417.79	57.4%

Attachment: Budget to Actual by Department - June 2022 (10809 : Financial Reports to June 30, 2022)

EXPENDITURE BUDGET VS ACTUAL TO June 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	7,032.00	2,872,455.52	949,029.07	1,091,844.49	831,581.96	71.0%
E9710	Debt Service	147,615.02		147,615.02	128,601.45	19,013.57	-	100.0%
	Total Expenditures	3,013,038.54	7,032.00	3,020,070.54	1,077,630.52	1,110,858.06	831,581.96	72.5%
SOLID WASTE FUND								
EL8160	Landfill	1,568,426.01	1,712,599.92	3,281,025.93	524,204.48	75,524.78	2,681,296.67	18.3%
EL8161	Recycling Center	559,845.26		559,845.26	233,864.70	61,511.26	264,469.30	52.8%
EL9710	Debt Service	847,540.80		847,540.80	744,105.45	103,435.35	-	100.0%
	Total Expenditures	2,975,812.07	1,712,599.92	4,688,411.99	1,502,174.63	240,471.39	2,945,765.97	37.2%
CAPITAL PROJECTS FUND								
HH5122	Infrastructure	2,183,038.00	3,073,497.32	5,256,535.32	1,514,106.81	1,978,542.42	1,763,886.09	66.4%
HH5610	Airport		365,462.50	365,462.50	23,606.20	190,856.30	151,000.00	58.7%
	Total Expenditures	2,183,038.00	3,438,959.82	5,621,997.82	1,537,713.01	2,169,398.72	1,914,886.09	65.9%
Self-Insured Workers' Compensation Fund		2,001,251.00		2,001,251.00	1,373,456.55		627,794.45	68.6%

Cortland County
Revenue Comparison 2018 - 2022 - June

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
GENERAL FUND					
1010 BOARD OF LEGISLATORS	-	10,000.00	10,000.00	10,000.00	10,000.00
1040 CLERK OF THE LEGISLATIVE BOARD	-	90.00	-	-	-
1165 DISTRICT ATTORNEY	17,263.39	8,853.39	6,729.98	24,422.16	84,335.11
1170 PUBLIC DEFENDER	74,323.93	78,587.47	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	35,460,097.29	36,456,704.01	37,003,555.01	37,721,956.20
1325 COUNTY TREASURER	1,098,681.72	1,386,670.31	497,877.46	897,584.75	2,742,018.98
1355 REAL PROPERTY TAX SERVICE	28,603.41	28,168.75	28,560.84	29,702.75	29,614.00
1410 COUNTY CLERK - CIVIL/RECORDS	284,239.76	267,190.71	375,658.35	414,187.82	408,440.45
1411 COUNTY CLERK - MOTOR VEHICLES	313,483.77	321,666.40	201,254.46	305,032.97	246,780.64
1420 COUNTY ATTORNEY	285.63	2,050.16	-	-	-
1430 PERSONNEL - CIVIL SERVICE	2,262.95	2,122.50	3,133.00	1,245.00	2,045.50
1450 ELECTIONS	2,500.78	3,214.00	786.79	25,368.60	2,040.80
1610 TELEPHONE SHARED SERVICE	109,652.54	108,755.69	116,417.57	110,120.60	98,302.68
1620 BUILDING & GROUNDS	202,288.56	41,600.11	43,152.80	165,434.22	46,901.11
1680 INFORMATION TECHNOLOGY	28,697.48	148,124.48	23,124.48	21,224.48	7,554.12
1985 SALES TAX	12,541,652.32	13,095,176.65	12,968,138.29	15,638,202.64	16,779,987.77
3020 EMERGENCY RSP & COMMUNICATION	700,464.42	666,712.86	405,935.30	66,490.35	196,205.92
3110 SHERIFF	71,539.18	47,325.07	35,503.21	26,774.05	35,754.86
3120 SHERIFF ROAD PATROL	107,391.46	178,858.98	217,247.02	137,717.52	205,210.83
3140 PROBATION	133,965.48	117,682.01	177,935.73	123,459.32	142,882.42
3150 JAIL	8,320.65	5,294.00	16,238.63	162,256.29	25,889.78
3315 STOP DWI	65,532.25	53,123.76	34,696.37	28,373.51	33,095.77
3410 FIRE / EMERGENCY MANAGEMENT	15,902.41	26,939.30	29,262.29	12,816.00	12,692.94
3625 HANDICAPPED PARKING EDUC FUND	15.00	30.00	-	-	-
4010 HEALTH DEPARTMENT ADMIN	443,162.83	404,165.80	486,328.45	612,157.73	393,729.91
4011 NURSING ADMINISTRATION	395,619.78	374,458.76	250,251.44	40,468.32	27,193.13
4012 ENVIRONMENTAL HEALTH	174,919.14	176,311.42	85,260.92	64,871.25	103,068.47
4045 HEALTH EDUCATION	-	-	-	-	214,609.85
4046 PRE-K PHCP	66,278.73	544,627.02	198,183.28	540,539.38	232,491.33
4050 CAC - CHILD ADVOCACY CENTER DA	30,250.68	71,222.32	20,738.24	124,452.37	112,738.69
4059 EARLY INTERVENTION PROGRAM	321,269.63	599,029.03	251,611.42	134,269.72	469,511.05
4310 MENTAL HEALTH CENTER	2,955,479.46	2,295,524.45	1,390,343.93	3,003,462.76	3,476,059.63
5610 AIRPORT	118,791.85	95,284.36	81,270.24	145,490.02	200,364.73
5630 BUS OPERATIONS	733,569.92	904,240.49	942,727.41	607,758.15	704,093.88
6010 DEPT.OF SOCIAL SERVICES ADMIN	5,666,393.03	4,572,338.86	4,416,679.74	4,311,900.19	4,157,393.63
6410 PUBLICITY/TOURISM	268,424.80	284,932.72	148,226.83	227,599.42	345,021.08
6510 VETERANS SERVICE AGENCY	36,424.35	26,406.26	5,124.07	14,561.88	13,377.90
6610 SEALER OF WEIGHTS & MEASURES	12,154.00	3,871.09	2,899.53	2,040.00	4,862.00
6772 AREA AGENCY ON AGING	645,798.14	403,084.37	381,400.46	532,057.22	426,968.53
7110 DWYER PARK	5,825.00	5,450.00	1,650.00	4,625.00	6,400.00
7312 YOUTH BUREAU	53,272.00	-	-	-	-
7989 SNOWMOBILE CLUBS	-	67,376.40	66,931.20	66,931.20	92,556.00
8020 PLANNING	446.98	4,176.87	-	290.00	-
8755 FARMLAND PROTECTION	1,146,098.00	5,255.00	-	-	-
Total Revenue	63,608,726.83	62,896,089.11	60,655,986.04	65,637,442.65	69,852,150.59
SPECIAL GRANT FUND					
1040 CLERK OF THE LEGISLATIVE BOARD	-	13,864.00	28,385.87	50,000.00	-
6290 WIA GRANT ADMINISTRATION	273,602.44	317,976.40	89,106.47	81,266.72	90,575.90
6292 WIA EMPLOYMENT & TRAINING	267,906.86	196,571.82	162,129.10	218,338.99	238,068.27
Total Revenue	541,509.30	528,412.22	279,621.44	349,605.71	328,644.17
SELF-INSURANCE FUND - EMPLOYEE BENEFITS					
9060 HEALTH	6,833,304.31	6,135,274.70	7,102,827.39	6,297,225.53	6,658,944.42

Attachment: 5 Year Comparison - June 2022 (10809 : Financial Reports to June 30, 2022)

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
COUNTY ROAD FUND					
3310 TRAFFIC DIVISION	537.27	-	-	-	-
5010 HIGHWAY & STREET ADMIN	68.84	30.23	38.75	30.16	157.19
5110 MAINTENANCE OF ROADS	773,306.66	935,573.86	352,887.92	451,065.43	435,269.96
5112 PERMANENT IMPROVEMENTS	97,578.37	-	-	338,176.61	287,166.82
9901 INTERFUND TRANSFERS	5,532,584.00	2,755,730.29	3,572,116.62	3,129,085.80	3,990,806.48
Total Revenue	6,404,075.14	3,691,334.38	3,925,043.29	3,918,358.00	4,713,400.45
ROAD MACHINERY FUND					
5130 MACHINERY	1,348,290.93	1,426,956.96	1,040,266.53	1,202,181.70	1,271,362.41
SOLID WASTE FUND					
8160 LANDFILL	887,769.92	1,154,428.01	1,262,306.93	1,252,407.03	1,067,961.04
8161 RECYCLING	-	-	34,796.64	27,628.41	53,493.43
Total Revenue	887,769.92	1,154,428.01	1,297,103.57	1,280,035.44	1,121,454.47
CAPITAL ROJECTS FUND					
5122 BRIDGE PROJECTS	30,657.86	0.01	111,859.88	122,433.88	861,742.69
5610 AIRPORT	60,984.73	17,488.92	97,277.16	18,072.12	23,606.20
9900 TRANSFER TO/FROM OTHER FUNDS	-	-	4,036.40	17,439.51	45,354.88
Total Revenue	91,642.59	17,488.93	213,173.44	157,945.51	930,703.77
SELF-INSURANCE FUND - WORKERS' COMPENSATION					
1710 WORKER'S COMP-SELF INSURANCE	857,575.96	728,620.05	2,065,235.67	1,804,793.34	2,287,439.16

Cortland County
Expenditure Comparison 2018 - 2022 - June

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
GENERAL FUND						
A10105	COUNTY LEGISLATURE	173,397.13	191,943.66	137,261.56	133,400.68	141,017.92
A10405	CLERK OF THE LEGISLATIVE BOARD	73,449.19	69,075.75	133,708.00	84,189.89	74,502.71
A11655	DISTRICT ATTORNEY	573,092.77	473,002.47	423,014.73	412,309.22	491,665.01
A11705	PUBLIC DEFENDER	333,576.96	390,655.07	418,613.13	438,739.25	421,973.28
A11755	ASSIGNED COUNSEL	390,090.23	295,974.29	270,994.58	304,699.53	332,112.93
A11855	CORONERS	73,024.93	74,590.12	92,719.12	83,397.81	77,899.40
A12305	COUNTY ADMINISTRATOR	-	-	72,496.82	99,984.40	102,518.07
A13105	FINANCE	171,164.46	393,791.33	269,993.16	276,468.33	255,977.74
A13205	AUDITOR	-	11,000.00	48,271.19	47,971.13	50,723.25
A13255	TREASURER	144,207.35	81,545.78	90,948.33	83,893.68	88,255.84
A13555	REAL PROPERTY TAX SERVICE	124,544.91	118,311.84	118,094.99	108,547.28	101,539.33
A14105	COUNTY CLERK	253,296.89	212,698.15	253,915.63	208,781.44	204,066.55
A14115	COUNTY CLERK - MOTOR VEHICLES	234,869.30	218,916.91	213,620.75	204,815.92	215,378.07
A14205	COUNTY ATTORNEY	184,133.10	180,497.11	133,475.31	161,988.49	132,767.35
A14305	PERSONNEL - CIVIL SERVICE	234,905.41	216,377.14	201,149.24	243,902.83	230,661.79
A14505	ELECTIONS	167,035.35	163,617.66	278,580.36	142,810.52	243,995.98
A16105	TELEPHONE SHARED SERVICE	80,500.88	96,053.80	107,183.45	116,186.91	110,351.69
A16205	BUILDING & GROUNDS	1,024,951.69	895,649.54	899,673.57	751,916.42	930,987.31
A16805	DATA PROCESSING	434,653.82	454,447.37	329,947.53	415,781.34	549,946.44
A17115	LIABILITY INSURANCE RESERVE	19,023.00	240.00	-	-	-
A19855	SALES TAX	3,985,411.18	3,401,773.31	3,610,961.00	3,766,856.77	4,380,694.56
A19905	CONTINGENCY	(207,300.07)	10,637.00	-	-	-
A24905	COMMUNITY COLLEGE	147,290.68	150,827.51	177,083.25	151,618.87	128,848.17
A24955	CONTRIBUTIONS TC3	837,065.50	837,065.50	1,318,377.75	1,354,999.50	1,391,621.25
A30205	EMERGENCY RESPONSE & COMMUNCTN	1,459,981.20	1,524,753.82	1,764,305.94	1,227,452.25	1,424,922.16
A31105	SHERIFF	377,694.26	345,471.02	351,197.15	352,283.90	335,237.19
A31205	SHERIFF ROAD PATROL	2,234,407.37	2,105,629.97	1,786,608.18	1,770,095.23	1,984,583.56
A31405	PROBATION	946,975.65	875,626.50	790,492.62	763,312.05	765,667.19
A31505	JAIL	2,564,310.78	2,927,333.97	2,327,628.52	2,162,103.68	2,298,719.30
A33155	STOP DWI	47,541.51	48,229.45	33,846.85	22,021.46	24,763.17
A34105	FIRE / EMERGENCY MANAGEMENT	175,232.53	109,248.21	142,434.18	130,754.36	131,265.69
A35105	SPCA	21,500.00	22,500.18	22,500.18	22,500.18	22,500.18
A36205	SAFETY OFFICE	-	4,893.49	23,160.00	945.75	29,438.54
A40105	HEALTH DEPARTMENT	960,351.99	546,715.78	506,964.56	626,140.67	441,222.88
A40115	NURSING ADMINISTRATION	497,667.33	506,349.23	413,718.13	361,067.89	225,571.89
A40125	ENVIRONMENTAL HEALTH	302,258.46	305,119.61	277,734.51	241,961.31	269,846.17
A40455	HEALTH EDUCATION	886,484.72	810,256.53	299,964.38	749,348.75	334,410.28
A40465	PrK Supportive Hlth Svcs	61,971.70	58,762.85	93,474.38	153,433.15	756,664.84
A40505	Child Advocacy Center	524,563.21	525,637.30	457,191.43	370,968.92	144,522.24
A40595	EARLY INTERVENTION PROGRAM	2,697,883.94	2,432,155.72	2,445,405.45	2,559,684.36	477,642.59
A43105	MENTAL HEALTH CENTER	60,697.99	117,279.71	106,604.63	101,722.94	2,714,029.89
A56105	AIRPORT	446,056.55	794,616.96	980,194.28	32,533.36	201,693.07
A56305	BUS OPERATIONS	13,874,522.07	13,788,554.74	13,093,069.42	11,272,460.39	289,247.56
A60105	DEPT.OF SOCIAL SERVICES ADMIN	149,670.80	500,000.00	550,093.00	575,072.26	11,922,062.75
A64105	PUBLICITY/TOURISM	217,913.50	217,913.50	221,182.00	336,750.00	592,568.46
A64205	PROMOTION OF INDUSTRY	74,880.82	51,808.91	24,787.34	25,450.98	346,801.25
A65105	VETERANS SERVICE AGENCY	32,111.48	33,005.95	31,209.51	36,252.91	26,866.88
A66105	SEALER OF WEIGHTS & MEASURES	547,420.57	500,424.93	558,058.11	482,298.98	37,913.65
A67725	AREA AGENCY ON AGING	622,429.94	598,735.70	450,441.09	404,419.98	946,060.68
A69895	OTHER ECONOMIC DEVELOPMENT	25,800.56	80,575.73	18,628.12	25,671.00	1,488,432.00
A71105	DWYER PARK	14,635.43	6,151.68	6,759.62	464.09	20,861.77
A73125	YOUTH BUREAU	67,099.11	60,115.63	-	-	351.81
A79895	SNOWMOBILE CLUBS	58,640.40	85,135.95	60,238.08	60,238.08	83,300.40
A80205	PLANNING	186,237.05	171,322.22	149,358.11	126,993.76	152,348.06
A87105	CONSERVATION PROGRAMS	71,273.25	285,093.00	75,000.00	112,500.00	435,000.00
A87505	AGRICULTURE & LIVESTOCK	147,000.00	220,500.00	205,065.00	190,065.00	193,815.00
A87555	Farmland Protection	1,127,598.00	-	-	-	-

Attachment: 5 Year Comparison - June 2022 (10809 : Financial Reports to June 30, 2022)

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS
A90505	UNEMPLOYMENT INSURANCE	15,539.25	26,968.03	21,644.48	-	2,470.48
A90605	HEALTH INSURANCE	-	2,084,676.00	2,787,844.00	2,607,678.00	2,628,150.26
A97105	DEBT SERVICE	700,516.41	806,153.51	844,207.96	496,963.65	505,540.25
A99015	I/F Transfer to/from D	4,818,775.00	2,755,730.29	3,017,823.50	3,129,085.80	3,990,806.48
A99505	TRANSFER TO CAPITAL PROJECTS	-	-	4,036.40	17,439.51	45,354.88
Total Expenditures		46,470,027.49	45,272,137.38	44,542,954.56	41,141,394.81	46,948,158.09
SPECIAL GRANT FUND						
CD62905	WIA - GRANT ADMIN EXPENSES	354,924.04	343,297.36	80,423.70	73,655.14	80,452.12
CD62925	WIA - E & T	318,874.76	216,604.07	160,222.64	214,084.32	220,910.47
CD69895	Other Economic Assistance	-	13,864.00	28,385.87	-	-
Total Expenditures		673,798.80	573,765.43	269,032.21	287,739.46	301,362.59
SELF-INSURANCE FUND - EMPLOYEE BENEFITS						
CH90605	HEALTH	5,243,580.79	5,988,074.66	4,961,764.40	6,074,793.84	6,230,157.46
COUNTY ROAD FUND						
D33105	TRAFFIC DIVISION	25,118.89	26,912.17	19,292.84	21,159.82	27,629.90
D50105	HIGHWAY ADMINISTRATION DIV.	332,346.91	327,205.47	238,538.24	233,654.61	213,035.35
D50205	HIGHWAY ENGINEERING DIVISION	67,631.29	32,588.94	35,915.17	34,967.33	36,860.96
D51105	HIGHWAY MAINTENANCE DIV.	2,932,289.72	2,839,605.96	2,499,423.11	2,561,900.10	2,598,309.86
D51125	HIGHWAY PROJECTS	475,623.83	1,229,356.43	774,631.94	1,566,234.51	1,796,915.42
D97105	DEBT SERVICE	195,550.13	458,127.03	457,798.94	451,061.74	455,607.34
D99015	INTERFUND TRANSFERS			16,202.96		
Total Expenditures		4,028,560.77	4,913,796.00	4,041,803.20	4,868,978.11	5,128,358.83
ROAD MACHINERY FUND						
E51305	HIGHWAY ROAD MACHINERY	910,871.93	927,897.68	829,125.19	669,105.24	949,029.07
E97105	DEBT SERVICE	121,198.07	122,354.12	123,816.31	125,769.05	128,601.45
E99015	INTERFUND TRANSFERS	713,809.00				
Total Expenditures		1,745,879.00	1,050,251.80	952,941.50	794,874.29	1,077,630.52
SOLID WASTE FUND						
EL81605	LANDFILL	593,703.40	626,366.84	681,883.92	574,491.01	524,204.48
EL81615	RECYCLING	199,605.21	225,406.31	282,109.15	113,382.25	233,864.70
EL97105	DEBT SERVICE	673,675.71	682,197.43	728,400.93	739,665.05	744,105.45
Total Expenditures		1,466,984.32	1,533,970.58	1,692,394.00	1,427,538.31	1,502,174.63
CAPITAL ROJECTS FUND						
HH16205	BUILDINGS & GROUNDS PROJECTS	(66.54)	-	-	-	-
HH24985	TC3 CAPITAL EXPENSES	(5,750.00)	-	-	-	-
HH31505	JAIL ROOF RECONSTRUCTION	-	850,938.34	-	-	-
HH51225	BRIDGE PROJECTS	357,491.63	12,123.05	125,983.41	173,451.41	1,514,106.81
HH56105	AIRPORT MASTER PLAN UPDATE	66,565.53	26,099.80	103,703.70	21,895.36	23,606.20
HH71105	DWYER PARK CAPITAL EXPENSE	-	43,900.00	3,027.70	-	-
Total Expenditures		418,240.62	933,061.19	232,714.81	195,346.77	1,537,713.01
SELF-INSURANCE FUND - WORKERS' COMPENSATION						
S17105	LIABILITY INSURANCE RESERVE	461,180.98	583,333.87	1,775,603.00	1,648,693.92	1,373,456.55

Cortland County Reserve Funds					
				12/31/2021	6/30/2022
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	225,825.92
Building & Grounds Capital Project Reserve	324-15	Major building repairs	Sales tax and other transfers/additions as approved by Legislature	1,200,101.71	1,277,822.99
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	1,504,438.10
Drug Task Force - DA	Nature of Funds	Drug busts/stings	Drug money	13,712.46	14,481.29
DA Forfeitures	Nature of Funds	DA expenditures	Forfeitures	45,000.72	45,005.17
DOJ Equitable Sharing Program - DA	Nature of funds	DA expenditures	Federal forfeitures	4,568.70	5,169.45
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	77,906.81
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	149,763.42
DWI Reserve	Nature of Funds	Non-grant funded DWI expenditures	Non-grant DWI revenues	43,376.07	43,466.85
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	28,471.85
Emergency Communications Towers Bond Reserve	226-18	Tower Bond debt service	Sales tax	45,934.02	96,103.55
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	21,942.78
Farmland Protection Reserve	124-07	Monitoring Farmland Protection grants	Stewardship monies from farmland protection grant	45,315.03	45,413.90
Handicap Parking Education Fund	Nature of Funds	Handicap parking education	Justice Court fines	546.60	547.71
Motor Vehicle Equipment Reserve	200-11; 37-14	Offset operating or capital expenses related to Section 5311 (transportation)	Sale of used buses purchased with Section 5311 funding	18,746.00	18,786.90
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	987,075.62
Opioid Settlement Reserve	Nature of Funds	Combat opioid epidemic	Opioid settlements	-	150,670.97

Retirement Contribution Reserve	411-04	Retirement expenditures	Unspent retirement budget	3,531,383.59	3,539,084.88
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	142,287.26
Sheriff's Special Program Reserve	317-15	K-9 program	Donations for the K-9 program	1,208.50	1,211.13
Vehicle Repair/Replacement Reserve	107-15	Vehicle related costs	Proceeds from auctioned vehicles purchased through General Fund	76,257.44	76,423.82
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	5,220.98
Road Machinery Capital Reserve	154-22	Highway equipment or highway related capital projects costing \$100,000 or more	Assigned fund balance over \$750,000	-	840,317.60
Landfill Closure Reserve	533-88; 458-16	Landfill closure liability funding	Per ton fee	827,258.38	828,121.91
Landfill Equipment Reserve	533-88; 459-16	Replacement of landfill equipment	Per ton fee	549,058.69	549,626.32
NOTE:					
Buildings and Grounds Reserve	Resolution 153-22 authorized up to \$100,000 for elevator maintenance and repairs. This contract has not yet been completed and cost has not been deducted from reserve.				
Occupancy Tax Reserve	\$551,934.57 due to CVB in 2023, \$318,794.18 due to CVB in 2024 plus \$116,346.87 for County admin in 2022, 2023 and 2024				

August 2022 Treasurer's Report

1. Trusts: (Funds Paid into Court) **No Change**

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 / when** court ordered.

2. Open Estates: **No Change**

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.

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...

Auctions International conducted Cortland's first Online Only auction for 2018 Delinquent Tax Properties. The auction was concluded 29 July. **We had 89 bidders competing for 17 parcels. Total sales were \$273,785 for an average of \$16,105 each.**

4. The Legislature has approved a resolution to eliminate the elected office of Treasurer, which I fully support. If voters decide in a referendum in November to eliminate the position, my last day in office will be December 31, 2023.

The title of Treasurer, as currently existing, is misleading in that it involves very little knowledge of budgeting or finance. In the past 20 years, the duties of the County Treasurer included those of the newly created positions of County Administrator, Finance Director, and Assistant Finance Director to handle Budget and Finance matters. The remaining duties dealing with trusts, estates, delinquent taxes, foreclosures, etc... were assigned to the elected Treasurer in 2020, and can be accomplished by the Finance Director, Assistant Director, and their staff in the future.

5. Treasurer Office Budget (MUNIS)

July 2020 \$36,908,824 Actual

July 2021 \$37,880,398 Actual as of 2 weeks ago

July 2022 ~\$40,395,211 Estimated (Anticipate Federal Aid increase over 2021)

John T. Banewicz
County Treasurer



**CORTLAND COUNTY
REAL PROPERTY TAX SERVICES**

60 CENTRAL AVENUE, ROOM 129
CORTLAND, NY 13045

Laura Fox
Director

Telephone: (607)753-5040
FAX: (607) 597-2064

July Activity Review:

- Processed 131 deeds for the month of June, including 8 property splits.
- Assisted 1 individual with purchasing tax maps.
- Assisted 11 individuals and businesses with purchasing a subscription to Image Mate online.
- Created 86 Sales Cards for local Realtors.
- Director attended 5 days “Farm Appraisal” class for certification.
- Finalized and printed final rolls for 15 towns and 1 city.
- Ran and submitted “Assessor’s Annual Report” per NYS requirement.
- Answered numerous phone calls relating to Real Property.
- Highest sale price paid for real property in the month of June was \$1,150,000 for 786 NY Route 221 in the town of Harford. The property is a trailer park purchased by Harford Estates MHC, LLC.

**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 July 2022**

August 7, 2022

1. Personnel

- a. Department Head annual evaluations.
- b. Staffing is still an issue in most Departments
- c. Health Care Worker (State) Bonuses

2. Administration Policies

- a. Reviewing current policy manuals and indexing
- b. Reviewing for updating and obsolete policies
- c. Policies currently being reviewed on:
 - i. Driver and Vehicle Use Policy
 - ii. Service Animal Policy
 - iii. Tobacco-Cannabis Policy

3. Sales Tax

- a. The County is showing about a 5.6% increase in sales tax over 2021 for the same period.

4. Chambers Remodel

- a. Demolition started
- b. HVAC – in engineering
- c. AV – Latest update – Sometime in November 2022
- d. Furniture - unknown

5. Mental Health Building

- a. Lead Asbestos survey is done.
- b. Bell and Spina will be handling architectural and engineering services.
- c. Meetings have started with Bell and Spina, Mental Health Staff and B&G.
- d. Fiber RFP being awarded in August.

6. Courthouse

- a. Work on roof has begun. Waiting for shingles.
- b. Steps specs are complete and RFP is being advertised.

7. Health Insurance Consultant RFP

- a. Received 6 responses.
- b. Interviews will be done in August.

8. 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.