



Finance & Administration Committee

Committee Meeting

60 Central Ave
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Agenda ~

Tuesday, August 19, 2025

9:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m354976c39ed714cf53a11750a1438aa6>

Tuesday, August 19, 2025 9:00 AM | 2 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2345 483 1018

Password: p6pGbA2bB4g

Join by phone

+1-415-655-0001 US Toll

Access code: 234 548 31018

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Member Beau Harbin	☐	☐	☐	
Committee Member Linda Jones	☐	☐	☐	
Committee Member Joseph Nauseef	☐	☐	☐	
Committee Member Sandra Price	☐	☐	☐	
Committee Member Eugene Waldbauer	☐	☐	☐	
Committee Vice-Chair William McGovern	☐	☐	☐	
Committee Chair Cathy Bischoff	☐	☐	☐	

MINUTES

1. Finance & Administration Committee - Committee Meeting - Jun 17, 2025 9:00 AM
2. Finance & Administration Committee - Special Meeting - Jun 26, 2025 4:00 PM
3. Finance & Administration Committee - Special Meeting - Jul 17, 2025 5:00 PM

Presentations

1. Cortland County Convention & Visitor's Bureau Summary Overview
2. Centralized Assessment - Director of Real Property Tax Services, Laura Fox

Microenterprise Assistance Program Application Review

RESOLUTIONS

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 1

Rescind Resolution No. 93-25- Microenterprise Assistance Program Grant Award - Frog Hollow Home and Property Services, LLC

WHEREAS, the Cortland County Legislature adopted Resolution No. 93-25 which approved the allocation and awarded the sum of \$35,000 of Microenterprise Assistance funding to Frog Hollow Home

and Property Services, LLC; AND

WHEREAS, it has been determined that Frog Hollow Home and Property Services, LLC has moved out of Cortland County for personal reasons and there is a need to rescind the resolution; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 93-25 be and hereby is rescinded effective immediately.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 2

Amend Resolution No. 146-25 to Correct Legal Name of Entity for Microenterprise Assistance Program Award Recipient (Groove Supply, Inc.)

WHEREAS, Resolution No. 146-25, adopted by the Cortland County Legislature, referenced an entity by an incorrect legal name; AND

WHEREAS, it is necessary to amend said resolution to reflect the correct legal name of the entity; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 146-25 is hereby amended to replace the incorrect name with the correct legal name of Groove Supply, Inc.; AND BE IT FURTHER

RESOLVED, that except as specifically amended herein, all other provisions of Resolution No. 146-25 shall remain in full force and effect.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 3

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 2026; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Convention and Visitors Bureau Inc., is hereby designated for 2026 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.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 4

Authorize Second Quarter 2025 Sales Tax Distribution - Finance Department

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

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

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

WHEREAS, the 2025 second quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for second quarter 2025 to be \$11,269,487.03; AND

WHEREAS, the total amount available for distribution is \$10,894,487.03, after the direct deduction for County purposes; AND

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

WHEREAS, Cortland County receives (55%), or \$5,991,967.87 of the total net quarterly distribution; AND

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

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

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	\$1,893,461.85	\$-0-	\$1,893,461.85	\$-0-
Cincinnatus, Town of	\$80,094.56	\$-0-	\$80,094.56	\$-0-
Cortlandville, Town of	\$936,028.25	\$-0-	\$936,028.25	\$-0-
Cuyler, Town of	\$78,217.10	\$(28,750.00)	\$49,467.10	\$-0-
Freetown, Town of	\$64,354.89	\$-0-	\$64,354.89	\$-0-
Harford, Town of	\$91,787.73	\$-0-	\$91,787.73	\$-0-
Homer, Town of	\$314,740.13	\$-0-	\$314,740.13	\$-0-
Homer, Village of	\$220,277.27	\$-0-	\$220,277.27	\$-0-
Lapeer, Town of	\$121,184.36	\$(121,184.36)	\$-0-	\$(102,854.47)
Marathon, Town of	\$93,443.22	\$-0-	\$93,443.22	\$-0-
Marathon, Village of	\$47,493.35	\$-0-	\$47,493.35	\$-0-
McGraw, Village of	\$41,090.53	\$-0-	\$41,090.53	\$-0-
Preble, Town of	\$176,565.80	\$-0-	\$176,565.80	\$-0-
Scott, Town of	\$100,974.87	\$-0-	\$100,974.87	\$-0-
Solon, Town of	\$94,680.41	\$-0-	\$94,680.41	\$-0-
Taylor, Town of	\$47,331.47	\$-0-	\$47,331.47	\$-0-
Truxton, Town of	\$125,417.78	\$-0-	\$125,417.78	\$-0-
Virgil, Town of	\$293,330.79	\$(25,000.00)	\$268,330.79	\$-0-
Willet, Town of	\$82,044.80	\$-0-	\$82,044.80	\$-0-
Total	\$4,902,519.16	\$(174,934.36)	\$4,727,584.80	\$(102,854.47)

; AND BE IT FURTHER

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

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 5

Amend 2025 Budget Amendment - Tompkins Cortland Community College Contributions

WHEREAS, Resolution No. 228-24 authorized the payment to Tompkins Cortland Community College (TC3) of \$47,500 for Access and Egress work and \$95,000 for Deferred Maintenance in 2025; AND

WHEREAS, these payments were not part of the 2025 Cortland County budget; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby approves the following amendment to the 2025 County budget:

Increase:

A24955.54780	Sponsor Contributions	\$142,500
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A359900	Appropriated Fund Balance	\$142,500
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ON MOTION OF BISCHOFF

AGENDA ITEM NO. 6

Amend Resolution No. 122-25 to Approve the 2025-2026 Tompkins Cortland Community College Operating Budget

WHEREAS, Resolution No. 122-25, adopted by the Cortland County Legislature, approved the Tompkins Cortland Community College (TC3) Operating Budget for the fiscal year beginning September 1, 2025, and ending August 31, 2026, in the amount of \$35,185,275; AND

WHEREAS, it has been determined that the TC3 Operating Budget for said fiscal year shall be in the amount of \$34,134,942; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends Resolution No. 122-25 to approve the Tompkins Cortland Community College Operating Budget for the fiscal year September 1, 2025, through August 31, 2026, in the amount of \$34,134,942; AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature shall transmit a certified copy of this resolution to Tompkins Cortland Community College and the Tompkins County Legislature.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 7

Local Law "G" of 2025 - A Local Law Creating an Exception to the Residency Requirement for County Administrator of the County of Cortland

WHEREAS, the position of County Administrator requires a combination of specialized education and experience; AND

WHEREAS, it is becoming increasingly difficult to find qualified candidates who also reside in Cortland County; AND

WHEREAS, it is the desire of the Legislature to have the ability to consider all qualified applicants regardless of residency; AND

WHEREAS, the Finance and Administration Committee of the Cortland County Legislature has recommended changes to the residency requirement for the position of County Administrator; AND

WHEREAS, a public hearing was held on August 28, 2025 before the Cortland County Legislature; AND

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

Be it enacted by the Cortland County Legislature of the County of Cortland as follows:

**Local Law "G" of 2025 - A Local Law Creating an Exception to the Residency Requirement for
County Administrator of the County of Cortland**

SECTION 1.

Preface: It is a strong desire of the Cortland County community to install Cortland County residents in the position of County Administrator for the County of Cortland (hereafter, "County Administrator"). It is a strong belief of Cortland County that Cortland County residents are knowledgeable about and concerned with the affairs of Cortland County. As has been recognized by the Courts, we believe that a resident of our County has a stake in the life of this community that is not necessarily shared by a non-resident. A resident is more likely to be familiar with local problems, conditions and needs, and is better qualified to perform the duties of the relevant office in question. *DeHond v. Nyquest*; (65 Misc. 2d 526, 529-530, 318 NYS2d (1971)). At the same time, however, the complexity and breadth of Cortland County Government present a challenge with respect to staffing and recruitment. We recognize that the pool of candidates from which we draw in our County is responsible and caring; however, it is sometimes difficult to staff an office from the pool in Cortland County. This law is being passed based upon the existence of the residency requirement in Public Officer's Law §3.

SECTION 2.

Local Law No. 7 of 2002, as amended by Local Law No. 5 of the Year 2018, established the Office of County Administrator for the County of Cortland.

SECTION 3.

Purpose: It is the purpose of this Local Law to confirm the commitment of Cortland County to hire residents who have the necessary qualifications and skills to meet the requirements of the position for County Administrator. This Law will permit Cortland County to alleviate the problem of staffing and recruitment by permitting Cortland County to solicit candidates for the office of County Administrator from the Counties contiguous to Cortland County in the event of an inability to recruit a sufficient number of qualified candidates from within Cortland County for the position.

SECTION 4.

Authority: Under the Municipal Home Rule Law, Section 10, the County of Cortland has the authority to authorize a non-resident to hold the position of County Administrator.

SECTION 5.

Authority of Cortland County to Hire Applicants for the Position of County Administrator of Cortland

County: Upon a finding by the Legislature that all recruitment efforts have been adequately pursued, the Legislature shall be authorized to consider and hire applicants who are residents from any contiguous Counties to Cortland County to the positions of County Administrator.

SECTION 6.

Severability: If any section of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof that can be given effect without the invalid provision, but shall be confined in its operation to the section thereof directly involved in the controversy in which such judgment shall have been rendered.

SECTION 7.

Effect: This local law shall take effect upon filing in the Office of the Secretary of State as provided by Section 27 of the Municipal Home Rule Law.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 8

Authorize Agreement - GovOS - Occupancy Tax Online Platform - Finance & Administration

WHEREAS, Cortland County desires to create a more efficient process for compliance with County and State short-term rental laws; AND

WHEREAS, GovOS provides an online platform for compliance with registration requirements and quarterly occupancy tax payments by providing registration & recording, licensing and tax filing services; AND

WHEREAS, GovOS has provided a contract with a cost of \$19,995 for one (1) year; AND

WHEREAS, funds are budgeted in A64105.54055; NOW THEREFORE BE IT

RESOLVED, that the County Administrator or Chair of the Legislature, upon approval of the County Attorney or designee, is hereby authorized and directed to enter into an agreement with GovOS, 8310 N. Capital of Texas Hwy., Bldg 2, Ste. 250, Austin, TX 78731 for the above services and cost for a period of July 1, 2025 through June 30, 2026.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 9

Authorize Extension of Tax Agreement with the City of Cortland through December 31, 2025

WHEREAS, the County of Cortland and the City of Cortland are parties to a Sales Tax Agreement that governs the distribution of sales tax revenues; AND

WHEREAS, the current Sales Tax Agreement is set to terminate on September 27, 2025, pursuant to Cortland County Resolution No. 69-25; AND

WHEREAS, the County and the City have negotiated a new Sales Tax Agreement to take effect January 1, 2026; AND

WHEREAS, the County and the City wish to extend by mutual agreement the current Sales Tax Agreement to maintain the same terms and conditions as the current agreement from September 28, 2025 through December 31, 2025, to ensure continuity until the new agreement becomes effective; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cortland County Legislature, upon review and approval of the County Attorney, is hereby authorized to execute an extension of the Sales Tax Agreement with the City

of Cortland for the time period from September 28, 2025 through December 31, 2025, under the same terms and conditions as the current agreement in effect; AND BE IT FURTHER

RESOLVED, that this resolution shall take effect immediately.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 10

Authorize Sales Tax Sharing Agreement by and Between the County of Cortland and the City of Cortland

WHEREAS, the County currently imposes a sales tax on retail sales and other similar transactions and compensatory use taxes in Cortland County, all as authorized by Section 1202 of the Tax Law of the State of New York; AND

WHEREAS, the existing Sales Tax Agreement between Cortland County and the City of Cortland, entered into on August 9, 2018, commenced on January 1, 2019 and was set to continue through December 31, 2028, with an allowance for either party to terminate the agreement after June 1, 2023, upon providing six (6) months' notice and obtaining a two-thirds (2/3) majority vote of its governing board, as stated in the agreement; AND

WHEREAS, the City of Cortland Common Council previously adopted Resolution No. 62 on May 21, 2024, issuing notice of intent to terminate the existing sales tax agreement effective November 21, 2024, for the purpose of renegotiating a new agreement with the County of Cortland, but later rescinded that notice through Resolution No. 125 of 2024, adopted on October 15, 2024; AND

WHEREAS, the County of Cortland adopted Resolution No. 69-25 on March 27, 2025, effective March 28, 2025, authorizing the formal six-month notice of termination of the existing Sales Tax Agreement between Cortland County and the City of Cortland, as permitted under the contract, in order to facilitate meaningful negotiations with the City of Cortland regarding a new agreement; AND

WHEREAS, the County and City have engaged in meaningful negotiations and have reached an agreement; AND

WHEREAS, it is the decision of the County to continue to impose all of the sales tax as described in Articles 28 and 29 of the Tax Law of the State of New York and pursuant to the provisions of section 1210(a) of said law; AND

WHEREAS, it is the desire of the City not to exercise its right of preemption pursuant to Section 1224(b) of the Tax Law of the State of New York; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Chair of the Legislature, upon review and approval by the County Attorney or designee, to execute an agreement with the City of Cortland, subject to the approval of the Comptroller of the State of New York, with the following provisions:

- (1) Term: This agreement shall commence on January 1, 2026 and shall continue until December 31, 2035. On or after December 31, 2029, either party, if authorized by a two-thirds majority of its total governing board, may give notice of not less than one (1) calendar year (defined as January 1st through December 31st), of its intention to terminate the agreement; AND
- (2) Sales Tax shall be distributed as follows:

January 1, 2026 - December 31, 2026:

For County Purposes- 59.50%

For City Purposes - 18.00%

For Towns and Village Purposes - 22.50%

January 1, 2027 - December 31, 2027:

For County Purposes- 61.50%

For City Purposes - 18.00%

For Towns and Village Purposes - 20.50%

January 1, 2028 - December 31, 2028

For County Purposes- 63.50%

For City Purposes - 18.00%

For Towns and Village Purposes - 18.50%

January 1, 2028 - December 31, 2035

For County Purposes- 65.75%

For City Purposes - 18.00%

For Towns and Village Purposes - 16.25%

Referred from Public Works Committee

ON MOTION OF HEIDER

AGENDA ITEM NO. 11

Create One Per Diem Network Technician - Personnel

WHEREAS, the needs of the agency will be better served by creating one per diem position of Network Technician; AND

WHEREAS, the Public Works Committee recommends the creation of this position; NOW THEREFORE BE IT

RESOLVED, that one position of Network Technician (Grade 18, \$26.3374-33.3363/hr, CSEA, competitive class, per diem, up to 17 hrs/week, no benefits), be created with approval to fill on August 29, 2025.

Referred from Government Operations Committee

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 12

Amend 2025 Budget - Increase Education and Training for NYSAC Fall Conference - Legislature

WHEREAS, the Cortland County Legislature recognizes the value of professional development, networking, and continuing education for its members through participation in events such as the New

York State Association of Counties (NYSAC) conferences; AND

WHEREAS, the Fall NYSAC Conference provides County legislators with opportunities to engage in policy discussions, receive training on emerging issues, and exchange best practices with counterparts from across New York State; AND

WHEREAS, the current 2025 Education and Training budget line in the Legislature's budget is insufficient to cover the anticipated costs for legislator attendance at the 2025 Fall NYSAC Conference; AND

WHEREAS, it is necessary to increase the Education and Training budget line to allow for full participation of interested legislators; NOW THEREFORE BE IT

RESOLVED, that the 2025 Budget for the Cortland County Legislature be amended as follows:

Increase:

A10105.54035	Education and Training	\$2,000
A.359900	Appropriated Fund Balance	\$2,000

ON MOTION OF NAUSEEF

AGENDA ITEM NO. 13

Amend 2025 Budget for Legal Fees - Personnel Department

WHEREAS, the billing for legal fees has increased beyond the projected budgeted amount due in the Personnel Department; AND

WHEREAS, it is necessary to appropriate monies to the legal fees account to pay the future bills; NOW THEREFORE BE IT

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

Increase:

Appropriated Fund Balance

Appropriated Fund Balance	A.359900	\$50,000
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Increase:

Expense

Legal Fees	A14305.54063	\$50,000
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ON MOTION OF NAUSEEF

AGENDA ITEM NO. 14

Increase Mortgage Tax Expense - County Clerk

WHEREAS, Article 11, Section 250 through Section 262 of the Tax Law, indicates the Recording Officer (County Clerk) is charged with the collection and administration of mortgage tax monies; AND

WHEREAS, by Section 262 of the Tax Law, Recording Officers are entitled to receive their necessary expenses associated with the collection and administration of mortgage tax monies; AND

WHEREAS, the current allowable allowance of \$107,155.44 per year, payable monthly, was passed by Resolution No. 155-24; AND

WHEREAS, the Recording Officer has estimated, effective January 1, 2026, the cost associated

with the collection and administration of mortgage tax amounts to be \$117,591.58 per year; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 155-24 be and hereby is rescinded effective January 1, 2026; AND BE IT FURTHER

RESOLVED, the Cortland County Legislature does hereby authorize the County Clerk's Mortgage Tax Expense to be increased to the sum of \$117,591.58 per year effective January 1, 2026; AND BE IT FURTHER

RESOLVED, the County Clerk withhold from her disbursements in twelve (12) equal monthly installments at a total annum amount of \$117,591.58; AND BE IT FURTHER

RESOLVED, that the County Clerk forward a certified copy of this resolution to the New York State Department of Taxation and Finance for approval.

Referred from Judiciary & Public Safety Committee

ON MOTION OF PRICE

AGENDA ITEM NO. 15

Authorize Contract with Axon Enterprises - District Attorney

WHEREAS, the Cortland County's District Attorney's Office has identified a need for services provided by Axon Enterprises, Inc. to support ongoing operations and compliance with discovery reform requirements; AND

WHEREAS, Axon Enterprises, Inc. has submitted a proposal totaling \$90,561.02 for a sixty-four (64) month agreement beginning in August 2025, with annual costs of \$20,796.88 for the first year; AND

WHEREAS, the Department has grant funding available in the Discovery Reform Compensation Grant for the 2025 budget year and all remaining years under this contract term; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator and/or Chair of the Legislature, upon approval of the County Attorney or designee, and subject to funding by the legislature, to enter into a contract with Axon Enterprises, Inc., of 17800 North 85th Street, Scottsdale, Arizona 85255, in an amount not to exceed \$90,561.02 for a term of sixty-four (64) months.

Referred from Ag/Planning/Environmental Committee

Referred from Health & Human Services

ON MOTION OF VAN DEE

AGENDA ITEM NO. 16

Abolish Safe Harbour Coordinator Position/Create Child Advocacy Center Assistant Director Position

WHEREAS, the needs of the Child Advocacy Center will be better served by abolishing one (1) part-time position of Safe Harbour Coordinator and creating one (1) full-time position of Child Advocacy Center Assistant Director; AND

WHEREAS, the Child Advocacy Center Assistant Director position will be fully grant funded; AND

WHEREAS, the Health and Human Services Committee recommends the abolition and creation

of these positions; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Safe Harbour Coordinator (CSEA, Grade 13, \$22.2053-28.1062/hr., competitive class, part-time, 17 hours per week, no benefits) be abolished effective September 30, 2025; AND BE IT FURTHER

RESOLVED, that one (1) position of Child Advocacy Center Assistant Director (Grade 12, Management Compensation Plan, \$51,274-\$68,246/yr., competitive class, full time, 35 hours per week, with benefits) be created with approval to fill on October 1, 2025; AND BE IT FURTHER

RESOLVED, that the newly created position is contingent upon continued grant funding and will be abolished once said grant funding is exhausted.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 17

Write Off Uncollectible Account Balances - Mental Health Department

WHEREAS, the Mental Health Department invoices clients and their health insurance companies for services provided; AND

WHEREAS, the department invoiced a total of \$2,636,906.57, received a total of \$2,392,058.87, and recorded insurance adjustments of \$185,142.85 for the fiscal year 2022; AND

WHEREAS, \$59,704.85 in unpaid balances that were invoiced between Jan. 1, 2022 and Dec. 31, 2022 are still listed in Mental Health's records as accounts receivable; AND

WHEREAS, Cortland County Mental Health Department will serve county residents regardless of their ability to pay; AND

WHEREAS, the Mental Health Department has a "Write-Off" policy to write off any balance over two years old and does not want to carry forward these uncollectible balances; AND

WHEREAS, the Cortland County Mental Health Department realizes that unpaid account balances will continue due to changes in availability of health insurance and plans that offer health insurance coverage with deductibles as high as \$10,000; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes that these balances, totaling \$59,704.85 be written off as uncollectible by year end December 31, 2025; AND BE IT FURTHER

RESOLVED, Cortland County will continue collection efforts when and where possible.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 18

Award Bid/Authorize Agreements for Use of Opioid Reserve Funding

WHEREAS, Cortland County has received opioid settlement funds from both the New York State Attorney General allocation ("Attorney General Funds") in the amount of \$184,000 and the Local Governmental Unit (LGU) Regional Abatement Funds in the amount of \$369,955, for a combined total of \$553,955, to be used for approved opioid prevention, treatment, recovery, and harm reduction programs; AND

WHEREAS, the County issued a Request for Proposals (RFP) for qualified agencies to submit funding requests consistent with the opioid settlement spending categories; AND

WHEREAS, proposals were reviewed and funding recommendations were made in accordance with the percentage allocations established for each category: Prevention (10%), Treatment (35%),

Recovery (35%), and Harm Reduction (20%); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby awards the opioid settlement funds as follows:

- I. Prevention - 10% of Total Funds (\$55,395.50)
 - Rural Health Institute (RHI) - \$25,000
 - Access to Independence (ATI) - \$30,395.50 (CANDLE program)
- II. Treatment - 35% of Total Funds (\$196,675)
 - Access to Independence (ATI) - \$6,000 (CANDLE program), \$4,000 Recovery Community Organization (RCO support groups) - Total: \$10,000
 - Family & Children's Counseling Services (FCCS) - \$183,883 (Methadone Clinic) plus \$2,792 transferred from Recovery category for a total of \$186,675
- III. Recovery - 35% of Total Funds (\$191,091.25)
 - Access to Independence (ATI) - \$110,300 (TC3 program), \$66,791.25 (ATI programming), \$14,000 Recovery Community Organization (RCO) - Total: \$191,091.25
 - Note: \$2,792 of Recovery funds reallocated to Treatment category (FCCS)
- IV. Harm Reduction - 20% of Total Funds (\$110,791)
 - Rural Health Institute (RHI) - \$45,000
 - Family & Children's Counseling Services (FCCS) - \$65,791

; AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature and/or County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized to execute agreements with Rural Health Institute, Access to Independence, and Family & Children's Counseling Services, in accordance with the funding allocations above; AND BE IT FURTHER

RESOLVED, that any unspent funds shall be returned to the opioid settlement account to be reallocated by future legislative action.

Monthly Reports

1. June 2025 Finance Reports
2. Claims Audit Report for January 1, 2025 - June 30, 2025
3. Grant Administrator Monthly Report
4. Real Property Tax Services Monthly Reports

DISCUSSION ITEMS

1. NYS County Occupancy Tax Law
2. Cortland County Occupancy Tax Law
3. Opt In/Opt Out of Short Term Rental Registry
4. Registration Fee for Short Term Rentals
5. Sales Tax Agreement

Adjournment