



Finance & Administration Committee

Committee Meeting

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

~ Minutes ~

Tuesday, October 17, 2023

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:37 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	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	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Michelle Enright	Cortland County Convention & Visitor's Bureau	Executive Director	Present	
John Banewicz	Cortland County, NY	County Treasurer	Present	
Victoria J. Monty	Cortland County, NY	County Attorney	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Amanda Barber	Soil & Water Conservation District	Executive Director	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Board Member	Present	
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present	
Cathy Bischoff	Cortland County, NY	Board Member	Present	
Eddie Velazquez	Cortland Voice	Reporter	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	

EXECUTIVE SESSION

It was MOVED by Ms. Price, seconded by Mr. Newell, and unanimously approved by voice vote of members present, to enter into an executive session to discuss matters leading to the appointment of a particular person or corporation. MOTION CARRIED.

An executive session was held from 10:37 a.m. to 11:02 a.m., at which time on motion of Mr. Newell, seconded by Ms. Price, it was unanimously approved by voice vote to exit executive session.

MINUTES

1. Finance & Administration Committee - Committee Meeting - Sep 19, 2023 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sandra Price, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

Resolution Recommendation from Agriculture, Planning & Environment Committee

1. Resolution Recommendation from Agriculture, Planning and Environment Committee

RESULT:	COMPLETED
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RESOLUTIONS

AGENDA ITEM NO. 1 – Amend Resolution No. 328-21 - Authorize Reallocation of American Rescue Plan Funding for Soil and Water Conservation District

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Vice Chair
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Amend Resolution No. 328-21 - Authorize Reallocation of American Rescue Plan Funding for Soil and Water Conservation District

WHEREAS, Resolution No. 328-21 allocated \$300,000 of the water, sewer and broadband infrastructure federal aid revenue to the Cortland County Soil and Water Conservation District to purchase material for a stream corridor management program, AND

WHEREAS, the Cortland County Legislature's Finance and Administration Committee, upon recommendation of the Agriculture, Planning and Environment Committee, recommends reallocating \$22,000 per year of said funding to Account No. A87105.54815 for calendar years 2024, 2025 and 2026 to be used towards salary for an engineer in the Cortland County Soil and Water Conservation District office, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends Resolution No. 328-21 and authorizes the reallocation of \$22,000 per year for calendar years 2024, 2025 and 2026 from the \$300,000 previously allocated to the Cortland County Soil and Water Conservation District to purchase material for a stream corridor management program from the American Rescue Plan funding, to be used towards salary for an engineer in the Cortland County Soil and Water Conservation District office.

AGENDA ITEM NO. 2 – Distribution of Third Quarter 2023 Sales Tax

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Christopher Newell, Committee Vice Chair
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Distribution of Third Quarter 2023 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 2023 third quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for third quarter 2023 to be \$10,503,108.60, AND

WHEREAS, the total amount available for distribution is \$10,128,108.60, 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 (\$725,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or \$5,469,178.64 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 third quarter of 2023 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	\$1,797,739.28	\$-0-	\$1,797,739.28	\$-0-
Cincinnatus, Town of	\$77,181.50	\$-0-	\$77,181.50	\$-0-
Cortlandville, Town of	\$884,695.91	\$-0-	\$884,695.91	\$-0-
Cuyler, Town of	\$74,530.81	\$(28,750.00)	\$45,780.81	\$-0-
Freetown, Town of	\$59,051.19	\$-0-	\$59,051.19	\$-0-

Harford, Town of	\$83,367.43	\$-0-	\$83,367.43	\$-0-
Homer, Town of	\$304,365.33	\$-0-	\$304,365.33	\$-0-
Homer, Village of	\$217,015.39	\$-0-	\$217,015.39	\$-0-
Lapeer, Town of	\$117,700.01	\$(82,500.00)	\$35,200.01	\$-0-
Marathon, Town of	\$90,007.29	\$-0-	\$90,007.29	\$-0-
Marathon, Village of	\$46,372.83	\$-0-	\$46,372.83	\$-0-
McGraw, Village of	\$39,902.16	\$-0-	\$39,902.16	\$-0-
Preble, Town of	\$158,535.18	\$-0-	\$158,535.18	\$-0-
Scott, Town of	\$94,279.29	\$-0-	\$94,279.29	\$-0-
Solon, Town of	\$88,297.71	\$-0-	\$88,297.71	\$-0-
Taylor, Town of	\$48,400.97	\$-0-	\$48,400.97	\$-0-
Truxton, Town of	\$114,327.17	\$-0-	\$114,327.17	\$-0-
Virgil, Town of	\$288,455.83	\$(25,000.00)	\$263,455.83	\$-0-
Willet, Town of	\$74,704.68	\$-0-	\$74,704.68	\$-0-
Total	\$4,658,929.96	\$(136,250.00)	\$4,522,679.96	\$-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.

AGENDA ITEM NO. 3 – Local Law "I" of 2023 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2024

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Local Law "I" of 2023 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2024

WHEREAS, the New York State Legislature enacted General Municipal Law §3-c which establishes a limit upon real property tax levies by local governments, AND

WHEREAS, pursuant to General Municipal Law §3-c (5), a local government may adopt a budget in excess of the tax levy limit only if the governing body of such local government first enacts a local law to override the tax levy limit for the coming fiscal year only, AND

WHEREAS, the Cortland County Legislature has not yet finalized the fiscal year 2024 budget, and may need the flexibility to exceed the property tax cap if it is deemed necessary;

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

Section 1 **Legislative Intent**

The Cortland County Legislature has determined that it is important to maintain flexibility in the process of finalizing the fiscal year 2024 budget, and it may be necessary to override the limit on the amount of real property taxes that may be levied by the County of Cortland for the coming fiscal year 2024.

Section 2

Override of Tax Levy Limit

Upon the adoption of this local law, the Cortland County Legislature is hereby authorized to override the tax levy limit for the coming fiscal year 2024, if the Legislature deems it necessary for the County of Cortland to adopt a budget for the fiscal year 2024 which may require a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c.

Section 3

Legal Authority

The authority to override the tax levy limit is authorized by General Municipal Law §3-c (5), which expressly authorizes a local government to override the tax levy limit for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of the total voting power of its governing body, the Cortland County Legislature.

Section 4

Effective Date

This Local Law shall take effect immediately, in accordance with the provision of the Municipal Home Rule Law of the State of New York.

AGENDA ITEM NO. 4 – Authorize the 2024 Cortland County Tourism Marketing Grants

RESULT:	APPROVED [UNANIMOUS]
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	Next: 10/26/2023 6:00 PM
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MOVER:	Sandra Price, Committee Member
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SECONDER:	Christopher Newell, Committee Vice Chair
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AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston
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ON MOTION OF WAGNER

RESOLUTION NO.

Authorize the 2024 Cortland County Tourism Marketing Grants

WHEREAS, the Cortland County Legislature adopted Resolution No. 121-23 which authorized an agreement with the Cortland County Convention & Visitors Bureau for provision of public benefits services for promotion and publicity, AND

WHEREAS, the Convention & Visitors Bureau, per Resolution No. 121-23, shall be responsible for the distribution of occupancy funds as outlined in the Cortland County Tourism Marketing Grants Guidelines, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 122-23 designating the Cortland County Convention & Visitors Bureau as the Official Tourism Promotion Agency for Cortland County in accordance with New York State Tourism Promotion Act 5A, AND

WHEREAS, the Cortland County Convention and Visitor Bureau’s Tourism Marketing Grant Review Group met in October 2023 to review applications for use of occupancy tax funding for tourism marketing which encourages overnight stays at Cortland County lodging properties, and has recommended that certain amounts of funding be made available to the agencies that sought funding,

AND

WHEREAS, that recommendation has been presented to the Legislature's Finance and Administration Committee for review and consideration as follows:

1890 House Museum	\$12,000
Brockway Truck Preservation Society	\$10,000
Center for the Arts of Homer	\$75,000
Cortland Crush NYCBL Baseball	\$5,000
Cortland County Historical Society	\$16,000
Cortland Regional Sports Council	\$134,000
Cortland Repertory Theatre	\$45,000
Cortland Arts Connect (Cultural Council)	\$10,000
Holiday in Homer	\$3,000
Homer Cortland Community Agency	\$30,000
Homeville Museum	\$3,000
Lime Hollow Nature Center	\$25,000

,NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator or designee is hereby authorized to allocate funds in the 2024 adopted budget and make payment to the Cortland County Convention & Visitor's Bureau, which will distribute the funds to the listed agencies shown above upon these agencies securing a signed contract with the Convention & Visitor's Bureau and providing eligible invoices and supporting documentation.

CONSENT AGENDA - Items on the Consent Agenda have been endorsed by the various standing committees. Finance & Administration 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 Tentative 2024 Budget - Cooperative Extension

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Amend Tentative 2024 Budget - Cooperative Extension

WHEREAS, the County Administrator (Budget Officer) presented the 2024 Tentative County Budget to the Cortland County Legislature on September 28, 2023, AND

WHEREAS, a Public Hearing was held on October 26, 2023 at 6 p.m. in the Legislative Chambers, AND

WHEREAS, the Cortland County Legislature's Agriculture, Planning and Environment Committee approved an amendment to the 2024 Tentative County Budget in the amount of \$25,000 in Account A87505.54815 for Cooperative Extension from Account No. A19905.91000 - Appropriated

Fund Balance, AND

WHEREAS, the Legislature's Finance and Administration Committee has reviewed said budget and has recommended the amendment, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the 2024 Tentative County Budget to add \$25,000 in Account A87505.54815 for Cooperative Extension from Account No. A19905.91000 - Appropriated Fund Balance.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 2 – Authorize Agreement for Replacement of Cooler/Freezer at Cortland County Jail - Buildings and Grounds Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 10/26/2023 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF HEIDER

RESOLUTION NO.

Authorize Agreement for Replacement of Cooler/Freezer at Cortland County Jail - Buildings and Grounds Department

WHEREAS, Cortland County identified a need to replace the current walk in cooler and freezer in the Cortland County Jail, AND

WHEREAS, Cortland County did not receive any bids from two separate Requests for Proposals, AND

WHEREAS, Cortland County contacted contractors directly to get estimates, AND

WHEREAS, Rochester Store Fixture of 707 North St, Rochester NY 14605 was the only contractor to submit an estimate, AND

WHEREAS, Cortland County received the estimate on 8/21/2023 to do the identified work, 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 Rochester Store Fixture, 707 North St., Rochester NY for the replacement of the walk in cooler/freezer and equipment for a cost not to exceed \$54,800, AND BE IT FURTHER

RESOLVED, that the funds for this project are to come from the Jail Project Reserve Fund, account number A.386300.JAIL, AND BE IT FURTHER

RESOLVED, that the 2023 budget be amended as follows:

INCREASE:

A16205.52015 Dept Specific Equip \$54,800

A.351100 Appropriated Reserves \$54,800

Referred from Health & Human Services

AGENDA ITEM NO. 3 – Authorize Qualified Individual Assessment Contract - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Qualified Individual Assessment Contract - Department of Social Services

WHEREAS, the Cortland County Department of Social Services must be able to purchase Qualified Independent Assessments from State authorized individuals or agencies to comply with Families First legislation requirements for children placed in qualifying residential foster care centers, AND

WHEREAS, the payment rates for such services are negotiated as needed with qualified entities available and able to perform such assessments within required timeframes, AND

WHEREAS, the funds are expended once services are required and provided, AND

WHEREAS, payments for such services are made from the A60105.54800 Program Expense account, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized and directed to execute contractual agreements in 2024 for Qualified Independent Assessments with individuals or agencies authorized by the New York State Office of Children and Family Services, AND BE IT FURTHER

RESOLVED, that the said agreements shall be contingent upon the approval of the County Attorney or designee and subject to appropriation of funding by the Legislature.

AGENDA ITEM NO. 4 – Authorize Day Care Agreements - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Day Care Agreements - Department of Social Services

WHEREAS, the Cortland County Department of Social Services must be able to purchase day care services from day care centers to provide care for children eligible for the Low-Income Day Care and Temporary Assistance Day Care programs, AND

WHEREAS, the payment rates for such services are established by New York State as Child Care Market Rates, AND

WHEREAS, funds are expended once services are authorized, required, and provided, AND

WHEREAS, payments for day care services are made from one of the following accounts; A60105.56055, A60105.56070, or A60105.56119, NOW THEREFORE BE IT

RESOLVED, that the County Administrator be and hereby is authorized and directed to execute contractual agreements for Day Care Services to be provided in 2024 with agencies/providers pursuant to criteria established by the New York State Office of Children and Family Services, AND BE IT FURTHER

RESOLVED, that the said agreements shall be contingent upon the approval of the County Attorney or designee and subject to appropriation of funding by the Legislature.

AGENDA ITEM NO. 5 – Authorize Foster Care and Detention Agreements - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Foster Care and Detention Agreements - Department of Social Services

WHEREAS, the Cortland County Department of Social Services must be able to purchase foster care, detention and adoption services for specialized care and placement of children, AND

WHEREAS, the payment rates for such services are established by New York State as Maximum State Aid Rates, AND

WHEREAS, the funds are expended once services are required and provided, AND

WHEREAS, payments for such services are made from one of the following accounts; A60105.56109, A60105.56119, or A60105.56123, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized and directed to execute contractual agreements in 2024 for foster care, detention and adoption services with licensed agencies and/or foster care parents licensed or otherwise authorized by the New York State Office of Children and Family Services AND, BE IT FURTHER

RESOLVED, that the said agreements shall be contingent upon the approval of the County Attorney or designee and subject to appropriation of funding by the Legislature.

AGENDA ITEM NO. 6 – Authorize 2024 Contracts - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

Authorize 2024 Contracts - Department of Social Services

WHEREAS, Cortland County Department of Social Services must execute several contracts for various administrative and program services for the calendar year 2024, AND

WHEREAS, such contracts, costs, terms, functional areas and associated account numbers are listed in the attached chart, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute agreements for or with the following for contract terms beginning on or after 12/31/23 and ending on or before 12/31/24:

Access to Independence, Inc.
 Catholic Charities
 Cayuga Addictions Recovery Services
 Cayuga Centers
 Child Development Council
 Children's Home of Wyoming Conference
 Community Action Program (CAPCO)
 Cortland County Area Agency on Aging
 Cortland County Central Services
 Cortland County District Attorney's Office
 Cortland County Employment and Training
 Cortland County Mental Health Department
 Cortland County Probation Department
 Cortland County Sheriff's Department
 Cortland County Veteran's Services Office
 Elmcrest Children's Services
 Family Counseling Services
 Hillside Children's Center
 J.M. Murray Center
 Jennifer Genovese, ACSW, LCSW
 Josie's Journey
 LabCorp
 Language Line
 L. Woerner, Inc d/b/a Home Care of Rochester
 Lifeline Systems, Inc.
 Salvation Army
 Staffing Healthcare Systems, Inc.
 Upstate Services Group
 YWCA

AGENDA ITEM NO. 7 – Authorize Agreement with Catholic Charities Emergency Housing -
 Department of Social Services

RESULT: APPROVED [UNANIMOUS]

Next: 10/26/2023 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

Authorize Agreement with Catholic Charities Emergency Housing - Department of Social Services

WHEREAS, the New York State Office of Temporary and Disability Assistance requires counties to provide for emergency temporary housing pursuant to 18 NYCRR Part 352, AND

WHEREAS, the Department of Social Services is authorized to enter into agreements for emergency shelter pursuant to 18 NYCRR Parts 491 and 900, AND

WHEREAS, Catholic Charities of Cortland County has the professional expertise in housing and supportive services to oversee a scattered emergency shelter program, AND

WHEREAS, the \$210,000.00 in funding needed for this Agreement is already appropriated in the Family Assistance Account A60105.56109 and the Safety Net Account A60105.56140, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign an Agreement for the time period of January 1, 2024 through December 31, 2024 with Catholic Charities of Cortland County in an amount not to exceed \$210,000.

AGENDA ITEM NO. 8 – Authorize 2024 Agreements (Several Agencies, Departments, Etc.) - Area Agency on Aging

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize 2024 Agreements (Several Agencies, Departments, Etc.) - Area Agency on Aging

WHEREAS, Cortland County Area Agency on Aging and other departments must execute several contracts for various administrative and program services for the 2024 calendar year, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee as to form and subject to any appropriation of funding by the Legislature, be and hereby is authorized to execute agreements through the end 2024 for or with the following:

Classen Home Health Association
Cortland Chenango Rural Services, Inc. (LASS)
Cortland Transit
Center 4 Arts
Comfort Keepers
Cortland Park Rehabilitation & Nursing Facility
Cortland Repertory Theatre
Crown Park Rehabilitation and Nursing
Guthrie Cortland Nursing & Rehabilitation Facility

Elizabeth Brewster House
 Family Health Network
 Homemakers of Western New York (d/b/a Caregivers Home Care)
 Integrity Home Care Services
 J.M. Murray Center
 KPH Healthcare Services/Kinney Drugs
 Language Line
 Language Services Associates
 Resource Center for Independent Living
 Rural Roots Nutrition
 Scott United Methodist Church
 SEPP Corporation
 Seven Valley Health Coalition
 Syracuse University
 The Scott Club, Inc. (LASS)
 TLC Medical Transportation Services, Inc.
 Visiting Nurse Service of New York Choice
 Town of Preble (LASS)
 Town of Willet (LASS)
 Town of Truxton (LASS)
 Truxton United Methodist Church
 Virgil United Methodist Church (LASS)
 Walden Place
 Walgreens Co.
 Walmart Stores, Inc.

Referred from Judiciary & Public Safety Committee

Referred from Highway Committee

AGENDA ITEM NO. 9 – Authorize Agreement with New York State for High Bridge Road Over E. Branch Tioughnioga River Bridge Replacement BIN 3312330 - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF NEWELL

RESOLUTION NO.

Authorize Agreement with New York State for High Bridge Road Over E. Branch Tioughnioga River Bridge Replacement BIN 3312330 - Highway Department

WHEREAS, the Project for the High Bridge Rd over E Branch Tioughnioga River Bridge Replacement Project (BIN 3312330) was awarded funding under the BRIDGE-NY Program, that calls for the apportionment of the costs of such program to be borne with 95% Federal Funds, AND

WHEREAS, the Highway Committee desires to authorize the implementation, and funding in the first instance, 100% of the Federally funded eligible costs of a Transportation Aid project, and appropriating funds therefore, AND

WHEREAS, Cortland County is the Project Sponsor and is legally empowered to declare itself to act as Lead Agency under SEQRA as the County is a local agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”), ECL Section 8-0101, *et seq.*, and implementing regulations 6 NYCRR Part 617 (the “Regulations”), AND

WHEREAS, the proposed project meets the criteria established for a SEQRA Type II Action, per NYCRR Section 617.5, Subdivision (c), Item 2, and does not meet or exceed any thresholds in Section 617.4, AND

WHEREAS, the project has been identified as a SEQRA Type II Action, NOW THEREFORE BE IT

RESOLVED, the County hereby concurs that the Project to replace the High Bridge Rd over E Branch Tioughnioga River Road Bridge can be classified as a Type II Action under SEQRA, and no further review under SEQRA is required, NOW THEREFORE BE IT

RESOLVED, that the County Legislature hereby approves the above-subject project, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the project shall be completed within thirty (30) months, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the County of Cortland to pay in the first instance 100% of the Federal share of the cost of Scoping, Design, Construction and Construction Inspection for the Project or portions thereof, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer is hereby authorized and directed to establish an appropriation account in the amount of \$2,618,658.00 and revenue accounts for the Federal and local shares and the 2023 Budget be modified as follows:

INCREASE:

HH512244.44597.HBRB	Federal Revenue	\$2,487,725.00
HH99015.45031.HBRB	Local Share	\$130,933.00
HH51225.54055.HBRB	PE/Design	\$375,250.00
HH51225.52800.HBRB	Construction	\$2,224,408.00
HH51225.52100.HBRB	ROW	\$19,000.00
A99095.59950.HBRB	Local Share	\$130,933.00
A.359900	Appropriated Fund Balance	\$130,933.00

, AND BE IT FURTHER

RESOLVED, that in the event the full Federal share costs of the project exceeds the amount appropriated, the Legislature of Cortland County shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the NYSDOT thereof, AND BE IT FURTHER

RESOLVED, that the Chairman of the County Legislature of Cortland County be and is hereby authorized and directed to execute all necessary Agreements, certifications or reimbursement as approved to form by the County Attorney or designee on behalf of the County of Cortland in connection with the advancement or approval of the Project, AND BE IT FURTHER

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the

Project, AND BE IT FURTHER

RESOLVED, this Resolution shall take effect immediately.

Referred from Government Operations Committee

AGENDA ITEM NO. 10 – Semi Annual Mortgage Tax Distribution - County Clerk

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF STOCK

RESOLUTION NO.

Semi Annual Mortgage Tax Distribution - County Clerk

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for April 1, 2023-September 30, 2023, has been prepared and submitted by the Cortland County Clerk and has been approved by the New York State Department of Taxation and Finance, AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Treasurer, AND

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

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

Cortland, City of		\$126,463.70
Cincinnatus, Town of		\$4,746.73
Cortlandville, Town of		\$65,300.31
	McGraw, Village of	\$1,838.21
	Homer, Village of	\$185.20
Cuyler, Town of		\$1,879.28
Freetown, Town of		\$5,080.24
Harford, Town of		\$6,325.80
	Homer, Town of	\$23,112.93
	Homer Village of	\$17,463.18
Lapeer, Town of		\$6,287.74
Marathon, Town of		\$9,658.28
Marathon, Village of		\$5,249.51
Preble, Town of		\$6,910.36
Scott, Town of		\$3,827.07
Solon, Town of		\$5,714.92
Taylor, Town of		\$2,546.78
Truxton, Town of		\$9,810.14
Virgil, Town of		\$17,729.46
Willet, Town of		\$931.08

	TOTAL	\$321,060.92
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AGENDA ITEM NO. 11 – Local Law No. "H" of 2023 - a Local Law Amending Local Law 1 of 2007, as Last Amended by Local Law 3 of 2021, Extending the Imposition of a Mortgage Recording Tax in Cortland County

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Jones, Newell, Harbin, Stock, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Local Law No. "H" of 2023 - a Local Law Amending Local Law 1 of 2007, as Last Amended by Local Law 3 of 2021, Extending the Imposition of a Mortgage Recording Tax in Cortland County

WHEREAS, New York State Tax Law §253-v, as last amended by the Laws of 2020, Chapter 58, authorizes Cortland County to adopt and amend local laws imposing a mortgage recording tax of twenty-five cents (\$.25) for each one hundred dollars (\$100.00) and each remaining major fraction thereof of principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated in Cortland County and recorded on or after the date upon which such tax takes effect, AND

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

WHEREAS, the Cortland County Legislature has, upon approval of the New York State Legislature, reauthorized the mortgage recording via subsequent local laws, the most recent being Local Law No. 3 of 2021, AND

WHEREAS the current legislation authorizing the mortgage recording tax expires December 1, 2023, AND

WHEREAS, the New York State Legislature revised New York State Tax Law Section 253-v and extended the effective repeal date to December 1, 2025;

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

Local Law No. 1 for the year 2007 is hereby amended to read as follows:

Section 1

For the period beginning December 1, 2023 and ending December 1, 2025, there is hereby imposed, in the County of Cortland, a tax of \$0.25 for each \$100.00, and each remaining fraction thereof of principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated within the County of Cortland and recorded on or after December 1, 2023, and a tax of \$0.25 on such mortgage if the principal debt or obligation which is or by any contingency may be secured by such mortgage is less than \$100.00.

Section 7

This Local Law shall take effect December 1, 2023. A certified copy of this Local Law shall be mailed to the Commissioner of Taxation and Finance at the Commissioner's Office in Albany, New York. Certified copies of this Local Law shall be filed with the Cortland County Clerk, the Secretary of State and State Comptroller within five days after the Local Law is enacted.

AGENDA ITEM NO. 12 – Increase Annual Legislative Compensation - Cortland County Legislature

RESULT: **APPROVED [5 TO 2]**

Next: 10/26/2023 6:00 PM

MOVER: Christopher Newell, Committee Vice Chair

SECONDER: Sandra Price, Committee Member

AYES: Price, Newell, Harbin, Stock, Eccleston

NAYS: George Wagner, Linda Jones

ON MOTION OF STOCK

RESOLUTION NO.

Increase Annual Legislative Compensation - Cortland County Legislature

WHEREAS, the Cortland County Legislature is currently paid \$10,000 per year, per Legislator, with the Chairman receiving \$19,000 and the Majority and Minority Leaders receiving \$10,500, AND

WHEREAS, the above salary has remained the same for eight (8) years (2015 was raised from \$6,000 to \$10,000), AND

WHEREAS, the Cortland County Legislature's Government Operation Committee recommends an increase in salary for Legislators beginning in 2024, AND

WHEREAS, the County Administrator, as Budget Officer, included a Legislative salary of \$12,000 per legislator, \$21,000 for the Chair of the Legislature and \$12,500 for Majority and Minority Leaders in the 2024 budget, AND

WHEREAS, a public hearing upon the 2024 Tentative Budget was held on October 26, 2023 at 6:00 p.m., AND

WHEREAS, the notice for said public hearing included a statement of the Legislative salaries contained in the 2024 budget, NOW THEREFORE BE IT

RESOLVED, that effective January 1, 2024 the annual Legislative salary be and hereby is \$12,000 per legislator, \$21,000 for the Chair of the Legislature and \$12,500 for the Majority and Minority Leaders.

MONTHLY REPORTS

1. Real Property Tax Services Monthly Report

RESULT:	COMPLETED
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2. Treasurer Monthly Report

RESULT:	COMPLETED
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3. County Administrator Monthly Report

RESULT:	COMPLETED
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4. August 2023 Finance Reports

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. NYS Comptroller Fiscal Stress Scores - FY 2022

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 11:37 AM



Finance & Administration Committee

Committee Meeting

~ Minutes ~

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

1

Tuesday, September 19, 2023

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:35 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	Present	
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 of Finance	Present	
John Banewicz	Cortland County, NY	County Treasurer	Present	
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Christopher Simser	Cortland County, NY	Chief Assistant County Attorney	Present	
Victoria J. Monty	Cortland County, NY	County Attorney	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Board Member	Present	
Carlita Withers	Cortland County, NY	Assistant Accountant	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	

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Margaret Mellott	Cortland Standard	Reporter	Remote	
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MINUTES

1. Finance & Administration Committee - Committee Meeting - Aug 15, 2023 10:30 AM

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

RESOLUTIONS

AGENDA ITEM NO. 1 – Abolish Assistant Director of Finance/Create Deputy Director of Finance - County Administration

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF WAGNER

Abolish Assistant Director of Finance/Create Deputy Director of Finance - County Administration

WHEREAS, the needs of the office will be better served by abolishing one (1) full-time Assistant Director of Finance position and creating one (1) full-time Deputy Director of Finance position in County Administration, AND

WHEREAS, the Finance and Administration Committee recommends the abolition and creation of these positions, NOW THEREFORE BE IT

RESOLVED, that one (1) position of Assistant Director of Finance (Grade 6, \$73,873-98,324/year, Management Compensation Plan, competitive class, full-time, 35 hours/week with benefits) be and hereby is abolished effective September 28, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that one (1) position of Deputy Director of Finance (Grade 6, \$73,873-98,324/year, Management Compensation Plan, competitive class, full-time 35 hours/week with benefits) be created with permission to fill effective September 29, 2023 at 12:01 am.

AGENDA ITEM NO. 2 – Resolution of the Legislature of the County of Cortland, Extending Taxes on Sales and Uses of Tangible Personal Property and of Certain Services, and on Occupancy of Hotel Rooms and Amusement Charges, Pursuant to Article 29 of the Tax Laws of the State of New York

RESULT: APPROVED [5 TO 1]

Next: 9/28/2023 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Wagner, Jones, Stock, Eccleston

NAYS: Beau Harbin

EXCUSED: Christopher Newell

ON MOTION OF WAGNER

Resolution of the Legislature of the County of Cortland, Extending Taxes on Sales and Uses of Tangible Personal Property and of Certain Services, and on Occupancy of Hotel Rooms and Amusement Charges, Pursuant to Article 29 of the Tax Laws of the State of New York

WHEREAS, New York State Tax Law §1210(i)(12) as last amended by Laws of 2023, Chapter 256, on July 28, 2023 authorizes Cortland County to adopt and amend local laws, ordinances or resolutions imposing taxes at a rate which is one percent additional to the three percent rate authorized for the County for a period beginning September 1, 1992 and ending November 30, 2025, AND

WHEREAS, the tax previously authorized by Cortland County Resolution No. 237 of 2020 will expire November 30, 2023, AND

WHEREAS, in the current economic climate it would create financial hardship for Cortland County if this source of revenue was to expire, and such loss would result in a substantial burden on County property owners through increased property taxes or loss of essential services;

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

SECTION 1. The first sentence of section two of Resolution No. 216 as enacted in nineteen hundred sixty-seven, as last amended by Resolution No. 237 for the year 2020, is amended to read as follows:

SECTION 2. IMPOSITION OF SALES TAX

On and after March first, nineteen hundred sixty eight, there is hereby imposed and there shall be paid a tax of three percent upon, and for the period commencing September 1, 1992, and ending November 30, 2025, there is hereby imposed and there shall be paid an additional tax of one percent upon:

“SECTION 2. Subdivision (f) of section three of Resolution No. 216 as enacted in nineteen hundred sixty-seven, as amended, is amended to read as follows:

(f) with respect to the additional tax of one percent imposed for the period commencing September 1, 1992, and ending November 30, 2025, the provisions of subdivisions (a), (b), (c), (d), and (e) of this section apply, except that for the purposes of this subdivision, all references in said subdivisions (a), (b), (c) and (d) to an effective date shall be read as referring to September 1, 1992, all references in said subdivision (a) to the date four months prior to the effective date shall be read as referring to May 1, 1992 and the reference in subdivision (b) to the date immediately preceding the effective date shall be read as referring to August 31, 1992. Nothing herein shall be deemed exempt from tax at the rate in effect prior to September 1, 1992 any transaction which may not be subject to the additional tax imposed effective on that date.”

SECTION 3. Section four of Resolution No. 216 as enacted in nineteen hundred sixty-seven, as amended, is amended to read as follows:

“SECTION 4. IMPOSITION OF COMPENSATING USE TAX

- (a) Except to the extent that property or services have already been or will be subject to the sales tax under this enactment, there is hereby imposed on every person a use tax for the use within this taxing jurisdiction on and after September 1, 1992, except as otherwise exempted under this enactment,
 - (A) of any tangible property purchased at retail,
 - (B) of any tangible personal property (other than computer software used by the author or other creator) manufactured, processed or assembled by the user,
 - (i) if items of the same kind of tangible personal property are offered for sale by him in the regular course of business, or
 - (ii) if items are used as such or incorporated into a structure, building or real property, by a contractor, subcontractor or repairman in erecting structures or buildings, or building on, or otherwise adding to, altering, improving, maintaining, servicing or repairing real property, property or land, as the terms real property, property or land are defined in the Real Property Tax Law, if items of the same kind are not offered for sale as such by such contractor, subcontractor or repairman or other user in the regular course of business,
 - (C) of any of the services described in paragraphs (1), (7) and (8) of subdivision (c) of section two,
 - (D) of any tangible personal property, however acquired, where not acquired for purposes of resale, upon which any of the services described under paragraphs (2), (3) and (7) of subdivision (c) of section two have been performed,
 - (E) of any telephone answering service described in subdivision (b) of section two and,
 - (F) of any computer software written or otherwise created by the user if the user offers software of a similar kind for sale as such or as a component part of other property in the regular course of business.
- (b) For purposes of clause (A) of subdivision (a) of this section, for the period commencing September 1, 1992, and ending November 30, 2025, the tax shall be at the rate of four percent, and on and after December 1, 2025, the tax rate shall be at the rate of three percent, of the consideration given or contracted to be given for such property, or for the use of such property, including any charges for shipping or delivery as described in paragraph three of subdivision (b) of section one, but excluding any credit for tangible personal property accepted in part payment and intended for resale.
- (c) For purposes of sub-clause (i) of clause (B) of subdivision (a) of this section, for the period commencing September 1, 1992, and ending November 30, 2025, the tax shall be at the rate of four percent, and on and after December 1, 2025, the tax shall be at the rate of three percent, of the price at which items of the same kind of tangible personal property are offered for sale by the user, and the mere storage, keeping, retention or withdrawal from storage of tangible personal property by the person who manufactured, processed or assembled such property shall not be deemed a taxable use by him.
- (d) For purposes of subclause (ii) of clause (B) of subdivision (a) of this section, for the period commencing September 1, 1992, and ending November 30, 2025, the tax shall be at the rate of four percent, and on and after December 1, 2025, the tax shall be at the rate of three percent of the consideration given or contracted to be given for the tangible personal property manufactured, processed or assembled into the tangible personal property the use of which is subject to tax, including any charges for shipping or delivery as described in paragraph three of subdivision (b) of section one.
- (e) Notwithstanding the foregoing provisions of this section, for purposes of clause (B) of subdivision (a) of this section, there shall be no tax on any portion of such price which represents the value added by the user to tangible personal property which he fabricates and installs to the specifications of an addition or capital improvement to real property, property or land, as the

terms real property, property or land are defined in the Real Property Tax Law, over and above the prevailing normal purchase price prior to such fabrication of such tangible personal property which a manufacturer, producer or assembler would charge an unrelated contractor who similarly fabricated and installed such tangible personal property to the specifications of an addition or capital improvement to such real property, property or land.

- (f) For purposes of clauses (C), (D) and (E) of subdivision (a) of this section, for the period commencing September 1, 1992 and ending November 30, 2025, the tax shall be at the rate of four percent, and on and after December 1, 2025, the tax shall be at the rate of three percent, of the consideration given or contracted to be given for the service, including the consideration for any tangible personal property transferred in conjunction with the performance of the service and also including any charges for shipping and delivery of the property so transferred and of the tangible personal property upon which the service was performed as such charges are described in paragraph three of subdivision (b) of section one.
- (g) For purposes of clause (F) of subdivision (a) of this section, for the period commencing September 1, 1992, and ending November 30, 2025, the tax shall be at the rate of four percent, and on and after December 1, 2025, the tax shall be at the rate of three percent, of the consideration given or contracted to be given for the tangible personal property which constitutes the blank medium, such as disks or tapes, used in conjunction with the software, or for the use of such property, and the mere storage, keeping, retention or withdrawal from storage of computer software described in such clause (F) by its author or other creator, shall not be deemed a taxable use by such person.”

SECTION 4. Paragraph (B) of subdivision (1) of section eleven of Resolution No. 216 as enacted in nineteen hundred sixty-seven, as amended, is amended to read as follows:

- (B) With respect to the additional tax of one percent imposed for the period beginning September 1, 1992, and ending November 30, 2025, in respect to the use of property used by the purchaser in this County prior to September 1, 1992.

SECTION 5. Paragraph (1) of subdivision (c) of section fourteen of Resolution No. 216 as enacted in nineteen hundred sixty-seven, as amended, is amended to read as follows:

(c)(1) Notwithstanding any other provision of law, net collections distributed to the County by the State Comptroller pursuant to subdivision (c) of section 1261 of the Tax Law of the State of New York, including net collections attributable to the additional one percent sales and compensating use taxes, shall be disposed of in accordance with the sales tax allocation and distribution agreement entered into by Cortland County and the City of Cortland on August 9, 2018, and approved by the State Comptroller pursuant to section 1262 (c) of the Tax Law, during the period that such agreement is in effect as follows:

(1) Term: This agreement shall commence on January 1, 2019 and shall continue until December 31 2028. Either party may cancel this contract at any time after June 1st, 2023 upon giving the other party a six month notice to terminate so authorized by a two-thirds majority vote of the terminating party’s total governing board.

(2) Deduction of the Fixed Sum Certain Annual Amounts: There shall be deducted from the annual gross distribution of sales tax received from the State of New York the following fixed sum in annual amounts: \$1.5 Million for County purposes;

Beginning January 1st 2019 - December 31st, 2023:

For County Purposes- 54%

For City Purposes - 17.75%

For Towns and Village Purposes - 28.25%

Beginning January 1st, 2024 - December 31st, 2028:

For County Purposes- 55%

For City Purposes - 17.38%

For Towns and Village Purposes - 27.62%

Distribution of net sales and compensating use taxes will be prepared and processed for the Cortland County Legislature's Finance and Administration Committee meeting following thirty (30) days after the end of each quarter. After approval by the Finance and Administration Committee and the approval of the full Cortland County Legislature, payment will be released to the respective municipalities the first working day following the County Legislative session (session is normally held the last Thursday of each month). Tentative scheduled releases will be May, August, November, and February.

SECTION 6. This enactment shall take effect December 1, 2023.

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

Referred from Ag/Planning/Environmental Committee

Referred from Building & Grounds Committee

AGENDA ITEM NO. 1 – 111 Port Watson Street Additional Engineering and Architectural - Mental Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF HEIDER

111 Port Watson Street Additional Engineering and Architectural - Mental Health Department

WHEREAS, Cortland County is currently under contract with Bell and Spina Architects located at 215 Wyoming Street, Syracuse NY for architectural and engineering services for the Mental Health building project at 111 Port Watson St, Cortland NY (Contract No. 155-22, Resolution No. 132-22), AND

WHEREAS, Bell and Spina has submitted a change order for engineering and architectural design for an additional space request which was not part of the original request, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed

Minutes Acceptance: Minutes of Sep 19, 2023 10:00 AM (MINUTES)

the proposal and has recommended moving forward with this proposal with funding to be paid from the Office of Mental Health Building Fund, A43115.52320.ARP, 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 approve this additional change order for design and engineering for additional space at a cost not to exceed \$43,900.

AGENDA ITEM NO. 2 – Authorize Agreement with Sixth Judicial District for Court Cleaning and Maintenance Services - Buildings and Grounds Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF HEIDER

Authorize Agreement with Sixth Judicial District for Court Cleaning and Maintenance Services - Buildings and Grounds Department

WHEREAS, 1996 New York State Legislation, Senate Bill # 4428-b, allowed for changes in Section 39-b of the Judiciary Law and amends Sections 54-j and 94920 of the State Financial Law affecting the Maintenance & Operating procedures for the New York State Unified Court System 6th Judicial Court District as it relates to Cortland County, AND

WHEREAS, the New York State Unified Court System 6th Judicial District has presented a new 5-year agreement to the County covering the period of April 1, 2023 through March 31, 2028, AND

WHEREAS, the New York State Unified Court System 6th Judicial District has submitted an annual contract renewal letter dated August 1, 2023, which reflects a 2023-2024 contract amount of \$751,427.00, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon review of the County Attorney or designee, to execute the proposed renewal agreement presented by the New York State Unified Court System 6th Judicial District.

Referred from Health & Human Services

AGENDA ITEM NO. 3 – Amend Budget and Transfer Funds to Safety Net Account - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF HOMER

Amend Budget and Transfer Funds to Safety Net Account - Department of Social Services

Minutes Acceptance: Minutes of Sep 19, 2023 10:00 AM (MINUTES)

WHEREAS, expenditures for Safety Net cases and temporary housing are trending higher this year and are expected to exceed the amount appropriated in our 2023 budget, NOW THEREFORE BE IT

RESOLVED, that the 2023 County Budget be and hereby is amended as follows:

Decrease:

Child Care (Raise The Age)

A60105.56119.RTA Current 738,000.00 Decrease (\$600,000) New = \$138,000.00

Increase:

Safety Net

A60105.56140 Current \$2,183,200,000.00 Increase +\$600,000 New = \$2,783,200.00

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

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF HOMER

Amend Budget Other Compensation and Raises - Department of Social Services

WHEREAS, expenditures for vacation payouts have increased due to staff turnover, AND

WHEREAS, expenditures for Child Protective Services on-call pay are trending higher this year, AND

WHEREAS, our expenses in the Other Compensation and Raises account are expected to exceed the amount appropriated in our 2023 budget, NOW THEREFORE BE IT

RESOLVED, that the 2023 County Budget be and hereby is amended as follows:

DECREASE:

Personal Service:

A60105.51005 Current 5,637,848.00 DECREASE (\$40,000) New = \$5,597,848.00

INCREASE:

Other Compensation and Raises:

A60105.51035 Current \$175,000.00 INCREASE +\$40,000 New = \$215,000.00

AGENDA ITEM NO. 5 – Accept Funds Resource Allocation Plan New York State Office of Children and Family Services Youth Bureau Sports Funding - Youth Bureau/Health Department

Minutes Acceptance: Minutes of Sep 19, 2023 10:00 AM (MINUTES)

RESULT: APPROVED [UNANIMOUS]

Next: 9/28/2023 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Beau Harbin, Committee Member

AYES: Price, Wagner, Jones, Harbin, Stock, Eccleston

EXCUSED: Christopher Newell

ON MOTION OF HOMER

Accept Funds Resource Allocation Plan New York State Office of Children and Family Services Youth Bureau Sports Funding - Youth Bureau/Health Department

WHEREAS, the New York State (NYS) Office of Children and Family Services, through the Resource Allocation Plan, has made available the sum of \$68,687 to Cortland County through the Youth Bureau, AND

WHEREAS, the NYS Office of Children and Family Services, through the Resource Allocation Plan, has made available the sum of \$23,440 to Cortland County Youth Bureau for Youth Sports and Education, AND

WHEREAS, the NYS Office of Children and Family Services, through the Resource Allocation Plan, has made available the sum of \$21,231 to Cortland County Youth Bureau for Youth Sports Allocations, AND

WHEREAS, each municipal youth bureau will receive an allocation for the Sports Opportunity Funding to serve children and youth ages 6-17 based on the population of eligible youth in the County, AND

WHEREAS, the County Youth Bureau has designated the funds to the various County municipalities and agencies for the year October 1, 2023 through September 30, 2024 and for which a copy is in the County Youth Bureau Office, AND

WHEREAS, \$92,669 will be allocated to Cortland County municipalities and \$20,689 will be allocated to the Cortland County Youth Bureau administration, AND

WHEREAS, the 2023 County Budget will need to be amended as follows:

<u>Revenue:</u>		<u>(Inc)/Dec</u>
A73125.43820.YB	Youth Bureau	(\$113,358)
A40105.43401.4000	Article Six State Aid	<u>\$3,689</u>

<u>Expenditure:</u>		<u>Inc/Dec</u>
A73125.54815	Contracted Services	\$92,669
A73125.51005	Personnel Services	\$20,689

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to execute the Resource Allocation Planning Agreement with the NYS Office of Children and Family Services and contract with approved agencies, AND BE IT FURTHER

RESOLVED, that the Treasurer's/Finance 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 NY

State Office of Children and Family Services, the County shall not be liable to pay any of its own funds to meet any deficiency under the terms of the contract.

AGENDA ITEM NO. 6 – Award Bid/Authorize Agreement for the Development of a Cortland County Prevention Program with the Cortland County Mental Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 9/28/2023 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Beau Harbin, Committee Member

AYES: Price, Wagner, Jones, Harbin, Stock, Eccleston

EXCUSED: Christopher Newell

ON MOTION OF HOMER

Award Bid/Authorize Agreement for the Development of a Cortland County Prevention Program with the Cortland County Mental Health Department

WHEREAS, Cortland County submitted a Request for Proposals for the Development of a Cortland County Prevention Program with the Cortland County Mental Health Department, AND

WHEREAS, all proposals were solicited in accordance with County policy, AND

WHEREAS, one proposal was received in response to the request for proposals as follows:

Company	Address	Amount
Family & Children's Counseling Services	165 Main Street, Suite A Cortland, New York 13045	\$102,216

, AND

WHEREAS, based upon the results of the bid, the Health and Human Services Committee recommends that bid be awarded to the lowest responsible bidder, AND

WHEREAS, the Health and Human Services recommends the bid be awarded to Family & Children's Counseling Services, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into an agreement with Family & Children's Counseling Services for the Development of a Cortland County Prevention Program with the Cortland County Mental Health Department at a cost not to exceed \$102,216.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 7 – Authorize Agreement with Motorola - Edge Availability - Department of Emergency Response and Communications

Minutes Acceptance: Minutes of Sep 19, 2023 10:00 AM (MINUTES)

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF FAIRCHILD-PRESTON

Authorize Agreement with Motorola - Edge Availability - Department of Emergency Response and Communications

WHEREAS, Cortland County's Department of Emergency Response and Communications was awarded a grant from New York State Department of Homeland Security in the amount of \$5,000,000 in support of improvements to the County's radio system, AND

WHEREAS, the County has received a proposal from Motorola, Incorporated to upgrade the County's radio system to include Edge Availability that will run the County's radio system in the event of a network or system core failure, in the amount of \$254,713, AND

WHEREAS, this expense is in support of the grant award and funds are budgeted in A30205.52015.27SIC, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is authorized to execute a contract with Motorola, Incorporated for Edge Availability upgrade to the County's radio system in the amount of \$254,713.

AGENDA ITEM NO. 8 – Authorize Agreement for Preventative Maintenance with Motorola Solutions - Department of Emergency Response

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF FAIRCHILD-PRESTON

Authorize Agreement for Preventative Maintenance with Motorola Solutions - Department of Emergency Response

WHEREAS, Cortland County's existing 911 radio system, which is the primary component for handling emergency service calls, is in need of preventative maintenance and upgrading to allow for improved communications and interoperability between field providers and County 911 centers, AND

WHEREAS, it is in the best interest of the County to maintain its radio system and keep its infrastructure in a constant state of readiness and high availability, AND

WHEREAS, Motorola is the sole source vendor providing these upgrades based on the awarded RFP by Cortland County in 2011, AND

WHEREAS, Motorola has been providing preventative maintenance on the County's radio

system since 2018 under resolution 248-18, AND

WHEREAS, Motorola has agreed to keep the expenses related to this project to a fixed cost for the duration of the contract as long as funding is approved from the Department of Homeland Security, AND

WHEREAS, the cost of this project is \$673,783 for 2024 with options to renew for the years 2025-2028, grant funding dependent, AND

WHEREAS, should funding not be approved by the Department of Homeland Security the contract between Motorola and the County will have an opt out clause at any point of the contract without penalty, AND

WHEREAS, funds previously allocated under the grant award to Cortland County's Department of Emergency Response & Communications from the New York State Department of Homeland Security Office of Interoperable Emergency Communications in the amount of \$5,000,000 will allow for this expense and the net county cost is zero and are budgeted in A30205.52015.27SIC, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee and subject to appropriation of funding, be and hereby is authorized to sign the upgrade and preventative maintenance contract with Motorola at an amount not to exceed \$673,783 per year for the years of 2024-2028.

Referred from Highway Committee

AGENDA ITEM NO. 9 – Create Four (4) Temporary Motor Equipment Operators - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/28/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Jones, Harbin, Stock, Eccleston
EXCUSED:	Christopher Newell

ON MOTION OF NEWELL

Create Four (4) Temporary Motor Equipment Operators - Highway Department

WHEREAS, the needs of the Highway Department will be better served by creating four (4) Motor Equipment Operators (temporary, not to exceed six months), AND

WHEREAS, the Cortland County Legislature's Highway Committee recommends the creation of these positions, NOW THEREFORE BE IT

RESOLVED, that four (4) Motor Equipment Operators (Grade 14, \$20.6041-\$26.0742/hour, non-competitive class, full time, temporary, not to exceed six months, no benefits) be created with permission to fill effective November 1, 2023.

Referred from Government Operations Committee

AGENDA ITEM NO. 10 – Set Self Insurance Rates – Cortland County Health Insurance Program

RESULT: APPROVED [5 TO 1]

Next: 9/28/2023 6:00 PM

MOVER: Linda Jones, Committee Member
SECONDER: Richard Stock, Committee Member
AYES: Price, Wagner, Jones, Stock, Eccleston
NAYS: Beau Harbin
EXCUSED: Christopher Newell

ON MOTION OF STOCK

Set Self Insurance Rates – Cortland County Health Insurance Program

WHEREAS, the County sets premium equivalent rates to be charged to employees, retirees and/or County agencies participating in the County's Health, Dental and Vision Insurance programs, AND

WHEREAS, said premiums are based upon claims experience within each program, AND

WHEREAS, Assured Partners has recommended premium equivalents based upon projected claims during the period January 1, 2023 through December 31, 2023, NOW THEREFORE BE IT

RESOLVED, that effective January 1, 2024, the premium equivalents to be charged to the employees, retirees and/or County agencies participating in the Cortland County Health Insurance Program shall be in accordance with the schedule below.

MONTHLY INSURANCE PREMIUM EQUIVALENT RATES

HEALTH INSURANCE RATES - TRADITIONAL PLAN

	<u>2023</u>	<u>2024</u>	10.4% increase
Individual	\$ 810.04	\$ 894.28	
Family	\$1970.30	\$ 2175.21	

HEALTH INSURANCE RATES - PPO PLAN

(For all employees hired in the General, Corrections, Civilian, and Department of Emergency Response and Communications Unions 1/1/2020 and after, employees hired in the CPAC union 1/1/2022 and after, and employees hired in the NYSNA union and Management Compensation Plan 1/1/2023 and after)

	<u>2023</u>	<u>2024</u>	10.4% increase
Individual	\$729.03	\$804.85	
Family	\$1773.27	\$1957.69	

DENTAL INSURANCE RATES

	<u>2023</u>	<u>2024</u>	NO CHANGE
Individual	\$15.04	\$15.04	
Family	\$60.17	\$60.17	

VISION INSURANCE RATES

	<u>2023</u>	<u>2024</u>	NO CHANGE
Individual	\$3.25	\$3.25	
Family	\$13.00	\$13.00	

MONTHLY REPORTS

1. Real Property Tax Services Monthly Report

RESULT:	COMPLETED
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2. Treasurer Monthly Report

RESULT:	COMPLETED
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3. July 2023 Financial Reports

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 11:26 AM

Minutes Acceptance: Minutes of Sep 19, 2023 10:00 AM (MINUTES)

**Amend Resolution No. 328-21 - Authorize Reallocation of American Rescue Plan Funding
for Soil and Water Conservation District**

WHEREAS, Resolution No. 328-21 allocated \$300,000 of the water, sewer and broadband infrastructure federal aid revenue to the Cortland County Soil and Water Conservation District to purchase material for a stream corridor management program, AND

WHEREAS, the Cortland County Legislature's Finance and Administration Committee, upon recommendation of the Agriculture, Planning and Environment Committee, recommends reallocating \$22,000 per year of said funding to Account No. A87105.54815 for calendar years 2024, 2025 and 2026 to be used towards salary for an engineer in the Cortland County Soil and Water Conservation District office, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends Resolution No. 328-21 and authorizes the reallocation of \$22,000 per year for calendar years 2024, 2025 and 2026 from the \$300,000 previously allocated to the Cortland County Soil and Water Conservation District to purchase material for a stream corridor management program from the American Rescue Plan funding, to be used towards salary for an engineer in the Cortland County Soil and Water Conservation District office.

Rochester Store Fixture
707 North St
Rochester, NY 14605
Phone 585-546-6706
Fax 585-546-4452

Proposal

DATE	Estimate #
8/21/2023	30449

BILL TO		SHIP TO		
Cortland County Buildings and Grounds 60 Central Ave B28 Cortland, NY 13045				
Customer Phone	(607) 753-5068		TERMS	REP
Customer Fax			Net 30	MD
Customer E-mail	cmiller@cortland-co.org			
ITEM	DESCRIPTION	QTY	RATE	AMOUNT
New Equipment	KPS Global Combo Walk-In Cooler/Freezer, FREEZER - WITH FLOOR & INT RAMP - -10°F - Indoor, NSF Approved, 4" Insulframe Construction Model #: RFO230L4SEA, Condensing Unit Over-Sized Receiver Model #: RL6E066DDASL, Evaporator		0.00	0.00T
New Equipment	COOLER - WITH FLOOR & INT RAMP - 35°F - Indoor, NSF Approved 4" Insulframe Construction Model #: RFO080M4SEA, Condensing Unit Over-Sized Receiver Model #: RL6A073ADASL, Evaporator		0.00	0.00T
New Equipment	2 6" Hug-Edge Flat Trim 26ga Stucco Embossed Acrylic Natural Aluminum-Zinc Alloy Steel 120" Long • 3 12" Flat Trim with Hem Edges 26ga Stucco Embossed White Aluminum-Zinc Alloy Steel 120" Long • 2 3" x 3" Interior Corner Trim 26ga Stucco Embossed Acrylic Natural Aluminum-Zinc Alloy Steel 120" Long • 1 EXTENDED WARRANTY REFRIGERATION • 1 EXTENDED WARRANTY REFRIGERATION		0.00	0.00T
New Equipment	FREEZER Dimensions External: 5'-1" x 10'-6" x 7'-6", Internal: 4'-5" x 9'-10" x 6'-10", 4" Insulframe Construction.		0.00	0.00T

NOTICE TO BUYER

All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS

Sales Tax (0.00)

Total

Attachment: Est_30449_from_Rochester_Store_Fixture_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

Rochester Store Fixture
 707 North St
 Rochester, NY 14605
 Phone 585-546-6706
 Fax 585-546-4452

Proposal

DATE	Estimate #
8/21/2023	30449

BILL TO		SHIP TO		
Cortland County Buildings and Grounds 60 Central Ave B28 Cortland, NY 13045				
Customer Phone	(607) 753-5068	TERMS	REP	
Customer Fax		Net 30	MD	
Customer E-mail	cmiller@cortland-co.org			
ITEM	DESCRIPTION	QTY	RATE	AMOUNT
New Equipment	Floors 4" Insulframe Construction Alum Treadbrite Low Profile .080 - Interior Attachment Type: Lock Down Single 1/2" OSB Plywood Underlay		0.00	0.00T
New Equipment	(1) MaxLit 48" LED VT 120V		0.00	0.00T
New Equipment	KPS Global Doors (1) 3' x 6'-6" Inset Freezer Door - Right Out Swing 1 36" x 5.5" 12GA SS Threshold 2 K-1261 Hinges 1 K78V w/K486CF ISR 1 K1094 Inset Slotted Closer 1 18GA Galvanized Jamb Guard 1 2" Dial Flush w/ 1' Lead, Thermometer on Exterior, Lead on Interior 1 Standard Switch w/ Pilot Light Installed 1 1827 Heated 120V Vent		0.00	0.00T
NOTICE TO BUYER All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS				
			Sales Tax (0.00)	
			Total	

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Rochester Store Fixture
 707 North St
 Rochester, NY 14605
 Phone 585-546-6706
 Fax 585-546-4452

Proposal

DATE	Estimate #
8/21/2023	30449

BILL TO		SHIP TO	
Cortland County Buildings and Grounds 60 Central Ave B28 Cortland, NY 13045			
Customer Phone	(607) 753-5068	TERMS	REP
Customer Fax		Net 30	MD
Customer E-mail	cmiller@cortland-co.org		

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
New Equipment	Freezer Refrigeration , (1) Room: Indoor Freezer Dimensions: 5' 1" x 10' 6" x 7' 6" Box Temp: -10 Deg Model #: RFO230L4SEA, 2 1/4 HP, Low Temp, Scroll, R-448A BTUH: 6,509 Suction Temp: -20.8 Ambient: 95 Deg Voltage: 208-230/3Ph Condenser MCA: 18.80 Approx Ship Weight: 230 Standard Condenser Accessories: Weather Cover Filter/Drier & Sight Glass Electrical Defrost Timer Crank. Heater H. Headmaster Control ED-05 Electric Defrost Kit - (1) Over-Sized Receiver - (1) Model #: RL6E066DDASL, Low Temp, R-448A, Temp Diff: 8.80 BTUH: 6,509 Suction Temp: -20.8 Voltage: 208-230/1Ph Evap Fan Amp: 1.00 Def Heat Amp: 9.80 Approx Ship Weight: 52 Standard Evaporator Accessories: Mounted Liquid Line Solenoid Valve Mounted Expansion Valve R-448A Mounted Thermostat EC Evaporator Motors		0.00	0.00T

NOTICE TO BUYER

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Sales Tax (0.00)

Total

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Rochester Store Fixture
707 North St
Rochester, NY 14605
Phone 585-546-6706
Fax 585-546-4452

Proposal

DATE	Estimate #
8/21/2023	30449

BILL TO		SHIP TO	
Cortland County Buildings and Grounds 60 Central Ave B28 Cortland, NY 13045			
Customer Phone	(607) 753-5068	TERMS	REP
Customer Fax		Net 30	MD
Customer E-mail	cmiller@cortland-co.org		

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
New Equipment	COOLER - WITH FLOOR & INT RAMP - 35°F - Indoor, Dimensions External: 7'-9" x 10'-6" x 7'-6", Internal: 7'-1" x 9'-10" x 6'-10"4" Insulframe Construction.		0.00	0.00T
New Equipment	Floors 4" Insulframe Construction Alum Treadbrite Low Profile .080 - Interior Attachment Type: Non-Lock Down Single 1/2" OSB Plywood Underlay		0.00	0.00T
New Equipment	(1) MaxLit 48" LED VT 120V		0.00	0.00T
New Equipment	KPS Global Doors (1) 3' x 6'-6" Inset Cooler Door - Right Out Swing 1 36" x 5.5" 12GA SS Threshold 2 K-1261 Hinges 1 K78V w/K486CF ISR 1 K1094 Inset Slotted Closer 1 18GA Galvanized Jamb Guard 1 2" Dial Flush w/ 1' Lead, Thermometer on Exterior, Lead on Interior 1 Standard Switch w/ Pilot Light Installed		0.00	0.00T
New Equipment	Cooler Refrigeration - (1) Room: Indoor Cooler Dimensions: 7' 9" x 10' 6" x 7' 6" Box Temp: 35 Deg Model #: RFO080M4SEA, 3/4 HP, Medium Temp, Scroll, R-448A BTUH: 8,019 Suction Temp: +23.3 Ambient: 95 Deg Voltage: 208-230/3Ph Condenser MCA: 15.00 QUOTATION Quote #: CPQ-68949		0.00	0.00T

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 707 North St
 Rochester, NY 14605
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 Fax 585-546-4452

Proposal

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8/21/2023	30449

BILL TO		SHIP TO	
Cortland County Buildings and Grounds 60 Central Ave B28 Cortland, NY 13045			
Customer Phone	(607) 753-5068	TERMS	REP
Customer Fax		Net 30	MD
Customer E-mail	cmiller@cortland-co.org		

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	Quote Date: 08/21/2023 Revision #: 2 Revision Date: 08/22/2023 800.633.3426 kpsglobal.com 5 of 7 Approx Ship Weight: 195 Standard Condenser Accessories: Weather Cover Filter/Drier & Sight Glass Air Defrost Timer Crank. Heater H. Headmaster Control - (1) Over-Sized Receiver - (1) Model #: RL6A073ADASL, Medium Temp, R-448A, Temp Diff: 9.70 BTUH: 8,019 Suction Temp: +23.3 Voltage: 115v Evap Fan Amp: 1.60 Approx Ship Weight: 52 Standard Evaporator Accessories: Mounted Liquid Line Solenoid Valve Mounted Expansion Valve R-448A Mounted Thermostat EC Evaporator Motors			
New Equipment	36" x 36" treadplate on exterior and interior of Freezer and Cooler Doors.		0.00	0.00T

NOTICE TO BUYER

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Sales Tax (0.00)

Total

Attachment: Est_30449 from_Rochester_Store_Fixture_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

Rochester Store Fixture
707 North St
Rochester, NY 14605
Phone 585-546-6706
Fax 585-546-4452

Proposal

DATE	Estimate #
8/21/2023	30449

BILL TO		SHIP TO	
Cortland County Buildings and Grounds 60 Central Ave B28 Cortland, NY 13045			
Customer Phone	(607) 753-5068	TERMS	REP
Customer Fax		Net 30	MD
Customer E-mail	cmiller@cortland-co.org		

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
New Equipment	Installation : Walk-in cooler/freezer and refrigeration installation • Recover existing refrigerant and dispose of off-site per EPA regulations. • Remove existing refrigeration components and dispose of in, on-site dumpster. • Remove existing walk-in boxes and dispose of in, on-site dumpster. • Meet delivery truck at site on days of install. • Erect walk-in boxes at pre-determined locations. • Install new refrigeration systems at the same location as existing. • Perform start-up and make adjustments as needed. Labor is based on Pre-vailing wage rate. • Work to be performed during regular business hours. • Dumpster on-site for our use to dispose of existing walk-in boxes and rubbish at location to be obtained and supplied by Pride. Not included in bid: • Shelving or racking and dunnage removal and installation by OTHERS. New or altered electrical by OTHERS.		0.00	0.00T
New Equipment	Total cost for Walk-In Cooler/Freezer Box, Refrigeration and Installation.	1	54,800.00	54,800.00T

NOTICE TO BUYER

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Sales Tax (0.00) \$0.

Total \$54,800.

Attachment: Est_30449 from_Rochester_Store_Fixture_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

CORTLAND COUNTY DEPARTMENT OF SOCIAL SERVICES CONTRACT AUTHORIZATION LIST FOR 2023

CONTRACTOR	DESCRIPTION	Maximum COST	Contract Terms	FUNCTION	ACCOUNT NUMBER CHARGED TO IN 2021 BUDGET:
Catholic Charities	CCSI Parent Partner (STSJP funding)	73,000	12/31/23 – 12/31/24	Preventive Services	A60105.56070
Catholic Charities	Emergency Housing Apartments	210,000	12/31/23 – 12/31/24	Temporary Assistance	A60105.56109 & A60105.56140
Cayuga Addictions Recovery Services	Behavioral Health Specialist	50,000	12/1/23 – 11/30/24	Child Welfare	A60105.54800.4695
Cayuga Centers	Functional Family Therapy	282,000	12/31/23 – 12/31/24	Preventive Services	A60105.56070 & A60105.56109
Cayuga Centers	Placement Diversion Safe Care	192,000	12/31/23 – 12/31/24	Preventive Services	A60105.56070 & A60105.56109
Children’s Home of Wyoming Conference	QI Assessments	25,000	10/1/22 – 12/31/23	Foster Care Admin Expense	A60105.54800
Community Action Program of Cortland (CAPCO)	Medicaid Personal Care Services	State Medicaid set rates	12/31/23 – 12/31/24	Long Term Care	State paid
Cortland County Area Agency on Aging	Home Energy Assistance Program	19,500	12/31/23 – 12/31/24	Home Energy Assistance Program	A60105.54815
Cortland County Central Services	County IT Support	22,000	12/31/23 – 12/31/24	Technical Support - Computers	A60105.54083
Cortland County Employment & Training	Lease at One Stop	15,000	12/1/22 – 11/31/23	Employment	A60105.54800
Cortland County Probation Department	PINS Diversion Services	236,000	12/31/23 – 12/31/24	Preventive Services	A60105.56070 & A60105.56109
Cortland County Sheriff Department	Fraud Investigations	159,000	12/31/23 – 12/31/24	Fraud	A60105.54083
Cortland County Sheriff Department	On-Site Security	143,000	12/31/23 – 12/31/24	Office Security	A60105.54083
Cortland County Sheriff Department	Detention Transports	6,000	12/31/23 – 12/31/24	Non-Secure Detention	A60105.56123
Cortland County Sheriff Department	On-Call Security Services	8,000	12/31/23 – 12/31/24	Child Protective Services	A60105.54083
Cortland County Sheriff Department	Paper Process Service	5,000	12/31/23 – 12/31/24	Child Support/Child Welfare	A60105.54083
Cortland County Veterans Services Offices	Veterans Services and Referrals to DSS	61,000	12/31/23 – 12/31/24	Temporary Assistance/SNAP/MA	A60105.54083
Elmcrest	Family Support Services	700,000	12/31/23 – 12/31/24	Preventive Services	A60105.56070 & A60105.56109
Family Counseling Services, Inc.	Alcohol and Drug Screens	\$103/each	12/31/23 – 12/31/24	Temporary Assistance	A60105.54500

CORTLAND COUNTY DEPARTMENT OF SOCIAL SERVICES CONTRACT AUTHORIZATION LIST FOR 2023

Family Counseling Services, Inc.	Counseling Services	2,000	12/31/23 – 12/31/24	Preventive Services	A60105.56070 & A60105.56109
Genovese, Jennifer, ACSW, LCSW	Counseling for Caseworkers	6,000	12/31/23 – 12/31/24	Child Welfare Staff Support	A60105.54035
Hillside Children's Services	Foster Home Recruitment and Certification	173,000	12/31/23 – 12/31/24		
J M Murray Center	Staff Disability Analyst - SSI Determinations	69,000	12/31/23 – 12/31/24	Temporary Assistance	A60105.54083
J M Murray Center	Job Search	66,000	12/31/23 – 12/31/24	Temporary Assistance	A60105.54800
Josie's Journey	Comfort Dog Services	500	12/31/23 – 12/31/24	Child Welfare Admin	A60105.54035
L. Woerner, Inc d/b/a Home Care of Rochester	Medicaid Personal Care Services	State Medicaid rates	12/31/23 – 12/31/24	Long Term Care	State Paid
LabCorp	Paternity Testing	10,000	12/31/23 – 12/31/24	Child Support	A60105.54500
Language Line	Language translation and hearing-impaired services	Per government rate	On-going service agreement	Department-wide	A60105.54000
Lifeline Systems	Medicaid Personal Care Services	State Medicaid rates	12/31/23 – 12/31/24	Long Term Care	State paid
Salvation Army	Warming Center	275,000	11/1/23 – 4/30/24	Emergency Services	A60105.54800.4696
Stafling Healthcare Systems, Inc	Medicaid Personal Care Services	State Medicaid rates	12/31/23 – 12/31/24	Long Term Care	State paid
Upstate Services Group	Medicaid Personal Care/Assisted Living Services	State Medicaid rates	12/31/23 – 12/31/24	Long Term Care	State paid
YWCA	Enhanced Non-Residential Services – AVV	25,000	7/1/23 - 6/30/24	Domestic Violence	A60105.54800.4693
YWCA	Non-Residential Services - AVV	57,000	12/31/23 – 12/31/24	Domestic Violence Services	A60105.54083
YWCA	AVV Residential Services	State established (currently \$97.89/day)	12/31/23 – 12/31/24	Domestic Violence Services	A60105.56109, A60105.56140, or A60105.56142



**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

September Activity Review:

- Processed 185 deeds/parcels for the month of August, including 4 property splits and 1 new block.
- Assisted 11 individuals and businesses with purchasing a subscription to Image Mate online.
- Created 46 Sales Cards for local Realtors.
- Assisted 1 individual with purchasing tax maps/surveys.
- Answered numerous phone calls relating to Real Property.
- Highest sale price for August was \$3,000,000 for a portion of 49-67 Huntington Street (Ames Linen). The sale was for part of a parcel. 2.37 acres were purchased in total. (see attached sales card)

Sales Card

Swis: 110200 **Municipality:** Cortland **Tax Map Number:** 86.75-02-04.000 **Property Class:** 710
Manufacture Building Style:
Location:
 49-67 Huntington St **Instrument #:** 2023 5474
Buyer: Image First Real Estate Holdings, LLC
Seller: Ames Linen Service Inc.
Sale Date: 9/1/2023
Assessed Value: \$600,000 **Sale Price:** \$3,000,000
Frontage: 0 **Depth:** 0 **Acres:** 3.17
Year Built: **Bedrooms:** 0
Square Footage: 0 **Full Baths:** 0 **Half Baths:** 0
Number of Stories: 0 **Number of Rooms:** 0
Basement Type: **Fireplaces:** 0

Improvements:

Description	Dimension 1	Dimension 2	Qty	Year Built	SQFT
Ld dock-st/c	28	38	1	1997	0

Comments:

Sale is for part of a parcel.
 2.37 acres purchased in total.

October 2023 Treasurer's Report

1. Treasurer Duties:

Treasurer's Office is accountable for "Funds Paid into Court" and "Uncashed County" checks. Funds Paid into Court include surplus funds from the auction of mortgaged property, estates, and cash bail. Funds not claimed within three years are deemed abandoned and transferred to the NYS Comptroller. Prior to transfer, the owner is notified by mail how to claim their funds.

Rather than waiting three years, we began the practice to notify possible claimants when the funds are initially released. At the request of several elderly claimants and incarcerated poster of bail, we developed a process to file a motion to claim surplus trust funds, remotely claim released bail, and for released bail posted by inmates to be claimed while incarcerated.

Our office also deals with administration of estates, delinquent property tax foreclosures and resulting auctions, and Certificate of Residence for college students.

2. "Funds Paid into Court": (Trusts & Bail)

Currently all trust funds have been distributed or sent to Albany if deemed abandoned (unclaimed for 3 years).

In 2023 we sent \$0 in abandoned "funds paid into court" to Albany. In 2024 we are only sending Albany \$250, \$50 in 2025, and \$0 in 2026. We have been unable to locate Maria Rawson or Merritt Fletcher to claim their released bail funds. If you know them, please notify these individuals that the funds are available at the Treasurer Office.

3. Open Estates:

Surrogate Courts handle **Estates**; Supreme Courts handle **Real Estates**. Currently I am not the Administrator of any Surrogate Court **mortgage foreclosure** estates.

A "Summons" and "Complaint" received from the Supreme Court regarding **Real Estate** closes the **Estate** case with the Surrogate Court but remains open with the Supreme Court. "**Referee's Report of Sale**" concludes the case with the Supreme Court and documents can be shredded after 6 years.

Auctions for foreclosed **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" (Trusts), transferred to the County Clerk for recording, then deposited with the Treasurer until claimed and disbursed or deemed abandoned and transferred to the NYS Comptroller in Albany.

John T. Banewicz
County Treasurer

**OFFICE OF THE COUNTY ADMINISTRATOR**

CORTLAND COUNTY
60 CENTRAL AVENUE, SUITE 316
CORTLAND, NEW YORK 13045
607-753-5083

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

Melanie Vilardi
Deputy County Administrator
mvilardi@cortland-co.org

County Administrators
Monthly Report for September 2023

October 13, 2023

1. 2024 Budget

- a. Held Departmental Budget reviews.
- b. Tentative Budget presented
- c. Stayed within the Tax Cap

2. Personnel

- a. Department Head annual evaluations
- b. Staffing is still an issue in most Departments with > 70 vacancies County wide
- c. Management/Comp Plan Committee reviewed plan and salaries and made recommendations – Resolution on for Government Ops agenda
- d. Public Defender interviews and selection - Resolution to appoint Public Defender

3. Administration Policies

- a. Continued reviewing current policy manuals and indexing.
- b. Continued reviewing for updating and obsolete policies.

4. Sales Tax

- a. The County is showing about 1.8% increase in sales tax over 2022 for the same period.

5. Mental Health Building

- a. Bell and Spina will be handling architectural and engineering services.
- b. Meetings continue with Bell and Spina, Mental Health Staff, B&G and Administration.
- c. Still on target to be occupied by end of 2024 pending no labor or material delays

6. Courthouse

- a. Steps specs are complete and RFP has been awarded
 - i. Work is almost completed. Steps are being placed.
 - ii. Most work should have been completed by Oct 1st. Weather has delayed slightly. Some areas may still need to be completed such as lighting, etc.
- b. Received \$2.7m for HVAC upgrade in Courthouse to start in 2024
 - i. Working with Taitem Engineering and NYSERDA to evaluate options for best HVAC system to install
- c. Looking to get other items priced to complete Courthouse renovations.
 - i. East/West entries
 - ii. Dome/Cupola

7. Health Insurance Pharmacy/Medicare

- a. Currently working with Assured Partners to move over to Medicare Advantage Plan.
 - i. Moving forward with transition. No retiree will be moved to new Medicare Advantage plan pending Judges ruling. .

- b. Prescription Drug vendor has been selected and Personnel is busy setting up all employees in new plan for January 1st, 2024 implementation.
- 8. **Asylum Seekers**
 - a. Information meeting held in October. Very good turnout.
- 9. **Opioid Settlement Funds**
 - a. Identifying how best this community, focusing on youth, could use funds to proactively diminish drug abuse
- 10. **Attended NYSAC Fall Conference**

REVENUE BUDGET VS ACTUAL TO AUGUST 31, 2023

		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	8,204.25	95,921.75	7.9%
A1170	Public Defender	819,128.98	302,474.26	1,121,603.24	206,413.80	915,189.44	18.4%
A1175	Assigned Counsel	706,492.00		706,492.00	177,151.83	529,340.17	25.1%
A1310	Finance	40,884.04		40,884.04	20,442.02	20,442.02	50.0%
A1320	Audit	20,442.02		20,442.02	10,221.01	10,221.01	50.0%
A1325	Real Property Tax Levy	38,500,000.00		38,500,000.00	38,496,150.22	3,849.78	100.0%
A1325	Treasurer	1,737,649.82	4,069,061.34	5,806,711.16	3,003,368.17	2,803,342.99	51.7%
A1355	Real Property Tax Services	48,100.00		48,100.00	32,100.52	15,999.48	66.7%
A1410	County Clerk	873,316.00	149,850.00	1,023,166.00	494,671.67	528,494.33	48.3%
A1411	County Clerk - DMV	661,000.00		661,000.00	407,691.29	253,308.71	61.7%
A1430	Personnel			-	1,575.00	(1,575.00)	100.0%
A1450	Elections	3,300.00		3,300.00	17,332.89	(14,032.89)	525.2%
A1610	Shared Services	229,552.00		229,552.00	146,072.27	83,479.73	63.6%
A1620	Buildings & Grounds	347,836.00	109,150.00	456,986.00	423,295.04	33,690.96	92.6%
A1680	Information Technology	41,166.00	89,586.82	130,752.82	70,921.13	59,831.69	54.2%
A1985	Sales Tax Revenue	36,500,000.00		36,500,000.00	22,354,408.60	14,145,591.40	61.2%
A3020	Emergency Response & Communications	1,875,008.00	5,000,000.00	6,875,008.00	638,480.77	6,236,527.23	9.3%
A3110	Sheriff	115,000.00		115,000.00	100,410.52	14,589.48	87.3%
A3120	Road Patrol	494,963.00	31,475.31	526,438.31	228,974.46	297,463.85	43.5%
A3140	Probation/ATI	457,124.00		457,124.00	197,541.42	259,582.58	43.2%
A3150	Jail	3,500.00		3,500.00	43,855.92	(40,355.92)	1253.0%
A3315	DWI	65,400.00	13,562.00	78,962.00	42,450.35	36,511.65	53.8%
A3410	Fire/Emergency Management Admin	112,603.00	290,247.65	402,850.65	41,618.57	361,232.08	10.3%
A3620	Safety Officer			-	10.00	(10.00)	100.0%
A4010	Public Health Admin	1,108,425.00	1,449,957.99	2,558,382.99	912,230.97	1,646,152.02	35.7%
A4011	Nursing	128,077.00	320,932.86	449,009.86	143,424.46	305,585.40	31.9%
A4012	Environmental Health	292,413.00	119,637.20	412,050.20	179,688.75	232,361.45	43.6%
A4045	Health Education	910,271.00	852,296.09	1,762,567.09	389,138.60	1,373,428.49	22.1%
A4046	Pre-K	1,848,000.00		1,848,000.00	795,571.29	1,052,428.71	43.1%
A4059	Early Intervention	909,129.00	66,624.85	975,753.85	451,046.42	524,707.43	46.2%
A4050	Child Advocacy Center	342,020.26	3,104.63	345,124.89	201,728.75	143,396.14	58.5%
A4310	Mental Health	6,839,792.00	806,962.99	7,646,754.99	5,211,322.53	2,435,432.46	68.2%
A5610	Airport	325,002.00		325,002.00	216,756.29	108,245.71	66.7%
A5630	Bus Operations	2,495,219.33		2,495,219.33	532,362.96	1,962,856.37	21.3%
A6010	Social Services	16,396,019.00	425,000.00	16,821,019.00	6,493,140.12	10,327,878.88	38.6%
A6410	Occupancy Tax - Revenue	400,000.00		400,000.00	382,556.24	17,443.76	95.6%

Attachment: August 2023 Finance Reports (11741 : August 2023 Finance Reports)

REVENUE BUDGET VS ACTUAL TO AUGUST 31, 2023

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
A6510	Veterans Service Agency	76,902.33		76,902.33	32,835.63	44,066.70	42.7%
A6610	Weights & Measure	15,900.00		15,900.00	13,169.52	2,730.48	82.8%
A6772	Office for the Aging	1,411,542.00	89,947.95	1,501,489.95	779,817.04	721,672.91	51.9%
A7110	Dwyer Park	12,000.00		12,000.00	12,403.60	(403.60)	103.4%
A7312	Youth Bureau	17,000.00	52,095.00	69,095.00	2,966.00	66,129.00	4.3%
A7989	Snowmobile	95,616.00	16,014.84	111,630.84	111,404.84	226.00	99.8%
A8020	Planning	190,050.00		190,050.00		190,050.00	0.0%
A8740	Small Watershed Protection	17,836.55		17,836.55	17,836.53	0.02	100.0%
	Total Revenue	117,597,805.33	14,257,981.78	131,855,787.11	84,052,762.26	47,803,024.85	63.7%
	Prior Year Encumbrances		1,522,005.98	1,522,005.98			
	Appropriated Fund Balance	2,469,360.18	(652,784.09)	1,816,576.09			
	Appropriated Reserves	(1,085,018.37)	78,164.57	(1,006,853.80)			
		118,982,147.14	15,205,368.24	134,187,515.38	84,052,762.26	47,803,024.85	
SPECIAL GRANT FUND							
CD6989	CDBG		1,750,000.00	1,750,000.00	1,399,643.34	350,356.66	80.0%
CD6290	Grant Administration	266,274.33	(20,000.00)	246,274.33	127,925.25	118,349.08	51.9%
CD6292	Employment & Training	705,637.92	20,000.00	725,637.92	622,266.59	103,371.33	85.8%
	Total Revenue	971,912.25	1,750,000.00	2,721,912.25	2,149,835.18	572,077.07	79.0%
Self-Insured Benefits Fund							
		13,245,800.37		13,245,800.37	8,863,852.88	4,381,947.49	66.9%
	Appropriated Fund Balance		4,722.36	4,722.36			
	Total Revenue	13,245,800.37	4,722.36	13,250,522.73	8,863,852.88	4,381,947.49	66.9%
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	63.31	136.69	31.7%
D5110	Maintenance of Roads	1,004,000.00		1,004,000.00	826,889.96	177,110.04	82.4%
D5112	Permanent Improvements	3,292,078.00	1,243,025.59	4,535,103.59	1,961,607.22	2,573,496.37	43.3%
D5122	General Services		45,000.00	45,000.00		45,000.00	0.0%
D9901	Interfund Transfers-in	6,697,865.23		6,697,865.23	5,581,554.38	1,116,310.85	83.3%
	Total Revenue	10,995,143.23	1,288,025.59	12,283,168.82	8,370,114.87	3,913,053.95	68.1%

Attachment: August 2023 Finance Reports (11741 : August 2023 Finance Reports)

REVENUE BUDGET VS ACTUAL TO AUGUST 31, 2023

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
ROAD MACHINERY FUND							
E5130	Machinery	3,242,494.56	300,000.00	3,542,494.56	1,987,222.73	1,555,271.83	56.1%
	Prior Year Encumbrances		706,698.80	706,698.80			
	Total Revenue	3,242,494.56	1,006,698.80	4,249,193.36	1,987,222.73	1,555,271.83	46.8%
SOLID WASTE FUND							
EL8160	Landfill	2,812,934.00	4,000.00	2,816,934.00	2,131,161.45	685,772.55	75.7%
EL8161	Recycling Center	110,670.00		110,670.00	51,391.50	59,278.50	46.4%
	Prior Year Encumbrances		148,185.48	148,185.48			
	Appropriated Fund Balance	(22,185.92)	2,000,850.00	1,978,664.08			
	Total Revenue	2,901,418.08	2,153,035.48	5,054,453.56	2,182,552.95	745,051.05	43.2%
CAPITAL PROJECTS FUND							
HH1620	County Courthouse		2,396,000.00	2,396,000.00		2,396,000.00	0.0%
HH5122	Infrastructure		595,169.18	595,169.18		595,169.18	0.0%
HH5610	Airport		1,239,415.00	1,239,415.00	24,584.32	1,214,830.68	2.0%
HH9901	Interfund Transfers-in		203,325.22	203,325.22	3,038.51	200,286.71	1.5%
	Total Revenue	-	4,433,909.40	4,433,909.40	27,622.83	4,406,286.57	0.6%
Self-Insured Workers' Compensation Fund		1,915,007.00		1,915,007.00	1,836,528.65	78,478.35	95.9%

EXPENDITURE BUDGET VS ACTUAL TO AUGUST 31, 2023

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
GENERAL FUND								
A1010	Board of Legislators	262,538.39	123,547.28	386,085.67	225,772.40	55,697.09	104,616.18	72.9%
A1040	Clerk of the Board	204,177.47		204,177.47	117,156.65	4,794.06	82,226.76	59.7%
A1165	District Attorney	1,236,959.19	7,618.83	1,244,578.02	842,387.20	7,114.52	395,076.30	68.3%
A1170	Public Defender	1,513,679.13	302,474.26	1,816,153.39	765,165.58	4,012.84	1,046,974.97	42.4%
A1175	Assigned Counsel	1,452,058.56		1,452,058.56	650,730.51	433.51	800,894.54	44.8%
A1185	Coroner	243,645.04		243,645.04	119,654.36	61,121.31	62,869.37	74.2%
A1230	County Administrator	507,211.89		507,211.89	241,667.05	2,228.19	263,316.65	48.1%
A1310	Finance	597,281.76	5,000.00	602,281.76	320,821.94	15,338.31	266,121.51	55.8%
A1320	County Auditor	128,332.03		128,332.03	73,133.50		55,198.53	57.0%
A1325	Treasurer	258,335.32	52,845.00	311,180.32	254,988.72	200.13	55,991.47	82.0%
A1355	Real Property Tax Services	287,989.90	10,150.00	298,139.90	171,311.45	21,533.05	105,295.40	64.7%
A1410	County Clerk	552,621.44	149,850.00	702,471.44	542,712.58	65,234.84	94,524.02	86.5%
A1411	County Clerk - DMV	532,012.10		532,012.10	157,646.67	398.45	373,966.98	29.7%
A1420	County Attorney	532,173.12	1,547.00	533,720.12	192,305.78	1,473.00	339,941.34	36.3%
A1430	Personnel	658,085.39		658,085.39	358,805.25	14,204.44	285,075.70	56.7%
A1450	Elections	566,586.09	42,000.00	608,586.09	262,994.77	3,988.44	341,602.88	43.9%
A1610	Shared Services	236,552.00		236,552.00	179,920.04	30,398.61	26,233.35	88.9%
A1620	Buildings & Grounds	2,390,651.13	1,721,275.92	4,111,927.05	1,304,244.56	363,835.25	2,443,847.24	40.6%
A1680	Information Technology	1,250,464.93	220,417.83	1,470,882.76	704,546.38	45,558.61	720,777.77	51.0%
A1711	Unallocated Judgements/Claims	10,000.00		10,000.00			10,000.00	0.0%
A1985	Sales Tax Paid to Other Governments	16,100,000.00		16,100,000.00	8,746,050.44		7,353,949.56	54.3%
A2490	Community College Chargebacks	350,000.00		350,000.00	174,453.10		175,546.90	49.8%
A2495	Sponsor Contributions	2,039,415.00		2,039,415.00	1,855,495.00	183,920.00	-	100.0%
A3020	Emergency Response & Communications	3,958,374.10	5,117,176.50	9,075,550.60	3,228,964.00	3,062,991.84	2,783,594.76	69.3%
A3110	Sheriff	1,199,412.37		1,199,412.37	591,076.65	28,552.31	579,783.41	51.7%
A3120	Road Patrol	5,173,127.89	267,737.80	5,440,865.69	3,000,199.45	258,506.03	2,182,160.21	59.9%
A3140	Probation/ATI	1,967,711.70		1,967,711.70	1,072,505.92	8,594.32	886,611.46	54.9%
A3150	Jail	6,459,402.08	131,123.00	6,590,525.08	3,732,311.31	163,503.47	2,694,710.30	59.1%
A3315	DWI	65,400.00	13,562.00	78,962.00	40,225.42	7,525.23	31,211.35	60.5%
A3410	Fire/Emergency Management Admin	359,575.00	299,047.65	658,622.65	227,450.02	17,170.00	414,002.63	37.1%
A3510	Animal Control	66,000.00		66,000.00			66,000.00	0.0%
A3620	Safety Officer	50,692.00		50,692.00	8,853.00	6,364.34	35,474.66	30.0%
A4010	Public Health Admin	650,030.00	1,215,142.39	1,865,172.39	367,320.17	1,573.92	1,496,278.30	19.8%
A4011	Nursing	678,615.00	42,947.14	721,562.14	320,797.67	14,483.02	386,281.45	46.5%
A4012	Environmental Health	665,048.00	158,582.95	823,630.95	411,232.89	7,918.46	404,479.60	50.9%
A4045	Health Education	979,587.00	582,080.73	1,561,667.73	700,146.53	138,202.66	723,318.54	53.7%
A4046	Pre-K	2,410,162.00	8,000.00	2,418,162.00	924,783.44	931,816.74	561,561.82	76.8%
A4059	Early Intervention	1,042,822.00	5,330.40	1,048,152.40	550,095.81	20,050.86	478,005.73	54.4%
A4050	Child Advocacy Center	342,020.26	3,361.59	345,381.85	209,956.02	7,657.67	127,768.16	63.0%
A4310	Mental Health	7,475,039.61	2,815,264.61	10,290,304.22	4,162,357.84	1,283,980.63	4,843,965.75	52.9%
A5610	Airport	363,354.71		363,354.71	140,547.44	58,833.33	163,973.94	54.9%

Attachment: August 2023 Finance Reports (11741 : August 2023 Finance Reports)

EXPENDITURE BUDGET VS ACTUAL TO AUGUST 31, 2023

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
A5630	Bus Operations	2,503,645.84	849,752.32	3,353,398.16	831,994.42	514,744.95	2,006,658.79	40.2%
A6010	Social Services	33,037,072.16	425,000.00	33,462,072.16	18,753,348.85	286,936.07	14,421,787.24	56.9%
A6293	Workforce Investment	74,000.00	100,000.00	174,000.00	661.52		173,338.48	0.4%
A6410	Occupancy Tax	613,260.63		613,260.63	582,597.60		30,663.03	95.0%
A6420	Promotion of Industry	492,193.00		492,193.00	369,144.75	123,048.25	-	100.0%
A6510	Veterans Service Agency	76,902.33		76,902.33	42,365.29	100.06	34,436.98	55.2%
A6610	Weights & Measure	108,989.10		108,989.10	65,078.66	855.33	43,055.11	60.5%
A6772	Office for the Aging	2,581,797.12	197,051.78	2,778,848.90	1,511,689.94	157,122.21	1,110,036.75	60.1%
A6989	Economic Development		50,000.00	50,000.00	50,000.00		-	100.0%
A7110	Dwyer Park	294,033.08		294,033.08	96,242.67	3,641.39	194,149.02	34.0%
A7312	Youth Bureau		69,195.00	69,195.00	30,579.63	15,722.42	22,892.95	66.9%
A7989	Snowmobile	86,054.00	14,961.04	101,015.04	100,811.64		203.40	99.8%
A8020	Planning	693,587.96		693,587.96	193,076.62	1,437.96	499,073.38	28.0%
A8710	Conservation Programs	221,344.00		221,344.00	166,008.00	55,336.00	-	100.0%
A8740	Small Watershed Protection	17,836.55		17,836.55			17,836.55	0.0%
A8750	Agriculture Programs	290,500.00		290,500.00	219,500.00	71,000.00	-	100.0%
A9050	Unemployment	50,000.00		50,000.00	21,081.87		28,918.13	42.2%
A9060	Retiree Health Insurance	4,500,000.00		4,500,000.00	3,594,648.99		905,351.01	79.9%
A9901	Transfers to County Road Fund	6,697,865.23		6,697,865.23	5,581,554.38		1,116,310.85	83.3%
A9909	Transfers to Capital Projects Fund		203,325.22	203,325.22	3,038.51		200,286.71	1.5%
A9710	Debt Service	825,922.54		825,922.54	660,160.13	165,762.41	-	100.0%
Total Expenditures		118,982,147.14	15,205,368.24	134,187,515.38	70,824,370.98	8,294,916.53	55,068,227.87	59.0%
SPECIAL GRANT FUND								
CD6989	CDBG		1,750,000.00	1,750,000.00	1,399,643.34		1,750,000.00	80.0%
CD6290	Grant Administration	266,274.33	(20,000.00)	246,274.33	117,518.26		246,274.33	47.7%
CD6292	Employment & Training	705,637.92	20,000.00	725,637.92	440,890.89	75.00	284,672.03	60.8%
Total Expenditures		971,912.25	1,750,000.00	2,721,912.25	1,958,052.49	75.00	2,280,946.36	71.9%
Self-Insured Benefits Fund		13,245,800.37	4,722.36	13,250,522.73	9,067,973.01	220,850.87	3,961,698.85	70.1%

EXPENDITURE BUDGET VS ACTUAL TO AUGUST 31, 2023

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
COUNTY ROAD FUND								
D3110	Traffic Division	210,620.45		210,620.45	122,335.03	2,492.84	85,792.58	59.3%
D5010	County Road Administration	643,842.10		643,842.10	364,015.38	2,966.23	276,860.49	57.0%
D5020	Engineering	78,613.12		78,613.12	56,736.56		21,876.56	72.2%
D5110	Maintenance of Roads	5,895,415.56		5,895,415.56	3,652,451.42	131,387.02	2,111,577.12	64.2%
D5112	Permanent Improvements	3,292,079.00	1,243,025.59	4,535,104.59	2,661,170.81	245,527.94	1,628,405.84	64.1%
D5122	Safety/Training		45,000.00	45,000.00	18,567.07		26,432.93	41.3%
D9710	Debt Service	874,573.00		874,573.00	523,790.94	350,778.84	3.22	100.0%
	Total Expenditures	10,995,143.23	1,288,025.59	12,283,168.82	7,399,067.21	733,152.87	4,150,948.74	66.2%
ROAD MACHINERY FUND								
E5130	Machinery	3,094,417.56	1,006,698.80	4,101,116.36	1,862,317.67	1,409,769.89	829,028.80	79.8%
E9710	Debt Service	148,077.00		148,077.00	131,308.57	16,767.67	0.76	100.0%
	Total Expenditures	3,242,494.56	1,006,698.80	4,249,193.36	1,993,626.24	1,426,537.56	829,029.56	80.5%
SOLID WASTE FUND								
EL8160	Landfill	1,456,306.05	2,153,035.48	3,609,341.53	948,363.20	167,157.39	2,493,820.94	30.9%
EL8161	Recycling Center	597,157.35		597,157.35	323,705.38	17,980.72	255,471.25	57.2%
EL9710	Debt Service	847,954.68		847,954.68	752,699.35	95,255.33	-	100.0%
	Total Expenditures	2,901,418.08	2,153,035.48	5,054,453.56	2,024,767.93	280,393.44	2,749,292.19	45.6%
CAPITAL PROJECTS FUND								
HH1620	County Courthouse		2,396,000.00	2,396,000.00	694,757.89	1,324,250.11	376,992.00	84.3%
HH5122	Infrastructure		647,004.40	647,004.40	76,806.53	152,289.81	417,908.06	35.4%
HH5610	Airport		1,390,905.00	1,390,905.00	60,935.60	201,715.40	1,128,254.00	18.9%
	Total Expenditures	-	4,433,909.40	4,433,909.40	832,500.02	1,678,255.32	1,923,154.06	56.6%
Self-Insured Workers' Compensation Fund		1,915,007.00		1,915,007.00	1,418,712.38		496,294.62	74.1%

Cortland County

Revenue Comparison 2019 - 2023 through August 31, 2023

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2023 ACTUALS
GENERAL FUND					
1010 BOARD OF LEGISLATORS	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
1040 CLERK OF THE LEGISLATIVE BOARD	90.00				
1165 DISTRICT ATTORNEY	16,689.14	14,270.12	35,288.80	117,179.13	8,204.25
1170 PUBLIC DEFENDER	84,025.32	518,556.33		117,388.18	206,413.80
1175 ASSIGNED COUNSEL		52,838.28			177,151.83
1310 FINANCE				5,400.00	20,442.02
1320 AUDIT				1,800.00	10,221.01
1325 COUNTY TREASURER - Levy	35,460,097.29	36,434,252.00	37,003,555.01	37,721,956.20	38,496,150.22
1325 COUNTY TREASURER	1,605,417.79	765,330.95	1,350,028.61	3,687,805.10	3,003,368.17
1355 REAL PROPERTY TAX SERVICE	32,240.61	32,072.94	33,717.25	37,052.45	32,100.52
1410 COUNTY CLERK - CIVIL/RECORDS	402,292.16	565,143.79	571,623.21	566,229.10	494,671.67
1411 COUNTY CLERK - MOTOR VEHICLES	460,287.99	325,148.39	435,121.22	364,788.65	407,691.29
1420 COUNTY ATTORNEY	2,050.16				
1430 PERSONNEL - CIVIL SERVICE	2,463.50	3,748.00	1,822.50	2,879.91	1,575.00
1450 ELECTIONS	3,487.70	56,386.64	25,368.60	3,100.80	17,332.89
1610 TELEPHONE SHARED SERVICE	144,264.12	153,570.49	140,128.53	136,898.21	146,072.27
1620 BUILDING & GROUNDS	86,191.79	216,440.32	192,795.53	219,973.28	423,295.04
1680 INFORMATION TECHNOLOGY	151,532.64	26,532.64	24,632.64	21,072.16	70,921.13
1985 SALES TAX	17,548,135.05	16,919,405.11	20,672,857.97	21,966,013.44	22,354,408.60
3020 EMERGENCY RSP & COMMUNICATION	716,276.81	454,700.86	226,518.43	245,109.87	638,480.77
3110 SHERIFF	62,950.23	45,261.04	37,712.74	50,539.78	100,410.52
3120 SHERIFF ROAD PATROL	361,149.43	268,654.41	229,202.96	233,288.62	228,974.46
3140 PROBATION	271,678.10	211,690.12	153,393.12	299,539.32	197,541.42
3150 JAIL	5,653.00	16,468.63	173,460.39	33,138.08	43,855.92
3315 STOP DWI	74,033.76	44,149.13	33,130.36	47,328.77	42,450.35
3410 FIRE / EMERGENCY MANAGEMENT	26,939.30	41,380.23	36,093.36	12,692.94	41,618.57
3620 SAFETY OFFICER					10.00
3625 HANDICAPPED PARKING EDUC FUND	30.00				

Attachment: August 2023 Finance Reports (11741 : August 2023 Finance Reports)

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2023 ACTUALS
4010 HEALTH DEPARTMENT ADMIN	647,158.15	936,985.56	811,579.48	606,493.58	912,230.97
4011 NURSING ADMINISTRATION	492,576.44	224,185.35	94,452.06	140,529.82	143,424.46
4012 ENVIRONMENTAL HEALTH	232,592.74	106,153.42	123,043.28	159,070.78	179,688.75
4045 HEALTH EDUCATION				412,218.76	389,138.60
4046 PRE-K PHCP (4050 AUD)	980,934.19	730,777.45	1,235,535.19	690,408.51	795,571.29
4059 EARLY INTERVENTION PROGRAM	798,043.98	533,689.42	383,988.01	667,691.98	451,046.42
4050 CAC - CHILD ADVOCACY CENTER DA	101,251.12	106,197.81	201,311.27	191,861.80	201,728.75
4310 MENTAL HEALTH CENTER	3,377,409.09	3,057,588.14	3,421,407.42	3,903,474.62	5,211,322.53
5610 AIRPORT	154,270.54	186,488.49	204,454.24	290,086.96	216,756.29
5630 BUS OPERATIONS	1,239,819.03	1,374,455.33	755,432.98	1,241,528.36	532,362.96
6010 DEPT.OF SOCIAL SERVICES ADMIN	7,304,563.54	5,971,227.98	7,004,309.50	6,819,601.08	6,493,140.12
6410 PUBLICITY/TOURISM	292,001.43	155,309.08	239,800.37	363,768.52	382,556.24
6510 VETERANS SERVICE AGENCY	53,279.91	16,258.34	25,450.98	31,167.22	32,835.63
6610 SEALER OF WEIGHTS & MEASURES	10,151.57	7,385.53	7,790.04	9,234.69	13,169.52
6772 AREA AGENCY ON AGING	805,511.82	408,288.17	559,279.79	706,180.55	779,817.04
7110 DWYER PARK	11,232.66	525.00	9,767.55	13,648.11	12,403.60
7312 YOUTH BUREAU			41,022.00		2,966.00
7622 RETIRED SENIOR VOLUNTEER PROG	28,528.09				
7989 SNOWMOBILE CLUBS	67,376.40	66,931.20	95,616.00	92,556.00	111,404.84
8020 PLANNING	4,330.87		290.00		
8740 SMALL WATERSHED PROTECTION					17,836.53
8755 FARMLAND PROTECTION	5,255.00				
Total Revenue	74,134,262.46	71,058,446.69	76,600,981.39	82,240,695.33	84,052,762.26
SPECIAL GRANT FUND					
6989 CDBG	43,743.53	28,385.87	50,000.00		1,399,643.34
6290 WIA GRANT ADMINISTRATION	390,630.84	121,662.83	101,675.87	123,497.71	127,925.25
6292 WIA EMPLOYMENT & TRAINING	401,828.12	384,773.73	397,270.31	370,827.97	622,266.59
Total Revenue	836,202.49	534,822.43	548,946.18	494,325.68	2,149,835.18

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2023 ACTUALS
SELF-INSURANCE FUND - EMPLOYEE BENEFITS					
9060 HEALTH	8,194,307.71	9,566,278.53	8,674,424.97	8,811,235.01	8,863,852.88
COUNTY ROAD FUND					
5010 HIGHWAY & STREET ADMIN	37.92	51.85	38.07	173.13	63.31
5110 MAINTENANCE OF ROADS	1,538,332.19	555,410.94	682,933.87	625,700.18	826,889.96
5112 PERMANENT IMPROVEMENTS	1,512,810.20		1,790,614.55	1,570,676.51	1,961,607.22
9901 INTERFUND TRANSFERS	4,376,653.23	4,578,057.89	4,693,628.70	5,070,391.24	5,581,554.38
Total Revenue	7,427,833.54	5,133,520.68	7,167,215.19	7,266,941.06	8,370,114.87
ROAD MACHINERY FUND					
5130 MACHINERY	1,881,539.11	1,323,978.47	1,522,194.54	1,632,998.25	1,987,222.73
9901 INTERFUND TRANSFERS		16,202.96			
Total Revenue	1,881,539.11	1,340,181.43	1,522,194.54	1,632,998.25	1,987,222.73
SOLID WASTE FUND					
8160 LANDFILL	1,677,088.28	1,790,811.71	1,738,299.83	1,680,989.72	2,131,161.45
8161 RECYCLING		38,896.39	50,154.09	70,617.22	51,391.50
9901 INTERFUND TRANSFERS		342,660.63			
Total Revenue	1,677,088.28	2,172,368.73	1,788,453.92	1,751,606.94	2,182,552.95

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2023 ACTUALS
CAPITAL ROJECTS FUND					
5122 BRIDGE PROJECTS	39,192.36	111,859.88	122,433.88	1,408,678.18	
5610 AIRPORT	143,660.71	97,277.16	18,072.12	23,606.20	24,584.32
9900 TRANSFER TO/FROM OTHER FUNDS	1,208,020.34	10,157.64	17,439.51	74,140.96	3,038.51
Total Revenue	1,390,873.41	219,294.68	157,945.51	1,506,425.34	27,622.83
SELF-INSURANCE FUND - WORKERS' COMPENSATION					
1710 WORKER'S COMP-SELF INSURANCE	728,658.16	2,101,344.79	1,837,404.16	2,291,862.86	1,836,528.65

Cortland County
Expenditure Comparison 2019 - 2023 through August 31, 2023

		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2023 ACTUALS
GENERAL FUND						
A10105	COUNTY LEGISLATURE	235,159.53	278,681.78	173,389.30	200,483.10	225,772.40
A10405	CLERK OF THE LEGISLATIVE BOARD	104,133.71	163,825.85	99,045.12	108,048.26	117,156.65
A11655	DISTRICT ATTORNEY	661,130.69	586,945.85	562,305.12	653,120.74	842,387.20
A11705	PUBLIC DEFENDER	534,013.56	579,702.57	583,931.89	606,186.19	765,165.58
A11755	ASSIGNED COUNSEL	407,136.28	350,473.47	450,391.29	481,416.34	650,730.51
A11855	CORONERS	107,005.44	126,101.19	115,002.39	114,719.23	119,654.36
A12305	COUNTY ADMINISTRATOR		101,045.86	136,869.46	146,902.44	241,667.05
A13105	BUDGET & FINANCE	518,618.92	351,886.75	353,901.65	322,452.45	320,821.94
A13205	County Auditor	11,000.00	67,731.14	67,452.72	71,548.75	73,133.50
A13255	TREASURER	203,115.85	109,231.16	103,651.18	109,019.29	254,988.72
A13555	REAL PROPERTY TAX SERVICE	160,871.79	158,833.39	146,531.99	141,155.88	171,311.45
A14105	COUNTY CLERK	274,778.70	332,065.07	284,326.44	321,527.75	542,712.58
A14115	COUNTY CLERK - MOTOR VEHICLES	305,632.51	296,336.58	282,586.79	254,538.76	157,646.67
A14205	COUNTY ATTORNEY	252,225.75	185,128.89	215,137.52	200,885.57	192,305.78
A14305	PERSONNEL - CIVIL SERVICE	300,802.29	276,063.97	336,382.75	330,339.71	358,805.25
A14505	ELECTIONS	218,484.15	360,500.03	258,319.74	368,103.55	262,994.77
A16105	TELEPHONE SHARED SERVICE	121,667.26	131,807.67	140,999.34	147,612.83	179,920.04
A16205	BUILDING & GROUNDS	1,237,812.20	1,185,544.17	1,000,274.14	1,435,115.10	1,304,244.56
A16805	DATA PROCESSING	620,222.34	497,610.62	576,894.95	876,776.57	704,546.38
A17115	LIABILITY INSURANCE RESERVE	240.00				
A19855	SALES TAX	6,696,621.77	3,610,961.00	3,766,856.77	8,569,129.91	8,746,050.44
A19905	CONTINGENCY	10,637.00				
A24905	COMMUNITY COLLEGE	167,563.59	197,950.13	179,194.98	147,781.49	174,453.10
A24955	CONTRIBUTIONS TC3	1,255,598.25	1,757,837.00	1,806,666.00	1,855,495.00	1,855,495.00
A30205	EMERGENCY RESPONSE & COMMUNCTN	1,997,359.02	2,158,329.28	1,560,916.42	1,691,044.98	3,228,964.00
A31105	SHERIFF	490,946.45	471,408.13	480,904.33	428,365.48	591,076.65
A31205	SHERIFF ROAD PATROL	2,901,843.74	2,500,881.03	2,504,893.17	2,843,313.47	3,000,199.45

Attachment: August 2023 Finance Reports (11741 : August 2023 Finance Reports)

		2019	2020	2021	2022	2023
		ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS
A31405	PROBATION	1,236,224.40	1,060,966.70	1,075,122.45	1,073,384.39	1,072,505.92
A31505	JAIL	4,018,110.93	3,164,527.86	3,018,934.80	3,239,475.90	3,732,311.31
A33155	STOP DWI	65,539.84	44,796.82	33,235.95	33,649.63	40,225.42
A34105	FIRE / EMERGENCY MANAGEMENT	176,893.31	214,473.46	170,123.06	188,110.39	227,450.02
A35105	SPCA	22,500.18	22,500.18	22,500.18	22,500.18	
A36205	SAFETY OFFICE	21,058.73	23,160.00	961.39	37,064.34	8,853.00
A40105	HEALTH DEPARTMENT	740,960.42	686,440.28	838,628.27	531,678.12	367,320.17
A40115	NURSING ADMINISTRATION	708,491.34	564,536.43	468,441.73	311,359.13	320,797.67
A40125	ENVIRONMENTAL HEALTH	426,078.45	385,623.15	339,795.96	374,484.79	411,232.89
A40455	Health Education				534,839.88	700,146.53
A40465	PrK Supportive Hlth Svcs	1,067,630.78	644,505.60	1,036,120.87	1,123,969.38	924,783.44
A40595	EARLY INTERVENTION PROGRAM	733,236.10	614,053.44	537,605.94	662,757.09	550,095.81
A40505	Child Advocacy Center	83,288.24	128,499.79	202,945.78	201,165.40	209,956.02
A43105	MENTAL HEALTH CENTER	3,590,764.13	3,554,477.24	3,688,365.01	3,868,952.82	4,162,357.84
A56105	AIRPORT	171,916.22	148,728.28	167,748.10	279,504.62	140,547.44
A56305	BUS OPERATIONS	835,034.02	999,285.06	37,711.20	376,367.02	831,994.42
A60105	DEPT.OF SOCIAL SERVICES ADMIN	18,866,836.52	17,217,518.09	15,309,287.33	16,552,363.18	18,753,348.85
A62935	WORKFORCE INVESTMENT					661.52
A64105	PUBLICITY/TOURISM	500,000.00	550,093.00	575,072.26	592,568.46	582,597.60
A64205	PROMOTION OF INDUSTRY	326,870.25	331,773.00	336,750.00	346,801.25	369,144.75
A65105	VETERANS SERVICE AGENCY	76,786.75	34,055.03	34,872.20	38,241.10	42,365.29
A66105	SEALER OF WEIGHTS & MEASURES	46,488.12	43,113.04	50,791.42	54,761.16	65,078.66
A67725	AREA AGENCY ON AGING	1,523,121.35	1,344,458.53	1,204,302.23	1,307,667.29	1,511,689.94
A69895	Economic Development				1,673,704.00	50,000.00
A71105	DWYER PARK	53,747.27	31,082.99	124,676.74	75,994.39	96,242.67
A73125	YOUTH BUREAU	14,861.76	6,780.78	482.60	236.55	30,579.63
A76225	RETIRED SENIOR VOLUNTEER PROG	82,094.83				
A79895	SNOWMOBILE CLUBS	85,135.95	60,238.08	60,238.08	83,300.40	100,811.64
A80205	PLANNING	245,961.09	218,075.00	190,856.17	213,221.96	193,076.62
A87105	CONSERVATION PROGRAMS	285,093.00	112,500.00	112,500.00	437,500.00	166,008.00
A87505	AGRICULTURE & LIVESTOCK	220,500.00	205,065.00	190,065.00	193,815.00	219,500.00
A87555	Farmland Protection					

		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2023 ACTUALS
A90505	UNEMPLOYMENT INSURANCE	31,818.37	21,644.48		2,470.48	21,081.87
A90605	HEALTH INSURANCE	2,502,095.00	3,740,158.00	3,480,585.00	3,500,524.12	3,594,648.99
A90895	OTHER EMPLOYEE BENFITS			64,782.76		
A97105	DEBT SERVICE	1,124,953.39	1,438,079.49	837,296.65	775,980.88	660,160.13
A99015	I/F Transfer to/from D	4,376,653.23	4,023,764.77	4,693,628.70	5,070,391.24	5,581,554.38
A99025	TRANSFER TO SOLID WASTE		342,660.63			
A99505	TRANSFER TO CAPITAL PROJECTS	1,208,020.34	10,157.63	17,439.51	74,140.96	3,038.51
Total Expenditures		65,263,385.10	58,824,674.41	55,108,692.79	66,278,028.34	70,824,370.98
SPECIAL GRANT FUND						
CD69895	CDBG	43,743.53	28,385.87			1,399,643.34
CD62905	WIA - GRANT ADMIN EXPENSES	424,539.21	111,842.06	102,685.05	113,835.05	117,518.26
CD62925	WIA - E & T	395,649.23	285,100.26	367,128.56	416,566.50	440,890.89
Total Expenditures		863,931.97	425,328.19	469,813.61	530,401.55	1,958,052.49
SELF-INSURANCE FUND - EMPLOYEE BENEFITS						
CH90605	HEALTH	8,296,699.97	6,847,347.85	8,065,837.25	8,640,248.49	9,067,973.01
COUNTY ROAD FUND						
D33105	TRAFFIC DIVISION	104,254.81	88,424.73	98,252.02	128,140.84	122,335.03
D50105	HIGHWAY ADMINISTRATION DIV.	425,102.39	333,439.65	318,969.52	302,320.64	364,015.38
D50205	HIGHWAY ENGINEERING DIVISION	49,630.80	48,973.70	50,083.10	52,754.52	56,736.56
D51105	HIGHWAY MAINTENANCY DIV.	3,857,962.59	3,618,196.67	3,745,909.01	4,032,547.32	3,652,451.42
D51125	HIGHWAY PROJECTS	1,688,506.60	915,215.16	1,915,913.13	1,960,242.93	2,661,170.81
D51225	Safety/Training				26,144.16	18,567.07
D97105	DEBT SERVICE	869,191.59	522,905.61	519,453.74	872,845.53	523,790.94
D99015	INTERFUND TRANSFERS		16,202.96			
Total Expenditures		6,994,648.78	5,543,358.48	6,648,580.52	7,374,995.94	7,399,067.21

		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2023 ACTUALS
ROAD MACHINERY FUND						
E51305	HIGHWAY ROAD MACHINERY	1,182,051.19	958,158.12	813,126.64	1,266,563.03	1,862,317.67
E97105	DEBT SERVICE	148,006.43	123,816.31	125,769.05	147,615.02	131,308.57
E99015	INTERFUND TRANSFERS		554,293.12			
Total Expenditures		1,330,057.62	1,636,267.55	938,895.69	1,414,178.05	1,993,626.24
SOLID WASTE FUND						
EL81605	LANDFILL	932,170.53	909,179.13	788,541.22	741,089.41	948,363.20
EL81615	RECYCLING	346,461.91	318,440.45	174,472.47	312,367.86	323,705.38
EL9710	Debt Service	795,471.30	810,394.79	739,665.05	838,440.80	752,699.35
Total Expenditures		2,074,103.74	2,038,014.37	1,702,678.74	1,891,898.07	2,024,767.93
CAPITAL ROJECTS FUND						
HH16205	COUNTY COURTHOUSE					694,757.89
HH31505	JAIL ROOF RECONSTRUCTION	1,226,932.34				
HH51225	INFRASTRUCTURE	38,604.08	168,736.06	510,476.10	1,882,554.15	76,806.53
HH56105	AIRPORT	132,734.00	186,505.51	21,895.36	23,606.20	60,935.60
HH71105	DWYER PARK CAPITAL EXPENSE	178,053.65	3,027.70			
Total Expenditures		1,576,324.07	358,269.27	532,371.46	1,906,160.35	832,500.02
SELF-INSURANCE FUND - WORKERS' COMPENSATION						
S17105	LIABILITY INSURANCE RESERVE	962,927.62	1,874,720.07	1,772,529.11	1,456,582.85	1,418,712.38

Cortland County Reserve Funds					
				12/31/2022	8/31/2023
Reserve Title	Authorizing Resolution	Purpose	Funding	Balance	Balance
Airport Reserve	269-17	Offset the local match on airport projects	Airport net income	243,242.50	251,212.86
Building & Grounds Capital Project Reserve	324-15	Major building repairs	Sales tax and other transfers/additions as approved by Legislature	1,046,142.83	1,165,051.34
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	2,282,518.13	2,864,921.18
Drug Task Force - DA	Nature of Funds	Drug busts/stings	Drug money	14,982.77	17,418.15
DA Forfeitures	Nature of Funds	DA expenditures	Forfeitures	44,509.67	43,942.81
DOJ Equitable Sharing Program - DA	Nature of funds	DA expenditures	Federal forfeitures	5,169.45	4,568.70
Debt Reduction Reserve	226-18	Reduce debt	Funding for this reserve was ended with 294-20 as the County currently does not have any debt it can "pre-pay" or pay-off	79,026.37	81,650.71
Don Sharpe Fund	Nature of Funds	Mental Health expenditures	This was created by a one time donation from the Don Sharpe estate	143,592.30	143,611.42
DWI Reserve	Nature of Funds	Non-grant funded DWI expenditures	Non-grant DWI revenues	64,439.50	66,675.28
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	28,881.00	29,840.10
Emergency Communications Towers Bond Reserve	226-18	Tower Bond debt service	Sales tax	65,669.73	169,171.32
Emergency Response & Communications Radio Tower Reserve	194-16	Maintenance of radio towers	Rental revenue from rental of towers by NYS Police and CBP	29,837.59	34,779.97
Farmland Protection Reserve	124-07	Monitoring Farmland Protection grants	Stewardship monies from farmland protection grant	46,066.53	47,596.33
Handicap Parking Education Fund	Nature of Funds	Handicap parking education	Justice Court fines	555.59	574.06
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	17,233.47	17,805.78
Occupancy Tax Reserve	Nature of Funds	Annual payment to Tourism Bureau and for tourism related expenditures	Occupancy tax, including the County's 10% share	1,436,784.03	1,202,088.33
Opioid Settlement Reserve	Nature of Funds	Combat opioid epidemic	Opioid settlements	287,756.35	386,236.88
Retirement Contribution Reserve	411-04	Retirement expenditures	Unspent retirement budget	3,714,756.01	3,837,172.02

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	155,765.23	186,304.97
Sheriff's Special Program Reserve	317-15	K-9 program	Donations for the K-9 program	1,988.30	2,054.32
Vehicle Repair/Replacement Reserve	107-15	Vehicle related costs	Proceeds from auctioned vehicles purchased through General Fund	172,663.32	142,857.51
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	6,796.91	7,012.03
Road Machinery Capital Reserve	154-22	Highway equipment or highway related capital projects costing \$100,000 or more	Assigned fund balance over \$750,000	852,388.99	879,426.62
Landfill Closure Reserve	533-88; 458-16	Landfill closure liability funding	Per ton fee	1,116,879.69	1,151,814.36
Landfill Equipment Reserve	533-88; 459-16	Replacement of landfill equipment	Per ton fee	648,540.29	669,305.69
NOTE:					
Buildings and Grounds Reserve	Resolution 153-22 authorized up to \$100,000 for elevator maintenance and repairs. To date \$87,750 of \$100,000 has been paid from reserve at 8/31/23.				
Buildings and Grounds Reserve	Resolution 127-23 authorized up to \$42,964 for the repair of the roof at 37 Church St. \$-0- of \$42,964 has been paid from reserve at 8/31/23.				
Occupancy Tax Reserve	\$61,326.06 County admin in 2023, \$741,171.06 CVB in 2024 and \$285,514.98 in 2025, \$82,352.34 County admin in 2024 and \$31,723.89 in 2025.				

Name: County of Cortland
MuniCode: 110100000000
County: Cortland

Fiscal Year End: 31-Dec
Year Last Filed: 2022

Enter data here and scroll down to see projected fiscal stress scores.

Projection

Fiscal Stress Financial Indicator Data Inputs				Data			Current Fiscal Year	Next Fiscal Year
Financial Indicators	Components	Account Code(s)	Fund(s)	2020	2021	2022	2023	2024
1	Assigned Unappropriated and Unassigned Fund Balance	915 & 917	General Fund	11,967,121	21,416,346	25,433,762		
2	Total Fund Balance	8029		22,403,568	30,438,634	37,970,494		
1, 2	Gross Expenditures (includes transfers out)			100,690,049	99,589,312	109,579,968		
3, 5	Gross Expenditures (includes transfers out)		Combined Funds	109,486,322	117,328,094	124,334,968		
3	Gross Revenues (includes transfers in)			115,045,122	122,862,339	137,364,768		
6	Total Revenues (does not include transfers in)		General Fund	100,027,860	107,624,377	117,111,828		
8, 9	Total Revenues (does not include transfers in)		All Funds Except Capital Projects Fund	130,146,555	141,054,146	152,938,481		
4	Cash and Investments	200-223, 450 & 451	Combined Funds	7,301,970	25,890,293	31,673,394		
5		200, 201, 450 & 451		7,295,255	25,886,091	31,668,194		
4	Current Liabilities	600-626, 631-637, 639-668		10,733,868	10,518,419	9,409,815		
4	Taxes Receivable	280, 290 & 295		1,745,658	1,768,084	1,720,412		
6, 7	Short-Term Cash-Flow Debt	Revenue Anticipation Notes, Tax Anticipation Notes, Budget Notes, and Deficiency Notes Only	All Funds	0	0	0		
8	Personal Service and Employee Benefits	Expenditure Object Codes: .1 (Personal Services) and .8 (Employee Benefits)	All Funds Except Capital Projects Fund	58,935,740	56,177,533	57,994,300		
9	Debt Service	Expenditure Object Codes: .6 (Debt Principal) and .7 (Debt Interest)		6,849,190	2,301,865	2,285,610		
9	Current Refunding Bond Proceeds	5792		3,765,000	0	0		

Financial Indicators	Fiscal Stress Financial Indicators	Public Scores			Projected Scores (Based on Data Elements Above)	
		2020	2021	2022	2023	2024
1	Assigned and Unassigned Fund Balance as a Percentage (%) of Gross Expenditures	0	0	0		
2	Total Fund Balance as a Percentage (%) of Gross Expenditures	0	0	0		
3	Operating Deficits	3.33	0	0		
4	Cash Ratio - Cash and Investments as a Percentage (%) of Current Liabilities	3.33	0	0		
5	Cash as a Percentage (%) of Monthly Gross Expenditures	6.67	0	0		
6	Short-Term Cash-Flow Debt Issuance as a Percentage (%) of Total Revenues	0	0	0		
7	Short-Term Cash-Flow Debt Issuance Trend	0	0	0		
8	Personal Service and Employee Benefits as a Percentage (%) of Total Revenues (3 year avg)	0	0	0		
9	Debt Service as a Percentage (%) of Total Revenues (3 year avg)	0	0	0		

Total Points*	13.3	0	0	0.0	0.0
Score Classification	No Designation	No Designation	No Designation	No Designation	No Designation

Counties	General Fund	Combined Funds	Revenue and Expenditure Definitions	Fiscal Stress Classification	Point Range (Out of 100 total)
	A	A, D, DM, FX, G, + All Enterprise Funds	Gross Revenues = Revenues and Other Sources	Significant	65 - 100
			Total Revenues = Revenues	Moderate	55 - 64.9
			Gross Expenditures = Expenditures and Other Uses	Susceptible	45 - 54.9
				No Designation	0 - 44.9

*Indicator points are rounded to two decimal places. Total points are rounded to one decimal place.

Data as of 8/31/2023

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Name: County of Cortland
MuniCode: 110100000000
County: Cortland

Fiscal Year End:
Year Last Filed:

31-Dec
 2022

Fiscal Stress Environmental Indicators		Value		Score	
		2021	2022	2021	2022
1	Change in Population	-3.26%	-3.42%	6.67	6.67
2	Percent of Households with Public Assistance	13.88%	13.12%	0	0
3	Percent of Population Under 18 & Over 65	35.20%	35.40%	0	0
4	Percent Change in Home Value	17.10%	16.70%	0	0
5	Median Household Income	\$59,194	\$62,163	0	0
6	Unemployment Rate	5.60%	5.90%	0	0
7	Reliance on State and Federal Aid	19.96%	19.62%	6.67	6.67
Total Points*				13.3	13.3
Score Classification				No Designation	No Designation

Environmental Stress Classification	Point Range (Out of 100 total pts)
Significant	50 - 100
Moderate	40 - 49.9
Susceptible	30 - 39.9
No Designation	0 - 29.9

**Indicator points are rounded to two decimal places. Total points are rounded to one decimal place.*

Data as of 8/31/2023

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