



Finance & Administration Committee

Committee Meeting

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

~ Minutes ~

Tuesday, November 9, 2021

10:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 10:21 AM by Committee Chair, George Wagner

Attendee Name	Organization	Title	Status	Arrived	Departed
Sandra Price	Cortland County, NY	Committee Member	Present		
George Wagner	Cortland County, NY	Committee Chair,	Present		
Christopher Newell	Cortland County, NY	Committee Member	Present		
Beau Harbin	Cortland County, NY	Committee Member	Present		
Richard Stock	Cortland County, NY	Committee Member	Present		
Eugene Waldbauer	Cortland County, NY	Committee Member	Present		
Mitchel Eccleston	Cortland County, NY	Vice Chair	Present		
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present		
Paul Heider	Cortland County, NY	Chair, Legislature	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Mark Helms	Cortland County, NY	Sheriff	Present		
Laura Fox	Cortland County, NY	Real Property Tax Services	Present		
Garry VanGorder	Cortland County Business Development Corporation	Executive Director	Present		
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Present		
Ann Homer	Cortland County, NY	Board Member	Present		
Lisa Hoeschele	Family and Children's Counseling Services, Inc.	Executive Director	Present		
Kelly L. Fairchild-Preston	Cortland County, NY	Board Member	Present		
Laurie Leonard	Cortland County, NY	Personnel Officer	Present		
Susan Wilson	Cortland County, NY	Board Member	Present		
Wendy Franklin	Cortland County, NY	Chief Assistant County Attorney	Present		
Amy Buggs	Cortland County, NY	Grants Administrator	Late	10:57 AM	
Amanda	Soil & Water	Director	Remote		

Barber	Conservation District				
Kevin Fitch	Cortland County, NY	Board Member	Remote	11:10 AM	11:29 AM

MINUTES

1. Finance & Administration Committee - Committee Meeting - Oct 19, 2021 10:00 AM

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

RESOLUTIONS

AGENDA ITEM NO. 1 – Refunding Bond Resolution of the County of Cortland, New York Authorizing the Refunding of County (Serial) Bonds and Providing for Other Matters in Relation Thereto and the Payment of the Bonds to be Refunded

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Refunding Bond Resolution of the County of Cortland, New York Authorizing the Refunding of County (Serial) Bonds and Providing for Other Matters in Relation Thereto and the Payment of the Bonds to be Refunded

WHEREAS, the County of Cortland, New York (the “County”) has outstanding \$5,645,000 of General Obligation (Serial) Bonds, 2015 dated February 27, 2015 originally issued in the aggregate principal amount of \$7,452,000 (the “Refunded Bonds”); and

WHEREAS, the Refunded Bonds carry interest rates that are higher than interest rates available in the current capital markets; and

WHEREAS, it is now desired to authorize the County Treasurer, as Chief Fiscal Officer to refund and refinance all or a portion of the Refunded Bonds in order to achieve lower interest rates and present value debt service savings.

NOW, THEREFORE BE IT RESOLVED, ON NOVEMBER 18, 2021, BY THE COUNTY LEGISLATURE OF THE COUNTY OF CORTLAND, NEW YORK (by favorable vote of not less than two thirds of said Legislature) AS FOLLOWS:

Section 1. For the object or purpose of refunding the outstanding principal balance of the Refunded Bonds (or such portion thereof as the Chief Fiscal Officer shall determine to be in the best financial interests of the County) including providing moneys which, together with the interest earned from the investment of certain of the proceeds of the refunding bonds herein authorized, shall be sufficient to pay (i) the principal amount of the Refunded Bonds, (ii) the aggregate amount of unmatured interest payable on the Refunded Bonds to and including the date on which the Refunded Bonds which are callable are to be called prior to their respective maturities in accordance with the Refunding Financial Plan, as hereinafter defined, (iii) the costs and expenses incidental to the issuance of the Refunding Bonds

herein authorized, including, without limitation, the development of the Refunding Financial Plan, as hereinafter defined, costs and expenses of executing and performing the terms and conditions of the Escrow Contract, as hereinafter defined, and fees and charges of the Escrow Holder, as hereinafter defined, (iv) the redemption premium to be paid on the Refunded Bonds which are to be called prior to their respective maturities; and (v) the premium or premiums for a policy or policies of municipal bond insurance or cost or costs of other credit enhancement facility or facilities, for the refunding bonds herein authorized, or any portion thereof, there are hereby authorized to be issued not exceeding \$5,515,000 refunding serial bonds of the County pursuant to the provisions of Sections 90.00 or 90.10, as applicable, the Local Finance Law (the "County Refunding Bonds" or the "Refunding Bonds"), it being anticipated that the amount of Refunding Bonds actually to be issued will be approximately \$4,815,000, as provided in Section 7 hereof. The Refunding Bonds shall each be designated substantially "REFUNDING (SERIAL) BONDS, 2022", including a series designation, if appropriate, and shall be of the denomination of \$5,000 or any integral multiple thereof not exceeding the principal amount of each respective maturity, except for any necessary odd denominations. Such bonds shall be numbered with the prefix R followed by a dash and then from 1 upward, shall be dated on such dates, and shall mature annually on such dates in such years, bearing interest semi-annually on such dates, at the rate or rates of interest per annum, as may be necessary to sell the same, all as shall be determined County Treasurer pursuant to Section 4 hereof. It is hereby further determined that (a) such Refunding Bonds may be issued in series, (b) such Refunding Bonds may be sold at private sale at a discount in the manner authorized by subdivision 2 of paragraph f of Section 90.10 of the Local Finance Law, if applicable, and (c) such Refunding Bonds may be issued as a single consolidated issue. It is hereby further determined that such Refunding Bonds may be issued to refund all, or any portion of, the Refunded Bonds, subject to the limitation hereinafter described in Section 13 hereof relating to approval by the State Comptroller, if applicable.

Section 2. The Refunding Bonds may be subject to redemption prior to maturity upon such terms, if any, as the Chief Fiscal Officer shall prescribe, which terms shall be in compliance with the Local Finance Law.

Section 3. Principal and interest on the Refunding Bonds will be payable in lawful money of the United States of America. The Refunding Bonds shall be issued in registered form and shall not be registrable to bearer or convertible into bearer coupon form. The County Treasurer, as chief fiscal officer of the County, is hereby authorized, if necessary, to enter into an agreement or agreements containing such terms and conditions as he shall deem proper with a bank or trust company or banks or trust companies, to act in connection with the Refunding Bonds, as the Fiscal Agent for the County, to perform the services described in Section 70.00 of the Local Finance Law, and to execute such agreement or agreements on behalf of the County, regardless of whether the Refunding Bonds are initially issued in certificated or non-certificated form.

Section 4. The Chief Fiscal Officer is hereby further designated all powers of this County Legislature with respect to agreements for credit enhancement, derived from and pursuant to Section 168.00 of the Local Finance Law, for said Refunding Bonds, including, but not limited to the determination of the provider of such credit enhancement facility or facilities and the terms and contents of any agreement or agreements related thereto.

Section 5. The Refunding Bonds shall be executed in the name of the County by the manual or facsimile signature of the County Treasurer, and a facsimile of its corporate seal shall be imprinted or impressed thereon. In the event of facsimile signature by the County Treasurer, the Refunding Bonds shall be authenticated by the manual signature of an authorized officer or employee of a bank or trust company acting in the capacity of the Fiscal Agent. To the extent applicable, the Refunding Bonds shall contain the recital required by subdivision 4 of paragraph j of Section 90.10 of the Local Finance Law, if applicable, and the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the County Treasurer shall determine. It is hereby determined that it is to the financial advantage of the County not to impose and collect from registered owners of the Refunding Bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the Fiscal

Agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the Fiscal Agent.

Section 6. It is hereby determined that:

() the maximum amount of the Refunding Bonds authorized to be issued pursuant to this Resolution does not exceed the limitation imposed by subdivision 1 of paragraph b of Section 90.10 of the Local Finance Law;

() the maximum period of probable usefulness permitted by law at the time of the issuance of the Refunded Bonds was, for each of the objects or purposes for which such Refunded Bonds were issued is as provided in the refunded bond certificate, which is hereby incorporated herein by reference;

() the last installment of the Refunding Bonds will mature not later than the expiration of the period of probable usefulness of each object or purpose for which the Refunded Bonds were issued in accordance with the provisions of subdivision 1 of paragraph c of Section 90.10 of the Local Finance Law; and

() the estimated present value of the total debt service savings anticipated as a result of the issuance of the Refunding Bonds, if any, computed in accordance with the provisions of subdivision 2 of paragraph b of Section 90.10 of the Local Finance Law, is as shown in the Refunding Financial Plan described in Section 7 hereof.

Section 7. The financial plan for the refunding authorized by this resolution (the “Refunding Financial Plan”), showing the sources and amounts of all moneys required to accomplish such refunding, the estimated present value of the total debt service savings and the basis for the computation of the aforesaid estimated present value of total debt service savings, are set forth in Exhibit A attached hereto and made a part of this Resolution. The Refunding Financial Plan has been prepared based upon the assumption that the Refunding Bonds will be issued in the principal amount of \$4,815,000 and that the Refunding Bonds will mature, be of such terms, and bear interest as set forth in Exhibit A. This Legislature recognizes that the amount of the Refunding Bonds, maturities, terms, and interest rate or rates borne by the Refunding Bonds to be issued by the County will most probably be different from such assumptions and that the Refunding Financial Plan will also most probably be different from such Exhibit A. The County Treasurer is hereby authorized and directed to determine the amount of the Refunding Bonds to be issued, the date of such bonds and the date of issue, maturities and terms thereof, the provisions relating to the redemption of Refunding Bonds prior to maturity, if any, whether the Refunding Bonds will be insured by a policy or policies of municipal bond insurance or otherwise enhanced by a credit enhancement facility or facilities, whether the Refunding Bonds shall be sold at a discount in the manner authorized by paragraph e of Section 57.00 of the Local Finance Law, and the rate or rates of interest to be borne thereby, whether the Refunding Bonds shall be issued with substantially level or declining annual debt service and all matters relating thereto, and to prepare, or cause to be provided, a final Refunding Financial Plan for the Refunding Bonds, and all powers in connection therewith are hereby delegated to the County Treasurer; provided, that the terms of the Refunding Bonds to be issued, including the rate or rates of interest borne thereby, shall comply with the requirements of Section 90.10 of the Local Finance Law, if applicable. The County Treasurer shall file a copy of his certificate determining the details of the Refunding Bonds and the final Refunding Financial Plan with the Clerk of the County Legislature not later than ten (10) days after the delivery of the Refunding Bonds, as herein provided.

Section 8. The County Treasurer is hereby authorized to enter into an escrow contract (the “Escrow Contract”) with a bank or trust company located and authorized to do business in this State as he shall designate (the “Escrow Holder”) for the purpose of having the Escrow Holder act, in connection with the Refunded Bonds, as the escrow holder to perform the services described in Section 90.10 of the Local Finance Law, if applicable.

Section 9. The faith and credit of the County are hereby irrevocably pledged to the payment of the principal of and interest on the Refunding Bonds as the same respectively become due and payable. To the extent debt service on such bonds is not paid from other sources, there shall annually be levied on all the taxable real property in the County a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 10. To the extent required by law and if necessary to carry out the intent of the refunding financial plan, all of the proceeds from the sale of the Refunding Bonds, including the premium, if any, but excluding accrued interest thereon, shall immediately upon receipt thereof be placed in escrow with the Escrow Holder for the Refunded Bonds. Accrued interest, if any, on the Refunding Bonds shall be paid to the County to be expended to pay interest on the Refunding Bonds on the first interest payment date thereof. Such proceeds as are deposited in the escrow deposit fund to be created and established pursuant to the Escrow Contract, whether in the form of cash or investments, or both, inclusive of any interest earned from the investment thereof, shall be irrevocably committed and pledged to the payment of the principal of and interest on the Refunded Bonds in accordance with Sections 90.00 and 90.10 of the Local Finance Law, if applicable, and the holders, from time to time, of the Refunded Bonds shall have a lien upon such moneys held by the Escrow Holder. Such pledge and lien shall become valid and binding upon the issuance of the Refunding Bonds and the moneys and investments held by the Escrow Holder for the Refunded Bonds in the escrow deposit fund shall immediately be subject thereto without any further act. Such pledge and lien shall be valid and binding as against all parties having claims of any kind in tort, contract or otherwise against the County irrespective of whether such parties have notice thereof.

Section 11. Notwithstanding any other provision of the resolution, so long as any of the Refunding Bonds shall be outstanding, the County shall not use, or permit the use of, any proceeds from the sale of the Refunding Bonds in any manner which would cause any of the Refunding Bonds to be “arbitrage” bonds as that term is used in Section 148 of the Internal Revenue Code of 1986, as amended, and, to the extent applicable, the Regulations promulgated by the United States Treasury Department thereunder as then in effect.

Section 12. In accordance with the terms of the Refunded Bonds and the Bond Certificate relating thereto, as well as the provisions of Section 53.00 and of paragraph h of Section 90.10 of the Local Finance Law, if applicable, and subject only to the issuance of the Refunding Bonds as herein authorized, the County hereby elects to call in and redeem each series of Refunded Bonds on their respective first optional redemption date. The sum to be paid therefor on such redemption date shall be the par value thereof plus the redemption premium, if any as provided in the Refunded Bonds Certificate, and the accrued interest to such redemption date. The Escrow Agent for the Refunded Bonds is hereby authorized and directed to cause notice of such call for redemption to be given in the name of the County in the manner and within the times provided in the Refunded Bonds Certificate. Such notice of redemption shall be in substantially the form attached to the Escrow Contract. Upon the issuance of the Refunding Bonds, the election to call in and redeem the callable Refunded Bonds and the direction to the Escrow Agent to cause notice thereof to be given as provided in this paragraph shall become irrevocable, provided that this paragraph may be amended from time to time as may be necessary in order to comply with the publication requirements of paragraph a of Section 53.00 of the Local Finance Law, or any successor law thereto.

Section 13. The Refunding Bonds shall be sold at public competitive sale or at private sale to an investment bank to be selected by the County Treasurer (the “Underwriter”) for such purchase price as shall be determined by the County Treasurer, plus accrued interest, if any, from the date of the Refunding Bonds to the date of delivery of and payment for the Refunding Bonds, subject to the approval of the terms and conditions of such sale by the State Comptroller as required by subdivision 2 of paragraph f of Section 90.10 of the Local Finance Law, if applicable. The County Treasurer is hereby authorized to execute and deliver a purchase contract or similar agreement for the Refunding Bonds in the name and on behalf of the County providing the terms and conditions for the sale and delivery of the Refunding Bonds to the Underwriter.

Section 14. The County Treasurer and the Clerk of the County Legislature and all other officers, employees and agents of the County are hereby authorized and directed for and on behalf of the County to execute and deliver all certificates and other documents, perform all acts and do all things required or contemplated to be executed, performed or done by this resolution or any document or agreement approved hereby.

Section 15. All other matters pertaining to the terms and issuance of the Refunding Bonds shall be determined by the County Treasurer and all powers in connection thereof are hereby delegated to the County Treasurer.

Section 16. The validity of the Refunding Bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 17. The law firm of Trespasz & Marquardt, LLP is appointed bond counsel for the Refunding Bonds and Fiscal Advisors & Marketing, Inc. is appointed Financial Advisor for the Refunding Bonds.

Section 18. This resolution shall take effect immediately. The Clerk of the County Legislature is hereby authorized and directed to publish a summary of the foregoing resolution, together with a Notice in substantially the form prescribed by Section 81.00 of the Local Finance Law in the newspapers having general circulation in the County and designated the official newspapers of County for such publication.

AGENDA ITEM NO. 2 – Authorize the 2022 Cortland County Tourism Marketing Grants

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize the 2022 Cortland County Tourism Marketing Grants

WHEREAS, the Cortland County Legislature adopted Resolution No. 233-21 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. 233-21, 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. 232-21 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 November 2021 to review applications for use of half of the 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 agency's that sought funding, AND

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

Brockway Truck Preservation Society	\$10,000
Center for the Arts of Homer	\$33,000
Central NY Maple Festival	\$6,000
Cortland Crush NYCBL Baseball	\$5,000
Cortland County Historical Society	\$13,477
Cortland Main Street Music Series	\$2,700
Cortland Regional Sports Council	\$120,000
Cortland Repertory Theatre	\$33,000
Cortland Arts Connect (Cultural Council)	\$10,000
Holiday in Homer	\$2,500
Homer Cortland Community Agency	\$18,000
Homeville Museum	\$2,000
JM McDonald Sports Complex	\$20,000
Lime Hollow Nature Center	\$12,000
Statewide Country Music Park	\$5,000

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator or designee is hereby authorized to allocate funds in the 2022 adopted budget and the Cortland County Treasurer 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.

AGENDA ITEM NO. 3 – Rescind Resolution No. 58-17 and Adopt Amended Fund Balance Policy

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Rescind Resolution No. 58-17 and Adopt Amended Fund Balance Policy

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

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

WHEREAS, the Cortland County Legislature, upon recommendation of the Director of Finance,

County Administrator and the Finance and Administration Committee, would like to amend said Fund Balance Policy, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby rescinds Resolution No. 58-17 and replaces Fund Balance Policy 05-02 with the attached amended Cortland County Fund Balance Policy, AND BE IT FURTHER

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

AGENDA ITEM NO. 4 – Amend Tentative 2022 County Budget

RESULT: **APPROVED [UNANIMOUS]**

Next: 11/18/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

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

ON MOTION OF WAGNER

RESOLUTION NO.

Amend Tentative 2022 County Budget

WHEREAS, the County Administrator (Budget Officer) presented the 2022 Tentative County Budget to the Cortland County Legislature on October 12, 2021, AND

WHEREAS, a Public Hearing was held on October 26, 2021 at 6 p.m. in the Legislative Chambers, AND

WHEREAS, salary and salary related adjustments were made based on recently passed resolutions, AND

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

RESOLVED, that the Cortland County Legislature hereby amends the 2022 Tentative County Budget as on attached schedule.

AGENDA ITEM NO. 5 – Adopt the 2022 County Budget

RESULT: **APPROVED [UNANIMOUS]**

Next: 11/18/2021 6:00 PM

MOVER: George Wagner, Committee Chair,

SECONDER: Richard Stock, Committee Member

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

ON MOTION OF WAGNER

RESOLUTION NO.

Adopt the 2022 County Budget

WHEREAS, the Cortland County Administrator presented the 2022 Tentative Budget to the Cortland County Legislature on October 12, 2021, AND

WHEREAS, the Legislature's Finance & Administration Committee has reviewed said budget and recommends adoption as presented, AND

WHEREAS, a Public Hearing was held before this Legislature on October 26, 2021, NOW THEREFORE BE IT

RESOLVED that the 2022 tentative Cortland County budget be and hereby is adopted with a Real Property Tax Levy of \$37,728,555.00 and that the amounts set forth in the "Adopted" column of said budget be and hereby are appropriated for the objects and purposes specified.

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

Referred from Ag/Planning/Environmental Committee

AGENDA ITEM NO. 1 – Establish Little York Lake Special Taxing District

RESULT: APPROVED [4 TO 3]

Next: 11/18/2021 6:00 PM

MOVER: Beau Harbin, Committee Member

SECONDER: Christopher Newell, Committee Member

AYES: Sandra Price, Christopher Newell, Beau Harbin, Eugene Waldbauer

NAYS: George Wagner, Richard Stock, Mitchel Eccleston

ON MOTION OF FITCH

RESOLUTION NO.

Establish Little York Lake Special Taxing District

WHEREAS, the Little York Lake Preservation Society, Inc. recommends the creation of a Special Taxing District for the properties surrounding Little York Lake, AND

WHEREAS, the Cortland County Legislature recommends the creation of a Special Taxing District for the properties directly surrounding Little York Lake, AND

WHEREAS, the name of this district would be the “Little York Lake Protection and Rehabilitation District”, hereinafter referred to as “District”, AND

WHEREAS, the Cortland County Legislature find that it is in the public's interest to establish this Special Taxing District, AND

WHEREAS, the Cortland County Soil and Water Conservation District will be the administrative agent for the District at no cost except for the reimbursement for direct costs from the Little York Lake Preservation Society, Inc., AND

WHEREAS, after receiving the maps, plans, reports and recommendations from the Little York Lake Preservation Society, Inc., it is the recommendation of the Agricultural, Planning and Environmental Committee to create this District, AND

WHEREAS, the District will include the tax map parcels highlighted on the attached map, AND

WHEREAS, a public hearing was held on October 26, 2021 at 60 Central Avenue, Room 308, Cortland, New York 13045 for any and all persons wishing to speak regarding the creation of this District

pursuant to County Law § 254, NOW THEREFORE BE IT

RESOVLED, that the Special Taxing District known as the “Little York Lake Protection and Rehabilitation District” be and hereby is created as of January 1, 2023 subject to referendum, AND BE IT FURTHER

RESOLVED, that Cortland County Real Property Tax Services and the County Treasurer be and hereby are authorized to implement and collect this special tax.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 2 – Authorize Agreement for Network Assessment - Information Technology

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Authorize Agreement for Network Assessment - Information Technology

WHEREAS, quotes were requested for consulting services to evaluate Cortland County’s network infrastructure, AND

WHEREAS, quotes were received from the following:

Company	Address	Amount
DRCS	7085 Manlius Center Rd., East Syracuse, NY 13057	\$5,400
Advizex	50 Square Dr., Suite 200, Victor, NY 14564	\$9,200
Dyntek	5241 California Ave., Suite 150, Irvine, CA 92617	\$16,500

, AND

WHEREAS, Advizex, 50 Square Dr., Suite 200, Victor, NY 14564 submitted the lowest responsible quote, NOW THEREFORE BE IT

RESOLVED, that Advizex, 50 Square Dr., Suite 200, Victor, NY 14564 is hereby awarded the contract to perform an evaluation of Cortland County’s network infrastructure according to the terms laid out in the Scope of Work, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, subject to appropriation by the Legislature, is hereby authorized to enter into a contract with Advizex, 50 Square Dr., Suite 200, Victor, NY 14564 for an evaluation of Cortland County’s network infrastructure.

Referred from Health & Human Services

AGENDA ITEM NO. 3 – Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program/Child Passenger Safety - Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program/Child Passenger Safety - Health Department

WHEREAS, the State of New York through the Governor's Traffic Safety Committee has awarded the Cortland County Health Department \$10,900 to continue to fund the Child Passenger Safety Program, CPS-2022-Cortland County HD-00056-(012) T0066744, CFDA# 20.616, for the period of 10/01/21-9/30/22, AND

WHEREAS, this will provide education on the proper use and installation of child safety seats in New York State, AND

WHEREAS, the 2021 County Budget will need to be amended as follows:

	<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40105.44389.22CPS CPS 21-22 GRANT	\$0	\$10,900	\$10,900
A40105.54048.22CPS PROGRAM SUPP	\$0	\$10,900	\$10,900

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Traffic Safety Committee to accept these funds.

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

AGENDA ITEM NO. 4 – Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program - Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Agreement/Accept Funds Traffic Safety and Injury Prevention Program - Health Department

WHEREAS, the State of New York through the Governor's Traffic Safety Committee has awarded the Cortland County Health Department \$40,308 to continue to fund the Traffic Safety and Injury Prevention Program, HS1-2022-Cortland County HD-00141-(012) T006860, CFDA# 20.600, for the period of 10/01/21-9/30/22, AND

WHEREAS, this will provide bike, pedestrian and traffic education programs to reduce the

number of crashes, injuries, and deaths on New York's roads, AND

WHEREAS, the 2021 County Budget will need to be amended as follows:

		<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40105.44389.22TRS	TRS 21-22 GRANT	\$0	\$40,308	\$40,308
A40105.51005.22TRS	PERSONAL SVC	\$0	\$30,276	\$30,276
A40105.54005.22TRS	OFFICE SUPPLIES	\$0	\$200	\$200
A40105.54040.22TRS	DUES	\$0	\$250	\$250
A40105.54045.22TRS	TRAVEL	\$0	\$500	\$500
A40105.58020.22TRS	RETIREMENT	\$0	\$4,844	\$4,844
A40105.58030.22TRS	FICA	\$0	\$2,316	\$2,316
A40105.58060.22TRS	HEALTH INS	\$0	\$1,922	\$1,922

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with the New York State Traffic Safety Committee to accept these funds.

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

AGENDA ITEM NO. 5 – Authorize Agreement Between Department of Social Services and Assisted Living Program with TPCC, LLC - Department of Social Services

RESULT: APPROVED [UNANIMOUS]

Next: 11/18/2021 6:00 PM

MOVER: Beau Harbin, Committee Member

SECONDER: Christopher Newell, Committee Member

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

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Agreement Between Department of Social Services and Assisted Living Program with TPCC, LLC - Department of Social Services

WHEREAS, the New York State Social Services Law Section 461-L(3)(a)(iii) requires Cortland County Department of Social Services to contract with entities applying to New York State Department of Health to provide Assisted Living Programs (ALP) within the County, AND

WHEREAS, the County is required to enter into such agreement for the purpose of determining Medicaid eligibility for residents placed in an ALP, AND

WHEREAS, TPCC, LLC d/b/a The Pavilion At Cortland Park is applying to New York State Department of Health to create 31 ALP beds at their 193 Clinton Avenue Cortland, NY 13045 property, AND

WHEREAS, all ALP certification requirements, approval, oversight and payments are transacted by New York State entities with such responsibilities directly with TPCC, LLC, 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 a contractual agreement for the time period 1/1/2022 – 12/31/2022 with TPCC, LLC.

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 6 – Amend the 2021 Budget to Accept Bureau of Justice Bulletproof Vest Partnership Grant - Sheriff's Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 11/18/2021 6:00 PM

MOVER: Beau Harbin, Committee Member

SECONDER: Christopher Newell, Committee Member

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

ON MOTION OF PRICE

RESOLUTION NO.

Amend the 2021 Budget to Accept Bureau of Justice Bulletproof Vest Partnership Grant - Sheriff's Department

WHEREAS, the Bureau of Justice Assistance (BJA), funded under the Fiscal Year (FY) 2021 BVP Patrick Leahy Bulletproof Vest Partnership (BVP) solicitation, has awarded the Cortland County Sheriff's Office a FY 2021 grant in the amount of \$10,650, AND

WHEREAS, the fiscal period for this grant is April 1, 2021 to August 31, 2023, NOW THEREFORE BE IT

RESOLVED, the Cortland County Sheriff's Office is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget be amended as follows:

REVENUE:

A312043.43306.23BVP	FY 2021 BVP Grant	\$10,650
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EXPENSE:

A312055.52015.23BVP	Department Specific Equipment	\$10,650
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, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with Bureau of Justice Assistance (BJA) for the \$10,650 Bulletproof Vest Partnership 2021 award, AND BE IT FURTHER

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

AGENDA ITEM NO. 7 – Authorize 2022 Contract and Accept Funds with the New York State Office of Children and Family Services to Support the Cortland County Child Advocacy Center - District Attorney

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Authorize 2022 Contract and Accept Funds with the New York State Office of Children and Family Services to Support the Cortland County Child Advocacy Center - District Attorney

WHEREAS, a Child Advocacy Center (“CAC”) has been created in Cortland County to facilitate the most efficient and effective handling of cases involving child victims of sexual and physical abuse, AND

WHEREAS, said program is funded by a New York State grant through the New York State Office of Children and Family Services (“OCFS”), AND

WHEREAS, said grant will henceforth be received by Cortland County on behalf of the District Attorney of Cortland County (“DA”), by contract with OCFS assigning the DA as the lead agency with authority and responsibility to administer grant funds, which OCFS advises will total \$161,299 for the OCFS fiscal year 2022, to pay the expenses of running the CAC, 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 February 1, 2022 through January 31, 2023 with OCFS, and the DA be and hereby is authorized to administer funds received from OCFS for the CAC, in an amount not to exceed \$161,299 as follows:

51005	Personnel	\$78,278.00
54000	I/D Phones	\$906.00
54005	Office Supplies	\$500.00
54007	Janitorial Supplies	\$1,000.00
54020	Postage	\$300.00
54035	Training & Staff Dev	\$9,500.00
54040	Dues & Memberships	\$1,684.00
54045	Travel & Sustenance	\$1,200.00
54048	Program Supplies	\$914.00
54800	Program Expense	\$100.00
54070	Liability Insurance	\$4,077.00
54213	I/D Copier	\$784.00
54800	Program Expense	\$25,500.00
58020	Retirement	\$10,959.86
58030	FICA	\$5,988.47
58040	Worker's Comp	\$3,546.91
58060	HI	\$15,956.83
58062	Dental	\$88.25
58065	Vision	\$15.68
TOTAL		\$161,299.00

, AND BE IT FURTHER

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

Referred from Highway Committee

Referred from Government Operations Committee

AGENDA ITEM NO. 8 – Mortgage Tax Disbursement April 1, 2021-September 30, 2021 - County Clerk

RESULT: APPROVED [UNANIMOUS]

Next: 11/18/2021 6:00 PM

MOVER: Beau Harbin, Committee Member

SECONDER: Christopher Newell, Committee Member

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

ON MOTION OF WILSON

RESOLUTION NO.

Mortgage Tax Disbursement April 1, 2021-September 30, 2021 - County Clerk

WHEREAS, in accordance with NYS Tax Law, Article 11, § 261, the Semi Annual Mortgage Tax Report for April 1, 2021-September 30, 2021, 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 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	\$116,661.90
Cincinnatus, Town of	9,079.99
Cortlandville, Town of	100,788.45
McGraw, Village of	301.33
Homer, Village of	2,815.85
Cuyler, Town of	6,563.11
Freetown, Town of	7,687.24
Harford, Town of	5,965.63
Homer, Town of	49,929.34
Homer Village of	37,635.27

Lapeer, Town of	6,939.43
Marathon, Town of	9,964.15
Marathon, Village of	5,318.30
Preble, Town of	9,418.02
Scott, Town of	6,284.78
Solon, Town of	5,261.67
Taylor, Town of	4,018.05
Truxton, Town of	6,307.26
Virgil, Town of	38,425.58
<u>Willet, Town of</u>	<u>4,435.56</u>
TOTAL	\$433,800.91

AGENDA ITEM NO. 9 – Authorize Agreement Several Agencies - Personnel/Civil Service

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WILSON

RESOLUTION NO.

Authorize Agreement Several Agencies - Personnel/Civil Service

WHEREAS, the Personnel Department contracts for various professional services to assist in the provision of services, AND

WHEREAS, funds have been allocated and proposed in the 2022 budget in account numbers as indicated below NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute agreements beginning December 31, 2021 for or with the following to be paid from the accounts listed, and in accordance with the attached:

One Group	CH90605-54055	12/31/21 - 12/31/22
Family and Children's Services of Ithaca	A14305-54615	12/31/21 - 12/31/23
Psychological Resources	A14305-54615	12/31/21 - 12/31/23
Family Health Network	A14305-54615	12/31/21 - 12/31/23

Coughlin & Gerhart, LLP	A14305-54063	12/31/21 - 12/31/23
Evolution Consulting	A14305-54615	12/31/21 - 12/31/23
ESI Group	A14305-54615	12/31/21 - 12/31/23
BPAS	CH90605-54055	12/31/21 - 12/31/23

AGENDA ITEM NO. 10 – Set Health Insurance Rates 2022 - Cortland County Insurance Program - Personnel Department

RESULT: APPROVED [UNANIMOUS]

Next: 11/18/2021 6:00 PM

MOVER: Beau Harbin, Committee Member

SECONDER: Christopher Newell, Committee Member

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

ON MOTION OF WILSON

RESOLUTION NO.

Set Health Insurance Rates 2022 - Cortland County Insurance Program - Personnel Department

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, One Group has recommended premium equivalents based upon projected claims during the period January 1, 2021 through December 31, 2021, NOW THEREFORE BE IT

RESOLVED, that effective January 1, 2022, 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>2021</u>	<u>2022</u>	NO CHANGE
Individual	\$ 782.64	\$ 782.64	
Family	\$1903.67	\$ 1903.67	

HEALTH INSURANCE RATES - PPO PLAN

(for all employees hired in the General, Corrections, Civilian, and DOERC unions 1/1/2020 and after)

	<u>2021</u>	<u>2022</u>	NO CHANGE
Individual	\$704.38	\$704.38	
Family	\$1713.30	\$1713.30	

DENTAL INSURANCE RATES

	<u>2021</u>	<u>2022</u>	NO CHANGE
Individual	\$15.04	\$15.04	
Family	\$60.17	\$60.17	

VISION INSURANCE RATES

	<u>2021</u>	<u>2022</u>	NO CHANGE
Individual	\$3.25	\$3.25	
Family	\$13.00		\$13.00

AGENDA ITEM NO. 11 – Amend Management/Management Confidential Compensation Policy Grade and Step Schedule for 2022

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WILSON

RESOLUTION NO.

Amend Management/Management Confidential Compensation Policy Grade and Step Schedule for 2022

WHEREAS, the Cortland County Legislature adopted a local law on November 14, 2011 entitled “A Local Law to Adopt the County of Cortland Employment Policy Manual for Department Heads, Management Employees, Management/Confidential Employees and a Grade and Step plan for employees falling under the plan,” AND

WHEREAS, the Management/Management Confidential Employee Policy Manual states that employees covered under this policy shall receive an annual adjustment equal to the increase given to CSEA unit 6550, AND

WHEREAS, the 2022 adopted County budget includes a 2% cost of living adjustment for Management/Management Confidential employees, NOW, THEREFORE, BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and directs a 2% cost of living adjustment for those employees who in the “County of Cortland Employment Policy Manual for Department Heads, Management Employees, Management/Confidential Employees and a Grade and Step plan for employees falling under the plan” effective January 1, 2022 in accordance with the following schedule:

Management

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
1	\$88,977	\$92,537	\$96,238	\$100,087	\$104,089	\$108,254
2	\$82,768	\$86,081	\$89,523	\$92,797	\$96,827	\$100,701
3	\$76,995	\$80,074	\$83,277	\$86,609	\$90,073	\$93,675
4	\$71,623	\$74,487	\$77,468	\$80,566	\$83,789	\$87,139
5	\$66,626	\$69,291	\$72,062	\$74,944	\$77,943	\$81,060
6	\$61,977	\$64,456	\$67,035	\$69,716	\$72,505	\$75,405
7	\$57,653	\$59,961	\$62,357	\$64,853	\$67,446	\$70,144
8	\$53,630	\$55,777	\$58,010	\$60,328	\$62,741	\$65,251

9	\$49,890	\$51,885	\$53,961	\$56,118	\$58,363	\$60,698
10	\$46,409	\$48,265	\$50,197	\$52,202	\$54,293	\$56,464
11	\$43,171	\$44,897	\$46,694	\$48,561	\$50,504	\$52,523

Management
Confidential

5	22.7399	23.6497	24.5957	25.5794	26.6025	27.6668
4	21.0202	21.8609	22.7354	23.6449	24.5906	25.5743
3	20.2116	21.0202	21.8609	22.7354	23.6449	24.5906
2	19.4344	20.2116	21.0202	21.8609	22.7354	23.6449
1	18.6869	19.4344	20.2116	21.0202	21.8609	22.7354

AGENDA ITEM NO. 12 – Adopt Local Law "J" for the Year 2021 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WILSON

RESOLUTION NO.

Adopt Local Law "J" for the Year 2021 a Local Law to Increase Salary of Officers Elected or Appointed for a Fixed Term During the Term of Office

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

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required, NOW THEREFORE BE IT

RESOLVED, that Local Law "J" for the year 2022 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law, AND BE IT FURTHER

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted, NOW THEREFORE

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

SECTION 1.
LEGISLATIVE INTENT

The County Legislature hereby states the intent of this local law is to preserve the integrity of the Management Compensation Plan, the goal of which is to treat all employees equally by maintaining grade level salary increments attached to years of service to the County. It is therefore necessary for the County Legislature to extend by local law the same increase in salary for those County officers elected or appointed for a fixed term, in compliance with New York State County Law §201, as has been previously Confidential Employees through Cortland County Local Law No. 4 of 2011.

SECTION II.

The Cortland County Employment Policy Manual for Department Heads, Management and Management/Confidential Employees includes a Grade and Step Schedule, with salary increments tied to grade levels and years of service. Certain officers are excluded pursuant to New York State County §201, as the salary of any officer elected or appointed for a fixed term may only be increased by local law subject to permissive referendum as provided for in Municipal Home Rule Law §24(2)(h).

SECTION III.

The same rate of annual salary increase for fiscal year 2022 extended to Cortland County Management and Management/Confidential Employees through the modification of the Grade and Step Schedule, shall be provided to those officers elected or appointed for a fixed term, during their term of office. The annual salary of said officers elected or appointed for a fixed term, during their term of office, is to be adjusted and paid over the balance of the 2022 calendar year, upon the effective date of this local law.

This Local Law shall function to increase the salary of the following officers elected or appointed for a fixed term, during their term of office:

Elected office include:

County Clerk
County Coroner (s)
County Sheriff
County Treasurer

Officers appointed for a fixed term include:

Clerk of the Legislature
County Attorney
Public Defender
Veteran's Services Officer
Commissioner of Social Services
Highway Superintendent
Personnel Officer
Public Health Director
Real Property Tax Services Director

SECTION IV:

This local law is subject to permissive referendum and shall not take effect until at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

AGENDA ITEM NO. 13 – Adopt Local Law "K" for the Year 2021 a Local Law Setting the Salary of Cortland County Election Commissioners

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

**Adopt Local Law "K" for the Year 2021 a Local Law Setting the Salary of Cortland County
Election Commissioners**

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

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required, NOW THEREFORE BE IT

RESOLVED, that Local Law "K" for the year 2022 is hereby adopted and shall take effect upon the filing thereof in the Office of the Secretary of State as provided by Municipal Home Rule Law, and be it further

RESOLVED, that, as this local law is subject to permissive referendum, the Clerk of the Legislature shall cause an abstract of this local law to be published in the County's official newspaper at least once a week for two successive weeks, the first publication of which shall be had within ten days after the local law is adopted;

NOW, THEREFORE

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

Section I:

Pursuant to Election Law §3-208, each Cortland County Election Commissioner shall receive an equal annual salary, to be fixed by the County Legislature.

Section II:

The annual salary for each Cortland County Election Commissioner shall be increased from \$32,479.86 to 33,792.05 for fiscal year 2022 and paid over the balance of 2022 calendar year, upon the effective date of this local law.

Section III:

This local law is subject to permissive referendum and shall not take effect until at least forty-five (45) days after its adoption as provided for by Municipal Home Rule Law §24.

AGENDA ITEM NO. 14 – Authorize Agreement Between Cortland County and the County Police Association of Cortland County (CPAC)

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Beau Harbin, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

**Authorize Agreement Between Cortland County and the County Police Association of Cortland
County (CPAC)**

WHEREAS, Cortland County and the County Police Association of Cortland County (CPAC) negotiating committees have met to negotiate a new contract, AND

WHEREAS, the negotiating committees have agreed on a new contract beginning January 1, 2022 through December 31, 2025, AND

WHEREAS, the County Police Association of Cortland County ratified the contract on October 27, 2021, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the County Police Association of Cortland County contract.

Discussion Items/Reports

1. Treasurer Report November 2021

RESULT:	COMPLETED
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2. Real Property Tax Services Monthly Reports

RESULT:	COMPLETED
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3. Monthly Finance Department Reports

RESULT:	COMPLETED
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4. Audit Department Monthly Budget Report

RESULT:	COMPLETED
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5. 2022 Budget Discussions

RESULT:	COMPLETED
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Resolutions Upon Recommendation of the Federal Aid Allocation Citizen's Advisory Committee

AGENDA ITEM NO. 1 – Authorize the Use of Federal American Rescue Plan Funding for the Department of Information Technology

RESULT:	APPROVED [UNANIMOUS]
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	Next: 11/18/2021 6:00 PM
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MOVER:	Beau Harbin, Committee Member
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SECONDER:	Richard Stock, Committee Member
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AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston
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ON MOTION OF WAGNER

RESOLUTION NO.

Authorize the Use of Federal American Rescue Plan Funding for the Department of Information Technology

WHEREAS, the Federal American Rescue Plan has allocated over \$9,000,000 to Cortland County, AND

WHEREAS, the COVID-19 pandemic greatly increased the demand on the Cortland County Department of Information Technology, AND

WHEREAS, the Department of Information Technology, upon recommendation of the County

Administrator put forward a request for funding to the Cortland County Federal Aid Allocation Citizen's Advisory Committee for the following upgrades in the amount of \$408,000:

Hardware:	
SAN - 22TB:	\$85,000
Server Refresh:	\$32,500
Disk to disk backup solution:	\$30,000
10GB network backbone for backups:	\$25,000
Switch refresh:	\$80,000
Software:	
VMware Enterprise licensing:	\$80,000
Server licenses:	\$2,500
Consulting:	
SAN configuration:	\$10,000
VMware configuration:	\$10,000
Security remediation:	\$13,000
Network redundancy (based on independent network audit remediation suggestions):	\$40,000
TOTAL	\$408,000

, AND

WHEREAS, it is the recommendation of the Federal Aid Allocation Citizen's Advisory Committee to authorize the use of Federal American Rescue Plan funds for Information Technology infrastructure upgrades, improvements and maintenance in the amount of \$500,000, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes \$500,000 of the Federal American Rescue Plan funding be allocated to the Department of Information Technology for infrastructure upgrades, improvements and maintenance, AND BE IT FURTHER

RESOLVED, that the Director of Finance, upon approval of the County Administrator, be and hereby is authorized to transfer funds to the Department of Information Technology's current and future budgets as needed for infrastructure upgrades, improvements and maintenance up to \$500,000.

AGENDA ITEM NO. 2 – Authorize Allocation of American Rescue Plan Funding to the Village of McGraw for Sewer Lift Station Repair

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Village of McGraw for Sewer Lift Station Repair

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$85,272 of the water, sewer and broadband infrastructure federal aid revenue to the Village of McGraw for sewer lift station repair at the Bennett Street, Port Watson Street and Polkville lift stations, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$85,272 of the water, sewer and broadband infrastructure Federal American Rescue Plan funds to the Village of McGraw for sewer lift station repair at the Bennett Street, Port Watson Street and Polkville lift stations, AND BE IT FURTHER

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

AGENDA ITEM NO. 3 – Authorize Allocation of American Rescue Plan Funding to Cortland County Soil and Water Conservation District for Stream Corridor Management

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to Cortland County Soil and Water Conservation District for Stream Corridor Management

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow

community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$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, a reporting of all monies spent and backup documentation must be submitted to Cortland County for reporting to the Federal Government, AND

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$300,000 of the water, sewer and broadband infrastructure Federal American Rescue Plan funds to the Cortland County Soil and Water Conservation District to purchase material for a stream corridor management program, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Soil and Water Conservation District for said purposes.

AGENDA ITEM NO. 4 – Authorize Allocation of American Rescue Plan Funding to the Cortland County Business Development Corporation

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Cortland County Business Development Corporation

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of

community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$300,000 of the federal aid revenue to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$300,000 of the Federal American Rescue Plan funds to the Cortland County Business Development Corporation to administer a Downtown Assistance Program, a Façade Improvement Program and a Small Business Expansion Assistance Program, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Business Development Corporation for said purposes.

AGENDA ITEM NO. 5 – Authorize Allocation of American Rescue Plan Funding to Catholic Charities of Cortland County

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to Catholic Charities of Cortland County

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$150,000 of the federal aid revenue to Catholic Charities of Cortland County for the operation of their Pathways to Re-Entry Project, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$150,000 of the Federal American Rescue Plan funds to Catholic Charities of Cortland County for the operation of their Pathways to Re-Entry Project, AND BE IT FURTHER

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

AGENDA ITEM NO. 6 – Authorize Allocation of American Rescue Plan Funding to the Center for the Arts of Homer, Inc.

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Center for the Arts of Homer, Inc.

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$100,000 of the federal aid revenue to the Center for the Arts of Homer, Inc. for the heating, ventilation, air-conditioning and air sanitizing (HVAC/S) project at the Center for the Arts of Homer, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$100,000 of the Federal American Rescue Plan funds to the Center for the Arts of Homer, Inc. for the heating, ventilation, air-conditioning and air sanitizing (HVAC/S) project at the Center for the Arts of Homer, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Center for the Arts of Homer, Inc. for said purposes.

AGENDA ITEM NO. 7 – Authorize Allocation of American Rescue Plan Funding to the Central New York Living History Center (Homeville Museum)

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Central New York Living History Center (Homeville Museum)

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee

reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$20,000 of the federal aid revenue to the Central New York Living History Museum, also known as the Homeville Museum, for the preliminary work (design, code research, drawings, engineering architectural fees, etc.) needed to enclose "The Carport" at the museum, which will be used as a community space for Cortland County residents, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$20,000 of the Federal American Rescue Plan funds to the Central New York Living History Museum, also known as the Homeville Museum, for the preliminary work (design, code research, drawings, engineering architectural fees, etc.) needed to enclose "The Carport" at the museum, which will be used as a community space for Cortland County residents, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Central New York Living History Museum, also known as the Homeville Museum, for said purposes.

AGENDA ITEM NO. 8 – Authorize Allocation of American Rescue Plan Funding to the Cortland Agricultural Corporation

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Mitchel Eccleston, Vice Chair
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Cortland Agricultural Corporation

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee

reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$50,000 of the federal aid revenue to the Cortland Agricultural Corporation for the following:

- Install electric lines and hook-ups
- Install 6-7 cameras and wiring for security system
- Maintenance and upgrades to parking areas
- Relocating water lines.
- Installation of camper/RV dumping station
- Updating/expanding external lighting
- Signage to help guide people to the fairgrounds
- Replacement of several outdated wood bleacher sections around horse arena

, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$50,000 of the Federal American Rescue Plan funds to the Cortland Agricultural Corporation for the purposes outlined in this resolution, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Agricultural Corporation for said purposes.

AGENDA ITEM NO. 9 – Authorize Allocation of American Rescue Plan Funding to the Cortland County SPCA

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Cortland County SPCA

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of

community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$97,432 of the federal aid revenue to the Cortland County SPCA for kennels, a handicap accessible ramp, drainage repair and roofing at the Cortland County SPCA building, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$97,432 of the Federal American Rescue Plan funds to the Cortland County SPCA for kennels, a handicap accessible ramp, drainage repair and roofing at the Cortland County SPCA building, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee, be and hereby is authorized to sign a contract with the Cortland County SPCA for said purposes.

AGENDA ITEM NO. 10 – Authorize Allocation of American Rescue Plan Funding to Grace and Holy Spirit Church

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Christopher Newell, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to Grace and Holy Spirit Church

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the

September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$90,000 of the federal aid revenue to Grace and Holy Spirit Church for the purchase of a generator, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$90,000 of the Federal American Rescue Plan funds to Grace and Holy Spirit Church for the purchase of a generator, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with Grace and Holy Spirit Church for said purposes.

AGENDA ITEM NO. 11 – Authorize Allocation of American Rescue Plan Funding to the Cortland County Holstein Club

RESULT: APPROVED [UNANIMOUS]

Next: 11/18/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Mitchel Eccleston, Vice Chair

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

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Cortland County Holstein Club

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee

reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$36,000 of the federal aid revenue to the Cortland County Holstein Club for improvements and upgrades to the wash rack and show ring surface, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$36,000 of the Federal American Rescue Plan funds to the Cortland County Holstein Club for improvements and upgrades to the wash rack and show ring surface, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Holstein Club for said purposes.

AGENDA ITEM NO. 12 – Authorize Allocation of American Rescue Plan Funding to the JM McDonald Sports Complex

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the JM McDonald Sports Complex

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$56,000 of the federal aid revenue to the JM McDonald Sports Complex

for replacement of the front doors and the ice rink compressors control system at the complex, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$56,000 of the Federal American Rescue Plan funds to the JM McDonald Sports Complex for replacement of the front doors and the ice rink compressors control system at the complex, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee, be and hereby is authorized to sign a contract with the JM McDonald Sports Complex for said purposes.

AGENDA ITEM NO. 13 – Authorize Allocation of American Rescue Plan Funding to the Lime Hollow Nature Center

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Beau Harbin, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to the Lime Hollow Nature Center

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$95,000 of the federal aid revenue to the Lime Hollow Nature Center for the purposes of rebuilding the Gus Barn at the Lime Hollow Nature Center, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$95,000 of the Federal American Rescue Plan funds to the Lime Hollow Nature Center for the purposes of rebuilding the Gus Barn at the Lime Hollow Nature Center, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or her designee, be and hereby is authorized to sign a contract with the Lime Hollow Nature Center for said purposes.

AGENDA ITEM NO. 14 – Authorize Allocation of American Rescue Plan Funding to Rose Hall

RESULT:	APPROVED [6 TO 1]
	Next: 11/18/2021 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer, Eccleston
NAYS:	George Wagner

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to Rose Hall

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$50,000 of the federal aid revenue to Rose Hall for seating renovation and rebuilding the stage, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$50,000 of the Federal American Rescue Plan funds to Rose Hall for seating renovation and rebuilding the stage, AND BE IT FURTHER

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

AGENDA ITEM NO. 15 – Authorize Allocation of American Rescue Plan Funding to Cortland County Employment & Training and Grant Administration

RESULT: APPROVED [UNANIMOUS]

Next: 11/18/2021 6:00 PM

MOVER: Beau Harbin, Committee Member

SECONDER: Richard Stock, Committee Member

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

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Allocation of American Rescue Plan Funding to Cortland County Employment & Training and Grant Administration

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$100,000 of the federal aid revenue to the Cortland County Employment and Training and Grants Administration department for marketing, training and upskilling, and technology for the Cortland County workforce, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$100,000 of the Federal American Rescue Plan funds to the Cortland County Employment and Training and Grants Administration department for marketing, training and upskilling, and technology for the Cortland County workforce, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a contract with the Cortland County Employment and Training and Grants Administration department for said purposes.

AGENDA ITEM NO. 16 – Authorize Allocation of American Rescue Plan Funding to the Town of Cincinnatus

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/18/2021 6:00 PM
MOVER:	Eugene Waldbauer, Committee Member
SECONDER:	Mitchel Eccleston, Vice Chair
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

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

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

WHEREAS, a community-wide ask for proposals was released on August 31, 2021 to allow community-based organizations the opportunity to request one-time funds to be used for the purpose of community and/or economic development, AND

WHEREAS, twenty-four (24) community-based organizations submitted proposals by the September 30, 2021, 4:30 PM deadline and subsequently presented their request to the Cortland County Federal Aid Allocation Citizen's Advisory Committee, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee reviewed all twenty-four (24) requests and presentations, AND

WHEREAS, the Cortland County Federal Aid Allocation Citizen's Advisory Committee has endorsed a proposal to allocate \$50,000 of the federal aid revenue to the Town of Cincinnatus for sidewalk repair and replacement within the Town of Cincinnatus, AND

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

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

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

RESOLVED, that the Cortland County Legislature hereby authorizes \$50,000 of the Federal American Rescue Plan funds to the Town of Cincinnatus for sidewalk repair and replacement within the

Town of Cincinnatus, AND BE IT FURTHER

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

Adjourn



Finance & Administration Committee

Committee Meeting

~ Minutes ~

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

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Tuesday, October 19, 2021

10:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 10:02 AM by Committee Chair, George Wagner

Attendee Name	Organization	Title	Status	Arrived	Departed
Sandra Price	Cortland County, NY	Committee Member	Present		
George Wagner	Cortland County, NY	Committee Chair,	Present		
Christopher Newell	Cortland County, NY	Committee Member	Present		
Beau Harbin	Cortland County, NY	Committee Member	Present		
Richard Stock	Cortland County, NY	Committee Member	Present		
Eugene Waldbauer	Cortland County, NY	Committee Member	Present		
Mitchel Eccleston	Cortland County, NY	Vice Chair	Present		11:52 AM
Rob Corpora	Cortland County, NY	County Administrator	Present		
Paul Heider	Cortland County, NY	Chair, Legislature	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Cathy Bischoff	Cortland County, NY	Board Member	Present		
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present		
Mark Helms	Cortland County, NY	Sheriff	Present		
Sharon MacDougall	Cortland County, NY	Director of Community Services	Present		
Andrea Herzog	Cortland County, NY	Director, Budget and Finance	Present		
Darrel Tuttle	Cortland County, NY	Deputy Director, Budget and Finance	Present		
Bill Talbot	Tompkins Cortland Community College	Vice President of Finance & Administration	Present		
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present		
Laura Fox	Cortland County, NY	Real Property Tax Services	Remote		

Minutes Acceptance: Minutes of Oct 19, 2021 10:00 AM (MINUTES)

MINUTES

1. Finance & Administration Committee - Committee Meeting - Sep 20, 2021 9:00 AM

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

RESOLUTIONS

AGENDA ITEM NO. 1 – Local Law "I" of 2021 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2022

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2021 6:00 PM
MOVER:	Mitchel Eccleston, Vice Chair
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Local Law "I" of 2021 - a Local Law Overriding Tax Levy Limit for Fiscal Year 2022

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 2022 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 2022 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 2022.

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 2022, if the Legislature deems it necessary for the County of Cortland to adopt a budget for the fiscal year 2022 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 2022 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. 2 – Amend Resolution 294-20 Formalizing the Use and Commitment of "Off the Top" Sales Tax Revenue to Specific Reserves and Pre-Determined Uses - Finance Department

RESULT: APPROVED [UNANIMOUS]

Next: 10/26/2021 6:00 PM

MOVER: Eugene Waldbauer, Committee Member

SECONDER: Christopher Newell, Committee Member

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

ON MOTION OF WAGNER

RESOLUTION NO.

Amend Resolution 294-20 Formalizing the Use and Commitment of "Off the Top" Sales Tax Revenue to Specific Reserves and Pre-Determined Uses - Finance Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 221-18, AND

WHEREAS, under the terms of the Sales Tax Sharing Agreement adopted by resolution 221-18 there shall be deducted from the annual gross distribution of sales tax received from the State of New York a fixed sum in the annual amount of \$1.5 Million for County purposes, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 226-18, which formalized the use and commitment of "Off the Top" sales tax revenue to specific reserves and pre-determined uses of those funds that are directly deducted from the gross sales tax distribution received from the State of New York fixed sums 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 Cortland County Legislature adopted Resolution No. 294-20, which amended Resolution No. 226-18, AND

WHEREAS, there are multiple County facilities that are in need of substantial repair and renovations, AND

WHEREAS, it is the recommendation of the Budget and Finance Committee to more adequately fund said reserve to begin addressing facility repairs and renovations, AND

WHEREAS, the sums will be deducted in quarterly amounts during the sales tax disbursement process, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby amends Resolution No. 294-20 and directs the following sums from said "off the top" deduction for the purposes as listed, with the funds being placed in the corresponding reserves and or accounts:

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Account Number

Cortland County Jail Reserve: \$1,000,000	A386300.JAIL
Emergency Communications Towers Bond: \$200,000	A386300.ECTB
B&G Capital Project Reserve: \$300,000	A386300.B&G

AGENDA ITEM NO. 3 – Authorize Petty Cash and Departmental Cash Accounts - Finance Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/26/2021 6:00 PM
MOVER:	Richard Stock, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Newell, Harbin, Stock, Waldbauer, Eccleston

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize Petty Cash and Departmental Cash Accounts - Finance Department

WHEREAS, it is necessary for certain departments to have cash on hand for daily expenses and emergency operations, AND

WHEREAS, Cortland County has an adopted a policy covering the Collection, Handling and Disbursement of Departmental Funds, NOW THEREFORE BE IT

RESOLVED, that the following departments be allocated the amounts below for petty cash accounts, and that said accounts be administered in accordance with the County's duly adopted Collection, Handling and Disbursement of Departmental Funds Policy:

PETTY CASH ACCOUNTS	
Department	Amount
County Clerk	\$1,125
Probation	300
Sheriff	100
Treasurer	300
Mental Health	75
Office of the Aging - Nutrition	500
Public Health - Nursing	50
Real Property Tax Services	25
Board of Elections	100
Weights & Measures	150
Department of Social Services	100
Public Health - Environmental Health	200
Clerk of the Legislature	50
Solid Waste - Landfill	500
Solid Waste - Recycling	50
Personnel	50

, AND BE IT FURTHER

RESOLVED, that the following departments be allocated the amounts below for departmental

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cash in the form of a checking account, and that said accounts be administered in accordance with the County's duly adopted Collection, Handling and Disbursement of Departmental Funds Policy:

DEPARTMENTAL CASH ACCOUNTS	
Department	Amount
County Clerk	\$175
Sheriff	1,400

, AND BE IT FURTHER

RESOLVED, the above accounts and amounts are effective upon approval of the Legislature.

AGENDA ITEM NO. 4 – Authorize In-Kind Services for Tompkins Cortland Community College Capital Improvement Plan - County Administration

RESULT: APPROVED [UNANIMOUS]

Next: 10/26/2021 6:00 PM

MOVER: Mitchel Eccleston, Vice Chair

SECONDER: Richard Stock, Committee Member

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

ON MOTION OF WAGNER

RESOLUTION NO.

Authorize In-Kind Services for Tompkins Cortland Community College Capital Improvement Plan - County Administration

WHEREAS, Tompkins Cortland Community College has proposed a Capital Improvement Plan to Tompkins County and Cortland County, AND

WHEREAS, the 2022 request for Cortland County's contribution to the Capital Improvement Plan is \$190,000, AND

WHEREAS, the County Administrator recommends the use of in-kind services, provided by the Cortland County Highway Department in lieu of direct payment, AND

WHEREAS, SUNY allows for in-kind services to be provided in lieu of payment for Cortland County's contribution, AND

WHEREAS, any services provided by the Cortland County Highway Department above the \$190,000 threshold will result in payment to Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the Cortland County Highway Department to provide in-kind services to Tompkins-Cortland Community College as follows:

\$152,000 for Access and Egress (water drainage, sidewalks and parking lots)

\$38,000 for Deferred Maintenance

, AND BE IT FURTHER

RESOLVED, that any in-kind services above the \$190,000 will result in payment to Cortland County.

AGENDA ITEM NO. 5 – Distribution of Third Quarter 2021 Sales Tax

Minutes Acceptance: Minutes of Oct 19, 2021 10:00 AM (MINUTES)

RESULT: APPROVED [UNANIMOUS]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Christopher Newell, Committee Member

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

ON MOTION OF WAGNER**RESOLUTION NO.****Distribution of Third Quarter 2021 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 provide for quarterly, AND

WHEREAS, the 2021 third quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for third quarter 2021 to be \$10,169,779.46, AND

WHEREAS, the total amount available for distribution is \$9,794,779.46, 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 (\$700,000.00) is to be withheld from the quarterly distribution, AND

WHEREAS, Cortland County receives (54%), or \$5,289,180.91 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 2021 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	\$1,738,573.35	\$-0-	\$1,738,573.35	\$-0-
Cincinnatus, Town of	\$83,661.80	\$-0-	\$83,661.80	\$-0-
Cortlandville, Town of	\$845,527.63	\$-0-	\$845,527.63	\$-0-
Cuyler, Town of	\$73,808.32	\$-0-	\$73,808.32	\$-0-
Freetown, Town of	\$57,548.68	\$-0-	\$57,548.68	\$-0-
Harford, Town of	\$91,791.69	\$-0-	\$91,791.69	\$-0-
Homer, Town of	\$294,741.74	\$-0-	\$294,741.74	\$-0-
Homer, Village of	\$208,795.85	\$-0-	\$208,795.85	\$-0-

Lapeer, Town of	\$119,763.84	\$(101,011.34)	\$18,752.50	\$-0-
Marathon, Town of	\$90,567.44	\$-0-	\$90,567.44	\$-0-
Marathon, Village of	\$46,502.88	\$-0-	\$46,502.88	\$-0-
McGraw, Village of	\$38,418.12	\$-0-	\$38,418.12	\$-0-
Preble, Town of	\$151,579.15	\$-0-	\$151,579.15	\$-0-
Scott, Town of	\$90,597.08	\$-0-	\$90,597.08	\$-0-
Solon, Town of	\$78,126.25	\$-0-	\$78,126.25	\$-0-
Taylor, Town of	\$50,257.84	\$-0-	\$50,257.84	\$-0-
Truxton, Town of	\$107,988.55	\$-0-	\$107,988.55	\$-0-
Virgil, Town of	\$265,468.45	\$-0-	\$265,468.45	\$-0-
Willet, Town of	\$71,879.89	\$-0-	\$71,879.89	\$-0-
Total	\$4,505,598.55	\$(101,011.34)	\$4,404,587.21	\$-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.

MONTHLY REPORTS

1. Real Property Tax Services Monthly Reports

RESULT: COMPLETED

2. Audit Department Monthly Budget Report

RESULT: COMPLETED

3. Monthly Reports - County Treasurer

RESULT: COMPLETED

4. Finance Department Monthly Budget Report

RESULT: COMPLETED

5. Monthly Finance Department Reports

RESULT: COMPLETED

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

Referred from Ag/Planning/Environmental Committee

AGENDA ITEM NO. 1 – Establish Little York Lake Special Taxing District

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Eugene Waldbauer, Committee Member

SECONDER: Mitchel Eccleston, Vice Chair

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF FITCH

RESOLUTION NO.

Establish Little York Lake Special Taxing District

WHEREAS, the Little York Lake Preservation Society, Inc. recommends the creation of a Special Taxing District for the properties surrounding Little York Lake, AND

WHEREAS, the name of this district would be the “Little York Lake Protection and Rehabilitation District”, hereinafter referred to as “District”, AND

WHEREAS, the Cortland County Soil and Water Conservation District will be the administrative agent for the District at no cost except for the reimbursement for direct costs from the Little York Lake Preservation Society, Inc., AND

WHEREAS, after receiving the maps, plans, reports and recommendations from the Little York Lake Preservation Society, Inc., it is the recommendation of the Agricultural, Planning and Environmental Committee to create this District, AND

WHEREAS, the District will include the tax map parcels highlighted on the attached map, AND

WHEREAS, a public hearing was held on October 26, 2021 at 60 Central Avenue, Room 308, Cortland, New York 13045 for any and all persons wishing to speak regarding the creation of this District pursuant to County Law § 254, NOW THEREFORE BE IT

RESOVLED, that the Special Taxing District known as the “Little York Lake Protection and Rehabilitation District” be and hereby is created as of January 1, 2023, AND BE IT FURTHER

RESOLVED, that Cortland County Real Property Tax Services and the County Treasurer be and hereby are authorized to implement and collect this special tax.

AGENDA ITEM NO. 2 – Rescind Resolution No. 161-21/Authorize Agreement Bus Shelter - Cortland County Planning Department

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF FITCH

RESOLUTION NO.

Rescind Resolution No. 161-21/Authorize Agreement Bus Shelter - Cortland County Planning Department

WHEREAS, the Village of Homer is requesting a bus shelter to be installed at the Homer

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Recreation Building located at 53 Main Street, Homer, New York, AND

WHEREAS, monies awarded from the Federal 5311 Capital Grant will be used for the purchase of the bus shelter and are in the 2021 budget line A56305.52015, AND

WHEREAS, Resolution No. 161-21 approved a contract with Brasco International, Inc. for the purchase of the bus shelter, AND

WHEREAS, there are legal issues with the original contract with Brasco International, Inc., which required the County to obtain new quotes for the bus shelter, AND

WHEREAS, the Cortland County Planning Department has solicited and received three written quotes as follows:

Company	Address	Quote
Handi Hut	3 Grunwald St. Clifton, NJ 07013	\$11,880
Brasco International, Inc.	32400 Industrial Drive Madison Heights, MI 48071	\$13,450
Columbia Equipment Company	72 Albany Avenue Freeport, NY 11520	\$15,739

, AND

WHEREAS, the lowest overall responsible quote for a bus shelter was from Handi-Hut, 3 Grunwald St., Clifton, NJ 07013, AND

WHEREAS, Cortland County will be reimbursed up to \$9,999 for the purchase of this bus shelter, AND

WHEREAS, the Village of Homer will obtain their own contract with Handi-Hut and be responsible for any additional costs above \$9,999, AND

WHEREAS, the Village of Homer has agreed to assume responsibility for the maintenance and liability of the bus shelter, including the clearing of snow, providing clear walkways for passengers and keeping it free of trash and graffiti, NOW THEREFORE BE IT

RESOLVED, that Resolution No. 161-21 be and hereby is rescinded, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign an agreement with Handi-Hut, 3 Grunwald St, Clifton, NJ 07013 for a bus shelter in the amount of \$9,999 to be delivered to the Village of Homer.

Referred from Building & Grounds Committee

AGENDA ITEM NO. 3 – Authorize Agreement with Sixth Judicial District for Court Cleaning & Maintenance Services - Buildings & Grounds Department

Minutes Acceptance: Minutes of Oct 19, 2021 10:00 AM (MINUTES)

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF HARBIN

RESOLUTION NO.

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

WHEREAS, 1995 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 Finance Law, affecting the Maintenance & Operating procedure for the New York State Unified Court System's 6th Judicial Court District as it relates to Cortland County, AND

WHEREAS, the New York State Unified Court System 6th Judicial District has presented an agreement to the County covering the period of April 1, 2018 through May 31, 2023, AND

WHEREAS, the New York State Unified Court System 6th Judicial District has submitted an annual contract renewal letter dated 9/21/21, which reflects a 2021-2022 Budget amount of \$308,193.00, which is budgeted under account #A162043.43021, 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, Sixth Jurisdiction.

Referred from Health & Human Services

AGENDA ITEM NO. 4 – Authorize Agreement Expanded In-Home Services for the Elderly (EISEP) - Area Agency on Aging

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Agreement Expanded In-Home Services for the Elderly (EISEP) - Area Agency on Aging

WHEREAS, the Expanded In-Home Services for the Elderly (EISEP) and the National Family Caregiver Support (Title III-E) programs provide critical services to frail older adults, AND

WHEREAS, the Area Agency on Aging requires the services of outside service providers and private organizations to fulfill its charge, AND

WHEREAS, the Area Agency on Aging wishes to enter into a contract with Philips Lifeline medical alert services for the provision of Personal Emergency Response Systems (PERS), AND

WHEREAS, the total amount of all EISEP and Title IIIIE contracts shall not exceed the available funds allocated to each program:

Total Allocation for EISEP PERS units is \$13,000
Total Allocation for Title IIIIE PERS units is \$2,600

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, and subject to any appropriation of funding by the Legislature, be and hereby is authorized to execute said agreement.

AGENDA ITEM NO. 5 – Amend 2021 Budget/Accept State Aid Funding 4Th Quarter - Mental Health Department

RESULT:	APPROVED [6 TO 1]
	Next: 10/26/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer, Eccleston
NAYS:	George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Amend 2021 Budget/Accept State Aid Funding 4Th Quarter - Mental Health Department

WHEREAS, the Cortland County Legislature and County Administrator approved Resolution No. 130-20 to contract with and accept funds from NYS Office of Mental Health and OASAS for various county community programs for the year 2021, AND

WHEREAS, Cortland County Mental Health Department has received confirmation from the NYS Office of Mental Health and OASAS that State Aid funding for some programs has been increased for the 4th Quarter of 2021, AND

WHEREAS, Guthrie Cortland Medical Center A43105.54815.4222 funding has been reduced by \$30 for budget year 2021, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement to accept the funds amendments as listed, AND BE IT FURTHER

RESOLVED, that the 2021 County Mental Health budget be amended as follows:

Increase Revenue:

Agency	Account Number	Budget Amt	Total Alloc.	Inc/Dec
Catholic Charities of Cortland County	A43105.54815.4213	\$1,047,577.00	\$1,062,040.00	\$14,463.00
Contact Community Services	A43105.54815.4227	\$10,000.00	\$10,075.00	\$75.00
Family Counseling Services	A43105.54815.4208	\$936,425.00	\$943,449.00	\$7,024.00
Franziska Racker Center	A43105.54815.4219	\$40,053.00	\$40,353.00	\$300.00
JM Murray Center, Inc.	A43105.54815.4216	\$212,724.00	\$214,579.00	\$1,855.00
MHA of Cortland County	A43105.54815.4221	\$19,812.00	\$19,961.00	\$149.00
Seven Valleys Health Coalition	A43105.54815.427V	\$12,000.00	\$12,090.00	\$90.00

Cortland Enlarged City School District	A43105.54815.4211	\$97,265.00	\$97,994.00	\$729.00
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Decrease Revenue:

Agency	Account Number	Budget Amt	Total Alloc.	Inc/Dec
Guthrie Cortland Medical Center	A43105.54815.4222	\$28,261.00	\$28,231.00	\$(30.00)

Revenue Accounts:

OASAS	A431043.43492.4200	\$13,032.00
OMH	A431043.43490.4200	<u>\$11,623.00</u>
TOTAL		\$24,655.00

AGENDA ITEM NO. 6 – Authorize Agreement Hearing Officer Services Environmental Health - Health Department

RESULT:	APPROVED [6 TO 1]
	Next: 10/26/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer, Eccleston
NAYS:	George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Agreement Hearing Officer Services Environmental Health - Health Department

WHEREAS, the Division of Environmental Health requires a Hearing Officer to preside in cases for enforcement of the NYS Public Health Law, NYS Sanitary Code and the Cortland County Sanitary Code, AND

WHEREAS, Robert Spitzer, of 23 West Court Street, Cortland, New York, will provide the services as necessary to meet the needs at a fee of \$150 per hour, AND

WHEREAS, monies for the above services are budgeted in Professional Services expenditure account A40125.54815.EH, AND

WHEREAS, the term for this agreement shall be from January 1, 2022 to December 31, 2024, AND

WHEREAS, this agreement shall include a ninety-day extension clause allowing the agreement to be extended until March 31, 2025 if a successor agreement is not executed by January 1, 2025, AND

WHEREAS, this agreement shall waive the requirement for Worker's Compensation/Unemployment/Liability insurance coverage which names "Cortland County" as an additional insured, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, are hereby authorized to execute the agreement for the provision of said services.

Minutes Acceptance: Minutes of Oct 19, 2021 10:00 AM (MINUTES)

AGENDA ITEM NO. 7 – Authorize Agreement with James McGuinness & Associates, Inc. for Software Used for Pre-K Services -Children with Special Needs Division - Health Department

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Agreement with James McGuinness & Associates, Inc. for Software Used for Pre-K Services -Children with Special Needs Division - Health Department

WHEREAS, the Cortland County Health Department's Children with Special Needs Division Pre-K program is required to enter student data to meet state regulations and to expedite billing and subsequent reimbursement from the State Education Department, AND

WHEREAS, Cortland County Health Department currently utilizes Pre-K software from James McGuinness & Associates, Inc. for this purpose, AND

WHEREAS, Cortland County Health Department desires to continue contracting with James McGuinness & Associates, Inc. for said software at a cost of \$792 per month, which includes 3 hours of support as well as electronic Medicaid claims submission, AND

WHEREAS, the agreement will be in effect from November 1, 2021 until October 31, 2023 with the right to renew by the parties for 2 year terms, up to 3 renewals total, AND

WHEREAS, funds have been budgeted for this expense in account number A40465.54015.PREK, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator upon review and approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, are hereby authorized to enter into an agreement with James McGuinness & Associates, Inc., 1482 Erie Blvd., Schenectady, NY, 12305.

AGENDA ITEM NO. 8 – Authorize Amendment/Amend Budget/Accept Funds Health Research, Inc. COVID-19 ELC - Health Department

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Amendment/Amend Budget/Accept Funds Health Research, Inc. COVID-19 ELC - Health Department

WHEREAS, Resolution No. 284-20 gave the Cortland County Health Department permission to enter into a grant by Health Research, Inc. for funding for COVID-19 Epidemiology and Laboratory

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Capacity (ELC) Enhanced Detection, Contract #6411-01, CFDA #93.323, AND

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

WHEREAS, funding for this grant will increase from \$251,799 to \$581,922 and the contract end date will move from 6/30/22 to 3/31/23, AND

WHEREAS, funds in the 2021 County Budget will need to be amended as follows:

Increase Revenue:		<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40115.44401.22ELC	ELC Grant	\$74,288	\$330,123	\$404,411
Increase Expenditures:		<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40115.51005.22ELC	Personal Services	\$44,899	\$201,660	\$246,559
A40115.58020.22ELC	Retirement	\$7,274	\$28,232	\$35,506
A40115.58030.22ELC	FICA	\$3,435	\$15,427	\$18,862
A40115.58040.22ELC	Workers Comp	\$3,740	\$14,000	\$17,740
A40115.58060.22ELC	Health Insurance	\$14,928	\$70,804	\$85,732
A40115.58062.22ELC	Dental Insurance	\$10	\$0	\$10
A40115.58065.22ELC	Vision Insurance	\$2	\$0	\$2
			\$330,123	

, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Department of Health to accept these funds, AND BE IT FURTHER

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

AGENDA ITEM NO. 9 – Authorize Contracts for Services - Children with Special Needs Program - Health Department

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Contracts for Services - Children with Special Needs Program - Health Department

WHEREAS, the Cortland County Health Department's Children with Special Needs Division Pre-K program is required to pay for services as approved in an Individual Education Plan (IEP), requiring contracts with providers, AND

WHEREAS, such services include but are not limited to special instruction, speech pathology, physical therapy, occupational therapy, social service work, nutrition, audiology, transportation, aide and day care services, AND

Minutes Acceptance: Minutes of Oct 19, 2021 10:00 AM (MINUTES)

WHEREAS, the Cortland County Health Department would like to contract with Gorge Falls Therapy to provide educational evaluations and services at the State-approved rates that are set by the State Education Department, AND

WHEREAS, Cortland County is authorized to contract with other qualified service providers as needed, AND

WHEREAS, monies for above services are budgeted in expenditure account A40465.54445.PreK - Tuition, AND

WHEREAS, this contract shall be for the term November 1, 2021 through June 30, 2022 with a ninety day extension clause allowing the respective agreement to be extended until September 30, 2022 if a successor agreement is not executed by July 1, 2022, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Administrator and the Public Health Director or designee, upon review and approval by the County Attorney or designee, are authorized to execute an agreement for the provision of said services with Gorge Falls Therapy.

AGENDA ITEM NO. 10 – Authorize 2022 Foster Care and Detention Agreements - Department of Social Services

RESULT:	APPROVED [6 TO 1]
	Next: 10/26/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer, Eccleston
NAYS:	George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize 2022 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 at 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 2022 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 said agreements shall be subject to appropriation of funding by the Legislature.

AGENDA ITEM NO. 11 – Authorize Agreements 2022 Day Care Services - Department of Social Services

Minutes Acceptance: Minutes of Oct 19, 2021 10:00 AM (MINUTES)

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Agreements 2022 Day Care Services - 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 at 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 in 2022 for Day Care Services with agencies/providers pursuant to criteria established by the New York State Office of Children and Family Services, AND BE IT FURTHER

RESOLVED, that 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. 12 – Authorize Various 2022 Agreements - Department of Social Services

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF BISCHOFF

RESOLUTION NO.

Authorize Various 2022 Agreements - 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 2022, 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 between 12/31/21 and 12/31/22 for or with the following:

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Access to Independence, Inc.
 Catholic Charities
 Cayuga Addictions Recovery Services
 Cayuga Centers
 Child Development Council
 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
 Jennifer Genovese, ACSW, LCSW
 J.M. Murray Center
 LabCorp
 Language Line
 L. Woerner, Inc d/b/a Home Care of Rochester
 Lifeline Systems, Inc.
 Salvation Army
 Stafking Healthcare Systems, Inc.
 Upstate Services Group
 YWCA

Referred from Judiciary & Public Safety Committee

AGENDA ITEM NO. 13 – Amend 2021 Budget/Authorize Agreement/Accept 2021 Statewide Interoperable Communications Grant - Department of Emergency Response and Communications

RESULT:	APPROVED [6 TO 1]
	Next: 10/26/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer, Eccleston
NAYS:	George Wagner

ON MOTION OF PRICE

RESOLUTION NO.

Amend 2021 Budget/Authorize Agreement/Accept 2021 Statewide Interoperable Communications Grant - Department of Emergency Response and Communications

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded the Cortland County Department of Emergency Response and Communications a Statewide Interoperable Communications Grant (SICG) in the amount of \$786,420, resulting in no new county costs, in support of interoperable communications, AND

WHEREAS, the fiscal period for this grant is January 1, 2021 to December 31, 2022, NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is

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hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget is amended as follows:

	Current	Change	Revised
INCREASE REVENUE BUDGET:			
A302043.43306.22IC DHSES Grant	\$0	\$786,420	\$786,420
INCREASE EXPENDITURE BUDGET:			
A30205.54048.22IC Program Specific materials	\$0	\$786,420	\$786,420

, AND BE IT FURTHER

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 grant contract with the New York State Department of Homeland Security and Emergency Services at an amount not to exceed \$786,420, AND BE IT FURTHER

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

AGENDA ITEM NO. 14 – Abolish/Create Community Services Coordinator/Alternatives to Incarceration Officer - Probation Department

RESULT:	APPROVED [6 TO 1]
	Next: 10/26/2021 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Price, Newell, Harbin, Stock, Waldbauer, Eccleston
NAYS:	George Wagner

ON MOTION OF PRICE

RESOLUTION NO.

Abolish/Create Community Services Coordinator/Alternatives to Incarceration Officer - Probation Department

WHEREAS, the needs of the office will be better served by abolishing one (1) full-time Community Services Coordinator position and creating one (1) full-time Alternatives to Incarceration Officer in the Probation Department, AND

WHEREAS, the Judiciary & Public Safety Committee recommends the abolition and creation of these positions, NOW THEREFORE BE IT

RESOLVED, that one (1) position of Community Services Coordinator (Grade 12, \$18.4991-23.1828/hour, CSEA, competitive class, full-time 40 hours/week with benefits) be and hereby is abolished effective November 8, 2021 at midnight, AND BE IT FURTHER

RESOLVED, that one (1) position of Alternatives to Incarceration Officer (Grade 16, \$21.1408-26.4932/hour, CSEA, competitive class, full-time 40 hours/week with benefits) be created with permission to fill effective October 27, 2021 at 12:01 am.

AGENDA ITEM NO. 15 – Authorize Agreement with Josie's Journey, Inc. for Canine Comfort Care Services - Child Advocacy Center

Minutes Acceptance: Minutes of Oct 19, 2021 10:00 AM (MINUTES)

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, George Wagner

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Agreement with Josie's Journey, Inc. for Canine Comfort Care Services - Child Advocacy Center

WHEREAS, the Cortland County Child Advocacy Center believes there is a therapeutic value to providing clients with access to a trained canine to be utilized for comfort services, AND

WHEREAS, Josie's Journey, Inc. has agreed to contract with Cortland County to provide such services at a cost of \$50 per hour, AND

WHEREAS, the Judiciary and Public Safety Committee supports a contract with Josie's Journey, Inc. on a per diem basis, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to sign an agreement with Josie's Journey Inc. for canine comfort services for the term October 1, 2021 - September 30, 2022.

Referred from Highway Committee

AGENDA ITEM NO. 16 – Amend Fees for Landfill Closure Reserve - Highway Department - Division of Solid Waste

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF NEWELL

RESOLUTION NO.

Amend Fees for Landfill Closure Reserve - Highway Department - Division of Solid Waste

WHEREAS the Legislature adopted Resolution No. 460-16 to adequately fund the Landfill Closure Reserve Account EL.386300.LDCL, AND

WHEREAS, the Legislature adopted Resolution No. 389-18, which amended the fees for the Landfill Closure Reserve Account, AND

WHEREAS, the Cortland County Highway Committee has recognized the need to increase the amounts that are deposited into the landfill closure reserve to more accurately reflect the future needs of the landfill, NOW THEREFORE BE IT

RESOLVED, that \$10.00 of the per ton tipping fee at the Cortland County Landfill be deposited into the Solid Waste Landfill Closure Reserve Account EL.386300.LDCL, effective January 1, 2022,

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AND BE IT FURTHER

RESOLVED that the funds collected from said tipping fees from users of the landfill be deposited in the previously established account by the Cortland County Treasurer in accordance with established County policy.

AGENDA ITEM NO. 17 – Amend Budget/Authorize Supplemental Agreement No. 1/Barton and Loguidice, D.P.C./McGraw Marathon Road Bridge (BIN 3312050) Replacement - Highway Department

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF NEWELL

RESOLUTION NO.

Amend Budget/Authorize Supplemental Agreement No. 1/Barton and Loguidice, D.P.C./McGraw Marathon Road Bridge (BIN 3312050) Replacement - Highway Department

WHEREAS, the Project for the McGraw Marathon Road Bridge (BIN 3312050) replacement project P.I.N. 375654 (the project) is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 95% Federal Funds and 5% non-federal funds, AND

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

WHEREAS, the Cortland County Legislature authorized said agreement with the NYSDOT by Resolution No. 8-19, AND

WHEREAS, the Highway Department solicited and received proposals from firms interested in providing design services for said project, AND

WHEREAS, the Highway Committee appointed a selection committee to review said proposals, and make a recommendation to the Highway Committee of a firm that would best provide professional engineering services, AND

WHEREAS, the Highway Committee recommended that Barton and Loguidice Engineers, D.P.C. of 443 Electronics Parkway Liverpool, NY 13088 provide professional engineering services to the Cortland County Highway Department, AND

WHEREAS, the Cortland County Legislature approved said agreement with Barton and Loguidice, D.P.C by Resolution No. 8-19, AND

WHEREAS, the Cortland County Legislature approved Supplemental Agreement No. 2 with the New York State Department of Transportation (NYSDOT) for the acquisition of right of way property by Resolution No. 224-21, AND

WHEREAS, during the course of the design phase of said project, it was determined that the bridge carrying McGraw Marathon Road was eligible for the National Register of Historic Places, which requires the preparation of a finding document, an alternative analysis and a memorandum of agreement

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to meet section 106 a 4 (f) requirements, AND

WHEREAS, the additional scope of work for the design phase of the said project needs to be changed to include the ROW incidentals and acquisition, AND

WHEREAS, contingent upon funding by the NYSDOT, the Cortland County Highway Committee wishes to further said project by authorizing Supplemental Agreement No. 1 with Barton and Loguidice, D.P.C. which adds \$55,000.00 to the design agreement and also includes \$170,000.00 for construction inspection, AND

WHEREAS, the construction inspection amount of \$170,000.00 is already included in the 2021 Capital Budget, NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Legislature of Cortland County, upon review and approval by the County Attorney, or designee, is hereby authorized to execute Supplemental Agreement No. 1 with Barton and Loguidice, D.P.C. for the continued design and construction inspection of the McGraw Marathon Road bridge replacement, AND BE IT FURTHER

RESOLVED, that the 2021 Capital Project Budget be amended as follows:

Increase:

Expense:

HH51225.54055.MMBR	Professional Services	\$55,000.00
A99095.59950.MMBR	Interfund Transfer Out	\$ 2,750.00

Revenue:

HH512243.44597.MMBR	Federal Revenue	\$52,250.00
HH99015.45031.MMBR	Local Share	\$ 2,750.00
A359900	Fund Balance	\$ 2,750.00

Referred from Government Operations Committee

AGENDA ITEM NO. 18 – Authorize Agreement Burke Group for CSEA Employees Salary Review and Analysis - Cortland County Legislature

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Richard Stock, Committee Member

AYES: Price, Newell, Harbin, Stock, Waldbauer, Eccleston

NAYS: George Wagner

ON MOTION OF WILSON

RESOLUTION NO.

Authorize Agreement Burke Group for CSEA Employees Salary Review and Analysis - Cortland County Legislature

WHEREAS, the Cortland County Legislature wishes to review the salaries of the County's CSEA Employees, AND

WHEREAS, the Cortland County Legislature's Government Operations Committee has determined that there is a need for expertise to evaluate said salaries, AND

WHEREAS, the Cortland County Legislature is desirous of entering into an agreement with the

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Burke Group to provide contractual services to the County to perform the above referenced analysis of the salaries of the County's CSEA Employees, AND

WHEREAS, the funding for this agreement is available in account number A10105.54055, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement with the Burke Group to provide the above referenced services for an amount not to exceed \$20,000.

AGENDA ITEM NO. 19 – Increase Wage for New York State Nurse's Association and CSEA Employees - Personnel Department

RESULT: APPROVED [6 TO 1]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Beau Harbin, Committee Member

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

NAYS: Eugene Waldbauer

ON MOTION OF WILSON

RESOLUTION NO.

Increase Wage for New York State Nurse's Association and CSEA Employees - Personnel Department

WHEREAS, the Personnel/Civil Service Office and County Administrator has reviewed the salary grade for many positions in the New York State Nurse's Association (NYSNA) and the CSEA Local 812, Unit 6550 labor contract, AND

WHEREAS, upon execution of a Memorandum of Agreement with the CSEA Local 812, Unit 6550, AND

WHEREAS, Resolution No. 241-21 reallocated various positions in the Cortland County Highway Department, AND

WHEREAS, the County Administrator and Personnel Officer recommend a 4% wage increase for the positions in the NYSNA and CSEA Local 812, Unit 6550 labor contract, not including those positions reallocated by Resolution No. 241-21, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and directs a 4% wage increase for the positions in the NYSNA and CSEA Local 812, Unit 6550 labor contract, not including those positions reallocated by Resolution No. 241-21, effective November 1, 2021.

AGENDA ITEM NO. 20 – Amend Management/Management Confidential Compensation Policy Grade and Step Schedule for 2021 – Personnel Department

RESULT: APPROVED [5 TO 2]

Next: 10/26/2021 6:00 PM

MOVER: Sandra Price, Committee Member

SECONDER: Beau Harbin, Committee Member

AYES: Price, Newell, Harbin, Stock, Eccleston

NAYS: George Wagner, Eugene Waldbauer

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Amend Management/Management Confidential Compensation Policy Grade and Step Schedule for 2021 – Personnel Department

WHEREAS, the Cortland County Legislature adopted a local law on November 14, 2011 entitled “A Local Law to Adopt the County of Cortland Employment Policy Manual for Department Heads, Management Employees, Management/Confidential Employees and a Grade and Step plan for employees falling under the plan”, AND

WHEREAS, the County Administrator and Personnel Officer recommend a 2% wage increase for Department Heads, Management Employees and Management/Confidential Employees, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes and directs a 2% wage increase for those employees who in the “County of Cortland Employment Policy Manual for Department Heads, Management Employees, Management/Confidential Employees and a Grade and Step plan for employees falling under the plan” effective November 19, 2021 in accordance with the following schedule.

2021 GRADE AND STEP FOR MANAGEMENT CONFIDENTIAL						
BASED ON A 2% INCREASE						
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
1	\$ 87,233	\$ 90,723	\$ 94,350	\$ 98,124	\$ 102,048	\$ 106,131
2	\$ 81,145	\$ 84,393	\$ 87,768	\$ 90,977	\$ 94,928	\$ 98,726
3	\$ 75,486	\$ 78,504	\$ 81,644	\$ 84,911	\$ 88,306	\$ 91,838
4	\$ 70,219	\$ 73,027	\$ 75,949	\$ 78,986	\$ 82,146	\$ 85,430
5	\$ 65,320	\$ 67,933	\$ 70,649	\$ 73,475	\$ 76,414	\$ 79,471
6	\$ 60,762	\$ 63,192	\$ 65,720	\$ 68,349	\$ 71,083	\$ 73,927
7	\$ 56,522	\$ 58,785	\$ 61,135	\$ 63,581	\$ 66,124	\$ 68,769
8	\$ 52,578	\$ 54,684	\$ 56,873	\$ 59,145	\$ 61,510	\$ 63,972
9	\$ 48,912	\$ 50,868	\$ 52,903	\$ 55,018	\$ 57,218	\$ 59,508
10	\$ 45,499	\$ 47,319	\$ 49,213	\$ 51,179	\$ 53,228	\$ 55,357
11	\$ 42,324	\$ 44,017	\$ 45,778	\$ 47,609	\$ 49,514	\$ 51,493
Management Confidential						
5	22.2941	23.1859	24.1134	25.0778	26.0809	27.1243
4	20.6081	21.4323	22.2896	23.1813	24.1084	25.0729
3	19.8153	20.6081	21.4323	22.2896	23.1813	24.1084
2	19.0533	19.8153	20.6081	21.4323	22.2896	23.1813
1	18.3204	19.0533	19.8153	20.6081	21.4323	22.2896

Grade 1 Public Defender County Attorney Commissioner of Social	Grade 2 Sheriff Undersheriff	Grade 3 Personnel Officer Executive Deputy Personnel Officer Chief	Grade 4 Probation Director (Group B) Deputy Highway Supt. Deputy Public Health Director
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Services Director of Information Technology Public Health Director Director, Comm. Mental Health Services Superintendent of Highways Director of Finance		Assist. District Attorney Chief Social Services Attorney Chief Assist. Public Defender Chief County Attorney		Director of Planning County Clerk Asst. District Attorney County Auditor Asst. Public Defender Asst. County Attorney Assistant Director of Finance Social Services Attorney Director of Emergency Response & Communications Manager of Audit and Financial Projects Deputy Director of Information Technology Plan Administrator Planning Adviser Director, Area Agency on Aging	
<u>Grade 5</u> Director, Real Property 1 Grant Administrator Director of Environmental Health Highway Engineering and Maintenance Supervisor Director of Community Health Services Deputy Commissioner of Social Services		<u>Grade 6</u> Director of Administrative Services Clinical Dir. of MH Deputy Personnel Officer Supervisor, Solid Waste Management Epidemiology Manager		<u>Grade 7</u> Bldg. & Grounds Superintendent Medical Director Medical Advisor Clerk of the Legislature Deputy Dir. of Real Property I Assistant Dir. Area Agency on Aging Director of Program Development	
<u>Grade 9</u> Emp. & Training Director Family Support Services Director CAC Coordinator Fiscal Manager		<u>Grade 10</u> Dir. of Veterans' Services Agency Dir. of Weights and Measures Nutrition Program Manager Executive Assistant to the County Administrator		<u>Grade 11</u> Deputy County Clerk Motor Vehicle Director Safety Officer Coroner County Treasurer Fiscal Officer Trainee Deputy Clerk of the Legislature Mobility Manager	
<u>Grade 1</u> Election Clerk Secretary to the Plan Administrator	<u>Grade 2</u> Secretary II Secretary to Co. Administrator Investigator Secretary to County Administration Secretary to the Commissioner of Social Services Secretary to County Attorney	<u>Grade 3</u> Sr. Election Clerk Secretary to Sheriff Secretary to D. A. Personnel Assistant	<u>Grade 4</u> Paralegal Personnel Tech. Trainee Office Manager Data Officer	<u>Grade 5</u> Personnel Technician Legal Associate Payroll Coordinator	

ADJOURNMENT

The meeting was closed at 11:00 AM



Cortland County Administrative Policy Manual

Fund Balance Policy

Policy/Procedure Number:

Modified Date (s): 2004, 1/26/2017

Resolution No.: 05-02; 334-04; 58-17

Effective Date: 1/26/2017

Next Review: 12/31/2021

Objective: To establish a fund balance policy to reduce the cost of borrowing for cash flow, offset revenue shortfalls and unexpected expenditures, stabilize taxes and maintain services without budget cutbacks, improve long-term planning initiatives and enhance the County's credit rating.

Reference (All applicable federal, state, and local laws): Chapter 528 of the Laws of 2000; OSC Accounting Bulletins

Legislative Policy Statement:

Responsible Department: County Administrator and Finance Department

General Information: Prior to 2001, the County did not have the legal authority to carryover any unappropriated/unreserved balance. Chapter 528 of the Laws of 2000 provided greater flexibility to local governments and the ability to carryover a "reasonable amount" of unappropriated/unreserved fund balance.

I. Definitions:

Fund Balance: The difference between assets and liabilities reported in a governmental fund. Fund balance is not necessarily the cash balance of the fund. Fund balance is classified into various components defined below based on the limitation placed on the use of funds received. The hierarchy indicates the extent to which a government can use amounts reported in the governmental funds balance sheet.

Non-spendable Fund Balance: Consists of assets that are inherently non-spendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale and principal of endowments.

Restricted Fund Balance: Consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors or laws and regulations of other governments; or through constitutional provision or enabling legislation.

Committed Fund Balance: Consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of action to remove the constraint.



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Assigned Fund Balance: Consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level or decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund and, in funds other than the General Fund, represents the residual amount of fund balance.

Unassigned Fund Balance: In the General Fund, unassigned fund balance represents the residual difference between assets and liabilities after all other fund balance classifications have been determined and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed or assigned.

II. Policy:

Fund Balance Policy for the General Fund

For the General Fund, unassigned fund balance is the only portion of fund balance that is not reserved or committed for specific purposes and is, therefore, considered "discretionary." Setting a target level for unassigned fund balance in the General Fund and determining a mechanism of adjustment when the amount is above or below that threshold upholds the fiduciary responsibility the Legislature takes when collecting taxpayer dollars.

This policy will require that the unassigned fund balance in the General Fund be 10% of the current fiscal year's General Fund original appropriations budget. This represents a reservation of 1-2 months of expenditures.

Should the level of unassigned General Fund fund balance exceed the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to distribute the excess funds.

Should the level of unassigned General Fund fund balance not meet the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to reduce spending and/or increase revenue in order to meet the threshold.

Fund Balance Policy for the County Road Fund

Expenditures in the County Road Fund consist of large capital projects for roads, bridges and culverts. As such, a percentage of appropriations for this fund would be insufficient in the case of an "emergency." The Legislature has determined that a \$1,000,000 threshold for the County Road assigned fund balance would be more appropriate.



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Once the threshold level is attained, amounts above that level are to be used within the next fiscal year to make road, bridge or culvert improvements/replacements/repairs; or to be “returned” to the taxpayers by reducing the appropriation to the County Road Fund from the General Fund in the following year’s budget.

Fund Balance for the Road Machinery Fund

Expenditures in the Road Machinery Fund consist of purchases for equipment and vehicles with high costs attached. As such, a percentage of appropriations for this fund would be insufficient in the case of an “emergency.” The Legislature has determined that a \$750,000 threshold for the Road Machinery Fund assigned fund balance would be more appropriate.

Once the threshold level is attained, amounts above that level are to be placed in a capital reserve for equipment and capital projects.

Fund Balance for the Self-Insured Employee Benefit Fund

Expenditures in the Self-Insured Employee Benefit Fund consist of administration fees and payments to employees and benefit providers for health, dental and vision benefits. As such, a percentage of appropriations for this fund would be insufficient in the case of an “emergency.” The Legislature has determined that 10% of the 5 previous fiscal year average of expenditures.

Should the level of unassigned Self-Insured Employee Benefit Fund fund balance exceed the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to distribute the excess funds.

Should the level of unassigned Self-Insured Employee Benefit Fund fund balance not meet the 10% threshold, the County Administrator and Director of Finance are directed to create a plan, subject to approval by the Legislature, to reduce spending and/or increase revenue in order to meet the threshold.

Fund Balance for the Solid Waste Fund

The Solid Waste Fund is an enterprise fund accounting for all landfill and recycling activities. This fund is to be self-sufficient, meaning all expenses are to be covered by revenues collected without any outside help from other funds. Expenses in this fund consist of daily operation costs and debt service.

This policy will require that the unassigned fund balance in the Solid Waste Fund be 25% of the current fiscal year’s Solid Waste Fund original appropriations budget. This represents a reservation of 3 months of expenditures. For purposes of this calculation, unassigned fund balance would be calculated as current assets less current liabilities.



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Once the threshold level is attained, amounts above that level are to be placed in the Landfill Equipment Reserve.

III. Procedure:

Fund balances will be calculated twice a year, once in July, based on estimated year-end amounts and once at year-end based on actual, audited information.

DRAFT

The Administrative Manual: The Policies and Procedures of Cortland County Government

Fund Balance Policy

Objective:

To establish a fund balance policy to address the needs of Cortland County ("County") and establish adequate reserves to ensure against unanticipated events that will not adversely affect the financial condition of the County and not jeopardize the continuation of necessary public services.

Policy/Procedure Number: 05-02

Reference:

*(All Applicable
Federal, State and
Local Laws)*

New York State Comptroller's Office

Effective Date: 01/01/2005

Responsible Department: Finance
Department

Modified Date (s):

**Legislative
Policy
Statement:**

This policy will ensure the County maintains adequate fund balance and reserves in the County's Governmental Funds to provide the capacity to:

1. Provide sufficient cash flow for daily financial needs,
2. Secure and maintain investment grade bond ratings,
3. To provide adequate reserves to offset significant economic downturns or revenue shortfalls, and
4. Provide adequate reserves for unforeseen expenditures related to emergencies.

Resolution No.: 334-04

**General
Information:**

Next Scheduled Review:

I. Definitions:

1. **Non-Spendable** – amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact.
2. **Restricted** – amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
3. **Committed** – amounts used for a specific purpose to constraints imposed by formal action of the government's highest level of decision-making authority.
 - a. Amounts set aside based on self-imposed limitations established and set in place prior to year-end, but can be calculated after year end.
 - b. Limitation imposed at highest level and requires same action to remove or modify.
 - c. Ordinances that lapse at year-end.
4. **Assigned** – the amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed.
5. **Unassigned** – the amounts that are not reported in any other classification.

II. Policy:

Fund Balance for the County's Governmental Funds will be comprised of the following categories:

1. Non-Spendable – amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact.
2. Restricted – amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
3. Committed – amounts used for a specific purpose to constraints imposed by formal action of the government's highest level of decision-making authority.
 - d. Amounts set aside based on self-imposed limitations established and set in place prior to year-end, but can be calculated after year end.
 - e. Limitation imposed at highest level and requires same action to remove or modify.
 - f. Ordinances that lapse at year-end.
4. Assigned – the amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed.
5. Unassigned – the amounts that are not reported in any other classification.

The General Fund will be the only fund that will have an unassigned fund balance. The Special Revenue and Capital Project funds will consist of only non-spendable, restricted, committed and assigned categories of fund balance.

Unassigned Fund Balance - General Fund

Cortland County has adopted a fiscal policy that provides for capital projects to be financed with debt and pay-as-you-go funding. In order to obtain the best possible financing, the unit has adopted policies designed to maintain bond ratings at or better than AAA (Fitch), Aa2 (Moody's Investor Services) and AA+ (Standard & Poor's). Part of the County's fiscal health is maintaining a fund balance position that is adequate to meet the County's needs and challenges.

Cortland County has therefore adopted a policy that directs management to maintain an unassigned balance as follows:

1. The County will strive to maintain an unassigned fund balance in the General Fund of 10% percent of budgeted total of all funds operating expenditures each fiscal year. The amount of unassigned fund balance maintained during each fiscal year should not fall below 8% of budgeted general fund operating expenditures as recommended by the Budget & Finance Committee.
2. To the extent that the General Fund unassigned fund balance exceeds 10% the balances may be utilized to fund capital expenditures or pay down outstanding County debt.
3. The County's budget and revenue spending policy provides for programs with multiple revenue sources. The Director of Budget & Finance will use resources in the following hierarchy: bond proceeds, Federal funds, State funds, local non-county funds, county funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance, and lastly unassigned fund balance.

II. Policy:

Unassigned Fund Balance - General Fund Continued

4. Management is expected to manage the budget so that revenue shortfalls and expenditure increases do not impact the units total unassigned fund balance. If

a catastrophic economic event occurs that requires 10% or more deviation from total budgeted revenues or expenditures then unassigned fund balance can be reduced by action from the Cortland County Board of Legislators; the Board will also adopt a plan on how to return spendable fund balance to the required level.

Enterprise Funds - (Solid Waste. Airport when established) - The County will strive to maintain unrestricted net assets greater than 8% of total operating revenues at fiscal year-end, net of any donated assets recognized, to provide reserves for operations and future capital improvements.

III. Procedure:

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Description</u>	<u>Dept Request</u>	<u>County Admin</u>	<u>Committee</u>
A10105	58020		RETIREMENT	\$ 557.72	\$ 568.88	\$ 460.79
A10405	51005		PERSONAL SERVICES	\$ 101,431.03	\$ 101,108.52	\$ 103,130.69
A10405	58020		RETIREMENT	\$ 14,200.35	\$ 14,155.19	\$ 11,748.80
A10405	58030		FICA	\$ 7,759.48	\$ 7,734.80	\$ 7,889.50
A11655	51005		PERSONAL SERVICES	\$ 842,811.03	\$ 707,257.43	\$ 719,155.27
A11655	58020		RETIREMENT	\$ 135,329.76	\$ 99,436.04	\$ 82,208.89
A11655	58030		FICA	\$ 64,704.54	\$ 54,334.69	\$ 55,244.87
A11705	51005		PERSONAL SERVICES	\$ 533,446.08	\$ 533,446.08	\$ 544,115.00
A11705	51010		PART-TIME PAY	\$ 32,619.94	\$ 32,619.94	\$ 33,924.74
A11705	58020		RETIREMENT	\$ 79,249.24	\$ 79,249.24	\$ 65,868.20
A11705	58020	HH11	RETIREMENT	\$ 21,819.25	\$ 21,819.25	\$ 17,673.59
A11705	58030		FICA	\$ 43,304.05	\$ 43,304.05	\$ 44,120.22
A11705	58030	HH11	FICA	\$ 11,922.66	\$ 11,922.66	\$ 12,022.48
A11755	51005		PERSONAL SERVICES	\$ 63,650.54	\$ 63,650.54	\$ 65,529.70
A11755	51005	HH11	PERSONAL SERVICES	\$ 99,586.32	\$ 99,586.32	\$ 101,984.15
A11755	51010		PART-TIME PAY	\$ 38,100.33	\$ 38,100.33	\$ 38,842.34
A11755	58020		RETIREMENT	\$ 16,280.14	\$ 14,245.12	\$ 11,905.51
A11755	58020	HH11	RETIREMENT	\$ 13,794.93	\$ 13,794.93	\$ 11,509.59
A11755	58030		FICA	\$ 7,793.94	\$ 7,793.94	\$ 7,994.46
A11755	58030	HH11	FICA	\$ 6,595.70	\$ 6,595.70	\$ 6,779.13
A11855	51010		PART-TIME PAY	\$ 50,484.00	\$ 51,493.68	\$ 52,523.55
A11855	58020		RETIREMENT	\$ 7,068.00	\$ 7,489.12	\$ 6,210.37
A11855	58030		FICA	\$ 3,862.04	\$ 4,092.27	\$ 4,171.06
A12305	51005		PERSONAL SERVICES	\$ 249,876.56	\$ 171,455.00	\$ 174,884.10
A12305	58020		RETIREMENT	\$ 39,980.25	\$ 24,003.70	\$ 19,923.07
A12305	58030		FICA	\$ 19,115.56	\$ 13,116.31	\$ 13,378.64
A13105	51005		PERSONAL SERVICES	\$ 285,131.79	\$ 285,131.79	\$ 293,127.63
A13105	58020		RETIREMENT	\$ 46,191.38	\$ 39,918.47	\$ 33,453.38
A13105	58030		FICA	\$ 21,812.60	\$ 21,812.60	\$ 22,424.28
A13205	51005		PERSONAL SERVICES	\$ 82,146.72	\$ 82,146.72	\$ 83,789.65
A13205	58020		RETIREMENT	\$ 13,143.48	\$ 11,500.54	\$ 9,545.45
A13205	58030		FICA	\$ 6,284.22	\$ 6,284.22	\$ 6,409.90
A132540	41001		REAL PROPERTY TAXES	\$ (37,003,555.00)	\$ (37,848,970.46)	\$ (37,728,555.00)
A13255	51005		PERSONAL SERVICES	\$ 83,383.36	\$ 83,383.36	\$ 85,838.35
A13255	58020		RETIREMENT	\$ 13,508.10	\$ 11,552.85	\$ 9,701.51
A13255	58030		FICA	\$ 6,378.83	\$ 6,378.83	\$ 6,566.64
A13555	51005		PERSONAL SERVICES	\$ 175,621.47	\$ 143,389.27	\$ 147,766.44
A13555	58020		RETIREMENT	\$ 28,099.43	\$ 20,074.50	\$ 16,873.14
A13555	58030		FICA	\$ 13,435.04	\$ 10,969.28	\$ 11,304.13
A14105	51005		PERSONAL SERVICES	\$ 231,293.78	\$ 231,293.78	\$ 237,257.10
A14105	58020		RETIREMENT	\$ 37,007.01	\$ 32,381.13	\$ 27,063.59
A14105	58030		FICA	\$ 17,694.00	\$ 17,694.00	\$ 18,150.19
A14115	51005		PERSONAL SERVICES	\$ 309,609.48	\$ 311,109.48	\$ 322,140.05
A14115	58020		RETIREMENT	\$ 49,537.52	\$ 43,555.33	\$ 36,824.10
A14115	58030		FICA	\$ 23,685.13	\$ 23,799.88	\$ 24,643.72
A14205	51005		PERSONAL SERVICES	\$ 81,073.00	\$ 81,073.00	\$ 82,694.46
A14205	51010		PART-TIME PAY	\$ 175,328.00	\$ 178,684.12	\$ 182,594.66
A14205	58020		RETIREMENT	\$ 41,024.00	\$ 36,366.05	\$ 30,230.98
A14205	58030		FICA	\$ 19,615.00	\$ 19,871.45	\$ 20,294.65
A14305	51005		PERSONAL SERVICES	\$ 274,700.49	\$ 274,700.49	\$ 280,155.07
A14305	51010		PART-TIME PAY	\$ 12,110.52	\$ 12,110.52	\$ 12,357.57
A14305	58020		RETIREMENT	\$ 45,622.15	\$ 39,919.37	\$ 33,132.92
A14305	58030		FICA	\$ 22,739.55	\$ 22,739.55	\$ 23,175.73
A14505	51005		PERSONAL SERVICES	\$ 84,884.00	\$ 84,884.00	\$ 86,581.68
A14505	51010		PART-TIME PAY	\$ 66,258.92	\$ 66,258.92	\$ 67,584.10
A14505	58020		RETIREMENT	\$ 18,882.16	\$ 16,521.88	\$ 13,805.92

Attachment: 2021-11-09_TentativeBudgetAmendment (10101 : Amend Tentative 2022 Budget)

A14505	58030	FICA	\$	14,240.00	\$	14,240.00	\$	14,471.25
A16205	51005	PERSONAL SERVICES	\$	715,093.36	\$	715,093.36	\$	742,989.97
A16205	58020	RETIREMENT	\$	104,173.00	\$	104,017.64	\$	88,159.82
A16205	58030	FICA	\$	56,923.00	\$	56,838.21	\$	58,972.30
A16805	51005	PERSONAL SERVICES	\$	636,095.00	\$	551,399.60	\$	567,943.46
A16805	58020	RETIREMENT	\$	102,740.00	\$	77,195.94	\$	64,844.85
A16805	58030	FICA	\$	49,122.00	\$	42,182.07	\$	43,447.68
A19905	54775	CONTINGENCY	\$	-	\$	500,000.00	\$	460,061.62
A30205	58020	RETIREMENT	\$	195,226.00	\$	162,053.68	\$	131,263.48
A31105	58020	RETIREMENT	\$	107,224.00	\$	76,439.02	\$	61,915.61
A31205	58020	RETIREMENT	\$	483,296.00	\$	397,770.20	\$	322,193.86
A31405	51005	PERSONAL SERVICES	\$	1,158,902.00	\$	1,158,902.00	\$	1,203,783.3
A31405	58020	RETIREMENT	\$	185,608.32	\$	162,407.28	\$	137,833.28
A31405	58030	FICA	\$	88,743.98	\$	88,743.98	\$	42,177.40
A31415	51005	PERSONAL SERVICES	\$	44,853.00	\$	44,853.00	\$	46,647.12
A31415	58020	RETIREMENT	\$	7,188.48	\$	6,289.92	\$	5,346.02
A31415	58030	FICA	\$	3,436.99	\$	3,436.99	\$	3,574.24
A31505	58020	RETIREMENT	\$	584,556.00	\$	511,487.00	\$	414,304.47
A34105	51005	PERSONAL SERVICES	\$	94,855.00	\$	95,006.00	\$	96,906.12
A34105	51005 20EMP	PERSONAL SERVICES	\$	23,162.00	\$	23,011.00	\$	23,471.22
A34105	51005 20HSG	PERSONAL SERVICES	\$	24,900.00	\$	24,900.00	\$	25,398.00
A34105	58020	RETIREMENT	\$	22,473.00	\$	19,663.14	\$	16,327.31
A34105	58030	FICA	\$	10,843.00	\$	10,744.50	\$	10,889.86
A40105	51005	4000 PERSONAL SERVICES	\$	279,314.00	\$	279,314.00	\$	285,609.84
A40105	51010	4000 PART-TIME PAY	\$	34,822.00	\$	34,822.00	\$	35,518.44
A40105	58020	4000 RETIREMENT	\$	44,690.00	\$	39,104.00	\$	32,653.16
A40105	58030	4000 FICA	\$	24,031.00	\$	24,031.00	\$	24,512.63
A40115	51005	4037 PERSONAL SERVICES	\$	454,345.00	\$	454,345.00	\$	471,303.56
A40115	58020	4037 RETIREMENT	\$	72,698.00	\$	63,610.00	\$	53,898.30
A40115	58030	4037 FICA	\$	34,759.00	\$	34,759.00	\$	36,056.33
A40125	51005 EH	PERSONAL SERVICES	\$	371,411.00	\$	371,411.00	\$	384,709.18
A40125	58020 EH	RETIREMENT	\$	62,642.00	\$	54,812.00	\$	46,259.47
A40125	58030 EH	FICA	\$	29,951.00	\$	29,951.00	\$	30,968.31
A40455	51005	HEALTH EDUCATION PERSONAL SERV	\$	282,845.00	\$	282,845.00	\$	306,854.28
A40455	58020	RETIREMENT	\$	45,264.00	\$	39,410.00	\$	35,283.40
A40455	58030	FICA	\$	21,642.00	\$	21,642.00	\$	23,478.71
A40465	51005 PREK	PERSONAL SERVICES	\$	21,266.00	\$	21,266.00	\$	22,132.64
A40465	51010 PREK	PART-TIME PAY	\$	34,315.00	\$	34,315.00	\$	35,687.60
A40465	58020 PREK	RETIREMENT	\$	8,893.00	\$	7,781.00	\$	6,616.10
A40465	58030 PREK	FICA	\$	4,252.00	\$	4,252.00	\$	4,423.30
A40595	51005	4052 PERSONAL SERVICES	\$	236,627.00	\$	236,627.00	\$	246,092.08
A40595	51005	4055 PERSONAL SERVICES	\$	304,361.00	\$	304,361.00	\$	316,535.44
A40595	51010	4055 PART-TIME PAY	\$	103,949.00	\$	103,949.00	\$	108,106.96
A40595	58020	4052 RETIREMENT	\$	37,863.00	\$	33,130.00	\$	28,160.41
A40595	58020	4055 RETIREMENT	\$	65,330.00	\$	57,163.00	\$	48,588.56
A40595	58030	4052 FICA	\$	18,103.00	\$	18,103.00	\$	18,827.08
A40595	58030	4055 FICA	\$	31,236.00	\$	31,236.00	\$	32,485.42
A43105	51005	4200 PERSONAL SERVICES	\$	1,363,607.08	\$	1,386,464.88	\$	1,427,200.7
A43105	51010	4200 PART-TIME PAY	\$	159,270.20	\$	159,270.20	\$	150,357.79
A43105	58020	4200 RETIREMENT	\$	-	\$	217,845.19	\$	181,404.98
A43105	58030	4200 FICA	\$	-	\$	119,036.84	\$	121,471.33
A43105	58040	4200 WORKERS COMP	\$	-	\$	52,044.55	\$	49,054.55
A43105	58060	4200 HEALTH INS	\$	-	\$	274,376.60	\$	257,928.42
A43105	58062	4200 DENTAL INS	\$	-	\$	1,984.38	\$	1,894.14
A43105	58065	4200 VISION CARE BENEFITS	\$	-	\$	431.00	\$	411.40
A43115	51005	PERSONAL SERVICES	\$	157,202.73	\$	157,202.73	\$	163,490.84
A43115	54055	PROFESSIONAL SERVICES	\$	127,150.00	\$	127,150.00	\$	167,150.00
A43115	58020	RETIREMENT	\$	25,152.44	\$	22,008.38	\$	18,707.13

A43115	58030	FICA	\$	12,026.01	\$	12,026.01	\$	12,507.05
A43135	51005	PERSONAL SERVICES	\$	56,818.47	\$	56,818.47	\$	59,091.21
A43135	58020	RETIREMENT	\$	9,090.96	\$	7,954.59	\$	6,761.40
A43135	58030	FICA	\$	4,346.61	\$	4,346.61	\$	4,520.47
A43145	51005	4204	\$	26,221.20	\$	28,315.38	\$	-
A43145	51005	4204 FSS CONTRACT PERS SERV	\$	148,815.63	\$	150,909.81	\$	127,498.21
A43145	51005 42RS	PERSONAL SERVICES	\$	92,417.08	\$	92,417.08	\$	96,113.76
A43145	51010 42RS	PART-TIME PAY	\$	9,856.32	\$	9,856.32	\$	10,250.57
A43145	58020	4204 RETIREMENT	\$	-	\$	21,537.57	\$	15,002.00
A43145	58020 42RS	RETIREMENT	\$	-	\$	14,702.58	\$	12,481.83
A43145	58030	4204 FICA	\$	-	\$	11,768.74	\$	9,977.76
A43145	58030 42RS	FICA	\$	-	\$	8,033.91	\$	8,346.87
A43145	58040	4204 WORKERS COMP	\$	-	\$	7,620.90	\$	5,625.90
A43145	58060	4204 HEALTH INS	\$	-	\$	57,331.61	\$	40,883.93
A43145	58062	4204 DENTAL INS	\$	-	\$	344.72	\$	254.48
A43145	58065	4204 VISION CARE BENEFITS	\$	-	\$	74.87	\$	55.27
A43155	51005	4206 PSY CONTRACT PERS SERV	\$	36,513.48	\$	36,513.48	\$	37,974.02
A43155	58020	4206 RETIREMENT	\$	5,842.16	\$	5,111.89	\$	4,345.11
A43155	58030	4206 FICA	\$	2,793.28	\$	2,793.28	\$	2,905.01
A43205	51005	4207 HORIZON HOUSE PERS SERV	\$	112,134.25	\$	112,134.25	\$	116,619.62
A43205	51010	4207 PART-TIME PAY	\$	31,783.20	\$	31,783.20	\$	33,054.53
A43205	58020	4207 RETIREMENT	\$	23,242.79	\$	20,337.44	\$	17,279.27
A43205	58030	4207 FICA	\$	11,112.96	\$	11,112.96	\$	11,553.35
A56105	51005	PERSONAL SERVICES	\$	52,561.09	\$	57,983.65	\$	60,303.00
A56105	58020	RETIREMENT	\$	8,814.57	\$	8,471.91	\$	7,186.96
A56105	58030	FICA	\$	4,214.47	\$	4,629.29	\$	4,806.72
A56305	51005 MOBM	PERSONAL SERVICES	\$	62,282.00	\$	62,282.00	\$	63,527.64
A56305	58020 MOBM	RETIREMENT	\$	9,965.00	\$	8,719.00	\$	7,236.78
A56305	58030 MOBM	FICA	\$	4,765.00	\$	4,765.00	\$	4,860.29
A60105	51005	PERSONAL SERVICES	\$	4,984,550.00	\$	4,958,276.00	\$	5,141,868.50
A60105	51010	PART-TIME PAY	\$	3,500.00	\$	3,500.00	\$	3,640.00
A60105	51015	TEMP PAY	\$	41,652.00	\$	41,652.00	\$	43,318.08
A60105	58020	RETIREMENT	\$	829,848.00	\$	728,458.64	\$	616,007.30
A60105	58030	FICA	\$	399,957.45	\$	401,236.98	\$	415,419.98
A65105	51005	PERSONAL SERVICES	\$	47,319.00	\$	47,319.00	\$	48,265.38
A65105	58020	RETIREMENT	\$	7,571.04	\$	6,625.00	\$	5,498.74
A65105	58030	FICA	\$	3,619.90	\$	3,620.00	\$	3,692.40
A66105	51005	PERSONAL SERVICES	\$	53,228.00	\$	53,228.00	\$	54,292.56
A66105	58020	RETIREMENT	\$	8,516.48	\$	7,451.92	\$	6,185.10
A66105	58030	FICA	\$	4,071.48	\$	4,071.48	\$	4,152.92
A67725	51005 17BIP	PERSONAL SERVICES	\$	147,397.00	\$	147,397.00	\$	153,292.88
A67725	51005	4322 PERSONAL SERVICES	\$	19,611.00	\$	19,611.00	\$	20,395.44
A67725	51005	4323 PERSONAL SERVICES	\$	13,881.00	\$	13,881.00	\$	14,436.24
A67725	51005	4324 PERSONAL SERVICES	\$	82,366.00	\$	82,366.00	\$	85,660.64
A67725	51005	4325 PERSONAL SERVICES	\$	19,293.00	\$	19,293.00	\$	20,064.72
A67725	51005	4326 PERSONAL SERVICES	\$	68,564.00	\$	68,564.00	\$	71,306.56
A67725	51005	4327 PERSONAL SERVICES	\$	18,400.00	\$	18,400.00	\$	19,136.00
A67725	51005	4330 PERSONAL SERVICES	\$	156,880.00	\$	156,880.00	\$	161,051.00
A67725	51005	4331 PERSONAL SERVICES	\$	3,677.00	\$	3,677.00	\$	3,824.08
A67725	51005	4332 PERSONAL SERVICES	\$	30,638.00	\$	30,638.00	\$	31,863.52
A67725	51005	4338 PERSONAL SERVICES	\$	44,331.00	\$	44,331.00	\$	46,104.24
A67725	51005 UNAS	PERSONAL SERVICES	\$	45,831.00	\$	45,831.00	\$	47,664.24
A67725	51010	4330 PART-TIME PAY	\$	15,174.00	\$	15,174.00	\$	15,780.96
A67725	58020 17BIP	RETIREMENT	\$	23,583.52	\$	20,635.58	\$	17,540.24
A67725	58020	4322 RETIREMENT	\$	3,137.76	\$	2,745.54	\$	2,333.71
A67725	58020	4323 RETIREMENT	\$	2,220.96	\$	1,943.34	\$	1,651.84
A67725	58020	4324 RETIREMENT	\$	13,178.56	\$	11,531.24	\$	9,801.55
A67725	58020	4325 RETIREMENT	\$	3,086.88	\$	2,701.02	\$	2,295.87

A67725	58020	4326 RETIREMENT	\$	10,970.24	\$	9,598.96	\$	8,159.12
A67725	58020	4327 RETIREMENT	\$	2,944.00	\$	2,576.00	\$	2,189.60
A67725	58020	4330 RETIREMENT	\$	27,528.64	\$	24,087.56	\$	20,179.83
A67725	58020	4331 RETIREMENT	\$	588.32	\$	514.78	\$	437.56
A67725	58020	4332 RETIREMENT	\$	4,902.08	\$	4,289.32	\$	3,645.92
A67725	58020	4338 RETIREMENT	\$	7,266.24	\$	6,357.96	\$	5,398.20
A67725	58020 UNAS	RETIREMENT	\$	7,332.96	\$	6,416.34	\$	5,453.89
A67725	58030 17BIP	FICA	\$	11,275.87	\$	11,275.87	\$	11,726.90
A67725	58030	4322 FICA	\$	1,500.24	\$	1,500.24	\$	1,560.25
A67725	58030	4323 FICA	\$	1,061.90	\$	1,061.90	\$	1,104.38
A67725	58030	4324 FICA	\$	6,301.00	\$	6,301.00	\$	6,553.04
A67725	58030	4325 FICA	\$	1,475.91	\$	1,475.91	\$	1,534.95
A67725	58030	4326 FICA	\$	5,245.15	\$	5,245.15	\$	5,454.96
A67725	58030	4327 FICA	\$	1,407.60	\$	1,407.60	\$	1,463.90
A67725	58030	4330 FICA	\$	13,162.13	\$	13,162.13	\$	13,527.64
A67725	58030	4331 FICA	\$	281.29	\$	281.29	\$	292.54
A67725	58030	4332 FICA	\$	2,343.81	\$	2,343.81	\$	2,437.56
A67725	58030	4338 FICA	\$	3,474.17	\$	3,474.17	\$	3,609.82
A67725	58030 UNAS	FICA	\$	3,506.07	\$	3,506.07	\$	3,646.31
A67745	51005	4340 PERSONAL SERVICES	\$	114,261.00	\$	114,261.00	\$	117,206.30
A67745	51005	4341 PERSONAL SERVICES	\$	151,262.00	\$	151,262.00	\$	157,312.48
A67745	51010	4340 PART-TIME PAY	\$	13,767.00	\$	13,767.00	\$	14,317.68
A67745	51010	4341 PART-TIME PAY	\$	41,292.00	\$	41,292.00	\$	42,943.68
A67745	51010	4342 PART-TIME PAY	\$	83,565.00	\$	83,565.00	\$	86,907.60
A67745	58020	4340 RETIREMENT	\$	20,484.48	\$	17,923.00	\$	15,007.07
A67745	58020	4341 RETIREMENT	\$	26,404.64	\$	23,104.06	\$	19,792.60
A67745	58030	4340 FICA	\$	9,794.15	\$	9,794.15	\$	10,061.60
A67745	58030	4341 FICA	\$	14,730.38	\$	14,730.38	\$	15,319.59
A67745	58030	4342 FICA	\$	6,392.72	\$	6,392.72	\$	6,648.43
A71105	58020	RETIREMENT	\$	9,411.20	\$	8,234.80	\$	7,138.15
A73125	58020	RETIREMENT	\$	1,565.00	\$	1,565.00	\$	1,267.65
A80205	51005	PERSONAL SERVICES	\$	228,019.69	\$	228,833.25	\$	236,383.74
A80205	58020	RETIREMENT	\$	37,761.93	\$	32,176.65	\$	27,120.16
A80205	58030	FICA	\$	18,054.92	\$	17,582.24	\$	18,159.85
CD62905	51005	PERSONAL SERVICES	\$	116,627.40	\$	121,104.60	\$	124,544.76
CD62905	58020	RETIREMENT	\$	18,660.38	\$	16,954.64	\$	13,733.26
CD62925	51005	PERSONAL SERVICES	\$	188,902.41	\$	187,233.36	\$	193,728.30
CH90605	51005	PERSONAL SERVICES	\$	60,762.16	\$	60,762.16	\$	61,977.40
CH90605	58020	RETIREMENT	\$	9,721.94	\$	8,506.70	\$	7,060.56
CH90605	58030	FICA	\$	4,648.30	\$	4,648.30	\$	4,741.27
D33105	58020	RETIREMENT	\$	4,953.63	\$	4,770.41	\$	3,864.03
D50105	51005	PERSONAL SERVICES	\$	367,278.98	\$	378,215.62	\$	387,390.48
D50105	58020	RETIREMENT	\$	56,764.64	\$	52,950.19	\$	44,174.13
D50105	58030	FICA	\$	28,096.84	\$	28,933.50	\$	29,635.38
D50205	58020	RETIREMENT	\$	7,453.11	\$	6,774.60	\$	5,487.43
D51105	58020	RETIREMENT	\$	186,299.00	\$	174,290.00	\$	141,174.90
E51305	58020	RETIREMENT	\$	72,285.00	\$	69,292.00	\$	56,126.52
EL81605	58020	RETIREMENT	\$	65,461.63	\$	59,045.03	\$	47,826.47
EL81615	58020	RETIREMENT	\$	24,953.66	\$	21,674.11	\$	17,556.03

**OFFICE OF THE COUNTY ADMINISTRATOR**

CORTLAND COUNTY
60 CENTRAL AVENUE, SUITE 316
CORTLAND, NEW YORK 13045
607-753-5083 (phone)
607-756-3489 (fax)

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

2022 Cortland County Budget Update

To: Cortland County Legislature
From: Cortland County Administrator Robert Corpora
Date: November 9, 2021
Subject: 2022 Budget Update

There is a resolution coming before the Finance and Administration Committee on November 9, 2021. This resolution incorporates all the updates to the 2022 Tentative Budget presented on October 12, 2021 to account for the following:

1. All salary increases that have been made by resolutions since the budget process started.
2. The contingency account has been updated include Collective Bargaining unit contract updates.
3. New York State retirement amounts have been updated with the latest information we received on costs for 2022.
4. Other minor corrections that were found while going over the budget.

These updates produce the following changes to the overall budget for 2022:

1. A lower tax levy of \$37,728,555. Down from \$37,848,970 or 1.92%
2. A lower average tax rate of \$15.796678 per \$1,000 of assessed value. Down from \$15.849828.
3. An average tax rate increase of under 1%. Tables are attached.

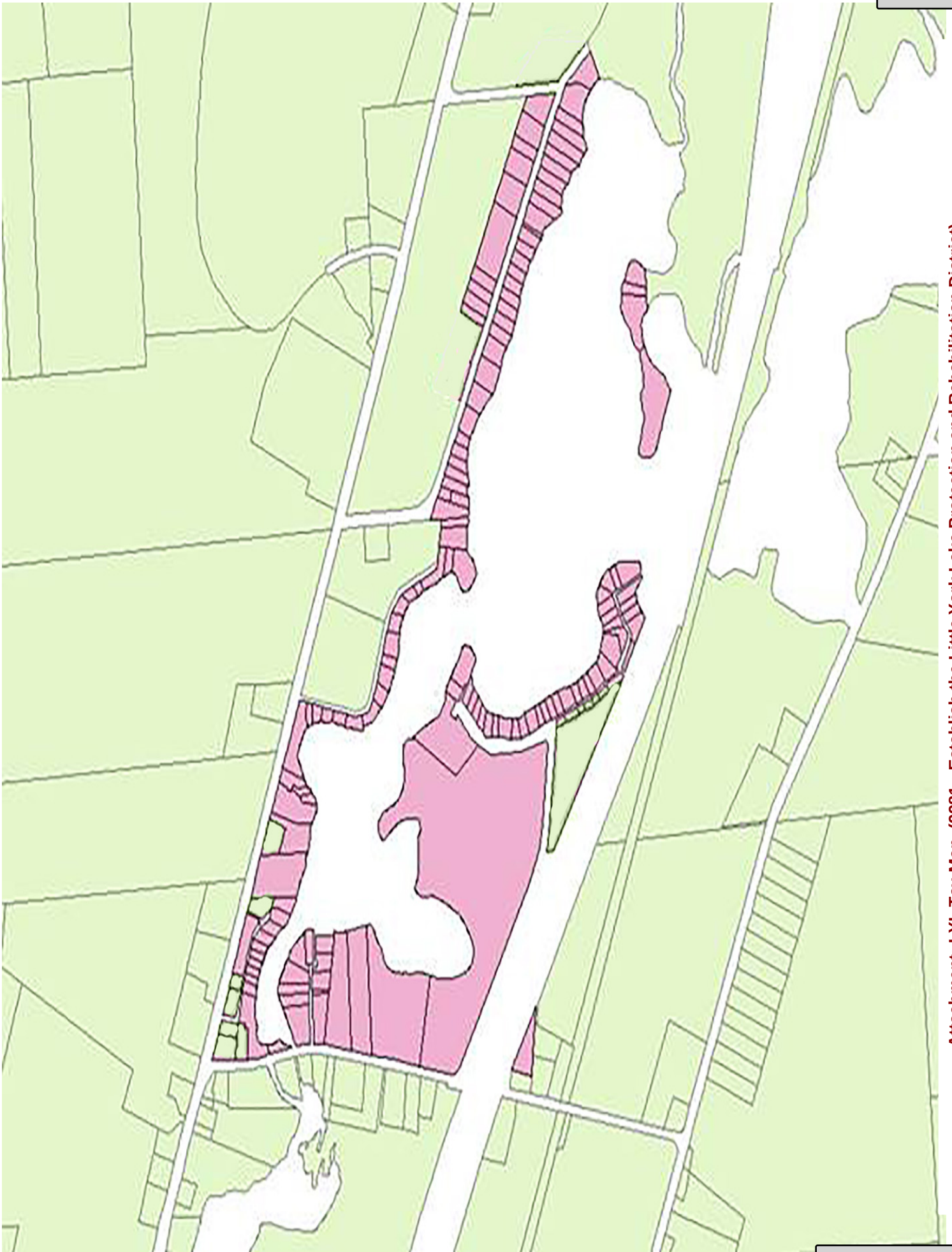
AVERAGE COUNTY TAX RATE COMPARISON

BASED ON A \$37,728,555 LEVY

Property	2022	2022	2021	2021	Increase in
Assessment	County <u>Average</u> Tax Rate	County Taxes	County <u>Average</u> Tax Rate	County Taxes	County Taxes
\$80,000	15.796678	\$1,263.73	15.653030	\$1,252.24	\$11.49
\$100,000	15.796678	\$1,579.67	15.653030	\$1,565.30	\$14.36
\$150,000	15.796678	\$2,369.50	15.653030	\$2,347.95	\$21.55
\$200,000	15.796678	\$3,159.34	15.653030	\$3,130.61	\$28.73
					11/5/2021

	2022 Tax Rates - Tax Levy of		\$37,728,555		
			2022 Tentative	2021	
	Net Tax	County	Tax Rate	Tax Rate	
Municipality	Levy	Taxable Value	per \$1000	per \$1000	Inc/Dec
City of Cortland	8,352,054.16	531,756,049	15.706552	15.487117	0.22
Cincinnatus	866,767.30	59,205,929	14.639873	15.158739	-0.52
Cortlandville	9,263,223.39	563,822,491	16.429326	15.886370	0.54
Vil of Homer	56,872.87	3,597,101	15.810751	15.516061	0.29
Vil of McGraw	411,506.62	25,556,535	16.101816	15.804615	0.30
Town Total	9,731,602.88	592,976,127			
Cuyler	674,726.37	48,240,472	13.986728	14.120387	-0.13
Freetown	593,949.33	38,238,033	15.532947	16.149983	-0.62
Harford	868,675.58	65,543,454	13.253430	13.651578	-0.40
Homer	3,159,356.88	200,680,490	15.743219	15.594825	0.15
Vil of Homer	2,190,228.60	145,675,147	15.035019	14.779255	0.26
Town Total	5,349,585.48	346,355,637			
Lapeer	913,259.20	80,645,163	11.324414	11.711628	-0.39
Marathon	937,661.12	59,842,237	15.668885	15.592221	0.08
Vil of Marathon	473,886.73	32,418,676	14.617708	14.988364	-0.37
Town Total	1,411,547.85	92,260,913			
Preble	1,609,822.72	93,154,316	17.281247	17.234108	0.05
Scott	955,182.42	58,229,107	16.403865	16.327692	0.08
Solon	883,127.38	48,895,952	18.061360	16.935625	1.13
Taylor	498,503.03	34,865,480	14.297897	14.665318	-0.37
Truxton	1,050,241.85	70,559,344	14.884518	14.997000	-0.11
Virgil	2,668,944.20	181,357,665	14.716468	15.122806	-0.41
Willet	768,123.68	46,101,762	16.661482	16.924226	-0.26
TOTALS:	\$37,196,113.43	\$2,388,385,403			
			Avg Tax Rate	\$15.796678	11/5/21

Attachment: Tentative Rates (10101 : Amend Tentative 2022 Budget)





September 30, 2021

Ms. Savannah Hempstead, Clerk
Cortland County Legislature
60 Central Avenue
Cortland, NY 13045

Re: Little York Lake

Dear Ms. Hempstead:

Enclosed please find paperwork which requests that the Cortland County Legislature create a lake protection and rehabilitation district around Little York Lake. Our lake has a history of water quality and weed issues which residents around the lake have been battling for years. The creation of our proposed Little York Lake Protection and Rehabilitation District will help to assure that the lake will be protected and improved for years to come. We are proposing a county district because the lake is within two towns. The existence of this district will benefit both the landowners around the lake and the county as a whole. Property values will be maintained, and the costs will be shared fairly among those properties that lie within the district boundaries.

County Law Section 250.4-a allows the county legislature to create the district we are proposing. Section 253 of the law provides that the process can be started by the submission of a petition “executed and acknowledged” by at least twenty-five owners of taxable property situated within the proposed district. Maps of the proposed district showing the boundaries and the identification of all parcels within the district are also required.

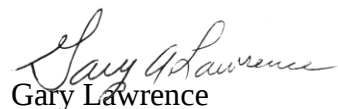
The documents which are enclosed meet all those requirements. County Law Section 254 provides that upon the acceptance of the above referenced documents the County legislature may call a public hearing to consider the proposal to establish the district. We respectfully request that the legislature accept this Petition and schedule a public hearing. We are proposing that the district operate under the general supervision of the Cortland County Soil and Water Conservation District. We are also proposing that this district funding be based only on the assessed value of property within the district. The initial budget we are proposing is 94 mil. At this rate the tax on a typical one or two family home would be approximately \$141.

As an additional point of information, please be aware that this district can be created without any approvals from the State of New York. The State Comptroller’s Office is only involved when a district proposes to incur debt, which is not the case here. We would be happy to provide contact information with that office if there are any questions. We understand that this process

begins by being considered by a committee or committees of the legislature. We would appreciate any guidance you can provide to get this before the full legislature as soon as possible.

Thank you for your attention to this matter.

Sincerely,



Gary Lawrence
President, LYL Preservation Society, Inc.

CC: Pat Snyder, Attorney at Law

Wendy Franklin, Cortland County Chief Assistant County Attorney

Attachment: Lake Tax District Transmittal Letter (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>Helen Haldane</u>	<u>[Signature]</u>	<u>1843 mountain view dr East</u>	<u>37.08-01-08.00</u>
Print Name	Signature	Address	Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Helen Haldane, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

[Signature]
Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

**In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York**

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Respectfully submitted,

6110 Elm Ave

Stephen Fedorko Jr  _____ 37.17-01-11.000
 Print Name Signature Address Tax map no.

State of New York)
) ss.:
County of *Onondaga*)

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Stephen Ferdoska, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Allen S. Rydick
Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
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Homer and Preble, County of Cortland, State of
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PROPERTY OWNERS

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Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,
6112 Elm Ave

<u>Barbara J. Gregg</u>	<u>Barbara J. Gregg</u>	<u>6112 Elm Ave</u>	<u>37.17-01-10.000</u>
Print Name	Signature	Address	Tax map no.

State of New York)
) ss.:
County of Onondaga)

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Barbara J. Gregg, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Allyson L. Penfield-Doctor
Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

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Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

Diane Gutchess
Print Name

Diane Gutchess
Signature

1809
Mountainview
West
Address

37.17-02-13.100
Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Diane Gutchess, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allison L. Penfield-Doctor
Notary Public

Allison L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

JAMES M. REENERS *[Signature]* 6133 RECOR WAY 37.17-01-03.000
Print Name Signature Address Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared James M. Reeners, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

[Signature]
Notary Public

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>Paul Stephen</u>	<u>Paul Stephen</u>	<u>6135 Recor Way</u>	<u>37.17-01-04.00</u>
Print Name	Signature	Address	Tax map no.

State of New York)
) ss.:
County of Onondaga)

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Paul Stephen, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument

Allyson L. Penfield-Doctor
Notary Public

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

Jim Anderson



6186 Little York Lake

37.17-01-05.00

Print Name

Signature

Address Re

Tax map no.

State of New York)

County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared James Anderson, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.



Notary Public

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

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Dated: 9/18/2021

Respectfully submitted,

Print Name

Signature

Address

Tax map no.

State of New York)
) ss.:
County of Onondaga)

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Donald Fisher, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

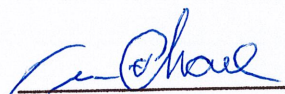
The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

Timothy Chace
Print Name


Signature

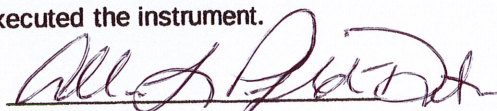
1797
Mountainview Dr
West
Address

37.17-02-08.000
Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Timothy Chace, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023


Notary Public

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New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

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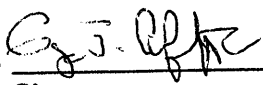
Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

George J. Griffith Jr.		1695 Little York Crossing	47.05-01-45.000
Print Name	Signature	Address	Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared George J. Griffith Jr., personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.


Notary Public

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

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Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

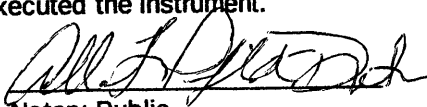
Dated: 9/18/2021

Respectfully submitted,

Kevin Fregosi		1847 Mountainview Dr.	37.18-01-09.000
Print Name	Signature	Address	Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Kevin Fregosi, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.


Notary Public

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

William K
Luty

6250 Little York
Lake Rd

37.14-01-03.000

Print Name

Signature

Address

Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared William K Luty, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
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Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

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Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

Arthur F. Steier Arthur F. Steier 6024 Blue Heron Ln 47.05-01-61.000
Print Name Signature Address Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Arthur F. Steier, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Allyson L. Penfield-Doctor
Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
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TO THE CORTLAND COUNTY LEGISLATURE:

PETITION OF
PROPERTY OWNERS

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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>RICHARD T. ALBRO</u>	<u>[Signature]</u>	<u>[Address]</u>	<u>37-14-01-04.000</u>
Print Name	Signature	Address	Tax map no.

State of New York)
) ss.:
County of Onondaga)

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Richard T. Albro, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

[Signature]
Notary Public

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Establishment of the Little York Lake Protection
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New York

TO THE CORTLAND COUNTY LEGISLATURE:

PETITION OF
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Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

Linda K Van Berkum
Trust

6232 Little York
Lake Rd

37.14 - 01 - 10.000

Print Name

Signature

Address

Tax map no.

State of New York)
) ss.:
County of Onondaga

On the 18 day of September in the year, before me, the undersigned notary public, personally appeared Linda K. Van Berkum, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allison L. Penfield-Doctor
Notary Public

Allison L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

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Homer and Preble, County of Cortland, State of
New York

PETITION OF
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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated:

Respectfully submitted,

<u>Susan Norton</u>	<u>Susan Norton</u>	<u>60170 Little York Rd</u>	<u>37.17-01.11.000</u>
Print Name	Signature	Address	Tax map no.

State of New York)
) ss.:
County of Onondaga)

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Susan Norton, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Allyson L. Penfield-Doctor
Notary Public

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Establishment of the Little York Lake Protection
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Homer and Preble, County of Cortland, State of
New York

TO THE CORTLAND COUNTY LEGISLATURE:

PETITION OF
PROPERTY OWNERS

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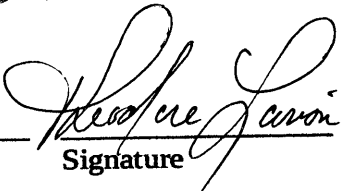
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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

Theodore Larison 

Print Name

Signature

6238 Little York Lake Rd 37.14-01.08.000
Preble NY
13141

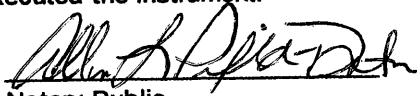
Address

Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Theodore Larison, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023


Notary Public

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Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>Michael V. Feist</u>	<u>[Signature]</u>	<u>1786 Mountainview Dr. W.</u>	<u>47.05-01-29.120</u>
Print Name	Signature	Address	Tax map no.

State of New York)
) ss.:
County of Onondaga

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Michael V. Feist, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

[Signature]
Notary Public

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Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

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The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>Julie Palermo</u>	<u>Julie Palermo</u>	<u>6169 Dwyer Park Pt</u>	<u>37.14-01-21.000</u>
Print Name	Signature	Address	Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Julie Palermo, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Allyson L. Penfield-Doctor
Notary Public

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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

Lee M
Benson

6009 Morningstar Dr.

Print Name

Signature

Address

Tax map no.

47.05-01-39.000

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Lee M. Benson, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.


Notary Public

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

In the Matter of the
Establishment of the Little York Lake Protection
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Homer and Preble, County of Cortland, State of
New York

TO THE CORTLAND COUNTY LEGISLATURE:

PETITION OF
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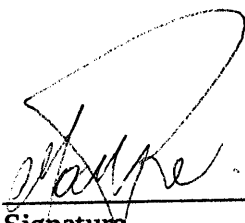
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WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>Manuel Pacheco</u>	<u></u>	<u>6106 Elm Ave</u>	<u>37.17-01-12.000</u>
Print Name	Signature	Address	Tax map no.

State of New York)
) ss.:
County of Onondaga

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Manuel Pacheco, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023


Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

TO THE CORTLAND COUNTY LEGISLATURE:

PETITION OF
PROPERTY OWNERS

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

1805 Mountainview
Dr West

37017-02-12.000

Gary Lawrence Gary Lawrence

Print Name

Signature

Address

Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Gary Lawrence, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Notary Public

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New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>Patricia Casey</u>	<u>Patricia Casey</u>	<u>6138 Recor Way</u>	<u>37.17-01-02.000</u>
Print Name	Signature	Address	Tax map no.

State of New York)
) ss.:
County of Onondaga)

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Patricia Casey, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Allyson L. Penfield-Doctor
Notary Public

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Establishment of the Little York Lake Protection
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Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with said Law.

Dated: 9/18/2021

Respectfully submitted,

Lawrence
Trust

Cathy Lawrence

1813
Mountainview
Dr

37.17-02-15.000

Print Name

Signature

Address

Tax map no.

State of New York)
County of Onondaga) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally known to me or proved to me on the basis of satisfactory evidence the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/it executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Notary Public

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

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Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated: 9/18/2021

Respectfully submitted,

<u>Stanley M. Duncan</u>	<u><i>Stanley M. Duncan</i></u>	<u>6052 Rt. 281</u>	<u>47.05-01-65.000</u>
Print Name	Signature	Address	Tax map no.

State of New York)
County of Madison) ss.:

On the 18 day of September 2021 in the year, before me, the undersigned notary public, personally appeared Stanley M. Duncan, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.

Allyson L. Penfield-Doctor
Notary Public

Allyson L. Penfield-Doctor
Notary Public, State of New York
Qualified in Onondaga County
No. 01PE6170916
Commission Expires July 23, 2023

Attachment: Notarized Signatures (9981 : Establish the Little York Lake Protection and Rehabilitation District)

In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

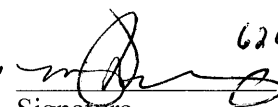
Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

Dated:

Respectfully submitted,

MICHAEL J. McNERNEY  6206 LITTLE YORK LAKE RD
Print Name Signature Address Address Tax map no. 37.14-01-18.000

State of New York)
) ss.:
County of Onondaga)

On the 23rd day of September in the year, before me, the undersigned notary public, personally appeared Mary Beth Hand, personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.


Notary Public

MARY BETH HAND
Notary Public, State of New York
Qualified in Onondaga County
No. 01HA6327570
My Commission Expires July 10, 2023

In the Matter of the
Establishment of the Little York Lake Protection
And Rehabilitation District in the Towns of
Homer and Preble, County of Cortland, State of
New York

PETITION OF
PROPERTY OWNERS

TO THE CORTLAND COUNTY LEGISLATURE:

We, the undersigned petitioners, being owners of taxable real property situate in the proposed Little York Lake Protection and Rehabilitation District hereinafter described, do hereby petition to establish the Little York Lake Protection and Rehabilitation District which shall comprise a portion of the Towns of Homer and Preble and shall include the properties shown on Exhibit A attached hereto and made a part hereof.

Accompanying this petition and annexed hereto as Exhibit B is a map showing the boundaries of the proposed lake protection and rehabilitation district.

The expense of operation of said District shall be assessed, levied and collected from the several lots and parcels of land within the proposed District from each as shall be in just proportion to the amount of benefit which is gained, and shall be based upon real property tax assessment.

WHEREFORE, your petitioners respectfully submit this petition for your approval in accordance with NYS County Law Section 250 and ask that you proceed to establish the District in accordance with the County Law.

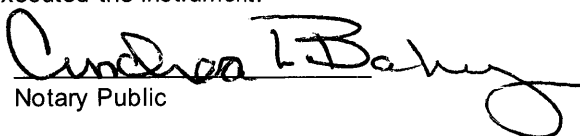
Dated: 09/28/2021

Respectfully submitted,

Jeffery Montasano  6151 Duxey Park 37,14-01 22,00c
Print Name Signature Address Tax map no.
POMF

State of New York)
County of Tompkins) ss.:

On the 28th day of September in the year, before me, the undersigned notary public, personally appeared Jeffery Montasano personally known to me or proved to me on the basis of satisfactory evidence to the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or person upon behalf of which the individual(s) acted, executed the instrument.


Notary Public

ANDREA L. BAHRY
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 4976964
Qualified in Tompkins County
Commission Expires January 22, 2023



Question	Response
Are there other lake tax districts in the state?	Yes, New York State has created two types of lake taxing districts, one for towns where a lake resides in a single town and one for counties where a lake spans towns or is in unincorporated areas. There are several lake taxing districts implemented.
What is the process for establishing the tax district from here?	Ag & Planning will refer this to the legislature for action under County Law 257. If the legislature passes a resolution to create the district it will be subject to a permissive referendum. Ultimately, the affected voters will make the decision.
Who will set or adjust the tax rate?	The county legislature with input from a citizens advisory board via SWCD
What is the initial tax rate?	We are suggesting 94 mills which would be on average \$140/property
How did you come up with the initial tax rate?	We looked at the total assessed value of the properties in the district and looked at 3 years of treatment expenses. The proposed rate would be approximately equal to the average annual funds raised from property owners.
Who owns the lake?	The lake bottom is privately owned.
Who developed the lake management plan?	The lake management plan was initially developed in 1996 by SWCD. LYLPS began a project to update the plan in 2016 in collaboration with SWCD, the Towns of Preble and Homer and Cortland County. The Plan was published in 2017. In addition to SWCD, LYLPS has worked with DEC, Princeton Hydro and Solitude Lake Management to ensure that the actions we are taking are appropriate.
Are you planning to keep using herbicides to treat the lake?	We have developed a comprehensive lake management plan that includes a variety of tools for various situations. We intend to minimize our use of herbicides as we deploy additional tools.
Who will decide on what to do and how much to spend?	LYLPS will continue to develop an overall plan and budget. A citizens advisory board will work with the SWCD District Manager to review and adjust as appropriate the plan proposed by LYLPS. Ultimately the county will approve the plan.
How was this communicated to the community?	LYLPS published its plans to pursue the tax district on its website on 6/1/21. This was followed by two public meetings, one on June 6 and the second on September 18. Meetings were published through our spring newsletter (delivered by USPS to all property owners), via email and using various signs, Facebook postings and posters. We also had three articles published in the Cortland Standard discussing our presentations to government bodies and our intention to create a tax district.

County of Cortland

Network Health Check

Prepared For:

Thomas McGrath
(607) 428-5441

PROFESSIONAL SERVICES STATEMENT OF WORK

Advizex

Driving Performance Through Innovation.

Prepared By:

Jeff Morton
jmorton@advizex.com

Sales Executive:

Devon Fikes

Document Version: 1.1

Creation Date: August 12, 2021

Revision Date: August 26, 2021

SOW Identifier: SOW-Cortland-Network Health Check-20210812

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The Statement of Work (SOW) is governed by and incorporates **by reference, the terms and conditions of the Master Services Agreement (the “Agreement”) Group 73600 - PROJECT BASED INFORMATION TECHNOLOGY CONSULTING SERVICES Contract # PB051AA** entered into by and between County of Cortland (“Customer”) and Advizex Technologies, LLC (“Advizex”), to which this SOW is an Exhibit and into which this SOW is incorporated by reference. In the event of any conflict, the terms and condition of this SOW will govern related to the subject matter herein.

Business Objectives

Customer is requesting services to perform a health check of their current network infrastructure to determine if there are any misconfigurations or other areas of risk. The outcome of the network health check will be a document containing network device information, configuration, and design, along with areas of risk and recommendations for improvement that will determine a course of action to get the network to its desired future state. A remediation report and an executive slide deck will be provided at the conclusion of the engagement.

Scope

Network Health Check

Layer 1 (Device Discovery)

Device discovery will encompass a review of the network infrastructure at the data center and remote locations. During this phase a list of network device models from the DC and remote locations (up to two core routers/switches, up to 85 access switches, and up to two firewalls) along with their serial numbers, firmware version, and end-of-life/support information, will be compiled for inventory and future reference. Configurations will be gathered from each device and analyzed. Interface errors, duplex issues, and other Layer 1 findings and recommendations, including the devices and firmware that will soon be unsupported, will be the result of this phase. Device discovery will be performed by an onsite resource to take pictures and remotely by an Advizex engineering consultant. See other exclusions and assumptions below.

Layer 2

The Layer 2 health check phase will include a review of VLAN usage (name and number), a review of spanning-tree configuration and best practices, and a review of redundancy for links (*e.g., Port-Channel, MLAG*) and gateways (*e.g., HSRP, VRRP*). Summary findings and recommendations for Layer 2 design will be included in the final deliverables presented at the end of the health check.

Layer 3

A review of routing at the data center will assess the following routing protocols (Static, OSPF, BGP). Specific focus will also take place on any static routes that can be converted to dynamic (OSPF) routes.

Firewall Review

Firewalls will be reviewed from a Layer 3 connectivity standpoint. Layer4-7 will not be considered as part of this health check. A Best Practice Analysis (BPA), a Palo Alto Networks Tool, will be run against two Palo Alto firewalls. These will be included in the remediation report presented at the end of the health check.

Barracuda Load Balancer Review

Load Balancers will be reviewed from a Layer 1 and Layer 2 standpoint only. Connectivity between the units and the network switches will be validated and documented. Devices will not be accessed or assessed for any functional capabilities.

Summary of Project Documentation

Network Health Check Documentation

Device Discovery

- List device model, serial#, firmware, EOL/EOS
- Interface Errors
- Summary findings and Recommendations

Layer 2

- VLANs list
- FHRP chart
- Port-Channel/MLAG – issues/errors/misconfigurations
- Summary findings and Recommendations

Layer 3

- Firewall Layer 3 Review
- Summary findings and Recommendations

Firewall Review

- Palo Alto Best Practice Analysis Documentation
- Future DMZ Consideration
- Summary findings and Recommendations

Barracuda Load Balancer Review

- L1/L2 connectivity Only

Document Compilation and Review

- Compilation of above deliverables
- Word Document Format

Executive Summary Deck

- Highlights of the findings
- Critical Path Items
- Prioritized Recommendations
- PowerPoint Document Format

Customer Responsibilities

Customer will:

1. Provide a single point-of-contact to facilitate this engagement and provide timely feedback to requests made during the project.
2. Provide access to the necessary subject matter experts and application expertise.
3. Provide the connectivity access and credentials necessary for consultants to perform their tasks.
4. Assure the accuracy and completeness of data provided to Advizex to deliver this engagement. Advizex may review or validate said information but is not responsible for gathering it unless defined in the Scope section.
5. Provide timely access to staff, facilities, data, documentation, and infrastructure is required to complete this engagement within the estimated timeframe outlined in the Timeframe section.

Out of Scope

The following services are excluded from this Statement of Work:

1. Barracuda Load Balancer L3-L7 configurations.
2. Layer7 firewall rules.
3. VPN Configuration review.
4. Configuration changes.
5. Wireless review.
6. Construction or delivery of any education curriculum, unless otherwise defined above.
7. Design or development of any custom software solutions, including scripting.
8. Delivery of financial assessments or corresponding impact analysis.
9. Any responsibility for the ongoing configuration, management, or maintenance of any hardware, software, or systems involved in this Statement of Work.

If Customer requests any services not included in the Scope section above, Customer may initiate a project change request pursuant to the Change Management Process section.

Assumptions

The timelines and costs listed in this SOW are predicated upon the following assumptions:

1. Up to 85 switches/routers will be reviewed.
2. Up to 1 HA pair of Palo Alto firewalls will be reviewed.
3. Up to 1 HA pair of Barracuda Load Balancers will be reviewed.
4. Only one location to be visited (Data Center)
5. Services herein will be provided during normal business hours (8am-5pm local time) unless stated above or agreed to in advance by both parties.

Change Management Process

All changes to services contracted for performance under this statement of work shall be modified through the following project change request (PCR) procedure. Either party may initiate a PCR by submitting to the other party, in writing, a proposed revision to the statement of work describing in reasonable detail the change requested.

Any such proposed change shall become effective, and such changes shall be deemed to modify the Statement of Work and all other related documents and obligations, only upon execution by the authorized representatives of the respective Parties.

Pricing

Services provided in this engagement are provided on a fixed-fee basis.

Customer will be billed upon the completion of the milestones as noted in the table below.

#	Milestone Description	Amount
1	Fully Executed Statement of Work	\$3,200.00
2	Delivery of Network Health Check Documents	\$6,000.00
	Project Total	\$9,200.00

Travel Expenses:

Project travel-related expenses will be billed to Customer at actual cost, but no travel expenses are expected.

Notes:

- The price quoted in this SOW is valid for a period of 90 days from the Creation Date listed on this document's cover page.
- A signed Statement of Work and purchase order, if applicable, are required prior to project commencement.
- Advizex requires a minimum of ten business days from the date of this Statement of Work being fully executed to staff the project.

Acceptance Criteria

Advizex will provide Customer a Milestone Completion Form ("MCF") indicating completion of the specific milestone (services or timeframe) as identified in the Scope and Investment sections of this Statement of Work.

Once the MCF is provided to Customer, Customer agrees to one of three response options:

- Customer accepts successful completion of the Milestone by signing and returning the MCF.
- Customer agrees that no response within five (5) business days of the MCF will indicate acceptance.
- Customer provides a written rejection document within five (5) business days detailing the specifics of the rejection.

Statement of Work Acceptance

All parties hereby acknowledge that they have read and understand this Statement of Work and all attachments thereof and agree to all terms and conditions stated herein.

IN WITNESS, WHEREOF, the parties hereto have executed this Agreement as of the date below:

Advizex Technologies LLC

County of Cortland

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

Document Control Information

REVISION HISTORY:

Date	Version	Change Description	Author	Reviewer
8/12/2021	1.0	Initial Draft	Jeff Morton	Customer
8/26/2021	1.1	Inclusion of Barracuda LBs	Matt Wenger	



DYNTEK

DYNAMIC TECHNOLOGY SOLUTIONS

We have prepared a quote for you

Cortland County - Network Assessment

QUOTE #003691 V1

PREPARED FOR

Cortland County

PREPARED BY

Jamie Johnson

>> Summary of Services

Professional Services Request

This Statement of Work (SOW) is intended as a response to a request made to DynTek Services, Inc. (DynTek) by Cortland County ("Client"). The information contained herein was developed based on an interpretation of requirements identified by Client. If any discrepancies to Client's original request arise, or modifications be made, DynTek reserves the right to modify its SOW with a mutually agreed Change Order. The data in this SOW will not be disclosed outside the Client's organization, and will not be duplicated, used, nor disclosed, in whole nor in part, for any purposes other than to evaluate the SOW. If a contract is awarded to DynTek as a result of, or in connection with, the submission of this SOW, Client will have the right to duplicate, use, or disclose the data to the extent provided by the contract within their organization. This restriction does not limit the right of Client to use information contained in this document, if it is obtained from another source without restriction.

The information in this SOW is valid as of **08/02/2021**, and this proposal is valid for 90 days from that date, after which a new SOW may be required.

The services requested require **Survey and Evaluation** support. If additional types of service are required, change control will apply.

The services will be delivered via **Hybrid (On-site and Remote)** resources. In the event that a change to the all on-site all remote or hybrid services is required, change control will apply.

The services have been assigned a governance tier of **Full Project Management**. Details on services included at this tier are included in this SOW.

Client Contact: Tom McGrath

Client Contact Email: tmcgrath@cortland-co.org

Client Contact Phone: (607) 428-5441

DynTek Account Executive: Jamie Johnson

DynTek Account Executive Phone: (518) 207-3412

DynTek Inside Sales Rep: Jamie Ratcliff - Jamie.ratcliff@dyntek.com - (949) 271-6753

DynTek Principal Architect: Christopher Scotto - christopher.scotto@dyntek.com - (646)205-4754

Executive Summary

Cortland County has requested assistance from DynTek to perform a discovery and analysis of the existing network infrastructure in order to provide recommendations for improvement based on industry recognized best practices. This Statement of Work will outline the specifics of this request.

>> Scope of Services

In Scope

Below is a list of the tasks to be performed during this service request:

- Perform a high-level discovery and analysis of the campus LAN/WAN environment at Cortland County with a focus on industry-wide design best practices, and future growth (future DR site)
- 1 – 2 days on-site, the rest will be remote
- Physical inspection of the MDF closet at 60 Central Avenue, Cortland, NY 13045
- Review of current state network documentation
- LLDP crawl of the full campus switching infrastructure from the core out (approx. 85 HP switches at 5 locations) order to discover the switch inventory, physical topology, uplinks and port count.
- Identify all critical single points of failure on LAN/WAN interfaces from core switch outbound to internet
- Uncover discrepancies between the findings of the discovery and current network documentation (documentation may be inaccurate)
- Analyze current switch configurations (on a small subset of switches) to formulate recommendations for best practices
- Analysis of WAN connections between (5) sites, all layer 2 today
- Analysis of current routing design
- Based on the data gathered throughout the discovery and analysis, DynTek will author a document with industry wide best-practice network design recommendations to remedy any weaknesses discovered. This will include:
 - Redundancy
 - Management & Monitoring
 - Performance
 - Future Growth / Scalability
 - Switch configuration best-practices
 - Discrepancies between the discovery findings and current network documentation
 - Spanning-Tree (Currently disabled)
 - Routing Design
- Project Management services throughout the entire engagement

Out of Scope

DynTek will not be responsible for conducting any work not explicitly defined in this SOW. Examples of out of scope tasks are listed below:

- Remediating issues found in the Client network or implementing any changes to the network (i.e. change firewall rules)
- Configuration or remediation of user workstations
- Installation, troubleshooting, or physical remediation of Wireless Access Points or RF based wireless network connectivity issues
- Implementation, configuration, and remediation of client provisioned PKI infrastructure. This includes certificate deployment and revocation processes
- Any structural or logical remediation tasks necessary to ensure success of the solution
- Purchasing of SSL certificates
- Analysis of Servers, Storage, VMWare, VoIP, Wireless, Cloud
- Discovery of EoL devices
- Discovery of current firmware versions
- Security audit
- Configuration analysis of Firewalls and Load Balancers
- Network Documentation
- Knowledge transfer is focused on providing details specific to this environment and is never a substitute for authorized training by an Authorized Learning Center, such as DynTek. Contact your DynTek account representative for more information about authorized training classes

If any of the above examples of excluded services are required, change control will apply and an increase to the total services fees may apply.

>> Assumptions

Assumptions

Client Project Lead: Client will appoint a project lead that is an employee of Client. The project lead will have authority and responsibility to make final decisions about the system including scope, audience, functionality and deliverables and project sign-off. They will have in hand detailed current state information on the WAN, LAN, and overall network configuration aspects, or access to additional personnel or resources that do.

Communication: Questions from DynTek to Client will be answered by Client within one (8 hour) business day.

System/Access Prerequisites: Client asserts that the general server, network, and IT infrastructure is stable and able to support this project as described in this SOW. DynTek consultants will be provided with necessary security access to networking systems and facilities during the performance of the professional services. For onsite consultants, any Client delays due to configuration specifications, hardware availability, or facility access are subject to change orders as billable delays.

Workspace: Client shall provide a working space, including necessary utilities, electrical power, test data files/forms to accomplish tasks associated with this SOW. Client will supply office space, office supplies, computer equipment, telephone, applicable regulations, manuals, texts, briefs, internet access and other materials associated with the project and the hardware/software noted in this SOW, as required.

Licensing: All software supplied by Client to be installed in any environment used for this engagement has been legally obtained and fully licensed for each user and server and is in compliance with all applicable laws and vendor requirements. DynTek is not responsible for product related defects and assumes that bugs in manufacturer software, hardware, specifications, design, etc. are the responsibility of that manufacturer.

Travel: Travel expenses to/from the primary work location are included in the cost of services. DynTek utilizes an industry standard for projects that require overnight travel. When needed, the delivery team will arrive on-site at the designated start time the first day of the week, remain on-site until the end of the workday the fourth day, and work remotely on the fifth day.

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Additional Project Assumptions:

>> Governance Tier

Project Management

The DynTek Project Manager is responsible for overall project timeline, scope, budget management, resource scheduling/tracking, communication planning and execution. A project plan (format and complexity dependent on scope) developed and managed. The Project Manager is the single point of contact for the project.

Escalation Path – The DynTek PMO Director is the escalation point for any project concerns or issues that may be unresolved.

Deliverables and Expectations:

- Project Kickoff via (Onsite/Remote)
- Communication plan; contact data - Project Delivery Team
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- Agenda, Meeting Minutes, & Risk, Issue & Action Item Tracking
- Deliverable/Milestone Tracking
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- Change Order Management
- Resource Scheduling & Oversight
- Management and Coordination of 3rd Party Vendors
- Project Documentation (if required) via Electronic Delivery
- Project Closeout meeting via (Onsite/Remote)

>> Fee Structure

This project is being offered as a **Time & Materials** engagement. The investment table below outlines the estimated hours for each phase, the agreed upon hourly rate, and the total Client investment. Hours for each phase are estimates and available hours may shift to other phases as needed. Any manufacturer investment is specified and explained. Additionally, recurring and one-time licenses are presented.

>> Payment Structure

DynTek will provide written notification upon completion of the Services to Client. The Client shall, within three (3) Business Days of receipt of such notification, provide written acknowledgement of DynTek's completion of the Services. Client's failure to acknowledge completion of the Services or to provide reasons for rejection of the Services within the three (3) Business Day period signifies Client's acceptance of completion of the Services in accordance with this SOW.

DynTek will submit invoices to Client upon completion for the Services furnished and any reasonable, pre-approved expense incurred hereunder during the Services execution period; Client shall make payment to DynTek within thirty (30) days after receipt of invoice. The invoice shall provide a breakdown and distribution of charges by name of individual and applicable expenses. If Client disputes an invoice amount, Client shall notify DynTek immediately and remit the uncontested amount.

Service Fees

Description		Price	Qty	Ext. Pri
PS-PM-I	Project Management - Project Manager responsible for overall project timeline, scope and budget management	\$200.00	15	\$3,000.00
PS-SVC-I	Project Consultant Hourly	\$225.00	60	\$13,500.00
			Subtotal:	\$16,500.00

>> MSA Clause

Terms of Engagement: These Terms and Conditions of Engagement replace all previous representations or understandings for services to be performed unless superseded by state contract, written purchase order requirements, a signed Master Services Agreement.

>> General Terms and Conditions

Terms of Engagement: These Terms and Conditions of Engagement ("Terms") shall apply to all services ("Services") performed by DynTek Services, Inc. ("DynTek") for client named below ("Client") unless these Terms are superseded by a signed Master Services Agreement between DynTek and Client. These Terms shall also be subject to any written purchase order or state or federal contract applicable to the Services.

Scope of Work: DynTek hereby agrees to provide Services to Client as set forth in any statement of work executed by both DynTek and Client or any quote issued by DynTek and signed by Client without regard to whether it has been signed by DynTek ("SOW").

Terms of Service: DynTek agrees to comply with all reasonable written requirements related to security, regulatory compliance, health and safety, privacy, confidentiality that are provided to DynTek by Client. DynTek shall comply with all federal, state, and local laws, regulations, and ordinances applicable to the Services and shall obtain all governmental permits, licenses, and consents that are required to perform the Services. DynTek employees and subcontractors, when working on premises of Client or at their own office, shall observe the working hours, working rules, and holiday policy of Client. Client shall have the right to put in place such restrictions on access to its premises and computer network as it deems necessary in its sole discretion in order to safeguard its Confidential Information (as defined below) and DynTek shall require its employees and subcontractors to abide by such access restrictions. DynTek shall, if requested by Client, at Client's sole expense obtain a background check on each DynTek employee and subcontractor who will enter Client's premises or otherwise have access to Client's computer network. If Client requires a background check, DynTek will not allow an employee or subcontractor to enter Client's premises or have access to Client's computer network unless Client is satisfied in its sole discretion with the results of the background check.

If Client reasonably requests that an individual DynTek employee or subcontractor cease providing Services to Client, DynTek shall comply with such request. In such event, Client shall provide two-weeks advanced written notice to DynTek unless the circumstances dictate a shorter notice period. DynTek shall use reasonable commercial efforts to promptly replace any DynTek employee or subcontractor removed at Client's request. If DynTek is not able to replace such employee or subcontractor within five (5) business days after the employee or subcontractor is removed, Client shall have the right to terminate the portion of the SOW applicable to such removed employee or subcontractor by providing written notice to DynTek, provided that Client shall pay DynTek for all Services performed prior to the date of termination. If any DynTek employee or subcontractor fails to perform in accordance with Client's work site policies or the applicable SOW and is removed by DynTek at Client's request, DynTek shall provide a credit to Client of one (1) project daily rate for such non-performance. Subject to the limited warranty provided below, this credit shall be DynTek's sole obligation to Client with respect to a DynTek employee or subcontractor who fails to perform in accordance with Client's work site policies or the applicable SOW.

Overtime and Holiday Pay: If Client directs DynTek's employees or subcontractors to work more than eight hours per day or on holidays, Client shall pay additional compensation to DynTek for overtime or holiday pay, as appropriate. If DynTek and Client have not agreed to a fee schedule for overtime and holiday pay, they shall negotiate in good faith an appropriate fee schedule.

Fees, Billing and Payment: In consideration of the Services provided by DynTek, Client agrees to pay DynTek the fees and expenses set forth in each SOW. DynTek shall issue invoices to Client pursuant to the timetable described in the SOW or, if no billing timetable is in the SOW, on such basis as DynTek shall determine. Client shall pay each invoice within thirty (30) days of the invoice date. Any amounts not paid by Client when due shall be subject to interest charges, from the date due until paid, at a rate of one and one-half percent (1.5%) per month or the highest interest rate allowable by law (whichever is less). If any amount due to DynTek from Client becomes past due for any reason, DynTek may at its option withhold further Services until all invoices have been paid in full, and such withholding of Services shall not be considered a breach or default of any of DynTek's obligations under these Terms or any SOW.

Termination: Client may terminate any SOW without cause and without penalty upon written notice to DynTek when notice is received no later than 7 days prior to the first day on which Services are to be provided under the SOW. Either party may terminate an SOW if the other party is in material breach of the SOW or these Terms and such breach remains uncured: (i) in the event of a monetary breach, seven (7) days after written notice of breach is delivered to the other party and (ii) in the event of a non-monetary breach, fourteen (14) days after written notice of breach is delivered to the other party. Any such termination shall be in addition to any other remedies that may be available to the non-breaching party. DynTek agrees that upon completion or termination of a SOW, and without regard to whether the Services have been fully completed, DynTek shall promptly deliver to Client one copy of all notebooks, data, information, and other material acquired or compiled by DynTek in respect to the Services, including any source code, object code, and technical documentation, upon payment by Client of all undisputed invoices for all Services performed prior to completion or termination.

Confidential Information and Data Security: The parties acknowledge that during the course of DynTek providing Services to Client one party may disclose Confidential Information to the other party. The party disclosing Confidential Information is referred to as the "Disclosing Party" and the party receiving Confidential Information is referred to as the "Receiving Party." Confidential Information shall mean all information disclosed by the Disclosing Party to the Receiving Party which is non-public, either proprietary or confidential in nature and related to the Disclosing Party's business or other activities including, but not limited to, information relating to the Disclosing Party's trade secrets, business plans, products, services, advertising, financial records, suppliers, vendors, innovations, fees, customers, technology, contracts, inventions, intellectual property, computer software, computer systems, marketing methods, sales margins, cost of goods, cost of materials, capital structure, and operating results.

The Receiving Party shall maintain the Confidential Information in strict confidence and limit disclosure to its employees, subcontractors, consultants, and representatives who have a need to know such information in connection with the Services provided to Client by DynTek. The Receiving Party shall only use Confidential Information in connection with the Receiving Party's business relationship with the Disclosing Party and shall not use the Confidential Information for any other purpose or disclose it to any third party. The Receiving Party's obligations to protect the Confidential Information will survive for three (3) years after the termination or completion of the SOW under which the Confidential Information was disclosed by the Disclosing Party. These confidentiality obligations shall not apply to any information which: (i) was lawfully in the Receiving Party's possession before receipt from the Disclosing Party, (ii) at or after the time of disclosure, becomes generally available to the public other than through any act or omission of the Receiving Party, (iii) is developed by the Receiving Party independently of any Confidential Information it receives from the Disclosing Party.

Party, or (iv) the Receiving Party receives from a third party free to make such disclosure without, to the best of Receiving Party's knowledge, breach of any legal contractual obligation to the Disclosing Party. If the Receiving Party is confronted with legal action to disclose Confidential Information it shall, unless prohibited by applicable law, provide prompt written notice to the Disclosing Party to allow the Disclosing Party an opportunity to seek a protective order or other relief if deemed appropriate. If disclosure is nonetheless required, the Receiving Party shall limit its disclosure to only that portion of the Confidential Information that its legal counsel advises must be disclosed. All Confidential Information shall remain the property of the Disclosing Party. All copies of Confidential Information shall be returned to the Disclosing Party, or at the option of the Disclosing Party destroyed, promptly upon the Disclosing Party's request.

To the extent DynTek stores any of Client's Confidential Information on DynTek's network or systems, DynTek shall maintain commercially reasonable administrative, physical, and technical safeguards for protection of the security, confidentiality, and integrity of such Confidential Information.

Limited Warranty and Limitation of Liability: The Services to be performed hereunder are in the nature of professional technology services and advice. DynTek warrants that the Services will be performed by qualified personnel in a professional and workmanlike manner in accordance with generally accepted industry standards and practices. DynTek does not warrant the results or achievements of the Services provided or the resulting work product and deliverables. DynTek warrants that it has current title, or up to date licenses, to any software it uses in connection with providing the Services or sells or otherwise provides to Client ("Software"), and that the Software will be free of viruses. DynTek does not provide any other warranty regarding the Software or any equipment installed or supplied by DynTek. DynTek hereby assigns to Client all of DynTek's rights, if any, in any warranties provided by the manufacturer such Software or equipment. Client's sole and exclusive remedy for breach of the warranties set forth above is reperformance of the Services in question, or at DynTek's sole discretion, refund of any amounts paid by Client for such Services and, in respect to Software that is found to have a virus, replacement of the Software, or at DynTek's sole discretion, refund of any amounts paid by Client for such Software.

THE WARRANTIES SET FORTH ABOVE ARE EXCLUSIVE AND ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED, STATUTORY OR OTHERWISE WITH RESPECT TO THE SERVICES, WORK PRODUCT, DELIVERABLES, SOFTWARE OR EQUIPMENT PROVIDED TO CLIENT BY DYNTek, OR AS TO THE RESULTS WHICH MAY BE OBTAINED THEREFROM. DYNTek DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR AGAINST INFRINGEMENT. IN NO EVENT SHALL DYNTek BE LIABLE TO CLIENT UNDER THESE TERMS OR ANY SOW FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, STATUTORY, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, LOSS OF USE, LOSS OF TIME, LOSS OF DATA, INCONVENIENCE, LOST BUSINESS OPPORTUNITIES, DAMAGE TO GOODWILL OR REPUTATION, AND COSTS OF COVER, REGARDLESS OF WHETHER SUCH LIABILITY IS BASED ON BREACH OF CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, AND EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR SUCH DAMAGES COULD HAVE BEEN REASONABLY FORESEEN. EXCEPT WITH RESPECT TO DYNTek'S INDEMNIFICATION OBLIGATION UNDER THESE TERMS, DYNTek'S ENTIRE AGGREGATE LIABILITY FOR ANY CLAIM RELATING TO THE SERVICES OR ANY SOFTWARE OR EQUIPMENT PROVIDED BY DYNTek SHALL NOT EXCEED THE FEES PAID OR PAYABLE BY CLIENT TO DYNTek FOR THE SERVICES, SOFTWARE OR EQUIPMENT GIVING RISE TO THE CLAIM.

Business Ethics: DynTek agrees not to make, or promise or offer to make, payments in the form of money, property, services or otherwise, whether directly or indirectly to any agency, official, employee or representative of any government or political party, with the intended purpose of influencing the recipient thereof to give favorable treatment or competitive advantage to the Client or DynTek. This section does not prohibit normal discounts and allowances, sales promotion activities and the extension of services and other customary courtesies made in the ordinary course of business.

Indemnification: DynTek shall indemnify, defend and hold Client harmless from and against any and all claims, actions, liabilities, obligations, fines, damages, losses, demands, recoveries, deficiencies, costs or expenses, including without limitation, reasonable attorneys' fees and expenses, incurred by Client as a direct result of DynTek's fraud, gross negligence, or willful misconduct, or (b) a claim by a third party that the Services infringe upon such third party's intellectual property rights.

Insurance: At all times during which DynTek is providing Services to Client, DynTek shall secure and maintain at its own expense commercially adequate insurance coverage and shall provide a certificate of insurance to Client upon request.

Attorneys' Fees: In the event of any breach of these Terms or any SOW, or dispute with respect to matters arising hereunder or thereunder, the prevailing party shall be entitled to recover from the other party all costs and expenses, including, without limitation, reasonable attorneys' fees incurred in connection with such breach or dispute.

Independent Contractor Status: The relationship of the parties hereto is that of independent contractors. Nothing in these Terms or any SOW, and no course of dealing between the parties, shall be construed to create or imply an employment or agency relationship or a partnership or joint venture relationship between the parties between one party and the other party's employees, subcontractors, or agents.

Force Majeure: Neither party shall be liable for any default or delay in the performance of its obligations hereunder if and to the extent such default or delay is caused directly or indirectly, by fire, flood, earthquake, elements of nature or other acts of God; acts of war, terrorism, riots, civil disorders, rebellions or revolutions in the United States; viruses or pandemics; strikes, lockouts, or labor difficulties; or any other similar causes beyond the reasonable control of such party that could not have been prevented by reasonable precautions.

Miscellaneous: These Terms and the SOWs may not be amended or modified except on the written agreement of the parties. No party shall have the right to assign these Terms or any SOW, or any of its rights or obligations hereunder or thereunder, without first obtaining the prior written consent of the other party. These Terms shall supersede all agreements, whether written or oral, previously made between the parties relating to the subject matter hereof. These Terms and each SOW may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one in the same agreement. Except as otherwise provided herein or in any SOW, these Terms and each SOW shall be binding upon, and inure to the benefit of, the parties hereto and the respective heirs, successors and permitted assigns. Any failure of any party hereto to comply with any obligation, covenant, agreement or condition herein or in any SOW may be waived by the other party, but any such waiver or failure to insist upon strict compliance with such obligation, covenant, agreement or condition shall not operate as a waiver or estoppel with respect to any subsequent or future failure. If any one or more of the provisions or parts of a provision contained in these Terms or any SOW shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions or parts of these Terms or the SOW and the remaining provisions shall continue in full force and effect.

Main: 949.271.6700
Email: jamie.johnson@dyntek.com
Web: www.dyntek.com
Tax ID: 13-4067484



2.b

Governing Law: The laws of the State of New York shall govern the validity, construction, performance, and enforcement of these Terms and all SOWs unless otherwise provided in a written purchase order or signed Master Services Agreement between DynTek and Client.

Attachment: SOW-Cortland County-Network Health Check-20210812 (10010 : Authorize Agreement for Network Assessment - Information

Cortland County - Network Assessment

Prepared by:

DynTek Services, Inc.

Jamie Johnson
5241 California Avenue
Suite 150
Irvine, CA 92617
(518) 207-3412
jamie.johnson@dyntek.com

Prepared for:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Quote Information:

Quote #: 003691

Version: 1

Quote Date: 08/12/2021

Expiration Date: 08/31/2021

Bill To:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Ship To:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Quote Summary

Description	Amount
Service Fees	\$16,500.00
Total:	\$16,500.00

DynTek Services, Inc.

Signature: _____

Name: Jamie Johnson

Title: _____

Date: 08/12/2021

Cortland County

Signature: _____

Name: Tom McGrath

Date: _____



DYNTEK

DYNAMIC TECHNOLOGY SOLUTIONS

We have prepared a quote for you

Cortland County - Network Assessment

QUOTE #003691 V1

PREPARED FOR

Cortland County

PREPARED BY

Jamie Johnson

>> Summary of Services

Professional Services Request

This Statement of Work (SOW) is intended as a response to a request made to DynTek Services, Inc. (DynTek) by Cortland County ("Client"). The information contained herein was developed based on an interpretation of requirements identified by Client. If any discrepancies to Client's original request arise, or modifications be made, DynTek reserves the right to modify its SOW with a mutually agreed Change Order. The data in this SOW will not be disclosed outside the Client's organization, and will not be duplicated, used, nor disclosed, in whole nor in part, for any purposes other than to evaluate the SOW. If a contract is awarded to DynTek as a result of, or in connection with, the submission of this SOW, Client will have the right to duplicate, use, or disclose the data to the extent provided by the contract within their organization. This restriction does not limit the right of Client to use information contained in this document, if it is obtained from another source without restriction.

The information in this SOW is valid as of **08/02/2021**, and this proposal is valid for 90 days from that date, after which a new SOW may be required.

The services requested require **Survey and Evaluation** support. If additional types of service are required, change control will apply.

The services will be delivered via **Hybrid (On-site and Remote)** resources. In the event that a change to the all on-site all remote or hybrid services is required, change control will apply.

The services have been assigned a governance tier of **Full Project Management**. Details on services included at this tier are included in this SOW.

Client Contact: Tom McGrath

Client Contact Email: tmcgrath@cortland-co.org

Client Contact Phone: (607) 428-5441

DynTek Account Executive: Jamie Johnson

DynTek Account Executive Phone: (518) 207-3412

DynTek Inside Sales Rep: Jamie Ratcliff - Jamie.ratcliff@dyntek.com - (949) 271-6753

DynTek Principal Architect: Christopher Scotto - christopher.scotto@dyntek.com - (646)205-4754

Executive Summary

Cortland County has requested assistance from DynTek to perform a discovery and analysis of the existing network infrastructure in order to provide recommendations for improvement based on industry recognized best practices. This Statement of Work will outline the specifics of this request.

>> Scope of Services

In Scope

Below is a list of the tasks to be performed during this service request:

- Perform a high-level discovery and analysis of the campus LAN/WAN environment at Cortland County with a focus on industry-wide design best practices, and future growth (future DR site)
- 1 – 2 days on-site, the rest will be remote
- Physical inspection of the MDF closet at 60 Central Avenue, Cortland, NY 13045
- Review of current state network documentation
- LLDP crawl of the full campus switching infrastructure from the core out (approx. 85 HP switches at 5 locations) order to discover the switch inventory, physical topology, uplinks and port count.
- Identify all critical single points of failure on LAN/WAN interfaces from core switch outbound to internet
- Uncover discrepancies between the findings of the discovery and current network documentation (documentation may be inaccurate)
- Analyze current switch configurations (on a small subset of switches) to formulate recommendations for best practices
- Analysis of WAN connections between (5) sites, all layer 2 today
- Analysis of current routing design
- Based on the data gathered throughout the discovery and analysis, DynTek will author a document with industry wide best-practice network design recommendations to remedy any weaknesses discovered. This will include:
 - Redundancy
 - Management & Monitoring
 - Performance
 - Future Growth / Scalability
 - Switch configuration best-practices
 - Discrepancies between the discovery findings and current network documentation
 - Spanning-Tree (Currently disabled)
 - Routing Design
- Project Management services throughout the entire engagement

Out of Scope

DynTek will not be responsible for conducting any work not explicitly defined in this SOW. Examples of out of scope tasks are listed below:

- Remediating issues found in the Client network or implementing any changes to the network (i.e. change firewall rules)
- Configuration or remediation of user workstations
- Installation, troubleshooting, or physical remediation of Wireless Access Points or RF based wireless network connectivity issues
- Implementation, configuration, and remediation of client provisioned PKI infrastructure. This includes certificate deployment and revocation processes
- Any structural or logical remediation tasks necessary to ensure success of the solution
- Purchasing of SSL certificates
- Analysis of Servers, Storage, VMWare, VoIP, Wireless, Cloud
- Discovery of EoL devices
- Discovery of current firmware versions
- Security audit
- Configuration analysis of Firewalls and Load Balancers
- Network Documentation
- Knowledge transfer is focused on providing details specific to this environment and is never a substitute for authorized training by an Authorized Learning Center, such as DynTek. Contact your DynTek account representative for more information about authorized training classes

If any of the above examples of excluded services are required, change control will apply and an increase to the total services fees may apply.

>> Assumptions

Assumptions

Client Project Lead: Client will appoint a project lead that is an employee of Client. The project lead will have authority and responsibility to make final decisions about the system including scope, audience, functionality and deliverables and project sign-off. They will have in hand detailed current state information on the WAN, LAN, and overall network configuration aspects, or access to additional personnel or resources that do.

Communication: Questions from DynTek to Client will be answered by Client within one (8 hour) business day.

System/Access Prerequisites: Client asserts that the general server, network, and IT infrastructure is stable and able to support this project as described in this SOW. DynTek consultants will be provided with necessary security access to networking systems and facilities during the performance of the professional services. For onsite consultants, any Client delays due to configuration specifications, hardware availability, or facility access are subject to change orders as billable delays.

Workspace: Client shall provide a working space, including necessary utilities, electrical power, test data files/forms to accomplish tasks associated with this SOW. Client will supply office space, office supplies, computer equipment, telephone, applicable regulations, manuals, texts, briefs, internet access and other materials associated with the project and the hardware/software noted in this SOW, as required.

Licensing: All software supplied by Client to be installed in any environment used for this engagement has been legally obtained and fully licensed for each user and server and is in compliance with all applicable laws and vendor requirements. DynTek is not responsible for product related defects and assumes that bugs in manufacturer software, hardware, specifications, design, etc. are the responsibility of that manufacturer.

Travel: Travel expenses to/from the primary work location are included in the cost of services. DynTek utilizes an industry standard for projects that require overnight travel. When needed, the delivery team will arrive on-site at the designated start time the first day of the week, remain on-site until the end of the workday the fourth day, and work remotely on the fifth day.

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>> Fee Structure

This project is being offered as a **Time & Materials** engagement. The investment table below outlines the estimated hours for each phase, the agreed upon hourly rate, and the total Client investment. Hours for each phase are estimates and available hours may shift to other phases as needed. Any manufacturer investment is specified and explained. Additionally, recurring and one-time licenses are presented.

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Scope of Work: DynTek hereby agrees to provide Services to Client as set forth in any statement of work executed by both DynTek and Client or any quote issued by DynTek and signed by Client without regard to whether it has been signed by DynTek ("SOW").

Terms of Service: DynTek agrees to comply with all reasonable written requirements related to security, regulatory compliance, health and safety, privacy, confidentiality that are provided to DynTek by Client. DynTek shall comply with all federal, state, and local laws, regulations, and ordinances applicable to the Services and shall obtain all governmental permits, licenses, and consents that are required to perform the Services. DynTek employees and subcontractors, when working on premises of Client or at their own office, shall observe the working hours, working rules, and holiday policy of Client. Client shall have the right to put in place such restrictions on access to its premises and computer network as it deems necessary in its sole discretion in order to safeguard its Confidential Information (as defined below) and DynTek shall require its employees and subcontractors to abide by such access restrictions. DynTek shall, if requested by Client, at Client's sole expense obtain a background check on each DynTek employee and subcontractor who will enter Client's premises or otherwise have access to Client's computer network. If Client requires a background check, DynTek will not allow an employee or subcontractor to enter Client's premises or have access to Client's computer network unless Client is satisfied in its sole discretion with the results of the background check.

If Client reasonably requests that an individual DynTek employee or subcontractor cease providing Services to Client, DynTek shall comply with such request. In such event, Client shall provide two-weeks advanced written notice to DynTek unless the circumstances dictate a shorter notice period. DynTek shall use reasonable commercial efforts to promptly replace any DynTek employee or subcontractor removed at Client's request. If DynTek is not able to replace such employee or subcontractor within five (5) business days after the employee or subcontractor is removed, Client shall have the right to terminate the portion of the SOW applicable to such removed employee or subcontractor by providing written notice to DynTek, provided that Client shall pay DynTek for all Services performed prior to the date of termination. If any DynTek employee or subcontractor fails to perform in accordance with Client's work site policies or the applicable SOW and is removed by DynTek at Client's request, DynTek shall provide a credit to Client of one (1) project daily rate for such non-performance. Subject to the limited warranty provided below, this credit shall be DynTek's sole obligation to Client with respect to a DynTek employee or subcontractor who fails to perform in accordance with Client's work site policies or the applicable SOW.

Overtime and Holiday Pay: If Client directs DynTek's employees or subcontractors to work more than eight hours per day or on holidays, Client shall pay additional compensation to DynTek for overtime or holiday pay, as appropriate. If DynTek and Client have not agreed to a fee schedule for overtime and holiday pay, they shall negotiate in good faith an appropriate fee schedule.

Fees, Billing and Payment: In consideration of the Services provided by DynTek, Client agrees to pay DynTek the fees and expenses set forth in each SOW. DynTek shall issue invoices to Client pursuant to the timetable described in the SOW or, if no billing timetable is in the SOW, on such basis as DynTek shall determine. Client shall pay each invoice within thirty (30) days of the invoice date. Any amounts not paid by Client when due shall be subject to interest charges, from the date due until paid, at a rate of one and one-half percent (1.5%) per month or the highest interest rate allowable by law (whichever is less). If any amount due to DynTek from Client becomes past due for any reason, DynTek may at its option withhold further Services until all invoices have been paid in full, and such withholding of Services shall not be considered a breach or default of any of DynTek's obligations under these Terms or any SOW.

Termination: Client may terminate any SOW without cause and without penalty upon written notice to DynTek when notice is received no later than 7 days prior to the first day on which Services are to be provided under the SOW. Either party may terminate an SOW if the other party is in material breach of the SOW or these Terms and such breach remains uncured: (i) in the event of a monetary breach, seven (7) days after written notice of breach is delivered to the other party and (ii) in the event of a non-monetary breach, fourteen (14) days after written notice of breach is delivered to the other party. Any such termination shall be in addition to any other remedies that may be available to the non-breaching party. DynTek agrees that upon completion or termination of a SOW, and without regard to whether the Services have been fully completed, DynTek shall promptly deliver to Client one copy of all notebooks, data, information, and other material acquired or compiled by DynTek in respect to the Services, including any source code, object code, and technical documentation, upon payment by Client of all undisputed invoices for all Services performed prior to completion or termination.

Confidential Information and Data Security: The parties acknowledge that during the course of DynTek providing Services to Client one party may disclose Confidential Information to the other party. The party disclosing Confidential Information is referred to as the "Disclosing Party" and the party receiving Confidential Information is referred to as the "Receiving Party." Confidential Information shall mean all information disclosed by the Disclosing Party to the Receiving Party which is non-public, either proprietary or confidential in nature and related to the Disclosing Party's business or other activities including, but not limited to, information relating to the Disclosing Party's trade secrets, business plans, products, services, advertising, financial records, suppliers, vendors, innovations, fees, customers, technology, contracts, inventions, intellectual property, computer software, computer systems, marketing methods, sales margins, cost of goods, cost of materials, capital structure, and operating results.

The Receiving Party shall maintain the Confidential Information in strict confidence and limit disclosure to its employees, subcontractors, consultants, and representatives who have a need to know such information in connection with the Services provided to Client by DynTek. The Receiving Party shall only use Confidential Information in connection with the Receiving Party's business relationship with the Disclosing Party and shall not use the Confidential Information for any other purpose or disclose it to any third party. The Receiving Party's obligations to protect the Confidential Information will survive for three (3) years after the termination or completion of the SOW under which the Confidential Information was disclosed by the Disclosing Party. These confidentiality obligations shall not apply to any information which: (i) was lawfully in the Receiving Party's possession before receipt from the Disclosing Party, (ii) at or after the time of disclosure, becomes generally available to the public other than through any act or omission of the Receiving Party, (iii) is developed by the Receiving Party independently of any Confidential Information it receives from the Disclosing Party.

Party, or (iv) the Receiving Party receives from a third party free to make such disclosure without, to the best of Receiving Party's knowledge, breach of any legal contractual obligation to the Disclosing Party. If the Receiving Party is confronted with legal action to disclose Confidential Information it shall, unless prohibited by applicable law, provide prompt written notice to the Disclosing Party to allow the Disclosing Party an opportunity to seek a protective order or other relief it deems appropriate. If disclosure is nonetheless required, the Receiving Party shall limit its disclosure to only that portion of the Confidential Information that its legal counsel advises must be disclosed. All Confidential Information shall remain the property of the Disclosing Party. All copies of Confidential Information shall be returned to the Disclosing Party, or at the option of the Disclosing Party destroyed, promptly upon the Disclosing Party's request.

To the extent DynTek stores any of Client's Confidential Information on DynTek's network or systems, DynTek shall maintain commercially reasonable administrative, physical, and technical safeguards for protection of the security, confidentiality, and integrity of such Confidential Information.

Limited Warranty and Limitation of Liability: The Services to be performed hereunder are in the nature of professional technology services and advice. DynTek warrants that the Services will be performed by qualified personnel in a professional and workmanlike manner in accordance with generally accepted industry standards and practices. DynTek does not warrant the results or achievements of the Services provided or the resulting work product and deliverables. DynTek warrants that it has current title, or up to date licenses, to any software it uses in connection with providing the Services or sells or otherwise provides to Client ("Software"), and that the Software will be free of viruses. DynTek does not provide any other warranty regarding the Software or any equipment installed or supplied by DynTek. DynTek hereby assigns to Client all of DynTek's rights, if any, in any warranties provided by the manufacturer such Software or equipment. Client's sole and exclusive remedy for breach of the warranties set forth above is reperformance of the Services in question, or at DynTek's sole discretion, refund of any amounts paid by Client for such Services and, in respect to Software that is found to have a virus, replacement of the Software, or at DynTek's sole discretion, refund of any amounts paid by Client for such Software.

THE WARRANTIES SET FORTH ABOVE ARE EXCLUSIVE AND ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED, STATUTORY OR OTHERWISE WITH RESPECT TO THE SERVICES, WORK PRODUCT, DELIVERABLES, SOFTWARE OR EQUIPMENT PROVIDED TO CLIENT BY DYNTek, OR AS TO THE RESULTS WHICH MAY BE OBTAINED THEREFROM. DYNTek DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR AGAINST INFRINGEMENT. IN NO EVENT SHALL DYNTek BE LIABLE TO CLIENT UNDER THESE TERMS OR ANY SOW FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, STATUTORY, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, LOSS OF USE, LOSS OF TIME, LOSS OF DATA, INCONVENIENCE, LOST BUSINESS OPPORTUNITIES, DAMAGE TO GOODWILL OR REPUTATION, AND COSTS OF COVER, REGARDLESS OF WHETHER SUCH LIABILITY IS BASED ON BREACH OF CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, AND EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR SUCH DAMAGES COULD HAVE BEEN REASONABLY FORESEEN. EXCEPT WITH RESPECT TO DYNTek'S INDEMNIFICATION OBLIGATION UNDER THESE TERMS, DYNTek'S ENTIRE AGGREGATE LIABILITY FOR ANY CLAIM RELATING TO THE SERVICES OR ANY SOFTWARE OR EQUIPMENT PROVIDED BY DYNTek SHALL NOT EXCEED THE FEES PAID OR PAYABLE BY CLIENT TO DYNTek FOR THE SERVICES, SOFTWARE OR EQUIPMENT GIVING RISE TO THE CLAIM.

Business Ethics: DynTek agrees not to make, or promise or offer to make, payments in the form of money, property, services or otherwise, whether directly or indirectly to any agency, official, employee or representative of any government or political party, with the intended purpose of influencing the recipient thereof to give favorable treatment or competitive advantage to the Client or DynTek. This section does not prohibit normal discounts and allowances, sales promotion activities and the extension of services and other customary courtesies made in the ordinary course of business.

Indemnification: DynTek shall indemnify, defend and hold Client harmless from and against any and all claims, actions, liabilities, obligations, fines, damages, losses, demands, recoveries, deficiencies, costs or expenses, including without limitation, reasonable attorneys' fees and expenses, incurred by Client as a direct result of DynTek's fraud, gross negligence, or willful misconduct, or (b) a claim by a third party that the Services infringe upon such third party's intellectual property rights.

Insurance: At all times during which DynTek is providing Services to Client, DynTek shall secure and maintain at its own expense commercially adequate insurance coverage and shall provide a certificate of insurance to Client upon request.

Attorneys' Fees: In the event of any breach of these Terms or any SOW, or dispute with respect to matters arising hereunder or thereunder, the prevailing party shall be entitled to recover from the other party all costs and expenses, including, without limitation, reasonable attorneys' fees incurred in connection with such breach or dispute.

Independent Contractor Status: The relationship of the parties hereto is that of independent contractors. Nothing in these Terms or any SOW, and no course of dealing between the parties, shall be construed to create or imply an employment or agency relationship or a partnership or joint venture relationship between the parties between one party and the other party's employees, subcontractors, or agents.

Force Majeure: Neither party shall be liable for any default or delay in the performance of its obligations hereunder if and to the extent such default or delay is caused directly or indirectly, by fire, flood, earthquake, elements of nature or other acts of God; acts of war, terrorism, riots, civil disorders, rebellions or revolutions in the United States; viruses or pandemics; strikes, lockouts, or labor difficulties; or any other similar causes beyond the reasonable control of such party that could not have been prevented by reasonable precautions.

Miscellaneous: These Terms and the SOWs may not be amended or modified except on the written agreement of the parties. No party shall have the right to assign these Terms or any SOW, or any of its rights or obligations hereunder or thereunder, without first obtaining the prior written consent of the other party. These Terms shall supersede all agreements, whether written or oral, previously made between the parties relating to the subject matter hereof. These Terms and each SOW may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one in the same agreement. Except as otherwise provided herein or in any SOW, these Terms and each SOW shall be binding upon, and inure to the benefit of, the parties hereto and the respective heirs, successors and permitted assigns. Any failure of any party hereto to comply with any obligation, covenant, agreement or condition herein or in any SOW may be waived by the other party, but any such waiver or failure to insist upon strict compliance with such obligation, covenant, agreement or condition shall not operate as a waiver or estoppel with respect to any subsequent or future failure. If any one or more of the provisions or parts of a provision contained in these Terms or any SOW shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions or parts of these Terms or the SOW and the remaining provisions shall continue in full force and effect.

Main: 949.271.6700
Email: jamie.johnson@dyntek.com
Web: www.dyntek.com
Tax ID: 13-4067484

2.c



Governing Law: The laws of the State of New York shall govern the validity, construction, performance, and enforcement of these Terms and all SOWs unless otherwise provided in a written purchase order or signed Master Services Agreement between DynTek and Client.

Attachment: Network Assessment 8.13.21 (10010 : Authorize Agreement for Network Assessment - Information Technology)

Cortland County - Network Assessment

Prepared by:

DynTek Services, Inc.

Jamie Johnson
5241 California Avenue
Suite 150
Irvine, CA 92617
(518) 207-3412
jamie.johnson@dyntek.com

Prepared for:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Quote Information:

Quote #: 003691

Version: 1

Quote Date: 08/12/2021

Expiration Date: 08/31/2021

Bill To:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Ship To:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Quote Summary

Description	Amount
Service Fees	\$16,500.00
Total:	\$16,500.00

DynTek Services, Inc.

Cortland County

Signature: _____

Name: Jamie Johnson

Title: _____

Date: 08/12/2021

Signature: _____

Name: Tom McGrath

Date: _____



DYNTEK

DYNAMIC TECHNOLOGY SOLUTIONS

We have prepared a quote for you

Cortland County - Network Assessment

QUOTE #003691 V1

PREPARED FOR

Cortland County

PREPARED BY

Jamie Johnson

>> Summary of Services

Professional Services Request

This Statement of Work (SOW) is intended as a response to a request made to DynTek Services, Inc. (DynTek) by Cortland County ("Client"). The information contained herein was developed based on an interpretation of requirements identified by Client. If any discrepancies to Client's original request arise, or modifications be made, DynTek reserves the right to modify its SOW with a mutually agreed Change Order. The data in this SOW will not be disclosed outside the Client's organization, and will not be duplicated, used, nor disclosed, in whole nor in part, for any purposes other than to evaluate the SOW. If a contract is awarded to DynTek as a result of, or in connection with, the submission of this SOW, Client will have the right to duplicate, use, or disclose the data to the extent provided by the contract within their organization. This restriction does not limit the right of Client to use information contained in this document, if it is obtained from another source without restriction.

The information in this SOW is valid as of **08/02/2021**, and this proposal is valid for 90 days from that date, after which a new SOW may be required.

The services requested require **Survey and Evaluation** support. If additional types of service are required, change control will apply.

The services will be delivered via **Hybrid (On-site and Remote)** resources. In the event that a change to the all on-site all remote or hybrid services is required, change control will apply.

The services have been assigned a governance tier of **Full Project Management**. Details on services included at this tier are included in this SOW.

Client Contact: Tom McGrath

Client Contact Email: tmcgrath@cortland-co.org

Client Contact Phone: (607) 428-5441

DynTek Account Executive: Jamie Johnson

DynTek Account Executive Phone: (518) 207-3412

DynTek Inside Sales Rep: Jamie Ratcliff - Jamie.ratcliff@dyntek.com - (949) 271-6753

DynTek Principal Architect: Christopher Scotto - christopher.scotto@dyntek.com - (646)205-4754

Executive Summary

Cortland County has requested assistance from DynTek to perform a discovery and analysis of the existing network infrastructure in order to provide recommendations for improvement based on industry recognized best practices. This Statement of Work will outline the specifics of this request.

>> Scope of Services

In Scope

Below is a list of the tasks to be performed during this service request:

- Perform a high-level discovery and analysis of the campus LAN/WAN environment at Cortland County with a focus on industry-wide design best practices, and future growth (future DR site)
- 1 – 2 days on-site, the rest will be remote
- Physical inspection of the MDF closet at 60 Central Avenue, Cortland, NY 13045
- Review of current state network documentation
- LLDP crawl of the full campus switching infrastructure from the core out (approx. 85 HP switches at 5 locations) order to discover the switch inventory, physical topology, uplinks and port count.
- Identify all critical single points of failure on LAN/WAN interfaces from core switch outbound to internet
- Uncover discrepancies between the findings of the discovery and current network documentation (documentation may be inaccurate)
- Analyze current switch configurations (on a small subset of switches) to formulate recommendations for best practices
- Analysis of WAN connections between (5) sites, all layer 2 today
- Analysis of current routing design
- Based on the data gathered throughout the discovery and analysis, DynTek will author a document with industry wide best-practice network design recommendations to remedy any weaknesses discovered. This will include:
 - Redundancy
 - Management & Monitoring
 - Performance
 - Future Growth / Scalability
 - Switch configuration best-practices
 - Discrepancies between the discovery findings and current network documentation
 - Spanning-Tree (Currently disabled)
 - Routing Design
- Project Management services throughout the entire engagement

Out of Scope

DynTek will not be responsible for conducting any work not explicitly defined in this SOW. Examples of out of scope tasks are listed below:

- Remediating issues found in the Client network or implementing any changes to the network (i.e. change firewall rules)
- Configuration or remediation of user workstations
- Installation, troubleshooting, or physical remediation of Wireless Access Points or RF based wireless network connectivity issues
- Implementation, configuration, and remediation of client provisioned PKI infrastructure. This includes certificate deployment and revocation processes
- Any structural or logical remediation tasks necessary to ensure success of the solution
- Purchasing of SSL certificates
- Analysis of Servers, Storage, VMWare, VoIP, Wireless, Cloud
- Discovery of EoL devices
- Discovery of current firmware versions
- Security audit
- Configuration analysis of Firewalls and Load Balancers
- Network Documentation
- Knowledge transfer is focused on providing details specific to this environment and is never a substitute for authorized training by an Authorized Learning Center, such as DynTek. Contact your DynTek account representative for more information about authorized training classes

If any of the above examples of excluded services are required, change control will apply and an increase to the total services fees may apply.

>> Assumptions

Assumptions

Client Project Lead: Client will appoint a project lead that is an employee of Client. The project lead will have authority and responsibility to make final decisions about the system including scope, audience, functionality and deliverables and project sign-off. They will have in hand detailed current state information on the WAN, LAN, and overall network configuration aspects, or access to additional personnel or resources that do.

Communication: Questions from DynTek to Client will be answered by Client within one (8 hour) business day.

System/Access Prerequisites: Client asserts that the general server, network, and IT infrastructure is stable and able to support this project as described in this SOW. DynTek consultants will be provided with necessary security access to networking systems and facilities during the performance of the professional services. For onsite consultants, any Client delays due to configuration specifications, hardware availability, or facility access are subject to change orders as billable delays.

Workspace: Client shall provide a working space, including necessary utilities, electrical power, test data files/forms to accomplish tasks associated with this SOW. Client will supply office space, office supplies, computer equipment, telephone, applicable regulations, manuals, texts, briefs, internet access and other materials associated with the project and the hardware/software noted in this SOW, as required.

Licensing: All software supplied by Client to be installed in any environment used for this engagement has been legally obtained and fully licensed for each user and server and is in compliance with all applicable laws and vendor requirements. DynTek is not responsible for product related defects and assumes that bugs in manufacturer software, hardware, specifications, design, etc. are the responsibility of that manufacturer.

Travel: Travel expenses to/from the primary work location are included in the cost of services. DynTek utilizes an industry standard for projects that require overnight travel. When needed, the delivery team will arrive on-site at the designated start time the first day of the week, remain on-site until the end of the workday the fourth day, and work remotely on the fifth day.

Health Safety: Client must meet at least the minimum level of employee health and safety specifications in accordance with in-country legislation requirements. Client will provide DynTek with a copy of their health and safety policy prior to a site activity taking place and, if applicable, notify DynTek of any Personal Protective Equipment ("PPE") required prior to the commencement of any services. Client must provide a single point of contact for any health and safety issues related to individual site(s).

Additional Project Assumptions:

>> Governance Tier

Project Management

The DynTek Project Manager is responsible for overall project timeline, scope, budget management, resource scheduling/tracking, communication planning and execution. A project plan (format and complexity dependent on scope) developed and managed. The Project Manager is the single point of contact for the project.

Escalation Path – The DynTek PMO Director is the escalation point for any project concerns or issues that may be unresolved.

Deliverables and Expectations:

- Project Kickoff via (Onsite/Remote)
- Communication plan; contact data - Project Delivery Team
- Working Calls as required
- Regular Status Meetings and Reporting
- Agenda, Meeting Minutes, & Risk, Issue & Action Item Tracking
- Deliverable/Milestone Tracking
- Scope/Budget Management
- Change Order Management
- Resource Scheduling & Oversight
- Management and Coordination of 3rd Party Vendors
- Project Documentation (if required) via Electronic Delivery
- Project Closeout meeting via (Onsite/Remote)

>> Fee Structure

This project is being offered as a **Time & Materials** engagement. The investment table below outlines the estimated hours for each phase, the agreed upon hourly rate, and the total Client investment. Hours for each phase are estimates and available hours may shift to other phases as needed. Any manufacturer investment is specified and explained. Additionally, recurring and one-time licenses are presented.

>> Payment Structure

DynTek will provide written notification upon completion of the Services to Client. The Client shall, within three (3) Business Days of receipt of such notification, provide written acknowledgement of DynTek's completion of the Services. Client's failure to acknowledge completion of the Services or to provide reasons for rejection of the Services within the three (3) Business Day period signifies Client's acceptance of completion of the Services in accordance with this SOW.

DynTek will submit invoices to Client upon completion for the Services furnished and any reasonable, pre-approved expense incurred hereunder during the Services execution period; Client shall make payment to DynTek within thirty (30) days after receipt of invoice. The invoice shall provide a breakdown and distribution of charges by name of individual and applicable expenses. If Client disputes an invoice amount, Client shall notify DynTek immediately and remit the uncontested amount.

Service Fees

Description		Price	Qty	Ext. Pri
PS-PM-I	Project Management - Project Manager responsible for overall project timeline, scope and budget management	\$200.00	15	\$3,000.00
PS-SVC-I	Project Consultant Hourly	\$225.00	60	\$13,500.00
Subtotal:				\$16,500.00

>> MSA Clause

Terms of Engagement: These Terms and Conditions of Engagement replace all previous representations or understandings for services to be performed unless superseded by state contract, written purchase order requirements, a signed Master Services Agreement.

>> General Terms and Conditions

Terms of Engagement: These Terms and Conditions of Engagement ("Terms") shall apply to all services ("Services") performed by DynTek Services, Inc. ("DynTek") for client named below ("Client") unless these Terms are superseded by a signed Master Services Agreement between DynTek and Client. These Terms shall also be subject to any written purchase order or state or federal contract applicable to the Services.

Scope of Work: DynTek hereby agrees to provide Services to Client as set forth in any statement of work executed by both DynTek and Client or any quote issued by DynTek and signed by Client without regard to whether it has been signed by DynTek ("SOW").

Terms of Service: DynTek agrees to comply with all reasonable written requirements related to security, regulatory compliance, health and safety, privacy, confidentiality that are provided to DynTek by Client. DynTek shall comply with all federal, state, and local laws, regulations, and ordinances applicable to the Services and shall obtain all governmental permits, licenses, and consents that are required to perform the Services. DynTek employees and subcontractors, when working on premises of Client or at their own office, shall observe the working hours, working rules, and holiday policy of Client. Client shall have the right to put in place such restrictions on access to its premises and computer network as it deems necessary in its sole discretion in order to safeguard its Confidential Information (as defined below) and DynTek shall require its employees and subcontractors to abide by such access restrictions. DynTek shall, if requested by Client, at Client's sole expense obtain a background check on each DynTek employee and subcontractor who will enter Client's premises or otherwise have access to Client's computer network. If Client requires a background check, DynTek will not allow an employee or subcontractor to enter Client's premises or have access to Client's computer network unless Client is satisfied in its sole discretion with the results of the background check.

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The Receiving Party shall maintain the Confidential Information in strict confidence and limit disclosure to its employees, subcontractors, consultants, and representatives who have a need to know such information in connection with the Services provided to Client by DynTek. The Receiving Party shall only use Confidential Information in connection with the Receiving Party's business relationship with the Disclosing Party and shall not use the Confidential Information for any other purpose or disclose it to any third party. The Receiving Party's obligations to protect the Confidential Information will survive for three (3) years after the termination or completion of the SOW under which the Confidential Information was disclosed by the Disclosing Party. These confidentiality obligations shall not apply to any information which: (i) was lawfully in the Receiving Party's possession before receipt from the Disclosing Party, (ii) at or after the time of disclosure, becomes generally available to the public other than through any act or omission of the Receiving Party, (iii) is developed by the Receiving Party independently of any Confidential Information it receives from the Disclosing Party.

Party, or (iv) the Receiving Party receives from a third party free to make such disclosure without, to the best of Receiving Party's knowledge, breach of any legal contractual obligation to the Disclosing Party. If the Receiving Party is confronted with legal action to disclose Confidential Information it shall, unless prohibited by applicable law, provide prompt written notice to the Disclosing Party to allow the Disclosing Party an opportunity to seek a protective order or other relief it deems appropriate. If disclosure is nonetheless required, the Receiving Party shall limit its disclosure to only that portion of the Confidential Information that its legal counsel advises must be disclosed. All Confidential Information shall remain the property of the Disclosing Party. All copies of Confidential Information shall be returned to the Disclosing Party, or at the option of the Disclosing Party destroyed, promptly upon the Disclosing Party's request.

To the extent DynTek stores any of Client's Confidential Information on DynTek's network or systems, DynTek shall maintain commercially reasonable administrative, physical, and technical safeguards for protection of the security, confidentiality, and integrity of such Confidential Information.

Limited Warranty and Limitation of Liability: The Services to be performed hereunder are in the nature of professional technology services and advice. DynTek warrants that the Services will be performed by qualified personnel in a professional and workmanlike manner in accordance with generally accepted industry standards and practices. DynTek does not warrant the results or achievements of the Services provided or the resulting work product and deliverables. DynTek warrants that it has current title, or up to date licenses, to any software it uses in connection with providing the Services or sells or otherwise provides to Client ("Software"), and that the Software will be free of viruses. DynTek does not provide any other warranty regarding the Software or any equipment installed or supplied by DynTek. DynTek hereby assigns to Client all of DynTek's rights, if any, in any warranties provided by the manufacturer such Software or equipment. Client's sole and exclusive remedy for breach of the warranties set forth above is reperformance of the Services in question, or at DynTek's sole discretion, refund of any amounts paid by Client for such Services and, in respect to Software that is found to have a virus, replacement of the Software, or at DynTek's sole discretion, refund of any amounts paid by Client for such Software.

THE WARRANTIES SET FORTH ABOVE ARE EXCLUSIVE AND ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED, STATUTORY OR OTHERWISE WITH RESPECT TO THE SERVICES, WORK PRODUCT, DELIVERABLES, SOFTWARE OR EQUIPMENT PROVIDED TO CLIENT BY DYNTek, OR AS TO THE RESULTS WHICH MAY BE OBTAINED THEREFROM. DYNTek DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR AGAINST INFRINGEMENT. IN NO EVENT SHALL DYNTek BE LIABLE TO CLIENT UNDER THESE TERMS OR ANY SOW FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, STATUTORY, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, LOSS OF USE, LOSS OF TIME, LOSS OF DATA, INCONVENIENCE, LOST BUSINESS OPPORTUNITIES, DAMAGE TO GOODWILL OR REPUTATION, AND COSTS OF COVER, REGARDLESS OF WHETHER SUCH LIABILITY IS BASED ON BREACH OF CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, AND EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR SUCH DAMAGES COULD HAVE BEEN REASONABLY FORESEEN. EXCEPT WITH RESPECT TO DYNTek'S INDEMNIFICATION OBLIGATION UNDER THESE TERMS, DYNTek'S ENTIRE AGGREGATE LIABILITY FOR ANY CLAIM RELATING TO THE SERVICES OR ANY SOFTWARE OR EQUIPMENT PROVIDED BY DYNTek SHALL NOT EXCEED THE FEES PAID OR PAYABLE BY CLIENT TO DYNTek FOR THE SERVICES, SOFTWARE OR EQUIPMENT GIVING RISE TO THE CLAIM.

Business Ethics: DynTek agrees not to make, or promise or offer to make, payments in the form of money, property, services or otherwise, whether directly or indirectly to any agency, official, employee or representative of any government or political party, with the intended purpose of influencing the recipient thereof to give favorable treatment or competitive advantage to the Client or DynTek. This section does not prohibit normal discounts and allowances, sales promotion activities and the extension of services and other customary courtesies made in the ordinary course of business.

Indemnification: DynTek shall indemnify, defend and hold Client harmless from and against any and all claims, actions, liabilities, obligations, fines, damages, losses, demands, recoveries, deficiencies, costs or expenses, including without limitation, reasonable attorneys' fees and expenses, incurred by Client as a direct result of DynTek's fraud, gross negligence, or willful misconduct, or (b) a claim by a third party that the Services infringe upon such third party's intellectual property rights.

Insurance: At all times during which DynTek is providing Services to Client, DynTek shall secure and maintain at its own expense commercially adequate insurance coverage and shall provide a certificate of insurance to Client upon request.

Attorneys' Fees: In the event of any breach of these Terms or any SOW, or dispute with respect to matters arising hereunder or thereunder, the prevailing party shall be entitled to recover from the other party all costs and expenses, including, without limitation, reasonable attorneys' fees incurred in connection with such breach or dispute.

Independent Contractor Status: The relationship of the parties hereto is that of independent contractors. Nothing in these Terms or any SOW, and no course of dealing between the parties, shall be construed to create or imply an employment or agency relationship or a partnership or joint venture relationship between the parties between one party and the other party's employees, subcontractors, or agents.

Force Majeure: Neither party shall be liable for any default or delay in the performance of its obligations hereunder if and to the extent such default or delay is caused directly or indirectly, by fire, flood, earthquake, elements of nature or other acts of God; acts of war, terrorism, riots, civil disorders, rebellions or revolutions in the United States; viruses or pandemics; strikes, lockouts, or labor difficulties; or any other similar causes beyond the reasonable control of such party that could not have been prevented by reasonable precautions.

Miscellaneous: These Terms and the SOWs may not be amended or modified except on the written agreement of the parties. No party shall have the right to assign these Terms or any SOW, or any of its rights or obligations hereunder or thereunder, without first obtaining the prior written consent of the other party. These Terms shall supersede all agreements, whether written or oral, previously made between the parties relating to the subject matter hereof. These Terms and each SOW may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one in the same agreement. Except as otherwise provided herein or in any SOW, these Terms and each SOW shall be binding upon, and inure to the benefit of, the parties hereto and the respective heirs, successors and permitted assigns. Any failure of any party hereto to comply with any obligation, covenant, agreement or condition herein or in any SOW may be waived by the other party, but any such waiver or failure to insist upon strict compliance with such obligation, covenant, agreement or condition shall not operate as a waiver or estoppel with respect to any subsequent or future failure. If any one or more of the provisions or parts of a provision contained in these Terms or any SOW shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions or parts of these Terms or the SOW and the remaining provisions shall continue in full force and effect.

Main: 949.271.6700
Email: jamie.johnson@dyntek.com
Web: www.dyntek.com
Tax ID: 13-4067484

2.d

DYNTÉK
DYNAMIC TECHNOLOGY SOLUTION

Governing Law: The laws of the State of New York shall govern the validity, construction, performance, and enforcement of these Terms and all SOWs unless otherwise provided in a written purchase order or signed Master Services Agreement between DynTek and Client.

Attachment: DRCS_Cortland County_LAN Assessment Support_final 08-13-2021 (10010 : Authorize Agreement for Network Assessment -

Cortland County - Network Assessment

Prepared by:

DynTek Services, Inc.

Jamie Johnson
5241 California Avenue
Suite 150
Irvine, CA 92617
(518) 207-3412
jamie.johnson@dyntek.com

Prepared for:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Quote Information:

Quote #: 003691

Version: 1

Quote Date: 08/12/2021

Expiration Date: 08/31/2021

Bill To:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Ship To:

Cortland County

60 Central Ave
Cortland, NY 13045
Tom McGrath
(607) 428-5441
tmcgrath@cortland-co.org

Quote Summary

Description	Amount
Service Fees	\$16,500.00
Total:	\$16,500.00

DynTek Services, Inc.

Cortland County

Signature: _____

Name: Jamie Johnson

Title: _____

Date: 08/12/2021

Signature: _____

Name: Tom McGrath

Date: _____

November 2021 Treasurer's Report

1. Trusts: No change: (Funds Paid into Court)

Open Accounts in 2020: 18

New Accounts: 2

Accounts Sent to NYS Comptroller: 9

Accounts Disbursed: 5 Total

Total Remaining Open Accounts: 6

Anticipate sending 4 inactive funds deemed "abandoned" to NYS Comptroller in 2022 leaving 2 remaining funds.

2. Open Estates: No Change: I'm currently the Administrator of 11 open estates. 9 estates are mortgage foreclosures. **Mortgage/delinquent property tax foreclosure moratorium has been extended by NYS until January 15, 2022.** Auctions for mortgaged properties are arranged by a court appointed "Referee" independent of our office.

3. Foreclosure Auction: No Change: Property can be reclaimed by current owners 9 business days prior to the auction. Historically, ~30 properties are auctioned annually @ ~\$17,000 each. The number of parcels is constantly changing due to payments, installment agreements & defaults, bankruptcies, legal actions, etc...

We now anticipate scheduling an auction in the fall of 2022 for 2018 thru 2020 tax delinquent properties with approval by the legislature and Legal for an estimated total of ~ 90 parcels. Additionally, we will be competing with Supreme Court Mortgage Foreclosure Auctions: ~ 10.

When the NYS Foreclosure Moratorium ends in January, 2022, many more properties will be available to auction in NYS which may result in **lower bids for parcels**.

4. Treasurer General Fund Revenues adjusted for income & expenses:

October 2019 \$36,948,399

October 2020 \$37,093,121

October 2021 ~\$38,406,089 may vary due to late MUNIS entries

5. I will be out of the office 4 to 19 November. My Deputy, Darrel Tuttle, will be filling in for me.

YEAR-TO-DATE BUDGET REPORT

FOR 2021 10								
ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
A132540 TREASURER								
A132540 41001 REAL PROPERTY TAX	-37,003,555	0	-37,003,555	-37,003,555.01	.00	.01	100.0%	
TOTAL TREASURER	-37,003,555	0	-37,003,555	-37,003,555.01	.00	.01	100.0%	
A132541 TREASURER								
A132541 41051 PROCEEDS SALE OF	-510,000	0	-510,000	.00	.00	-510,000.00	.0%*	
TOTAL TREASURER	-510,000	0	-510,000	.00	.00	-510,000.00	.0%	
A132542 TREASURER								
A132542 41230 TREASURER'S FEES	-4,500	0	-4,500	-4,820.00	.00	320.00	107.1%	
A132542 41235 CHARGES FOR TAX R	-88,025	0	-88,025	-3,825.00	.00	-84,200.00	4.3%*	
A132542 42702 Refund of PY Expe	0	0	0	-226,245.19	.00	226,245.19	100.0%	
TOTAL TREASURER	-92,525	0	-92,525	-234,890.19	.00	142,365.19	253.9%	
A132543 STATE REVENUE								
A132543 43014 INDIAN GAMING SET	-100,000	0	-100,000	-216,967.78	.00	116,967.78	217.0%	
A132543 43389 OTHER PUBLIC SAFE	0	0	0	-238,394.00	.00	238,394.00	100.0%	
TOTAL STATE REVENUE	-100,000	0	-100,000	-455,361.78	.00	355,361.78	455.4%	
A132544 FEDERAL AID - TREAS								
A132544 44089 ARP GEN GOVT - FED	0	0	0	-130,113.84	.00	130,113.84	100.0%	
A132544 44808 FEDERAL PILOT REV	-4,814	0	-4,814	-4,783.00	.00	-31.00	99.4%*	
TOTAL FEDERAL AID - TREAS	-4,814	0	-4,814	-134,896.84	.00	130,082.84	2802.2%	
A132545 TREASURER								
A132545 42401 INTEREST & EARNIN	-20,000	0	-20,000	-9,187.20	.00	-10,812.80	45.9%*	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 10								
ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
TOTAL TREASURER	-20,000	0	-20,000	-9,187.20	.00	-10,812.80	45.9%	
A132546 TREASURER								
A132546 41081 PILOT - PAYMENT I	-191,147	0	-191,147	-243,665.10	.00	52,518.10	127.5%	
A132546 41090 INTEREST & PENALT	-400,000	0	-400,000	-409,089.17	.00	9,089.17	102.3%	
TOTAL TREASURER	-591,147	0	-591,147	-652,754.27	.00	61,607.27	110.4%	
A132547 TREASURER								
A132547 41150 OTB SURTAX	-15,000	0	-15,000	-29,748.00	.00	14,748.00	198.3%	
A132547 42652 SALE OF FOREST PR	0	0	0	-7,219.24	.00	7,219.24	100.0%	
A132547 42770 OTHER UNCLASSIFIE	0	0	0	-828.30	.00	828.30	100.0%	
TOTAL TREASURER	-15,000	0	-15,000	-37,795.54	.00	22,795.54	252.0%	
A13255 TREASURER								
A13255 51005 PERSONAL SERVICES	78,712	0	78,712	62,039.28	.00	16,672.79	78.8%	
A13255 54000 TELEPHONE	424	0	424	181.20	.00	242.80	42.7%	
A13255 54005 Office Materials &	200	200	400	378.24	.00	21.76	94.6%	
A13255 54015 Maintenance Agreem	34,950	0	34,950	34,950.00	.00	.00	100.0%	
A13255 54020 POSTAGE	2,500	0	2,500	1,576.38	.00	923.62	63.1%	
A13255 54035 EDUCATION & TRAINI	250	0	250	44.80	.00	205.20	17.9%	
A13255 54040 ASSOC/MEMBERSHIP D	200	0	200	150.00	.00	50.00	75.0%	
A13255 54055 PROFESSIONAL SERVI	88,025	0	88,025	6,269.85	.00	81,755.15	7.1%	
A13255 54060 LEGAL NOTICES / AD	200	-50	150	.00	.00	150.00	.0%	
A13255 54070 INSURANCE	210	0	210	218.45	.00	-8.05	103.8%*	
A13255 54213 I/D COPIER	565	0	565	423.90	.00	141.30	75.0%	
A13255 54444 FEES & PERMITS	5,000	-150	4,850	1,296.35	.00	3,553.65	26.7%	
A13255 54945 OVER/SHORT	0	0	0	-.75	.00	.75	100.0%	
A13255 58020 RETIREMENT	11,020	0	11,020	.00	.00	11,019.69	.0%	
A13255 58030 FICA	6,021	0	6,021	4,623.15	.00	1,398.32	76.8%	
A13255 58040 WORKERS COMP	3,990	0	3,990	4,043.03	.00	-53.03	101.3%*	
A13255 58060 HEALTH INS	7,513	0	7,513	6,068.37	.00	1,445.06	80.8%	
A13255 58062 DENTAL INS	90	0	90	73.08	.00	17.16	81.0%	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 10								
ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
A13255 58065 VISION CARE BENEFI	20	0	20	15.75	.00	3.85	80.4%	
TOTAL TREASURER	239,891	0	239,891	122,351.08	.00	117,540.02	51.0%	
TOTAL GENERAL FUND	-38,097,150	0	-38,097,150	-38,406,089.75	.00	308,939.85	100.8%	
TOTAL REVENUES	-38,337,041	0	-38,337,041	-38,528,440.83	.00	191,399.83		
TOTAL EXPENSES	239,891	0	239,891	122,351.08	.00	117,540.02		

YEAR-TO-DATE BUDGET REPORT

FOR 2021 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-38,097,150	0	-38,097,150	-38,406,089.75	.00	308,939.85	100.8%

** END OF REPORT - Generated by John Banewicz **

YEAR-TO-DATE BUDGET REPORT

FOR 2021 99								
ACCOUNTS FOR: A GENERAL FUND								
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
A135542 REAL PROPERTY TAX SERVICE								
A135542 41289	DEPARTMENTAL FEES							
-34,000.00	0.00	-34,000.00	-22,776.75	0.00	-11,223.25	67.0%		
A135542 42210	GENERAL SERV, OTHER GOVTS							
-14,100.00	0.00	-14,100.00	-14,100.00	0.00	0.00	100.0%		
TOTAL REAL PROPERTY TAX SERVICE								
-48,100.00	0.00	-48,100.00	-36,876.75	0.00	-11,223.25	76.7%		
A135543 REAL PROPERTY TAX SERVICE								
A135543 43089	State Aid - Other							
-500.00	0.00	-500.00	-1,203.00	0.00	703.00	240.6%		
TOTAL REAL PROPERTY TAX SERVICE								
-500.00	0.00	-500.00	-1,203.00	0.00	703.00	240.6%		
A13555 REAL PROPERTY TAX SERVICE								
A13555 51005	PERSONAL SERVICES							
139,042.20	0.00	139,042.20	110,689.52	0.00	28,352.68	79.6%		
A13555 54000	TELEPHONE							
424.00	0.00	424.00	280.88	0.00	143.12	66.2%		
A13555 54001	COPYING/PRINTING							
925.00	-925.00	0.00	0.00	0.00	0.00	.0%		
A13555 54005	Office Materials & Supplies							
5,000.00	-403.00	4,597.00	3,963.25	0.00	633.75	86.2%		
A13555 54007	Janitorial Materials & Supp							
100.00	0.00	100.00	11.46	0.00	88.54	11.5%		
A13555 54015	Maintenance Agreements							
5,904.00	1,428.26	7,332.26	5,733.66	170.34	1,428.26	80.5%		
A13555 54020	POSTAGE							
600.00	0.00	600.00	389.28	0.00	210.72	64.9%		
A13555 54035	EDUCATION & TRAINING							
600.00	753.00	1,353.00	1,353.00	0.00	0.00	100.0%		
A13555 54040	ASSOC/MEMBERSHIP DUES							
275.00	0.00	275.00	275.00	0.00	0.00	100.0%		

YEAR-TO-DATE BUDGET REPORT

FOR 2021 99							
ACCOUNTS FOR: A GENERAL FUND		TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
A13555 54065	EQUIP RENT / LEASES						
	9,232.00	-1,778.26	7,453.74	6,507.74	946.00	0.00	100.0%
A13555 54070	INSURANCE						
	3,320.10	0.00	3,320.10	1,695.15	0.00	1,624.95	51.1%
A13555 54213	I/D COPIER						
	830.00	925.00	1,755.00	1,054.66	0.00	700.34	60.1%
A13555 54444	FEES & PERMITS						
	14,180.00	0.00	14,180.00	14,180.00	0.00	0.00	100.0%
A13555 58020	RETIREMENT						
	19,465.91	0.00	19,465.91	0.00	0.00	19,465.91	.0%
A13555 58030	FICA						
	10,636.73	0.00	10,636.73	7,786.25	0.00	2,850.48	73.2%
A13555 58040	WORKERS COMP						
	5,985.00	0.00	5,985.00	6,064.55	0.00	-79.55	101.3%
A13555 58060	HEALTH INS						
	42,236.35	0.00	42,236.35	34,012.86	0.00	8,223.49	80.5%
A13555 58062	DENTAL INS						
	270.72	0.00	270.72	219.24	0.00	51.48	81.0%
A13555 58065	VISION CARE BENEFITS						
	39.20	0.00	39.20	47.25	0.00	-8.05	120.5%
TOTAL REAL PROPERTY TAX SERVICE							
	259,066.21	0.00	259,066.21	194,263.75	1,116.34	63,686.12	75.4%
TOTAL GENERAL FUND							
	210,466.21	0.00	210,466.21	156,184.00	1,116.34	53,165.87	74.7%
TOTAL REVENUES							
	-48,600.00	0.00	-48,600.00	-38,079.75	0.00	-10,520.25	
TOTAL EXPENSES							
	259,066.21	0.00	259,066.21	194,263.75	1,116.34	63,686.12	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 99

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL						
210,466.21	0.00	210,466.21	156,184.00	1,116.34	53,165.87	74.7%

** END OF REPORT - Generated by Laura Fox **



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

October Activity Review:

- The director participated in 2 mandatory training classes for certification.
- Created 6 new blocks.
- Processed 125 deeds for the month of September, including 13 property splits.
- Assisted 3 individuals with purchasing tax maps.
- Assisted 16 individuals and businesses with purchasing a subscription to Image Mate online.
- Created 69 Sales Cards for local Realtors.
- Answered numerous phone calls relating to Real Property.

Cortland County
Finance Department
November 2021

The Finance Department continues to review County policies and procedures for ways to improve efficiency and utilize MUNIS to its fullest.

Attached are budget to actual reports for revenues and expenditures as of September 30, 2021 and a comparison of revenues and expenditures to the past three years as of September 30, 2021. They are by department and fund. Also attached is a list of current reserves and their balance as of September 30, 2021.

On the budget to actual reports, expenditures committed represent funds “spoken for” and not yet paid. These could be contracts, such as Cortland BDC, Insero, Debt Service and maintenance agreements, or supplies and materials ordered but not yet paid for. Also to note is that the County’s financial records are maintained on the accrual basis of accounting. This means that revenues are recorded when earned rather than when received and expenditure are recorded when incurred rather than when paid.

When looking at the revenue and expenditure budget to actual, one item to note is the percent received/used. In general, the percent used should be around 75% at September 30, 2021. However, due to encumbering some funds, percent used may be higher. In addition, due to the timing of grant requests, several revenues are under budget at this time.

As of September 20, 2021, the expenditures compared to prior years at this same time are less. Some significant changes are as follows:

- 2020 includes expenditures for Transpro, Dwyer Park, the New Power Authority loan payoff, CARES Act payments for transportation (these were funded by revenues), changes to voting laws which added significant expenditures for personnel, printing, and voting equipment, and a one-time transfer to the Solid Waste Fund for equipment, offset by a reduction due to not holding an auction, the timing of snowmobile club payments and a change in management of the Veterans Service Agency.
- 2019 includes expenditures for ProNexus, a new panic button system, increased local share for capital projects and increased costs to the jail for housing out inmates, offset by decreased transfer to County Road, and decreased mental health and public health administration expenditures.
- In 2018, retiree health insurance was charged to departments resulting in the change in A90605 from 2018 to 2019. In addition, the Farmland Protection grants ended in 2018. Safety Office expenditures stopped being reported under this department in 2015 and, in 2019, expenditures related to this were again charged to this department. There was no Auditor, Director of Finance or County Administrator in 2018.
- In 2021, there have been increased legal fees for personnel, the Jacobus Center was closed, increased grants for public health, child advocacy and mental health, fireworks were provided for July 4th and the Dwyer Parking lot was expanded and paved, offset by no May vote in 2021, which reduced personnel and copying/printing costs, reduced EMS grant expenditures due to waiting

for materials for the Court Street property, no buses purchases, reduced social services expenditures and no charges for unemployment to date.

Some significant changes on the revenue side were:

- For 2018, STOP DWI fees were increased, Jacobus Center was in operation, final year of farmland protection grants and accrual accounting for receipts was not timely.
- In 2019, there was significant increase in the proceeds from the property tax auction, Indian Gaming settlement and PILOTS, Tobacco Asset Securitization Fund monies were utilized for the new panic button system, increased early intervention service provided to social services, and increased transportation revenues for operations.
- 2020 saw a 20% reduction in State Aid payments. Many of these reductions were received but not until 2021. The Public Defender had a “catch up” period for prior years’ grants due to the process for approving these grants, resulting in several hundreds of thousands of dollars being recognized. The first year of Hurrell-Harring settlement funds was 2020 and saw revenue recognized for Assigned Counsel. Treasurer revenues are way down due to a property tax auction not being held for 2018 delinquent taxes. Election’s increase is due to timing of the receipt of grant funds from one year to the next. BDC and Cortland Tourism Bureau rent, along with decreased revenue from the NYS Court System resulted in reduced B&G revenue. CARES Act payments for transportation resulted in greater revenues for bus operations.
- To date in 2021, the District Attorney has received all of his funding for salaries; Public Defender and Assigned Counsel are working with the State to finalize budgets so funding can be received; Discovery funding, PILOTS and increased Indian Gaming Settlement funds have resulted in an increase to Treasurer revenue; The loss of the Chamber of Commerce rent resulted in the current decrease for B&G; A lag in work being done at the Court St. property has resulted in reduced reimbursable expenditures for E911 and Emergency Management; The jail received over \$100,000 from NYS for the transport of prisoners. This is expected to be a one-time reimbursement; Increased Pre-K children with special needs services and timing of receipts has increased revenue; to-date, there have been no bus purchases for which the County is reimbursed; The Youth Bureau differences are due to accounting issues the Finance Department is working with Public Health to resolve going forward.

Other items to note:

- Per accounting principles, the full amount of the tax levy has been recorded as revenue. However, \$6,640,432.89 has not yet been received from the City and delinquent tax payers at September 30, 2021. This amount does not include bankruptcy and installment tax agreements for prior years’ taxes.
- Sales tax through September 30, 2021 is up \$5,176,844.67 or 22.67% from 2020. Compared to 2019, sales tax is up \$4,608,447.85 or 19.69%.
- In 2021, the State started diverting monies for the distressed provider fund. To date these diversions have totaled \$274,528.42.
- In addition, starting in 2020, AIM-related payments were diverted in May 2020 and May 2021 in the amount of \$28,450 each year.
- 3rd quarter sales tax in the amount of \$4,404,587.21 was paid to municipalities November 3, 2021.

- FEMA funding for COVID related expenditures has been received in the amount of \$118,857.01. Two applications totaling approximately \$74,000 are currently in the review phase.

Cash is invested in interest bearing savings accounts, money markets and short-term certificates of deposit with NYCLASS, Tompkins Trust Company, Key Bank and NBT Bank. Below is the total of all cash accounts by financial institution as of September 30, 2021.

Key Bank	\$	218,241
NBT Bank		8,757,174
NYCLASS		5,537,146
Tompkins Trust Company		<u>28,337,867</u>
Total Cash in Banks	\$	<u>42,850,428</u>

General Fund reserves totaled \$7,968,562 at September 30, 2021. Unreserved General Fund cash totaled \$26,993,549, of which \$4,490,912 is American Rescue Plan funding restricted for purposes to be determined.

REVENUE BUDGET VS ACTUAL TO SEPTEMBER 30, 2021

		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)	(107,478.77)	3,352.77	103.2%
A1170	Public Defender	(594,154.53)		(594,154.53)		(594,154.53)	0.0%
A1175	Assigned Counsel	(368,426.00)		(368,426.00)		(368,426.00)	0.0%
A1325	Real Property Tax Levy	(37,003,555.00)		(37,003,555.00)	(37,003,555.01)	0.01	100.0%
A1325	Treasurer	(1,333,486.00)		(1,333,486.00)	(1,502,760.68)	169,274.68	112.7%
A1355	Real Property Tax Services	(48,600.00)		(48,600.00)	(36,537.75)	(12,062.25)	75.2%
A1410	County Clerk	(738,216.00)	(28,572.00)	(766,788.00)	(677,661.00)	(89,127.00)	88.4%
A1411	County Clerk - DMV	(746,000.00)		(746,000.00)	(492,423.04)	(253,576.96)	66.0%
A1430	Personnel	(5,000.00)		(5,000.00)	(2,497.50)	(2,502.50)	50.0%
A1450	Elections	(3,300.00)		(3,300.00)	(25,598.40)	22,298.40	775.7%
A1610	Shared Services	(222,000.00)		(222,000.00)	(156,498.67)	(65,501.33)	70.5%
A1620	Buildings & Grounds	(224,311.65)		(224,311.65)	(192,795.53)	(31,516.12)	85.9%
A1680	Information Technology	(44,348.00)	(123,397.81)	(167,745.81)	(35,883.96)	(131,861.85)	21.4%
A1985	Sales Tax Revenue	(28,365,000.00)		(28,365,000.00)	(23,406,904.90)	(4,958,095.10)	82.5%
A3020	Emergency Response & Communications	(279,200.00)	(238,853.59)	(518,053.59)	(232,880.39)	(285,173.20)	45.0%
A3110	Sheriff	(115,000.00)		(115,000.00)	(44,213.21)	(70,786.79)	38.4%
A3120	Road Patrol	(490,001.00)	(38,800.00)	(528,801.00)	(293,978.23)	(234,822.77)	55.6%
A3140	Probation	(391,049.00)		(391,049.00)	(196,153.97)	(194,895.03)	50.2%
A3150	Jail	(3,500.00)	(14,055.97)	(17,555.97)	(180,012.67)	162,456.70	1025.4%
A3315	DWI	(65,400.00)	(33,028.43)	(98,428.43)	(47,856.40)	(50,572.03)	48.6%
A3410	Fire/Emergency Management Admin	(48,062.00)	(75,708.66)	(123,770.66)	(36,093.36)	(87,677.30)	29.2%
A4010	Public Health Admin	(925,137.00)	(1,938,024.51)	(2,863,161.51)	(973,541.44)	(1,889,620.07)	34.0%
A4011	Nursing	(423,347.00)	(17,167.81)	(440,514.81)	(94,739.83)	(345,774.98)	21.5%
A4012	Environmental Health	(483,036.00)	(113,282.00)	(596,318.00)	(132,832.03)	(463,485.97)	22.3%
A4046	Pre-K	(1,513,850.00)		(1,513,850.00)	(1,428,312.23)	(85,537.77)	94.3%
A4059	Early Intervention	(792,405.00)	(71,016.56)	(863,421.56)	(402,097.51)	(461,324.05)	46.6%
A4050	Child Advocacy Center	(156,111.00)	(297,201.55)	(453,312.55)	(201,311.27)	(252,001.28)	44.4%
A4310	Mental Health	(5,557,491.00)	(84,731.14)	(5,642,222.14)	(4,292,726.36)	(1,349,495.78)	76.1%
A5610	Airport	(300,002.00)		(300,002.00)	(232,938.92)	(67,063.08)	77.6%
A5630	Bus Operations	(2,034,734.00)	(339,324.17)	(2,374,058.17)	(755,432.98)	(1,618,625.19)	31.8%
A6010	Social Services	(14,863,668.00)	(60,000.00)	(14,923,668.00)	(7,495,167.12)	(7,428,500.88)	50.2%
A6410	Occupancy Tax - Revenue	(400,000.00)		(400,000.00)	(446,959.84)	46,959.84	111.7%
A6510	Veterans Service Agency	(82,769.30)		(82,769.30)	(25,450.98)	(57,318.32)	30.7%
A6610	Weights & Measure	(16,040.00)		(16,040.00)	(10,688.04)	(5,351.96)	66.6%
A6772	Office for the Aging	(752,403.00)	(151,717.00)	(904,120.00)	(435,685.07)	(468,434.93)	48.2%
A6774	Nutrition (OFA)	(631,844.00)	(25,077.00)	(656,921.00)	(304,025.81)	(352,895.19)	46.3%
A7110	Dwyer Park	(10,000.00)		(10,000.00)	(9,992.55)	(7.45)	99.9%

REVENUE BUDGET VS ACTUAL TO SEPTEMBER 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
A7312	Youth Bureau	(14,335.00)	(91,686.00)	(106,021.00)	(41,022.00)	(64,999.00)	38.7%
A7989	Snowmobile	(95,616.00)		(95,616.00)	(95,616.00)	-	100.0%
A8020	Planning	(1,000.00)		(1,000.00)	(290.00)	(710.00)	29.0%
	Total Revenue @ 9/30/21	(100,256,523.48)	(3,741,644.20)	(103,998,167.68)	(82,060,613.42)	(21,937,554.26)	78.9%
	Prior Year Encumbrances		(204,453.52)	(204,453.52)			
	Appropriated Fund Balance	(816,986.00)	(1,110,278.38)	(1,927,264.38)			
	Appropriated Reserves	155,261.93	(111,638.53)	43,623.40			
		(100,918,247.55)	(5,168,014.63)	(106,086,262.18)	(82,060,613.42)	(21,937,554.26)	
SPECIAL GRANT FUND							
CD6290	Grant Administration	(196,342.00)		(196,342.00)	(111,180.40)	(85,161.60)	56.6%
CD6292	Employment & Training	(655,415.00)		(655,415.00)	(432,739.05)	(222,675.95)	66.0%
CD6989	Community Development Block Grant		(50,000.00)	(50,000.00)	(50,000.00)	-	100.0%
CD9901	Interfund Transfers-in		(2,500.00)	(2,500.00)		(2,500.00)	0.0%
	Total Revenue @ 9/30/21	(851,757.00)	(52,500.00)	(904,257.00)	(593,919.45)	(310,337.55)	65.7%
Self-Insured Benefits Fund							
	Appropriated Fund Balance	(12,496,774.33)		(12,496,774.33)	(9,633,246.02)	(2,863,528.31)	77.1%
		(12,496,774.33)	(3,344.28)	(12,500,118.61)	(9,633,246.02)	(2,863,528.31)	
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)	(44.39)	(155.61)	22.2%
D5110	Maintenance of Roads	(1,004,000.00)		(1,004,000.00)	(682,933.87)	(321,066.13)	68.0%
D5112	Permanent Improvements	(1,505,094.40)	(1,275,983.62)	(2,781,078.02)	(1,790,614.55)	(990,463.47)	64.4%
D9901	Interfund Transfers-in	(6,297,430.57)	(300,000.00)	(6,597,430.57)	(4,693,628.70)	(1,903,801.87)	71.1%
	Total Revenue @ 9/30/21	(8,807,724.97)	(1,575,983.62)	(10,383,708.59)	(7,167,221.51)	(3,216,487.08)	69.0%
ROAD MACHINERY FUND							
E5130	Machinery	(2,737,310.00)		(2,737,310.00)	(1,684,392.82)	(1,052,917.18)	61.5%
	Prior Year Encumbrances		(396.00)	(396.00)			
	Appropriated Fund Balance	315,859.67		315,859.67			
		(2,421,450.33)	(396.00)	(2,421,846.33)	(1,684,392.82)	(1,052,917.18)	

REVENUE BUDGET VS ACTUAL TO SEPTEMBER 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Available Budget	Percent Received
SOLID WASTE FUND							
EL8160	Landfill	(3,072,754.00)		(3,072,754.00)	(2,051,601.74)	(1,021,152.26)	66.8%
EL8161	Recycling Center	(70,670.00)		(70,670.00)	(57,219.94)	(13,450.06)	81.0%
	Prior Year Encumbrances		(13,223.41)	(13,223.41)			
	Appropriated Fund Balance	141,575.95		141,575.95			
		(3,001,848.05)	(13,223.41)	(3,015,071.46)	(2,108,821.68)	(1,034,602.32)	69.9%
CAPITAL PROJECTS FUND							
HH5122	Infrastructure	(6,820,893.74)	(106,230.96)	(6,927,124.70)	(470,953.87)	(6,456,170.83)	6.8%
HH5610	Airport	(9,500.00)	(1,876,312.00)	(1,885,812.00)	(18,072.12)	(1,867,739.88)	1.0%
HH9901	Interfund Transfers-in	(321,138.20)	(7,221.10)	(328,359.30)	(57,257.33)	(271,101.97)	17.4%
	Prior Year Encumbrances		(24,674.59)	(24,674.59)			
		(7,151,531.94)	(2,014,438.65)	(9,165,970.59)	(546,283.32)	(8,595,012.68)	6.0%
Self-Insured Workers' Compensation Fund		(1,741,654.00)		(1,741,654.00)	(1,851,425.96)	109,771.96	106.3%
	Appropriated Fund Balance	(284,800.00)		(284,800.00)			
		(2,026,454.00)	-	(2,026,454.00)	(1,851,425.96)	109,771.96	

EXPENDITURE BUDGET VS ACTUAL TO SEPTEMBER 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
GENERAL FUND								
A1010	Board of Legislators	278,528.08	57,687.00	336,215.08	193,311.84	1,235.73	141,667.51	57.9%
A1040	Clerk of the Board	159,239.91	17,574.48	176,814.39	114,212.93	8,113.89	54,487.57	69.2%
A1165	District Attorney	1,082,464.24	45,000.00	1,127,464.24	621,679.97	724.05	505,060.22	55.2%
A1170	Public Defender	1,145,922.62	3,064.26	1,148,986.88	643,717.57	3,408.54	501,860.77	56.3%
A1175	Assigned Counsel	1,202,955.44	3,107.20	1,206,062.64	527,231.20	456.00	678,375.44	43.8%
A1185	Coroner	180,953.00	35,000.00	215,953.00	127,273.49	30,126.28	58,553.23	72.9%
A1230	County Administrator	242,082.55		242,082.55	148,917.72	70.45	93,094.38	61.5%
A1310	Finance	531,257.50		531,257.50	382,219.82	156.98	148,880.70	72.0%
A1320	County Auditor	117,339.57		117,339.57	75,373.16		41,966.41	64.2%
A1325	Treasurer	239,891.10		239,891.10	114,847.04		125,044.06	47.9%
A1355	Real Property Tax Services	259,066.21		259,066.21	161,567.00	19,309.54	78,189.67	69.8%
A1410	County Clerk	404,257.50	33,116.04	437,373.54	315,040.88	5,686.65	116,646.01	73.3%
A1411	County Clerk - DMV	474,476.16		474,476.16	313,799.10	777.31	159,899.75	66.3%
A1420	County Attorney	372,541.26	2,225.00	374,766.26	233,577.76	2,000.00	139,188.50	62.9%
A1430	Personnel	599,625.60	50,000.00	649,625.60	387,296.28	8,190.82	254,138.50	60.9%
A1450	Elections	527,520.31		527,520.31	290,943.38	21,604.26	214,972.67	59.2%
A1610	Shared Services	222,000.00		222,000.00	165,306.99	48,579.59	8,113.42	96.3%
A1620	Buildings & Grounds	1,844,945.66	8,494.73	1,853,440.39	1,134,696.12	120,548.24	598,196.03	67.7%
A1680	Information Technology	1,064,652.11	131,869.96	1,196,522.07	670,229.52	44,797.66	481,494.89	59.8%
A1711	Unallocated Judgements/Claims	10,000.00		10,000.00			10,000.00	0.0%
A1985	Sales Tax Paid to Other Governments	12,357,900.00		12,357,900.00	7,963,309.38		4,394,590.62	64.4%
A2490	Community College Chargebacks	350,000.00		350,000.00	183,128.38		166,871.62	52.3%
A2495	Sponsor Contributions	1,806,666.00		1,806,666.00	1,806,666.00		-	100.0%
A3020	Emergency Response & Communications	2,050,743.60	464,176.81	2,514,920.41	1,706,263.72	197,858.96	610,797.73	75.7%
A3110	Sheriff	853,800.46		853,800.46	532,451.67	3,131.20	318,217.59	62.7%
A3120	Road Patrol	4,576,997.00	65,511.81	4,642,508.81	2,808,960.25	43,738.69	1,789,809.87	61.4%
A3140	Probation	1,806,109.83		1,806,109.83	1,192,617.49	5,531.40	607,960.94	66.3%
A3150	Jail	5,372,710.32	79,979.97	5,452,690.29	3,365,627.19	117,576.51	1,969,486.59	63.9%
A3315	DWI	65,400.00	33,028.43	98,428.43	34,230.77	16,104.43	48,093.23	51.1%
A3410	Fire/Emergency Management Admin	245,326.67	76,274.66	321,601.33	188,256.37	2,807.64	130,537.32	59.4%
A3510	Animal Control	45,000.36		45,000.36	33,750.27	11,250.09	-	100.0%
A3620	Safety Officer	36,130.00		36,130.00	1,085.97		35,044.03	3.0%
A4010	Public Health Admin	1,179,674.00	2,092,116.51	3,271,790.51	947,453.44	34,177.42	2,290,159.65	30.0%
A4011	Nursing	489,220.00	158,244.81	647,464.81	499,097.94	1,956.92	146,409.95	77.4%
A4012	Environmental Health	686,108.00	111,577.92	797,685.92	383,977.22	5,146.61	408,562.09	48.8%
A4046	Pre-K	1,869,496.00	(5,592.00)	1,863,904.00	1,247,272.01	515,650.01	100,981.98	94.6%
A4059	Early Intervention	1,141,498.00	72,516.56	1,214,014.56	599,600.25	12,513.32	601,900.99	50.4%
A4050	Child Advocacy Center	156,111.00	308,498.89	464,609.89	227,513.55	14,265.17	222,831.17	52.0%
A4310	Mental Health	5,897,123.17	92,606.40	5,989,729.57	4,227,891.40	384,160.63	1,377,677.54	77.0%
A5610	Airport	310,899.80		310,899.80	185,284.87	57,112.99	68,501.94	78.0%
A5630	Bus Operations	2,034,734.00	341,124.17	2,375,858.17	132,534.58	4,030.27	2,239,293.32	5.7%
A6010	Social Services	30,268,403.82	60,000.00	30,328,403.82	17,388,685.99	306,881.94	12,632,835.89	58.3%

EXPENDITURE BUDGET VS ACTUAL TO SEPTEMBER 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
A6293	Workforce Investment		74,000.00	74,000.00			74,000.00	0.0%
A6410	Occupancy Tax	575,072.26		575,072.26	575,072.26		-	100.0%
A6420	Promotion of Industry	449,000.00		449,000.00	449,000.00		-	100.0%
A6510	Veterans Service Agency	62,614.86		62,614.86	38,682.32	107.55	23,824.99	61.9%
A6610	Weights & Measure	86,224.08		86,224.08	56,628.21	255.49	29,340.38	66.0%
A6772	Office for the Aging	1,185,439.03	152,187.39	1,337,626.42	758,465.91	49,801.66	529,358.85	60.4%
A6774	Nutrition (OFA)	1,026,385.16	26,943.63	1,053,328.79	591,686.20	74,808.07	386,834.52	63.3%
A7110	Dwyer Park	105,198.20	104,000.00	209,198.20	130,105.03	3,122.83	75,970.34	63.7%
A7312	Youth Bureau	14,335.00	91,686.00	106,021.00	6,654.03	107.57	99,259.40	6.4%
A7989	Snowmobile	86,054.00		86,054.00	86,054.00		-	100.0%
A8020	Planning	338,741.34	4,494.00	343,235.34	214,940.85	247.63	128,046.86	62.7%
A8710	Conservation Programs	150,000.00		150,000.00	150,000.00		-	100.0%
A8750	Agriculture Programs	253,420.00		253,420.00	253,420.00		-	100.0%
A9050	Unemployment	100,000.00		100,000.00			100,000.00	0.0%
A9060	Retiree Health Insurance	4,482,568.00		4,482,568.00	3,916,030.00		566,538.00	87.4%
A9089	Other Employee Benefits		75,000.00	75,000.00	64,782.76		10,217.24	86.4%
A9901	Transfers to County Road Fund	6,297,430.57	300,000.00	6,597,430.57	4,693,628.70		1,903,801.87	71.1%
A9901	Transfer to Special Grant Fund		2,500.00	2,500.00			2,500.00	0.0%
A9909	Transfers to Capital Projects Fund	320,638.20		320,638.20	57,257.33		263,380.87	17.9%
A9710	Debt Service	825,356.00		825,356.00	772,410.65	52,943.75	1.60	100.0%
Total Expenditures @ 9/30/21		100,918,247.55	5,168,014.63	106,086,262.18	65,091,718.73	2,231,074.74	38,763,468.71	63.5%
SPECIAL GRANT FUND								
CD6290	Grant Administration	196,342.12		196,342.12	114,305.35		82,036.77	58.2%
CD6292	Employment & Training	655,415.00		655,415.00	403,948.22		251,466.78	61.6%
CD6989	Community Development Block Grant		52,500.00	52,500.00			52,500.00	0.0%
		851,757.12	52,500.00	904,257.12	518,253.57	-	386,003.55	57.3%
Self-Insured Benefits Fund		12,496,774.33	3,344.28	12,500,118.61	9,181,483.54	23,870.61	3,294,764.46	73.6%
COUNTY ROAD FUND								
D3110	Traffic Division	172,643.21		172,643.21	104,551.97	3,976.25	64,114.99	62.9%
D5010	County Road Administration	551,744.88		551,744.88	343,996.75	2,343.75	205,404.38	62.8%
D5020	Engineering	71,489.59		71,489.59	56,223.78		15,265.81	78.6%
D5110	Maintenance of Roads	5,605,512.29	(155,800.00)	5,449,712.29	4,034,981.60	97,601.88	1,317,128.81	75.8%
D5112	Permanent Improvements	1,537,076.00	1,731,783.62	3,268,859.62	1,954,452.12	166,275.80	1,148,131.70	64.9%
D9710	Debt Service	869,259.00		869,259.00	863,307.58	5,950.00	1.42	100.0%
		8,807,724.97	1,575,983.62	10,383,708.59	7,357,513.80	276,147.68	2,750,047.11	73.5%

EXPENDITURE BUDGET VS ACTUAL TO SEPTEMBER 30, 2021

		Original Budget	Transfers/ Amendments	Amended Budget	Year-to-Date Actual	Committed	Available Budget	Percent Used
ROAD MACHINERY FUND								
E5130	Machinery	2,273,994.33	396.00	2,274,390.33	1,097,852.30	429,665.13	746,872.90	67.2%
E9710	Debt Service	147,456.00		147,456.00	147,455.50		0.50	100.0%
		2,421,450.33	396.00	2,421,846.33	1,245,307.80	429,665.13	746,873.40	69.2%
SOLID WASTE FUND								
EL8160	Landfill	1,596,957.58	13,223.41	1,610,180.99	868,397.55	341,080.32	400,703.12	75.1%
EL8161	Recycling Center	553,643.47		553,643.47	202,208.41	38,943.49	312,491.57	43.6%
EL9710	Debt Service	851,247.00		851,247.00	841,596.50	9,650.00	0.50	100.0%
		3,001,848.05	13,223.41	3,015,071.46	1,912,202.46	389,673.81	713,195.19	76.3%
CAPITAL PROJECTS FUND								
HH5122	Infrastructure	7,141,531.94	136,497.65	7,278,029.59	1,006,612.45	3,115,146.79	3,156,270.35	56.6%
HH5610	Airport	10,000.00	1,877,941.00	1,887,941.00	122,577.61	1,752,460.58	12,902.81	99.3%
		7,151,531.94	2,014,438.65	9,165,970.59	1,129,190.06	4,867,607.37	3,169,173.16	65.4%
Self-Insured Workers' Compensation Fund		2,026,454.00		2,026,454.00	1,798,026.76		228,427.24	88.7%

Cortland County
Revenue Comparison 2018 - 2021 through September 30, 2021

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
GENERAL FUND				
1010 BOARD OF LEGISLATORS	-	(10,000.00)	(10,000.00)	(10,000.00)
1040 CLERK OF THE LEGISLATIVE BOARD	-	(90.00)	-	-
1165 DISTRICT ATTORNEY	(97,463.25)	(88,878.14)	(30,967.42)	(107,478.77)
1170 PUBLIC DEFENDER	(74,323.93)	(84,025.32)	(518,556.33)	-
1175 ASSIGNED COUNSEL			(52,838.28)	
1325 COUNTY TREASURER - Levy	(34,703,304.80)	(35,460,097.29)	(36,415,196.78)	(37,003,555.01)
1325 COUNTY TREASURER	(1,431,960.38)	(1,652,695.06)	(823,446.33)	(1,502,760.68)
1355 REAL PROPERTY TAX SERVICE	(31,534.66)	(32,488.86)	(33,137.94)	(36,537.75)
1410 COUNTY CLERK - CIVIL/RECORDS	(499,349.06)	(543,428.84)	(625,687.90)	(677,661.10)
1411 COUNTY CLERK - MOTOR VEHICLES	(505,814.74)	(527,947.70)	(352,949.82)	(492,423.04)
1420 COUNTY ATTORNEY	(429.62)	(2,050.16)	-	-
1430 PERSONNEL - CIVIL SERVICE	(3,145.45)	(5,741.00)	(5,708.00)	(2,497.50)
1450 ELECTIONS	(3,080.78)	(3,547.70)	(56,386.64)	(25,598.40)
1610 TELEPHONE SHARED SERVICE	(162,742.55)	(163,073.97)	(173,751.53)	(156,498.67)
1620 BUILDING & GROUNDS	(232,131.71)	(284,265.30)	(217,402.62)	(192,795.53)
1680 INFORMATION TECHNOLOGY	(34,400.72)	(153,236.72)	(28,236.72)	(35,883.96)
1985 SALES TAX	(19,230,959.83)	(20,074,456.01)	(18,605,406.80)	(23,406,904.90)
3020 EMERGENCY RSP & COMMUNICATION	(758,485.78)	(821,147.48)	(472,955.02)	(232,880.39)
3110 SHERIFF	(103,312.81)	(77,408.97)	(50,071.07)	(43,982.37)
3120 SHERIFF ROAD PATROL	(286,928.90)	(375,459.37)	(280,978.61)	(293,978.23)
3140 PROBATION	(349,528.35)	(291,574.51)	(247,945.93)	(196,153.97)
3150 JAIL	(8,940.65)	(6,058.00)	(22,261.71)	(180,012.67)
3315 STOP DWI	(91,825.28)	(76,692.69)	(48,764.13)	(47,856.40)
3410 FIRE / EMERGENCY MANAGEMENT	(395.21)	(64,693.08)	(58,820.73)	(36,093.36)
3625 HANDICAPPED PARKING EDUC FUND	(30.00)	(30.00)	-	-
4010 HEALTH DEPARTMENT ADMIN	(783,907.69)	(608,753.55)	(966,290.16)	(973,541.44)
4011 NURSING ADMINISTRATION	(572,696.82)	(610,370.91)	(231,451.72)	(94,739.83)
4012 ENVIRONMENTAL HEALTH	(243,140.57)	(295,712.74)	(121,883.42)	(132,832.03)
4046 PRE-K PHCP (4050 AUD)	(900,219.88)	(833,806.64)	(730,777.45)	(1,428,312.23)
4059 EARLY INTERVENTION PROGRAM	(450,111.88)	(842,571.64)	(560,470.43)	(402,097.51)
4310 MENTAL HEALTH CENTER	(4,108,663.68)	(3,880,399.48)	(3,661,737.51)	(4,292,726.36)
4050 CAC - CHILD ADVOCACY CENTER DA	(60,170.08)	(101,476.12)	(94,258.62)	(201,311.27)
5610 AIRPORT	(188,812.41)	(167,555.99)	(213,321.27)	(232,938.92)
5630 BUS OPERATIONS	(855,929.87)	(1,239,819.03)	(1,440,196.91)	(755,432.98)
6010 DEPT.OF SOCIAL SERVICES ADMIN	(9,857,466.12)	(7,721,033.85)	(6,744,239.11)	(7,495,167.12)
6410 PUBLICITY/TOURISM	(478,262.62)	(504,421.53)	(269,793.25)	(446,959.84)
6510 VETERANS SERVICE AGENCY	(74,940.82)	(53,279.91)	(16,258.34)	(25,450.98)
6610 SEALER OF WEIGHTS & MEASURES	(19,950.60)	(10,661.57)	(9,218.15)	(10,688.04)
6772 AREA AGENCY ON AGING	(342,109.87)	(413,870.52)	(276,883.54)	(435,685.07)
6774 NUTRITION	(389,795.81)	(453,528.83)	(310,339.30)	(304,025.81)
7110 DWYER PARK	(10,487.10)	(11,607.66)	(525.00)	(9,992.55)
7312 YOUTH BUREAU	(53,272.00)	-	-	(41,022.00)
7622 RETIRED SENIOR VOLUNTEER PROG	(4,640.00)	(28,528.09)	-	-
7989 SNOWMOBILE CLUBS	-	(67,376.40)	(66,931.20)	(95,616.00)
8020 PLANNING	(841.43)	(19,330.35)	-	(290.00)
8755 FARMLAND PROTECTION	(1,353,652.00)	(5,255.00)		
Total Revenue through September 30, 2021	(79,359,159.71)	(78,668,445.98)	(74,846,045.69)	(82,060,382.68)

Attachment: November 2021 Finance Committee Reports (10057 : Monthly Finance Department Reports)

	2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
SPECIAL GRANT FUND				
1040 CLERK OF THE LEGISLATIVE BOARD	-	(43,743.53)	(28,385.87)	(50,000.00)
6290 WIA GRANT ADMINISTRATION	(503,359.15)	(391,876.40)	(129,757.15)	(111,180.40)
6292 WIA EMPLOYMENT & TRAINING	(490,461.04)	(422,981.60)	(399,513.90)	(432,739.05)
Total Revenue through September 30, 2021	(993,820.19)	(858,601.53)	(557,656.92)	(593,919.45)
SELF-INSURANCE FUND - EMPLOYEE BENEFITS				
9060 HEALTH	(9,894,584.79)	(9,632,439.77)	(10,651,325.16)	(9,633,246.02)
COUNTY ROAD FUND				
3310 TRAFFIC DIVISION	(1,408.36)	-	-	-
5010 HIGHWAY & STREET ADMIN	(114.96)	(38.57)	(54.23)	(44.39)
5110 MAINTENANCE OF ROADS	(766,732.11)	(1,539,543.63)	(569,462.25)	(682,933.87)
5112 PERMANENT IMPROVEMENTS	(531,898.77)	(1,512,810.20)	-	(1,790,614.55)
9901 INTERFUND TRANSFERS	(5,753,163.00)	(4,441,653.23)	(5,081,027.89)	(4,693,628.70)
Total Revenue through September 30, 2021	(7,053,317.20)	(7,494,045.63)	(5,650,544.37)	(7,167,221.51)
ROAD MACHINERY FUND				
5130 MACHINERY	(2,035,434.24)	(2,013,297.36)	(1,447,262.40)	(1,684,392.82)
9901 INTERFUND TRANSFERS	-	-	(16,202.96)	-
Total Revenue through September 30, 2021	(2,035,434.24)	(2,013,297.36)	(1,463,465.36)	(1,684,392.82)
SOLID WASTE FUND				
8160 LANDFILL	(1,355,198.50)	(1,966,765.12)	(2,039,598.21)	(2,051,601.74)
8161 RECYCLING	-	(11,456.40)	(42,679.35)	(57,219.94)
9901 INTERFUND TRANSFERS	-	-	(342,660.63)	-
Total Revenue through September 30, 2021	(1,355,198.50)	(1,978,221.52)	(2,424,938.19)	(2,108,821.68)
CAPITAL ROJECTS FUND				
5122 BRIDGE PROJECTS	(752,690.74)	(60,331.04)	(160,100.88)	(470,953.87)
5610 AIRPORT	(131,319.97)	(147,338.86)	(178,028.88)	(18,072.12)
MISCELLANEOUS COMPLETED PROJECTS		(220.95)		
9900 TRANSFER TO/FROM OTHER FUNDS	-	(1,210,220.34)	(10,157.64)	(57,257.33)
Total Revenue through September 30, 2021	(884,010.71)	(1,418,111.19)	(348,287.40)	(546,283.32)
SELF-INSURANCE FUND - WORKERS' COMPENSATION				
1710 WORKER'S COMP-SELF INSURANCE	(858,067.50)	(1,761,010.76)	(2,103,270.13)	(1,851,425.96)

Cortland County
Expenditure Comparison 2018 - 2021 through September 30, 2021

		2018	2019	2020	2021
		ACTUALS	ACTUALS	ACTUALS	ACTUALS
GENERAL FUND					
A10105	COUNTY LEGISLATURE	262,863.00	253,782.20	303,596.59	193,311.84
A10405	CLERK OF THE LEGISLATIVE BOARD	116,107.40	120,941.56	176,916.98	114,212.93
A11655	DISTRICT ATTORNEY	850,860.01	736,653.57	651,945.82	621,679.97
A11705	PUBLIC DEFENDER	546,015.03	606,895.47	648,809.16	643,717.57
A11755	ASSIGNED COUNSEL	569,220.12	464,481.85	400,347.64	527,231.20
A11855	CORONERS	112,330.34	116,198.91	135,437.10	127,273.49
A12305	COUNTY ADMINISTRATOR	-	-	113,647.65	148,917.72
A13105	BUDGET & FINANCE	261,476.03	589,079.68	379,622.75	382,219.82
A13205	County Auditor	-	16,718.48	75,603.74	75,373.16
A13255	TREASURER	295,354.95	211,097.34	118,025.16	114,847.04
A13555	REAL PROPERTY TAX SERVICE	187,094.27	177,839.17	184,187.85	161,567.00
A14105	COUNTY CLERK	356,311.39	300,384.45	354,446.83	315,040.88
A14115	COUNTY CLERK - MOTOR VEHICLES	361,679.30	342,866.49	326,719.13	313,799.10
A14205	COUNTY ATTORNEY	290,345.00	281,280.07	204,150.42	233,577.76
A14305	PERSONNEL - CIVIL SERVICE	360,923.21	334,162.91	308,977.57	387,296.28
A14505	ELECTIONS	254,838.89	241,665.87	397,152.81	290,943.38
A16105	TELEPHONE SHARED SERVICE	116,547.58	126,248.97	139,606.19	165,306.99
A16205	BUILDING & GROUNDS	1,505,038.29	1,370,143.16	1,327,940.50	1,134,696.12
A16805	DATA PROCESSING	690,744.41	700,698.17	552,592.89	670,229.52
A17115	LIABILITY INSURANCE RESERVE	19,053.00	3,208.40	-	-
A19855	SALES TAX	7,507,334.65	6,696,621.77	6,577,594.91	7,963,309.38
A19905	CONTINGENCY	1,699.93	10,637.00	-	-
A24905	COMMUNITY COLLEGE	172,043.57	167,563.59	197,950.13	183,128.38
A24955	CONTRIBUTIONS TC3	1,697,203.71	1,674,131.00	1,757,837.00	1,806,666.00
A30205	EMERGENCY RESPONSE & COMMUNCTN	2,102,469.93	2,127,616.82	2,297,114.32	1,706,263.72
A31105	SHERIFF	685,806.40	548,163.05	526,583.25	532,451.67
A31205	SHERIFF ROAD PATROL	3,429,651.57	3,228,637.83	2,777,315.14	2,808,960.25
A31405	PROBATION	1,483,231.87	1,372,316.53	1,196,872.96	1,192,617.49
A31505	JAIL	4,037,569.57	4,445,049.35	3,503,190.77	3,365,627.19
A33155	STOP DWI	69,700.91	72,621.50	48,618.36	34,230.77
A34105	FIRE / EMERGENCY MANAGEMENT	269,564.61	192,381.35	234,952.33	188,256.37
A35105	SPCA	43,000.00	33,750.27	33,750.27	33,750.27
A36205	SAFETY OFFICE	-	29,049.06	30,410.00	1,085.97
A40105	HEALTH DEPARTMENT	1,403,879.66	802,927.76	750,010.30	947,453.44
A40115	NURSING ADMINISTRATION	782,340.17	793,071.87	614,552.45	499,097.94
A40125	ENVIRONMENTAL HEALTH	480,499.36	483,773.62	429,233.50	383,977.22
A40465	PrK Supportive Hlth Svcs	1,257,870.06	1,115,732.73	678,467.01	1,247,272.01
A40505	Child Advocacy Center	97,153.40	94,963.12	154,491.95	227,513.55
A40595	EARLY INTERVENTION PROGRAM	824,079.18	822,854.30	693,554.95	599,600.25
A43105	MENTAL HEALTH CENTER	4,044,297.16	3,824,409.30	3,779,112.17	4,227,891.40
A56105	AIRPORT	160,818.61	191,703.22	174,382.39	185,284.87
A56305	BUS OPERATIONS	949,842.51	855,242.55	1,504,563.55	132,534.58
A60105	DEPT.OF SOCIAL SERVICES ADMIN	21,191,151.31	21,091,402.40	19,068,075.29	17,388,685.99
A64105	PUBLICITY/TOURISM	423,373.95	500,000.00	550,093.00	575,072.26
A64205	PROMOTION OF INDUSTRY	326,870.25	326,870.25	442,364.00	449,000.00
A65105	VETERANS SERVICE AGENCY	113,180.37	80,779.12	37,781.36	38,682.32
A66105	SEALER OF WEIGHTS & MEASURES	50,178.62	51,984.85	47,924.66	56,628.21
A67725	AREA AGENCY ON AGING	863,705.44	782,660.94	841,668.44	758,465.91
A67745	NUTRITION	969,505.84	924,481.45	640,516.26	591,686.20
A71105	DWYER PARK	62,744.96	60,273.27	34,585.69	130,105.03
A73125	YOUTH BUREAU	40,684.83	48,694.67	6,808.26	6,654.03

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
A76225	RETIRED SENIOR VOLUNTEER PROG	96,188.61	91,402.74	-	-
A79895	SNOWMOBILE CLUBS	58,640.40	85,135.95	60,238.08	86,054.00
A80205	PLANNING	289,435.21	277,544.43	236,636.42	214,940.85
A87105	CONSERVATION PROGRAMS	213,819.75	285,093.00	150,000.00	150,000.00
A87505	AGRICULTURE & LIVESTOCK	220,500.00	220,500.00	273,420.00	253,420.00
A87555	Farmland Protection	1,127,598.00	-	-	-
A90505	UNEMPLOYMENT INSURANCE	25,209.25	31,818.37	173,959.40	-
A90605	HEALTH INSURANCE	-	3,334,900.00	4,214,223.00	3,916,030.00
A90895	OTHER EMPLOYEE BENEFITS	-	-	-	64,782.76
A97105	DEBT SERVICE	1,002,780.60	1,202,465.28	1,380,124.14	772,410.65
A99015	I/F Transfer to/from D	4,818,775.00	4,441,653.23	4,526,734.77	4,693,628.70
A99025	TRANSFER TO SOLID WASTE	-	-	342,660.63	-
A99505	TRANSFER TO CAPITAL PROJECTS	-	1,210,220.34	10,157.63	57,257.33
Total Expenditures @ September 30, 2021		70,551,201.44	71,625,444.60	67,798,255.52	65,091,718.73
SPECIAL GRANT FUND					
CD62905	WIA - GRANT ADMIN EXPENSES	601,702.83	436,557.48	123,373.79	114,305.35
CD62925	WIA - E & T	561,374.20	436,473.96	349,904.90	403,948.22
CD69895	Other Economic Assistance	-	43,743.53	28,385.87	-
Total Expenditures @ September 30, 2021		1,163,077.03	916,774.97	501,664.56	518,253.57
SELF-INSURANCE FUND - EMPLOYEE BENEFITS					
CH90605	HEALTH	8,274,172.62	9,330,709.22	8,407,626.25	9,181,483.54
COUNTY ROAD FUND					
D33105	TRAFFIC DIVISION	91,181.10	108,777.56	99,200.07	104,551.97
D50105	HIGHWAY ADMINISTRATION DIV.	475,807.36	472,116.18	369,613.32	343,996.75
D50205	HIGHWAY ENGINEERING DIVISION	106,702.75	56,788.59	52,236.37	56,223.78
D51105	HIGHWAY MAINTENANCY DIV.	4,027,168.46	4,073,038.62	3,814,074.24	4,034,981.60
D51125	HIGHWAY PROJECTS	1,096,290.92	1,741,788.45	1,013,856.81	1,954,452.12
D97105	DEBT SERVICE	603,771.16	869,191.59	867,726.85	863,307.58
D99015	INTERFUND TRANSFERS	-	-	16,202.96	-
Total Expenditures @ September 30, 2021		6,400,921.75	7,321,700.99	6,232,910.62	7,357,513.80
ROAD MACHINERY FUND					
E51305	HIGHWAY ROAD MACHINERY	1,360,843.58	1,281,077.96	1,044,277.12	1,097,852.30
E97105	DEBT SERVICE	148,101.59	148,006.43	148,041.36	147,455.50
E99015	INTERFUND TRANSFERS	934,388.00	-	554,293.12	-
Total Expenditures @ September 30, 2021		2,443,333.17	1,429,084.39	1,746,611.60	1,245,307.80
SOLID WASTE FUND					
EL81605	LANDFILL	909,436.74	1,077,992.08	1,012,378.88	868,397.55
EL81615	RECYCLING	285,063.56	458,799.78	334,048.37	202,208.41
EL97105	DEBT SERVICE	747,276.88	795,471.30	837,081.98	841,596.50
Total Expenditures @ September 30, 2021		1,941,777.18	2,332,263.16	2,183,509.23	1,912,202.46

		2018 ACTUALS	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS
CAPITAL ROJECTS FUND					
HH16205	BUILDINGS & GROUNDS PROJECTS	(66.54)	-	-	-
HH24985	TC3 CAPITAL EXPENSES	(5,750.00)	-	-	-
HH31505	JAIL ROOF RECONSTRUCTION	-	1,227,162.34	-	-
HH51225	BRIDGE PROJECTS	1,293,666.71	652,553.01	221,302.35	1,006,612.45
HH56105	AIRPORT MASTER PLAN UPDATE	148,910.90	134,934.00	186,505.51	122,577.61
HH71105	DWYER PARK CAPITAL EXPENSE	-	183,634.47	3,027.70	-
Total Expenditures @ September 30, 2021		1,436,761.07	2,198,283.82	410,835.56	1,129,190.06
SELF-INSURANCE FUND - WORKERS' COMPENSATION					
S17105	LIABILITY INSURANCE RESERVE	1,101,440.25	1,324,639.53	1,956,780.30	1,798,026.76

Cortland County					
Reserve Funds					
				12/31/2020	9/30/2021
Reserve Title	Authorizing Resolution	Purpose	Funding	Balance	Balance
Airport Reserve	269-17	Offset the local match on airport projects	Airport net income	172,965.72	173,018.80
Building & Grounds Capital Project Reserve	324-15	Major building repairs	Sales tax and other transfers/additions as approved by Legislature	584,027.11	1,124,818.18
Correctional Facility Reserve / County Jail Project Reserve	313-15	Repair, construction, capital projects or other related expenses for the correctional facility	Approved additions per Legislature	1,363,777.51	1,364,255.96
Drug Task Force - DA	Nature of Funds	Drug busts/stings	Drug money	12,867.50	13,711.77
DA Forfeitures	Nature of Funds	DA expenditures	Forfeitures	43,165.69	44,998.46
DOJ Equitable Sharing Program - DA	Nature of funds	DA expenditures	Federal forfeitures	4,568.70	4,568.70
Debt Reduction Reserve	226-18	Reduce debt	Funding for this reserve was ended with 294-20 as the County currently does not have any debt it can "pre-pay" or pay-off	77,691.28	77,717.62
Don Sharpe Fund	Nature of Funds	Mental Health expenditures	This was created by a one time donation from the Don Sharpe estate	149,718.66	149,741.04
DWI Reserve	Nature of Funds	Non-grant funded DWI expenditures	Non-grant DWI revenues	19,570.08	19,574.88
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	42,117.15	42,131.48
Emergency Communications Towers Bond Reserve	226-18	Tower Bond debt service	Sales tax	27,774.89	177,800.02
Emergency Response & Communications Radio Tower Reserve	194-16	Maintenance of radio towers	Rental revenue from rental of towers by NYS Police and CBP	39,184.55	10,846.94
Farmland Protection Reserve	124-07	Monitoring Farmland Protection grants	Stewardship monies from farmland protection grant	45,279.01	45,303.61
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	23,222.67	18,741.27

Occupancy Tax Reserve	Nature of Funds	Annual payment to Tourism Bureau and for tourism related expenditures	Occupancy tax, including the County's 10% share	1,195,531.23	802,329.03
Retirement Contribution Reserve	411-04	Retirement expenditures	Unspent retirement budget	3,658,405.76	3,657,791.04
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	92,538.96	117,615.72
Sheriff's Special Program Reserve	317-15	K-9 program	Donations for the K-9 program	1,057.60	1,108.21
Vehicle Repair/Replacement Reserve	107-15	Vehicle related costs	Proceeds from auctioned vehicles purchased through General Fund	76,195.30	76,238.22
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	3,807.02	5,208.29
Landfill Closure Reserve	533-88; 458-16	Landfill closure liability funding	Per ton fee	652,278.16	652,058.55
Landfill Equipment Reserve	533-88; 459-16	Replacement of landfill equipment	Per ton fee	444,852.11	445,069.85
NOTE:					
County Jail Project Reserve	Resolution 50-21 authorized the use of up to \$62,284 for the replacement of exterior security doors at the jail. This repair is in process and the actual cost has not yet been determined or deducted from the reserve				
County Jail Project Reserve	Emergency boiler replacement at a cost not to exceed \$50,296.16. This repair is in process				
Occupancy Tax Reserve	\$323,945.18 to be given to Tourism Bureau in 2022 and \$398,150.95 to September 30, 2021 to be given in 2023 plus \$80,232.90 for County admin				

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YEAR-TO-DATE BUDGET REPORTP
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FOR 2021 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A GENERAL FUND							
A13105 BUDGET & FINANCE							
A13105 51005 PERS SERV	273,164	0	273,164	213,311.52	.00	59,852.69	78.1%
A13105 54000 TELEPHONE	848	0	848	531.60	.00	316.40	62.7%
A13105 54001 COPY/PRINT	700	0	700	523.96	.00	176.04	74.9%
A13105 54005 Off Supp	3,000	0	3,000	1,586.65	.00	1,413.35	52.9%
A13105 54015 Maint Agmt	54,557	0	54,557	54,607.90	.00	-50.54	100.1%*
A13105 54020 POSTAGE	3,000	0	3,000	1,957.37	.00	1,042.63	65.2%
A13105 54035 ED & TRAIN	4,000	-2,390	1,610	450.93	.00	1,158.91	28.0%
A13105 54040 DUES/MEMBE	400	200	600	600.00	.00	.00	100.0%
A13105 54045 Travel	500	0	500	.00	.00	500.00	.0%
A13105 54055 PROF SERV	48,750	1,969	50,719	50,719.00	.00	.00	100.0%
A13105 54060 LEGAL ADV	50	0	50	.00	.00	50.00	.0%
A13105 54070 Liab Ins	2,316	89	2,404	2,404.37	.00	.00	100.0%
A13105 54213 I/D COPIER	565	0	565	423.90	.00	141.30	75.0%
A13105 54998 SUSPENSE	0	0	0	5.00	.00	-5.00	100.0%*
A13105 58020 RETIREMENT	38,243	0	38,243	.00	.00	38,242.96	.0%
A13105 58030 FICA	20,897	0	20,897	15,158.15	.00	5,738.89	72.5%
A13105 58040 WRKS COMP	9,975	133	10,108	10,107.58	.00	.00	100.0%
A13105 58060 HEALTH INS	69,853	0	69,853	55,252.09	.00	14,600.49	79.1%
A13105 58062 DENTAL INS	361	0	361	292.10	.00	68.86	80.9%
A13105 58065 VISION INS	78	0	78	62.95	.00	15.45	80.3%
TOTAL BUDGET & FINANCE	531,258	0	531,258	407,995.07	.00	123,262.43	76.8%
TOTAL GENERAL FUND	531,258	0	531,258	407,995.07	.00	123,262.43	76.8%
TOTAL EXPENSES	531,258	0	531,258	407,995.07	.00	123,262.43	
GRAND TOTAL	531,258	0	531,258	407,995.07	.00	123,262.43	76.8%

** END OF REPORT - Generated by Andrea Herzog **

Attachment: Finance Department Budget vs Actual to 10-27-21 (10057 : Monthly Finance Department

YEAR-TO-DATE BUDGET REPORT

FOR 2021 10								
ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
A GENERAL FUND	APPROP	ADJUSTMENTS	BUDGET			BUDGET	USED	
A13205 County Auditor								
A13205 51005 PERS SERV	78,462	0	78,462	61,486.86	.00	16,975.19	78.4%	
A13205 54000 TELEPHONE	150	0	150	111.68	.00	38.32	74.5%	
A13205 54001 COPY/PRINT	100	0	100	.00	.00	100.00	.0%	
A13205 54005 Off Supp	250	0	250	36.49	.00	213.51	14.6%	
A13205 54035 ED & TRAIN	500	0	500	299.00	.00	201.00	59.8%	
A13205 54040 DUES/MEMBE	100	0	100	.00	.00	100.00	.0%	
A13205 54045 Travel	200	0	200	.00	.00	200.00	.0%	
A13205 54070 INSURANCE	210	0	210	218.45	.00	-8.05	103.8%*	
A13205 58020 RETIREMENT	10,985	0	10,985	.00	.00	10,984.69	.0%	
A13205 58030 FICA	6,002	0	6,002	4,375.70	.00	1,626.65	72.9%	
A13205 58040 WRKS COMP	1,995	0	1,995	2,021.52	.00	-26.52	101.3%*	
A13205 58060 HEALTH INS	18,275	0	18,275	14,761.11	.00	3,514.13	80.8%	
A13205 58062 DENTAL INS	90	0	90	73.08	.00	17.16	81.0%	
A13205 58065 VISION INS	20	0	20	15.75	.00	3.85	80.4%	
TOTAL County Auditor	117,340	0	117,340	83,399.64	.00	33,939.93	71.1%	
TOTAL GENERAL FUND	117,340	0	117,340	83,399.64	.00	33,939.93	71.1%	
TOTAL EXPENSES	117,340	0	117,340	83,399.64	.00	33,939.93		

YEAR-TO-DATE BUDGET REPORT

FOR 2021 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	117,340	0	117,340	83,399.64	.00	33,939.93	71.1%

** END OF REPORT - Generated by Stephen Trobert **