



Finance & Administration Committee

Special Meeting

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

~ Minutes ~

Thursday, November 21, 2024

3:00 PM

Room 302

Call to Order

The meeting was called to order at 3:05 PM by Committee Chair Cathy Bischoff

Attendee Name	Organization	Title	Status	Arrived
Beau Harbin	Cortland County, NY	Committee Member	Present	
Linda Jones	Cortland County, NY	Committee Member	Excused	
Joseph Nauseef	Cortland County, NY	Committee Member	Excused	
Sandra Price	Cortland County, NY	Committee Member	Late	3:53 PM
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
William McGovern	Cortland County, NY	Committee Vice-Chair	Present	
Cathy Bischoff	Cortland County, NY	Committee Chair	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Mitchel Eccleston	Cortland County, NY	Board Member	Present	
Stephen Trobert	Cortland County, NY	Manager of Audit & Financial Projects	Present	
Keith VanGorder	Cortland County, NY	Board Member	Present	
David Bottar	Central New York Regional Planning and Development Board	Executive Director	Present	
Mark Meyerhofer	ECC Technologies	Director of Broadband	Present	
Kris Valentine Behnke	Cortland County, NY	Board Member	Present	
Ronald J. Van Dee	Cortland County, NY	Board Member	Present	
Reed Cleland	Cortland County, NY	Board Member	Present	
Bob Haight	Cortland County Chamber of Commerce	Executive Director	Present	
Brendan O'Bryan	Cortland County Business Development Corporation	Executive Director	Present	
Andrea Skeels	Cortland County Business Development Corporation	Finance Director	Present	
Trisha Hiemstra	Cortland County, NY	Planning Director	Present	
Paul Heider	Cortland County, NY	Board Member	Present	
Doug Schneider	Cortland Standard	Reporter	Late	3:10 AM
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Late	3:52 PM

Jeff Gasper	Southern Tier Network, Inc.	Chief Executive Officer	Remote	
Nicole Anjeski	Cortland County, NY	Director of Public Health	Remote	
Nicole Compton	Cortland County, NY	Paralegal	Remote	
Brooke Kemak	Cortland County, NY	County Clerk	Remote	

Resolutions

AGENDA ITEM NO. 1 – Resolution Authorizing the Execution of a Commitment Letter to the Central New York Regional Planning and Development Board for the CNYNET Broadband Network Project

RESULT: NO ACTION

Next: 12/10/2024 9:00 AM

ON MOTION OF HARBIN

RESOLUTION NO.

Resolution Authorizing the Execution of a Commitment Letter to the Central New York Regional Planning and Development Board for the CNYNET Broadband Network Project

WHEREAS, the Cortland County Legislature recognizes the importance of accessible and reliable broadband service to support economic growth, educational advancement, and community development throughout Cortland County and Central New York; AND

WHEREAS, the Central New York Regional Planning and Development Board (CNYRPDB) has submitted an application to the New York State (NYS) ConnectAll Office under the Municipal Infrastructure Program - Phase 3 to support the development of broadband infrastructure, referred to as the CNYNET Broadband Network project; AND

WHEREAS, the proposed CNYNET Broadband Network project aims to construct a 325-mile open access network that will deliver essential broadband services to unserved and underserved rural communities in Cortland and Cayuga Counties; AND

WHEREAS, CNYRPDB has requested a grant of \$26.1 million to support the development of this project; AND

WHEREAS, Cortland County has been requested to provide a commitment of \$3 million to support its proportional allocation of financing and reserve requirements for the project; AND

WHEREAS, this \$3 million commitment by Cortland County will be structured as interim construction financing and will be repaid to the County from grant funds awarded to the CNYRPDB by the NYS ConnectAll Office upon successful approval and disbursement of funds, contingent upon the review of final project plans, the State's grant award, and the formal appropriation of funds by the Cortland County Legislature; AND

WHEREAS, the Cortland County Legislature is fully supportive of this collaborative initiative to expand broadband access and foster connectivity throughout rural areas in the County; NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Cortland County Legislature, upon review by the County Attorney or designee, is hereby authorized and directed to execute a commitment letter to the Central New York Regional Planning and Development Board to confirm Cortland County's support of the CNYNET Broadband Network project and provide a financial commitment in the amount of \$3 million, as outlined in the letter; AND BE IT FURTHER

RESOLVED, that this commitment of financing is expressly subject to the review and approval of final project development plans, the NYS ConnectAll Office's Municipal Infrastructure Program (MIP) grant award and disbursement agreement, and a formal appropriation of funds by the Cortland County Legislature.

Adjournment

The meeting was closed at 3:59 PM

CNYNET										
Fiber Miles	274.1		- Model below assumes partnership with an ISP whereas they will maintain and support the network							
Total Passings	6,673		and CNYNET will receive \$10 per customer per month							
Assumed Customer by YR 5	3,098		- Under this arrangement Net Income would be the portion of the revenue CNYNET receives							
Blended Take Rate	46.4%		from the ISP less interest expense to the counties							
	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8	YR 9	YR 10
Cash*	\$ 10,000,000	\$ 360,271	\$ 3,177,359	\$ 751,760	\$ 103,520	\$ 475,280	\$ 847,040	\$ 1,218,800	\$ 1,590,560	\$ 1,962,320
Revenue		\$ 122,681	\$ 249,079	\$ 371,760	\$ 371,760	\$ 371,760	\$ 371,760	\$ 371,760	\$ 371,760	\$ 371,760
Capital (Details Below)	\$ (16,185,051)	\$ (9,996,238)	\$ -							
Reimbursement	\$ 6,545,322	\$ 13,090,645	\$ 6,545,322	\$ -						
Repayments to County			\$ (9,000,000)	\$ (1,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest	\$ -	\$ (400,000)	\$ (220,000)	\$ (20,000)	\$ -	\$ -	\$ -	\$ -	\$ -	
Ending Cash	\$ 360,271	\$ 3,177,359	\$ 751,760	\$ 103,520	\$ 475,280	\$ 847,040	\$ 1,218,800	\$ 1,590,560	\$ 1,962,320	\$ 2,334,080
* Beginning balance represents the funds received from the counties										

CNY NET Financial Summary						
Fiber Miles	274.1		- Model below assumes partnership with an ISP whereas they will maintain			
Total Passings	6,673		and support the network and CNYNET will receive \$10 per customer per month			
Assumed Customer by YR 5	3,098		- Under this arrangement Net Income would be the portion of the revenue CNYNET			
Blended Take Rate	46.4%		receives from the ISP less interest expense to the counties			
	YR 1 -2025	YR 2 -2026	YR 3 -2027	YR 4 -2028	YR 5 -2029	YR 6 -2030
Cash*	\$ 10,000,000	\$ 360,271	\$ 3,177,359	\$ 751,760	\$ 103,520	\$ 475,280
Revenue		\$ 122,681	\$ 249,079	\$ 371,760	\$ 371,760	\$ 371,760
Capital (Details Below)	\$ (16,185,051)	\$ (9,996,238)				
Reimbursement	\$ 6,545,322	\$ 13,090,645	\$ 6,545,322			
Repayments to County		\$ -	\$ (9,000,000)	\$ (1,000,000)	\$ -	\$ -
Interest		\$ (400,000)	\$ (220,000)	\$ (20,000)	\$ -	\$ -
Ending Cash	\$ 360,271	\$ 3,177,359	\$ 751,760	\$ 103,520	\$ 475,280	\$ 847,040
* Beginning balance represents the funds received from the counties						

Item	Total Project Budget	Total Requested from MIP Grants	Expected MIP Funding Expenses Distribution	
			Year 2025	Year 2026
Network Design Finalization	\$ -	\$ -	\$ -	\$ -
Fiber Optic Cable - Aerial	\$ 1,848,835	\$ 1,848,835	\$ 1,848,835	\$ -
Fiber Optic Cable - Underground	\$ 148,248	\$ 148,248	\$ 148,248	\$ -
Installation / Construction Hardware	\$ 1,432,151	\$ 1,432,151	\$ 1,432,151	\$ -
New Pole(s)	\$ 839,475	\$ 839,475	\$ 839,475	\$ -
Central Office (CO) / POP Electronics	\$ 1,150,597	\$ 1,150,597	\$ 1,150,597	\$ -
Customer Premises Equipment (CPE)	\$ 492,582	\$ 492,582	\$ 492,582	\$ -
Drops and Inside Wiring	\$ 3,163,058	\$ 3,163,058	\$ 790,765	\$ 2,372,294
			\$ -	
Permit and Pole Attachment Fees	\$ 1,963,828	\$ 1,963,828	\$ 1,178,297	\$ 785,531
Building Lease / Easement Costs	\$ 302,376	\$ 302,376	\$ 151,188	\$ 151,188
Other Make-Ready Fees (please specify)	\$ 3,704,065	\$ 3,704,065	\$ 2,222,439	\$ 1,481,626
			\$ -	
Central Office / POP Setup	\$ 1,501,565	\$ 1,501,565	\$ 750,783	\$ 750,783
Aerial Construction	\$ 4,778,510	\$ 4,778,510	\$ 2,389,255	\$ 2,389,255
Underground Construction	\$ 1,859,443	\$ 1,859,443	\$ 929,722	\$ 929,722
Fiber Splicing and Cross Connects	\$ 580,302	\$ 580,302	\$ 290,151	\$ 290,151
In-Home Installation	\$ -	\$ -	\$ -	\$ -
			\$ -	
Administrative / Staffing	\$ 2,301,194	\$ 2,301,194	\$ 1,495,776	\$ 805,418
Contingency	\$ 115,060	\$ 115,060	\$ 74,789	\$ 40,271
			\$ -	
	\$ -	\$ -	\$ -	\$ -
			0	
	\$ 26,181,289	\$ 26,181,289	\$ 16,185,051	\$ 9,996,238