

FINANCE COMMITTEE AGENDA
Location: Yates County Legislative Chambers
Date: April 6, 2021 at 3:00 p.m.

NOTE:

- Maximum attendance at any meeting is limited to 50 persons.
- Considering 14 Legislators, the Clerk of the Legislature and the County Administrator, Public attendance will therefore be limited to 34 persons
- If it is desired to address the committee (or Legislature) it would be appreciated that the Clerk of the Legislature be contacted to assure that there will be capacity in the room. (Phone 315-536-5150 or email chayes@yatescounty.org)
- Wear a mask when not seated.
- Wear a mask if not able to maintain 6 feet from adjacent persons (i.e – social distance)
- Attendance can also be by ZOOM; the login information is below

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://us02web.zoom.us/j/87412249160?pwd=MHF2c0lMYm5zZFc4bExOQTa0Yk9TQT09>

Webinar ID: 874 1224 9160

Passcode: 815282

Or One tap mobile:

+16465588656,,87412249160# US (New York)

+13017158592,,87412249160# US (Washington DC)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592

Committee members: Bill Holgate, Tim Cutler, Dan Banach, Ed Bronson, Pat Killen, Rick Willson

- Bill and Rick will do the audit this month
- Approve March minutes
- Public Comment

Real Property – Meghan Kincaid

- Annual Report
- Jerusalem assessor
 - Resolution: Authorize Yates County to Negotiate an Agreement With the Town of Jerusalem for Assessment Services, Per RPTL 1537
- Board of Assessment Review
- Upcoming

ReConnect – Marian Walrath

- Update on the ReConnect Grant – to be distributed separately

Planning – Dan Long

- Transportation
- Yates County Planning Board
- Funding for Natural and Recreational Resources
- GIS
- Other Items

Treasurer – Ashley Doyle/Deputy

Discussion:

- 2021 Appropriations
- Sales Tax Report
- Refund of 2020-2021 School Taxes
- Treasurer's Office Report for March 2021

Resolutions:

- 2021 Budget Transfers
- Appropriate Carryover Federal Aid (PH)
- Appropriate Carryover Federal Aid (PH)
- Appropriate Carryover State Aid (PH)
- Appropriate Carryover State Aid (PH)
- Appropriate Carryover Grant (CS)
- Appropriate Carryover Federal Aid (CS)
- Appropriate Additional Revenue (DSS)

County Administrator – Nonie Flynn

- Federal COVID Aid – If the legislation passes, it is estimated Yates County will receive aid of \$4,869,486. The Towns in Yates County would receive aid of \$2,730,000.
- Tourism Advisory Committee application

Airport – Dick Harper

- Airport –
 - The FAA has approved the Environmental Assessment.
 - Passero prepared a bid for deicing fluid application equipment. Bids were received March 30th. Resolutions authorizing execution of a grant agreement with the FAA and accepting the bid and authorizing entry into a contract with Textron GSE are included.
 - An agreement regarding deicing fluid disposal is likely going to be necessary.
 - Scott has reviewed the agreement with Precision Aviation for rental of the North Hangar at the airport. Included is a resolution authorizing the county to enter into a written lease.

Executive Session – if needed

Finance Committee Report

Meeting date: April 6, 2021

Report date: March 26, 2021

Real Property Tax Services

Department Update

Meghan K. Kincaid, Director

Annual Report

My 2020 Annual Report for the Real Property Tax Services Department is completed.

Jerusalem Assessor

The Jerusalem Assessor has left his position. The Town of Jerusalem has reached out to the County to let us know that they are interested in a possible agreement, per RPTL 1537, for assessment services.

- **Resolution** – Authorize Yates County To Negotiate An Agreement With The Town Of Jerusalem For Assessment Services, Per Rptl 1537

Board of Assessment Review (B.A.R.)

All towns currently have the minimum members needed to make a quorum for their B.A.R. Italy, Potter and Torrey still have one vacancy remaining on their boards.

I will be holding the Board of Assessment Review Training via Zoom on 4/29.

Upcoming:

The town assessors will be bringing me their files this week to use in preparation of the Tentative Assessment Rolls. Tentative assessments will be available on 5/1. Property owners interested in challenging their tentative assessments to their town's Board of Assessment Review should contact their Town Assessor. Grievance procedure information is also available on the Yates County Real Property's webpage, as well as on the Department of Taxation and Finance's website.

AUTHORIZE YATES COUNTY TO NEGOTIATE AN AGREEMENT WITH THE TOWN OF JERUSALEM FOR ASSESSMENT SERVICES, PER RPTL 1537

WHEREAS, the Town of Jerusalem, located in Yates County is an assessing unit; and

WHEREAS, the Town of Jerusalem has expressed an interest in negotiating an agreement with Yates County, per RPTL 1537, to provide assessment services for the town;

NOW, THEREFORE, BE IT RESOLVED, that, upon approval of the County Attorney, Yates County is authorized to negotiate such an agreement with the Town of Jerusalem for assessment services for parcels located within the Town of Jerusalem; and be it further

RESOLVED, that this resolution is subject to a permissive referendum, in accordance with RPTL Section 1537; and be it further

RESOLVED, that copies of this resolution be provided to the County Administrator, the County Real Property Tax Services Director and the Town of Jerusalem Supervisor.



08020
Yates County Planning Department
417 Liberty Street – Suite 1093
Penn Yan, NY 14527 (315) 536-5153
www.yatescounty.org

TO: Finance Committee Members
FROM: Daniel R. Long - County Planning Department
DATE: March 26, 2021
RE: March 2021- Monthly Departmental Report

Transportation

The NYS DOT has updated payment and vouchering systems and Planning has been meeting with YTS to review the new process and ensure that the transition to the State Finance System is addressed. DOT has also processed additional STOA funding from 2018. *A resolution to authorize the Chairman to accept this funding is included.*

Yates County Planning Board

5 referrals were received for the March meeting (one was withdrawn) and was held in-person for the first time in a year. The agenda was emailed to all members and legislators. 3 legislators were present at the meeting.

Funding for Natural and Recreational Resources

All current round applicants were informed of their awards, contracts are being drafted and insurance forms have been requested in anticipation of completing the contract phase in April. The last 2020 grant award for YCC playground (\$24,996.00) is expected to be processed to close out all previous rounds.

GIS

Planning met with GeoCover for an update on specific department meetings to present the portal applications and its potential uses to Highway, Emergency Operations, Elections, Public Health. Further applications are being worked on and will be put up on the site in the next weeks as we continue to build upon the work completed so far.

Check out the portal at: <https://gisportal.yatescounty.org/portal/home/>

Other Items:

ReConnect Grant: Marian Walrath, Grant Specialist for the Broadband Committee will update the Finance Committee. *A Resolution to enter into a contract with an engineering firm is included for review in anticipation that a final recommendation be brought by the Broadband Committee prior to the Legislative session.*

County-Wide Water Infrastructure Study: Clark Patterson Lee will present an update to the report during the Legislative session.

Planning is working on a summary of kennel zoning laws in the County for reference and to assist in updates to zoning for municipalities. *A draft sample of the summary sheet is included.*

Public Safety Building- Facility Needs Assessment: Bergmann has been meeting with the Sheriff's Office to review schemes related to potential improvements and vetting them through the State Corrections Office prior to releasing a final review report. Planning as requested an anticipated date of receipt of this report.

Refer to attachment: Resolution to sign amended and additional 5311 STOA Funding.

End of Document

**AUTHORIZE CHAIRMAN TO ACCEPT ADDITIONAL STOA 5311 FUNDING FROM
THE DEPARTMENT OF TRANSPORTATION CONTRACT #C004102 2018
OPERATING ASSISTANCE**

WHEREAS, the Department of Transportation as completed processing of additional STOA funding for the County Transportation System (YTS) for 2018 in the amount of \$57,000.00 with no local share required; and

WHEREAS, to receive such funding a resolution and signed authorization to release funds has been requested by the DOT; and

NOW THEREFORE BE IT RESOLVED, that the Chairman be authorized to sign for and accept such additional operational assistance funding on behalf of Yates Transit System, and be it further

RESOLVED, the copies of this resolution be forwarded to the Department of Transportation, the County Planner and Yates Transit Services.

**AUTHORIZE CHAIRMAN TO SIGN CONTRACT WITH (ENGINEERING FIRM) FOR
ENGINEERING SERVICES ON THE YATES COUNTY USDA/RUS RECONNECT
BROADBAND PROJECT**

WHEREAS, Yates County has been awarded a grant through the USDA Rural Utility Services ReConnect program; and

WHEREAS, the purpose of the grant is the construction of a fiber-to-the-premises for those in the County who are considered under and un-served with regard to internet access; and

WHEREAS, (Engineering Firm), has submitted a proposal to provide engineering and construction supervision services consistent with the requirements of USDA/ RUS, and

WHEREAS, said proposal has been reviewed by the Yates County Broadband Committee and recommends that it be accepted;

NOW, THEREFORE, BE IT RESOLVED, that upon the approval of the County Attorney and the USDA/ RUS, the Chairman of the Legislature is authorized to enter into a contract with (Engineering Firm) using RUS Form 217 – Postloan Engineering Services Contract – Telecommunications Systems; and be it further

RESOLVED, that said contract fees for (Engineering Firm) are budgeted for \$-----.00 for the services mentioned and are to be paid using ReConnect Grant monies; and be it further

RESOLVED, that copies of this resolution be provided to (Engineering Firm), County Administrator, Treasurer, Budget Officer, USDA/RUS, the Planner and the Grant Specialist.

This is a draft summary sheet for Kennel laws in Yates. A full report and reference materials are being collected for use by the municipalities.

Kennel Laws in Yates County (3-2-2021)						
Township/ Village	zoning enacted	definitions related	permit required	duration of permit	zoning section referring to setbacks and site constraints	limits on # of dogs
Barrington	yes (draft update 7/2020)	Dog Boarding Kennel, Dog Breeding Kennel	special use permit, site plan review	not defined	not defined	not defined
Benton	Yes	Boarding Kennel, Commercial Kennel, Private Kennel	special use permit, site plan review	1 year max. Renewal required by 31st of December.	110-58 Private Kennel and Rescue Standards; 110-58.1 Commercial Kennel Standards	Yes, 110-58.1 A- 15 adult dogs.
Jerusalem	Yes	Dog Kennel	Site Plan Review, Special Use Permit	no limit unless revoked.	160-24 Dog Kennels (all types)	Yes, 160-24. 8 breeding adult females.
Italy	yes (8/14/2006)	Commercial Dog Kennel	special use permit, site plan review	no limit unless revoked.	Article 13, Section 13.7	In Ag-Res district only.
Middlesex	Yes	Kennel (all uses)	Special Conditions		501.1. Site Plan. 501.6. Kennel, refers to Dog Control Ordinance	Need copy of ordinance
Milo	Yes	Exempt Kennel, Non-Commercial Kennel, Commercial Kennel, Kennel, Dog Kennel.	Town Kennel Permit, Special Use Permit	1 year (renewal required).	142-28. Kennel Permit Criteria	350-77. Kennel. Number determined by acreage.
Potter	yes	Commercial Dog Kennel	special use permit, site plan review		section 6.50 Commercial Dog Kennels	20 adult dogs.
Starkey	Yes	Kennel (all uses)	Public Hearing, Planning Review		6.77 Kennels; 6.60 Special Use Permit; Local Law #3.	no stated limit on number of dogs.
Torrey	Yes	Kennel (all uses)	special use permit, site plan review	1 year max. Expires on 31st of December.	98.120, Kennels.	no stated limit on number of dogs.
Dresden (Torrey)	requested info					
Dundee (Starkey)	Yes	Dog Kennel	not allowed in village		prohibited in village limits.	
Penn Yan	Yes	Kennel (all uses)	technically not allowed		use is not listed in Use Regulation Table	
Rushville (Middlesex)	Yes	Dog Kennel	not allowed in village		5.0 C-1 Not permitted.	

2021 Appropriations:					
General Fund:					
Grants:					
Department	Grant Name	Amount	Carryover	Res. #	Balance
Sheriff	State Aid - SICG FY 17	32,400.49	Yes	61-21	
Sheriff	State Aid - SICG FY 18	24,520.97	Yes	61-21	
Sheriff	State Aid - SICG FY 19	328,425.00	Yes	61-21	
Sheriff	Federal Aid - SLETPP FY 19	6,847.00	Yes	62-21	
OEM	Federal Aid - LEPC Grant	7,055.17	Yes	64-21	
OEM	Federal Aid - Recruitment and Retention FY 18 19	9,175.00	Yes	65-21	
Social Svcs	State Aid - Sexually Exploited Youth 2021	40,000.00	No	67-21	
Social Svcs	Federal Aid - CARA 20-21 2021	50,000.00	No	68-21	
Youth	State Aid - Sexually Exploited Youth	11,000.00	No	69-21	
Sheriff	Federal Aid - 2020 SLETPP Grant	10,000.00	No	89-21	
OEM	Federal Aid - SHSP 2018	3,139.17	Yes	90-21	
OEM	Federal Aid - SHSP 2019	17,439.60	Yes	90-21	
OEM	Federal Aid - SHSP 2020	28,185.00	No	91-21	
Social Svcs	State Aid - Code Blue	20,000.00	No	92-21	
Social Svcs	Federal Aid - Non-Custodial Employment Program	26,173.00	No	93-21	
		429,002.40	Carryover		
		185,358.00	Current Year		
		614,360.40			
Other Appropriations:					
Department	Source	Amount			
	Purchase Order Encumbrances	539,748.88			
		539,748.88			1,154,109.28
Contingent Fund:					
	A1990 Beginning Balance:	869,000.00			
		869,000.00			869,000.00
Road:					
Various	Purchase Order Encumbrances	845,810.54			
		845,810.54			845,810.54
Road Machinery:					
Various	Purchase Order Encumbrances	15,000.00			
		15,000.00			15,000.00
					2,883,919.82

2019 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year	2020 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year	2021 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year
2/6/2019	589,982.12	726,313.48	3.51%	2/7/2020	682,882.15	840,851.18	15.77%	2/5/2021	629,172.53	784,376.20	-6.72%
2/13/2019	136,331.36	726,313.48	3.51%	2/13/2020	157,969.03	840,851.18	15.77%	2/16/2021	155,203.67	784,376.20	-6.72%
3/6/2019	520,422.37	626,248.62	2.00%	3/6/2020	578,543.10	689,537.97	10.11%	3/5/2021	631,589.85	777,732.04	12.79%
3/13/2019	105,826.25	1,352,562.10	2.80%	3/13/2020	110,994.87	1,530,389.15	13.15%	3/15/2021	146,142.19	1,562,108.24	2.07%
4/5/2019	999,286.25	1,242,425.53	3.86%	4/7/2020	1,282,178.80	1,559,076.42	25.49%	4/7/2021		-	-100.00%
4/15/2019	243,139.28	2,594,987.63	3.31%	4/13/2020	276,897.62	3,089,465.57	19.06%	4/13/2021		1,562,108.24	-49.44%
5/6/2019	739,367.76	884,212.91	6.83%	5/7/2020	471,869.11	597,296.02	-32.45%	5/7/2021		-	-100.00%
5/13/2019	144,845.15	3,479,200.54	4.18%	5/13/2020	125,426.91	3,686,761.59	5.97%	5/13/2021		1,562,108.24	-57.63%
6/6/2019	725,483.92			6/5/2020	496,365.72			6/7/2021			
6/13/2019	140,391.96	1,717,431.20	19.89%	6/15/2020	93,940.93	1,587,697.90	-7.55%	6/14/2021		-	-100.00%
6/28/2019	851,555.32	5,196,631.74	8.90%	6/30/2020	997,391.25	5,274,459.49	1.50%	6/30/2021		1,562,108.24	-70.38%
7/1/2019	474,778.90	870,970.42	-4.20%	7/1/2020	403,898.28	801,308.48	-8.00%	7/1/2021		-	-100.00%
7/15/2019	396,191.52	6,067,602.16	6.80%	7/13/2020	397,410.20	6,075,767.97	0.13%	7/13/2021		1,562,108.24	-74.29%
8/6/2019	859,315.17	1,035,323.58	8.11%	8/7/2020	861,984.57	1,050,444.72	1.46%	8/6/2021		-	-100.00%
8/13/2019	176,008.41	7,102,925.74	6.99%	8/13/2020	188,460.15	7,126,212.69	0.33%	8/13/2021		1,562,108.24	-78.08%
9/6/2019	868,254.63	1,051,571.62	14.99%	9/8/2020	847,945.85	1,021,678.60	-2.84%	9/8/2021		-	-100.00%
9/13/2019	183,316.99	8,154,497.36	7.96%	9/14/2020	173,732.75	8,147,891.29	-0.08%	9/13/2021		1,562,108.24	-80.83%
10/7/2019	1,641,839.83	2,117,960.42	13.43%	10/7/2020	1,990,761.40	2,449,321.72	15.65%	10/7/2021		-	-100.00%
10/15/2019	476,120.59	10,272,457.78	9.04%	10/13/2020	458,560.32	10,597,213.01	3.16%	10/13/2021		1,562,108.24	-85.26%
11/6/2019	700,039.71	845,121.05	-1.85%	11/6/2020	794,815.58	991,265.65	17.29%	11/5/2021		-	-100.00%
11/13/2019	145,081.34	11,117,578.83	8.13%	11/13/2020	196,450.07	11,588,478.66	4.24%	11/15/2021		1,562,108.24	-86.52%
12/6/2019	671,803.87	826,286.64	-1.67%	12/7/2020	664,401.16	816,004.59	-1.24%	12/7/2021		-	-100.00%
12/13/2019	154,482.77	11,943,865.47	7.39%	12/14/2020	151,603.43	12,404,483.25	3.86%	12/13/2021		1,562,108.24	-87.41%
12/31/2019	848,957.47			12/31/2020	1,245,736.70			12/31/2021			
1/2/2020	378,643.31	1,683,388.00	4.56%	1/4/2021	382,115.15	2,079,249.46	23.52%	1/3/2022		-	-100.00%
1/13/2020	455,787.22	13,627,253.47	7.03%	1/13/2021	451,397.61	14,483,732.71	6.29%	1/13/2022		1,562,108.24	-89.21%
Total		13,627,253.47		Total		14,483,732.71		Total		1,562,108.24	
Budget Estimate		12,200,000.00		Budget Estimate		12,700,000.00		Budget Estimate		12,700,000.00	
\$ Over/Under Budget		1,427,253.47		\$ Over/Under Budget		1,783,732.71		\$ Over/Under Budget		(11,137,891.76)	
\$ Over/Under 2018		895,257.81		\$ Over/Under 2019		856,479.24		\$ Over/Under 2020		(12,921,624.47)	

Corrections - 2021				
Tax Map #		Billed	Should Be	Difference
99.02-1-16.11	Gorham CSD Tax	\$ 209.48	\$ 11.60	\$ (197.88)
	Library	\$ 5.94	\$ 0.33	\$ (5.61)
		\$ 215.42	\$ 11.93	\$ (203.49)
Corrected Tax Roll - Ag Expemption was dropped from parcel in error				



OFFICE OF THE
YATES COUNTY TREASURER

417 LIBERTY STREET, SUITE 1081
PENN YAN, NEW YORK 14527-1122
Tel 315-536-5192 Fax 315-536-5527
yatescounty.org

WINONA B. FLYNN
TREASURER

ASHLEY R. DOYLE
DEPUTY TREASURER

From: Ashley Doyle

Re: Treasurer's Office Report for March 2021

Tax Enforcement – As of 4/01/2021 the following table reflects parcels with remaining property taxes unpaid.

Year	Number of Parcels
2018	6
2019	19
2020	128

The final day to pay 2018 and 2019 taxes before county foreclosure remains to be May 1st, 2021.

Electronic Payment Collection – The Treasurer's Office collected just over \$401,500.00 in online and over the counter 2021 electronic tax payments for the 7 participating townships. This is true benefit to the taxpayer.

TASC Meeting – The annual meeting of the Yates Tobacco Asset Securitization Corporation was held on March 2nd. The 2020 TASC Financial Statements are available in the Treasurer's office.

Flint Creek – The 2020 Annual Update Document has been filed with NYS and sent to Ontario County. It is available in the Treasurer's office.

2021 BUDGET TRANSFERS

BE IT RESOLVED, that the following transfers be made in the 2021 budget:

From:	To:	Amount:
A1430.54920 PERS-State Fees	A14300.51661PERS-Comp Time BO	\$ 60.18

And be it further

NOW, THEREFORE BE IT RESOLVED, that copies of this resolution be provided to the Personnel Officer and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF 2020 COVID RESPONSE FEDERAL AID
(PUBLIC HEALTH)**

WHEREAS, Public Health was awarded additional federal aid for the COVID19 Response Grant in 2020 and a balance of \$78,004.69 remained at the end of year; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2021 fiscal year;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$78,004.69;

Revenue:		
A4010.44489 PH-Disaster Planning		\$ 78,004.69
Appropriation		
A4010.54320 PH-Emergency Expenditures		\$ 78,004.69

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Public Health and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF 2020 ELC FEDERAL AID
(PUBLIC HEALTH)**

WHEREAS, Public Health was awarded additional federal aid for the Epidemiology and Laboratory Capacity (ELC) COVID19 Grant in 2020 and a balance of \$185,861.43 remained at the end of year; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2021 fiscal year;

NOW THEREFORE, BE IT RESOLVED, that the following accounts be increased as tabulated below;

Revenue:		
A4010.44487 PH-ELC COVID19		\$ 185,861.43
Appropriation		
A4010.51305 PH-PH Nurse		\$ 121,283.04
A4010.58100 PH-FICA/Medicare		\$ 45,000.00
A4010.54470 PH-Office Supplies		\$ 10,000.00
A4010 51506 PH-Phone Work		\$ 9,578.39

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Public Health and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF 2020 FLU STATE AID
(PUBLIC HEALTH)**

WHEREAS, Public Health was awarded additional state aid for the Supplemental Flu Grant in 2020 and a balance of \$12,156.00 remained at the end of year; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2021 fiscal year;

NOW THEREFORE, BE IT RESOLVED, that the following accounts be increased as tabulated below;

Revenue:		
A4010.43401 PH-State Aid		\$ 12,156.00
Appropriation		
A4010.54107 PH-Small Equipment		\$ 2,045.00
A4010.54107 PH-Immunization Program		\$ 10,111.00

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Public Health and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF 2020 NYSHF COVID STATE AID
(PUBLIC HEALTH)**

WHEREAS, Public Health was awarded additional state aid for the New York State Health Foundation for COVID Response in 2020 and a balance of \$4,341.80 remained at the end of year; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2021 fiscal year;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$4,341.80;

Revenue:

A4010.43402 PH-NYSHF COVID Response Funding	\$ 4,341.80
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Appropriation

A4010.54115 PH-NYSHF COVID Response Funding	\$ 4,341.80
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And be it further

RESOLVED, that copies of this resolution be provided to the Director of Public Health and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF COLUMBIA UNIVERSITY GRANT
(COMMUNITY SERVICES)**

WHEREAS, Community Services received revenue from Columbia University for the HEALing Communities Grant in 2020 and a balance of \$20,190.22 remained at the end of the year; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2021 fiscal year;

NOW THEREFORE, BE IT RESOLVED, that the following accounts be increased as tabulated below;

Revenue:		
A4320.41688 CS- Columbia University HEALing		\$ 20,190.22
Appropriation		
A4320.51605 CS- Director of Community Services		\$ 9,565.00
A4320.54263 CS-Columbia University HEALing		\$ 10,625.22

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Community Services and the County Treasurer/Budget Officer.

**APPROPRIATE CARRYOVER OF 2020 MENTAL HEALTH FEDERAL AID
(COMMUNITY SERVICES)**

WHEREAS, Community Services received a Mental Health Grant for the year 2020 and a balance of \$10,730.26 remained at the end of year; and

WHEREAS, these funds are not part of the 2021 budget and can be carried over to the 2021 fiscal year;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$10,730.26;

Revenue:		
A4320.44491 CS- Suicide Prevention		\$ 10,730.26
Appropriation		
A4320.54282 CS-Suicide Prevention		\$ 10,730.26

And be it further

RESOLVED, that copies of this resolution be provided to the Director of Community Services and the County Treasurer/Budget Officer.

**APPROPRIATE ADDITIONAL CODE BLUE REVENUE
(SOCIAL SERVICES)**

WHEREAS, the Department of Social Services has been awarded additional revenue for Code Blue in the amount of \$25,000.00; and

WHEREAS, these funds are not part of the 2021 budget;

NOW THEREFORE, BE IT RESOLVED that the following accounts be increased by \$25,000.00;

Revenue:

A6010.41810 DSS-Repay-Administration	\$ 25,000.00
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Appropriation

A6010.54027 DSS-Misc. Contractual Expenses	\$ 25,000.00
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And be it further

RESOLVED, that copies of this resolution be provided to the Commissioner of Social Services and the County Treasurer/Budget Officer.



YATES COUNTY TOURISM ADVISORY COMMITTEE

Thank you for your interest in funding opportunities made possible through the Yates County Tourism Advisory Committee (TAC) and the Yates County Occupancy Tax.

Included in the following documentation you will find:

- Program Description
- Application and Selection Procedures
- Eligibility Criteria and Restrictions
- Tracking/Reporting
- Allocation Request Form/Application

The deadline for your submission is **Friday, August 20, 2021 by 4:00pm.**

We look forward to receiving your completed application.



YATES COUNTY TOURISM ADVISORY COMMITTEE

Grant Application

For 2022 Projects

Program Description

Yates County established a 4% occupancy tax program for the purpose of promoting, developing, and protecting the area's tourism industry. Through this grant program, it was deemed important to establish programs and opportunities to promote or support the development of **activities that will increase occupancy in the lodging sector in Yates County**. The Tourism Advisory Committee (TAC) was established to act as an advisor to the Yates County Legislature. The TAC reviews the funding requests from tourism agencies and related groups for the upcoming County fiscal year and makes a final recommendation of funding to the Legislature. The ultimate decisions as to the allocation of funds are the responsibility of the Legislature.

Programs and initiatives should help create destination awareness of Yates County as a place to visit and/or improve the likelihood of repeat visits to the area. A key objective for Yates County's tourism industry is to create and promote products and experiences that will attract more visitors, particularly for overnight visits and in the pre- and post-summer seasons. Grant funds are not intended for facility maintenance or ongoing operational costs, but rather, the funds are intended to be developmental in nature, i.e., for new or enhanced events or marketing activities, as well as planning and pre-development activities for the creation or enhancement of new attractions and destinations.

A portion of the occupancy tax is intended to provide grants for projects that will achieve and/or support the following types of projects:

Event Development and Marketing Projects

- New or enhanced events that are non-duplicative, unique, and demonstrate appeal and outreach to visitors from outside the county; and
- New or enhanced marketing activities aimed at stimulating additional overnight visits to the County preferably in the off-season.

Application and Selection Procedures

Thank you for your interest in receiving funding for tourism marketing from the Yates County Occupancy Tax revenues. Please review the following guidelines:

1. Enclosed with these guidelines is a copy of the Allocation Request Form. This form must be filled out completely and must accompany your application packet.
2. Your application packet should include the following:
 - a. Allocation Request Form
 - b. Marketing Plan – 3 pages maximum, double spaced along with 3-year projection
 - c. Return on Investment (ROI) demonstration plan, show how this will benefit Yates County.
 - d. ROI report for the current year, if you received funding.
 - e. Supporting materials including, but not limited to, a budget breakdown and detailed program description(s).
 - f. Funding request applications must indicate the total project budget, amount being sought from the Occupancy Tax program, project contributions from other sources, and an itemized breakdown of project spending (particularly marketing costs). Additionally, the application's financial information should indicate evidence of long-term sustainability for the proposed project.
3. The complete packet, **plus 10 copies**, must be received at the Yates County Chamber of Commerce office by **4:00pm on Friday, August 20, 2021**. **A digital copy must be submitted as well.**

Submit *printed* application to: Yates County Tourism Advisory Committee
c/o Yates County Chamber of Commerce
2375 Route 14A Penn Yan, NY 14527

Submit *digital* application to: tourismadvisorycomm@yatesny.com

4. The committee **may** schedule personal presentations to those applications that meet eligibility criteria set by the committee, for **September**. You will receive 15 minutes to make your presentation to the committee. This will be the **ONLY** opportunity for this presentation. A representative from your organization must attend this session in order for your request to be considered.
5. Determination for funding will be based on a project review and ranking by the TAC, County Legislative approval, and the County Administration's budgeting process.
6. Funding for projects is based on the submitted proposal. If, for any reason, there is an amendment to the proposed project (i.e., cancellation of an event) the TAC must be informed in writing with funding subject to be returned.
7. In the event of approval from the Yate County Legislature for funding of your project for 2021, please be aware of the required contract / agreement for the spending of the tourism funds. Samples available for viewing in advance upon request.

Eligibility Criteria and Restrictions

- Awardees may only receive funding for up to three years for a specific project, and must reapply each year for said funding. Applicants may apply for more than three years of occupancy tax funding; however, only for a new/significantly different project.
- Grant applicants must demonstrate fulfillment of a need in terms of attracting visitors to the area.
- Project awards typically range from \$2,500 to \$10,000, and will not exceed \$10,000.
- Project funding must be matched with a minimum 1 to 1 commitment with at least 50% of the applicant's match being cash.

Application Ranking Criteria

Each project will be ranked using a scale for specific parameters including those listed below. Ranking will be conducted by the TAC. Projects will then be prioritized for funding based on their score and an averaging of the TAC's recommended project funding levels based on the following considerations:

For Event Development and Marketing Projects:

- Will the project increase overall visitation to the county?
- Does the project directly or indirectly create overnight visits?
- Will the project increase pre- and/or post-summer season visitation? If not, why is it important as a summer project?
- Does the project emphasize a new or significantly enhanced event or marketing effort rather than simply ongoing operational activities or maintenance?
- Does the project emphasize promotion of niche activities and experiences that will enhance varied and/or new visitor interest in the county?
- Does the project involve collaboration and cooperative efforts among communities, attractions, and events?
- Is the project non-duplicative of currently existing programs?
- Is the project supported by appropriate follow-up capabilities such as staffed phone and/or email for information, a website that is kept up-to-date, effective customer service, and delivery of the promised product, event, or experience?
- Is there a plan for long-term sustainability by the applicant without the county's assistance?
- Is there a reference to Finger Lakes Countrysides / Yates County Tourism?

For Attraction/Destination Development and Enhancement Projects:

- Is the project aimed at directly developing or making strides in advancing a new or enhanced attraction or destination that is non-duplicative, thereby enhancing the diversity of the County's tourism assets?
- Does the project fulfill a need or capitalize on an opportunity in the county?
- Is the project aimed at advancing a project or initiative that is anticipated to extend visitor stays and increase overnight visitation?
- Will the project lead to the development/enhancement of attractions or

- destinations that increase pre- and/or post-summer season visitation?
- Does the project align with local and regional planning efforts and policies?
- Would the funding request leverage other public and private investment?
- Does the project involve collaboration and cooperative efforts among communities and/or other tourism partners?

The project ranking process and presentations will occur in August/September of the application year, after which time a recommendation will be made by the TAC to the Yates County Legislature for their consideration and final determination. Award notifications will be sent out in November/December.

Tracking/Reporting

- Funded organizations must provide a summary report at the conclusion of the project, demonstrating that the grant awardee fulfilled the project scope and itemizing how Occupancy Tax revenues were spent, to the TAC, by December 31 of the project year.
- The financial report will be accompanied by a description of project accomplishments, including any quantifiable results relevant to the original application and the Application Ranking Criteria listed above, including a photo either of the event or project, or that represents your organization.



**YATES COUNTY TOURISM ADVISORY COMMITTEE
ALLOCATION REQUEST FORM**

Please provide the requested information below or on separate sheet(s) and return this form and a *detailed marketing plan* to Yates County Tourism Advisory Committee. Applications must be received no later than Friday, August 21, 2020. The form can be emailed as an attachment to tourismadvisorycomm@yatesny.com. If you are in need of more information regarding the application process or about the Tourism Advisory Committee in general, please contact the Chamber of Commerce at 315-536-3111.

1. Name of Organization:

2. Address:

3. Telephone Number:

4. Project Director:

5. Email:

6. Project Name:

7. Project Type (choose one):

_____ Event Development or Marketing

_____ Attraction / Destination Development or Enhancement

8. Project Timetable:

9. Total Project Budget:

a. Amount of occupancy tax funding requested:

b. Funds to be provided by applicant:

c. Other funding sources:

d. Expense Itemization – Please specifically identify which expense item(s) the requested occupancy tax funds will be allocated to (attach additional page(s) if necessary):

Please attach an overall financial plan, including a means for making the project self-sustaining.

10. Description of Project:

11. Describe how the project will benefit the area – include responses to Application Ranking Criteria listed in above application guidelines, as they apply to you project:

Do you plan to submit an application for this project again in the future:

Yes No (If you answered yes, you will still be required to submit subsequent year applications)

If your organization/project is awarded a grant, you will be required to enter into a contract with Yates County which requires that you provide proof of insurance as follows:

- liability coverage insurance (\$1M)
- worker's compensation insurance (C-105.2 form); if no employees use form CE200
- disability insurance form (DB-120.1)

Failure to enter into the contract process, and/or a failure to supply the required insurance documentation, will result in a loss of funding for that year and may jeopardize future grant funding opportunities.

The applicant's signature below indicates that the grantee (if awarded) agrees with the terms listed herein, and that the content contained in the project application is true.

Signature:

Name (printed):

Title: _____

Date: _____

Submit copies of application by 4:00pm on Friday, August 20, 2021.

Submit *printed* application to: Yates County Tourism Advisory Committee
c/o Yates County Chamber of Commerce
2375 Route 14A Penn Yan, NY 14527

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AUTHORIZE CHAIRMAN TO EXECUTE FEDERAL GRANT AGREEMENT AND RELATED DOCUMENTS

PROJECT: ACQUIRE DEICING EQUIPMENT FAA PROJECT NO. 3-36-0094-0XX-2021

WHEREAS, Yates County will receive a grant from the Federal Aviation Administration (FAA) for financial assistance for the Acquire Deicing Equipment project referenced above at the Penn Yan-Yates County Airport; and

WHEREAS, the total project cost would be \$127,000, with a maximum Yates County share of five percent (5%), or \$6,350;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Legislature is hereby authorized to execute the FAA grant agreement and any other necessary documents in connection with the advancement or approval of the aforementioned project at Penn Yan-Yates County Airport; and be it further

RESOLVED, that copies of this resolution be given to the Yates County Treasurer and Passero Associates.

AUTHORIZE CHAIRMAN TO EXECUTE AGREEMENT WITH TEXTRON GSE

PROJECT: ACQUIRE DEICING EQUIPMENT

WHEREAS, bids were received for Aircraft Deicing Equipment for use at the Penn Yan-Yates County Airport; and

WHEREAS, the bids were reviewed for correctness and completeness by Passero Associates; and

WHEREAS, the low bid was submitted by Textron GSE in the amount of \$112,000.00;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Legislature, upon execution of the federal grant agreement providing funding for the aforementioned project at Penn Yan-Yates County Airport, is authorized to execute an agreement with Textron GSE in the amount of \$112,000.00; and be it further

RESOLVED, that copies of this resolution be given to the Yates County Treasurer and Passero Associates.

AUTHORIZE CHAIRMAN TO ENTER INTO A LEASE AGREEMENT WITH PRECISION AVIATION, INC. FOR THE LEASE OF THE COUNTY'S NORTH HANGAR LOCATED AT PENN YAN-YATES COUNTY AIRPORT

BE IT RESOLVED, that upon approval by the County Attorney, the Chairman may enter into a written lease with Precision Aviation, Inc. for the rental of property from the County commonly known as the North Hangar located at the Penn Yan-Yates County Airport, in the Town of Milo, County of Yates, for a term of three (3) years commencing May 15, 2021; and be it further

RESOLVED, that a copy of this resolution be given to the County Administrator, County Attorney, County Treasurer and Precision Aviation, Inc.

**AUTHORIZATION PERTAINING TO OUTSIDE LEGAL COUNSEL REGARDING SEQRA
MATTERS**

WHEREAS, Yates County (hereinafter the "County") wishes to engage in an emergency/public safety communications tower project, entailing the purchase or potential purchases of real property and the construction and operation of communication tower(s) thereon; and

WHEREAS, the County, from time to time, envisions the need for the assistance of outside legal counsel regarding a myriad of matters related to SEQRA compliance and procedure related to the above recited project; and

WHEREAS, the law firm of Bond, Schoeneck & King, PLLC, having a principal office in Syracuse, NY, has been identified as an outside counsel to provide such legal assistance;

NOW, THEREFORE, BE IT RESOLVED, that the County, through its County Attorney, is authorized to engage, from time to time, at its discretion, the law firm of Bond, Schoeneck & King, PLLC to provide legal assistance to the County concerning matters pertaining to SEQRA compliance and procedure as it relates to the above recited project, and to this end the Chairman is hereby authorized, upon the approval of the County Attorney, to sign any and all agreements with Bond, Schoeneck & King, PLLC concerning their provision of such legal services to the County; and be it further

RESOLVED, that the County's commercial general liability insurance requirement is hereby waived in this instance; and be it further

RESOLVED, that a copy of this resolution be given to the County Administrator and County Attorney.