

## FINANCE COMMITTEE

July 7, 2020

Committee members present: Bill Holgate, Tim Cutler, Dan Banach, Ed Bronson, Pat Killen, (absent) Rick Willson.

Others present: Jim Multer, Bonnie Percy, Dick Harper, Terry Button, Connie Hayes, Nonie Flynn, Doug Paddock, Earle Gleason, Leslie Church, Carlie Chilson, Dan Long, Meghan Kincaid, Ashley Doyle.

Bill and Dan will do the audit this month

Minutes of the June meeting were approved as presented.

### **Real Property – Meghan Kincaid**

Meghan reported the final Assessment values came out on July 1<sup>st</sup>. The assessment rolls are available for viewing on the Real Property webpage at [www.yatescounty.org](http://www.yatescounty.org).

Meghan reported property owners may file small claims (SCAR) petitions at the County Clerk's office through the end of July. A link has been added to the Real Property web page to assist anyone looking to file a SCAR. Property owners must have timely filed a RP524 Grievance Complaint form in order to file a SCAR.

### **Planning – Dan Long**

Dan reported the DOT will be supplying Yates Transit Service (YTS) with Personal Protective Equipment (PPE) the first week of July. The DOT has also sent a contract for temporary operating assistance related to COVID-19.

Dan reviewed the following resolution that would be needed. The Committee approved.

- Resolution Authorizing The Chairman To Sign Federal Transit Operating Assistance (CARES ACT) Agreement #C004187 For Temporary Additional Operating Activities Related To COVID-19

Dan reported the Yates County Planning Board reviewed 4 referrals. The referral for a kennel in Benton that was tabled was recommended for denial for both special use permit and area variance.

Dan reported the 2020 awardees for funding for Natural and Recreational Resources are currently working on their projects. The Finger Lakes Museum expects to be done by late July and the YCC playground later this summer if the schedule holds. The 2019 applicants are sending in reimbursement forms to complete their work and the 2018 applicants had been given a July 1<sup>st</sup> deadline to provide status reports or risk losing funding.

Dan reported the last project under the EFC Septic Replacement Grant has been completed and EFC has processed the last payments. All applicants have handed in their final paperwork and tax forms. Final checks will be sent once the wire transfer is received.

Dan reported he is incorporating the feedback he has received on the Yates County Comprehensive Plan and once that is completed he will send it to the Legislature and Planning Committee for review.

Dan reviewed the following resolution that would be needed and explained that the GIS Committee is recommending Schneider Geospatial as the vendor. The Committee approved.

- Resolution Authorizing the Chairman To Sign Contract With Schneider Geospatial For The Design And Implementation Of A Yates County GIS Based Public Access Portal

Dan reviewed the Capital Improvement Plan. Doug made suggested changes of eliminating the equipment storage barn, phase 1 of highway facilities project and EMS vehicle replacement, reduce communications upgrade to \$500,000, and put \$100,000 in contingent for tower site and design. The committee approved the plan with suggested changes.

The Capital Improvement Plan that follows reflects the suggested changes.

Project #	Short Title	Estimated Cost FY 2021-FY2025	Funding Method	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
ADM	County Buiding and Courthouse Project : Debt Service	\$ -	GF/S	\$ 1,346,400	\$ -	\$ -	\$ -	\$ -	\$ -
ADM	Horizon Business Park: Debt Service	\$ 52,111	GF	\$ 27,955	\$ 27,422	\$ 24,689	\$ -	\$ -	\$ -
AIR	De-icing Equipment (truck)	\$ 175,000	AR		\$ 175,000				
AIR	Terminal Apron Rehab (design)	\$ 490,000	AR		\$ 90,000		\$ 400,000		
AIR	Fuel Trucks	\$ 415,500	AR		\$ 415,500				
AIR	Obstruction removal	\$ 150,000	AR			\$ 150,000			
AIR	Parallel Taxiway B Extension	\$ 1,780,000	AR			\$ 180,000		\$ 1,600,000	
AIR	Taxiway A Rehab	\$ 120,000	AR						\$ 120,000.00
AIR	Runway Rehab	\$ 710,000	AR				\$ 110,000		\$ 600,000
BLD/G	Old CH Elevator B Controls	\$ 80,000	TR	\$ -	\$ 80,000	\$ -			
BLD/G	Security System Upgrades (CH)	\$ 120,000	GF/S				\$ 120,000		
BLD/G	Loader (to replace skid-steer)	\$ 85,000	GF/S/R					\$ 85,000	
BLD/G	Truck Replacement (with plow)	\$ 35,000	GF	\$ 33,000			\$ 35,000		
BLD/G	VFD, Siemens Equipment	\$ 150,000	GF		\$ -	\$ 150,000			
BLD/G	Parking Lot Repairs/ Drainage	\$ 250,000	GF					\$ -	\$ 250,000.00
BLD/G	Annex Windows Replacement	\$ 100,000			\$ 100,000				
BLD/G	Old CH, Annex and COB Insulation	\$ 40,000	GF	\$ -	\$ 40,000				
BLD/G	Chillers for CH and COB	\$ 84,000	GF			\$ 64,000	\$ 20,000	\$ -	\$ -
BLD/G	Annex Exterior Restoration	\$ 400,000						\$ 400,000	
H-RD	Capital Road Rehab/ Construction 2020	\$ 2,476,477	RF/S	\$ 2,476,477					
H-RD	Capital Road Rehab/ Construction 2021	\$ 2,481,900	RF/S		\$ 2,481,900				
H-RD	Capital Road Rehab/ Construction 2022	\$ 3,090,000	RF/S			\$ 3,090,000			
H-RD	Capital Road Rehab/ Construction 2023	\$ 2,782,300	RF/S				\$ 2,782,300		
H-RD	Capital Road Rehab/ Construction 2024	\$ 2,688,300	RF/S					\$ 2,688,300	
H-RD	Capital Road Rehab/ Construction 2025	\$ 2,702,000	RF/S						\$ 2,702,000
HWY	Highway Facilities Assessment	\$ -	GF						
HWY	Highway Facilities Baseline Reno/Construction	\$ 2,466,150	GF		\$ -	\$ 2,466,150			
HWY	Fleet Car Replacement	\$ 253,100	GF	\$ 64,600	\$ 40,500	\$ 44,600	\$ 73,300	\$ 44,400	\$ 50,300
HWY	William Street Bridge Replacement		GF/F	\$ 1,241,000					
HWY	E Sherman Hollow Bridge		GF/F	\$ 914,811					
H-EQ	Trucks and Heavy Equipment	\$ 3,244,500	RM	\$ 531,000	\$ 681,900	\$ 790,000	\$ 782,300	\$ 588,300	\$ 402,000
IT	Computer Capital Plan	\$ 606,552	GF/S	\$ 91,250	\$ 181,850	\$ 125,384	\$ 116,543	\$ 91,525	\$ 91,250
SHF	Public Safety Building: Needs Assessment	\$ 50,000	GF	\$ 50,000					
SHF	Public Safety Building: Basline Renovations	\$ -	GF		\$ -				
SHF	Storage Barn (Guyanoga Site)	\$ -	GF	\$ -	\$ -				
SHF	Communications Project Study	\$ -	GF						
SHF	Communications Systems Upgrade	\$ 1,700,000	GF/S	\$ -	\$ 500,000	\$ 1,200,000	\$ -	\$ -	\$ -
SHF	Vehicle Replacement	\$ 1,087,000	GF/S	\$ 226,000	\$ 200,000	\$ 210,000	\$ 212,000	\$ 247,000	\$ 218,000
SHF	Body Cameras	\$ 206,355	GF/S	\$ -	\$ 67,611	\$ 34,686	\$ 34,686	\$ 34,686	\$ 34,686
SHF	Communications Tower	\$ 134,500	GF/S	\$ 31,000	\$ 103,500	\$ -	\$ -	\$ -	\$ -
EMS	Vehicle Replacement	\$ -	GF		\$ -				
ELEC	New Voting Machines	\$ 213,500	GF	\$ -	\$ -		\$ 213,500		
ELEC	New Polling Books	\$ -	GF	\$ -					
<b>Gross Totals:</b>	<b>All FY Total:</b>	<b>\$ 31,419,245</b>	<b>Annual Totals:</b>	<b>\$ 7,033,493</b>	<b>\$ 5,185,183</b>	<b>\$ 8,529,509</b>	<b>\$ 4,899,629</b>	<b>\$ 5,779,211</b>	<b>\$ 4,468,236</b>
<b>Amount of Aid</b>	<b>All Aid/ revenue Total:</b>	<b>\$ 10,575,152</b>		<b>\$ 3,664,557</b>	<b>\$ 1,977,981</b>	<b>\$ 1,895,381</b>	<b>\$ 1,868,981</b>	<b>\$ 2,849,078</b>	<b>\$ 1,983,731</b>
<b>Net Budget:</b>	<b>Net Total:</b>	<b>\$ 18,286,616</b>		<b>\$ 3,368,936</b>	<b>\$ 3,207,202</b>	<b>\$ 6,634,128</b>	<b>\$ 3,030,648</b>	<b>\$ 2,930,133</b>	<b>\$ 2,484,505</b>
				2020	2021	2022	2023	2024	2025
CIP Budget 7-9-2020with AIR									

FY Budget	Total	YC Contribution	Aid Amount	Revenue/fees	Aid Ratio	% of Average Budget
2020	\$ 7,033,493	\$ 3,368,936	\$ 3,519,557	\$ 145,000	1/2	109.32
2021	\$ 5,185,183	\$ 3,207,202	\$ 1,818,231	\$ 105,000	1/3	104.07
2022	\$ 8,529,509	\$ 6,634,128	\$ 1,795,381	\$ 100,000	1/5	215.28
2023	\$ 4,899,629	\$ 3,030,648	\$ 1,689,981	\$ 179,000	1/3	98.35
2024	\$ 5,779,211	\$ 2,930,133	\$ 2,734,078	\$ 115,000	1/2	95.08
2025	\$ 4,468,236	\$ 2,484,505	\$ 1,873,931	\$ 109,800	3/7	80.62
<b>Totals</b>	<b>\$ 35,895,261</b>	<b>\$ 21,655,552</b>	<b>\$ 13,431,159</b>	<b>\$ 753,800</b>		

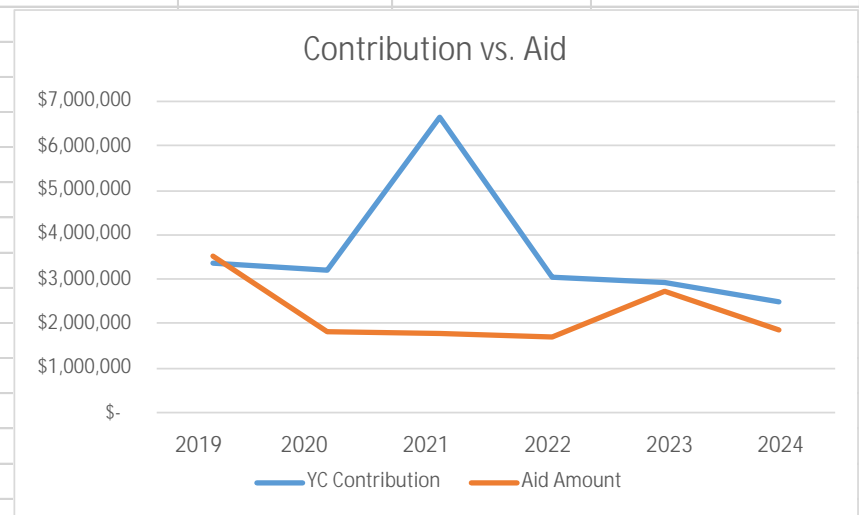
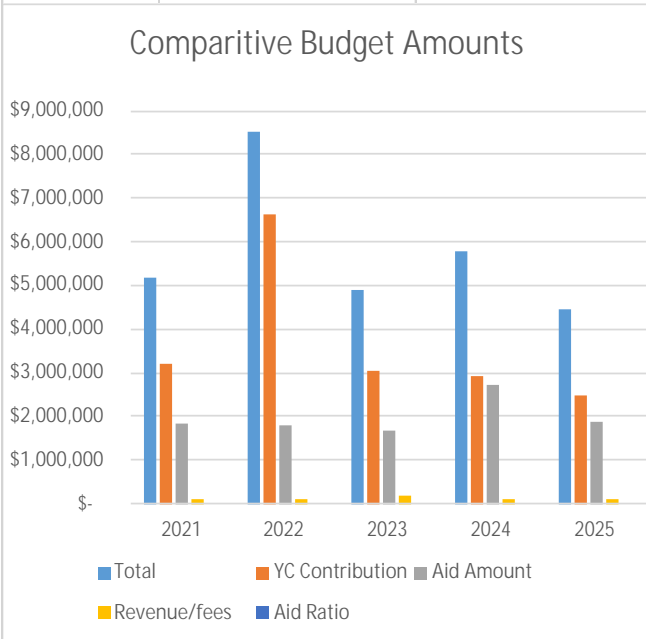
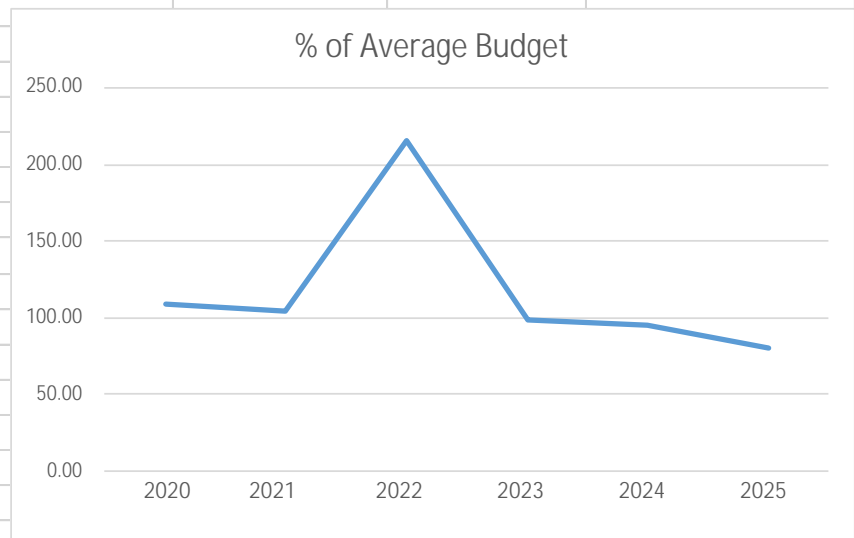
Note that data for the above table is referenced from other tables, changes to this information should be made on the source table only.

Aid Ratio is Aid amount compared to total budget for that fiscal year.

% of Average Budget is the average of YC Contributions over the past 5 budget years starting from the last adopted budget.

Past Budgets	YC Contribution
2014	\$ 2,739,964
2015	\$ 2,808,000
2016	\$ 3,767,544
2017	\$ 2,964,722
2018	\$ 2,988,599
2019	\$ 3,220,931

total	\$ 18,489,760
average	\$ 3,081,627



# CIP Budget 7-9-2020with AIR





2022	Project	Total Project Cost	Federal Aid	State Aid	Sale of Equipment	Reserve for Facilities	Telephone Reserve	Airport Reserve	General Fund	Road Fund	Road Machinery	TOTAL COUNTY 2022 CONTRIBUTION (NET)
ADM	Horizon Business Park: Debt Service	\$ 24,689							\$ 24,689			\$ 24,689
H-RD	Capital Road Rehab/ Construction	\$ 3,090,000	\$ -	\$ 1,167,431	\$ 72,000				\$ -	\$ 1,850,569		\$ 1,850,569
H-EQ	Trucks and Heavy Equipment	\$ 790,000				\$ -			\$ -		\$ 790,000	\$ 790,000
IT	Computer Capital Plan	\$ 125,384		\$ 12,450					\$ 112,934			\$ 112,934
HWY	Phase Two: Highway Facilities Project	\$ 2,466,150							\$ 2,466,150			\$ 2,466,150
SHF	Vehicle Replacement	\$ 210,000		\$ -					\$ 210,000			\$ 210,000
SHF	Communications Upgrade Project	\$ 1,200,000		\$ 300,000					\$ 900,000			\$ 900,000
SHF	Body Worn Cameras	\$ 34,686	\$ -	\$ -					\$ 34,686			\$ 34,686
BLDG	VFD, Seimens Equipment	\$ 150,000		\$ -					\$ 150,000			\$ 150,000
BLDG	Chillers for CH and COB	\$ 64,000		\$ 2,000					\$ 62,000			\$ 62,000
CG	Fleet Purchases	\$ 44,600		\$ -	\$ 28,000				\$ 44,600			\$ 44,600
AIR	Obstruction Removal	\$ 150,000	\$ 135,000	\$ 7,500	\$ -			\$ 7,500				\$ 7,500
AIR	Parallel Taxiway B Extension (Design)	\$ 180,000	\$ 162,000	\$ 9,000	\$ -			\$ 9,000				\$ 9,000
	<b>TOTAL:</b>	<b>\$ 8,529,509</b>	<b>\$ 297,000</b>	<b>\$ 1,498,381</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,500</b>	<b>\$ 4,005,059</b>	<b>\$ 1,850,569</b>	<b>\$ 790,000</b>	<b>\$ 6,634,128</b>

Total Aid from other sources (not including fees/ revenue): \$ 1,795,381  
Percentage of Aid vs. Total Costs: 21.05%  
Total Aid / revenue projected: \$ 1,895,381

## CIP Budget 7-9-2020with AIR

Body Camera Update (6-10-20)  
Moved funding for AIR projects to AR (7-2-20)  
Moved Heavy Equipment revenue to Road Rehab (7-7-20)





2024	Project	Total Project Cost	Federal Aid	State Aid	Sale of Equipment	Reserve for Facilities	Telephone Reserve	Airport Reserve	General Fund	Road Fund	Road Machinery	TOTAL COUNTY 2024 CONTRIBUTION (NET)
H-RD	Capital Road Rehab/ Construction	\$ 2,688,300	\$ -	\$ 1,167,431	\$ 87,000				\$ -	\$ 1,433,869		\$ 1,433,869
H-EQ	Trucks and Heavy Equipment	\$ 588,300				\$ -			\$ -		\$ 588,300	\$ 588,300
IT	Computer Capital Plan	\$ 91,525		\$ 8,400					\$ 83,125			\$ 83,125
BLDG	Loader (to replace skid steer)	\$ 85,000	\$ 12,000	\$ 6,247					\$ 66,753			\$ 66,753
BLDG	Annex Brick/Exterior Restoration	\$ 400,000	\$ -	\$ -					\$ 400,000			\$ 400,000
CG	Fleet Purchases	\$ 44,400		\$ -	\$ 28,000				\$ 44,400			\$ 16,400
SHF	Vehicle Replacement	\$ 247,000		\$ 20,000	\$ -				\$ 227,000			\$ 227,000
SHF	Body Worn Cameras	\$ 34,686	\$ -						\$ 34,686			\$ 34,686
AIR	Parallel Taxiway B Extension (Construction)	\$ 1,600,000	\$ 1,440,000	\$ 80,000				\$ 80,000				\$ 80,000
AIR		\$ -	\$ -						\$ -			\$ -
	<b>TOTAL:</b>	<b>\$ 5,779,211</b>	<b>\$ 1,452,000</b>	<b>\$ 1,282,078</b>	<b>\$ 115,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 855,964</b>	<b>\$ 1,433,869</b>	<b>\$ 588,300</b>	<b>\$ 2,930,133</b>

Total Aid from other sources (not including fees/ revenue): \$ 2,734,078

Percentage of Aid vs. Total Costs: 47.31%

Total aid/ revenue projected: \$ 2,849,078

CIP Budget 7-9-2020with AIR

AIR project funding moved to AR (7-2-20)

Moved Heavy Equipment Revenue to Road Rehab (7-7-20)



Dan reported reimbursement forms are being process for the Vine Valley Boat Launch to allow funds spent to date to be reclaimed for the project. The final batch of improvements will be out for bidding in the next couple of weeks to use up the last of the grant funds. Dan is requesting that the materials used for the ramp be reimbursed due to the County exceeding their required match. The County Attorney is working on an MOU with Middlesex to define roles/responsibilities for the boat launch.

Dan reported the water structure study is moving forward. Doug stated that the grant is on his desk for signature.

### **Treasurer – Ashley Doyle/Deputy**

Ashley reviewed the 2020 Appropriations, the Sales Tax Report and the Occupancy Tax Report.

Ashley reported Maximus is finalizing the Cost Allocation Plan and it will be available in the Treasurer's office when it is completed.

Ashley reported she has been hosting an intern from SUNY-Genesco who has finished up her internship.

Ashley reported she has been working closely on grants with the Public Defender's office. Payments have started to be sent for reimbursement.

Ashley reviewed the following resolutions that would be needed. The Committee approved.

- 2020 Budget Transfers
- Agreement of Fiscal Services
- Appropriate Additional Revenue (B&G)
- Appropriate Reserve (Tourism)
- Appropriate Reserve (Infrastructure)
- Appropriate Unassigned Fund Balance

### **County Administrator – Nonie Flynn**

Nonie reported the 2019 financial audit has been completed. Our Audit Committee will meet at noon on August 10<sup>th</sup> in the Legislative Chamber with our auditor's Drescher and Malecki.

Nonie reviewed a request for the position of Treasurer and Director of Finance and a proposed local law explaining that this would need a local law and is subject to a mandatory referendum. The consensus of the Committee was to go forward with setting the date for a public hearing. The meeting will be held on July 27<sup>th</sup> at 6:00pm.

Nonie reviewed the Project Status Report as it relates to Finance. Nonie questioned if the project status report could be presented quarterly instead of each month. The Committee agreed.

### **Airport – Dick Harper**

Dick reported the construction on the Sewer Project with the Town of Milo is progressing.

Dick reported Passero is in the process of addressing a second set of comments received back from the FAA on the draft of the Environmental Assessment. Once approved by Yates County, the EA will be made available for public review and comment. The FAA has provided guidance on the process.

- The contractor (Baseline King) has completed the Segmented Circle and Supplemental Wind Cones Project, and the Airport Council recommends a portion of the federal CARES grant be used to pay for the local share.

Dick reviewed the following resolution that would be needed. The Committee approved.

- Resolution – Authorize contract with Evergreen Excavation. The Airport Council recommends the contractor to remove stumps, rocks, tree trunks and brush, haul them to Guyanoga and grade an area near the segmented circle where trees in a hedgerow were cut down.

Dick reported a grant application that modernizes operations and increases general and business-related aviation capacity has been submitted. The Amount is ~\$420K and will be used for two fuel trucks.

Dick reported the five year Airport Improvement Plan (AIP) was reviewed by the Airport Council. The capital expenditures are reflected in County's Capital Improvement Plan, but there is no impact on property tax.

Meeting adjourned at 4:28 p.m.