

**Special Meeting**  
**Agenda**  
**Budget, Capital and Personnel Committee**  
Tuesday, October 3, 2017 4:45 PM  
Legislature Chambers

1. **Call to Order**
2. **Changes to the Agenda**
3. **Minutes Approval**
  - a. September 5, 2017
4. **Executive Session**
5. **Resolutions**
  - a. **Resolution:** Confirming the Appointment of the Tompkins County Commissioner of Social Services (Pending Committee action and Resolution available 10-3-17) (ID #7334)
  - b. **Resolution:** Appropriation from Contingent Fund - Replacement Pay - Sheriff's Office (Pending Budget, Capital, and Personnel Committee action 10-3-17) (ID #7244)
  - c. **Resolution:** A Bond Resolution Authorizing the Issuance of Up to \$1,000,000 Serial Bonds and Notes of the County of Tompkins, New York, to Pay a Portion of the Cost of Road and Highway System Reconstruction and Improvements at Various Locations Throughout the County (ID #7257)
  - d. **Resolution:** A Bond Resolution Authorizing the Issuance of Up to \$200,000 Serial Bonds and Notes of the County of Tompkins, New York, to Pay a Portion of the Cost of Reconstructing the South Danby Road Bridge Located within the County (ID #7258)
  - e. **Resolution:** A Bond Resolution Authorizing the Issuance of Up to \$325,000 Serial Bonds and Notes of the County of Tompkins, New York, to Pay a Portion of the Cost of Reconstructing and Resurfacing a Portion of Ellis Hollow Road (ID #7259)
6. **Information Item**
  - a. **Information Item:** Finance Department 2017-18 Available Rollover - None Requested (ID #7323)
7. **Adjournment**

**Budget, Capital and Personnel Committee**  
Special Meeting Minutes – Draft 9-11-17  
Tuesday, September 5, 2017 4:45 PM  
Legislature Chambers

**Attendance**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
James Dennis	Chair	Present
Michael Sigler	Vice Chair	Present
Leslyn McBean-Clairborne	Member	Excused
Glenn Morey	Member	Present
Daniel Klein	Member	Present
Joe Mareane	County Administrator	Present
Frank Kruppa	Public Health Director	Present
Kevin McGuire	Executive Assistant to the County Administrator	Present
Rick Snyder	Finance Director	Present
Amy Guererri	Commissioner of Human Resources	Present
Brian Robison	Undersheriff	Present

**Call to Order**

Mr. Dennis, Chair, called the meeting to order at 4:45 p.m.

**Changes to the Agenda**

The resolution entitled appropriation from Continent Fund - Replacement Pay - Sheriff's Office (ID# 7244) was withdrawn from the agenda.

**Minutes Approval**

August 14, 2017

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Glenn Morey, Member
<b>SECONDER:</b>	Daniel Klein, Member
<b>AYES:</b>	Dennis, Sigler, Morey, Klein
<b>EXCUSED:</b>	McBean-Clairborne

**Resolutions**

**Resolution No. - Scheduling a Public Hearing on the 2018 Tompkins County Budget and the 2018-2022 Tompkins County Capital Program (ID #7234)**

Minutes Acceptance: Minutes of Sep 5, 2017 4:45 PM (Minutes Approval)

Minutes  
Budget, Capital and Personnel Committee  
Tuesday, September 5, 2017

**RESULT:** RECOMMENDED [UNANIMOUS]  
**MOVER:** James Dennis, Chair  
**SECONDER:** Glenn Morey, Member  
**AYES:** Dennis, Sigler, Morey, Klein  
**EXCUSED:** McBean-Clairborne

WHEREAS, the tentative 2018 Tompkins County Budget and the 2018-2022 Tompkins County Capital Program are scheduled to be adopted on October 17, 2017, now therefore be it

RESOLVED, on recommendation of the Budget, Capital, and Personnel Committee, That a public hearing be held before the Tompkins County Legislature in Legislative Chambers, located at 121 East Court Street, Ithaca, New York, on Thursday, November 9, 2017, at 7:00 o'clock in the evening thereof concerning the review of the tentative 2018 Tompkins County Budget and the 2018 - 2022 Tompkins County Capital Program. At such time and place all persons interested in the subject matter will be heard concerning the same,

RESOLVED, further, That the Clerk of the Legislature is hereby authorized and directed to place proper notice of such public hearing in the official newspaper of the County.

**SEQR ACTION:** TYPE II-20

\* \* \* \* \*

**Resolution No. - Authorizing the Continuation of Salary for Position Above the Salary Range - Medical Director, Tompkins County Mental Health (ID #7222)**

**RESULT:** RECOMMENDED [UNANIMOUS]  
**MOVER:** James Dennis, Chair  
**SECONDER:** Glenn Morey, Member  
**AYES:** Dennis, Sigler, Morey, Klein  
**EXCUSED:** McBean-Clairborne

WHEREAS, in 2007 the Legislature determined that the system utilized by Tompkins County to assign salaries to positions based on job description was unable to match the market-rate salary of the specialized professional position of Medical Director of the Mental Health Department, and

WHEREAS, a salary was, accordingly, set by Resolution No. 38 of 2007, and

WHEREAS, the Legislature desired to revisit that salary upon a vacancy in the position, and

WHEREAS, circumstances with regard to the assignment of salaries based on the job description have not changed in relationship to market-rate salary for this position, and

WHEREAS, the Medical Director at the Mental Health Clinic holding the position for the last 20 years resigned as of the 21<sup>st</sup> of July, 2017, and

WHEREAS, the Mental Health Department has a fully qualified Medical Doctor certified in Psychiatry on staff who is able to take on the duties and responsibilities for Medical Director and has been

Minutes Acceptance: Minutes of Sep 5, 2017 4:45 PM (Minutes Approval)

Minutes  
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appointed by the Commissioner of Mental Health, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Budget, Personnel, and Capital Committees, That the salary be approved in the amount of \$102.81 per hour (\$213,845 annually) for the Medical Director of Tompkins County Mental Health Services, effective immediately.

RESOLVED, further, That no new monies are needed to fund this.  
**SEQR ACTION:** TYPE II-20

\* \* \* \* \*

**Resolution No. - Appropriation From Contingent Fund - Terminal Pay - Health Department (ID #7260)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Daniel Klein, Member
<b>SECONDER:</b>	Glenn Morey, Member
<b>AYES:</b>	Dennis, Sigler, Morey, Klein
<b>EXCUSED:</b>	McBean-Clairborne

WHEREAS, the Health Department had a resignation of two Public Health Sanitarians effective May 27, 2017, and August 12, 2017, and

WHEREAS, the Health Department had a retirement of a Public Health Engineer effective August 12, 2017, and

WHEREAS, one employee converted unused fringe time to health insurance premium, and

WHEREAS, the Fiscal Policy of Tompkins County allows for terminal-pay reimbursement to the Department from the Contingent Fund, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Budget, Capital, and Personnel Committees, That the Director of Finance is hereby authorized and directed to make the following budget appropriation:

FROM:	A1990.54440	Contingent Fund	\$ 18,949
TO:	A4090.51000595	Public Health Sanitarian	\$ 12,603
	A4090.51000640	Public Health Engineer	\$ 1,195
	A4090.58800	Fringes	\$ 5,151

**SEQR ACTION:** TYPE II-20

\* \* \* \* \*

**Resolution No. - Amending Resolution 2016-234 to Increase the Criminal Justice/Jail Population Trend Contract with the Center for Governmental Research by \$15,000 (ID #7233)**

Minutes Acceptance: Minutes of Sep 5, 2017 4:45 PM (Minutes Approval)

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Budget, Capital and Personnel Committee  
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<b>RESULT:</b>	<b>RECOMMENDED [3 TO 1]</b>
<b>MOVER:</b>	James Dennis, Chair
<b>SECONDER:</b>	Glenn Morey, Member
<b>AYES:</b>	Dennis, Sigler, Morey
<b>NAYS:</b>	Klein
<b>EXCUSED:</b>	McBean-Clairborne

WHEREAS, by Resolution 2016-155, this Legislature authorized \$85,000 in funding from the Contingent fund to study the County’s Jail population and population trends and to subsequently develop design options to accommodate that population trend, and

WHEREAS, by Resolution 2016-234, this Legislature authorized the County Administrator to execute an Agreement with the non-profit Center for Governmental Research (CGR) to Undertake a Criminal Justice/Jail Population Trend Analysis, and

WHEREAS, that Agreement anticipated the need to conduct thirty interviews, including a combination of individual interviews and group discussions, and

WHEREAS, during the course of the study, CGR was strongly encouraged to significantly expand the number of interviews conducted in order to increase the inclusiveness of the process and the breadth of perspective brought into the analysis, and

WHEREAS, CGR ultimately conducted more than sixty in-person meetings involving more than seventy-five individuals, as well as more than ten teleconference meetings and two meetings with groups of between fifteen and eighteen former inmates and family members with experience in the local jail, and

WHEREAS, CGR also encountered problems with the County’s jail data base and other automated systems that further added to the time necessary to undertake the analytical studies, and that also resulted in improvements to the County’s ability to monitor the Jail population in the future, now therefore be it

RESOLVED, on recommendation of the Jail Study and the Budget, Capital, and Personnel Committee, That the County Administrator be and hereby is authorized to amend the Agreement with CGR to reflect the increased scope of work undertaken by CGR, and to increase the fee by \$15,000 to a total fee of \$78,000.

RESOLVED, further, That the Finance Director be and hereby is authorized and directed to make the following budget adjustments for 2017 to support the cost of undertaking such studies:

FROM:	1990.54400	Contingent Fund	\$15,000.00
TO:	A1230.54442	County Administration-Professional Services	\$15,000.00
<b>SEQR ACTION:</b> TYPE II-20			

\* \* \* \* \*

**Resolution No. - Ratification of Bargaining Agreement Between Corrections Officers Local 2062 and the County of Tompkins (ID #7264)**

Minutes Acceptance: Minutes of Sep 5, 2017 4:45 PM (Minutes Approval)

Minutes  
Budget, Capital and Personnel Committee  
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<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	James Dennis, Chair
<b>SECONDER:</b>	Daniel Klein, Member
<b>AYES:</b>	Dennis, Sigler, Morey, Klein
<b>EXCUSED:</b>	McBean-Clairborne

WHEREAS, the collective bargaining agreement between Tompkins County and the Tompkins County Corrections Officers Unit Local 2062, expired on December 31, 2014, and

WHEREAS, negotiations for a successor agreement have been ongoing, and

WHEREAS, on August 20, 2017, the Corrections Officers Unit Local 2062 held a vote and ratified an agreement covering the years 2015, 2016 and 2017, which encompass the following changes: 2.25% for each of the three years covered retroactive to January 1, 2015, for employees as specified below, and a one-time lump sum shall be added to the base-line salary in the year 2017 for those at Step 6 and above, as well as other minor language changes as discussed by the negotiating teams, now therefore be it

RESOLVED, on recommendation of the Budget, Capital, and Personnel Committee, That the rate of pay for each Corrections bargaining unit member will be increased by 2.25% for each year 2015, 2016, and 2017, and that the 2017 base-line salary is raised as follows (non- accumulative):

- +\$500 for Step 7 (New step 6) 5-8 yrs
- +\$750 for Step 8 (New step 7) 8-10 yrs
- +\$750 for Step 9 (New step 8) 10-15 yrs
- +\$1,000 for Step 10 (New step 9) 15-20 yrs
- +\$1,000 for Step 11 (New step 10) 20+ yrs
- +\$1,000 for Sergeants for Steps 1 and 2

Retroactivity only applies to employees on payroll at the time of ratification by both the Union and the Legislature and applies to any former employee who has retired directly with a pension from the NYS Retirement System.

RESOLVED, further, That the bargaining agreement between Tompkins County and the Tompkins County Corrections Officers Unit Local 2062, for the period of January 1, 2015, through December 31, 2017, is hereby ratified and the Director of Finance is hereby authorized to make such appropriations from the Contingent Fund to the Sheriff's salary and fringe benefits lines as are necessary in order to implement this agreement.

**SEQR DESIGNATION:** TYPE II-20

\* \* \* \* \*

**Finance Director's Report**

Mr. Snyder distributed a Contingent Fund report dated September 5, 2017, showing an available balance thru August 31, 2017, of \$648,456. He reported the Finance Department has been working on the development of an RFP for auditing services for the County and the Health Consortium and suggested members of the Committee's Audit Subcommittee meet with staff from the Department and the

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Consortium's Executive Director to review responses. He noted the Consortium would take separate action to award its contract based on the responses. He suggested responses be returned on October 3rd and an evaluation of the responses take place between that time and November 30th with interviews to be held with two to three of the responders. He proposed that a recommendation would make its way through the committee process and to the full Legislature for action in November. The previous cost for this was \$65,000 for the County, \$10,000 for the Consortium, and \$10,000 for an audit for the Airport.

The Committee supported Mr. Snyder's suggestion for the RFP process.

### **Adjournment**

The meeting adjourned at 5:09 p.m.

Minutes Acceptance: Minutes of Sep 5, 2017 4:45 PM (Minutes Approval)



**Tompkins County Legislature**

Governor Daniel D. Tompkins Building  
Ithaca, NY 14850

Meeting: 10/03/17 04:45 PM  
Department: County Administration  
Category: Appointments  
Functional Category: Social Services

**SCHEDULED**

**RESOLUTION NO.**      *DOC ID: 7334*

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1      **Confirming the Appointment of the Tompkins County Commissioner**  
2      **of Social Services (Pending Committee action and Resolution**  
3      **available 10-3-17)**





**Tompkins County Legislature**

Governor Daniel D. Tompkins Building  
Ithaca, NY 14850

Meeting: 10/03/17 04:45 PM  
Department: Sheriff's Department  
Category: Public Safety  
Functional Category: Contingent Fund

**WITHDRAWN**

**RESOLUTION NO.**      *DOC ID: 7244 A*

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1      **Appropriation from Contingent Fund - Replacement Pay - Sheriff's**  
2      **Office (Pending Budget, Capital, and Personnel Committee action 10-**  
3      **3-17)**

4      WHEREAS, the Sheriff's Office had five (5) employees out on disability leave or 207C as of July 2017 for  
5      greater than two months, and

6  
7      WHEREAS, the Fiscal Policy of Tompkins County allows replacement pay to the Department from the  
8      Contingent Fund for the period beyond the initial two months, now therefore be it

9  
10      RESOLVED, on recommendation of the Public Safety and the Budget, Capital, and Personnel Committees,  
11      That the Director of Finance be and hereby is authorized and directed to make the following budget appropriation for  
12      2017:

14	FROM:	A1990.54400	Contingent Fund	\$ 75,005.00
15	TO:	A3113.51000419	Deputy Sheriff	\$ 19,546.00
16		A3150.51000406	Corrections Officer	\$ 29,635.00
17		A3150.51000411	Corrections Sgt.	\$ 3,120.00
18		A3113.58800	Fringes	\$ 8,485.00
19		A3150.58800	Fringes	\$ 14,219.00

20  
21      **SEQR ACTION: TYPE II-20**



**Tompkins County Legislature**

Governor Daniel D. Tompkins Building  
Ithaca, NY 14850

Meeting: 10/03/17 04:45 PM  
Department: Sheriff's Department  
Category: Public Safety  
Functional Category: Contingent Fund

**WITHDRAWN**

**RESOLUTION NO.**      *DOC ID: 7244 A*

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1

2 To: Public Safety Committee, Budget, Capital, & Personnel, Legislature

3 From: Brian P. Robison, Undersheriff

4 Date: September 6, 2017

5 Subject: **Appropriation from Contingent Fund- Replacement Pay**

6

7 **1. Action requested:**

8 Committee authorization is sought to approve an Appropriation from the Contingent Fund to reimburse  
9 expenses pertaining to personnel on disability leave and 207C in the Road Patrol and Corrections  
10 functional units; in accordance with county fiscal policy.

11

12 **2. Background:**

13 The Tompkins County Sheriff's Office has had five (5) employees that were out on disability leave or  
14 207C to date in the 2017 fiscal year. The expenses incurred from having the employees out on  
15 disability leave or 207C are unexpected and not fiscally supported.

16

17 **3. Financial Implications:**

18 The expenses incurred as a result of the five (5) employees on disability leave or 207C total Seventy-  
19 Five Thousand and Five Dollars (\$75,005.00); which includes the salary and fringe expenses.



**SCHEDULED**

**RESOLUTION NO.**      *DOC ID: 7257*

**A Bond Resolution Authorizing the Issuance of Up to \$1,000,000  
Serial Bonds and Notes of the County of Tompkins, New York, to Pay  
a Portion of the Cost of Road and Highway System Reconstruction  
and Improvements at Various Locations Throughout the County**

WHEREAS, the County of Tompkins, New York (the "County") is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), and

WHEREAS, the County is considering undertaking a capital improvement project consisting of repaving certain existing roads in County, all not involving the addition of new travel lanes (the "Project"), and

WHEREAS, the County has reviewed the classifications of actions contained in the Regulations, and

WHEREAS, it is now desired to authorize the undertaking and financing of the Project, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee and the Budget, Capital, and Personnel Committee, That the County Legislature of the County of Tompkins, New York, (by favorable vote of not less than two thirds of said County Legislature) determines as follows:

Section 1. That the Project constitutes a Type II Action pursuant to Part 617.5(c)(4) of the Regulations and as such is not subject to review under SEQRA.

Section 2. That undertaking a capital improvement project consisting of repaving certain existing roads in County, including drainage and shoulder reconstruction and all other necessary costs incidental to such work, including related construction, demolition, renovations, site improvements, original furnishings, fixtures, and equipment required for such purposes, architectural and engineering fees, is hereby authorized at a maximum estimated cost of \$1,000,000. There are hereby authorized to be issued up to \$1,000,000 serial bonds of the County to finance the Project pursuant to the provisions of the Local Finance Law.

Section 3. That the maximum estimated cost of the aforesaid class of objects or purposes is \$1,000,000 and that the plan for the financing thereof is by the issuance of up to \$1,000,000 serial bonds, or such lesser amount as may be necessary, hereby authorized to be issued pursuant to this bond resolution and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable, and by the application of state and/or federal assistance available or to any revenues available for such purpose from any other source.

Section 4. That the period of probable usefulness of the aforesaid class of objects or purposes is 15 years under subdivision 20(c) of paragraph a. of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the serial bonds herein authorized will exceed five years.

Section 5. That, subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized, including renewals of such notes, is hereby delegated to the County Director of Finance, the chief fiscal officer. Such notes shall be of such terms, form, and contents, and shall be sold in such manner, as may be prescribed by said

1 County Director of Finance, consistent with the provisions of the Local Finance Law.  
2

3 Section 6. That the faith and credit of said County of Tompkins, New York, are hereby irrevocably  
4 pledged for the payment of the principal of and interest on such bonds as the same respectively become due and  
5 payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such  
6 bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said  
7 County a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.  
8

9 Section 7. That such bonds shall be in fully registered form and shall be signed in the name of the  
10 County of Tompkins, New York, by the manual or facsimile signature of the County Director of Finance and a  
11 facsimile of its corporate seal shall be imprinted or impressed thereon and may be attested by the manual or facsimile  
12 signature of the County Clerk.  
13

14 Section 8. That the powers and duties of advertising such bonds for sale, conducting the sale, and  
15 awarding the bonds, are hereby delegated to the County Director of Finance, who shall advertise such bonds for sale,  
16 conduct the sale, and award the bonds in such manner as he or she shall deem best for the interests of the County;  
17 provided, however, that in the exercise of these delegated powers, he or she shall comply fully with the provisions of  
18 the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The  
19 receipt of the County Director of Finance shall be a full acquittance to the purchaser of such bonds, who shall not be  
20 obliged to see to the application of the purchase money. The County Director of Finance is hereby further authorized to  
21 execute and deliver all additional certificates, instruments, and documents and to do all other acts as may be necessary,  
22 or in the opinion of the County Director of Finance, desirable or proper to effectuate the purposes of this Bond  
23 Resolution.  
24

25 Section 9. That all other matters, except as provided herein relating to such bonds including determining  
26 whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto,  
27 prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the  
28 recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing  
29 and delivery of said bonds (and if said bonds are to be executed in the name of the County by the facsimile signature of  
30 the County Director of Finance, providing for the manual countersignature of a fiscal agent or of a designated official  
31 of the County), the date, denominations, maturities, and interest payment dates, place or places of payment, and also  
32 including the consolidation with other issues, shall be determined by the County Director of Finance. It is hereby  
33 determined that it is to the financial advantage of the County not to impose and collect from registered owners of such  
34 serial bonds any charges for mailing, shipping, and insuring bonds transferred or exchanged by the fiscal agent, and,  
35 accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected  
36 by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in section 52.00  
37 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by  
38 section 52.00 of the Local Finance Law, as the County Director of Finance shall determine.  
39

40 Section 10. That the temporary use of available funds of the County, not immediately required for the  
41 purpose or purposes for which the same were borrowed, raised, or otherwise created, is hereby authorized pursuant to  
42 Section 165.10 of the Local Finance Law, for the capital purposes described in this resolution. The reasonably  
43 expected source of funds to be used to initially pay for the expenditures authorized by this resolution shall be from the  
44 County's General Fund. It is intended that the County shall then reimburse expenditures from the General Fund with  
45 the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the  
46 bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for  
47 federal income tax purposes. This resolution is intended to constitute the declaration of the County's "official intent"  
48 within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution  
49 with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution,  
50 no monies are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect  
51 to the permanent funding of the objects or purposes described herein.  
52

53 Section 11. That the validity of such bonds and bond anticipation notes may be contested only if:

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- 1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or
  - 2) The provisions of law which should be complied with at the date of publication of this 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
  - 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 12. That this resolution, which takes effect immediately, shall be published in full in The Ithaca Journal, the official newspaper of said County, together with a notice of the Clerk of the County Legislature in substantially the form provided in Section 81.00 of the Local Finance Law.

**SEQR ACTION:** TYPE II-20

1



**Tompkins County Legislature**

Governor Daniel D. Tompkins Building  
Ithaca, NY 14850

Meeting: 10/03/17 04:45 PM  
Department: Finance Department  
Category: Fiscal  
Functional Category: Bonds

**SCHEDULED**

**RESOLUTION NO.**      *DOC ID: 7258*

**A Bond Resolution Authorizing the Issuance of Up to \$200,000 Serial Bonds and Notes of the County of Tompkins, New York, to Pay a Portion of the Cost of Reconstructing the South Danby Road Bridge Located within the County**

WHEREAS, the County of Tompkins, New York (the "County") is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), and

WHEREAS, the County is considering undertaking a capital improvement project consisting of the reconstruction of the South Danby Road Bridge over Sulphur Springs Creek in the County (the "Project"), and

WHEREAS, the County has reviewed the classifications of actions contained in the Regulations, and

WHEREAS, it is now desired to authorize the undertaking and financing of the Project, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee and the Budget, Capital, and Personnel Committee, That the County Legislature of the County of Tompkins, New York, (by favorable vote of not less than two thirds of said County Legislature) determines as follows:

Section 1. That the Project constitutes a Type II Action pursuant to Part 617.5(c)(2) of the Regulations and as such is not subject to review under SEQRA.

Section 2. That undertaking a capital improvement project consisting of the reconstruction of the South Danby Road Bridge over Sulphur Springs Creek in the County, including all necessary costs incidental to such work, including related construction, demolition, renovations, site improvements, original furnishings, fixtures, and equipment required for such purposes, architectural and engineering fees, is hereby authorized at a maximum estimated cost of \$200,000. There are hereby authorized to be issued up to \$200,000 serial bonds of the County to finance the Project pursuant to the provisions of the Local Finance Law.

Section 3. That the maximum estimated cost of the aforesaid class of objects or purposes is \$200,000 and that the plan for the financing thereof is by the issuance of up to \$200,000 serial bonds, or such lesser amount as may be necessary, hereby authorized to be issued pursuant to this bond resolution and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable, and by the application of state and/or federal assistance available or to any revenues available for such purpose from any other source.

Section 4. That the period of probable usefulness of the aforesaid class of objects or purposes is 20 years under subdivision 10 of paragraph a. of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the serial bonds herein authorized will exceed five years.

Section 5. That, subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized, including renewals of such notes, is hereby delegated to the County Director of Finance, the chief fiscal officer. Such notes shall be of such terms, form, and contents, and shall be sold in such manner, as may be prescribed by said

1 County Director of Finance, consistent with the provisions of the Local Finance Law.  
2

3 Section 6. That the faith and credit of said County of Tompkins, New York, are hereby irrevocably  
4 pledged for the payment of the principal of and interest on such bonds as the same respectively become due and  
5 payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such  
6 bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said  
7 County a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.  
8

9 Section 7. That such bonds shall be in fully registered form and shall be signed in the name of the  
10 County of Tompkins, New York, by the manual or facsimile signature of the County Director of Finance and a  
11 facsimile of its corporate seal shall be imprinted or impressed thereon and may be attested by the manual or facsimile  
12 signature of the County Clerk.  
13

14 Section 8. That the powers and duties of advertising such bonds for sale, conducting the sale, and  
15 awarding the bonds, are hereby delegated to the County Director of Finance, who shall advertise such bonds for sale,  
16 conduct the sale, and award the bonds in such manner as he or she shall deem best for the interests of the County;  
17 provided, however, that in the exercise of these delegated powers, he or she shall comply fully with the provisions of  
18 the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The  
19 receipt of the County Director of Finance shall be a full acquittance to the purchaser of such bonds, who shall not be  
20 obliged to see to the application of the purchase money. The County Director of Finance is hereby further authorized to  
21 execute and deliver all additional certificates, instruments, and documents and to do all other acts as may be necessary,  
22 or in the opinion of the County Director of Finance, desirable or proper to effectuate the purposes of this Bond  
23 Resolution.  
24

25 Section 9. That all other matters, except as provided herein relating to such bonds including determining  
26 whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto,  
27 prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the  
28 recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing  
29 and delivery of said bonds (and if said bonds are to be executed in the name of the County by the facsimile signature of  
30 the County Director of Finance, providing for the manual countersignature of a fiscal agent or of a designated official  
31 of the County), the date, denominations, maturities, and interest payment dates, place or places of payment, and also  
32 including the consolidation with other issues, shall be determined by the County Director of Finance. It is hereby  
33 determined that it is to the financial advantage of the County not to impose and collect from registered owners of such  
34 serial bonds any charges for mailing, shipping, and insuring bonds transferred or exchanged by the fiscal agent, and,  
35 accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected  
36 by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in section 52.00  
37 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by  
38 section 52.00 of the Local Finance Law, as the County Director of Finance shall determine.  
39

40 Section 10. That the temporary use of available funds of the County, not immediately required for the  
41 purpose or purposes for which the same were borrowed, raised, or otherwise created, is hereby authorized pursuant to  
42 Section 165.10 of the Local Finance Law, for the capital purposes described in this resolution. The reasonably  
43 expected source of funds to be used to initially pay for the expenditures authorized by this resolution shall be from the  
44 County's General Fund. It is intended that the County shall then reimburse expenditures from the General Fund with  
45 the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the  
46 bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for  
47 federal income tax purposes. This resolution is intended to constitute the declaration of the County's "official intent"  
48 within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution  
49 with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution,  
50 no monies are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect  
51 to the permanent funding of the objects or purposes described herein.  
52

53 Section 11. That the validity of such bonds and bond anticipation notes may be contested only if:



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- 1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or
  - 2) The provisions of law which should be complied with at the date of publication of this 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
  - 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 12. That this resolution, which takes effect immediately, shall be published in full in *The Ithaca Journal*, the official newspaper of said County, together with a notice of the Clerk of the County Legislature in substantially the form provided in Section 81.00 of the Local Finance Law.

**SEQR ACTION:** TYPE II-20



**SCHEDULED**

**RESOLUTION NO.**      *DOC ID: 7259*

**A Bond Resolution Authorizing the Issuance of Up to \$325,000 Serial Bonds and Notes of the County of Tompkins, New York, to Pay a Portion of the Cost of Reconstructing and Resurfacing a Portion of Ellis Hollow Road**

WHEREAS, the County of Tompkins, New York (the “County”) is a local agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the “Regulations”), and

WHEREAS, the County is considering undertaking a capital improvement project consisting of reconstructing and resurfacing a portion of Ellis Hollow Road between Dodge Road and Game Farm Road, including stabilization, drainage and shoulder reconstruction, but not involving the addition of new travel lanes (the “Project”), and

WHEREAS, the County has reviewed the classifications of actions contained in the Regulations, and

WHEREAS, it is now desired to authorize the undertaking and financing of the Project, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee and the Budget, Capital, and Personnel Committee, That the County Legislature of the County of Tompkins, New York, (by favorable vote of not less than two thirds of said County Legislature) determines as follows:

Section 1. That the Project constitutes a Type II Action pursuant to Part 617.5(c)(4) of the Regulations and as such is not subject to review under SEQRA.

Section 2. That undertaking a capital improvement project consisting of reconstructing and resurfacing a portion of Ellis Hollow Road between Dodge Road and Game Farm Road, including stabilization, drainage and shoulder reconstruction, and all other necessary costs incidental to such work, including related construction, demolition, renovations, site improvements, original furnishings, fixtures, and equipment required for such purposes, architectural and engineering fees, is hereby authorized at a maximum estimated cost of \$325,000. There are hereby authorized to be issued up to \$325,000 serial bonds of the County to finance the Project pursuant to the provisions of the Local Finance Law.

Section 3. That the maximum estimated cost of the aforesaid class of objects or purposes is \$325,000 and that the plan for the financing thereof is by the issuance of up to \$325,000 serial bonds, or such lesser amount as may be necessary, hereby authorized to be issued pursuant to this bond resolution and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable, and by the application of state and/or federal assistance available or to any revenues available for such purpose from any other source.

Section 4. That the period of probable usefulness of the aforesaid class of objects or purposes is 15 years under subdivision 20(c) of paragraph a. of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the serial bonds herein authorized will exceed five years.

Section 5. That, subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized,

1 including renewals of such notes, is hereby delegated to the County Director of Finance, the chief fiscal officer. Such  
 2 notes shall be of such terms, form, and contents, and shall be sold in such manner, as may be prescribed by said  
 3 County Director of Finance, consistent with the provisions of the Local Finance Law.  
 4

5 Section 6. That the faith and credit of said County of Tompkins, New York, are hereby irrevocably  
 6 pledged for the payment of the principal of and interest on such bonds as the same respectively become due and  
 7 payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such  
 8 bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said  
 9 County a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.  
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11 Section 7. That such bonds shall be in fully registered form and shall be signed in the name of the  
 12 County of Tompkins, New York, by the manual or facsimile signature of the County Director of Finance and a  
 13 facsimile of its corporate seal shall be imprinted or impressed thereon and may be attested by the manual or facsimile  
 14 signature of the County Clerk.  
 15

16 Section 8. That the powers and duties of advertising such bonds for sale, conducting the sale, and  
 17 awarding the bonds, are hereby delegated to the County Director of Finance, who shall advertise such bonds for sale,  
 18 conduct the sale, and award the bonds in such manner as he or she shall deem best for the interests of the County;  
 19 provided, however, that in the exercise of these delegated powers, he or she shall comply fully with the provisions of  
 20 the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The  
 21 receipt of the County Director of Finance shall be a full acquittance to the purchaser of such bonds, who shall not be  
 22 obliged to see to the application of the purchase money. The County Director of Finance is hereby further authorized to  
 23 execute and deliver all additional certificates, instruments, and documents and to do all other acts as may be necessary,  
 24 or in the opinion of the County Director of Finance, desirable or proper to effectuate the purposes of this Bond  
 25 Resolution.  
 26

27 Section 9. That all other matters, except as provided herein relating to such bonds including determining  
 28 whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto,  
 29 prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the  
 30 recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing  
 31 and delivery of said bonds (and if said bonds are to be executed in the name of the County by the facsimile signature of  
 32 the County Director of Finance, providing for the manual countersignature of a fiscal agent or of a designated official  
 33 of the County), the date, denominations, maturities, and interest payment dates, place or places of payment, and also  
 34 including the consolidation with other issues, shall be determined by the County Director of Finance. It is hereby  
 35 determined that it is to the financial advantage of the County not to impose and collect from registered owners of such  
 36 serial bonds any charges for mailing, shipping, and insuring bonds transferred or exchanged by the fiscal agent, and,  
 37 accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected  
 38 by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in section 52.00 of  
 39 the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by  
 40 section 52.00 of the Local Finance Law, as the County Director of Finance shall determine.  
 41

42 Section 10. That the temporary use of available funds of the County, not immediately required for the  
 43 purpose or purposes for which the same were borrowed, raised, or otherwise created, is hereby authorized pursuant to  
 44 Section 165.10 of the Local Finance Law, for the capital purposes described in this resolution. The reasonably  
 45 expected source of funds to be used to initially pay for the expenditures authorized by this resolution shall be from the  
 46 County's General Fund. It is intended that the County shall then reimburse expenditures from the General Fund with  
 47 the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the  
 48 bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for  
 49 federal income tax purposes. This resolution is intended to constitute the declaration of the County's "official intent"  
 50 within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution  
 51 with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution,  
 52 no monies are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect  
 53 to the permanent funding of the objects or purposes described herein.

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Section 11. That the validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this 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
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 12. That this resolution, which takes effect immediately, shall be published in full in The Ithaca Journal, the official newspaper of said County, together with a notice of the Clerk of the County Legislature in substantially the form provided in Section 81.00 of the Local Finance Law.

**SEQR ACTION:** TYPE II-20



**Budget, Capital, and Personnel Committee**

Governor Daniel D. Tompkins Building  
Ithaca, NY 14850

Meeting: 10/03/17 04:45 PM  
Department: County Administration  
Category: Fiscal  
Functional Category: Fiscal (Budget)

**SCHEDULED**

**INFORMATION ITEM (NO DISCUSSION INTENDED) NO.**

*DOC ID: 7323*

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**Finance Department 2017-18 Available Rollover - None Requested**

**Budget, Capital, and Personnel Committee**

Governor Daniel D. Tompkins Building  
Ithaca, NY 14850

Meeting: 10/03/17 04:45 PM  
Department: County Administration  
Category: Fiscal  
Functional Category: Fiscal (Budget)

**SCHEDULED****INFORMATION ITEM (NO DISCUSSION INTENDED) NO.      *DOC ID: 7323***

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- 1 Under County Fiscal Policy departments may request to use certain unspent funds (rollover) from prior year's  
2 appropriations. Such funds can be applied in the current year or in the upcoming budget year. In this case the Finance  
3 Department has not requested to use any of their available rollover.  
4  
5 Policy also requests that County departments account for the sources of the immediate prior year's unspent funds, in  
6 this case their 2016 Certified Rollover. The Finance Department's Rollover Request form is being made available here  
7 as an information item so that their Source-of-Funds information is available for review by their Legislative Program  
8 Committee. Again, no appropriation of these funds is requested.

# REQUEST TO USE CERTIFIED ROLLOVER FUNDS

6.a.a

Department: Finance Department

Fiscal Target Budgeting Unit (if other than Dept.): \_\_\_\_\_

## SUMMARY:

	Carried From Previous Years	2016 Certified Rollover	Total Available
<b>Available Surplus Funds:</b>	(\$35,307.00)	\$44,087.00	\$8,780.00
<b>1) Funds requested for use in 2017 (must match Total Current Year Request below):</b>			\$0.00
<b>2) Funds requested for use in 2018 (to be submitted as an OTR):</b>			\$0.00
<b>3) Other requested use of funds:</b>			\$0.00
		<b>Total Requested</b>	\$0.00
<b>CURRENT YEAR REQUEST(S):</b>	<b>Remainder (available to carry forward):</b>		\$8,780.00

FOR FUNDS REQUESTED IN THIS YEAR'S BUDGET, DESCRIBE THE PLANNED USE, please be specific (please attach additional information, if necessary):			
Planned use of rollover:	Funct. Unit	Account No.	Dollar Amt.
1)			\$0.00
2)			\$0.00
3)			\$0.00
4)			\$0.00
5)			\$0.00
6)			\$0.00
7)			\$0.00
8)			\$0.00
9)			\$0.00
10)			\$0.00
	<b>Total Current Year Request (must match Summary line #1):</b>		<b>\$0.00</b>

## FUTURE USES:

<p><b>Does the Department plan to use rollover funds in future years, beyond 2018? If so, what is the plan?</b></p> <p>At this time, there is not a specific plan for the use of rollover funds.</p>
<p><b>Is the Department in a position to return all or part of rollover to the general fund? (Please be specific)</b></p> <p>Not at this time.</p>

Attachment: JM\_reviewed\_Finance\_Rollover\_2018 (7323 : Finance Dept 2017-18 Rollover - None Requested)

# REQUEST TO USE CERTIFIED ROLLOVER FUNDS

6.a.a

## SOURCE OF FUNDS:

**County Fiscal Policy requires that sources of unspent funds for reappropriation (Certified Rollover) "be explicitly identified for Legislature review."** (Please complete this section by explaining the specific source of your department's certified rollover funds for this year in the space(s) provided in the applicable section(s) and providing the corresponding dollar amount at right (below).)

	Source(s) of Rollover Funds and Explanation	Dollar Amt.
1)	Grant with mismatched fiscal year: Please indicate what grant and for which years.	
2)	Decision to postpone an expense or activity: Which expense or activity was postponed and why?	
3)	Position(s) temporarily vacant: What positions were vacant and why?	
4)	Bid price on contract lower than budgeted: What was contract for and why was it lower than budget?	
5)	Funds reserved for future equipment purchase: What equipment are you anticipating purchasing?	
6)	Savings resulting from new efficiencies: What were the new efficiencies? How did they come about?	
7)	Revenue over budget: Where did the excess revenue come from? Increase in foreclosure penalties in 2016. And increase in fees from TASC and Health Consortium.	\$35,979.00
8)	Revenue under budget: What caused the reduction in anticipated revenue?	

Attachment: JM\_reviewed\_Finance\_Rollover\_2018 (7323 : Finance Dept 2017-18 Rollover - None Requested)



# REQUEST TO USE CERTIFIED ROLLOVER FUNDS

6.a.a

9)	Other, please explain: Miscellaneous underspending in various contractual and supply budgets.	
		\$8,108.00
<b>Total Certified Rollover Funds by Source</b> (should match 2015 Certified Rollover amount from previous page):		<b>\$44,087.00</b>

## APPROVALS:

<b>Department Head Name</b>	<b>Date Submitted:</b>
Richard C. Snyder	8/9/2017
<b><i>FOR ADMINISTRATION USE ONLY</i></b>	
County Administrator recommendation for current year use in 2017:	\$ -
County Administrator recommendation for use in 2018 Budget:	\$ -
Joe Mareane	<b>Total Request Recommended:</b> \$ -
<b>Administrator Explanation:</b>	
No request of funds in 2017-18.	

Attachment: JM\_reviewed\_Finance\_Rollover\_2018 (7323 : Finance Dept 2017-18 Rollover - None Requested)