

**MANAGEMENT AND BUDGET COMMITTEE
THURSDAY, October 13, 2016 10:30 AM**

**Committee Members: Scott Samuelson, Chair, Nadia Rajs, Vice Chair,
Terri Ward, Catherine Owens, Alan Sorensen**

AGENDA

PRESENTATIONS: None

DISCUSSIONS: None

RESOLUTIONS:

AUDIT – None

COUNTY TREASURER – None

GRANTS- None

MANAGEMENT AND BUDGET –

- 1. To modify the 2016 County Budget.**
- 2. To authorize execution of a contract extension with New York State Office of Indigent Legal Services and extensions of the Modification Agreements with Sullivan Legal Aid Panel, Inc. and Sullivan County Conflict Legal Aid Society.**
- 3. To create and fund a Casino Mitigation Assigned Fund Balance within the General Fund.**
- 4. To designate the funds received from the Sullivan County Tobacco Asset Securitization Corporation to a Building Construction Fund Balance Assignment within the General Fund and Debt Reserve Fund Balance.**

PUBLIC COMMENT

**RESOLUTION NO. INTRODUCED BY MANAGEMENT AND BUDGET
COMMITTEE TO MODIFY THE 2016 COUNTY BUDGET**

WHEREAS, the County of Sullivan Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers for 2016 be authorized.

Moved by:

Seconded by:

October 2016 Budget Modifications (Resolution)
 Modifications to the 2016 Sullivan County Budget

| G/L Account | Revenue Increase | Revenue Decrease | Appropriation Increase | Appropriation Decrease |
|------------------------------------------------------------------|------------------|------------------|------------------------|------------------------|
| A-1330-204-40-4003 - CONTRACT AUCTION SERVICES | | | 132,142 | |
| A-1330-204-R1232-R272 - TAX COLLECTR FEE PUBLIC AUCTN BUYER PREM | 132,142 | | | |
| A-1420-40-4008 - CONTRACT LEGAL SERVICES | | | 100,000 | |
| A-1420-47-4705 - DEPT COUNSEL/WITNESS EXPENSE | | | 150 | |
| A-1620-21-40-4015 - CONTRACT PROPERTY MAINTENANCE | | | 37,550 | |
| A-1620-22-40-4015 - CONTRACT PROPERTY MAINTENANCE | | | 5,995 | |
| A-1620-23-46-4604 - MISC SERV/EXP REAL ESTATE TAXES | | | 14,708 | |
| A-1620-25-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE | | | 14,230 | |
| A-1680-43-4301 - COMPUTER SUPPLIES | | | 1,324 | |
| A-1680-43-4303 - COMPUTER SOFTWARE PURCHASE/LEASE | | | 4,185 | |
| A-1680-43-4304 - COMPUTER MAINTENANCE/SERVICE FEES | | | 2,976 | |
| A-1680-43-4304 - COMPUTER MAINTENANCE/SERVICE FEES | | | 11,200 | |
| A-1680-R1289-R247 - GEN GOV DEPT INCOME MISC FEE/REIMBURSMNT | 4,300 | | | |
| A-1680-R1289-R247 - GEN GOV DEPT INCOME MISC FEE/REIMBURSMNT | 15,385 | | | |
| A-1989-99-47-4734 - DEPT BOND/NOTE EXPENSE | | | 37,700 | 37,700 |
| A-1989-99-47-4736 - DEPT CONTINGENT | | | | 72,483 |
| A-1989-99-47-4736 - DEPT CONTINGENT | | | | 100,150 |
| A-1989-99-47-4736 - DEPT CONTINGENT | | | | 3,000 |
| A-3150-45-4508 - SPEC DEPT SUPPLY PRISONER RELATED | | | 3,000 | |
| A-3150-46-4603 - MISC SERV/EXP EMPL UNIFORM ALLOWANCE | | | 4,200 | |
| A-3410-44-4406 - UTILITY WIRELESS COMMUNICATIONS | | | | |
| A-3410-R3389-R201 - ST AID PUBLIC SAFETY FIRE GRANT | 4,200 | | | |
| A-7310-47-4794 - DEPT YTH DEVLMT PROGRAM FUNDING | | | 1,991 | |
| A-7310-R3820-R337 - ST AID YOUTH PROGRAM YOUTH BUREAU | 1,991 | | | |
| A-7610-87-40-4013 - CONTRACT CONTRACT OTHER | | | 125,873 | |
| A-7610-87-41-4102 - AUTO/TRAVEL LODGING | | | 2,000 | |
| A-7610-87-41-4103 - AUTO/TRAVEL MEALS | | | 120 | |
| A-7610-87-41-4105 - AUTO/TRAVEL REGISTRATION FEES | | | 50 | |
| A-7610-87-41-4109 - AUTO/TRAVEL CO FLEET CHARGEBACK | | | 1,775 | |

**October 2016 Budget Modifications (Resolution)
Modifications to the 2016 Sullivan County Budget**

| G/L Account | Revenue | Revenue | Appropriation | Appropriation |
|--------------------------------------------------------------------|----------------|----------|----------------|----------------|
| | Increase | Decrease | Increase | Decrease |
| A-7610-87-42-4201 - OFFICE ADVERTISING | | | 32,663 | |
| A-7610-87-42-4203 - OFFICE OFFICE SUPPLIES | | | 6,378 | |
| A-7610-87-42-4204 - OFFICE POSTAGE | | | 1,035 | |
| A-7610-87-42-4205 - OFFICE PRINTING | | | 10,317 | |
| A-7610-87-43-4308 - COMPUTER MIS CHARGEBACKS | | | 5,389 | |
| A-7610-87-44-4405 - UTILITY PHONE LAND LINES | | | 360 | |
| A-7610-87-47-4707 - DEPT MAINTENANCE IN LIEU OF RENT | | | 2,410 | |
| A-7610-87-R4772-R392 - FED AID AGING PROGRAM NYCONNECTS | 188,370 | | | |
| General Fund Total | 346,388 | - | 559,721 | 213,333 |
| D-5110-45-45-4518 - SPEC DEPT SUPPLY ROAD SURFACE TREATMENT | | | 203,506 | |
| D-5110-46-40-4038 - CONTRACT CONSTRUCTION | | | 1,624 | |
| D-5110-47-40-4038 - CONTRACT CONSTRUCTION | | | 157,537 | |
| D-5110-47-45-4518 - SPEC DEPT SUPPLY ROAD SURFACE TREATMENT | | | 70,600 | |
| D-9998-R3501-R120 - ST AID CONSOLIDTD HGHWY CAPITAL | 361,043 | | | |
| D-9998-R3501-R120 - ST AID CONSOLIDTD HGHWY CAPITAL | 70,600 | | | |
| D-9998-R3589-R243 - ST AID OTHR TRANSPRT MARCHISELLI - ROAD/BRIDGE | 257 | | | |
| D-9998-R4589-R340 - FED AID OTHR TRANSPRT ROAD/BRIDGE | 1,367 | | | |
| County Road Fund Total | 433,267 | - | 433,267 | - |
| H68-5197-40-4037 - CONTRACT PAVING | | | 910,191 | |
| H68-5197-47-4720 - DEPT LABORATORY/XRAY EXPENSE | | | 4,790 | |
| H68-5197-R5710-R338 - SERIAL BONDS OTHER | 914,981 | | | |
| Capital Fund Total | 914,981 | - | 914,981 | - |

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek, County Manager

Re: Request for Consideration of a Resolution: Authorize Contract Extension

Date: 10/4/2016

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

TO AUTHORIZE AWARD AND EXECUTION OF A CONTRACT EXTENSION WITH NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES AND EXTENSIONS OF THE MODIFICATION AGREEMENTS WITH SULLIVAN LEGAL AID PANEL, INC. AND SULLIVAN COUNTY CONFLICT LEGAL AID SOCIETY

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes ___ No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes ___ No ___

If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

| | | | |
|--------------------|----------|-----------|----------|
| County | \$ _____ | Grant(s) | \$ _____ |
| State | \$ _____ | Other | \$ _____ |
| Federal Government | \$ _____ | (Specify) | _____ |

Verified by Budget Office: _____

Does Resolution request Authority to Enter into a Contract? Yes No _____

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [NYS Office of Indigent Legal] of [Services, Legal Aid Panel, Inc. and SC Conflict Legal Aid Society]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2014 To 06/30/2018

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

This is additional funding from the NYS Office of Indigent Legal Service to enhance the existing Legal Aid offices with additional support to better the services offered

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): State will reimburse the County \$242,997 over 3 years

Efforts made to find Less Costly alternative:


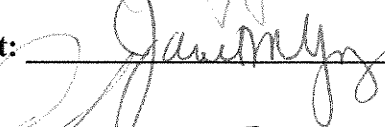

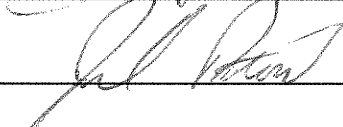
Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not Applicable

Person(s) responsible for monitoring contract (Title): Michelle Huck

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 10/6/16
- B. Management and Budget:  Date 10/12/16
- C. Law Department:  Date 10/7/16
- D. County Manager:  Date 10/6/16
- E. Other as Required: _____ Date _____

Vetted in Management & Budget Committee on 10/04/2016

Resolution No. _____

RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE EXECUTION OF A CONTRACT EXTENSION WITH NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES AND EXTENSIONS OF THE MODIFICATION AGREEMENTS WITH SULLIVAN LEGAL AID PANEL, INC. AND SULLIVAN COUNTY CONFLICT LEGAL AID SOCIETY

WHEREAS, pursuant to Resolution No. 158-16, adopted by the Sullivan County Legislature on April 21, 2016, the County entered into a contract with New York State Office of Indigent Legal Services (“NYSOILS”), and Modification Agreements with Sullivan Legal Aid Panel, Inc. and Sullivan County Conflict Legal Aid Society for funding through an Upstate Quality Improvement and Caseload Reduction grant, and

WHEREAS, the contract is for 2014-2016, expiring on December 31, 2016 and was not available from NYSOILS to be fully executed until 2016 and therefore does not allow for the appropriate amount of time to fulfill the agreement, and

WHEREAS, there is a need for an eighteen (18) month extension with NYSOILS and the Sullivan Legal Aid Panel, Inc. and Sullivan County Conflict Legal Aid Society.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Contract Extension with NYSOILS and Modification Agreement Extensions with Sullivan Legal Aid Panel, Inc., and Sullivan County Conflict Legal Aid Society, for the term January 1, 2014 through June 30, 2018, said extensions to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek, County Manager

Re: Request for Consideration of a Resolution: Create and Fund

Date: 10/4/2016

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

TO CREATE AND FUND A CASINO MITIGATION ASSIGNED FUND BALANCE
WITHIN THE GENERAL FUND

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes ___ No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes ___ No ___

If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

| | | | |
|--------------------|----------|-----------|----------|
| County | \$ _____ | Grant(s) | \$ _____ |
| State | \$ _____ | Other | \$ _____ |
| Federal Government | \$ _____ | (Specify) | _____ |

Verified by Budget Office:  _____

Does Resolution request Authority to Enter into a Contract? Yes ___ No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [_____] of [_____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not Applicable If

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing: *[Signature]* Date 10/6/16
- B. Management and Budget: *[Signature]* Date 10/12/16
- C. Law Department: *[Signature]* Date 10/7/16
- D. County Manager: *[Signature]* Date 10/6/16
- E. Other as Required: _____ Date _____

Vetted in Management & Budget Committee on 10/13/2016

**RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO
CREATE AND FUND A CASINO MITIGATION ASSIGNED FUND BALANCE
WITHIN THE GENERAL FUND**

WHEREAS, Montreign Resort Casino was awarded a license to construct and operate a casino in Sullivan County, and

WHEREAS, the casino along with the Adelaar Entertainment and Lifestyle Complex will employ over a thousand people, resulting in numerous positive economic impacts for Sullivan County, and

WHEREAS, Sullivan County Government will see increased costs associated with the opening of the casino and entertainment complex and the resulting increase in visitors and permanent residents, and

WHEREAS, Sullivan County has received \$2,550,000 as part of the Montreign Resort Casino project license fee, and

WHEREAS, the Sullivan County Legislature feels it is prudent to utilize the \$2,550,000 license fee proceeds to mitigate any future county costs associated with the casino and entertainment complex project.

NOW, THEREFORE, BE IT RESOLVED, that Sullivan County Legislature hereby creates and funds a Casino Resort Mitigation Assigned Fund Balance in the general fund in the amount of \$2,550,000.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potossek, County Manager

Re: Request for Consideration of a Resolution: Designate the SCTASC Funds

Date: 10/4/2016

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

TO DESIGNATE THE FUNDS RECEIVED FROM THE SULLIVAN COUNTY TOBACCO ASSET SECURITIZATION CORPORATION TO A BUILDING CONSTRUCTION FUND BALANCE ASSIGNMENT WITHIN THE GENERAL FUND AND DEBT RESERVE FUND BALANCE

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes ___ No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes ___ No ___

If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

| | | | |
|---------------------------|-----------------|------------------|-----------------|
| County | \$ _____ | Grant(s) | \$ _____ |
| State | \$ _____ | Other | \$ _____ |
| Federal Government | \$ _____ | (Specify) | _____ |

Verified by Budget Office: _____ 

Does Resolution request Authority to Enter into a Contract? Yes ___ No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [_____] of
[_____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

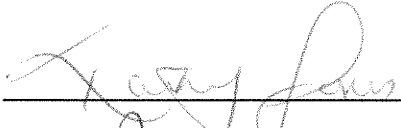
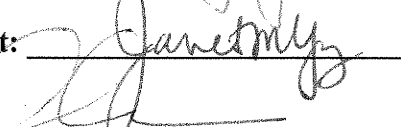


Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

_____ *Not Applicable if* _____

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 10/6/16
- B. Management and Budget:  Date 10/12/16
- C. Law Department:  Date 10/7/16
- D. County Manager:  Date 10/6/16
- E. Other as Required: _____ Date _____

Vetted in Management & Budget Committee on 10/13/2016

RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO DESIGNATE THE FUNDS RECEIVED FROM THE SULLIVAN COUNTY TOBACCO ASSET SECURITIZATION CORPORATION TO A BUILDING CONSTRUCTION FUND BALANCE ASSIGNMENT WITHIN THE GENERAL FUND AND DEBT RESERVE FUND BALANCE

WHEREAS, the Sullivan County Tobacco Asset Securitization Corporation (SCTASC) has made a one-time transfer of \$5,013,599.77 to the County of Sullivan for the purpose of funding capital projects and a one-time transfer of \$3,172,164.36 for the purpose of retiring existing debt, and

WHEREAS, the SCTASC funds have been established to satisfy certain debt service payments on bonds there were issued or re-issued at the time of the creation of the SCTASC, and

WHEREAS, the SCTASC has recommended that the County place the \$5,013,599.77 from the SCTASC into a Building Construction (2016 Tobacco Proceeds) Fund Balance Assignment within the General Fund, and the County Manager and the Commissioner of the Division of Management and Budget have concurred with the recommendation of the SCTASC; and

WHEREAS, it is in the County's best interest to designate the \$5,013,599.77 from the SCTASC to a Building Construction (2016 Tobacco Proceeds) Fund Balance Assignment within the General Fund to be appropriated in future fiscal years to fund various building construction projects; and

WHEREAS, the SCTASC has recommended that the County place the \$3,172,164.36 from the SCTASC into existing Debt Reserve accounts, and the County Manager and the Commissioner of the Division of Management and Budget have concurred with the recommendation of the SCTASC; and

WHEREAS, it is in the County's best interest to designate the \$3,172,164.36 from the SCTASC into existing Debt Reserve accounts, to be appropriated in 2017 to for the purpose of retiring existing short-term Bond Anticipation Notes; and

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby designates the \$5,013,599.77 received from the SCTASC to a Building Construction (2016 Tobacco Proceeds) Fund Balance Assignment within the General Fund to be appropriated in future fiscal years to fund various building construction projects; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby designates the \$3,172,164.36 received from the SCTASC into existing Debt Reserve accounts, to be appropriated in 2017 for the purpose of retiring existing short-term Bond Anticipation Notes.