

**Budget and Capital Committee
June 23, 2008
3:30 p.m.
Courthouse Conference Room**

APPROVED

Present: N. Shinagawa, P. Mackesey, J. Dennis, M. Koplinka-Loehr (temporary member)
Excused: M. Hattery, K. Herrera
Legislators: W. Burbank, F. Proto
Staff: S. Whicher, N. Jayne, M. Lynch, J. Kippola, County Administration; L. Shurtleff,
Department of Emergency Response
Guests: N. Burston, A. Suen, Human Services Coalition; T. Ashmore, Ithaca Journal; A. Smith, SPCA

Call to Order

Ms. Mackesey, Vice Chair called the meeting to order at 3:30 p.m.

Changes to the Agenda

The following resolution was added to the agenda:

Resolution No. - Appropriations And Budget Adjustments For Salary Increase - White Collar, Management/ Confidential, And Blue Collar Employees

Approval of Minutes - May 10, May 29, and June 9, 2008

It was MOVED by Mr. Koplinka-Loehr, seconded by Mr. Dennis, and unanimously adopted by voice vote by members present, to approve the minutes of May 10, May 29, and June 9, 2008, as submitted. MINUTES APPROVED.

Comments from the Public

Nancy Burston, Human Services Coalition, introduced Anita Suen, Cornell University Intern, who is working with that Agency.

Finance Director's Report

Mr. Squires distributed a second quarter sales tax distribution summary and commented that although receipts are above the budget estimate, the receipts are slowing down. The target for 2008 is \$28 million.

County Administrator's Report

Mr. Whicher reported the New York State Legislature passed legislation that says counties are now responsible for increased administration costs of the Early Intervention Program. He said he was initially very upset by this late action of the Legislature but has since learned the impact is not as significant as it first appeared. Mr. Koplinka-Loehr said the person who administers this program at the Health Department said the change is not as bad as first thought but there will be a modest cost shift to the County. Mr. Whicher said while the impact on the budget is minimal, the State is violating a basic principle of government by this action and that is what he finds to be most bothersome.

Public Information Officer's Report

Ms. Lynch reported Tompkins County has a nine-page supplement to the June 30 issue of the Albany Legislative Gazette.

Solid Waste Annual Fee Refund List

This list was presented for information only.

**RESOLUTION NO. – INCREASE IN HOURS AND ABOLITION OF POSITIONS –
EMERGENCY SERVICES DISPATCHERS – DEPARTMENT
OF EMERGENCY RESPONSE**

MOVED by Ms. Mackesey, seconded by Mr. Dennis. Mr. Shurtleff said these positions have not been filled since the consolidation process. This action will allow the Department to hire one full-time employee at no additional cost and will reduce the use of the Department's overtime funds. He said for a variety of reasons the Department usually has a Dispatcher position vacant during the year and they really need the extra position in order to maintain the minimum staffing levels. A voice vote resulted as follows: Ayes – 4, Noes - 0; Excused – 2 (Hattery and Herrera). MOTION CARRIED.

WHEREAS, the Department of Emergency Response created four (4) additional part-time positions equivalent of one full-time position at 40 hours per week of Emergency Services Dispatcher labor grade L/12 (12/551), White Collar to cover shift shortages per Resolution No. 172-99, and

WHEREAS, it is no longer feasible for the Department to hire multiple part-time employees due to the extensive training requirements and the necessity to maintain proficiency in all disciplines and equipment, and

WHEREAS, the Department of Emergency Response requires a full-time employee due to the significant increase in call and incident volume, and

WHEREAS, no new monies are needed to fund these position changes, now therefore be it

RESOLVED, on recommendation of the Public Safety and the Budget and Capital Committees, That one (1) part-time position of Emergency Services Dispatcher, labor grade L/12 (12/551), White Collar, be increased to 40 hours and three (3) part-time positions of Emergency Services Dispatcher, labor grade L/12 (12/551), White Collar, be abolished effective immediately,

RESOLVED, further, That the department is not requesting additional funding.

SEQR ACTION: TYPE II-20

**RESOLUTION NO. – APPROPRIATION FROM CONTINGENT FUND FOR SOCIETY
FOR THE PREVENTION OF CRUELTY TO ANIMALS (SPCA)**

MOVED by Ms. Mackesey, seconded by Mr. Dennis. Ms. Smith said the wording in this resolution has been changed to accurately reflect the present work of the SPCA and it no longer references a purchase of a van. Mr. Koplinka-Loher asked if the Health and Human Services Committee was satisfied with the scope of services. Mr. Proto, Health and Human Services Committee Chairman, said the Committee is satisfied. There are certain parts of Article 26 that mandates the County to provide specific service. Ms. Smith reported there have been 327 cats brought to the SPCA since May 17th.

A voice vote resulted as follows – 4, Noes – 0, Excused – 2 (Hattery and Herrera). MOTION CARRIED.

WHEREAS, New York State Agriculture and Market Law requires Tompkins County to provide shelter for seized animals (Article 26), and

WHEREAS, by contract with the County, the Tompkins County Society for the Prevention of Cruelty to Animals (SPCA) has historically provided and maintained this shelter for seized animals and lost, strayed or homeless cats, and said services were provide under contract with the County, and

WHEREAS, during the 2008 County budget process, the SPCA informed the Expanded Budget Committee that the cost of services exceeded the revenue from the County’s contract, and

WHEREAS, during the 2008 budget process, the Expanded Budget Committee earmarked \$15,000 in the Contingent Fund, plus increased the County’s allocation from \$28,216 to \$33,216, when the appropriate information is distributed detailing the programs and services supported by the County contract, and

WHEREAS, the SPCA will continue to collaborate with the County in enforcing Article 26 and providing cat control/shelter for stray, homeless, lost, or sick cats,

WHEREAS, the SPCA sufficiently detailed the scope of services and necessity of the services provide to the County, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Budget and Capital Committees, That the County amend the SPCA’s contract to include the payment of \$15,000 to meet the costs of the services provided, and

RESOLVED, further, That the Director of Finance be authorized and directed to make the following appropriation:

FROM:	A1990	Contingent Fund	\$15,000
TO:	3520.54400	Tompkins County SPCA	\$15,000

RESOLVED, further, That County Administrator or his designee is authorized to execute any documents and agreements pertaining to the proposal.

SEQR ACTION: TYPE II-20

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RESOLUTION NO. - APPROVAL OF CONTRACT FOR ARTS AND CULTURE STABILIZATION – HISTORIC ITHACA

It was MOVED by Mr. Dennis, seconded by Ms. Mackesey, to approve the following resolution and submit to the full Legislature. A voice vote resulted as follows: Ayes – 3, Noes – 0, Temporarily out of the Room – 1 (Koplinka-Loehr); Excused – 2 (Hattery and Herrera). MOTION CARRIED.

WHEREAS, Community Arts Partnership (CAP) recognizes that the local arts and cultural community is a valuable and unique asset, and that a need exists to harness the power of the arts to develop tourism growth, and if strategically managed, that would stabilize and develop these assets to better serve tourists through well-planned marketing efforts, and

WHEREAS, CAP was appointed to create a comprehensive arts marketing plan and develop and implement a plan for financial and operational stabilization of arts and cultural entities, and

WHEREAS, the arts and cultural community could better position itself in the marketplace to attract more visitors to and enhance visitors’ stay in Tompkins County, thus generating more dollars into the local economy, and

WHEREAS, funding exists within the Tompkins County Tourism Program for the Arts and Cultural Stabilization Plan program, now therefore be it

RESOLVED, on recommendation of the Planning, Development, and Environmental Quality and the Budget and Capital Committees, with the advice of the Strategic Tourism Planning Board, That the following Arts and Cultural Organization Stabilization Grant be awarded in 2008:

	<u>2004 Amount</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Historic Ithaca (State Theatre)	\$ 30,000	\$ 30,000	\$30,000	\$30,000	\$37,000

RESOLVED, further, That the Finance Director make the following budget adjustment:

6475	Room Tax Reserve	\$37,000
6475.54619	Arts and Cultural Organization Stabilization	\$37,000

RESOLVED, further, That the County Administrator or his designee is authorized to sign any agreements with the recipient pertaining to this program.

SEQR TYPE: TYPE II-20

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**RESOLUTION NO. - APPROPRIATION FROM CONTINGENT FUND AND
AUTHORIZATION TO EXECUTE MULTI-YEAR
AGREEMENT - THE HISTORY CENTER**

MOVED by Ms. Mackesey, seconded by Mr. Dennis. Ms. Kippola said this is part of bigger plan to have a long-term relationship with the History Center and they will be looking together at grant opportunities for a records center. Mr. Koplinka-Loehr said his is opposed to this Contingent Fund appropriation and the automatic increase (previous resolution) that he doesn't see any County department automatically receiving.

A voice vote resulted as follows: Ayes – 3, Noes – 1 (Koplinka-Loehr); Excused – 2 (Hattery and Herrera). MOTION CARRIED.

WHEREAS, the County wishes to enter into an agreement with The History Center, formally known as the Dewitt Historical Society, to maintain a public museum and procure, store, and preserve the records and artifacts that document the history of the County and the municipalities thereof, and

WHEREAS, the County has maintained a relationship with The History Center, for over fifty years related to the cost of maintaining space for the aforementioned services, and

WHEREAS, the County first provided space for the agency for the operation of a County Historical Museum in 1939 in the Old Tompkins County Courthouse (County Board Resolution of December 20, 1939), and

WHEREAS, the County continued its commitment to The History Center and its services by compensating the agency for its occupancy costs at the Historic Clinton House in 1973 (County Board Resolution 138 of May 29, 1973), and

WHEREAS the agency's move to the Historic Clinton House was prompted by the County as a result of the County's initiative for the adaptive restoration of the Old Court House, and

WHEREAS, the County further continued its commitment to The History Center and its services by compensating the agency for its occupancy costs following the agency's latest move to the Dean Building in 1993,

WHEREAS, the County wishes to continue its commitment to the agency and enter into a five-year agreement, now therefore be it

RESOLVED, on recommendation of the Government Operations and the Budget and Capital Committees, That beginning January 1, 2009 and expiring December 31, 2013, the County shall compensate The History Center as follows:

2009 - \$88,228
2010 - \$90,840
2011 - \$93,401
2012 - \$96,171
2013 - \$99,026

RESOLVED, further, That the County shall also compensate The History Center a one-time payment in 2008 for a sum not to exceed \$10,000 as reimbursement for prior years' occupancy cost shortfalls,

RESOLVED, further, That the Comptroller is authorized to make the following adjustment:

1990.54400	Contingency Fund	\$10,000
7510.54400	The History Center	\$10,000

RESOLVED, further, That the County Administrator or his designee is authorized to sign all documents related to this agreement, and

RESOLVED, further, That the County and The History Center shall develop a Memorandum of Understanding detailing the Center's obligation(s) to the County with respect to the County's historical records and artifacts in return for the County's contribution to the cost of maintaining space for The

History Center in Tompkins County. Any materials pertinent to Tompkins County history shall not be de-accessioned without the County Historian's and Record Officer's review and approval.

SEQR ACTION: TYPE II-20

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RESOLUTION NO. - APPROPRIATIONS AND BUDGET ADJUSTMENTS FOR SALARY INCREASE - WHITE COLLAR, MANAGEMENT/ CONFIDENTIAL, AND BLUE COLLAR EMPLOYEES

MOVED by Ms. Mackesey, seconded by Mr. Dennis. Ms. Jayne referred to the attachment and said minor revisions are expected prior to Legislative action. Mr. Koplinka-Loehr said although there is a standard practice that Management and Confidential employees will follow White Collar, he suggested everyone consider whether there is a will to continue in that manner. Mr. Dennis responded to Mr. Koplinka-Loehr said although those conversations may be needed at some time in the future, consideration needs to be given about how to structure such a conversation in advance. He said unless the Legislature says it wants to compensate its employees in different formats it is not a conversation he is supportive of having.

A voice vote resulted as follows: Ayes – 4, Noes – 0, Excused – 2 (Hattery and Herrera).
MOTION CARRIED.

WHEREAS, Resolution No. 117 of 2007, "ESTABLISHMENT OF GUIDELINES AND FISCAL TARGETS FOR ALL COUNTY BUDGETING UNITS FOR THE PREPARATION OF THE 2008 BUDGET" stated that all salary changes and associated fringe costs or savings will be paid through or received by the General Fund, and

WHEREAS, the bargaining agreement between Tompkins County and the White Collar Union, for the years 2008, was ratified by Resolution No. 26 of February 19, 2008, and

WHEREAS, Management and Confidential salary adjustments follow the White Collar Union, and

WHEREAS, the bargaining agreement between Tompkins County and the Blue Collar Union for the years 2008, was ratified on April 15, 2008, by Resolution No. 75, now therefore be it

RESOLVED, on recommendation of the Budget and Capital Committee, That effective July 1, the departmental accounts listed on the attached departmental summary document for fiscal year 2008 will be adjusted from the following revenue accounts:

REVENUE: General Fund Balance, Highway Fund Balance, Airport Fund Balance, Solid Waste Fund Balance, Workforce Development Fund Balance

RESOLVED, further, That the Departments' Fiscal Targets in preparation for the 2008 budget have been increased by the net salary adjustments, except for positions designated as onetime.

SEQR ACTION: TYPE II-20

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Budget Ideas from May 29 Meeting

Mr. Shinagawa said he had talked about forming a committee to look at long-term strategies and tools; however, considering the workload on staff and members during the budget process, he suggested having that committee begin its work the day after the budget season ends. The Committee expressed support for having this group begin its work later and said it should include the new County Administrator who should be on-board by then. Ms. Mackesey said she would like to have a discussion of who will serve on this.

Mr. Koplinka-Loehr asked that members remember that a fair amount of strategies and tools have already been developed. While he would support waiting for this group to begin it work, he would prefer that work began once a tentative budget is created.

Mr. Squires said the County is operating with ongoing expenses over what it can afford that is the equivalent of 25 full-time equivalent positions. He said this needs to be addressed sooner rather than later and would support eliminating positions that become vacant.

Mr. Whicher said eliminating positions through attrition is a blunt instrument to reduce expenses. He spoke to the 2009 budget and said he will be recommending that some positions not be funded. He said it comes down to political discussions and decisions about programs. There was discussion of current positions and how many provide direct service, how many are managerial in nature, etc. The Committee discussed various ways to reduce long-term personnel costs; Mr. Whicher spoke the impact retirement costs have on the County.

Mr. Dennis said the Personnel Department was been asked to look at the County's workforce and has reported that within two years one-third of the workforce will be 55 years of age and as of 2010, half of the County's workforce will be 55 years of age.

Ms. Mackesey said she wants a look taken at County programs because she does not think enough is being done to address the structural funding problem that exists within County government.

Mr. Shinagawa suggested a consultant be hired to conduct a review of the County's workforce. Mr. Dennis said most of the information needed to make decisions could be generated in-house. Mr. Shinagawa said the benefit to a consultant would be the how quickly information could be produced and the information will be very important to the committee being established.

Mr. Shinagawa said most of the time when places hire consultants it is not because they can't do it internally, it is because staff is already overburdened and overworked and are not able to produce a result quickly. Ms. Mackesey said she does not agree with presenting these issues to a special committee with members from outside the County.

Mr. Koplinka-Loehr offered to help write a charge for the Committee

There was discussion of the committees that existed previously to review vacant positions. Mr. Whicher spoke of the inability of the Legislature to eliminate positions in the past. He suggested the Legislature charge the County Administrator and Personnel Commissioner with that responsibility they will review each position and alternatives and will get accomplish this task.

The Committee discussed the list of possible short-term reductions, including moving to four 9-hour days in administrative days. Mr. Whicher was asked to survey County departments to ask if the County moved in this direction, what the potential barriers departments would anticipate. He said he thinks it is too early to do this.

There was also discussion of the County Disability program versus sick days and whether it would be more cost effective to change that policy. Mr. Whicher said past studies have shown the Disability program to be more cost effective than the previous method of allocating sick days to employees.

Mr. Whicher suggested exploring options for utilizing Ithaca Car Share.

Mr. Koplinka-Loehr said he would like to have a discussion of recalibrating the heating and cooling systems.

Meeting Changes

The July 14th meeting was changed to July 7th at 3:30 p.m.

Budget and Capital Committee
June 23, 2008

The August 5 Legislature meeting has been canceled. A budget retreat for Legislators will take place that evening. Mr. Shinagawa will meet with Mr. Whicher, Ms. Jayne, and Mr. Koplinka-Loehr to plan the retreat.

Adjournment

The meeting adjourned at 5:20 p.m.

Respectfully submitted by Michelle Pottorff, TC Legislature Office