



**MINUTES  
FINANCIAL MANAGEMENT COMMITTEE  
3019 County Complex Drive, Canandaigua, New York**

**March 2, 2016**

**MEMBERS PRESENT**

David Baker, Robert Green, Dan Marshall, Rich Russell, Kris Singer, Drew Wickham

**OTHERS PRESENT**

In addition to Committee Members: Mary Krause, Cathy Bentzoni, Lorrie Scarrott, Mary Gates, Gary Curtiss, Irene Coveny, Steve DeChick, Tom Harvey, Diane Johnston, Michael Tantillo, Dave Tillman, Bill Wright, Mary Burnett, Rochelle Gray, Nellie Puma, Sandy Seeber, Halle Stevens, Judy Manntai  
FLCC: Barbara Risser, James Fisher, Joe DeForte, Craig Stevens (Bonadio)

**CALL TO ORDER**

The meeting of the Financial Management Committee was called to order at 2:00 p.m. by Chairman David Baker.

**MINUTES**

Supervisor Russell made a motion to approve the minutes of the Financial Management Committee meeting on February 20, 2016. Supervisor Singer seconded the motion. The motion carried.

**FLCC**

**FLCC Financial Statements for  
Year Ending August 31, 2015**

James Fisher, Vice President for Administration and Finance, introduced Craig Stevens of The Bonadio Group who gave a brief presentation of FLCC Audit Results for the Year Ended August 31, 2015.

▶ **Resolution:** *Support for Base Aid Increase for Finger Lakes Community College*

Dr. Barbara Risser, President of FLCC, commented on the resolution to be presented to the Board of Supervisors requesting that the New York State Legislature and Governor Cuomo support a \$285/FTE base aid increase for SUNY's community colleges. Supervisor Green made a motion in support of the resolution. Supervisor Marshall seconded the motion. The motion carried.

**HEALTH & MEDICAL**

▶ **Resolution:** *Mental Health ~ Authorization for Professional Contract - Partnership for Ontario County Mental Health - 2016*

Supervisor Singer made a motion to file the resolution authorizing the contract with Partnership for Ontario County beginning April 1, 2016 through December 31, 2016 which reflects the addition of \$237,925 as a Youth Clubhouse Planning Supplement Award. The award will not require a local share/County contribution. Wickham seconded the motion. The motion carried.

**HUMAN SERVICES**

- ▶ **Resolution:** *Office for the Aging ~ Submission of Application and Acceptance of Funds*  
Supervisor Russell made a motion to file the resolution authorizing Office for the Aging to apply and accept funds for the Balance Incentive Caregiver (BIP) Support Program in the amount of \$20,186 with no associated Count cost. Supervisor Singer seconded the motion. The motion carried.

**PUBLIC SAFETY**

- ▶ **Resolution:** *Sheriff ~ Approval of Contract with Finger Lakes Communication Company, Inc., for Repair Work Associated with the Maintenance of the County Emergency Radio Communication System*  
Supervisor Green made a motion to file the resolution to approve a contract with Finger Lakes Communication Company, Inc., to begin March 11, 2016 through December 31, 2016, to provide equipment repair and/or replacement of parts to be used on an as needed basis, and approving a budget transfer of \$20,000 as stipulated in the resolution. Supervisor Marshall seconded the resolution. The motion carried.
- ▶ **Resolution:** *Sheriff ~ Authorization to Apply for Grant from F.F. Thompson Foundation*  
Supervisor Green made a motion to file the resolution authorizing the Office of Sheriff to apply for up to \$2,500 funding from Mary Clark Thompson Community Health Grant to aid with investigations into cases of child sexual abuse in conjunction with the Child Advocacy Center. Supervisor Wickham seconded the motion. The motion carried.
- ▶ **Transfer:** *Sheriff Crime Proceeds ~ Budget Transfer for Purchase of 18 Bullet Proof Vests*  
Supervisor Green made a motion to approve the budget transfer of \$16,200 for the purchase of 18 bullet proof vests from Crime Proceeds Reserve. Supervisor Marshall seconded the motion. The motion carried.
- ▶ **Transfer:** *Sheriff CIP ~ Budget Transfer to Change an Unmarked Vehicle to a Marked Vehicle*  
Supervisor Marshall made the motion to approve the budget transfer of \$16,000 from Contingency to cover the costs of changing an unmarked vehicle to a marked vehicle due to the retirement of a civil deputy that will now be transitioned to a county police deputy, including the purchase of a radar unit in the Sheriff's budget. Supervisor Green seconded the motion. The motion carried. (Note: This is a re-submission of the transfer presented at the February 20 meeting using the Appropriated Stop DWI Reserve.)
- ▶ **Resolution:** *District Attorney ~ Authorization to Accept Victim Assistance Program Model Offices Grant*  
Supervisor Singer made a motion to file the resolution authorizing acceptance of a grant of \$4,707.60 from the Victim Assistance Program Model Grant through the NYS Office of Victim Services. Supervisor Green seconded the motion. The motion carried.

**CAPITAL PROJECTS**

- ▶ **Resolution:** *Public Works ~ Space Utilization & Reallocation Project Phase III Ontario County Courthouse - CP 05-2012: Budget Transfer to Administration Line Item*  
Supervisor Russell made a motion to file the resolution authorizing a budget transfer of \$7,500 to the Administration budget line to allow for costs related to production of hard copy bid packages and construction drawings. Supervisor Wickham seconded the motion. The motion carried.
  
- ▶ **Resolution:** *Public Works ~ Allen Padgham Road Bridge Over Ganargua Creek ~ CP 01-2013: Acceptance of New York State Revenue Contract*  
Supervisor Marshall made a motion to file the resolution authorizing acceptance of Supplemental #2 to the NYS Revenue Contract for the right-of-way acquisition phase of CP 01-2013, Allen Padgham Road Bridge Over Ganargua Creek. Supervisor Wickham seconded the motion. The motion carried.
  
- ▶ **Resolution:** *Public Works ~ Ontario Parks Dam Rehabilitation ~ CP 05-2015: Tree Removals - Budget Transfer*  
Supervisor Green made a motion to file the resolution approving the budget transfer of \$12,974 for tree removals that are necessary to advance the Ontario Parks Dam Rehabilitation Project. The tree removals must be completed prior to March 31, 2016 to meet environmental requirements. Supervisor Marshall seconded the motion. The motion carried.
  
- ▶ **Resolution:** *2012 FLCC Capital Maintenance Project ~ CP 01-2012: Authorization to Contract with Graybar*  
Supervisor Green made a motion to file the resolution to accept the proposal/quote of Graybar to provide CREE LED lighting in the amount of \$4,700 to replace inefficient and aged light fixtures at the main campus. Supervisor Singer seconded the motion. The motion carried.

**FMC STANDING COMMITTEE ITEMS**

- The following two items were considered as a block. Supervisor Singer made the motion to file the resolutions. Supervisor Wickham seconded the motion. The motion carried.
- ▶ **Resolution:** *County Treasurer ~ Authority to County Treasurer to Pay 2015-2016 Tax - Settlement Payment to School Districts*  
The motion carried to file the resolution authorizing the County Treasurer to pay the various school districts for returned unpaid school taxes for the year 2015-2016.
  
  - ▶ **Resolution:** *County Treasurer ~ Authority to County Treasurer to Pay 2015-201 Tax - Returned Village Taxes*  
The motion carried to file the resolution to authorize and direct the County Treasurer to make settlement payments of the 2015-2016 village taxes.

**Unaudited Financial Report for Year End 2015**

As required by local law, the *Unaudited Financial Report for Year End 2015* was distributed and commented on by Director of Finance Catherine Bentzoni. The audited financial statements are still in process.

It was noted that this is the last report Cathy will present to the Finance Committee. After 29 years with Ontario County and 12 years as Director of Finance, Cathy is retiring on March 22.

► **Resolution:** *Recognition of Catherine S. Bentzoni - Ontario County's Director of Finance*

Supervisor Wickham made a motion to file the resolution to recognize the contributions of Catherine S. Bentzoni as the Ontario County Director of Finance for 12 years, noting:

- Managing the growth of the County's budget from \$136,042,760 in 2004 to \$213,157,934 in 2016;
- With Ms. Bentzoni's fiscal guidance, Ontario County has achieved an enviable credit rating of Aa1 by Moody's Investor Services;
- Throughout her tenure, Ms. Bentzoni has been instrumental in developing a Department of Finance structure that is used as a model for area counties;
- Catherine Bentzoni's executive leadership is highly regarded by this Board, and she is commended for her keen fiscal guidance.

Supervisor Marshall seconded the motion. The motion carried. Words of appreciation were expressed to Director Bentzoni for her leadership, always being professional, and her ability to simplify complex financial matters.

**OTHER BUSINESS****Discussion: Financial Plan from Landfill**

With new members to the Financial Management Committee and Cathy Bentzoni's retirement, "institutional memory" regarding the long term lease of the County's solid waste facilities will be limited. Based on concern for proper allocation of revenue, Resolution No. 465-2003 *Financial Plan for Anticipated Revenue Streams* was reviewed and discussed.

Director Bentzoni discussed the intent of the 2003 resolution which was to insure that the funds received in 2003 would be allocated to have the greatest impact on the stabilization of real property taxes then and into the future. As such, the lump sum funds received in 2003 were placed into a debt service reserve for tax supposed debt and the 2M received annually is allocated to the Capital Improvement Plan. The resolution also stipulated that the revenue received into the future would be used for to assure that the self-insurance reserves are adequately funded, that the

investment in information technology needs are adequate, and that the rest be placed into a tax stabilization reserve. The current Board of Supervisors may by a new resolution designate the funds for purposes other than stated in Resolution No. 465-2003. Director Bentzoni discussed that the Committee, before deciding how to designate the permit success payments, should consider the future needs of all programs, state mandates, and what will happen when these and the annual lease payments are no longer received. She said that the board should look at all programs on need and merit, not by giving a set amount to spend and figuring out how to spend it, but rather what the specific plan is and allocate the funds accordingly. She suggested that to allocate a designated amount of funds annually without a specific plan for that year is not the way funds are typically budgeted. It is more prudent to have a clear plan for each year and allocate the funds based on the priority of that year.

**EXECUTIVE SESSION**

At 3:19 p.m., the motion was made by Supervisor Singer to enter into Executive Session to discuss a personnel matter related to the appointment of a new Director of Finance. Supervisor Marshall seconded the motion. The motion carried.

At 3:25 p.m., Supervisor Singer made a motion to exit Executive Session. Supervisor Marshall seconded the motion. The motion carried.

- **Resolution:** *Appointment of Mary M. Gates ~ Director of Finance*

Supervisor Singer made a motion to file the resolution recommending the appointment of Mary M. Gates as Director of Finance, effective March 23, 2016 until December 31, 2017. Supervisor Marshall seconded the motion. The motion carried.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 3:26 p.m., following a motion by Supervisor Russell. The motion was seconded by Supervisor Wickham. The motion carried.

The next regularly scheduled meeting is Wednesday, March 23, 2016, at 2:00 p.m. The meeting will be held at the 3019 Building, Room 205.

Respectfully submitted,

Judy Manntai  
Recording Secretary