

**County of Jefferson**  
**Office of the County Administrator**

**Historic Courthouse**  
195 Arsenal Street, 2<sup>nd</sup> Floor  
Watertown, NY 13601-2567  
Phone: (315) 785-3075 Fax: (315) 785-5070



October 29, 2010

**TO:** Members of Finance & Rules Committee  
**FROM:** Robert F. Hagemann, III, County Administrator  
**SUBJECT:** Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on *Wednesday, November 3, 2010 at 1:00 p.m.* in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

**Finance & Rules Committee Sponsored Resolutions:**

1. Adopting Jefferson County Administrative Policies and Procedures for Fund Balance
2. Revising and Adopting 2011 Tentative Budget
3. Appropriation for the Conduct of County Government for Fiscal Year 2011
4. Adopting Capital Plan for 2011-2016
5. Certification of Taxes to the City of Watertown
6. Levying Tax Map Maintenance Charges for 2011
7. Levying Direct Town Charges for 2011
8. Approving Mortgage Tax Report
9. Levying Hudson River-Black River Regulating District Assessments
10. Transferring Funds from Dog Damage Trust Account

11. Concurring in Settlement of Tax Certiorari Proceedings and Authorizing Refund of Taxes in Connection Therewith (Ontario Apartments, LLC)
12. Authorizing Software Maintenance Agreement with Cott Systems for County Clerk's Office and Amending the 2010 County Budget in Relation Thereto
13. Authorizing Payment in Lieu of Taxes Agreement Relative to Jefferson Apartments Associates, LLC
14. Authorizing Agreement with Provider for Provision of Related Services in Connection with the Program for Preschool Children with Disabilities
15. Authorizing Agreement in Relation to New York State Highway Safety Program Grant
16. Authorizing Agreement for Provision of Speech-Language Pathology Services to Clients of the Home Health Care Programs

**General Services Committee Sponsored Resolutions:**

1. Amending the 2010 County Budget and Capital Plan in Relation to Fire & Emergency Management Grant Funds
2. Authorizing Agreement and Amending the 2010 County Budget in Relation to the 2009 State Homeland Security Program (SHSP) Grant
3. Amending the 2010 County Budget in Relation to Highway Equipment
4. Amending the 2010 County Budget Relative to Sheriff's Department

**Informational Items:**

5. Revenue and Expenditure Spreadsheet
6. Monthly Departmental Reports  
County Clerk  
Health Benefits

If any Committee member has inquiries regarding any agenda items, or would like to add an item(s), please do not hesitate to contact me.

RFH:jdj

cc:	Audit	Information Services	Real Property Tax Services
	County Clerk	Insurance	County Treasurer
	Board of Elections	JCC	County Attorney
	Human Resources	Purchasing	

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Adopting Jefferson County Administrative Policies  
and Procedures for Fund Balance

By Legislator: \_\_\_\_\_

Whereas, Local Law No. 10 of 1986, as amended, provides that the County Administrator shall promulgate such administrative regulations and procedures as may be authorized by the Board of Legislators, and

Whereas, On September 7, 2010, the Chairman of this Board of Legislators, in accordance with Rule 57 of the Board's Standing Rules, appointed a Fund Balance ad hoc committee to develop a policy for the use and maintenance of the County's fund balance, and

Whereas, Said committee has developed the policy and recommends its adoption to the Chairman and the full Board.

Now, Therefore, Be It Resolved, That the Administrative Policy Section 1.10, **Fund Balance**, is hereby approved and by reference is incorporated herein, and its promulgation and implementation by the County Administrator is authorized, effective November 9, 2010.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---



## ADMINISTRATIVE MEMORANDUM POLICIES AND PROCEDURES

County of Jefferson    Board of Legislators    Office of the County Administrator

---

Section:	Finance	Issued:	11/10	Subsection:	1.10
Subsection:	Fund Balance	Revised:			

---

### Fund Balance:

#### BACKGROUND:

The Governmental Accounting Standards Board (GASB) has issued Statement 54, *Fund Balance and Governmental Fund Type Definitions*, which will first affect the County's financial statements for the year ending December 31, 2011.

The Government Finance Officers Association (GFOA) recommends that governments establish a policy on the level of unrestricted fund balance that should be maintained in the general fund.

#### POLICY:

1. The County will adhere to the guidelines of GASB Statement 54 in accordance with the required implementation date, and will, in consultation with its external auditor, make such changes in advance of the required date as are practicable.
2. The County will maintain an adequate fund balance in its general fund to provide flexibility and to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures), to ensure stable tax rates, to provide for one-time opportunities and to retain favorable credit ratings. The County will endeavor to maintain an unrestricted fund balance in its general fund of two months of regular general fund operating expenditures, net of local sales tax distribution.<sup>1</sup>
3. The actual level of unrestricted fund balance in the County's general fund is determined in its annual financial statement, several months after the end of the fiscal year. The County's budgeting process, which culminates both in the establishment of the following year's tax rate and the use of any appropriated fund balance, begins approximately two years in advance of the financial statement that will show that budget's results. Because of this time lag and because of the uncertainties of the budgeting process (such as the amounts of appropriated fund balance actually used each year), it is not possible to guarantee in advance a specific level of unrestricted fund balance at the close of any fiscal year. Therefore, the County will use the following procedure to adjust the levels of unrestricted fund balance, as necessary.

---

<sup>1</sup>GFOA Best Practice, *Appropriate Level of Unrestricted Fund Balance in the General Fund*, 2009.

#### PROCEDURE:

1. Once the external auditor has reviewed the County's financial statements for the prior year and has confirmed the unrestricted fund balance of the general fund, the County Administrator will recommend to the appropriate committee of the Board of Legislators the amounts and types of assignments for the fund balance to be included in the financial statement.
2. The appropriate committee of the Board will review these assignments, discuss them with the external auditor as necessary and accept or modify the assignments prior to the presentation of the statement to the Board.
3. The County Administrator, as Budget Officer, shall make recommendations regarding the use of unrestricted fund balance to be appropriated in the following year's budget based on this policy; specifically, he shall recommend an amount that will in his estimation retain the level of unrestricted fund balance established in this policy.
4. If the level of unrestricted fund balance in the general fund falls more than 10% above or below the level set by this policy, the County Administrator, as Budget Officer, shall recommend increasing (but see #5, below) or decreasing the use of fund balance appropriated in the following year's budget, such that in his estimation over the course of no more than three years, the fund balance will be again within the level set by this policy.
5. Where the level of unrestricted fund balance is shown to be more than 10% above the level set by this policy, as an alternative, or in addition to increasing the use of fund balance in the following year's budget, the County Administrator may recommend the use of, or the Board of Legislators may use, unrestricted fund balance during or outside of the budget process for one-time expenditures to meet unusual opportunities or to reduce the County's debt in order to, in their estimation, meet this policy.

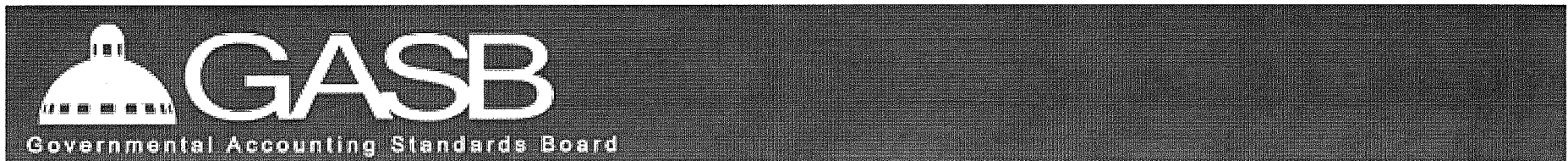
This Policy will take effect on November 9, 2010.

#### REFERENCE:

1. Jefferson County Board of Legislators Resolution No. \_\_ of 2010
2. County Law Sections 354-360
3. Jefferson County Local Law No. 10 of 1986, as amended.
4. Jefferson County Board of Legislators Rules
5. GASB Statement 54 ( <http://www.gasb.org/st/summary/gstsm54.html> )
6. GFOA Best Practice, *Appropriate Level of Unrestricted Fund Balance in the General Fund*, 2009.  
( [http://www.gfoa.org/downloads/AppropriateLevelUnrestrictedFundBalanceGeneralFund\\_BestPractice.pdf](http://www.gfoa.org/downloads/AppropriateLevelUnrestrictedFundBalanceGeneralFund_BestPractice.pdf) )
7. NYS Comptroller Multi Year Financial Planning Tutorial  
(<http://www.osc.state.ny.us/localgov/training/modules/myfp/reserves.htm> )

#### ISSUED:

Robert F. Hagemann, III  
County Administrator



## Summaries / Status

### Summary of Statement No. 54

#### ***Fund Balance Reporting and Governmental Fund Type Definitions***

**(Issued 02/09)**

The objective of this Statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The initial distinction that is made in reporting fund balance information is identifying amounts that are considered *nonspendable*, such as fund balance associated with inventories. This Statement also provides for additional classification as restricted, committed, assigned, and unassigned based on the relative strength of the constraints that control how specific amounts can be spent.

The *restricted* fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation. The *committed* fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Amounts in the *assigned* fund

balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. *Unassigned* fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. In other funds, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned. Governments are required to disclose information about the processes through which constraints are imposed on amounts in the committed and assigned classifications.

Governments also are required to classify and report amounts in the appropriate fund balance classifications by applying their accounting policies that determine whether restricted, committed, assigned, and unassigned amounts are considered to have been spent. Disclosure of the policies in the notes to the financial statements is required.

This Statement also provides guidance for classifying stabilization amounts on the face of the balance sheet and requires disclosure of certain information about stabilization arrangements in the notes to the financial statements.

The definitions of the general fund, special revenue fund type, capital projects fund type, debt service fund type, and permanent fund type are clarified by the provisions in this Statement. Interpretations of certain terms within the definition of the special revenue fund type have been provided and, for some governments, those interpretations may affect the activities they choose to report in those funds. The capital projects fund type definition also was clarified for better alignment with the needs of preparers and users. Definitions of other governmental fund types also have been modified for clarity and consistency.

The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2010. Early implementation is encouraged. Fund balance reclassifications made to conform to the provisions of this Statement should be applied retroactively by restating fund balance for all prior periods presented.

*Financial Statement for 2011-  
issued summer 2012*

## How the Changes in This Statement Will Improve Financial Reporting

The requirements in this Statement will improve financial reporting by providing fund balance categories and classifications that will be more easily understood. Elimination of the *reserved* component of fund balance in favor of a *restricted* classification will enhance the consistency between information reported in the government-wide statements and information in the governmental fund financial statements and avoid confusion about the relationship between reserved fund balance and restricted net assets. The fund balance classification approach in this Statement will require governments to classify amounts consistently, regardless of the fund type or column in which they are presented. As a result, an amount cannot be classified as restricted in one fund but unrestricted in another. The fund balance disclosures will give users information necessary to understand the processes under which constraints are imposed upon the use of resources and how those constraints may be modified or eliminated. The clarifications of the governmental fund type definitions will reduce uncertainty about which resources can or should be reported in the respective fund types.

---

Unless otherwise specified, pronouncements of the GASB apply to financial reports of all state and local governmental entities, including general purpose governments; public benefit corporations and authorities; public employee retirement systems; and public utilities, hospitals and other healthcare providers, and colleges and universities. Paragraph 3 discusses the applicability of this Statement.





## BEST PRACTICE

### **Appropriate Level of Unrestricted Fund Balance in the General Fund (2002 and 2009) (BUDGET and CAAFR)**

**Background.** Accountants employ the term *fund balance* to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis.<sup>1</sup> In both cases, fund balance is intended to serve as a measure of the financial resources available in a governmental fund.

Accountants distinguish up to five separate categories of fund balance, based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts can be spent: *nonspendable fund balance*, *restricted fund balance*, *committed fund balance*, *assigned fund balance*, and *unassigned fund balance*.<sup>2</sup> The total of the last three categories, which include only resources without a constraint on spending or for which the constraint on spending is imposed by the government itself, is termed *unrestricted fund balance*.

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are a crucial consideration, too, in long-term financial planning.

In most cases, discussions of fund balance will properly focus on a government's general fund. Nonetheless, financial resources available in other funds should also be considered in assessing the adequacy of unrestricted fund balance (i.e., the total of the amounts reported as committed, assigned, and unassigned fund balance) in the general fund.

Credit rating agencies monitor levels of fund balance and unrestricted fund balance in a government's general fund to evaluate a government's continued creditworthiness. Likewise, laws and regulations often govern appropriate levels of fund balance and unrestricted fund balance for state and local governments.

Those interested primarily in a government's creditworthiness or economic condition (e.g., rating agencies) are likely to favor increased levels of fund balance. Opposing pressures often come from unions, taxpayers and citizens' groups, which may view high levels of fund balance as "excessive."

**Recommendation.** The Government Finance Officers Association (GFOA) recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund.<sup>3</sup> Such a guideline should be set by the appropriate policy body and should provide both a temporal framework and

---

<sup>1</sup> For the sake of clarity, this recommended practice uses the terms GAAP fund balance and budgetary fund balance to distinguish these two different uses of the same term.

<sup>2</sup> These categories are set forth in Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which must be implemented for financial statements for periods ended June 30, 2011 and later.

<sup>3</sup> Sometimes restricted fund balance includes resources available to finance items that typically would require the use of unrestricted fund balance (e.g., a contingency reserve). In that case, such amounts should be included as part of unrestricted fund balance for purposes of analysis.

specific plans for increasing or decreasing the level of unrestricted fund balance, if it is inconsistent with that policy.<sup>4</sup>

The adequacy of unrestricted fund balance in the general fund should be assessed based upon a government's own specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.<sup>5</sup> The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances.<sup>6</sup> Furthermore, a government's particular situation often may require a level of unrestricted fund balance in the general fund significantly in excess of this recommended minimum level. In any case, such measures should be applied within the context of long-term forecasting, thereby avoiding the risk of placing too much emphasis upon the level of unrestricted fund balance in the general fund at any one time.

In establishing a policy governing the level of unrestricted fund balance in the general fund, a government should consider a variety of factors, including:

- The predictability of its revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile);
- Its perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts);
- The potential drain upon general fund resources from other funds as well as the availability of resources in other funds (i.e., deficits in other funds may require that a higher level of unrestricted fund balance be maintained in the general fund, just as, the availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the general fund);<sup>7</sup>
- Liquidity (i.e., a disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained); and
- Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose).

Furthermore, governments may deem it appropriate to exclude from consideration resources that have been committed or assigned to some other purpose and focus on unassigned fund balance rather than on unrestricted fund balance.

Naturally, any policy addressing desirable levels of unrestricted fund balance in the general fund should be in conformity with all applicable legal and regulatory constraints. In this case in particular, it is essential that differences between GAAP fund balance and budgetary fund balance be fully appreciated by all interested parties.

Approved by the GFOA's Executive Board, October, 2009.

---

<sup>4</sup> See Recommended Practice 4.1 of the National Advisory Council on State and Local Budgeting governments on the need to "maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures" (Recommended Practice 4.1).

<sup>5</sup> In practice, a level of unrestricted fund balance significantly lower than the recommended minimum may be appropriate for states and America's largest governments (e.g., cities, counties, and school districts) because they often are in a better position to predict contingencies (for the same reason that an insurance company can more readily predict the number of accidents for a pool of 500,000 drivers than for a pool of fifty), and because their revenues and expenditures often are more diversified and thus potentially less subject to volatility.

<sup>6</sup> In either case, unusual items that would distort trends (e.g., one-time revenues and expenditures) should be excluded, whereas recurring transfers should be included. Once the decision has been made to compare unrestricted fund balance to either revenues or expenditures, that decision should be followed consistently from period to period.

<sup>7</sup> However, except as discussed in footnote 4, not to a level below the recommended minimum.

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Revising and Adopting 2011 Tentative Budget

By Legislator: \_\_\_\_\_

Whereas, Pursuant to Section 357 of the County Law, the Finance and Rules Committee of this Board has reviewed the Budget Officer's 2011 Tentative Budget and has proposed that certain changes, alterations and revisions be made to said budget.

Now, Therefore, Be It Resolved, That the 2011 Budget Officer's Tentative Budget be changed, altered and revised as shown on the attached Schedule A, said schedule shall be considered a part of this resolution as if fully set forth herein, and be it further

Resolved, That said Tentative Budget, with such changes, alterations and revisions as are heretofore set forth be and is hereby adopted as the Budget of the County of Jefferson for County fiscal year 2011.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson    )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Appropriation for the Conduct of County Government  
for Fiscal Year 2011

By Legislator: \_\_\_\_\_

Whereas, Pursuant to Sections 354 and 355 the Budget Officer has prepared and submitted to this Board the 2011 Budget Officer's Tentative Budget, and

Whereas, Said Tentative Budget has been changed, altered and revised by this Board in accordance with Section 358 of the County Law, and

Whereas, Said Tentative Budget, as changed, altered and revised, has been adopted by this Board by Resolution No.

Now, Therefore, Be It Resolved, That the numbers in the 2011 Budget Officer's Tentative Budget in the column entitled "Budget Officer's Recommendations," with such changes, alterations and revisions as have been approved by this Board, be inserted in the column entitled "Adopted," and be it further

Resolved, That, pursuant to Section 360 of the County Law, the several amounts specified in such budget in the column entitled "Adopted" be and are hereby appropriated for the objects and purposes specified, effective January 1, 2011.

Seconded by Legislator \_\_\_\_\_

---

State of New York    )  
                              ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Adopting Capital Plan for 2011 - 2016

By Legislator: \_\_\_\_\_

Whereas, Pursuant to Resolution No. 357 of 1992 and Section 99-g of the General Municipal Law, the Budget Officer has prepared and submitted as part of the 2011 Budget Officer's Tentative Budget a Six Year Capital Plan for the years 2011-2016.

Now, Therefore, Be It Resolved, That said Capital Plan be and is hereby adopted.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Certification of Taxes to the City of Watertown

By Legislator: \_\_\_\_\_

Resolved, That the Clerk of the Board be and is hereby authorized and directed to certify to the Clerk and the Assessor of the City of Watertown, the apportioned share of the 2011 County Tax to be levied on real property within the City as follows:

County Tax ..... \$

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                              ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Levying Tax Map Maintenance Charges for 2011

By Legislator: \_\_\_\_\_

Resolved, That, Pursuant to Section 1534 of the Real Property Tax Law, the twenty-two Towns of the County be and are hereby charged \$317,251 for 2011 Tax Map Maintenance, and be it further

Resolved, That the Clerk of the Board of Legislators be and is hereby authorized and directed to apportion said sum among the twenty-two Towns in the County of Jefferson in accordance with Resolution No. 248 of 1987, and that the amount apportioned to each Town be and is hereby levied and assessed against the taxable property of the respective Town.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
County of Jefferson    ) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Levying Direct Town Charges for 2011

By Legislator: \_\_\_\_\_

Resolved, That, pursuant to Section 233A of the County Law, the twenty-two Towns of the County be and are hereby charged \$42,000 for Assessment Rolls, Field Books, Town Forms and Tax Receipts for the year 2011, and be it further

Resolved, That the Clerk of the Board of Legislators be and is hereby authorized and directed to apportion said sum among the twenty-two Towns in the County of Jefferson in accordance with Resolution No. 248 of 1987, and that the amount apportioned to each Town be and is hereby levied and assessed against the taxable property of the respective Town.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                              ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---



***JEFFERSON COUNTY BOARD OF LEGISLATORS***

***Resolution No. \_\_\_\_\_***

Approving Mortgage Tax Report

By Legislator: \_\_\_\_\_

Whereas, This Board is in receipt of the semi-annual Mortgage Tax Report showing the amount to be credited to each tax district in the County of the money collected during the preceding six months ended September 30, 2010.

Now, Therefore, Be It Resolved, That, pursuant to Section 261 of the Tax Law, this Board issue Tax Warrants for the payment to the respective tax districts of the amounts so credited and authorize and direct the County Treasurer to make payment of said amounts to the respective districts in accordance with the report.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

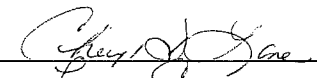
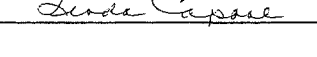
---

**New York State Mortgage Tax Semi-Annual Report**  
**Jefferson County**  
**For the Period 04/01/2010 Through 9/30/2010**  
**Cash Statement for Taxes Collected Pursuant To Article 11**

Part 1

		Basic Tax Distributed					Treasurer			All Other Taxes Distributed				
		1	2	3	4	5	6	7	8	9	10	11	12	13
Year	Month	Basic Tax Collected	Interest received by recording officer	Recording officer's expense	Refunds or Adjustments	Amount paid Treasurer (col 1 + col 2) - (col 3 - col 4)	Interest Received by Treasurer	Treasurer's expense	Tax Districts share (col 5 + col 6) - (col 7)	Local Tax	Additional Tax	Special Assistance Fund	Special Additional Tax	County Tax
2010	April	\$129,478.41	\$10.51	\$9,437.38	\$0.00	\$120,051.54	\$0.00	\$0.00	\$120,051.54	\$0.00	\$0.00	\$0.00	\$50,026.27	\$0.00
2010	May	\$147,383.49	\$14.49	\$9,355.60	\$0.00	\$138,042.38	\$0.00	\$0.00	\$138,042.38	\$0.00	\$0.00	\$0.00	\$59,232.70	\$0.00
2010	June	\$173,768.00	\$12.74	\$9,605.19	\$0.00	\$164,175.55	\$0.00	\$0.00	\$164,175.55	\$0.00	\$0.00	\$0.00	\$64,349.44	\$0.00
2010	July	\$171,493.63	\$12.64	\$9,449.61	\$0.00	\$162,056.66	\$0.00	\$0.00	\$162,056.66	\$0.00	\$0.00	\$0.00	\$67,232.97	\$0.00
2010	August	\$161,285.01	\$12.55	\$9,363.11	\$0.00	\$151,934.45	\$0.00	\$0.00	\$151,934.45	\$0.00	\$0.00	\$0.00	\$65,019.58	\$0.00
2010	September	\$198,439.67	\$15.41	\$9,418.26	\$0.00	\$189,036.82	\$0.00	\$0.00	\$189,036.82	\$0.00	\$0.00	\$0.00	\$79,316.59	\$0.00
Totals :		\$981,848.21	\$78.34	\$56,629.15	\$0.00	\$925,297.40	\$0.00	\$0.00	\$925,297.40	\$0.00	\$0.00	\$0.00	\$385,177.55	\$0.00

AU-202 (3/04)

Recording Officer

Treasurer

Deputy

Distribution Statement  
(Columns 1 Through 5)

The "taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Tax Department noted on the bottom of this part.

Credit Statement  
(Column 6)

This column is the net amount due each tax district for which the Board of Supervisors shall issue its warrant or warrants.

1	2	3	4	5	6
Tax Districts	Taxes Collected	*Additions	*Deductions	Amount of "Taxes Collected" as adjusted and corrected	Net Amount Due Each Tax District
ADAMS	\$50,335.81	\$0.00	\$348.84	\$49,986.97	\$47,107.91
ALEXANDRIA	\$44,508.78	\$0.00	\$0.00	\$44,508.78	\$41,945.24
ANTWERP	\$7,420.34	\$0.00	\$0.00	\$7,420.34	\$6,992.96
BROWNVILLE	\$67,146.20	\$0.00	\$0.00	\$67,146.20	\$63,278.83
CAPE VINCENT	\$38,637.85	\$0.00	\$0.00	\$38,637.85	\$36,412.45
CHAMPION	\$49,202.29	\$0.00	\$0.00	\$49,202.29	\$46,368.42
CLAYTON	\$65,366.00	\$0.00	\$0.00	\$65,366.00	\$61,601.16
ELLISBURG	\$22,732.51	\$0.00	\$0.00	\$22,732.51	\$21,423.20
HENDERSON	\$21,859.50	\$0.00	\$0.00	\$21,859.50	\$20,600.47
HOUNSFIELD	\$47,600.50	\$0.00	\$0.00	\$47,600.50	\$44,858.89
LERAY	\$70,171.50	\$0.00	\$0.00	\$70,171.50	\$66,129.88
LORRAINE	\$6,363.00	\$348.84	\$0.00	\$6,711.84	\$6,325.26
LYME	\$21,805.50	\$0.00	\$0.00	\$21,805.50	\$20,549.58
ORLEANS	\$25,077.51	\$0.00	\$0.00	\$25,077.51	\$23,633.14
PAMELIA	\$45,050.27	\$0.00	\$0.00	\$45,050.27	\$42,455.54
PHILADELPHIA	\$9,247.50	\$0.00	\$0.00	\$9,247.50	\$8,714.88
RODMAN	\$4,488.19	\$0.00	\$0.00	\$4,488.19	\$4,229.69
RUTLAND	\$30,812.49	\$0.00	\$0.00	\$30,812.49	\$29,037.81
THERESA	\$29,906.14	\$0.00	\$0.00	\$29,906.14	\$28,183.66
WATERTOWN-CITY OF	\$205,265.32	\$0.00	\$0.00	\$205,265.32	\$193,442.80
WATERTOWN-TOWN OF	\$81,916.37	\$0.00	\$0.00	\$81,916.37	\$77,198.29
WILNA	\$36,037.64	\$0.00	\$0.00	\$36,037.64	\$33,962.01
WORTH	\$897.00	\$0.00	\$0.00	\$897.00	\$845.33
<b>TOTAL TAX DISTRICTS: 23</b>					
<b>TOTALS:</b>	<b>\$981,848.21</b>	<b>\$348.84</b>	<b>\$348.84</b>	<b>\$981,848.21</b>	<b>\$925,297.40</b>

\*see refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers.

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Levying Hudson River-Black River Regulating District Assessments

By Legislator: \_\_\_\_\_

Whereas, The Board of the Hudson River-Black River Regulating District, pursuant to provisions of the Environmental Conservation Law, has filed a certified statement with the Clerk of the County of Jefferson showing the name of each public corporation or a brief description of each parcel of real estate and the name of the owner, or owners, so far as can be ascertained, and the proportionate amount of the cost of storage reservoirs and the expense of maintenance and operation of such reservoirs to be borne by each parcel of real estate during the year ending June 30, 2011, and

Whereas, Pursuant to Subdivision Six of Section 15-2123 of the Environmental Conservation Law, signed into law on August 8, 1983 "...All moneys required to be collected and not paid directly to the River Regulating District by the thirty-first day of October of the year in which the assessment is levied shall be payable to the County Treasurer as provided under subdivision four of this Section and shall be subject to a service fee of one percent of the total amount assessed which shall be added to the amount to be collected and which shall be in addition to any penalties which may be imposed in the case of failure to pay general taxes within the time prescribed by law, and when collected, such penalties shall be deemed part of the assessment...".

Now, Therefore, Be It Resolved, That, in accordance with the certified statement of annual assessment received from the Regulating District dated October 31, 2010, the sum set after the description of each parcel of real estate in the following list is hereby levied and assessed against said parcel of real estate to wit:

(Awaiting Correspondence from HR-BR Regulating District listing parcels and amounts)

Parcel No.                      Town of

Parcel No.                      Town of

Parcel No.                      Town of

and be it further

Resolved, That the collector of taxes and assessments in each Town or City in which any such parcel of real estate is situated be and is hereby directed and commanded to collect said sum set forth after the description of each such parcel of real estate in the forgoing list, or in case the

property is situated in more than one Town, to collect the sum set forth after the name of each Town following said description, in the same manner and by the same procedure as general taxes are collected and to pay the same to the County Treasurer of Jefferson County, and be it further

Resolved, That the Clerk of the Board of Legislators be and is hereby directed to furnish a certified copy of this resolution to the Council of the City of Watertown.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
County of Jefferson    ) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Transferring Funds from Dog Damage Trust Account

By Legislator: \_\_\_\_\_

Whereas, The County Dog Control Program operates with an anticipated annual deficit which is then eliminated by a transfer of funds from the Dog Damage Trust Account and apportioned charges to the towns based on numbers of licensed dogs.

Now, Therefore, Be It Resolved, That upon determination of the actual budget deficit resulting from the operation of the County Dog Control Program during 2010, the County Treasurer is hereby authorized to transfer from Trust Account 60.0757 "Dog Damage" to General Fund Revenue Account 01-3510-999.92268 "Dog Control Services/Other Governments" an amount equal to that deficit or other uncommitted balance in said Trust Account, whichever is less.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                              ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**

**Resolution No. \_\_\_\_\_**

Concurring in Settlement of Tax Certiorari Proceedings and  
Authorizing Refund of Taxes in Connection Therewith (Ontario Apartments, LLC.)

By Legislator: \_\_\_\_\_

Whereas, Pursuant to Article 7 of the Real Property Tax Law Ontario Apartments, LLC.  
commenced court proceedings to obtain reductions of the assessed valuation of property in the  
City of Watertown, and

Whereas, The City of Watertown has reached a settlement of the proceedings, with proposed  
assessed values as follows:

	<u>Original Value</u>	<u>Settlement Value</u>
(8-40-101.00)	\$9,090,300	\$8,100,000
1269 Coffeen Street		

Now, Therefore, Be It Resolved, That Jefferson County concurs in the settlements as outlined  
herein above, and be it further

Resolved, That the County Treasurer is hereby authorized and directed to make appropriate  
refund (\$33,746.65 for tax years 2007-2010) and to charge back the taxing jurisdiction in  
accordance with the settlement and Real Property Tax Law § 727.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify  
that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of  
Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said  
Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of  
such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of  
\_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Software Maintenance Agreement with Cott Systems for  
County Clerk's Office and Amending the 2010 County Budget in Relation Thereto

By Legislator: \_\_\_\_\_

Whereas, Pursuant to Resolution 238 of 1991, the Jefferson County Board of Supervisors entered into a lease purchase agreement with Cott Systems for an computer-based recording and indexing system for the County Clerk's Office, and

Whereas, By Resolution Nos. 245 of 1995, 184 of 2000, 334 of 2001, 141 of 2002, 292 of 2006, and 143 and 235 of 2009, this Board has authorized agreements with Cott Systems for various upgrades to said system and for software maintenance agreements, and

Whereas, The County Clerk is recommending the County purchase a Cott software product called Online Index Books, which will allow computer access to the County Clerk's mortgage indices from 1910 to 1966, and by extension to the mortgage documents for the same period, and

Whereas, it is necessary to enter into an agreement with Cott Systems for the provision of said software and software maintenance, to include associated training and installation costs, and

Whereas, The Clerk is also recommending the purchase of two additional Cott Resolution3 licenses for the Court Records and Records Management sub-departments, and needs to provide funding for an E-Commerce charge included in the Resolution3 upgrade authorized by Resolution 235 of 2009, and

Whereas, Funds for said software and maintenance costs in 2010 are available within the current budget, and

Now, Therefore, Be It Resolved, That Jefferson County enter into a software agreement for Online Index Books in support of the County Clerk's automated recording and indexing system for a cost of \$16,091 for the software and \$150 per month for maintenance following deployment, and be it further

Resolved, That The Chairman of the Board of Legislators be and is hereby authorized and directed to execute said agreement on behalf of the County, subject to the review of the County Attorney as to form and content, and be it further

Resolved, That the 2010 County Budget is hereby amended as follows:



**Increase:**

01-1410-1410.4114.003	Computer Software Maintenance	\$ 1,762
01-1410-1410.4119	Computer Software	8,850
01-1410-1412.4114.003	Computer Software Maintenance	1,442
01-1410-1412.4119	Computer Software	8,717
01-1410-1460-4119	Computer Software	1,476

**Decrease:**

01-1410-1460.4414	Supporting Services	\$22,247
-------------------	---------------------	----------

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                              ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

***JEFFERSON COUNTY BOARD OF LEGISLATORS***

***Resolution No. \_\_\_\_\_***

Authorizing Payment in Lieu of Taxes Agreement Relative to  
Jefferson Apartments Associates, LLC.

By Legislator: \_\_\_\_\_

Whereas, The Jefferson County Industrial Development Agency (the “Agency” ) was created by Chapter 369 of the Laws of 1971 of the State of New York pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York (collectively, the “Act”), and

Whereas, The Agency has agreed to acquire from Jefferson Apartments Associates, LLC. (the “Company”), property consisting of 71.54 acres located on the Johnson Road in the Town of LeRay more particularly described in the PILOT Agreement, and

Whereas, The Agency has agreed to lease the property to the Company pursuant to a lease agreement by and between the Agency and the Company, and

Whereas, Pursuant to Section 874(1) of the Act, and Section 412(A) of the Real Property Tax Law of the State of New York, the Agency is exempt from the payment of taxes and assessments imposed upon real property and improvements owned by it other than special ad valorem levies, special assessments and services charges against real property located in Jefferson County which are or may be imposed for special improvements or special district improvements, and

Whereas, Jefferson County deems it appropriate to enter into a Payment in Lieu of Taxes Agreement making provision for payments in lieu of taxes by the Company to the Agency for the benefit of the respective taxing jurisdictions within which the property is located.

Now, Therefore, Be it Resolved, That Jefferson County enter into a Payment in Lieu of Taxes Agreement with the Jefferson County Industrial Development Agency, Jefferson Apartments Associates, LLC., Town of LeRay, and the Indian River Central School District, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute said agreement on behalf of Jefferson County subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

***JEFFERSON COUNTY BOARD OF LEGISLATORS***

***Resolution No. \_\_\_\_\_***

Authorizing Agreement with Provider for Provision of Related Services  
in Connection with the Program for Preschool Children with Disabilities

By Legislator: \_\_\_\_\_

Whereas, The Program for Preschool Children with Disabilities provides a variety of related services to children aged 3 to 5 years with certain disabilities in the least restrictive environment, be it home or agency based and

Whereas, Pursuant to Chapter 243 of the Laws of 1989, Jefferson County maintains a list of appropriately certified or licensed professionals to deliver related services to preschool children with disabilities, and has established the 2010-2011 reimbursement rates for such services.

Now, Therefore, Be It Resolved, That, Jefferson County enter into an agreement with Benchmark Family Services, Inc. to provide preschool related services by a teacher of the deaf and hearing impaired, at established rates, for the period of November 1, 2010 through June 30, 2011, and be it further

Resolved, That the Chairman of the Board of Legislators and the Director of Community Services be and are hereby authorized and directed to execute such agreements on behalf of Jefferson County.

Seconded by Legislator: \_\_\_\_\_

---

State of New York  
County of Jefferson ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Agreement in Relation to New York State  
Highway Safety Program Grant

By Legislator: \_\_\_\_\_

Whereas, The Public Health Service has been notified by the State of New York Governor Traffic Safety Committee of a re-award in the amount of \$20,800 for the period of October 1, 2010 through September 30, 2011, and

Whereas, The purpose of the grant is to utilize evidence-based strategies and national campaign resources to educate youth age 16-20 and their parents about the dangers of distracted driving, and

Whereas, Said grant funds will offset currently budgeted expenditures.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute any necessary documents in relation to this agreement with the New York State Governor's Traffic Safety Committee, subject to approval by the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**JEFFERSON COUNTY PUBLIC HEALTH SERVICE**  
**Briefing Summary**

**NYS Governor's Traffic Safety Committee**  
**Highway Safety Program Grant Award**

---

**Overview.**

Every year, the NYS Governor's Traffic Safety Committee issues a series of RFAs to impact traffic, passenger, and pedestrian safety through a number of program funding streams. One category of funding is Highway Safety Programs for Local, State and Not-for-Profit Agencies. Agencies under this category can submit grant and renewal grant applications to address priority highway safety issues, including but not limited to community programs, bicycle safety, and pedestrian safety. There is no limit on the amount of dollars an appropriate entity can request and awards are made as resources permit.

Every day, four people are killed or injured in car crashes caused by distracted teen drivers age 16-17 years in New York State. About 70% of those killed or injured are passengers riding with the driver, occupants of other vehicles, bicyclists, or pedestrians. According to 2008 data from the New York State Department of Motor Vehicles, only 6% of all licensed drivers in Jefferson County are between the ages of 16-20 years old. However, this age group accounts for 17% of all fatal and personal injury accidents, ranking the highest of any age group. In addition, driver inattention and distraction account for 14.4% of all motor vehicle accidents in Jefferson County, second only to unsafe speed. Adolescent drivers are particularly distracted by other teen passengers, the use of cell phones or other electronic devices, and events occurring outside the car.

The Jefferson County Public Health Service has received renewal funding in the amount of \$20,800 for the period of 10/1/10-9/30/11 to use evidence-based strategies and national campaign resources and educate youth age 16-20 and their parents about the dangers of distracted driving. National campaign resources that will be implemented include strategies from the U.S. government's [Distraction.gov](http://www.distraction.gov) website, and the "Bumping Back Distracted Driving" curriculum from the National Organizations for Youth Safety. Stay Alive...Just Drive!, No Phone Zone, and AAA Foundation Heads Up campaigns will also be utilized. The department will collaborate with Jefferson Community College, local high schools, SADD Chapters, teen centers, and school resource officers to reach adolescents and parents throughout Jefferson County. Dollars shall be used to offset a small portion of salary for existing health promotion employees, and then other than personal service (OTPS) costs typical of running a health improvement program. In anticipation of re-award, the department budgeted the dollars through the 2011 budget process.

**Need.**

County Administration and Health and Human Services Committee approval with a Board of Legislators authorizing resolution to accept the renewal Highway Safety Program Grant funding. The last resolution was No. 87, March 9, 2010.

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Agreement for Provision of Speech-Language Pathology Services  
to Clients of the Home Health Care Programs

By Legislator: \_\_\_\_\_

Whereas, The Jefferson County Public Health Service utilizes Speech Pathologists to provide direct services for the Certified Home Health Agency, Long Term Home Health Care Program and Prevent clients, and

Whereas, After evaluating rehabilitation requirements, levels of client care and costs, Public Health recommends establishing an agreement with a Speech Pathologist in Jefferson County to address the need for maintaining care to clients on service.

Now, therefore, Be It Resolved, That Jefferson County enter into an agreement with Shannon M. Keyes, Speech-Language Pathologist to provide therapy services for Public Health clients at a rate of \$55 per visit during the period of November 10, 2010 through December 31, 2012, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized to execute such agreement on behalf of Jefferson County.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                              ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---

**SPEECH-LANGUAGE PATHOLOGIST CONTRACT**

**I. BACKGROUND:**

Public Health maintains contracts with various health care providers and independent professionals to provide rehabilitation services for the CHHA, LTHHCP and Prevent clients. These contracts are utilized to provide services when the demand for care is such that direct employees or the lack of direct employees for specific disciplines are unable to meet the total need, thus an additional resource is required to allow for necessary therapy visits. Such addresses the immediate need for continuing care to clients on service and allows admissions and the provision of care to new clients.

Public Health established a contract with Gina Rowland in 1999 for Speech Pathologist (S.P.) visits and renewed agreements with a subsequent owner of the Rowland Center. Services were dependent on the availability of a S.P. employed at the Center who was able and willing to make home visits to adult patients. The current Therapist resigned effective 10/29/10.

Total S.P. visits were 71 in 2008, 148 in 2009 and 113 projected for 2010.

**II. REQUEST:**

After evaluating rehabilitation patients' level of care and needs, Public Health recommends establishing an additional independent contract with Shannon M. Keyes, Speech-Language Pathologist (S-LP) who resides in Mannsville, New York. Since 2000 has worked as a S-LP at South Jeff. Central School plus is employed part-time by Building Blocks, Watertown. Access to available and adequate speech therapy is needed to ensure the comprehensiveness and continuity of care.

It is proposed that the department maintain its prior independent therapist negotiated visit rate which will include travel, documentation, client visit times and mileage. The current contract visit rate is \$55/visit. The cost is more than offset by reimbursement.

**III. NEED:**

Health and Human Service Committee approval to sponsor a Board of Legislators' resolution authorizing the County Attorney to develop and the Chairman to sign a contract with Shannon M. Keyes to provide speech pathology services to Public Health clients at a rate of \$55/visit. No ABMR is necessary as contractual therapy is already budgeted in Home Health 4050.4413 Medical Fees. The contract is to be effective 11/10/10-12/31/12. The last resolution for contractual speech therapy was No. 283, 12/08/09.

At the meeting, Mrs. Keyes resume will be available for County Administration and Health and Human Services Committee Members to review if desired.

## Departmental Revenue (Monthly)

Code-Department	Revenue 9/30/2009	Revenue 9/30/2010	2010 Amended Budget 9/12=75%	2009 Revenue as a % of 2009 Budget	2010 Revenue as a % of 2010 Budget
1040-Board Office Misc Items	87,685,370	93,575,158	84,877,703	76.10%	82.69%
1165-District Attorney	37,047	29,937	141,166	18.71%	15.91%
1170-Public Defender	10,719	3,950	219,090	4.01%	1.35%
1325-Treasurer	144,947	131,163	19,500	568.42%	504.47%
1345-Purchasing	63,059	53,394	57,375	89.45%	69.80%
1355-Real Property Tax Service	371,071	366,678	265,981	84.29%	103.39%
1410-County Clerk	1,191,515	1,300,010	1,498,259	64.45%	65.08%
1420-County Attorney	40,742	132,813	364,088	11.19%	27.36%
1430-Human Resources	4,365	8,155	7,500	43.65%	81.55%
1450-Elections	1,293	5,543	3,997	6.31%	104.02%
1620-Facilities - General	255,986	391,997	716,657	26.70%	41.02%
1680-Information Technology	31,077	23,687	56,250	41.44%	31.58%
3110-Sheriff Criminal & Civil	550,377	576,705	941,850	37.95%	45.92%
3140-Probation	339,264	214,773	557,883	44.34%	28.87%
3315-Stop DWI	162,767	191,372	185,554	66.14%	77.35%
3410-Fire & Emergency Mngt	7,141	27,499	121,350	3.13%	17.00%
3510-Dog Control	49,467	46,446	271,037	14.72%	12.85%
3620-Code Enforcement	93,496	101,571	150,000	46.75%	50.79%
4050-Public Health Service	2,305,484	3,769,385	6,646,220	23.84%	42.54%
4310-Mental Health & Hygiene	4,934,082	4,782,949	5,652,884	66.42%	63.46%
5610-Airport	147,058	103,728	138,000	109.17%	56.37%
6010-Social Service Admin	5,349,551	7,085,335	6,415,128	66.47%	82.84%
6030-Adult Care Facility	913,780	900,224	1,128,383	56.53%	59.84%
6070-Social Service Programs	15,359,599	17,559,577	16,322,135	76.64%	80.69%
6510-Veterans Service Agency	8,654	8,654	3,750	173.08%	173.08%
6540-Consumer Affairs	5,190	4,921	8,000	49.69%	46.14%
6772-Office for the Aging	1,015,687	539,956	1,204,415	61.93%	33.62%
7310-Youth Bureau	71,996	78,546	128,970	36.29%	45.68%
8020-Planning	97,107	88,291	97,928	68.26%	67.62%
8990-Employee Benefits	27,028	24,967	60,000	33.78%	31.21%
8992-Interfund Transfers	182,462	177,481	150,815	99.16%	88.26%
9150-Debt Service	118,244	109,921	112,453	77.75%	73.31%
01-General Fund	121,575,626	132,414,789	171,365,756	70.65%	77.27%
9003-Highway	8,874,545	8,307,558	9,395,081	66.14%	66.32%
9004-Road Machinery	1,100,702	705,728	1,465,987	50.85%	36.11%
9101-Solid Waste - Recycling	1,804,318	1,897,596	3,177,750	60.13%	44.79%
9006-General Govt Capital	1,841,874	4,955,574	13,302,946	13.73%	27.94%
6340-Employment & Training	2,565,239	1,812,989	2,103,498	65.11%	64.64%
8668-Federal Revenue Sharing	1,452,139	1,307,199	960,132	113.63%	102.11%
1436-Insurance	1,678,202	2,075,647	1,792,866	82.16%	86.83%
9021-Health Benefits	10,001,499	9,971,381	12,828,490	65.92%	58.30%
9022-Insurance Reserve	10,135	2,882	0	.00%	.00%
9023-Occupancy Tax	151,095	303,176	213,225	53.15%	106.64%
9150-Debt Service	2,725,878	2,609,398	2,559,814	86.17%	76.45%
Total All Funds	153,781,253	166,333,887	235,098,808	66.87%	70.75%



## Departmental Spending (Monthly)

Code-Department	Spending 9/30/2009	Spending 9/30/2010	2010 Amended Budget 9/12=75%	2009 Spending as a % of 2009 Budget	2010 Spending as a % of 2010 Budget
1010-Board Office	576,575	587,919	684,702	62.31%	64.40%
1040-Board Office Misc Items	19,732,764	22,197,722	24,357,447	57.75%	68.35%
1165-District Attorney	852,523	912,599	1,034,890	64.78%	66.14%
1170-Public Defender	912,046	1,030,874	1,120,563	57.06%	69.00%
1325-Treasurer	391,499	430,711	454,917	68.49%	71.01%
1345-Purchasing	328,472	339,666	399,788	63.44%	63.72%
1355-Real Property Tax Service	547,328	575,012	665,080	61.90%	64.84%
1410-County Clerk	1,081,755	1,178,336	1,462,726	59.47%	60.42%
1420-County Attorney	632,423	710,501	748,124	66.73%	71.23%
1430-Human Resources	273,741	226,697	290,744	65.95%	58.48%
1436-Insurance	436,851	308,601	384,430	83.09%	60.21%
1450-Elections	323,531	375,970	613,357	42.86%	45.97%
1620-Facilities - General	2,392,935	2,559,179	3,091,380	58.87%	62.09%
1680-Information Technology	610,050	730,703	791,060	58.12%	69.28%
1910-Special Items	132,600	322,148	1,035,750	12.68%	23.33%
2490-Education	4,173,037	4,318,491	3,371,661	95.49%	96.06%
3110-Sheriff Criminal & Civil	7,367,328	8,667,541	9,361,660	62.75%	69.44%
3140-Probation	1,896,335	2,057,349	2,393,461	62.93%	64.47%
3315-Stop DWI	21,879	20,059	185,554	8.89%	8.11%
3410-Fire & Emergency Mngt	1,568,256	1,689,096	1,851,286	66.31%	68.43%
3510-Dog Control	232,683	227,125	271,078	69.51%	62.84%
3620-Code Enforcement	349,318	358,952	436,040	63.57%	61.74%
4050-Public Health Service	5,590,291	5,398,723	6,871,689	57.65%	58.92%
4310-Mental Health & Hygiene	6,060,595	6,588,066	8,023,400	61.02%	61.58%
5610-Airport	500,102	439,170	632,200	51.83%	52.10%
6010-Social Service Admin	8,848,878	9,497,805	11,319,011	61.83%	62.93%
6030-Adult Care Facility	1,005,612	1,182,959	1,484,296	48.04%	59.77%
6070-Social Service Programs	28,290,008	29,355,790	31,590,029	68.03%	69.70%
6510-Veterans Service Agency	112,692	114,782	138,151	63.79%	62.31%
6540-Consumer Affairs	85,376	88,135	105,773	66.41%	62.49%
6772-Office for the Aging	1,229,825	1,336,548	1,646,397	56.27%	60.89%
7310-Youth Bureau	144,245	159,983	223,112	45.36%	53.78%
8020-Planning	686,026	569,887	687,606	78.92%	62.16%
8989-Authorized Agencies	1,622,250	1,685,899	1,985,625	67.66%	63.68%
8990-Employee Benefits	2,489,323	2,267,602	3,592,419	59.42%	47.34%
8992-Interfund Transfers	12,354,200	9,514,315	12,706,931	74.16%	56.16%
01-General Fund	113,853,352	118,024,915	181,349,782	63.70%	65.08%
9003-Highway	6,898,967	6,403,714	9,453,743	50.25%	50.80%
9004-Road Machinery	1,323,029	1,205,785	1,556,692	59.01%	58.09%
9101-Solid Waste - Recycling	1,645,212	1,762,210	3,318,554	53.56%	39.83%
9006-General Govt Capital	3,411,837	8,581,984	21,298,113	15.15%	30.22%
6340-Employment & Training	2,376,028	1,746,219	2,055,877	61.45%	63.70%
1436-Insurance	1,473,408	2,197,888	1,792,866	68.79%	91.94%
9021-Health Benefits	8,812,134	7,444,514	12,819,576	58.06%	43.55%
9023-Occupancy Tax	284,300	284,300	213,225	100.00%	100.00%
9150-Debt Service	2,722,929	2,681,423	2,634,514	76.42%	76.34%
Total All Funds	142,801,196	150,332,951	254,873,994	58.21%	58.98%

## STATEMENT OF COUNTY CLERK FEES RECEIVED

I, Cheryl D. Lane, County Clerk of Jefferson County, New York, do hereby report the receipts of the Jefferson County Clerk's Office for the Month of **SEPTEMBER 2010** as follows:

### MOTOR VEHICLE FEES

CC06-MV Ret	\$ 55,410.33
CC05-Sales Tax Ret	\$ 1,050.00
CC05-FS-6 Fees	\$ 917.00
<b>Total</b>	<b>\$ 57,377.33</b>

### COURT RECORD FEES

CC08-Index Number Fees	\$ 4,316.25
CC50-County Court Fines	\$ 500.00
CC08-Miscellaneous	\$ 3,706.10
<b>Total</b>	<b>\$ 8,522.35</b>

### LAND RECORDS FEES

CC07-Deeds, etc	\$ 9,607.50
CC07-Mortgages	\$ 27,117.00
CC07-Discharges	\$ 7,937.50
CC07-RETT	\$ 401.00
CC07-RP5217 ret	\$ 2,430.00
CC07-Notary ret	\$ 660.00
CC07-NY Ed ret	\$ 294.50
CC07-Cultural Ed	\$ 883.50
CC07-UCCs	\$ 1,120.00
CC07-Misc	\$ 19,772.95
CC07-Interest	\$ 27.80
CC07-C Page Processing	\$ 5,755.00
CC07-E-Search Subscription	\$ 700.00
CC07-E-Search Copies	\$ 1,125.00
<b>Total</b>	<b>\$ 77,831.75</b>

### MORTGAGE TAX FEES

CC07-Interest	\$ 3.25
CC07-Expense	\$ 13,370.00
<b>Total</b>	<b>\$ 13,373.25</b>

### FEES COLLECTED FOR OTHER DEPARTMENTS

TR50-Stop DWI	\$ 7,256.00
TT61-Deposit/Court	\$ 0.00
<b>Total</b>	<b>\$ 7,256.00</b>

\$ 21.87 GEN	\$ 5.93 DMV
--------------	-------------

### TOTAL BY ACCOUNTS

CC05	\$ 1,967.00
CC06	\$ 55,410.33
CC07	\$ 91,205.00
CC08	\$ 8,022.35
CC50	\$ 500.00
TR50	\$ 7,256.00
TT61	\$ 0.00
<b>TOTAL</b>	<b>\$ 164,360.68</b>

RECEIVED FROM CHERYL D. LANE, JEFFERSON COUNTY CLERK THE SUM OF **\$ 164,360.68**  
BEING JEFFERSON COUNTY FEES FOR THE MONTH OF **SEPTEMBER 2010**

10-8-10  
DATE

Karen A. Brown  
JEFFERSON COUNTY TREASURER/DEPUTY

CCF-2 (REV 8/02)

GHI Payments

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Accrual	Total
2010	1,077,789	1,095,074	1,154,761	1,114,950	1,040,417	1,115,092	1,213,479	1,187,037	1,222,667					10,221,267
2009	1,027,412	1,084,751	1,246,381	1,165,052	1,188,985	1,244,707	1,083,067	1,190,211	1,179,638	1,313,914	1,128,054	1,019,671	100,000	13,971,844
2008	977,732	805,876	995,288	1,147,285	921,384	812,620	965,724	1,006,833	1,198,851	1,250,648	1,084,114	950,708	21,913	12,138,976
2007	927,080	1,008,645	1,103,535	1,027,853	1,074,040	906,375	1,066,215	1,145,636	881,849	1,591,903	1,206,268	952,953	52,108	12,944,462
2006	920,372	862,003	943,946	835,357	988,449	901,759	861,100	975,331	973,716	1,024,272	1,102,396	1,093,613	72,205	11,554,521
2005	819,961	706,348	955,991	818,370	736,199	882,715	743,513	963,778	771,301	923,003	799,497	753,972	332	9,874,980
2004	616,206	627,058	815,720	762,609	717,780	853,213	601,381	737,647	625,490	719,018	790,874	716,167	107,250	8,690,413
2003	644,323	525,605	604,982	690,366	548,629	610,538	713,408	572,613	628,941	601,781	583,022	709,051	35,141	7,468,400
2002	664,073	589,164	586,347	613,994	559,182	719,379	653,723	618,333	537,552	577,307	422,042	584,256	64,379	7,189,730
2001	460,447	475,577	546,044	469,544	494,010	365,507	599,023	463,528	617,516	630,520	561,550	495,002	106,457	6,284,724
2000	372,095	425,053	409,228	428,247	565,098	565,098	442,665	456,219	388,523	388,523	644,147	409,683	36,541	5,531,122
1999	366,716	339,926	495,319	484,301	379,925	462,209	380,883	398,377	397,752	366,318	424,015	458,934	54,881	5,009,555
Monthly Average Percent	7.75%	7.40%	8.65%	8.39%	8.12%	8.27%	8.06%	8.47%	8.15%	9.33%	8.69%	8.09%	0.65%	100.00%

Estimated Cost Scenarios                      **2009 Budget**                      **15,700,000**

Average % compared to rest of years

1999 - 2009 Average Cost percentage by month/year total	73.40%	
Estimated 2010 Cost	13,925,495	-1,774,505
2009 Cost percentage by month/year total	74.51%	
Estimated 2010 Cost	13,718,264	-1,981,736
Straight 12 Month Cost by average month to date	13,628,356	-2,071,644
1999 - 2009 average monthly percentage of total	13,954,363	-1,745,637