

ONTARIO COUNTY PROPERTY TAX SAVINGS PLAN 2023



A CONTINUING LEGACY OF SHARED SERVICES

*Chris DeBolt, County Administrator
Adopted December 22, 2022*

Table of Contents

	Page
Introduction.....	1
Part I: A Continuing Legacy of Shared Services.....	2
Part II: Panel Recommendations for Implementation in 2023.....	3
Part III: Conclusion and Certification.....	4
Acknowledgement.....	4
Appendix A Certification	
Exhibit 1 <i>Property Tax Savings Plan 2023 – Vote Justification</i>	

PROPOSAL

Introduction:

Chapter 59 of the Laws of 2017 required the Chief Executive Officer of Ontario County (for purposes of this legislation, the County Administrator) to convene a panel to develop and approve a County-Wide Shared Services Property Tax Savings Plan to find opportunities to share and coordinate services among and between the County, Cities, Towns, Villages, and School Districts in Ontario County. Fire Districts and BOCES were subsequently added. All Ontario County municipalities, school districts, BOCES, and Finger Lakes Community College participated on the panel.

In December of 2018, the NYS Department of State (DOS) issued a County-Wide Shared Services Initiative Guidance Document for 2019 – 2021. The guidance summarized the planning process for counties in order to meet the intent of the law through December 31, 2021. The guidance remained similar to the planning process in 2017, however, the formal timelines were removed and final plans are to be submitted to the DOS by the end of the calendar year with new shared services projects.

To meet the requirements of the law, the County Administrator:

- 1) Convened one (1) panel meeting on December 22, 2022. Attendance and participation at these meetings by panel members was very good.
- 2) The plan was submitted on November 7, 2022 to the Ontario County Board of Supervisors, individually by email, and collectively by filing with the Clerk to the Board.
- 3) Conducted three (3) required public hearings in three different locations: on December 6 at 12:30pm in Geneva; December 7 at 9am in Hopewell; and December 8 at 6pm in Canandaigua. Said hearings were appropriately noticed in accordance with law and recorded.
- 4) Convened the Shared Services Panel on December 22, 2022 to vote on this Property Tax Savings Plan.
- 5) Upon affirmative vote by a majority of the panel, will submit said Property Tax Savings Plan to the NYS Department of State by the end of 2022 and shall post the Shared Services Plan on the County website.
- 6) The County Administrator conducted public presentation of the Shared Services Plan at the Board of Supervisor Meeting on December 22, 2022. The presentation included appropriate public notification and was available via WebEx.

Part I: A Continuing Legacy of Shared Services

Chapter 59 of the Laws of 2017 required a dialogue on Shared Services to develop a property tax savings plan over a very short, four month timeframe. Many public officials across New York State rightly felt that their efforts on shared services across the decades were left unacknowledged by this legislation. Ontario County staff were able to compile a long list of collaborative efforts by the County and its municipalities dating back to the 1959 formation of the County-wide Workers' Compensation pool. Previous actions include: public/private partnership at the landfill; sale of the Home Health Agency medallion; privatization of the Substance Abuse Counseling Clinic; and, sale of the health facility.

These savings were realized over a time period where the portion of the County budget under the control of the Board of Supervisors dwindled to under ten percent (10%) due to the increasing expenses associated with programs and services mandated by the State of New York.

Ontario County municipal representatives commit to continuing efforts to control the property tax associated with the portion of their budget under their control. We join with other public officials across the State to ask the State to identify ways to decrease the impact on local property tax rates caused by existing mandated programs and services and cease adding them to the burden on local government. Perhaps continuing dialogue on greater efficiency, increased use of technology, elimination of duplicative services, shared equipment and buildings among State agencies and localities and better coordination of services could help us jointly achieve the property tax savings reduction we all seek. In addition, real State incentives for inter-county cooperation and dialogue and regionalization of continuing services may also contribute to the goal of property tax savings and control.

Part II: Panel Recommendations for Implementation in 2023

1) Multi-Municipal E-Contract Management System Deployment

Ontario County will spearhead an effort to coordinate with 22 additional local municipalities to facilitate the procurement of professional services and software licenses to deploy the MyContract electronic contract workflow management software already utilized by Ontario County to these other municipalities. Ontario County has found significant efficiencies and benefits from its utilization of this software package and expect there to be additional benefits to these local governmental entities as well.

There are both significant operational savings as well as implementation savings to be realized through this project. Centralized procurement and administration of the professional services needed to implement the software solution will create significant savings to each participating municipality over what their expenses would have been had they tried to implement this software system independently.

There will also be significant operational improvements and savings for each participating municipality by capitalizing on the multi-municipal implementation to share best practices, workflows, and contract template information to streamline processes, create uniformity amongst local municipalities and increase the overall ease of contract process management.

Total estimated savings/avoidance: \$1,000,000.

Prior Year Projects – New Municipalities

1) School Tax Collection

The County proposed to conduct school tax collection for the Canandaigua City School District, the Geneva City School District, as well as the Phelps-Clifton Springs School District for 2023. Prior to the County's involvement in these activities, each school district had direct costs associated to software fees, personnel and fringe expenses for the tax collection activities. The County will centralize and streamline these activities leveraging existing software platforms and utilizing only the addition of a season employee at a much lower relative cost than each school district could do individually.

Total estimated savings/avoidance: \$150,000 total.

2023 County-Wide Shared Services Plan Total Savings: \$1,150,000

Part III: Conclusion

Shared Services have existed in Ontario County for decades. They are and will continue to be a reality for the cost-effective and efficient provision of municipal programs and services in Ontario County. County representatives will continue to dialogue with representatives of our municipalities and welcome new dialogue with our school districts and fire districts to work to decrease, control, and minimize local property tax rates through shared services efforts.

Certification

By my signature below, I hereby certify that the savings identified and contained herein are true and accurate to the best of my knowledge and belief.

Respectfully Submitted,

Christopher DeBolt, County Administrator

December 22, 2022
Date

**Ontario County
Shared Services Panel Members**

Town Supervisors

William Namestnik (Hopewell)
 Todd Campbell (West Bloomfield)
 David Phillips (Manchester)
 Robert Green (Bristol)
 Tamara Hicks (Naples)
 Peter Ingalsbe (Farmington)
 Frederick Lightfoote (Gorham)
 Jack Marren (Victor), Board Chairman
 Daniel Marshall (South Bristol)
 Jared Simpson (Canandaigua)
 Daryl Marshall (Richmond)
 Christopher Vastola (Canadice)
 Norman Teed (Phelps)
 Mark Venuti (Geneva)
 Andrew Wickham (Seneca)
 Frederick Wille (East Bloomfield)

City & Village Mayors

Steve Valentino (City of Geneva)
 Mark Falsone (Bloomfield)
 Gary Hadden (Victor)
 Brian Hemminger (Phelps)
 James Keyes (Clifton Springs)
 Michael Buttaccio (Manchester)
 Fred Mink (Shortsville)
 Bob Palumbo (City of Canandaigua)
 Dave LeClair (Rushville)
 Brian Schenk (Naples)

School District Panelists

Chris Brown (Marcus Whitman)
 Bridget Ashton (Honeoye)
 Charlene Dehn (Manchester/Shortsville)
 Andy Doell (Bloomfield)
 Jamie Farr (Canandaigua)
 Timothy Terranova (Victor)
 Kevin Swartz (Naples)
 Nicholas Ganster (Phelps-Clifton Springs)
 Bo Wright (Geneva)
 Vicma Ramos (Wayne Finger Lakes BOCES)

We acknowledge the assistance of the following County staff:

Art James, Alissa Bub, Gary Baxter

Appendix A: Certification

CERTIFICATION OF PLAN AND PROPERTY TAX SAVINGS TO THE SECRETARY OF STATE	
<p>By my signature below, I hereby certify that the County-Wide Shared Services Property Tax Savings Plan submitted herewith is final, that it was completed in accordance with the requirements of Article 12-I of the General Municipal Law, and that the savings identified and contained herein are true and accurate to the best of my knowledge and belief.</p>	
<p>_____</p> <p>County Chief Executive Officer (Print Name)</p>	
<p>(Signature) _____</p>	<p>(Date) _____</p>

Proposed