

ERIE COUNTY LEGISLATURE

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Clerk - Finance & Management Committee
Media Relations



EOLEG AUG25'11 AM 10:55

August 25, 2011

Chair Barbara Miller-Williams
Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, NY 14207

RE: 2011 Mid-Year Budget Hearings Report

Dear Chair Miller-Williams:

Attached please find the report from the Mid-Year Budget Hearings held July 18-20, 2011. As per tradition this report will be clocked-in for you to direct to the Finance and Management Committee at the next Session of the Legislature to use during the upcoming 2012 Budget Hearings and subsequent discussions.

Best Regards,

A large, stylized handwritten signature in black ink, appearing to read "Diana K. Cihak".

Diana K. Cihak
Clerk, Finance and Management Committee

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Notes on the 2011 Mid-Year Budget Hearings

July 18, 2011

Chair called Hearings to order at 9:38 am

Administration overview – Greg Gach, Budget Director

\$9.5 MILLION positive variance in May BMR

YTD – 5.3% growth in sales tax, budget called for .7% growth - \$8 M more than expected

Would be \$13 M positive in May BMR if he had the sales tax numbers at that time

Last May was the worst in five years, part of the reason for contrast

No turnover was budgeted in the 2011 budget

\$1.9 M current turnover savings including fringes

Overtime is running less than last year county-wide

Changes in Health Dept. should cut down on overtime issues at Erie County Holding Center (HC)

Social Services programs are steady or declining in the number of cases

\$3.5 M settlement check from state has arrived for overburdened aid - mental health cases, \$2.8 M to County after attorney fees (20%, case was taken on contingency)

Property tax collections at 97%

Property transfer tax revenues running 10% higher than last year

Jail facilities rentals are up at HC – feds have been using county facilities for their holds at Peace Bridge, ours is lowest in area – look at changing rate that hasn't changed in years

Net job increase for Health Dept. is 28 jobs, will decrease contract employees

All nurses at HC will now be Teamsters

Revamp of Bravo level will cut down need for constant observation

Addition of mental health staff will assist in screening prisoners

There is an issue with regards to transportation costs for kids with special needs – the contract is currently being put out to bid

Borrowing through ECSFA is proceeding, pricing next week, closing on Aug 11 – will close ECMC portion, new capital and the 2004 refinance

County portion will save about \$5 M

ECMC will save \$100M

Projected \$500-\$800k savings if ECSFA borrows for RAN

Questions:

MW – overtime in sheriff and Department of Social Services (DSS) – lower in both?

GG – on track to save \$2M, DSS is within budget, HC over but with changes in mental health and moving lockup will relieve that pressure. Road patrol overtime was concern at beginning of year, class graduated, new hires added and so that will decrease

Health/clerical will utilize electronic files to save time and money at HC

Extra DSS clerical staff is being used at Erie County Correctional Facility (CF) and HC to ease the transition

MW – DSS, caseloads declining? In specific areas?

GG – Child Welfare Services, leveled off in most major programs – state took over more TANF, gave us more Safety Net, net gain for County

MW – Lockup, what will that look like?

GG – basement of city court – city has applied for approval by NYS Commission on Corrections (COC), women prisoners for City will still be at HC – as far as he knows transfer is still on schedule for Oct 1st pending COC approval

CWB – Health Dept. changes in HC – clarification

GG – 28 net, LPN's – Teamsters, not NYSNA. More of medical staff will be county employees – will contribute to greater consistency of care

CWB – discussion with NYSNA and Teamsters?

GG – yes, Teamsters say they have exclusive rights at HC. NYSNA nurses will have first call on these jobs. Chris Patrino handled discussions

BMW - \$7M surplus in DSS, childcare

GG – State budget was late last year, didn't know allocation until Aug. when we found out that allocation went back up County returned to 175% eligibility, that is sustainable for future – after closing books state cut back another \$3M. So only really \$3-4M remained at the end of the year in that account. Rolled over and is being used to sustain 175%. Only a handful of families came back after eligibility returned to 175%. Constantly advertise the program. Difficult program to budget for accurately.

BMW – Six Sigma – where do I find the actual savings?

GG – difficult to point to line, you can look to jobs eliminated, that is the result of six sigma. Also, replacement of vehicles – surplus and no growth in property tax

BMW – NYSNA letter – any comments?

GG – first negative remarks I have heard regarding this situation

JM – Budget reliant on sales tax, false sense of security... What about State Mandates?

GG – Last three state budgets, negative impact has been minimal. State is taking it out on unions, not counties. Re: sales tax, in 4 year plan we have 3% growth rate.

(total time 1 hour)

County Attorney – Jeremy Colby, Marty Polowy

No presentation

BMW – Risk Retention fund?

JC – going to try to spend as little as possible. Interim County Attorney (CA) gave a conservative approach – didn't settle matters. Bigger ticket items at end of year.

MW – Was Teamsters determination their own or PERB decision?

JC – No PERB ruling as of yet. Arrangement was way to amicably resolve in lieu of ruling.

MW – any sense of when we will expect ruling?

JC – no, briefs just done a month or so. Chris Putrino will have better understanding

CWB – did NYSNA have knowledge of this?

JC – tried to move forward with resolving with Teamsters

MW – is it the CA's opinion that Teamsters have geographic exclusivity?

JC – no, we oppose that ruling but working to resolve with amicable resolution

KH – Teamsters will file unfair labor practice if not resolved?

JC – yes

KH – to save time/expense we yield to Teamsters?

JC – yes

CWB – can we get written statement from Chris Putrino re: what he has done, what has transpired, before Thursday morning?

JC – please send specific questions via email and I will ask him to respond

(total time ½ hour)

Health Dept – Dr. Billitier, Dr. Heidelberg

Budgets – one for each divisions

Start with Health – refugee health assessments is over budget, based on how many refugees federal government sends to Erie County

Overtime – due to correctional health – nurses and clerical

Prof Svcs – over for same reasons as above – mostly for mid-level providers

Public Health/Lab – sewer- seasonal so revenue is backloaded, subdivisions - depends on economy. Some state aid has been cut

Medical Examiners Division – Post mortum toxicology and exam fees – projections are down compared to previous years. Overtime is up, b/c of staff in 2011. Not sure why ID DISS is over

Special Needs – Prof Svcs line – contracted with someone to represent dept in PreK. Important to be represented at schools – there are many school districts in the County

Emergency Svcs – (with Greg Skibitsky) – salaries over thresholds – payouts for retirees came out of salary line.

Questions:

KH – money added to budget for vector control –where does that stand, towns not receiving service?

AB – waiting for direction from County Executive (CE) to distribute money

KH – Med Examiners office – how is workload being handled with reduced number of positions?

AB – overspent on overtime line due to that issue. Day to day movement of supplies and bodies is hampered.

CWB - \$70K for rodent control, someone at Health Dept. said there might be a problem with DEC and licensing

AB – don't know about that... will call when get direction on how to spend money from CE

MW – rodent abatement – understand money was to train towns to do abatement – think that we should provide baiting – issue for next year's budget. Are we using interns in Medical Examiner's office?

AB – Medical Examiner's office always has had an academic mission as well as medical. At times the interns do work in order to learn. None are there for a prolonged period, training is lengthy. The return on the time they spend is academic

CWB – Is there anything so far this year that you were unable to do due to budget cuts?

AB – strategy was to stop doing non-mandated things – some such as rodent control came to top anyway. Things that have been issue are not part of our core mission.

LM – what direction are you looking for re: rodent control 70K?

AB – how to spend money – training, etc...

LM – when has your Department last asked the CE how to spend the money?

DR. H – in last 6 weeks. Restrained because of State regulations, applied info and now waiting for direction

AB – can't spend money without authorization

LM – are you balanced across rev/exp in all depts. -- if not on track what is plan to do cost shifting now?

AB – fairly balanced when you look at ups and downs. Not planning to do anything now

LM – GG do you agree that Health will balance?

GG - yes

(total time ½ hour)

Comptroller – Mark Poloncarz

Surplus due to things such as \$8 million extra in property tax

Cuts in department such as office supplies are running overbudget. If budget line is not increased office will not be able to purchase checks.

2 individuals have retired – those are the only vacancies

Will need money to replenish supplies

2012 budget will need to replace positions currently funded by ECSFA efficiency grant

Questions:

CWB – any discussions with ECSFA about 8 Auditor positions?

MP – been told there is no more money – efficiency grants have been used up

MW – will you submit departmental budget that will restore those positions?

MP – yes

MW – were the audits that have been performed those that were suggested by ECFSFA?

MP – yes, Medicaid and overtime costs. Control board wanted review of six sigma, CE did not – not worth the time of the conflict with CE

(total time ½ hour)

DSS – Carole Dankert

Record growth in Food Stamps, Medicaid

Streamlining with use of technology

Pairing with Community providers

Questions regarding state takeover of Medicaid

FMAP money expiring, could create budget gap

Local share costs in Safety net, etc... may go up

12,686 total caseloads, small increase

93.6% caseload on time for processing

Federal reauthorization of TANF to happen in 2012 – unsure at this time

Scanning documents for use for all services

Family Assistance – 100% state money

Employment placement for DSS clients at 41.8% - highest in state – many community partnerships

Food Stamps – over 66K clients

Can now apply online, with a face to face or phone interview – kiosks in DSS

Medicaid – 6% increase local budget this year \$206 M

State takeover – starting with enrollment centers, then managed care

Renewals will be streamlined

Regionalized management of non-urgent transportation

Child Welfare – Foster Care block grant already exceeded

ECC Independent living – one time payment

Family Justice Center - same as above

HUB – prior year accrual

HUB family training – higher than expected

Youth Bureau – state decreased aid, will reduce the number of contracts requested – probably down to 30 contracts at a max \$10K each

Working with CAO/Belle Center to reduce youth detention

HEAP – exceeded \$50 M for third consecutive season

Erie clients will be able to apply online

Seasonal wages for HEAP paid out for this year

Child Care:

Goal is sustainability

Fluctuations in funding

1,782 children – local share 25% for families receiving PA

5,073 children total support this year

78 pending investigations re: child care

Dealing with three fiscal years – unpredictable methodology

Goal is to rollover money

Questions:

DK – how many hours do individuals work to obtain benefits?

CD – approx. 30 hrs. of combination of work experience and training – should work 5 hours/day at worksite

MW – for work requirements/TANF – why is Erie different?

CD – Federal minimum requirements. Erie organizes work differently. Bundle services/expectations – work and training. Access to work is pursued immediately and aggressively

MW – what ways do we use WIB?

CD –work closely, don't duplicate services – WIB tends to deal with individuals that are more motivated to work, different levels of services

MW – youth programming – what will be CE's strategy re: youth programs?

CD – state budget is recent, just began discussions. Need to lobby the State to restore monies that reflect their position of prevention. Maximizing dollars available with partnerships.

MW – HEAP – what are totals, why if more people applied is there a decrease in dollars?

CD – only one regular benefit this year – larger than last year, less than the previous 2

MW – how many households?

CD – 129,390 households authorized

MW – what percentage are seniors?

CD – will get you that information

BWM – will you provide written statement?

CD – yes (*Statement is attached to these notes*)

JM – how will you live without increase in budget?

CD – we use complex formulas and do lots of forecasting

RP – most of impacts in 2012 will be in revenue side – loss of FMAP money, etc.. caseloads trends in public assistance and child welfare are going down – local share of DSS will go up \$18M

(total time 45 min)

July 19, 2011

Called to order at 9:21 am

District Attorney – Frank Sedita, Laura Herzog, Amy Hughes

Overall budget balances

Questions:

LM – anything upcoming to watch?

FS – discussion of unfunded mandates in future years

(total time 10 min)

Sheriff – Sheriff Howard, Kathy Fascinella

Lockup to Buffalo is taking longer than expected due to state approval problems

CE and CA are handling, will get increased fee from City until handover happens to cover costs

Questions:

BMW – CA indicated he thought October date was still feasible

TH – third attempt by various entities to use this space, been denied in past, investments have been made

MW – what was the reason for denial in the past?

TH – problems with mold and water, not sure of state's reasons – different standards for city than for county

MW – did you say that you did not think it would be done by Oct 1st?

TH – don't believe that can happen

BMW – overtime issues?

TH – we have made a decision that it is less expensive to use overtime than to hire new staff

Been at 30 vacancies, believe we are at 15 this morning – leaving as quickly as we are hiring

Reconstruction of gym will allow for smaller staffing ratio

Mid-August can get into Wende to see if it is feasible for County facility, potential savings on staffing ratios there...

BMW – 134 W. Eagle update?

TH – moving into Ticor building, all offices except civil - converting offices at 10 Delaware to mental health staff space to keep closer to inmates. Plan to vacate building in December.

BMW – is there a plan to replace if the building is torn down?

TH – CE had plan, don't know what plan is now

BMW – status of chaplain program?

TH – currently have several chaplains, part time and on payroll – all denominations are covered. Using telephone revenue to pay for them in lieu of tax dollars

CWB – dispatch – move to CPS – update?

TH – want my own, but have too many in County – need fewer dispatch centers – still a Supervisor in place

MW – Continue warrant officers in 2012 budget?

TH – Will do as much as we can, it is a popular program

MW – use of commissary funds? Is it under Jail mgmt. division?

TH – under jail mgmt., yes – sometimes the criticism of commissary funds use is actually use of telephone funds – commissary is used to provide something not budgeted for or not mandated

MW – can you clarify what you mean by telephone funds?

TH – inmate telephone prices, lowest in state. Company gives percentage of money for their fee back to the county – like a pay phone in a public restaurant.

MW – money returned to county from phone company – are there any restrictions?

TH – no state restrictions, spending authorized by Legislature

KF - \$500K will send specifics

BMW - please send over specifics of both commissary funds and telephone revenue (*this document was sent over on the last day of the Hearings and is attached*)

KF – the Commissary reimbursement line is what the Commissary pays back to county for expense of Commissary

TH – considering getting out of commissary business, if we do the inmates would pay more...

KF – trying to separate accounts now

MW – how much total per year for commissary funds?

KF – another person does this, not sure. Revenues are low, small markup

MW – state requirements for commissary funds?

KF – yes commissary provided twice a week because of turnover at HC – money can only be spent for direct benefit of inmates – only money in, is from sale of commissary items – trustee money is the money the county pays inmates for work – put into trustee accounts.

(total time 40 min)

Probation – Brian McLaughlin, Paulette Woods

107 authorized positions

1 vacancy

\$30,406 in vacancy savings

Six sigma – currently three projects

Improve collection of probation fees – credit card and garnishment – problems with garnishment portion of the project

Expansion of release under supervision in suburbs – 22 cases

Streamlining dictating of pre-sentence investigations – 4 positions eliminated

Accounts:

Other Employee Pmyts – high due to RPT payouts

Overtime – used to supplement staffing

Out of Area Travel – will not exceed budget line

Clothing supplies – will not exceed budget line

Maintenance – annual, will not exceed budget line

Forfeited Bail – not in our control, will be offset by other revenue

\$152,823 of unanticipated state revenue that will offset lost revenue

Questions:

BMW – other employee payments?

BL – RPT payout, \$26K unexpected payout, sick leave bonuses

BMW – overtime?

BL – will exceed budget, will make up bulk with unanticipated revenue and vacancy savings

BMW – maintenance contract?

BL – paid up front at beginning of year

MW – Kiosks?

BL – 4 risk levels, adjusted every 6 months – lowest level doesn't need much oversight (level 4). Petty larceny, drug crime with no history of violence - moving from officers to kiosks One in operation right now. 95 parolees currently use the kiosk

MW – can we sustain at staffing level in 2012?

BL – once kiosks are up and running fully that will help, using overtime to cover bases right now – overtime is projected to exceed \$79K

MW – would you need to adjust mid-year for overtime?

Joe from Budget – probably year end budget balancing – anticipated will balance within budget

CWB – are you hiring?

BL – brought back some staff

(total time 20 min)

CPS – Peter Vito

Last 3 years have been positive at end of year

Reductions in state funding jeopardizes some lines

Questions:

BMW – other employee payments?

PV – RPT payouts

BMW – In Stop DWI - Training and Education?

PV – grant funded, as received – generally come in at end of September

BMW – Professional Services?

PV – paid at beginning of year

BMW – equipment?

PV – front loaded

(total time 4 min)

County Clerk – John Crangle

See handout attached

Questions:

BMW – small lines over budget – will you balance at year end overall?

JC – yes, many are front loaded

MW – do you expect to make the revenue lines as projected?

JC – yes, there are seasonal fluctuations, such as in the real estate transfer tax

TW – mobile unit still operational?

JC – yes

(total 15 min)

BOE – Dennis Ward, Ralph Mohr

See handout

Personnel balances positively overall

Special Election costs – resolution was passed at last session to readjust

Possibility of special election next year, so next year's budget will be higher in professional services and rentals

Money remaining in federal grants, using those to lower future costs – purchased 2 trucks so do not need to rent, etc

Taking steps towards electronic poll books that will save money – would be an upfront expense but could be covered by grant money – first in state to test this technology

Resolution at Legislature - HAVA grant funds are 95% of expense, local share only 5% - larger allocation, plus \$20K to replenish overtime expended on special election

Questions:

BMW – will budget balance?

DW – at this point yes, unless we have to do something like reprint ballots at last minute by court order. If the primary is moved up in the future then things like court orders will be less likely to cause problems such as that.

BMW – costs associated with legislature redistricting?

RM – most of the costs would be personnel in reallocating voters into new districts

DW – or if the rare instance of a court ordered 2nd primary were to occur that would be considerable expense

MW – RPT salaries result of settlement?

RM – no, we have true RPTs - only one R is impacted by settlement

TW – question about process of electronic voting machines?

DW – explained process and triple redundancy

DK – new trucks were purchased, did we have old trucks?

RM – used to be able to borrow from DSS, then rented trucks, now we have 2-26' trucks, only paid 5% of the cost of the truck

(total 35 minutes)

Parks - Jim Hornug, Stanley

Success with electronic shelter reservation and credit card payment at camp sights

Golf revenue is down because of the wet conditions this past spring

\$50K to Olmstead is only waiting on legal department to finalize paperwork

Questions:

BMW – utilities?

JH – Water main break at Emery Park – waiting for adjustment from Water Authority

BMW – do you think your budget will balance at the end of the year?

JH – think we will be right on budget, made adjustments to hit the lines. Had to spend money b/c of wet conditions, cleaning parks had to be done later than normal

DK – RPT – has that been adjusted?

JH – you will vote on this week – that will balance

JM – are we keeping up with upgrades to parks?

JH – gaining on it, money isn't always issue...need labor to install as well. – listed a number of improvements

JM – how is private/public partnership working?

JH – progressing...

TW – portable water containers at the golf courses?

JH – no, but could be part of 100 year celebration upgrade at Grover Cleveland

TL – please give update on rental houses, leases? Liability?

JH – nothing changed, one vacant at Sprague Brook, all others occupied – permit process to be in house, not a lease. Residents must give copy of utility bill to County as proof they pay utilities

TL – are permits month by month?

JH – if payment not made it would be month to month

TL – did CA weigh in?

JH – letter sent to Legislature that discussed this issue

TL – what is rental income?

JH – over \$23K right now, over \$50K at end of year – resident pays utilities

(total time 18 minutes)

Senior Services - Brenda Ward, Mary O? – grants administration

Should balance at the end of the year

No six sigma projects

1 vacancy

Questions:

BMW - Legal Services for Elderly and Disabled?

MO - 2 other contracts with them that are grant programs, 90% and 75% reimbursement – this money is to meet match requirements for those grants. Will balance at end of year. Contracts are advanced 3 months

TW – Housing?

BW – grant is being eliminated, hope to create position for that

July 20, 2011

Called to order by Legislator Whalen at 9:15

DPW – Gerry Sentz and Michelle Mazzone

B&G (Mazzone)

Other employee payments was a union negotiated payout

4-5 vacancies

JM – can we get a list of buildings that are being renovated?

MM – yes, just compiled list broken out by building 2008-present (*document is attached*)

JM – utilities factoring in the heat wave?

MM – will have to watch it

TW – what about the front of 92 Franklin?

MM – controversial, still on target, about 14 days before we can open up completely – going to hold off til spring for plantings so they will survive

TW – ECC north?

MM – ECC Board of Trustees tabled issue of the new building, revisit at August meeting – lots of projects at all ECC campuses, they will be on list

Commissioner's office

No vacancies

Only trip occurs in January – that why out of area travel is high

Weights and Measures

11 employees – no vacancies

Revenue for County – overall on track, some lines are active in summer, some in winter

They drive own vehicles, given mileage – it is cheaper to give them county cars. Starting to transition as we get more cars under efficiency grant

Questions:

JM – moving to county vehicles, what is liability?

GS – if they got into a wreck during work there would still be county liability

JM – county attorney in favor of this?

GS – yes, because settlement on private vehicle is more challenging

GS – lab and tech equipment already purchased on this line

Fleet Services

GS – only overtime line is high – 2 employees, no vacancies – one gentleman works in garage. Person that was filling in went out for hip surgery. Only way to cover is to fill with overtime.

Motor vehicle – that was already used, won't go over budget

Highways

Supplies to other govts – signs – new mandate so we have sold more signs to towns and villages, therefore that revenue line is high

Other Employee Payments – union contract neg., now have to pay for meal days (b/c they work through lunch) in lieu of taking the days, happened after budget and was unanticipated

Overtime is high, keeping track – late, long winter.

Highway supplies – road salt – will even out at end of year

Training and Education – offered CPR class for all employees, only paid for training materials – instructor was free

Maintenance Contracts – many are up in January and June

Heavy Eq – already spent for year

Lab and Tech – already spent for larger piece of equipment, will balance at year end

Questions:

BMW – life safety contract in B&G?

GS – believe that is fire alarms

JM – what is status of FEMA projects

GS - coming along, some appeals that have not yet come back are expected.

(total 43 minutes)

Emergency Services – Greg Skibitsky

Revenue – slightly under

Expenses – equipment lines slightly over, but will stay within budget – early purchases

(total time 8 min)

E&P – Kathy Konst, Darren Kempner, Greg S.

See handout

Questions:

MW/KK/DK – Discussion of Framework and the consultant

Letter from consultant re framework – MW asked it to be provided to Legislature for clock-in (*please note: the Dept. of Environment and Planning has not yet received this letter, they will send a copy to the Legislature when it is received*)

Black Rock Park - \$1.3 million – the sources – see handout

MW – what is the source of revenue for microloan program?

MW – how do people find out about program?

DK – not available if you are in a city – contact their office for more info

MW – do you have an update on what the cultural funding will be in 2012?

KK – don't know at this time

MW –Where will the household hazardous waste day in buffalo be located?

KK – traditionally at Honeywell Plant

TW/DK – discussion about sistern project

JM – Discussion of working together in bringing in federal dollars through collaboration of water projects

(total 45 min)

DISS – Greg Turner

No presentation

Questions:

BMW – Debt service is at 100%

GT – interfund transfer – budget office controls

CWB – how many employees?

GT – 41, one of those is PT

(3 min total)

Purchasing – Bridgette Corchoran

Low right now on sale of excess material – employee was out for 3 months (deployment), now back on track – will meet or exceed that revenue line

BMW – ID Fleet Svcs –

BC – for the large box truck, transmission went out

(3 min total)

Libraries – Mary Jean Jakubowski and Ken Stone

Revenue's – State budget was a 6.4% reduction in aid, think turnover savings will balance it out

Contract Library refunds are a year-end activity

Expenses – salaries under, fringes over – offset by health insurance expense which is below budget

10 FT, 0 RPT vacancies

Number of PT vacancies – many of these are students so there is turnover in summer

Auto/Highway supplies – due to long winter, repairs to truck

Telephone/internet – cash flow issue, expect to be within budget

Lab/Tech – frontloaded

Utilities – tracking lower – reduced economy lowers demand and therefore cost

TW – are you on the steam heat district?

KS – no we are on the other side, too expensive to go under Main St to connect – heating and HVAC are on hour meters that allow them to maximize cost savings.

TW – truck fleet?

KS – look at mileage and service records then request capital funding. Oldest vehicle is 2004 and it is over 150K in mileage

(21 minutes)

DEPARTMENT HIGHLIGHTS AND SUMMARY

Current
State

DSS staff continue to make extraordinary contributions to Department operations, to our clients and the community. Throughout this year, the department has engaged in multiple projects to make our operations more effective and efficient while focusing on quality customer service. As our country and county continues its economic struggles, the citizens of Erie County have needed us more than ever. We have met the challenge by offering work experience for our residents and can rightfully boast that we have the highest work participation rates in the State. In order to maintain self-sufficiency, many have turned toward food stamps and Medicaid resulting in record growth in these benefit areas. Erie County DSS continues to seek and implement new ways of doing business, balancing the use of technology with process changes.

Through the use of myBenefits, clients can file applications on-line, maximizing processing time while reducing staff resources. Additionally, we have installed computer kiosks in our waiting areas to provide access to those without a computer.

We have also embarked on a groundbreaking project, partnering with Microsoft to develop a rules engine and a multi-purpose application, with a concept similar to TurboTax. This product will be a first of its kind and promises to significantly impact how an applicant experiences DSS.

In a further look at our front-door, we are moving toward direct data entry, front-end scanning and task-based case processing.

Through the years, Erie County has looked to the non-profit provider community to deliver many services, including foster care, preventive services, employment and education. We continue to move toward performance based contracting, realizing that data drives practice and practice drives data. In the coming months, we will continue to strengthen our working relationships with community providers, investing in their successes while holding them accountable for quality performance.

| Processing Timeliness | | | |
|-----------------------|--------|--------|--------|
| | 2010 | 2011 | Change |
| NPA Food Stamps | 93.68% | 95.37% | 1.80% |
| Medicaid | 71.67% | 93.20% | 30.04% |
| Temp Assist | 82.28% | 93.20% | 13.27% |

Challenges

Although we have realized many successes to date, we are also faced with several challenges. Perhaps the greatest being the State takeover of Medicaid. Continued lack of detail regarding the shift poses an unknown operational challenge with fiscal and programmatic consequences.

The safety net of Federal FMAP expires in 2011, creating a gap in funding.

Future PA benefit increases, along with market rate increases in child care will likely result in increased local share for benefits and services.

Finally, in 2011, significant changes were made to State reimbursement levels for family assistance and safety net, likely to increase local share costs over time

TIMOTHY B. HOWARD
SHERIFF OF ERIE COUNTY



July 20, 2011

Honorable Barbara Miller-Williams
Chair, Erie County Legislature
92 Franklin Street
Buffalo, New York 14202

Dear Legislator Miller-Williams:

Enclosed as requested at the Sheriff's Office Mid-Year Budget Hearing are the materials related to the Jail Management Division Commissary and Telephone Accounts.

The first attachment is a summary of all commissary sales and expenses for 2010 and up to June of 2011. Also, enclosed are the guidelines on Commissary that are included in the Commission of Corrections Minimum Standards and Regulations for management of County Jails and Penitentiaries.

The second attachment shows the total of telephone revenues received for all of 2010 and up to May of 2011, the last month for which revenues have been received and a listing of how these funds have been used.

All bank statements and bank reconciliations of these accounts are forwarded to the Comptroller's Office for their review on a monthly basis.

Please feel free to contact me if any additional information is needed.

Very truly yours,

A handwritten signature in black ink, appearing to read "Timothy B. Howard".

TIMOTHY B. HOWARD
SHERIFF OF ERIE COUNTY

Attachments

2010 COMMISSARY INCOME STATEMENT

| | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPT | OCT | NOV | DEC | YTD |
|----------------------------|-------------------|------------------|-----------------|-----------------|-----------------|------------------|-----------------|------------------|-----------------|--------------------|------------------|-----------------|------------------|
| INCOME: | | | | | | | | | | | | | |
| ECHC Sales | 27,424.10 | 39,954.30 | 41,145.45 | 42,168.15 | 33,559.95 | 34,285.95 | 32,542.00 | 38,552.75 | 37,428.90 | 34,324.65 | 36,478.00 | 38,471.15 | 436,335.35 |
| ECCF Sales | 53,736.00 | 59,508.35 | 76,455.50 | 60,438.10 | 58,411.45 | 69,763.05 | 55,277.83 | 64,186.65 | 66,800.85 | 57,308.95 | 65,416.65 | 63,796.90 | 751,100.28 |
| Copies/Postage | | | 96.12 | 143.14 | 221.84 | | 197.57 | 108.65 | 44.84 | | 123.23 | | 935.39 |
| Interest | 48.84 | 45.77 | 49.51 | 46.35 | 41.39 | 46.42 | 38.71 | 44.60 | 36.86 | 38.48 | 29.09 | 25.55 | 491.57 |
| | 81,208.94 | 99,508.42 | 117,746.58 | 102,795.74 | 92,234.63 | 104,095.42 | 88,056.11 | 102,892.65 | 104,311.45 | 91,672.08 | 102,046.97 | 102,293.60 | 1,188,862.59 |
| COST OF GOODS | 71,985.99 | 68,860.32 | 102,256.39 | 87,379.19 | 74,023.01 | 78,896.87 | 74,368.81 | 75,298.63 | 81,678.55 | 92,618.74 | 70,757.65 | 81,693.62 | 959,817.77 |
| OPERATING EXPENSES: | | | | | | | | | | | | | |
| Erie County Reimbursement | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 147,628.08 |
| Pitney Bowes Rental | 358.00 | 358.00 | 1,405.00 | 358.00 | 358.00 | 1,405.00 | 358.00 | 358.00 | 1,405.00 | 358.00 | 358.00 | 1,405.00 | 8,484.00 |
| Supplies | 1,137.90 | 0.00 | 147.70 | 1,175.80 | 0.00 | 0.00 | 1,175.80 | 2,136.00 | 0.00 | 736.80 | 0.00 | 0.00 | 6,510.00 |
| | 13,798.24 | 12,660.34 | 13,855.04 | 13,836.14 | 12,660.34 | 13,707.34 | 13,836.14 | 14,796.34 | 13,707.34 | 13,397.14 | 12,660.34 | 13,707.34 | 162,622.08 |
| NET INCOME (LOSS) | (4,575.29) | 17,987.76 | 1,635.15 | 1,580.41 | 5,551.28 | 11,491.21 | (148.84) | 12,797.68 | 8,925.56 | (14,343.80) | 18,628.98 | 6,892.64 | 66,422.74 |

2011 COMMISSARY INCOME STATEMENT

| | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPT | OCT | NOV | DEC | YTD |
|----------------------------|-----------|------------|------------|------------|-------------|------------|------|--------|------|-----|-----|-----|------------|
| INCOME: | | | | | | | | | | | | | |
| ECHC Sales | 33,968.70 | 32,944.05 | 43,741.50 | 37,033.80 | 33,426.59 | 42,708.70 | | | | | | | 223,823.34 |
| ECCF Sales | 53,201.10 | 63,742.35 | 82,064.85 | 63,702.05 | 63,710.70 | 63,035.50 | | | | | | | 389,456.55 |
| Copies/Postage | 162.14 | | 253.89 | | 251.37 | 228.05 | | | | | | | 895.45 |
| Interest | 22.70 | 21.33 | 23.34 | 14.28 | 16.50 | 13.49 | | | | | | | 111.64 |
| | 87,354.64 | 96,707.73 | 126,083.58 | 100,750.13 | 97,405.16 | 105,985.74 | | | | | | | 614,286.98 |
| COST OF GOODS | 74,556.14 | 91,476.94 | 92,115.32 | 86,837.31 | 94,427.39 | 69,524.08 | | | | | | | 508,937.18 |
| OPERATING EXPENSES: | | | | | | | | | | | | | |
| Erie County Reimbursement | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | 12,302.34 | | | | | | | 73,814.04 |
| Pitney Bowes Rental | 358.00 | 358.00 | 1,405.00 | 358.00 | 1,405.00 | 358.00 | | | | | | | 4,242.00 |
| Supplies | 0.00 | 1,080.50 | 177.00 | 0.00 | 0.00 | 592.50 | | | | | | | 1,850.00 |
| | 12,660.34 | 13,740.84 | 13,884.34 | 12,660.34 | 13,707.34 | 13,252.84 | | | | | | | 79,906.04 |
| NET INCOME (LOSS) | 138.16 | (8,510.05) | 20,083.92 | 1,252.48 | (10,729.57) | 23,208.82 | | | | | | | 25,443.76 |



NY Department of
State-Division of
Administrative Rules

Welcome to the online source for the
New York Codes, Rules and Regulations

9 NY ADC 7016.1

9 NYCRR 7016.1

9 N.Y. Comp. Codes R. & Regs. 7016.1

OFFICIAL COMPILATION OF CODES, RULES AND REGULATIONS OF THE STATE OF NEW YORK
TITLE 9. EXECUTIVE DEPARTMENT
SUBTITLE AA. STATE COMMISSION OF CORRECTION
CHAPTER I. MINIMUM STANDARDS AND REGULATIONS FOR MANAGEMENT OF COUNTY JAILS AND
PENITENTIARIES
SUBCHAPTER A. MINIMUM STANDARDS AND REGULATIONS
PART 7016. COMMISSARY AND INMATE ACCOUNTS

Current through February 28, 2011

* Section 7016.1.* Commissary.

(a) In the discretion of the sheriff or chief administrative officer, a commissary may be established, maintained and operated for the purpose of making available, for sale to prisoners, items deemed proper by such officials and consistent with the health and welfare of the prisoners and the security and general operation of the facility concerned.

(b) The prices of any items offered for sale shall be fixed by the sheriff, or official in charge, to the extent that the commissary operation will be self-supporting and will provide a modest return above costs.

(c) Profits resulting from commissary sales shall be deposited in a separate bank account and shall be utilized only for purposes of prisoner welfare and rehabilitation.

(d) Commissary accounts shall be maintained in a manner which will fully substantiate all purchases, sales and expenditures, and definite arrangements shall be made for periodic audit of the commissary accounts by the office of county auditor, county treasurer or other county officer in a similar capacity.

(e) Nothing in this section shall be construed as exempting commissary operations in a county jail or a county penitentiary from compliance with the provisions of any applicable county or State statute, resolution, rule, regulation, etc.

9 NY ADC 7016.1

9 NY ADC 7016.1

2008 WL 75292528

9 NY ADC 7016.1

END OF DOCUMENT

ERIE COUNTY SHERIFF'S JAIL MANAGEMENT DIVISION

TELEPHONE FUND REVENUES

| 2010 | ECCF | Check Date | ECHC | Check Date | Total |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| January | 26,798.84 | 03/11/10 | 14,778.25 | 03/11/10 | 41,577.09 |
| February | 32,116.34 | 04/08/10 | 16,767.11 | 04/08/10 | 48,883.45 |
| March | 36,812.58 | 05/10/10 | 16,762.27 | 05/10/10 | 53,574.85 |
| April | 31,753.73 | 06/08/10 | 15,680.49 | 06/08/10 | 47,434.22 |
| May | 29,277.15 | 07/08/10 | 14,826.76 | 07/08/10 | 44,103.91 |
| June | 27,158.62 | 08/05/10 | 15,019.42 | 08/05/10 | 42,178.04 |
| July | 28,383.46 | 09/09/10 | 14,401.63 | 09/09/10 | 42,785.09 |
| August | 29,257.51 | 10/11/10 | 17,833.09 | 10/11/10 | 47,090.60 |
| September | 27,128.85 | 11/22/10 | 15,359.83 | 11/22/10 | 42,488.68 |
| October | 25,808.76 | 01/06/11 | 15,235.45 | 01/06/11 | 41,044.21 |
| November | 22,151.79 | 02/01/11 | 13,450.05 | 02/01/11 | 35,601.84 |
| December | 27,337.03 | 02/01/11 | 17,154.74 | 02/01/11 | 44,491.77 |
| TOTAL | 343,984.66 | | 187,269.09 | | 531,253.75 |
| | | | | | |
| | | | | | |
| | | | | | |
| 2011 | ECCF | Check Date | ECHC | Check Date | Total |
| January | 26,176.33 | 03/14/11 | 13,602.80 | 03/14/11 | 39,779.13 |
| February | 33,896.11 | 04/15/11 | 15,965.94 | 04/15/11 | 49,862.05 |
| March | 32,320.64 | 05/26/11 | 17,601.52 | 05/26/11 | 49,922.16 |
| April | 31,827.59 | 06/08/11 | 19,489.13 | 06/08/11 | 51,316.72 |
| May | 27,039.21 | 07/06/11 | 15,656.50 | 07/06/11 | 42,695.71 |
| TOTAL | 151,259.88 | | 82,315.89 | | 233,575.77 |

| ERIE COUNTY SHERIFF'S JAIL MANAGEMENT DIVISION | | |
|---|-------------------|-------------------|
| USE OF TELEPHONE FUNDS | | |
| | 2010 | 2011 |
| INMATE PROGRAMS, HEALTH & WELFARE: | | |
| Chaplain Program | 800.00 | 4,184.94 |
| Commissary Giveaways | 19,313.25 | 8,091.34 |
| Games | 1,863.16 | |
| Hygiene Products | 3,868.19 | 2,110.06 |
| Law Library Supplies | 1,079.71 | 2,474.30 |
| Microwaves | 9,681.12 | |
| Mail Service | 2,332.26 | |
| Newspapers | 18,272.13 | 5,813.28 |
| Property Storage | 7,133.87 | 49,845.52 |
| SAC Program | 27,751.54 | 925.15 |
| Televisions | 21,408.00 | 960.00 |
| Trustee Pay | 20,859.50 | 5,464.00 |
| Visitors Lockers | 30,960.00 | |
| Washer/Dryers | 39,089.65 | 4,252.32 |
| OTHER USES: | | |
| Bank Fees & Expenses | 495.07 | |
| Building Security Upgrades & Improvements | 62,679.23 | 112,197.96 |
| Computer System Maintenance | 84,916.00 | 21,003.00 |
| Facility Improvements | 100,176.86 | |
| Inmate Records Management | 25,226.90 | |
| Inmate Identification Systems & Supplies | 24,633.72 | 3,469.86 |
| Inmate Transport Vehicles | | 283,630.00 |
| Log Books, Office Supplies | 31,405.28 | 1,996.80 |
| Medical & Safety | 26,151.53 | 439.75 |
| Portable Radio Conversion | 198,086.73 | |
| TOTAL USE OF FUNDS | 758,183.70 | 506,858.28 |



County of Erie

KATHLEEN C. HOCHUL
COUNTY CLERK

July 13, 2011

Honorable Barbara Miller-Williams
Chair, Finance & Management Committee
Erie County Legislature
92 Franklin Street
Buffalo New York 14202

Dear Chairman Miller-Williams:

The Erie County Clerk's Office is pleased to comply with the request of the Chairman of the Finance and Management Committee and provide the following information to facilitate our 2011 Mid Year Budget Hearing set for July 19, 2011.

As per your letter of June 16, 2011, to the Erie County Clerk requesting certain financial information to facilitate the Legislature's mid-year budget hearings scheduled for July 18 to July 21, 2011.

The first attachment (Schedule A) provides the information relating to the first three of the five inquires in your letter. Schedules B-G contains the requested information for inquiries four and five. All of the information is current as of July 6, 2011, as this coincides with the SAP Monthly Budget /Actual comparisons sent to us by the Office of the Legislature.

The County Clerks office is available at your convenience to answer any questions you may have regarding this information.

Sincerely,

John J. Crangle Jr.
Interim Erie County Clerk

Attachments

**Erie County Clerk's Office
2011 BMR Analysis**

Schedule A

Inquiry 1 Total number of authorized positions for fiscal year ending December 31, 2011:

| <u>Registrar Office:</u> | <u>Auto Bureau:</u> |
|--|---------------------|
| Full time 51 | Full time 48 |
| Part time <u>12</u> | Part time 40 |
| | RPT <u>18</u> |
| <u>63</u> | <u>106</u> |
| Total positions authorized by legislature | <u>169</u> |

The total number of vacant positions by Department as of May 31, 2011:

| <u>Registrar Office:</u> | <u>Auto Bureau:</u> |
|--|---------------------|
| Full time 2 | Full time 0 |
| Part time <u>1</u> | Part time 2 |
| | RPT <u>0</u> |
| <u>2.5</u> | <u>2</u> |
| Full time equivalent vacant positions | <u>2.75</u> |

Current vacancies are a result of 2 recent retirees.

Inquiry 2 Total savings attributed to vacancies by Department as of May 31, 2011:

Registrar:

Savings attributed to delay of upgrades and various savings between openings:

| | |
|-----------|-------------------------|
| Full time | \$ 35,476 |
| Part time | <u>4,988</u> |
| | <u>\$ 40,464</u> |

Auto Bureau:

Various savings between openings:

| | |
|-----------|-------------------------|
| Full time | \$ 71 |
| Part time | <u>12,206</u> |
| | <u>\$ 12,277</u> |

- Savings is attributed to planned delays in re-filling vacancies.
- More savings anticipated as the year progresses.

Inquiry 3 Six-Sigma Savings

Not Applicable

Inquiry 4 Expense Accounts spent down beyond 50%

Registrar:

505000 Office Supplies (79% Expired) – Account exceeds 50% due to stocking of paper, toner and other supplies early in the year due to expectation of price increases.

506200 Maintenance & Repair (100% Expired) – Usage was high due to unanticipated repairs on records microfiche equipment

510200 Training And Education (51% Expired) – Expenses for this account vary throughout the year depending on County Clerk's needs.

530000 Other Expenses (88% Expired) – Increased use of account is a direct result of the increased level of activity in our pistol permit department and the related photography supplies required to maintain the high level of revenues. (Pistol permit revenue expired 87%)

Auto Bureau:

505000 Office Supplies (59% Expired) – This account is for supplies at all six of our Auto Bureau locations. The expired amount reflects actual needs of the department to replenish and maintain office supplies.

516030 Maintenance Contracts (50% Expired) – Account exceeds 50% usage due to prepaid warranty expenses, and an increase in costs over budget amount for the 2011 county negotiated cleaning contract.

530000 Other Expenses (50% Expired) – Account usage includes a secured document disposal of \$2,000 which occurred early in the year. This expense is incurred every few years.

575040 Inter-fund Expense-Utility Fund (98% Expired) – Budgeted amount was not part of the budgeting forecasts created by our department. A recent transfer has been made through the budget department to fund this account through year end.

910700 ID Fleet Services - (58% Expired) – Increase usage due to higher cost of gasoline during the first five months of 2011.

Inquiry 5 Revenue Accounts that have not achieved 33%

Registrar:

415100 Real Estate Transfer Tax (32% Expired) – This revenue stream is lower than expected as the real-estate market remains stagnate as a result of current economic factors. (Expired rate at May 31, 2010 was 35%)

415105 Passport Fees (26% Expired @ 6/30/11)* - Our Northtowns Passport Center was closed by the National Passport Center due to the fact that the office was located in the same location as another legal identity issuing entity (the Auto Bureau).

415120 Small Claims Fees - These fees are usually more active in summer months and are expected to meet budget by year end.

Auto Bureau:

Not Applicable

* 2011 passports fees were separated from fees and posted during June 2011.

MID-YEAR BUDGET HEARINGS

(Based on data from 7-06-2011 first five months)

| Revenue | Annual Budget | 5 Month Amount | Actual Dollars | Comment |
|---------------------------------|----------------------|-----------------------|-----------------------|-------------------------|
| • Minor Sales | \$10,000 | \$4,167 | \$7,448 | Positive Trend |
| • Local Revenue | \$5,771,418 | \$5,771,418 | \$5,771,418 | Balanced |
| Expenditures | Annual Budget | 5 Month Amount | Actual Dollars | Comment |
| • Full Time Salaries | \$2,670,000 | \$1,082,151 | \$992,202 | Positive Trend |
| • Part Time Salaries | \$270,000 | \$89,431 | \$84,959 | Positive Trend |
| • RPT Salaries | \$275,000 | \$111,458 | \$132,800 | <u>Negative Trend</u> |
| • Overtime | \$225,000 | \$91,193 | \$15,382 | Positive Trend |
| • <u>Total Personnel</u> | 3,489,000 | 1,394,092 | 1,225,400 | Positive Trend |
| • Fringe Benefits | \$1,502,340 | \$592,498 | \$564,158 | Positive Trend |
| • Office Supplies | \$235,459 | \$36,209 | \$25,452 | Positive Trend |
| • Maint. & Repair | \$10,000 | \$4,167 | \$0 | Positive Trend |
| • Supplies & Repairs | \$245,459 | \$40,376 | \$25,452 | Positive Trend |
| • Local Mileage Reimb. | \$22,000 | \$9,167 | \$1,787 | Positive Trend |
| • Out of Area Travel | \$9,046 | \$4,380 | \$5,766 | <u>Negative Trend</u> |
| • Training & Education | \$4,030 | \$1,697 | \$255 | Positive Trend |
| • Rental Charges | \$409,576 | \$152,076 | \$99,366 | <u>Special Election</u> |
| • Other Expenses | \$315,000 | \$2,950 | \$1,206 | Positive Trend |
| • Pro Ser Cnt & Fees | \$1,768,771 | \$199,188 | \$196,254 | Balanced |
| • Maint. Contracts | \$18,000 | \$7,500 | \$3,561 | Positive Trend |
| • Office Furn & Fixt. | \$10,000 | \$4,167 | \$0 | Positive Trend |
| • Equipment | \$25,000 | \$9,167 | \$216 | Positive Trend |
| • Total Without DISS | \$3,072,341 | 471,044 | \$359,315 | Positive Trend |

Looking at our expenses for the past six months, the BOE is within our projected overall budget. The May Congressional Special Election did contribute to additional expenses that were unanticipated in several budgeted accounts. Rental, Overtime and Personal Service Contracts (Inspectors being paid for Special Election) assumed some additional costs as a result of the special election.

Overall, the grand total of all personal (salaries) accounts are continuing under budget at this time.

Real Estate Asset Management
Project List

| BUILDING NAME | Anticipated Completion Date | | |
|---|-----------------------------|--|--|
| RATH BUILDING | | | |
| Rath Building Mechanical Renovations (EECBG Grant) | 8/2012 | | |
| Department of Social Services 1st and 2nd Floor Renovations | 2013 | | |
| Low Rise Elevator Modernization | 9/2012 | | |
| Parking Garage Waterproofing | 12/2011 | | |
| | | | |
| OLD COUNTY HALL | | | |
| Courts Exterior Sidewalk Renovations | 11/2011 | | |
| Clock Tower Roof & Window Replacement | 11/2012 | | |
| Exterior Façade Improvements (\$ included in 25 Del) | 11/2012 | | |
| | | | |
| 25 DELAWARE AVENUE | | | |
| Exterior Façade Improvements (Includes OCH) | 11/2012 | | |
| | | | |
| 134 WEST EAGLE | | | |
| Mental Health Department Relocation | 05/2012 | | |
| | | | |
| TICOR BUILDING | | | |
| Sheriff's Department - Administrative Office Relocation | 2011 | | |
| | | | |
| CENTRAL LIBRARY | | | |
| Elevator Replacement | 2012 | | |
| | | | |
| ERIE COMMUNITY COLLEGE - CITY CAMPUS | | | |
| Exterior Masonry Renovations | 10/2013 | | |
| HVAC, Controls, Lighting & Plumbing Renovation | 5/2012 | | |
| Flickinger Center Roof & HVAC Replacement | 9/2012 | | |
| ECC Funded Biology Lab Upgrades | | | |
| | | | |
| ERIE COMMUNITY COLLEGE - NORTH CAMPUS | | | |
| New Academic Building | tbd | | |
| Electrical Service Upgrades | 2012 | | |
| Campus Safety & Security Upgrades | 2012 | | |
| Elevator Upgrades (North & South Campus) | 2012 | | |
| ECC Funded Biology Lab Upgrades | | | |
| ECC Funded Auditorium HVAC/Elec Upgrades | | | |
| | | | |

Real Estate Asset Management
Project List

| BUILDING NAME | Anticipated Completion Date | | |
|--|-----------------------------|--|--|
| ERIE COMMUNITY COLLEGE - SOUTH CAMPUS | | | |
| Elevator Upgrades (North & South Campus) | 2012 | | |
| EMERGENCY SERVICES | | | |
| Communication Systems 400 MHz Upgrades | 12/2011 | | |
| FIRE TRAINING ACADEMY | | | |
| 2011 New Storage Building | 01/2012 | | |
| New Backflow Preventer (Amherst) | 10/2011 | | |
| CHESTNUT RIDGE PARK | | | |
| Casino Heating System Renovation & Electrical Upgrades (Funded by Parks Dept) | 10/2011 | | |
| COMO PARK | | | |
| New Backflow Preventer | 9/2011 | | |
| ERIE COUNTY HOLDING CENTER | | | |
| Roof Replacement & Exterior Improvement/Phase 2 | 11/2011 | | |
| Second Floor Housing Improvements | 2012 | | |
| Chiller Replacement for | 2011 | | |
| ERIE COUNTY CORRECTIONAL FACILITY | | | |
| Kitchen Renovation | 9/2011 | | |
| Video Security System Upgrade | 1/2012 | | |
| Roof Replacement & Security Upgrades | 9/2011 | | |
| BOTANICAL GARDENS | | | |
| Rehabilitation to Houses No. 2 and No. 3 (Grant) | tbd | | |
| HIGHWAY DEPARTMENT | | | |
| Lancaster Highway - Cemetery Road Highway Garage - Building Addition & Utilities Relocation 17,000sf | 2012 | | |
| Hamburg Highway Garage - Fuel Tank and Gasboy System Installation | 2011 | | |
| Harlem Highway - Fuel Tank and Gasboy System | 2011 | | |

2011 Mid-Year Budget Hearings
Wednesday, July 20, 2011 – 10:30am
Old County Hall – 4th Floor

In March of this year the Department of Environment & Planning unveiled a new web site, with a new look and feel and improved usability for the public and our staff. In addition to improved navigation the web site now features photographs that highlight the range of services we provide and is organized into our six primary program areas:

- Local and Regional Planning
- Economic Development
- Community Development
- Geographic Information Services
- Environmental Management
- Sewerage Management

Another prominent feature are boxes containing upcoming events, news and important links for residents, businesses and visitors. Each of these groups can more conveniently find information directed towards them in one place.

I encourage you to visit www.erie.gov/environment to review the full array of programs and services delivered by the Department. There are a number of highlights from each of our primary program areas from the first half of 2011 that I'd like to share with you:

Our Local and Regional Planning staff have continued to work closely with local, regional, state and federal partners to implement the Framework for Regional Growth. Over 4 days in June our Department hosted representatives from the United States Environmental Protection Agency's Sustainable Communities Office and organized lectures and discussions on the Fiscal and Economic Benefits of Smart Growth and implementation of the Framework under a technical assistance award from the Sustainable Communities Building Blocks program. Erie County was one of 32 communities chosen to participate from over 350 applications. As a result that award, Erie County has been selected by the HUD-DOT-EPA Partnership as 1 of 4 communities in the entire country to participate in a technical assistance project that will provide guidance and resources for implementing sustainable community performance measurement in Erie County.

In addition:

- Our staff continue to work on waterfront planning including the County's Black Rock Canal Park, a number of waterfront bicycle and pedestrian trails and coordinated signage for the Niagara River Greenway trail along Erie County's waterfront which is scheduled to be installed later this year.
 - The Black Rock Canal Park analysis report, which was created by peter j. smith and company, inc., recently won a Western New York American

Planning Association Implementation Award. The Department has been awarded over \$1.3 million in funding from various sources to make improvements to the Park.

- Erie County was recently awarded a matching grant to support preparation of a new Agricultural and Farmland Protection Plan. During 2011 and 2012 the Department, working closely with the community, the County Agricultural and Farmland Protection Board and its consultant, American Farmland Trust, will prepare a new Erie County Agricultural and Farmland Protection Plan. The County Agricultural and Farmland Protection Board will serve as the Steering Committee for the Plan. American Farmland Trust is currently interviewing key agriculture stakeholders in the community and has already held one focus group with the public in the City of Buffalo. There are two more focus groups scheduled for next Thursday, July 28th at 7:30pm at Eden Town Hall and Tuesday, August 16th at 7:30pm at Alden Town Hall.

The centerpiece of our Economic Development work, the “Your Growth is Our Business” program has continued its multi-agency blitz to understand individual business needs and provide tangible public- and private-sector resources to address those needs. Over 300 companies have been contacted to date and a new mailing is being prepared as I speak as part of our ongoing outreach efforts. Our program partners have strategically re-evaluated the program to develop a protocol and systematic contact with companies whose headquarters are outside of Erie County and, therefore, at most risk for out-of-state headquarters decisions that may negatively impact employment in Erie County.

In addition:

- We’ve continued our extensive brownfield remediation work from the City and Town of Tonawanda to the southern edge of the City of Buffalo.
 - The engineering for roads, utilities and drainage at the Spaulding Fibre Business Park is 90 percent complete, sites at 3445, 4000 and 5335 River Road have been or are in the process of being remediated.
 - The Union Ship Canal Open Space project, a beautiful new park at the site of the old Donna Hannah Furnace – a truly amazing transformation – will be complete later this year.
- Our microloan program that helps Erie County residents get new businesses up and running has been in demand. We’ve made six loans to a variety of industry sectors totaling \$200,000 over the last several months and all are paying as agreed.

Our Community Development work on behalf of the 37 communities that are part of the Erie County Community Development Block Grant and HOME Consortium continues despite a 15 percent cut from the 2010 program year inclusive of a \$136,294 reduction in the planning/administration area. All 37 communities recently opted to renew their three-

year cooperation agreements with Erie County for the years 2012, 2013, and 2014. Our housing purchase and rehab programs have assisted 47 low-income households since January 1, 2011. Through our community projects work 10 public facility improvements in 7 municipalities have been completed since January 1, 2011.

The most visible product of our Geographic Information Services, the Erie County Internet Mapping System, is now available through a link on the County homepage, erie.gov, as well as our redesigned GIS portal, which can be accessed through the new Department web site. Staff have continually maintained and updated the County's GIS data, worked to incorporate new data made available through projects such as FEMA's countywide floodplain remapping project and upgraded the software system that provides the public with access to a treasure trove of data through our Internet Mapping System and efficiency opportunities for internal County business processes.

In addition:

- Department staff developed the Erie County Site Selector web site, along with support from National Grid and the ECIDA. The interactive web site allows developers, business owners and realtors the opportunity to take virtual tours of 30 of Erie County's industrial and business parks right from their computer. The website is believed to be the first of its kind in its ability to allow interested parties not only access to property summaries and site statistics, but detailed imagery using the latest GIS technology.
- GIS staff continue to lead conversion of Real Property Tax Maps of 350,000 parcels from AutoCAD to GIS supported by a Fiscal Stability Authority efficiency grant. Full conversion of tax mapping work flow from AutoCAD to a GIS based operation will occur in September 2011, eliminating the need for Real Property and GIS staff to convert AutoCAD files to GIS annually.

The Department's Environment Management staff continued their work to enhance the quality of the County's natural environment with a particular focus on infrastructure enhancements that improve water quality. We have re-established the Erie County Water Quality Committee to identify and prioritize water quality issues and projects. The committee recently surveyed all county municipalities and public and private organizations to develop a set of priorities as well as a prioritized list of potential projects. Department staff have also met with Chautauqua and Cattaraugus county officials to establish the Lake Erie Watershed Protection Alliance (or LEWPA). The 3 counties will work together through LEWPA to draw attention to needs and advocate for resources to address those issues that protect water quality in Lake Erie and the Lake Erie shoreline in New York State.

In addition:

- Staff secured \$625,000 in grant funds from the New York State Environmental Facilities Corporation Green Infrastructure Grant Program to install rainwater

reuse systems at 5 municipal facilities which will recycle over 2 million gallons of rainwater annually for municipal operations which are currently unnecessarily using metered potable water.

- Continued management of the Western New York Stormwater Coalition, organized a Green Infrastructure Training for municipal officials, consultants and contractors on the revised New York State stormwater design standards and manual and prepared a work plan for the upcoming countywide stormwater outfall mapping project.
- Held a Household Hazardous Waste (or HHW) Collection event in cooperation with the Northeast Southtowns Solid Waste Management Board on June 18th at ECC South. 556 residents dropped off materials at the event. Two additional HHW events are planned for 2011 – one on August 20 at ECC North and another in the City of Buffalo tentatively scheduled for October 26.
- Distributed 146 Radon test kits and held 7 radon outreach activities including a teleconference presentation for NYSDOH, community education classes, student lectures, real estate professional presentations and informational tables at events.

Our Division of Sewerage Management continues to administer, operate, maintain, and improve the County's wastewater facilities. There are numerous ongoing engineering analyses and approximately 15 separate construction projects in progress or ready to award. As part of its daily routine the Division continues to find ways to efficiently run and improve upon its assets.

For example:

- The Division of Sewerage Management kicked-off the SAP Plant Maintenance module implementation in Spring 2011. This project will allow for integration of a centralized maintenance management functionality into the County's SAP system, thereby improving Division of Sewerage Management business processes. This project will better align maintenance management policies, procedures, and processes throughout various areas of Division of Sewerage Management operations and implement consistent asset management protocols for all of the County's treatment plants, pumping stations, sanitary sewers, and other facilities. Although this project is being completed initially for the Division of Sewerage Management, the development of the plant maintenance module in SAP will allow other County Departments to utilize this valuable tool as well. Public Works, Parks, Fleet, REAM, and other Environment and Planning Divisions will have the ability to utilize the centralized maintenance management system and realize the benefits associated with its use.
- The Division was recently awarded a \$363,000 grant through the NYS EFC Green Innovation Grant Program for an energy improvement project at the Big Sister Creek WWTP;

- Division staff will develop a draft work plan to implement the Rush Creek Interceptor project in Erie County Sewer District No. 3 which will be partially funded by a \$5 million grant through the NYS DEC's Water Quality Improvement Project program.

MID-YEAR BUDGET HEARING REPORT
July 2011

COMMUNITY PLANNING (Thomas Dearing)

1. PLANNING

a) Lake Erie Trail

- Construction underway on 1.5-mile section between Wendt Beach County Park and Evans Town Park – Construction Completion expected August 1, 2011.
- Grant Application submitted to NYSDOT for Phase 2 extending from Evans Town Park 4 miles to Evangola State Park.
- Capital Project request submitted to Erie County Capital Budget Committee for \$625,000 to provide for the local share to an already secured \$2,000,000 federal grant.

b) Shoreline Trail Signage – Niagara River Greenway Project

- Signage bid out through Department of Purchasing and awarded to A&B Heritage, Inc. of Grand Island. Signs are now being fabricated and installation scheduled for September, 2011.

c) Black Rock Canal Park

- Erie County awarded \$900,000 in NYPA monies via the Niagara Relicensing Settlement Agreement for Phase 1 and 2 improvements to the park.
- Erie County awarded \$400,000 in New York State Department of State, Environmental Protection Fund monies for Phase 1 improvements to the park.

d) 2011 Erie County Capital Projects

- The Department completed 81 reviews as required under the New York State Environmental Quality Review Act (SEQR).

e) Local Planning Official Training

- Eighteen training certificates were issued to local planning officials since January 1, 2011 through one training workshop.

2. COMMUNITY DEVELOPMENT

- a) Erie County awarded \$4,266,203 in federal grants for the 2011 Program year under the Community Development Block Grant, HOME Investment Partnership,