

Cayuga County's OPERATIONS REPORT

Reporting Period: September 1 – 30, 2019



County
Employee
Recognitions



County Treasurer
presents County
Proclamation for
United Way Campaign

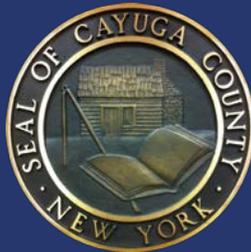


County
Canned
Food
Drive
for
Food
Pantries

Photo credits: Kevin
Rivoli, The Citizen



DuMond Ribbon Cutting Ceremony for new
Soybean Processing Facility



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ADMINISTRATION



Department of Human Resources

Lisa Lippoldt

Human Resources Administrator

- We continue to increase the number of community groups we are sending our civil service jobs and exam notices to in the county.
- 11.7% of the individuals who sat for the Sheriff’s exam were minorities and 26% were women.
- Interviewing with the Steering panel for the EMO Director position.
- The Employment and Training Director has started.
- Mandatory training sessions completed for County employees. Completed 8 sessions on Sexual Harassment for Supervisors and 2 sessions on FMLA for Supervisors.

YEAR-TO-DATE COMBINED TRANSACTIONS: 3,179

- County departments: **1,051** total transactions
- Schools, Towns, Villages, BOCES & Special Districts:

856	Schools
304	Towns
132	Villages
712	BOCES
77	CCC
30	Seymour Library
9	Soil & Water
8	Water & Sewer
2,128	Total Transactions

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- Specific personnel action that was taken (year to date):

Transaction Type	No.
Permanent Appointments	481
Provisional Appointments	25
Contingent-Permanent Appointments	20
End of Probationary Period	116
Layoffs Due to Abolishment of Positions	0
Layoffs Due to Lack of Funds or Work	1
Promotions	56
Reinstatements	15
Removals	496
Resignations	179
Retirements	45
Seasonal Appointments	196
Temporary Appointments	65

- Exams administered & Application fees collected:

Exams Administered		Application Fees Collected:	
September Only	5	September Only	\$135
Year-to-Date	39	Year-to-Date	\$9,140

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Information Technology

Paul Bornemann, Interim Chief Information Officer

- Continuing meetings with departments to execute recommendations by Toshiba Business Systems to consolidate printing.
- Deployment of Surface Go for business notebooks has been well received by County staff and legislators (replacing iPads, heavy laptops, and desktops). Using a very portable notebook PC provides staff with full functionality and enables staff to have it available during meetings and take them home. This supports a “best practice” for Emergencies and Business Continuity so key staff always have their PC and access to County applications and data 24/7 in the event of a disaster.
- Health Department will move to 100% notebook/laptop systems to help ensure they can be responsive to County needs.
- Windows 10 OS deployments, Server OS upgrades (all need to be completed by end of December).
 - 200 County systems – 110 completed to date
 - 70 NYS systems need to be moved to County systems running Windows 10 – planning in process
 - 34 2008 servers – 12 updated or retired
 - 8 SQL servers – consolidated 6 systems to 3 updated SQL servers, 2 systems remain to be converted
- Replacing 8 aging battery backup and surge protection systems (UPS) in use in the County Office Building – 50% completed.
- BOE – coordinating electronic polling and voting and relevant cybersecurity work. Implemented NYS-provided monitoring and planning NYS-provided SIEM implementation for October.
- DSS – NorthWoods application implementation, in coordination with NYS, in process.
- Mental Health – TelePsych solution on hold until 2020 due to budget.
- Veterans – completed the implementation of notebook computers to support improving the ability to assist veterans – positive feedback.

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- Phone Bank for Health Dept./EMO/911 – finalizing instructions based on the successful completion of the first pilot.
- 2020 Budgeting to accommodate ever-changing cybersecurity threats, NYS mandates, and other changes impacting IT.
- Statistics for September:
 - 393 New tickets this month
 - 358 Closed tickets
 - 235 Currently open tickets

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Department of Planning & Economic Development

Stephen F. Lynch, AICP

Director

STAFF PLANNER RESIGNATION AND VACANCY

- Here is a quick update on the recently vacated Planner position the Legislature authorized filling at their August 27th meeting. To date, nine candidates submitted applications that were approved by the Civil Service Commission. Seven were called for introductory phone interviews, resulting in five being invited for staff interviews in the coming weeks. We anticipate filling the position in October.

WATER QUALITY

- **GOVERNOR'S REDI PROGRAM:** The Planning Director has taken the lead on the recently announced NYS Resiliency and Economic Development Initiative grant funding program ("REDI") established by the Governor to provide up to \$300 million in state grant funds to support communities and businesses along the south shore of Lake Ontario that have been impacted by the 2019 flooding events.

Approximately \$18.6 million in municipal and commercial projects have been identified for possible funding and submitted to the State REDI Commission for consideration. Included in the municipal projects are two potential Cayuga County projects: Sterling Nature Center Improvements and Cayuga County portions of the proposed Regional Heritage Bicycle Trail in Sterling. If awarded funding, these projects would receive 85% state grant funding and require Cayuga County to match the balance of 15% in project funds. State funding decisions for the REDI grants are expected to be finalized and announced the week of September 30.

- **CAYUGA LAKE WATERSHED INTERMUNICIPAL ORGANIZATION ("IO"):** The Planning Director is participating in the Cayuga Lake IO Project Advisory Committee. The IO will establish and launch select "next-steps projects" to implement recommendations made in the Cayuga Lake Watershed Restoration and Protection Plan 2017. The Plan covers an approximate 785-square mile Cayuga Lake Watershed that includes six counties (3 lakeshore and 3 upland) and forty-five municipalities.

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- **WATERSHED RULES & REGULATIONS:** Project staff from the Planning and Health Departments are preparing a revised/updated draft that incorporates improvements to the initial, working draft. We will conduct additional stakeholder outreach to partners in Onondaga and Tompkins County and deliver/present a final draft of the WSRR to the Auburn City Council and Owasco Town Board sometime in November.

PARKS/TRAILS PLANNING & DEVELOPMENT

- **EMERSON PARK – DEAUVILLE ISLAND CAPITAL IMPROVEMENTS:** Construction has commenced at the island and is progressing. In addition to the new and improved bicycle and pedestrian pathways, a pedestrian bridge linking Deauville Island to the White Bridge Road / Owasco Inlet pathway system will be installed and new pathway lighting on the island is being planned.
- **EMERSON PARK – COMPREHENSIVE PROGRAMMING PLAN:** The Emerson Park Programming Plan is well underway. Planning and Parks staff are reviewing the final draft plan, including but not limited to operations, programming, revenue, and capital plans and budgets. Programming consultants will return in October or November for stakeholder meetings and public presentations to be held in the Emerson Park Pavilion.

CLEAN ENERGY COMMUNITIES (CEC) GRANT WORK

- **CCPUSA STRATEGIC PLAN FOR ORGANIZATION & OPERATIONS:** The County has allocated up to \$80,000 in CEC grant funds for the CCPUSA Strategic Plan. The professional services contract with the select consultant team (Hometown Connections / Utility Financial Solutions) held a project kick-off meeting on September 10 with CCPUSA board members and a number of legislators attending (Thank You!). Legislators will be notified of all work sessions for the project and are strongly encouraged to attend, learn more about the project and stay involved. Project costs are 100% grant-funded.

TOWN & VILLAGE ASSISTANCE

- **VILLAGE OF MORAVIA COMPREHENSIVE PLAN:** Planner David Nelson is working with the village to develop the Comprehensive Plan. The project is scheduled to be completed in early 2020.
- **TOWN OF MORAVIA COMPREHENSIVE PLAN:** Planner David Nelson has begun work with the town on the grant-funded project secured

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by Planning. The scope is similar to that of the Village of Moravia Comprehensive Plan and will also focus on greenhouse gas emission reduction and hazard preparedness. The project is scheduled to be completed in late 2020.

- **TOWN OF VICTORY AGRICULTURE AND FARMLAND PROTECTION PLANNING GRANT:** This grant, secured by Planning, has been approved; work began in December and will continue through 2019.
- **TOWN OF STERLING & VILLAGE OF FAIR HAVEN LWRP:** Staff submitted a 2019 CFA grant to the Department of State for a joint Local Waterfront Revitalization Program for these shoreline communities. The County grant application was prepared by staff at no cost to the town or village and submitted on their behalf. If approved, the County will be the grant recipient and County Planning staff will take on the 3-year project and receive the grant funds as reimbursement for our work.

BOARD OF ELECTIONS



Board of Elections

Cherl A. Heary (R)

Katie Lacey (D)

Commissioners



- September has been an extraordinarily busy month. The office processed 107 new registrations, 79 name changes, and 162 registrations transfers. And through a change in State Law, the pending party changes which have been accumulating since last October became effective at the end of this month. We have 1,077 of these party changes.
- We continue to plan for early voting and the Commissioners have submitted their communication and security plan to the State Board.
- The Deputy Commissioner and Commissioner Lacey attended the Election Commissioners Conference in Saratoga in early September. Most of the presentations related to County plans for early voting with an emphasis on security needs and training for inspectors.
- Schedules were established for staffing our poll sites for early voting and the general election and inspectors and poll managers are scheduled for training which will take place during the week of October 7th. A total of 36 classes are scheduled to accommodate 175 inspectors and managers. Robis, the vendor for our e-poll books, had a trainer on-site for 3 days setting up our e-poll book system and training the Commissioners, Deputies, and 4 poll managers to conduct the training classes.
- We received delivery of 12 “experienced voting machines” which we purchased from Nassau County and we had them serviced and updated by Dominion which is our voting machine vendor. Purchasing these lightly-used machines saved a considerable amount compared to purchasing from our usual vendor.
- Military and overseas voter ballots were mailed out on 9/20/19 in compliance with State Election Law and our first mailing of over 700 absentee ballots went out on 9/27/19.

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- As required by State Law, our office was open until 7:30 on the evening of 9/16 and was also open on Saturday, 9/21 from 2 pm until 9 pm to encourage registrations and address updates. An advertisement was placed in the newspaper and it was advertised on our website.
- The Commissioners, accompanied by our trusted security consultant Bryan from IT, traveled to Conquest Town Hall to check connectivity so the early voting site will be connected online to our main office during early voting. All electronic entries recording voter activity will be encrypted. A similar visit will be made to Venice in the coming week. Some of our remote polling locations will need augmented router capability in order to function with our new electronic poll book system. We will be evaluating our Election Day sites.
- While September has been our busiest month so far, we anticipate October to be more so.
- Testing and certification of the voting machines began on September 30th.

CLERK OF THE LEGISLATURE



Clerk of the Legislature

Sheila Smith

Clerk of the Legislature

AUDITING

- Completed auditing for the effective date of 8/1/19. Reminded employees when putting in their batches they must have all the back-up, a requisition must be entered, and a PO generated for all purchases. Munis users have been requested to scan in their back-up for all credit card purchases; this will make the process of approval move more smoothly.

CODIFICATION

- I have received the Code Project Editorial and Legal Analysis document from E-code and have given that to the County Attorney for processing.

OTHER

- The Employee Recognition Luncheon was held on September 18, 2019 at 12 noon. We had a great turnout.

COMMUNITY & SOCIAL SERVICES



Employment & Training Cayuga Works Career Center

Maureen Riester

Director

- In September 2019 over 700 people used the services of the Cayuga Works Career Center and 70 individuals participated in the various employment and job readiness workshops that are offered at the Career Center. Employers held 4 recruitments at the Career Center.
- Currently, there are 356 job posting for Cayuga County listed in the New York State Job Bank <https://newyork.us.jobs/index.asp>.
- The Summer Youth Employment Program was a great success this year. Seventy-one young people from throughout Cayuga County worked 25-30 hours per week at over 30 different worksites, including seven County departments. The youth not only gained valuable work skills, they learned money management, communication skills, and teamwork. To date, the youth worked over combined 10,425 hours and earned over \$115,720. Most of the youth have returned to school; 13 are still working.
- The new Employment & Training Director started on September 23rd. Previously, she was the Economic Development Specialist for the Cayuga Economic Development Agency (CEDA). She has experience in business retention, expansion, recruitment, and startups. Most of her work has been helping businesses navigate the myriad of programs and incentives at the local, state, and federal levels. This knowledge, along with her other work experience and skills, will transfer well to workforce development for Cayuga County.
- Unemployment data:

	Cayuga County	New York State	United States
August, 2019	4.2%	4.2%	3.8%
August, 2018	4.1%	4.0%	3.9%

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Dept. of Social Services | Mental Health

Raymond Bizzari

Director of Community Services

- No report received.

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COUNTY CLERK



County Clerk's Office

Susan M. Dwyer

County Clerk

EXAM ANNOUNCEMENTS

- The following Civil Service exams will be offered on Saturday, October 19, 2019:
 - Motor Vehicle Cashier
 - Index & Recording Clerk
 - Records Retention Clerk
- Questions? Details? Contact the Cayuga County Civil Service/ HR Office at 315.253-1184, email civilservice@cayugacounty.us or visit www.cayugacounty.us and choose the Human Resources Dept.

DEPARTMENT OF MOTOR VEHICLES

- Total retention to Clerks Office (in-office transactions): \$58,841.54 – YTD \$514,623.89
- Total transactions completed in DMV office: 6,072 – YTD 58,278 Kudos to our DMV staff for handling all of those transactions!
- Total online transactions conducted by Cayuga County residents: 1,119 – YTD 14,427

(USE YOUR LOCAL DMV OFFICE: See those numbers above? That means if those people used our DMV instead of going online, our county would have at the very least \$20,000 more dollars than we do now and if everyone used our DMV, it could help with our tax rate!)

- Total online County Sharing retention: \$2,695.35 – YTD \$11,897
- Total Sales Tax collected and paid to the NYS Dept. of Taxation and Finance: \$144,684
- Total YTD DMV Retention (in-office transactions + County online sharing): \$526,521.62
- Difference between YTD Revenue vs. YTD Budget: + \$61,518.62

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- September 22-28: It's National DMV Appreciation Month and we received a huge Thank You from our partners at DONATE LIFE AMERICA for the work we do to encourage and educate our DMV customers to sign up to become organ donors. DONATE LIFE acknowledges that DMV's across the state are the most likely place community members enroll as a donor. I want to send a big shout out to all of our hard-working DMV staff for the amazing job they have done for the past 10 years by encouraging hundreds of customers to sign up to give the gift of life!
- Another Syracuse auto dealer just signed up to have us process their dealer work in our office – Thank you to Heritage Lincoln dealership for using our office and keeping money in our locally-run DMV Office!
- The fall months continue to bring lots of transactions: trailers, recreational vehicles, and auto-renewals, along with tons of dealer work.
- There have been several recent newspaper articles publicizing the October 2020 change that will require people who are traveling by air within the United States (domestic air travel) to obtain a REAL ID document. We continue to see an increase in customers who are choosing to upgrade their licenses to the Enhanced Driver's License (EDL), which is a REAL ID-compliant document. This document also allows a person to travel to Canada and Mexico by land or by sea; it will not allow them to travel by air to these countries. A U.S. Passport is also a REAL ID document. We have now included this information on the informational screen in our DMV.
- On June 17, the Governor signed the "Green Light" bill into law. This will allow undocumented people (individuals that are in our country illegally) to get a NYS driver's license. That law will be effective in December 2019. As with any change in the law, we are awaiting training procedures and rules and we do a great job of trying to keep up with the constant challenges that the State DMV presents to local offices.

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CLERK'S RECORDING OFFICE

- Total amount remitted to County Treasurer: \$128,097.17
- List of the transactions processed in which fees are collected:
 - 726 land documents: Deeds, easements, mortgages, mortgage discharges & assignments, etc. (this includes electronically-submitted recordings)
- 28 business certificates: DBA/Partnership/Corporation – new, amendments, discontinuances
- 50 passport applications submitted to the US Department of State and 102 passport photos for passport renewals (\$3,426)
- 324 judgments filed and docketed: Supreme Court, lower courts, State of NY
- 11 notary public transactions: New and renewals (this does not include the number of documents that were notarized by staff as a free service mandated by the State of New York)
- 143 Supreme Court Index Numbers issued: Supreme Court cases started this month
- 18 Uniform Commercial Code (UCC) transactions: New, continuation, termination, search
- 5 military discharges filed (Veterans are not charged a fee to file or obtain copies of their DD214)
- 28 survey maps filed
- Online land records revenue: \$11,026
- September 10: Attended the Government Operations Committee meeting.
- September 12 – Appeared on the local radio show to discuss the opposition to the new license plate replacement fee and other current issues.
- September 12 – Appeared on the local public television station, ARMA, with host Robert Penafeather. He interviewed me about my job as County Clerk, my background and experience, the issue of illegal individuals being able to obtain a NYS driver's license, and the upcoming change in travel requirements starting in October 2020. The TV show will be featured on their local television channel during the month of October. It was a great opportunity to help to get the word out and educate people about local issues that could affect them.
- September 13: Participated in the Office for the Aging's, Senior Fair at the Fingerlakes Mall. We partnered with the County Veterans Office and

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offered people information about Return the Favor, our Veterans Discount Program, and we also processed and answered questions about passports and other forms of REAL ID. Many seniors visited our booth to ask about the new travel requirements that will begin in October 2020.

- September 18: My office hosted the U.S. Passport Agency at our building and held a Regional Passport Recertification Training. Many participants came from both nearby and a few hours away for this event. Three of our staff participated, took the test, and earned their recertification for the year 2020.

- September 18: Congratulations! The following staff members were treated to lunch and congratulated for their years of service to the County at the Annual Employee Recognition Ceremony:

Jessica Armstrong, Historian's Office: 10 years

Nancy Assmann, Historian's Office: 30 years

Sue Dwyer, County Clerk: 15 years

Donna Jakaub, County Clerks Recording Office: 10 years

Peter Thomas, DMV Office: 10 years

I truly value each and everyone's devotion to their job and their years of excellent work as a public servant!

- September 23: Held a Leaders Meeting with my Deputy Clerks.
- September 25: Participated in a Department Head meeting to get updates on many issues, including budget and upcoming changes.
- September 27: Continued to conduct interviews in order to fill a vacant Senior Clerk position in the Clerks Recording Office.
- Military Discharges: We are continuing a long term project that all of our staff have been working on which is scanning the Military Discharge Papers (DD214's) back to 1943.

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RECORDS RETENTION CENTER

- Health and Human Services Department shredding continues
- Real Property scanning project started
- Probation scanning project started
- Board of Elections scanning project completed
- Surrogate Court project completed
- The number of documents scanned in September: 27,890
- Records requests in September: 129

HISTORIAN'S OFFICE

- Look for Ruth Bradley's column in The Auburn Citizen – they are informative and delightful!
- 31 in-person visitors to the office with queries and research projects
- 18 queries through phone, email and letter requests
- Some highlights:

Continued research for the Center for Inquiry, and its project the "Freethought Trail." Their query involves an 1891 convention of the NYS Women Suffrage Association at the Burtis Opera House in Auburn.

- Dr. Bradley discussed the centennial of the NYS "Historian's Law" on local radio station WAUB on September 30, 2019.
- An interesting article by Dr. Bradley was published in Auburn's "The Citizen" on September 21, 2019: On Facts and Folklore, an essay about the relationship between folklore and history.
- Staff members were honored at the September 18 Cayuga County Employees Recognition Luncheon: Jessica Armstrong, a 10-year employee and Nancy Assmann, a 30-year employee (as mentioned above).
- Staff work continued on reorganizing special collections and new acquisitions

EMERGENCY SERVICES



E-911 Center

Denise Spingler

911 Administrator

CENTER UPDATES

- None

ADMINISTRATOR UPDATES

- **Emergency Management**
 - Grant Awards Received: FY2018 Technical Rescue & Urban Search and Rescue (USAR) Grant – \$73,000 (First Time Award for the EM Office)
 - Completed application for EMPG award
 - Comprehensive Emergency Management Plan (CEMP) – Continuing to update the 2017 plan; next meeting 11/6/19
 - EM Director interviews 10/1/19 & 10/9/19
 - EOC Tabletop drills completed
 - Well received by county and city staff
 - Bill Correa, State OEM, will meet with all County Department Heads to help finalize their checklists and build their independent toolboxes for the EOC.
- **911**
 - Grant Awards Received: FY19 Public Safety Answering Point (PSAP) Award – \$185,825
 - Submitted FY19 SIEC application
 - One of our new trainees has completed call-taking training
 - Discovery Law – Continuing meetings with LE / Probation / DA's office to discuss logistics

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EMERGENCY COMMUNICATIONS SYSTEM UPDATES

- Motorola is doing Preventative Maintenance (PM) at all tower sites over the course of the next two weeks. Will provide us with a list of action items for each site.
- New door/lock being installed on the Aurelius shelter during the week of 9/30 – 10/4; will update dispatch protocol once the door is installed.

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Emergency Management Office

Stephen F. Lynch, AICP

Director of Planning (Interim Management Oversight)

EMO DIRECTOR POSITION

- A Search Committee of seven individuals, including representatives and stakeholders from key County departments closely related to public safety, the Fire Advisory Board, Volunteer Fire and Ambulance Services, and the Auburn Fire Department reviewed the pool of twenty-one applicants and selected a shortlist of 6-8 candidates to interview.
- Interviews with the Search Committee are scheduled for October 1 and October 9. The Search Committee anticipates that the interview sessions will result in a preferred candidate being brought forward to the Legislature as early as the Ways and Means meeting on October 15th.

EMO ADMINISTRATIVE OFFICER POSITION

- With Legislature approval in July, a notice of the position/test was circulated to the entire public safety and fire community. An applicant approved by Civil Service who had initially accepted the position provisionally and was scheduled to start on October 7th ultimately declined the position and did not take the exam. Unfortunately, only two candidates took the September 28th Civil Service Test. Results from the test will likely be available sometime in December.

FIRE TRAINING TOWER UPDATE

- Technical repairs needed to secure current and future use of the Fire Tower as a training facility for fire personnel throughout the county are well underway. Utilizing existing state grant funds and in-kind/volunteer work by coordinators, fire personnel, and work crews from the County Jail, new equipment is being installed and certified and long overdue repairs are being made.

EMO COORDINATOR MEETINGS

- The County Planning Director continues to work closely with the E-911 Administrator, the temporary administrative assistant, and the dedicated ES coordinators to oversee the day-to-day operations at EMO.

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- An ES Coordinator Meeting was held on September 18 and a follow-up meeting is scheduled for October 15. Monthly meetings will resume through the hiring of a new EMO Director.

EMO PLANNING GRANTS

- The E-911 Administrator continues to administer open EMO state grants, working closely with the temporary Administrative Assistant, state grant representatives, and ES coordinators.
- Included in the current grants are funds to update important Emergency Preparedness Plans including the County Comprehensive Emergency Management Plan (“CEMP”) and the Countywide Hazard Mitigation Grant (“County HazMit Plan”).
- The CEMP Planning Grant is well underway with participation by County staff, state Office of Emergency Management (OEM) staff, and the professional consultant (Tetra-Tech). We are utilizing this opportunity to also finalize (and update) the County’s Continuity of Operations Plan (“COOP”) working closely with County departments and the State OEM personnel.
- Planning staff is working to assess and procure a professional consultant to work with staff and the new EMO Director on updating the 2014 County HazMit Plan. The County must have an updated HazMit Plan to remain eligible for certain federal and state emergency management funds, including FEMA disaster relief funding.

HEALTH & HUMAN SERVICES



Health Department

Kathleen Cuddy, MPH

Public Health Director

- **Walk to School Day:** Wednesday, October 2, 2109
This annual event, coordinated in cooperation with our Wheelsport and Pedestrian Safety state grant and local school districts, promotes the positive benefits of walking to school, safe routes, and injury prevention. This year's participating school districts were Auburn, Moravia, and Union Springs. Next year, we hope to have even more!
- **Flu Shots are available.** Receiving your flu vaccination is one of the most effective ways to reduce your chances of catching the flu. Along with your flu shot, staying home when you are ill and proper hand hygiene help to reduce the likelihood of spreading or developing an illness. You can get your flu shot at your health care provider, some pharmacies, or call the Health Department to get an appointment.
- **Healthy Mom, Healthy Baby, Healthy Community** initiative is underway. A successful press conference was held on September 18, 2019 to introduce this intuitive and educate about the benefits to moms, babies, and the community as a whole. When early prenatal care is attained, babies are born healthy and families are supported. The Cayuga County Health Department is your "one-stop" resource to help answer your questions and link you to services available. The changes created by this campaign are an investment in the future of our children, families, and communities. www.cayugacounty.us/health

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Office for the Aging

Brenda Wiemann

Director

- The fourth annual Senior Moments Resource Fair on September 13th at the Fingerlakes Mall was an outstanding event with over 60 area providers sharing information, local experts providing presentations, and numerous giveaways and door prizes. Over 425 community members and professionals participated and the feedback was overwhelmingly positive.
- Our HIICAP Specialist, Nicole Sedorus, attended a two-day training on Medicare updates this month. She presented Medicare Annual Enrollment information at the September Moravia Senior Citizen meeting and also provided a Medicare 101 class in Auburn for 21 community members.
- On September 23rd, Nicole Sedorus was [live on Channel 3 with Laura Hand](#) to discuss Medicare in anticipation of the upcoming Annual Enrollment Period. Despite four panelists taking calls, over 700 callers could not get through during the 90-minute session, demonstrating the need for specialized, unbiased assistance with Medicare insurance questions.
- The Director and two Aging Services Specialists took part in the Enhanced Multi-Disciplinary Team training on 9/18 in Rochester, hosted by Lifespan, to further our knowledge of elder abuse issues, especially related to financial abuse.
- As we approach the 2019 Medicare Annual Enrollment Period, at least 50 community members are already scheduled to come in for personalized counseling, signifying the start of our busiest season at the office from October 15th through December 7th.

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Veterans Services Agency

Jessica Strassle

Director

OFFICE OPERATIONS: 335 Transactions

- 33 scheduled appointments
- 19 new claims for disability benefits
- 4 applications for veterans and/or spouses for pensions
- 2 veterans forms obtaining aide and attendance
- 10 applications for VA health care
- 91 veterans transported to and from Syracuse VAMC for scheduled doctor appointments
- 3 burial benefits
- 1 homeless veteran connected to housing and employment services
- 2 veterans property tax exemptions
- 2 fishing licenses
- 3 veterans VA Identification Cards
- 4 requests for military records and/or medals
- 1 education benefit
- 1 home visit

COMMUNITY SUPPORT

- Participated in the Office of Aging Senior Resource Fair
- Participated in Port Byron High School Military Appreciation Night
- Participated in Veterans Appreciation Dinner with local chapters
- Veterans Advisory Board Meeting was Monday, September 23, 2019

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MONTHLY EXPENDITURES

- 1 claim was awarded with monthly earnings totaling \$1,500 with retroactive payments of \$26,000. Monthly payments to veterans will range from \$135 – \$4,564 for compensation benefits.

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JUSTICE SYSTEM



Assigned Counsel | Stop DWI

Lloyd E. Hoskins

Director

ASSIGNED COUNSEL PROGRAM

COUNSEL ASSIGNMENTS FOR AUGUST:

- Family Court: 55, Year to Date 491
- County Court: 19, Year to Date 113
- Auburn City Court: 65, Year to Date 536
- Justice Court: 35, Year to Date 251
- Parole Appeal: 9, Year to Date 83
- Appellate Court: 0, Year to Date 10
- TOTAL ASSIGNMENTS: 183; YEAR TO DATE: 1,484

COUNSEL AT FIRST APPEARANCES FOR AUGUST:

- Auburn City Court: 69; Year to Date: 669
- County, Town, Village Court: 10 Year to Date: 10

STOP-DWI PROGRAM

DWI ARRESTS FOR AUGUST:

- Cayuga County Sheriff's Office: 2, Year To Date 18
- Auburn Police Department:0, Year To Date 23
- New York State Police: 10, Year To Date 66
- TOTAL DWI ARRESTS: 12; YEAR TO DATE: 107

Department Updates

Reporting Period: Sep 1-30, 2019

BAC (Blood/Alcohol Content) FOR AUGUST:

- Cayuga County Sheriff's Office: .20, Average BAC To Date .155
- Auburn Police Department: .n/a, Average BAC To Date .190
- New York State Police: .13, Average BAC To Date .141

AVERAGE AGE DATA FOR AUGUST:

- Cayuga County Sheriff's Office: 28, Average Age To Date 36.5
- Auburn Police Department: n/a, Average Age To Date 47.7
- New York State Police: 33, Average Age To Date 41.1

GENDER DATA FOR AUGUST:

- Cayuga County Sheriff's Office: Male 2, Female 0
Year To Date: Male 10, Female 8
- Auburn Police Department: Male 0, Female 0
Year To Date: Male 19, Female 4
- New York State Police: Male 9, Female 1
Year To Date: Male 48, Female 18

Department Updates

Reporting Period: Sep 1-30, 2019



Coroner's Office

Dr. Adam Duckett

County Coroner

- Total calls/cases responded to through September 30, 2019: 50

Sent to OCME: 45

Signed by PCP: 5

Signed by Dr. Duckett: 3 (not included in the count)

Age @ time of death:	
00-10	1
11-20	1
21-30	3
31-40	3
41-50	7
51-60	14
61-70	14
71-80	5
81-90	2
91-100	1
Unidentified	0

Number of calls received, by month:	
January 2019	6
February 2019	5
March 2019	5
April 2019	6
May 2019	6
June 2019	3
July 2019	6
August 2019	9
September 2019	4
October 2019	0
November 2019	0
December 2019	0

- Total calls/cases:
- Responded to through September 30, 2019: 51
- Responded to through September 2018: 59
- There have been 7 confirmed drug overdose deaths to date from OCME
- There is 1 drowning confirmed by OCME (accidental)
- There are 6 confirmed suicides by OCME

Department Updates

Reporting Period: Sep 1-30, 2019



Probation Department

Jay DeWispelaere

Director

CAYUGA COUNTY PROBATION STATS FOR SEPTEMBER

PROBATION DEPARTMENT METRIC	2018	2019
Total Number of Probation Supervision Cases	725	655
New Probation Supervision Cases	17	14
Court Ordered Presentence Investigation Requests	30	42
Court Ordered Presentence Investigations Completed	25	32
Number of Violations of Probation Filed	11	13
Number of Predispositional Investigation Ordered	0	1
Number of Predispositional Investigation Completed	4	1
Number of Alco-Sensor Intoximeter Tests Given	205	136
Restitution Collected	\$7,028.99	8,492.32
Surcharge Collected	\$354.83	427.09

Department Updates

Reporting Period: Sep 1-30, 2019



Sheriff's Department

Brian Schenck

Sheriff

- On August 29th, the Sheriff's Office lost a law enforcement family member and patriot when former Undersheriff Stephen McLoud passed away. Stephen was a volunteer firefighter with the Weedsport Fire Department for many years and was involved in recovery efforts after the terrorist attacks on the World Trade Center in 2001. The Sheriff's Office of Cayuga County is very saddened by this loss, and we hope that his family knows he will always have our deepest respect and admiration. Steve was a true hero who exuded our core values of respect, integrity, dedication, and community. Our office has received cards and letters from across the United States and even Canada, sending condolences and prayers that have been passed along to his family.
- Three officers were promoted this month at the Cayuga County Jail. Congratulations to Sergeant Jeff Akins, Corporal Colby Anthony, and Corporal Ben Laderer who were all sworn in with the help of County Clerk, Sue Dwyer.
- Two officers were promoted within our Patrol Division this month. Deputy Sheriff Matt Sloan was promoted to the rank of Deputy Sheriff Sergeant and Deputy Brian Myers was promoted to Deputy Sheriff Corporal. Congratulations to all who were promoted in September.
- The Cayuga County Sheriff's Office has hired several new staff members this month to fill positions that have recently been vacated. Included in the new hires are Michael Perkins, Matthew Jones, Jason Armstrong, and James Dennis who are all to become Custody Officers at the Jail. The Patrol Division welcomes Valerie Stephens. The Court Security Division welcomes Jeff Matty. We would like to thank Sue Dwyer for assisting with the swearing-in ceremonies and wish all our new officers the best as they begin their careers working for Cayuga County.
- The Cayuga County Sheriff's Office participated in this year's Senior Fair, hosted by the Cayuga County Office for the Aging, at the Finger Lakes Mall on September 13. Sergeant Chris Stephens, Undersheriff Steve Smith, and Sheriff Brian Schenck were present to talk with residents of Cayuga County about programs like Project Lifesaver and the Yellow Dot programs. Information was also shared about senior safety through magazines purchased through the National Child Safety Council initiative

Department Updates

Reporting Period: Sep 1-30, 2019

early in 2019. Although the National Child Safety Council focuses on children, they also print a magazine for the aging population and our office ordered these as well, knowing that our aging population is also vulnerable. Protecting our seniors is very important in our office.

- On Saturday, September 14th, over one-hundred men and women took the Civil Service Deputy Sheriff Exam. The Sheriff's Office is very excited about the fact that this many people showed up and are ready and willing to join the ranks of the elite men and women protecting and serving our community.
- Members of the Sheriff's Office participated in the 2019 Operation Clear Track event where they distributed 150 rail safety cards to community members. The rail safety cards are sponsored by Amtrak and remind drivers to stay clear of lowered gates, to stop when the lights start flashing at a train crossing, not to try and outrun a train as it takes a mile for a train to come to a stop and other safety tips.
- For the month of August, our Law Enforcement Division recorded the following statistics:

AUGUST 2019	LAW ENFORCEMENT DIVISION
COMPLAINTS	1472
TICKETS	170
TRAFFIC STOPS	371
CIVIL & WARRANT ATTEMPTS	182
ARRESTS (PENAL/WARRANTS)	40
DRIVING WHILE INTOXICATED ARRESTS	4
MOTOR VEHICLE ACCIDENTS	52

- For the month of August, our Custody Division recorded the following statistics:

AUGUST 2019	CUSTODY DIVISION
AV DAILY POPULATION	157.2
ADMISSIONS	116
DISCHARGES	114
AVG DAILY OTHER JAIL INMATES BOARDED	4.68
AVG DAILY FEDERAL INMATES BOARDED	39.97
AVG DAILY PAROLE VIOLATORS HELD	40
INMATES TRANSPORTED TO NYSDOCCS	18
INMATE MEALS SERVED	15,721

Department Updates

Reporting Period: Sep 1-30, 2019

- For the month of August, our Civil Division recorded the following statistics:

AUGUST 2019	CIVIL DIVISION
CIVIL PAPERS SERVED	174
MONIES RECIEVED	99,266.13
MONIES REMITTED TO TREASURER	9,462.69

- Officer Sue Alvarado also registered 55 children at the Tomato Fest for Safe Child, 31 children at the Arts in the Park event, and will be present at the Lanterns in the Park on September 27 as well. Of the five car seat inspections that transpired in September, 3 of the 5 did not pass inspection. On September 21st, LeBrun Motors hosted a Child Passenger Safety Seat Inspection detail where several seats were inspected and those that did not pass were replaced. We sincerely thank Dave LeBrun, owner, for the use of his facility.

PUBLIC WORKS



Highway

Carl Martel

Deputy Director of Public Works

- Highway crews continue assisting our paving vendors by providing traffic control, trucking, and heavy equipment services. This included placing oil & stone to seal the newly paved Grange Hall Road (Town of Niles) and Fairhaven Road (Town of Sterling). In addition, we placed oil & stone on East Venice Road (Town of Venice) as a preventive maintenance measure.
- Crews continue working on service requests, consisting of ditching, driveway culvert replacements, and general brush and mowing activities.
- Highway seasonal workers have finished the summer on a positive note. They spent many hours mowing our roadsides, clearing brush, traffic control, assisting with sign shop duties and engineering tasks. We couldn't do it without their help!

THANK YOU TO ALL!

- Road paving updates:
 - Atwood Road: Paving complete, Shoulder work Oct.
 - Rockefeller Road: Complete
 - Fairhaven Road: Paving complete, Shoulder work Oct.
 - Turnpike Road: Complete
 - Grange Hall Road: Paving complete, Shoulder work Oct.
 - Indian Field Road: Project complete
 - Goodrich Hill Road: Project complete
 - Cooney's Corners Road: Paving complete, Shoulder work Oct.
 - Farley's Point Road: Project complete

Department Updates

Reporting Period: Sep 1-30, 2019

- Martville Road: Paving complete, Shoulder work Oct.
- Harris Hill Road: Phase (1 of 2) is complete
- Sand Beach Road: Paving complete, Shoulder work Oct.
- No. 1 Road: Phase (1 of 2) complete
- North Road: Pushed to Spring 2020
- New Hope Road: Pushed to Spring 2020
- Glen Haven Road: Pavement reconstruction to start in Oct.
- Dunning Avenue: Phase (1 of 2) complete
- East Brutus Street Reconstruction: Public meeting will be held in October. Construction anticipated for spring 2020.
- Bridge and Culvert project updates:
 - Weedsport-Sennett Road Culvert Replacement: Barton & Loguidice (B&L) has completed design. Project Bid – Oct. 2019
 - Creech Road Bridge Replacement: Project complete. Bridge is now open.
 - Long Hill Road Bridge Replacement: Construction is anticipated for the Spring of 2020. Project Bid – Oct. 2019

Department Updates

Reporting Period: Sep 1-30, 2019



Parks & Recreation

Doug Dello Stritto

Parks Maintenance Supervisor

- CFA Grant for the Deauville Island Improvements: Site work began the week of 9/23.
- Park Programming Initiative: Biederman Redevelopment Ventures is planning an October release and public presentation of the Programming Plan.
- Painting prep of the exterior of the Merry Go Round Theater has started.
- Ward W. O'Hara Agricultural Museum/Dr. Joseph F. Karpinski Sr. Educational Center: Planning for installing insulation and heating in the museum has begun. Funding was generously provided by the Fred L. Emerson Foundation and Theodore O'Hara.
- Sterling Nature Center: REDI grant-funded infrastructure projects submitted for the Nature Center; permeable parking lot and repair of McIntyre Rd. trail engineering (stormwater management). These elements were also included in Phase 2 of the new Sterling Nature Center building design and site redevelopment.

Department Updates

Reporting Period: Sep 1-30, 2019



Buildings & Grounds

Gary Duckett

Buildings & Grounds Superintendent

- Vitale completed the storm drain project behind the County Office Building, replaced the sidewalks and handicapped ramp and repaved two County Office Building lots and two Historic Post Office lots. The Highway department assisted by laying out the parking lots for striping and the City assisted with the planning and oversight of the project and did the striping of the lots.
- Bids for ITB 2019-16 for the slate roof repairs at the Historic Post Office were opened on September 27th. There were two bids with the low bidder being Diamond Roofing out of Syracuse at \$17,510.
- Will be sending out an ITB for LED lighting at the Public Safety Building per NYSERDA grant obtained by Planning as soon as the paperwork is approved by Purchasing and the County Attorney.
- The Highway Administration Building is functional and the office container is gone.
- There was a big increase in prevailing wages for cleaners in NYS effective July 1st. Because of this, the cost of our cleaning service contracts will increase by nearly 20%.

Department Updates

Reporting Period: Sep 1-30, 2019



Weights & Measures

Larry Roser

County Sealer

- This month we purchased 12 gas samples to test for Octane, C'tane, Ethanol, Sulfur, etc.
 - 2 from B.J.'s, 4 from A-Plus, 5 from Speedway on Clark St., 1 from Cayuga County Motor Pool and 1 from Ed & Jeans in Port Byron to verify they are now selling 93 octane with 10 % ethanol, they had failed last time as the wrong fuel was being delivered. They now pass 9.8 octane with 6.51% ethanol. All the samples passed.
- This month we tested 3 truck scales.
 - Lincoln Dairy in Fleming passed +20 lbs. @ 65,500 lbs. Pick-N-Pull in Auburn has a new replacement truck scale. It failed +180 lbs. @ 19,000 lbs. as installed. It was adjusted and passed -20 lbs. @ 92,200 lbs. Patterson Farms in Aurelius also has a new scale. It failed +60 lbs. @ 27,000 lbs. as installed. It was adjusted and passed +40 lbs. @ 87,440 lbs. This is their first truck scale.
- This month we tested 7 of the 8 fuel trucks in Cayuga County.
 - VanNorstrand in Cato has 3 fuel trucks with 3 different fuel factors on each. All 9 tests passed. Suburban in Auburn only has 1 truck, the Penn Yan truck is no longer in operation. The Auburn truck has 2 fuel factors, and both passed. E&V Energy in Fleming has 4 trucks but one is in for repairs and it will be some time before it is ready. The remaining 3 trucks have 3 different fuel factors each. All 9 passed.
- This month we tested the gas pumps at 4 gas stations.
 - A-Plus in Auburn has 16 pump chamber and they all passed. Fastrac in Weedsport has 20 pump chambers and 19 passed. The last chamber was giving away gas to the tune of about 3 cents per gallon. They may have it adjusted? Kwik Fill on State St. has 8 pump chambers and they all passed. Pit Stop in Fleming has 10 pump chambers and they all passed. All together between the 4

Department Updates

Reporting Period: Sep 1-30, 2019

stations, there were 24 credit card readers and none were found with skimming devices attached.

■ Scales:

- TOP's Friendly Markets in Auburn had 1 scale repaired, it was tested, passed, and sealed. Byrne Dairy has a new scale in the deli to sell over, it has been tested, passed, and sealed. Fastrac in Weedsport has a new scale in the deli, it has been tested, passed, and sealed. Owen's Orchard has 4 scales, 3 passed and 1 failed to the customers favor .3 lbs. in 125 lbs., OK to use. Papa's Pickens in Fleming did not plant any produce due the wet spring and did not need to use or have their scale tested this year. Cedar Craft Wild Birds in Sennett bought 2 new scales, both were not class III, not legal for trade, and could not be put in service. They got 1 more new scale, this one is class III. Both the new class III and one of the older class III scales have been tested, passed, and sealed. Water Boy in Moravia has a new LPG scale. It has been tested and passed. They are taking over LPG sales from Phelps. Nutripharms has 1 scale that is out of tolerance and not class III, we could not adjust it. They have 2 new scales that are not class III, 1 was out of tolerance +.1 at 50 lbs., we adjusted it and it now passes but should be replaced with a class III scale. Also the 5,000 lb. scale was tested and passed but is not a class III scale. As they are using both for internal packaging they can use them but run the risk of not holding tolerance. Heart & Hands Wine Co. in Springport has a new used scale. We tested it and it failed +6 lbs. @ 1,000 lbs. It was adjusted and passed +2 lbs. at 3,000 lbs. and sealed, OK to use. Cayuga County Sheriff got a new 300 lb. scale. It was tested and passed but we could not get it from kilograms to pounds.

REAL PROPERTY & TAX SERVICES



Department of Real Property Tax Services

Kelly Anderson, CCD

Director

ASSESSMENT & TAX PREPARATION

- Office hours held in Niles & Moravia
- Completed School tax roll and bill processing
- Ongoing review of valuation in Town of Moravia
- Data collection in Town of Springport
- Generated Exemption renewal forms for all towns
- Reviewed new and ongoing Article 7 Assessment Challenge Cases

TAX MAPPING, GIS DEVELOPMENT & WEBSITE MAINTENANCE

- RP-5217 processing, updating tax maps for splits and merges, drafted all recorded survey maps and recorded deeds
- Current sales entered in RPS and updated on the website for assessors
- Loaded and formatted tax bill files for online viewing
- Loaded new elevation contours into web mapping applications
- Formatting data for City of Auburn maps
- Regular maintenance of TMO (Tax Map Online), Flex Viewer GIS application, and Septic Locator

CUSTOM PROJECTS, MEETINGS, OTHER

- ESRI Training webinars – Measurements in ArcGIS Pro
- ESRI Online – Spatial Analysis (6-week course)

Department Updates

Reporting Period: Sep 1-30, 2019

- Custom maps for OFA
- Custom dataset for Finger Lakes Land Trust
- Maps for the Town of Genoa
- Shooting range maps for Town of Throop
- Shared services proposals and contracts

CORRECTIONS TO ASSESSMENT & TAX ROLLS

- 21 RPTL Correction of Errors resulting in a \$2,500 or less refund in taxes per taxing jurisdiction per year as follows (statutory requirement to report list to Legislature):

Date	SWI	Tax Map	Form	Asmt Ye	Tax Ye	Muni	Sch Distri	Description	Total Credit/Refund	
									County/ Tow	School
9/5/2019	53600	251.00-1-14.42	RP-554	2019	2019-20	Locke	Groton	STAR correct amt	na	\$ (362.78)
9/5/2019	53600	241.00-1-6.21	RP-554	2019	2019-20	Locke	Moravia	STAR Add B	na	\$ (432.00)
9/5/2019	53600	221.00-1-38.2	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (569.39)
9/5/2019	53600	221.00-1-41.1	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (394.84)
9/5/2019	53600	231.00-1-41.713	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (986.94)
9/5/2019	53600	231.00-1-5	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (320.37)
9/5/2019	53600	231.13-1-40	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (238.01)
9/9/2019	53600	232.00-1-10	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (835.46)
9/9/2019	53600	241.00-1-29.1	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (152.59)
9/9/2019	53600	251.00-1-31.111	RP-554	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (533.15)
9/9/2019	53600	252.00-1-24.1	RP-524	2019	2019-20	Locke	Moravia	Aged Sch	na	\$ (1,513.56)
9/13/2019	54201	210.14-1-69	RP-554	2019	2019-20	Moravia	Moravia	E STAR	na	\$ (389.99)
9/13/2019	54600	123.11-2-47	RP-554	2019	2019-20	Owasco	Auburn	B STAR	na	\$ (556.00)
9/17/2019	54600	145.00-1-15	RP-554	2019	2019-20	Owasco	Skaneateles	Aged Ex Add	na	\$ (738.74)
9/17/2019	53600	231.17-1-21.113	RP-554	2019	2019-20	Locke	Moravia	Lower AV	na	\$ (926.20)
9/17/2019	56000	108.00-1-21.11	RP-554	2019	2019-20	Throop	Port Byron	B STAR to E STAR	na	\$ (739.31)
9/18/2019	52800	137.02-1-23	RP-554	2018	2019	Fleming	Auburn	Water/Sewer Uni	\$ (614.31)	
9/18/2019	52800	137.02-1-23	RP-554	2017	2018	Fleming	Auburn	Water/Sewer Uni	\$ (597.92)	
9/18/2019	52800	137.02-1-23	RP-554	2016	2017	Fleming	Auburn	Water/Sewer Uni	\$ (582.29)	
9/18/2019	54289	210.00-1-39.112	RP-554	2019	2019-20	Moravia	Moravia	Lower AV	\$ (1,141.54)	
9/27/2019	53489	181.16-1-7.1	RP-554	2019	2019-20	Ledyard	Southern Cayu	Lower AV	\$ (3,278.40)	

Department Updates

Reporting Period: Sep 1-30, 2019

TREASURER



Treasurer's Office

James H. Orman

Treasurer

- The audit of the County has been completed. There were no significant findings by Insero & Co.
- The audit was a very smooth process this year. Insero was also pleased with the interaction with our staff.
- Tax lien notices are being sent out this month for delinquent taxes. This service is not required but was instituted by our Deputy Treasurer, Jen Indelicato. This service is extremely helpful to taxpayers as a reminder and assists them in keeping their taxes current.

CONTRACT AGENCY UPDATES



Cayuga Economic Development Agency

Tracy Verrier

Executive Director

TESTIMONIAL

“Although I have been in the restaurant business for over 40 years (as a chef and manager), starting one is a different story. I enjoyed having someone to throw ideas to and the feedback that they provided. I was able to start my business quickly and was well prepared to open my doors.” Susanne ‘Cookie’ Wheeler, owner of Simply Cookie

WORK PLAN METRICS SNAPSHOT

- Existing businesses met with: 67 (including 28 first-time contacts)
- Growth opportunities identified: 14
- Attraction leads identified: 11 – 9 still active
 - Plus 4 leads from previous years are still active
- Entrepreneurs met with: 55 – 7 new businesses opened

GRANT / LOAN / IDA ACTIVITY

- AIDA: Approved amendments to its UTEP and Universal Project Evaluation Policy to include renewable energy projects.
- CCIDA: Approved an initial project resolution in August for the Global Common renewable natural gas project, and then in September approved an initial project resolution for a solar development project in Ledyard. Both projects will require additional review, public hearings, and discussion before any benefits are approved.

KEY PROGRAMMATIC EFFORTS

- Workforce Development: CEDA submitted an application to the Alliance for Economic Inclusion to fund the implementation of the WorkKeys program in Cayuga County. Cayuga Community College will be a primary

Department Updates

Reporting Period: Sep 1-30, 2019

partner on this project, but there will also be a collaboration with various community organizations and agencies throughout the county. If successful, Cayuga County would be designated as a “Work Read Community”, but the ultimate goal is to improve the alignment of workers with open positions, better understand the skillsets existing in the community, and increase job entry and college entry for underserved and vulnerable populations.

OTHER EVENTS & ANNOUNCEMENTS

- DuMond Farms held a ribbon-cutting for their new soybean processing facility. CEDA assisted DuMond with business planning and securing grant funding for this expansion. View the [video testimonial](#) that briefly outlines how CEDA helped the projects.
- Tracy Verrier and Maureen Riester presented at the September meeting of Town Supervisors. They explained CEDA’s mission and purpose, as well as the resources and assistance available at CEDA for businesses and development projects.
- Derek Simmonds assisted SCORE in organizing a networking event, StartUp Connect, on September 10. This event was held at Treleaven Winery in King Ferry with food provided by Simply Cookie, a recent startup assisted by CEDA. This event gave entrepreneurs and small businesses a chance to connect with each other, as well as with service providers from the community. Approximately 35 individuals were in attendance.
- Samantha Frugé completed the third course in the National Development Council’s Economic Development Finance Professional (EDFP) certification series. After completing the fourth course in November, Ms. Frugé will be a certified EDFP.

Department Updates

Reporting Period: Sep 1-30, 2019

2019 CEDA Workplan Progress

As of: 9/20/19

BUSINESS RETENTION AND EXPANSION (BR & E)

Activity/Output	Goal	Actual YTD	2018
Existing business visitations	90 (incl. 20 unique)	67 (28 unique)	80 (44 unique)
Identify growth opportunities	12	14	15
Business to Business connections	10	16	12
Direct assistance to businesses submitting CFAs	4 CFAs submitted	4 submitted	4 submitted; 2 Awarded
Loan assistance	2 loans closed	2 closed/ 1 conditionally approved / 1 approved	2 closed / 1 approved
Preferred Quality Grain (\$114k, CCDC); Colonial Lodge acquisition (\$44,500, CCDC, conditional approval); Goblin Market (\$7500, CEDA); Prison City Beverages (\$275,000, CCDC, approved)			
IDA assistance	4 small projects / 2 full	2 small approved / 1 full approved	2 small / 2 full
Volpi USA; Rizzo Construction; Prison City			
Resource referrals	20	44	28
Outcomes	Goal	Actual YTD	
Private Investment	\$18m	\$6.96m	\$23.9m
Incentives/loans	\$3m	\$991.9k	\$5.1m
Jobs retained	100	77	362.5
Jobs to be created	100 anticipated	51	116

Department Updates

Reporting Period: Sep 1-30, 2019

ATTRACTION & START UP

Activity/Output	Goal	Actual YTD	2018
Entrepreneur assistance	75	55	96
Identify attraction leads	12	11	19
New business open	15	7	10
Caren's Corner (Aurelius); Simply Cookie (King Ferry); Make Safe Food (Owasco); Elder Home Care CNY (Auburn); D-Vibe Photography (Auburn); Octane Social House @ Health Central (Auburn); The Highcrafter (Auburn)			
Startup survival rate after 1 year* (businesses open in '18)	85%	100%	85.3%
FIERCE... with Love; Hum, LLC; Next Chapter Brew Pub; EM Video Productions; Lean on Me Business Solutions; QT's Creations; Sole Sister's Holistic Whispering Healing Center; Good Eats Farm; The Open Door; Phil Gilbo (scrap metal)			
Startup survival rate after 2 years* (businesses open in '17)	75%	85.3%	85.7%
Examples: 3 Little Pigs Pig Out; Uncreated Love; The Goblin Market; Summerhill Brewing; Grandpa Jon's Chili Sauce; Town & Country Grooming; Doc Gallery			
*national average ~80% after 1 year, ~66.6% after 2 years			
Outcomes	Goal	Actual YTD	2018
Private Investment	\$4m		\$250k
Incentives/loans	\$1m		\$63.7k
Jobs created	50		27
Regional/National leads responded to	12	10	19

MARKETING & PROMOTION

Activity/Output	Goal	Actual YTD	2018
Develop promotional materials	2 marketing pieces 2 community narrative pieces	2 marketing pieces 2 video narrative/ testimonial	Google ad campaign; Citizen campaign; Manf. Workforce video released
Citizen Progress 2019; Sterling Custom Canvas video; updated quality of life book; DuMond testimonial video			
Increase quality of website visitation	2.5 average pages per session 63% Bounce Rate	2.21 (Aug) - YTD 2.47 67.86% (Aug) -YTD 72.09%	1.55 (Dec 18) 81.2% (Dec 18)

Department Updates

Reporting Period: Sep 1-30, 2019

General Business Demographics

Establishments, Employment, and Wages- Fourth Quarter Data (most recent available) – NYS DOL

Year	Qrt	Reporting Units*	Change from previous	Average Employment**	Change from previous	Average Wages	Change from previous
2019	1	1,678	-1.93%	25,013	0.00%	\$11,195	1.21%
2018	1	1,711	-2.23%	25,013	0.69%	\$11,061	3.94%
2017	1	1,750	-0.85%	24,842	-1.64%	\$10,642	3.57%
2016	1	1,765	-0.17%	25,257	-0.01%	\$10,275	3.28%
2015	1	1,768	-2.96%	25,259	-0.28%	\$9,949	0.69%
2014	1	1,822	1.00%	25,329	-0.22%	\$9,881	5.03%
2013	1	1,804	0.84%	25,386	0.04%	\$9,408	2.19%

Annual

Year	Reporting Units*	Change from previous	Average Employment**	Change from previous	Average Wages	Change from previous
2018	1,710	-2.45%	25,495	0.20%	\$44,327	4.03%
2017	1,753	-0.68%	25,445	-1.96%	\$42,611	1.16%
2016	1,765	-0.95%	25,954	-0.50%	\$42,121	1.43%
2015	1,782	-2.52%	26,085	-0.58%	\$41,529	3.68%
2014	1,828	0.66%	26,237	0.81%	\$40,055	4.14%
2013	1,816	0.94%	26,025	-0.59%	\$38,463	2.21%
2012	1,799	-0.17%	26,180	0.24%	\$37,631	3.52%

*Reporting Unit is an establishment, usually a single place of business, which is engaged in a single business activity, and operated by a single employer.

**Employment data include all employment covered under the New York State UI program.

Department Updates

Reporting Period: Sep 1-30, 2019

CAYUGA COUNTY UNEMPLOYMENT RATE – NYS DOL

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
2019	5.1%	5%	4.8%	3.9%	3.8%	3.6%	4.0%	4.2%					
2018	6.1%	6%	5.5%	4.7%	4%	4.2%	4.3%	4.1%	3.5%	3.5%	3.6%	4.3%	4.5%
2017	6.3%	6.4%	5.6%	4.7%	4.5%	4.6%	4.9%	5%	4.5%	4.3%	4.6%	4.8%	5%
2016	6%	6.1%	5.8%	5%	4.5%	4.5%	4.8%	4.7%	4.7%	4.6%	4.6%	5.2%	5.1%
2015	6.7%	6.7%	6.2%	5.3%	5%	5%	5.1%	4.8%	4.7%	4.7%	4.8%	5.1%	5.3%
2014	7.6%	7.8%	7.2%	5.8%	5.7%	5.5%	5.7%	5.5%	5.1%	5%	5.3%	5.6%	6%
2013	9.5%	9.3%	8.4%	7.4%	6.9%	7.2%	7%	6.8%	6.5%	6.5%	6.4%	6.5%	7.4%

*Central NY last three months: June= 3.7%; July=4.1%; August=4.2%

LABOR FORCE (1000s)- NYS DOL

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
2019	36.3	35.6	35.2	35.3	35.3	35.9	36.3	36.1					
2018	35.9	35.9	35.5	35.4	35.3	36.5	36.7	36.3	35.9	35.8	36.2	36.2	36.0
2017	35.6	35.8	35.7	35.7	35.4	36.4	36.8	36.4	35.8	35.3	35.6	35.3	35.8
2016	36.4	36.8	36.8	36.8	36.7	37.2	37.7	37.4	36.7	36.2	35.7	35.4	36.7
2015	36.5	36.6	36.5	36.9	37.4	38.1	38.4	37.9	37.0	36.8	36.3	36.4	37.1
2014	37.3	37.5	37.4	37.5	37.7	38.3	38.8	38.3	37.8	37.4	36.8	36.5	37.6
2013	38.7	38.8	38.5	38.8	39.3	39.6	40.3	39.5	38.9	38.2	37.9	37.8	38.9

Department Updates

Reporting Period: Sep 1-30, 2019



Soil & Water Conservation District

Doug Kierst

Executive Director

AGRICULTURAL TECHNICAL ASSISTANCE

- SWCD Staff continues to complete weekly construction site inspections on one SPDES permitted construction site at an agricultural operation.
- SWCD Staff conducted a follow-up visit on a manure related complaint in the Seneca River Watershed.
- SWCD Staff continue to promote the Agricultural Environmental Management (AEM) Program to agricultural producers throughout the County.
- SWCD Staff is working with one agricultural operation in the Owasco Lake Watershed to complete nutrient management planning oversight and one agricultural operation in the Cayuga Lake Watershed to complete a CNMP update.

NON-AGRICULTURAL & MUNICIPAL ASSISTANCE

- Continues to conduct construction site compliance inspections at two municipal SPDES permitted construction sites.
- SWCD Staff continues to work with landowners to complete septic system designs, sanitary code inspections, and percolation tests.
- SWCD Staff worked with the Town of Niles Highway Department to complete a road ditch stabilization project.
- SWCD Staff worked closely with the US Fish and Wildlife Service and private landowners to implement streambank protection measures on 500' of the Owasco Lake Inlet. The project included the installation of stream training structures including root wads and modified J-hooks. Willow stakes and brush layering were also installed on and along the bank to further reduce the stream's erosive energy and provide habitat.
- SWCD Staff used our hydroseeder to complete a road ditch re-vegetation project in the Town of Niles. Additional seeding projects are scheduled to be completed. Grant funding is available to assist the municipalities to complete the needed work.

Department Updates

Reporting Period: Sep 1-30, 2019

OTHER SWCD NEWS, WORKSHOPS & TRAINING

- The SWCD partnered with Growers Mineral Solutions to host a Lime Seminar at Cuddeback Farms on September 19th, 2019. It was attended by over 30 interested participants that heard a farmer's perspective on lime, updates on research conducted by Growers Mineral Solutions, a discussion about SWCD Programs and found out what the Undies Challenge entails.
- The SWCD will be partnering with The Nature Conservancy to host a Soil Health Workshop at Cuddeback Farms on October 7th, 2019 from 10 am - 2 pm. Topics that will be promoted include Resilient Soils, The Farmers Voice, a Soil Health Demo including an infiltration test, a discussion about SWCD programs and another opportunity to learn about the famous Undies Challenge.
- On September 17th and 18th, 2018, over 730 sixth grade students, representing most of Cayuga County's school districts, attended the annual Conservation Field Days at Emerson Park. Students rotated through a series of 30-minute stations at this outdoor environmental education event, learning about a variety of conservation-related topics. Special thanks go out to the numerous volunteers that participated in the event.
- SWCD Staff participated in several specialized training opportunities that focused on strengthening employees' technical conservation skills. The courses that were attended include AEM Tier 3A Planning/NRCS Phase III Training, Storm Water Pollution Prevention and BMP Maintenance, Utilizing GPS for Conservation and Inspection of Existing Onsite Residential Wastewater Treatment Systems. Course instructors include statewide SWCD employees, regional DEC staff, engineers, product specialists, and other professionals.
- The SWCD is pleased to announce that 2 new staff members have joined our team. Dan Bowen comes to the SWCD as a Motor Equipment Operator with a lot of background and experience in our field. He fills the position that Pat DeVoe vacated when he headed out to enjoy retirement. Tyler Knapp will be joining the SWCD as a Watershed Conservation Specialist. His background in agriculture and experience in working with the Agricultural community will be a great asset to the producers throughout Cayuga County.

Department Updates

Reporting Period: Sep 1-30, 2019



Convention & Visitor's Bureau (Tourism Office)

Karen Kuhl

Executive Director

PUBLIC RELATIONS & EDITORIAL PLACEMENTS

- September 2019. 10best.com. Best Destination for Fall Foliage 2019. <https://www.10best.com/awards/travel/best-destination-for-fall-foliage-2019/>
- September 19, 2019. Matador Network. Climate change is here. Finger Lakes winemakers have a plan to fight it. <https://matadornetwork.com/read/new-york-finger-lakes-wineries-climate-change/>

OCCUPANCY / REVPAR / ADR FOR AUGUST 2019

- Occupancy: 76.82% YTD: 51.64%
- ADR (average daily rate): \$129.70 YTD: \$114.04
- RevPar (revenue per available room): \$99.64 YTD: \$58.89

MARKETING

- Inquiries for
July 2019: 763; June 2019: 763; YTD 2019: 9,784
- Website activity for
August 2019: 8,315 July 2018: 7,020
YTD 2019: 58,993 YTD 2018: 54,724

OTHER PROGRAMS & NEWS

- E-learning – to date: 155 have completed the program
- Continue attending REDI Commission meetings
- Visitor Guide Update – Received RFPs from 4 graphic designers. Expect to select and start working on the 2020 travel guide by late October.

Department Updates

Reporting Period: Sep 1-30, 2019

- Tourism Sentiment Research Update – Expect research to be ready by mid-October.
- Karen Kuhl is participating in Leadership Cayuga.
- Held our 2020 Group FAM: The partners highlighted were Holiday Inn, Hilton Garden Inn, Willard Chapel, Owens Orchards, Harriet Tubman National Historical Park, Long Point Winery, MacKenzie Childs, New Hope Mills, NYS Equal Rights Heritage Center, Port Byron Old Erie Canal Heritage Park, Prison City, Seward House, Springside Inn, Strawberry Fields, The Apple Station, Cayuga Museum, The Red Theater, Treleaven Winery, and Ward O’Hara Agricultural Museum.
- Matching Funds Application approved and will be filling out application part II by mid-October.
- NYSTIA’s annual meeting & tourism awards attendance exceeded expectations with 137 attendees. Tourism representatives from throughout the state, including I Love NY, got a chance to visit some of our partners, including: Izzo’s White Barn Winery, Port Byron Old Erie Canal Heritage Park, Holiday Inn, Seward House, NYS Equal Rights Heritage Center, Good Shepherds Brewing Company, Thirsty Pug, and Prison City Brewing. We highlighted various partners in the centerpieces during the annual meeting: Gretchen’s chocolates, McKenzie Child ornament & napkins, wine selections from Izzo’s White Barn, Treleaven, Bright Leaf, Long Point, and Colloca. One lucky attendee per table got to take the centerpiece home.

Cornell Cooperative Extension Cayuga

Catherine Moran

Interim Executive Director

CCE CAYUGA PROGRAM-RELATED EVENTS

NUTRITION

- The BTW garden was selected for one of the five year Eat Smart New York grant success stories. Beginning October 1st, Rebecca Crawford will be split between Cayuga and Seneca counties, working 20 hours per week in each.
- Researchers from Cornell came to the last fruit and vegetable prescription program in Port Byron to conduct a focus group, which will hopefully lead to being able to offer the program again next year.
- October 2nd is National Walk to School Day and Ms. Crawford will be outside Casey Park School handing out apples and bracelets to students who walk to school, to promote physical activity.
- October 12th is the Hunger Walk at the Ward O'Hara Ag. Museum, to benefit Cayuga County food pantries. CCE will have activity stations at the event.
- Other activities include a workshop on family meals at Seward elementary for their first Community Café for this school year, a group of homeschooled children and moms in Port Byron, and the Big Apple Crunch on October 25, which is designed to promote eating local foods.

AGRICULTURE

- Assist farms with gaining resources for Sexual Harassment Training mandated by NY to be implemented by October 9, 2019. Farm-specific resources on Cornell U. Agricultural Workforce Development website.
- Collaborate with Moravia Middle School 8th Grade STEM teacher to gain resources about a composting system at the school and residential level. Challenge 8th-grade students to design a sustainable composting system to be implemented in middle and high school buildings.

Department Updates

Reporting Period: Sep 1-30, 2019

- Two dairy farms have been accepted into the Dairy Advancement Program. Will also work with the regional Farm Business Management Specialist for farms to complete Dairy Farm Business Summary.

WORKSHOPS/PROGRAMS

- Staff professional development/countywide meetings
- Conservation Field Days sponsored by SWCD – “What is a Watershed?”
- September 19 – Lime pH seminar at Cuddeback Farms

CONTACTs – AG STAFF

- Phone: 23, Texts: 8, Email: 176, Farm/Field Visits: 8, Mailings: 650 AG Alert!

4-H

- Two permanent 4H educators have been hired and will start in October. One will be full-time and cover the animal science curriculum and work with the clubs. The other will be a part-time youth development educator.
- CCE staff is working with volunteers to plan fall 4H activities, including window displays, enrollments, and 4H Achievement event.

OTHER ACTIVITIES

- An Associate Director has been hired and will start on October 28.
- Two new Master Gardeners are being trained. When they complete their training it may be possible to keep the hotline open for additional weeks.
- The Annual Meeting will be held on November 14 at Cayuga Community College.
- A strategic planning process has been completed.
- An Electronics Recycling event will take place at BOCES on October 5. A Household Hazardous Waste event will take place on October 26.
- Plans for the transfer of the building to CCC continue.
- Work continues on updating the website blogs.cornell.edu/ccecayuga

OTHER REPORTS

Sales Tax Report

