



Onondaga County Legislature

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**WAYS AND MEANS COMMITTEE REVIEW OF THE 2019 TENTATIVE BUDGET
PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE DEPARTMENTS AND AGENCIES -
SEPTEMBER 20, 2018
BRIAN F. MAY, CHAIRMAN**

MEMBERS PRESENT: Mr. Jordan, Mr. Knapp, Mr. Plochocki, Mr. Ryan, Mrs. Ervin, Ms. Williams
ALSO ATTENDING: Chairman McMahon, Mr. Rowley, Mrs. Tassone, Ms. Cody, Mr. Buckel, Dr. Chase, Mr. Holmquist, Mr. McBride, Mr. Bush, Mr. Burtis; also see attached list

Chairman May called the meeting to order at 11:06 a.m.

SOCPA, pg. 5-67: Daniel Kwasnowski, Director, Don Jordan, Deputy Director – GIS Services

Mr. Kwasnowski presented the following:

- Introduced himself, on the job 2 weeks, things are going well; overall budget rather large but the department he oversees is only a small percentage of that because of pass-through and reimbursables described below

SOCPA 2019 Budget Highlights

YTD Highlights: Hazard Mitigation Plan Update, Ag. Council Activities and ReZone Syracuse.

Funded Positions – remains the same as 2018 (17). The Planning Director Position has been filled.

Salaries A641010 –A slight increase due to standard salary and wage increases.

Transfer to Grant A668720 –\$6,027 to \$0.

Other accounts – No increase from 2018 for these accounts except for All Other Expenses, A694100. This line provides funding for the City Planning Commission and Board of Zoning Appeals public notices and is eventually paid by the City of Syracuse.

Revenues: Svcs Other Govts – Home & Comm Svcs A590048 – Funding for City Planning and Zoning programs and part of Administration are paid by the City of Syracuse.

Federal Grant Reimbursement Funding:

\$1.5 million to fund the Syracuse Metropolitan Transportation Council (SMTC)

The Syracuse Metropolitan Transportation Council (SMTC) is a Metropolitan Planning Organization required under Federal Transportation Law as a prerequisite to the allocation of federal capital funds.

The County advances the SMTC operating budget with 100% federal reimbursement.

\$250,000 in reimbursement Federal grant funds to update the *Multi-Jurisdictional Hazard Mitigation Plan. The Haz. Mit. Plan Update is contracted and underway.*

Local Dollars – The increase in Local Dollars is due primarily to an increase in local dollar funding for the Central New York Regional Planning and Development Board (CNYRPDB). The increase is a combination of the expiration of the SIDA

grant which was used to pay \$80k of Onondaga County's share (\$86,027), and a requested increase in member-county funding to reduce the operating budget deficit at CNYRPDB. See Contracted Services below.

Contracted Services A695700 –\$106,027 increase

\$2.4 million - State mandated match for CNY Regional Transportation Authority transit services.

\$106,027 - Central New York Regional Planning & Development Board (CNYRPDB)

The Central New York Regional Planning and Development Board (CNYRPDB) is a five county (Cayuga, Cortland, Madison, Onondaga, Oswego) planning organization funded in part by its member counties.

2018 Budget Amount: \$86,027 (\$80k grant, \$6,027 Local)

CNYRPDB Initial Budget Request: \$155,327 (Equivalent member increase)

Executive Budget: \$106,027 (Local)

Difference between requested and approved: \$49,300

- CNYRPDB hasn't requested an increase in 25 years, has always been at \$86,000 or a little less, increase due to loss of grant funding and the desire to keep the funding level even over those years, request based on formula of population and landmass, 5 participating counties all being asked for a significant increase, Onondaga County's increase is the largest because they are largest county with the largest population out of Cortland, Madison, Cayuga and Oswego; Mr. Bottar, Executive Director of CNYRPDB is present to answer any questions

Chairman May:

- Total funding increase for the CNYRPDB is an extra \$20,000 but we lost a grant so there is an additional \$86,000 in local dollars

Mr. Morgan:

- SIDA money was used to fund that; Economic Development also has a big hit of \$338,000, funds were coming from the Destiny deal that completes this year; moved original \$86,027 into the operating with local dollars, they also asked for a much larger increase than \$20,000 but we gave them what we could

Mr. McBride:

- What is the funding for

Mr. Kwasnowski:

- For our department it is almost all salaries and benefits

Mr. Bottar:

- Confirmed the funds were operational

Chairman May:

- Asked how they were getting by prior

Mr. Bottar:

- Staff driven organization, fully aware of operating deficit, reviewed with Executive Committee, decision was made to use fund balance to cover the 2017 and 2018 operating deficit, fund balance now drawn down to a level that impacts cash flow requirements, 80% of our operating budget comes from state grants and other contract service revenue, grants are often slow payers, need adequate fund balance to address payroll requirements; fund balance drawn down \$120,000 - \$130,000 in 2017 and the same this year, cannot rely on fund balance any longer, pretty much exhausted all federal and state ongoing revenue sources, decided to reach back to each member county for an increase in allocation - literally haven't asked for an increase in over 25 years, maybe long overdue, if we can get additional funding from each of our member counties we can get back in the black for 2019

Mr. Holmquist:

- Excited to have Mr. Kwasnowski, makes SOCPA a dominant team, especially excited about his bottom-up approach to solving community problems, will be music to the ears of our towns, villages, and city, we will do anything we can to support you and your efforts
- Annually reference the website, which in my view is not helping you, there is an unnecessary impediment to your bottom-up approach, the draft sustainability Agenda 21 plan is still on the website after all these

years, has 0% chance of passing, not one legislator has proposed passage, overwhelming opposition throughout the county in part because it was top-down, if that could be removed from ongov.net it will help when you got out to villages and towns with your new approach

Mr. Plochocki:

- Last year or two sought GIS position, curious as to why it's not requested

Mr. Don Jordan:

- Requested additional GIS position for a couple years, it was not in last year's budget as it was a very difficult budget year, not included this year in part to trying to hold the line on spending, knowing the additional \$80,000 in local funding would be built into the budget for CNYRPDB; still interested in pursuing, it is a need for our agency going forward, with Mr. Kwasnowski on board we will be talking about long term staffing

Mr. Kwasnowski:

- Very impressed by the GIS services Mr. Jordan provides and the pressures are not letting up, if our planning is successful our demands will only increase

Mr. Plochocki:

- Have a particular interest in that position, among others, as that positions also serves as a support position for town and village planning services, provides a lot of bang for our buck, many municipalities are relying on those services and that is there is a backlog

Mr. Plochocki:

- Any chance of the SIDA funds coming back

Mr. Fisher:

- Destiny agreed to pay the City of Syracuse \$60 million, those funds were paid through SIDA, the agreement between County Executive Pirro and Mayor Driscoll was that the county would get 11% and the city would get 89% for the 12 year schedule, last March was the 12th year, there is no more money

Chairman McMahon:

- Those were upfront IDA fees for what would have been a \$6 billion dollar project, which was never built

Mr. Ryan:

- Elaborate on ReZone Syracuse, how it is going and what we can do to help

Mr. Kwasnowski:

- Met with Mr. Kerney, zoning is one of my specialties, zoning law has been drafted, will make things more efficient and create the things the city wants, a good reset for an old zoning law that has had a lot of amendments and difficulties administering, map and draft law available online through our website and the city's; working with Mr. Kerney to button up things that could be problematic down the road, are a lot of little things, working to get it adopted sooner

Chairman McMahon:

- Have significant concerns with ReZone Syracuse, specifically the lakefront area, proposed changes would be detrimental to some of the assets; county has taken very large role in the lakefront although a lot of that resides within the city, we have been the driving force for investment there, i.e. Roth Steel, city was going to allow a company to create a pick and pull on our clean lakefront, the county stepped in and the IDA has invested over \$2 million, now we are at the point of talking about what is next, for the city to change the zoning when the previous administration had a derelict of their duty and/or change the industrial zoning which gives flexibility to one of our biggest economic drivers is a huge concern when we run government on sales tax; just a crash course on some of my concerns, we can talk later

Chairman May:

- All the services you provide to local municipalities really adds up and matters; where do most of the 600 referrals come from – top 2 or 3

Mr. Kwasnowski:

- Almost half city and half towns and villages

Ms. Costa:

- Clay and Cicero

Chairman May:

- Would it be the same on the GIS side

Mr. Don Jordan:

- Many municipalities are users of the air photo application, not sure there is a particular municipality that is a more intensive user of at request services, do a lot of work with Lysander, Pompey and many of the towns, have worked with Cicero on updating zoning, there are a bunch of different projects

Chairman May:

- Availability of those resources saves municipalities a lot of money; of the 600 zoning and subdivision referrals how many are actually adopted by the towns in full?

Ms. Costa:

- Don't have numbers off the top of my head, can provide summary of information, on average in the 90% range

INFORMATION TECHNOLOGY, pg. (3-56): Kevin Sexton, Chief Information Officer, Michele Clark, Deputy Chief Information Officer

Mr. Sexton presented the following:

Information Technology Funding Adjustments 2019

Accomplishments

- **IT Billing Application** – in house developed PeopleSoft app which employs an actual expensed based model. This allows us to better direct charge for expenses for the departments that benefitted from the expense.
- **New IT Time Entry app** – in house created in PeopleSoft to calculate capture IT hours worked weekly and calculate salary & fringe costs. These costs are used by the IT Billing Application to include in interdepartmental billing
- **Trust Unit** - support check processing for Social Services clients and vendors
- **Taxes** – new modern application tax billing application from Hamer. Allows for online payments of delinquent taxes and positions us for shared services to process town and village taxes.
- **Direct & Indirect Checks** – in house developed PeopleSoft app that works with the State System to process checks for Social Services clients and vendors. Went live the end of June 2018.

8 Mainframe Apps Remain

- 4 will be replaced by PeopleSoft HCM (Genesys, PETE, County Roster, Paid Leave Detail)
- 1 is going live very soon (NonCounty Roster) – date TBD
- 2 Are being replaced next year with the eGov Solution (Exam System Processing, Public Exam Lookup)
- 1 is being migrated to Docuware (Joint Report Broker) and will be complete 1st Qtr 2018

Shared Services Projects

- **Oswego County** – successfully brought on to our PeopleSoft financial system for purchasing
- **Oswego City** – also successfully brought on to our PeopleSoft financial system for purchasing

FY 2019 Program Funding Adjustments

Information Technology's 2019 requested non-personnel budget is relatively flat at \$50,583 (1.2%) above our 2018 adopted budget. Note: our annual third party support and maintenance costs can increase up to 5% each year.

Appropriation Adjustments

- **Personnel**

Net personnel funding increased by \$246,763 over Adopted due to annual salary and wage increases and the following:

- 3 positions for promotions (Network Administrator Lead, Sr Systems Administrator, Manager of Tech Support)
Note: we will be unfunding the current positions of the 3 staff members
- Fund & fill vacant Jr Systems Administrator position to be dedicated to the DA's office for video evidence support
- Vacant HelpDesk operator position will be filled as a result transferring a staff member to the DA's office
- We funded a vacant Programmer I position for a temporary (one year) initiative to help improve our web sites

▪ **Supplies & Materials**

Increased \$15,000 over Adopted for additional high speed disk for our storage array

▪ **Maintenance Utilities & Rents**

Increased by \$306,395 over Adopted for VoIP system upgrades as we need to get our VOIP system on annual support and maintenance so we can perform an upgrade. Our current version is no longer supported and we are at risk in the event of any failures in our phone systems. Also, we transferred a number of Spectrum accounts to our Budget from other Departments. **Note:** To offset increases in our maintenance accounts we have greatly reduced our Capitalized Furniture and Equipment accounts by \$300,000.

▪ **Professional Services**

Increased by \$13,459 over Adopted for additional assistance with maintaining an aged police reporting system.

▪ **All Other Expenses**

Decreased \$3,106 as a result of changes to software training expenses -

Mr. Knapp:

- Is the DA position still on your books?

Mr. Sexton:

- Will be staying on our budget, have been taking this approach over the last several years so that embedded resources at a specific department can be backfilled if the person is out sick or on vacation, has worked out very well for Sheriff, forensics and until recently the county clerk

Mr. Knapp:

- What is the status of the mainframe?

Mr. Sexton:

- Down to last 8 applications, PeopleSoft HCM is the big hanging point, looking to be done by mid-2019, worst case scenario 3rd quarter of 2019; will be a big savings, pay over \$250,000 in software services for the mainframe alone, spend is hundreds of thousands less than 5 years ago because of retirement of services and renegotiation of leases and such, still a significant spend

Mr. Jordan:

- Where are we in terms of full implementation of PeopleSoft – how many modules purchased, how many fully implemented, which ones have not, and what is our time frame

Mr. Sexton:

- Purchased dozens of modules as part of a package going back to 2010-2011, provided the best discount, retired 4 modules last year to save \$33,000 annually, use quite a few, PeopleSoft financials, starting to use Supplier Contract Management, will be implementing HCM for payroll, also purchased Project Costing, using Purchasing, hope to make better use of Strategic Sourcing down the road, use E Procurement, Change Management Pack, CRM, database and have a couple modules we use in support of that, Diagnostic Pack, Hyperion Pack used for budgeting, using the vast majority of them
- Things that remain are HCM for benefits, payroll and HR, approximately 90% of the way there, pushed to get it in by October 30th didn't make it, no choice but to push into the new year because of yearend processing for payroll, tax reporting and purchasing, projecting task list to be finished mid-December but also need 35-40 day parallel testing, most likely end of 1st quarter

Mr. Jordan:

- Assuming payroll is fully implemented by the end of the 1st quarter cost for consultants should be eliminated or at least significantly reduced

Mr. Sexton:

- Expect follow up phase, operating with 1 consultant, 5 years ago had 8-10, reduced cost in terms of operations, still significant, have Phase 1 and 2 items, hope to wrap up Phase 2 items by the end of 2019, should be a much lower spend for the 2020 budget; project moving along much better now, recent months received great partnership from the Comptroller's office, Fiscal Operations, Management and Personnel, more ownership and confidence in the system, payroll being processed correctly, just have a few big pieces that for the most part are done just need environment testing – remaining pieces are leave accrual, almost done with general ledger (GL) but testing, also accounts payable (AP) for vendors on that side; will always be a few initial issues we have fix and rerun, moving at positive pace, know it has taken way too long, huge investment, cannot turn back now given the investment and the fact that we are on a 30 year old mainframe system that is no longer on support, big risk environment
- Seeing huge successes over the last year or two on the financial side, shared services for a number of municipalities and have a couple other entities looking to jump on board, putting in a lot of improvements in terms of bank reconciliation and ACH processing, look forward to adding more improvements to reduce manual processing, big focus to reduce manual and paper pushing as much as we can

Mr. Jordan:

- Any idea of the savings realized as a result of the modules which have been implemented

Mr. Sexton:

- Would be an undertaking just to figure out what our total spend and total cost of ownership going back prior to PeopleSoft, certainly something we need to do, will try to pull some number together; doing an ERP is a huge undertaking, painful and typically long, start realizing the savings after everything is implemented, our intension is to keep moving forward in hopes of realizing the cost reduction in total cost of ownership

Mr. Rowley:

- Adding two positions to the roster – are both DA related

Ms. Clark:

- Network Administrator Lead and Senior Systems Administrator are not DA related, both are promotions; positions for DA are existing line items, just had to move people and fund those positions

Mr. Rowley:

- Handout list 3 positions for promotions

Mr. Sexton:

- 1 position was already on the roster

Ms. Clark:

- Unfunding Senior Network Administrator for the Network Administrator Lead, unfunding Systems Administrator for the Senior Systems Administrator, Manager of Tech Support already on roster, unfunding Senior Systems Administrator

Mr. Morgan:

- The budget book represents authorized positions - won't see funding and unfunding of positions; this is typically detailed information we provide to your staff for review

Chairman May:

- There will be a session devoted to Personnel, with certain departments we will try to get our head around what is generally going on; did we not integrate your financial ops function with Finance

Ms. Clark:

- That was a few years ago

Chairman May:

- Asked if the account clerks were devoted to that

Mr. Sexton:

- 1 was moved over to Management and Budget

Ms. Clark:

- An Account Clerk 2

Mr. Morgan:

- There are account clerks that provide clerical work that is not accounting – would not have moved over when we centralized

Mr. Burtis:

- \$184,00 in last year’s budget for storage area network (SAN) part of furnishing and equipment, this year going down to \$0 – how did we do with that, any additional funds needed

Mr. Sexton

- Project almost complete, migrated all active storage onto that device, included a small spend this year to increase the capacity of that device, \$50,000 just for future growth, should be good in that environment for several years to come; under supplies and materials

The meeting adjourned at 11:57 a.m.

Respectfully submitted,



KATHERINE M. FRENCH, Deputy Clerk
Onondaga County Legislature

ATTENDANCE

COMMITTEE: 2019 BUDGET REVIEW OF PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE DEPARTMENTS AND AGENCIES

DATE: SEPTEMBER 18, 2018

NAME	DEPARTMENT/AGENCY
PLEASE PRINT	
Mark Matt	
Jim Maturro	Comptroller
Robert Durr	Law
Ann Rooney	County Executive
Matt Beadnell	Comptroller
Jim Maturro	Comptroller
Bill Fisher	County Executive
Kelly Berger	Law
David Botter	CMYRPDB

ATTENDANCE

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DATE: SEPTEMBER 18, 2018

NAME	DEPARTMENT/AGENCY
PLEASE PRINT	
Taffey Popka	Personnel Dept.
Steve Morgan	Finance
Tara Venditti	Management & Budget