

# Genesee County

## Shared Services Initiative

2020 PLAN



**GENESEE COUNTY MANAGER'S OFFICE**

**7 MAIN STREET, BATAVIA, NEW YORK 14020 • PHONE (585) 344-2550 EXT. 2204**

L. MATTHEW LANDERS | COUNTY MANAGER

TAMMI FERRINGER | ASSISTANT COUNTY MANAGER

VICKY MUCKLE | EXECUTIVE ASSISTANT

## INTRODUCTION

Governor Andrew Cuomo established the County-wide Shared Services Initiative ("CWSSI") in the FY18 State Budget with the stated intent of generating tax savings through inter-government collaboration. This statewide initiative requires the chief executive officers in the 57 counties outside of New York City to convene Shared Services Panels for the purpose of identifying and developing shared services projects. The projects are then incorporated into a Shared Services Plan and put up for a vote by the Shared Services Panel.

**The Shared Services Panel must consist of the chief executive officer of every city, town and village in the county.** For Genesee County, this creates a working Shared Services Panel of at least 21 officials. This panel could be expanded to include any school district, board of cooperative educational services, fire protection or special district representatives in the county. Development of a Shared Services Plan will also require the input from the public, and from civic, business and labor leaders.

The Countywide Shared Services Initiative (CWSSI) requires the County Manager to convene at least three (3) public meetings in advance of the delivery of a Shared Services Plan to the panel for a vote. The process will be organized and administered by the County and the inter-governmental panel will be chaired by the County Manager, L. Matthew Landers.

The goal of the CWSSI is to save property taxpayers money, by identifying collaborative opportunities for shared services between as many local governments as possible. Prospects for both short-term and long-term savings should be considered.

An effective Shared Services Plan that expands inter-governmental collaboration and maximizes local tax savings through the shared services projects it includes will require meaningful participation from all stakeholders. Genesee County Officials look forward to working together for the benefit of our residents and taxpayers.

## SHARED SERVICES PANEL

Must consist of a representative from the County (CEO, or designee), city (Manager), each town (Supervisor) and village (Mayor):

County of Genesee	
L. Matthew Landers, County Manager	
City of Batavia	
Rachel Tabelski, Interim City Manager	
Town of	
Alabama	Robert Crossen, Supervisor
Alexander	David Miller, Supervisor
Batavia	Greg Post, Supervisor
Bergen	Ernest Haywood, Supervisor
Bethany	Carl Hyde, Supervisor
Byron	Peter Yasses, Supervisor
Darien	Steve Ferry, Supervisor
Elba	Donna Hynes, Supervisor
LeRoy	James Farnholz, Supervisor
Oakfield	Matt Martin, Supervisor
Pavilion	Rob LaPoint, Supervisor
Pembroke	Tom Schneider, Supervisor
Stafford	Robert Clement, Supervisor
Village of	
Alexander	William Wagner, Mayor
Bergen	Anna Marie Barclay, Mayor
Corfu	Thomas Sargent, Mayor
Elba	Norm Itjen, Mayor
Leroy	Greg Rogers, Mayor
Oakfield	Dave Boyle, Mayor

*The County may opt to invite any school district, board of cooperative educational services, fire district, fire protection district, or special improvement district in the county.*

## KEY ROLES & RESPONSIBILITIES

### Role of the County Manager's Office

- Staff the panel and represent the County and its residents
- Commence meetings and consult with the required panel members
- Organize public hearings and topical meetings with key strategic partners
- Develop and submit the plan, estimated Cost Savings Certification for County Legislature review
- Submit the final approved plan with certification to the NYS Division of the Budget
- Present the final approved plan to the public

**Role of Municipal Partners (City, Town and Village Representatives)**

- Represent their local government and residents on the Shared Services Panel
- Participate in plan development and provide local costs and savings estimates
- Collaborate with other panel members and recommend actions for implementation
- Determine if your municipality should opt-out of any actions proposed in the plan
- Vote on the plan and provide written reasons for your vote

**Plan Contents**

The plan must contain new, recurring property tax savings from actions such as, but not limited to:

- Elimination of duplicative services;
- Shared Services, such as joint purchasing, shared highway equipment, shared storage facilities, shared plowing services, and energy and insurance purchasing cooperatives;
- Reductions in back office administrative overhead; and
- Better coordination of services.

Savings from each new plan action implemented in the applicable match year must be related to activities supported by property taxes. Net savings from services supported solely by fees are not eligible for matching funds from the state.

The final approved plan must include a certification of savings to be achieved through implementation of the shared services actions. For Genesee County's plan that will be submitted in 2020, the certified savings will be tracked and documented for **new actions taken on and after January 1, 2021 through December 31, 2021.**

**Outline of the Genesee County CWSSI Process**

The following is an outline of the meetings and milestones that will move Genesee County and the municipal partners through the development and submission of the Shared Services Plan while meeting the timing and public notifications required under the Governor's initiative.

Please note, the panel must hold at least two (2) panel meetings, followed by at least three (3) public hearings prior to submission of the plan to NYS. The outline that follows provides the meeting dates held for panel meetings.

**PLANNING SCHEDULE**

Panel Meeting #1	September 30, 2020
Panel Meeting #2	October 22, 2020
Panel Meeting #3 *	November 19, 2020

*\*Held during the Genesee Association of Municipalities (GAM) meeting.*

## PROPOSALS FOR CONSIDERATION

### **PROPOSAL ONE: Pharmacy Purchasing Coalition**

Participating Municipalities: Genesee County and the Capital Region BOCES

Anticipated Annual Savings: \$1,000,000

The Capital Region BOCES pharmacy purchasing coalition is a self-insured prescription drug program designed to aggregate purchasing of pharmacy benefits and was initially developed with grant funding for the Department of State. The program is designed to comport with nearly any health insurance plan and benefit structure that a municipality may have. Further, potential savings for members is not impacted by the size of any municipality choosing to participate. Since the program was developed in 2012, savings for members has exceeded \$68 million dollars. Average savings per coalition member has been 10-20% of their current pharmacy cost.

Genesee County intends to implement this initiative on January 1, 2021. The leg work of the project has been started. Genesee County did learn about the coalition during the RFP for pharmacy administrative services. The RFP selection committee and Genesee County Legislature are supportive of the plan to move forward by entering into contract. A transition phase between pharmaceutical plan administrators will occur. Plan beneficiaries may experience a small disruption during the first three months of the year.

The coalition has a proven record of saving members due to the volume of participants the group receives higher rebates on pharmaceuticals and reduced prices than smaller/single organizations. The anticipated annual savings is based on the current utilization matrix for active plan participants.

### **PROPOSAL TWO: Pavilion / LeRoy Shared Court Facility**

Participating Municipalities: Town of Pavilion and the Town of LeRoy

Anticipated Annual Savings: \$28,700

The Town of Pavilion Judges will utilize LeRoy's facilities including bailiff, metal detector, and courtroom. This will eliminate the duplication of these items from Pavilion's court department. Because of the very short hours of Pavilion's court activity keeping a paid bailiff for an additional hour will be less money than contracting separately with one.

The participating municipalities intend to implement this initiative in January 2021. A signed shared services agreement between Pavilion and LeRoy and an operational plan of how the facility will be effectively shared to benefit both towns. Estimated cost savings include \$1,200 a year for the reduction of a Court Bailiff and \$7,500 a year for the reduction of a Court Clerk. Additional, this proposal includes cost avoidance savings totaling \$20,000 in necessary facility improvements.

## PANEL MEMBER VOTE

County of Genesee		
County Contact: Tammi Ferringer		
Contact Telephone: 585-344-2550, ext. 2212		
Contact Email: <a href="mailto:tammi.ferringer@co.genesee.ny.us">tammi.ferringer@co.genesee.ny.us</a>		
<b>Partners</b>		
<b>Participating County</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Genesee	L. Matthew Landers	Yes
<b>(1) City in Genesee County</b>		
<b>Participating City</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Batavia	Rachel Tabelski	Yes
<b>(13) Towns in Genesee County</b>		
<b>Participating Towns</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Alabama	Robert Crossen, Supervisor	Yes
2. Alexander	David Miller, Supervisor	Yes
3. Batavia	Greg Post, Supervisor	N/A
4. Bergen	Ernest Haywood, Supervisor	Yes
5. Bethany	Carl Hyde, Jr., Supervisor	Yes
6. Byron	Peter Yasses, Supervisor	Yes
7. Darien	Steve Ferry, Supervisor	Yes
8. Elba	Donna Hynes, Supervisor	N/A
9. LeRoy	James Farnholz, Supervisor	Yes
10. Oakfield	Matt Martin, Supervisor	N/A
11. Pavilion	Rob LaPoint, Supervisor	Yes
12. Pembroke	Tom Schneider, Supervisor	Yes
13. Stafford	Robert Clement, Supervisor	Yes
<b>(6) Villages in Genesee County</b>		
<b>Participating Villages</b>	<b>Panel Representative</b>	<b>Vote Cast (Yes or No)*</b>
1. Alexander	William Wagner, Mayor	Yes
2. Bergen	Anna Marie Barclay, Mayor	Yes
3. Corfu	Thomas Sargent, Mayor	N/A
4. Elba	Norm Itjen, Mayor	Yes
5. Leroy	Greg Rogers, Mayor	Yes
6. Oakfield	Dave Boyle, Mayor	N/A

\*A panel member vote was held in conjunction with the November 19, 2020 Genesee Association of Municipalities (GAM) meeting. All panel members who did not offer a vote were contacted via email on November 23, 2020. Electronic votes were received November 23 – 25, 2020.

## PANEL MEMBER VOTER FEEDBACK

Municipality	Panel Representative	Comment
Town of Bethany	Carl Hyde, Jr. Supervisor	Reviewed and vote yes. Happy to have this opportunity to work together.
Village of Elba	Norm Itjen, Mayor	I'm one hundred percent in favor of any cost sharing measures.
County of Genesee	L. Matthew Landers, County Manager	It is important, now more than ever, to take full advantage of all opportunities to strengthen our community and work together for our residents and taxpayers.

## PUBLIC HEARINGS

The schedule of Public Hearings was set by the Genesee County Legislature under resolution number 446-20. Hearings were held open to the public on Thursday, November 19, 2020 at 9:00 am, 11:00 am, and 5:00 pm at the Old Courthouse, 7 Main Street, Batavia, NY.

## PLAN SAVINGS SUMMARY

<b>ROW 5</b> <b>2020 Local Government Property Taxes</b>	The sum total of property taxes levied in the year by the county, cities, towns, villages, school districts, BOCES, and special improvement districts within such county
	\$97,962,366
<b>ROW 6</b> <b>2020 Participating Entities Property Taxes</b>	The sum total of property taxes levied in the year 2020 by the county, any cities, towns, villages, school districts, BOCES, and special improvement districts identified as participating in the panel.
	\$44,358,256
<b>ROW 7</b> <b>Total Anticipated Savings</b>	The sum of net savings in such plan certified as being anticipated in calendar year 2021.
	\$1,028,700
<b>ROW 8</b> <b>Anticipated Savings as a Percentage of the Participating Entities Property Taxes</b>	The sum total of net savings in such plan certified as being anticipated in calendar year 2021 as a percentage of the sum total in Row 6.
	2.32%
<b>ROW 9</b> <b>Anticipated Savings to the Average Taxpayer</b>	The amount of the savings that the average taxpayer in the County will realize in the calendar year 2021 if the net savings certified in the plan are realized.
	TBD
<b>ROW 10</b> <b>Anticipated Costs/Savings to the Average Homeowner</b>	The percentage amount a homeowner can expect his or her property taxes to increase or decrease in calendar year 2021 if the net savings certified in the plan are realized.
	Approx. 2.29%
<b>ROW 11</b> <b>Anticipated Costs/Savings to the Average Business</b>	The percentage amount a business can expect its property taxes to increase or decrease in calendar year 2021 if the net savings certified in the plan are realized.
	Approx. 2.32%



**CERTIFICATION**

I hereby affirm under penalty of perjury that information provided is true to the best of my knowledge and belief. This is the finalized County-wide Shared Services Property Tax Savings plan. The County-wide Share Services Property Tax Savings Plan was approved on November 25, 2020, and it was disseminated to residents in accordance with the County –Wide Shared Services Property Tax Savings Law.

L. Matthew Landers

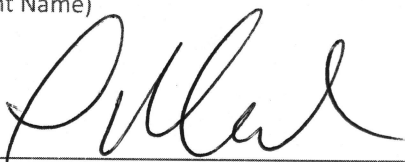
County Manager

(Print Name)

(Title)

(Signature)

(Date)



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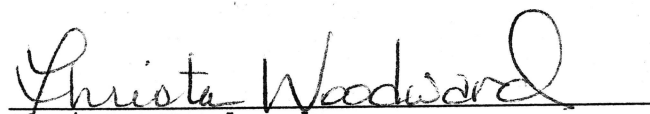
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REFERENCE: 62640  
20446996 NOTICE NOTICE OF PUB

STATE OF NEW YORK }  
GENESEE COUNTY } SS.:

Christa Woodward, duly sworn deposes and says she is legal billing clerk of Batavia Newspapers Corporation, Publisher of "The Daily News," a newspaper published in Batavia, County of Genesee, State of New York, and that a Legal Notice, of which the annexed is a printed copy, was duly published in said Newspaper.

  
Christa Woodward  
Legal Billing Clerk

PUBLISHED ON: 11/14

TOTAL COST: 32.00  
FILED ON: 11/14/20

AD SPACE: 30 LINE

Sworn to and subscribed before me the }

19th day of November, 2020 }

Jamith. Edwards

JAMI L EDWARDS  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01ED6283808  
Qualified in Jefferson County  
My Commission Expires 06-17-2021

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Sales Rep.:	B17	Selicca Zielinski	Phone:	(585) 343-8000 Ext: 2110
		szielinski@batavianews.com	Fax:	(585) 343-2623
Class.:	0110	Public Notices		
Start Date:	11/14/2020	End Date:	11/14/2020	Nb. of Inserts: 1
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Publications:	Batavia Daily News			
Paid Amount:	\$0.00	Balance:	\$32.00	
Total Price:		\$32.00		Page 1 of 1

**NOTICE**  
NOTICE OF PUBLIC  
HEARING

NOTICE IS HEREBY GIVEN  
that Genesee County shall  
conduct three public hear-  
ings on the mandated public  
sector shared services plan.

NOTICE IS FURTHER GIVEN  
that the public hearings will  
be held on Thursday, No-  
vember 19, 2020 at 9:00 am,  
11:00 am and 5:00 pm at the  
Old Courthouse, 7 Main  
Street, Batavia, NY. Written  
comments will be accepted  
upon delivery to: Clerk,  
Genesee County Legislature,  
7 Main Street, Batavia, NY  
14020 prior to the last  
scheduled hearing date. The  
hearing location is in compli-  
ance with accessibility stan-  
dards under the Americans  
with Disabilities Act.

Pamela LaGrou, Clerk  
Genesee County Legislature