



LIVINGSTON COUNTY
OFFICE OF COUNTY ADMINISTRATOR
Livingston County Government Center
6 Court Street, Room 302
Geneseo, New York 14454

(585) 243-7040
Fax (585) 243-7045

Ian M. Coyle, ICMA-CM
County Administrator

TO: Chairman of the Livingston County Board of Supervisors
NYS Department of State

FROM: Ian M. Coyle *IME*

DATE: December 18, 2019

RE: 2019 Countywide Shared Services Panel Submission – Livingston County

To Whom It May Concern,

Please allow this memorandum to serve as a cover letter to Livingston County's 2019 Shared Services Panel submission, for implementation in 2020 and beyond. Our proposed plan with applicable savings, with project descriptions and plan elements are included below.

In the development of this plan, we held a series of three public meetings in total, with one on July 8, 2019 and two on December 18, 2019. Panel members and representatives from Towns and Villages were personally invited to such meetings.

Livingston County's 2019 Shared Services Panel submission includes the following initiatives:

- Livingston County Emergency Medical Service Primary Ambulance and Fly-car Service
- Shared Records Management and Laserfiche
- Countywide Electronic Property Tax Collection Program
- Municipal Participation in the New York Municipal Insurance Reciprocal (NYMIR)
- Countywide Participation in the Municipal Energy and Gas Alliance (MEGA)
- County Participation in the Capital Region BOCES Rx Prescription Savings Program
- Multi-County Dialysis Center Clinic Partnership
- Inter-municipal Law Enforcement Training Agreement
- Enhanced Dog Control Services for Various Municipalities
- Inter-municipal Emergency Water Supply Line Development
- Countywide Property Tax Bill Printing Service
- Shared Town Hall Space for County DMV Office
- Community Center Expansion
- Countywide Broadband Internet Study Implementation

Livingston County has long been a leader in government efficiency and shared services. I look forward to showcasing and discussing these initiatives with any interested party.

Thank you.

IMC/jlg

c: Town Supervisors; Village Mayors

PROJECT TITLE	DETAIL	PARTICIPATING MUNICIPALITIES	NET SAVINGS/COST AVOIDANCE 2020
County EMS Primary Shared Service	Livingston County's EMS provides primary Advanced Life Support and Basic Life Support services to four municipalities full-time, and one additional municipality half-time. In addition, the County EMS provides secondary service to multiple other municipalities.	Town of Avon, Village of Avon, Town of Groveland, Town of Springwater, Town of Leicester, Town of York (half-time).	\$15,000-per-municipality for Avon, Groveland, Springwater and Leicester, since each does not have to contract with an outside non-profit or private EMS service. \$10,000-for York, since that municipality uses primary service from the County's EMS just half-time. \$60,000 total.
Records Management and Laserfiche Expansion	Via inter-municipal agreement, Livingston County will make available to participating municipalities access to a shared scanner and Laserfiche software via the County's Information and Technology Services Department.	All towns	Set-up individually: \$280,000 for 14 towns lacking Laserfiche. Set-up as a Shared Service: \$45,000 plus \$9,300 to move three current Laserfiche equipped Towns over to shared system, \$54,300 total. Total savings for set-up of \$225,700.

<p>Property Tax Collection Electronic Program</p>	<p>The County will execute a contract with Business Automation Services, Inc. to provide electronic property tax collection services to each of the County's municipalities. The County entered into one bulk contract for itself and each of its municipalities. By entering into this bulk contract, each municipality's contracted amount for the service was less than what it would have been had each municipality contracted separately.</p>	<p>All municipalities</p>	<p>\$2,331-per-municipality. \$60,606 total.</p>
<p>NYMIR Insurance Reciprocal Participation</p>	<p>Two of Livingston County's municipalities have indicated that they will participate in the New York Municipal Insurance Reciprocal for their General Liability and other forms of insurance.</p>	<p>Towns of Leicester, Nunda, Groveland and York. Village of Lima.</p>	<p>TBD</p>

<p>Municipal Energy and Gas Alliance (MEGA) Participation</p>	<p>In 2020, Livingston County will enter into an agreement to purchase electric and gas services from Constellation Energy and Direct Energy, respectively through a contract reach through the Municipal Energy and Gas Alliance (MEGA).</p>	<p>Livingston County</p>	<p>By opting to receive electric and gas services through a company contracted through MEGA, Livingston County will see a savings of \$80,000 in comparison to energy costs in 2019.</p>
<p>Capital Region BOCES Prescription Drug Savings Program</p>	<p>Livingston County will work with its health insurance broker and execute a contract for participation in the Capital Region BOCES Prescription Savings Program. The Capital Region BOCES will replace the County's current prescription savings provider.</p>	<p>Livingston County, Capital Region BOCES</p>	<p>\$300,000. Livingston County's insurance broker has informed the County that it can expect to see those savings by entering into an agreement with Capital Region BOCES for their Prescription Drug Savings Program.</p>

<p>Dialysis Center Partnership</p>	<p>Livingston County will execute an agreement with Wyoming County to provide Dialysis Services at Livingston County's Nursing Home. As part of the agreement, Livingston County will no longer have to pay for transportation for its nursing home patients to a Dialysis Clinic on a separate campus, representing a savings to the County.</p>	<p>Livingston County, Wyoming County</p>	<p>Livingston County will see a savings of \$50,000 since it will no longer have to budget for transportation to an off-site dialysis clinic. Additionally, Livingston County will see a savings of \$1 million realized because the County will not have to outfit, staff or operate the Dialysis Clinic. \$1,050,000 total anticipated savings.</p>
<p>Enhanced Dog Control Services</p>	<p>Livingston County's Department of Health will execute a 2-year contract in 2020 to provide enhanced Dog Control services to various municipalities. Enhanced Dog Control services provides County enforcement of local dog control ordinances. The County employs two full-time employees and one part-time employee to maintain this service, and charges each participating municipality \$4,900-per-year.</p>	<p>Towns of Livonia, Springwater, Groveland and Conesus. Villages of Livonia and Nunda. Other municipalities may also agree to participate in 2020.</p>	<p>\$40,000-per-town. \$20,000-per-village. \$200,000 total.</p>

Emergency Water Supply Line Project	Four municipalities in Livingston County will implement an agreement to build and maintain an emergency water supply line for use by the participating municipalities. The water supply line will be built by and maintained by each of the participating municipalities.	Town of Avon, Village of Avon, Town of Lima, Village of Lima.	The Towns and Villages will see a collective savings of \$1 million for building and maintaining a shared emergency water supply line.
Tax Bill Printing Service	The Office of the Livingston County Treasurer will execute in calendar year 2020 a contract with Applied Business System, Inc., an outside vendor to print Property Tax Bills for the County, Towns and Villages. In the past, the County has printed bills on its own.	All municipalities	\$740/municipality. \$20,000 total.

Shared DMV Space	Livingston County will enter into a multi-year agreement with the Town of North Dansville for use of space in the municipal Town Hall for a County DMV Office. The County currently utilizes the space without an agreement and pays no rent. The agreement will have a paper value of \$500-per-month.	Town of North Dansville, Livingston County	\$500-per-month. \$6,000 annual.
Livingston County Community Center Program Expansion	Livingston County is considering entering into an agreement to lease a municipal- or school district-owned building for a multi-generational Community Center Hub.	Livingston County	Livingston County anticipates as-yet unknown realized property tax savings through the potential for leasing existing space for a multi-generational Community Center Hub. The County can also anticipate property tax savings through the potential for a lease agreement for municipal-owned space.

<p>Livingston County Countywide High-Speed Broadband Internet Study Implementation</p>	<p>Livingston County has contracted with an engineering firm to conduct a study of the County's current high-speed broadband internet services, shortfalls and plans to expand high-speed broadband internet service countywide. Beginning in 2020 Livingston County will undertake implementation of the study's recommendations.</p>	<p>All municipalities</p>	<p>The County, Towns and Villages can anticipate as-yet unknown realized property tax savings and cost avoidances through the introduction of additional high-speed broadband internet service providers and/or the development of additional infrastructure to provide said high-speed internet to municipal governments and their citizenry at reduced cost. The municipalities also anticipate using the expansion of high-speed broadband internet service as an economic development driver, furthering potential realized property tax savings or cost-avoidances.</p>
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County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

County of Livingston			
County Contact: Ian Coyle, County Administrator			
Contact Telephone: 585-243-7040			
Contact Email: ICoyle@co.livingston.ny.us			
Partners			
Row 1 – 0 (total # of) Cities in Livingston County			
	Participating Cities	Panel Representative	Vote Cast (Yes or No)*
1.			
2.			
3.			
Row 2 – 17 (total # of) Towns in Livingston County			
	Participating Towns	Panel Representative	Vote Cast (Yes or No)*
1.	Avon	David LeFeber	YES
2.	Caledonia	Daniel Pangrazio	YES
3.	Conesus	Brenda Donohue	YES
4.	Geneseo	William Wadsworth	YES
5.	Groveland	William Carman	YES
6.	Leicester	David Fanaro	YES
7.	Lima	Michael Falk	YES
8.	Livonia	Eric Gott	ABSENT
9.	Mount Morris	Charles DiPasquale	ABSENT
10.	North Dansville	Dennis Mahus	YES
11.	Nunda	Merilee Walker	YES
12.	Ossian	Dwight Knapp	YES
13.	Portage	Ivan Davis	ABSENT
14.	Sparta	Mark Schuster	YES
15.	Springwater	Deborah Babbitt Henry	ABSENT
16.	West Sparta	Susan Erdle	YES



County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

17.	York	Gerald Deming	YES
Use Additional Sheets if necessary *The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.			
Row 3 – 9 (total # of) Villages in Livingston County			
	Participating Villages	Panel Representative	Vote Cast (Yes or No)*
1.	Avon	Thomas Freeman	YES
2.	Caledonia	Scott DiLiberto	ABSENT
3.	Dansville	Peter Vogt	YES
4.	Geneseo	Margaret Duff	ABSENT
5.	Leicester	Barry Briffa	ABSENT
6.	Lima	Carl Luft	ABSENT
7.	Livonia	Calvin Lathan	ABSENT
8.	Mount Morris	Frank Provo	ABSENT
9.	Nunda	Jack Morgan	ABSENT
Use Additional Sheets if necessary *The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.			
Row 4 – 0 (total # of) School Districts, BOCES, and Special Improvement Districts in County			
	Participating School Districts, BOCES, and Special Improvement Districts	Panel Representative	Vote Cast (Yes or No)*
1.			
2.			
3.			
4.			
5.			
Use Additional Sheets if necessary *The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.			
Row 5			
2019 Local Government Property Taxes		The sum total of property taxes levied in the year 2019 by the county, cities, towns, villages, school districts, BOCES, and special improvement districts within such county.	
		\$138,470,801.87	
Row 6			



County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

<p align="center">2019 Participating Entities Property Taxes</p>	<p>The sum total of property taxes levied in the year 2019 by the county, any cities, towns, villages, school districts, BOCES, and special improvements districts identified as participating in the panel in the rows above.</p>
	<p align="center">\$57,964,191.92</p>
<p>Row 7</p>	
<p align="center">Total Anticipated Savings</p>	<p>The sum total of net savings in such plan certified as being anticipated in calendar year 2020, calendar year 2021, and annually thereafter.</p>
	<p align="center">2020: \$3,002,306 2021: TBD</p>
<p>Row 8</p>	
<p align="center">Anticipated Savings as a Percentage of Participating Entities property taxes</p>	<p>The sum total of net savings in such plan certified as being anticipated in calendar year 2020 as a percentage of the sum total in Row 6, calendar year 2021 as a percentage of the sum total in Row 6, and annually thereafter as a percentage of the sum total in Row 6.</p>
	<p align="center">2020: 2.16% 2021: TBD</p>
<p>Row 9</p>	
<p align="center">Anticipated Savings to the Average Taxpayer</p>	<p>The amount of the savings that the average taxpayer in the county will realize in calendar year 2020, calendar year 2021, and annually thereafter if the net savings certified in the plan are realized.</p>
	<p align="center">TBD – Dependent on Match Distribution</p>
<p>Row 10</p>	
<p align="center">Anticipated Costs/Savings to the Average Homeowner</p>	<p>The percentage amount a homeowner can expect his or her property taxes to increase or decrease in calendar year 2020, calendar year 2021, and annually thereafter if the net savings certified in the plan are realized.</p>
	<p align="center">TBD – Dependent on Match Distribution</p>
<p>Row 11</p>	
<p align="center">Anticipated Costs/Savings to the Average Business</p>	<p>The percentage amount a business can expect its property taxes to increase or decrease in calendar year 2020, calendar year 2021, and annually thereafter if the net savings certified in the plan are realized.</p>
	<p align="center">TBD – Dependent on Match Distribution</p>



County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

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 shared services property tax savings plan was approved on December 18, 2019, and it was disseminated to residents of the county in accordance with the County-wide Shared Services Property Tax Savings Law.

Ian M. Coyle

Chief Administrative Officer

(Print Name)

Ian M Coyle

(Signature)

12-2019

(Date)

Livingston County 2019 Shared Services Plan

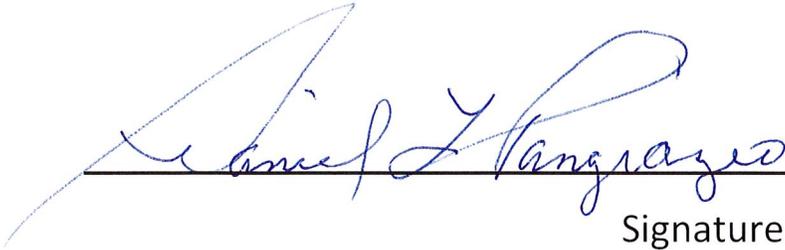
I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

A handwritten signature in cursive script, appearing to read "David J. Weber", is written above a horizontal line.

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.



A handwritten signature in blue ink, reading "Daniel J. Langrath", is written over a solid black horizontal line. The signature is cursive and extends slightly above and below the line.

Signature

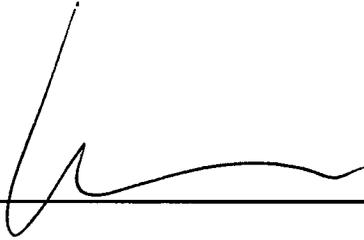
Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

Brenda Donohue, Town of Conesus Supervisor
Signature 12/18/2019

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

A handwritten signature in black ink, consisting of a large, stylized initial 'L' followed by a series of connected loops and a final horizontal stroke.

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

A handwritten signature in black ink, appearing to read "W. E. C.", positioned above a horizontal line.

Signature

Livingston County 2019 Shared Services Plan

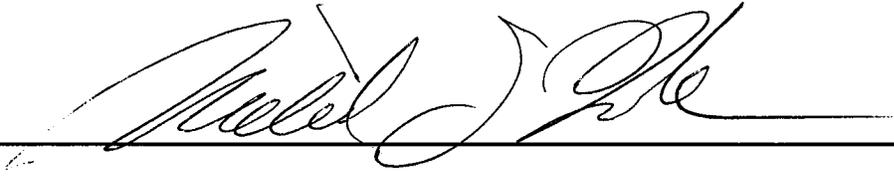
I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

David Lawrence

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

A handwritten signature in black ink, appearing to read "Paul J. [unclear]", written over a solid horizontal line.

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

Dennis Matus

Signature

Livingston County 2019 Shared Services Plan

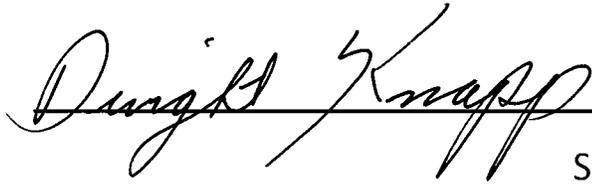
I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

Merilee A. Walker

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

A handwritten signature in cursive script that reads "Dwight Knapp". The signature is written in black ink and is positioned above a horizontal line.

Signature

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

A handwritten signature in red ink, consisting of stylized cursive letters, positioned above a horizontal line.

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

Ann Jane Eddy

Signature

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

Brenda A. Deming

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.

A handwritten signature in black ink, appearing to read "Ron W. Green", is written above a solid horizontal line.

Signature

Livingston County 2019 Shared Services Plan

I vote "Yes" on the Livingston County 2019 Shared Services Plan because I support its contents.



Signature

Peter R. Vogt
Mayor
Village of Dansville