

Office of the County Administrator
Historic Courthouse
195 Arsenal Street, 2nd Floor
Watertown, New York 13601-2567
Phone: (315) 785-3075 Fax: (315) 785-5070

Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



May 21, 2026

TO: Members of Finance & Rules Committee

FROM: Ryan Piche, County Administrator

Handwritten initials "RP" in a circle, likely representing Ryan Piche.

SUBJECT: Finance & Rules Committee Agenda

Please let this correspondence serve as notification that the Finance & Rules Committee will meet on ***Tuesday, May 26, 2026 immediately following the conclusion of the Health & Human Services Committee meeting*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentations:

Occupancy Tax Registry Launch – Brian Peck, County Treasurer

Jefferson County Visitors Investment Fund – Corey Fram, Executive Director, Thousand Islands International Tourism Council

Resolutions:

1. Authorizing a Memorandum of Understanding with the Clayton Chamber of Commerce to Support the Bassmasters Elite Series in Clayton, NY
2. Approving Mortgage Tax Report
3. Authorizing Appointments/Reappointments to the Workforce Development Board
4. Authorizing Execution of the FY2023 Cybersecurity Grant Agreement
5. Setting Time and Place for Public Hearing on Tentative 2026-2027 Jefferson Community College Budget
6. Amending Jefferson County Administrative Policies and Procedures for Investments
7. Authorizing an Agreement with Granicus for a Short-Term Rental and Occupancy Tax Management System and Support

8. Supporting Assembly Bill A11024 to Establish a Statewide Competency Restoration Workgroup
9. Authorizing an Agreement with the New York State 250th Commemoration Commission and a Memorandum of Agreement with the Northern New York Community Foundation for the NY 250 Commemoration Monument Project Honoring Patriots of the Revolutionary War from Jefferson County

General Services Committee Sponsored Resolutions:

1. Authorizing an Agreement with McFarland-Johnson, Inc. for Bidding, Construction Administration and Observation Services for the General Aviation Parking Lot Improvements Project at Watertown International Airport and Amending the 2026 County Budget and Capital Plan in Relation Thereto
2. Reappropriating Previously Allocated Funds for the Purchase of a 2024 International Dump Truck and Amending the 2026 County Budget in Relation Thereto
3. Amending the 2026 County Budget for the Highway Department Relative to General Ledger Coding Review
4. Amending the 2026 County Budget to Recognize Insurance Recovery and Allocating the Same in Highway Department Budget
5. Amending the 2026 County Budget in Relation to the Community Development Block Grant and the Housing Improvement Program
6. Amending the 2026 County Budget to Recognize Insurance Recovery and Allocating the Same in Recycling and Waste Management Department Budget
7. Recognizing the New York State Governor's Traffic Safety Committee's Child Passenger Safety Program Grant Award and Amending the 2026 County Budget in Relation Thereto
8. Reappropriating New York State Division of Criminal Justice Services Statewide Targeted Reduction of Intimate Partner Violence (STRIVE) Grant Award Funds Relative to the Sheriff's Office and Amending the 2026 County Budget in Relation Thereto

Health & Human Services Committee Sponsored Resolutions:

1. Authorizing Agreements for the Provision of Rent for Congregate Meal Sites for Nutrition Program Services through the Office for the Aging and Amending the 2026 County Budget in Relation Thereto
2. Authorizing an Agreement with ACR Health for Homelessness Street Outreach and Amending the 2026 County Budget in Relation Thereto

3. Amending the 2026 County Budget for Community Services Mental Health Programs and Authorizing an Amended Agreement with the Mental Health Association
4. Amending the 2026 County Budget in Relation to the New York State Department of Health Lead Rental Registry Grant Program

Informational Items:

1. Revenue and Expenditure Spreadsheet
2. Monthly Department Reports:
 - County Clerk
 - Health Benefits

If any Committee Member has inquiries regarding agenda items, please do not hesitate to contact me.

RP:jdj

c:	Administration	County Clerk/Records Mgmt.	JCC
	Budget	Board of Elections	Purchasing/Ctrl Print.
	Clerk of the Board	Employ. & Training	Real Property Tax Serv
	County Attorney	Human Resources	County Treasurer
	County Auditor	Information Technology	
	County Clerk/Records Mgmt	Insurance	

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing a Memorandum of Understanding with the Clayton Chamber of Commerce to Support
the Bassmasters Elite Series in Clayton, NY

By Legislator: _____

Whereas, Jefferson County is home to the St. Lawrence River and Lake Ontario, offering world-class fishing opportunities that serve as a primary economic driver for the regional tourism industry, and

Whereas, National media attention on the St. Lawrence River as a premier destination for competitive and recreational angling, including live TV coverage on Fox Sports and web streaming, provides a unique opportunity to promote Jefferson County's natural resources to a broad national audience, and

Whereas, It is beneficial to Jefferson County to support major strategic promotional efforts and that increase awareness of the 1000 Islands Region, boost local visitor traffic, and support small businesses, and

Whereas, The Clayton Chamber of Commerce has been instrumental in hosting premier fishing tournaments that generate significant revenue and media exposure for the area, and

Whereas, Funds are available to be sourced from interest earned on American Rescue Plan Act (ARPA) funds.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute a Memorandum of Understanding with the Clayton Chamber of Commerce to support the Bassmasters Elite Series to take place August 27th through August 30th, 2026 in Clayton, NY in an amount not to exceed \$25,000, for a term to expire on December 31, 2026, subject to approval of the County Attorney as to form and content, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase:

Revenue		
21104500 92401	Interest & Earnings	\$25,000
Expenditure		
01642000 04675	Clayton Chamber of Commerce	25,000
Transfers		
21990100 09000	Transfer To General Fund	\$25,000
01899200 95031	Interfund Transfers	25,000

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Approving Mortgage Tax Report

By Legislator: _____

Whereas, The Board of Legislators is in receipt of the semi-annual Mortgage Tax Report showing the amount to be credited to each tax district in the County of the money collected during the preceding six months, ending March 31, 2026.

Now, Therefore, Be It Resolved, That, pursuant to Section 261 of the Tax Law, this Board issue Tax Warrants for the payment to the respective tax districts of the amounts so credited and authorize and direct the County Treasurer to make payment of said amounts to the respective districts in accordance with the report.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Appointments/Reappointments to the Workforce Development Board

By Legislator: _____

Whereas, The Workforce Innovation and Opportunity Act of 2014, Public Law 113-128, requires that there be established a local Workforce Development Board (WDB) to oversee local job training services and activities, and

Whereas, Chapter 2, Section 107(a)(b) of the Workforce Innovation and Opportunity Act authorizes the establishment, membership, and composition of the local Workforce Investment Board, and

Whereas, Chapter 2, Section 107(c) of the Workforce Innovation and Opportunity Act authorizes the appointment and certification for local Workforce Investment Board membership, and

Whereas, The Counties of Jefferson and Lewis seek to appoint individuals to the local Workforce Development Board who have interest and experience in the delivery of local workforce development services.

Now, Therefore Be It Resolved, That the Board of Legislators hereby authorizes the Chairman of the Board of Legislators to appoint/reappoint the following individuals to serve as members of the Jefferson-Lewis Workforce Development Board for the terms indicated.

Member	Term to Expire
Jefferson County Representatives	
Amy Dwyer, ARC of Jefferson-St. Lawrence	6/30/2029
Marybeth LaVallee, Knowlton Technologies, LLC	6/30/2029
Matthew Cooper, Barton and Loguidice, DPC	6/30/2029
*Robert Killmer, North Star Health Alliance	6/30/2029
*Shannon Parker, Hilton Garden Inn	6/30/2029
*Dylan Soper, Jefferson County Administration	6/30/2029
Jefferson-Lewis Representatives	
*Christopher DiFulvio, Jefferson-Lewis BOCES	6/30/2028

*New Appointment

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing Execution of the FY2023 Cybersecurity Grant Agreement

By Legislator: _____

Whereas, The Jefferson County Information Technology Department has been awarded a \$50,000 FY 2023 Cybersecurity Grant from the New York State Division of Homeland Security and Emergency Services (NYSDHSES) for the term of April 1, 2026 through August 31, 2027, and

Whereas, The purpose of the grant is to enhance and strengthen Jefferson County's cybersecurity posture, and

Whereas, The grant requires an agreement with the NYSDHSES, which is processed and managed through an electronic format.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute said agreement and any necessary electronic documentation with NYSDHSES for FY 2023 Cybersecurity Grant Program in the amount of \$50,000, on behalf of Jefferson County subject to the review of the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board is hereby authorized and directed to execute any and all future amendments and agreements with the New York State Division of Homeland Security relative to Cyber Security Grant Program, within available appropriations, per Purchasing Policy 4.01 – Policy, Control, and Quotations.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Setting Time and Place for Public Hearing on
Tentative 2026-2027 Jefferson Community College Budget

By Legislator: _____

Resolved, That a public hearing on the Tentative Jefferson Community College Budget for College Fiscal Year 2026-2027 be held before this Board of Legislators on Tuesday, July 7, 2026 at 6:00 p.m. in the Chambers of the Board of Legislators, 195 Arsenal Street, Watertown, NY, and be it further

Resolved, That the Clerk of the Board be and is hereby directed to give notice of said public hearing as required by law.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Amending Jefferson County Administrative Policies and Procedures for Investments

By Legislator: _____

Whereas, The Jefferson County Board of Legislators recognizes its responsibility to ensure that all public funds are managed in accordance with New York State General Municipal Law and applicable regulations, and

Whereas, The County Treasurer serves as the chief fiscal officer and is responsible for the prudent investment of County funds, ensuring safety of principal, sufficient liquidity, and a reasonable rate of return, and

Whereas, The County has developed a comprehensive Investment Policy & Guidelines document to establish clear objectives, standards, and procedures governing the investment of public funds, including internal controls, diversification, collateralization, and permitted investments, and

Whereas, Said Investment Policy & Guidelines is designed to ensure compliance with New York State General Municipal Law §§10 and 11, as well as guidance from the Government Finance Officers Association (GFOA), and

Whereas, The Policy provides a framework for safeguarding County assets, maintaining adequate liquidity to meet operational needs, and achieving a reasonable return on investments, while ensuring transparency, accountability, and public trust, and

Whereas, Local Law No. 10 of 1986, as amended, provides that the County Administrator shall promulgate such administrative regulations and procedures as may be authorized by the Board of Legislators, and

Whereas, The Investment Policy & Guidelines has been reviewed and is recommended for adoption as the official policy governing the investment of Jefferson County funds, and

Whereas, It is the desire of the Board of Legislators to authorize the promulgation of amended administrative policies and procedures for investments, which will replace the investments policies and procedures earlier adopted.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators hereby adopts the Administrative Policy Section Finance: 1.07 Investments, and by reference incorporated herein, and its promulgation and implementation by the County Administrator is authorized effective immediately, and be it further

Resolved, That the County Treasurer is hereby authorized and directed to administer the investment program in accordance with the adopted Policy and all applicable laws and regulations, and be it further

Resolved, That the Administrative Policy Section Finance: 1.07 Investments, previously approved and promulgated by Resolution 259 of 2020 is hereby rescinded, and be it further

Resolved, That this Resolution shall take effect immediately.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators



ADMINISTRATIVE MEMORANDUM POLICIES AND PROCEDURES

County of Jefferson

Board of Legislators

Office of the County Administrator

Section: FINANCE

Issued: 2/89

Subsection: 1.07 Investments

Revised: 12/2020, 06/2026

I. SCOPE

This investment policy applies to all funds and other financial resources available for deposit and investment by Jefferson County, NY (“The County”) on its own behalf or on behalf of any other entity or individual. This policy is adopted and pursuant to and in compliance with Articles 2 and 3-A of the New York State General Municipal Law (GML)—including but not limited to Sections 10, 11, and 39—as well as all applicable federal and state regulations.

II. OBJECTIVES

Consistent with GML §§10 and 11, and in alignment with the Government Finance Officers Association (GFOA)’s recommended best practices, the primary objectives of The County’s investment activities are, in priority order:

- To conform with all applicable federal, State, and other legal requirements (legality);
- To adequately safeguard principal (safety);
- To provide sufficient liquidity to meet all operating requirements (liquidity) and
- To obtain a reasonable rate of return (yield).

To achieve these objectives, the County will structure its investment decisions based on the maturity horizons of its funds, which are continually evaluated through liquidity analyses of both historical and projected cash flows.

III. DELEGATION OF AUTHORITY

1. Designation of County Treasurer

- a. The County Treasurer (e.g., Chief Fiscal Officer) is designated as the Investment Officer responsible for the administration of the investment program. The Investment Officer shall:
 - i. Establish written procedures for the operation of the investment program consistent with this Policy.
 - ii. Maintain internal controls to ensure deposits and investments are recorded properly and are in compliance with relevant statutes, regulations, and policies.

2. Training & Continuing Education

- a. In keeping with GFOA recommendations, the County Treasurer and all staff involved in investment activities should, where practicable, pursue periodic training or continuing professional education regarding investment best practices, internal controls, and pertinent State and federal regulations.

IV. PRUDENCE

All participants in the investment process shall act responsibly as custodians of the public trust and shall avoid any transactions that might impair public confidence in the County to govern effectively.

Investments shall be made with the same prudence and care that knowledgeable and prudent persons would exercise under similar circumstances, with the primary objective of safeguarding principal over speculation. All participants involved in the investment process shall refrain from personal business activity that conflicts with the proper execution of the investment program or impairs their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of The County to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling. The County Treasurer shall recommend appropriate limits for the aggregate amount of investments which can be made with each financial institution or dealer, in accordance with GML and best practices on concentration risk. This listing shall be evaluated at least annually, and be adopted by the Board of Legislators.

VI. INTERNAL CONTROLS

It is the policy of The County for all funds collected by any officer or employee of the government to transfer those funds to the County Treasurer within five days of deposit, or within the time period specified in law, whichever is shorter.

The County Treasurer shall develop and maintain internal control procedures to provide reasonable, but not absolute, assurance that:

- Deposits and investments are safeguarded against loss from unauthorized use or disposition,
- Transactions are executed in accordance with management's authorization,
- Transactions are recorded properly,
- The County is in compliance with all applicable laws, regulations, and best practices.

These procedures shall be subject to periodic review by internal or external auditors, in accordance with GML §39 and GFOA guidance regarding periodic independent reviews.

VII. SECURING DEPOSITS AND INVESTMENTS

Consistent with GML §§10 and 11, all deposits and investments—demand deposits, certificates of deposit, and special time deposits (hereinafter, collectively, “deposits”)—in excess of the amount insured under the provisions of the Federal Deposit Insurance Act, including pursuant to a Deposit

Placement Program in accordance with law, must be secured by one or more of the following (to the extent permitted by law):

1. A pledge of “eligible securities” with an aggregate “market value” (as provided by New York State Law in appendix A) that is at least equal to the aggregate amount of deposits.
2. A pro rata pledge of a pool of eligible securities, having in the aggregate a market value at least equal to the aggregate amount of deposits from all officers within New York State at the bank or trust company.
3. An “eligible surety bond” payable to the government for an amount at least equal to 100 percent of the aggregate amount of deposits and the agreed-upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations. The governing board shall approve the terms and conditions of the surety bond.
4. An “eligible letter of credit” payable to The County as security for the payment of 140 percent of the aggregate amount of deposits and the agreed-upon interest, if any. An “eligible letter of credit” shall be an irrevocable letter of credit issued in favor of The County, for a term not to exceed 90 days, by a qualified bank (other than the bank where the secured funds are deposited). A qualified bank is either one whose commercial paper and other unsecured short-term debt obligations (or, in the case of a bank which is the principal subsidiary of a holding company, whose holding company’s commercial paper and other unsecured short-term debt obligations) are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization, or one that is in compliance with applicable federal minimum risk-based capital requirements.
5. An “irrevocable letter of credit” issued in favor of The County by a federal home loan bank whose commercial paper and other unsecured short-term debt obligations are rated in the highest rating category by at least one nationally recognized statistical rating organization, as security for the payment of 100 percent of the aggregate amount of deposits and the agreed-upon interest, if any.

Collateral shall be monitored and reevaluated as needed to ensure full coverage of public deposits.

VIII. COLLATERALIZATION AND SAFEKEEPING

Eligible securities pledged as collateral for the County’s deposits must be held by the County’s custodial bank or trust company, in accordance with written security and custodial agreements.

- a. The security agreement must:
 - i. **Define the collateral pledge:** The agreement shall state that the pledged securities (or a pro rata portion of a pool of eligible securities) are being pledged exclusively to secure the County’s deposits, including any interest and associated costs.

- ii. **Specify conditions for collateral disposition:** The agreement shall outline the conditions under which the securities may be sold, substituted, or released and describe events of default that would enable the County to exercise its rights against the pledged securities.
 - iii. **Require ongoing monitoring:** The pledged securities must be revalued periodically to ensure that their market value remains at least equal to the required collateralization level as defined in GML §10(3)(a).
 - iv. **Guarantee a perfected security interest:** If the pledged securities are not registered or inscribed in the County's name, they must be delivered in a form suitable for transfer, with an assignment in blank to the County or its custodial bank.
- b. The custodial agreement shall ensure that:
- i. **Segregation of Securities:** Pledged securities must be held separately from the general assets of the custodial bank or trust company. They cannot be commingled with or used to secure any other obligations.
 - ii. **Proper Recording and Tracking:** The custodial bank must maintain clear records at all times, showing that the County holds a perfected security interest in the pledged securities or a pro rata portion of a collateral pool.
 - iii. **Confirmation of Transactions:**
 - 1. The custodian must confirm in writing all deposits, substitutions, or releases of collateral.
 - 2. Any replacement or substitution of collateral must be of equal or greater market value and meet the eligibility criteria outlined in Schedule A of this policy.
 - iv. **Book-Entry System Compliance:**
 - 1. If pledged securities are transferred electronically, the custodial records must indicate that the County has an undisputed and secured interest in those securities.
 - 2. When securities are transferred through a Federal Reserve Bank or other regulated book-entry system, the custodian must provide documentation verifying the County's perfected interest.

IX. PERMITTED INVESTMENTS

As provided by General Municipal Law Section 11, the County's governing body authorizes the County Treasurer to invest funds not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- 1. Special time deposit accounts or certificates of deposit issued by a New York State authorized bank or trust company.;

2. Certificates of deposit through a Deposit Placement Program in one or more “banking institutions”, as defined in Banking Law §9-r;
3. Obligations of the United States of America (U.S. Treasury bills, notes, or bonds);
4. Obligations guaranteed by U.S. agencies, where the principal and interest are guaranteed by the United States of America;
5. Obligations of the State;
6. Obligations issued pursuant to Local Finance Law §24 or §25 (i.e., Tax Anticipation Notes and Revenue Anticipation Notes) by any municipality, school district or district corporation in the State other than The County, with approval of the State Comptroller;
7. General obligation bonds and notes of any state other than the State, provided they receive the highest rating of at least one independent rating agency designated by the State Comptroller.
8. Corporate obligations maturing within 270 days may be invested in if they have received the highest rating from two independent rating services designated by the State Comptroller and have maintained such ratings for the past six months with a limit of \$250 million per corporation. Exceptions apply if the issuer:
 - a. Recently obtained the highest rating and is a successor or wholly-owned subsidiary of a previously rated entity, or
 - b. Resulted from a merger where at least one merging entity maintained the required rating for the past six months.
9. Bankers’ acceptances maturing within 270 days that are eligible for purchase by Federal Reserve Banks and that meet the rating and amount limit criteria of clause (8).
10. Obligations of, or instruments issued by or fully guaranteed by U.S. agencies or instrumentalities authorized by U.S. Congress (e.g., Federal Home Loan Banks) provided, however, that no more than \$250 million dollars may be invested per agency.
11. No-load money market mutual funds registered under the Securities Act of 1933, as amended, and operated in accordance with Rule 2a-7 of the Investment Company Act of 1940, as amended, consisting exclusively of obligations of the U.S. or its agencies, rated in the highest category by at least one nationally recognized statistical rating organization, and limited to \$250 million dollars in such funds.
12. Cooperative investment agreements with other authorized municipal corporations, as permitted by §§Article 5-G and of the General Municipal Law and in accordance with Article 3-A of the General Municipal Law. These Cooperative investment agreements are also referred to as Local Government Investment Pools and in New York by the trade names New York MuniTrust, NYCLASS and the EPIC Fund.

All investment obligations shall be payable or redeemable at the option of The County within the required timeframes to meet expenditures for their intended purposes. Obligations purchased with the proceeds of bonds or notes must be redeemable within two years of purchase. Time deposit accounts and certificates of deposit must also be payable within the required timeframes to meet

expenditures for which the funds were obtained and shall be secured as outlined in Sections VII and VIII herein.

Unless stated otherwise in a contract with bondholders or noteholders, The County may commingle funds for investment purposes, provided that each investment remains redeemable when needed to meet expenditures as specified in GML §11. The separate identity of the sources of these funds shall be maintained at all times, and income received shall be credited on a pro rata basis to the fund or account from which the funds were invested.

Obligations with adjustable interest rates are considered payable or redeemable on the date the principal amount can be recovered on demand.

X. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

All financial institutions and brokers/dealers with which The County transacts business must be reputable, creditworthy, and have experience with municipal funds. The County Treasurer will:

1. Maintain a list of approved financial institutions and dealers, establishing limits on the aggregate amount of investment placed with each, referenced below in section Xa.
2. Review these approved institutions annually, at a minimum, for continued compliance with the County's credit, capitalization, and experience requirements.

Xa. LIST OF DESIGNATED DEPOSITORIES AND DEPOSIT LIMITS

A list of designated depositories and respective deposit limits will be held external to this policy with the Treasurer's Office to allow for updates and edits without the requirement of updating the policy.

XI. PURCHASE OF INVESTMENTS

The County Treasurer is authorized to contract for the purchase of investments:

1. Directly from an authorized trading partner
2. Through a cooperative investment agreement with other authorized municipal corporations, as permitted by GML §§5-G and 3-A.

All purchased obligations, unless registered or inscribed in the name of the local government, shall be purchased through, delivered to, and held in the custody of a bank or trust company. Transactions involving these obligations—such as purchases, sales, redemptions, or payments—require prior written authorization from the designated investment officer and must be confirmed in writing by the bank or trust company.

Any obligation held by a custodial bank or trust company must comply with a written custodial agreement per GML §10(3)(a). This agreement must ensure that:

- Securities are held separately from the bank’s general assets and cannot be commingled with other deposits or liabilities.
- The custodian confirms all transactions related to the receipt, substitution, or release of securities.
- The County maintains a perfected security interest in its investments.

The County Treasurer, where authorized, can direct the bank or trust company to register and hold the investments in the name of its nominee or may deposit them with a Federal Reserve Bank or other federally regulated book-entry system. In all cases, the records must clearly reflect the County’s ownership, and the bank or trust company remains fully liable for any losses caused by the nominee’s actions.

XII. DEFINITIONS

The terms “public funds,” “public deposits,” “bank,” “trust company,” “eligible securities,” “eligible surety bond,” and “eligible letter of credit” shall have the same meanings as set forth in GML §10.

XIII. ANNUAL REVIEW AND REPORTING

1. Annual Review of Policy

- a. Pursuant to GML §39, this Policy and any related written procedures shall be reviewed at least annually by the County’s governing body. Amendments may be made as deemed necessary and shall be adopted by a resolution of the governing body.

2. Periodic Reporting

- a. The County Treasurer shall prepare regular investment reports (e.g., monthly or quarterly) for the governing body in accordance with GFOA guidelines. These reports should include a description of each investment, its current market value (when appropriate), interest earned, and any gains or losses.
- b. Annually, the County Treasurer shall submit a comprehensive report on the County’s investment program, summarizing overall performance, internal controls, and compliance with this Policy.

3. Audit or Independent Review

- a. The County’s investments and investment procedures are subject to audit or independent review in accordance with GML §39, as well as general GFOA recommendations on independent audits of internal controls and investment activities.

XIV. EFFECTIVE DATE

This revised Policy shall take effect immediately upon approval by the County's governing body and shall remain in effect until otherwise amended or replaced.

REFERENCES:

1. General Municipal Law, Sections 6-F, 10 and 11.
2. Local Finance Law, Section 165
3. Office of the State Comptroller, *Cash Management and Investment Policies and Procedures for Use by Local Governments*.
4. Jefferson County Board of Supervisors Resolution No. 63 of 1989
5. Jefferson County Board of Legislators Resolution No. 259 of 2020
6. Jefferson County Board of Legislators Resolution No. of 2026

ISSUED: February 15, 1989

REVISED: December 8, 2020, June 2, 2026

Ryan Piche
County Administrator

Appendix A

Schedule of Eligible Securities for Collateralizing Deposits and Investments in Excess of FDIC Coverage (see Investment Policy, Section VII)

[Note: This is not a list of Permitted Investments. Please see Investment Policy, Section IX, for Permitted Investments. Moreover, this list is for purposes of illustration only. Governing boards, in the exercise of their prudent discretion, must determine which types of eligible securities, authorized by law, to list as permitted.]

“Eligible Securities” for Collateral	For purposes of determining aggregate “market value,” eligible securities shall be valued at these percentages of “market value”:
(i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government-sponsored corporation.	100%
(ii) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank and the African Development Bank.	100%
(iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market value of the obligation that represents the amount of the insurance or guaranty.	100%
(iv) Obligations issued or fully insured or guaranteed by the State, obligations issued by a municipal corporation, school district or district corporation of this State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public funds.	100%
(v) Obligations issued by states (other than the State) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.	100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest.
(vi) Obligations of the Commonwealth of Puerto Rico rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.	100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest.
(vii) Obligations of counties, cities and other governmental entities of another state having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.	100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest.
(viii) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization.	80%
(ix) Any mortgage-related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by federal bank regulatory agencies.	70%

(x) Commercial paper and bankers' acceptances issued by a bank (other than the bank with which the funds is being deposited or invested) rated in the highest short-term category by at least one nationally recognized statistical rating organization and having maturities of not longer than 60 days from the date they are pledged.	80%
(xi) Zero-coupon obligations of the United States government marketed as "Treasury STRIPS."	80%

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with Granicus for a Short-Term Rental and Occupancy Tax
Management System and Support

By Legislator: _____

Whereas, By Resolution No. 128 of 2025 the Board of Legislators authorized an initial one-year agreement with Granicus to establish a Short-Term Rental and Occupancy Tax Registry, providing essential compliance monitoring services, address identification, and staff training to ensure parity in revenue collection across travel accommodations, and

Whereas, Concurrently, by Resolution No. 89 of 2026, the Board of Legislators approved an additional software module with Granicus to expand system capabilities by integrating registration and permitting functions directly into the platform, and

Whereas, To maintain continuity of these regulatory operations and optimize long-term financial planning, it is beneficial to establish a multi-year software maintenance and support structure that ensures continuous access to the registry and tax collection compliance tools, and

Whereas, Granicus has submitted a three-year renewal proposal to continue providing these comprehensive management system services at a fixed rate of \$32,656.69 for the 2026-2027 period, \$35,922.36 for the 2027-2028 period, and \$39,514.59 for the 2028-2029 period, and

Whereas, The County Treasurer has reviewed this multi-year proposal and recommends its execution to secure stable administrative costs and safeguard county compliance metrics.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized to execute an agreement with Granicus for a Short-Term Rental and Occupancy Tax Registry and Tax Collection System for a term commencing upon the expiration of the current contract and running through the 2028-2029 service period, at a total cost over the three-year term not to exceed \$108,093.64, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Supporting Assembly Bill A11024 to Establish a Statewide Competency Restoration Workgroup

By Legislator: _____

Whereas, Counties are municipal corporations recognized as political subdivisions of the State of New York, and as such, local taxpayers frequently shoulder the administrative and financial strains of state-mandated programs and services, and

Whereas, By Resolution No. 41 of 2026, the Jefferson County Board of Legislators outlined its 2026 Legislative Priorities for New York State, including modernizing the competency restoration process, and

Whereas, In 2020, New York State mandated that counties cover 100 percent of the state's costs for competency restoration services under Section 730 of the Criminal Procedure Law (CPL), creating a staggering and overwhelming financial burden on local governments with per diem costs reaching approximately \$1,300 to \$1,600 per day per individual, and

Whereas, Jefferson County has experienced exponential growth in these mandated competency restoration expenses, which skyrocketed from an average of \$78,500 per year between 2016 and 2020 to over \$1.5 million in 2025, a financial hit borne entirely by local property taxpayers, and

Whereas, The current statutory process often results in individuals being confined in forensic hospitals or jails for over a year despite mental health professional consensus that restoration beyond one year is unlikely, thereby raising serious constitutional concerns under federal law, and

Whereas, This outdated framework frequently causes judges to mistake temporary competency restoration services for actual, long-term clinical mental health treatment, which ultimately diverts critical local funding away from the community-based behavioral health care and diversion programs that are desperately needed, and

Whereas, New York State Assembly Bill A11024 has been introduced to amend the mental hygiene law to establish a 19-member Statewide Competency Restoration Workgroup, tasked with analyzing the system's current flaws and releasing a comprehensive report by June 30, 2027, to outline medium and long-term solutions, and

Whereas, This proposed workgroup would directly evaluate funding models to ensure an appropriate allocation between the state and counties, while identifying measures to safely reduce the number of defendants in restoration services, expand outpatient community-based treatment options, and lower recidivism rates, and

Whereas, Counties would be represented by the Executive Director of the New York State Association of Counties to advocate for the interests of its membership, and

Whereas, Jefferson County's legislative advocacy strategy includes actively fostering dialogue on the local administrative and financial effects of State policy to protect its taxpayers and improve the efficacy of the criminal justice system.

Now, Therefore, Be It Resolved, That the Jefferson County Board of Legislators hereby fully supports the passage of Assembly Bill A11024 (Simon) to establish a statewide competency restoration workgroup to evaluate, modernize, and reform the CPL § 730 competency restoration process, and be it further

Resolved, That a certified copy of this resolution be sent to Assembly Speaker Carl Heastie, Senate Majority Leader Andrea Stewart-Cousins, Governor Kathy Hochul, Senator Mark Walczyk, Assemblyman Ken Blankenbush, Assemblyman Scott Gray, and Assemblyman William Barclay.

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS
Resolution No. _____

Authorizing an Agreement with the New York State 250th Commemoration Commission and a Memorandum of Agreement with the Northern New York Community Foundation for the NY 250 Commemoration Monument Project Honoring Patriots of the Revolutionary War from Jefferson County

By Legislator: _____

Whereas, The New York State 250th Commemoration Commission, through the New York State Education Department (NYSED), is providing grant allocations to counties to celebrate and commemorate the 250th anniversary of the American Revolution, and

Whereas, Jefferson County has been allocated funding based on a K-12 enrollment formula to foster community and civic engagement through local historical commemorations, and

Whereas, Jefferson County has submitted a proposed project budget to the State Education Department in the amount of \$15,000.00 for the placement of a granite monument honoring patriots of the Revolutionary War from Jefferson County, and

Whereas, Jefferson County utilizes partnerships with local heritage, arts, and non-profit community organizations to efficiently administer and sub-allocate project funds for countywide historical and cultural initiatives, and

Whereas, The Northern New York Community Foundation is the financial repository for a fund-raising campaign by the Joint Patriot Project, consisting of the Daughters of the American Revolution (DAR) and the Sons of the American Revolution (SAR), and

Whereas, It is beneficial to Jefferson County to execute a memorandum of agreement with the Northern New York Community Foundation to act as the recipient entity to manage the pass-through funds from the County for the execution of the monument project.

Now, Therefore, Be It Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute an agreement with the New York State 250th Commemoration Commission/New York State Education Department to accept the NY 250 Commemoration allocation in the amount of \$15,000 for a term expiring no later than September 2, 2026, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute a memorandum of agreement with the Northern New York Community Foundation to pass through \$15,000 in funding towards the NY 250 Commemoration Monument Project, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the County hereby accepts the donation of a monument to be placed on County property from the Northern New York Community Foundation, in partnership with Patriot Soldier's Committee, Daughters of the American Revolution (DAR) and the Sons of the American Revolution (SAR).

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase:

Revenue
01751001 93089 State Aid Other \$15,000

Expenditure
01751001 04673 Historical Preservation \$15,000

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators
