



CITY OF CORTLAND COMMON COUNCIL
NOVEMBER 1, 2022 – 6:00 PM
SUPPORTING DOCUMENTS PROVIDING
FINANCIAL UPDATES ON GRANT PROJECTS

- *See Following Pages* -

November 1st 2022 Meeting Funding Update

Clinton Ave and Southside Drainage

Grant Program	Spent too date	Reimbursed	Awaiting Submission	Submitted
EFC CWSRF	: \$2,825,635.71	received \$2,608,148.37	\$217,487.34	
GIGP	: \$ 715,205.45	received \$505,523.31		\$206,072.14
ISC	: \$ 168,099.47	received \$138,071.13	\$30,028.34	
Climate Smart	: \$1,745,146.04	submitted \$849,448.21	\$270,504.10	Quarterly submissions
DWSRF	: \$ 318,067.46	Need to close with Groton Ave loan/grant		
WIFIA Loan	: \$ 450,099.93			

Southside Drainage (Owego)

Labor/material/equipment

Submitted and received: \$149,719.25

Labor/material/equipment to be submitted after budget modification

\$341,342.51

Engineering to be submit: \$ 27,912.94

Report through October 25th, 2022

PROJECT STATUS FORM
City of Cortland DRI 2020
Contract # C1001292
October 2022

Includes the following components:

- 1) Main Street Improvements
- 2) Pocket Park/Music Venue
- 3) Crown City Artworks Project
- 4) Downtown WIFI

Grant Amount:	\$5,925,248.00
Total Project Budget:	\$5,925,248.00*
Billed to City:	\$475,649.80
Reimbursement Requested from NY DOS:	\$346,589.75
Reimbursed Received from NY DOS:	\$346,589.75
Pending Submission to NY DOS (See below):	\$129,060.05

- A meeting is needed between the City and Engineer to determine the direction of the pocket park/music venue (component 2).
- MWBE, EEO and Semi-annual reports submitted for the period ended September 30, 2022.
- Pay request #3 has been submitted to NYS DOS. Amount of request was \$129,060.05. DOS has requested additional documentation on permitting and pocket park work scope and that is being compiled.

*Does not include water, sewer, stormwater infrastructure being paid for with other funds.

City of Cortland DRI Building Redevelopment Program

Status of Funds

Project Component	Budgeted	Committed	Expended	Remaining Funds
Building Rehabilitation Funds	\$ 540,000	\$ 540,000	\$ 163,484	\$ 376,516
Façade Lighting Funds	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Administration Funds	\$ 60,000	\$ 60,000	\$ 16,000	\$ 44,000

Project Status

	Project Address	Building Owner	Amount Awarded	Scope of Work	Signed Commitment letter	Environmental Review/SHPO	Project Bidding	Signed Construction Contract	Completed Construction	Project Closeout
Building Redevelopment	4 Church St.	Cortland Pregnancy Center	\$ 59,000	X	X	X	X	X		
	10-12 Main St.	Evangelos Souzas	\$ 58,000	X	X	X	X			
	33 Main St.	Zeus III of Cortland Inc.	\$ 50,000	X	X	X	X	X		
	35 Main st.	Dana Decker	\$ 58,000	X	X	X	X	X	X	X
	37 Tompkins St.	1890 House Carriage House	\$ 60,000	X	X	X	X	X		
	37-39 Central Ave.	Kathy Becker	\$ 60,000	X	X	X	X			
	50 Main St.	Dana Murdock	\$ 60,000	X	X	X	X	X	X	
	54 Main St.	Jeanne Catalfano	\$ 55,000	X	X	X	X	X	X	
	77-79 Main st.	Keith Fox, et. all.	\$ 60,000	X	X	X	X			
	130-136 Main st.	Terwilliger Family LLC	\$ 59,000	X	X	X	Project Terminated			
Façade Lighting	1 N. Main St.	David Yaman	\$ 10,000	X	X					
	2,4,6,8 Main St.	Kajen LLC	\$ 10,000	X	X					

Total Projects	\$ 540,000
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PROJECT STATUS FORM

Tioughnioga River Local Waterfront Revitalization Program (LWRP Update)

Contract # T100131

October 2022

Grant Amount:	\$48,750 (75%)
Match:	\$16,250 (25%)
Total Project Budget:	\$65,000
Thoma Contract Amount:	\$63,000
Billed to City:	\$0
Reimbursement Requested from NY DOS:	\$0
Reimbursed Received from NY DOS:	\$0

<u>Task #</u>	<u>Brief Task Description</u>	<u>Percent of Completion</u>
1	Project Initiation Meeting	100%
2	Waterfront Advisory Committee	100%
3	Procurement of Consultants (if applicable)	100%
4	Consultant Selection and Compliance with Local Procurement Requirements	100%
5	Subcontract Preparation and Execution	100%
6	Second Project Meeting	100%
7	Preparation of a Community Outreach Process and Plan	100%
8	Draft Section I - Waterfront Revitalization Area (WRA) Boundary	100%
9	Draft Section II - Inventory and Analysis	100%
10	First Public Information Meeting	100%
11	Draft Section III - Local Waterfront Revitalization Program Policies	100%
12	Draft Section IV - Proposed Land and Water Uses and Proposed Projects	95%
13	Second Public Information Meeting	100%
14	Draft Section V - Techniques for Local Implementation of the Program	45%
15	Draft Section VI - Federal and State Actions and Programs Likely to Affect Implementation of the LWRP	0
16	Draft Section VII - Local Commitment and Consultation	0
17	Determination of Significance and Compliance with SEQRA	0
18	Complete Draft LWRP	0

19	Third Public Information Meeting	0
20	Final LWRP	0
21	MWBE Reporting	40%
22	Project Status Reports	60%
23	Final Project Summary Report and Measurable Results forms	0

Comments: Currently working on edits to Section IV- Projects and proposed land and water uses. Discussions with DOS have led to revisions to the completed section. Waiting on DOS to send notes on revisions to section I and II.

City of Cortland
City of Cortland Income Property Program
285HR320-21
Status of Funds

10/24/22

Activity Name	Budget	Encumbered but not Paid	Expended	Unencumbered
Housing Rehabilitation SU	\$30,000.00	\$.00	\$.00	\$30,000.00
Program Delivery SU	\$5,000.00	\$5,200.00	\$300.00	-\$500.00
Housing Rehabilitation MU	\$380,000.00	\$.00	\$.00	\$380,000.00
Program Delivery MU	\$60,000.00	\$59,300.00	\$2,700.00	-\$2,000.00
Housing Rehabilitation 4+ Units	\$.00	\$.00	\$.00	\$.00
Program Delivery MU 4+	\$.00	\$.00	\$.00	\$.00
Administration	\$25,000.00	\$15,500.00	\$4,500.00	\$5,000.00
TOTALS:	\$500,000.00	\$80,000.00	\$7,500.00	\$412,500.00

Program Amount	\$500,000.00	Total Program Income	\$.00
Total Drawdowns	\$7,500.00	Balance on hand	\$.00

PROJECT STATUS FORM

**Microenterprise Assistance Program
CDBG # 285ME506-22
October 2022**

Approved CDBG Budget:

Microenterprise Assistance	\$187,000	
Program Delivery	20,000	
General Administration	<u>10,000</u>	\$217,000

Effective Date of Grant: May 23, 2022
Expiration Date of Grant: May 22, 2024
RFP Issued: Aug. 6, 2022
RFP Due Date: Aug. 22, 2022
Contract with Thoma: Oct. 12, 2022

- Administrative Plan is underway and should be submitted to OCR by Nov. 1st
- Environmental Review is underway; timeline for responses from all interested parties and required publications prior to "Request for Release of Funds", is generally 60 days
- Email to individuals that contacted City prior to award will be sent this week to advise funds were awarded City
- Marketing of Program to begin once ERR accepted by OCR and funds released; per federal regulations, no activities can begin before the funds are released

Status of Funds attached

City of Cortland
Cortland Microenterprise Assist Proa 22
285ME506-22
Status of Funds

10/24/22

Activity Name	Budaet	Encumbered but not Paid	Expended	Unencumbered
Microenterprise Assistance	\$187,000.00	\$.00	\$.00	\$187,000.00
Program Delivery	\$20,000.00	\$20,000.00	\$.00	\$.00
Administration	\$10,000.00	\$10,000.00	\$.00	\$.00
TOTALS:	\$217,000.00	\$30,000.00	\$.00	\$187,000.00

Program Amount	\$217,000.00	Total Program Income	\$.00
Total Drawdowns	\$.00	Balance on hand	\$.00

City of Cortland
NY Hemp Oil
285ED948-20
Status of Funds

9/28/22

Activity Name	Budget	Encumbered but not Paid	Expended	Unencumbered
Assistance to New York Hemp Oil	\$554,000.00	\$369,388.00	\$184,612.00	\$.00
Program Delivery	\$6,000.00	\$2,500.00	\$3,500.00	\$.00
Administration	\$10,000.00	\$7,750.00	\$2,250.00	\$.00
TOTALS:	\$570,000.00	\$379,638.00	\$190,362.00	\$.00

Program Amount \$570,000.00 Total Program Income \$.00

Total Drawdowns \$190,362.00 Balance on hand \$.00

Status Update: October 2022
New York Hemp Oil
CDBG ED 285ED948-20

The city has drawn down \$190,362 of the \$570,000 that is available in the CDBG grant budget (based on 12 FTE jobs created). Thoma has been tracking the number of new jobs made available to low-to-moderate income individuals to ensure that all program requirements are satisfied. New York Hemp Oil has created 6 new FTE jobs since the date of the last disbursement request. We will be working on a new disbursement request for early October.

City of Cortland
Cortland Rehabilitation Program 2020
285HR144-20
Status of Funds

10/24/22

Activity Name	Budget	Encumbered but not Paid	Expended	Unencumbered
Housing Rehab	\$246,000.00	\$7,300.00	\$.00	\$238,700.00
Program Delivery SU	\$40,000.00	\$39,700.00	\$1,800.00	-\$1,500.00
Housing Rehab MU	\$164,000.00	\$64,912.88	\$12,250.00	\$86,837.12
Program Delivery MU	\$25,000.00	\$24,800.00	\$1,200.00	-\$1,000.00
Administration	\$25,000.00	\$15,500.00	\$4,500.00	\$5,000.00
TOTALS:	\$500,000.00	\$152,212.88	\$19,750.00	\$328,037.12

Program Amount	\$500,000.00	Total Program Income	\$.00
Total Drawdowns	\$19,750.00	Balance on hand	\$.00

50,331 pending final approval - Stevens MU

202,644 total encumbered

