

August 2024 TOU Youth Services Report

Middle School Programs:

Registration already full (waitlist active) for Youth Cross Country (Grade 3-6) starting 9/12.

Ulysses Rec Dept. hired a Cornell student to help Zak administer this program.

After-school Outdoors Club- Fall Fridays 3-5:15pm

Registration now open on Rec Desk, grades 5-7, to start 9/20.

Currently in planning stage, including intended activities and life/soft skills to target.

Youth Employment:

YEP End of Season gathering- Thursday 8/29

4 YEP employees, 3 YEP employers, 6 Town, County, and/or Youth Commission Reps attended.

It was good to get together and hear some details from even a few program participants. Mena Schlossberg, who worked at the Tburg Library, mentioned meeting many new people and developing an increased sense of connection with her community. She dropped some good buzzwords, but it was unprompted and authentic :)

In the written/survey evaluation (7 responses so far), employees wrote in specific and non-specific ways about improved confidence, problem-solving, communication and leadership skills, responsibility, and time management.

The program has a good team of employers too. A good variety of jobs, and supervisors who are invested in a degree of mentorship for their youth employees.

Professional Development:

Zak and Rachel both working through “Positive Youth Development 101”, an online curriculum created by ACT for Youth at Cornell and Cornell Social Media Lab.

Other: Working on a Mission and Vision statement for the dept.

September 2024 Fire Inspection Report

Town of Ulysses Code Enforcement

Business Name	Address	Parcel #	Date of Inspection	Annual/Bi-annual	Permit Number
August 2024 Completed Inspections					
Vanek Apartments	1519 Trumansburg Rd	33.-3-23.22	8/1/2024	bi-annual	OP2408-01
Smart Start	1966 Trumansburg Rd	20.-3-9.21	8/6/2024	annual	OP2408-03
Smart Start 2	1954 Trumansburg Rd	20.-3-9.23	8/6/2024	annual	OP2408-02
7000 Route 227 Apartments	7000 Rte 227	22.-4-25.5	8/28/2024	bi-annual	OP2408-04
Cayuga Nature Center	1420 Taughannock Blvd	18.-4-11	8/29/2024	annual	OP2408-05
Due 2024			Due Date		
ATC-NY	1610 Trumansburg Rd	33.-5-3.2	12/7/2024	bi-annual	
Cayuga Compost/P&S Excavating	3225 Agard Rd	20.-2-3	overdue no prior inspections	bi-annual	
Glenwood Pines	1213 Taughannock Blvd	30.-2-1	12/4/2024	annual	
Halsey House B&B	2057 Trumansburg RD	13.-4-2.3	overdue no prior inspections	bi-annual	
Inn at Taughannock	2030 Gorge Rd	14.-1-11	12/4/2024	annual	
Franziska Racker Center	3226 Wilkins Rd	33.-2-11	11/1/2024	annual	
Inn at Taughannock - Taughannock Farms Motel	2031 Gorge Rd	14.-3-18.2	12/4/2024	annual	
West Hill Community Church	3049 VanDorns Corners Rd	34.-1-27	12/4/2024	annual	
Stover Lumber	1974 Trumansburg Rd	22.-2-2.2	overdue 7/26/2020	annual	
Spruce Row	2271 Kraft Rd	26.-1-5.22	unknown	annual	
Namaste Montessori	1608 Trumansburg Rd	33.-5-3.3	scheduled for October	annual	
Namaste Montessori	1872 Trumansburg RD	25.-6-10.2	scheduled for October	annual	
Due 2025			Due Date		
Regional Access	1609 Trumansburg Rd	33.-1-8.2	3/14/2025	bi-annual	
Moore's Marine Inc	3052 DuBois Rd	32.-2-8.22	3/23/2025	bi-annual	
Evergreen House	4461 Jacksonville Rd	25.-6-20	4/14/2025	bi-annual	
Gimme Coffee Roasting	3201 Krums Corners Rd	33.-3.4	4/14/2025	bi-annual	
Howl Studios	1607a Trumansburg Rd	33.-1-8.14	4/14/2025	bi-annual	
Kinney Drugs	2100 Trumansburg Rd	12.-3-18.1	4/14/2025	bi-annual	
Maguire Chevorlet Complex	2073-2071 Trumansburg Rd	13.-3-3.1	4/14/2025	bi-annual	
Renovus Solar	1520 Trumansburg Rd	33.-4-3.6	4/14/2025	bi-annual	
Martin Apartments	4346 Cold Springs Rd	20.-3-5.12	11/1/2025	bi-annual	
(And also all properties with annual inspection schedules)					

Building & Code Updates

Mark Washburn, NYS CEO, Certification No. 1020-0364 August 1 -August 31, 2024

Plan Reviews

- 5 discussions about upcoming projects
- 8 permit review
- 10 pre permit site visit

Site Visits

- Ongoing monitoring of Erosion Plan, visited 4 times no issues
- 6 Site meetings with contractors
- Site visit for the Zambini Circus and Fair

CEO Activity

- 4 Permits issued/ Projects Cost= \$146,800/ Fees collected= \$1,484.
- 3 Foundation/Footer inspections/ Slab / 1 reinspection's
- 5 Framing inspections/ 0 Issue resolved during inspection
- 3 Plumbing inspections/ 0 reinspection
- 6 Final inspection/0 Reinspection
- 7 Pre-site inspections
- Code research for 12 different issues approximately 1 hours
- 9 Fire inspections completed (See Attached report)
- Outreach regarding Fire inspections ongoing and multiple appointments scheduled
- 11 Fire inspections and safety walks
- Performed safety walk through at Fair Tuesday Wednesday Thursday Friday Saturday and Sunday
- 2 Fireworks Inspections
- Meeting with Health Department and Grassroots. Discussion in regards to next years requirements and new information that will be required.

Town of Ulysses Clerk's Office
MONTHLY REPORT for Aug 2024

Submitted by Carissa Parlato

<u>LICENSES/PERMITS issued:</u>	<u>#</u>
Sporting licenses	52
Disabled parking permits	16
Dog licenses and renewals	44
Marriage licenses	4
Notarizations	6
FOIL requests-received	3
FOIL requests-completed	2

<u>FINANCIAL REPORT:</u>	
13,866.39	TOTAL fees collected
12,147.88	stays in the town
1718.51	goes to the state

CLERK's OFFICE TASKS:

General/routine tasks:

- mail, answered inquiries on various topics, attended town board meetings and took minutes, kept website current, notary services, licensing (marriage, dog, sporting) and disabled parking permits, collect building & zoning fees, weekly Supervisor/Clerks office meetings, weekly e-newsletters, building use/equipment sign out, FOIL requests, ordered supplies, posted meetings & videos
- Habitat Nature Preserve Committee:
 - Work with Cornell program to connect with Compass property
 - Work with Planner on zoning for placement of picnic tables/benches
- Water:
 - Quarterly water meter reads & billing on 8/14
 - Work on 2025 budget
- Social media & website
 - Continue to share town updates
- IT:
 - Check spam filter weekly
- Records Mgmt
 - Work with MD on retention for Planning, Code, Highway
- Cross reconciliation of bank statements with Bookkeeper
 - Reviewed bookkeepers' stmts
- Safety Committee
 - Next meeting TBD



TOWN OF ULYSSES

10 Elm Street, Trumansburg, NY 14886
townofulyssesny.gov

Town Supervisor (607) 387-5767, Ext 232 • supervisor@townofulyssesny.gov
Town Clerk (607) 387-5767, Ext 221 • clerk@townofulyssesny.gov

Planning & Zoning August 2024 Report to Town Board

Town Board Meeting Date, 09.10.2024

Submitted by Niels Tygesen, 09.03.2024

Planning Board

The Planning Board held a meeting on August 6 to discuss the following items:

- The Board conducted sketch plat review for the 'Wilcox Subdivision', a proposal to subdivide the existing 10.38 acre lot into two lots, and scheduled a public hearing for August 20.
- Board members continued discussions related to training.
- Board members continued discussions related to zoning code amendments.
- [Approved minutes link](#); [recorded meeting video link](#).

The Planning Board held a meeting on August 20 to discuss the following items:

- The Board conducted final plat review with a public hearing and approved the 'Wilcox Subdivision' noted above.
- Board members continued sketch plat review for the 'Hamilton Subdivision', a proposal to subdivide the existing 18.67 acre lot into 2 lots, and scheduled a public hearing for September 17.
- Board members conducted sketch plan review for the 'Crown Trumansburg AT&T Generator' project, a proposal to install a new back-up self-contained 30kW diesel generator at the existing telecommunications tower, and scheduled final site plan review for September 17.
- Board members continued discussions related to zoning code amendments.
- [Draft minutes link](#); [recorded meeting video link](#).

Comp Plan Steering Committee

The Committee held a meeting on August 1 to discuss the following items with the Consultant:

- The proposed project timeline, upcoming topic items, and set their schedule for the rest of 2024.
- [Draft minutes link](#); [recorded meeting video link](#).

Board of Zoning Appeals

The BZA held a meeting on August 7 to discuss the following item:

- The Board conducted a public hearing and approved the 'Hamilton Area Variance', a request for an area variance to reduce the minimum lot width at the front lot line associated with a subdivision.
- [Draft minutes link](#); [recorded meeting video link](#).



TOWN OF ULYSSES

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Planning Projects

- 2025-45 Comp Plan Update
 - 2024 3Q report tracking to DEC for CSC grant.
 - Coordination and ongoing work with Consultant.

Zoning Projects

- Zoning Code Amendments
 - The Planning Board discussed amendments to the Zoning Code and drafted a memo to the Town Board.

Zoning Enforcement

Ongoing research on code enforcement cases.

Miscellaneous

- 2024 end of year budget and proposed 2025 budget.
- Hazard Mitigation Meeting:
 - County is currently working on their update and will include annexes for each municipality.
 - State and Federal funding in relation to hazard mitigation planning/support for declared emergencies
- Stormwater Coalition Meeting:
 - SWPPP templates.
 - Coalition contract.
 - SPDES permit.
- Building, Planning, and Zoning permit reviews.
- Customer support pertaining zoning information and permitting process.
- Continued outreach for alternate members for the Planning Board and BZA.
- Updates to webpages and applications.
- Continued training with Office Project Assistant.

August 2024

Roads:

Shouldered Wilkins, Houghton and Garrett roads

Replaced Cross Pipe on Agard rd.

Mowed Roadside

Tree Cleanup on Indian Fort

Repairs:

Trailer Bearing replaced

T5 Inspection, Oil and Filter change

Misc:

Helped town of Enfield with oil and stone projects

Haul in Item 4

Water Report and BAC sample

Read Meters

Town of Ulysses
September 2024 Bookkeeper/Budget Officer Board Report
September 10, 2024, Town Board Meeting
Prepared by Blixxy Taetzsch, 9/5/2024

Greetings Board Members: Accompanying this report are the August 2024 financial statements, which are referenced in my narrative.

Balance Sheet

As detailed in the Supervisor's Report, total cash balances as of 8/31/2024 were \$1,29,249.29, an increase of \$64,642.25 from the end of July. A few notable items to comment on for this month:

- Sales tax payments continue to come on a timely basis, having received payments through July at the end of August.
- EMS payments are current through July 2024.
- Cash receipts were routine, including normal monthly operations. We also received grant payments for our Curry Rd Capital Project (HA), and our NPS Engineering Grant (DA).
- Typical cash outlays occurred for operating expenses. In addition, we paid for the purchase of the new loader – the \$141,431 paid was net of the trade in value of the old loader. Funds were transferred from the equipment reserve to fund \$82,044 of this purchase.

In addition to cash balances, the Town had investments valued at a total of \$2,734,134.44 as of August 31, 2024. The value of the investment decreased from last month, as a \$250,000 maturity was liquidated and added to the A, B, and DA funds for cash flow purposes.

Other than cash, investments, and interfund transactions (due to/due from other funds), there are no significant assets and liabilities in the Town's operational financial statements.

Income Statement

Revenues through August 2024 are as expected. Sales tax payments have been received through July, as have fees collected through the Clerk's Office. Justice Court Revenue has only been recorded through June. EMS payments are current through July.

Expenditures through August 2024 are also as expected, with some spending being front loaded (such as payments for Fire and Ambulance services, and some insurance costs). Spending for summer programs continues in August, reflected primarily in A fund salary for recreation and youth employment programs. And, as mentioned earlier, we paid for a new loader in the DA fund.

Town of Ulysses
September 2024 Bookkeeper/Budget Officer Board Report
September 10, 2024, Town Board Meeting
Prepared by Blixxy Taetzsch, 9/5/2024

Bookkeeper/Budget Officer Activities

Below are some highlights of my activities:

- Personnel: I continue to support employees and retirees with benefit administration, human resources support, employment, and civil services functions. I continue to be busy with summer camp and youth employment programs, with over 40 seasonal employees.
- Finance Committee: I continue to support the work of the finance committee. Notes from these meetings are available in SharePoint.
- Budget Officer Activities: Maintaining accurate, up to date, financial data is a priority for me. This allows me to provide data in support of budget development, which is in full swing right now. In my new role as Budget Officer, I have:
 - Prepared the budget schedule for 2025, including the plan for line-by-line departmental budget review.
 - Prepared budget documents for the Youth Commission and attended one meeting to review the information with members of the Commission.
 - Met with multiple departments and staff to better understand their budgets and seek input from them to inform the tentative budget and well as current year budget projections.
 - Gained a better understanding (still a work in progress) of the various inputs to the Town of Ulysses budget, including youth programs, fire and EMS services, water districts, and grant funded projects.