



Department
of State

County-wide Shared Services Initiative (CWSSI)

June 7, 2017

CWSSI Overview

Established in the FY 2018 State Budget to generate property tax savings through intergovernmental collaboration

Creates a shared services panel in each county, composed of City and Village Mayors, and Town Supervisors, chaired by the County's Chief Executive Officer, to develop and vote on a County-wide Shared Service Property Tax Savings Plan (Plan)

Plan will create demonstrable property tax savings in 2018 or 2019, from actions identified in the Plan.

Panel Membership and Roles

Panel Membership

Panel Participants	Composition
Panel Chair (County Chief Executive Officer)	County executive, county manager, county administrator or other chief executive of the county, or, where none, the chair of the county legislative body
Required Members	Mayor of every city and village, and supervisor of every town, within the county

Optional Panel Members

Panel Participants	Composition
Optional Members	<p>By invitation of Panel Chair, and if accepted by the district's governing body</p> <p>One representative of governing board of any school district, BOCES, and/or special improvement district</p>

Role of County Chief Executive

- Chair the Panel and Represent the County and its Residents
- Commence meetings and consult with the Required Panel Members
- Consider Inviting Special Improvement Districts, School Districts, or BOCES to the Panel
- Organize Public Hearings and Topical Meetings with Key Strategic Partners, including Collective Bargaining Units and Civic Organizations
- Develop and submit the Plan and Estimated Cost Savings Certification for County Legislative Review.
- Submit the Final Approved Plan with Certification to the NYS Division of the Budget.

Role of Mayors and Supervisors

- Represent Their Local Government and Residents on the Panel
- Participate in Plan Development and Provide Local Costs and Savings Estimates
- Collaborate with Other Panel Members and Recommend Actions for Implementation
- Determine if They Should Opt Out of any Actions Proposed in the Plan
- Provide Written Notice to the Chair, Prior to Panel Vote, of any Decision to Opt Out
- Vote on the Plan, and Provide Written Reasons for such Vote

Role of Optional Panel Members

- If Invited by County CEO, the Governing Board must Determine if it Will Accept the Invitation and, if so, Select its Panel Member
- Represent the Invited Organization on the Panel
- Participate in Development of the Plan, and Recommend Implementation Actions
- Determine if They Should Opt Out of any Actions Proposed in the Plan
- Provide Written Notice to the Chair, Prior to Panel Vote, of any Decision to Opt Out
- Vote on the Plan, and Provide Written Reasons for such Vote

Involvement of Public, Business and Civic Organizations

- County CEO and Panel shall solicit and accept input from the public and from civic, business, labor and community leaders
- Three or more public hearings must be held prior to the submission of the Plan to the Panel for a vote

Plan Development and Submission

Plan Contents

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

- 1) elimination of duplicative services
- 2) shared services, such as joint purchasing, shared highway equipment, shared storage facilities, shared plowing services, and energy and insurance purchasing cooperatives
- 3) reductions in back office administrative overhead; and
- 4) better coordination of services.

Plan Development Timeline

Beginning Now



The Chief Executive Officer of the county shall submit the Plan to the County Legislative Body



Must include a certification of savings to be achieved through implementation of plan actions (example certification language is available at: www.dos.ny.gov/lg/pdf/CWSSI.GuidanceDoc.pdf)

By August 1, 2017

Plan Development Timeline

After August 1, 2017



County Legislative Body may, by majority vote, issue an advisory report with recommendations



County Chief Executive Officer may modify the Plan to reflect any accepted recommendations.

Before September 15, 2017

Plan Development – Timeline

After August 1, 2017



★ County CEO submits final Plan to Panel

★ Panel members review Plan and proposed actions

★ Plan members may opt out of any proposed actions on behalf of their represented entity prior to vote

★ Panel vote

Before September 15, 2017

Plan Development Timeline

No Later Than September 15, 2017

- Final Submission of Plan – Upon Panel approval of the Plan, the County CEO shall submit the plan with a certification of the plan and its associated savings to the Director of the Division of the Budget.

Plan Development - Timeline

If Plan is **Not** Approved by September 15, 2017

- The County CEO shall release to the public a report on the proposal, including the vote of each panel member, with written reasons from each member for such vote
- Resubmission required by September 15, 2018, utilizing the original procedures followed in 2017. County CEO should continue to meet with panel members to further develop the plan.

Plan Development – Timeline

After September 15, 2017



CEO of the county shall prepare a report in “concise, clear, and coherent manner using words with common and everyday meanings” to be disseminated to the residents of the county.



Public Presentation

No later than October 15, 2017

Plan Match Eligibility

Match Eligibility

- The Secretary of State, with the approval of the Director of the Division of the Budget, will develop an application to award one-time State funds that match certain savings achieved as a result of the Plan.
- Matching funds will be for actual net savings achieved among local governments from new actions resulting from the Plan, as demonstrated by the participating local governments.

Match Eligibility

- For Plans approved in 2017, matching funds are only for new actions implemented on or after January 1, 2018, through December 31, 2018.
- For Plans approved in 2018, matching funds are only for new actions implemented on and after January 1, 2019, through December 31, 2019.

Department of State Assistance

CWSSI Program Information

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COUNTY-WIDE SHARED SERVICES INITIATIVE

Reducing Property Taxes and Lowering Costs of Local Government

Governor Cuomo's new initiative to reduce property taxes requires counties to assemble local governments to find efficiencies for real, recurring taxpayer savings.

The County-Wide Shared Services Initiative, included in the enacted FY 2018 Budget, requires county officials to develop localized plans that find property tax savings by coordinating and eliminating duplicative services and propose coordinated services to enhance purchasing power.

The property tax is the largest tax burden to the New York taxpayer, with the typical taxpayer paying 2.5 times more in property taxes than in income taxes. While Governor Cuomo has made reducing this burden a central priority of his administration, the tax is still a significant expense for property owners. The goal of this new initiative is to save taxpayers money by identifying collaborative opportunities for shared services between as many local governments as possible.

http://www.dos.ny.gov/lg/countywide_services.html



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