

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

Meeting Date: Wednesday, May 15, 2024 (8:30 a.m.)

Location: Auditorium, Brighton Town Hall

1. Approval of Minutes – Receive and file minutes from May 1, 2024.
2. Review the Executive Summary of the final draft 2023 audited financial statements – Presented by Raymond F. Wager CPA, P.C. a Division of Mengal Metzger Barr & Co., LLP (see Financial Executive Summary).
3. Adopt Bond Resolution in the amount of \$375,000 for the purchase of one Plow Truck for the Highway Department as approved in the 2024-2026 Capital Improvement Plan (Finance) – Request from Earl Johnson for Town Board action to adopt a bond resolution in the amount of \$375,000 for the purchase of one plow truck which has been prepared by the Town's Bond Council and will be subject to both permissive referendum and estoppel periods (see letter from E. Johnson).
4. Adopt Bond Resolution in the amount of \$293,000 for the purchase of one Loader Truck with Plow Package for the Highway Department as approved in the 2024-2026 Capital Improvement Plan (Finance) – Request from Earl Johnson for Town Board action to adopt a bond resolution in the amount of \$293,000 for the purchase of one loader truck with plow package which has been prepared by the Town's Bond Council and will be subject to both permissive referendum and estoppel periods (see letter from E. Johnson).
5. Authorize the Town Supervisor to execute a proposed lease amendment on the current agreement with Crown Castle to expand the leased cell tower area located at the highway department facility at 1941 Elmwood Avenue (Public Works) – Request from James Sprague to authorize the Town Supervisor to execute a proposed lease agreement with Crown Castle to expand the leased cell tower area located at the highway department facility at 1941 Elmwood Avenue (see letter from J Sprague).

6. Discussion of the Sustainability Oversight Committee's (SOC) recommendation to establish a Sustainability Fund to be used in the implementation of pending sustainability projects (SOC) – Request from the SOC to establish a Sustainability fund based upon the NYS Department of Environmental Conservation's (DEC) recommendation through their Climate Smart Community Program for municipalities to create a financial mechanism to fund government sustainability projects (see letter from SOC Secretary B. Ryan).

EXECUTIVE SESSION – Discuss employment of particular persons

**The next regularly scheduled meeting of the FASC will be held on
WEDNESDAY, June 5, 2024, at 8:30 a.m.
in the AUDITORIUM of the Brighton Town Hall.
All members of the public are invited to attend FASC meetings.**

****AS PER THE REGULAR SCHEDULE****

TOWN OF BRIGHTON, NEW YORK

FINANCIAL EXECUTIVE SUMMARY

For Years Ended December 31, 2023 and 2022



Town of Brighton, New York

Dated: May 15, 2024

By: Mr. Michael J. DeBadts, CPA

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TOWN OF BRIGHTON, NEW YORK

Statement of Net Position

December 31, 2023 and 2022

ASSETS	2023	2022	Variances
Cash and cash equivalents	\$ 23,444,193	\$ 20,077,509	\$ 3,366,684
Investments	-	1,291	(1,291)
Accounts receivable (net)	3,169,813	3,438,770	(268,957)
Prepaid items	34,923	541,565	(506,642)
Net pension asset	-	2,129,883	(2,129,883)
Capital assets, net of accumulated depreciation	31,082,247	32,138,490	(1,056,243)
TOTAL ASSETS	\$ 57,731,176	\$ 58,327,508	\$ (596,332)
DEFERRED OUTFLOW OF RESOURCES	\$ 10,001,637	\$ 10,727,262	\$ (725,625)
LIABILITIES			
Accounts payable	\$ 949,676	\$ 668,807	\$ 280,869
Accrued liabilities	771,683	605,512	166,171
Bond anticipation notes payable	-	795,000	(795,000)
Due to retirement system	1,688,442	38,123	-
Unearned revenue	54,091	16,932	37,159
Other liabilities-ARPA	3,558,089	3,599,552	(41,463)
Noncurrent liabilities:			
Due in one year	2,066,734	1,266,204	800,530
Due in more than one year	41,867,882	30,946,220	10,921,662
TOTAL LIABILITIES	\$ 50,956,597	\$ 37,936,350	\$ 11,369,928
DEFERRED INFLOW OF RESOURCES	\$ 14,479,876	\$ 29,608,003	\$ (15,128,127)
NET POSITION			
Net investment in capital assets	\$ 22,855,778	\$ 23,605,690	\$ (749,912)
Restricted for:			
Capital reserves	1,046,813	1,051,507	(4,694)
Capital improvements	544,966	975,761	(430,795)
General reserve	624,114	564,265	59,849
Reserve for Debt	567,361	648,229	(80,868)
Other purposes	3,612,736	3,125,478	487,258
Unrestricted	(26,955,428)	(28,460,513)	1,505,085
TOTAL NET POSITION	\$ 2,296,340	\$ 1,510,417	\$ 785,923

Financial Highlights

- * Unmodified opinion, no material weaknesses, no significant deficiencies.
- * Statement of Net Position - combines all funds except custodial; includes capital assets, depreciation, and long-term debt.
- * Noncurrent Liabilities - consists of:

	<u>2023</u>	<u>2022</u>
Outstanding Bonds	\$ 6,738,166	\$ 7,651,875
Compensated Absences	1,321,094	1,320,907
OPEB (Retiree Health)	22,204,693	22,457,110
Lease Liability	1,389,566	162,649
Retainage Payable	97,834	15,451
Net Pension Liability	12,183,263	604,432
Total Noncurrent Liabilities	\$ 43,934,616	\$ 32,212,424

TOWN OF BRIGHTON, NEW YORK
Statement of Activities
December 31, 2023

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Governmental Activities
Primary Government:					
Governmental Activities:					
General government support	\$ 5,055,632	\$ 296,598	\$ 342,120	\$ -	\$ (4,416,914)
Public safety	10,261,054	175,255	22,163	44,810	(10,018,826)
Transportation	9,463,798	577,058	86,992	569,327	(8,230,421)
Economic assistance and opportunity	102,305	25,264	-	-	(77,041)
Culture and recreation	5,974,108	524,149	20,014	2,023,743	(3,406,202)
Home and community services	4,093,705	185,433	24,904	350,000	(3,533,368)
Interest on long-term debt	281,740	-	-	-	(281,740)
Total Governmental Activities	\$ 35,232,342	\$ 1,783,757	\$ 496,193	\$ 2,987,880	\$ (29,964,512)
General Revenues:					
Taxes:					
Property taxes					\$ 21,737,464
Non-property taxes					6,250,502
State aid - mortgage tax					711,497
Compensation for loss					221,518
Investment earnings					1,301,628
Miscellaneous					527,826
Total General Revenues					\$ 30,750,435
Change in Net Position					\$ 785,923
Net Position - Beginning					1,510,417
Net Position - Ending					\$ 2,296,340

Financial Highlights

- * The intent of this statement is to align the specific revenue to the functional category to determine the net taxpayer cost.
- * Taxes or revenues that do not relate to specific functions are classified as general revenues.
- * The increase of net position of \$785,925 is primarily the result of cost savings in the Town's General Fund.

TOWN OF BRIGHTON, NEW YORK
General Fund - Summarized Balance Sheet
December 31, 2023 and 2022

<u>Assets:</u>	<u>2023</u>	<u>2022</u>	<u>Variance</u>
Cash	\$ 15,490,629	\$ 12,688,977	\$ 2,801,652
Receivables, net	422,017	973,073	(551,056)
Due from other governments	1,528,058	1,627,652	(99,594)
State and federal aid receivable	21,802	47,211	(25,409)
Prepaid items	33,575	431,255	(397,680)
Total Assets	<u>\$ 17,496,081</u>	<u>\$ 15,768,168</u>	<u>\$ 1,727,913</u>
<u>Liabilities:</u>			
Accounts payable and other liabilities	\$ 3,831,862	\$ 4,002,453	\$ (170,591)
Accrued liabilities	641,500	494,356	147,144
Due to other funds	-	6,563	(6,563)
Due to other governments	8,187	8,187	-
Due to retirement system	1,298,237	38,123	1,260,114
Overpayments	16,041	31,498	(15,457)
Unearned revenue	47,474	8,715	38,759
Total Liabilities	<u>\$ 5,843,301</u>	<u>\$ 4,589,895</u>	<u>\$ 1,253,406</u>
<u>Deferred Inflows:</u>			
Deferred inflows of resources	<u>\$ 379,447</u>	<u>\$ 762,934</u>	<u>\$ (383,487)</u>
<u>Fund Balances:</u>			
<u>Nonspendable -</u>			
Prepays	\$ 33,575	\$ 431,255	\$ (397,680)
<u>Restricted -</u>			
Workers' Compensation	29,726	29,298	428
Forfeiture of the proceeds of crime	194,943	181,959	12,984
Repair	110,294	108,706	1,588
Insurance	118,438	115,707	2,731
Capital reserves	486,610	498,479	(11,869)
<u>Assigned -</u>			
Encumbrances	592,257	556,293	35,964
Appropriated fund balance	1,864,000	1,864,000	-
<u>Unassigned -</u>			
Undesignated fund balance	7,843,490	6,629,642	1,213,848
Total Fund Balances	<u>\$ 11,273,333</u>	<u>\$ 10,415,339</u>	<u>\$ 857,994</u>
Total Liabilities, Deferred Inflows, and Fund Balances	<u>\$ 17,496,081</u>	<u>\$ 15,768,168</u>	<u>\$ 1,727,913</u>

Financial Highlights

- * Due From Other Governments - \$1,515,997 represents 4th Quarter sales tax
- * Receivables, net and Deferred inflows of resources include \$379,447 related to lease of cell towers for GASB #87.
- * Accounts payable and other current liabilities includes \$3,558,089 in unspent ARPA funds, a decrease from last year's amount of \$3,599,552
- * Prepaid expense in prior year was mostly related to retirement system payments of \$393,269, in the current year, the amount was not prepaid and \$1,298,237 is due to retirement systems

TOWN OF BRIGHTON, NEW YORK
General Fund - Revenue Summary
For Years Ended December 31, 2023 and 2022

<u>Year 2023:</u>	<u>Budget</u> <u>(Amended)</u>	<u>Actual</u>	<u>Variance</u>
Property taxes	\$ 10,524,130	\$ 10,539,159	\$ 15,029
Non property taxes	5,730,000	6,250,502	520,502
Departmental income	615,900	644,399	28,499
Intergovernmental charges	10,250	28,629	18,379
Use of money and property	377,168	886,637	509,469
Licenses and permits	215,300	191,827	(23,473)
Fines and forfeitures	120,050	174,061	54,011
Sale of property and compensation for loss	21,300	62,506	41,206
Miscellaneous	113,782	71,144	(42,638)
Interfund revenues	318,110	261,057	(57,053)
State aid	1,704,941	1,196,394	(508,547)
Federal aid	15,010	43,177	28,167
Transfers	65,760	65,915	155
Total Year 2023	<u>\$ 19,831,701</u>	<u>\$ 20,415,407</u>	<u>\$ 583,706</u>

<u>Year 2022:</u>	<u>Budget</u> <u>(Amended)</u>	<u>Actual</u>	<u>Variance</u>
Property taxes	\$ 10,189,615	\$ 10,190,909	\$ 1,294
Non property taxes	4,800,000	6,422,418	1,622,418
Departmental income	632,500	639,593	7,093
Intergovernmental charges	10,000	42,688	32,688
Use of money and property	115,570	286,195	170,625
Licenses and permits	205,700	192,242	(13,458)
Fines and forfeitures	135,050	132,814	(2,236)
Sale of property and compensation for loss	20,300	73,546	53,246
Miscellaneous	46,104	60,926	14,822
Interfund revenues	297,625	274,338	(23,287)
State aid	1,687,136	1,461,028	(226,108)
Federal aid	188,456	147,191	(41,265)
Transfers	77,790	219,341	141,551
Total Year 2022	<u>\$ 18,405,846</u>	<u>\$ 20,143,229</u>	<u>\$ 1,737,383</u>

TOWN OF BRIGHTON, NEW YORK
General Fund - Expenditure Summary
For Years Ended December 31, 2023 and 2022

<u>Year 2023:</u>	Budget (Amended)	Actual With Encumbrances	Variance
General government support	\$ 4,114,083	\$ 3,900,006	\$ 214,077
Public safety	6,739,090	6,166,104	572,986
Transportation	807,118	636,878	170,240
Economic assistance & development	160,765	99,793	60,972
Culture & recreation	2,017,207	1,740,582	276,625
Home & community services	1,769,891	1,495,958	273,933
Employee benefits	5,524,739	5,155,857	368,882
Debt service	941,081	940,982	99
Transfers	13,510	13,510	-
Total Year 2023	\$ 22,087,484	\$ 20,149,670	\$ 1,937,814

<u>Year 2022:</u>	Budget (Amended)	Actual With Encumbrances	Variance
General government support	\$ 3,802,399	\$ 3,718,746	\$ 83,653
Public safety	6,183,433	5,997,030	186,403
Transportation	849,547	829,845	19,702
Economic assistance & development	119,619	106,425	13,194
Culture & recreation	1,810,518	1,522,782	287,736
Home & community services	1,686,517	1,592,632	93,885
Employee benefits	5,149,784	4,872,128	277,656
Debt service	717,451	717,428	23
Total Year 2022	\$ 20,435,928	\$ 19,473,676	\$ 962,252

TOWN OF BRIGHTON, NEW YORK
Highway Fund - Summarized Balance Sheet
December 31, 2023 and 2022

<u>Assets:</u>	<u>2023</u>	<u>2022</u>	<u>Variance</u>
Cash	\$ 2,732,839	\$ 2,039,428	\$ 693,411
Due from other funds	-	12,908	(12,908)
Receivables, net	17,102	177,654	(160,552)
Due from other governments	7,121	-	7,121
State and federal aid receivable	33,933	33,933	-
Prepaid items	800	65,654	(64,854)
Total Assets	<u>\$ 2,791,795</u>	<u>\$ 2,329,577</u>	<u>\$ 462,218</u>
<u>Liabilities:</u>			
Accounts payable	\$ 73,392	\$ 32,184	\$ 41,208
Accrued liabilities	40,326	48,418	(8,092)
Due retirement systems	216,747	-	216,747
Total Liabilities	<u>\$ 330,465</u>	<u>\$ 80,602</u>	<u>\$ 249,863</u>
<u>Fund Balances:</u>			
<u>Nonspendable -</u>			
Prepays	\$ 800	\$ 65,654	\$ (64,854)
<u>Restricted -</u>			
Capital reserve	176,789	174,243	2,546
<u>Assigned -</u>			
Encumbrances	58,811	267,011	(208,200)
Appropriated fund balance	375,000	375,000	-
Highway fund balance	1,849,930	1,367,067	482,863
Total Fund Balances	<u>\$ 2,461,330</u>	<u>\$ 2,248,975</u>	<u>\$ 212,355</u>
Total Liabilities and Fund Balances	<u>\$ 2,791,795</u>	<u>\$ 2,329,577</u>	<u>\$ 462,218</u>

TOWN OF BRIGHTON, NEW YORK
Highway Fund - Revenue Summary
For Years Ended December 31, 2023 and 2022

<u>Year 2023:</u>	<u>Budget</u> <u>(Amended)</u>	<u>Actual</u>	<u>Variance</u>
Property taxes	\$ 4,557,350	\$ 4,557,350	\$ -
Departmental income	2,870	3,421	551
Intergovernmental charges	568,880	556,704	(12,176)
Use of money and property	56,000	155,334	99,334
Licenses and permits	15,250	16,933	1,683
Sale of property and compensation for loss	118,215	117,586	(629)
Miscellaneous	-	397	397
Interfund revenue	243,195	172,466	(70,729)
State aid	478,669	478,669	-
Transfers	17,185	17,556	371
Total Year 2023	\$ 6,057,614	\$ 6,076,416	\$ 18,802

<u>Year 2022:</u>	<u>Budget</u> <u>(Amended)</u>	<u>Actual</u>	<u>Variance</u>
Property taxes	\$ 4,327,055	\$ 4,327,055	\$ -
Departmental income	2,630	2,430	(200)
Intergovernmental charges	533,880	569,205	35,325
Use of money and property	7,000	32,425	25,425
Licenses and permits	16,040	23,727	7,687
Sale of property and compensation for loss	72,355	144,348	71,993
Miscellaneous	-	1,942	1,942
Interfund revenue	159,920	200,884	40,964
State aid	442,856	442,857	1
Federal aid	-	33,933	33,933
Transfers	16,730	16,753	23
Total Year 2022	\$ 5,578,466	\$ 5,795,559	\$ 217,093

TOWN OF BRIGHTON, NEW YORK
Highway Fund - Expenditure Summary
For Years Ended December 31, 2023 and 2022

	Budget	Actual	
	(Amended)	With	
<u>Year 2023:</u>	<u>(Amended)</u>	<u>Encumbrances</u>	<u>Variance</u>
Transportation	\$ 4,915,097	\$ 4,273,657	\$ 641,440
Employee benefits	1,125,205	1,060,336	64,869
Debt service	551,200	550,994	206
Transfer	37,885	37,885	-
Total Year 2023	<u>\$ 6,629,387</u>	<u>\$ 5,922,872</u>	<u>\$ 706,515</u>

	Budget	Actual	
	(Amended)	With	
<u>Year 2022:</u>	<u>(Amended)</u>	<u>Encumbrances</u>	<u>Variance</u>
Transportation	\$ 4,636,778	\$ 4,313,789	\$ 322,989
Employee benefits	1,154,590	1,113,080	41,510
Debt Service	489,930	477,192	12,738
Total Year 2022	<u>\$ 6,281,298</u>	<u>\$ 5,904,061</u>	<u>\$ 377,237</u>

TOWN OF BRIGHTON, NEW YORK
Summary of Other Funds
For Years Ended December 31, 2023 and 2022

<u>Public Library</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 635,393	\$ 566,244
Revenues	2,407,778	2,302,141
Expenses	(2,358,247)	(2,232,992)
Fund balance, ending	\$ 684,924	\$ 635,393

* Of the \$684,924 fund balance, \$318,877 is in a general reserve and \$90,000 has been appropriated to support the 2024 budget.

<u>Consolidated Water</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 556,177	\$ 525,776
Revenues	35,163	34,066
Expenses	(3,775)	(3,665)
Fund balance, ending	\$ 587,565	\$ 556,177

* Of the \$587,565 fund balance, \$140,006 is in a capital reserve.

<u>Miscellaneous Special Revenue</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 767,521	\$ 575,449
Revenues	123,442	220,356
Expenses	(3,225)	(28,284)
Fund balance, ending	\$ 887,738	\$ 767,521

<u>Neighborhood Improvement</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 10,506	\$ 17,837
Revenues	4,510	4,304
Expenses	(4,004)	(11,635)
Fund balance, ending	\$ 11,012	\$ 10,506

<u>Lighting</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 104,875	\$ 123,998
Revenues	414,128	363,468
Expenses	(368,719)	(382,591)
Fund balance, ending	<u>\$ 150,284</u>	<u>\$ 104,875</u>

* Of the \$150,284 fund balance \$10,000 has been appropriated to support the 2024 budget.

<u>Consolidated Sewer</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 1,150,585	\$ 995,430
Revenues	1,982,997	1,787,205
Expenses	(1,700,711)	(1,645,945)
Transfers	(44,335)	13,895
Fund balance, ending	<u>\$ 1,388,536</u>	<u>\$ 1,150,585</u>

* Of the \$1,388,536 fund balance, \$243,408 is in a capital reserve and \$90,000 has been appropriated from fund balance to support the 2024 budget.

<u>Drainage</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 28,705	\$ 27,643
Revenues	7,158	6,157
Expenses	(6,152)	(5,415)
Transfers	320	320
Fund balance, ending	<u>\$ 30,031</u>	<u>\$ 28,705</u>

<u>Fire Protection</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ (58,544)	\$ 438,567
Revenues	68,502	206,094
Expenses	(9,958)	(703,205)
Fund balance, ending	<u>\$ -</u>	<u>\$ (58,544)</u>

<u>Business Improvement</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 3,523	\$ 3,205
Revenues	1,798	1,553
Expenses	(1,565)	(1,235)
Fund balance, ending	<u>\$ 3,756</u>	<u>\$ 3,523</u>

<u>Park Special District</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 10,145	\$ 7,986
Revenues	5,080	4,224
Expenses	(5,560)	(2,065)
Fund balance, ending	<u>\$ 9,665</u>	<u>\$ 10,145</u>

* Of the \$9,665 in fund balance \$500 has been appropriated to support the 2024 budget.

<u>Refuse</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 70,324	\$ 68,721
Revenues	1,274,929	1,160,059
Expenses	(1,266,553)	(1,158,456)
Fund balance, ending	<u>\$ 78,700</u>	<u>\$ 70,324</u>

<u>Ambulance District</u>	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 129,451	\$ 68,967
Revenues	448,023	432,534
Expenses	(498,996)	(372,050)
Fund balance, ending	<u>\$ 78,478</u>	<u>\$ 129,451</u>

Sidewalk Snow Removal

	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 117,786	\$ 85,332
Revenues	80,868	69,914
Expenses	(25,400)	(37,460)
Fund balance, ending	<u>\$ 173,254</u>	<u>\$ 117,786</u>

Consolidated Sidewalk

	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 91,232	\$ 76,005
Revenues	274,573	222,415
Expenses	(282,337)	(207,188)
Fund balance, ending	<u>\$ 83,468</u>	<u>\$ 91,232</u>

Debt Service

	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 648,229	\$ 350,219
Earnings	16,542	34,900
Transfers, net	(97,410)	263,110
Fund balance, ending	<u>\$ 567,361</u>	<u>\$ 648,229</u>

* Of the \$567,361 in fund balance \$89,600 has been appropriated to support the 2024 budget.

Capital Projects

	<u>2023</u>	<u>2022</u>
Fund balance, beginning	\$ 272,936	\$ 1,027,477
Revenues	2,464,422	180,233
Expenses	(4,101,400)	(2,959,655)
Transfers, net	109,349	(396,759)
Serial bonds issued	285,000	2,330,000
Bond anticipation notes	40,000	40,000
Leases	1,473,756	51,640
Fund balance, ending	<u>\$ 544,063</u>	<u>\$ 272,936</u>



Finance Department

Earl Johnson
Director of Finance

May 10, 2024

The Honorable Town of Brighton Board
Finance and Administrative Services Committee
2300 Elmwood Avenue
Rochester, New York 14618

Re: 2024 Highway Plow Truck Bond Resolution

Dear Honorable Town Board Members:

As part of the 2024 through 2026 Town Capital Improvement Plan and the 2024 Adopted Town Budget, a Loader with Plow Package purchase was identified for funding in 2024 through the issuance of bonds. I am recommending that the Town Board adopt a bond resolution as prepared by Bond Counsel totaling \$375,000 (the original estimate of this vehicle was \$340,000) that will provide financing to purchase said equipment:

Bond Resolution totaling \$375,000 (Highway Vehicle)

Up to 15 Year repayment period: Bond Resolution \$375,000

- 1.) Purchase One Loader with Plow Package - \$375,000

The bond resolution should be adopted at the May 22, 2024, Town Board Meeting. This bond has a repayment period of more than five years and for that reason is subject to permissive referendum. This resolution will require 2/3rds majority vote by our Town Board (four of the five members). After the permissive referendum and/or estoppel periods have passed, the borrowing process can be completed. This bond issue will be sold as a consolidated issue with the Loader w Plow Package also arriving this fall. A Budget Amendment will be added upon approval of this bond resolution.

I will be happy to respond to any questions that members of the Committee or other members of the Town Board may have regarding this matter.

Sincerely,

Earl Johnson

Earl Johnson
Director of Finance

BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE “TOWN”), AUTHORIZING THE ACQUISITION OF MACHINERY AND APPARATUS FOR USE BY THE TOWN; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$375,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$375,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION

WHEREAS, the Town Board (the “Board”) of the Town of Brighton, Monroe County, New York (the “Town”) proposes to authorize the issuance of \$375,000 in serial bonds of the Town to finance the acquisition of machinery and apparatus for use by the Town’s Highway Department (the “Project”), at an estimated maximum cost of \$375,000; and

WHEREAS, the Board now wishes to appropriate funds for the Project and to authorize the issuance of the Town’s serial bonds and bond anticipation notes to be issued to finance the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board (the “Town Board”) of the Town of Brighton, Monroe County, New York (the “Issuer” or the “Town”) (by the favorable vote of not less than two-thirds of all the members of such body), as follows:

SECTION 1. The Town is hereby authorized to undertake the acquisition of machinery and apparatus for use by the Town’s Highway Department consisting of one plow truck. It is hereby determined that the maximum estimated cost of the aforementioned class of object or purpose is \$375,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$375,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

SECTION 2. Serial bonds of the Town in the principal amount of \$375,000 are hereby authorized to be issued pursuant to provisions of Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the “Law”) to finance the aforementioned class of object or purpose.

SECTION 3. It is hereby determined that the period of probable usefulness of the aforementioned class of object or purpose is fifteen (15) years, pursuant to subdivision 28. of paragraph a. of Section 11.00 of the Law.

SECTION 4. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Law, for the capital purposes described in this resolution. The Town shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by this resolution. This resolution shall

constitute a declaration of official intent to reimburse the expenditures authorized herein with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-2.

SECTION 5. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to this resolution.

SECTION 6. Each of the serial bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the real property within the Town subject to applicable statutory limits, if any. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal and interest on said serial bonds and bond anticipation notes and provisions shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

SECTION 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of serial bonds and bond anticipation notes or the renewals of said obligations and of Sections 21.00, 50.00, 54.90, 56.00 through 60.00, 62.10 and 63.00 of the Law, the powers and duties of the Town Board relative to authorizing serial bonds and bond anticipation notes and prescribing terms, form and contents as to the sale and issuance of bonds herein authorized, including without limitation the determination of whether to issue bonds having substantially level or declining debt service and all matters related thereto, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town (the "Town Supervisor"). Such notes shall be of such terms, form and contents as may be prescribed by said Town Supervisor consistent with the provisions of Local Finance Law. Further, pursuant to paragraph b. of Section 11.00 of the Law, in the event that bonds to be issued for the class of object or purpose authorized by this resolution are combined for sale, pursuant to paragraph c. of Section 57.00 of the Law, with bonds to be issued for one or more object or purpose authorized by other resolutions of the Board, then the power of the Board to determine the "weighted average period of probable usefulness" (within the meaning of paragraph a. of Section 11.00 of the Law) for such combined objects or purposes is hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town.

SECTION 8. The Town Supervisor is hereby further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 9. The Town Supervisor is further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchasers of the bonds or notes authorized by this resolution in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 10. The Town Board hereby determines that the actions authorized by this resolution and the adoption hereof collectively constitute a "Type II" action within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (collectively, "SEQRA") and that no further action under SEQRA need be taken by the Town Board as a condition precedent to the adoption of this resolution.

SECTION 11. The intent of this resolution is to give the Town Supervisor sufficient authority to execute those applications, agreements and instruments, or to do any similar acts necessary to affect the issuance of the aforesaid serial bonds or bond anticipation notes without resorting to further action of the Board.

SECTION 12. Pursuant to subdivision b. of Section 35.00 of the Law, this resolution is subject to a permissive referendum in the manner prescribed by Article 7 of the Town Law of the State of New York (the "Town Law"). The Town Clerk is hereby authorized and directed, within ten (10) days after the date of adoption of this resolution, to publish and post a notice satisfying the requirements of Section 90 of the Town Law, which shall set forth the date of adoption of this resolution, shall contain an abstract hereof, and shall specify that this resolution was adopted subject to a permissive referendum. Such notice shall be published in the official newspaper of the Town for such purpose.

SECTION 13. This resolution shall take effect thirty (30) days after the date of its adoption or, if within such thirty (30) day period there is filed with the Town Clerk a petition subscribed and acknowledged by the number of qualified electors of the Town required by Section 91 of the Town Law and in the manner specified in such Section, until approved by the affirmative vote of a majority of such qualified electors voting on a proposition for its approval.

SECTION 14. The validity of the bonds authorized by this resolution and of any bond anticipation notes issued in anticipation of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money; or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or

(c) such obligations are authorized in violation of the provisions of the constitution.

SECTION 15. Upon this resolution becoming effective, the Town Clerk is hereby authorized and directed to cause a copy of this resolution, or a summary thereof, to be published, together with a notice attached in substantially the form as prescribed in Section 81.00 of the Law, in the official newspaper(s) of the Town for such purpose, together with a notice of the Town Clerk substantially the form provided in Section 81.00 of the Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

AYE

NAY

Town Board Member Corrado
Town Board Member Wilt
Town Board Member Salzman
Town Board Member Werner
Town Supervisor Moehle

The resolution was thereupon declared duly adopted by a vote of ____ ayes and ____ nays.

Date: May 22, 2024



Finance Department

Earl Johnson
Director of Finance

May 10, 2024

The Honorable Town of Brighton Board
Finance and Administrative Services Committee
2300 Elmwood Avenue
Rochester, New York 14618

Re: 2024 Highway Loader with Plow Package Bond Resolution

Dear Honorable Town Board Members:

As part of the 2024 through 2026 Town Capital Improvement Plan and the 2024 Adopted Town Budget, a Loader with Plow Package purchase was identified for funding in 2024 through the issuance of bonds. I am recommending that the Town Board adopt a bond resolution as prepared by Bond Counsel totaling \$293,000 (the original estimate of this vehicle was \$288,235) that will provide financing to purchase said equipment:

Bond Resolution totaling \$293,000 (Highway Vehicle)

Up to 15 Year repayment period: Bond Resolution \$293,000

- 1.) Purchase One Loader with Plow Package - \$293,000

The bond resolution should be adopted at the May 22, 2024, Town Board Meeting. This bond has a repayment period of more than five years and for that reason is subject to permissive referendum. This resolution will require 2/3rds majority vote by our Town Board (four of the five members). After the permissive referendum and/or estoppel periods have passed, the borrowing process can be completed. This bond issue will be sold as a consolidated issue with the Plow Truck also arriving this fall. A Budget Amendment will be added upon approval of this bond resolution.

I will be happy to respond to any questions that members of the Committee or other members of the Town Board may have regarding this matter.

Sincerely,

Earl Johnson

Earl Johnson
Director of Finance

BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ACQUISITION OF MACHINERY AND APPARATUS FOR USE BY THE TOWN; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$293,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$293,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION

WHEREAS, the Town Board (the "Board") of the Town of Brighton, Monroe County, New York (the "Town") proposes to authorize the issuance of \$293,000 in serial bonds of the Town to finance the acquisition of machinery and apparatus for use by the Town's Highway Department (the "Project"), at an estimated maximum cost of \$293,000; and

WHEREAS, the Board now wishes to appropriate funds for the Project and to authorize the issuance of the Town's serial bonds and bond anticipation notes to be issued to finance the aforementioned specific object or purpose.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board (the "Town Board") of the Town of Brighton, Monroe County, New York (the "Issuer" or the "Town") (by the favorable vote of not less than two-thirds of all the members of such body), as follows:

SECTION 1. The Town is hereby authorized to undertake the acquisition of machinery and apparatus for use by the Town's Highway Department consisting of one loader with plow package. It is hereby determined that the maximum estimated cost of the aforementioned class of object or purpose is \$293,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$293,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

SECTION 2. Serial bonds of the Town in the principal amount of \$293,000 are hereby authorized to be issued pursuant to provisions of Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law") to finance the Project.

SECTION 3. It is hereby determined that the period of probable usefulness of the aforementioned class of object or purpose is fifteen (15) years, pursuant to subdivision 28. of paragraph a. of Section 11.00 of the Law.

SECTION 4. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Law, for the capital purposes described in this resolution. The Town shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by this resolution. This resolution shall constitute a declaration of official intent to reimburse the expenditures authorized herein with the

proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-2.

SECTION 5. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to this resolution.

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SECTION 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of serial bonds and bond anticipation notes or the renewals of said obligations and of Sections 21.00, 50.00, 54.90, 56.00 through 60.00, 62.10 and 63.00 of the Law, the powers and duties of the Town Board relative to authorizing serial bonds and bond anticipation notes and prescribing terms, form and contents as to the sale and issuance of bonds herein authorized, including without limitation the determination of whether to issue bonds having substantially level or declining debt service and all matters related thereto, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town (the "Town Supervisor"). Such notes shall be of such terms, form and contents as may be prescribed by said Town Supervisor consistent with the provisions of Local Finance Law. Further, pursuant to paragraph b. of Section 11.00 of the Law, in the event that bonds to be issued for the class of object or purpose authorized by this resolution are combined for sale, pursuant to paragraph c. of Section 57.00 of the Law, with bonds to be issued for one or more object or purpose authorized by other resolutions of the Board, then the power of the Board to determine the "weighted average period of probable usefulness" (within the meaning of paragraph a. of Section 11.00 of the Law) for such combined objects or purposes is hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town.

SECTION 8. The Town Supervisor is hereby further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 9. The Town Supervisor is further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchasers of the bonds or notes authorized by this resolution in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 10. The Town Board hereby determines that the actions authorized by this resolution and the adoption hereof collectively constitute a "Type II" action within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (collectively, "SEQRA") and that no further action under SEQRA need be taken by the Town Board as a condition precedent to the adoption of this resolution.

SECTION 11. The intent of this resolution is to give the Town Supervisor sufficient authority to execute those applications, agreements and instruments, or to do any similar acts necessary to affect the issuance of the aforesaid serial bonds or bond anticipation notes without resorting to further action of the Board.

SECTION 12. Pursuant to subdivision b. of Section 35.00 of the Law, this resolution is subject to a permissive referendum in the manner prescribed by Article 7 of the Town Law of the State of New York (the "Town Law"). The Town Clerk is hereby authorized and directed, within ten (10) days after the date of adoption of this resolution, to publish and post a notice satisfying the requirements of Section 90 of the Town Law, which shall set forth the date of adoption of this resolution, shall contain an abstract hereof, and shall specify that this resolution was adopted subject to a permissive referendum. Such notice shall be published in the official newspaper of the Town for such purpose.

SECTION 13. This resolution shall take effect thirty (30) days after the date of its adoption or, if within such thirty (30) day period there is filed with the Town Clerk a petition subscribed and acknowledged by the number of qualified electors of the Town required by Section 91 of the Town Law and in the manner specified in such Section, until approved by the affirmative vote of a majority of such qualified electors voting on a proposition for its approval.

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(a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money; or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or

(c) such obligations are authorized in violation of the provisions of the constitution.

SECTION 15. Upon this resolution becoming effective, the Town Clerk is hereby authorized and directed to cause a copy of this resolution, or a summary thereof, to be published, together with a notice attached in substantially the form as prescribed in Section 81.00 of the Law, in the official newspaper(s) of the Town for such purpose, together with a notice of the Town Clerk substantially the form provided in Section 81.00 of the Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

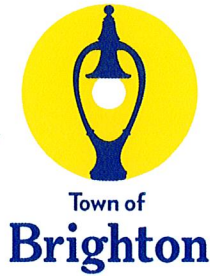
AYE

NAY

Town Board Member Corrado
Town Board Member Wilt
Town Board Member Salzman
Town Board Member Werner
Town Supervisor Moehle

The resolution was thereupon declared duly adopted by a vote of ____ ayes and ____ nays.

Date: May 22, 2024



Public Works Department

James P. Sprague, P.E.
Commissioner of Public Works

3 May 2024

The Honorable Town Board
Town of Brighton
2300 Elmwood Ave.
Rochester, New York

Re: Crown Castle Cell Tower
Third Amendment to Option and Lease Agreement
Brighton Highway Garage Site

Dear Honorable Members:

The Town has been approached by Crown Castle with a request to expand the leased cell tower area located at the highway department facility at 1941 Elmwood Avenue, Brighton, New York. This request was reviewed by the highway department and presented to the Public Works Committee and the Finance and Administrative Services Committee. No objections have come to light. Because this amendment does involve adjustments to the commercial terms of the lease, it is being presented to the full Town Board for your consideration.

Should the Town Board find the proposed commercial terms acceptable, I recommend that the Town Board authorize the Town's attorney to finalize the necessary legal documents to execute the proposed lease amendment. I also recommend that the Town Board authorize the Town Supervisor to sign the final legal documents when they are available, executing this proposed lease amendment.

Thank you for your attention to this matter.

Respectfully,

James P. Sprague, P.E.
Commissioner of Public Works

Attachments

cc: Bridget Monroe, Assistant to the Town Supervisor
John Mancuso, Attorney to the Town



Sustainability Oversight Committee

Brendan Ryan
Secretary

April 24, 2024

The Honorable Town of Brighton Town Board
Town of Brighton
2300 Elmwood Ave.
Rochester, New York 14618

Re: Revolving Sustainability Fund

Dear Supervisor Moehle and Town Board Members:

As a soon-to-be re-certified Bronze Level New York State Department of Environmental Conservation (DEC) Climate Smart Community, the Sustainability Oversight Committee commends the Town of Brighton for its leadership in reducing emissions and adapting to a changing climate.

The overarching goal of the Climate Smart Community program is to provide municipalities with a robust framework to guide their local climate action. One of the recommended areas in which Climate Smart Communities suggests municipalities act is in creating a financing mechanism to fund government sustainability projects (Attachment 1: Climate Smart Communities (CSC) Certification Action Checklist - Version 4.2 (December 17, 2021)).

One such financing mechanism, a revolving sustainability fund, is important because the up-front cost of energy efficiency improvements and sustainability projects is often a deterrent to implementing upgrades in municipal facilities and operations, despite that energy savings and improved sustainability will often pay back the up-front cost. In establishing a revolving sustainability fund, the town can potentially provide the initial capital towards sustainability projects and use the resultant cost savings to replenish the fund, thus allowing for continuous sustainability enhancements over time. Brighton has heretofore been a leader among sustainability efforts, as demonstrated by its implementation of priority actions in the New York State Environmental Research and Development Agency (NYSERDA) Clean Energy Communities (CEC). The establishment of a revolving sustainability fund would continue the Town's trendsetting example for other communities.

With savings realized from transitioning to LED street lighting and the conversions of the Carmen Clark Lodge and other facilities to solar generation with heat pump and/or geothermal heating and cooling, the Town of Brighton is in a position to establish a seed fund to capitalize future sustainability projects. Given that NYSERDA CEC grant funds are soon likely to be allocated towards the implementation of some of these projects, it makes sense to establish a dedicated financing mechanism now, to ensure that the Town is investing in its continued efforts to reduce emissions and fulfill its 2023 Climate Action Plan goals to develop a robust framework to guide climate resiliency.

It is the recommendation of the Sustainability Oversight Committee that the Finance Director establish a fund from realized savings for local government improvement projects, through which departments can access funds to implement measures that enhance climate resilience and replenish the fund with savings achieved. The Sustainability Oversight Committee further recommends that the seed money for the fund be derived from sustainability grant awards and be used in the implementation of pending sustainability projects. The terms and

conditions for drawing from and replenishing the fund should come at the recommendation of the Finance Director.

We thank you for your consideration.

Sincerely,

Sustainability Oversight Committee

Nathaniel Gibbs -Chair
Shubhangi Gandhi-Vice Chair
William Brower
Mitch Nellis
Erinn Ryen

with Councilmember Robin Wilt, Town Board Liaison

ATTACHMENT 1

Climate Smart Communities (CSC) Certification Action Checklist - Version 4.2 (December 17, 2021)

Climate Smart Communities (CSC) Certification Action Checklist - Version 4.2				
Please note: the information below is only an overview; it does not represent the most current description of the CSC certification actions. For full details and the most current information, please visit this webpage: https://climatesmart.ny.gov/actions-certification/actions/				
CEC: These actions are related to the NYSERDA Clean Energy Communities (CEC) high-impact actions. See this website for more info about CEC: https://www.nysesda.ny.gov/cec				
Under Review: These italicized actions are currently unavailable; they are being revised by the CSC interagency team.				
CSC Grants: These actions may be fundable under the certification category of the DEC's CSC Grant Program. For details see this webpage: http://www.dec.ny.gov/energy/109181.html#CSC				
Action Name (version 3)	Legacy Action #	Legacy Name(s)	Points	Type/Status
PE1: Build a climate-smart community.				
PE1 Action: CSC Task Force	1.2	Create a community Climate Smart Community task force focused on climate mitigation and adaptation	20	Mandatory
PE1 Action: CSC Coordinator	1.3	Appoint a Climate Smart Community coordinator	10	Mandatory
PE1 Action: National/Regional Climate Program	1.5	Join a national or regional climate campaign or program	3	
PE1 Action: Partnerships with Other Entities	10.3	Cooperate with neighboring communities and partner agencies	3	
PE2: Inventory emissions, set goals, and plan for climate action.				
PE2 Action: Government Operations GHG Inventory	2.1	Develop a government operations GHG emissions inventory	16	Priority, CSC Grants
PE2 Action: Community GHG Inventory	2.2	Develop a community GHG emissions inventory	16	Priority, CSC Grants
PE2 Action: Government Operations Climate Action Plan	2.5	Develop a government operations climate action plan	12 - 16	Priority, CSC Grants
PE2 Action: Community Climate Action Plan	2.6	Develop a community climate action plan	16	Priority, CSC Grants
PE3: Decrease energy use.				
PE3 Action: Government Building Energy Audits	3.1	Conduct energy audits of local government buildings	8 - 16	Priority, Revised Q4 2021
PE3 Action: Interior Lighting Upgrades	3.2	Upgrade interior lighting	1 - 5	
PE3 Action: HVAC Upgrades	3.3	Upgrade HVAC equipment	1 - 5	
PE3 Action: Water-efficient Fixtures	3.4	Install water-efficient fixtures	1 - 4	
PE3 Action: Building Energy Management System	3.5	Install a building energy management system (EMS)	1 - 5	
PE3 Action: Benchmarking - Municipal Buildings	3.32	Adopt an energy benchmarking requirement for government-owned buildings	2 - 4	CEC
PE3 Action: Clean Energy Upgrades	NA	NA (Released as part of version 3)	10	CEC
PE3 Action: Green Building Standard for Government Buildings	3.7	Adopt a green building standard for local government buildings and facilities	2 - 4	
PE3 Action: Green Building Certification	3.8	Build a new green building	15	
PE3 Action: Fleet Inventory	NA	NA (Released as part of version 3)	4	CSC Grants
PE3 Action: Fleet Efficiency Policy	3.10	Adopt a vehicle fleet efficiency policy	2 - 3	CSC Grants
PE3 Action: Fleet Rightsizing	3.11	Right-size the local government fleet	1 - 3	
PE3 Action: Advanced Vehicles	3.12	Replace traditional vehicles with advanced vehicles	2 - 10	CEC
PE3 Action: LED Street Lights	3.15	Convert streetlights to LED	4 - 12	CEC
PE3 Action: LED Traffic Signals	3.16	Convert traffic signals to LED	1 - 4	
PE3 Action: Outdoor Lighting Reduction	3.17	Reduce number of outdoor lighting fixtures	1 - 4	
PE3 Action: Outdoor Lighting Upgrades	3.18	Upgrade outdoor lighting (other than streetlights and traffic signals) to more efficient and/or solar technology	1 - 4	
PE3 Action: Environmentally Preferable Purchasing Policy	3.24	Adopt an environmentally preferable purchasing policy	1 - 4	
PE3 Action: Financing Mechanism for Government Energy Projects	3.25	Establish a financing mechanism for energy efficiency and renewable energy projects in government owned buildings	5	
PE3 Action: Waste & Energy Provisions in Government Contracts	3.26	Incorporate energy efficiency and waste handling provisions in standard specifications and government contracts	1 - 3	
PE3 Action: Incentives for Employee Carpooling & Transit	3.28	Subsidize and incentivize employee alternative commuting	1 - 3	
PE3 Action: Energy Code Enforcement Training	NA	NA (Released as part of version 3)	5	CEC
PE4: Shift to clean, renewable energy.				
PE4 Action: Green Power Procurement Policy	4.1	Adopt a green power purchase policy to ensure increasing local government energy supplies come from renewables	2 - 4	