

WARREN COUNTY DPW COMMITTEE MEETING

Tuesday, June 28, 2011
09:30 am at Airport

Airport AGENDA

CALL TO ORDER..... Chairman Dan Belden
APPROVAL OF MINUTES..... Chairman Dan Belden
NEW BUSINESS.....Chairman Dan Belden

Travel Requests

- N/A

Resolution Request/s

- **1 - Airport ground lease survey discussion.**
...Airport Manager Don DeGraw
- **2 - RR authorizing the Chairman to execute an FAA grant that will involve having C & S engineers perform a Runway 1 end obstruction removal design project. (\$1250 local share)**
...Airport Manager Don DeGraw
- **3 – RR authorizing the Chairman, contingent on the award of an FAA grant, to execute an agreement with C & S engineers to perform technical support services related to acquiring avigation easements/acquisitions for five parcels of land in the runway 30 approach. (Estimated \$1244 local share)**
...Airport Manager Don DeGraw
- **4 – RR establishing a capital project for the “Runway 30 approach avigation easement” project that is referred to in RR # 3 (H325).**
...Airport Manager Don DeGraw
- **5 – RR authorizing the Chairman, contingent on the award of a FAA grant, to execute an agreement with C & S engineers to perform part-time construction observation and administrative services for the ARFF facility expansion project. (\$1308 local share)**
... Airport Manager Don DeGraw
- **6 – RR establishing a capital project for the “Expand/construct ARFF building” project that is referred to in RR # 5 (H326).**
...Airport Manager Don DeGraw
- **7– RR to close out capital project (H264 – Construct Runway #1 Safety Area”)**
...Airport Manager Don DeGraw

Items of Interest:

1. Next meeting with VMJR regarding the proposed office park near the south west corner of airport property, has been rescheduled to July 29, following the Town of Queensbury planning board meeting on July 26.
2. The FAA has required the airport to change from a C-III to a B-II airport design category thus reflecting the *current* aircraft operations at the airport. The good news is this will reduce environmental impacts associated with the runway extension, the bad news is that if in the future the airport has more than 500 annual take-offs and landings of aircraft larger than B II, airport surfaces designed under B II standards will need to be redesigned/changed (at FAA expense).

Examples of aircraft based at GFL and their design category.

BASED AIRCRAFT CHARACTERISTICS Aircraft Model	Type	Maximum T/Off Weight (pounds)	Wingspan (feet)	Approach Category	Design Group
Beechcraft Baron	ME	5,500	37.8	B	I
Beechcraft Bonanza	SE	2,725	32.1	A	I
Cessna 172	SE	2,250	36.0	A	I
Cessna 182	SE	2,650	36.0	A	I
Cessna Citation V	Jet	20,200	56.2	B	II
Cirrus SR22	SE	3,400	38.3	A	I
Dassault Falcon 50	Jet	40,780	61.9	B	II
Hawker 800	Jet	28,000	51.3	B	II
Piper Apache	ME	5,200	37.2	A	I
Piper Cheyenne	TP	11,200	47.7	B	I
Piper Seneca	ME	4,200	38.9	A	I

OLD BUSINESS..... Chairman Dan Belden
REFERRALS..... Chairman Dan Belden
PRIVILEGE OF THE FLOOR..... Chairman Dan Belden
ADJOURNMENT..... Chairman Dan Belden

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: DPW - Airport

DATE: June 28, 2011

- (a) Purpose of Request: Reduce the current Airport real property lease rate to \$.25/ sq. ft. for all new and existing lease agreements

- (b) Details:

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Ground Lease Survey for Airport Committee
June 2011

	Airport	Airport Ground Lease Rate per Sq. Ft. (\$)
1.	Saratoga County Airport, NY <i>No Local Taxes</i>	.83
2.	Glens Falls, NY	.50
3.	Adirondack Regional Saranac Lake, NY	.36
4.	Dutchess County (Poughkeepsie, NY)	.40
5.	Laconia, NH	.19
6.	Rutland State Airport	.15
7.	Schenectady County, NY	.12
8.	Average (excluding Glens Falls & Saratoga)	.24

Ground Lease Survey for Airport Committee
June 2011

Equalization Chart

Name of Hangar	Square Footage	Base rate Lease Amount \$ (Adjusted annually for CPI)	Current Average Price Per Square Foot \$	Estimated Town of Queensbury Tax	Lease - Tax	Equalized County Lease Rate Per Square Foot
Schermerhorn Jet #1	14300	7150				
Schermerhorn Jet #2	14300	7150				
Schermerhorn Jet #3	14300	7150				
Schermerhorn Jet #4	12100	6050				
1-4 Totals	55,000	\$28,807 (2010)	52 cents	\$15,100 Total	\$13,707	25 cents
ESMI Hangar	9600	\$ 4800	50 cents	\$ 2,650	\$2150	22 cents
					Average	23.5 cents

**SCHERMERHORN HANGARS
REQUEST FOR LEASE REDUCTION TO OFFSET ADDITIONAL TAX BURDEN
As Of June 1, 2011**

Calculation Method: Parity with local regional airports:

We are seeking the local average lease rate. This rate plus the stipulated tax assessment would give us a combined per square foot cost of \$.51, which is slightly higher than the combined rates of the local regional airports of \$.49. If accepted, this returns us to our original cost per square foot, and, if extended to other current and future leases at KGFL, would keep our airport competitive and growing.

We also request that this requested lease rate of \$.24 per square foot be applied to the pending Schermerhorn T-Hangar lease.

	ADK REGIONAL (SARANAC LAKE)	DUTCHESS CNTY (POUGHKEEPSIE)	LACONIA, NH	RUTLAND, VT	SCENECTADY COUNTY	AVERAGE
CURRENT LAND LEASE RATE PER SQ FOOT	\$ 0.36	\$ 0.40	\$ 0.19	\$ 0.15	\$ 0.12	\$ 0.24
LOCAL TAX RATE (TOWN, COUNTY, & SCHOOL) PER \$1,000	\$ 14.82	\$ 21.28	\$ 18.04	\$ 21.63	\$ 39.71	\$ 23.10
TAX RATE PER SQ. FOOT (ASSUMES THE SAME ASSESSMENT)	<u>\$ 0.16</u>	<u>\$ 0.23</u>	<u>\$ 0.20</u>	<u>\$ 0.24</u>	<u>\$ 0.43</u>	<u>\$ 0.25</u>
COMBINED TAXES AND LEASE, PER SQUARE FOOT	\$ 0.52	\$ 0.63	\$ 0.39	\$ 0.39	\$ 0.55	\$ 0.49

**REQUESTED
ADJUSTED RATE
FOR KGFL**

AVERAGE

CURRENT LAND LEASE RATE PER SQ FOOT	\$ 0.24
LOCAL TAX RATE (TOWN, COUNTY, & SCHOOL) PER \$1,000	\$ 23.10
TAX RATE PER SQ. FOOT (ASSUMES THE SAME ASSESSMENT)	<u>\$ 0.25</u>
COMBINED TAXES AND LEASE, PER SQUARE FOOT	\$ 0.49
REQUESTED ADJUSTED RATE FOR KGFL	\$ 0.24
ADJUSTED RATE FOR KGFL	\$ 25.25
REQUESTED ADJUSTED RATE FOR KGFL	<u>\$ 0.27</u>

(With lease rate adjusted to equal avg lease rate)

**REQUESTED LAND LEASE RATE BASED ON LOCAL AVERAGES
(CALCULATED BASED ON LOCAL AVERAGES)**

\$ 0.24

LOCAL REGION

www.poststar.com/news/local

THURSDAY
June 2, 2011

Hometown
Obituaries

B
B2
B4

Taxes jump for airport operator

By DON LEHMAN
dlehman@poststar.com

QUEENSBURY ♦ The operator of Warren County airport has asked the county to lower his lease rate because the town raised his tax bill by 42 percent when officials discovered an assessment error that had been made for several years.

Richard Schermerhorn said his tax bill for hangars at the airport will rise from \$28,000 to \$40,000 because the town assessor realized the rate for the buildings was incorrect.

The hangars were built in 2008 and 2009 and, although

airport land is county-owned and tax exempt, the hangars are not exempt because they are used for housing privately owned airplanes instead of airline planes used by the public.

"They (the hangars) are not being used for a tax-exempt purpose," town Assessor Terri Ross said.

Neither the county nor the school district is seeking back taxes, but Schermerhorn will have to pay an increased rate in the future. He is not contesting the assessment change.

"He has agreed they are taxable and he has agreed to the number," town Supervisor Dan

Stec said.

Schermerhorn, who entered into a five-year contract in 2008 to be the airport's fixed base operator, on Tuesday asked county supervisors on the Public Works Committee to revisit the 50 cents-per-square-foot lease rate he pays for use of the property.

The lease added up to \$28,807 last year for use of four hangars. Schermerhorn has gotten permission to build two new "hangars" on the property as well, although he said he is reconsidering the project in light of the tax increase and the business climate.

Supervisors asked how

much of a drop in lease rates he wants, but Schermerhorn did not specify.

They did not agree to the request Tuesday, but Hague Supervisor Dan Belden, chairman of the Public Works Committee, asked airport manager Don DeGraw to look into how the lease rate compares to rates at other airports.

Schermerhorn, a real estate developer who has built dozens of apartment complexes around the region in recent years, said he cannot pass on the cost of higher taxes to those who use the hangars.

"It's not that easy. I know my tenants are at their max.

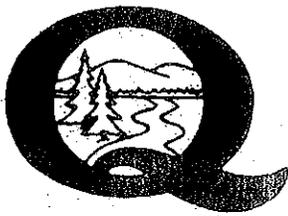
People are flying less because of fuel prices," Schermerhorn said.

Schermerhorn said he was "not crying the blues," but said he knew the growth of business at the airport would be slow, and the tough economic conditions have not made things any easier.

"I'm not making any money. But, with time, the airport will grow," he said.

Stec said the town, county and school district won't make any money from the assessment change.

"It doesn't change the (tax) levy. It just changes who pays what," Stec said.



TOWN OF QUEENSBURY

742 Bay Road, Queensbury, NY 12804-5902

518-761-8201

May 9, 2011

Richard Schermerhorn, Jr
536 Bay Road, Suite 2
Queensbury NY 12804

Dear Mr. Schermerhorn,

This letter is in regards to the Warren County Airport property that you currently lease – tax map # 297.15-1-1. There are four newly constructed airport hangers located on the site. As you know, the airport parcel presently benefits from the County's municipal tax exemption making it wholly exempt from property taxes. Based on the Town's understanding of how the aircraft housed in the hangers are used and on legal advice from Town Counsel, I have determined that they are taxable under NYS Real Property Tax Law.

Please find enclosed a formal Change of Assessment Notice informing you that a separate "paper" parcel (297.15-1-1./1) has been created to administer the taxes for the hangers. The assessment placed on the parcel for the May 1st, 2011 Tentative Assessment Roll is \$1,404,900. This is the amount that will be taxable for the upcoming 2011 September school tax as well as the 2012 January Town and County taxes. The notice also includes instructions should you disagree with the assessment.

Please feel free to contact me with any questions or concerns that might arise due to this determination.

Respectfully,


Teri L. Ross, IAO

Sole Assessor

Town of Queensbury

terir@queensbury.net

518-761-8243

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: DPW

DATE: June 17, 2011

- (a) Purpose of Grant: Authorizing the Chairman of the Board of Supervisors to execute a grant agreement with the FAA, to have C & S Engineers perform Runway 1 End Obstruction Removal - Design. This safety related project involves the design phase for removal of obstructions to protected airspace for Rwy 1.
- (b) Name of Grantor: FAA-AIP / NYS DOT
- (c) Address of Contractor: FAA - ADO, 600 Old County Road, Suite 446, Garden City, NY 11530 & NYS - DOT Albany
- (d) Grantor's Contact Person and Telephone Number: John Dermody, Manager 516-227-3803
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? n/a
- (f) Effective Date of Grant: n/a
- (g) Termination Date of Grant: n/a
- (h) Total Dollar Amount Involved (not to exceed): \$50,000
- (i) Deadline to Submit Grant Application and/or Grant Agreement: ASAP
- (j) Is a Budget amendment required? no If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? yes If yes also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? yes If Yes, Where are the Funds? List Budget Code

(with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: (95% Federal \$47,500 & 2.5% State \$1250 & 2.5% Local \$1250 funding to be paid for by the issuance of serial bonds.)



ENGINEERS
DESIGN BUILD
TECHNICAL RESOURCES
OPERATIONS

FLOYD BENNETT MEMORIAL AIRPORT AIRPORT CAPITAL IMPROVEMENT PROGRAM

US Department of Transportation Federal Aviation Administration

DATE: 6/17/11

Airport: Floyd Bennett Memorial Airport/Warren County

State: NY

NPIAS# 36-0033

LOCID GFL

Project Description & Year	Entitlement		Federal Funds (\$1,000)		State Funds (\$1,000)	Local PFC	Total (\$1,000)	Environmental	Start Date	Comp. Date
	State Appor.	Discretionary	State Appor.	Other						
2011										
PAPI Installation Runway 12-30 (Construction)	237.50		6.25		6.25		250.00	CATX	7/1/2011	12/31/2011
ARFF Building Expansion (Construction)	55.00		4.75		4.75		190.00	CATX	7/1/2011	12/1/2011
Land / Easement Acquisition (5 parcels in R/W 30 Approach)- Ph I (pre-negotiation & appraisals)	47.50		1.25		1.25		50.00	CATX	7/1/2011	12/31/2011
Runway 1 End Obstruction Removal (R/W End Siting Surface) (Design)	47.50		1.25		1.25		50.00	FONSI	7/1/2011	4/1/2012
Two 10-Bay T-Hangars							650.00	FONSI	8/1/2011	12/31/2011
Crack Filling / Painting							10.00		7/1/2011	9/1/2011
Obstruction Removal (BOCES) on-going							500.00	FONSI	1/1/2011	4/1/2011
2012										
Runway 1-19 Extension Design, Mitigation and Permitting, FAA Reimbursable Agreement				855.00	22.50		900.00	EA	4/1/2012	4/1/2013
Runway 1 End Obstruction Removal (R/W End Siting Surface) (Construction)	150.00		15.00	420.00	15.00		600.00	FONSI	4/1/2012	4/1/2013
Land/Easement Acquisition (Forest Enterprises Mgmt. Parcel) Land/ Easement Acquisition (5 parcels in R/W 30 Approach)- Ph II			7.50	285.00	7.50		300.00	CATX	5/1/2012	12/31/2012
Airfield Guidance Sign Replacement (Design)			28.50	380.00	10.00		400.00	CATX	4/1/2012	12/31/2012
Snow Removal Equipment Building (Construction)			1,520.00		40.00		1,600.00	FONSI	9/1/2012	5/1/2013
2013										
Runway 1-19 Extension (Construction) & Wetland Mitigation (Phase I)				4,275.00	112.50		4,500.00	EA	4/1/2013	10/1/2014
Replace Snow Removal Equipment (Sweeper)			475.00		12.50		500.00	CATX	5/1/2013	12/31/2013
Airfield Guidance Sign Replacement (Construction)	150.00		135.00		7.50		300.00	CATX	6/1/2013	12/31/2013
2014										
Runway 1-19 Extension (Construction) & Wetland Mitigation (Phase II)	150.00			3,325.00	87.50		3,500.00	EA	4/1/2014	10/1/2015
Parallel Taxiway on Runway 12-30 (Design)			237.50		6.25		250.00	Form C	8/1/2014	12/31/2014
Replace Airport Plow Trucks			807.50		21.25		850.00	CATX	4/1/2014	12/31/2014
2015										
Parallel Taxiway on Runway 12-30 (Construction)			1,900.00		50.00		2,000.00	Form C	4/1/2015	12/1/2015
Aircraft Apron Rehabilitation (Design)	55.00		59.00		3.00		120.00	FONSI	4/1/2015	10/1/2015
Taxiway Access to Industrial/Aviation Park (Design)			190.00		5.00		200.00	FONSI	8/1/2015	4/1/2016
At Aviation Development Site (Design)			142.50		3.75		150.00	EA	4/1/2015	12/31/2015
1 Update	95.00				2.50		100.00	CATX	4/1/2015	4/1/2016
			95.00		2.50		100.00	Form C	1/1/2015	12/1/2015

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW - Airport

DATE: June 20, 2011

- (a) Is this a Result of a Bid or Request for Proposal? FAA Grant AIP

- (b) Purpose of Contract: Contingent on a FAA grant, to authorize the Chairman to enter into a cost plus fixed fee consultant agreement with C & S Engineers to perform technical support services related to acquiring aviation easements/acquisitions for five parcels of land in the Runway 30 approach.

- (c) Name of Contractor: C & S Engineers

- (d) Address of Contractor: 499 Col. Elleen Collins Blvd., Syracuse, NY 13212

- (e) Contractor's Contact Person and Telephone Number: Chris Brubach 315-455-2000

- (f) Has or will the Contract be provided, if so, please attach: Yes

- (g) Commencement Date of Contract: When authorized.

- (h) Termination Date of Contract: When grant is closed.

- (i) Payment Provisions:
 - i) lump sum amount \$49,750 (\$1,244 local share)
 - ii) hourly rate amount NA
 - iii) total amount not to exceed \$49,750
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. Monthly

- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: Capital Project # H325 - 95% FAA- \$47,263/ 2.5% State -

\$1,244 & 2.5% Local funding to be paid for by the issuance of serial bonds.\$1,244



C&S Companies
499 Col. Eileen Collins Blvd.
Syracuse, NY 13212
p: (315) 455-2000
f: (315) 455-9667
www.cscos.com

May 10, 2011

Mr. Donald DeGraw
443 Queensbury Ave., Room 201
Queensbury, NY 12804

Re: Floyd Bennett Memorial Airport
Avigation Easement/Land Acquisition for five Parcels in the Runway 30 Approach
Cost Plus Fixed Fee Consultant Agreement for Technical Support Services

File: 107.____

Dear Mr. DeGraw:

Enclosed for your review and approval is one (1) copy of the draft cost plus fixed fee Consultant Agreement for this project. This Agreement provides for the technical support services of the project generally including: Coordination and assistance in obtaining sub-consultant real property appraisals, review appraisals, FAA avigation easement mapping & descriptions, county and land owner meetings, legal coordination & assistance, property owner negotiation assistance, grant administration and direct expenses.

In accordance with Federal Aviation Administration (FAA) AC 150/5100-14, Section 2.12 – Fee Estimate, you are responsible for performing a fee analysis for this agreement. The FAA has indicated that an informal fee analysis will be allowed for this agreement. Attached is a sample letter for your use in completing this requirement. If acceptable, re-type the attached letter on County letterhead and submit it to the FAA. Should you decide to perform a formal fee analysis for this project, please contact us so that we may assist you with this process.

By copy of this letter, we are submitting a draft of this Agreement to the FAA for their review.

If you have any questions in reference to the enclosed, please do not hesitate to contact our office.

Very truly yours,

C&S ENGINEERS, INC.

Christopher D. Brubach, P.E.
Senior Project Engineer

Enclosures

cc: Mr. John Dermody (w/enc.)
Mr. Steve Babcock – C&S Engineers, Inc.

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RR 3
Section

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: DPW - AIRPORT

DATE: JUNE 28, 2011

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office): Avigation Easement/Land Acquisition for Five Parcels in the Runway 30 Approach H325.9550 280
- (b) Is this a Capital Project? YES
- (c) Is this a Capital Reserve Project? NO
- (d) Amount of Project: \$50,000.
- (e) Source of Funding (including name & title of codes, etc.): 95% FAA - \$47,500.; 2.5% NYS - \$1,250.; 2.5% Local Share - \$1,250. A.9950 910 Transfers-Capital Projects Interfund Transfers
- (f) Purpose of Establishment: To enter into a consultant agreement with C & S Engineers to perform technical support services related to acquiring avigation easements/acquisitions for five parcels in the Runway 30 Approach.

***Title should reflect department if possible:**

i.e. Capital Project No. H.270 9550 280 *Air Handler Installation* would be clearer if name was listed as Westmount Air Handler Installation;

Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport Replace VASI with PAPI.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW - Airport

DATE: June 20, 2011

- (a) Is this a Result of a Bid or Request for Proposal? FAA Grant AIP
- (b) Purpose of Contract: Contingent on a FAA grant, to authorize the Chairman to enter into a cost plus fixed fee consultant agreement with C & S Engineers to perform part-time construction observation and administrative services for the ARFF facility expansion project.
- (c) Name of Contractor: C & S Engineers
- (d) Address of Contractor: 499 Col. Elleen Collins Blvd., Syracuse, NY 13212
- (e) Contractor's Contact Person and Telephone Number: Chris Brubach 315-455-2000
- (f) Has or will the Contract be provided, if so, please attach: Yes
- (g) Commencement Date of Contract: When authorized.
- (h) Termination Date of Contract: When grant is closed.
- (i) Payment Provisions: i) lump sum amount \$52,300 (\$1,308 local share)
ii) hourly rate amount NA
iii) total amount not to exceed \$52,300
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. Monthly
- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: Capital Project # H-326 - 95% FAA- \$49,685, 2.5% State -

\$1,308 & 2.5% Local \$1,308 funding to be paid for by the issuance of serial bonds.



C&S Companies
499 Col. Eileen Collins Blvd.
Syracuse, NY 13212
p: (315) 455-2000
f: (315) 455-9667
www.cscos.com

May 2, 2011

Mr. Donald DeGraw
443 Queensbury Ave., Room 201
Queensbury, NY 12804

Re: Floyd Bennett Memorial Airport
Aircraft Rescue and Fire Fighting (ARFF) Facility Expansion
FAA AIP No. 3-36-0033-46-10 (D)
NYSDOT Project No. 1903.86 (D)
Cost Plus Fixed Fee Consultant Agreement for Part-time Construction Observation & Administration
Revised Agreement

File: 107.038.002

Dear Mr. DeGraw:

Enclosed for your review and approval is one copy of the revised draft Cost Plus Fixed Fee Consultant Agreement for Part-time Construction Observation & Administration services for this project. This Agreement provides for part-time project representation during construction, as well as contract administration, grants administration, construction testing and direct expenses associated with the project.

The amount of this Agreement has been calculated based upon 1 day per week, 10 hrs per day for a 9 week construction period and a total construction cost of \$137,391.00. This scope shall define the expected level of effort of this Agreement. The scope and associated fee were reduced as we discussed.

In accordance with Federal Aviation Administration (FAA) AC 150/5100-14, Section 2.12 – Fee Estimate, you are responsible for performing a fee analysis for this agreement. The FAA has indicated that an informal fee analysis will be allowed for this agreement. Attached is a sample letter for your use in completing this requirement. If acceptable, re-type the attached letter on County letterhead and submit it to the FAA. Should you decide to perform a formal fee analysis for this project, please contact us so that we may assist you with this process.

By copy of this letter, we are submitting a draft of this Agreement to the FAA for their review. If you have any questions in reference to the enclosed, please do not hesitate to contact our office.

Very truly yours,

C&S ENGINEERS, INC.

Christopher D. Brubach, P.E.
Senior Project Engineer

Enclosure

cc: Mr. John Dermody (w/encl.)
Mr. Michael LaMontagne – C&S Engineers, Inc.

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RR 5
Section C

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: DPW - AIRPORT

DATE: JUNE 28, 2011

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office): Aircraft Rescue and Firefighting Facility Expansion H326.9550 280
- (b) Is this a Capital Project? YES
- (c) Is this a Capital Reserve Project? NO
- (d) Amount of Project: \$190,000.00
- (e) Source of Funding (including name & title of codes, etc.): 95% FAA - \$180,500.; 2.5% NYS - \$4,750.; 2.5% Local Share - \$4,750. A.9950 910 Transfers-Capital Projects Interfund Transfers
- (f) Purpose of Establishment: To expand (construction) the existing ARFF building to a size sufficient to accommodate a new Index B Airport Fire Truck.

***Title should reflect department if possible:**

i.e. Capital Project No. H.270 9550 280 *Air Handler Installation* would be clearer if name was listed as Westmount Air Handler Installation;

Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport Replace VASI with PAPI.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: DPW - AIRPORT

DATE: JUNE 28, 2011

- (a) Purpose of Request: To Close Capital Reserve Project No. H264. 9550 280 - Construction of Runway 1 Safety Area.

- (b) Details: \$254,500. to be returned to Code A877.00 - Capital Reserve Fund - Airport Planning/Improvement and balance of \$48,185. to General Fund Unappropriated Surplus

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7

*Request to Amend County Budget**

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW - AIRPORT

DATE: JUNE 28, 2011

- (a) Purpose of Amendment: To Appropriate Local Share Funding for Several Airport Capital Projects

- (b) Appropriation Code, Object Code, Full Title and Amount: A.9950 910 Transfers - Capital Projects \$48,185.00

Sample: A.1010 470 Legislative Board – Contract

- (c) Revenue Code (with title), and Amount:
- (d) A. 1325 5031 Interfund Transfer \$48,185.00

Sample: A. 6417.2654 Tourism Occupancy – Minor Sales – Tourism

*Please note all amount must be in whole dollars – no cents.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: DPW - AIRPORT

DATE: JUNE 28, 2011

- (a) Purpose of Request: To Amend Resolution Nos. 297 and 407 of 2010 to correct the source of funding for the local share of both capital projects to read A.9950 910 Transfers - Capital Projects Interfund Transfers.

- (b) Details:

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

REFERRALS - JULY 2011

AIRPORT:

- 1) Committee authorized further studies relating to the benefits of procuring an easement on the Forest Enterprises parcel, as well as to consider the possibility of an exchange of properties. Messrs. Dusek and DeGraw met with the property owners on the matter and a second meeting is scheduled for June 17, 2011. An update will be provided to the Committee at a future meeting. (04.26.11)