

WARREN COUNTY MUNICIPAL CENTER



LAKE GEORGE, NEW YORK 12846

PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT
Telephone: (518) 761-6410

Planning and Community Development
Committee Meeting Agenda
February 2018

Committee Members: MCDEVITT, Beaty, Leggett, Braymer Strough, Hogan, Magowan, Simpson, Wild

I. *Committee meeting called to order by Chairman*

II. *Motion to approve minutes of prior Committee meeting*

III: *Committee Actions Requested:*

1. **Resolution request amend Capital Fund H372.**

At the request of the Treasurer's Office, Capital Project H372, *First Wilderness 2016*, needs to be amended to make adjustments to the source of funding for local matching funds.

2. **Resolution request amend Capital Fund H347.**

At the request of the Treasurer's Office, Capital Project H347, *Invasive Species Boat Washing Stations*, needs to be amended to make adjustments to the source of funding for local matching funds. Request to record a portion of a \$150,000 2015 County contribution to the Lake George Park Commission expended in the General Fund as a local match expenditure in Capital Project H347, *Invasive Species Boat Washing Stations* to reflect the latest revision of the project budget agreed by New York State Department of State and Warren County for contract C1000461, with \$145,715.96 being recorded as local match expenditures.

4. **Resolution request to Establish Capital Fund H380**

Request to establish fund for the administration of the 2016 Adirondack Smart Growth Implementation Grant awarded to Warren County from the NYS Department of Environmental Conservation. At the request of the Treasurer's Office, Capital Project H380, *Promoting the First Wilderness*, needs a budget transfer to reflect the Department's commitment to use \$2,500 worth of travel expenses towards this project.

IV. *Referral/Pending Items:*

- The request which pertained to reflecting changes that had been made with the DOS contract to utilize the \$100,000 that was paid by the County to the Lake George Park Commission, as well as the request by the County Treasurer's Office to amend the County Budget in the amount of \$100,000 with a source of funding to be identified to reflect a change in funding for Capital Project H347, *Invasive Species Boat Washing* were referred back to the Economic Growth & Development Committee by the Finance Committee to discuss the matter further and invite all

entities involved including the LGA and the Fund for Lake George before a decision was rendered. (02.01.18)

V. *Information for Discussion/Review:*

VI. *Privilege of the floor to discuss any additional items to come before the Committee*

VII. *Motion to adjourn*

Attachments:

- Resolution request forms

- H372
Resolution Request Form #9 (Amend Existing Capital Project)

- H347 (Invasive Species Boat Washing Stations)
Resolution Request Form #9 (Amend Existing Capital Project)
Resolution Request Form #20 (Miscellaneous – Record County contribution towards this project)

- H380 (Smart Growth)
Resolution Request Form #8 (Establish Capital Project)
Resolution Request Form #10 (Transfer Funds)

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: Planning and Community Development

DATE: February 21, 2018

- (a) Exact Title and Number of Project*:
H372 - First Wilderness 2016
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):

- (g) Changes in Funding (if Amendment):
*See note below
- (h) Purpose of Increase or Decrease or Amendment:
Adjustment to fund to allocate local matching funds/in kind services

***(g) Changes in Funding (if Amendment) - Changes to Revenue Code**
H372.9550 5031 - Interfund Transfers: \$87,500;
H372.9550 2791 - In-Kind Contributions: \$177,100;
H372.9550 2790 - Share of Joint Activity, Local: \$255,700

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: Planning and Community Development

DATE: February 21, 2018

- (a) Exact Title and Number of Project*:
H347 - Lake George Invasive Species Management and Control
 - (b) Is this a Capital Project?
Yes
 - (c) Is this a Capital Reserve Project?
No
 - (d) Amount of Increase (if applicable):
 - (e) Amount of Decrease (if applicable):
 - (f) Source of Funding (if Increase) (including name & title of codes, etc.):
-
- (g) Changes in Funding (if Amendment):
*See note below
 - (h) Purpose of Increase or Decrease or Amendment:
Adjustment to fund to allocate local matching funds/in kind services

***(g) Changes in Funding (if Amendment) - Changes to Revenue Code**

H347.9550 2705 - Gifts & Donations: \$12,731.00;

H347.9550 2801 - Interfund Revenues: \$145,715.96;

H347.9550 2791 - In-Kind Contributions: \$82,578.04;

H347.9550 3890 - Lake George Invasive Species Management & Control: \$241,025.00

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: Planning and Community Development

DATE: February 21, 2018

- (a) **Purpose of Request: To record a portion of a \$150,000 2015 County contribution to the Lake George Park Commission expended in the General Fund as local match and State reimburseable expenditures in capital project H347 - Invasive Species Boat Washing. This is necessary to reflect the latest revision of the project budget agreed to by the New York State Department of State and Warren County, for contract C1000461.**
- (b) **Details: \$145,715.96 will be recorded as local match expenditures.**
- (c) **Previous Resolution Number: Not Applicable**
- (d) **Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: H347.9550 280 - Invasive Species Boat Washing, Projects - \$145,715.96.**

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

*** as listed in budget and LOGOS**

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: Planning & Community Development

DATE: February 21, 2018

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office):
H380 - Promoting the First Wilderness
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Project:
\$70,436.00
- (e) Source of Funding (including name & title of codes, etc.):
H380.9550 3890 - Promoting the First Wilderness: \$67,936.00
H380.9550 5031 - Interfund Transfers: \$2,500.00
- (f) Purpose of Establishment:
Warren County was the recipient of a funding award, in the amount of \$67,936.00, from the New York State Department of Environmental Conservation - Adirondack Park Smart Growth Implementation Grant. A total of \$2,500 towards travel expenses will be committed towards this project during a three (3) year period. However, the \$2,500 is not a local match but rather expenses the Department anticipates to use towards this project. The failure to utilize the full \$2,500 will in no way diminish the grant amount of \$67,936.

The total project cost will be \$70,436.

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

i.e. 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. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Planning & Community Development

SIGNED:

DATE: February 21, 2018

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
H340.9550 280	First Wilderness 2012	A.9950 910	Transfers-Capital Projects	\$2,500.00

Please state reason for transfers requested:

Warren County was the recipient of a funding award, in the amount of \$67,936.00, from the New York State Department of Environmental Conservation - Adirondack Park Smart Growth Implementation Grant (Capital Project Fund H380). A total of \$2,500 towards travel expenses will be committed towards this project during a three (3) year period. However, the \$2,500 is not a local match but rather expenses the Department anticipates to use towards this project. The failure to utilize the full \$2,500 will in no way diminish the grant amount of \$67,936.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.