

WARREN COUNTY MUNICIPAL CENTER



LAKE GEORGE, NEW YORK 12845

PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT

Telephone: (518) 761-6410

Planning and Community Development
Committee Meeting Agenda
May 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 to submit applications under the CFA programs.

The State of NY has made funding available and the Department wishes to maintain an option to submit for projects that may be eligible and meet funding thresholds. Projects will be selected from the current First Wilderness Plan that can demonstrate readiness and matching funds in place or committed. Other applications will be prepared for projects or programs at the direction of the Chairman of the Board.

2. Resolution request to close Community Development funds.

The Department is also requesting closing the CD funds 7,18,21-37,39,50-55,59-62,64-68, 71-73 as all funds have been expensed and the grantor agency has closed out the program.

3. Resolution request to Amend resolution 186 of 2018

The Department requests flexibility in the work week to allow for project specific needs and requests an amendment to read "not to exceed 1040 hours per year" instead of "20 hours per week".

IV. *Referral/Pending Items:*

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

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Planning and Community Development

DATE: 22 May 2017

- (a) Purpose of Grant:
Multiple projects for Local Waterfront and Community Development
- (b) Name of Grantor:
To be determined by CFA - expect it to be DOS and CDBG
- (c) Address of Contractor:
NYS DOS, 99 Washington Ave, Albany, NY 12231
- (d) Grantor's Contact Person and Telephone Number:
Kenneth Smith, 474.6000
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?
- (f) Effective Date of Grant: To be determined by grantor agency
- (g) Termination Date of Grant: 9/2023
- (h) Total Dollar Amount Involved (not to exceed):
Open, depending on the number of projects
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
27 July 2018
- (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? No If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? No If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

Requesting that the Board schedule and hold any required public hearings in accordance with regulations that may be provided in the grant application materials.

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: May 2018

(a) Purpose of Request:

The Department is also requesting closing the CD funds 7,18,21-37,39,50-55,59-62,64-68, 71-73 as all funds have been expensed and the grantor agency has closed out the program

(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

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: 23 May 2018

- (a) Purpose of Request: Amend resolution 186 of 2018 to read not to exceed 1040 hours per year instead of 20 hours per week.
- (b) Details: The Department requests flexibility in the work week to allow for project specific needs. At no point will 23 hours per week be exceeded
- (c) Previous Resolution Number: 186 of 2018
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.8021.130

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

* as listed in budget and LOGOS

The annual salary number should reflect half of the annual amount ie \$26,781.

RESOLUTION No. 186 OF 2018

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PLANNING & COMMUNITY
DEVELOPMENT

<u>Creating Position:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.8021.110</u>		
<u>TITLE:</u> Junior Planner	07/01/2018	\$37,835 Grade 12

<u>Deleting Position:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.8021.110</u>		
<u>TITLE:</u> Planner	07/01/2018	\$16,000

<u>Reducing Hours From:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.8021.110</u>		
<u>TITLE:</u> Construction Cost Coordinator	04/23/2018	\$53,562 (40 hours per week)

<u>Reducing Hours To:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
<u>A.8021.130</u>		
<u>TITLE:</u> Construction Cost Coordinator	04/23/2018	\$53,562 (20 hours per week)