

Economic Growth & Development Committee
Planning & Community Development Agenda
November 22, 2021

COMMITTEE MEMBERS: Supervisors **HOGAN**, Frasier, Wild, Strough, Leggett, Geraghty, Merlino - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
 1. Request:
 - a. Transfer funds to H292 and H373
 - b. Close capital funds H312, H313, H334 and return balances to general fund
 - c. Increase H372
 - d. Increase H292

Rationale: The above transfers are necessary to clear outstanding balances and bring the Capital Funds to a point where they can be closed before the end of the year. The programs associated with these Capital Funds are closed out with the grantor agencies.
 2. Request: Initiate contract with New York State to purchase orthoimagery upgrade
Rationale: The New York State Office of Information Technology Service's Geographic Information Systems (GIS) Program Office (GPO) plans to acquire new imagery for Warren County in the Spring of 2022. The County has been given the option to fund an upgrade to increase the imagery resolution to 0.5-feet.
- IV. Discussion Items:
 1. Letterboxing – Year End Review
 2. Cliff&Redfield Interactive collaboration update – the Planning component and plans for 2022
- V. Referrals/Pending Items:

None
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

Attachments:

1. Resolution Request form No. 7 – Amend County Budget to transfer funds to H292 and H373
2. Resolution Request form No. 20 – Close Capital projects H312, H313 and H334 and return balances to general fund
3. Resolution Request form No. 9 – Increase Capital Project H372
4. Resolution Request form No. 9 – Increase Capital Project H292
5. Resolution Request form No. 3 – New contract with NYS to purchase orthoimagery

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: Planning and Community Development

DATE: November 2021

(a) Purpose of Amendment:

Transfer \$21,189.02 to H292 First Wilderness - Making the Connection and \$7,870.72 to H372 First Wilderness Plan Implementation 2016

(b) Appropriation Code, Object Code, Full Title and Amount:

A.9550 910 Transfers Capital Projects Interfund Transfer \$29,059.74

(c) Revenue Code (with title), and Amount:

A.1325 5031 County Treasurer, Interfund Transfer \$29,059.74

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: November 2021

(a) Purpose of Request:

To close Capital project H312 First Wilderness 2008 and return estimated cash balance of \$14,200.07 to general fund. To close Capital Project H313 First Wilderness 2009 and return estimated cash of \$8,035.21 to General Fund. To close Capital Project H334 First Wilderness 2011 and return estimated balance of \$6,824.46 to the General Fund.

(b) Details:

These projects are completed.

(c) Previous Resolution Number:

N/A

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

N/A

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

* as listed in budget and LOGOS

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: November 2021

- (a) Exact Title and Number of Project*:
H372 First Wilderness Heritage Corridor - Plan Implementation 2016
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Increase (if applicable):
\$7,870.72
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.9550 910 Transfers Capital Projects, Interfund Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
Purchase of signage for kiosks

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: November 2021

- (a) Exact Title and Number of Project*:
H292 First Wilderness Heritage Corridor - Making the Connection
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Increase (if applicable):
\$21,189.02
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.9550 910 Transfers Capital Projects, Inetrfund Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
To clear a negative Balance t H292

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Planning and Community Development

DATE: November 2021

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) **Purpose of Contract:**
The New York State Office of Information Technology Service's Geographic Information Systems (GIS) Program Office (GPO) plans to acquire new imagery for Warren County in the Spring of 2022. The County has been given the option to fund an upgrade to increase the imagery resolution to 0.5-feet..
- (c) **Name of Contractor:**
NYS Office of Information Technology Services
- (d) **Address of Contractor:** **Geographic Information Officer**
NYS Office of Information Technology Services
1220 Washington Ave, Building 5, Floor 1, Albany 12226
- (e) **Contractor's Contact Person and Telephone Number:**
Tim Ruhren, 518.242.5061
- (f) **Has or will the Contract be provided, if so, please attach:**
Attached
- (g) **Commencement Date of Contract:**
Upon execution
- (h) **Termination Date of Contract:**
31 December 2022
- (i) **Payment Provisions:** i) lump sum amount **\$86,200**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

To be part of 8022 2022 budget

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

**AGREEMENT
BETWEEN THE
OFFICE OF INFORMATION TECHNOLOGY SERVICES**

AND

_____ **County**

**FOR UPGRADED GEOGRAPHIC INFORMATION SYSTEMS
DIGITAL ORTHOIMAGERY DATA**

Contract # X_____

This **GEOGRAPHIC INFORMATION SYSTEMS DIGITAL ORTHOIMAGERY DATA ENHANCEMENT AGREEMENT** (hereinafter "Agreement") by and between the State of New York (hereinafter "State"), acting by and through the New York State Office of Information Technology Services (hereinafter "ITS") with offices located at Empire State Plaza, (PO Box 2062), Albany, NY 12220, and _____ **County** (hereinafter "Governmental Entity"), located at _____, its successor and/or assigns (collectively, the "Parties").

WITNESSETH:

WHEREAS, ITS conducts a Geographic Information System (hereinafter "GIS") Coordination Program, designed to improve and enhance various forms of spatial data related to the State of New York; and

WHEREAS, ITS will be enhancing and improving the State's spatial data through a Statewide Digital Orthoimagery Program (hereinafter "Program"); and

WHEREAS, a Governmental Entity shall be deemed to include: all New York State agencies, authorities, departments, offices, divisions, boards, bureaus, and commissions; and all public corporations and metropolitan planning organizations in New York State; and

WHEREAS, this Program is designed to meet the needs of Governmental Entities and is designed to provide complete statewide orthoimagery coverage on an annual phased cycle, with each phase covering approximately 25% of the State; and

WHEREAS, under the Program, the State has contracted for most areas of the State to be covered by 1.0 Ft GSD four-band orthoimagery. The State has also contracted for other options (hereinafter "upgrades") for higher resolution and alternate imagery type to be exercised should an individual Governmental Entity opt to contribute additional funding for this purpose; and

WHEREAS, the Governmental Entity has determined that digital orthoimagery upgrades are convenient, necessary and desirable for the Governmental Entity, its general population and its agencies, and has opted to contribute additional funding to the State for such purpose.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties do hereby agree as follows:

I. Purpose

The purpose of this Agreement is to set forth the mutual understanding between the Governmental Entity and the State with respect to the financing and development of upgrades for digital orthoimagery covering the Governmental Entity.

II. Consideration

The Governmental Entity hereby agrees to pay the State a sum not to exceed \$_____, which final amount will represent the actual cost to ITS in consideration for the upgrades, or any part thereof, for digital orthoimagery as described below. Such consideration must be paid by the Governmental Entity within forty-five (45) days after receipt of a fully executed and approved (*) agreement or February 1, 2023, whichever is later.

(*Approval by the NYS Office of the State Comptroller and The NYS Office of the Attorney General is only required where the amount of the consideration is in excess of \$10,000.00 [Ten Thousand Dollars])

All funds should be remitted to:

NYS Office of Information Technology Services
State Capitol ESP
PO Box 2062
Albany, NY 12220-0062
Attn: Accounts Receivables – Financial Reporting unit

- Please include supporting documentation to identify the payment including NYS ITS Contract #.
- For any questions regarding billing: itsbilling@its.ny.gov

All invoices or requests for remittance of payment should be sent to:

Governmental Entity
Name:
Title:
Address:
Telephone Number:
Facsimile Number:
E-Mail Address:

III. Term of this Agreement

This Agreement shall commence upon execution by all parties and if required, approval of the Agreement by the New York State Office of the Comptroller (OSC) and the New York State Office of the Attorney General (OAG). The contract will terminate on December 31, 2023.

IV. Deliverable

OPTIONS PURCHASED: