

UPDATED with Action Items 2-4 on July 24, 2023

Economic Growth & Development Committee
Planning & Community Development Agenda
July 28, 2023

COMMITTEE MEMBERS: Supervisors **McDevitt**, Wild, Braymer, Smith, Strough, Magowan and Leggett - *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: Increase part-time salaries
Rationale: Shifting funds from unstaffed full-time positions to part time salaries
 2. Request: Apply for funding through NYS RESTORE program
Rational: Submission of grant application for housing rehabilitation funds requires a resolution from the Board of Supervisors
 3. Request: Apply for funding through NYS Home program
Rational: Submission of grant application for funding to assist county residents with housing needs requires a resolution from the Board of Supervisors
 4. Request: Apply for funding through NYS "Access to Home for Heroes" program
Rational: Submission of grant application to assist county residents/veterans with housing needs requires a resolution from the Board of Supervisors
- IV. Discussion Items:
 1. Project Updates
 2. 2020 US Census Updates
- 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. Reso request #7- Increase part-time salaries
2. Reso request #5- Apply to NYS RESTORE program
3. Reso request #5- Apply to NYS Home program
4. Reso request #5- Apply to NYS Access to Home for Heroes program

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: JULY 28, 2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.8021 110	Planning (and Comm. Dev), Salaries-Full Time	A.8021 130	Planning (and Comm. Dev.), Salaries-Part Time	\$2,500.00

Please state reason for transfers requested:

To increase Part Time salary code

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.

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Planning and Community Development

DATE: July 2023

- (a) Purpose of Grant:
application to the Housing Trust Fund Corporation under the Unified Funding Application process for RESTORE funds to assist County residents with housing needs
- (b) Name of Grantor:
Housing Trust Fund Corporation
- (c) Address of Contractor: **Office of Community Renewal, Hampton Plaza, 38-40 State Street, Albany NY 12207**
- (d) Grantor's Contact Person and Telephone Number:
Sarah Braymer 518.474.2057
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **No**
- (f) Effective Date of Grant: **TBD**
- (g) Termination Date of Grant: **TBD**
- (h) Total Dollar Amount Involved (not to exceed): **200,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
31 August 2023
- (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

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Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Planning and Community Development

DATE: July 2023

- (a) Purpose of Grant:
application to the Housing Trust Fund Corporation under the Unified Funding Application process for Access to Home funds to assist County residents with housing needs
- (b) Name of Grantor:
Housing Trust Fund Corporation
- (c) Address of Contractor: **Office of Community Renewal, Hampton Plaza, 38-40 State Street, Albany NY 12207**
- (d) Grantor's Contact Person and Telephone Number:
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- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **No**
- (f) Effective Date of Grant: **TBD**
- (g) Termination Date of Grant: **TBD**
- (h) Total Dollar Amount Involved (not to exceed): **300,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
31 August 2023
- (j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.
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