

FINANCE COMMITTEE

AGENDA

SEPTEMBER 28, 2023

**Committee Members:** *Leggett, Runyon, Thomas, Frasier, Geraci, Bruno and Beaty*  
*Chair of the Board shall serve an Ex-Officio member when needed in accordance with Section C(4) of the Rules of the Board*

I. Committee meeting called to order by Chairman.

II. Motion to approve minutes of prior Committee meetings.

III. Privilege of the Floor/Public Comment

IV. Action Agenda

1) **Request for transfers of funds as attached for Committee approval.**

2) **Requests/Items to be Discussed by the County Administrator (John Taflan, County Administrator):**

A) Journal Report of transfers approved by the County Administrator staff for August 2023.

B) Review of the 2024 Budget request.

3) **Requests/Items to be Discussed by the County Treasurer (Mike Swan, County Treasurer):**

A) Request to authorize a new contract with Tyler Technologies for server mitigation services in the amount of \$7,500.

B) Request for transfer of funds in the amount \$7,500 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1325 470, *Treasurer, Contracts*, to cover the cost of the contract with Tyler Technologies for server mitigation services on behalf of Information Technology.

C) Request for chargeback of taxes for various parcels located in the City of Glens Falls.

D) Review of the 2024 Budget request.

4) **Referral from the County Facilities Committee (Chaired by Supervisor Bruno):**

*Airport (Robin Mapp, Airport Manager) -*

Request to appropriate \$13,550 from Budget Code A.892.00, *Reserve, Airport Repair & Projects*, to Budget Code A.9950 910, *Transfer - Capital Projects*, to provide funding for Capital Project No. H422, *Replace 4-Box PAPI Runway 1-19*.

5) **Referral from the Criminal Justice & Public Safety Committee (Chaired by Supervisor Geraci):**

*Sheriff (James LaFarr, Sheriff) -*

Request to appropriate \$90,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.3110 413, *Sheriff's Law Enforcement, Repair & Maint.-Bldg*, to cover the unanticipated cost to replace an Eaton Lighting Uninterruptible Power System (UPS) in the Correctional Facility.

6) **Referrals from the Legislative, Rules & Governmental Operations Committee (Chaired by Supervisor Strough):**

*Board of Elections (William VanNess, Commissioner, (R), Elizabeth McLaughlin, Commissioner (D) -*

A) Request to appropriate \$386,290.84 from Budget Code A.898.00, *Reserve, Election Equipment*, to Budget Code A.1450 260, to cover a portion of the cost of the new contract with Clear Ballot.

B) Request to appropriate \$73,010.16 from Budget Code A.909.00, *General Fund Unappropriated Surplus Fund*, to Budget Code A.1450 260, to cover the cost of the remaining balance for the contract with Clear Ballot.

*Information Technology (Mike Colvin, Director) -*

C) Request to appropriate \$7,615 from Budget Code A.895.00, *Computer Reserve Fund*, to the County Clerk's Budget to cover the cost of purchasing computers and related equipment and software.

V. **Pending Items:**

No items this month.

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

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

**DEPARTMENT NAME:**BOE

**SIGNED:**

**DATE:** September 21, 2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1450.439	MISC. FEES & EXPENSES	A.1450.260	OTHER EQUIPMENT	\$ 26,000.00
A.1450.422	REPAIR/MAIT-EQUIPMENT	A.1450.260	OTHER EQUIPMENT	\$ 5,000.00
A.1450.470	CONTRACT-REIMBURSEMENT C/B	A.1450.260	OTHER EQUIPMENT	\$ 13,600.00
			TOTAL	\$ 44,600.00

**Please state reason for transfers requested:** TO FUND CLEAR BALLOT CONTRACT

**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. 10

Request for Transfer of Funds FOR 2023

TO: Amanda Allen, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

TRANSFERS FOR 2023 BUDGET

SIGNED: \_\_\_\_\_

DATE: September 20, 2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.4195.470	Fellowship Grant-Contrac Expense	A.4195.110	Fellowship Grant-Full Time Salaries	\$55,000.00
		A.4195.810	Fellowship Grant -Retirement Expense	\$5,200.00
		A.4195.830	Fellowship Grant-Social Security Expense	\$3,400.00
		A.4195.831	Fellowship Grant -Medicre Expense	\$800.00
		A.4195.860	Fellowship Grant-Hospitalization Expense	\$5,900.00
		A.4195.865	Fellowship Grant-Dental Expense	\$100.00

**Total Transfers** **\$70,400.00**

To Transfer funds to Full time Salary/Fringe from Contract Expense for Fellowship Grant Related to a Full Time Health Educator and two PHN Nurses from September to December 2023. We were unable to get a contract locally for Fellowship services therefore we are now able to cover these new Full Time employees

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 Fund			

Please state reason for transfer request:

Total

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

ATTACHMENT #1

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

TO: AMANDA ALLEN CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Office for the Aging

SIGNED: DATE: 8/21/2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A6772.130	Warren County PT Salaries	A6772.470	Warren County Contracts	\$35,000
A6772.110	Warren County FT Salaries	A6772.260	Warren County Equipment	\$10,000

**Sample: A.4018.0020 110 Preventive Program – Family Health – Salaries – Regular Sxxx.xx**

**Please state reason for transfers requested:** Transfer monies to reflect Salvation Army contract (move from doing nutrition program for Glens Falls/Queensbury area in house to a contractor).

**\*Please note: All amounts must be in whole dollars – no cents.**

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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**Please state reason for transfer request:**

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

**REQUEST FOR TRANSFER OF FUNDS**

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

FROM: DEPARTMENT OF PUBLIC WORKS

Name of Department

SIGNED: \_\_\_\_\_ DATE: 9/21/2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund	A.7111 860	Up Yonda Farm, Hospitalization	\$13,500.00

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfer request:

To Fund Up Yonda Farm Hospitalization

**RESOLUTION REQUEST FORM NO. 10**

*Request for Transfer of Funds*

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

DEPARTMENT NAME: Purchasing

SIGNED: *Julie C. Butler*

DATE: 8/29/23

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

**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	A.1345 210	Furniture/Furnishings	\$730.00

Please state reason for transfer request:

New chairs for Purchasing Agent and Deputy. State contract pricing good through December 1, 2023.

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

**WARREN COUNTY**  
**Journal Report - August 2023**

<b>G/L Date</b>	<b>G/L Account Number</b>	<b>Account Description</b>	<b>Description</b>	<b>Increase Amount</b>	<b>Decrease Amount</b>
<b>Admin. Fiscal Srv - Administrative Fiscal Services</b>					
8/2/2023	A.1011 423	Telephone	Transfer to A.1011 444		\$ 200.00
8/2/2023	A.1011 444	Travel/Education/Conference	Transfer from A.1011 423	\$ 200.00	
<b>Brd. of Election - Board of Elections</b>					
8/11/2023	A.1450 210	Furniture/Furnishings	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 410	\$ 4,695.00	
8/11/2023	A.1450 410	Supplies	BUDGET TRANSFERS OUT OF OBJECT CODE TO A. 1450 210		\$ 4,695.00
<b>County Attorney - County Attorney</b>					
8/18/2023	A.1420 220	Office Equipment	Transfer outside Object Code from A.1420 410	\$ 29.97	
8/18/2023	A.1420 410	Supplies	Transfer outside Object Code to A.1420 220		\$ 29.97
<b>County Clerk - County Clerk</b>					
8/28/2023	A.7510 410	Supplies	Transfer of Within Budget Code to A.7510 444		\$ 30.00
8/28/2023	A.7510 444	Travel/Education/Conference	Transfer of Within Budget Code from A. 7510 410	\$ 30.00	
<b>DPW_DPW Admin - DPW,DPW Administration</b>					
8/1/2023	A.1620 260	Other Equipment	Transfer Out of Budget Code from A.1620 410	\$ 275.00	
8/1/2023	A.1620 410	Supplies	Transfer Out of Budget Code to A.1620 260		\$ 275.00
8/1/2023	A.1624 260	Other Equipment	Transfer Out of Budget Code from A.1624 410	\$ 275.00	
8/1/2023	A.1624 410	Supplies	Transfer Out of Budget Code to A.1624 260		\$ 275.00
8/3/2023	A.5610 260	Other Equipment	Transfer Out of Budget Code from A.5610 470	\$ 300.00	
8/3/2023	A.5610 470	Contract	Transfer Out of Budget Code to A.5610 260		\$ 300.00
8/3/2023	D.3310 230	Automotive Equipment	Transfer Out of Budget Code from D.3310 410	\$ 3,961.00	
8/3/2023	D.3310 410	Supplies	Transfer Out of Budget Code to D.3310 230		\$ 3,961.00
8/3/2023	A.7111.0198 410	Supplies	Transfer Within Budget Code from A.7111.0198 424	\$ 6.00	
8/3/2023	A.7111.0198 424	Postage	Transfer Within Budget Code to A.7111.0198 410		\$ 6.00
8/4/2023	A.7111 445	Foods	Transfer Within Budget Code from A.7111 470	\$ 100.00	
8/4/2023	A.7111 470	Contract	Transfer Within Budget Code to A.7111 445		\$ 100.00
8/7/2023	A.5610 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code from A.5610 470	\$ 1,932.00	
8/7/2023	A.5610 470	Contract	Transfer Within Budget Code to A.5610 413		\$ 1,932.00
8/8/2023	DM.5130 270	Lawn & Landscaping	Out of Code Transfer from DM.5130 441	\$ 441.00	
8/8/2023	DM.5130 441	Auto-Supplies & Repair	Out of Code Transfer to DM.5130 270		\$ 441.00
8/16/2023	A.1490 410	Supplies	Transfer Within Budget Code to A.1490 426		\$ 1.00
8/16/2023	A.1490 426	Subscriptions	Transfer Within Budget Code from A.1490 410	\$ 1.00	
8/18/2023	A.1624 410	Supplies	Transfer Within Budget Code from A.1624 470	\$ 225.00	
8/18/2023	A.1624 470	Contract	Transfer Within Budget Code to A.1624 410		\$ 225.00
8/18/2023	A.7113 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to A.7113 470		\$ 1,216.00
8/18/2023	A.7113 470	Contract	Transfer Within Budget Code from A.7113 413	\$ 1,216.00	
8/22/2023	A.1626 410	Supplies	Transfer Within Budget Code from A.1626 470	\$ 1,125.00	
8/22/2023	A.1626 470	Contract	Transfer Within Budget Code to A.1626 410		\$ 1,125.00
8/23/2023	A.1490 860	Hospitalization	Transfer Within Budget Code to A.1490 863		\$ 137.00
8/23/2023	A.1490 863	Health Insurance Cost Reimbursement-Retiree	Transfer Within Budget Code from A.1490 860	\$ 137.00	
8/23/2023	A.7111 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code to A.7111 865		\$ 250.00
8/23/2023	A.7111 865	Dental Insurance	Transfer Within Budget Code from A.7111 862	\$ 250.00	
8/24/2023	DM.5130 230	Automotive Equipment	Out of Code Transfer from DM.5130 441	\$ 18,756.00	
8/24/2023	DM.5130 441	Auto-Supplies & Repair	Out of Code Transfer to DM.5130 230		\$ 18,756.00
8/28/2023	A.5610 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code from A.5610 470	\$ 405.00	
8/28/2023	A.5610 470	Contract	Transfer Within Budget Code to A.5610 413		\$ 405.00
8/29/2023	A.5610 410	Supplies	Transfer Within Budget Code from A.5610 470	\$ 1,500.00	

8/29/2023	A.5610 470	Contract	Transfer Within Budget Code to A.5610 410		\$	1,500.00
8/31/2023	A.1624 410	Supplies	Transfer Within Budget Code from A.1624 470	\$	1,800.00	
8/31/2023	A.1624 470	Contract	Transfer Within Budget Code to A.1624 410		\$	1,800.00
<b>Employment &amp; Tr_WIA-Admin(Staff) - Employment &amp; Training,WIA-Admin (Staff)</b>						
8/4/2023	40.6293.0313 411	Rent-Building/Property	Object code change to 40.6293.0313 444		\$	500.00
8/4/2023	40.6293.0313 444	Travel/Education/Conference	Object code change from 40.6293.0313 411	\$	500.00	
8/7/2023	40.6293.0300 426	Subscriptions	Object code change from 40.6293.0300 433	\$	800.00	
8/7/2023	40.6293.0300 433	Training-Client	Object code change to 40.6293.0300 426		\$	800.00
8/19/2023	40.6293.0313 423	Telephone	Object code change from 40.6293.0313 428	\$	200.00	
8/19/2023	40.6293.0313 428	Data Processing & Internet Fees	Object code change to 40.6293.0313 423		\$	200.00
8/29/2023	40.6293.0313 426	Subscriptions	Object code change from 40.6293.0313 427	\$	100.00	
8/29/2023	40.6293.0313 427	Memberships & Dues	Object code change to 40.6293.0313 426		\$	100.00
8/30/2023	40.6293.0358 410	Supplies	Object code change to 40.6293.0358 439		\$	800.00
8/30/2023	40.6293.0358 410	Supplies	Object code change to 40.6293.058 423		\$	800.00
8/30/2023	40.6293.0358 423	Telephone	Object code change from 40.6293.0358 410	\$	800.00	
8/30/2023	40.6293.0358 439	Misc Fees & Expenses	Object code change from 40.6293.0358 410	\$	800.00	
8/30/2023	40.6293.0305 423	Telephone	Object code change from 40.6293.0305 433	\$	100.00	
8/30/2023	40.6293.0305 433	Training-Client	Object code change to 40.6293.0305 423		\$	100.00
<b>Legal Def-Indgnt - Legal Defense - Indigents</b>						
8/10/2023	A.1170 410	Supplies	Budget Transfers Within Object Code to 423		\$	100.00
8/10/2023	A.1170 423	Telephone	Budget Transfers Within Object Code to 410	\$	100.00	
<b>Mental Health - Mental Health</b>						
8/22/2023	A.4310 220	Office Equipment	transfer of funds from A.4310 220 to A.4310 260		\$	100.00
8/22/2023	A.4310 260	Other Equipment	transfer of funds from A.4310 220 to A.4310 260	\$	100.00	
<b>OFA - Office for the Aging</b>						
8/21/2023	A.6772 411	Rent-Building/Property	Within object code transfer to A.6772.470		\$	30,000.00
8/21/2023	A.6772 432	Special Project Supply	Within object code transfer to A.6772.470		\$	8,000.00
8/21/2023	A.6772 445	Foods	Within object code transfer to A.6772.470		\$	70,000.00
8/21/2023	A.6772 470	Contract	Within object code transfer from A.6772.411	\$	30,000.00	
8/21/2023	A.6772 470	Contract	Within object code transfer from A.6772.445	\$	70,000.00	
8/21/2023	A.6772 470	Contract	Within object code transfer from A.6772.432	\$	8,000.00	
<b>Office of EMS - Office of Emergency Services</b>						
8/2/2023	A.3645.4112 220	Office Equipment	Budget transfer within object code to A.3645.4112 260		\$	512.00
8/2/2023	A.3645.4112 260	Other Equipment	Budget transfer within object code from A.3645.4112 220	\$	512.00	
8/3/2023	A.3410 441	Auto-Supplies & Repair	Budget transfer within object code to A.3410 445		\$	56.36
8/3/2023	A.3410 445	Foods	Budget transfer within object code from A.3410 441	\$	56.36	
8/3/2023	A.3640 441	Auto-Supplies & Repair	Budget transfer within object code to A.3640 453		\$	166.00
8/3/2023	A.3640 453	Uniforms & Clothing	Budget transfer within object code from A.3640 441	\$	166.00	
8/9/2023	A.3640 830	Social Security	Budget transfer within object code to A.3640 865		\$	170.00
8/9/2023	A.3640 865	Dental Insurance	Budget transfer within object code from A.3640 830	\$	170.00	
8/10/2023	A.3642 422	Repair/Maint-Equipment	Budget transfer within object code to A.3640 428		\$	240.00
8/10/2023	A.3642 428	Data Processing & Internet Fees	Budget transfer within object code from A.3642 422	\$	240.00	
8/16/2023	A.3410 230	Automotive Equipment	Budget Transfer within Object Code to A.3410 250		\$	1,223.00
8/16/2023	A.3410 250	Technical Equipment	Budget Transfer within Object Code from A.3410 230	\$	1,223.00	
8/16/2023	A.3410 250	Technical Equipment	Budget Transfer within Object Code from A.3410 260	\$	2,577.00	
8/16/2023	A.3410 260	Other Equipment	Budget Transfer within Object Code to A.3410 250		\$	2,577.00
<b>Planning_Planning - Planning,Planning</b>						
8/7/2023	A.8021 424	Postage	budget transfer within object code from A.8021 428	\$	70.00	
8/7/2023	A.8021 428	Data Processing & Internet Fees	budget transfer within object code to A.8021 424		\$	70.00
8/10/2023	A.8020 210	Furniture/Furnishings	budget transfer out of object code from A.8020 470	\$	300.00	

8/10/2023	A.8020 470	Contract	budget transfer out of object code to A.8020 210	\$	300.00
Public Defender - Public Defender					
8/1/2023	A.1171 410	Supplies	In Code Transfer A.1171 410 to 428	\$	785.00
8/1/2023	A.1171 428	Data Processing & Internet Fees	In Code Transfer A.1171 410 to 428	\$	785.00
8/21/2023	A.1171.4202 210	Furniture/Furnishings	In Code Transfer A.1171 4202 210 to 260	\$	100.00
8/21/2023	A.1171.4202 260	Other Equipment	In Code Transfer A.1171 4202 210 to 260	\$	100.00
Public Health_Health Services - Public Health,Health Services					
8/11/2023	A.4010 428	Data Processing & Internet Fees	Budget Trans Data for CHHA toA4010.428 from .470	\$	30,000.00
8/11/2023	A.4010 470	Contract	Budget Trans Data for CHHA toA4010.428 from .470	\$	30,000.00
8/24/2023	A.4018.0020 260	Other Equipment	out of code transfer FH IAP Grant from A4018.0020.444	\$	335.00
8/24/2023	A.4018.0020 444	Travel/Education/Conference	out of code transfer FH IAP Grant to A4018.0020.260	\$	335.00
8/24/2023	A.4054.0060 444	Travel/Education/Conference	Out of code Trans EI Molly health,dent A.4054.0060 860 865 fm 444	\$	6,338.00
8/24/2023	A.4054.0060 860	Hospitalization	Out of code Trans EI Molly health,dent A.4054.0060 860 865 fm 444	\$	6,232.00
8/24/2023	A.4054.0060 865	Dental Insurance	Out of code Trans EI Molly health,dent A.4054.0060 860 865 fm 444	\$	106.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
8/1/2023	A.3150 410	Supplies	budget transfer within object code from A.3150 453	\$	4,890.00
8/1/2023	A.3150 453	Uniforms & Clothing	budget transfer within object code to A.3150 410.	\$	4,890.00
8/1/2023	A.3150 260	Other Equipment	budget transfer out of object code to A.3150 410	\$	2,000.00
8/1/2023	A.3150 410	Supplies	budget transfer out of object code from A.3150 260	\$	2,000.00
8/1/2023	A.3020 260	Other Equipment	budget transfer out of object code from A.3020 410	\$	1,267.00
8/1/2023	A.3020 410	Supplies	budget transfer out of object code to A.3020 260	\$	1,267.00
8/2/2023	A.3110 250	Technical Equipment	budget transfer out of object code TO A.3110 410	\$	5,000.00
8/2/2023	A.3110 410	Supplies	budget transfer out of object code FROM A.3110 250	\$	5,000.00
8/2/2023	A.3110 260	Other Equipment	budget transfer out of object code TO A.3150 410	\$	5,000.00
8/2/2023	A.3150 410	Supplies	budget transfer out of object code FROM A.3110 260	\$	5,000.00
8/8/2023	A.3110 230	Automotive Equipment	budget transfer out of object code to A.3110 441	\$	15,000.00
8/8/2023	A.3110 441	Auto-Supplies & Repair	budget transfer out of object code from A.3110 230	\$	15,000.00
8/16/2023	A.3110 260	Other Equipment	budget transfer out of object code to A.3110 422	\$	3,389.00
8/16/2023	A.3110 422	Repair/Maint-Equipment	budget transfer out of object code from A.3110 260	\$	3,389.00
8/16/2023	A.3110 230	Automotive Equipment	budget transfer out of object code to A.3110 441	\$	5,000.00
8/16/2023	A.3110 441	Auto-Supplies & Repair	budget transfer out of object code from A.3110 230	\$	5,000.00
8/17/2023	A.3110 426	Subscriptions	budget transfer within object code from A.3110 444	\$	159.40
8/17/2023	A.3110 444	Travel/Education/Conference	budget transfer within object code to A.3110 426	\$	159.40
8/31/2023	A.3110 423	Telephone	budget transfer within object code to A.3110 426	\$	18.00
8/31/2023	A.3110 426	Subscriptions	budget transfer within object code from A.3110 423	\$	18.00
8/4/2023	A.6010 436	Advertising Fees	Budget Transfer Within Object Code from A.6010 470	\$	1,500.00
8/4/2023	A.6010 470	Contract	Budget Transfer Within Object Code to A.6010 436	\$	1,500.00
Social Services - Social Services					
8/7/2023	A.6010 444	Travel/Education/Conference	Budget Transfer Within Object Code from A.6010 444	\$	1,745.43
8/7/2023	A.6010 444.01	Job Related Courses	Budget Transfer Within Object Code to A.6010 444.01	\$	1,745.43
8/17/2023	A.6010 444	Travel/Education/Conference	Budget Transfer Within Object Code from A.6010 470	\$	2,000.00
8/17/2023	A.6010 470	Contract	Budget Transfer Within Object Code to A.6010 444	\$	2,000.00
Veterans Service - Veterans Service					
8/30/2023	A.6510 426	Subscriptions	funds transfer to 427 memberships	\$	20.00
8/30/2023	A.6510 427	Memberships & Dues	funds transfer from 426 subscriptions	\$	20.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: County Administrator  
 BUDGET ACCOUNT CODE: A.1011

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$314,140.29	\$364,103.00	\$352,295.00	\$364,115.00
200's EQUIPMENT	\$2,682.19	\$0.00	\$62.49	\$0.00
400's CONTRACTUAL	\$16,039.22	\$10,471.00	\$22,216.51	\$32,839.00
800's EMPLOYEE BENEFITS	\$152,897.28	\$171,208.00	\$171,208.00	\$156,046.00
<b>TOTALS</b>	<b>\$485,758.98</b>	<b>\$545,782.00</b>	<b>\$545,782.00</b>	<b>\$553,000.00</b>

SIGNED:   
 DEPARTMENT HEAD  
 TITLE: County Administrator  
 DATE: 8/16/2023

Warren County, NY

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund A - General						
EXPENSE						
Department 1011 - County Administrator						
Personal Services						
110	Salaries - Regular	314,140.29	364,103.00	352,295.00	201,009.99	364,115.00
<i>Personal Services Totals</i>		<b>\$314,140.29</b>	<b>\$364,103.00</b>	<b>\$352,295.00</b>	<b>\$201,009.99</b>	<b>\$364,115.00</b>
<i>Equipment</i>						
210	Furniture/Furnishings	2,682.19	.00	.00	.00	.00
220	Office Equipment	.00	.00	62.49	62.49	.00
<i>Equipment Totals</i>		<b>\$2,682.19</b>	<b>\$0.00</b>	<b>\$62.49</b>	<b>\$62.49</b>	<b>\$0.00</b>
<i>Contractual Expense</i>						
410	Supplies	2,563.38	2,300.00	2,237.51	1,822.84	7,500.00
423	Telephone	633.23	900.00	700.00	344.12	500.00
424	Postage	1,229.03	600.00	600.00	424.40	1,200.00
426	Subscriptions	4,491.00	4,491.00	4,491.00	4,491.00	5,511.00
427	Memberships & Dues	400.00	400.00	400.00	400.00	400.00
428	Data Processing & Internet Fees	268.00	280.00	280.00	280.00	328.00
436	Advertising Fees	249.00	.00	.00	.00	.00
439	Misc Fees & Expenses	229.25	.00	.00	.00	.00
444	Travel/Education/Conference	976.33	1,500.00	1,700.00	1,562.31	3,000.00
470	Contract	5,000.00	.00	11,808.00	.00	14,400.00
<i>Contractual Expense Totals</i>		<b>\$16,039.22</b>	<b>\$10,471.00</b>	<b>\$22,216.51</b>	<b>\$9,324.67</b>	<b>\$32,839.00</b>
Comments						
<i>Account</i>	<i>Level</i>	<i>Comment</i>				
410	Departmental Request	Inc \$5,000 for retiree awards				
426	Departmental Request	ArchiveSocial \$4,491 Mailchimp \$1,020				
427	Departmental Request	NYSAC				
444	Departmental Request	NYSAC Conferences				
470	Departmental Request	ClearGov				
<i>Employee Benefits</i>						
810	Retirement	36,781.99	42,427.00	42,427.00	20,437.29	49,836.00
830	Social Security	17,981.81	22,575.00	22,575.00	11,774.84	22,574.00
831	Medicare Contribution	4,205.48	5,279.00	5,279.00	2,753.87	5,280.00
860	Hospitalization	71,355.38	77,275.00	77,275.00	37,586.23	54,640.00

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund A - General						
EXPENSE						
Department 1011 - County Administrator						
Employee Benefits						
865	Dental Insurance	1,078.86	1,152.00	1,152.00	508.04	696.00
<i>Employee Benefits Totals</i>		<b>\$131,403.52</b>	<b>\$148,708.00</b>	<b>\$148,708.00</b>	<b>\$73,060.27</b>	<b>\$133,026.00</b>
<i>Other Benefits</i>						
840	Workmen's Compensation	1,424.00	1,638.00	1,638.00	1,638.00	1,616.00
861	Retirees Hospitalization	19,100.13	19,362.00	19,362.00	9,654.96	19,904.00
862	Health Insurance Cost Reimbursement	969.63	1,500.00	1,500.00	1,241.47	1,500.00
<i>Other Benefits Totals</i>		<b>\$21,493.76</b>	<b>\$22,500.00</b>	<b>\$22,500.00</b>	<b>\$12,534.43</b>	<b>\$23,020.00</b>
Department 1011 - County Administrator Totals		<b>\$485,758.98</b>	<b>\$545,782.00</b>	<b>\$545,782.00</b>	<b>\$295,991.85</b>	<b>\$553,000.00</b>
EXPENSE TOTALS		<b>\$485,758.98</b>	<b>\$545,782.00</b>	<b>\$545,782.00</b>	<b>\$295,991.85</b>	<b>\$553,000.00</b>
Fund A - General Totals		<b>\$485,758.98</b>	<b>\$545,782.00</b>	<b>\$545,782.00</b>	<b>\$295,991.85</b>	<b>\$553,000.00</b>
EXPENSE TOTALS		<b>\$485,758.98</b>	<b>\$545,782.00</b>	<b>\$545,782.00</b>	<b>\$295,991.85</b>	<b>\$553,000.00</b>
Fund A - General Totals		<b>(\$485,758.98)</b>	<b>(\$545,782.00)</b>	<b>(\$545,782.00)</b>	<b>(\$295,991.85)</b>	<b>(\$553,000.00)</b>
Net Grand Totals						
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS		<b>\$485,758.98</b>	<b>\$545,782.00</b>	<b>\$545,782.00</b>	<b>\$295,991.85</b>	<b>\$553,000.00</b>
Net Grand Totals		<b>(\$485,758.98)</b>	<b>(\$545,782.00)</b>	<b>(\$545,782.00)</b>	<b>(\$295,991.85)</b>	<b>(\$553,000.00)</b>

2024 Salary Schedule (Position Budgeting)

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
9508	DeLorenzo, Tamara N/A / \$51.37	Assist to County Administrator N/A / \$51.37	\$93,499.00	Full Time	Appointed F/T	6/23/1997
13433	Lehman, Donald N/A / \$39.19	Director of Public Affairs N/A / \$39.19	\$81,524.00	Full Time	Out of UnitFT	3/23/2020
13745	Taflan, Simon N/A / \$67.58	County Administrator N/A / \$67.58	\$123,000.00	Full Time	Appointed F/T	12/14/2022
	N/A / \$28.46	Conf Secr to Cty Administrator N/A / \$28.46	\$59,201.00			
	N/A / \$20.00	Fiscal Asst to Co Administrator	\$6,891.00			
		<b>5</b>	<b>\$364,115.00</b>			

2024 Budget – County Administrator Salary Requests

Assistant to the County Administrator

Out of Unit Grade 16, from increment 15 to 25 = +\$5,337

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mail Room  
 BUDGET ACCOUNT CODE: A.1670

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$42,623.77	\$41,757.00	\$41,757.00	\$42,381.00
200's EQUIPMENT				\$0.00
400's CONTRACTUAL	\$1,898.62	\$1,950.00	\$1,950.00	\$1,962.00
800's EMPLOYEE BENEFITS	\$22,277.34	\$21,062.00	\$21,062.00	\$23,567.00
<b>TOTALS</b>	<b>\$66,799.73</b>	<b>\$64,769.00</b>	<b>\$64,769.00</b>	<b>\$67,910.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$0.00			\$0.00

SIGNED:   
 DEPARTMENT HEAD  
 TITLE: County Administrator  
 DATE: 8/10/2023

Warren County, NY

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund A - General						
<b>EXPENSE</b>						
Department 1670 - Mail Room						
Personal Services						
110	Salaries - Regular	41,953.94	41,757.00	41,757.00	24,055.62	42,381.00
120	Salaries - Overtime	6.76	.00	.00	.00	.00
130	Salaries - Part Time	663.07	.00	.00	.00	.00
<i>Personal Services Totals</i>		<b>\$42,623.77</b>	<b>\$41,757.00</b>	<b>\$41,757.00</b>	<b>\$24,055.62</b>	<b>\$42,381.00</b>
Contractual Expense						
410	Supplies	81.62	80.00	80.00	39.77	80.00
428	Data Processing & Internet Fees	67.00	70.00	70.00	70.00	82.00
439	Misc Fees & Expenses	1,750.00	1,800.00	1,800.00	567.00	1,800.00
<i>Contractual Expense Totals</i>		<b>\$1,898.62</b>	<b>\$1,950.00</b>	<b>\$1,950.00</b>	<b>\$676.77</b>	<b>\$1,962.00</b>
Comments						
Account		Level		Comment		
439		Departmental Request		NYSID Daily Courier Charge		
Employee Benefits						
810	Retirement	5,897.20	3,800.00	3,800.00	2,732.28	5,213.00
830	Social Security	2,499.06	2,589.00	2,589.00	1,420.37	2,628.00
831	Medicare Contribution	584.47	605.00	605.00	332.18	615.00
860	Hospitalization	6,412.49	5,372.00	5,372.00	3,305.76	5,802.00
865	Dental Insurance	174.58	120.00	120.00	73.92	120.00
<i>Employee Benefits Totals</i>		<b>\$15,567.80</b>	<b>\$12,486.00</b>	<b>\$12,486.00</b>	<b>\$7,864.51</b>	<b>\$14,378.00</b>
Other Benefits						
840	Workmen's Compensation	191.00	220.00	220.00	220.00	225.00
861	Retirees Hospitalization	5,768.54	7,606.00	7,606.00	3,802.92	8,214.00
862	Health Insurance Cost Reimbursement	750.00	750.00	750.00	421.67	750.00
<i>Other Benefits Totals</i>		<b>\$6,709.54</b>	<b>\$8,576.00</b>	<b>\$8,576.00</b>	<b>\$4,444.59</b>	<b>\$9,189.00</b>
Department 1670 - Mail Room Totals		<b>\$66,799.73</b>	<b>\$64,769.00</b>	<b>\$64,769.00</b>	<b>\$37,041.49</b>	<b>\$67,910.00</b>
EXPENSE TOTALS		<b>\$66,799.73</b>	<b>\$64,769.00</b>	<b>\$64,769.00</b>	<b>\$37,041.49</b>	<b>\$67,910.00</b>
Fund A - General Totals		<b>\$66,799.73</b>	<b>\$64,769.00</b>	<b>\$64,769.00</b>	<b>\$37,041.49</b>	<b>\$67,910.00</b>
EXPENSE TOTALS		<b>\$66,799.73</b>	<b>\$64,769.00</b>	<b>\$64,769.00</b>	<b>\$37,041.49</b>	<b>\$67,910.00</b>
Fund A - General Totals		<b>(\$66,799.73)</b>	<b>(\$64,769.00)</b>	<b>(\$64,769.00)</b>	<b>(\$37,041.49)</b>	<b>(\$67,910.00)</b>

# Budget Worksheet Report

Budget Year 2024

Net Grand Totals					
REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS	\$66,799.73	\$64,769.00	\$64,769.00	\$37,041.49	\$67,910.00
Net Grand Totals	<u>(\$66,799.73)</u>	<u>(\$64,769.00)</u>	<u>(\$64,769.00)</u>	<u>(\$37,041.49)</u>	<u>(\$67,910.00)</u>

2024 Salary Schedule (Position Budgeting)  
Mail Room

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
13641	Willey, Lisa-Jo 06-01 / \$20.12	Messenger #2 06-02 / \$20.42	\$42,381.00	Full Time	CSEA/FT	2/22/2022
			<b>1</b>			<b>\$42,381.00</b>

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Print Shop  
 BUDGET ACCOUNT CODE: A.1671

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
100's PERSONAL SERVICES				\$0.00
200's EQUIPMENT		\$0.00	\$324,208.25	\$0.00
400's CONTRACTUAL	\$30,217.91	\$108,625.00	\$37,770.00	\$43,061.00
800's EMPLOYEE BENEFITS				\$0.00
<b>TOTALS</b>	<b>\$30,217.91</b>	<b>\$108,625.00</b>	<b>\$361,978.25</b>	<b>\$43,061.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$105,502.10	\$108,625.00	\$432,833.25	\$43,061.00

SIGNED:   
 DEPARTMENT HEAD  
 TITLE: County Administrator  
 DATE: 8/18/2023

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department 1671 - Print Shop						
<i>Departmental Income</i>						
1272	Printshop Fees	2,240.00	2,000.00	2,000.00	1,240.00	2,000.00
1273	Printing/Copying Fees	103,072.35	106,625.00	106,625.00	54,759.12	41,061.00
<i>Departmental Income Totals</i>		\$105,312.35	\$108,625.00	\$108,625.00	\$55,999.12	\$43,061.00
<i>Sale of Property And Compensation for Loss</i>						
2658	Minor Sales - Printshop	189.75	.00	.00	99.75	.00
<i>Sale of Property And Compensation for Loss Totals</i>		\$189.75	\$0.00	\$0.00	\$99.75	\$0.00
<i>Proceeds of Obligations</i>						
5788	Leases	.00	.00	324,208.25	324,208.25	.00
<i>Proceeds of Obligations Totals</i>		\$0.00	\$0.00	\$324,208.25	\$324,208.25	\$0.00
Department 1671 - Print Shop Totals		\$105,502.10	\$108,625.00	\$432,833.25	\$380,307.12	\$43,061.00
<b>REVENUE TOTALS</b>		\$105,502.10	\$108,625.00	\$432,833.25	\$380,307.12	\$43,061.00
<b>EXPENSE</b>						
Department 1671 - Print Shop						
<i>Equipment</i>						
220	Office Equipment	.00	.00	324,208.25	324,208.25	.00
<i>Equipment Totals</i>		\$0.00	\$0.00	\$324,208.25	\$324,208.25	\$0.00
<i>Contractual Expense</i>						
410	Supplies	250.60	200.00	200.00	2.99	250.00
421	Equipment Rental	29,967.31	108,425.00	1,570.00	523.72	.00
422	Repair/Maint-Equipment	.00	.00	36,000.00	17,274.03	42,811.00
<i>Contractual Expense Totals</i>		\$30,217.91	\$108,625.00	\$37,770.00	\$17,800.74	\$43,061.00
<i>Comments</i>						
Account	Level	Comment				
422	Departmental Request	National Maintenance \$42,000 Toshiba \$811 (\$67.60/mo) Maintenance				
Department 1671 - Print Shop Totals		\$30,217.91	\$108,625.00	\$361,978.25	\$342,008.99	\$43,061.00
<b>EXPENSE TOTALS</b>		\$30,217.91	\$108,625.00	\$361,978.25	\$342,008.99	\$43,061.00
<b>Fund A - General Totals</b>						
REVENUE TOTALS		\$105,502.10	\$108,625.00	\$432,833.25	\$380,307.12	\$43,061.00
EXPENSE TOTALS		\$30,217.91	\$108,625.00	\$361,978.25	\$342,008.99	\$43,061.00

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund A -	General Totals	\$75,284.19	\$0.00	\$70,855.00	\$38,298.13	\$0.00
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$105,502.10	\$108,625.00	\$432,833.25	\$380,307.12	\$43,061.00
	EXPENSE GRAND TOTALS	\$30,217.91	\$108,625.00	\$361,978.25	\$342,008.99	\$43,061.00
	Net Grand Totals	\$75,284.19	\$0.00	\$70,855.00	\$38,298.13	\$0.00

**RESOLUTION REQUEST FORM NO. 3****Request for New Contract****DEPARTMENT NAME: Treasurer****DATE: September 11, 2023**

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **Server Migration Service**
- (c) Name of Contractor: **Tyler Technologies**
- (d) Address of Contractor: **840 W. Long Lake Road, Troy, Michigan 48098**
- (e) Contractor's Contact Person and Telephone Number: **Christopher Vargo, 248-269-1000, ext 1409**
- (f) Has or will the Contract be provided, if so, please attach: **Attached**
- (g) Commencement Date of Contract: **Effective immediately**
- (h) Termination Date of Contract: **Upon completion**
- (i) Payment Provisions: i) lump sum amount **\$7,500.00**  
 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: **A.1325 470 Treasurer - Contract \$7,500.00****

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

\*as listed in budget and LOGOS



Quoted By:  
Quote Expiration:  
Quote Name:

Christopher Vargo  
2/24/24  
Warren County, NY - Server  
Migration

Sales Quotation For:  
Warren County  
1340 State Route 9  
1340 State Street, Rt. 9  
Lake George NY 12845-3484

**Fixed Fee Services**

Description	Units	Price	Maintenance
<b>New World ERP</b>			
<b>Other Services</b>			
Database Server Migration	1	\$ 3,000	\$ 0
Application Server Migration	3	\$ 4,500	\$ 0
	<b>TOTAL</b>	<b>\$ 7,500</b>	<b>\$ 0</b>

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$ 0	\$ 0
Total SaaS	\$ 0	\$ 0
Total Tyler Services	\$ 7,500	\$ 0
Total Third-Party Hardware, Software, Services	\$ 0	\$ 0
<b>Summary Total</b>	<b>\$ 7,500</b>	<b>\$ 0</b>
<b>Contract Total</b>	<b>\$ 7,500</b>	

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
  - o Implementation and other professional services fees shall be invoiced as delivered.
  - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
  - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and material basis. "

o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where Project Planning Services are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.

o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

- Expenses associated with onsite services are invoiced as incurred.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

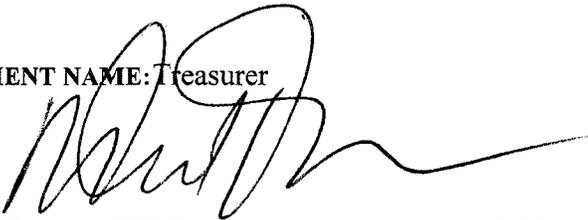
Print Name: \_\_\_\_\_ P.O.#: \_\_\_\_\_

# RESOLUTION REQUEST FORM NO. 10

## Request for Transfer of Funds

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

DEPARTMENT NAME: Treasurer

SIGNED: 

DATE: September 11, 2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

### 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	A.1325 470	Treasurer, Contracts	\$7,500.00

Please state reason for transfer request: To fund Tyler Server Migration Services on behalf of IT

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

**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: Treasurer**

**DATE: September 22, 2023**

- (a) Purpose of Request: **To approve Corrections to the Tax Rolls.**
- (b) Details: **3 Chargebacks for PILOT agreements in the City of Glens Falls.**
- (c) Previous Resolution Number: **None see attached information**
- (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

**Chargeback of Taxes 2023 (for PILOTS added  
in August, 2023)**

Year	Assessed to & Tax Map No.	Location	Breakdown		Reason	Debit	Credit
2023	Housing Authority PILOT - Cronin 303.17-16-3.1		County	4,369.14	PILOT	A. 251.00	A. 1010 1001
2023	Housing Authority PILOT - Stichman Towers 310.5-2-1		County	3,547.22	PILOT	A 251.00	A. 1010 1001
2023	Housing Authority PILOT - Larose Gardens 309.7-12-19		County	2,335.98	PILOT	A 251.00	A. 1010 1001

**TAX WARRANT 2023**

## Total Tax Roll

WARREN COUNTY	<b>(\$4,628,321.20)</b>
Assessment change for 309.15-8-25 Meinrenken	<b>\$36.09</b>
Assessment change for 309.15-8-28 Meinrenken	<b>\$30.37</b>
Assessment change for 302.16-12-40 Crannell	<b>\$44.67</b>

**CHANGES NOT INCLUDED IN TAX ROLL**

Omitted Taxes	<b>(7,479.17)</b>
Tax Map#302.20-24-16	<b>(7,439.28)</b>
21 Bay St Properties, LLC	
Tax Map#303.17-16-2	<b>(2,158.69)</b>
65 Ridge St, LLC	
Tax Map#302.16-18-4	<b>(3,147.62)</b>
13 Chester	
Tax Map#310.5-2-3	<b>(2,448.55)</b>
70 Warren LLC	
Tax Map#309.28-7-1	<b>(2,317.74)</b>
14 Hudson LLC	
Tax Map#302.20-24-1	<b>(12,855.14)</b>
88 Ridge Royale, LLC	
Tax Map#310.5-1-17	<b>(814.87)</b>
EASM Properties, LLC	
AIM Housing Dev(Broad St Commons)	<b>(10,677.40)</b>
Housing Auth Pilot-Cronin 303.17-16-3.1	<b>(4,369.14)</b>
Housing Auth Pilot-Stitchman towers 310.5-2-1	<b>(3,547.22)</b>
Housing Auth Pilot-Larose Gardens <i>309.7-12-19</i>	<b>(2,335.98)</b>

<b>TOTAL</b>	<b>(4,687,800.87)</b>
Paid 03/15/23 (Jan&Feb), Check#76442	<b>\$800,000.00</b>
Paid 05/04/23 (March&April), Check#76774	<b>\$780,000.00</b>
Paid 06/01/23 (May), Check#76994	<b>\$445,000.00</b>
Paid 07/05/23 (June), Check#77225	<b>\$443,000.00</b>
<b>BALANCE</b>	<b>(2,219,800.87)</b>

(\$443,960.17)

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: County Treasurer  
 BUDGET ACCOUNT CODE: A.1325

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$831,267.07	\$883,104.00	\$883,104.00	\$902,677.00
200's EQUIPMENT	\$380.68	\$500.00	\$740.18	\$500.00
400's CONTRACTUAL	\$133,453.38	\$147,294.00	\$147,053.82	\$146,341.00
800's EMPLOYEE BENEFITS	\$299,414.32	\$328,133.00	\$342,540.00	\$376,415.00
<b>TOTALS</b>	<b>\$1,264,515.45</b>	<b>\$1,359,031.00</b>	<b>\$1,373,438.00</b>	<b>\$1,425,933.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 ESTIMATED REVENUES	2024 DEPARTMENT REQUESTS
\$74,914,008.91	\$69,705,722.00	\$69,705,722.00	\$75,359,484.00

SIGNED:   
 DEPARTMENT HEAD  
 TITLE: Treasurer  
 DATE: 8/29/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Distribution of Sales Tax

BUDGET ACCOUNT CODE: A.1985

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$32,983,673.26	\$30,463,986.00	\$30,463,986.00	\$32,983,673.00
<b>TOTALS</b>	<b>\$32,983,673.26</b>	<b>\$30,463,986.00</b>	<b>\$30,463,986.00</b>	<b>\$32,983,673.00</b>

SIGNED:   
 DEPARTMENT HEAD

TITLE: Treasurer

DATE: 8/29/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

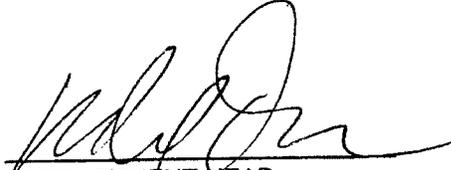
**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

**FUND A TOTALS**

<b>100's PERSONAL SERVICES</b>	<b>\$831,267.07</b>	<b>\$883,104.00</b>	<b>\$883,104.00</b>	<b>\$902,677.00</b>
<b>200's EQUIPMENT</b>	<b>\$5,151.76</b>	<b>\$500.00</b>	<b>\$740.18</b>	<b>\$500.00</b>
<b>300's DEPRECIATION</b>				
<b>400's CONTRACTUAL</b>	<b>\$33,117,126.64</b>	<b>\$30,611,280.00</b>	<b>\$30,611,039.82</b>	<b>\$33,130,014.00</b>
<b>600's INDEBTEDNESS</b>				
<b>700's INDEBTEDNESS</b>				
<b>800's EMPLOYEE BENEFITS</b>	<b>\$299,414.32</b>	<b>\$328,133.00</b>	<b>\$342,540.00</b>	<b>\$376,415.00</b>
<b>900's INTERFUND TRANSFERS</b>				
<b>REVENUES</b>	<b>\$74,918,779.99</b>	<b>\$69,705,722.00</b>	<b>\$69,705,722.00</b>	<b>\$75,359,484.00</b>

SIGNED:   
 DEPARTMENT HEAD

TITLE: Treasurer

DATE: 8/29/23

Warren County, NY

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department 1325 - County Treasurer						
<i>Real Property Tax Items</i>						
1051	Gain - Sale of Tax Acq Prop	292,274.37	275,000.00	275,000.00	.00	.00
1081	Other Pay in Lieu of Tax	126,386.07	124,970.00	124,970.00	211,677.36	204,400.00
1090	Int and Pen on RPT	1,581,619.38	1,850,000.00	1,850,000.00	1,347,650.17	1,600,000.00
<i>Real Property Tax Items Totals</i>		<b>\$2,000,279.82</b>	<b>\$2,249,970.00</b>	<b>\$2,249,970.00</b>	<b>\$1,559,327.53</b>	<b>\$1,804,400.00</b>
<i>Non-Property Tax Items</i>						
1110	Sales and Use Tax	70,464,584.10	64,978,027.00	64,978,027.00	38,311,118.35	70,464,584.00
1115	Towns Share of Sales Tax	950,000.00	950,000.00	950,000.00	950,000.00	950,000.00
1190	Interest&Penalty Non-Proptry Tax	40,464.56	13,000.00	13,000.00	22,227.23	40,000.00
<i>Non-Property Tax Items Totals</i>		<b>\$71,455,048.66</b>	<b>\$65,941,027.00</b>	<b>\$65,941,027.00</b>	<b>\$39,283,345.58</b>	<b>\$71,454,584.00</b>
<i>Departmental Income</i>						
1230	County Treasurer's Fees	21,538.40	24,000.00	24,000.00	12,690.73	14,500.00
1231	Occupancy Tax Administration	127,000.00	207,000.00	207,000.00	207,000.00	231,000.00
1232	P-Card Rebate	1,619.19	.00	.00	.00	.00
<i>Departmental Income Totals</i>		<b>\$150,157.59</b>	<b>\$231,000.00</b>	<b>\$231,000.00</b>	<b>\$219,690.73</b>	<b>\$245,500.00</b>
<i>Use of Money &amp; Property</i>						
2401	Interest & Earnings	339,724.87	339,225.00	339,225.00	894,525.13	1,000,000.00
<i>Use of Money &amp; Property Totals</i>		<b>\$339,724.87</b>	<b>\$339,225.00</b>	<b>\$339,225.00</b>	<b>\$894,525.13</b>	<b>\$1,000,000.00</b>
<i>Miscellaneous &amp; Local Source</i>						
2701	Refund of Prior Year Expense	121,884.17	175,000.00	175,000.00	12,680.91	125,000.00
2705	Gifts & Donations	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
2720	OTB Dist Earnings	121,342.00	90,000.00	90,000.00	70,595.00	120,000.00
2770	Other Unclassified Revenue	265.98	.00	.00	.00	.00
<i>Miscellaneous &amp; Local Source Totals</i>		<b>\$273,492.15</b>	<b>\$295,000.00</b>	<b>\$295,000.00</b>	<b>\$113,275.91</b>	<b>\$275,000.00</b>
<i>State Aid</i>						
3405	Compassionate Care Act	166,940.67	210,000.00	210,000.00	78,376.03	150,000.00
<i>State Aid Totals</i>		<b>\$166,940.67</b>	<b>\$210,000.00</b>	<b>\$210,000.00</b>	<b>\$78,376.03</b>	<b>\$150,000.00</b>
<i>Intertund Transfers</i>						
5031	Interfund Transfers	74,235.01	.00	.00	1,998.22	.00
<i>Intertund Transfers Totals</i>		<b>\$74,235.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,998.22</b>	<b>\$0.00</b>
<i>Fines &amp; Forfeitures</i>						
2620	Forfeiture of Deposits	7,450.00	1,500.00	1,500.00	.00	2,000.00
<i>Fines &amp; Forfeitures Totals</i>		<b>\$7,450.00</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>

Warren County, NY

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department 1325 - County Treasurer						
<i>Sale of Property And Compensation for Loss</i>						
2655	Minor Sales, Other	987.72	4,000.00	4,000.00	130.25	4,000.00
2656	Vending Machines	2,726.80	4,000.00	4,000.00	2,678.99	4,000.00
2690	Tobacco Settlement	442,965.62	430,000.00	430,000.00	418,580.69	420,000.00
<i>Sale of Property And Compensation for Loss Totals</i>		<b>\$446,680.14</b>	<b>\$438,000.00</b>	<b>\$438,000.00</b>	<b>\$421,389.93</b>	<b>\$428,000.00</b>
Department 1325 - County Treasurer Totals		<b>\$74,914,008.91</b>	<b>\$69,705,722.00</b>	<b>\$69,705,722.00</b>	<b>\$42,571,929.06</b>	<b>\$75,359,484.00</b>
<b>REVENUE TOTALS</b>		<b>\$74,914,008.91</b>	<b>\$69,705,722.00</b>	<b>\$69,705,722.00</b>	<b>\$42,571,929.06</b>	<b>\$75,359,484.00</b>
<b>EXPENSE</b>						
Department 1325 - County Treasurer						
<i>Personal Services</i>						
110	Salaries - Regular	815,458.78	863,842.00	863,842.00	498,419.03	883,415.00
120	Salaries - Overtime	20.17	1,000.00	1,000.00	.00	1,000.00
130	Salaries - Part Time	15,788.12	18,262.00	18,262.00	10,443.28	18,262.00
<i>Personal Services Totals</i>		<b>\$831,267.07</b>	<b>\$883,104.00</b>	<b>\$883,104.00</b>	<b>\$508,862.31</b>	<b>\$902,677.00</b>
<i>Equipment</i>						
210	Furniture/Furnishings	224.00	.00	240.18	240.18	.00
220	Office Equipment	156.68	500.00	500.00	75.76	500.00
<i>Comments</i>						
<i>Level</i>						
<i>Departmental Request</i>						
<i>Comment</i>		Miscellaneous equipment - adding machines, etc..				
<i>Equipment Totals</i>		<b>\$380.68</b>	<b>\$500.00</b>	<b>\$740.18</b>	<b>\$315.94</b>	<b>\$500.00</b>
<i>Contractual Expense</i>						
410	Supplies	10,541.69	10,000.00	9,759.82	5,961.59	11,000.00
422	Repair/Maint-Equipment	59,209.29	63,169.00	62,669.00	840.00	64,395.00
423	Telephone	659.43	1,000.00	1,000.00	465.97	900.00
424	Postage	7,657.95	8,000.00	8,000.00	3,218.82	8,000.00
427	Memberships & Dues	360.00	530.00	530.00	.00	530.00
428	Data Processing & Internet Fees	871.00	910.00	910.00	910.00	1,066.00
436	Advertising Fees	.00	750.00	750.00	.00	750.00
439	Misc Fees & Expenses	18.70	.00	.00	.00	.00
444	Travel/Education/Conference	22.82	500.00	500.00	.00	500.00
444.01	Job Related Courses	2,512.50	5,100.00	5,100.00	4,537.11	5,100.00

Warren County, NY

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>EXPENSE</b>						
Department 1325 - County Treasurer						
<i>Contractual Expense</i>						
470	Contract	51,600.00	57,335.00	57,835.00	41,918.00	54,100.00
Comments						
Level		Comment				
Departmental Request		Audit - \$45,700				
		Actuary - \$1,200				
		Indirect Cost - \$7,200				
<i>Contractual Expense Totals</i>		\$133,453.38	\$147,294.00	\$147,053.82	\$57,851.49	\$146,341.00
<i>Employee Benefits</i>						
810	Retirement	88,879.69	109,663.00	109,663.00	60,290.24	141,506.00
830	Social Security	49,136.25	54,752.00	54,752.00	30,021.74	55,966.00
831	Medicare Contribution	11,491.46	12,807.00	12,807.00	7,021.15	13,089.00
860	Hospitalization	113,303.32	111,440.00	125,347.00	76,414.09	133,736.00
865	Dental Insurance	2,313.90	2,328.00	2,328.00	1,423.84	2,328.00
<i>Employee Benefits Totals</i>		\$265,124.62	\$290,990.00	\$304,897.00	\$175,171.06	\$346,625.00
<i>Other Benefits</i>						
840	Workmen's Compensation	3,404.00	3,915.00	3,915.00	3,915.00	4,376.00
861	Retirees Hospitalization	30,790.35	33,228.00	33,228.00	12,707.22	25,414.00
862	Health Insurance Cost Reimbursement	95.35	.00	500.00	.00	750.00
<i>Other Benefits Totals</i>		\$34,289.70	\$37,143.00	\$37,643.00	\$16,622.22	\$30,540.00
Department 1325 - County Treasurer Totals		\$1,264,515.45	\$1,359,031.00	\$1,373,438.00	\$758,823.02	\$1,426,683.00
Department 1985 - Distribution of Sales Tax						
<i>Contractual Expense</i>						
469	Other Payments/Contributions	32,983,673.26	30,463,986.00	30,463,986.00	14,910,126.24	32,983,673.00
<i>Contractual Expense Totals</i>		\$32,983,673.26	\$30,463,986.00	\$30,463,986.00	\$14,910,126.24	\$32,983,673.00
Department 1985 - Distribution of Sales Tax Totals		\$32,983,673.26	\$30,463,986.00	\$30,463,986.00	\$14,910,126.24	\$32,983,673.00
<b>EXPENSE TOTALS</b>		\$34,248,188.71	\$31,823,017.00	\$31,837,424.00	\$15,668,949.26	\$34,410,356.00
<b>Fund A - General Totals</b>						
REVENUE TOTALS		\$74,914,008.91	\$69,705,722.00	\$69,705,722.00	\$42,571,929.06	\$75,359,484.00
EXPENSE TOTALS		\$34,248,188.71	\$31,823,017.00	\$31,837,424.00	\$15,668,949.26	\$34,410,356.00
Fund A - General Totals		\$40,665,820.20	\$37,882,705.00	\$37,868,298.00	\$26,902,979.80	\$40,949,128.00
Net Grand Totals						
REVENUE GRAND TOTALS		\$74,914,008.91	\$69,705,722.00	\$69,705,722.00	\$42,571,929.06	\$75,359,484.00

Warren County, NY

# Budget Worksheet Report

Budget Year 2024

EXPENSE GRAND TOTALS	\$34,248,188.71	\$31,823,017.00	\$31,837,424.00	\$15,668,949.26	\$34,410,356.00
Net Grand Totals	\$40,665,820.20	\$37,882,705.00	\$37,868,298.00	\$26,902,979.80	\$40,949,128.00

2024 Salary Schedule (Position Budgeting)  
Treasurer

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
13431	Chapman, Morgan N/A / \$27.59	Payroll Technician N/A / \$27.59	\$57,382.00	Full Time	Out of UnitFT	3/31/2020
12023	Donohue, Daniel N/A / \$41.41	Accountant N/A / \$41.41	\$86,131.00	Full Time	Out of UnitFT	11/1/2011
13512	Kelly, Clarisse 04-00 / \$18.48	Account Clerk #1 (19 hrs) N/A / \$18.48	\$18,262.00	Less than Half	Less P/T12/21/12	2/22/2021
7252	LaBruzzo, Diane 10-30 / \$28.68	Principal Account Clerk #2 N/A / \$28.68	\$59,644.00	Full Time	CSEA/FT	12/22/1986
11444	LeClair, Heidi N/A / \$35.22	Payroll Supervisor N/A / \$35.22	\$73,258.00	Full Time	Out of UnitFT	4/14/2008
10539	Lynch, Robert N/A / \$72.25	Deputy Treasurer N/A / \$72.25	\$123,286.00	Full Time	Appointed F/T	1/21/2003
13542	Mandy, Lisa 19-02 / \$28.95	Accounting Technician #2 19-03 / \$29.40	\$60,762.00	Full Time	CSEA/FT	6/1/2021
9975	Mundell, Claudia 07-24 / \$25.75	Senior Account Clerk #4 07-25 / \$25.99	\$53,673.00	Full Time	CSEA/FT	10/4/1999
12518	Rose, Ellen 19-09 / \$32.39	Accounting Technician 19-10 / \$33.71	\$69,169.00	Full Time	CSEA/FT	4/23/2014
12713	Stark, Monica N/A / \$35.19	Junior Accountant N/A / \$35.19	\$73,200.00	Full Time	Out of UnitFT	8/3/2015
8176	Swan, Michael N/A / \$63.16	County Treasurer N/A / \$63.16	\$114,960.00	Elected	Elected/FT	1/1/2012
13292	Toll, Sandra 10-04 / \$24.30	Principal Account Clerk #4 10-05 / \$26.30	\$54,229.00	Full Time	CSEA/FT	2/4/2019
11711	VanAlen, Aleisha 10-14 / \$27.71	Principal Account Clerk #3 10-15 / \$27.95	\$57,721.00	Full Time	CSEA/FT	10/26/2009

N/A / \$0.00	Treasurer Overtime		\$1,000.00
	N/A / \$0.00		
		<b>14</b>	<b>\$902,677.00</b>

**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: County Facilities - Airport**

**DATE: 9/21/2023**

- (a) Purpose of Request: **To appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget Code A.9950 910 Transfer - Capital Project to Fund Capital Project H422 Replace 4-Box PAPI Runway 1-19**
- (b) Details: **To appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget code A.9950 910 Tranfers - Capital Project to Fund Capital Project H422, Replace 4-Box PAPI Runway 1-19**
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A892.00, Reserve, Airport Repair & Projects \$13,550**

**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: SHERIFF**

**DATE: SEPTEMBER 20, 2023**

(a) Purpose of Request:

**Appropriation from General Fund Unappropriated Surplus to Budget Code  
A.3110 413, Sheriff's Law Enforcement, Repair & Mant.-Bldg - \$90,000**

(b) Details:

**The Sheriff's Office requires unexpected funding to replace an Eaton Lighting  
Uninterruptible Power System (UPS) in the Correctional Facility. This item was  
original to the Sheriff's Office facilities and the failure was not anticipated**

(c) Previous Resolution Number:

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

**General Fund Unappropriated Surplus - \$90,000**

**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: BOE**

**DATE: 09/21/23**

- (a) Purpose of Request: **TO AUTHORIZE THE APPROPRIATION OF FUNDS FROM RESERVE**
- (b) Details: **APPROPRIATION OF \$386,290.84 FROM CAPITAL RESERVE A.898.00 TO BUDGET CODE A.1450 260 TO FUND A PORTION OF THE NEW CONTRACT WITH CLEAR BALLOT**
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A.898.00, RESERVE, ELECTION EQUIPMENT - \$386,290.84**

**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: BOE**

**DATE: 09/21/23**

- (a) Purpose of Request: **TO AUTHORIZE THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND TO THE BOARD OF ELECTIONS BUDGET**
- (b) Details: **APPROPRIATION OF \$73,010.16 FROM A.909.00 TO BUDGET CODE A.1450 260 TO FUND THE BALANCE OF THE COST OF A NEW CONTRACT WITH CLEAR BALLOT**
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A.909.00, FUND BALANCE - \$73,010.16**

**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: Information Technology**

**DATE: April 28, 2023**

(a) Purpose of Request: **To appropriate funds from the Computer Reserve Fund to departmental budgets to purchase computers and related equipment and software.**

(b) Details:  
**County Clerk                      A.1410 220.1                      \$7,615**

(c) Previous Resolution Number: **N/A**

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A.895.00 Computer Reserve Fund**

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

\* as listed in budget and LOGOS