

FINANCE & BUDGET COMMITTEE

AGENDA

APRIL 30, 2026

Committee Members: *Etu, Crocitto, Conover, Maday, Bruno, Strough and Runyon*
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 transfer of funds as attached for Committee approval.**
 - 2) **Journal Report of transfers approved by County Administrator** - March 2026; provided for informational purposes.
 - 3) **Insurance Reserve Payment Report** - provided by County Attorney for informational purposes.
 - 4) **Referral from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Maday):**
Sheriff (James LaFarr, Sheriff) -
Request to amend the 2026 Warren County Budget in the amount of \$13,000 to reduce revenue and expense codes for the 2026 Queensbury Union Free School District School Resource Officer contract.
 - 5) **Referral from the Economic Growth & Development Committee (Chaired by Supervisor Wild):**
Planning & Community Development -
Request to amend the 2026 Warren County Budget in the amount of \$23,355.60 to reflect receipt of ARPA (*American Rescue Plan Act*) funding for administrative purposes as noted in Resolution No. 260 of 2022.
 - 6) **Referral from Environmental Concerns & Real Property Tax Services Committee (Chaired by Supervisor Patchett):**
Environmental Concerns -
Request to authorize an agreement with Warren County Soil and Water Conservation District to provide \$10,000 in funding for Warren County Water Quality Monitoring Program's 2026 field season, as well as to determine a source of funding for same.
 - 7) **Referral from the Human Services Committee (Chaired by Supervisor Driscoll):**
Countryside Adult Home (Amy McByrne, Director) -
Request to amend the 2026 Warren County Budget in the amount of \$35,137 to reflect receipt of an anticipated EQUAL award issued by New York State Department of Health.
 - 8) **Referrals from the Public Works Committee (Chaired by Supervisor Conover):**
Department of Public Works (Kevin Hajos, Superintendent) -
 - A) Request to increase Capital Project No. H447, *Smith Road over Thirteenth Brook Bridge Replacement*, in the Town of Johnsburg, in the amount of \$395,000.
 - B) Request to close Capital Project No. H410, *Peaceful Valley Culvert Replacement*, and return estimated funds in the amount of \$128,918.94 to Budget Code D.9950 910, *Transfers - Capital Projects*.
 - C) Request to amend the 2026 Warren County Budget in the amount of \$128,918.94 to increase Budget Code D.9950 910, *Transfers - Capital Projects*, in accordance with the closure of Capital Project No. H410, *Peaceful Valley Culvert Replacement*.
 - D) Request to establish Capital Project No. H452, *Salt Reduction Equipment*, in the amount of \$250,000.

CONTINUED

9) **Referral from the Support Services Committee (Chaired by Supervisor Gilligan):**

County Attorney (Ryan Dickey, Acting County Attorney) -

Request to amend Resolution No. 40 of 2026 to include additional appropriations from Budget Code A.863.00, *Reserve, Insurance*, in the amounts of \$10,000 to Budget Code A.3140 418., *Probation, Insurance Deductible, Reserve*, and \$10,000 to Budget Code A.1165 418.1, *District Attorney, Insurance Deductible - Reserve*, to cover out-of-pocket commercial deductible property and casualty claims and actions taken in 2026.

10) **Referral from the Warren County Risk & Safety Committee:**

Request to adopt the Warren County Multi-Year Capital Planning Process Policy as recommended by the Warren County Risk and Safety Committee.

11) **Finance Committee action is required on the following Personnel Agenda item, *contingent upon approval by the Personnel Committee - 2.***

PERSONNEL AGENDA ITEM 2:

Referral from the Economic Growth & Development Committee (Chaired by Supervisor Wild):

Workforce Development (Liza Ochsendorf) -

Request to authorize temporary positions for the Summer Youth Employment Program and authorizing training slots for the Program Year 2026 which begins on July 1, 2026 and ends on June 30, 2027.

12) Request for an executive session to discuss information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed, pursuant to Section 105(1)(c) of the Public Officer's Law

V. Privilege of the Floor/Public Comment

VI. Motion to adjourn

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds*****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** TREASURER**SIGNED:** CHRISTINE NORTON**DATE:** 4/9/2026

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.2490 439	Community College fees	A.1325 422	Treasurer - Repair/Maint- Equipment	\$9,600.00

Please state reason for transfers requested: Increasing the New World user licenses from 120 to unlimited.

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*****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** Workforce Development**SIGNED:****DATE:** April 22, 2026

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
40.6293.0358 831	Medicare Contribution	40.6293.0358 130	Part-time salaries	\$712.81
40.6293.0358 830	Social Security	40.6293.0358 810	Retirement	\$335.81
40.6293.0358 831	Medicare Contribution	40.6293.0358 810	Retirement	131.85

Please state reason for transfers requested:

We are not using as much as originally estimated in the other allocations so we will use more funding in the part-time salaries and their retirement contribution for additional interns.

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.**

WARREN COUNTY
March 2026 Journal Report

G/L Date	Number	Account Description	Description	Source	Amount	Amount
Cik of Legislati - Clerk of the Legislative Board						
3/2/2026	A. 1010 220	Office Equipment	Budget Transfer from Object Code A.1010 410	\$	69.99	
3/2/2026	A. 1010 410	Supplies	Budget Transfer within Object Code to A.1010 220			\$ 69.99
3/30/2026	A. 1010 425	Reproduction Expenses	Budget Transfer within Object Code to A.1010 428			\$ 159.27
3/30/2026	A. 1010 428	Data Processing & Internet Fees	Budget Transfer from Object Code A.1010 425	\$	159.27	
County Attorney - County Attorney						
3/27/2026	A. 1420 410	Supplies	Transfer within Object Code to A.1420 439			\$ 60.00
3/27/2026	A. 1420 439	Misc Fees & Expenses	Transfer within Object Code from A.1420 410	\$	60.00	
DPW_DPW Admin - DPW,DPW Administration						
3/3/2026	A. 1624 418	Ins-General Liability	Transfer In Code from A.1624 470	\$	922.32	
3/3/2026	A. 1624 470	Contract	Transfer In Code to A.1624 418			\$ 922.32
3/5/2026	A. 1620 410	Supplies	Transfer In Code A.1620 421			\$ 60.00
3/5/2026	A. 1620 421	Equipment Rental	Transfer In Code from A.1620 410	\$	60.00	
3/11/2026	A. 1620 445.1	Food - Snow & Ice	Transfer In Code from A.1620 470	\$	2,000.00	
3/11/2026	A. 1620 470	Contract	Transfer In Code to A.1620 445.1	\$		\$ 2,000.00
3/11/2026	A. 7111 260	Other Equipment	Transfer Out of Code from A.7111 410		39.89	
3/11/2026	A. 7111 410	Supplies	Transfer Out of Code to A.7111 260	\$		\$ 39.89
3/13/2026	D.3310 260	Other Equipment	Transfer Out of Code from D.3310 410	\$	406.60	
3/13/2026	D.3310 410	Supplies	Transfer Out of Code to D.3310 260	\$		\$ 406.60
3/19/2026	A. 1620 260	Other Equipment	Transfer In Code from A.1620 413	\$	150.52	
3/19/2026	A. 1620 413	Repair & Maint.-Bldg/Property	Transfer In Code to A.1620 260			\$ 150.52
3/19/2026	A. 1624 260	Other Equipment	Transfer In Code from A.1624 413	\$	199.97	
3/19/2026	A. 1624 413	Repair & Maint.-Bldg/Property	Transfer In Code to A.1624 260			\$ 199.97
3/19/2026	A. 7110 410	Supplies	Transfer In Code to A.7110 436	\$		\$ 210.00
3/19/2026	A. 7110 436	Advertising Fees	Transfer In Code from A.7110 410	\$	210.00	
3/19/2026	D.5110 260	Other Equipment	Transfer In Code from D.5110 410	\$	349.00	
3/19/2026	D.5110 410	Supplies	Transfer In Code to D.5110 260			\$ 349.00
3/25/2026	A. 1620 260	Other Equipment	Transfer In Code from A.1620 410	\$	194.91	
3/25/2026	A. 1620 410	Supplies	Transfer In Code to A.1620 260			\$ 194.91
3/27/2026	D.5110 260	Other Equipment	Transfer In Code from D.5110 410	\$	399.99	
3/27/2026	D.5110 410	Supplies	Transfer In Code to D.5110 260			\$ 399.99
Mental Health - Mental Health						
3/2/2026	A. 4310 426	Subscriptions	transfer funds from A.4310 426 to A.4310 439			\$ 60.00
3/2/2026	A. 4310 439	Misc Fees & Expenses	transfer funds from A.4310 426 to A.4310 439	\$	60.00	
Office of EMS - Office of Emergency Services						
3/2/2026	A. 3645.4125 410	Supplies	Budget transfer within object code from A.3645.4125 470, 444	\$	3,177.59	
3/2/2026	A. 3645.4125 428	Data Processing & Internet Fees	Budget transfer within object code from A3645.4125 444	\$	85.96	
3/2/2026	A. 3645.4125 444	Travel/Education/Conference	Budget transfer within object code to A.3645.410, 428			\$ 1,283.55
3/2/2026	A. 3645.4125 470	Contract	Budget transfer within object code to A.3645.4125 410			\$ 1,980.00
3/16/2026	A. 3410 453	Uniforms & Clothing	Budget Transfer within Object Code to A.3410 455			\$ 300.00

3/16/2026	A.3410 455	Safety Equipment	Budget Transfer within Object Code from A.3410 453	\$	300.00	
Probation_Probation - Probation, Probation						
3/13/2026	A.3140 445	Foods	Budget transfer within object code to A.3140.453			125.00
3/13/2026	A.3140 453	Uniforms & Clothing	Budget transfer within object code from A.3140 445	\$	125.00	\$
Social Services - Social Services						
3/3/2026	A.6010 260	Other Equipment	budget transfer outside object code from A.6010 410	\$	90.00	
3/3/2026	A.6010 410	Supplies	budget transfer outside object code to A.6010 260	\$		90.00

Claimant	Date of Incident	Location of Incident	Description of Incident	Responsible Dept	Amount of Damages	Insurance Reserve Withdrawal Request Date	County Check Number	County Account Number	Check Cut Date	Status	Sheriff Reserve Fund Balance	DPW Reserve Fund Balance	DSS Reserve Fund Balance	Public Health Reserve Fund Balance
			WCSO 2025-23685 Veh #1 Operator Fredricka Johns has taken responsibility for collision. DPW Dodge RAM front end totaled. Claim to State Farm for reimbursement.										\$25,000.00	\$25,000.00
County DPW Morehouse	11/14/2025	Main Street, Warrensburg			\$9,373.25	Reimbursed from State Farm	N/A	1420-1265	2026.1.12	Closed		\$34,373.25		
County WCSO Keehr	8/11/2025	Main Street, Queensbury	WCSO 25-16742 Subro to Jacqueline Wells	Public Work	\$1,000 Deductible	Reimbursed from Travelers	N/A	1420-1265	2026.3.3	Closed	\$26,000.00			
County DSS - Bromley	12/10/2025	Quaker Road near Wal-Mart County Municipal Center Gas Pumps	WCSO 25-25120 Single car accident on Quaker Road into snowbank damaging mirror. Driver is DSS Laurie Bromley	Sheriff	\$689.51	2026.3.17	312405	1420-1265	2026.3.23	Closed			\$24,310.49	
County DSS - Bromley	11/19/2025		WCSO 2025-24256 DSS employee Bromley hit gas pump station	DSS	\$3,401.93	2026.3.17	312405	1420-1265	2026.3.23	Closed			\$20,909.56	

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: Sheriff

DATE: April 21, 2026

- (a) **Purpose of Amendment:** Amend the County budget to reduce the revenue and expense codes for the 2026 Queensbury Union Free School District School Resource Officer account.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
A.3120.1002 130 Sheriff's SRO's - Salaries Part Time - \$13,000
- (c) **Revenue Code (with title), and amount:**
A.3120.1002 2260 Sheriff's SRO's - Other Govt (Queensbury) - \$13,000

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: April 10, 2026

(a) Purpose of Amendment:

Amend revenue codes to reflect ARPA administrative funding for 2026 as per resolution 260 of 2022

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

A.8021.4999 110 Salaries, regular \$17,822.61

A.8021.4999 801 Retirement \$2,132.06

A.8021.4999 830 Social Security \$951.67

A.8021.4999 831 Medicare Contribution \$222.52

A.8021.4999 860 Hospitalization \$2,226.74

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

**A. 8021.4999 4090 - Coronavirus Local Fiscal Recovery Fund (CLFRF)
total of \$23,355.60**

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: Environmental Concerns/Real Property Tax Services

DATE: 4/2/2026

(a) Purpose of Request:

Authorize Warren County Soil and Water Funding Request in the amount of \$10,000 for Water Quality Monitoring Program-2026 field season

(b) Details:

To allow Warren County Soil and Water to continue to offer and expand the Water Quality Monitoring Program to additional water bodies throughout Warren County.

(c) Previous Resolution Number:

N/A

(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. 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: Countryside Adult Home

DATE: 4/21/2026

- (a) Purpose of Amendment: **To increase expenses and revenue based on an anticipated EQUAL Award issued by New York State Dept. of Health**
- (b) Appropriation Code, Object Code, Full Title and Amount: **A.6030 410 Supplies \$4,802.15 A.6030.210 \$16,149.74 A60.439 Misc. Expenses \$1,000 A.6030 260 Other Equipment \$13,185.11**
- (c) Revenue Code (with title), and Amount:
A.6030 3635 State Revenue \$35,137, the money is currently in A. 691.00
- (d) **Deferred Revenue. The money was received as part of a grant to enhance the lives of our residents for the fiscal year of 2024-2025**

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: DPW

DATE: 4/22/26

- (a) Exact Title and Number of Project*: Smith Road over Thirteenth Brook Bridge Replacement H447, T/O Johnsbury
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$395,000.00
- (e) Amount of Decrease (if applicable): N/A
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
 - \$ 328,000 Federal (80%)
 - \$ 61,500 State Marchiselli (15%)
 - \$ 5,500.00 Local Match (transfer from D.9950 910 Transfers-Capital Projects)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund Preliminary Engineering and Right of Way Incidental phases

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: DPW

DATE: 4/22/26

(a) Purpose of Request: Authorization to close capital project and return funds to funding source.

(b) Details: Authorization to close capital project H410 Peaceful Valley Culvert Replacement and return surplus local match funds to the funding source:

Capital Project	Est Funds	Funding Source
H410	\$128,918.94	D.9950 910

(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. 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: DPW

DATE: 4/22/26

- (a) Purpose of Amendment: To increase D.9950 910 (Transfers - Capital Projects) in accordance with transfer of surplus local match funds from capital projects
- (b) Appropriation Code (with title), Object Code (with title) and Amount:
D.9950 910 - Interfund Transfers (\$128,918.94)
- (c) Revenue Code (with title), and Amount:
D.5010 5031 - Interfund Transfers (\$128,918.94)

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: DPW

DATE: 4/22/2026

- (a) Exact Title **and** Number of Project (**must be obtained from Treasurer's Office**): H452 Salt Reduction Equipment
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$250,000
- (e) Source of Funding (including name & title of codes, etc.): NYSDEC WQIP Salt Reduction Equipment Grant \$250,000 State Share. The local match will be paid for by each of the Towns.
- (f) Purpose of Establishment: To fund the purchase of Road Salt Reduction equipment. The Town of Bolton, Town of Hague, Town of Queensbury and Warren County partnered and participated in the grant. For each of the Towns, this would be in the form of an IMA with each of the participating Towns and each of the Towns will be reimbursed for their State share once invoices are received at the County and then submitted to the State for reimbursement. The County will act as the pass through for the project.

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 Attorney

DATE: 4/20/26

- (a) Purpose of Request: **Amending Resolution No. 40 of 2026 to include additional appropriation from Budget Code A.863.00 Reserve, Insurance to Budget Codes A.3140 418.1 Probation, Insurance Deductible -Reserve in the amount of \$10,000 and 1165 418.1 District Attorney, Insurance Deductible - Reserve in the amount of \$10,000**
- (b) Details: **For payment of out-of-pocket commercial deductible property and casualty claims and actions incurred in 2026**
- (c) Previous Resolution Number: **40 of 2026**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A.863.00 Reserve, Insurance**

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: County Attorney

DATE: 4/30/26

- (a) Purpose of Request: **Adopting the Warren County Multi-year Capital Planning Process Policy**
- (b) Details: **The Risk & Safety Committee approved the proposed Policy for Multi-year Capital Planning Process on April 8, 2026 after identifying the absence of a Board of Supervisors approved policy which establishes protocols to ensure compliance with New York State laws. The proposed policy will provide uniform and consistent standards for Capital Budgeting Processes across the County.**
- (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

Title: County Multi-year Capital Planning Process**I. Policy:**

The County of Warren hereby adopts the NYS Comptrollers protocols for multiyear capital planning to prioritize the County's capital investments to ensure fiscal accountability and sustainability of County assets and infrastructure. This capital budget program process shall be conducted annually in concert with the County's comprehensive budget process to prioritize capital investments ensuring key assets are regularly repaired or replaced before an emergency occurs while balancing its capital priorities with fiscal constraints. The County Capital Budgeting Process shall identify all capital and major equipment needs, incorporate a process for prioritizing projects, and include maintenance cycles to sustain current capital needs on an annualized basis.

II. Definitions:

Board of Supervisors: The Board of Supervisors of the County of Warren.

Bond Payments: The regular interest payments and the final principal repayment made by an issuer (government or corporation) to an investor. These fixed-income payments are typically made on a semi-annual basis, with the total investment returned upon maturity.

Bonding: Debt financing used to fund capital budgeting.

Capital Asset: Long term, tangible or intangible property – such as land, buildings, infrastructure – roads/bridges, equipment and machinery used in operations that provide public services to the community that have useful lives extending beyond a single fiscal reporting period.

Capital Budget: A specialized financial plan for acquiring, improving, or constructing long-term, fixed assets like infrastructure, buildings, and machinery, separate from day-to day expendable operational expenses for an upcoming fiscal year.

Capital Improvement Plan (CIP): Capital Project planning as part of a five (5) or ten (10) year projected financial plan that outlines future spending.

Comprehensive Budget: A fiscal budget that combines the County's General and Capital Budget to detail the County's recurring incomes and expenses.

County: The County of Warren, New York.

Debt Service: The interest payments made on outstanding government securities the County owes to outside parties.

Department Head: Each elected and appointed County officer responsible for the administration of their respective departments, agencies and offices which collectively constitute the structure of the County's governmental operations

Fiscal Year: The County's fiscal year is a calendar year which runs from January 1st to December 31st of each year.

General Budget: The County's legally adopted, time-bound financial plan that projects the County's anticipated revenues and expenses for a fiscal year.

Government Revenue: The total money a government receives from taxes and other sources to fund operations.

Grant Funding: Non-repayable financial assistance provided by government or an organization for a specific project or purpose which may or may not match the fund requirement.

Grant Funding Matching Funds: Conditional, proportional grant funding wherein a private entity or government provides money on the condition that the recipient raises an equal or predetermined amount from other financial sources or in-kind resources including employee hours and project work.

Operating Budget: The budget within the General Budget that covers day-to-day costs such as employee salaries, supplies, and contracted services.

Reserve Funds: A highly liquid savings account used by government to cover future, unpredictable, or major capital expenses treated as a fixed cost separate from operating budgets.

Special Revenue Funds: County funds used for revenues legally restricted to specific County operational purposes.

III. Protocols:

A. Capital Planning Project Evaluation Criteria:

The County shall adopt the NYS Comptroller's protocols for the identification and planning for its Capital Project Planning process including the following factors when evaluating potential projects:

- Health and safety concerns;
- Legal mandates by court order, state or federal governments;
- Economic, environmental or social value to community or region;
- Operational benefits to local government;
- Specific needs or demands for improved service, timeliness or cost savings;
- Investment return; Capacity to leverage other resources (ex. matching funds);
- Project feasibility (cost, time frames, management capacity); and
- Project risks.

B. County Protocols:

1. The County Board of Supervisors shall establish a County Capital Project Planning Committee.
2. The County Administrator shall convene the County's Capital Project Planning Committee in the second quarter of each fiscal calendar year.
3. Any County department wishing to apply for Capital Budgeting for the upcoming fiscal year shall complete a County Capital Project Request in a form provided by the County Administrator and provide supporting documentation for the request.
4. Capital Project Planning Requests shall be provided to the County Administrator by May 30th of each calendar year.
5. Supporting documentation must be included with each Capital Project Request and include quotes, reports, etc. in order for the Capital Project Request Application to be considered.
6. The County Administrator's Office shall provide a report of the County's Capital Project Requests submitted for the following fiscal calendar year to the Capital Project Planning Committee.

7. Concurrently, the County Administrator shall request the County Treasurer's Office and the County Treasurer's Office shall provide a report of the Capital Budget Funded Projects for the prior five (5) fiscal years showing projects, the fiscal calendar year bonded amount, bonding capacity and the tax cap utilized to be provided to the County Administrator no later than June 1st of each fiscal calendar year.
8. The County Administrator shall convene and chair the County Capital Project Planning Committee and present both Capital Reports to committee members.
9. The County Administrator shall be responsible for managing the Capital Project Planning Committee discussions prioritizing the projects submitted in the context of the NYS Comptroller's guidelines for multi-year capital project planning.
10. The County Administrator shall present the proposed following year's fiscal Capital Project Planning Proposal to the County Budget Officer on behalf of the County's Capital Project Planning Committee for consideration during the County's Comprehensive Budget process.
11. The County Finance & Budget Committee shall be responsible for reviewing and modifying the proposed annual Capital Project Multi-year Program as part of the County's annual budget process.
12. The Board of Supervisors shall have primary responsibility for the adoption of the Capital, General and Comprehensive Budgets per the information presented to them for that budget year.

AGENDA

APRIL 30, 2026

Committee Members: *Runyon, Crocitto, Driscoll, Etu, Maday, Turner, Conover- Chair of the Board shall serve as 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 Chair.
- II.** Motion to approve minutes of prior Committee meetings.
- III.** Privilege of the Floor/Public Comment
- IV. Action Agenda**
 - 1) Notice of Intent to Fill Tracking Report** - provided for informational purposes
 - 2) Referral from the Economic Growth & Development Committee (Chaired by Supervisor Wild):**
Workforce Development (Liza Ochsendorf, Director) -
Request to authorize temporary positions for the Summer Youth Employment Program and authorizing training slots for the Program Year 2026 which begins on July 1, 2026 and ends on June 30, 2027.
- V.** Pending Items: None.
- VI.** Privilege of the Floor/Public Comment
- VII.** Motion to adjourn

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: Workforce Development

DATE: April 22, 2026

- (a) Purpose of Request: Annual request authorizing temporary positions for various youth employment programs, the Summer Job Coach, and authorizing adult training slots for the Program Year 2026 which begins on July 1, 2026 and ends on June 30, 2027.

- (b) Details: To establish adult training slots and related expenses for the upcoming program year and the 2026 Summer Youth Employment Program, Youth Work Experience, and Youth Mentorship Program in accordance with the rules and regulations governing the respective programs and services.

- (c) Previous Resolution Number: 200 of 2025

**Temporary Positions/Training Slots
Program Year 2026**

EST. NO. OF JOBS/TRAINING SLOTS	TITLE	DEPT.	ALLOWANCES/ WAGES
Title I – Adult (7/1/26 – 6/30/27)			
Up to 100 training slots	N/A	WIOA-Adult	Training stipend per approved job training plan/WIOA policies. *
Title I – Dislocated Workers (7/1/26 – 6/30/27)			
Up to 100 training slots	N/A	WIOA-D/W	See below*
Trade Act Programs (7/1/26 – 6/30/27)			
Training slots (assigned per DOL)	Aides	Trade Act	See below*
Title I - Youth Employment Programs (7/1/26 – 6/30/27)			
Up to 20 training slots	N/A	WIOA-Youth	See below*
Up to 20 Jobs - in school youth	Aides	WIOA-Youth	See below**
Up to 50 Jobs – out of school youth	Aides	WIOA-Youth	See below***
Summer TANF (7/1/26 – 9/30/27)			
Up to 50 Youth Jobs	Aides	Summer TANF	See below**
One (1) Summer Job Coach	Job Coach	Summer TANF/WIOA Youth	See below****

* Plus tuitions, books and related training fees, testing/certification/licensing fees, child care, on-line training licenses, transportation and mileage payments, needs related payments, Trade Act, job search/relocation allowances and other financial payments made to or on behalf of program participants consistent with the job training plan, federal Trade Act or applicable WIOA and WDB approved policies. Subject to availability of funds and if not eligible for WIOA funding then other allocated funding for the department can be used for these positions per their respective guidelines.

** \$16.00/hr. for public/non-profit sector worksites. \$18.00 for eligible college interns.

*** \$16.00/hr. for public/non-profit sector worksites with one performance increase of \$1.00/hr. as approved by the Department of Workforce Development. May also pay up to entry level wage rate for individual private sector worksite placements. \$18.00 for eligible college interns.

**** The Summer Job Coach supports the youth with disabilities working in the Summer Youth Employment Program and it is a temporary summer position. It was previously funded by ARPA and is now funded fully by TANF and WIOA-Youth. The hourly rate is \$21.67.

Note: References to above funding streams (adult, etc.) will be inclusive of all types of funds allocated including WIOA allocations, Warren County allocations, Trade Act funds or other similar funding made available to the county by the NYS Dept. of Labor for workforce related activities; or other grants awarded to Warren County Workforce Development.

Note: Wages subject to adjustment as needed to comply with minimum wage requirements or other regulations