



Economic Development Committee

Wednesday, July 3, 2024 3:30PM

40 McMaster Street, Ballston Spa, NY

Chair: C. Eric Butler

Members: Ed Kinowski, Michele Madigan, Ian Murray,
Jean Raymond, Mo Wright VC, Cynthia Young

Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the June 5, 2024 meeting
- III. Committee approval of Economic Development Grant reimbursement request from the Towns of Halfmoon, Moreau, Wilton and Edinburg – Jason Kemper, Planning & Economic Development
- IV. Authorizing the transfer of funds from the Economic Development Grant Reserve Fund and amending the 2024 County budget in relation thereto – Jason Kemper, Planning & Economic Development
- V. Approval of the 2024 Economic Development Grant Applications – Jason Kemper, Planning & Economic Development
- VI. Committee approval to extend the 2022 Economic Development Grants for the Towns of Edinburg, Malta and Saratoga – Jason Kemper, Planning & Economic Development
- VII. Accepting a Summer Youth Employment Program grant from the New York State Office of Temporary Disability Assistance – Jenniffer McCloskey, Workforce Development
- VIII. Accepting a Workforce Innovation and Opportunities Act (WIOA) Grant from the US Department of Labor and amending the County budget in relation thereto – Jenniffer McCloskey, Workforce Development
- IX. Approving the Workforce Development Board budget for program year 2024-2024 and authorizing agreements with Warren and Washington counties to fund Workforce Development Board services – Jenniffer McCloskey, Workforce Development
- X. Other Business
- XI. Adjournment



DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT

JASON KEMPER, DIRECTOR

518.884.4705

SARATOGACOUNTY.NY.GOV

50 WEST HIGH ST, BALLSTON SPA, NY 12020

MEMORANDUM

TO: Economic Development Committee Members

CC: County Administrator's Office
County Attorney's Office
Clerk of the Board of Supervisors

FROM: Jason Kemper, Director of Planning and Economic Development

DATE: June 25, 2024

RE: July Economic Development Meeting

Saratoga County Economic Development Grants Updates

Reimbursement Requests and Reserve Fund Transfer

The Towns of Halfmoon, Moreau, Wilton and Edinburg are seeking reimbursement for their Economic Development Grant projects. Committee approval is required for the municipalities to be reimbursed. Secondly, a board resolution is required for the transfer of funds from the Economic Development Grant Reserve Account (A.0888.ED) to the Municipal Planning Grant Program (A.80.000-8763). The total amount of the transfer is \$42,600.

1. Town of Halfmoon (2022 Grant) \$14,200.00
2. Town of Halfmoon (2023 Grant) \$7,100.00
3. Town of Moreau (2023 Grant) \$7,100.00
4. Town of Wilton (2023 Grant) \$7,100.00
5. Town of Edinburg (2023 Grant) \$7,100.00

2024 Grant applications 2024 ED Grant applications were received from the 18 municipalities requesting \$177,745 in funding. If fully funded, up to \$27,745 would be required from unallocated Economic Development reserve funds when the municipalities submit for reimbursement. Applications were received from the Towns of Charlton, Clifton Park, Corinth, Day, Edinburg, Galway, Greenfield, Hadley, Halfmoon, Malta, Moreau, Saratoga, Stillwater, Wilton, the Cities of Mechanicville and Saratoga Springs and the Villages of Ballston Spa and Round Lake. The approval of these applications requires committee approval only. A copy of these applications and a summary spreadsheet is attached to the Agenda Item Request Form.

2022 Grant Extension Requests/Reimbursement

Extension requests for 2022 ED grants were received from the Towns of Edinburg, Malta and Saratoga. These extensions will require committee approval.

The Town of Halfmoon has requested reimbursement for their 2022 grant award, therefore there is no need for an extension.

2023 Grant updates

As noted above, the Towns of Halfmoon, Moreau, Milton and Edinburg have requested reimbursement for their 2023 awards. Additionally, there are five (5) 2023 grants being administered by the Dept of Planning and Economic Development. In speaking with the Supervisors, all municipalities with active 2023 grant awards are moving towards completing their projects.



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Department of Planning & Economic Development

DATE: 6/25/2024

COMMITTEE: Economic Development

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

a. Committee approval of reimbursement request from the Towns of Halfmoon, Moreau, Wilton and Edinburg.

b. Authorizing the Transfer of Funds From The Economic Development Grant Reserve Fund And Amending the 2024 County Budget in Relation THERETO

3. Specific Details on what the resolution will authorize:

This is two step process for the Committee: A.) Committee vote to approve the reimbursement request to the Towns of Halfmoon, Moreau, Wilton and Edinburg then B.) Authorize a budget transfer from the Economic Development Grant Reserve Account (A.-0888 ED) to the General Fund (A.80-000-8763) in the amount of \$46,200.00 to allow for the payment of ED Grants to Town of Halfmoon (2022-\$14,200 and 2023-\$7,100), 2023 Town of Moreau (\$7,100), 2023 Town of Wilton (\$7,100), and 2023 Town of Edinburg (\$7,100) .

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.0888ED	Econ. Dev. Grant Program Reserve	\$42,600.00

Expense

Account Number	Account Name	Amount
A.80.000-8763	Municipal Planning Grant Program	\$42,600.00

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

Other

- G/L line impacted A.0888ED and A.80.000-8763
- Budget year impacted 2024
- Details

The budget will be amended to increase appropriations and reduce the Economic Development Grant Reserve fund by \$42,600.00.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Reimbursement Request Forms

10. Remarks:

See attached memo for summary. A committee vote is first required to approve the reimbursement request for the Town of Halfmoon (2022-\$14,200 and 2023-\$7,100), 2023 Town of Moreau (\$7,100), 2023 Town of Wilton (\$7,100), and 2023 Town of Edinburg (\$7,100). Secondly, a vote must be held to approve a resolution moving the funds out of the reserve account and into the 2024 budget to process payment for the grant.



BOARD OF SUPERVISORS

RESOLUTION - 2024

Introduced by Economic Development: Supervisors Butler, Kinowski, Madigan, Murray, Raymond, Wright and Young

AUTHORIZING THE TRANSFER OF FUNDS FROM THE ECONOMIC DEVELOPMENT GRANT RESERVE FUND AND AMENDING THE 2024 COUNTY BUDGET IN RELATION THERETO

WHEREAS, pursuant to Resolution 97-2021, this Board established a capital reserve fund to be known as the “Economic Dev Grant Reserve” for the purpose of depositing unexpended funds for the Municipal Economic Development Assistance Program; and

WHEREAS, pursuant to Resolution 97-2021 the reserve account was created to house the unexpended municipal economic grant program funds until such funds are needed, and a reimbursement voucher is submitted by the municipal applicant, at which point the funds will be appropriated to the General Fund budget; and

WHEREAS, the portion of unexpended grant funds from the 2022 Town of Halfmoon (\$14,200), 2023 Town of Halfmoon (\$7,100), 2023 Town of Moreau (\$7,100), 2023 Town of Wilton (\$7,100), and 2023 Town of Edinburg (\$7,100) total \$42,600; and

WHEREAS, the grant projects that were approved in 2022 and 2023 have been submitted for payment and reimbursement were approved by our Economic Development Committee; and

WHEREAS, the transfer of Economic Development Grant Reserve funds to the Municipal Economic Development Assistance account requires this Board’s approval and an associated amendment to the 2024 County budget; and

WHEREAS, our Economic Development Committee and Director of Planning and Economic Development have recommended that \$42,600 be transferred from the Economic Development Grant Reserve funds to the Municipal Economic Development Assistance account; now, therefore, be it

RESOLVED, that this Board authorizes the transfer of \$42,600 from the Economic Development Grant Reserve funds to the Municipal Economic Development Assistance account to provide reimbursement to municipal applicants as approved by our Economic Development Committee; and it is further

RESOLVED, that the Budget Officer is hereby authorized to enter the appropriate journal entries to reflect the approved budget transfer; and it is further

RESOLVED, that the 2024 Saratoga County Budget is amended as follows:

PLANNING:

Increase Appropriations:

A.80.000-8763	Municipal Planning Grant Prof-Econ Dev	\$42,600
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Decrease Reserve:

A-0888.ED	Economic Dev Grant Reserve	\$42,600
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; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to increase appropriations and decrease the Economic Development Grant Reserve Fund by \$42,600.



SARATOGA COUNTY
DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

2022

Economic Development Fund Reimbursement Request Form

Date June 14, 2024

Applicant Information

Town/City Town of Halfmoon

Grant Information

Project Name Halfmoon Town Complex Lighting Project

Date of project completion 3/1/2024

Reimbursement Amount Requested (\$14,200 or less) \$14,200

Attached documentation

Receipts

Cancelled checks

Project Outcome Narrative:

The Town of Halfmoon was able to utilize the grant funds to purchase LED light poles kits, bases, mounting bolts and anchor bolt sets. With the next years grant funds we will continue to move forward with the enhancement of the Town Complex.

Signature of Town/City Supervisor

Kevin J. Tolleson, Sr.
Halfmoon Town Supervisor

Please submit reimbursement request form with receipts and canceled checks to Jason Kemper at jkemper@saratogacountyny.gov or mail to:

Saratoga County Department of Planning and Economic Development

50 West High St.

Ballston Spa, NY 12020

518.884.4705



Lightmart
 1881 Rose Road
 Lake Zurich IL 60047 United States

Invoice

#QUO28739
 3/1/2024

Temp invoice till product ships

Bill To

Paul
 Town Of Half Moon NY
 2 Half Moon Town Plaza
 Clifton Park NY 12065 United States
 (518) 339-0444

TOTAL

\$21,331.00

Expires: 3/31/2024

Expires	Exp. Close	Sales Rep
3/31/2024	3/1/2024	1071 Mark Kuiper

QTY	Item	Options	Rate	Amount
10	61060 Oxford Decorative Base Cover For 3-Inch Pole Color Black		\$235.00	\$2,350.00
12	PKDEC06AB-14-100W Stratford Anchor Base Decorative LED Pole Kit with Lantern Fixture With 100 Watt Bulb, 4 Inch Diameter, 14'		\$1,201.00	\$14,412.00
	COMPONENTS:			
12	QS4ALAB-14-Tenon3 14 Ft 4 Inch Round Aluminum Light Pole, Anchor Base, 3 Inch Tenon, No Base Cover, Black Powder Coat			
	COMPONENTS:			
12	AL4-T300 Aluminum Tenon Reducer 4 inch to 3 inch Round Poles, Color Black Powder Coat			
12	QS4ALABX 4 Inch Round Straight Aluminum Light Pole, 16 Foot, Anchor Base, Black Powder Coat			
36	HHCS-M8-1.25 x 25mm - BO Hex Head Cap Screw, M8 x 1.25 x 25 mm, FT (full thread), Din 933, 18-8 SS (stainless steel)			
12	AB34-17 SET OF 4 3/4 x 17 x 3 Inch Galvanized Steel Anchor Bolt Set For Anchor Base Light Poles			
12	HHC4-AL-BLK Hand Hole Cover for 4 Inch Round Aluminum Light Poles, Black Powder Coat			
12	61070 Stratford Decorative Base Cover For 4-Inch Pole			



QUO28739



Lightmart
 1881 Rose Road
 Lake Zurich IL 60047 United States

Invoice

#QUO28739
 3/1/2024

Temp invoice till product ships

QTY	Item	Options	Rate	Amount
12	DP1050-MOG LED Lantern Light Fixture, Mogul Socket Base Only			
12	CB100MOG4K 100 Watt LED Retrofit Bulb - Corn Bulb - , Equivalent to 400 Watt HID -- Mogul extended base (EX39) --- Field Adjustable Watts - 63W / 80W / 100W CCT - 3000K/4000K/5000K -----			
12	AABA-34-BLACK Advanced Anchor Base Adapter with 3/4 Inch Mounting Bolts - Black Powder Coat --- Optional Base Cover - see item 1829 --- -----		\$377.00	\$4,524.00
1	AB34-17 SET OF 4 3/4 x 17 x 3 Inch Galvanized Steel Anchor Bolt Set For Anchor Base Light Poles		\$45.00	\$45.00
1	FSH Free Shipping		\$0.00	\$0.00
NOTE Ships in 1 week.....transit time is approximately 2 weeks to arrive after order ships				

Subtotal	\$21,331.00
Tax Total (%)	\$0.00
Total	\$21,331.00

DELIVERY INFORMATION: Lightmart and its freight carriers do not unload products. Unloading is the sole responsibility of the recipient and/or customer and recipient and/or customer is required to provide all necessary equipment and/or manpower at the time of delivery. **DELIVERY CLAIMS:** Claims must be made within 7 days of delivery to avoid claim denial. Please make sure all items are received in good condition and that there is no concealed damage prior to signing for the delivery. Notation of damage must be made on the carrier's delivery document. **RETURNS:** New products with their packaging intact may be returned at customer's expense only if you notify us in writing within 14 days of receipt of product and you obtain a Return Authorization number. A minimum restocking fee of 25% will apply to all returns. All poles, brackets, and custom or built-to-order products are **NON-RETURNABLE** and **NON-REFUNDABLE**.



TOWN OF HALFMOON

2 Halfmoon Town Plaza
Halfmoon, New York 12065

VOUCHER

DEPARTMENT Parks

CLAIMANTS NAME Lightmart
AND ADDRESS 1881 Rose Road
Lake Zurich, IL 60047

Terms: Net 30

(CLAIMANT - DO NOT WRITE IN THIS AREA)

VOUCHER NO. _____

DATE VOUCHER RECEIVED _____

FUND -APPROPRIATION	AMOUNT
TOTAL	

	Quote #QUO28739 PO#24-00339	Unit Price		Amount	
10	61060 Oxford Decorative Base Cover for 3" Pole Color:Black	\$235	.00	\$2,350	.00
12	PKDEC06AB-14-100W Stratford Anchor Base LED Pole Kit	\$1,201	.00	\$14,412	.00
12	AABA-34-BLACK Advanced Anchor Base Adapter with mounting bolts	\$377	.00	\$4,524	.00
1	AB34-17 Galvanized Steel Anchor Bolt Set	\$45	.00	\$45	.00
(See Instructions on Reverse Side)				TOTAL	\$21,331.00

CLAIMANTS CERTIFICATION

I, _____, certify that the above account in the amount of \$21,331.00 is true and correct; that the items, services and disbursements charged were rendered to or for the Town of Halfmoon on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

DATE SIGNATURE TITLE
(Space Below for Municipal Use)

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

4-23-2024

DATE

Paul Maisello

AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

ABSTRACT DATE

TOWN BOARD MEETING – MARCH 6, 2024

RESOLUTION NO. 97-2024

**Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Supervisor of Buildings and Grounds Maiello**

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with Lightmart to provide light poles and accessories pursuant to proposal QUO28739 dated March 1, 2024, to match the existing poles provided by Lightmart, therefore there is no possibility of competition, in the not to exceed amount of \$21,331.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

**APPROVED BY THE
HALFMOON TOWN BOARD**

DATE: 3/6/2024
Lynda A. Bryan
TOWN CLERK



SARATOGA COUNTY

EST.
1791

Planning & Economic Development

2023

Economic Development Fund Reimbursement Request Form

Date June 14, 2024

Applicant Information

Town/City Town of Halfmoon

Grant Information

Project Name Town of Halfmoon

Date of project completion 3/1/2024

Reimbursement Amount Requested (\$7,100 or less) \$7,100

Attached documentation

- Worksheet listing all expenses
- Receipts
- Canceled checks

Project Outcome Narrative:

The Town of Halfmoon was able to utilize the grant funds to purchase LED light poles kits, bases, mounting bolts and anchor bolt sets. With the next years anticipated grant funds we will continue to move forward with the enhancement of the Town Complex.

Signature of Town/City Supervisor *Kevin J. Golluscio*
Halfmoon Town Supervisor

Please submit reimbursement request form with receipts and canceled checks to Jason Kemper at jkemper@saratogacountyny.gov or mail to:
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50 West High St.
Ballston Spa, NY 12020
518.884.4705



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QUO28739



Lightmart
 1881 Rose Road
 Lake Zurich IL 60047 United States

Invoice

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12	AABA-34-BLACK Advanced Anchor Base Adapter with 3/4 Inch Mounting Bolts - Black Powder Coat --- Optional Base Cover - see item 1829 --- -----		\$377.00	\$4,524.00
1	AB34-17 SET OF 4 3/4 x 17 x 3 Inch Galvanized Steel Anchor Bolt Set For Anchor Base Light Poles		\$45.00	\$45.00
1	FSH Free Shipping		\$0.00	\$0.00
NOTE Ships in 1 week.....transit time is approximately 2 weeks to arrive after order ships				

Subtotal	\$21,331.00
Tax Total (%)	\$0.00
Total	\$21,331.00

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Halfmoon, New York 12065

VOUCHER

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AND ADDRESS 1881 Rose Road
Lake Zurich, IL 60047

Terms: Net 30

(CLAIMANT - DO NOT WRITE IN THIS AREA)

VOUCHER NO. _____

DATE VOUCHER RECEIVED _____

FUND -APPROPRIATION	AMOUNT
TOTAL	

	Quote #QUO28739 PO#24-00339	Unit Price		Amount	
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12	AABA-34-BLACK Advanced Anchor Base Adapter with mounting bolts	\$377	.00	\$4,524	.00
1	AB34-17 Galvanized Steel Anchor Bolt Set	\$45	.00	\$45	.00
(See Instructions on Reverse Side)				TOTAL	\$21,331.00

CLAIMANTS CERTIFICATION

I, _____, certify that the above account in the amount of \$21,331.00 is true and correct; that the items, services and disbursements charged were rendered to or for the Town of Halfmoon on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

DATE SIGNATURE TITLE
(Space Below for Municipal Use)

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

4-23-2024

DATE

Paul Maisello

AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

ABSTRACT DATE

TOWN BOARD MEETING – MARCH 6, 2024

RESOLUTION NO. 97-2024

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Supervisor of Buildings and Grounds Maiello

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with Lightmart to provide light poles and accessories pursuant to proposal QUO28739 dated March 1, 2024, to match the existing poles provided by Lightmart, therefore there is no possibility of competition, in the not to exceed amount of \$21,331.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

APPROVED BY THE
HALFMOON TOWN BOARD

DATE: 3/6/2024
Lynda A. Bryan
TOWN CLERK



SARATOGA COUNTY

EST.
1791

Planning & Economic Development

2023

Economic Development Fund Reimbursement Request Form

Date April 26, 2024

Applicant Information

Town/City Town of Moreau

Grant Information

Project Name Sewer Consolidation

Date of project completion 6/30/2024 (Estimated)

Reimbursement Amount Requested (\$7,100 or less) \$7,100

Attached documentation

- Worksheet listing all expenses
- Receipts
- Canceled checks

Project Outcome Narrative:

The Town of Moreau is still currently in the process of consolidating the sewer districts, including the new extension along the Route 9 Commercial Corridor. It is estimated that the consolidation project will be completed by June 30, 2024.

Engineering and legal expenses have already been realized by the Town of Moreau, such as a feasibility study and appraisal by Laberge Engineering & Consulting Group, Ltd.

Signature of Town/City Supervisor

A handwritten signature in black ink, appearing to read "Jason Kemper".

Please submit reimbursement request form with receipts and canceled checks to Jason Kemper at jkemper@saratogacountyny.gov or mail to:

Saratoga County Department of Planning and Economic Development
50 West High St.
Ballston Spa, NY 12020
518.884.4705

DEPARTMENT

VOUCHER

Copy

CLAIMANT'S
NAME
AND
ADDRESS

LABERGE ENGINEERING &
CONSULTING GROUP LTD.
4 COMPUTER DRIVE WEST
ALBANY, NEW YORK 12205

Purchase Order No.		
DO NOT WRITE IN THIS BOX		
Date Voucher Received		
FUND - APPROPRIATION	AMOUNT	
GI8110.4	22530.	87
TOTAL	22530.	87
CHECK NUMBER		

Voucher No.

1010

TERMS _____

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICE	UNIT PRICE	AMOUNT
		For Services rendered in accordance with your Agreement for Professional Services in connection with the project designated on the attached invoice, more particularly identified as follows:		
		Job No. Description Invoice No.		
November 10, 2023	2023094	Moreau 2023 Sewer Consolidation 202309400001		\$22,530 87
			TOTAL	\$ 22,530 87

CLAIMANT'S CERTIFICATION

I, Debra D. Espey, certify that the above account in the amount of \$22,530.87 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

11/10/23
DATE

Debra D. Espey
SIGNATURE

Staff Accountant
TITLE

(Space below for Municipal Use)

THE ABOVE SERVICES OR MERCHANDISE WERE RENDERED OR FURNISHED TO THE MUNICIPALITY ON THE DATES STATED AND THE CHARGES ARE CORRECT.

THIS CLAIM IS APPROVED AND ORDERED PAID FROM THE APPROPRIATIONS INDICATED ABOVE.

11-28-23
DATE

Sheldon J. Krueger
AUTHORIZED OFFICIAL

11/28/23
DATE

[Signature]
AUDITING BOARD

11/28/23

[Signature]

11/28/23

[Signature]

Voucher checked for mathematical accuracy	Initials: <i>AL</i>
Invoice Attached and Signed as Received	<i>AL</i>
Department Head Authorization Affixed	<i>AL</i>
Town Board Members Authorization	<i>AL</i>
Date Paid <u>11/30/23</u> Check No. <u>15620</u>	<i>LS</i>

Laberge

ENGINEERING
ARCHITECTURE



Group

SURVEYING
PLANNING

Invoice

4 Computer Drive West • Albany, New York 12205
(518) 458-7112 • www.labergEGroup.com

TOWN OF MOREAU
351 REYNOLDS ROAD
MOREAU, NY 12828-9261

Invoice Number: 202309400001
Invoice Date: November 10, 2023
Billing Period: 9/11/2023 to 10/24/2023

Project Number: 2023094

Description: MOREAU 2023 SEWER CONSOL

FEASIBILITY STUDY / APPRAISAL

CONTRACT AMOUNT	25,000.00
AMOUNT EARNED TO DATE	22,500.00
AMOUNT PREVIOUSLY BILLED	0.00
AMOUNT OF CURRENT BILLING	22,500.00

REIMBURSABLE EXPENSES

CONTRACT AMOUNT	500.00
AMOUNT EARNED TO DATE	30.87
AMOUNT PREVIOUSLY BILLED	0.00
AMOUNT OF CURRENT BILLING	30.87

TOTAL CURRENT BILLING

\$22,530.87

MOREAU-2023 SEWER CONSOLIDATION
 REIMBURSABLES EXPENSES
 BACKUP COVERSHEET
 INVOICE #202309400001

<u>TYPE</u>	<u>QUANTITY DETAIL</u>	<u>TOTAL QUANTITY</u>	<u>BASE CHARGE</u>	<u>TOTAL BILLED</u>
REPRODUCTION-	66+375	441	\$ 0.07	\$ 30.87
REPRODUCTION-CONST. COPY		0.00	\$ -	\$ -
PLOTTER SHEETS		0.00	\$ 5.00	\$ -
POSTAGE		0.00	\$ -	\$ -
MEALS		0.00	\$ -	\$ -
TRAVEL/CARS		0.00	\$ -	\$ -
MILEAGE-Travel to site		0.00	0.6550	\$ -
GAS		0.00	\$ -	\$ -
TOLLS		0.00	\$ -	\$ -
TOTAL				\$ 30.87

Account Track Counter

No.	Account Name	Total Counter				Group Name	Total Copy Counter				Total Print Counter			
		Total	Black	Full Color	2 Color		Total	Black	Full Color	2 Color	Total	Black	Full Color	2 Color
301						2023091 SPB TP Mason								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
302						2023092 SPB R&R Metl								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
303						2021062 Green Grants								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
304						2022104 SPB Mirabito								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
305						2022094 PAWL GRANT								
Total Large Size		24	24	0	0		0	0	0	0	24	24	0	0
306						2021076 SPB VanHosn								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
307						2023089 Duck Pond								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
308						2022107 KLEINS KILL								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
309						2021079 Nassau Grant								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
310						2021053 Hempstl Grnt								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
311						2022109 BB COMP PLN								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
312						2023095 B/K EPA STAG								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
313						2021078 Granby								
Total Large Size		222	5	217	0		0	0	0	0	222	5	217	0
314						Moreau 23 Sever Con								
Total Large Size		66	39	27	0		0	0	0	0	66	39	27	0
315						2021084 Scametti ISO								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
316						2323097 Newsqu STAG								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
317						2021077 Mor VanBuren								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
318						2023101 SYN 23 PERMT								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
319						2021086 KJ STP CWSRF								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
320						2023099 CRAW OR Auto								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
321						2022108 SYNTHI WCV								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
322						2021089 Platts Grnts								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
323						2023100 CRAW LL Solr								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
324						2023102 SYN Design								
Total Large Size		0	0	0	0		0	0	0	0	0	0	0	0
325						2021094 SCDK W-Bridg								
Total Large Size		66	52	9	0		53	45	8	0	13	12	1	0

Handwritten mark

Handwritten number: 2023094

Counter List

P 13
10/10/2023 15:35
Serial No. ASAY011017774
TC: 2093712

Account Track

No.	Account Name	Total Counter					Copy Counter					Total Print Counter			
		Total	Black	Full Color	2 Color	4 Color	Total	Black	Full Color	2 Color	4 Color	Total	Black	Full Color	2 Color
301		2023091 SPB TP Mason													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
302		2023092 SPB R&R Metl													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
303		2021062 Green Grants													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
304		2022104 SPB Mirabito													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
305		2022094 PAWL GRANT													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
306		2021076 SPB VanHosn													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
307		2023089 Duck Pond													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
308		2022107 KLEINS KILL													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
309		2021079 Nassau Grant													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
310		2021053 Hampd Grnt													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
311		2022109 BB COMP PLN													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
312		2023095 B/K EPA STAG													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
313		2021078 Granby													
Total Large Size		13	13	0	0	0	0	0	0	0	0	13	13	0	0
314		Moreau 23 Sewer Con													
Total Large Size		327	28	299	0	0	4	4	0	0	0	323	24	299	0
315		2021084 Scanne11 150													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
316		2323097 Newsqu STAG													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
317		2021077 Mor VanBuren													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
318		2023101 SYN 23 PERMT													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
319		2021086 KJ STP CWSRF													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
320		2023099 CRAW OR AUTO													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
321		2022108 SYNTHC MCV													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
322		2021089 Platts Grnts													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
323		2023100 CRAW LL Solr													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
324		2023102 SYN Design													
Total Large Size		0	0	0	0	0	0	0	0	0	0	0	0	0	0
325		2021094 SCDK W-Bridg													
Total Large Size		46	46	0	0	0	43	43	0	0	0	3	3	0	0

TO: CJB
add to Copies

2023094



4 Computer Dr. W., Albany, NY 12205

November 10, 2023
VIA EMAIL & MAIL
biclerk@townofmoreau.org

Theodore Kusnierz, Supervisor
Town of Moreau
351 Reynolds Road
Moreau, New York 12828

Re: **Invoice No. 202309400001**
Moreau 2023 Sewer Consolidation
Town of Moreau, New York


Dear Mr. Kusnierz:

This letter is our invoice in connection with the above referenced project as per our Agreement for Professional Services. This invoice is for technical and professional services performed during the period of September 11, 2023 through October 24, 2023. These services include the following:

- Prepared and delivered map, plan and report (MPR) required for consolidation;
- Attended a Town Board meeting to answer questions if needed;
- Coordinated with Special District Legal Counsel regarding MPR preparation, resolutions and legal notices; and
- Project deemed 90% complete.

We trust the above will meet with your approval. If you have any questions, please feel free to contact Donald C. Rhodes, P.E., Project Manager.

Very truly yours,
LABERGE GROUP

By: 
Debra D. Espey
Staff Accountant

DDE: kmo
Enc.

J:\2023094\Billing\Invoices (Admin Use Only)\Letter-Voucher 1 11-10-23.docx

CONTRACT ADDENDUM NO. 2023094-00

(SEWER DISTRICT CONSOLIDATION REVISION)

DATED: August 31, 2023

TO
Agreement for Professional Services
(Original agreement date: January 26, 2017)

The original Agreement, between Town of Moreau, Saratoga County, New York, the OWNER and Laberge Group, the ENGINEER is hereby amended as follows:

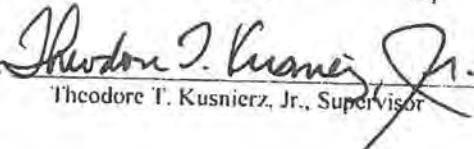
The contract amount shall be increased by \$25,000 plus reimbursable expenses, for provision of additional services related to a revised Sewer District Consolidation Study as outlined in the attached proposal letter dated August 24, 2023.

OWNER:

Town of Moreau

351 Reynolds Road

Moreau New York 12828
City State Zip

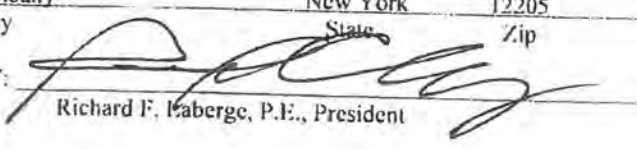
BY: 
Theodore T. Kusnierz, Jr., Supervisor

ENGINEER:

LABERGE GROUP

4 Computer Drive, West

Albany New York 12205
City State Zip

BY: 
Richard F. Laberge, P.E., President



ENGINEERING • ARCHITECTURE • SURVEYING • PLANNING

August 24, 2023
VIA EMAIL & MAIL

Todd Kusnierz, Supervisor
Moreau Town Hall
351 Reynolds Road
Moreau, New York 12828-9261

Re: **Professional Services Proposal**
Sewer District Consolidation Study
Town of Moreau, Saratoga County, New York

Dear Supervisor Kusnierz:

In light of the additional low-cost treatment capacity available because of the County Forcemain Connection, consolidation of the Town's sewer districts will reduce treatment costs, provide redundant treatment options, and allow users with failing septic systems to connect to the public sewer system. Since this project will benefit every Town of Moreau sewer district, we recommend that the Town consider consolidating sewer districts to allow sewer infrastructure to be equitably shared.

As you are aware, we completed a sewer district consolidation study for the Town in 2021, but implementation was put on hold when it became apparent that all of the Town of Moreau sewer districts would substantially benefit from sending sewer flow to Saratoga County instead of to the City of Glens Falls. With the construction of the County Forcemain Connection nearing completion to the benefit of all Moreau sewer districts and with a requirement to set 2024 user rates for budgeting, we recommend that the consolidation effort proceeds without delay. If acceptable to the Town, we propose that the following services are needed to assist with the consolidation effort.

Scope of Services

- Prepare a new Map, Plan, & Report (MPR) based on the version prepared for the 2021 consolidation, but substantially modified to reflect current development trends, treatment options, and project costs. The MPR will consider the consolidation of the Town's existing sewer districts and contract users into a single consolidated sewer district. The MPR will analyze current and potential future districts' organization, potential cost savings and reductions, and convenience and comfort of the newly consolidated sewer district to Town residents.
- The MPR will include a map showing the consolidated district boundary, rate structure analysis, the maximum cost of improvements, the cost to typical property, hookup fees, and identification of cost reductions due to consolidation, as applicable.
- Presentation of the MPR for the consolidated water district at a public hearing and/or informational meeting.

Todd Kusnierz, Supervisor
Town of Moreau
August 24, 2023
Page 2 of 2

- Coordination with the Town's Special District Legal Counsel regarding MPR preparation, required resolutions, hearing notices, and filing of necessary notices with Town and County offices.

Proposed Fee

We propose to complete the work described above for a lump sum fee of \$25,000, excluding typical reimbursable expenses for travel and reproduction. We estimate that the MPR can be completed in 4-6 weeks following authorization. If our proposal is acceptable to the Town, please let us know, and we will forward a contract addendum for execution. We will begin work on the project upon receipt of an executed agreement. If the Town requires our assistance with sewer ordinance revisions or other items not described above, we remain available to deliver any supporting services needed hourly.

As always, please call us if you have any questions or comments.

Very truly yours,
LABERGE GROUP

By: 

Donald C. Rhodes, P.E.
Project Manager

DCR: cjb:dcr

C: Karla Buetner, Esq. (email only)
William Ryan, Esq. (email only)



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2023 Economic Development Fund Reimbursement Request Form

Date JUNE 21, 2024

Applicant Information

Town/City Town of Wilton

Grant Information

Project Name Resurface Tennis and Pickleball Courts at Gavin Park

Date of project completion September 20, 2023

Reimbursement Amount Requested (\$7,100 or less) \$7,100.00

Attached documentation

- Worksheet listing all expenses
- Receipts
- Canceled checks

Project Outcome Narrative:

The Town of Wilton sought to improve the quality of the recreation center, specifically the surface of the tennis and pickleball courts, to enhance the experience of pickleball and tennis court users. Cracks and faded lines on the courts had become an impediment to play. The courts were closed for a short time because of safety concerns, and as a result, users had to find other locations to play tennis and pickleball.

The Town hired vendor Seal Pro to patch, machine sand, resurface and paint the courts. Users are now able to use the Town's facilities at Gavin Park to play tennis and pickleball safely because cracks were corrected, and court lines are more visible.

Signature of Town/City Supervisor

John Lant

Please submit reimbursement request form with receipts and canceled checks to Jason Kemper at jkemper@saratogacountyny.gov or mail to:

Saratoga County Department of Planning and Economic Development
50 West High St.
Ballston Spa, NY 12020
518.884.4705

to:

SEAL PRO

SEAL PRO SEALCOATING & SPORTS

SURFACING

Invoice #

Invoice Date

Description

046636
Amount

1176

09/20/2023

RESURFACE TENNIS COURTS

24,700.00

Check Amt Total:

24,700.00

TOWN OF WILTON

1781

PRINTING SYSTEMS • Taylor, MI • 1-800-95-12345

Date: 09/28/2023

TOWN OF WILTON • GANSEVOORT, NY 12831

Check#:

46636

STANDARD FORM NO. FBP - 9201L



75389

Seal Pro
 765 Saratoga Road
 Gansevoort, NY 12831
 NY: (518) 350-8259
 FL: (321) 270-7161

Invoice #1176

Date: 9-20-23

Terms: Due Upon Receipt

Account 100 711.000 599.200
 PO# (if needed): 02023-69

Customer Information:

Company:	
Name:	Gavin Park
Address:	10 Lewis rd.
City/State/Zip	Saratoga Springs NY 12866

Departmental Approval:
 The services or materials were rendered or furnished to the municipality on the dates stated, and the charges are correct.

Signature: [Signature]
 Date: 9/21/23

Approval for Payment:
 This claim is approved and ordered paid from the appropriations indicated above.

Signature: [Signature]
 Date: 9/26/2023

Order Information:

Job Site	Job Description	Quantity	Amount
Gavin Park	(2)Tennis Court, (4) pickleball layouts	1	\$24,700.00
<i>dept 711.000 - park func - 4500 - culture/rec.</i>			
<i>Asset Class - 9 imp o/than bldgs 10yr life.</i>			
Total Due			\$24,700.00

TOWN OF WILTON

22 TRAVER ROAD
 GANSEVOORT, NY 12831
 PH # 518-587-1939, X216
 FX # 518-587-2837
 Email: bookkeeper@townofwilton.com
 www.townofwilton.com

PURCHASE ORDER

DATE	DATE REQUIRED	P.O. NUMBER	PAGE
08/18/2023	08/18/2023	02023-69	1

VENDOR SEAL PRO
 NO.:

V
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O
R

SEAL PRO SEALCOATING & SPORTS
 SURFACING
 765 SARATOGA ROAD
 GANSEVOORT, NY 12831

S
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T
O

TOWN OF WILTON - GAVIN PARK
 10 LEWIS DR
 SARATOGA SPRINGS, NY 12866

SHIP VIA :

F.O.B. :

TERMS :

EXP. DATE: 12/31/2023

DESCRIPTION: RESURFACE TENNIS COURTS

ORDERED BY SYSTEM ADMINISTRATOR

P.O. TYPE Regular

REQ. NO. :

ACCT. NO. :

QUANTITY	PROD CODE	DESCRIPTION	UNIT PRICE	TOTAL COST
1.000		RESURFACE TENNIS COURTS	24,700.0000	24,700.00
0.000		AS PER QUOTE DATED 8/16/2023	0.0000	0.00
			TOTAL: \$	24,700.00
	100-711.000-599.200	EQUIPMENT AND CAPITAL OUTLAYS		24,700.00

BY

8/18/23 Maica E. [Signature]

AUTHORIZED SIGNATURE

**Town of Wilton
Procurement Worksheet**

Item Or Project: RESURFACE TENNIS COURT PO# 02023-69

Type Of Purchase: Purchases or Public Works (circle one)

Date: 8/18/23 Account # 100-711.000-599.200

Bid _____ State Contract # _____ County Contract # _____

Purchase Excluded from Compliance with Policy (Yes/ No) (circle one)

If Yes, reason for exclusion _____

For each bid or quote received enter vendor name, telephone number, delivery date and result. Highlight vendor chosen, provide explanation if vendor is not providing the lowest cost. If we do not have one on file claims for payment will not be processed without a federal ID number. A Purchase Order approved by the Accounting Department is required for ALL purchases exceeding \$1,500, except as excluded in the Town's procurement policy.

BID / QUOTE #1

Vendor SEALPRO Delivery _____ Telephone number 518-350-8259

Cost \$24,700⁰⁰ Federal ID # _____

CHOICE Notes RITWAY FABRIC PATCH ON LARGE CRACK

BID / QUOTE #2

Vendor BDB PAVING Delivery _____ Telephone number 518-490-2190

Cost \$42,495⁰⁰ Federal ID # _____

Notes _____

BID / QUOTE #3

Vendor STANLEY PAVING Delivery _____ Telephone number 518-584-1320

Cost _____ Federal ID # _____

Notes NO QUOTE PROVIDED

Purchase approved by: _____ Date: _____
(Department head)

SEALPRO

SEALCOATING & SPORTS SURFACING

765 Saratoga Rd. Gansevoort, NY 12831
(518) 350-8259

August 16, 2023

Attn: John King

RE: (2) Basketball Courts

Seal Pro proposes to resurface (2) Tennis courts per the following specifications:

- Flood and mark Bird baths, patch, machine sand court.
- Apply (1) coats Acrylic resurfacer to raw asphalt.
- Apply (2) coats of acrylic paint.
- Stripe for Tennis, in white, per USTA guidelines

FOREST GREEN FOR COURTS
RED FOR PERIMETER
WHITE TENNIS LINES
LT BLUE FOR PICKLEBALL

**Seal Pro proposes to do the following for the price of \$14,000.
*50% Deposit of total proposal price due prior to commencement***

ADDITIONAL OPTIONS

Please mark selected items

Supply and Install Approx. 415LF of Riteway patch repair system. – **\$9,100.00**

Layout and Paint Pickleball court-- **\$400 per court**

COLOR SELECTION: RED PERIMETER, FOREST GREEN COURTS, WHITE TENNIS LINES, LT BLUE PICKLEBALL LINES

* Additional colors will incur additional charges; purple/yellow/orange colors incur additional charges*

WARRANTY:

Seal Pro guarantees workmanship and materials for one year upon completion, **except for reopening of structural cracks or new structural cracking**. These cracks occur for many reasons; weak asphalt, subterranean movement, poor stabilization of subbase, or lack of compaction of the lime rock when initially built. None of these can be completely addressed with re-surfacing; therefore, the cracks will most likely return.

CONDITION OF SALE:

The purchaser and Seller or its assigns agree to the purchase and sale of before described property on the following conditions:

- 1) That Purchaser will pay to Seller or its assigns the Total Contract Price in accordance with the terms set forth.
- 2) That if the Purchaser shall default in the payment of any installment or violate any of the provisions of this Contract the Seller or its assigns shall have the right to declare due the whole amount unpaid and without notice or demand, legal process, liability for trespass or damages, and without prejudice to other action, enter the premises where said property may be repossess and remove same.
- 3) That there are no agreements or warranties in connection with this transaction which are not expressly set forth in this Contract.
- 4) Buyer hereby assigns without recourse Seal Pro the right and interests of the material and equipment in the above Contract and in the property described therein until paid in full.

IN WITNESS WHERE OF, the parties here to have executed this Contract by their proper officers or duly authorized agents on the day and year first above written.

The parties agree that in the event that payment is not made as provided herein, Contractor may terminate this contract, refuse to complete any work remaining pursuant to the contract, and any alternate proposals, amendments, changes, or modifications thereto, and sue for the payment due, plus any work performed by contractor up until the date of termination, including a reasonable profit and overhead, court costs, attorney's fees (including attorney's fees incurred in arbitration and administrative proceedings and all state and federal actions and appeals), and interest at the rate of 1½% per month, 18% per year.

In the event of litigation of this contract, venue of same shall lie in Orange County, Florida and the prevailing party shall be entitled to an award of reasonable attorney's fees and costs from the non-prevailing party. Insurance Certificates and Licenses Provided upon Request *any changes or additions to standard coverage at additional cost.

Accepted by:  John Lant, Supervisor

Date Signed: 8/18/23

Contractor: _____

Date Signed: _____

Sean Chant, Owner
Seal Pro

TOTAL
\$24,700.00



831 Route 67, Bldg 39A
Ballston Spa, NY 12020
518-490-2190

Estimate

Date

7/17/2023

Town Of Wilton
Recreation at Gavin Park
10 Lewis Drive
Saratoga Springs, NY 12866

option 1

Description	Qty	U/M	Total
Tennis Court Crack Filling and Surfacing Edge Court of Grass Blow Off Debris From Surface Apply 1 Coat of SealMaster Sport Master ColorPlus System Forest Green and Red Approximately 14,520 Square Feet	1	sqft	29,995.00
Clean All Debris From Cracks Apply The Rightway Fabric Treatment For Cracks (Up To 500 Linear Feet)	1	LFT	12,500.00

Subtotal \$42,495.00

Sales Tax (7.0%) \$0.00

Total \$42,495.00



831 Route 67, Bldg 39A
 Ballston Spa, NY 12020
 518-490-2190

Estimate

Date
7/17/2023

Town Of Wilton
 Recreation at Gavin Park
 10 Lewis Drive
 Saratoga Springs, NY 12866

option 2

Description	Qty	U/M	Total
Tennis Court Crack Filling and Surfacing Edge Court of Grass Blow Off Debris From Surface Apply 1 Coat of SealMaster Sport Master ColorPlus System Forest Green and Red Approximately 14,520 Square Feet	1	sqft	29,995.00
Clean All Debris From Cracks Apply SportMaster Crack Magic Sealant (For Cracks Up To 500 Linear Feet)	1	LFT	5,000.00

Subtotal	\$34,995.00
Sales Tax (7.0%)	\$0.00
Total	\$34,995.00

WARNING: DO NOT CASH UNLESS LOGO APPEARS IN BACKGROUND OF CHECK

TOWN OF WILTON
GENERAL FUND
22 TRAVEL ROAD
GANSEVOORT, NY 12831

SARATOGA NATIONAL BANK
AND TRUST COMPANY
SARATOGA SPRINGS, NEW YORK
50-1152/213

046636

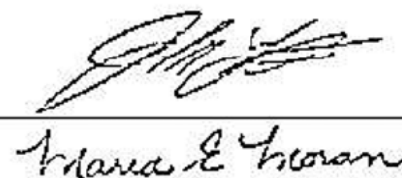
Check Date: 09/28/2023

AMOUNT

\$24,700.00

PAY TWENTY-FOUR THOUSAND SEVEN HUNDRED DOLLARS AND 00 CENTS*****

TO THE ORDER OF SEAL PRO SEALCOATING & SPORTS
SURFACING
765 SARATOGA ROAD
GANSEVOORT, NY 12831



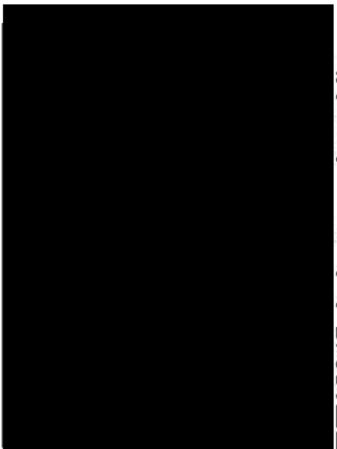
Maria E. Moran

WARNING: DO NOT CASH UNLESS "ORIGINAL DOCUMENT" APPEARS ON BACK OF CHECK





Ft Mobile Dept



• FEDERAL RESERVE BOARD OF GOVERNORS REG. NO.



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2023

Economic Development Fund Reimbursement Request Form

Date 6/21/2024

Applicant Information

Town/City Town of Edinburg

Grant Information

Project Name Town Website Refresh

Date of project completion April 2024

Reimbursement Amount Requested (\$7,100 or less) \$7,100

Attached documentation

- Worksheet listing all expenses
- Receipts
- Canceled checks

Project Outcome Narrative:

Town of Edinburg has a new updated website.

Signature of Town/City Supervisor

Maie E. Penino Deputy Supervisor 6/24/24

Please submit reimbursement request form with receipts and canceled checks to Jason Kemper at jkemper@saratogacountyny.gov or mail to:

Saratoga County Department of Planning and Economic Development

50 West High St.

Ballston Spa, NY 12020

518.884.4705

Town of Edinburg

45 Military Road
Edinburg NY 12134

VOUCHER

PURCHASE
ORDER NO.

VOUCHER
NO.

50

DO NOT WRITE IN THIS BOX

DEPT.

Claimant's
Name Behan Communications
and 136 Glen St. Fl 2
Address
Glens Falls NY 12801

DATE VOUCHER RECEIVED			
FUND APPROPRIATION		AMOUNT	PO Number
6410.4001			
OPEN \$			
CK	JE		
TOTAL		7000.00	
Abstract No.			
Vendor's Ref. No.			DP

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
		5000.00 web page		5000.00
		2000.00 map		2000.00
			TOTAL	7000.00

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of \$ _____ is true and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and that amount claimed is actually due.

Date	SIGNATURE	TITLE
------	-----------	-------

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

3/21/23 Jean Raymond
DATE AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.



Behan Communications, Inc.

136 Glen St., Fl. 2
Glens Falls, NY 12801

INVOICE

BILL TO
Supervisor Jean Raymond
Edinburg Town Hall
45 Military Road
Edinburg, NY 12134

INVOICE 200534
DATE 02/28/2024
DUE DATE 03/30/2024

DATE	ACTIVITY	DESCRIPTION	HOURS	AMOUNT
03/07/2024	Public Relations Services	Fee for submission of initial draft of website to Town pursuant to engagement letter.	1	5,000.00

SUBTOTAL 5,000.00

TAX 0.00

TOTAL 5,000.00

SALANCE DUE \$5,000.00

Thank you for the opportunity to serve you on this project. If you have any questions regarding this invoice, please call Kristy Miller at 518-782-3855.

/mond

Behan Communications, Inc. <quickbooks@notification.intuit.com>
Friday, March 8, 2024 11:42 PM
edinburg@roadrunner.com
ryan.moore@behancom.com
Invoice 200534 from Behan Communications
Invoice_200534_from_Behan_Communications_Inc.pdf

To:
Subject:
Attachments:

INVOICE 200534

BEHAN

COMMUNICATIONS

STRATEGIES FOR SUCCESS

Behan Communications, Inc.

DUE 03/30/2024

\$5,000.00

Print or save

Powered by QuickBooks

Dear Edinburg, NY:Edinburg-Website,

Please find attached our invoice for services. If you have any questions please feel free to call or email us.

Thank you for your time and attention to this and for the opportunity to work with you.

Sincerely,

Behan Communications, Inc.



Behan Communications, Inc.

136 Glen St., Fl. 2
Glen Falls, NY 12801

INVOICE

BILL TO
Supervisor Jean Raymond
Edinburg Town Hall
45 Military Road
Edinburg, NY 12134

INVOICE 200765
DATE 04/17/2024
DUE DATE 05/17/2024

DATE	ACTIVITY	DESCRIPTION	HOURS	AMOUNT
03/07/2024	Public Relations Services	Fee for completion of website project deliverables pursuant to engagement letter.	1	2,100.00

SUBTOTAL 2,100.00

TAX 0.00

TOTAL 2,100.00

BALANCE DUE \$2,100.00

Thank you for the opportunity to serve you on this project. If you have any questions regarding this invoice, please call Kristy Miller at 518-792-3856.

Raymond

From: Behan Communications, Inc. <quickbooks@notification.intuit.com>
Sent: Wednesday, April 17, 2024 1:05 PM
To: edinburg@roadrunner.com
Cc: ryan.moore@behancom.com
Subject: Invoice 200765 from Behan Communications
Attachments: Invoice_200765_from_Behan_Communications_Inc.pdf

INVOICE 200765

BEHAN

COMMUNICATIONS

STRATEGIES FOR SUCCESS

Behan Communications, Inc.

DUE 05/17/2024

\$2,100.00

Print or save

Powered by QuickBooks

Dear Edinburg, NY:Edinburg-Website,

Please find attached our invoice for services. If you have any questions please feel free to call or email us.

Thank you for your time and attention to this and for the opportunity to work with you.

Sincerely,

Behan Communications, Inc.

TOWN OF FEDINBURG
 FEDERAL
 CAPITAL CITY

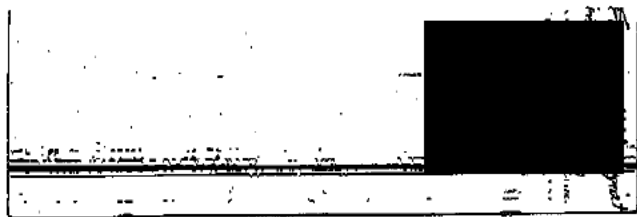
DATE: 06/21/24

FOR: Seven thousand dollars + 00/100 \$ 7000.00

FOR: NET BANK

SIGNATURE: Jean Raymond

#18730 04/03/2024 \$7,000.00



5000⁰⁰ web
 pg

18811

To: *Leham Communications*
 For: *Two thousand one hundred dollars* \$2,100.00
 Date: *5/31/24*
 By: *Don Raymond*
 Net Bank
 [Redacted]
 #18811 05/31/2024 \$2,100.00

[Faded text area]
 [Redacted box]

TOWN OF FEDINBURG
 FEDERAL RESERVE BANK
 18811



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Department of Planning & Economic Development

DATE: 6/25/2024

COMMITTEE: Economic Development

1. Is a Resolution Required:

No, Committee Approval Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
----------------	--------------	--------

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Memo and applications are attached.

10. Remarks:

See attached memo, summary spreadsheet, and Economic Development Grant Applications received. Grant applications were received from 18 municipalities requesting \$177,745 in funding. If fully funded, up to \$27,745 would be required from unallocated reserve funds when the municipalities submit for reimbursement. Approval of ED grants is committee approval only.

Saratoga County Economic Development Committee**2024 Economic Development Grant Program**

Prepared by: Saratoga County Planning and Economic Development

GRANT INFORMATION

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Ballston						
Ballston Spa	Rehabilitation and development of 88-90 Front St.	This project would help expand the central business district and draw people to a quieter portion of it. It would rehabilitate a building that was once a well-loved bar establishment. When completed in its entirety, the restoration would create an arts and cultural space, an additional commercial storefront, and retain affordable residential rental units on the upper floor. The 2019 Economic Development Plan identified an arts and cultural venue within the top 10 desired types of businesses by residents which this project would satisfy.	As soon as possible	One year from start	\$ 10,000.00	6/20/2024
Charlton	Land Use Law Updates to Support Agriculture	Agriculture and agri-tourism continue to be the largest economic drivers in the Town of Charlton. The funds will be used to bring our land use regulations more in line with our Comprehensive Plan. The primary recommendations within the Comprehensive Plan include adoption of land use regulations that support agriculture and the protection of rural character.	1/1/2024	6/30/2025	\$ 10,000.00	5/28/2024

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Clifton Park	TOCP Pickleball Courts Windscreen w/Logo & Small Bleacher	Pickleball is currently the fastest-growing sport in the United States, with over 4.8 million players in 2021 and an 11.5% average annual growth rate over the past five years. A windscreen with the Town Logo on two sides of the courts (facing parking lot & road) and the addition of a small bleacher section will be constructed. This improvement will enhance the ten-court pickleball complex completed in 2024 by allowing the community to host tournaments and leagues at a state-of-the-art complex, with participants spending money at local businesses in Clifton Park and greater Saratoga County.	9/1/2024	5/1/2025	\$ 10,000.00	6/21/2024
Corinth	4874 Rte 9N property Master Plan	Recreation is an important issue for this Town Board. Having space for our many youth programs. An amphitheater for music/other stage performances. A wetland boardwalk with an educational perspective and a playground area. A low intensity trail system for recreational use.	Spring 2024	Fall 2024	\$ 10,000.00	5/28/2024
Corinth (Village)						

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Day	Day Tourism 2024	Our objective is to make Day Town Center more inviting to the people in our community and to attract visitors and promote tourism. We have established a group of volunteers to help at our museum which will now be open on Saturdays and some weekdays in the summer. We would like to restore the building's historic stone chimney (museum built in 1930) as it is in need of repair. We also provide space at Day Town Hall community room for local groups and organizations to have meetings and we would like to make the space more inviting and comfortable for our visitors. We also need to notify residents of events with signage as many do not have access to internet to check our town website.	6/1/2024	12/30/2024	\$ 10,000.00	5/29/2024
Edinburg	Snowmobile Club Support	Project funds will go towards a number of trail construction and maintenance initiatives to be performed by Snowmobile Association and possible Town staff.	8/1/2024	7/1/2025	\$ 10,000.00	6/21/2024
Galway	Planning & Zoning Regulations Update	Update zoning and planning land use regulations	9/1/2022	9/30/2024	\$ 10,000.00	6/19/2024
Galway (Village)						

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Greenfield	Community Newsletters	It helps build community and spirit, helping residents stay abreast of events, programs and services that they may need. It introduces them to our local businesses and encourages them to shop local. Articles also often provide important safety, promotional and governmental information to businesses. It makes our town an attractive place to live and work.	9/1/2024	9/30/2025	\$ 10,000.00	6/17/2024
Hadley	Bandstand Renovation	Proposal to renovate the bandstand and add parking lot lighting.	6/1/2024	7/12/2024	\$ 10,000.00	5/20/2024
Halfmoon	Halfmoon Town Complex Lighting Project	This request is an extension of the 2023 Halfmoon Town Complex Lighting Project that will visually connect the Town Complex with the rest of the town. The project will encourage like investment and showcase the importance of community character.	9/1/2024	12/31/2025	\$ 10,000.00	6/20/2024
Malta	Route 9 Mid-Block Crossing Construction	The Town of Malta previously completed a Route 9 Complete Street Project along Route 9 south of the Route 9 Roundabout which included a mid-block crossing to facilitate pedestrian traffic within the downtown corridor. This project will provide the construction services necessary to establish additional, safe crossing north of Town Hall to further promote pedestrian traffic along Route 9 to existing businesses and destination points. This project furthers the goals and concepts identified in the Town's comprehensive master plan and form based code.	8/1/2024	12/31/2024	\$ 10,000.00	5/14/2024

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Mechanicville	Surveillance cameras	Like other communities Mechanicville is having problems with E-Vehicles and ATV's. Surveillance cameras will help deter these illegal activities and will aid in the monitoring and managing of vehicle and pedestrian traffic which will help boost our local economy.	3 months	3 months	\$ 10,000.00	6/21/2024
Milton						
Moreau	Betar Park Facilities Upgrade	Upgrade park restroom facilities to support existing demand and future uses in Betar Park. Continue to support the ever-increasing use of the park as a regional sports and recreation resource for all in Moreau and Northern Saratoga County providing direct, indirect, and induced economic activity.	Fall 2024	Winter 2024	\$ 10,000.00	6/21/2024
Northumberland						
Providence						
Round Lake	Project Slow the Down!	The Zim Smith, an enormously popular recreational trail, passes through Round Lake. It crosses two roads immediately after sharp 90 degree S-turns, impeding visibility of the pedestrian crossings for the Zim Smith in the roads. Exceeding the speed limit In the Village is a well-documented phenomenon, and we are looking for ways to make drivers aware of the 20 mph speed limit, ESPECIALLY as they approach the S-turns.	As soon as possible	8/31/2024	\$ 7,745.00	6/20/2024

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Saratoga	Gateway Visitors Center	Heritage Tourism is really one of the largest segments of our local/micro economy. Funds will be used to enhance exterior visibility, landscaping, lighting, and signage. Project will bring in more guests in turn generating more revenue for the local businesses.	6/20/2024	11/15/2024	\$ 10,000.00	6/21/2024

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Saratoga Springs	Beekman Art District Lighting	<p>The synergy between these diverse industries—tourism, education, and the arts—will create a multifaceted economic boost. Tourists drawn by the district’s visual appeal will spend money on local services, educational initiatives will foster a knowledgeable and engaged community, and enhanced entertainment options will attract both residents and visitors. This holistic approach ensures that the project not only beautifies the arts district but also drives sustainable economic development, making the community more vibrant and prosperous.</p> <p>The Beekman Arts District is located in the west side of the City where much of our lower and middle income population resides. It is critical that under represented areas of the City have robust recreation and economic opportunities. The project originated when the Arts District approached the Planning Department to extend its boundary. Subsequently, the area was reviewed by the City Planning Board, County Planning Board, and City Council, and was rezoned to include the extended section of the district. The expanded Arts District now features a textile studio that supports a growing artisan industry. Both the non-profit group and the City now need more visual indicators of the district's extension, which will further bolster their existing success.</p>	7/1/2024	11/1/2024	\$ 10,000.00	6/10/2024
South Glens Falls						
Schuylerville						

Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted Date
Stillwater	Town Government Newsletter	Funds will be used to produce a semi-annual publication that reports government news to all residents.	8j/1/2024	11/30/2024	\$ 10,000.00	6/21/2024
Stillwater (Village)						
Victory						
Waterford						
Waterford (Village)						
Wilton	Gavin Park - Pavilion Gutters and Snow Slides	The pavilion at Gavin Park is used for Town-wide events such as Community Day, summer concerts, summer camp activities and for winter ice-skating. The pavilion is also available to sports teams which rent the ball fields and to the public for rental for private parties. The removal of old gutters and purchase/installation of new gutters and snow slides for the pavilion roof will ensure that snow and rain run off will not negatively impact users. The removal of the old gutters, and purchase and installation of new gutters and snow slides will ensure safe usage of the pavilion during inclement weather, and will prolong the life of the pavilion structure.	5/1/2024	5/31/2024	\$ 10,000.00	6/21/2024
				Requested Amount:	\$177,745.00	



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Village of Ballston Spa

Address 66 Front Street, Ballston Spa, NY 12020

Contact person (if other than Supervisor) Trustee Bernadette VanDeinse

Contact Email: trusteebernadette@villageofballstonspa.org

Grant Information

Project Name Rehabilitation and development of 88-90 Front Street into a non-profit performing arts venue, similar to Cafe Lena.

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used The funds will be used to hire a consultant to prepare a business plan for the intended use.

Estimated project start date As soon as possible Estimated project completion One year from the start date

How does the project align with the economic development objectives in your community?

This project would help expand the central business district and draw people to a quieter portion of it. It would rehabilitate a building that was once a well-loved bar establishment. When completed in its entirety, the restoration would create an arts and cultural space, an additional commercial storefront, and retain affordable residential rental units on the upper floor. The 2019 Economic Development Plan identified an arts and cultural venue within the top 10 desired types of businesses by residents which this project would satisfy.

What are the project deliverables?

A business plan will be prepared containing a strategy and guide for rehabilitating the building.

How will you measure results (ex: new jobs or investment)?

The plan will give accurate numbers for investment figures. The owner is committed to investing his own funds and would use the formal plan developed to apply competitively for grant funding.

Eventually, the project will result in a new arts space and added retail space downtown.

Signature of [Handwritten Signature]
Town/City Supervisor: _____

Date: June 20, 2024

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Town of Charlton

Address 758 Charlton Road

Contact person (if other than Supervisor) _____

Contact Email: supervisor@townofcharlton.org

Grant Information

Project Name Land Use Law Updates to support Agriculture

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used pay for land use consultant

Estimated project start date 1/1/24 Estimated project completion 6/30/25

How does the project align with the economic development objectives in your community?

Agriculture and agri-tourism continue to be the largest economic drivers in the Town of Charlton. The funds will be used to bring our land use regulations more in line with our Comprehensive Plan. The primary recommendations within the Comprehensive Plan include adoption of land use regulations that support agriculture and the protection of rural character.

What are the project deliverables?

Updated land use regulations (zoning and subdivision regulations).

How will you measure results (ex: new jobs or investment)?

Adoption of laws that promote agricultural and rural land uses.

Signature of Town/City Supervisor: 

Date: 5.22.24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Town of Clifton Park

Address Clifton Park Town Hall, One Town Hall Plaza, Clifton Park, NY 12065

Contact person (if other than Supervisor) John Scavo, Director of Planning & Zoning

Contact Email: Jscavo@cliftonpark.org

Grant Information

Project Name TOCP Pickleball Courts Windscreen w/Logo & Small Bleacher

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used Installation of windscreen w/Town Logo around 10 new pickleball courts at Veteran's Park

Estimated project start date 09/01/2024 Estimated project completion 05/01/2025

How does the project align with the economic development objectives in your community?

Pickleball is currently the fastest-growing sport in the United States, with over 4.8 million players in 2021 and an 11.5% average annual growth rate over the past five years. A windscreen with the Town Logo on two sides of the courts (facing parking lot & road) and the addition of a small bleacher section will be constructed. This improvement will enhance the ten-court pickleball complex completed in 2024 by allowing the community to host tournaments and leagues at a state-of-the-art complex, with participants spending money at local businesses in Clifton Park and greater Saratoga County.

What are the project deliverables?

With the construction of ten new courts, the Town has seen a significant up-tick in visitors to Veterans Park, and this should continue to increase, especially during the tournament and league events. Hotels, restaurants, and local shops will likely see an increase in revenue during these events, with the economic ripples felt far and wide.

How will you measure results (ex: new jobs or investment)?

Hotspots known for their pickleball-friendly amenities are seeing a significant uptick in visitors. These destinations enhance their appeal by offering comprehensive packages, including hotel stays, court access, and pickleball clinics and workshops. The result is a win-win: tourists get an immersive pickleball experience, and destinations enjoy increased visitation and spending. The Town will engage local business owners in dialogue to see if visits and sales are growing and will complete the proposed improvement project.

Signature of

Town/City Supervisor:

Date: 6/21/24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director

Saratoga County Department of Planning and Economic Development

50 West High Street, Ballston Spa, NY 12020

518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Town of Corinth

Address 600 Palmer Ave

Contact person (if other than Supervisor) _____

Contact Email: _____

Grant Information

Project Name 4874 Rte 9N property Master Plan

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used Stage 2: Concept Design and Master plan

Estimated project start date Spring 2024 Estimated project completion Fall 2024

How does the project align with the economic development objectives in your community?

Recreation is an important issue for this Town Board. Having space for our many youth programs. An amphitheater for music/other stage performances. A wetland boardwalk with an educational perspective and a playground area. A low intensity trail system for recreational use.

What are the project deliverables?

See above

How will you measure results (ex: new jobs or investment)?

The investment in our community will be measured by the use from our residents

Signature of Calvin Butler
Town/City Supervisor: _____

Date: 5/28/2024

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Day
Address 1650 North Shore Road, Hadley, NY 12835

Contact person (if other than Supervisor) _____

Contact Email: daysupervisor@townofday.com

Grant Information

Project Name Day Tourism 2024

Amount of grant request (\$10,000 or less) \$10,000.00

How funds will be used To restore our museums historic chimney, to acquire comfortable seating in our community room, sign board for public notices for front lawn at Town Hall, to have events for our community.

Estimated project start date 6/1/2024 Estimated project completion 12/30/2024

How does the project align with the economic development objectives in your community?
Our objective is to make Day Town Center more inviting to the people in our community and to attract visitors and promote tourism. We have established a group of volunteers to help at our museum which will now be open on Saturday's and some weekdays in the summer. We would like to restore the building's historic stone chimney(museum built in 1930) as it is in need of repair. We also provide space at Day Town Hall community room for local groups and organizations to have meetings and we would like to make the space more inviting and comfortable for our visitors. We also need to notify residents of events with signage as many do not have access to internet to check our town website.

What are the project deliverables?
We will promote events on our website as well as Facebook and local newspapers. We will update our facilities to make them more attractive and comfortable for visitors. We will engage the public in activities and events. We will bring a sense of community to the Town of Day town center.

How will you measure results (ex: new jobs or investment)?
We will gather feedback from our community. The information we receive will help us to understand what went well and what could be improved to help enhance future projects.

Signature of Town/City Supervisor: *Diana Edwards* Date: 5/29/2024

Application Deadline: June 21, 2024.

Please submit application via email to kemper@plandeconomic.com or mail to:
Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Edinburg

Address 45 Military Road, Edinburg, NY 12134

Contact person (if other than Supervisor) _____

Contact Email: edinburg@roadrunner.com

Grant Information

Project Name Snowmobile Trail Support

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used Snowmobile Trail System Support

Estimated project start date 8/1/24 Estimated project completion 7/1/2025

How does the project align with the economic development objectives in your community?

Snowmobiling in the rural part of the County and specifically around the Sacandaga Lake is very important for numerous businesses. These funds will go towards a number of trail construction and maintenance initiatives to be performed by Saratoga Snowmobile Association and possibly Town Staff.

What are the project deliverables?

Project deliverables will be trail construction, purchase of materials, rental of machinery to perform trail construction and maintenance, signage, bridge and culvert construction, etc.

How will you measure results (ex: new jobs or investment)?

The investment in the snowmobile trail system in and around the Town of Edinburg will bring additional economic impact to the area.

Signature of

Town/City Supervisor: Marie E. Penno
Deputy Supervisor

Date: 6/24/24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director

Saratoga County Department of Planning and Economic Development

50 West High Street, Ballston Spa, NY 12020

518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Galway

Address 5910 Sacandaga Rd Galway, NY 12074

Contact person (if other than Supervisor) _____

Contact Email: jdemold @ Townofgalwayny.org

Grant Information

Project Name Planning + Zoning Reg Updates

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used update zoning + planning land use regulations

Estimated project start date 9-2022 Estimated project completion 9-2024

How does the project align with the economic development objectives in your community?

We wish to insure planned and proper growth in designated sections of town. It will make issuing permits easier which should help increase economic development in town.

What are the project deliverables?

Updated regulations... present code is over 20 years old

How will you measure results (ex: new jobs or investment)?

With a streamlined and efficient set of regulations, new jobs and investment in the community should follow.

Signature of Town/City Supervisor: J.D. Allet

Date: 6-19-2024

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Town of Greenfield

Address P.O. Box 10, Greenfield Center, NY 12833

Contact person (if other than Supervisor) Kevin Veitch

Contact Email: kveitch@greenfieldny.org

Grant Information

Project Name Community Newsletters

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used To print and mail four newsletter to our resident mailing list.

Estimated project start date September 2024 Estimated compl: 9/2025

How does the project align with the economic development objectives in your community?
It helps build community and spirit, helping residents stay abreast of events, programs and services that they may need. It introduces them to our local businesses and encourages them to shop local. Articles also often provide important safety, promotional and governmental information to businesses. It makes our town an attractive place to live and work.

What are the project deliverables?
Four (quarterly) newsletter mailed to our household list of approx. 3,5000. The newsletter is 11X17 with an insert.

How will you measure results (ex: new jobs or investment)?
We are experiencing a lot of positive feedback and record attendance and participation in our programs and services, in part due to the communication this newsletter provides. Businesses are getting the information they need in this routine communication from the town.

Signature of [Handwritten Signature]
Town/City Supervisor: _____

Date: 9/17/24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:
Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Hadley
Address P.O. Box 323, 4 Stony Creek Rd. Hadley, N.Y. 12835
Contact person (if other than Supervisor) _____
Contact Email: superu.sorwright@townofhadley.org.

Grant Information

Project Name Bandstand Renovation
Amount of grant request (\$10,000 or less) \$10,000
How funds will be used Renovate the bandstand and add parking lot lighting
Estimated project start date June 1st 2024 Estimated project completion July 12th 2024

How does the project align with the economic development objectives in your community?
Rebuilding the bandstand and adding lighting brings people to town to enjoy our free music and increases business around town

What are the project deliverables?
Increase Local Business

How will you measure results (ex: new jobs or investment)?
Business expansion

Signature of _____ Date: 5/20/24
Town/City Supervisor: _____

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:
Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Halfmoon

Address 2 Halfmoon Town Plaza, Halfmoon, NY 12065

Contact person (if other than Supervisor) Paul Maiello

Contact Email: grounds@townofhalfmoon.org

Grant Information

Project Name Halfmoon Town Complex Lighting Project

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used for construction and electrical services to complete project

Estimated project start date 9/1/2024 Estimated project completion 12/31/2025

How does the project align with the economic development objectives in your community?

This request is an extension of the 2023 Halfmoon Town Complex Lighting Project that will visually connect the Town Complex with the rest of the town. The project will encourage like investment and showcase the importance of community character.

What are the project deliverables?

Construction and electrical services to complete the project.

How will you measure results (ex: new jobs or investment)?

Allow more flexibility in scheduling Town events after dusk and ensuring safety for residents when visiting the Town Complex.

Signature of

Town/City Supervisor: [Signature], TOWN SUPERVISOR Date: 06/18/2024

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director

Saratoga County Department of Planning and Economic Development

50 West High Street, Ballston Spa, NY 12020

518.884.4705



SARATOGA COUNTY

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Town of Malta

Address 2540 Route 9, Malta NY 12020

Contact person (if other than Supervisor) Supervisor, Cynthia Young

Contact Email: supervisor@malta-town.org

Grant Information

Project Name Route 9 Mid-Block Crossing Construction

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used Professional construction services for mid-block crossing north of Town Hall along Route 9

Estimated project start date 8/1/2024 Estimated project completion 12/31/2024

How does the project align with the economic development objectives in your community?

The Town of Malta previously completed a Route 9 Complete Street Project along Route 9 south of the Route 9 Roundabout which included a mid-block crossing to facilitate pedestrian traffic within the downtown corridor. This project will provide the construction services necessary to establish additional, safe crossing north of Town Hall to further promote pedestrian traffic along Route 9 to existing businesses and destination points. This project furthers the goals and concepts identified in the Town's comprehensive master plan and form based code.

What are the project deliverables?

Complete construction of mid-block crossing

How will you measure results (ex: new jobs or investment)?

Enhanced walk-ability for town residents & visitors. Boost economy. Investment.

Signature of
Town/City Supervisor: Cynthia Young

Date: 5/14/24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:
Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Mechanicville

Address 36 North Main St.

Contact person (if other than Supervisor) Mayor Mike Butler

Contact Email: mike.butler@mechanicvilleny.gov

Grant Information

Project Name Surveillance Cameras

Amount of grant request (\$10,000 or less) \$10,000.00

How funds will be used Purchase surveillance cameras

Estimated project start date 3 months Estimated project completion 3 months

How does the project align with the economic development objectives in your community?

Like other communities Mechanicville is having problems with E-Vehicles and ATV's. Surveillance cameras will help deter these illegal activities and will aid in the monitoring and managing of vehicle and pedestrian traffic which will help boost our local economy.


What are the project deliverables?

Make a safer environment for traffic, pedestrians and local business activities.

How will you measure results (ex: new jobs or investment)?

Public complaints, increase business activities, safer business district

Signature of

Town/City Supervisor: 

Date: 6-24-24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Moreau

Address 351 Reynolds Road

Contact person (if other than Supervisor) Joshua Westfall, AICP - Building, Planning and Development Coordinator

Contact Email: BPD@Townofmoreau.org

Grant Information

Project Name Betar Park Facilities Upgrade

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used Enhance facilities in Betar Park which is a major non-commercial community attraction and economic driver.

Estimated project start date Fall 2024 Estimated project completion Fall/ Winter 2024

How does the project align with the economic development objectives in your community?


Please See Attachment Page 1-2

What are the project deliverables?

Please See Attachment Page 2

How will you measure results (ex: new jobs or investment)?

Please See Attachment Page 2

Signature of
Town/City Supervisor: 

Date: 6/20/2024

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:
Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705

**2024 Saratoga County Economic Development Grant Program
Harry J. Betar Jr. Park – Facilities Upgrade**

The Town of Moreau is pleased for the opportunity to apply for the 2024 Saratoga County Economic Development Grant. The grant will be instrumental in assisting the Town with achieving several economic development goals as identified in the Town Comprehensive Plan and based on current local, regional and State trends as they relate to the positive economic impacts associated with sports and recreation facilities. The public investment, as requested through this grant, would support the increase in recreational demands seen recently in the Town of Moreau by enhancing the Town's premier recreational facility. Due to the ever-increasing use of the town's Betar Park by the school, town recreation department (programming), and regional sports teams, the time is now to initiate this project and align the park for an upcoming master plan which will lead to more significant improvements into the future.

Applicant Information

Town: Town of Moreau
Address: 351 Reynolds Road
Contact Person: Joshua Westfall, AICP- Building, Planning and Development Coordinator
Contact Email: BPD@Townofmoreau.org

Grant Information

Project Name: Betar Park Facilities Upgrade
Amount of Grant Request: \$10,000
How funds will be used: Upgrade park restroom facilities to support existing demand and future uses in Betar Park, continuing to support the ever-increasing use of the park as a regional sports and recreation resource for all in Moreau and Northern Saratoga County providing direct, indirect, and induced economic activity.

Estimated Project Start Date: Fall 2024 Estimated Project Completion: Winter 2024

2024 Saratoga County Economic Development Grant Program
Harry J. Betar Jr. Park – Facilities Upgrade

How does this project align with economic development priorities in your community?

The Town of Moreau is seeking to upgrade inadequate and ageing restroom and concession stand facilities located at the Harry J. Betar Jr. Recreational Park. In recent years, due to investments by the Town and in cooperation with South Glens Falls Central School District, the Park is increasingly becoming well used. Betar Park features many softball and baseball fields, picnic pavilions, community garden areas, walking trails, ice skating rinks, football and soccer fields, frisbee golf, sledding and a playground feature cementing Betar Park in its role as a regional park, attracting residents and visitors alike to this facility located in the middle of the Town of Moreau, in Northern Saratoga County.

While improvements have been ongoing to fields and other sports facilities, as well as the town providing an increase in overall programming there, one major disadvantage of Betar Park is the park's inadequate restrooms and concession stand. As the use in the park increases, so have public complaints and criticism- endangering the perception of the park as being a quality regional destination by those who may potentially travel to Moreau and use it.

Although the amount of monies to fund improvements have been identified, due to other major investment needs at the park including the high expense of ballfield maintenance and continual upgrades of the fields, as well as robust town recreational programming, finding the money to make the capital improvements on the restrooms and concession stand have been problematic when examining the whole of the recreation budget.

The funding request would guarantee quality restrooms and a concession stand (which is often rented individually) for those who use the park and provide a direct benefit to some of the region's most vulnerable populations to include youth living in poverty and the elderly in a zip code tabulation area which exceeds a 10% poverty rate (NYS Parks ZCTA Data).

Support for restroom upgrades at Betar Park can be found in the **2008 and 2019 Comprehensive Plans**. Particularly in the Economic Development section of the 2019 Comprehensive Plan, it is identified that the **Route 9 Corridor** and **NY 197 Corridor** respectively are locations that are desirable for business recruitment- promoting economic growth in Moreau (*Moreau Comprehensive Plan, 2019; Page 19*). Betar Park is strategically located to complement and support new business development or infill business development by virtue of its location between the two aforementioned economic development corridors, off NY-32. Data from the Pew Research Center indicates that parks are often seen as complementing businesses as discussed in an article stressing the importance of economic investment in public parks (April 2018).

The 2019 Comprehensive Plan identifies that “[a]mong the principal economic attributes of the town is the natural landscape and presence of significant park space of both a local and regional scale – particularly the Moreau Lake State Park and Harry J. Betar, Jr. Recreational Park... These facilities are patronized by thousands of visitors each year and as such, this level of visitation represents an untapped resource for additional commerce for the town's businesses.” Unfortunately, as this Comprehensive Plan was adopted immediately prior to the COVID-19 Pandemic and after there were many more pressing priorities in Moreau, the importance of Betar Park in economic development has not yet been considered. This small action will

represent the first step toward tapping the **“untapped resource of commerce for the town”** since adoption of the 2019 Comprehensive Plan

Further expected economic benefit to Moreau includes direct, indirect and induced visitor spending that will be allowed to grow through the provisions of quality community parkland attractive to the regional population. The economic impact of parks has been studied by various organizations and agencies in New York State including Parks and Trails New York (PTNY). In PTNY’s latest Economic Impact Report, each visitor to a park facility spends approximately \$51.00 in the Capital Saratoga State Park Region, where the Town of Moreau is located. When non-local visitor spending is considered separately, spending amounts to \$108.02- which amounts to the largest non-local share of visitor spending in upstate New York (Economic Impact Report 2016 Figures). Maintaining and enhancing this park will ensure this revenue stream remains constant and that it will increase as the park capacity is built.

Given the above careful consideration espoused in the Town Comprehensive Plans as it relates to economic development in leveraging parks resources, as well as calculation of economic impact of parks and recreation in New Yorks State- particularly within the region, this use of public dollars will yield great benefit and positive return for all in both the Town of Moreau and Saratoga County, cementing Harry Betar Jr. Park as a regional sports and recreation facility.

What are the project deliverables?

Simple project deliverables include total upgrade of the men’s and women’s restroom facilities at the Harry J. Betar Jr. Park’s baseball field’s concession stand. These facilities will be totally renovated and include new toilets and urinals as applicable, new sinks, and general replacement of plumbing, and associated minor structural upgrades.

Upgrades to the concession stand will also occur as mentioned and include new wiring, new HVAC elements, and general overall enhancement of the structure to allow for contemporary uses seen in other such facilities in communities elsewhere in Saratoga County and in the region.

All construction activities will take place in Fall 2024, when the park is least utilized. Other restrooms will be available elsewhere which at some point will also need to undergo renovation.

How will you measure results?

The Town will continue to measure attendance at the park through the tracking of individual events, rental of sports facilities and pavilions, and through other established metrics for attendance counts – data available both with the School and Town Clerk’s Office.

Upon completion and upgrade of the park restrooms and concession stand, the Town expects an increase in events and rentals of facilities as well as an increase in attendance at the park overall, consistent with the current trends.

As mentioned elsewhere in this application, this public investment will be the initial step of realizing and **“untapped resource of commerce for the town”** benefiting Moreau and all of Saratoga County.

Attachments:

- *Photos of Current Conditions (3)*
- *Location Map*
- *References*

Photos of Restrooms

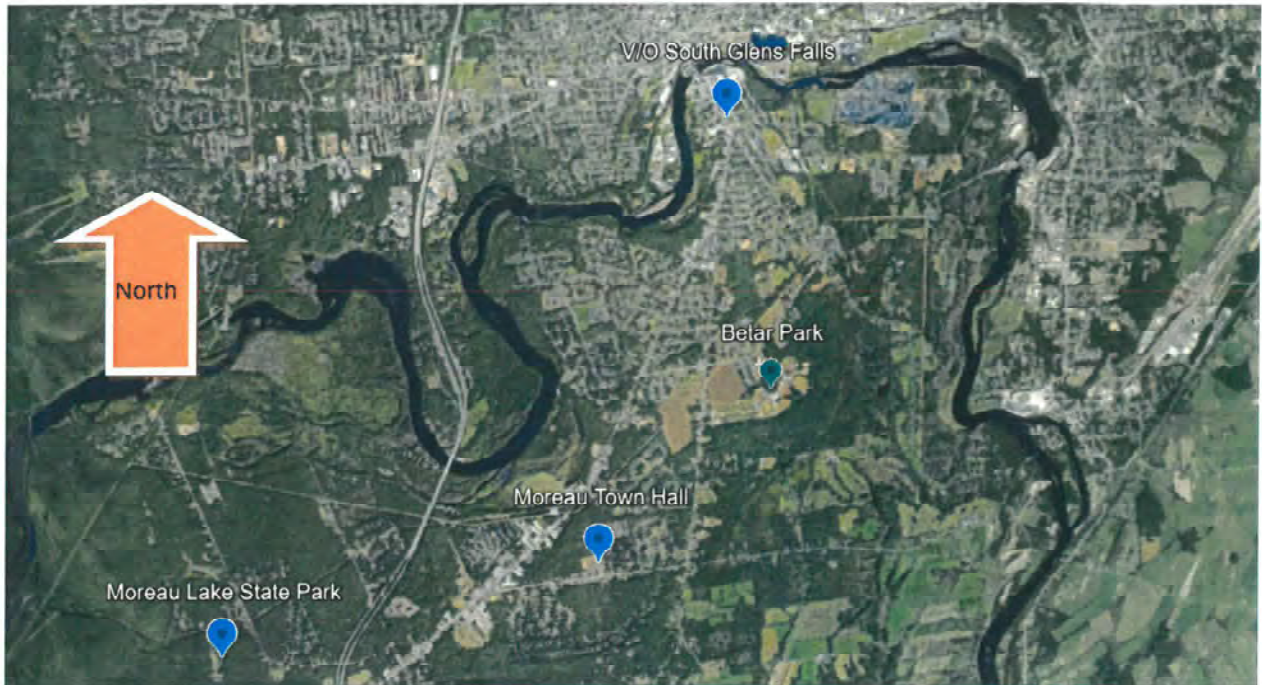


Restrooms- Degraded flooring and walls, damaged stalls, inadequate urinal and toilet facilities



Concession Stand- Location of Restrooms and storage. Inadequate for current needs

Location Map



References

- Moreau Comprehensive Plan - Town of Moreau (2019)
<https://www.townofmoreau.org/pdf/201588%20Moreau%20Comp%20Plan%20-%20FINAL%20FOR%20ADOPTION%20April%202019.pdf>
- Economic Impact of State Parks – Parks and Trails NY (2017)
<https://www.ptny.org/application/files/6515/0903/5031/Economic-benefits-of-NYS-parks.pdf>
- Conservation of Public Lands Helps Small Businesses Thrive - Pew Research (2018)
<https://www.pewtrusts.org/en/research-and-analysis/articles/2018/04/30/conservation-of-public-lands-helps-small-businesses-thrive>
- NYS Parks ZCTA Data- 2024
<https://parks.ny.gov/documents/grants/EPFPercentBelowPovertyLevelbyZCTA2024.pdf>



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Village of Round Lake

Address 49 Burlington Ave

Contact person (if other than Supervisor) Gary Putman

Contact Email: mayor@roundlakevillage.org

Grant Information

Project Name Project Slow the ... Down!

Amount of grant request (\$10,000 or less) \$7,745

How funds will be used Purchase of two radar speed signs

Estimated project start date ASAP

Estimated project completion August, 2024

How does the project align with the economic development objectives in your community?

The Zim Smith, an enormously popular recreational trail, passes through Round Lake. It crosses two roads immediately after sharp 90 degree S-turns, impeding visibility of the pedestrian crossings for the Zim Smith in the roads. Exceeding the speed limit in the Village is a well-documented phenomenon, and we are looking for ways to make drivers aware of the 20 mph speed limit, ESPECIALLY as they approach the S-turns. I am attaching a photo of one of our poor Yield to Pedestrians signs on one of these curves. This sign sits in a crosswalk.

What are the project deliverables?

2 radar signs (attached).

How will you measure results (ex: new jobs or investment)?

We have historical speed data on the intersections. A decrease in the average speed will be an indicator of success. I would hope for a 15% reduction.

Signature of

Town/City Supervisor: Gary Putman

Date: 6/20/24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director

Saratoga County Department of Planning and Economic Development

50 West High Street, Ballston Spa, NY 12020

518.884.4705



STATE
LAW



TO



WITHIN
CROSSWALK

Traffic Systems Inc.

1 Corporate Drive
 Suite 1
 Holtsville, NY 11742
 USA

Voice: 631 242-4292
 Fax: 631 242-4296

INVOICE

Invoice Number: 32018
 Invoice Date: Dec 12, 2023
 Page: 1
 Sales Order No: 23-786-NY

Drop Shipment

Bill To:
Town of Malta 2540 Route 9 Malta, NY 12020-4331

Ship to:
Town of Malta 2540 Route 9 Malta, NY 12020-4331

Customer ID	Customer PO	Payment Terms	
Malta	2023126	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
Chris	FedEx	12/13/23	1/11/24

Quantity	Item	Description	Unit Price	Amount
1.00		Town of Malta PO# 2023126		
2.00	TC-600S	Solar Powered 13" LED Radar Speed Display includes Mounting Bracket, WIFI Communications and Internal Batteries, Solar Panel upgrade for Northern Climates	3,595.00	7,190.00
1.00	DGC-07	StreetSmart Data Collection Software	265.00	265.00
2.00	F	Freight	145.00	290.00
TC-600 serial Nos:SNTC600-407297. SNTC600-407298 Shipped via FedEx Ground® 787900927018 787900922678 787900925688 787900928036 787900920642 787900924475				

Subtotal	7,745.00
Sales Tax	
Total Invoice Amount	7,745.00
Payment/Credit Applied	
TOTAL	7,745.00

Check/Credit Memo No:

WED

We now accept all major credit cards. The actual cost of the processing fee will be added up to a maximum of 4%.

TC-600 Radar Speed Sign Specification Sheet

TC-600 Solar Power

- Operates 24/7 with solar power supply
- Power Supply: Two 12-volt, 18 amp/hour AGM batteries (UL recognized) | Provides up to 14 days of back-up operation on fully charged batteries
- Power consumption: < 2.0 amps (24w) at maximum display intensity
- Idle mode: < 1/2 watt
- Circuit breaker: Multi-circuit | 3 x 10 amp fuses
- Battery status: Check battery charge levels and solar amperage via Wi-Fi
- Low battery cut-off feature provides intelligent battery management
- Solar panel output: 50 watt standard
- Solar charger: Fully integrated charge controller with continuous monitoring and data logging of solar output/ battery charge status
- Charger and battery characteristics matched to operate within the sign's operating temperature range

LED Display

- 13" tall speed display numbers | 2 or 3 digit capable
- Speed digits easily readable up to 600 feet
- Ideal for roads with traffic speeds of 5-70 mph
- Super bright amber LEDs in full matrix design | Life up to 100,000 hours
- Laser cut flat black mask enhances visibility of LED display when illuminated | Ensures completely dark display when LEDs are off
- Display brightness fully automatic or user adjustable

Speed Violator Alerts

- Standard alerts: SPEED (3 flash rate options) | Enhanced font | SLOW DOWN | TOO FAST
- Speed display flash rates: MUTCD flash (approx. 55-60 fpm) | slow flash (approx. 90 fpm) | fast flash (approx. 140 fpm)
- *Optional* message alerts: SHARP CURVE | Right or left facing chevrons | SCHOOL ZONE | FINE \$\$\$ | Smiley face | Custom message alert upon request
- Display speed and word message alerts, alternately or individually, based on speed settings
- *Optional* strobe alerts - *Choice of one*: alternating red/blue strobe alert (police flash) or white strobe alert (can simulate a camera flash)

YOUR SPEED Faceplate

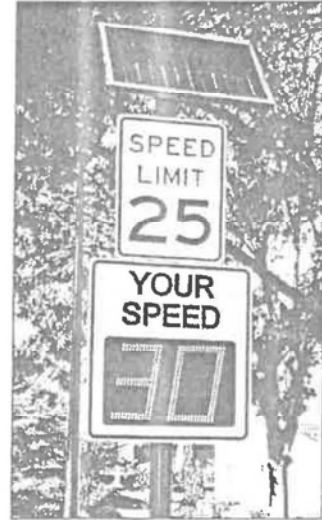
- 28"W x 33"H YOUR SPEED faceplate with 4" high lettering
- *Optional* oversized 30"W x 36"H YOUR SPEED faceplate available
- Manufactured with highest grade reflectivity backing
- Available in white | yellow | fluorescent yellow/green | safety orange

Radar

- Type: K Band, single direction Doppler radar | FCC part 15 compliant | No license required
- Sensor Range: Detects vehicles up to 1200 feet
- Beam Width: 12 degrees, +/- 2 degrees
- Operating Frequency: 24.125 GHz, +/- 50 MHz
- Accuracy: +/- 1.0 mph
- Speed Detection Range: 5-127 mph | 8-198 kph

TC-600 AC Power

- Operates 24/7 with AC power supply
- Power supply: Hard wire to 100V-240V power supply
- Power consumption: < 2.0 amp (24w) at maximum display intensity
- Idle mode: < 1/2 watt
- Circuit breaker: Multi-circuit, 10 amp fuse



Standard Alerts



Optional Message and Strobe Alerts



Certified Quality System
ISO 9001:2015



MUTCD Compliant
Radar Speed Signs



Proudly Engineered &
Manufactured in the USA



Electronics

- All power inputs are fused and reverse polarity protected
- All circuit boards are conformally coated for extra protection
- Sign has automatic reset and watch-dog circuitry to return to normal operation without user intervention

Radar Speed Sign Housing

- Dimensions: 18.5"H x 26.25" W x 5.0"D
- Thickness: .1875" to .25" thick, heavy-duty aluminum
- IP65 compliant | NEMA 4 level compliant
- Humidity Maximum: 100% | Non-sealed and ventilated
- Provides maximum protection from the elements and vandalism
- Single-piece cast aluminum housing design | Seamless construction with no welding
- Stainless steel mounting hardware included for poles up to 4.5" OD

Weights & Operating Temperature

- TC-600 solar power radar speed sign: 67 lbs.
- TC-600 AC power radar speed sign: 42 lbs.
- Operating temperature: -40°F to +160°F

Standard Features on All Radarsign Brand Models

Bashplate™ with Integrated LED Reflector Cones

- Heavy duty aluminum shield over LED display to protect components from abuse or vandalism
- Directional beam technology, Radarsign's proprietary design, includes beveled cones around each LED, magnifying the intensity of the light and providing the highest quality viewable display with minimum energy usage

Polycarbonate Display Cover

- .25" thick protective sheet covers entire display area
- Abrasion, graffiti and shatter resistant | Provides UV protection

Wi-Fi Enabled

- Radar speed sign emits it's own Wi-Fi signal | No internet required | Manage sign with smart phone, tablet, or laptop
- Connection range up to 300 feet from sign
- Allows for quick and easy sign operation and data download from most web enabled devices
- Speed is 10x faster and has 10x the range of Bluetooth
- WPA2 encrypted security | Password protected
- OTA software updates (over-the-air) allow the wireless delivery of software updates and upgrades directly to the radar sign

Standard Programming

- Setup functions: Easy to follow digital menu | No mechanical switches to operate
- Daily timers: Allow 5 on/off timer settings per day (4 timers plus the standard setting), also by day of week | Settings allow for lower speed limits for school zone times
- Stealth mode: Display on/off feature allows traffic data collection to continue even when the display is off
- Possum Switch™: Feature allows the sign to "play dead" for 30 minutes if attacked with force
- Maximum speed cutoff: Feature prevents "racing" of sign at high speeds | Choice of flashing dashes or LED display cutoff

Warranty

- 2 year warranty on parts and labor, including batteries | *Exceptions:* Does not cover malicious abuse, theft, or damage due to unauthorized modification | *Optional* third year warranty extension available

Optional Scheduling and Data Reporting Features

Advanced Scheduler

Date driven program allows pre-programming multiple years and multiple schedules for your radar speed signs | Especially useful for school zone scheduling or in areas where events occur on a regular basis

Streetsmart Traffic Data Collection & Reporting Software

Lifetime license - One time charge - No recurring fees | *Licensed per sign* - Download, report, organize, and analyze speed and traffic data that is recorded by the radar speed sign | Generate 35 charts and graphs with Excel™ macro | Traffic Data Storage Capacity: Stores data on 5 million vehicles | Retains data for 12 months in sign before writing over oldest data first

Cloud Service

Cellular modem is cloud accessible from anywhere internet is available. Allows remote management of sign settings for entire network of signs | Uploads daily traffic statistics to Radarsign Cloud server (*requires the purchase of Streetsmart data license*) | Provides alerts if batteries run low, or connection is interrupted

SPEED DATA ANALYSIS

Location



Latitude: 0.000000
Longitude: 0.000000

Analysis Time Period



Start	End
5/30/2023	6/3/2023
5:10 PM	2:15 PM

Vehicles Analyzed



380

Speed Limit



20

Total Enforceable Violations



257

Average Speed



23

% Enforceable Violations



68%

Fastest Speed



42

Enforcement Rating

HIGH

Slowest Speed



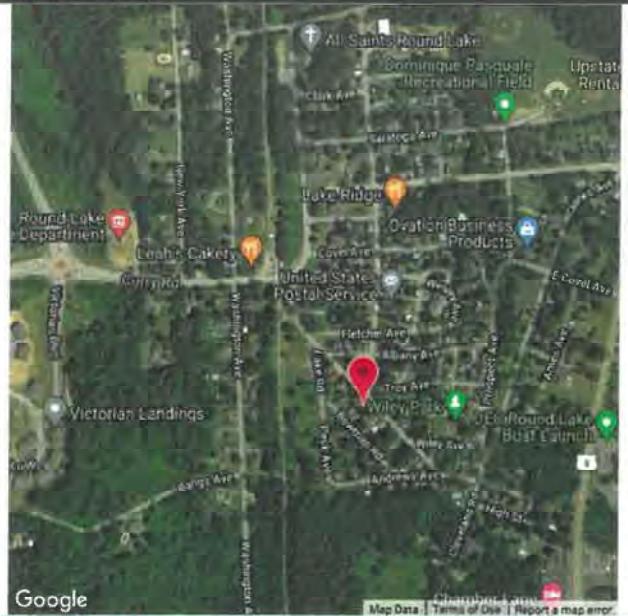
7

SPEED DATA ANALYSIS

Location



Curry and NY
Over 30
Latitude: 42.935368
Longitude: -73.795242



Analysis Time Period



Start End
5/4/2021 5/6/2021
1:14 PM 5:52 PM

Vehicles Analyzed



6,160

Speed Limit



20

Total Enforceable Violations



5,837

Average Speed



28

% Enforceable Violations



95%

Fastest Speed



65

Enforcement Rating

HIGH

Slowest Speed



7



SARATOGA COUNTY

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Town of Saratoga

Address 12 Spring Street, Schuylerville, NY 12871

Contact person (if other than Supervisor) Ian Murray

Contact Email: imurray@albany.twcbc.com

Grant Information

Project Name Gateway visitors center

Amount of grant request (\$10,000 or less) 10,000.00

How funds will be used Enhance Exterior Visibility. Landscaping, Lighting, Signage

Estimated project start date 6/20/2024 Estimated project completion 11/15/24

How does the project align with the economic development objectives in your community?

Heritage Tourism is really one of the largest segments of our local/micro economy.

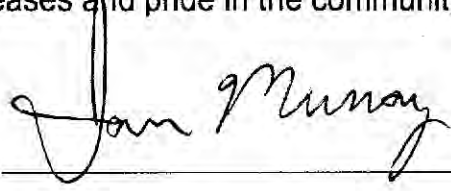
What are the project deliverables?

Bring in more guests in turn generating more revenue for the local businesses.

How will you measure results (ex: new jobs or investment)?

Heritage tourism improves the quality of life for both the guest and the residents as well.
Local business increases and pride in the community shines.

Signature of

Town/City Supervisor: 

Date: 6/20/24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director

Saratoga County Department of Planning and Economic Development

50 West High Street, Ballston Spa, NY 12020

518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Saratoga Springs

Address 474 Broadway, Saratoga Springs, NY 12866

Contact person (if other than Supervisor) Katie Tiedemann

Contact Email: katherine.tiedemann@saratoga-springs.org

Grant Information

Project Name Beekman Art District Lighting

Amount of grant request (\$10,000 or less) \$10,000

Purchase of two energy-efficient Sternberg fixtures that are designed with energy efficient LED technologies to enhance the visual appeal and functionality of the arts district. The decorative lighting doubles as signage in a newly extended boundary section of the Arts District. The proposed light fixtures are a continuation of the existing lighting fixtures. Labor costs will be provided in kind through The City's DPW.

How funds will be used _____

Estimated project start date 07/01/2024

Estimated project completion 11/01/2024

How does the project align with the economic development objectives in your community?

The synergy between these diverse industries—tourism, education, and the arts—will create a multifaceted economic boost. Tourists drawn by the district's visual appeal will spend money on local services, educational initiatives will foster a knowledgeable and engaged community, and enhanced entertainment options will attract both residents and visitors. This holistic approach ensures that the project not only beautifies the arts district but also drives sustainable economic development, making the community more vibrant and prosperous. The Beekman Arts District is located in the west side of the City where much of our lower and middle income population resides. It is critical that under represented areas of the City have robust recreation and economic opportunities. The project originated when the Arts District approached the Planning Department to extend its boundary. Subsequently, the area was reviewed by the City Planning Board, County Planning Board, and City Council, and was rezoned to include the extended section of the district. The expanded Arts District now features a textile studio that supports a growing artisan industry. Both the non-profit group and the City now need more visual indicators of the district's extension, which will further bolster their existing success.

What are the project deliverables?

Two Sternberg Lamposts with attachments to hang Beekman Art District signage

How will you measure results (ex: new jobs or investment)?

The results will be measured in additional foot traffic to the district, as it alerts passers by to the Collective Arts shops and workplaces

Signature of

Town/City Supervisor: _____

Date: _____

6/5/24

Application Deadline: June 21, 2024.

PER COUNCIL APPROVAL

6/4/24

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director

Saratoga County Department of Planning and Economic Development

50 West High Street, Ballston Spa, NY 12020

518.884.4705



To: Saratoga County

From: Saratoga Springs Arts District, Inc (SSADI)

Re: Beekman St Arts District request for Sternberg street lamps in north block

Date: April 27, 2024

We, the members of the Saratoga Springs Arts District, Inc are in full support of adding vintage-style street lamps to the northern block of the Beekman Street Arts District- between Grand Ave and Washington St. This is the newest block that the city has approved to be added to the AC zone as defined in the 2021 UDO. We are very pleased to have 2 active art businesses located in this block and it's important to visually connect them to the other 3 blocks of the Arts District. The role of street lighting extends beyond practical safety concerns, playing a vital part in the aesthetic appeal of a business district. Effective lighting can dramatically enhance the ambience of the area, creating a welcome environment that attracts customers.

Our non-profit organization has been active in the city since 2001 and our members host many artful events and activities in the neighborhood for the benefit of residents and merchants alike. Our visitors and customers appreciate the beautiful, inviting streetscape that we offer and the vintage-style lamps and banners help to make Beekman one of the most pleasant neighborhoods to stroll in the whole city.

We propose 2 lamp posts be placed on the west side of this block on Beekman- there is plenty of room between trees and current signage on this block. Washington Street is an easy and walkable route to get to the Arts District from Broadway downtown and with the addition of these lamp posts, signage and banners, this block will serve as an impressive gateway to the 4 block Arts District.





SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City Town of Stillwater

Address 881 Hudson Ave., Stillwater, NY 12870

Contact person (if other than Supervisor) _____

Contact Email: ekinowski@stillwaterny.org

Grant Information

Project Name Town Government Newsletter

Amount of grant request (\$10,000 or less) \$10,000

How funds will be used To produce a semi-annual publication that reports government news to all residents.

Estimated project start date August 2024 Estimated project completion November 2024

How does the project align with the economic development objectives in your community?

The Town seeks to provide comprehensive transparency of all local government news through a Town Newsletter to be published and distributed to all Stillwater residents through a contract with The Express Newspaper out of Mechanicville. Our Town like others use many forms of communication to inform residents of Town business. We hold monthly Town meetings, publish minutes in our Town Web site and post similar information on our Town Facebook and in our required selected Town newspaper. However, in spite of these efforts, we still experience complaints about the lack of government transparency. The process and cost is efficient compared to the current methods to completed such task and not achieve desired results. This process hopes to achieve the widest possible Town distribution for the best possible price.

What are the project deliverables?

Each Town department will create a packet of information to be included in the newsletter. The Town will produce the material for the newsletters while The Express Newspaper will publish and distribution it to all residents on a quarterly or biannual basis.

How will you measure results (ex: new jobs or investment)?

The Town of Stillwater has been publishing a Town Newsletter over recent years. The expected cost savings by outsourcing the distribution will be evaluated at the end of the contract.

Signature of Town/City Supervisor: 

Date: 6/21/24

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:
Jason Kemper, Director
Saratoga County Department of Planning and Economic Development
50 West High Street, Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY EST. 1791

Planning & Economic Development

2024 Economic Development Fund Application Form

Applicant Information

Town/City TOWN OF WILTON

Address 22 TRAVER ROAD

Contact person (if other than Supervisor) MARIA MORAN

Contact Email: MMORAN@TOWNOFWILTON.COM

Grant Information

Project Name GAVIN PARK - PAVILION GUTTERS AND SNOW SLIDES

Amount of grant request (\$10,000 or less) \$10,000.00

How funds will be used REMOVE OLD GUTTERS, PURCHASE AND INSTALL NEW GUTTERS AND SNOWSLIDES

Estimated project start date MAY 2024 Estimated project completion MAY 2024

How does the project align with the economic development objectives in your community?

The pavilion at Gavin Park is used for Town-wide events such as Community Day, summer concerts, summer camp activities and for winter ice-skating. The pavilion is also available to sports teams which rent the ball fields and to the public for rental for private parties. The removal of old gutters and purchase/installation of new gutters and snow slides for the pavilion roof will ensure that snow and rain run off will not negatively impact users.

What are the project deliverables?

The removal of the old gutters, and purchase and installation of new gutters and snow slides will ensure safe usage of the pavilion during inclement weather, and will prolong the life of the pavilion structure.

How will you measure results (ex: new jobs or investment)?

We are expecting an extended useful life of the pavilion structure, and safe usage for participants during inclement weather.

Signature of

Town/City Supervisor: _____

Date: June 21, 2024

Application Deadline: June 21, 2024.

Please submit application via email to jkemper@saratogacountyny.gov or mail to:

Jason Kemper, Director

Saratoga County Department of Planning and Economic Development

50 West High Street, Ballston Spa, NY 12020

518.884.4705



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Department of Planning & Economic Development

DATE: 6/25/2024

COMMITTEE: Economic Development

1. Is a Resolution Required:

No, Committee Approval Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
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Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- G/L line impacted
- Budget year impacted
- Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Memo and Grant Extension Request Forms

10. Remarks:

See memo and attached Extension Request Forms, Committee approval will be necessary for the grant extensions. Extensions are being requested by the Towns of Edinburg, Malta, and Saratoga.



DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT

JASON KEMPER, DIRECTOR

518.884.4705

SARATOGACOUNTY.NY.GOV

50 WEST HIGH ST, BALLSTON SPA, NY 12020

**ECONOMIC DEVELOPMENT GRANT
EXTENSION REQUEST**

Year Grant Awarded: 2022

Town/City: EDINBURG

Project Name: Map + Brochure

Provide an update as to the progress of the project and/or reason for extension request:

Behan Comm. is working on map/
brochure + will be doing photos in
next few weeks - expect to be done by
fall 2024

Estimated project completion date: 12/31/24

Signature of Jean Raymond
Town/City Supervisor: _____ Date: _____

Extension deadline: July 1, 2024

Please return this form to Jason Kemper at jkemper@saratogacountyny.gov or by mail to:
Jason Kemper, Director
Department of Planning and Economic Development
Saratoga County
50 West High Street
Ballston Spa, NY 12020



**DEPARTMENT OF PLANNING
& ECONOMIC DEVELOPMENT**

JASON KEMPER, DIRECTOR

518.884.4705

SARATOGACOUNTY.NY.GOV

50 WEST HIGH ST, BALLSTON SPA, NY 12020

ECONOMIC DEVELOPMENT GRANT EXTENSION REQUEST

Year Grant Awarded: 2022

Town/City: Town of Malta

Project Name: Zoning update

Provide an update as to the progress of the project and/or reason for extension request:

Shortly after I took office on Jan 1, 2024, we entered into a contract with Barton and Loguidice to update the zoning as a result of the adoption of a new Comprehensive Plan in 2023. We have had a preliminary meeting and work is commencing.

Estimated project completion date: September 30, 2024

Signature of Town/City Supervisor: *Cy Thi Cyang* Date: 06/18/2024

Extension deadline: July 1, 2024

Please return this form to Jason Kemper at jkemper@saratogacountyny.gov or by mail to:
Jason Kemper, Director
Department of Planning and Economic Development
Saratoga County
50 West High Street
Ballston Spa, NY 12020



**DEPARTMENT OF PLANNING
& ECONOMIC DEVELOPMENT**

JASON KEMPER, DIRECTOR

518.884.4705

SARATOGACOUNTY.NY.GOV

50 WEST HIGH ST, BALLSTON SPA, NY 12020

**ECONOMIC DEVELOPMENT GRANT
EXTENSION REQUEST**

Year Grant Awarded: 2022

Town/City: Town of Saratoga

Project Name: Saratoga monument parking lot

Provide an update as to the progress of the project and/or reason for extension request:

Engineered plans have just been completed. we are in the process of costing out the project and interviewing sub contractors for need scope on the project.

Estimated project completion date: 10/31/2024

Signature of Town/City Supervisor: Jan Murray Date: 6/20/24

Extension deadline: July 1, 2024

Please return this form to Jason Kemper at jkemper@saratogacountyny.gov or by mail to:
Jason Kemper, Director
Department of Planning and Economic Development
Saratoga County
50 West High Street
Ballston Spa, NY 12020



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Employment & Training

DATE: 6/10/2024

COMMITTEE: Economic Development

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Accepting \$295,679 for the TANF Summer Youth Employment Program.

3. Specific Details on what the resolution will authorize:

This funding will allow us to place eligible Saratoga County youth in subsidized employment at worksites around the county for the summer months.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted No

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted Yes

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.68.4609	Tempasstforneedyfamilies	17,376

Expense

Account Number	Account Name	Amount
A.68.681.6000	Regular Wages	17,376

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (Required):

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted A.68-4609
- b. Budget year impacted 2024
- c. Details
Participant Wage

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

N/A

Purchasing Office Consulted

N/A

County Administrator's Office
Consulted Yes

8. Is a grant being accepted: YES or NO
- a. Source of grant funding:
State
 - b. Agency granting funds:
Office of Temporary and Disability Assistance
 - c. Amount of grant:
\$295,679
 - d. Purpose grant will be used for:
Subsidized employment for eligible youth
 - e. Equipment and/or services being purchased with the grant:
None
 - f. Time period grant covers:
6/1/2024-9/30/2024
 - g. Amount of county matching funds:
None
 - h. Administrative fee to County:
up to 15% of expenditures

9. Supporting Documentation:
- Marked-up previous resolution
 - No Markup, per consultation with County Attorney
 - Information summary memo
 - Copy of proposal or estimate
 - Copy of grant award notification and information
 - Other _____

10. Remarks:



SARATOGA COUNTY

GRANT QUESTIONS FORM

TO: Stephanie Hodgson, Director of Budget
Ridge Harris, Deputy County Administrator

1. **Grant Name:** Summer Youth Employment Program

2. **What is the purpose of the funding?** (Please submit a brief work-plan or narrative on how you intend to use the funds)

SYEP is an important platform to introduce youth into the workforce and help them acquire skills that can be used to improve school performance and become responsible adults. Since many low-income youths face the prospect of a challenging transition to work, constructive workforce experiences can provide great benefits. In addition to the income it provides, experience in the workforce and interaction with working adults can help youth recognize the importance of educational achievement and expand their education and career goals.

3. **Please provide a rough draft of a budget (with general ledger accounts) using the format below. Please attach an excel worksheet if you cannot fit all the items below.**

GL Account	Item Purchased (be specific if you know the vendor)	Expense amount
A.68.681.6000	Regular wages	242,099
A.68.681.6910	Retirement	32,583
A.68.681.6930	Social Security	17,191
A.68.681.6940	Workers Comp	3,805

4. **How does it add value?**

SYEP is an invaluable experience for all eligible Saratoga County youth that participate. SYEP participants are more likely to successfully participate in the workforce as they transition into adulthood due to not only the work readiness skills they gain through work experience, but the financial literacy component and limited career exploration SYEP provides as a program.

5. Are there NEW personnel requirements?

No.

6. What is the local share or match?

None.

7. What are the county's long-term or on-going obligations (e.g. recurring subscription expenses) once the funding is complete?

None.

8. If this is a recurring grant, please submit the previous spending plan

See attached.



Office of Temporary and Disability Assistance

KATHY HOCHUL
Governor

BARBARA C. GUINN
Commissioner

Local Commissioners Memorandum

Section 1

Transmittal:	24-LCM-06
To:	Social Services District Commissioners
Issuing Division/Office:	Employment and Income Support Programs
Date:	May 21, 2024
Subject:	2024 New York State TANF Summer Youth Employment Program Allocations
Contact Person(s):	Iwona Ostrowska-Sheedy (518) 473-2500 SYEP@otda.ny.gov
Attachments:	Attachment A – 2024 SYEP Allocation Attachment B – 2024 NYS SYEP District Designation Form Attachment C – 2024 District and LWDB Performance Goal Form

Section 2

I. Purpose

The New York State Fiscal Year 2024-2025 Budget appropriates \$55 million in Temporary Assistance for Needy Families (TANF) funds to support the 2024 New York State Summer Youth Employment Program (SYEP). The purpose of this Local Commissioners Memorandum (LCM) is to notify social services districts (districts) of their 2024 SYEP allocation, to provide general program guidance, and to request that each district inform the Office of Temporary and Disability Assistance (OTDA) of their decision concerning the administration of this summer’s program, and the use of their allocation by no later than June 3, 2024. Each district is expected to ensure its 2024 SYEP adheres to the guidelines established in this LCM. Expenditures for placements deviating from these guidelines will not be reimbursed.

II. Background

The SYEP is an important platform to introduce youth into the workforce and help them acquire skills that can be used to improve school performance and become responsible adults. Since many low-income youths face the prospect of a challenging transition to work, constructive workforce experiences can provide great benefits. In addition to the income it provides, experience in the workforce and interaction with working adults can help youth recognize the importance of educational achievement and expand their education and career goals.

SYEP allocations to each district are available to provide summer employment opportunities for TANF-eligible youth throughout the State. Districts may opt to retain their allocation and use district mechanisms (i.e., direct administration, district contracts, transfer of funds between county agencies) to operate the program, or they may assign funds to their Local Workforce Development Board (LWDB) to operate the program. Districts are also allowed to transfer up to 9 percent of their

2024 SYEP allocation to support their Flexible Fund for Family Services (FFFS) plan for non-SYEP purposes.

III. Program Implications

A. Program Activities and Services

Paid employment is an integral component of the SYEP program. To augment the work component of the SYEP, providers may include limited educational and/or career exploration activities which will better prepare youth as they continue their education and transition into the workforce. Allowable activities and services for the SYEP include work subsidies for youth; supportive services such as transportation; case management; incentive payments; and education and training as set forth below:

- **Providers electing to offer education and/or career exploration components must limit these stand-alone non-employment activities to no more than 20% of each provider's total 2024 enrollments.** In addition, these placements should be reserved for younger youth (i.e., 14 and 15-year-olds), or those who would otherwise be more difficult to place in traditional employment opportunities.
- **At least 80% of program participants must be engaged in traditional paid employment activities with no more than 30% of hourly participation for these SYEP participants in non-employment activities such as career exploration, mentoring outside the workplace, financial literacy, or education.**

In accordance with Chapter 421 of the Laws of 2014, providers are required to include a financial literacy education program for teenagers and young adults as part of the 2024 SYEP. To comply with this statutory requirement, a financial literacy component must be in place for all SYEP participants.

During the 2023 SYEP, all districts and their designated program providers were instructed to gather SYEP participant input to evaluate financial literacy offerings. Based on participant responses, SYEP providers were advised to review their financial literacy curriculum to identify potential strengths and weaknesses. This feedback was to be used by providers as part of an overall evaluation of their existing programs and for making any necessary adjustments to their 2024 offerings to improve program effectiveness. Districts are asked to inform OTDA of any adjustments made to their 2024 financial literacy curriculums as a component of Attachment C-2024 SYEP Performance Goals and Planned Details, which is due by June 3, 2024.

All employers in New York State are required to adopt a sexual harassment prevention policy that meets the minimum standards developed by the Department of Labor (DOL) and the Division of Human Rights (DHR). Employers must also implement and provide a model training of their sexual harassment prevention policy to employees annually. Additionally, employers must provide employees with their policy in writing both at the time of hiring and during each annual training. Model sexual harassment policy language and training materials are available on the DOL website at: <https://www.ny.gov/combating-sexual-harassment-workplace/employers/>.

Districts are encouraged to conduct outreach to SYEP participant families to help them access the range of programs and services available in New York State to assist low-income families. Such programs include Temporary Assistance, Supplemental Nutrition Assistance Program (SNAP), as well as various tax credits. Information regarding these programs and other resources may be found on OTDA's website at <https://otda.ny.gov/programs/>. Additional information related to the Earned Income Tax Credit (EITC) and other tax credits is available in [24-INF-02](#).

If the district opts to assign all or a portion of their 2024 SYEP allocation to their LWDB, they should assist program operators with providing this information and resources to SYEP

participants and their families. Districts are also encouraged to share information with youth and their families regarding the New York State Department of Health's (DOH) Prevention Agenda. Through this Agenda, DOH has established statewide public health priority areas to improve the overall health of New Yorkers and to reduce health disparities among racial, ethnic, disability and socioeconomic groups. Focus areas for intervention include chronic disease, mental health, substance abuse, and infectious diseases. More information regarding the Agenda may be found on DOH's website at: https://www.health.ny.gov/prevention/prevention_agenda/2019-2024/.

Agencies should make a concentrated effort to maximize the number of TANF eligible youths employed by this allocation and limit administrative and program staffing expenditures to those essential to program delivery.

B. Participant Eligibility

Eligible participants are youth ages 14 to 20 who are:

- Family Assistance (FA) recipients,
- Former FA recipients who have reached their 60-month limit on TANF and have transitioned to Safety Net Assistance (SNA), or
- Eligible under the TANF 200% of federal poverty guidelines in accordance with 00-LCM-20.

Districts should continue to make special efforts to ensure participation of at-risk and vulnerable youth including, but not limited to, youth in foster care, homeless and runaway youth, and youth with a disability. The New York State Education Department's ACCES-VR district office locations can be found at the following link: <http://www.acces.nysed.gov/vr/district-offices/>. In addition, the Student and Youth Transition Services Statewide Team contact information is available at: Student and Youth Transition Services | Adult Career and Continuing Education Services | NYS Education Department. These important resources can help link youth with disabilities to summer employment opportunities.

SYEP providers are encouraged to use the TANF Youth Services Application and Review Form (LDSS-4770) to document eligibility determinations for the SYEP participants eligible under TANF 200% of federal poverty guidelines. A modified application may be used by providers if it captures all the information included on the TANF Youth Services Application. Modified local equivalent applications must be approved by OTDA annually. The 2024 SYEP Guidelines and Reporting Requirements will be emailed to SYEP providers following the release of this LCM, once the District Designation Form is received. The Guidelines will contain additional information regarding eligibility requirements and the procedure for requesting approval of local equivalent forms.

C. Allocations

A total of \$55 million is available to support the 2024 SYEP. Districts will receive a base allocation equivalent to what they received in 2023. The increased funding of \$7.9 million will be distributed based on each district's share of 12 to 17-year-olds residing in households with income under 200% of the federal poverty level. District allocations are provided in Attachment A. It is critical that districts adhere to the Program Activities and Services and Participant Eligibility requirements provided above, as reimbursement is only available for enrollments that are consistent with these requirements.

D. Claiming Instruction and Forms for Districts

For districts opting to assign all or a portion of their 2024 SYEP allocation to LWDBs, districts will be held liable for assigned funds not used in a manner consistent with the purpose of the SYEP allocation.

Instances which may result in a payment due to OTDA include overpayment of claims or disallowances of claims resulting from audits performed by OTDA and other agencies. The LWDB will have 30 days from the end of the 2024 SYEP (October 31, 2024), or from the date of final notification of an audit finding, to repay OTDA. If OTDA is not successful in obtaining repayment from the LWDB, the payment will be recouped through a bottom-line adjustment on a district settlement. OTDA will keep the district's accounting office apprised of our attempts to reach a fiscal settlement with the LWDB.

For 2024, SYEP payments will consist of three-monthly advances of 15%, 35% and 35% of the total estimated expenditures for the months of June, July and August, as indicated in the 2024 District Performance Goal Form (Attachment C). The final 15% of the allocation will be paid as claims are submitted to substantiate payment.

Federal regulations define non-administrative (program) and administrative costs as follows:

- Non-Administrative (program) costs are the direct salaries and fringe benefit costs of the staff providing direct services; providing program information to clients; developing employability plans, providing work activities and work subsidies for eligible program participants; providing post-employment services and work supports; and performing case management services. Non-salary costs of staff performing work activities that are considered programmatic are also allowable program costs. Non-salary costs may include, but not be limited to travel, postage, utilities, rental costs, maintenance, supplies, and equipment. Contracts whose main purpose is to provide services defined as program costs as above are considered program as well. Agencies should limit the amount of program costs necessary to operate the SYEP to maximize the amount of funds available to pay participant wages and the number of youths employed.
- Administrative costs are the salaries, fringe benefits, and non-salary costs of staff performing activities related to eligibility determinations; preparing program plans, budgets and schedules; monitoring programs and projects; performing procurement activities; providing public relations; performing accounting, legal, payroll and personnel activities; property management; and preparing reports and other documents. OTDA has set a 15% spending limitation on administrative costs.

Consistent with the definition at 45 CFR 260.31(b)(2) and at 45 CFR 286.10(b)(2), work subsidies are payments to employers or third parties to help cover the costs of employee wages, benefits, supervision, and training; and include all expenditures related to operating a subsidized employment program, including the costs of overseeing the program, developing work sites, and providing training to participants.

Project expenditures for the 2024 SYEP must be claimed through the RF17 claim package for special project claiming. These costs are first identified on the RF2A claim package as F17 functional costs and reported in the F17 column on the LDSS-923 "Cost Allocation Schedule of Payments Administrative Expenses Other Than Salaries" and the LDSS-2347 "Schedule D DSS Administrative Expenses Allocation and Distribution by Function and Program." After final acceptance of the RF2A claim package, the individual project costs are then reported under the project label "SYEP SSD 2024" on the LDSS-4975A RF17 Worksheet, "Distribution of Allocated Costs to Other Reimbursable Programs."

Salaries, fringe benefits, staff counts, and central services costs are directly entered on the RF17 Worksheet while overhead costs are automatically brought over from the RF2A, Schedule D and distributed based upon the proportion of the number of staff assigned to this project. Employees not working all their time on this project must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs are reported with the appropriate object of expense code(s) on the LDSS-923B Summary-Administrative (page 1) "Schedule of Payment for Expenses Other Than

Salaries for Other Reimbursable Programs.” Any client-related program costs should be reported as object of expense code 19.5 (Work Subsidies for Training) on the LDSS-923B Summary-Program (page 2) “Schedule of Payments for Expenses Other than Salaries for Other Reimbursable Programs.”

Total project costs and shares should be reported on the LDSS-4975 “Monthly Statement of Special Project Claims Federal and State Aid (RF17).”

Administrative costs may be claimed up to 15% of the amount allocated to your district for the 2024 SYEP. Any administrative costs in excess of the 15% limit should be claimed on the Schedule D3 “Allocation and Claiming for Administrative Costs for Employment Programs” (LDSS-2347-B1).

The 2024 SYEP claims must be for services provided during the period May 1, 2024, through September 30, 2024. Expenditures for such services must be made by October 31, 2024 and claims for 2024 SYEP expenditures must be “Final Accepted” in the Automated Claiming System (ACS) no later than December 31, 2024.

Additional instructions for completing time studies; the LDSS-923, LDSS-923B and Schedule D; Schedule D-3; and RF17 claim package can be found in Chapters 4, 7, 10 and 18, respectively, of the Fiscal Reference Manual (FRM) Volume 3. The FRMs are available on the OTDA website at: <https://intranet.otda.ny.gov/bfdm/finance/>.

Claiming Contacts:

Claiming Questions (Regions 1-5): Justin Gross, (518) 408-4970 or via email at: otda.sm.Field_Ops.I-IV@otda.ny.gov

Claiming Questions (Region 6): Michael Simon, (212) 961-8250 or via email at: Michael.Simon@otda.ny.gov

IV. Necessary Action

Each district must complete the 2024 SYEP District Designation Form (Attachment B) to indicate if funds need to be transferred to the district’s FFFS plan, and whether New York State SYEP funds will be retained by the district or assigned to the LWDB. Districts must also complete the 2024 District Performance Goal Form (Attachment C) with anticipated program performance goals, estimated total expenditures, and plan detail. Both are due by **June 3, 2024**. Forms not received timely will result in delayed remittance of advances. Email the completed forms to Iwona Ostrowska-Sheedy at SYEP@otda.ny.gov.

For those districts opting to assign funds to the LWDB, the appropriate LWDB will be notified of the amount of funds available to serve TANF-eligible participants from each respective county within their Local Workforce Investment Area. The LWDBs that operate the 2024 New York State SYEP will receive program guidelines, including the necessary claim forms and claiming instructions, via email once the District Designation Form is received. If opting to assign 2024 SYEP funds to the LWDB, the district and the LWDB are expected to work closely to develop appropriate referral mechanisms to serve at-risk and vulnerable youth, including youth in foster care, runaway and homeless youth, and youth with a disability.

Forms must be submitted by June 3, 2024.

Issued By:

Name: Valerie T. Figueroa

Title: Deputy Commissioner

Division/Office: Employment and Income Support Programs/Office of Temporary and Disability Assistance



BOARD OF SUPERVISORS

7/18/2023

RESOLUTION ~~187-2023~~ ²⁰²⁴

Introduced by Economic Development: Supervisors Hammond, Butler, Grasso, Raymond, Tollisen, K. Veitch and Winney

AUTHORIZING THE ACCEPTANCE OF FUNDING FOR THE SUMMER YOUTH EMPLOYMENT PROGRAM

WHEREAS, Resolution ~~208-2022~~ ¹⁸⁷⁻²⁰²³ authorized the acceptance of ~~\$242,763~~ ^{\$248,247} of grant monies from New York State Office of Temporary Disability Assistance to the Department of Employment and Training to subsidize costs in the administration and delivering of the Temporary Assistance for Needy Families (TANF) Summer Youth Employment Program in Saratoga County, which provides employment opportunities for eligible youth ages 14-20; and

WHEREAS, funds in the amount of ~~\$248,247~~ ^{\$295,679} are available from New York State Office of Temporary Disability Assistance to assist the Department of Workforce Development in subsidizing costs in delivering this service, for the term of June 1, ~~2023~~ ²⁰²⁴ through September 30, ~~2023~~ ²⁰²⁴; and

WHEREAS, our Economic Development Committee and the Director of Workforce Development have recommended the acceptance of these funds in the amount of ~~\$248,247~~ ^{\$295,679}; and

WHEREAS, the acceptance of these funds requires approval of this Board; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute all documents necessary to accept grant funding from the New York State Office of Temporary Disability Assistance in the amount of ~~\$248,247~~ ^{\$295,679} for the TANF Summer Youth Employment Program in Saratoga County; and it is further

RESOLVED, that the form and content of said documents shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the Department Budget.

July 18, 2023 Regular Meeting

Motion to Adopt: Supervisor Barrett

Second: Supervisor Tollisen

AYES (193,131): Eric Connolly (11831), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Ian Murray (5808), Matthew E. Veitch (14245.5), John Lant (17361)

NOES (0):

ABSENT (42,379): Joseph Grasso (4328), Jean Raymond (1333), Willard H. Peck (5242), Tara N. Gaston (14245.5), Edward D. Kinowski (9022), John Lawler (8208)

**2024 New York State Summer Youth Employment Program
District Designation Form**

On behalf of the Saratoga County Department of Social Services, I,
Patrick Maxwell, as Commissioner of the Saratoga County

Department of Social Services, hereby instruct the Office of Temporary and Disability Assistance (OTDA) to disburse our 2024 New York State Summer Youth Employment Program (SYEP) allocation as detailed below. I certify that I have the legal authority to authorize the assignment of these funds. The funds dedicated to the operation of the 2024 New York State SYEP will be used in accordance with program and fiscal guidelines established by OTDA. For districts opting to assign all or a portion of their 2024 allocation to their Local Workforce Development Board (LWDB), districts will be held liable for funds not used in a manner consistent with the requirements of the New York State SYEP allocation or where funds are due from the LWDB.

A.	2024 SYEP Allocation	\$ <u>324,921</u>
B.	Amount of Transfer to FFFS (optional)	\$ <u>29,242</u> (must not exceed 9% of allocation, <u>round down</u>)
C.	Amount Dedicated to SYEP	\$ <u>295,679</u> (must be at least 91% of allocation)
D.	Amount Assigned to LWDB (optional)	\$ <u>295,679</u> (district must coordinate SYEP services with LWDB)

Completed by: _____

Patrick Maxwell
Commissioner's Signature

Date: _____

5/21/2024

2024 Summer Youth Employment Program Budget

Allocation	\$295,679.00
Work Subsidies student (Wages and fring	\$248,527.00
Education Stipends	\$2,000.00
Transportation Subsidies	\$300.00
Food for Orientation	\$500.00
Counselor Wages (Admin)	\$44,352.00

**Standard State Agency Claim Form
Administration and Assistance
Summer Youth Employment Program**

revised 12/31/2015

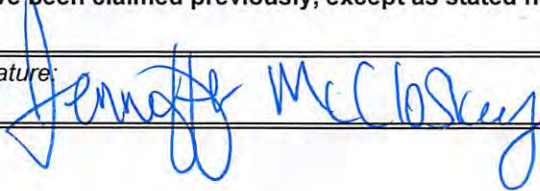
Final Report

District Name: Saratoga
LWIB Partner:
Claim Month: October 23

Expenditures on Non-Assistance Work Related Activities/Expenses	Expenditures					
	Monthly Expenditures			Cumulative Expenditures		
	FA	200%	Total	FA	200%	Total
a) Work Subsidies		157,243	157,243		157,243	157,243
b) Education			0			0
c) Other Work Activities/Expenses		20,500	20,500		20,500	20,500
Total Non-Administration	0	177,743	177,743	0	177,743	177,743
d) Administration		26,660	26,660		26,660	26,660
Total Expenditures:	0	204,403	\$204,403	0	204,403	\$204,403
Number of Individuals Served:		69			69	

I certify that this claim represents the true value of care furnished by the above LWIB, for the persons described in the role specified, and that such care was furnished on written authorization of the NYS Office of Temporary and Disability Assistance.

In the case of Administration and Training Costs, I certify that the claimed expenditures were necessary and required in the administration of temporary assistance and pursuant to Social Services Law, and that no part of such expenditures have been claimed previously, except as stated herein.

Signature: 	Title: Director	Date: 11/01/23
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SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Employment & Training



DATE: 06/10/2024

COMMITTEE: Economic Development



1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Authorizing the Acceptance of Federal Funds for the 2024-2025 WIOA Program Year.

3. Specific Details on what the resolution will authorize:

This resolution would authorize the acceptance of program year 2024 (PY24) Workforce Innovation and Opportunity Act grant funds in the amount of \$1,956,660.00. As the grant recipient for Saratoga, Warren, and Washinton Counties Local Workforce Development Area, Saratoga County's portion is \$820,900.32. A decrease of 12.79 % from the last year. The remainder will be passed on to Warren and Washington Counties.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted No

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office Consulted No <input checked="" type="checkbox"/>

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
CD.68-4790	Job Training Fed Aid	- \$120,385.78

Expense

Account Number	Account Name	Amount
CD.68-4790	Institutional Tuition	- \$120,385.78

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (Required):

The budget will be amended to accept these funds and authorize the related expenses <input type="checkbox"/>
--

- a. G/L line impacted CD.68-4790
- b. Budget year impacted 2024
- c. Details
 The decrease in funds.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

N/A

Purchasing Office Consulted

N/A

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted Yes

a. Source of grant funding:

Federal

b. Agency granting funds:

US Department of Labor

c. Amount of grant:

1,956,660

d. Purpose grant will be used for:

Workforce Development and Career Center Operations.

e. Equipment and/or services being purchased with the grant:

N/A

f. Time period grant covers:

7/1/2024-6/30/2025

g. Amount of county matching funds:

None

h. Administrative fee to County:

\$79,675.20

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other 3 County Allocation

10. Remarks:



SARATOGA COUNTY

GRANT QUESTIONS FORM

TO: Stephanie Hodgson, Director of Budget
Ridge Harris, Deputy County Administrator

1. **Grant Name:** Workforce Innovation and Opportunities Act (WIOA)

2. **What is the purpose of the funding?** (Please submit a brief work-plan or narrative on how you intend to use the funds)

WIOA is landmark legislation that is designed to strengthen and improve our nations public workforce system and help get Americans, including youth and those with significant barriers to employment, into high quality jobs and careers and help employers hire and retain skilled workers.

The funds will be used to cover cost of the Workforce Development departments for Saratoga, Warren, and Washington Counties who provide direct services to their respective county residents who are unemployed, underemployed and emerging in our local workforces. The services provided by these counties include: direct employment counseling, implementing employment workshops, job search education and assistance, training grants, and business services. This funding also supports the budget for the Saratoga, Warren, Washington

3. **Please provide a rough draft of a budget (with general ledger accounts) using the format below. Please attach an excel worksheet if you cannot fit all the items below.**

GL Account	Item Purchased (be specific if you know the vendor)	Expense amount
	See Attached.	

4. **How does it add value?**

As a Federally mandated and funded program, WIOA, provides local workforce development areas to provide direct career related services and limited supportive services to job seekers facing significant barriers to their employment and/or find themselves in a transitional period due to the ever changing workforce in the age of technology and technologies impacts on traditional career paths.

5. Are there NEW personnel requirements?

No.

6. What is the local share or match?

No.

7. What are the county's long-term or on-going obligations (e.g. recurring subscription expenses) once the funding is complete?

WIOA allocations are determined annually and Saratoga County's only obligation is to accept the funds on behalf of the local workforce area (Saratoga, Warren, and Washington counties) annually.

8. If this is a recurring grant, please submit the previous spending plan

See attached.



BOARD OF SUPERVISORS

7/18/2023

RESOLUTION ~~188 - 2023~~ 2024

Introduced by Economic Development: Supervisors Hammond, Butler, Grasso, Raymond, Tollisen, K. Veitch, Winney

AUTHORIZING ACCEPTANCE OF FEDERAL FUNDS FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT ~~2023-2024~~ ²⁰²⁴⁻²⁰²⁵ PROGRAM YEAR, AND AMENDING THE ~~2023~~ COUNTY BUDGET IN RELATION THERETO

2024

WHEREAS, Saratoga County is the designated grant recipient for \$2,234,339 in grant funds provided through the Workforce Innovation and Opportunity Act of 2014 (WIOA) to be awarded to Saratoga, Warren, and Washington Counties for the program year July 1, ~~2023~~ 2024 through June 30, ~~2024~~; and
2025

\$1,956,660

WHEREAS, Saratoga County's available share of said federal funds for its Workforce Development Area Program is \$941,286.10, ^{a decrease} ~~an increase~~ of \$102,823.96 from the County's share in the ~~2022-2023~~ program year; and ~~\$820,900.32~~ \$120,385.78
2023-2024.

WHEREAS, this funding will allow Saratoga County to provide employment and training services for Adults, Youth and Dislocated Workers throughout the region and our county; and

WHEREAS, our Economic Development Committee and the Director of Workforce Development have recommended the acceptance of these funds in the amount of \$941,286.10; and
\$820,900.32

WHEREAS, the authorization of this Board is required for acceptance of these funds is needed; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute all documents necessary to apply for and accept Workforce Innovation and Opportunity Act funds for the program year ~~2023-2024~~; and it is further

2024-2025

RESOLVED, that the form and content of such documents shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that the ~~2023~~ Saratoga County Budget is amended as follows:

2024

WORKFORCE DEVELOPMENT

<p>Decrease <u>Increase Revenue</u> CD.68-4790</p>	<p>Job Training Fed Aid</p>	<p>\$120,385.78 \$102,823.96</p>
<p>Decrease <u>Increase Appropriations</u> CD.68.681-8321</p>	<p>Institutional Tuition</p>	<p>\$120,385.78 \$102,823.96</p>

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

July 18, 2023 Regular Meeting

Motion to Adopt: Supervisor Barrett

Second: Supervisor Tollisen

AYES (193,131): Eric Connolly (11831), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Ian Murray (5808), Matthew E. Veitch (14245.5), John Lant (17361)

NOES (0):

ABSENT (42,379): Joseph Grasso (4328), Jean Raymond (1333), Willard H. Peck (5242), Tara N. Gaston (14245.5), Edward D. Kinowski (9022), John Lawler (8208)

PY 24 County Allocations

		Total	Saratoga	Warren	Washington
<u>Adult</u>	Adult formula	\$487,592.00 A 100.00%	\$167,097.78 A 34.27%	\$203,618.42 A 41.76%	\$116,875.80 A 23.97%
<u>Youth</u>	Youth formula	\$497,834.00 A 100.00%	\$168,815.51 A 33.91%	\$210,185.51 A 42.22%	\$118,832.98 A 23.87%
<u>DLW</u>	DLW formula	\$775,568.00 A 100.00%	\$405,311.84 A 52.26%	\$199,165.86 A 25.68%	\$171,090.30 A 22.06%
<u>Admin.</u>	Admin formula	\$195,666.00 A 100.00%	\$79,675.20 A 40.72%	\$70,420.19 A 35.99%	\$45,570.61 A 23.29%

<u>Grand Total</u>		\$1,956,660.00	\$820,900.32	\$683,389.99	\$452,369.69

A: Based on Planning Estimates for Program Year 2024 shared by the NYS DOL in Feb 2024. Estimates updated 5/8/24

WIOA Adult Program
Program Year 2024 WIOA Title 1 Allocations
NYS Local Workforce Development Areas

Local Workforce Development Area	Adult Program			
	PY 2024 actual	PY 2023 actual	\$ Change 2024-2023	% Change 2024-2023
Capital Region	\$1,088,016	\$1,210,614	-\$122,597	-10.13%
Broome/Tioga	\$551,974	\$617,860	-\$65,886	-10.66%
Allegany/Cattaraugus	\$363,352	\$407,113	-\$43,761	-10.75%
Cayuga/Cortland	\$280,522	\$313,939	-\$33,417	-10.64%
Chautauqua	\$338,861	\$378,943	-\$40,082	-10.58%
Chemung/Shuyler/Steuben	\$499,532	\$559,103	-\$59,571	-10.65%
Chenango/Delaware/Otsego	\$330,697	\$370,987	-\$40,290	-10.86%
North Country	\$461,944	\$516,553	-\$54,609	-10.57%
Columbia/Greene	\$189,188	\$212,161	-\$22,973	-10.83%
Dutchess	\$473,396	\$538,064	-\$64,668	-12.02%
Erie County	\$2,200,071	\$2,470,378	-\$270,307	-10.94%
Fulton/Mont/Schoharie	\$346,741	\$388,785	-\$42,044	-10.81%
GLOW	\$468,123	\$525,216	-\$57,093	-10.87%
Hempstead/Long Beach	\$1,360,205	\$1,561,269	-\$201,064	-12.88%
Jefferson/Lewis	\$400,374	\$448,308	-\$47,934	-10.69%
Monroe County	\$1,747,312	\$1,939,976	-\$192,664	-9.93%
New York City	\$34,637,996	\$33,975,687	\$662,309	1.95%
Niagara County	\$625,223	\$696,241	-\$71,019	-10.20%
Herkimer/Madison/Oneida	\$858,462	\$960,028	-\$101,566	-10.58%
Onondaga County	\$904,895	\$1,020,082	-\$115,187	-11.29%
Finger Lakes	\$466,876	\$523,389	-\$56,513	-10.80%
Orange County	\$666,666	\$772,502	-\$105,836	-13.70%
Oswego County	\$370,553	\$414,480	-\$43,927	-10.60%
Oyster Bay	\$654,363	\$782,520	-\$128,157	-16.38%
Rockland County	\$510,700	\$582,971	-\$72,271	-12.40%
Saratoga/Warren/Wash	\$541,769	\$615,208	-\$73,439	-11.94%
St. Lawrence County	\$338,124	\$377,941	-\$39,818	-10.54%
Suffolk County	\$2,527,990	\$2,938,547	-\$410,557	-13.97%
Sullivan County	\$166,340	\$187,173	-\$20,833	-11.13%
Tompkins	\$151,033	\$168,609	-\$17,576	-10.42%
Ulster County	\$352,297	\$390,907	-\$38,609	-9.88%
Westchester/Putnam	\$1,240,920	\$1,418,178	-\$177,257	-12.50%
Yonkers, City of	\$579,584	\$649,861	-\$70,277	-10.81%
TOTAL	\$56,694,098	\$58,933,591	-\$2,239,493	-3.80%

Sources:

PY 2024 TEGL 12-23 Official Allocations, dated May 8, 2024

PY 2024 Relative Share information provided by NYSDOL Division of Research & Statistics on February 22, 2024

PY 2023 TEGL 15-22 Official Allotments, dated April 21, 2023

PY 2023 Relative Share information provided by NYSDOL Division of Research & Statistics on March 30, 2023

Handwritten notes:
 Act 5369210
 487,592.10
 Admin 54,176.90

WIOA Dislocated Worker Program
Program Year 2024 WIOA Title 1 Allocations
NYS Local Workforce Development Areas

Local Workforce Development Area	Dislocated Worker Program			
	PY 2024 actual	PY 2023 actual	\$ Change 2024-2023	% Change 2024-2023
Capital Region	\$1,689,971	\$1,602,883	\$87,087	5.43%
Broome/Tioga	\$632,266	\$726,438	-\$94,172	-12.96%
Allegany/Cattaraugus	\$411,275	\$473,942	-\$62,666	-13.22%
Cayuga/Cortland	\$471,712	\$461,041	\$10,671	2.31%
Chautauqua	\$548,448	\$436,732	\$111,717	25.58%
Chemung/Shuy/Steuben	\$666,269	\$649,425	\$16,844	2.59%
Chenango/Del/Otsego	\$465,363	\$532,415	-\$67,051	-12.59%
North Country	\$501,869	\$582,719	-\$80,850	-13.87%
Columbia/Greene	\$260,489	\$297,032	-\$36,543	-12.30%
Dutchess	\$644,292	\$647,999	-\$3,706	-0.57%
Erie County	\$2,680,218	\$2,833,278	-\$153,060	-5.40%
Fulton/Mont/Schoharie	\$460,357	\$530,275	-\$69,918	-13.19%
GLOW	\$736,413	\$782,642	-\$46,229	-5.91%
Hempstead/Long Beach	\$2,036,108	\$2,216,784	-\$180,676	-8.15%
Jefferson/Lewis	\$474,093	\$551,149	-\$77,056	-13.98%
Monroe County	\$1,904,613	\$2,109,692	-\$205,079	-9.72%
New York City	\$30,711,947	\$32,413,367	-\$1,701,420	-5.25%
Niagara County	\$777,375	\$893,819	-\$116,443	-13.03%
Herk/Madison/Oneida	\$1,059,292	\$1,156,104	-\$96,812	-8.37%
Onondaga County	\$1,077,850	\$1,207,057	-\$129,207	-10.70%
Finger Lakes	\$769,134	\$884,678	-\$115,544	-13.06%
Orange County	\$985,058	\$940,947	\$44,111	4.69%
Oswego County	\$426,964	\$494,362	-\$67,397	-13.63%
Oyster Bay	\$1,192,436	\$1,368,214	-\$175,778	-12.85%
Rockland County	\$634,464	\$731,559	-\$97,096	-13.27%
Saratoga/Warren/Wash	\$861,743	\$988,594	-\$126,851	-12.83%
St. Lawrence County	\$325,138	\$363,673	-\$38,535	-10.60%
Suffolk County	\$4,307,432	\$4,143,537	\$163,894	3.96%
Sullivan County	\$245,410	\$257,553	-\$12,143	-4.71%
Tompkins	\$168,979	\$179,114	-\$10,135	-5.66%
Ulster County	\$419,150	\$480,684	-\$61,533	-12.80%
Westchester/Putnam	\$1,838,804	\$2,187,807	-\$349,003	-15.95%
Yonkers, City of	<u>\$662,301</u>	<u>\$700,313</u>	<u>-\$38,012</u>	<u>-5.43%</u>
TOTAL	\$61,047,232	\$64,825,827	-\$3,778,595	-5.83%

DLW ~~80~~ 775,568.70
Admin 86,174.30

WIOA Youth Program
Program Year 2024 WIOA Title 1 Allocations
NYS Local Workforce Development Areas

Local Workforce Development Area	Youth Program			
	PY 2024 actual	PY 2023 actual	\$ Change 2024-2023	% Change 2024-2023
Capital Region	\$1,440,976	\$1,423,207	\$17,769	1.25%
Broome/Tioga	\$630,892	\$707,968	-\$77,077	-10.89%
Allegany/Cattaraugus	\$443,158	\$497,729	-\$54,571	-10.96%
Cayuga/Cortland	\$331,018	\$355,469	-\$24,451	-6.88%
Chautauqua	\$373,375	\$418,722	-\$45,347	-10.83%
Chemung/Shuy/Steuben	\$500,623	\$562,012	-\$61,389	-10.92%
Chenango/Del/Otsego	\$412,886	\$464,163	-\$51,277	-11.05%
North Country	\$454,314	\$509,604	-\$55,290	-10.85%
Columbia/Greene	\$197,205	\$221,630	-\$24,426	-11.02%
Dutchess	\$576,565	\$658,226	-\$81,661	-12.41%
Erie County	\$2,364,711	\$2,664,712	-\$300,000	-11.26%
Fulton/Mont/Schoharie	\$352,516	\$396,487	-\$43,970	-11.09%
GLOW	\$483,366	\$543,957	-\$60,591	-11.14%
Hempstead/Long Beach	\$1,398,095	\$1,610,969	-\$212,874	-13.21%
Jefferson/Lewis	\$398,825	\$447,926	-\$49,101	-10.96%
Monroe County	\$1,990,232	\$2,215,635	-\$225,403	-10.17%
New York City	\$34,032,774	\$33,544,614	\$488,160	1.46%
Niagara County	\$649,543	\$725,418	-\$75,874	-10.46%
Herk/Madison/Oneida	\$896,601	\$1,005,273	-\$108,672	-10.81%
Onondaga County	\$1,027,858	\$1,162,740	-\$134,883	-11.60%
Finger Lakes	\$518,403	\$584,127	-\$65,724	-11.25%
Orange County	\$697,246	\$810,786	-\$113,539	-14.00%
Oswego County	\$417,418	\$468,222	-\$50,804	-10.85%
Oyster Bay	\$672,436	\$806,726	-\$134,290	-16.65%
Rockland County	\$568,837	\$651,803	-\$82,967	-12.73%
Saratoga/Warren/Wash	\$553,149	\$630,537	-\$77,388	-12.27%
St. Lawrence County	\$386,739	\$433,566	-\$46,827	-10.80%
Suffolk County	\$2,523,103	\$2,945,597	-\$422,494	-14.34%
Sullivan County	\$154,789	\$174,675	-\$19,886	-11.38%
Tompkins	\$417,709	\$393,760	\$23,949	6.08%
Ulster County	\$359,431	\$408,665	-\$49,234	-12.05%
Westchester/Putnam	\$1,311,695	\$1,504,758	-\$193,064	-12.83%
Yonkers, City of	<u>\$567,384</u>	<u>\$638,111</u>	<u>-\$70,726</u>	<u>-11.08%</u>
TOTAL	\$58,103,872	\$60,587,795	-\$2,483,923	-4.10%

Yth
Admin

497,834.10

Admin

55,314.90

WIOA Adult, DW and Youth Programs
Program Year 2024 WIOA Title 1 Allocations
NYS Local Workforce Development Areas

Local Workforce Development Area	Combined: Adult, DW, Youth			
	PY 2024 actual	PY 2023 actual	\$ Change 2024-2023	% Change 2024-2023
Capital Region	\$4,218,963	\$4,236,705	-\$17,742	-0.42%
Broome/Tioga	\$1,815,132	\$2,052,266	-\$237,135	-11.55%
Allegany/Cattaraugus	\$1,217,786	\$1,378,784	-\$160,998	-11.68%
Cayuga/Cortland	\$1,083,252	\$1,130,449	-\$47,197	-4.18%
Chautauqua	\$1,260,684	\$1,234,397	\$26,288	2.13%
Chemung/Shuy/Steuben	\$1,666,424	\$1,770,540	-\$104,116	-5.88%
Chenango/Del/Otsego	\$1,208,946	\$1,367,565	-\$158,619	-11.60%
North Country	\$1,418,127	\$1,608,876	-\$190,749	-11.86%
Columbia/Greene	\$646,881	\$730,823	-\$83,942	-11.49%
Dutchess	\$1,694,253	\$1,844,288	-\$150,036	-8.14%
Erie County	\$7,245,000	\$7,968,368	-\$723,367	-9.08%
Fulton/Mont/Schoharie	\$1,159,614	\$1,315,547	-\$155,932	-11.85%
GLOW	\$1,687,902	\$1,851,816	-\$163,914	-8.85%
Hempstead/Long Beach	\$4,794,409	\$5,389,022	-\$594,613	-11.03%
Jefferson/Lewis	\$1,273,292	\$1,447,383	-\$174,091	-12.03%
Monroe County	\$5,642,157	\$6,265,303	-\$623,146	-9.95%
New York City	\$99,382,717	\$99,933,668	-\$550,951	-0.55%
Niagara County	\$2,052,141	\$2,315,478	-\$263,336	-11.37%
Herk/Madison/Oneida	\$2,814,354	\$3,121,405	-\$307,050	-9.84%
Onondaga County	\$3,010,602	\$3,389,879	-\$379,277	-11.19%
Finger Lakes	\$1,754,413	\$1,992,194	-\$237,781	-11.94%
Orange County	\$2,348,971	\$2,524,234	-\$175,264	-6.94%
Oswego County	\$1,214,935	\$1,377,064	-\$162,129	-11.77%
Oyster Bay	\$2,519,235	\$2,957,461	-\$438,226	-14.82%
Rockland County	\$1,714,001	\$1,966,334	-\$252,333	-12.83%
Saratoga/Warren/Wash	\$1,956,660	\$2,234,339	-\$277,678	-12.43%
St. Lawrence County	\$1,050,001	\$1,175,180	-\$125,180	-10.65%
Suffolk County	\$9,358,524	\$10,027,681	-\$669,157	-6.67%
Sullivan County	\$566,539	\$619,401	-\$52,862	-8.53%
Tompkins	\$737,721	\$741,483	-\$3,762	-0.51%
Ulster County	\$1,130,878	\$1,280,255	-\$149,377	-11.67%
Westchester/Putnam	\$4,391,419	\$5,110,743	-\$719,324	-14.07%
Yonkers, City of	<u>\$1,809,270</u>	<u>\$1,988,285</u>	<u>-\$179,015</u>	<u>-9.00%</u>
TOTAL	\$175,845,203	\$184,347,213	-\$8,502,010	-4.61%

2024 BUDGET - FUND CD

REVENUES

WIOA	941,286
Carry Over	400,000
TANF - Admin	-
MOU	68,486
TOTAL	1,409,772

Expenses CD.68.000

Acct	Desc	Amount	Cost/mo.
6000	Payroll	457,820	
6910-70	Fringe	240,454	
8211	Workers comp	9,326	
6960.r	Retiree HI	8,391	699
6960.m	Retiree Part B	4,627	1,156.80/qtr
8141.i	Audit Fees	1,050	
8160.i	Email	707	88.32/person
8611.i	Fuel	600	

Updated 07/05/23 NWS

TOTAL 722,975

Expenses CD.68.681

Acct	Desc	Amount	Cost/mo.
6960.r	Retiree HI	37,758	3,146
6960.m	Retiree Part B	10,411	2,602.80/qtr
7001	Mileage	800	
7033	Personal Comp	4,500	5
8200	Client Supplies	9,000	
8212	Clothing	2,500	
8291	Water	300	25
8300	Stipend	500	
8321	Client Tuition	291,812	
8329	Client Fees	2,300	
8350	Transportation	1,000	
8511	Association Fees	6,000	
8512	Conf Costs	1,500	
8512.ml	Conf Meal	2,000	
8520	Software	8,500	Metrix
8533	Cell Phone	376	31
8535	Internet Services	1,440	120
8540	Minor Ofc. Furn.	850	2 file cabinets
8543	Copier	1,368	342
8531.i	Postage	500	
8533.i	Co Phones	764	
8550.i	Supplies	6,000	300
8560.i	Printing	700	
8621.i	Rent	25,000	
TOTAL		367,710	

TOTAL REVENUE	1,409,772
TOTAL EXPENSE	1,409,772
DIFFERENCE	0

Expenses CD.68.682

Acct	Desc	Amount	Cost/mo.
6000	Youth W/E	38,487	
TOTAL		38,487	

Expenses CD.68.688

Acct	Desc	Amount	Cost/mo.
6000	Payroll	132,500	
6910-70	Fringe	79,500	
7001	Mileage	5,000	
8160	Data Process	25,000	
8190	Other Prof Srv	5,000	
8200	Supplies	3,000	
8511	Association Fees	6,000	
8512	Conf Cost		
8512.ml	Conf Meal		
8514	Publications	1,500	
8520	Software	18,500	
8533	Telephone	600	
8540	Minor Ofc. Furn.	500	
8621	Rent	3,500	
TOTAL		280,600	

2023 BUDGET - FUND CD

REVENUES

WIOA	840,820
Carry Over	124,133
ATI - Admin	8,003
TANF - Admin	29,931
MOU	68,486

TOTAL 1,071,373

Expenses CD.68.000

Acct	Desc	Amount	Cost/mo.
6000	Payroll	510,516	
6910-70	Fringe	208,226	
8211	Workers comp	11,168	
6960.r	Retiree HI	15,124	1,260.34
6960.m	Retiree Part B	3,470	867.60/qtr
8141.i	Audit Fees	1,050	
8160.i	Email	530	88.30/person
8611.i	Fuel	600	

TOTAL 750,684

Expenses CD.68.681

Acct	Desc	Amount	Cost/mo.
7001	Mileage	800	
7033	Personal Comp	5,130	6 laptops
8170	WIB Budget	58,100	
8200	Client Supplies	9,000	
8212	Clothing	2,500	
8291	Water	300	
8300	Stipend	500	
8321	Client Tuition	150,358	
8329	Client Fees	2,300	
8350	Transportation	1,000	
8511	Association Fees	5,500	
8512	Conf Costs	1,000	
8512.ml	Conf Meal	1,500	
8520	Software	8,500	Metrix
8533	Cell Phone	377	31.39
8535	Internet Services	1,440	119.98
8540	Minor Ofc. Furn.	850	2 file cabinets
8543	Copier	1,368	342.00
8531.i	Postage	1,000	
8533.i	Co Phones	764	
8550.i	Supplies	6,000	
8560.i	Printing	400	
8621.i	Rent	23,800	

TOTAL 282,487

Expenses CD.68.682

Acct	Desc	Amount	Cost/mo.
6000	Youth W/E	38,202	

TOTAL 38,202

TOTAL REVENUE 1,071,373

TOTAL EXPENSE 1,071,373

DIFFERENCE (0)



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Employment & Training



DATE: 6/10/2024

COMMITTEE: Economic Development



This column must be completed prior to submission of the request.

County Attorney's Office
Consulted No

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Approving the Workforce Development Board budget for program year 2024-2025 and authorizing agreements with Warren and Washington Counties to fund Workforce Development Board services.

3. Specific Details on what the resolution will authorize:

This resolution will approve the Workforce Development Board budget for program year 24 (7/1/2024-6/30/2025). The budget was approved by the SWW WDB on 6/5/2024 and is being sent to Saratoga, Warren, Washington Counties for board approval. The cost of this budget is shared by all 3 counties Workforce Development departments.

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted Yes

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget ▼

- a. G/L line impacted CD.68.688
- b. Budget year impacted 2024
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Yes

Purchasing Office Consulted

County Administrator's Office
Consulted No

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Budget, Multi-Jurisdictional Chief Elected Officials Agreement

10. Remarks:



BOARD OF SUPERVISORS

7/18/2023

RESOLUTION 189 - ~~2023~~²⁰²⁴

Introduced by Economic Development: Supervisors Hammond, Butler, Grasso, Raymond, Tollisen, K. Veitch and Winney

APPROVING THE WORKFORCE DEVELOPMENT BOARD BUDGET FOR PROGRAM YEAR ~~2023-2024~~²⁰²⁴⁻²⁰²⁵ AND AUTHORIZING AGREEMENTS WITH WARREN AND WASHINGTON COUNTIES TO FUND WORKFORCE DEVELOPMENT BOARD SERVICES

WHEREAS, Saratoga County, Warren County and Washington County are the component counties in the local Workforce Development Area; and

WHEREAS, Saratoga County acts as Grant Recipient for Workforce Innovation and Opportunity Act of 2014 (WIOA) funding for the local Workforce Development Area; and

WHEREAS, as one of the component counties of the Workforce Development Area, Saratoga County must approve the budget for the Workforce Development Board (WDB) and authorize expenditures thereunder for WDB services; now, therefore be it

RESOLVED, that the Saratoga County Board of Supervisors approves the attached Workforce Development Board Budget totaling ~~\$280,600~~ for WDB's fiscal year July 1, ~~2023~~²⁰²⁴ through June 30, ~~2024~~²⁰²⁵; and it is further ~~\$280,600~~^{\$323,367}

RESOLVED, that the Chair of the Board is authorized to execute any necessary agreements with the Counties of Warren and Washington and other entities to fund the Workforce Development Board and its services; and it is further

RESOLVED, that the form and content of such agreements are subject to the approval of the County Attorney; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

July 18, 2023 Regular Meeting

Motion to Adopt: Supervisor Barrett

Second: Supervisor Tollisen

AYES (193,131): Eric Connolly (11831), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Ian Murray (5808), Matthew E. Veitch (14245.5), John Lant (17361)

NOES (0):

ABSENT (42,379): Joseph Grassó (4328), Jean Raymond (1333), Willard H. Peck (5242), Tara N. Gaston (14245.5), Edward D. Kinowski (9022), John Lawler (8208)

ABSENT:

Saratoga, Warren and Washington Counties
Workforce Development Board

333 Glen Street - Suite 200 B, Glens Falls, New York 12801

Contact: Gretchen Steffan, Executive Director

518-824-8883 / gsteffan.sww.wdb@gmail.com

Michael Munter, Chair

Gary Dake, Vice-Chair

MEMORANDUM

Date: June 6, 2024

To: County Administrators and Chief Elected Officials of Warren, Washington & Saratoga Counties

From: Gretchen Steffan, Executive Director

Re: Program Year 2024 (PY24)
Saratoga-Warren-Washington (SWW) Workforce Development Board Budget (WDB)

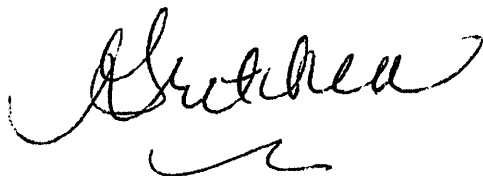
As prescribed in the attached **Multi-Jurisdictional Chief Elected Officials Agreement** for the Saratoga-Warren-Washington Local Workforce Development Area, Part 4, Item 2, Bullet 4: The Chief Elected Officials shall:

“Review and approve the budget of the local board, as required by WIOA (Workforce Innovation and Opportunity Act) § 107(d)(12)(A).”

Attached is the SWW Workforce Development Board’s (WDB) approved budget. Our fiscal year (PY24) begins on July 1, 2024 and ends on June 30, 2025.

Please feel free to reach out with any questions.

Thank you!



SWW Workforce Development Board PY24 Budget

SWW WDB Budget for PY24 = July 1, 2024 to June 30, 2025			<i>Denotes Changes</i>	<i>Denotes Changes</i>	
<u>Expense Categories</u>	PY21	PY22	PY23	PY24	<i>Notes</i>
	7/1/21 to 6/30/22	7/1/22 to 6/30/23	7/1/23 to 6/30/24	7/1/23 to 6/30/24	
Salaries*					
Full-time Executive Director (Exempt)	90,000	95,000	95,000	95,000	
FT Deputy Director WDB (Exempt)			37,500	71,292	<i>NEW: FTR...Hired May 24th</i>
Benefits <i>(Through Saratoga County)</i>	28,195	57,000	57,000	57,000	<i>PY24 - 12 months of benefits for ED</i>
			22,500	42,775	<i>PY24 - 12 months for Deputy Director</i>
Staff memberships <i>& Continuing Professional Education</i>	3,000	6,000	6,000	7,000	<i>NYATEP now- ARCC & SCCC New PY24</i>
Mileage	560	5,000	5,000	5,000	
Phone/PC Broadband...	600	600	600	1,500	<i>Adding Microsoft 365</i>
Office Expenses, Postage, Supplies etc.	3,000	3,000	3,000	3,000	
Equipment	500	500	500	500	
Meetings <i>Board Effect Cloud-Based Package</i>	5,000	3,000	3,000	3,000	<i>Zoom w/transcript capabilities</i>
		5,000	5,000	5,000	
Marketing	18,000	25,000	25,000	7,500	<i>Website Upkeep & Media Supports</i>
	<i>unused</i>	<i>unused</i>			<i>Includes: Domains/SSL/Plug-in Fees/Calendar</i>
<i>Engage-by-Cell Pkg. Texting Technology</i>			10,500	10,500	<i>New in PY22/Might replace vendor in 2025</i>
Miscellaneous	1,500	1,500	1,500	1,500	<i>Subscriptions</i>
Rent/insurance	3,500	3,500	3,500	7,800	<i>333 Glen WDB Office, now a double w/amenities</i>
One Stop Operator <i>(MOU facilitation)</i>	10,000	5,000	5,000	5,000	<i>Necessary for WIOA Compliance</i>
	<i>unused</i>	<i>\$2,500 unused</i>			
Total Expenses	163,855	210,100	280,600	323,367	
	74,700	46,245	70,500	42,767	
		<i>difference</i>	<i>difference</i>	<i>difference</i>	
Budget is 100%...WIOA Funded <i>Unused WDB funds revert to Centers</i>		28%	34%	15%	<i>*Current PY23 Budget Expenditures, are at 52% of last year's budget.</i>
APPROVED by the SWW WDB on June 5, 2024					



**OFFICE OF THE
COUNTY ATTORNEY**

GEORGE P. CONWAY, ESQ., COUNTY ATTORNEY

518.884.4770

SARATOGACOUNTYNY.GOV

40 MC MASTER ST, BALLSTON SPA, NY 12020

First Assistant Attorney
Ann Flower E. Stitt, Esq.
Assistant Attorneys
Petra Holden, Esq.
Laura M. Kruegler, Esq.

SERVICE BY EMAIL NOT ACCEPTED

MEMORANDUM

DATE: June 3, 2024

TO: Jenniffer McCloskey
Workforce Development

FROM: George Conway
Saratoga County Attorney's Office

SUBJECT: Vendor Name : **Saratoga Warren Washington LWDA**
Vendor Address : N/A
Vendor I.D. # : N/A
Contract Amount : N/A Per Res: 82-2024
Contract Period : N/A
Purpose of Agreement : Multi Jurisdictional Agreement

Attached, please find one fully executed copy of the above referenced contract, which had been executed by the Chairman of the Board of Supervisors on May 28, 2024.

Please send this contract to the above-named vendor.

cc: Clerk, Board of Supervisors, w/enclosure
County Auditor, without enclosure
County Administrator without enclosure

**Multi-Jurisdictional Chief Elected Officials (CEO) Agreement
for
Saratoga-Warren-Washington Local Workforce Development Area (LWDA)**

The Chairs of the Boards of Supervisors of Saratoga County, Warren County and Washington County, Executive of acting on their authority as the Chief Elected Officials (CEOs), enter into this agreement in accordance with the Workforce Innovation and Opportunity Act (WIOA) § 107 [c] [1] [B]. These 3 Board Chairs are CEOs, as defined in WIOA § 3 [9], and enter into this agreement to organize and implement activities pursuant to WIOA and as proposed by the Governor of the State of New York for the purpose of administering WIOA in the above-named counties herein referred to as the Local Workforce Development Area (LWDA).

Part 1 – Designation of the Chief Elected Officials (CEOs)

1. For purposes of administering WIOA and for entering into and implementing agreements in accordance with that Act, the CEOs shall be designated from the respective counties as follows: The Chairs of the Board of Supervisors representing each of the following counties: Saratoga County NY, Warren County NY and Washington County NY.
2. Non-concurrence between the Counties shall be resolved as expeditiously as possible. Representatives of the two Counties shall meet and confer with one another to resolve issues of non-concurrence. If concurrence cannot be reached within a reasonable amount of time, steps shall be taken towards resolution through the State.

Part 2 – Designation of Grant Recipient and Local Governmental Grant Subrecipient/Incorporated Fiscal Agent

1. The Chief Elected Officials recognize they are jointly responsible for WIOA funds and agree to the appointment of Saratoga County as the Grant recipient/fiscal agent who bears the fiduciary responsibility for these funds with the New York State Department of Labor. In addition, pursuant to section 107(d)(12)(B)(III) of WIOA, the Chief Elected Officials further designate Warren County and Washington County as local grant subrecipients to assist in the administration of grant funds in their respective geographic areas.
2. The local grant subrecipient/fiscal agent shall disburse such funds for grant activities at the direction of the local Workforce Development Board (WDB) as authorized and allowed through WIOA.
3. The parties to this agreement certify that each county accepts individual financial and programmatic responsibility for any audit claims arising from their program operations.
4. The Chief Elected Officials agree that the designated local governmental grant subrecipient/fiscal agent has reliable internal controls for financial management and disbursement of funds.
5. The name of the area is the “Saratoga-Warren-Washington Workforce Local Workforce Development Area” (LWDA).
6. The Grant Recipient/Fiscal Agent is responsible for the receipt and dispersal of funds to the counties serving as subrecipients in accordance with limits set forth in the local allocation sheets issued by the Grant Recipient/Fiscal Agent as agreed to by the three counties and in a similar manner to the procedures used in the former Workforce Investment Act (WIA) program. Such funds may be adjusted by amounts as needed in consideration of the Chief Elected Official approved Workforce Development Board (WDB) budget, funds dispersed as directed by the WDB, or funds otherwise used jointly by the counties for WIOA program activities. To ensure maximum utilization and efficient use of resources, funds may be transferred between counties based upon agreement by the county designated WIOA Title I program Directors as needed, per the above referenced allocation sheets

Part 3 – Composition of and Designation of a LWDB

1. The Chief Elected Officials, as set forth in Part 1.1 above, will establish and appoint a Local Workforce Development Board to assist and carry out provisions of WIOA § 107 [a] & [b] as mutually agreed.
2. Every effort will be made to balance the selection geographically throughout the SWW Local Workforce Development Area as well as balance the selection of large and small business, and other related factors to as accurately as possible reflect the relevant business sectors of the SWW LWDA as well as other required membership required by WIOA and the State of New York.
3. The Chief Elected Officials reserve the right to remove their respective appointees to the Workforce Development Board at will and without cause.
4. The by-laws of the Workforce Development Board and future amendments thereto shall only be valid upon approval of all three Chief Elected Officials.

Modification of membership may be completed at any time by the LWDB once established subject to the confirmation and concurrence of the Chief Elected Officials, as set forth in Part 1.1 above.

Part 4 – Designation of One Stop Services and other responsibilities

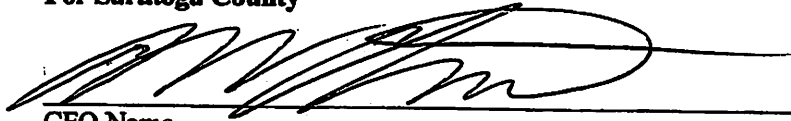
1. As required by Section 121 (a) of WIOA, the Workforce Development Board with the agreement of the Chief Elected Officials in the LWDB, shall develop, and enter into the appropriate Memorandum of Understanding with area workforce partners and designate or certify a One-Stop System Operator to establish no less than one physical center to deliver services as required by WIOA.
2. The CEOs shall also:
 - Review and approve the 4-year Local Plan developed by the Local Board, as required by WIOA § 108(a);
 - Review and approve actions taken by the Local Board to designate a One-Stop System Operator as required by WIOA § 121 (d) (1);
 - Review and approve monitoring activities by the LWDB as required by WIOA § 121 (a)(3);
 - Review and approve the budget of the LWDB, as required by WIOA § 107(d)(12)(A); and
 - Negotiate and reach agreement on local performance accountability measures with the Local Board and the Governor as required under WIOA § 107(d)(9).
 - Provide other additional program related input and concurrence as may be required in the WIOA and related regulations.

Part 5 – Term of Agreement

1. This Agreement becomes effective upon the concurrent acceptance by the Counties and subsequent signature by the Chief Elected Officials of the SWW Counties. This Agreement (including any subsequent amendments) shall stay in effect until such time as: 1) any party acts to rescind the Agreement; or 2) federal or state authority ceases for the SWW Workforce Development Area to serve as the local implementation means for job-training programs. Should any party wish to rescind this Agreement, formal action seeking a rescission must be taken at least six (6) months prior to the conclusion of the current program year (as defined by WIOA). The effective date of the rescission would then be the close of that program year.
2. No unilateral alteration of this agreement shall be made. Modification to the agreement by any County must be mutually negotiated and all requests to modify the agreement must be presented in writing to the Chief Elected Officials.
3. A copy of this agreement along with the agreed upon Workforce Development Board appointment agreement, referenced in Part 3 - #1 above, will be provided to a new county CEO upon taking office along with other documents deemed appropriate to explain the roles and responsibilities of the counties and the SWW Workforce Development Board in operating the local workforce development area subject to the WIOA legislation, regulations and NYS Department of Labor guidance. An acknowledgement form will be provided to document the receipt of this material by the new county Chief Elected Official.

Signatories (1 of 3):

For Saratoga County



CEO Name

Philip C. Barrett, Chair

Saratoga County Board of Supervisors

5/08/24
Date

APPROVED: _____



SARATOGA COUNTY ATTORNEY

Signatories (2 of 3):

For Warren County

Kevin B. Geraghty

CEO Name

**Kevin B. Geraghty, Chair
Warren County Board of Supervisors**

2/7/24

Date

Signatories (3 of 3):

For Washington County



CEO Name

Robert A. Henke, Chair

Washington County Board of Supervisors

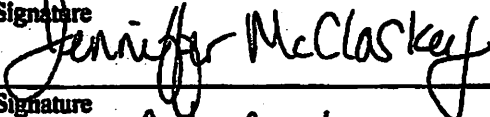

5/16/24

Date

AUTHORIZED SIGNATURES FOR LWDA CASH REQUESTS

LWDA Name Saratoga, Warren, Washington	Grant Recipient Name and Address County of Saratoga 40 McMaster St Ballston Spa, NY 12020
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SIGNATURES OF INDIVIDUALS AUTHORIZED

Typed Name and Title Jenniffer McCloskey, Director	Signature 
Typed Name and Title Deb Bishop, Senior Account Clerk	Signature 
Typed Name and Title	Signature
Typed Name and Title	Signature
Typed Name and Title	Signature

I certify that the signatures above are of the individuals
authorized to request cash.



(Chief Local Elected Official Signature)

Phil Barrett
(Name)

Chairman, Saratoga County Board of Supervisors
(Title)

(Date)



BOARD OF SUPERVISORS

03/19/2024

RESOLUTION 82 - 2024

Introduced by Economic Development: Supervisors Butler, Kinowski, Madigan, Murray, Raymond, Wright and Young

AUTHORIZING A "MULTI-JURISDICTIONAL CHIEF ELECTED OFFICIAL (CEO) AGREEMENT FOR THE SARATOGA-WARREN-WASHINGTON LOCAL WORKFORCE DEVELOPMENT AREA (LDWA)"

WHEREAS, The Saratoga-Warren-Washington Workforce Development Board (SWW WDB) provides funding to three career centers, one in each County to provide career development services to Adults, Dislocated Workers and Youth (in school and Out of School till age 24), and

WHEREAS, this funding, which totaled over \$2 million in program year 2022, is vital to providing assessment, career development, training, and wraparound services to 365,000 Saratoga-Warren-Washington residents, and

WHEREAS, the funding comes with compliance responsibilities, one of which is for our WDB to be recertified biennially, and

WHEREAS, there are four elements to meet for this recertification, which include: Board Composition, Satisfactory Performance, Sustained Fiscal integrity and current CEO Agreement, and

WHEREAS, SWW WDB satisfies all elements for recertification, except a current Multi-Jurisdictional Chief Elected Official (CEO) Agreement for the Saratoga-Warren-Washington Local Workforce Development Area (LWDA), and

WHEREAS, the most recent agreement was signed in 2020; and

WHEREAS, the 2023 agreement mirrors the existing 2020 agreement with the exception of current signatories, and

WHEREAS, the Executive Director of the SWW WDB has requested the Director of Saratoga County Workforce Development to obtain the necessary signature of the Chairman of the Saratoga County Board of Supervisors so that a newly executed agreement may be sent to the New York State Department of Labor, who oversees our WOIA compliance for the United States Department of Labor, and

WHEREAS, the Director of Saratoga County Workforce Development, the Economic Development Committee and the Law and Finance Committee all recommend that the Chairman

of the Saratoga County Board of Supervisors sign the current Multi-Jurisdictional Chief Elected Official (CEO) Agreement for the Saratoga-Warren-Washington Local Workforce Development Area (LWDA); and, be it further

RESOLVED, that the Chairman of the Saratoga County Board of Supervisors is authorized to sign on behalf of Saratoga County the current "Multi-Jurisdictional Chief Elected Official (CEO) Agreement for the Saratoga-Warren-Washington Local Workforce Development Area (LWDA)".

RESOLVED, this resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

March 19, 2024 Regular Meeting

Motion to Adopt: Supervisor Grasso

Second: Supervisor K. Veitch

AYES (193,508): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Angela Thompson (19014.5), C. Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), James D. Arnold (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Cynthia Young (17130), Thomas Richardson (5163), Scott Ostrander (18800), Jesse Fish (16202), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), David Ball (8208), John Lant (17361)

NOES (0):

ABSENT (42,001): Kevin Tollisen (25662), Willard H. Peck (5242), Sandra Winney (2075), Edward D. Kinowski (9022)