

County of Albany

Harold L. Joyce
Albany County Office Building
112 State Street - Albany, NY 12207



Meeting Agenda

2022 BUDGET SESSION 1

Tuesday, October 19, 2021

5:30 PM

Held Remotely

Audit and Finance Committee

2022 BUDGET SESSION 1

INFRASTRUCTURE & GENERAL GOVERNMENT

1. ECONOMIC DEVELOPMENT AND PLANNING
2. CIVIC CENTER
3. RECREATION
4. CORNELL COOPERATIVE EXTENSION
5. WATER PURIFICATION
6. STORM WATER COALITION
7. INFORMATION SERVICES
8. HUMAN RESOURCES
9. CIVIL SERVICE
10. PUBLIC WORKS
11. GENERAL SERVICES

ECONOMIC DEVELOPMENT AND PLANNING

Albany County
Department of Economic Development, Conservation and Planning
112 State Street, Room 1310
Albany, NY 12207-2021
Telephone: (518) 447-5670
<http://www.albanycounty.com>

MEMORANDUM

TO: Hon Wanda F. Willingham
CC:
FROM: Kevin O'Connor
DATE: October 12, 2021
RE: Proposed 2022 Budget
SUBJECT: Request for Information

The following is in response to your request for information regarding the Audit and Finance Committee's analysis of the Proposed 2022 Executive Budget related to the Department of Economic Development, Conservation and Planning. Should you have any questions or require additional information, please feel free to contact Kevin O'Connor at 518-447-3048 or Kevin.OConnor@albanycountyny.gov .

- 1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation.**
Kevin O'Connor, Director
- 2. Identify by line item all vacant positions in your department.**
There are no vacant positions in the department.
- 3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable.**
No new positions are included in the 2022 budget.
- 4. Identify by line item any proposed salary increase(s) beyond union contract commitments. Include justification for those raise(s).**
A 2% Cost of Living Raise is included in the 2022 budget.
- 5. Identify by line item any position proposed to be eliminated or salary decreased.**
There are none proposed for 2022.
- 6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2022.**
No positions are currently funded by grant money.

7. Identify by line item all job titles proposed to be changed or moved to another line item.

No proposed changes.

8. Provide a breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures.

A 8020 44020 Office Supplies – No change

A 8020 44021 Computer Supplies – No change

A 8020 44035 Postage – Increase of \$400 from \$100 in 2021 to \$500 in 2022

A 8020 44036 Telephone – No change

A 8020 44037 Insurance – Increase of \$3646 from \$1374 in 2021 to \$5020 in 2022

A 8030 44038 Travel, Mileage, Freight – No change

A 8020 44039 Conferences/Training/Tuition - increase of \$850 from \$1400 in 2021 to \$2250 in 2022 to improve GIS capability

A 8020 44046 Fees for Services – Decrease of \$270,984 from \$295,984 in 2021 to \$25,000 in 2022

A 8020 44462 Econ Develop Organization A – New line - increase \$250,000

A 8020 44465 Farmland Protection Plan – No change

A 802044903 DGS Shared Services Charges – Increase of \$845 from \$33,811 in 2021 to \$34,656 in 2022

9. Identify any new initiatives and/or eliminated programs and reimbursements associated with those programs.

New line (A 8020 44046 Econ Develop Organization A) included for County contribution to Advance Albany County Alliance.

10. Identify all County vehicles used by your department. Include the title of the employee(s) using each vehicle and the reason for the use of a County vehicle.

No County-owned vehicle is specifically assigned to the Department for staff use. Staff relies on County motor pool vehicles when available and a personal vehicle when not available. The County vehicle is used by the Sr. Natural Resource Planner to attend meetings and trainings and to conduct field work.

11. Provide a specific breakdown of the use for the proposed funding for all Conference/Training/Tuition line items in your department budget.

Proposed funding is for ESRI GIS product training to support the Department GIS/Mapping program.

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years.

N/A

13. Identify by line any positions that were established/changed during the 2021 fiscal year.

There were no positions established/changed during the 2021 fiscal year.

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand risk and mitigate it.

There is a need to look at the long-term plan for staffing the Department.

15. Please list the performance indicators and metrics used by your department and current statistics for those metrics.

No performance indicators or metrics are used.

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source.

None

CIVIC CENTER

RECREATION



TO: Hon. Wanda F. Willingham
Chair, Audit and Finance Committee

FROM: John D'Antonio
Director of Civil Service

DATE: October 15, 2021

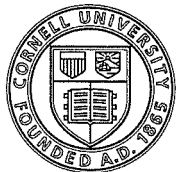
RE: Proposed 2022 Budget

Below you will find our answers to the questions posed in your October 6th memo.

1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation.
 - a. **John D'Antonio, Commissioner**
2. Identify by line item all vacant positions in your department.
 - a. **Clerk Typist III – 16232 – 520104 – Offer has been accepted and will start on November 1st.**
3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable
 - a. **Community Health & Wellness Coordinator – 11304 – 520109**
4. Identify by line item any proposed salary increase(s) beyond union contract commitments or any proposed salary increase(s) that is related to the County Buyout Program of 2020. Include justification for those raise(s).
 - a. **All previously existing positions received a 2% COLA.**
5. Identify by line item any position proposed to be eliminated or salary decreased.
 - a. **N/A**
6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2022.
 - a. **N/A**
7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications).
 - a. **N/A**

8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures.
 - a. **In 2021, our fees for services line was used mainly for water bills, pest control, heating bills, internet bills, garbage and recycling services, and other miscellaneous expenses. 2022 usage of Fees for Services is planned to follow the same trend.**
9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs.
 - a. N/A
10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee.
 - a. **Please see DGS masterlist**
11. Provide a specific breakdown of the use for the proposed funding for all Conferences/Training/Tuition line items in your department budget.
 - a. N/A
12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years.
 - a. **There is no overtime in our department.**
13. Identify by line item any positions that were established/changed during the 2021 fiscal year.
 - a. N/A
14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.
 - a. **While much of life has returned to a sense of normalcy, COVID-19 and the Delta variant are variables that are not easily predicted and they could influence the programming offered by the Recreation Department. The Department will continue to implement the innovative implementation of programs from 2021 to ensure that constituents of Albany County continue to be served.**
15. Please list performance indicators and metrics used by your department and current statistics for those metrics.
 - a. **In 2021 we served 1,028 individuals, most of whom participated in multiple activities. At the basketball program, we ran programs for different age groups, allowing us to register 323 children, and uptick from previous years. Karate is by far our most popular program, running consistently year round with 503 participants for the 2021 fiscal year. In our recently reinstated flag football program and track program, we registered 163 and 33 participants, respectively.**
16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source.
 - a. N/A

CORNELL COOPERATIVE EXTENSION



Cornell University
Cooperative Extension
Albany County

Lisa V. Godlewski
Association Executive Director

24 Martin Road
Voorheesville, NY 12186
t. 518.765.3500
f. 518.765.2490
e. lav4@cornell.edu
www.ccealbany.com

October 14, 2021

Honorable Wanda F. Willingham, Chair
Albany County Legislature
Audit and Finance Committee
112 State Street, Room 710
Albany, New York 12207

Dear Chairperson Willingham,

The 2022 Albany County Executive Budget proposes \$899,577.00 for Cornell Cooperative Extension's (CCE) core appropriation, which is in line with our request and includes an adjustment of 2% for cost of living (COL) increases.

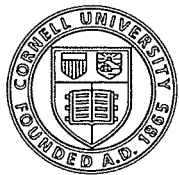
The \$246,552.00 line item is the designated rental value of the office building in Voorheesville (which is returned to the county on a quarterly basis). We continue to work with the Board of Directors to bring Cornell Cooperative Extension's 2022 budget into balance through proposed grants and contracts, program prioritization and county partnerships and collaborations.

Please let me know if you have any questions about Cornell Cooperative Extension's 2022 proposed budget and the various ways Extension assists the county.

Sincerely,

Lisa V. Godlewski
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Association Executive Director

Helping New Yorkers Improve Their Lives and Communities



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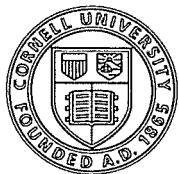
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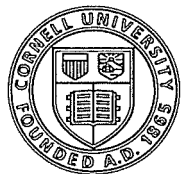
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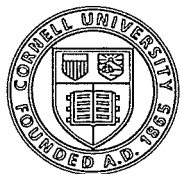
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WATER PURIFICATION



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
WATER PURIFICATION DISTRICT
1 CANAL ROAD SOUTH
ALBANY, NEW YORK 12204
PHONE: (518) 447-1611 FAX: (518) 433-0369
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COMMISSION
JOHN R. ADAIR, JR.
CHAIRMAN
JOHN W. BISHOP, JR.
NICHOLAS W. FOGLIA
DENNIS RIGOSU
SEAN E. WARD
ANGELO S. GAUDIO
EXECUTIVE DIRECTOR

To: Hon. Wanda F. Willingham, Chair, Audit and Finance Committee

From: Angelo Gaudio, Executive Director

Date: October 14, 2021

Re: 2022 Proposed Budget

Per the Proposed 2022 Budget memo dated October 6, 2021, please accept the following as the Water Purification District's responses. Should you have any questions I can be reached at 518-447-1617.

1. Identify department representative appearing before the Audit & Finance Committee:
Angelo Gaudio, Executive Director
2. Identify by line item all vacant positions in your department:

<i>Process Operator III</i>	<i>G8130.1.7004.008</i>	<i>630019</i>	
<i>Process Operator II</i>	<i>G8130.1.7006.004</i>	<i>630023</i>	<i>Civil Service Test Results Pending</i>
<i>Process Operator II</i>	<i>G8130.1.7006.006</i>	<i>630025</i>	<i>Civil Service Test Results Pending</i>
<i>Process Operator II</i>	<i>G8130.1.7006.007</i>	<i>630026</i>	<i>Civil Service Test Results Pending</i>
<i>Process Operator II</i>	<i>G8130.1.7006.009</i>	<i>630028</i>	<i>Pending Approval to Fill</i>
<i>Process Operator II-Assistant Shift</i>	<i>G8130.1.7006.014</i>	<i>630033</i>	<i>Pending Approval to Fill</i>
<i>Maintenance Mechanic II</i>	<i>G8130.1.7024.002</i>	<i>630054</i>	<i>Pending Approval to Fill</i>
<i>Mechanic Specialist (Incinerator)</i>	<i>G8130.1.7032.002</i>	<i>630066</i>	
<i>Mechanic Specialist (HVAC)</i>	<i>G8130.1.7036.001</i>	<i>630067</i>	
<i>Laborer</i>	<i>G8130.1.8403.003</i>	<i>630078</i>	

The above vacant positions are essential for the continued effective and efficient operation and maintenance of the District's two wastewater treatment plants. The District is currently in the process of filling open positions.

3. Identify by line item any new position(s), how the position will be funded and the reimbursement rate(s), if applicable.

An existing laborer title (G8130.18403.001.630076) will be converted to a new Mechanic 1 position (G8130.17026.003.630091) in 2022. District will be working toward consolidating the Process Operators II – Assistant Shift title into the Process Operator III title over the next couple years.

4. Identify by line item any proposed salary increase(s) and justification for the raise(s) beyond the union contract commitments.

Nonunion employees are programmed for a 2% increase as proposed by the County

The CSEA collective bargaining unit contract expires on December 31, 2021. Contract negotiations for the new contract are ongoing.

5. Identify by line any position proposed to be eliminated or salary decreased.

No positions are anticipated to be eliminated in 2022 but we will be converting an existing laborer title (G8130.18403.001.630076) to a Mechanic 1 title (G8130.17026.003.630091) as there is currently more need for mechanical staff.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2021.

None

7. Identify by line item all job titles proposed to be changed or moved to another line. (eg reclassification)

The existing laborer title (G8130.18403.001.630076) will not be funded in 2022 to allow for a new a Mechanic 1 title (G8130.17026.003.630091) to be created. We currently have more need to mechanical staff as we are in the process of upgrades systems.

8. Provide a breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2020 expenditures compared to 2021 proposed expenditures.

G98110.4.4046 Fees for services

2021 Adopted

Description	Unit Cost	Quantity	Total
Board of Commissioners Mtgs.	\$250.00	6	\$1,500.00
IMA Board of Commissioner Mtgs	\$100.00	5	\$500.00
Random Drug Testing (CDL)	\$90.00	4	\$360.00
Pre-emp. Physicals	\$180.00	4	\$720.00
Lead & Respiratory physicals (Maint.)	\$280.00	12	\$3,360.00
Extra fit testing	\$60.00	3	\$180.00
NYWEA Utility Membership	\$2,200.00	1	\$2,200.00
Cleaning Service (COVID)	17,000	1	17,000
Administrative Fees EFC			
EFC Bar Screen 2015-E			\$ 424.00
EFC Roof 2005-B			\$0.00
EFC Incinerator 2006-C			\$3,287.00
EFC Disinfection 2015-B			\$6,574.00
TOTAL			\$36,105.00

2022 Proposed

Description	Unit Cost	Quantity	Total
Board of Commissioners Mtgs.	\$250.00	6	\$1,500.00
IMA Board of Commissioner Mtgs	\$100.00	5	\$500.00
Random Drug Testing (CDL)	\$90.00	4	\$360.00
Pre-emp. Physicals	\$180.00	4	\$720.00
Lead & Respiratory physicals (Maint.)	\$280.00	12	\$3,360.00
Extra fit testing	\$60.00	3	\$180.00
NYWEA Utility Membership	\$2,200.00	1	\$2,200.00
Cleaning Service (COVID)	17,000	1	17,000.00
Administrative Fees EFC			
EFC Bar Screen 2015-E			\$ 212.00
EFC Roof 2005-B			\$0.00
EFC Incinerator 2006-C			\$3,287.00
EFC Disinfection 2015-B			\$6,150.00
TOTAL			\$35,469.00

G98130.4.4046 Fees for services

2021 Adopted

North & South Plants SPDES permits	\$ 31,000.00
NYSDEC transporter fee (dumpster trucks)	\$ 1,100.00
Misc. fees	\$ 500.00
ELAP FEES	\$ 850.00
Title 5 Incinerator Emissions	\$ 10,000.00
County Waste Recycling	\$ 600.00
Electrical Service Contract	\$ 75,000.00
City water backflow testing 2@\$250 (mandated)	\$ 500.00
Laboratory scale calibration 4@\$150 (mandated)	\$ 600.00
Aeration Blower Service	\$ 15,000.00
TOTAL	\$ 135,150.00

2022 Proposed

North & South Plants SPDES permits	\$ 31,000.00
NYSDEC transporter fee (dumpster trucks)	\$ 1,100.00
Misc. fees	\$ 500.00
ELAP FEES	\$ 850.00
Title 5 Incinerator Emissions	\$ 10,000.00
County Waste Recycling	\$ 600.00
Electrical Service Contract	\$ 75,000.00
City water backflow testing 2@\$250 (mandated)	\$ 500.00
Laboratory scale calibration 4@\$150 (mandated)	\$ 600.00
Aeration Blower Service	\$ 15,000.00
Oil/Chemical Disposal	\$ 5,000.00
TOTAL	\$ 140,150.00

Miscellaneous Contractual expenditures
G98130.4.4107 Chemicals

2021 Adopted

Total Cost Polymer	\$	279,153.60
Total Cost Oxidant	\$	235,008.00
Sodium Hypochlorite	\$	51,183.60
Sodium Bisulfite	\$	20,655.00
Grand Total	\$	586,000.00

2022 Proposed

Total Cost Polymer	\$	279,153.60
Total Cost Oxidant	\$	235,008.00
Sodium Hypochlorite	\$	51,183.60
Sodium Bisulfite	\$	20,655.00
Grand Total	\$	586,000.00

9. Identify any new initiatives and/or eliminated programs.

No programs were eliminated, our mission to protect the environment remains the same.

New/Ongoing Initiatives:

- *Continue succession planning efforts and staff development to ensure critical positions are adequately staffed to ensure long term compliance and efficiencies.*
- *Continue the development of an asset management program for preventive maintenance.*
- *Continue efforts to optimize operations and identify efficiency measures while ensuring permit compliance.*
- *Continue partnership with our Combined Sewer Overflow communities to implement the requirements of the CSO / LTCP and improve water quality of the Hudson River.*
- *Achieve greater than 90% removal efficiency for permitted discharge parameters.*
- *Continue to evaluate District infrastructure needs and identify improvements while minimizing user fees.*
- *Continue to evaluate opportunities to increase revenues from outside sources in order to minimize rates for our member communities.*

10. Identify all County vehicles used by your department. Include the title of the employee(s) using each vehicle and the reason for the use of a County vehicle.

Year/Make of Vehicles	Personnel Using Vehicle	Reason of Use
1995 VAC CON	Sewer Crew	Used to clean metering pits
2015 Ford Fusion	Courier / North Plant Personnel	Daily mail
2003 Ford F250 Pick Up	Maintenance Personnel	Maintenance Operations
2005 Chevy Silverado Pick Up	Instrumentation Personnel	Daily Instrumentation Monitoring
2008 International Dumpster	Sewer Crew	Transport of debris to Landfill
2008 Ford 150 Pick Up	South Plant Maintenance	Maintenance Operations
2010 Ford F350 Pick Up	North Plant Maintenance	Maintenance
2010 Ford Ranger Pick Up	Lab Personnel	Sampling pick up / delivery between plants
2011 Ford Pick Up XL Ranger	South Plant Process	Daily South Plant Operations
2015 Ford F550 Dump Truck	Sewer Crew	Metering Pit monitoring/Plant Usage/Snow Plowing
2017 Ford F250 Pickup Truck	Lab North Plant	Sampling
2020 Chevy Silverado 2500 Pickup	North Plant Maintenance	Maintenance Operations
2021 Western Star Dumpster	Sewer Crew	Transport of debris to Landfill
2021 Western Star Dumpster	Sewer Crew	Transport of debris to Landfill

11. Provide a specific breakdown of the use for proposed funding for all conferences/training/tuition lines items in your department budget:

Conference, Training, Tuition G98130.4.4039	
Mandated Operator Recertification Training	\$ 2,500
Operator Certification Courses	\$ 4,500
NYWEA Spring & Winter Conference	\$ 2,500
Lodging	\$ 1,500
Correspondence Courses/License Renewals	\$ 600
Total	\$ 11,600

The District as a condition of the CSEA contract is requiring operator classes and certifications for new process operators. Due to COVID available classes were limited in 2021 but it's anticipated that SUNY Morrisville and SUNY Adirondack will be reestablishing wastewater courses in 2022.

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years.

Sanitary Sewers G98120.19900 - Overtime Expenses		
2020 OT Expenses	2021 OT Expenses	2022 OT Expenses (Proposed)
\$ 2,564 (Actual)	\$ 1,811 (YTD)	
\$ 2,500.00 (Budget)	\$ 2,500 (Budget)	\$ 2,750 (Budget)

Sewage Treatment G98130.19900 - Overtime Expenses		
2020 OT Expenses	2021 Actual OT Expenses	2022 Proposed OT Expenses
\$ 198,861 (Actual)	\$ 205,633 (YTD)	
\$ 212,500 (Budget)	\$ 212,500 Budget	\$ 230,000

13. Identify by line item any positions that were established/changed during the 2020 fiscal year.

No position were changed in 2021

14. Identify the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.

While there are many inherent risks in operating two wastewater treatment plants that service combine sewers systems, the largest risk is in maintaining a skilled workforce that is capable of supporting our operations. For 2022 the District will continue to focus on staff training and refining our program for operators to obtain operator certifications. Additionally, the District continues to work with New York State Civil Service to provide incentives and make it easier for certified candidates to accept positions at our facilities.

15. Please list performance indicators and metrics used by your department and current statistics for those metrics:

Our treatment plants are required to meet New York State Department of Environmental Conservation State Pollution Discharge Elimination System (SPDES) Permit limits. To date the removal efficiencies for our primary water quality parameters are as follows:

Parameter – North Plant	Permitted Removal %	Actual Removal %
Biochemical Oxygen Demand (BOD)	85%	98%
Total Suspended Solids (TSS)	85%	98%
Parameter – South Plant		
Biochemical Oxygen Demand (BOD)	85%	96%
Total Suspended Solids (TSS)	85%	95%

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source (eg, indicate any potential funding reductions for NYS revenue sources).

No District specific unfunded mandates are anticipated for 2022.

STORM WATER COALITION

**Stormwater Coalition of Albany County
Proposed 2022 Budget (A8021)
Audit and Finance Committee Questions
Prepared by Nancy Heinzen, Stormwater Coalition of Albany County, Director**

Background: On June 11, 2021, the Stormwater Coalition Board of Directors approved the Coalition 2022 budget.

Questions:

1. Identify the department representative appearing before the Audit & Finance Committee for your agency budget presentation. Nancy Heinzen, Coalition Director

2. Identify by line item all vacant positions in your department. No vacancies.

3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable. A8021 19970 Temp Help How funded: Coalition member dues

4. Identify by line item any proposed salary increase(s) beyond union contract commitments or any proposed salary increase(s) that is related to the County Buyout program of 2020. Include justification for those raise(s).

A8021 12629 550015 Stormwater Program Coordinator – 2% increase

Justification: Alignment of Stormwater Coalition salary increases with other non-union County employees

5. Identify by line item any position proposed to be eliminated or salary decreased.

A8021 12632 001 550025 Geographic GIS Coordinator – salary decreased.

The 2021 salary of \$65,000 was intended to match potential job candidates at the outer range of Civil Service work experience requirements. When recruiting for this position in 2021 the job posting referenced a salary range of \$55,000 to \$65,000. As of October 30, the actual 2021 salary for this position is \$59,000. The \$62,000 budgeted for 2022 adds to that \$59,000 a 2% raise of \$1,180 (total: \$60,180), plus an additional cushion of \$820 bringing the proposed salary to \$62,000. This keeps the salary competitive should the Coalition need to recruit again for this position.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2022 None

7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications). None.

8. Provide a breakdown of specific expenditures regarding fees for services lines and contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures.

A8021 44046 Fees for Services	2021	2022
ADK Certified Lab – Outfall water testing – Illicit Discharges	\$0	\$880
ORI Outfall Testing Kit Supplies	\$0	\$1500
Total	\$0	\$2,380
A8021 44999 Miscellaneous Contractual	2021	2022
SwIM Web Mapper Maintenance & GIS Support	\$12,149	\$500
Albany County Water Purification District Lab Support – ORI Kit	\$1,000	\$0
Coalition Website Hosting and Maintenance	\$2,290	\$4800
Total	\$15,439	\$5,300

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs.

Due to hiring a GIS Coordinator, contractual costs associated with hiring a GIS consulting firm to manage SWIM and provide support decrease in 2022.

As of January, 2021, the Albany County Water Purification District is no longer providing lab and outfall inspection kit support to the Coalition. Instead the Coalition is managing kits in-house and contracting for water testing services at a certified lab. For 2022, these kit and water testing services have been transferred to the Fees for Services line.

Coalition website hosting and maintenance expenses may increase due to changes in website technology and need to routinely update and redesign the website in response to regulatory mandates.

10. Identify all County vehicles used by your department. Include the title of the employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee.

None. As stated in the Coalition inter-municipal agreement, Coalition staff have access to County vehicles. To date, Coalition staff have instead preferred to be reimbursed for mileage rather than use a County vehicle.

11. Provide a specific breakdown of use for the proposed funding for all Conferences/Training/Tuition line items in your department budget.

There is \$2250 budgeted for Conferences/Training/Tuition. These funds are allocated to Coalition member communities as needed to cover training costs for their stormwater employees or to support in-house training events organized by Coalition staff for members.

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years. None.

13. Identify by line item any positions that were established/changed during the 2021 fiscal year. None

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.

The upcoming fiscal year, 2022 is uniquely challenging.

Two new staff joined the Coalition in 2021, one as a Coalition GIS Coordinator, the other a Coalition Stormwater Program Technician who provides dedicated services for 4 regulated MS4s. As their skill sets evolve and each gains a deeper understanding of permit requirements, their role expands as does their value to the Coalition: The challenge: how to retain this increasingly well trained staff?

Coalition municipalities, along with various County departments represent two distinct groups; those who have embraced GIS technology and have invested significantly in software, equipment, and training over multiple years and those who haven't.

As a recipient of multiple NYSDEC mapping/GIS grants the Coalition has considerable experience using and managing multiple GIS applications. The challenge: should the Coalition bridge the GIS gap between these two groups? Should the Coalition provide additional GIS services, beyond those named in the stormwater permits? If so, how?

The Coalition Director recognizes that a shift needs to take place such that the management of the Coalition moves to the next generation. The challenge: how to do that so that the Coalition transition is smooth and what is most valued about the Coalition continues to meet the needs and interests of member communities?

While NYSDEC has long stated that an updated MS4 Permit will be finalized 'soon', there are strong indications that the actual permit will be issued by spring, 2022. The challenge: if there are significantly new MS4 Permit responsibilities, how might the Coalition need to adapt to address these requirements?

Actions taken:

The Coalition Inter Municipal Agreement– Memorandum of Understanding (IMA-MOU) is routinely updated every 4 to 5 years. The end date of the current IMA-MOU is December 31, 2022 and the Coalition has set up an IMA-MOU sub-committee to guide the update process. This will include County government, as host and member of the Coalition, along with the County Law Department who will provide legal services.

Various challenges listed above will be evaluated relative to the language in the IMA-MOU; discussed by the sub-committee, then shared with all Coalition members. The Board of Director's will need to adopt the updated IMA-MOU by mid-August, for final approval by their respective government boards.

Historically, the IMA-MOU has served as a guiding document, helping the Coalition to prioritize and stay focused while existing within the framework of County government. It is anticipated that shared recognition by all Coalition members that the challenges describe are real will result, when guided by a consensus driven process in making necessary and practical changes to the IMA-MOU. These changes will enable the Coalition to go forward to better address these and other challenges.

The 2022 budget includes funding to support a potential staffing overlap, such that a new Director is trained by the current Director, timing as dictated by the overall stability of the Coalition and interests of all involved.

15. Please list performance indicators and metrics used by your department and current statistics for those metrics.

There are performance indicators and metrics built into the Coalition IMA-MOU language and the MS4 Stormwater Permit.

Here they are:

Each year in June, the Coalition Board of Directors as explained in the IMA-MOU adopts a work plan which is posted on the Coalition website: <http://www.stormwateralbanycounty.org/stormwater-coalition/coalition-work-plan/>. The work plan describes activities for the upcoming year which relate to both Coalition operations, as well as MS4 Permit compliance.

Some of these activities are recast as goal statements in the MS4 Permit Joint Stormwater Management Program Plan (SWMP Plan) where progress meeting past goals are assessed and new goals specific to the MS4 Permit are stated. This SWMP Plan Annual Evaluation is posted on the Coalition website: <https://stormwateralbanycounty.org/programs/>. The companion NYSDEC Joint Annual Report document is posted on the Coalition website as well: <https://stormwateralbanycounty.org/stormwater-coalition/annual-report/>.

All Coalition member communities (Albany County/DPW; University at Albany-SUNY; City of Albany; Town of Bethlehem; City of Cohoes; Town of Colonie; Village of Green Island; Town of Guilderland; Village of Menands; Town of New Scotland; Village of Voorheesville; and the City of Watervliet) participate in preparing these planning documents.

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source.

NYSDEC may release the DRAFT MS4 Permit by the end of 2021. Should that happen and the MS4 Permit is finalized in 2022, new, more detailed and comprehensive stormwater program requirements are anticipated.

INFORMATION SERVICES



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL LYNCH
DEPUTY COUNTY EXECUTIVE

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M. DAVID REILLY
COMMISSIONER

PERRY J. BLANCHARD
CHIEF INFORMATION OFFICER

Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation.

- a. **David Reilly, Commissioner of Management & Budget**
 - b. **Perry Blanchard, CIO, Information Services**
2. Identify by line item all vacant positions in your department.
 - a. **A1680.12714 - Applications Developer**
 - b. **A1680.12727 - Help Desk Technician**
 3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable.
 - a. **A1680.16401 – Confidential Secretary (100% County funded)**
 4. Identify by line item any proposed salary increase(s) beyond union contract commitments or any proposed salary increase(s) that **is related to the County Buyout Program of 2020**. Include justification for those raise(s).
 - a. **None**
 5. Identify by line item any position proposed to be eliminated or salary decreased.
 - a. **None**
 6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2022. - **None**
 7. Identify by line item all job titles proposed to be changed or moved to another line item (**e.g., reclassifications**).

Current	A1680 12727 001 350056 Help Desk Technician
New	A1680 12709 001 350083 Audiovisual Prod. Assistant
Current	A1680 12725 005 350064 Sr.Network/Systems Technician
New	A1680 12717 001 350010 Applications Analyst
Current	A1680 12725 006 350065 Sr.Network/Systems Technician
New	A1680 12720 001 350081 Audiovisual Production Spec.
Current	A1680 12717 001 350043 Applications Analyst
New	A1680 12726 001 350012 Network & System Technician

Current	A1680 12726 005 350052 Network & System Technician
New	A1680 12727 002 350060 Help Desk Technician
Current	A1680 12713 001 350078 Senior Application Developer
New	A1680 12814 003 350077 Web Site Developer

8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures. **See Below**

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs. **None**

10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee. **None**

11. Provide a specific breakdown of the use for the proposed funding for all Conferences/Training/Tuition line items in your department budget.

A168044039	NYSLGITDA Membership Dues	\$50	
A168044039	NYSLGITDA Conference Registration Fees	\$300	NYS IT Leaders Conference
A168044039	Training Manuals, Books and DVD's	\$500	Misc Training Material
A168044039	Microsoft Training Courses	\$1,500	Microsoft Training
A168044039	Laserfiche Training Center	\$2,840	Laserfiche Doc Management Training
A168044039	Lynda Pro 2.0 Training Portal - 10 Seats	\$3,200	Staff Training
A168044039	KnowBe4 Security Awareness Training	\$18,318	Countywide Security Awareness Testing and Training
<i>Subtotal for: Conferences Training Tuition</i>		\$26,708	

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years. - **None**

13. Identify by line item any positions that were established/changed during the 2021 fiscal year. - **None**

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.

1) **Cyber Security – Cyber Security concerns have increased with the added use of cloud-based products including Office 365 and it’s file sharing capabilities. DIS has purchased additional products to monitor and assess their use. As always DIS will look for grant funding before using county funds.**

2) **Aging Infrastructure – equipment to run the county network is aging and is subject to failure. DIS purchases equipment for emergency replacements and expanding infrastructure but may need to request larger funding in the future for larger replacements of equipment.**

15. Please list performance indicators and metrics used by your department and current statistics for those metrics. **N/A**

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source. **None**

Forward four copies of the above information to me in Rm. 710 at 112 State Street, no later than October 15, 2021. Please submit complete, clear and thorough information. Thank you in advance for your anticipated cooperation.

Contractual and fees for services

						2021	2022	
Computer Supplies								
A168044021		EasyDNS - albanycountyny.gov				100	-	
A168044021		Network Solutions				120	-	
A168044021		SignUpGenius.com (Website Tools)				-	108	
A168044021		Kiwi Syslog Server Single Instance License with 12 months maintenance				150	120	
A168044021		Kroll Ontrack Easy Recovery Professional - 1 year license				160	160	
A168044021		Adobe Pro DC License Subscription - DMB				-	366	
A168044021		Technician Tools (screwdrivers, cable testers, carts, etc.)				200	200	
A168044021		Cisco IP Phone Replacement Parts and Smartnet				250	250	
A168044021		MS Office Licenses (Matches the number of PC's and laptops we are purchasing)				49,590	13,050	
A168044021		Iron Mountain - Munis Software Source Code				275	275	
A168044021		Spools of network cabling or fiber cabling				2,760	2,760	
A168044021		Overhead Projector Lamp Replacements				300	300	
A168044021		Wake on Lan EMCO (enterprise license)				300	300	
A168044021		AlbanyCOOP.Com Annual Subscription				350	350	
A168044021		Readyalbanycounty-ny.Gov domain name renewal - price increased in 2017				400	400	
A168044021		Cisco Firepower and AnyConnect				-	408	
A168044021		BMI Software Maintenance - Fixed Asset System (Munis)				495	495	
A168044021		Albanycountyny.gov Domain name Registration and Easy DNS				500	500	
A168044021		BatchPatch Software - this is used for the windows 10 feature release updates				550	550	
A168044021		Laserfiche Connector Full User				405	700	
A168044021		Solar Winds Patch Manager				639	700	
A168044021		Any.Run Searcher License				-	1,000	

A168044021	Comodo SSL License - Wildcard Certificate for *.albanycounty.com	1,000	1,000
A168044021	LanSweeper Premium Subscription	1,000	1,000
A168044021	Printer Replacment Parts (Rollers, Drums and Maintenance Kits)	1,000	1,000
A168044021	Linstar Employee ID Software Maintenance	1,112	1,155
A168044021	Power Vault NX3200 - SN's: 3P6Y8Z1; Catalyst 3750G - SN: CAT1042RJ5W (DR Site); Cisco VG224 - SN: FHK0908F367 and Cisco 7942 and 7962 phones - Coverage - 12/9/20 - 12/9/21	-	1,221
A168044021	Meraki Renewals	1,400	1,400
A168044021	ManageEngine AD Manager Plus Professional Edition - Annual Subscription fee for 1 domain (unrestricted objects)	-	1,431
A168044021	AV Supplies	1,500	1,500
A168044021	Digicert SSL License - Multi-Domain	-	1,553
A168044021	CCS-SR Sharepoint Quick Start Help Desk Software Maintenance	-	2,130
A168044021	AD Self Service Plus Professional Edition - Annual Subscription Employee Password Reset Licensing and Maintenance	2,127	2,200
A168044021	Manage Engine Mobile Device Manager Plus Professional Edition with Cloud and Additional Technicians Professional Edition	2,800	2,600
A168044021	What's Up Gold Software renewal and What's Up Gold Configuration Management Plug In - 100 Devices with 1 year of service	6,200	2,960
A168044021	Duo Access Two Factor Authentication with Device Trust Security - 1 year (quantity - 50)	3,200	3,200
A168044021	Dell Extended Warranties - Laptops and Servers:	1,086	3,340
A168044021	HP Munis Printer Maintenance - 1 printer in Purchasing and 1 printer in Finance. Added the HPLaserjet Enterprise we purchased for Comptroller's Office - SN: JPCCK9K051 Will need to include coverage the 2 new printers that were purchased Human Resources in September 2019	2,400	3,500
A168044021	Xmedius Maintenance - Fax Over IP Software Support/Maintenance	4,200	3,900
A168044021	Microcall Call Accounting Software Maintenance	4,676	4,816
A168044021	LogMeIn Central Base 500 Annual Fee	5,220	5,220
A168044021	Diskeeper Undelete Server & Pro Maintenance & Diskeeper 11 Server & Diskeeper SVR Standard 18.0 Maintenance	5,617	5,617
A168044021	ManageEngine OpUtils Professional Edition Licensing, Maintenance & Support	-	6,600
A168044021	Manage Engine Patch Manager Plus Enterprise Addition - Subscription Fee for 2500 Computers and 4 Additional Users	8,056	8,300
A168044021	Ocularis Enterprise Camera Licensing - County Video Surveillance System (originally purchased with SHSP Grant Funds)	-	9,900

A168044021	Microsoft CRM Licensing & Cloud Support Replication and MS Dynamics 365 Maintenance	-	12,000
A168044021	VEEAM Renewal Backup for 32 Sockets	19,000	13,000
A168044021	Legistar Open Platform Package Yearly Subscription Should Legislature be paying for this?	15,600	16,633
A168044021	Barracuda Instant Replacement for the SSL-VPN 280 and Barracuda 850 - Energize Updates and Instant Replacement	17,000	17,000
A168044021	Cisco Smartnet for 2811's, ATA's, 3845's, 7965's, VG224's, 3750's, call manager software, VMware, Emergency Responder and Call Center and Unity	90,000	23,200
A168044021	Palo Alto Networks Maintenance and Support and Palo Alto 3020 and Palo Alto 220 Threat Prevention Subscription and Premium Support Palo Alto PA-3250 Threat Prevention subscription and premium support	20,250	25,900
A168044021	VMWare Support and VMWare Horizon 7 ADV 100 PK - Production/Support subscription	30,000	30,000
A168044021	ClearGov Digital Budget Book and Capital Budgeting - Civic Edition - Yearly Subscription	-	39,584
A168044021	Barracuda Essentials - Advanced Email Security Account and Advanced Email Security 1 year user license (quantity 1900) - 2022 - Will try to obtain grant money for this equipment	-	65,000
A168044021	Cisco Flex Agreement	-	80,000
A168044021	Varonis 1001 Data Classification Framework for Windows and SharePoint on-prem subscription; Varonis DatAlert Suite, DatAdvantage for Windows and Collector Software Maintenance; Data Security Platform Varonis - DatAdvantage - Directory Services Varonis DatAdvantage for OneDrive and Sharepoint Online Bundle On-Prem Subscription license for 1001 Users Varonis Data Classification Framework for OneDrive and Sharepoint Online On-Prem Subscription License for 1001 Users	47,720	104,000
A168044021	Microsoft Enterprise Agreement - Including Microsoft Forefront	359,933	385,000
A168044021	Munis Modules, OSDBA & GUI Licensing and Support 2017 - Includes support for Contract Management Module that was purchased in 2017	395,000	395,000
<i>Subtotal for: Computer Supplies</i>		1,104,641	1,304,852
Fees for Services			
A168044046	Network Solutions - Admin@albanycountycollaboration.com - Professional email for Probation	-	60
A168044046	Big Stock photo Subscription for Graphic Design work done by DIS for other Departments	948	948

A168044046	Verizon Wireless - Wireless Access Mi-Fi Devices	1,932	1,932
A168044046	Spectrum Internet Connection (Needed for amount of people working from home during Covid)	-	3,660
A168044046	Kyocera quarterly photocopier lease payments plus overage charges.	884	884
A168044046	VLA Creative Cloud for Teams - All Apps	960	1,800
A168044046	AV Professional Services	1,000	1,000
A168044046	Microsoft Advanced Support	1,500	1,500
A168044046	HVAC maintenance for Lieberts in DIS Server Room (Vendor - Eastern Heating and Cooling)	3,500	3,500
A168044046	Interactive Mapping (GIS) - Yearly Updates - CHA	5,000	5,000
A168044046	Music Royalties - per Dave Reilly	4,000	7,700
A168044046	Carahsoft Technology Corp- Website for Albany County	13,000	13,000
A168044046	Cisco Professional Services	15,000	15,000
A168044046	Cloud Backup Storage	-	15,000
A168044046	First Light - Fiber Services and Internet Connectivity	68,000	62,000
A168044046	Data Analytics / ClearGov Development	-	80,000
<i>Subtotal for: Fees For Services</i>		115,724	212,984

HUMAN RESOURCES

Albany County

Department of **HUMAN RESOURCES**

Daniel P. McCoy, Albany County Executive

Jennifer S. Clement, Commissioner

MEMORANDUM

TO: Hon. Wanda F. Willingham, Chair
Audit and Finance Committee

FROM: Jennifer Clement

DATE: October 13, 2021

RE: Human Resources 2022 Budget

1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation. **Jennifer Clement**
2. Identify by line item all vacant positions in your department
The Department currently has no vacant positions
3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable.

Position	Line	Funding
Director of Personnel Services	A1432.11241.001	County
Risk Administrator/Safety Dir	A1432.12441.001	County
Personnel Administrator	A1432.12401.002	County
Personnel Assistant	A1432.12414.001	County

4. Identify by line item any proposed salary increase(s) beyond union contract commitment or any proposed salary increase(s) that is related to the County Buyout Program of 2020. And the justification for those raise(s).

For many departments the 2022 proposed budget contains personnel changes connected to the Comprehensive Workforce Development Plan, which has been in process over the last year. Throughout that time a study was undertaken related to pay equity, appropriateness of title and scope of responsibilities in relation to a modern workforce. This also includes an increase in the longevity payment amounts, which is reflected in the proposed budget. Additionally there is a 2% Cost of Living Adjustment applied to all non-union positions throughout the County.

5. Identify by line item any position proposed to be eliminated or salary decreased.

There are no positions proposed to be eliminated or salaries decreased at this time.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2022.

The department has no grant funding at this time.

7. Identify by line item all job titles proposed to be changed or moved to another line item. (e.g. reclassifications)

2021 Title	2022 New Title	Salary/ Appropriation
Personnel Assistant A91432.12414.005	Administrative Aide A91432.15501.001	Same
Legal Secretary A91432.15025.001	Personnel Assistant A91432.12414.002	Same
Applications Analyst 12717.001.001	Fiscal Officer	Same
Personnel Assistant III	Policy Analyst (Data)	Same

8. Provide a breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures.

Fees for Services	2021	2022
Benefits Consultant	\$35,000	\$35,000
EAP Program	\$47,850	\$47,850
Preferred Group – Section 125 Plan	\$5,500	\$7,500
Civil Service Fees	\$30,000	\$20,000
Employee Benefit/Payroll Portal	\$0	\$20,000
Affirmative Action Investigations	\$0	\$100,000
Retiree Health Plan Payment Program	\$0	\$8,000
Total	\$118,350	\$238,350

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs.

Improve the delivery of employee payroll and benefits through technology enhancement and establishment of an employee portal. The Employee Portal will be a self-serve website with a confidential access for individual employees to change deductions, addresses, contact information, taxes withholdings, voluntary deductions and access payroll records and W2's. The portal will be accomplished through RFP process and selection of a vendor.

Estimated annual cost is 20,000 added to Fees for Services.

Improve Employee Safety – The Department of Human Resources will work in tandem with the Department of General Services to establish a division of Employee Safety and Wellness in the Department of Human Resources. This Division will seek to enhance security and safety protocols and practices for all employees and work sites. The Division will be head by the Risk Administrator/Director of Employee Safety. Estimated Budget as follows:

New Program Name	Description	Funding
Conferences Training Tuition	Safety Training	\$10,000
Risk Administrator/Director of Safety and Security	New Position	\$81,048
Personnel Administrator	New Position	\$68,340

Restore Funding to the Director of Personnel – To meet the increasing demands of our department, we seek to restore the Director of Personnel position. This position is currently chartered.

New Program Name	Description	Funding
Director of Personnel	Oversees the Division of Personnel Services	\$81,048

Division of Affirmative Action Complaint Investigations – Contract for services for additional investigations for the Division of Affirmative Action.

New Program Name	Description	Funding
Fees for Services - Contract	Affirmative Action Investigations	\$100,000

10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee. **There are no vehicles assigned to the Department of Human Resources.**

11. Provide a specific breakdown of the use proposed funding for all Conferences/Training/Tuition line items in your department budget.

Conferences/Training	2022 Budget
Mandated Sexual Harassment	\$11,000
CPR and HR Certifications and training	\$3,000
Countywide Tuition Reimbursement	\$30,000
Countywide Safety Training	\$10,000
Countywide Implicit Bias Awareness	\$8,000
Countywide Diversity and Sensitivity Training	\$8,000

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years.

There is no overtime budget for the Department.

13. Identify by line item any positions that were established/changed during the 2021 fiscal year.

There were no positions changed during the 2021 fiscal year.

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.

COVID-19

The largest risk facing Human Resources will be to continue to address employee issues and concerns relating to the continued impact of the global pandemic. Specifically, staffing shortages, reasonable accommodations, remote work capabilities, workplace/site health and safety protocols, employee daycare concerns, and every day responsiveness to COVID-19 related issues.

15. Please list the performance indicators and the metrics used by your department and current statistics for those metrics.

Performance Measurements:

1. Affirmative Action Employment Program:

For all eligible vacancies candidate referrals and hires:

Goals	Referrals	Hires
2022	100	30
2021 to date	90	4

2. Employee Survey Activities

2022 countywide proposed employee surveys: 3

3. Safety and Security Measurements

Conduct on Work Site Safety and Security Inspections: 26

4. Workforce EEO Measurements

Year	Minority-Combined	Non-Minority
2012	15.48%	84.50%
2021 – third quarter	19.86%	80.14%
2022 – Goal	21.68%	78.32%

15. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source.

COVID-19 Workforce Executive Orders, State and Federal Law, Guidelines and Protocols: The Department of Human Resources is responsible for the administrative of all COVID-19 Workforce and worksite protocols. These may include but are not limited to protocols for safety, paid leaves, social distancing, employer provided masks, mask requirements, vaccination, and reasonable accommodations.

CIVIL SERVICE



DANIEL P. MCCOY
COUNTY EXECUTIVE

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MICHAEL LALLI
DIRECTOR

DAVID WALKER
DEPUTY PERSONNEL OFFICER

TO: Hon. Wanda F. Willingham
Chair, Audit and Finance Committee

FROM: Michael Lalli
Director of Civil Service

DATE: October 15, 2021

RE: Proposed 2022 Budget

Below you will find our answers to the questions posed in your October 6th memo.

1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation.
Michael Lalli, Director.
2. Identify by line item all vacant positions in your department.
There are no vacant positions.
3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable.
There are no new positions requested.
4. Identify by line item any proposed salary increase(s) beyond union contract commitments or any proposed salary increase(s) that is related to the County Buyout Program of 2020. Include justification for those raise(s).
There are no raises related to the County Buyout Program of 2020.

For many departments the 2022 proposed budget contains personnel changes connected to the Comprehensive Workforce Development Plan, which has been in process over the last year. Throughout that time a study was undertaken related to pay equity, appropriateness of title and scope of responsibilities in relation to a modern workforce. This also includes an increase in the longevity payment amounts, which is reflected in the proposed budget. Additionally there is a 2% Cost of Living Adjustment applied to all non-union positions throughout the County.

For positions unrelated to the County Buyout Program we have proposed a 6.25% increase to our two Personnel Technician lines (260001 and 260004) as part of the Comprehensive Workforce Development Plan. This raise will ensure our Personnel Technicians are paid in line with neighboring municipalities. It is also commensurate with an increase in responsibility as Civil Service transitions from paper based systems to more technical digital systems.

Savings for these raises (12.5% in total over 2022 and 2023) will be realized with the elimination of the Data Entry Operator (260013) through attrition. That will bring a net salary savings of \$30,756, not including fringe, to the Civil Service Department.

5. Identify by line item any position proposed to be eliminated or salary decreased.
There are no positions proposed to be eliminated or salaries to be decreased.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2022.

Civil Service does not have any positions funded by grant money.

7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications).

We are correcting one Personnel Technician (260003) to its accurate Civil Service Title, Senior Personnel Technician.

8. Provide a breakdown of specific expenditures regarding fees for services lines and contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures.

2022 requested fees for services in the amount of \$10,000. The fees for services line is used to pay for exam monitoring and the rental of facilities for times when county buildings cannot accommodate the number of exam applicants. \$5,700 of the requested amount is used for the annual maintenance hosting fee for our civil service information tracking computer system.

2022 requested assessment line in the amount of \$18,000. The assessment line is used to pay New York State Civil Service for exams we conduct. New York State produces all exam materials and we must pay a fee for each approved applicant.

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs.

Civil Service, in partnership with Human Resources and Management and Budget, has identified multiple title discrepancies between the Budget and Civil Service. We have proposed these changes to the Legislature for correction through the 2022 budget process.

10. Identify all County vehicles used by your department.

Civil Service rarely uses county cars. In the rare instances that we do, they are used to conduct site visits to the many jurisdictions we serve.

11. Provide a specific breakdown of the use for the proposed funding for all Conferences/Training/Tuition line items in your department budget.

Civil Service does not have a Conferences/Training/Tuition line.

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years.

Civil Service does not have an overtime line.

13. Identify by line item any positions that were established/changed during the 2021 fiscal year.

There were no positions established or changes in Civil Service in the 2021 fiscal year.

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.

The biggest risk this department faces is exam security, mainly that of the exam materials themselves. We follow all of New York State Civil Service's exam security guidelines and house our exam materials in a secure area.

15. Please list performance indicators and metrics used by your department and current statistics for those metrics.

Albany County Civil Service is on track to hold 70 exams with over 900 applicants. This is an increase over 46 exams/507 applicants in 2020, but still a decrease from our last COVID free year (2019) of 128 exams/4676 applicants. We would be happy to provide further statistics if necessary.

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source.

Not applicable.

PUBLIC WORKS



DANIEL P. McCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF PUBLIC WORKS
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LISA M. RAMUNDO, PE
COMMISSIONER

SCOTT D. DUNCAN
DEPUTY COMMISSIONER

MEMORANDUM

TO: Hon. Wanda F. Willingham, Chair
Audit and Finance Committee

FROM: Lisa M. Ramundo, PE, Commissioner
Department of Public Works

DATE: October 13, 2021

RE: Proposed 2022 Budget

I respectfully submit the following information as requested.

- Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation.
Lisa Ramundo
- Identify by line item all vacant positions in your department.
590072 Equipment Operator III (Currently Promoting into this position)
590076 Equipment Operator III
580019 Principal Drafting Technician
600004 Senior Electrician
600006 Painter
- Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable.
N/A

4. Identify by line item any proposed salary increase(s) beyond union contract commitments or any proposed salary increase(s) that is related to the County Buyout Program of 2020. Include justification for those raise(s).
For many departments the 2022 proposed budget contains personnel changes connected to the Comprehensive Workforce Development Plan, that has been in process over the last year. Throughout that time a study was undertaken related to pay equity, appropriateness of title and scope of responsibilities in relation to a modern workforce. This also includes an increase in the longevity payment amounts, which is reflected in the proposed budget. Additionally there is a 2% Cost of Living Adjustment applied to all non-union positions throughout the County.

5. Identify by line item any position proposed to be eliminated or salary decreased.
We are eliminating the following positions:
580019 Principal Drafting Technician per the County Workforce Development Plan
600006 Painter per the County Workforce Development Plan

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2022.
D5020.1.2812 – Traffic Safety Instructor – This position is funded 80% by the NYS Governor’s Traffic Safety Committee Grant. The grant was renewed for 2022)

7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications).
560010 Reclassified from Clerk Typist II to 560021 Clerk I
560005 Princp Engineering Tech to 560022 Superintendent of Buildings
600002 Reclassified from Stores Clerk to 600027 Laborer

8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures.
Please see attached spreadsheet.

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs.
N/A

10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee.
Please see attached list.

11. Provide a specific breakdown of the use for the proposed funding for all Conferences/Training/Tuition line items in your department budget.

Professional development training is used by the Commissioner, Engineers, Senior Planner, and other employees when professional development opportunities arise. The following are examples of conferences, and training classes that are attended: Engineers Week, NYS County Highway Superintendent Conference, Erosion, Stormwater and Sediment Control training. Attendance varies from year to year.

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years.

Please see attached overtime spreadsheet.

13. Identify by line item any positions that were established/changed during the 2021 fiscal year.

N/A

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.

The biggest risk DPW faces is finding qualified operators. This issue is not unique to Albany County DPW, it is a reality for the State and other local municipalities.

Currently DPW has fifty five (55) operator lines (approximately 7-8 operators per subdivision). Eight of our operators have over thirty years of experience. Of those, two are retiring in the coming months and the rest will be retiring in the near future. Attrition, along with the fact that at any one time, we have on average four (4) operators out with injuries or health issues, makes it imperative that the Department come up with a successful operator recruiting strategy. Over the past year, we have used the internet, newspaper, job fairs and advertising on Variable Message Boards as a means of recruiting. Through these methods we have successfully hired 6 new operators over the past year. That said, retirements are outpacing new hires.

Because other municipalities and the State are having the same recruiting and retention issues, I anticipate 2022 to be a challenging snow removal season. The State and other municipalities will likely lean on the County for extra help.

15. Please list performance indicators and metrics used by your department and current statistics for those metrics.

The Department uses CDTC's Annual Pavement Condition Survey Report as a benchmark in determining the condition of Albany County Roadways from year to year. We also use this survey to determine how Albany County roadway conditions compare to those in neighboring Counties. The survey data indicates that Albany County roadways are, on the whole, in better condition than other county roads in the Capital Region.

The Department also uses New York State Department of Transportation's bi-annual bridge inspection ratings to track the condition of County

bridges. The Department adds bridges to our 5 year Capital Plan for rehabilitation or replacement based on the bridge condition ratings.

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source. **N/A**

VEHICLES

TOWN	TRUCK	YEAR	MAKE	MODEL	TYPE	VIN	LICENSE
Commissioner		2018	Ford	Fusion	Sedan	3FA6P0LU6JR117982	HVP6107
Deputy Commissioner	0002	2020	Chevrolet	2500 Series	Pick Up Truck	1GC5YLE71LF304073	BD7649
Shop Foreman	0047	2020	Chevrolet	2500 Series	Pick Up Truck	1GC5YLE7XLF304119	BD8626
Berne Foreman	0101	2015	Chevrolet	Silverado 1500	Pick Up Truck	1GCVKPEHOFZ382896	AW7892
Coeymans Foreman	0201	2015	Ford	F250	Pick Up Truck	1FT7X2B69FEB61840	AV1025
Colonie Foreman	0301	2020	Chevrolet	2500 Series	Pick Up Truck	1GC5YLE75LF304142	BD7650
Knox Foreman	0401	2015	Ford	F250	Pick Up Truck	1FT7X2B60FEB61841	AT6231
New Scotland Foreman	0501	2020	Chevrolet	2500 Series	Pick Up Truck	1GC5YLE79LF303415	BD7651
Rens'v Foreman	0601	2015	Chevrolet	Silverado 1500	Pick Up Truck	1GCVKPEH7FZ382247	AW7896
Westerlo Foreman	0701	2015	Chevrolet	Silverado 1500	Pick Up Truck	1GCVKPEH9FZ388163	AW7894
Pool	0001	2020	Chevrolet	4 Door Blazer	Blazer	3GNKBRA6LS672885	BD2931
Pool	0004	2020	Chevrolet	4 Door Blazer	Blazer	3GNKBRA6LS672887	BD2930
Pool	0007	2018	Chevrolet	Bolt EV	5 Door Wagon (electirc)	1G1FW6SOXJ4131125	BA6527
Stormwater	0011	2017	Chevrolet	Silverado 1500	Pick Up	1GCVKNEHOH2172399	AY7600
Shop	0015	2004	Jeep	Sport Utility 4-dr	Liberty	1JAGL48K64W274271	AB1719
Shop	0016	2011	Chevrolet	Suburban	Tahoe	1GNSK2E0XBR164031	BC6262
Pool	0021	2012	Chevrolet	Tahoe	Suburban	1GNSK2E0XCR256130	AY9494
Water Truck	0040	1985	International	Box Truck	Van (Bus)	1HTLAHEL1FHA20222	AB1786
Shop	0045	2008	Dodge	Ram350	Rack Truck	3D6WH46D98G234224	AB1745
Shop -Service Truck	0046	2020	Chevrolet	Silverado	Crew Cab	1HTKJPVK6LH426017	BD9646
Pool	0095	2008	Chevrolet	C7500	Tree Truck	1GBM7C1B08F417727	AB1749
Shop/Garbage	0099	1996	International	Crew Cab	Dump Truck	1HTSCABM4TH268516	AB1785
Berne	0112	2016	Chevrolet	Silverado	Dump Truck	1GB3KYCG5G2197143	AX6392
Berne	0113	2004	Ford	1 Ton Crew Cab	Dump Truck	1FDWW36S14EC74170	AB1721
Berne	0115	2019	Chevrolet	Silverado 3500	Dump Truck	1GB4CVC9K9F137599	BB4995
Berne	0122	2006	International	7600 4x2	Dump Truck	1HTWZAHRX6J266673	AB1782
Berne	0123	2007	International	7600 4x2	Dump Truck	1HTWZAHR17J403257	AB1808
Berne	0131	2015	International	7600 6x4	Dump Truck	1HTGRSNT1FH141420	AB1738
Berne	0134	2012	International	7600 6x4	Tandum Dumps	1HTGRSHT6CJ624689	AB1727
Berne	0135	2019	Western Star	4800SB	Dump Truck	5KKBBDVXKJZ3366	BA7223
Berne	0137	2020	Western Star	4700SF 6x4	Tandum Dump	5KKBHADV4PLX8089	BD6665
Coeymans	0201	2013	Ford	F150 Supercab 4x4	Pick Up Truck	1FTFX1EF3DKF27162	AB1733
Coeymans	0210	2012	Ford	F350	Dump Truck	1FDR3D73CEA48798	AB1724
Coeymans	0211	2020	Chevrolet	3500 Series	Dump Truck	1GB3YSE70LF319587	BD9297
Coeymans	0211	2004	Ford	1 Ton Crew Cab	Dump Truck	1FDWW36S54EC74169	AA7573
Coeymans	0215	2019	Chevrolet	Silverado 3500	Dump Truck	1GB4CVC9K9F137602	BB4998
Coeymans	0220	2008	International	7600 4x2	Dump Truck	1HTWZAHRX9J086727	AB1747
Coeymans	0221	2008	International	7600 4x2	Dump Truck	1HTWZAHR19J086728	AB1746
Coeymans	0222	2016	International	7600 4x2	Dump Truck	3HTGPSNR9GN262701	AX4957
Coeymans	0223	2006	International	7600 4x2	Dump Truck	1HTWZAHR16J266674	AB1761
Coeymans	0224	2007	International	7600 4X2	Dump Truck	1HTWZAHRX7J403256	AB1807
Coeymans	0235	2012	International	7600 6X4	Tandum Dumps	1HTGRSHT2CJ624690	AB1728
Coeymans	0236	2019	Western Star	4700S	Dump Truck	5KKBHADV4PKV4841	BC2465
Colonie	0304	2013	Ford	F150 Supercab 4x4	Pick Up Truck	1FTFX1EFXDKF27160	AB1732

VEHICLES

Colonie	0311	2020	Chevrolet	3500 Series	Dump Truck	1GB3YSE70LF319590	BD9296
Colonie	0312	2017	Chevrolet	Silverado 3500	Dump Truck	1GB4CYG3HF123949	AY9225
Colonie	0321	2015	International	7600 4x2	Dump Truck	1HTGPSNR7FH141478	AB1737
Colonie	0322	2010	International	7600 4X2	Dump Truck	1HTWZHR6AJ212375	AB1752
Colonie	0324	2015	International	7600 4x2	Dump Truck	3HAGPSNR4FL710703	AV9855
Knox	0410	2020	Chevrolet	3500 Series	Dump Truck	1GB3YSE74LF319589	BD8625
Knox	0412	2004	Ford	1 Ton Crew Cab	Dump Truck	1FDWW36S34EC74168	AA7572
Knox	0415	2019	Chevrolet	Silverado 3500	Dump Truck	1GB4CYG9KF137604	BB4996
Knox	0421	2015	International	7600 4x2	Dump Truck	3HAGPSNR6FL710704	AV9852
Knox	0422	2010	International	7600 4X2	Dump Truck	1HTWZHR6AJ212374	AB1753
Knox	0423	2010	International	7600 4X2	Dump Truck	1HTWZHR2AJ212373	AB1754
Knox	0430	2021	Western Star	4700 6x4	Tandem Dump	5KKHAVDV5MPMP2158	BE5943
Knox	0431	2017	Western Star	4700SF	Dump Truck	5KKHAVDV2HPJF9652	AZ2065
Knox	434	2020	Western Star	4700SF 6,4	Tandem Dump	5KKHAVDV0LPLX8090	N/A
New Scotland	0510	2012	Ford	F350	Dump Truck	1FDRF3DT8CCEA48000	AB1723
New Scotland	0511	2017	Chevrolet	Silverado 3500	Dump Truck	1GB4CYG0HF124301	AY9226
New Scotland	0520	2007	International	4200 4x2	Rack Truck	1HTMPAFN57H411544	AB1742
New Scotland	0521	2015	International	7600 4x2	Dump Truck	1HTGPSNR9FH141479	AG1652
New Scotland	0525	2012	International	7600 4x2	Dump Truck	1HTGPSHR2J624697	AB1729
New Scotland	0526	2006	International	7600 4x2	Dump Truck	1HTWZHR3R266675	AB1769
New Scotland	0527	2010	International	7600 4X2	Dump Truck	1HTWZHRXAJ212377	AB1750
New Scotland	0530	2017	Western Star	4700SF	Dump Truck	5KKHAVDV9HPJF9650	AZ1096
New Scotland	0535	2019	Western Star	4700SF	Dump Truck	5KKHAVDV6PKV4842	BC5864
New Scotland	0538	2008	International	7600 sba6x4	Dump Truck	1HTWYAH73R2643507	AB1783
Rens'v	0610	2020	Chevrolet	3500 Series	Dump Truck	1GB3YSE72LF319591	BD9295
Rens'v	0611	2012	Ford	F350 4x4	Dump Truck	1FDRF3DT5CEA48799	AG1653
Rens'v	0612	2018	Chevrolet	Silverado 3500	Dump Truck	1GB4CYG8JF123399	AZ9408
Rens'v	0620	2009	International	7600 4x2	Dump Truck	1HTWZHR39J086729	AG1651
Rens'v	0623	2010	International	7600 4X2	Dump Truck	1HTWZHR1AJ212378	AG1650
Rens'v	0630	2017	Western Star	4700SF 6x4	Dump Truck	5KKHAVDV0HPJF9651	AZ2066
Rens'v	0631	2020	Western Star	4800SB	Dump Truck	5KKKBBDV5LPLX7969	
Westerlo	0713	2018	Chevrolet	Silverado 3500	Dump Truck	1GB4CYG4JF123402	AZ9406
Westerlo	0723	2010	International	7600 4X2	Dump Truck	1HTWZHR8AJ212376	AB1751
Westerlo	0724	2005	International	7600 4x2	Guiderail Truck	1HTWZHR5J042768	AA7578
Westerlo	0727	2008	International	7600 SFA4x2	Dump Truck	1HTWZHRX8J641495	AB1781
Westerlo	0732	2015	International	7600 6x4	Dump Truck	1HTGRSNT4FH710700	AV9851
Westerlo	0733	2010	International	7600 6x4	Tandem Dump	1HTWYAH7XAJ212362	AB1757
Westerlo	0734	2019	Western Star	4700SF	Dump Truck	5KKHAVDV2KPKV4840	BC5861
Engineering	0904	2011	Chevrolet	Van	Express	1GCWGFCA2B1166949	AB1760
Engineering	0908	2012	Chevrolet	Express	Van	1GCWGFCA3C1133170	AB1726
Engineering	0915	2019	Chevrolet	Silverado-Crew Cab	Pick Up Truck	2GCVKNEC7K1140263	BB4990
Engineering	0922	2019	Chevrolet	Silverado-1500	Pick Up Truck	2GCVKNEC9K1142502	BB4994
Engineering	0962	2008	Chevy	Impala	Blue	2G1WB58N881258633	AB1780
Engineering	0986	2012	Dodge	Ram 1500	Pick Up Truck	1C6RD7FP3C5190093	AB1725
Electrician	0987	2019	Chevrolet	Silverado-Crew Cab	Pick Up Truck	2GCVKNEC0K1133309	BB4988
Engineering	0991	2019	Chevrolet	Silverado-Crew Cab	Pick Up Truck	2GCVKNEC3K1140728	BB4992

OVERTIME EXPENDITURES FOR PUBLIC WORKS

	2021(YTD)	2020	2019
D95110.19900			
Budgeted Amount	\$243,000.00	\$243,000.00	\$243,000.00
Used Amount	\$180,002.85	\$259,289.95	\$370,734.19
DM9513.19900			
Budgeted Amount	\$10,000.00	\$10,000.00	\$10,000.00
Used Amount	\$1,891.93	\$4,320.47	\$13,338.95

D5110.4046 FEES FOR SERVICES \$50,000.00 BUDGETED IN 2021	AMOUNT SPENT IN 2021	D5110.4999 MISC. CONTRACTUAL \$6,400.00 BUDGETED IN 2021	AMOUNTS SPENT IN 2021	DMS130.4999 MISC. CONTRACTUAL \$28,100.00 BUDGETED IN 2021	AMOUNT SPENT IN 2021	D5110.4046 FEES FOR SERVICES \$62,000.00 BUDGETED IN 2022	D5110.4999 MISC. CONTRACTUAL \$6,400.00 BUDGETED IN 2022	DMS130.4999 MISC. CONTRACTUAL \$28,100.00 BUDGETED IN 2022
Yrly NYS DOT fees for traffic signals	\$7,509.72	Phillips Hardware-Misc. Items	\$853.00	Yrly HVAC Preventative Maintenance	\$5,750.00	Increased Fees for Services by \$12,000.00 to cover surveying and electrical contractor services as needed	Minor maintenance items	Yrly fees will be the same in 2022
Yrly Generator Inspection Fee	\$927.00	Lowes-Misc. Items	\$3,601.17	Yrly Gas Cylinder Rentals	\$10,477.00			
Yrly Landfill Charges/Permit Fees/Trash Disposal	\$4,451.00	Misc.-Testing	\$586.00	Yrly waste disposal from garage Safety Kleen	\$8,000.00	Repairs vary from year to year	Expenses vary from year to year	Services/Disposal Fees vary from year to year
Yrly Rental of Culligan System	\$700.00			Misc. Items-Services	\$1,293.00			
NYS Water Transport Permit Fee - Environmental Fees	\$500.00							
Annual Fire Alarm Inspec. Fee	\$850.00							
Fire Extinguisher Inspec.	\$2,512.00							
Septic Pumping	\$1,000.00							
Energetix (drug screening)	\$1,225.00							
Overhead Door Repairs	\$2,525.00							
Heat/Air Conditioning Repairs	\$11,532.00							
CDL Renewals	\$1,221.50							
Mileage Reimbursement	\$104.00							
Labella Associates	\$2,530.50							
KS Engineers	\$2,760.00							
PPE Supplies	\$510.00							X
Misc. Items/Services	\$1,811.00							
Total Spent in 2021	\$42,668.72		\$5,040.17		\$25,520.00			

GENERAL SERVICES



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH, ESQ
DEPUTY COUNTY EXECUTIVE

DAVID M. LATINA
COMMISSIONER

MICHAEL MARTIN
DEPUTY COMMISSIONER

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
112 STATE STREET, SUITE 1300
ALBANY, NEW YORK 12207
(518) 447-7210 FAX (518) 447-7747
WWW.ALBANYCOUNTY.COM

TO: Hon. Wanda F. Willingham, Chair

Audit and Finance Committee

FROM: Department Of General Service

Date: October 6, 2021

RE: Proposed 2022 Budget

In anticipation of the 2022 Tentative Annual Budget to be submitted by the County Executive, the following information is required by the Audit & Finance Committee:

1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation.
Commissioner David M. Latina
2. Identify by line item all vacant positions in your department.

Position #	Description	Job	Gr/BU	Org	Obj
210013	PROCUREMENT CLERK	1422	NONU	A91345	15541
300023	LABORER PT 20	1320	GSEA	A91620	18404
300024	LABORER PT 20.00	1320	GSEA	A91620	18404
300025	LABORER PT 20	1321	GSEA	A91620	18404
310004	CODE ENFORCEMENT OFF	1148	NONU	A91620	11833
310019	SECURITY GUARD	9460	GSEA	A91620	14415
310025	SECURITY GUARD	9460	GSEA	A91620	14415
310049	PLUMBER	9401	GSEA	A91620	17135
310054	BUILDING MAINT MECH	9089	GSEA	A91620	18114
310057	BUILDING MAINT MECH	9089	GSEA	A91620	18114
310061	BUILDING MAINT MECH	9089	GSEA	A91620	18114
310099	CUSTODIAL WORKER	9204	GSEA	A91620	18147
310116	CUSTODIAL WORKER PT	9206	GSEA	A91620	18148
310121	CUSTODIAL WORKER PT	9206	GSEA	A91620	18148

310140	CUSTODIAL WORKER PT	9206	GSEA	A91620	18148
310143	CUSTODIAL WORKER PT	9206	GSEA	A91620	18148
310149	LABORER	9317	GSEA	A91620	18403
310169	SENIOR MAINT MECH	9478	GSEA	A91620	18112
330014	MESSENGER	9363	GSEA	A91660	16614
330017	MESSENGER	9363	GSEA	A91660	16614
330018	MESSENGER 40	9362	GSEA	A91660	16614
320004	GARAGE ATTENDANT PT	9282	GSEA	A91640	18192
340008	ASST OFFSET PRINTING	9055	GSEA	A91670	17302
340010	LABORER	9317	GSEA	A91670	18403

3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable.

None

4. Identify by line item any proposed salary increase(s) beyond union contract commitments. Include justification for those raise(s).

2% COLA increase for Non Union

For many departments the 2022 proposed budget contains personnel changes connected to the Comprehensive Workforce Development Plan that has been in process over the last year. Throughout that time a study was undertaken related to pay equity, appropriateness of title and scope of responsibilities in relation to a modern workforce. This also includes an increase in the longevity payment schedule, which is reflected in the proposed budgets. Additionally there is a 2% Cost of Living Adjustment applied to all non-union positions throughout the County.

5. Identify by line item any position proposed to be eliminated or salary decreased.

None

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2021 (please indicate any potential funding reductions for NYS revenue sources).

None

7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications).

None

8. Provide a breakdown of specific expenditures regarding fees for services lines and contractual expense lines and indicate 2021 expenditures compared to 2022 proposed expenditures.

See Attached Spreadsheet

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs.
None

10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee
See Attached Spreadsheet

11. Provide a specific breakdown of the use for the proposed funding for all Conferences/Training/Tuition line items in your department budget.
Code Enforcement Training
Weights and Measures Training
Purchasing Training
Engineering Training

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years.
See Attached Spreadsheet

13. Identify by line item any positions that were established/changed during the 2021 fiscal year.
None

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2022) to better understand that risk and mitigate it.
Health and Security
We have enhanced cleaning and Sanitizing, and developed health screening with are Security Division due to Covid 19, working with the health Dept. setup and manpower for testing and inoculations

15. Please list performance indicators and metrics used by your department and current statistics for those metrics.
None

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source (e.g., indicate any potential funding reductions for NYS revenue sources).
None

013	AY1898	AY1898	16	Ford Focus	Aging Dept		208 Washington Ave
118	m34909	AF8518	07	chevy malibu	Bill Kent	Pool Car	times union center
123	m46204	AK7660	08	ford box truck	Board of Elections	BOE	times union center
124	m52602	AK7659	09	chevy van	Board of Elections	CYF	times union center
001	BB7694	BB7694	19	Ford Fusion	Children W / Special Needs	CYF	times union center
019	AW9103	AW9103	15	Ford Focus	Children W / Special Needs	CYF	times union center
025	AZ4675	AZ4675	17	Ford Focus	Children W / Special Needs	CYF	times union center
149	BD1119	BD1119	20	Chevy Bolt	Children W / Special Needs/Tara Barrett	CYF	times union center
122	m42205	AU9223	08	ford truck	Consumer Affairs	pool truck	spruce st garage
128	AF7991	AF7991	04	hevy Surbaun tahc	Consumer Affairs	pool truck	times union center
046	HRU-2433	HRU-2433	17	Ford Fusion	County Clerk		Hall Of Records
102	DPK2512		06	Chevy Impala	County Executive's Office	Pool Car	times union center
140	KKW3102	KKW3102	21	Chevy Tahoe	County Executive's Office/Public Defender	Pool Car	times union center
043	HLW-8878	HLW-8878	17	Ford Fusion	County exs office	Pool Car	times union center
053	AZ7829	AZ7829	18	Ford Fusion	CYF - Audlaire-CAC	Pool Car	175 green st
044	AZ4674	AZ4674	17	Ford Focus	CYF - Preventive	Pool Car	175 green st
061	AZ7831	AZ7831	18	Ford Fusion	CYF - Preventive	Pool Car	175 green st
002	AZ7837	AZ7837	18	Ford Fusion	CYF / matt k unit	CYF	times union center
021	AW9105	AW9105	15	Ford Focus	CYF /CAC CENTER	CYF	175 green st
027	AW9107	AW9107	15	Ford Focus	CYF /front desk	CYF	times union center
034	AY2796	AY2796	16	Ford Focus	CYF /front desk	CYF	times union center

054	BB7693	BB7693	19	Ford Fusion	Cyf Transportation aid	CYF	times union center
049	AY5078	AY5078	17	Ford Fusion	CYF/ Richiutti	CYF	times union center
024	AY4362	AY4362	17	Ford Fusion	CYF/Amanda Tiffany	CYF	times union center
031	AY1688	AY1688	16	Ford Focus	Cyf/Corrine Bramer	CYF	times union center
039	AZ7835	AZ7835	18	Ford Fusion	CYF/FAMILY COURT	CYF	30 Clinton Ave
023	BA9287	BA9287	19	Ford Transit Van	CYF/Front Desk	CYF	times union center
022	AZ7836	AZ7836	18	Ford Fusion	CYF/Stalker	CYF	times union center
006	AW8960	AW8960	15	Ford Focus	CYF/UNIT 110	CYF	times union center
020	AW9104	AW9104	15	Ford Focus	CYF-MELISSA DONAHUE	CYF	times union center
064	BB7683	BB7683	19	Ford Fusion	D.C.Y.F./Camella Arkazana	CYF	times union center
062	BB7681	BB7681	19	Ford Fusion	D.C.Y.F./Fitzgibbon	CYF	times union center
030	BB7697	BB7697	19	Ford Fusion	D.C.Y.F./pleat	CYF	times union center
145	BA6527	BA6527	18	Chevy Bolt	DPW	CYF	DPW
026	BB8497	BB8497	19	Ford Escape	Finance	CYF	times union center
012	AZ7838	AZ7838	18	Ford Fusion	Fleet Motor Pool	Rec Bureau	coop
038	AY4358	AY4358	17	Ford Fusion	fleet motor pool	enforcemen t	times union center
101	M15382	AF8506	06	Dodge Caravan	fleet motor pool	pool truck	times union center
127	m72275	AF7984	04	honda pilot	fleet motor pool	pool truck	times union center
131	R 38197	AF7987	13	Chevy P/U	fleet motor pool	pool truck	times union center
132	R38198	AF7988	13	Chevy P/U	fleet motor pool	pool truck	spruce st garage

133	R38199	AF7989	13	Chevy P/U with lift g	fleet motor pool	pool truck	times union center elk st garage
134	R40637	AF7990	12	Mereces box truck	fleet motor pool	Pool Truck	garage
141	BC9109	BC9109	18	Ford Fusion	fleet motor pool	Pool Car	times union center spruce st garage
142	AA7570	AA7570	04	Dodge Dakota	fleet motor pool	Pool Truck	garage
146	BA6528	BA6528	18	Chevy Bolt	fleet motor pool	Co Exs	times union center
037	AZ7839	AZ7839	18	Ford Fusion	Fleet Motor Pool	fraud unit	times union center
040	AZ4676	AZ4676	17	Ford Focus	Fleet Motor Pool	Pool Car	times union center
041	BB7691	BB7691	19	Ford Fusion	Fleet Motor Pool	DPW/LISS A R	DPW
147	BA6529	BA6529	18	Chevy Bolt	Fleet Motor Pool	Pool Car	times union center
150	BE2141	BE2141	20	Chevy Bolt	Fleet Motor Pool	John Neri	times union center
138	AF2178	AF2178	14	Ford Van E150	Hall of Records	HOR	Hall Of Records 175 green st
028	AY2797	AY2797	16	Ford Focus	Health Dept.	Pool Car	175 green st
047	AY4364	AY4364	17	Ford Fusion	Health Dept.	Pool Car	175 green st
050	AZ4679	AZ4679	17	Ford Focus	Health Dept.	Pool Car	175 green st
052	AZ4682	AZ4682	17	Ford Focus	Health Dept.	Pool Car	175 green st
055	BB7692	BB7692	19	Ford Fusion	Health Dept.	Pool Car	175 green st
056	AZ4684	AZ4684	17	Ford Focus	Health Dept.	Pool Car	175 green st
057	BB7684	BB7684	19	Ford Fusion	Health Dept.	Pool Car	175 green st
058	AZ4688	AZ4688	17	Ford Focus	Health Dept.	Pool Car	175 green st
059	AZ4691	AZ4691	17	Ford Focus	Health Dept.	Pool Car	175 green st
060	BB7682	BB7682	19	Ford Fusion	Health Dept.	Pool Car	175 green st
063	BB7695	BB7695	19	Ford Fusion	Health Dept.	Pool Car	175 green st
065	BC2109	BC2109	19	Ford Fusion	Health Dept.	Lead Car	175 green st
135	R38158	AF7985	13	Chevy Surbaun tahc	Health Dept.		times union center

003	AY1349	AY1349	16	Ford Fusion	Health Dept.Lead car		175 green st
029	AW9108	AW9108	15	Ford Focus	Healthy Families	CYF	times union center
004	BB7689	BB7689	19	Ford Fusion	Mental Health	Pool Car	175 green st
005	BC8641	BC8641	20	Ford Escape	Mental Health	Pool Car	New Scotland Ave
009	AY2794	AY2794	16	Ford Focus	Mental Health		175 green st
010	AZ4673	AZ4673	17	Ford Focus	Mental Health		175 green st
014	AZ7832	AZ7832	18	Ford Fusion	Mental Health	Pool Car	175 green st
015	AW9098	AW9098	15	Ford Focus	Mental Health	Mental Health	New Scotland Ave
016	AW9099	AW9099	15	Ford Focus	Mental Health		175 green st
033	BB7690	BB7690	19	Ford Fusion	Mental Health	Mental Health	New Scotland Ave
042	AZ4678	AZ4678	17	Ford Focus	Mental Health	Pool Car	175 green st
045	AY4360	AY4360	17	Ford Fusion	Mental Health	MOBILE CRISIS	New Scotland Ave
048	AY4365	AY4365	17	Ford Fusion	Mental Health	ACT	175 green st
066	BD7415	BD7415	19	Ford Van	Mental Health	Pool Car	175 green st
144	BA6526	BA6526	18	Chevy Bolt	Nursing Home	Pool Car	Albany Shaker Rd
148	BA9286	BA9286	19	Ford Transit Van	Nursing Home	Pool Car	Albany Shaker Rd
007	AW9081	AW9081	15	Ford Focus	Probation		times union center
008	AW9097	AW9097	15	Ford Focus	Probation		times union center
035	AZ7833	AZ7833	18	Ford Fusion	Probation	Pool Car	times union center
036	AZ7834	AZ7834	18	Ford Fusion	Probation	Pool Car	times union center
121	m35802	AU9225	07	dodge charger	Probation	Pool Car	times union center
125	m52616	AU9227	09	dodge charger	Probation	Pool Car	times union center

011	AY2790	AY2790	16	Ford Focus	Social Services		208 Washingto n Ave
017	AW9100	AW9100	15	Ford Focus	Social Services		208 Washingto n Ave
018	AW9102	AW9102	15	Ford Focus	Social Services		208 Washingto n Ave
112 032	AZ7827	AZ7827	18	Ford Fusion	Social Services	Pool Car	208 Washingto n Ave

	Dec-21	12/11/20	9,632
102423	May-22	9/2/20	123,478
	Jun-22	5/1/18	16,142
	Jun-21	6/9/20	9,825
	Jan-21	1/23/20	4,904
	Jan-22	7/30/21	30,921
	Sep-21	9/1/20	12,682
	Jan-21		
102479	Jul-22	7/13/21	66,673
	Jul-21	5/11/21	168,225
	Sep-21	3/19/21	31,696
101721	Sep-21	2/10/20	58,711
		12/7/20	14,390
	Dec-20	12/17/19	11,125
	Dec-21	12/4/20	34,584
002984	Jan-22	1/22/21	9,905
	Feb-22	12/26/19	12,830
	May-22	5/27/21	22,191
	Jan-22	1/21/22	21,649
	Apr-22	4/27/21	37,056
	Oct-21	10/19/20	46,250

	May-22	5/7/21	10,115
	Jun-22	6/14/21	23,370
	May-22	5/10/21	34,325
	Nov-21	11/12/20	41,221
	Apr-22	4/19/21	9,086
	Aug-21	8/31/20	10,020
	Apr-22	4/16/21	23,697
	Jun-22	11/21/19	15,667
	Nov-21	11/20/20	37,830
	Jun-22	6/9/21	21,745
	Apr-22	4/26/21	9,550
	Jul-22	7/27/21	16,180
	Jul-20		
	Apr-22	3/3/21	10,614
	Jul-22	4/29/20	33,293
	Aug-21	8/19/20	32,946
101720	Jul-21	5/20/19	50,529
	Aug-22	6/24/19	110,636
	Jun-22	2/25/21	90,011
	Aug-21	8/1/17	9,735

Jun-22	11/9/20	36,292
Oct-21	3/27/20	
Jan-22	12/29/20	21,051
May-22	5/7/21	165,104
Jul-20		
Jan-22	1/6/21	35,125
Oct-21	7/15/20	14,323
Dec-20		12,597
Jul-22		
Mar-22	6/24/20	21,015
Jan-22	1/12/21	31,027
Feb-22	2/5/21	17,880
May-22	5/27/21	35,153
Jun-21	6/9/20	17,522
Feb-22	5/26/21	9,206
Jul-22	7/16/21	44,805
Feb-22	2/5/21	8,843
Jul-21	6/8/21	17,553
Sep-21	6/21/21	21,000
Jan-22	6/21/21	12,045
Dec-21	12/14/20	7,428
Aug-22	8/11/21	3,389
Aug-22	8/25/21	11,395

Aug-21	8/10/20	18,527
Nov-21	11/20/20	22,752
Jan-22	1/21/21	5,989
Jan-22	3/18/21	3,909
Nov-21	11/5/20	14,440
Jan-22	1/12/21	6,427
Feb-22	3/19/21	19,789
Mar-22	3/18/21	11,613
Nov-21	11/5/20	18,215
Aug-22	9/18/20	7,924
Feb-22	2/24/21	10,482
Dec-21	12/15/20	17,431
May-22	5/17/21	17,780
Sep-22		
Jun-20		
	5/24/21	17,236
Sep-21	9/29/20	33,310
Oct-21	10/5/20	28,201
Oct-21	10/16/20	23,487
Oct-21	10/15/20	25,978
Jun-21	6/26/20	59,749
Sep-21	9/30/20	49,265

	Jul-22	11/6/20	15,406
	Jul-22	9/29/20	32,745
	Jul-22	7/28/21	23,918
102417	Aug-22	9/25/20	12,942

		DGS OVERTIME				(1620 - 19900)			
		HISTORICAL YTD 2019 & 2020							
		2019				2020			
		FYE				FYE			
BUDGET		\$	100,000			\$	75,000		
TRANSFERS		\$	-			\$	-		
REVISED BUDGET		\$	100,000			\$	75,000		
EXPENSE		\$	50,058			\$	46,477		
AVAILABLE		\$	49,942			\$	28,523		
% USED			50%				62%		
Comparison By Week									
		DATE	AMT	TOTAL	AVG	DATE	AMT	TOTAL	AVG
		1/3/2019	\$ 802			1/2/2020	\$ 1,384		
		1/10/2019	\$ 1,182			1/9/2020	\$ 1,243		
		1/17/2019	\$ 1,065			1/16/2020	\$ 275		
		1/24/2019	\$ 477			1/23/2020	\$ 262		
		1/31/2019	\$ 1,757	\$ 5,283	\$ 1,057	1/30/2020	\$ 928	\$ 4,092	\$ 818
		2/7/2019	\$ 2,087			2/6/2020	\$ 406		
		2/14/2019	\$ 453			2/13/2020	\$ 500		
		2/21/2019	\$ 1,317			2/20/2020	\$ 1,404		
		2/28/2019	\$ 2,355	\$ 6,212	\$ 1,553	2/27/2020	\$ 265	\$ 2,574	\$ 644
		3/7/2019	\$ 1,170			3/5/2020	\$ 684		
		3/14/2019	\$ 1,162			3/12/2020	\$ 380		
		3/21/2019	\$ 572			3/19/2020	\$ 749		
		3/28/2019	\$ 200	\$ 3,103	\$ 776	3/26/2020	\$ -	\$ 1,812	\$ 453
		DATE	AMT	TOTAL	AVG	DATE	AMT	TOTAL	AVG
		4/2/2020	\$ 1,768			4/2/2020	\$ 1,768		
		4/4/2019	\$ 613			4/9/2020	\$ 1,328		

		4/11/2019	\$ 415			4/16/2020	\$ 1,486		
		4/18/2019	\$ 1,101			4/23/2020	\$ 1,259		
		4/25/2019	\$ 737	\$ 2,865	\$ 716	4/30/2020	\$ 2,182	\$ 8,023	\$ 1,605
		5/2/2019	\$ 1,269						
		5/9/2019	\$ 6,236			5/7/2020	\$ 1,673		
		5/16/2019	\$ 1,091			5/14/2020	\$ 1,528		
		5/23/2019	\$ 518			5/21/2020	\$ 1,779		
		5/30/2019	\$ 200	\$ 9,314	\$ 1,863	5/28/2020	\$ 1,326	\$ 6,306	\$ 1,577
		6/6/2019	\$ 649			6/4/2020	\$ 1,225		
		6/13/2019	\$ 557			6/11/2020	\$ 1,819		
		6/20/2019	\$ 512			6/18/2020	\$ 1,050		
		6/27/2019	\$ 436	\$ 2,154	\$ 539	6/25/2020	\$ 1,597	\$ 5,691	\$ 1,423
						7/2/2020	\$ 842		
		7/4/2019	\$ 1,035			7/9/2020	\$ 580		
		7/11/2019	\$ 440			7/16/2020	\$ 349		
		7/18/2019	\$ 979			7/23/2020	\$ 2,488		
		7/25/2019	\$ 777	\$ 3,231	\$ 808	7/30/2020	\$ 972	\$ 5,231	\$ 1,046
		8/1/2019	\$ 975						
		8/8/2019	\$ 486			8/6/2020	\$ 958		
		8/15/2019	\$ 617			8/13/2020	\$ 498		
		8/22/2019	\$ 566			8/20/2020	\$ 200		
		8/29/2019	\$ 1,341	\$ 3,985	\$ 797	8/27/2020	\$ -	\$ 1,655	\$ 414
		DATE	AMT	TOTAL	AVG	DATE	AMT	TOTAL	AVG
		9/5/2019	\$ 768			9/3/2020	\$ 495		
		9/12/2019	\$ 968			9/10/2020	\$ 200		
		9/19/2019	\$ 1,541			9/17/2020	\$ 525		
		9/26/2019	\$ 813	\$ 4,091	\$ 1,023	9/24/2020	\$ 323	\$ 1,543	\$ 386
		10/2/2019	\$ 919			10/1/2020	\$ 924		
		10/10/2019	\$ 1,083			10/8/2020	\$ 501		

		10/17/2019	\$ 407			#####	\$ 653		
		10/24/2019	\$ 539			#####	\$ 363		
		10/31/2019	\$ 260	\$ 3,208	\$ 642	#####	\$ 200	\$ 2,642	\$ 528
		11/7/2019	\$ 245			11/5/2020	\$ 446		
		11/14/2019	\$ 701			#####	\$ 200		
		11/21/2019	\$ 501			#####	\$ 798		
		11/27/2019	\$ 555	\$ 2,003	\$ 501	#####	\$ 1,072	\$ 2,516	\$ 629
						12/3/2020	\$ 290		
		12/5/2019	\$ 512			#####	\$ 704		
		12/12/2019	\$ 1,799			#####	\$ 895		
		12/19/2019	\$ 295			#####	\$ 1,829		
		12/26/2019	\$ 2,003	\$ 4,610	\$ 1,152	#####	\$ 675	\$ 4,392	\$ 878
TOTAL			\$ 50,058				\$ 46,477		
Wk Avg			\$ 963				\$ 877		

Contract #	RFB	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2021 Contractual	2022 Projected
5859	quote	10/1/19	9/30/21	O'Donnell Custom Finishes LLC	Bronze - Entrance Doors	112 State St	1620-4046	\$6,200.00	\$7,440.00
4781	Quote	4/1/19	12/31/21	Chemenergy	HVAC Water Treatment	Family Court	1164-4046	\$2,041.00	\$2,449.20
5883	2017-068	1/1/18	12/31/21	NYSID	Cleaning	Stedman House	1620-4046	\$4,953.36	\$5,944.03
5872	2017-068	1/1/18	12/31/21	NYSID	Court House Cleaning	Family Court	1164-4046	\$142,704.00	\$171,244.80
5871	2017-068	1/1/18	12/31/21	NYSID	Court House Cleaning	Judicial Center	1164-4046	\$137,400.00	\$164,880.00
3780	2017-069	11/1/17	12/31/21	Otis Elevator Services	Elevator PM	Judicial Center	1164-4046	\$12,624.00	\$15,148.80
		11/1/17	12/31/21			Family Court	1164-4046	\$15,780.00	\$18,936.00
		3/1/18	12/31/21			Court House	1164-4046	\$12,624.00	\$15,148.80
		3/1/18	12/31/21			Health Dept.	1620-4046	\$1,596.00	\$1,915.20
		3/1/18	12/31/21			Mental Health Dept.	1620-4046	\$1,200.00	\$1,440.00
		3/1/18	12/31/21			Mercantile	1620-4046	\$3,192.00	\$3,830.40
		3/1/18	12/31/21			Social Services	1620-4046	\$4,788.00	\$5,745.60
		6/1/18	12/31/21			112 State Street	1620-4046	\$18,936.00	\$22,723.20
4424	2018-085	1/1/19	12/31/21	BPI Mechanical	Tower Treat. & Testing	County Office Building	1620-4046	\$12,257.00	\$14,708.40
4424			12/31/21		Tower Treat. & Testing	Mercantile	1620-4046	\$8,850.00	\$10,620.00
4424			12/31/21		Boiler PM	Social Services	1620-4046	\$2,190.00	\$2,628.00
4424			12/31/21		Boiler PM	Family Court	1164-4046	\$2,860.00	\$3,432.00
4425	2018-085	1/1/19	12/31/21	Eckert Mechanical	HVAC PM	Social Services	1620-4046	\$10,253.00	\$12,303.60
4425			12/31/21		Tower Treat. & Testing	Social Services	1620-4046	\$3,500.00	\$4,200.00
4425			12/31/21		Tower Treat. & Testing	Judicial Center	1164-4046	\$3,500.00	\$4,200.00
4425			12/31/21		HVAC PM	Family Court	1164-4046	\$3,618.00	\$4,341.60
4429	2018-085	1/1/19	12/31/21	Eastern Heating&Cooling	HVAC PM	Court House	1164-4046	\$12,200.00	\$14,640.00
4430	2018-085	1/1/19	12/31/21	J W Danforth	Boiler PM	County Office Building	1620-4046	\$4,097.00	\$4,916.40
4430			12/31/21		Boiler PM	Mercantile	1620-4046	\$2,127.00	\$2,552.40
4431	2018-085	1/1/19	12/31/21	Johnson Controls Chillers	CHILLER PM	County Office Building	1620-4046	\$4,491.00	\$5,389.20
4431			12/31/21		CHILLER PM	Judicial Center	1164-4046	\$10,465.00	\$12,558.00

Contract #	RFB	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2021 Contractual	2022 Projected
4432	2018-085	1/1/19	12/31/21	Johnson Controls HVAC	HVAC PM	County Office Building	1620-4046	\$5,950.00	\$7,140.00
4432			12/31/21			Judicial Center	1164-4046	\$7,560.00	\$9,072.00
4433	2018-085	1/1/19	12/31/21	Postler & Jaekle	HVAC PM	Mercantile	1620-4046	\$6,550.00	\$7,860.00
4433			12/31/21			Health Dept.	1620-4046	\$4,330.00	\$5,196.00
4433			12/31/21			Mental Health/CAC	1620-4046	\$2,470.00	\$2,964.00
4433			12/31/21			Board of Elections	1620-4046	\$2,430.00	\$2,916.00
4433			12/31/21			Cooperative Extension	1620-4046	\$1,790.00	\$2,148.00
4742	2016-040	4/1/19	3/31/22	Moore Fire Extinguisher Co.	Fire Extinguisher Testing	Social Services	1620-4046	\$769.50	\$923.40
			3/31/22			County Office Building	1620-4046	\$1,389.50	\$1,667.40
			3/31/22			County Court House	1164-4046	\$170.00	\$204.00
			3/31/22			Judicial Center	1164-4046	\$373.50	\$448.20
			3/31/22			Family Court	1164-4046	\$265.00	\$318.00
			3/31/22			Mercantile	1620-4046	\$307.50	\$369.00
			3/31/22			Health Dept.	1620-4046	\$197.50	\$237.00
			3/31/22			Mental Health Dept.	1620-4046	\$166.00	\$199.20
			3/31/22			CAC	1620-4046	\$96.50	\$115.80
			3/31/22			Board of Elections	1620-4046	\$76.00	\$91.20
			3/31/22			Shaker Meeting House	1620-4046	\$138.00	\$165.60
			3/31/22			Lawson Lake	1620-4046	\$91.50	\$109.80
			3/31/22			Spruce Street Garage	1620-4046	\$211.50	\$253.80
			3/31/22			Cooperative Extension	1620-4046	\$573.00	\$687.60
			3/31/22			Steadman House	1620-4046	\$18.00	\$21.60
5436	2020-021	3/1/20	4/9/22	Unifirst	Uniforms & Runners	DGS	1620-4046	\$26,000.00	\$31,200.00

Contract #	RFB	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2021 Contractual	2022 Projected
6198	State Cont.	1/1/19	4/30/22	JC Fire Protection	Fire Alarm Inspections	Social Services	1620-4046	\$1,637.00	\$1,964.40
			4/30/22			County Office Building	1620-4046	\$15,190.50	\$18,228.60
			4/30/22			County Court House	1164-4046	\$9,597.00	\$11,516.40
			4/30/22			Justice Building	1164-4046	\$13,805.00	\$16,566.00
			4/30/22			Family Court	1164-4046	\$3,300.00	\$3,960.00
			4/30/22			Mercantile	1620-4046	\$2,588.00	\$3,105.60
			4/30/22			Health Dept.	1620-4046	\$2,372.00	\$2,846.40
			4/30/22			Mental Health Dept./CAC	1620-4046	\$1,750.00	\$2,100.00
			4/30/22			Spruce Street Garage	1620-4046	\$250.00	\$300.00
			4/30/22			Hall of Records	1620-4046	\$1,664.00	\$1,996.80
			4/30/22			Stedman House	1620-4046	\$1,482.00	\$1,778.40
			4/30/22			BOE	1620-4046	\$2,550.00	\$3,060.00
			4/30/22			Clarksville	1620-4046	\$2,240.00	\$2,688.00
5192	Quote	1/1/17	12/31/22	Pro-Bel	Roof Anchors Inspection	Judicial Center	1164-4046	\$1,200.00	\$1,200.00
4049	2018-021	5/1/18	4/30/23	Power Secure Services	Generator PM	County Office Building	1620-4046	\$2,145.00	\$2,145.00
			4/30/23			County Court House	1164-4046	\$2,000.00	\$2,000.00
			4/30/23			Judicial Center	1164-4046	\$2,540.00	\$2,540.00
			4/30/23			Family Court	1164-4046	\$1,465.00	\$1,465.00
5864	2020-086	1/1/18	12/31/23	County Waste	Trash & Recycling	Health Dept.	1620-4050	\$4,107.48	\$4,107.48
			12/31/23			BOE/Mental Health /CAC	1620-4050	\$3,912.00	\$3,912.00
			12/31/23			Family Court	1164-4050	\$4,780.32	\$4,780.32
			12/31/23			Cooperative Extension	1620-4050	\$2,678.40	\$2,678.40
5865	2020-086	1/1/18	12/31/23	Casella Waste	Trash & Recycling	Social Services	1620-4050	\$6,180.00	\$6,180.00
			12/31/23			County Office Building	1620-4050	\$9,540.00	\$9,540.00
			12/31/23			County Court House	1164-4050	\$4,820.00	\$4,820.00
			12/31/23			Judicial Center	1164-4050	\$5,700.00	\$5,700.00
			12/31/23			Mercantile	1620-4050	\$1,644.00	\$1,644.00

Contract #	RFB	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2021 Contractual	2022 Projected
4702	State Cont.	2/1/19	1/31/24	JC Security Solutions	Fire Alarm Monitoring	112 State St	1620-4046	\$600.00	\$600.00
6163	Quote	4/1/21	3/31/24	Convergent Technologies, Inc.	Card Access System PM	DGS	1620-4046	\$22,378.32	\$22,378.32
6345	2021-024	7/1/18	6/30/24	Pestmaster Services	Pest control	County Office Building	1620-4046	\$2,084.16	\$2,084.16
			6/30/24			County Court House	1164-4046	\$501.56	\$501.56
			6/30/24			BOE	1620-4046	\$462.96	\$462.96
			6/30/24			Mental Health Dept.	1620-4046	\$462.96	\$462.96
			6/30/24			Health Dept.	1620-4046	\$462.96	\$462.96
6343	2021-024	7/1/18	6/30/24	Attention Pest Service	Pest control	Social Services	1620-4046	\$468.00	\$468.00
			6/30/24			Judicial Center	1164-4046	\$468.00	\$468.00
			6/30/24			Mercantile	1620-4046	\$468.00	\$468.00
			6/30/24			Family Court	1164-4046	\$546.00	\$546.00
			6/30/24			CAC	1620-4046	\$468.00	\$468.00
			6/30/24			Cooperative Extension	1620-4046	\$468.00	\$468.00
			6/30/24			Lawson Lake House	1620-4046	\$468.00	\$468.00

\$647,813.98 \$760,772.95