

# **County of Albany**

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



## **Meeting Agenda**

**Monday, August 12, 2024**

**7:00 PM**

**William J. Conboy II Legislative Chambers  
Albany County Courthouse**

**County Legislature**

**Call to Order**

**Roll Call**

**PREVIOUS BUSINESS**

373. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "I" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK AMENDING CHAPTER 265 OF THE ALBANY COUNTY CODE TO UPDATE THE TATTOO CODE PROVISIONS

**Sponsors:** Fein and R. Joyce

423. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "M" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK AMENDING CHAPTER 288 OF THE ALBANY COUNTY CODE REGARDING THE WELFARE AND SAFETY OF PETS IN VEHICLES

**Sponsors:** Ward, Feeney, Plotsky, Beston, Rosano, Ricard, Laurilliard and Lekakis

**CURRENT BUSINESS:**

452. AUTHORIZING AN AGREEMENT WITH WM. J. KELLEHER & SONS CONSTRUCTION CORP. REGARDING CONCRETE AND RAILING REPAIRS AT THE MVP ARENA

**Sponsors:** Public Works Committee

453. AUTHORIZING AN AGREEMENT WITH SERVICE MANAGEMENT GROUP REGARDING OPERATION OF THE MVP ARENA PARKING GARAGE

**Sponsors:** Public Works Committee

454. AUTHORIZING LEASE AGREEMENTS WITH PROTECTIVE INDUSTRIAL PRODUCTS, INC. AND HOFFMAN CAR WASH ALBANY, LLP REGARDING CORPORATE SUITE NO. 13 AT THE MVP ARENA

**Sponsors:** Public Works Committee

455. AUTHORIZING THE ACCEPTANCE OF REIMBURSEMENT FROM CHAMPLAIN HUDSON POWER EXPRESS, LLC REGARDING REPAIR AND REPAVING OF COUNTY ROADS AND AMENDING THE 2024 DEPARTMENT OF PUBLIC WORKS BUDGET

**Sponsors:** Public Works Committee

456. AUTHORIZING AN AGREEMENT WITH LABELLA ASSOCIATES D.P.C. REGARDING CONTINUED SOIL AND GROUNDWATER REMEDIATION RELATED TO A FUEL LEAK AT THE NEW SALEM ROAD FACILITY

**Sponsors:** Public Works Committee

457. AUTHORIZING A LICENSE AGREEMENT WITH THE BLANCHARD-CURREY AMERICAN LEGION POST 1040 REGARDING THE CONSTRUCTION OF A CONNECTOR PATH

**Sponsors:** Public Works Committee

458. AUTHORIZING AN AGREEMENT WITH BUBONIA HOLDING CORP. REGARDING REMOVAL AND DISPOSAL OF INCINERATOR ASH AT THE WATER PURIFICATION DISTRICT'S NORTH PLANT

**Sponsors:** Public Works Committee

459. AMENDING THE 2024 WATER PURIFICATION DISTRICT BUDGET: EMERGENCY REPAIRS

**Sponsors:** Public Works Committee

460. AUTHORIZING AN AGREEMENT WITH THE CITY OF ALBANY REGARDING THE USE OF DATA CENTER SPACE AND FIBER CONNECTIVITY LOCATED AT 112 STATE STREET

**Sponsors:** Public Works Committee

461. AUTHORIZING THE ACCEPTANCE OF GRANT FUNDING AND AGREEMENTS REGARDING THE FAMILY FIRST MOBILE RESPONSE INITIATIVE AND AMENDING THE 2024 DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES BUDGET

**Sponsors:** Social Services Committee

462. ADOPTING THE PROPOSED MODIFICATIONS TO ALBANY COUNTY AGRICULTURAL DISTRICT NOS. 1, 2, AND 3

**Sponsors:** Conservation and Sustainability and Green Initiatives Committee

463. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION REGARDING THE MAINTENANCE OF SNOWMOBILE TRAILS IN ALBANY COUNTY

**Sponsors:** Conservation and Sustainability and Green Initiatives Committee

464. AUTHORIZING AN AGREEMENT WITH AXON ENTERPRISE, INC. REGARDING DIGITAL EVIDENCE STORAGE AND MANAGEMENT AND AMENDING THE 2024 PUBLIC DEFENDER'S OFFICE BUDGET

**Sponsors:** Law Committee

465. AUTHORIZING AGREEMENTS REGARDING ALBANY COUNTY INSURANCE COVERAGE

**Sponsors:** Law Committee

466. ADOPTING THE RENSSELAER COUNTY BUSINESS ANALYSIS AND RISK ASSESSMENT FOR ACCEPTING ELECTRONIC SIGNATURES ON CONTRACTS, AMENDMENTS AND MEMORANDUMS OF UNDERSTANDING

**Sponsors:** Law Committee

467. AMENDING THE 2024 DEPARTMENT OF HEALTH BUDGET: PUBLIC HEALTH STRENGTHENING INFRASTRUCTURE, WORKFORCE AND DATA SYSTEMS FUNDING

**Sponsors:** Health Committee

468. AMENDING THE 2024 DEPARTMENT OF MENTAL HEALTH BUDGET: OVERTIME

**Sponsors:** Health Committee

469. AMENDING THE 2024 DEPARTMENT OF MENTAL HEALTH BUDGET: EXPANDING CLINICAL SERVICES

**Sponsors:** Health Committee

470. AMENDING THE 2024 SHERIFF'S OFFICE BUDGET: COMMANDER POSITION

**Sponsors:** Public Safety Committee

471. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE 2024-2025 LAW ENFORCEMENT TECHNOLOGY PROGRAM AND AMENDING THE 2024 SHERIFF'S OFFICE BUDGET

**Sponsors:** Public Safety Committee

472. AUTHORIZING AN AGREEMENT WITH AXON ENTERPRISE, INC. REGARDING THE PURCHASE OF IN-CAR LPR CAMERAS

**Sponsors:** Public Safety Committee

473. AUTHORIZING AN AGREEMENT WITH SAMYAK SOLUTIONS, INC. REGARDING THE PURCHASE OF HANDHELD RAMAN SPECTROMETER UNITS

**Sponsors:** Public Safety Committee

474. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE UNITED STATES DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE REGARDING REIMBURSEMENT FOR THE INCARCERATION OF CRIMINAL ALIENS

**Sponsors:** Public Safety Committee

475. AMENDING RESOLUTION NO. 377 FOR 2022 REGARDING THE 2022 DOMESTIC TERRORISM PREVENTION GRANT AND AMENDING THE 2024 SHERIFF'S OFFICE BUDGET

**Sponsors:** Public Safety Committee

476. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE 2024 GUN INVOLVED VIOLENCE ELIMINATION GRANT AND AMENDING THE 2024 SHERIFF'S OFFICE BUDGET

**Sponsors:** Public Safety Committee

477. AMENDING THE 2024 SHERIFF'S OFFICE BUDGET: SHERIFF CORPORAL POSITIONS

**Sponsors:** Public Safety Committee

478. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE GUN INVOLVED VIOLENCE ELIMINATION GRANT

**Sponsors:** Public Safety Committee

479. AUTHORIZING AN AGREEMENT WITH ST. ANNE INSTITUTE REGARDING RESPITE SERVICES FOR PROBATION RAISE THE AGE YOUTH

**Sponsors:** Public Safety Committee

480. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES REGARDING THE STATE HOMELAND SECURITY AND STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAMS

**Sponsors:** Public Safety Committee

481. AUTHORIZING AN AGREEMENT WITH THE CAPITAL REGION WORKFORCE DEVELOPMENT BOARD REGARDING JOB READINESS TRAINING FOR INDIVIDUALS RELEASED FROM THE ALBANY COUNTY CORRECTIONAL FACILITY AND CLIENTS OF THE SHERIFF'S HOMELESS IMPROVEMENT PROGRAM

**Sponsors:** Public Safety Committee

482. CONFIRMING THE APPOINTMENT OF THE DIRECTOR OF CRIME VICTIMS AND SEXUAL VIOLENCE CENTER

**Sponsors:** Personnel Committee

483. CONFIRMING THE APPOINTMENT OF THE DIRECTOR OF THE DEPARTMENT OF CIVIL SERVICE

**Sponsors:** Personnel Committee

484. APPOINTING A MEMBER TO THE ALBANY COUNTY ETHICS COMMISSION

**Sponsors:** Personnel Committee

485. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DEPARTMENT OF STATE REGARDING THE NY SWIMS LIFEGUARD GRANT PROGRAM

**Sponsors:** Audit and Finance Committee

486. AUTHORIZING CORRECTIONS TO THE TAX ROLL FOR THE CITIES OF ALBANY AND COHOES

**Sponsors:** Audit and Finance Committee

487. MAKING A SEQR DETERMINATION AND AUTHORIZING THE PURCHASE OF PARCELS OF REAL PROPERTY IN THE CITY OF ALBANY AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** Audit and Finance Committee

488. MAKING A SEQR DETERMINATION AND AUTHORIZING THE PURCHASE OF A PARCEL OF REAL PROPERTY LOCATED AT 52 HOWARD STREET (TAX MAP NO. 76.42-1-12.1) IN THE CITY OF ALBANY AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** Audit and Finance Committee

489. MAKING A SEQR DETERMINATION AND AUTHORIZING THE PURCHASE OF PARCELS OF REAL PROPERTY IN THE TOWN OF BETHLEHEM AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** Audit and Finance Committee

- 490.** AMENDING RESOLUTION NOS. 489 AND 490 FOR 2021, AS AMENDED, REGARDING NEW YORK STATE HOMES AND COMMUNITY RENEWAL COMMUNITY DEVELOPMENT BLOCK GRANT CARES ACT FUNDING

**Sponsors:** Audit and Finance Committee

- 491.** AUTHORIZING AN AGREEMENT WITH EMPIRE STATE DEVELOPMENT REGARDING RESTORE NEW YORK COMMUNITIES INITIATIVE FUNDING AND AMENDING THE 2024 DEPARTMENT OF ECONOMIC DEVELOPMENT, CONSERVATION AND PLANNING BUDGET

**Sponsors:** Audit and Finance Committee

- 492.** AMENDING THE 2024 DISTRICT ATTORNEY'S OFFICE BUDGET: ADMINISTRATIVE ADJUSTMENTS

**Sponsors:** Audit and Finance Committee

- 493.** PROVIDING FOR A PLAN OF DISPOSITION OF COMMERCIAL GAMING REVENUE FUNDS

**Sponsors:** Mauriello, Burgdorf, Collins, Conway, Drake, Grimm, Lockart, Perlee and Smith

- 494.** REQUESTING THE DEPARTMENT OF GENERAL SERVICES TO CONDUCT AN ECONOMIC IMPACT STUDY REGARDING THE PLACEMENT OF PUBLIC-USE ELECTRIC VEHICLE CHARGERS AT ALL COUNTY PROPERTIES, INCLUDING VACANT PARCELS

**Sponsors:** Drake, Burgdorf and Mauriello

#### CONSENT AGENDA

- 495.** AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DIVISION OF INFORMATION SERVICES AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** ARPA Executive Committee



- 496.** AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** ARPA Executive Committee

- 497.** AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DEPARTMENT OF MENTAL HEALTH AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** ARPA Executive Committee

- 498.** AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DEPARTMENT OF PARKS AND RECREATION AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** ARPA Executive Committee

- 499.** AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH BRIDGE THA GAP RESOURCE & OUTREACH, INC. AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** ARPA Executive Committee

- 500.** AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE PRIDE CENTER OF THE CAPITAL REGION AND AMENDING THE 2024 ALBANY COUNTY BUDGET

**Sponsors:** ARPA Executive Committee

## **Adjournment**

**RESOLUTION NO. 373**

**PUBLIC HEARING ON PROPOSED LOCAL LAW NO. “T” FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK AMENDING CHAPTER 265 OF THE ALBANY COUNTY CODE TO UPDATE THE TATTOO CODE PROVISIONS**

Introduced: 6/10/24

By Fein and R. Joyce:

RESOLVED, By the County Legislature of the County of Albany that a public hearing on proposed Local Law No. “T” for 2024, “A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK AMENDING CHAPTER 265 OF THE ALBANY COUNTY CODE TO UPDATE THE TATTOO CODE PROVISIONS” be held by the County Legislature in the William J. Conboy II Legislative Chambers, Albany County Courthouse, Albany, New York at 7:15 p.m. on Monday, June 24, 2024, and the Clerk of the County Legislature is directed to cause notice of such hearing to be published containing the necessary information in accordance with the applicable provisions of law.

*Referred to Law and Health Committees – 6/10/24*

*Favorable Recommendation Law Committee – 6/26/24*

*Favorable Recommendation Health Committee – 6/27/24*

**RESOLUTION NO. 423**

**PUBLIC HEARING ON PROPOSED LOCAL LAW NO. “M” FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK AMENDING CHAPTER 288 OF THE ALBANY COUNTY CODE REGARDING THE WELFARE AND SAFETY OF PETS IN VEHICLES**

Introduced: 7/8/24

By Ward, Feeney, Plotsky, Beston, Rosano, Ricard, Laurilliard and Lekakis:

RESOLVED, By the County Legislature of the County of Albany that a public hearing on proposed Local Law No. “M” for 2024, “A Local Law of the County of Albany, New York Amending Chapter 288 of the Albany County Code Regarding the Welfare and Safety of Pets in Vehicles” to be held by the Albany County Legislature at 7:15 p.m. on Tuesday, July 23, 2024, with participation information to be made available on the Albany County website, and the Clerk of the County Legislature is directed to cause notice of such hearing to be published containing the necessary information in accordance with the applicable provisions of law.

*Referred to Law Committee – 7/8/24*

*Favorable Recommendation Law Committee – 7/24/24*

**RESOLUTION NO. 452**

**AUTHORIZING AN AGREEMENT WITH WM. J. KELLEHER & SONS  
CONSTRUCTION CORP. REGARDING CONCRETE AND RAILING  
REPAIRS AT THE MVP ARENA**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, The Commissioner of the Department of General Services has requested authorization to enter into an agreement with Wm. J. Kelleher & Sons Construction Corp. regarding concrete and railing repairs at the MVP Arena in an amount not to exceed \$465,935 for a term commencing September 1, 2024 and ending August 31, 2025, and

WHEREAS, The Department, through the Purchasing Agent, issued a request for bids for concrete and railing repairs at the MVP Arena and six bids were received, and

WHEREAS, After a review of said bids, the Department has recommended Wm. J. Kelleher & Sons Construction Corp. as the lowest responsible bidder, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Wm. J. Kelleher & Sons Construction Corp. Castleton, NY 12033 regarding concrete and railing repairs at the MVP Arena in an amount not to exceed \$465,935 for a term commencing September 1, 2024 and ending August 31, 2025, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 453**

**AUTHORIZING AN AGREEMENT WITH SERVICE MANAGEMENT GROUP REGARDING OPERATION OF THE MVP ARENA PARKING GARAGE**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, The General Manager of the MVP Arena has requested authorization to enter into an agreement with Service Management Group (SMG) regarding parking management services at the MVP Arena Parking Garage in an amount not to exceed \$71,246 in the first year with 2.5% annual increases for a term commencing January 1, 2024 and ending December 31, 2027 with a five- year renewal option, and

WHEREAS, SMG will provide all management, supervision, labor, equipment and supplies necessary to perform contracted services, including revenue collection, accounting, and parking enforcement duties, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with SMG, West Conshohocken, PA 19428 regarding parking management services for the MVP Arena Parking Garage in an amount not to exceed \$71,246 in the first year with 2.5% annual for a term commencing January 1, 2024 and ending December 31, 2027 with a five-year renewal option, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 454**

**AUTHORIZING LEASE AGREEMENTS WITH PROTECTIVE INDUSTRIAL PRODUCTS, INC. AND HOFFMAN CAR WASH ALBANY, LLP REGARDING CORPORATE SUITE NO. 13 AT THE MVP ARENA**

Introduced: 8/12/24  
By Public Works Committee:

WHEREAS, By Resolution No. 156 for 2020, this Honorable Body authorized lease agreements with Protective Industrial Products, Inc and MVP Health Plan, Inc. as suite holders regarding Corporate Suite No. 13 at the Times Union Center for a three-year period commencing February 14, 2020 and ending February 13, 2023, and

WHEREAS, By Resolution No. 61 for 2021, this Honorable Body authorized a lease agreement with MVP Health Plan, Inc. as a suite holder regarding Corporate Suite No. 17 at the MVP Arena for a three-year period commencing on the first of the month that the Times Union Center reopens for events following the COVID-19 pandemic and ending three years thereafter, and

WHEREAS, By Resolution No. 196 for 2021, this Honorable Body authorized a lease agreement with Protective Industrial Products, Inc. and Hoffman Car Wash Albany, LLP as suite holders regarding Corporate Suite No. 13 at the Times Union Center for a three-year period commencing September 1, 2021 and ending on August 31, 2024, and

WHEREAS, The following suite holders have indicated an interest in renewing their lease for Corporate Suite No. 13 at the MVP Arena as 50% partners in accordance with terms and conditions approved by the County Attorney,

<b>Tenant</b>	<b>Address</b>
Protective Industrial Products	968 Albany Shaker Road, Latham, NY 12110
Hoffman Car Wash Albany, LLP	16 Kairnes St., Albany, NY 12205

and

WHEREAS, The suite holders have agreed to pay an annual rental fee of \$20,500 for said suite, and

WHEREAS, The suite holders have also agreed to pay \$30,500 annually for advertising within the MVP Arena, and

WHEREAS, Annual payments totaling \$51,000 are to be made as follows: a \$20,500 payment on or before July 1st preceding the contract year, and the remaining \$30,500 payment is due on or before December 15th during each contract year, and

WHEREAS, The term of said lease shall be for a three-year period, commencing on September 1, 2024 and ending on August 31, 2027, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into lease agreements with Protective Industrial Products, Inc. Latham, NY 12110 and Hoffman Car Wash Albany, LLP Albany, NY 12205 regarding the lease of Corporate Suite No. 13 at the MVP Arena for an amount not to exceed \$51,000 for a term commencing on September 1, 2024 and ending on August 31, 2027 and, and, be it further

RESOLVED, That the County Attorney is authorized to approve said lease agreements as to form and content prior to the execution thereof, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 455**

**AUTHORIZING THE ACCEPTANCE OF REIMBURSEMENT FROM CHAMPLAIN HUDSON POWER EXPRESS, LLC REGARDING REPAIR AND REPAVING OF COUNTY ROADS AND AMENDING THE 2024 DEPARTMENT OF PUBLIC WORKS BUDGET**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, By Resolution No. 397 for 2023, this Honorable Body authorized an agreement with Champlain Hudson Power Express, LLC (CHPE) to allow trenching on County roads to facilitate the installation of high voltage direct current electric transmission lines under 1.75 miles of County road, and

WHEREAS, Upon completion of said trenching work, CHPE is responsible for the cost of road repair and repaving, and

WHEREAS, The Commissioner of the Department of Public Works has requested authorization to accept \$228,532 in reimbursement from CHPE regarding repair and repaving of County roads, and

WHEREAS, The Commissioner has also requested a budget amendment to incorporate the aforementioned funding, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to accept \$228,532 in reimbursement from CHPE, New York, NY 10022 regarding costs associated with the repair and repaving of County roads damaged by trenching work, and, be it further

RESOLVED, That the 2024 Department of Public Works Budget is amended as follows:

Increase Revenue Account D5020 0 2685 Paving by \$228,532

Increase Appropriation Account D5110.4 by \$228,532 by increasing Line Item D5110 4 4046 Fees for Services by \$228,532

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further



RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 456**

**AUTHORIZING AN AGREEMENT WITH LABELLA ASSOCIATES D.P.C. REGARDING CONTINUED SOIL AND GROUNDWATER REMEDIATION RELATED TO A FUEL LEAK AT THE NEW SALEM ROAD FACILITY**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, The Contract Administration Board (CAB) previously authorized an agreement (CAB 5239-2019) and supplemental agreement (CAB 6536 – 2021) with LaBella Associates D.P.C for soil monitoring and groundwater remediation related to a fuel leak at the Department of Public Works' New Salem Road Facility, and

WHEREAS, The New York State Department of Environmental Conservation has requested further soil monitoring and remediation at this site, and

WHEREAS, The Commissioner of the Department of Public Works has requested authorization to enter into Supplemental Agreement 3 with LaBella Associates D.P.C. regarding continued soil monitoring and ground water remediation in an amount not to exceed \$154,572 for a term commencing September 1, 2024 and ending September 1, 2027, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into a supplemental agreement with LaBella Associates D.P.C., Latham, NY 12110 regarding continued soil monitoring and ground water remediation related to a fuel leak at the New Salem Road facility in an amount not to exceed \$154,572 for a term commencing September 1, 2024 and ending September 1, 2027, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 457**

**AUTHORIZING A LICENSE AGREEMENT WITH THE BLANCHARD-CURREY AMERICAN LEGION POST 1040 REGARDING THE CONSTRUCTION OF A CONNECTOR PATH**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, The Albany County Executive has requested authorization to enter into a license agreement with the Blanchard-Currey American Legion Post 1040 regarding the construction of a connector path between the Helderberg-Hudson Rail Trail and the Legion Post parking lot and the designation of six parking spaces located therein in an amount not to exceed \$11,000, and

WHEREAS, The connector will improve accessibility to the Rail Trail and further integrate connectivity and access within the community, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into a license agreement with the Blanchard-Currey American Legion Post 1040, Delmar, NY 12054 regarding the construction of a connector path between the Helderberg-Hudson Rail Trail and the Legion Post parking lot and the designation of six parking spaces located therein in an amount not to exceed \$11,000, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 458**

**AUTHORIZING AN AGREEMENT WITH BUBONIA HOLDING CORP.  
REGARDING REMOVAL AND DISPOSAL OF INCINERATOR ASH AT THE  
WATER PURIFICATION DISTRICT'S NORTH PLANT**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, The Executive Director of the Water Purification District has requested authorization to enter into an agreement with Bubonia Holding Corp. regarding removal and disposal of incinerator ash at the Water Purification District's North Plant in an amount not to exceed \$108,620 for a term commencing on September 1, 2024 and ending on December 31, 2024, and

WHEREAS, The District, through the Purchasing Agent, issued a request for bids for incinerator ash removal and disposal and two bids were received, and

WHEREAS, After a review of said bids, the District has recommended Bubonia Holding Corp. as the lowest responsible bidder, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Bubonia Holding Corp., Albany, NY 12205 regarding removal and disposal of incinerator ash at the Water Purification District's North Plant in an amount not to exceed \$108,620 for a term commencing on September 1, 2024 and ending on December 31, 2024, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 459**

**AMENDING THE 2024 WATER PURIFICATION DISTRICT BUDGET:  
EMERGENCY REPAIRS**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, The Executive Director of the Water Purification District has requested authorization to amend the 2024 Water Purification District Budget regarding emergency repairs at the District's North and South Plants, now, therefore, be it

RESOLVED, By the Albany County Legislature that the 2024 Water Purification District budget is hereby amended as follows:

Increase Account G0511 Interfund Transfer by \$800,000

Increase Appropriation Account G8130.4 by \$800,000 by increasing line item G8130 4 4070 Equipment Repair and Rental by \$800,000

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 460**

**AUTHORIZING AN AGREEMENT WITH THE CITY OF ALBANY  
REGARDING THE USE OF DATA CENTER SPACE AND FIBER  
CONNECTIVITY LOCATED AT 112 STATE STREET**

Introduced: 8/12/24

By Public Works Committee:

WHEREAS, The Chief Information Officer has requested authorization to enter into an agreement with the City of Albany regarding the use of County data center space and fiber connectivity located at 112 State Street for a term commencing January 1, 2016 and ending May 31, 2025, and

WHEREAS, The Chief Information Officer has indicated that the City of Albany will provide their own equipment to include firewall protection, switch, and data storage, as well as support and maintenance of the equipment at no cost to the County, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with the City of Albany regarding the use of County data center space and fiber connectivity located at 112 State Street, Albany, NY 12207 for a term commencing January 1, 2016 and ending May 31, 2025, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 461**

**AUTHORIZING THE ACCEPTANCE OF GRANT FUNDING AND AGREEMENTS REGARDING THE FAMILY FIRST MOBILE RESPONSE INITIATIVE AND AMENDING THE 2024 DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES BUDGET**

Introduced: 8/12/24  
By Social Services Committee:

WHEREAS, The Commissioner of the Department for Children, Youth and Families has requested authorization to enter into an agreement with the New York State Office of Children and Family Services (OCFS) to accept grant funding regarding the Family First Mobile Response Initiative in the amount of \$120,000 for a term commencing May 1, 2024 and ending April 30, 2025, and

WHEREAS, The Commissioner has also requested authorization to enter into an agreement with Trinity Alliance of the Capital Region, Inc. regarding the Family Peer Advocates Program as part of a mobile response team in an amount not to exceed \$120,000 for a term commencing May 1, 2024 and ending April 30, 2025, and

WHEREAS, The Commissioner has further indicated that a budget amendment is necessary to incorporate said funding into the 2024 Department for Children, Youth and Families Budget, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with OCFS in order to accept funding regarding the Family First Mobile Response Initiative in the amount of \$120,000 for a term commencing May 1, 2024 and ending April 30, 2025, and, be it further

RESOLVED, That the County Executive is also authorized to enter into an agreement with Trinity Alliance of the Capital Region, Inc., Albany, NY 12202 regarding the Family Peer Advocates Program as part of a mobile response team in an amount not to exceed \$120,000 for a term commencing May 1, 2024 and ending April 30, 2025, and, be it further

RESOLVED, That the 2024 Department for Children, Youth and Families Budget is amended as follows:

Increase Revenue Account A6119 0 3661 Family & Children Svcs Block by \$120,000

Increase Appropriation Account A6119.4 by \$120,000 by increasing Line Item A6119 4 4046 Fees for Services by \$120,000

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreements as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.



**RESOLUTION NO. 462**

**ADOPTING THE PROPOSED MODIFICATIONS TO ALBANY COUNTY AGRICULTURAL DISTRICT NOS. 1, 2, AND 3**

Introduced: 8/12/24

By Conservation, Sustainability, and Green Initiatives Committee:

WHEREAS, Section 303-b of the New York State Agriculture and Markets Law mandates an annual review of agricultural districts, and

WHEREAS, In connection with such review, a proposal for the modification of Agricultural District Nos. 1, 2, and 3 has been submitted by the Agricultural and Farmland Protection Board, and

WHEREAS, The modifications include adding 299.69 acres of actively viable farm land in the Towns of Berne, Coeymans, Knox, Guilderland, Rensselaerville, and Westerlo, and

WHEREAS, In conducting such review, Section 303-b of the Agriculture and Markets Law requires this Honorable Body to hold a public hearing, which was held on May 28, 2024, for the purpose of receiving the comments of any interested persons regarding the proposed modifications, now, therefore, be it

RESOLVED, By the Albany County Legislature that the following proposed modifications to the Albany County Agricultural Districts submitted by the Agricultural and Farmland Protection Board and filed with the Albany County Clerk are hereby approved and adopted:

<b>Town</b>	<b>Tax Map No.</b>	<b>Acres</b>	<b>Ag District</b>
Berne	80.-1-2.100	60.20	1
Berne	89.-1-9.31	0	1
Berne	89.-1-9.32	0	1
Berne	89.-1-9.33	0	1
Knox	68.-1-2.11	43.70	1
Knox	46.-2-14.1	23.19	1
Rensselaerville	161.-2-43	3	2
Westerlo	140.-1-30.1	58.20	2
Coeymans	178.-1-14.1	10	3
Guilderland	48.00-2-40-2	96	3
Guilderland	26.00-3-34	5.40	3

and, be it further

RESOLVED, That a copy of the modifications shall be submitted to the New York State Commissioner of Agriculture and Markets along with a certified copy of this resolution, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 463**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION REGARDING THE MAINTENANCE OF SNOWMOBILE TRAILS IN ALBANY COUNTY**

Introduced: 8/12/24

By Conservation, Sustainability and Green Initiatives Committee:

WHEREAS, The Senior Natural Resource Planner of the Department of Economic Development, Conservation and Planning has requested authorization to submit a grant application to the New York State Office of Parks, Recreation and Historic Preservation (NYS-OPRHP) on behalf of the Frontier Sno-Riders Snowmobile Club and Ridge-Runners Snowmobile Club of Middleburgh, Inc. for the purpose of maintaining designated snowmobile trails in Albany County, and

WHEREAS, The Senior Natural Resource Planner has indicated that New York State designated snowmobile trails in Albany County are eligible for maintenance funding at no cost to the County from the NYS-OPRHP, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to submit a grant application to the NYS-OPRHP on behalf of the Frontier Sno-Riders Snowmobile Club and Ridge-Runners Snowmobile Club of Middleburgh, Inc. for the purpose of maintaining designated snowmobile trails in Albany County at no cost to the County, and, be it further

RESOLVED, That the County Attorney is authorized to approve said grant application as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 464**

**AUTHORIZING AN AGREEMENT WITH AXON ENTERPRISE, INC. REGARDING DIGITAL EVIDENCE STORAGE AND MANAGEMENT AND AMENDING THE 2024 PUBLIC DEFENDER'S OFFICE BUDGET**

Introduced: 8/12/24  
By Law Committee:

WHEREAS, The Public Defender has requested authorization to enter into an agreement with Axon Enterprise, Inc. regarding digital evidence storage and management in the amount of \$656,844 over a ten-year term commencing July 1, 2024 and ending June 30, 2034, and

WHEREAS, The Public Defender has also requested to amend the 2024 Public Defender's Office Budget in order to facilitate the first payment to Axon Enterprise, Inc., now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Axon Enterprise, Inc. Scottsdale, AZ 85255 regarding digital evidence storage and management in the amount of \$656,844 over a ten-year term commencing July 1, 2024 and ending June 30, 2034, and, be it further

RESOLVED, That the 2024 Public Defender's Office Budget is hereby amended as follows:

Decrease Appropriation Account A1170.4 by \$50,000 by decreasing Line Item A1170 4 4046 Fees for Services by \$50,000

Increase Appropriation Account A1170.4 by \$50,000 by increasing Line Item A1170 4 4120 Discovery/Storage/Case Mgt Sys by \$50,000

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 465**

**AUTHORIZING AGREEMENTS REGARDING ALBANY COUNTY INSURANCE COVERAGE**

Introduced: 8/12/24  
By Law Committee:

WHEREAS, The Albany County Attorney, upon the recommendation of the County's insurance consultant, Arthur J. Gallagher Risk Management Services, Inc., has requested authorization to enter into agreements for the County's insurance coverage, and

WHEREAS, It has been recommended that the County enter into agreements with Safety National for Excess Commercial, General, Automobile, Law Enforcement, Public Officials, and Employment Practices coverage; Arch for Excess insurance; Bowhead for Excess insurance; Traveler's for Property insurance; Greenwich for Boiler and Machinery coverage; National Fire & Marine for Medical Liability coverage; MedPro RRG Risk Retention Group for Medical Liability coverage; and Chubb for Cyber Liability insurance for a total combined premium amount of \$ [REDACTED], now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into agreements through Arthur J. Gallagher Risk Management Services, Inc. with Safety National for Excess Commercial, General, Automobile, Law Enforcement, Public Officials, and Employment Practices coverage at an annual premium not to exceed \$561,568; Arch for Excess insurance at an annual premium not to exceed \$377,520; Bowhead for Excess insurance at an annual premium not to exceed \$315,000; Traveler's for Property insurance at an annual premium not to exceed \$454,204 + \$1,531 Fire Fee; Greenwich for Boiler and Machinery coverage at an annual premium not to exceed \$56,315; National Fire & Marine for Medical Liability insurance at an annual premium not to exceed \$447,259; MedProRRG Risk Retention Group for Medical Liability insurance at an annual premium not to exceed \$167,267; and Chubb for Cyber Liability insurance at an annual premium not to exceed \$ [REDACTED] for the term commencing August 15, 2024 and ending August 15, 2025 for a total combined premium amount of \$ [REDACTED], and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreements as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 466**

**ADOPTING THE RENSSELAER COUNTY BUSINESS ANALYSIS AND RISK ASSESSMENT FOR ACCEPTING ELECTRONIC SIGNATURES ON CONTRACTS, AMENDMENTS AND MEMORANDUMS OF UNDERSTANDING**

Introduced: 8/12/24  
By Law Committee:

WHEREAS, The County Executive has requested authorization to adopt Rensselaer County's Business Analysis and Risk Assessment for Accepting Electronic Signatures on Contracts, Amendments and Memorandums of Understanding in order to allow Albany County to execute contracts with electronic signatures, and

WHEREAS, 9 NYCRR § 540.4(c) allows a governmental entity to elect to adopt an existing business analysis and risk assessment completed and documented by another governmental entity when selecting an electronic signature for use or acceptance in the same type of electronic transaction to which the existing business analysis and risk assessment applies, now, therefore, be it

RESOLVED, By the Albany County Legislature that the Rensselaer County Business Analysis and Risk Assessment for Accepting Electronic Signatures on Contracts, Amendments and Memorandums of Understanding is hereby adopted in order to authorize the use and acceptance of electronic signatures and electronic records in the contact of executing contracts; give e-signatures and e-records the same force and effect as ink/wet signatures and paper records; authorize e-delivery of contract records to vendors; and authorize and recognize e-records as original and official contract records, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

October 14, 2016

# **ELECTRONIC SIGNATURES AND ELECTRONIC RECORDS**

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**Business Analysis and Risk Assessment  
For Accepting Electronic Signatures on  
Contracts, Amendments and Memorandums of  
Understanding (MOUs)**

**Rensselaer County  
Human Services Cabinet**

October, 2016

October 14, 2016



**A. GENERAL INFORMATION**

This document presents an analysis and risk assessment for the acceptance and use of an electronic signature (e-signature) and electronic record (e-record) solution for contracts let by the Human Services Cabinet (HSC) departments which include, Aging, Employment and Training, Health, Mental Health, Probation, Social Services and the Youth Bureau. These departments contract with outside vendors to provide a wide range of human services throughout Rensselaer County. The previous contract execution process used involved the manual routing of contracts for review, approval and collection of signatures. To streamline this process, reduce duplications and improve efficiencies, in 2015 the County invested in software designed to automate the entire contract creation and execution process. The contract management software includes an e-signature solution. The HSC is seeking approval to accept e-signatures and maintain e-records of all activities associated with contracts created in the Contract Management System (CMS). Pursuant to New York State's Electronic Signatures and Records Act (ESRA) guidelines, the Human Services Cabinet has completed its analysis of the manual contract creation and execution process, and evaluated the potential risks of using e-signatures and maintaining electronic files as official contract records. The findings of the analysis and risk assessment are set forth below.

Since 2015, over 615 contracts and amendments have been set up and routed through CMS.

**B. PURPOSE**

The business units of Rensselaer County government contract with non-profits organizations, and public and private sector entities to provide a wide range of human and professional services to address the needs of Rensselaer County residents. The purpose of this project is to determine whether signatures are required for executing contracts and to determine whether the recommended e-signature approach is sufficient for the specific business function--contract execution. Ultimately, this document provides sound business reasons for implementing e-signatures and e-records and for giving e-signatures and e-records retained in the CMS, the same validity and effect as handwritten signatures and paper records.

**1. Analysis of Legal and Business Requirement:** In New York State, the execution of a contract is governed by State and Municipal Law. Rensselaer County requires a written signature on contracts and agreements. Under the previous manual contract execution process, original handwritten signatures were required for contracts to be legally binding and enforceable. Signatures, on paper contracts, document authentication and approval, demonstrate intent, protect against fraud, and repudiation. The New York State ESRA Act and the Federal Electronic Signatures in Global and National Commerce Act (E-SIGN) make e-signatures legally binding, with the same legal force and validity as handwritten signatures.

Prior to the launch of CMS, contracts activities were largely manual, requiring original signatures on two contract paper copies. Under the manual process, once the required steps for executing a contract are completed, original signature copies are transmitted to the Auditor and the vendor for record retention. Pursuant to existing County and State statutes or regulations, transitioning the manual contract functions to an electronic process requires an e-signature and e-record solution. Analysis for determining whether an e-signature is required for executing contracts electronically is summarized in the Table A.

**Assessment of Whether E-Signature is Required**

**Table 1**

<b>Situation/Context</b>	<b>Signature Required by Law or Regulation Governing Transaction</b>	<b>Signature NOT Required by Law or Regulation</b>
There is a need for emphasizing the significance of the transaction.	Electronic Signature Required	Electronic Signature Required
There is a need to bind a party to a specific intent or transaction.	Electronic Signature Required	Electronic Signature Required
There is a need for the parties to attest to the accuracy of the information, agree to certain conditions, and /or that they read and understood the related documents.	Electronic Signature Required	Electronic Signature Required
Notarization is Required	Wet/Print Signature Required	Original Print Signature Required
All Other Transactions	Electronic Signature Required	Electronic Signature Optional or Not Needed

As Table 1 shows, an e-signature is required to emphasize the importance and formal nature of contracts, and gives the signing parties a signal that they are entering into a legally binding transaction. It is important that all parties to the contract understand the nature and importance of the transaction.

The contract execution transaction involves an intent element (contract, agreement, acknowledgement approval, receipt, etc.), therefore, a signature is useful and helps formally bind a party by signing and approving the document, and makes the document enforceable. By entering a Username and password, and clicking the "I Accept" button, authorized signees acknowledge reading and understanding the content of the Electronic Submission Notice, located on the login screen. Therefore users understand that an electronic document has the same legal weight as a paper document and the authorized signee fully understands intent when clicking the "I Accept" icon. \*Finally predefined tasks are generated through an Approval Routing Modular. When authorized signees log into CMS to approve/sign a contract, the user will see a highlighted banner with his/her name and the task that must be completed. This control prevents authorized users from denying that the electronic transaction ever took place. It also safeguards against users denying awareness that they were signing a contract. Authorized signees login to CMS with contracts waiting for their signature will see a banner instructing them to approve and sign contract. This is another control that ensures intent and vendors are aware they are signing a legal document. An audit trail documents, time and date stamp every action.

**2. Analysis of Those Who Will Use Electronically Signed Records:** User friendly and easy to navigate, a username and password are required to access CMS. Access is through an Internet browser. Once online, users can easily access CMS from anywhere, and create, review, approve, monitor and execute contracts 24-hours a day.

During 2015 and 2016, the County rolled out CMS automating the contract execution process, and requesting vendors contracting with HSC departments to generate and execute contracts electronically. To date, both print and the electronic versions are retained; the print copy is transmitted to and stored by the Auditor. **Once the Legislature passes a resolution recognizing e-signatures and e-records as legally binding and equivalent to handwritten signatures and paper copies**, the goal will be to transition to only electronically signed contracts. E-contract records will be available and accessible any time to individuals registered and set up as authorized CMS users. Once fully transitioned to an electronic solution, original signed contracts will no longer be required for the Auditor's Office; the executed contract e-record will be stored in CMS as the official record, accessible to internal and external CMS users 24/7.

Pursuant to ESRA and E-Sign, the use of e-signatures must be voluntary and never mandatory or required in order to obtain a service from the Local Government Unit (LGU), conduct a business transaction and/or enter into a legal agreement or contract. Vendors wishing to opt out of using CMS may submit paper copies of contracts with original signatures. Written notice is required from the vendor, which is uploaded under the vendor's profile. The County will upload and route the contract in CMS for internal review, approval and execution. A paper copy of the fully executed contract will be returned to the vendor by mail and the executed contract e-record will be retained in CMS.

**3. Determination of Interoperability & Intrusion:** The e-signature solution is compatible and interoperable with Rensselaer County's existing technology systems. From the onset of this project, the County's Bureau of Research and Information Services (BRIS) was integrated into the RFP team and played a critical role defining the County's system network specifications in the RFP. Also BRIS reviewed the subsequent Proposal submitted by the consultant to avoid network system issues once the CMS software was launched and reviewed and provided advisement on the consultant's contract and deliverables. BRIS and project manager collaborated with the consultant on system requirements, security protocol, including technical requirements to provide assurances that the CMS software satisfied the County's network requirements. CMS application is web-based

therefore, internet access is required. County users must log into the County's network to access the internet. CMS is a hosted database managed offsite, with the ability to be accessed from remote locations and facilitate the use of many simultaneous users. Both the County and the software consultant provide strict cyber-security protocols. Both have strong security practices in place. BRIS reviewed the consultant's proposal and concurred with steps taken to guarantee the system-to-user interface would be designed in a way that provide ease of system navigation among system users. Furthermore, the CMS software program incorporates the use of Software as a Service (SaaS) e-signature authentication model. This model allows users to automate, send, sign and return contract documents inside one program.

The consultant provides onsite monitoring of CMS 24/7/365 to ensure business continuity and to make certain the entire website is always available to users and operating properly. **With these checks in place, the probability of intrusion by outside parties is low.**

### C. PROJECT SCOPE

Functionality would be the creation and maintenance of the e-signature and e-contract record, storage of e-contract records, and e-delivery to vendors/users of e-contract records. The scope of this analysis and risk assessment is limited to contract records under the departments and offices composing the Human Services Cabinet.

#### *Overview of Business Process*

**1. Pre-CMS Contract Execution Business Process:** The County solicits contract proposals by sending out budget call letters to nonprofits, private consultants for the provision of a wide range of human and professional consultant services. Processing timely and accurate vendor contracts manually has been challenging. The lack of uniform standards, consistency in boilerplates, performance measurement and output data and transparency across the departments was common. Contracts for each agency differ in language and format. While some of these issues may be dictated by funding sources, some are copyediting and formatting issues. CMS offers an opportunity to clean up and copyedit contracts and boilerplates for grammar and typos. Also, it presents an opportunity to professionalize the look of our contracts and boilerplates by copyediting for typos and grammar and standardizing format to provide consistency. Prior to 2015, each department maintained its own contract database, which was accessible to limited users within the department. As each office retains its own paper or scanned copies of contracts, transparency and accessibility to documents and specific information about contractual commitments and work scope were generally limited within each separate department, rather than across the various functional units comprising the human services departments.

**2. Post-CMS Implementation:** HSC set out to implement changes to meet challenges by introducing technology to the contract creation and execution function. Since its implementation in 2015, CMS has improved efficiencies with the administrative and support tasks associated with creating and executing contracts. As of October 2016, over 530 users and 15 county departments and offices have been set up in CMS, including the Office of the Auditor, Budget, BRIS, the County Attorney, and Purchasing/Central Services. Since its 2015 implementation, over 600 contract records and 518 unduplicated vendor records have been created in CMS. In 2015, 298 contracts were processed through CMS (14 were 2014 contract documents); in 2016, that number increased to 308 contracts. Nearly 500 contracts were created routed and successfully executed in CMS since 2015!

There are multiple benefits to implementing an electronic contract execution solution. Currently, CMS permits transparency across the department heads, and the inter-departmental collaboration of the HSC contracts. Through CMS, users have a **secure**, computer-generated, time and date stamped audit trail that documents independently the date and time of users entries, including specific contract activities to develop, review, track, retrieve and renew contracts online, in real time, in a singular digital portal at <http://renesco-contracts.com/login>.

The e-signature feature in CMS is subjected to two layers of security controls. Once at the site, users click on the Electronic Submission Notice link. This notice clearly spells out intent. It also directs authorized users to read and agree to abide by the provisions of documents, which became part of the resulting contract record. By entering a User ID and a personal password, CMS users acknowledge reading and understanding the Electronic Submission Notice by clicking the "I Accept" button. In addition, contracts are set up with tasks identified in the Approval Routing Modular that show intent. Once activated, a notification is generated to each person associated with the contract describing the task that must be completed. For example, the Authorized Signatory of record receives a notice that a contract is waiting for approval. Once logged into the system, the individual will view a banner describing the task that must be completed. The banner description also clarifies intent. Secondly, a Click Through feature enables users to approve the contract document. **Every transaction, process step and e-mail communication is time-stamped, tracked and linked to the contract record. Vendors review, approve and move contracts to the next routing step in the Approval Routing Modular.**

**3. Cost of Implementing E-Signatures and E-Records:** In terms of the fiscal impact of transitioning from a paper to electronic environment for creating, routing and executing contracts under the purview of the HSC departments, and offices, the current and future cost is minimal. In December 2013, pursuant to Resolution Number G/626/13, the County Legislature authorized the County Executive to enter into a contract for the installation of contract management software purchase the CMS software application. The resolution included the e- signature feature as part of the contract scope. To date, the vendor has received the total contract amount of \$39,500 for installation, training and rollout of CMS. The Resolution also authorized a total of \$15,000 payable annually for three years for annual software maintenance and the availability of Help Desk assistance. So far, the vendor has been paid a total of \$10,000--\$5,000 for 2015 and 2016. The balance of \$5,000 will be invoiced and paid in January 2017. At this time, with the exception of the cost of personnel required for performing contract execution related tasks, there is very little future costs involved in executing e- signatures on contracts. Conversely, the savings for implementing E-signatures are outlined under the heading, Benefits of E-Signatures and E-Records.

#### **D. PROJECT REQUIREMENTS**

A legislative resolution is required to give e- signatures and e- records the same legal validity and force as traditional paper-based handwritten signatures. Plans are underway to prepare a resolution for the October 11 Legislative Meeting Agenda. To meet this timeframe, the legislative resolution and fiscal impact statement must be prepared and submitted to the County Attorney's Office and Budget before but no later than September 20.

Specifically, the resolution language shall: a) authorize the use and acceptance of electronic signatures and electronic records in the context of executing contracts; b) give e-signatures and e-records the same force and effect as ink/wet signatures and paper records; c) authorize e-delivery of contract records to vendors, and d) authorize and recognize e-records as original and official contract records. The resolution will be limited in scope to the use of e-signatures and e-records

on contracts under the purview of the Human Services Cabinet departments and offices. However, if approved, this risk assessment and business analysis may be considered for contracts under other County departments, or similar types of transactions requiring handwritten signature.

**E. BENEFITS OF E-SIGNATURES**

The use of e-signatures and e-records can significantly speed up cycle/transaction time for executing contracts. Furthermore, it improves productivity, reduces costs for paper and for office equipment to file records, simplifies transactions and overall, enhances customer satisfaction. Recent Federal and State laws encourage and allow government agencies the authorization to use and accept e-signatures to authenticate e-records. Until the Rensselaer County Legislature enacts the use of e-signatures, vendors and users operating within the CMS environment are required to use a dual electronic and print/original signature contract approval process and retain an electronic copy and one paper copy of the contract.

Instead of reducing county staff and vendors staffing resources spent executing contracts, speeding up the cycle/transaction time, and reducing cost associated with executing and filing paper contracts, the required dual electronic and manual contract process is inefficient, cumbersome, and has produced the exact opposite effect of an e-signature solution of slowing down the entire contract execution process and generating paper.

**F. TRANSACTION RISK FACTORS TO E-SIGNATURE, E-RECORD BUSINESS SOLUTION**

With respect to each challenge to the enforceability of an e-signature, the risk assessment conducted followed steps in the NYS IT Guidelines for the ESER Act.

*Risk Determinations*

Three determinations were made for each process during the risk analysis:

- The importance of knowing the identity of the person who holds the ability to sign
- The importance of assuring that the individual who signed/approved the contract, was in fact the holder of the authorized signature set up in CMS
- The importance that the document was unchanged since it was signed

The following provides rationale and justification of how CMS meets each of these requirements.

**1. User Name and Password Required:** To access CMS, users must be registered and set up in CMS. A user name and password are required to login to CMS. Once registered, the Help Desk generates a username and temporary password to the user's e-mail address, along with the hyperlink to CMS' login screen. The username and password are both required, and are under the sole control of the person using them. Both the user name and password are linked to the contract record. CMS has the ability to identify users through their username and password and Determine whether the individual approving a contract is the authorized signee of record in CMS. Authorized signees are set up under the vendor profile screen. A written memo or email is required from vendors wishing to add other authorized signees. This correspondence is uploaded and stored in CMS under the vendor's profile.

**2. CMS Creates an Audit Trail:** Throughout a contract's lifecycle, every activity, document, communication of transmission and process steps are time stamped and an audit trail captures the date of user entries, including actions that create, modify or delete e-records, and messages. The

audit trail is retained for a period at least as long as that required for the paper record and may be made available, as needed upon request.

Process steps are clearly defined for each person with a role in the contract's approval. Each step has a desired action or result. Controls are set up in CMS make it impossible for an e-signature to be applied to a document without the signer having been informed that a signature is being applied. Upon logging in to CMS, the authorized signee will see a banner with instructions such as "Sign and Approve Contract and Return Print Copy to the Attorney's Office." This language demonstrates intent. The signee is asked to click a button to demonstrate intent or agreement to the contents of a document. This security method is called Click Through or Click Wrap. CMS allows the signer's intent to be expressed as part of the record and linked to the signed contract record. CMS records the date, time and fact that the signer indicated his or her intent.

The business transaction involves the acceptance, approval and signing of contract documents. In that a contract is a legal document, it is important that the signature is indisputably linked to the originally authorized signee on record in CMS. In addition, after contract negotiations are concluded, it is important to ensure that the final and signed contract is not altered. Steps to mitigate these concerns are discussed below.

**3. Likelihood of a Challenge to the Signature is Low:** Generally speaking, vendors and HSC departments' have long-term, ongoing contractual business relationships with County public services departments and are in good standing with these agencies. Contracts with vendor agencies are typically renewed annually. One department must amend vendor contracts each year due to the different timeframes of the State and County budget cycles. The initial contract amounts are usually based on the previous year. Once the State budget is enacted, if there is an increase in vendor appropriations, the contracts are amended to reflect the increase. This is part of the process and vendors have a clear understanding of contract procedures and processes.

A vendor would have very little to gain from forging a signature on contract. If this occurred, there would be two entities affected--the vendor organization and citizens who services may be affected until the situation is investigated. The likelihood and risk of someone forging the signature is relatively low. The names of authorized signee(s) on contracts are included under the vendor's profile screen. There is no financial gain to an individual as vendor claims are payable to the organization and checks are mailed to the address on file.

The likelihood of a legal challenge to a contract is low. In that vendors are required to identify the authorized signee for contracts, which is documented in the vendor profile e-record, the likelihood of forgery and the level of harm that would be caused if a forger were to e-sign the contract is low. If the person who approves and e-signs the contract differs from the authorized signee listed in CMS, this would raise a red flag and the department contract liaison would be responsible for reaching out to the agency. Vendors may add others as signees, but must submit a written request through CMS or via e-mail, which is uploaded to the vendor's profile e-record.

Further, controls in CMS show the identity and location of active users in the system. This includes an identifier traceable to a particular individual such as a user ID and password and proof that the submitting or approving individual is the person registered in CMS, as the organization's authorized signee. Moreover, the system can identify the source of transmissions--e.g., mail server id, e-mail account name, time-date stamped, and Internet Protocol address.

**4. Risk of Unauthorized Alteration or Other Compromise to E-Record:** The likelihood of challenges to the enforceability of an e-signature on contract documents due to a security intrusion or breach to the transaction or stored record is low. Typically, the content of contract documents are worked out before uploaded in CMS. When the County is the vendor the other party to the contract is responsible for preparing and submitting a draft the contract to the designated department contract liaison for review and approval by the County Attorney. Once negotiations are concluded and the contract finalized, it is uploaded in CMS and routed for approvals.

*Mitigating Controls*

First, to mitigate the risk of a person attempting to repudiate an e-record bearing that individual's e-signature, the system establishes an audit trail of all actions associated with the contract record, any alterations to the contract record, the date, time they were made, the identity of who made the alteration, and the location where the change were made. In addition, vendors must provide written documentation identifying persons authorized to sign on behalf of vendor and bind the agency contractually. These signees are identified in CMS. The vendor may authorize more than one person to sign on behalf of the agency. This information is captured in the Vendor profile screen.

Secondly, the e-signature is linked to the respective contract e-record throughout its lifecycle and retained according to the records retention schedule, which is generally, six (6) to nine (9) years. Once a contract is signed by the vendor and approved to form by the County Attorney, the contract is locked, prohibiting any further modifications. Once the contract completes the approval and execution process, the County Attorney's Office e-delivers a PDF e-record of the contract to all persons connected to the document.

A third mitigating control is the restriction of user access to certain information screens in CMS and entry of data such as contract amounts and terms is limited to County HSC contract employees. This information cannot be changed by users with limited access. The Bureau of the Budget and the County Attorney reviews and verifies information in CMS including the contract amount, budget and funding codes, insurance certifications and legislative resolution authorizing the contract and funds. **These multiple review and approval levels in the contract execution process increase the integrity of the information and data. These controls tend to make deception more difficult to initiate and sustain.**

In Rensselaer County signatures are legally required from the parties to the contract. The contract cannot be executed until all signatures are collected. In the case where a signature is legally required, without the signature of all parties to the contract, the enforceability is greater.

**5. Electronic Delivery (E-Delivery):** ESRA and E-SIGN recognize that Local Government Units (LGUs) may satisfy the delivery legal requirements by providing e- records but the required sequence of steps must still be met. This is achieved by setting up the sequential steps necessary for reviewing, approving and executing a contract in the Approval Routing Modular. The contract may be e-delivered to the vendor and returned electronically. The audit trail captures all actions and information associated with the document transmission.

**6. Access to E-Records & Management & Retention of E-Records:** E-records created in the transaction of public business are public records and subject to the Public Records Law and need to be retained according to a records retention and disposition schedule. The shift to e-signatures on contracts will have the effect of creating a higher volume of e-records to maintain and



store, as automating the contract management and execution process transfers previously paper generated contracts, MOUS and agreements, to e-records. These e-records are actually original official documents subjected to the Freedom of Information Act.

Therefore, E-records are preserved in a format that makes the information easily accessible and useable to all persons who are entitled by law to access such records. For this reason, in CMS, E-records are capable of being easily retrieved in a timely manner. Towards that end, contracts e-records may be searched by a number of attributes including by year, vendor name, and contract name. The e-signature is part of the e-record and linked to it throughout the e-record's lifecycle including storage after the execution has been completed. The e-signature remains associated with the e-record for as long as the document must be retained according to the retention schedule. The e-record typically includes the contract document, and all attachments or exhibits, agency forms, questions and responses, messages, certifications and instructions--all permanently linked to the contract e-record. An audit trail captures every activity of the sender and receiver of the e-record, showing all alternations, the date and time they were made, and identification of who made them.

Registered users may access contract records anytime by logging in to CMS, print them and store the e-record. The County will comply with all laws applicable to traditional paper government records--at the county, state and federal levels that require e-records that must be signed by electronic means, including public records and records retention laws.

Included in this analysis and assessment is information on the type of data that will be collected and stored in CMS. **Table 2, Risk Assessment and Mitigation Steps**, captures and summaries information on risk, risk level and controls in place to mitigate risk. **Table 3, Privacy Impact Assessment**, describes the type of data that will be collected and stored in CMS, identifies third party sources that information will be collected from, type of information collected from individual users in CMS, and information on records retention schedules and disposition. **Table 3, Access to CMS Data**, answers questions about who will have access to data and describes different user levels and restrictions, and disclosure under FOIA. This assessment was completed to show that personal identification information is generally, not collected or stored in CMS. The collection and storage of personal information is limited in CMS to only independent consultant contracts. Typically, the consultant's personal e-mail address, mobile and land phone numbers, and home address are entered and stored in CMS. However, this applies to a very small number of contracts. While Employer Identification Numbers (EINs) of vendor agencies are entered in CMS, social security numbers of independent consultants are not.

#### **G. SUMMARY AND CONCLUSION**

Based upon the above analysis, it is concluded that the County HSC should proceed with developing a legislative resolution and fiscal impact statement for submission to the County Legislature to accept e-signatures and e-records in the contract creation, review and execution function.

It is important to ensure our users that CMS will not introduce dramatic changes into the current work practice process, as the software application is designed to mirror the manual contract approval and execution process but perform contract management tasks more efficiently. Before transitioning to the electronic process, vendors had to provide a handwritten signature on paper copies of contracts. With CMS, vendors are required to approve contracts in the CMS platform environment, and manually sign a paper/print copy of the signature page, which is then returned to the County Attorney's Office to complete the contract approval and execution steps.

If the act of signing a contract becomes a more complicated process, it is assumed that the heads of vendor agencies, who generally are authorized signees, would be less willing to use the system themselves and may engage their assistants in the process of signature collection. The acceptance of e-signatures would eliminate this concern, as the contract e-record would be e-delivered to the authorized signee with the process step clearly identified and highlighted in a banner format. Almost instantaneously, a vendor can approve, sign and move a contract to the next process step in CMS.

In that the likelihood of identifiable risks occurring is low, the potential impacts from such risks are equally low. CMS is a secure, computer generated software application that is accessed through an Internet browser over the County server. We are confident that sufficient and adequate controls are in place to safeguard the system from threats and which also address any potential vulnerabilities. The processes set up in CMS for creating and executing contracts also have strong controls in place that provide a high level of assurance of the integrity of the e-signed record and controls aimed at detecting unintentional or malicious alteration to e-records.

The identified management risks are equal for electronic or paper contract solutions. Users must be registered to access CMS and a user ID and password is required to login to the system. When users go to the login screen they will see information about the contract management system process. Users are prompted to read and acknowledge the Electronic Submission Notice. By entering their username and password and clicking the "I Accept" button, users acknowledge reading and understanding the content of the Electronic Submission Notice on the login screen.

Users understand that an electronic document has the same legal weight as a paper document and the authorized signee fully understands intent when clicking the "I Accept" icon. This control prevents authorized users from denying that the electronic transaction ever took place. It also safeguards against users denying awareness that they were signing a contract. Authorized signees login to CMS with contracts waiting for their signature will see a banner instructing them to approve and sign contract. This is another control that ensures vendors are aware they are signing a legal document. Below is the signature attestation included in the Electronic Notice located on CMS login screen:

"By submitting a contract and related documents electronically through the Purchasing Contract Management System, it is unnecessary to forward any materials to the office of Purchasing and Central Services. However, by submitting electronically, the applicant agrees that:

- The application is made with the full knowledge and consent of the official authorized to enter into contracts on behalf of the municipality or agency (vendor).
- Upon receiving a contract electronically, the vendor shall comply with all applicable federal, state, and local statutes, rules and regulations.
- The contract will be developed based upon the information gathered in the contract building process and contained within the final contract. The fully executed contract and related documents are the only documents binding on the parties.

Before any contract is entered into by a municipality or agency (vendor), the authorized signing official should read and agree to abide by provisions of the following documents, which become a part of resulting contracts."

Vendors are responsible for self-identifying authorized signees in writing, which become part of the vendor profile e-record. These individuals are set up as system users and identified in

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CMS as authorized signees. Any user generating contracts under the vendor will have access to information and all documents uploaded to the vendor screen.

As the Risk Assessment states, an audit trail captures every activity, document, communication of transmission of documents, messages, the date and time of users' entries including actions that create, modify or delete electronic files. It captures the entire contract approval routing, who reviewed and actions taken, all date and time stamped.

Both the County and the Consultant C&C follows strict cyber-security guidelines, has proper firewalls and multiple security practices in place. The C&C Security Plan involves as strict 5 Tier Approach to data and information security. Their disaster recovery plan utilized two geographically different remote locations where the servers reside.

Many of the businesses that contract with HSC departments and offices have had ongoing, long-term contractual business relations. Generally, contracts are typically renewed each year and contract amounts are contingent typically on State funding sources. Vendors are very aware of the contract processes and procedures. Many have already registered as CMS users. There is very little to gain from a vendor forging a signature on a contract or denying e-signing the contract e-record. The likelihood of both is very low as doing so would significantly delay payment to a vendor and in some instances, have a damaging effect of the organization's cash flow. Additionally, in that vendors must identify authorized signees on contracts, it is fairly easy to discern whether the signee is authorized to bind the agency contractually.

## Risk Assessment

### Table 2

*The following risks of using e-signatures and e-records in the contract creation, delivery, review, and execution are listed below and the steps to mitigate the identified risks are also listed*

RISK	RISK LEVEL & MITIGATION STEPS
<p><b>SIGNER AUTHENTICATION RISK:</b> The process and procedures used to authenticate the signer and thereby, establish a link or association between the signer and the information and method used to sign. The process established confidence in user identities and assurance that the document truly comes from the signer.</p>	<p><b>Risk Level:</b> LOW <b>Controls in place to assure that the asserted identity is accurate.</b></p> <p style="text-align: center;"><i>Mitigating Steps</i></p> <ol style="list-style-type: none"> <li>1. Generally, most vendors have long-term contractual relationships with HSC departments and are in good standing with the County. They understand the contract procedures and processes. A vendor has little to gain from forging an e-signature on a contract and much to lose including loss of grant funds, therefore, the likelihood of this occurring is low.</li> <li>2. CMS is a secure, computer software application that is accessed via the Internet. Only registered users can access CMS. A user id and password are required. <b>Vendors are required to designate the person(s) authorized to sign contracts on their behalf.</b> Authorized to signees are set up in the Routing steps. Once logged in the CMS, the users will see a banner message with instructions of the task that must be completed, for example, "Sign and approve contract." Once the signee completes this task, the contract moves to the next step in the approval routing process.</li> <li>3. Controls in CMS show the identity and location of active users in the system. This includes an identifier traceable to a particular individual such as a user ID and password; and proof that the submitting or approving individual is the person registered in CMS as such. As well, the system can identify the source of the transmission -- mail server id, e-mail account name, time-stamped Internet Protocol address.</li> <li>4. An audit trail captures every activity, document, and communication of transmission of documents, messages, the date and time of users' entries including actions that create, modify or delete electronic files. The e-signature is linked to the respective contract's e-record throughout its lifecycle and retained according to the records retention and disposition schedule.</li> </ol>

Table 2 Risk Assessment - Continued	
RISK	RISK LEVEL & MITIGATION STEPS
<p><b>REPUDIATION:</b> This is the method used to ensure the signed record is in the original form, without modification, as signed by the signee. Repudiation addresses the level of assurance regarding the integrity of the signed record. Used to escape accountability. Signer claims "I didn't sign the document."</p>	<p>Risk Level: <b>LOW</b> -- Level of Assurance is High  <b>Controls are in place to detect unintentional or malicious alteration to e-contract. Agency might expend staff efforts to resolve.</b></p> <p><i>Mitigating Steps</i></p> <ol style="list-style-type: none"> <li>1. The Secure Hash Algorithm--SHA-256 is a <b>high</b> level encryption certification used in CMA. SHA-256 is used to verify data integrity. Designed by the National Security Agency SHA-256 is the industry's standard and is a secure hashing algorithm certificate. It provides high assurance, by comparing hashing functions, it determines data integrity and show if downloaded data has been modified or tampered with. The Security Plan involves a strict 4-tier approach to data and information security.</li> <li>2. An audit trail captures the entire contract creation, review, approval, and execution process. Only persons registered and set up in CMS can access the system. E-mail addresses are provided by the vendor agencies. Once a contract is signed by the vendor and approved to form by the County Attorney, the contract is locked, prohibiting any further modifications. Once the contract completes the approval and execution process, the County Attorney's Office e-delivers a PDF e-record of the contract to all persons connected to the contract.</li> <li>3. Another control is the restriction of users' access to certain information screens and inability to enter data reduces the likelihood of information being altered and tampered with. For example, certain information may only be entered by HSC contract staff and the System's Administrator. The e-signature is linked to the respective contract e-record throughout its lifecycle.</li> <li>4. The multiple review and approval levels in the contract process increase data integrity. Contract amounts, funding and budget codes and legislature resolution authorizing funding are reviewed and verified by the Bureau of the Budget and Legal. A review of insurance certificates is completed also by Legal staff to ensure that the insurance coverage requirements are met. <b>These multiple reviews tend to make deception more difficult to initiate and sustain.</b></li> </ol>

<p><b>Table 2 Risk Assessment - Continued</b></p> <p><b>RISK</b></p>	<p><b>RISK LEVEL &amp; MITIGATION STEPS</b></p>
<p><b>System Unavailability and Access to CMS</b></p> <p><b>Threat Source:</b> Power Failure, Network Failure, Software Failure, Capacity Constraint, Internet Unavailable, Act of God.</p> <p><b>Category of Harm:</b> Inconvenience, would affect productivity as users will not be able to access the system to process to perform contract related tasks.</p> <p><b>Impact of Harm:</b> Low</p>	<p><b>Risk:</b> Low to Moderate as some risk factors are unpredictable and out of our control.</p> <ol style="list-style-type: none"> <li>1. Both the County and C&amp;C follow strict cyber-security guidelines and have controls in place to guard against intrusion and system unavailability due to outside parties. Both have proper firewalls and strong security practices in place. In that CMS is accessible via the Internet, users on the County servers may have a higher likelihood of system unavailability due to network issues than individuals on the State servers. However, BRIS has been implementing steps that may adequately address system disruptions.</li> <li>2. CMS is a SaaS approach. The servers are located in two geographic different areas of the U.S. and backed up to another remote location. Technicians are physically available 24/7/365 to handle application specific issues. Bandwidth is monitored daily. Redundant power supplies and network infrastructure ensure Internet traffic is never interrupted. Finally, as part of the maintenance scope, controls are in place for monitoring the software traffic, servers are scanned daily for malicious software/worms and allows for security and operating system fixes and patches.</li> <li>3. Once signatures are collected and contracts executed, CMS generates notification that the contract is executed and the e-record is available. Vendors have access to the e-record anytime by simply logging in to CMS. E-records are retained according to the records retention/disposition schedule. The servers are perpetually backed up. After the contract retention period expires, the contract would be deleted but the process used by the consultant for backing up files, involves encrypting and storing the files in an off-site location for one additional year beyond the records disposition schedule. Essentially, C&amp;C's backup policy is the retention of all active data indefinitely but once data is deleted, it is removed from the archives after 1 year.</li> </ol>

**Privacy Impact Assessment  
Data in CMS**

**Table 3**

Question	Response
Describe all information to be included in the system, including personal data.	CMS is used to process contractual information and execute contracts. Information retained in CMS includes: vendor names and contact information including :vendor address, names of authorized signees, and all users email addresses, Employer ID Number, phone numbers, and insurance certifications . This same information is collected from individuals with professional services contracts. Typically, the home address and personal mobile numbers and emails are collected and stored as part of the contract record on professional services contracts. <b>Social Security Numbers are never collected and stored in CMS, although EINs are entered in the system.</b> Department, employee name, and contact information. Account and Budget Fund Codes, Resolution Numbers, Resolutions, Contracts and associated contract documents. Annual Budget and Funding Application Forms. Messages sent through CMS.
What stage of the life cycle is the system currently in?	Operational/Maintenance
What are the sources of the information in the system?	Data available in CMS is provided by Rensselaer County employees involved in any aspect of performing contract creation, approval and execution functions. Other information is provided by vendors who have contracts in CMS and have chosen to use the electronic services provided by CMS to execute contracts. Vendors provide username, email address and access the system by entering a password and username. On occasion, outside auditors are set up users to review vendor contract records.
What State and local agencies are providing data for use in the system?	Youth Bureau uploads NYS OCFS Annual Resource Allocation Plan and NYS Education Department Summer Food Program Agreement. However, this information is provided by the County agency.
What Federal agencies are providing data for use in the system?	None.
What other third party sources is the data collected from?	None, other than vendors that consist of private and public sector organizations, independent consultants, Non-profits including local community based service providers, school district and behavioral health providers.
What information will be collected from the individual whose record is in the system?	Information is collected from vendor agencies. The following information is collected: User names, contact information, email addresses, insurance certifications, EIN #, e-signatures, contracts & related documents, memos and e-generated messages.

**Access to CMS Data**  
**Table 4**

Question	Response
Who will have access to data in CMS?	Only users that are registered in CMS will have access to the data. Access to certain information is limited to the user's assigned role and task. Specific users include County Executive, County Attorney, Director of the Bureau of Budget and staff, the Auditor and staff, department heads and their employees responsible for overseeing the contract creation, review, delivery and execution process. Finally, registered vendors and designated employees responsible for contracts. Upon request auditors of vendor programs that received public funding may have temporary access to data but access would be restricted to the vendor's contracts.
Is any of the data subject to exclusion from disclosure under the Freedom of Information Act (FOIA)?	Contract information is subject to disclosure under the FOIA. E-mail addresses are excluded from disclosure under FOIA.
Will users have access to all data in the system or will the user's access be restricted? Explain	No. A user's access to data in CMS is restricted to access level to assure that only authorized users have access to certain information. Depending on their role, users may view, approve, or modify information. Some users have the ability to reject contracts. CMS has a variety of levels of system access including rights as a contributor, monitor (view-only). Users have specific role assignments, set up in the Approval Routing Modular.
What controls are in place to prevent the misuse of data or to prevent altering information in the system?	There are multiple controls in place to prevent altering information maintained in CMS. The CMS application shows an audit trail of information about who accesses the computer; every action is documented, time and date stamped, showing who completed the action and type of action. SH-256 is a high level certificate used in CMS that can show whether records have been altered or tampered with.
Do other systems share data or have access to data in this system?	No, not at this time.
How will the data be disposed of when the record retention date expires and the record is no longer needed?	Retention and disposition of page contract records is the same for e-records, which is seven to ten years. We are working with the consultant to prepare solution for capturing the records disposition date and sending a notification to everyone on the account when nearing the date. Compliance to records retention schedule will be satisfied.



**RESOLUTION NO. 467**

**AMENDING THE 2024 DEPARTMENT OF HEALTH BUDGET: PUBLIC HEALTH STRENGTHENING INFRASTRUCTURE, WORKFORCE AND DATA SYSTEMS FUNDING**

Introduced: 8/12/24  
By Health Committee:

WHEREAS, The Commissioner of the Department of Health has requested authorization to amend the 2024 Department of Health Budget to transfer funds from the Public Health Infrastructure Grant line to the Health & Wellness Stipend line, and

WHEREAS, The Commissioner has indicated that the budget amendment will allow the Health & Wellness stipends to be paid out retroactively, now, therefore, be it

RESOLVED, That the 2024 Department of Health Budget is hereby amended as follows,

APPROPRIATIONS									
		ACCOUNT NO.			RESOLUTION DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
A	4010	1	9917	PHIG	Health & Wellness Stipend	\$ 35,000	\$ -	\$ 80,000	Health Dept.
					TOTAL APPROPRIATIONS	\$ 35,000	\$ -		
		ACCOUNT NO.			RESOLUTION DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
REVENUES									
A	4010	0	4406		Public Health Infrastructure Grant	\$ -	\$ 35,000	\$ 206,777	Health Dept.
					TOTAL ESTIMATED REVENUES	\$ -	\$ 35,000		
					GRAND TOTALS	\$ 35,000	\$ 35,000		

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 468**

**AMENDING THE 2024 DEPARTMENT OF MENTAL HEALTH BUDGET:  
OVERTIME**

Introduced: 8/12/24  
By Health Committee:

WHEREAS, The Director of the Department of Mental Health has requested authorization to amend the 2024 Department of Mental Health Budget to transfer funds from a vacant Supervising Psychologist and two vacant Staff Social Worker lines into the overtime line, and

WHEREAS, The Director has indicated that the overtime account is currently projected to be depleted of funds by September due to vacancies in the ACCORD/Mobile Crisis Unit and a large census of inmates requiring additional mental health services at the Albany County Correctional Facility, now, therefore, be it

RESOLVED, That the 2024 Department of Mental Health Budget is hereby amended as follows,

Albany County Department of Mental Health							2024 OT Budget Amendment			
BUDGET LINE						DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ	PRO	FOR POSITIONS ONLY						
				STATE	POSITION					
				POS. CODE	CONTROL					
A9	4310	19900	10000			Overtime	\$50,000		\$180,000	Mental Health Depart
A9	4310	12107	10000	001	430012	Supervising Psychologist		\$25,000	\$100,187	Mental Health Depart
A9	4310	12205	10000	033	430106	Staff Social Worker		\$12,500	\$59,643	Mental Health Depart
A9	4310	12205	10000	025	430107	Staff Social Worker		\$12,500	\$59,643	Mental Health Depart
<b>TOTAL APPROPRIATIONS</b>							<b>\$50,000</b>	<b>\$50,000</b>		
BUDGET LINE						DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ	PRO	FOR POSITIONS ONLY						
				STATE	POSITION					
				POS. CODE	CONTROL					
A	0000	00000		000	000000					
<b>TOTAL REVENUES</b>							<b>\$0</b>	<b>\$0</b>		
<b>GRAND TOTAL</b>							<b>\$50,000</b>	<b>\$50,000</b>		

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 469**

**AMENDING THE 2024 DEPARTMENT OF MENTAL HEALTH BUDGET:  
EXPANDING CLINICAL SERVICES**

Introduced: 8/12/24  
By Health Committee:

WHEREAS, The Director of the Department of Mental Health has requested authorization to amend the 2024 Department of Mental Health Budget in order to expand its clinical services by adding two Mental Health/Addiction Peer Specialists with lived military experience to the Department of Mental Health team, and

WHEREAS, The Director has indicated that the funding for these two positions will come from the “March On” funds from the Albany County Veterans Bureau, now, therefore, be it

RESOLVED, That the 2024 Department of Mental Health Budget is hereby amended as follows,

Albany County Department of Mental Health							2024 Budget Amendment			
BUDGET LINE					DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME	
FUND	ORG	OBJ	PRO	FOR POSITIONS ONLY						
				STATE						
				POS. CODE	POSITION CONTROL					
A9	4310	15027V	10000	001	430244	Peer Advocate - MH for Veteran	\$23,470		\$46,939	Mental Health Depart
A9	4310	15027V	10000	002	430245	Peer Advocate - MH for Veteran	\$23,470		\$46,939	Mental Health Depart
A9	4310	89010	10000			State Retirement	\$8,449		\$16,898	Mental Health Depart
A9	4310	89030	10000			Social Security	\$3,755		\$7,510	Mental Health Depart
A9	4310	89060	10000			Hospital & Medical Insurance	\$11,735		\$23,469	Mental Health Depart
A9	6510	44019	10000			March On		\$70,878	\$70,878	Mental Health Depart
TOTAL APPROPRIATIONS							\$70,878	\$70,878		
BUDGET LINE					DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME	
FUND	ORG	OBJ	PRO	FOR POSITIONS ONLY						
TOTAL REVENUES						\$0	\$0			
GRAND TOTAL						\$70,878	\$70,878			

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 470**

**AMENDING THE 2024 SHERIFF'S OFFICE BUDGET: COMMANDER POSITION**

Introduced: 8/12/24  
 By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to amend the 2024 Sheriff's Office Budget to create a full-time Commander position that will be required to perform duties for both Law Enforcement and Corrections, and

WHEREAS, The Sheriff has indicated that the budget amendment is budget neutral, now, therefore, be it

RESOLVED, That the 2024 Sheriff's Office Budget is hereby amended as follows,

2024 BUDGET AMENDMENT (3110 & 3150)							
APPROPRIATIONS							
RESOLUTION	ACCOUNT NO.	RESOLUTION DESCRIPTION		INCREASE	DECREASE	ANNUAL SALARY	POSITION CONTROL NUMBER
A 3150	1	2309	004	COMMANDER	113,979.00	113,979.00	390493
				TOTAL APPROPRIATIONS	113,979.00	113,979.00	
APPROPRIATIONS							
RESOLUTION	ACCOUNT NO.	RESOLUTION DESCRIPTION		INCREASE	DECREASE	POSITION CONTROL NUMBER	
A 3110	1	4138	068	DEPUTY SHERIFF	78,999.00		370155 ELIMINATE POSITION
A 3150	1	8016	001	FOOD SERVICE HELPER	6,996.00		390427 DECREASE
A 3150	1	8016	002	FOOD SERVICE HELPER	6,996.00		390428 DECREASE
A 3150	1	8016	003	FOOD SERVICE HELPER	6,996.00		390429 DECREASE
A 3150	1	8016	005	FOOD SERVICE HELPER	6,996.00		390430 DECREASE
A 3150	1	8016	006	FOOD SERVICE HELPER	6,996.00		390431 DECREASE
				GRAND TOTALS	113,979.00	113,979.00	

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 471**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE 2024-2025 LAW ENFORCEMENT TECHNOLOGY PROGRAM AND AMENDING THE 2024 SHERIFF'S OFFICE BUDGET**

Introduced: 8/12/24  
 By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to submit a grant application to and enter into an agreement with the New York State Division of Criminal Justice Services regarding the 2024-2025 Law Enforcement Technology Program in the amount of \$355,147 for a term commencing April 1, 2024 and ending March 31, 2025, and

WHEREAS, The Sheriff has indicated that the grant funding will be used to acquire new technology to improve accountability, evidentiary documentation, and public safety, including radio equipment, two unmanned aerial vehicles, a new intoximeter for the STOP DWI Program, and 20 Axon fleet in-car cameras, and

WHEREAS, The Sheriff has also requested a budget amendment to incorporate the aforementioned funding into the 2024 Sheriff's Office Budget, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to submit a grant application to and enter into an agreement with the New York State Division of Criminal Justice Services regarding the 2024-2025 Law Enforcement Technology Program in the amount of \$355,147 for a term commencing April 1, 2024 and ending March 31, 2025, and, be it further

RESOLVED, That the 2024 Sheriff's Office Budget is amended as follows:

APPROPRIATIONS				
	ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE
A9	3110	2 2750	SECURITY EQUIPMENT	355,147.00
			TOTAL APPROPRIATIONS	355,147.00 0.00
REVENUES				
	ACCOUNT NO.	RESOLUTION DESCRIPTION	DECREASE	INCREASE
A3	3110	03305	NYSDCJS	355,147.00
			TOTAL REVENUES	0.00 355,147.00
			GRAND TOTALS	355,147.00 355,147.00

and, be it further

RESOLVED, That the County Attorney is authorized to approve said grant application and agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 472**

**AUTHORIZING AN AGREEMENT WITH AXON ENTERPRISE, INC.  
REGARDING THE PURCHASE OF IN-CAR LPR CAMERAS**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to enter into an agreement with Axon Enterprise, Inc. regarding the purchase and service of 20 Axon Fleet 3 in-car LPR cameras, licenses, and accessories in an amount not to exceed \$308,484 for a term commencing January 1, 2025 and ending December 31, 2029, and

WHEREAS, The Sheriff has indicated that the total cost will be paid in a single payment covering the entire five-year term using grant funding from the 2024-2025 Law Enforcement Technology Program, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Axon Enterprise, Inc., Scottsdale, AZ 85255 regarding the purchase and service of 20 Axon Fleet 3 in-car LPR cameras, licenses, and accessories in an amount not to exceed \$308,484 for a term commencing January 1, 2025 and ending December 31, 2029, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.



**RESOLUTION NO. 473**

**AUTHORIZING AN AGREEMENT WITH SAMYAK SOLUTIONS, INC.  
REGARDING THE PURCHASE OF HANDHELD RAMAN SPECTROMETER  
UNITS**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to enter into an agreement with Samyak Solutions, Inc. regarding the purchase of handheld Raman spectrometer units in an amount not to exceed \$163,868, and

WHEREAS, The Sheriff has indicated that the units will be used in the field for non-contact forensic analysis of materials and that the purchase is reimbursable under the 2021 Hazmat Grant, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Samyak Solutions, Inc., Leesburg, VA 20176 regarding the purchase of handheld Raman spectrometer units in an amount not to exceed \$163,868, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 474**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE UNITED STATES DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE REGARDING REIMBURSEMENT FOR THE INCARCERATION OF CRIMINAL ALIENS**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The Albany County Sheriff has indicated that the United States Department of Justice, Bureau of Justice Assistance, has made available assistance to state and local governments to reimburse them for incarceration costs for undocumented criminal aliens through the State Criminal Alien Assistance Program, and

WHEREAS, The Sheriff has requested authorization to submit a grant application in the estimated amount of \$25,000 to the United States Department of Justice, Bureau of Justice Assistance, regarding reimbursement for the incarceration of criminal aliens at the Albany County Correctional Facility, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to submit a grant application for funding with the U.S. Department of Justice, Bureau of Justice Assistance, in the estimated amount of \$25,000 regarding reimbursement for the incarceration of criminal aliens at the Albany County Correctional Facility, and, be it further

RESOLVED, That the County Attorney is authorized to approve said grant application as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 475**

**AMENDING RESOLUTION NO. 377 FOR 2022 REGARDING THE 2022 DOMESTIC TERRORISM PREVENTION GRANT AND AMENDING THE 2024 SHERIFF'S OFFICE BUDGET**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, By Resolution No. 377 for 2022, this Honorable Body authorized an agreement with the New York State Division of Homeland Security and Emergency Services for the FY 2022 Domestic Terrorism Prevention Grant in an amount of \$172,413 for a term commencing September 1, 2022 and ending August 31, 2024, and

WHEREAS, The Albany County Sheriff has requested authorization to amend the agreement to reflect a term ending August 31, 2025 rather than August 31, 2024, and

WHEREAS, The Sheriff has also requested a budget amendment to enable the most efficient use of the grant funding as the needs of the Threat Assessment Management Team evolve in response to ongoing public safety needs, now, therefore, be it

RESOLVED, By the Albany County Legislature that Resolution No. 377 for 2022 is amended to reflect a term ending August 31, 2025 rather than August 31, 2024, and, be it further

RESOLVED, That the 2024 Sheriff's Office Budget is hereby amended as follows:

Decrease Appropriation Account A3110.4 by \$11,540 by decreasing Line Item A3114 4 4046 DTP22 Fees for Services by \$11,540

Increase Appropriation Account A3110.1 by \$11,540 by increasing Line Item A3110 1 9900 DTP22 Overtime by \$11,540

and, be it further

RESOLVED, That the County Attorney is authorized to approve said amendment as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 476**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE 2024 GUN INVOLVED VIOLENCE ELIMINATION GRANT AND AMENDING THE 2024 SHERIFF'S OFFICE BUDGET**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to submit a grant application to and enter into an agreement with the New York State Division of Criminal Justice Services regarding the Gun Involved Violence Elimination (GIVE) Initiative in the amount of \$375,000 for the term commencing July 1, 2024 and ending June 30, 2025, and

WHEREAS, The Sheriff has indicated that the GIVE Initiative is a partnership between the Sheriff's Office, New York State Division of Criminal Justice Services, the Albany County District Attorney's Office, the Probation Department, and the City of Albany Police Department and that funding will assist with the costs involved in having a full-time individual assigned to the Albany-based Capital Region Crime Analysis Center, as well as individuals assigned to the Sheriff's Albany Detail as it relates to the GIVE Initiative, and

WHEREAS, The Sheriff has also requested a budget amendment to incorporate the aforementioned funding, now, therefore, be it

RESOLVED, By the Albany County Legislature, that the County Executive is authorized to submit a grant application to and enter into an agreement with the New York State Division of Criminal Justice Services regarding the Gun Involved Violence Elimination Initiative in the amount of \$375,000 for the term commencing July 1, 2024 and ending June 30, 2025, and, be it further

RESOLVED, That the 2024 Sheriff's Office Budget is hereby amended as follows:

APPROPRIATIONS									
		ACCOUNT NO.			RESOLUTION DESCRIPTION		INCREASE	DECREASE	
A9	3110	1	9900	GIVE24	OVERTIME		345,000.00		CREATE
A9	3110	2	2750	GIVE24	SECURITY EQUIPMENT		30,000.00		CREATE
					TOTAL APPROPRIATIONS		375,000.00	0.00	
REVENUES									
		ACCOUNT NO.			RESOLUTION DESCRIPTION		DECREASE	INCREASE	
A3	3110		03334	GIVE24	OPERATION GIVE			375,000.00	CREATE
					TOTAL REVENUES		0.00	375,000.00	
					GRAND TOTALS		375,000.00	375,000.00	

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 477**

**AMENDING THE 2024 SHERIFF'S OFFICE BUDGET: SHERIFF CORPORAL POSITIONS**

Introduced: 8/12/24  
 By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to amend the 2024 Sheriff's Office Budget to create Sheriff Corporal positions, and

WHEREAS, The Sheriff has indicated that the budget amendment is budget neutral, now, therefore, be it

RESOLVED, That the 2024 Sheriff's Office Budget is hereby amended as follows,

APPROPRIATIONS							
	ACCOUNT NO.	RESOLUTION	DESCRIPTION	INCREASE	DECREASE	ANNUAL SALARY	POSITION CONTROL NUMBER
A	3110	1	4137 001	Sheriff Corporal	80,977.00	\$ 80,977.00	370051
A	3110	1	4137 002	Sheriff Corporal	80,977.00	\$ 80,977.00	370356
A	3110	1	4137 003	Sheriff Corporal	80,977.00	\$ 80,977.00	370357
A	3110	1	4137 004	Sheriff Corporal	80,977.00	\$ 80,977.00	370358
TOTAL APPROPRIATIONS				<b>323,908.00</b>	<b>0.00</b>		
APPROPRIATIONS							
	ACCOUNT NO.	RESOLUTION	DESCRIPTION	INCREASE	DECREASE		POSITION CONTROL NUMBER
A	3110	1	4138 005	DEPUTY SHERIFF		54,469.00	370056 Reduce Line
A	3110	1	4138 065	DEPUTY SHERIFF		79,639.00	370116 ELIMINATE POSITION
A	3110	1	4138 096	DEPUTY SHERIFF		80,000.00	370151 ELIMINATE POSITION
A	3110	1	4138 108	DEPUTY SHERIFF		80,000.00	379281 ELIMINATE POSITION
A	3110	1	4138 056	DEPUTY SHERIFF		29,800.00	370107 ELIMINATE POSITION
GRAND TOTALS				<b>323,908.00</b>	<b>323,908.00</b>		

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 478**

**AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES REGARDING THE GUN INVOLVED VIOLENCE ELIMINATION GRANT**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The Director of the Probation Department has requested authorization to enter into an agreement with the New York State Division of Criminal Justice Services regarding the Gun Involved Violence Elimination (GIVE) Initiative in the amount of \$372,890 for the term commencing July 1, 2024 and ending June 30, 2025, and

WHEREAS, The Director has indicated that the GIVE Initiative is a partnership between the Probation Department, New York State Division of Criminal Justice Services, the Albany County District Attorney's Office, the Albany County Sheriff and the City of Albany Police Department and that funding will assist in monitoring individuals sentenced to Probation after being convicted of gun-related crimes, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with the New York State Division of Criminal Justice Services regarding the Gun Involved Violence Elimination Initiative in the amount of \$372,890 for the term commencing July 1, 2024 and ending June 30, 2025, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 479**

**AUTHORIZING AN AGREEMENT WITH ST. ANNE INSTITUTE REGARDING RESPITE SERVICES FOR PROBATION RAISE THE AGE YOUTH**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The Director of Probation has requested authorization to enter into the first of two one-year contract renewals with St. Anne Institute regarding respite services in an amount not to exceed \$183,000 for a term commencing September 1, 2024 and ending August 31, 2025, and

WHEREAS, The Director has indicated that the Probation Department provides respite services for Raise the Age youth and PINS youth as an alternative to detention for youth whose risk level may not reach the level needed for detention but who are unable to return home while their case is pending in court, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with St. Anne Institute, Albany, NY 12206 regarding respite services in an amount not to exceed \$183,000 for a term commencing September 1, 2024 and ending August 31, 2025, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.



**RESOLUTION NO. 480**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES REGARDING THE STATE HOMELAND SECURITY AND STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAMS**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The County Executive, on behalf of the Department of Health, Division of Information Services, and Albany County Sheriff's Office, has requested authorization to submit a grant application to the New York State Division of Homeland Security and Emergency Services regarding the State Homeland Security Program and State Law Enforcement Terrorism Prevention Program, and

WHEREAS, The County Executive has indicated that such funding would be used to sustain the Albany County Citizen Corps, health preparedness programs, enhancements to County cyber security and intelligence, and information sharing among local law enforcement agencies, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to submit a grant application to the New York State Division of Homeland Security and Emergency Services regarding the State Homeland Security and State Law Enforcement Terrorism Prevention Programs, and, be it further

RESOLVED, That the County Attorney is authorized to approve said grant application as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 481**

**AUTHORIZING AN AGREEMENT WITH THE CAPITAL REGION  
WORKFORCE DEVELOPMENT BOARD REGARDING JOB READINESS  
TRAINING FOR INDIVIDUALS RELEASED FROM THE ALBANY COUNTY  
CORRECTIONAL FACILITY AND CLIENTS OF THE SHERIFF'S  
HOMELESS IMPROVEMENT PROGRAM**

Introduced: 8/12/24

By Public Safety Committee:

WHEREAS, The County Executive has requested authorization to enter into an agreement with the Capital Region Workforce Development Board regarding comprehensive support and job readiness training to individuals released from the Albany County Correctional Facility as well as clients of the Sheriff's Homeless Improvement Program in an amount not to exceed \$137,500 for a term commencing September 1, 2024 and ending August 31, 2025, and

WHEREAS, The County Executive has indicated that this partnership promises to yield significant benefits by reducing recidivism and fostering a more inclusive and supportive environment for all residents of Albany County, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with the Capital Region Workforce Development Board, Troy, NY 12180 regarding comprehensive support and job readiness training to individuals released from the Albany County Correctional Facility as well as clients of the Sheriff's Homeless Improvement Program in an amount not to exceed \$137,500 for a term commencing September 1, 2024 and ending August 31, 2025, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 482**

**CONFIRMING THE APPOINTMENT OF THE DIRECTOR OF CRIME VICTIMS AND SEXUAL VIOLENCE CENTER**

Introduced: 8/12/24

By Personnel Committee:

RESOLVED, By the Albany County Legislature, pursuant to § 2901 of the Albany County Charter, that the appointment of Amanda Wingle of Albany, New York as the Director of Crime Victims and Sexual Violence Center, to serve at the pleasure of the County Executive, at the salary appropriated in the Annual County Budget, is hereby confirmed, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 483**

**CONFIRMING THE APPOINTMENT OF THE DIRECTOR OF THE  
DEPARTMENT OF CIVIL SERVICE**

Introduced: 8/12/24

By Personnel Committee:

RESOLVED, By the Albany County Legislature, pursuant to New York State Civil Service Law § 15(1)(b) and § A1202 of the Albany County Charter, that the appointment of Hannah Black of Albany, New York as the Director of the Department of Civil Service, to serve the unexpired remainder of a six-year term commencing immediately and ending February 9, 2026, at the salary appropriated in the Annual County Budget, is hereby confirmed, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 484**

**APPOINTING A MEMBER TO THE ALBANY COUNTY ETHICS COMMISSION**

Introduced: 8/12/24  
By Personnel Committee:

WHEREAS, The County of Albany established an Ethics Commission by Local Law No. 8 for 2011, and

WHEREAS, Local Law No. 8 for 2011 provided that two members shall be recommended for appointment by the Majority Leader of the County Legislature, one member by the Minority Leader of the County Legislature, and two members by the County Executive, and

WHEREAS, A vacancy currently exists on the Board of Ethics, and

WHEREAS, The County Executive has recommended Benedict Conboy for appointment to the Ethics Commission to fill the vacancy of E. Hyde Clarke, now, therefore, be it

RESOLVED, By the Albany County Legislature that Benedict Conboy is hereby appointed to the Albany County Ethics Commission for a term commencing immediately and ending December 31, 2027, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials and members of the Ethics Commission.

**RESOLUTION NO. 485**

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE  
NEW YORK STATE DEPARTMENT OF STATE REGARDING THE NY  
SWIMS LIFEGUARD GRANT PROGRAM**

Introduced: 8/12/24

By Audit and Finance Committee:

WHEREAS, The County Executive has requested authorization to submit a grant application to the New York State Department of State regarding the New York Statewide Investment in More Swimming (NY SWIMS) Lifeguard Grant Program in the amount of \$50,000 for the term commencing April 1, 2024 and ending September 30, 2025, and

WHEREAS, The County Executive has indicated that the County would work with municipalities to identify public swimming locations and outline how funding would be used to increase staff/contracted lifeguards, expand operating hours, or both, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to submit a grant application to the New York State Department of State regarding the New York Statewide Investment in More Swimming Lifeguard Grant Program in the amount of \$50,000 for the term commencing April 1, 2024 and ending September 30, 2024, and, be it further

RESOLVED, That the County Attorney is authorized to approve said application as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 486**

**AUTHORIZING CORRECTIONS TO THE TAX ROLL FOR THE CITIES OF ALBANY AND COHOES**

Introduced: 8/12/24  
By Audit and Finance Committee:

WHEREAS, This Legislative Body has received three applications from the Director of the Real Property Tax Service Agency for corrections of real property taxes, and

WHEREAS, These applications have been investigated by the Director who recommends to this Honorable Body that the Tax Rolls involved be corrected, now, therefore, be it

RESOLVED, By the Albany County Legislature that the listed Tax Rolls for the Cities of Albany and Cohoes be corrected with respect to the following parcels of real property:

<u>APPLICANT</u>	<u>CITY OR TOWN</u> <u>DESCRIPTION OF REAL</u> <u>PROPERTY AS SHOWN ON</u> <u>TAX ROLL OR BILL</u>	<u>REASON FOR</u> <u>CORRECTION</u>
Albany County Land Bank	147 Melrose Avenue Tax Map No. 64.25-2-4 2024 Collection	Unlawful Entry
Albany County Land Bank	108 Congress Street Tax Map No. 10.75-2-9 2024 Collection	Unlawful Entry
Albany County Land Bank	114 Ontario Street Tax Map No. 11.61-2-4 2024 Collection	Unlawful Entry

and, be it further

RESOLVED, Said corrections shall be in accordance with Form RP-554 as submitted with favorable recommendation by the Director in accordance with the provisions of the New York State Real Property Tax Law, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 487**

**MAKING A SEQR DETERMINATION AND AUTHORIZING THE PURCHASE OF PARCELS OF REAL PROPERTY IN THE CITY OF ALBANY AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By Audit and Finance Committee:

WHEREAS, The County Executive has requested authorization to purchase the following parcels of real property from the Estate of Salvatore Tarzia in the City of Albany for \$375,000 and in satisfaction of all taxes owed:

89 Beaver Street (Tax Map No. 76.42-1-18)

93 Beaver Street (Tax Map No. 76.42-1-17)

95 Beaver Street (Tax Map No. 76.42-1-16)

97 Beaver Street (Tax Map No. 76.42-1-15)

,and

WHEREAS, The County Executive has indicated that said purchase will allow for additional parking and communication support space for shows at the MVP Arena, and

WHEREAS, This purchase has been designated an Unlisted action pursuant to the State Environmental Quality Review Act (SEQRA), and

WHEREAS, The County Executive has indicated that a short Environmental Assessment Form has been completed and, after review, it has been recommended that the Legislature determine that the Project will not have a significant adverse impact on the environment, and

WHEREAS, The County Executive has indicated that a budget amendment is necessary in order to complete the purchase, now, therefore, be it

RESOLVED, By the Albany County Legislature, that this Honorable Body has considered the recommendation and materials submitted and hereby determines that this purchase will not have a significant adverse impact on the environment pursuant to SEQRA, and, be it further

RESOLVED, That the County Executive is hereby authorized to execute on behalf of the County of Albany any and all documents necessary to purchase from the estate of Salvatore Tarzia the following parcels of real property located in the City of Albany for \$375,000 and satisfaction of all taxes owed:



89 Beaver Street (Tax Map No. 76.42-1-18)  
 93 Beaver Street (Tax Map No. 76.42-1-17)  
 95 Beaver Street (Tax Map No. 76.42-1-16)  
 97 Beaver Street (Tax Map No. 76.42-1-15)

and, be it further

RESOLVED That the 2024 Albany County Budget is hereby amended as follows:

APPROPRIATIONS						
BUDGET LINE			DESCRIPTION	INCREASE	DECREASE	DEPARTMENT NAME
FUND	ORG	OBJ			UNIT COST	
A9	8020	44072	Property Repair & Purchase	\$375,000		Economic Development
					\$610,000	
			<b>TOTAL APPROPRIATIONS</b>	<b>\$375,000</b>	<b>\$0</b>	
ESTIMATED REVENUES						
BUDGET LINE			DESCRIPTION	DECREASE	INCREASE	DEPARTMENT NAME
FUND	ORG	OBJ			UNIT COST	
A2	1310	02401	Int & Earnings on Investments		\$375,000	Finance
					\$7,610,000	
			<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$375,000</b>	
			<b>GRAND TOTAL</b>	<b>\$375,000</b>	<b>\$375,000</b>	

and, be it further

RESOLVED, That the County Attorney is authorized to approve said documents as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 488**

**MAKING A SEQR DETERMINATION AND AUTHORIZING THE PURCHASE OF A PARCEL OF REAL PROPERTY LOCATED AT 52 HOWARD STREET (TAX MAP NO. 76.42-1-12.1) IN THE CITY OF ALBANY AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By Audit and Finance Committee:

WHEREAS, The County Executive has requested authorization to purchase a parcel of real property located at 52 Howard Street (Tax Map No. 76.42-1-12.1) in the City of Albany from Howard Parking Garage LLC for \$235,000, and

WHEREAS, The County Executive has indicated that said purchase will allow for additional parking space for County employees at 112 State Street, and,

WHEREAS, This purchase has been designated an Unlisted action pursuant to the State Environmental Quality Review Act (SEQRA), and

WHEREAS, The County Executive has indicated that a short Environmental Assessment Form has been completed and, after review, it has been recommended that the Legislature determine that the Project will not have a significant adverse impact on the environment, and

WHEREAS, The County Executive has indicated that a budget amendment is necessary in order to complete the purchase, now, therefore, be it

RESOLVED, By the Albany County Legislature, that this Honorable Body has considered the recommendation and materials submitted and hereby determines that this purchase will not have a significant adverse impact on the environment pursuant to SEQRA, and, be it further

RESOLVED, That the County Executive is hereby authorized to execute on behalf of the County of Albany any and all documents necessary to purchase a parcel of real property located at 52 Howard Street (Tax Map No. 76.42-1-12.1) in the City of Albany from Howard Parking Garage LLC for \$235,000, and, be it further

RESOLVED That the 2024 Albany County Budget is hereby amended as follows:

APPROPRIATIONS							
BUDGET LINE			DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ					
A9	8020	44072	Property Repair & Rental Purchase	\$235,000		\$235,000	Economic Developm
			<b>TOTAL APPROPRIATIONS</b>	<b>\$235,000</b>	<b>\$0</b>		
ESTIMATED REVENUES							
BUDGET LINE			DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ					
A2	1310	02401	Int & Earnings on Investments		\$235,000	\$7,235,000	Finance
			<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$235,000</b>		
			<b>GRAND TOTAL</b>	<b>\$235,000</b>	<b>\$235,000</b>		

and, be it further

RESOLVED, That the County Attorney is authorized to approve said documents as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 489**

**MAKING A SEQR DETERMINATION AND AUTHORIZING THE PURCHASE OF PARCELS OF REAL PROPERTY IN THE TOWN OF BETHLEHEM AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By Audit and Finance Committee:

WHEREAS, The County Executive has requested authorization to purchase from Albany LLC the following parcels of real property located in the Town of Bethlehem for an amount not to exceed \$1,100,000:

26 Route 9W (Tax Map No. 87.03-2-3)

42 Route 9W (Tax Map No. 87.03-2-4)

Route 9W (Tax Map No. 87.03-2-5./2)

and

WHEREAS, The County Executive has indicated that said purchase will allow for the establishment of a regional police and firefighter training facility, and

WHEREAS, This purchase has been designated an Unlisted action pursuant to the State Environmental Quality Review Act (SEQRA), and

WHEREAS, The County Executive has indicated that a full Environmental Assessment Form has been completed and, after review, it has been recommended that the Legislature determine that this action will not have a significant adverse impact on the environment, and

WHEREAS, The County Executive has indicated that a budget amendment is necessary in order to complete the purchase, now, therefore, be it

RESOLVED, By the Albany County Legislature, that this Honorable Body has considered the recommendation and materials submitted and hereby determines that this purchase will not have a significant adverse impact on the environment pursuant to SEQRA, and, be it further

RESOLVED, That the County Executive is hereby authorized to execute on behalf of the County of Albany any and all documents necessary to purchase from Albany LLC the following parcels of real property located in the Town of Bethlehem for an amount not to exceed \$1,100,000:

26 Route 9W (Tax Map No. 87.03-2-3)

42 Route 9W (Tax Map No. 87.03-2-4)  
 Route 9W (Tax Map No. 87.03-2-5./2)

and, be it further

RESOLVED That the 2024 Albany County Budget is hereby amended as follows:

APPROPRIATIONS							
BUDGET LINE			DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ					
A9	8020	44512	Public Safety Collaboration	\$1,100,000		\$1,100,000	Economic Development
			<b>TOTAL APPROPRIATIONS</b>	<b>\$1,100,000</b>	<b>\$0</b>		
ESTIMATED REVENUES							
BUDGET LINE			DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ					
A2	1310	02401	Int & Earnings on Investments		\$1,100,000	\$8,710,000	Finance
			<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$1,100,000</b>		
			<b>GRAND TOTAL</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>		

and, be it further

RESOLVED, That the County Attorney is authorized to approve said documents as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

## RESOLUTION NO. 490

### AMENDING RESOLUTION NOS. 489 AND 490 FOR 2021, AS AMENDED, REGARDING NEW YORK STATE HOMES AND COMMUNITY RENEWAL COMMUNITY DEVELOPMENT BLOCK GRANT CARES ACT FUNDING

Introduced: 8/12/24

By Audit and Finance Committee:

WHEREAS, By Resolution No. 489 for 2021, this Honorable Body entered into an agreement with New York State Homes and Community Renewal regarding Community Development Block Grant Program funding in the amount of \$1,389,890 for a term commencing immediately and ending November 10, 2022, and

WHEREAS, By Resolution No. 490 for 2021, this Honorable Body entered into an agreement with the Albany County Land Bank Corporation regarding the administration of the Community Development Block Grant Program in the amount of \$1,000,000 for the improvement of qualifying parcels of real property, for a term commencing immediately and ending November 10, 2022, and

WHEREAS, By Resolution No. 508 for 2022, this Honorable Body authorized an amendment to the agreement with the Albany County Land Bank Corporation to reflect a term ending date of May 10, 2023, and

WHEREAS, By Resolution No. 283 for 2023, this Honorable Body authorized amendments to the agreements with New York State Homes and Community Renewal and the Albany County Land Bank Corporation to reflect term ending dates of December 29, 2023, and

WHEREAS, By Resolution No. 140 for 2024, this Honorable Body authorized additional amendments to the agreements with New York State Homes and Community Renewal and the Albany County Land Bank Corporation to reflect term ending dates of June 28, 2024, and

WHEREAS, The County Executive has indicated that further amendments to the agreements with New York State Homes and Community Renewal and the Albany County Land Bank Corporation are necessary to allow the Land Bank to find qualifying buyers for the properties and close on the sales of those properties, now, therefore, be it

RESOLVED, By the Albany County Legislature, that Resolution Nos. 489 and 490 for 2021, as amended, are further amended to reflect term ending dates of September 30, 2024, and, be it further

RESOLVED, That the County Attorney is authorized to approve said amendments as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 491**

**AUTHORIZING AN AGREEMENT WITH EMPIRE STATE DEVELOPMENT REGARDING RESTORE NEW YORK COMMUNITIES INITIATIVE FUNDING AND AMENDING THE 2024 DEPARTMENT OF ECONOMIC DEVELOPMENT, CONSERVATION AND PLANNING BUDGET**

Introduced: 8/12/24

By Audit and Finance Committee:

WHEREAS, The County Executive has requested authorization to enter into an agreement with Empire State Development regarding Restore New York Communities Initiative funding to support the demolition of the Central Warehouse located at 143 Montgomery Street in the City of Albany in the amount of \$10,000,000 for the term commencing August 12, 2024 and ending August 12, 2026, and

WHEREAS, The County Executive has also requested to amend the 2024 Department of Economic Development, Conservation and Planning Budget to transfer the funding to the Advance Albany County Alliance Local Development Corporation in order to implement the demolition project, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Empire State Development regarding Restore New York Communities Initiative funding to support the demolition of the Central Warehouse located at 143 Montgomery Street in the City of Albany in the amount of \$10,000,000 for the term commencing August 12, 2024 and ending August 12, 2026, and, be it further

RESOLVED, That the 2024 Department of Economic Development, Conservation and Planning Budget is hereby amended as follows:

Increase Revenue Account A8020 0 3987 Restore NY – Central Ware Demo by \$10,000,000

Increase Appropriation Account A8020.4 by \$10,000,000 by increasing Line Item A8020 4 4977 Restore NY – Central Ware Demo by \$10,000,000

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.



**RESOLUTION NO. 492**

**AMENDING THE 2024 DISTRICT ATTORNEY'S OFFICE BUDGET:  
ADMINISTRATIVE ADJUSTMENTS**

Introduced: 8/12/24  
By Audit and Finance Committee:

WHEREAS, The District Attorney has requested to amend the 2024 District Attorney's Office Budget in order to increase the salaries of the Criminal Investigative Unit, and

WHEREAS, The District Attorney has indicated that these increases are necessary as a result of a decision and award from the New York State Public Employment Relations Board Interest Arbitration Panel, now, therefore, be it

RESOLVED, By the Albany County Legislature that the 2024 District Attorney's Office Budget is hereby amended as follows:

APPROPRIATIONS										
BUDGET LINE						DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ	PROJECT FOR POSITIONS ONLY							
				STATE POS. CODE	POSITION CONTROL					
A	91165	14020	10000	001	130115	Criminal Auditor	\$5,088			ACDAO
A	91165	14020	10000	002	130186	Criminal Auditor	\$5,088			ACDAO
A	91165	14021	10000	001	130037	Criminal Investigator	\$5,088			ACDAO
A	91165	14021	10000	002	130038	Criminal Investigator	\$5,088			ACDAO
A	91165	14021	10000	003	130039	Criminal Investigator	\$5,088			ACDAO
A	91165	14021	10000	004	130040	Criminal Investigator	\$5,088			ACDAO
A	91165	14021	10000	005	130041	Criminal Investigator	\$5,088			ACDAO
A	91165	14021	10000	006	130063	Criminal Investigator	\$5,088			ACDAO
A	91165	14021	10000	007	130108	Criminal Investigator	\$5,088			ACDAO
A	91165	14021	10000	008	130167	Criminal Investigator	\$5,088			ACDAO
A	91165	14032	10000	001	130103	Sr. Criminal Investigator	\$5,230			ACDAO
A	91165	12011	10000	002	130125	Assistant DA VI		\$56,110		
<b>TOTAL APPROPRIATIONS</b>							<b>\$56,110</b>	<b>\$56,110</b>		
ESTIMATED REVENUES										
BUDGET LINE						DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
FUND	ORG	OBJ	PROJECT FOR POSITIONS ONLY							
				STATE POS. CODE	POSITION CONTROL					
<b>TOTAL REVENUES</b>							<b>\$0</b>	<b>\$0</b>		
<b>GRAND TOTAL</b>							<b>\$56,110</b>	<b>\$56,110</b>		

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

## RESOLUTION NO. 493

### PROVIDING FOR A PLAN OF DISPOSITION OF COMMERCIAL GAMING REVENUE FUNDS

Introduced:

By: Mauriello, Burgdorf, Collins, Conway, Drake, Grimm, Lockart, Perlee, Smith

WHEREAS, Chapter 174 of the Laws of 2013, the “Upstate New York Gaming Economic Development Act of 2013”, provided for the creation of four upstate casinos, one of which is now located in Schenectady, New York, and

WHEREAS, Section 10 of Chapter 174 created Section 97-nnnn of the State Finance Law, providing that 10% of the taxes and fees collected on upstate casinos be distributed from the commercial gaming revenue fund to counties within the region of an upstate casino, which includes Albany County, and

WHEREAS, In 2024, the projected commercial gaming revenue for Albany County was \$2,450,000, and

WHEREAS, In 2020, the Albany County Legislature adopted Resolution 395 of 2020, creating the Advance Albany County Alliance for the purposes of promoting employment and economic development within Albany County, and

WHEREAS, The Advance Albany County Alliance has no dedicated funding source, instead being reliant on annual appropriations through Albany County’s budget process, and

WHEREAS, Diversion of Albany County’s gaming revenue as a dedicated funding stream for economic development in Albany County is sound public policy with the unencumbered fund balance at a historically high level, now, therefore be it

RESOLVED, By the Albany County Legislature that Chapter 360 of the Albany County Code, Finance and Taxation, be amended to add an Article XIII titled “Gaming Revenue Disposition” to read as follows:

#### Article XIII Gaming Revenue Disposition

§ 360-43 Disposition required.

The first \$1,500,000 million in commercial gaming revenue funds deposited to the County of Albany in accordance with Section 97-nnnn of the New York State finance law shall be allocated to the Advance Albany County Alliance in the first budget year after this resolution is adopted. Each effective subsequent budget year, the amount allocated shall consecutively increase by \$237,500 until 100% of the gaming revenue

funds deposited with Albany County are encumbered. The contemplated allocations shall only take place if an agreement between Albany County and the Advance Albany County Alliance is authorized by the Albany County Legislature and in force.

and, be it further

RESOLVED, That this resolution shall take effect immediately, provided, however, that Article XIII of Chapter 360 of the Albany County Code shall not apply to the 2024 Albany County Budget, and shall expire and be deemed repealed on December 31, 2029.

## RESOLUTION NO. 494

### **REQUESTING THE DEPARTMENT OF GENERAL SERVICES TO CONDUCT AN ECONOMIC IMPACT STUDY REGARDING THE PLACEMENT OF PUBLIC-USE ELECTRIC VEHICLE CHARGERS AT ALL COUNTY PROPERTIES, INCLUDING VACANT PARCELS**

Introduced:

By: Drake, Burgdorf, Mauriello

WHEREAS, Resolution No. 374 for 2024, adopted by the Albany County Legislature on July 8<sup>th</sup>, 2024, requested a site feasibility study of the placement of public use electric vehicle charging stations on various County properties, and

WHEREAS, Resolution No. 374 of 2024 spoke primarily to the need of Albany County to survey what County properties, if any, would be suitable for hosting public use electric vehicle charging stations without consideration for the long-term fiscal sustainability of public use charging stations, specifically with regard to the installation, maintenance, and continued use of such stations, and

WHEREAS, While creating incentives for the adoption of electric vehicles is laudable, additional detail is necessary for the Legislature to properly make a determination regarding the adoption of County-operated electric vehicle charging stations, now, therefore, be it

RESOLVED, That this Honorable Body requests that the Department of General Services conduct a study on the fiscal sustainability of the installation of public use electric vehicle charging stations on vacant County properties; said study shall examine existing availability of public use chargers near County owned properties, the projected cost of installation of charging stations, the annual maintenance and projected electricity costs associated with such stations, the County funding source(s) which will cover these projected costs, projected revenues generated from fees on charging station usage, and any other issues determined by the Department to be necessary for implementation and long-term sustainability of said stations, and, be it further

RESOLVED, That the Department of General Services report its findings by August 30, 2025 so that, if feasible, the costs of such investment and any potential revenues can be made a part of the 2026 Albany County budget discussions, and be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

## RESOLUTION NO. 495

### AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DIVISION OF INFORMATION SERVICES AND AMENDING THE 2024 ALBANY COUNTY BUDGET

Introduced: 8/12/24

By ARPA Executive Committee:

WHEREAS, The County of Albany received \$29.6 million in funds from the American Rescue Plan Act (ARPA) which may be used for various projects and programs within the County to help mitigate the long-term effects of the COVID-19 Pandemic, and

WHEREAS, The Albany County Legislature created the ARPA Executive Committee and its various Subcommittees to determine how these funds should be distributed and to review applications for these monies, and

WHEREAS, The ARPA Executive Committee and its various Subcommittees have worked tirelessly over the last year in order to establish guidelines that will assist them in reviewing and evaluating the numerous applications they will receive, and

WHEREAS, The ARPA Executive Committee, having evaluated numerous proposals, has requested authorization to disburse ARPA funding in the amount of \$84,688 to and enter into an agreement with the Albany County Division of Information Services for a term commencing August 12, 2024 and ending December 31, 2026, and

WHEREAS, The ARPA Executive Committee has indicated that such funding would be used to procure Microsoft Entra ID P1, a cloud-based identity and access management service, to implement multi-factor authentication across the County's IT environment, thereby bolstering security and improving user experience for County employees, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to disburse ARPA funding in the amount of \$84,688 to and enter into an agreement with the Albany County Division of Information Services, Albany, NY 12207 for a term commencing August 12, 2024 and ending December 31, 2026, and, be it further

RESOLVED, By the Albany County Legislature that the 2024 Albany County Budget is hereby amended as follows:

Increase Revenue Account CM.4.1304C.04089Z.ARP24 by \$84,688

Increase Appropriation Account CM.9.1304C.44046Z.ARP24 by \$84,688 by increasing Line Item 44046Z.ARP24 by \$84,688

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

## RESOLUTION NO. 496

### **AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By ARPA Executive Committee:

WHEREAS, The County of Albany received \$29.6 million in funds from the American Rescue Plan Act (ARPA) which may be used for various projects and programs within the County to help mitigate the long-term effects of the COVID-19 Pandemic, and

WHEREAS, The Albany County Legislature created the ARPA Executive Committee and its various Subcommittees to determine how these funds should be distributed and to review applications for these monies, and

WHEREAS, The ARPA Executive Committee and its various Subcommittees have worked tirelessly over the last year in order to establish guidelines that will assist them in reviewing and evaluating the numerous applications they will receive, and

WHEREAS, The ARPA Executive Committee, having evaluated numerous proposals, has requested authorization to disburse ARPA funding in the amount of \$34,000 to and enter into an agreement with the Albany County Department of Public Works for a term commencing August 12, 2024 and ending December 31, 2026, and

WHEREAS, The ARPA Executive Committee has indicated that such funding would be used to procure consultant services for a thorough inventory of all County-owned culverts of 12 inches or greater, and

WHEREAS, The proposed project will enable the Albany County Department of Public Works to better budget for and prioritize culvert repairs and replacements, thereby improving infrastructure and public safety, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to disburse ARPA funding in the amount of \$34,000 to and enter into an agreement with the Albany County Department of Public Works, Voorheesville, NY 12186 for a term commencing August 12, 2024 and ending December 31, 2026, and, be it further



RESOLVED, By the Albany County Legislature that the 2024 Albany County Budget is hereby amended as follows:

Increase Revenue Account CM.4.1102C.04089Z.ARP24 by \$34,000

Increase Appropriation Account CM.9.1102C.44046Z.ARP24 by \$34,000 by increasing Line Item 44046Z.ARP24 by \$34,000

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

## RESOLUTION NO. 497

### **AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DEPARTMENT OF MENTAL HEALTH AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By ARPA Executive Committee:

WHEREAS, The County of Albany received \$29.6 million in funds from the American Rescue Plan Act (ARPA) which may be used for various projects and programs within the County to help mitigate the long-term effects of the COVID-19 Pandemic, and

WHEREAS, The Albany County Legislature created the ARPA Executive Committee and its various Subcommittees to determine how these funds should be distributed and to review applications for these monies, and

WHEREAS, The ARPA Executive Committee and its various Subcommittees have worked tirelessly over the last year in order to establish guidelines that will assist them in reviewing and evaluating the numerous applications they will receive, and

WHEREAS, The ARPA Executive Committee, having evaluated numerous proposals, has requested authorization to disburse ARPA funding in the amount of \$34,000 to and enter into an agreement with the Albany County Department of Mental Health for a term commencing August 12, 2024 and ending December 31, 2026, and

WHEREAS, The ARPA Executive Committee has indicated that such funding would be used to engage local artists and community members in the creation of moveable murals that focus on mental health and suicide prevention topics, and,

WHEREAS, The proposed project will involve hosting workshops where youths and mental health professionals collaboratively design murals that convey important messages and resources, culminating in a mural festival to raise awareness and foster community dialogue about mental health, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to disburse ARPA funding in the amount of \$34,000 to and enter into an agreement with the Albany County Department of Mental Health, Albany, NY 12202 for a term commencing August 12, 2024 and ending December 31, 2026, and, be it further

RESOLVED, By the Albany County Legislature that the 2024 Albany County Budget is hereby amended as follows:

Increase Revenue Account CM.4.1603C.04089Z.ARP24 by \$34,000

Increase Appropriation Account CM.9.1603C.44046Z.ARP24 by \$34,000 by increasing Line Item 44046Z.ARP24 by \$34,000

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 498**

**AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE ALBANY COUNTY DEPARTMENT OF PARKS AND RECREATION AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By ARPA Executive Committee:

WHEREAS, The County of Albany received \$29.6 million in funds from the American Rescue Plan Act (ARPA) which may be used for various projects and programs within the County to help mitigate the long-term effects of the COVID-19 Pandemic, and

WHEREAS, The Albany County Legislature created the ARPA Executive Committee and its various Subcommittees to determine how these funds should be distributed and to review applications for these monies, and

WHEREAS, The ARPA Executive Committee and its various Subcommittees have worked tirelessly over the last year in order to establish guidelines that will assist them in reviewing and evaluating the numerous applications they will receive, and

WHEREAS, The ARPA Executive Committee has requested authorization to disburse ARPA funding in the amount of \$250,000 to and enter into an agreement with the Albany County Department of Parks and Recreation for further disbursement to qualifying municipalities throughout the County, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to disburse ARPA funding in the amount of \$250,000 to and enter into an agreement with the Albany County Department of Parks and Recreation, Albany, NY 12207, and, be it further

RESOLVED, By the Albany County Legislature that the 2024 Albany County Budget is hereby amended as follows:

Increase Revenue Account CM.4.1702S.04089Z.ARP24 by \$250,000

Increase Appropriation Account CM.9.1702S.44046Z.ARP24 by \$250,000 by increasing Line Item 44046Z.ARP24 by \$250,000

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

**RESOLUTION NO. 499**

**AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH BRIDGE THA GAP RESOURCE & OUTREACH, INC. AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By ARPA Executive Committee:

WHEREAS, The County of Albany received \$29.6 million in funds from the American Rescue Plan Act (ARPA) which may be used for various projects and programs within the County to help mitigate the long-term effects of the COVID-19 Pandemic, and

WHEREAS, The Albany County Legislature created the ARPA Executive Committee and its various Subcommittees to determine how these funds should be distributed and to review applications for these monies, and

WHEREAS, The ARPA Executive Committee and its various Subcommittees have worked tirelessly over the last year in order to establish guidelines that will assist them in reviewing and evaluating the numerous applications they will receive, and

WHEREAS, The ARPA Executive Committee, having evaluated numerous proposals, has requested authorization to disburse ARPA funding in the amount of \$233,000 to and enter into an agreement with Bridge Tha Gap Resource & Outreach, Inc. for a term commencing August 12, 2024 and ending December 31, 2026, and

WHEREAS, Bridge Tha Gap Resource & Outreach, Inc. has faced significant declines in donor support and volunteer retention due to the COVID-19 pandemic, and

WHEREAS, Bridge Tha Gap Resource & Outreach, Inc. seeks funding to expand The Great Way Mentorship Program and enhance violence prevention initiatives, youth services, and emergency assistance efforts, and

WHEREAS, This funding will strengthen support systems for families, foster community engagement, and promote social-emotional learning, thereby contributing to a safer community environment, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to disburse ARPA funding in the amount of \$233,000 to and enter into an agreement with Bridge Tha Gap Resource & Outreach, Inc., Albany, New York 12208

regarding Preventing and Responding to Violence activities for a term commencing August 12, 2024 and ending December 31, 2026, and, be it further

RESOLVED, By the Albany County Legislature that the 2024 Albany County Budget is hereby amended as follows:

Increase Revenue Account CM.4.3702S.04089Z.ARP24 by \$233,000

Increase Appropriation Account CM.9.3702S.44046Z.ARP24 by \$233,000 by increasing Line Item 44046Z.ARP24 by \$233,000

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

## RESOLUTION NO. 500

### **AUTHORIZING THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDING TO AND AN AGREEMENT WITH THE PRIDE CENTER OF THE CAPITAL REGION AND AMENDING THE 2024 ALBANY COUNTY BUDGET**

Introduced: 8/12/24

By ARPA Executive Committee:

WHEREAS, The County of Albany received \$29.6 million in funds from the American Rescue Plan Act (ARPA) which may be used for various projects and programs within the County to help mitigate the long-term effects of the COVID-19 Pandemic, and

WHEREAS, The Albany County Legislature created the ARPA Executive Committee and its various Subcommittees to determine how these funds should be distributed and to review applications for these monies, and

WHEREAS, The ARPA Executive Committee and its various Subcommittees have worked tirelessly over the last year in order to establish guidelines that will assist them in reviewing and evaluating the numerous applications they will receive, and

WHEREAS, The ARPA Executive Committee, having evaluated numerous proposals, has requested authorization to disburse ARPA funding in the amount of \$25,000 to and enter into an agreement with the Pride Center of the Capital Region for a term commencing August 12, 2024 and ending December 31, 2026, and

WHEREAS, The Pride Center of the Capital Region has faced significant challenges due to the COVID-19 pandemic, and

WHEREAS, The Pride Center of the Capital Region seeks funding to expand its existing free mental health services programming by hiring additional staff to double the amount of supportive services provided, reduce the current waitlist, and enhance its capacity to deliver mobile mental health services, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to disburse ARPA funding in the amount of \$25,000 to and enter into an agreement with the Pride Center of the Capital Region, Albany, New York 12210 regarding Nonprofit Recovery activities for a term commencing August 12, 2024 and ending December 31, 2026, and, be it further

RESOLVED, By the Albany County Legislature that the 2024 Albany County Budget is hereby amended as follows:



Increase Revenue Account CM.4.3623B.04089Z.ARP24 by \$25,000

Increase Appropriation Account CM.9.3623B.44046Z.ARP24 by \$25,000 by increasing Line Item 44046Z.ARP24 by \$25,000

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.