

County of Albany

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



Meeting Agenda

2025 BUDGET SESSION 1

Thursday, October 24, 2024

5:30 PM

**Harold L. Joyce Albany County Office Building
Cahill Room - First Floor**

Audit and Finance Committee

2025 BUDGET SESSION 1

INFRASTRUCTURE & GENERAL GOVERNMENT

1. ECONOMIC DEVELOPMENT AND PLANNING
2. CIVIC CENTER
3. PARKS & RECREATION
4. WATER PURIFICATION
5. INFORMATION SERVICES
6. CIVIL SERVICE
7. PUBLIC WORKS
8. GENERAL SERVICES

ECONOMIC DEVELOPMENT AND PLANNING

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

MEMORANDUM

TO: Hon. Wanda F. Willingham
CC:
FROM: Kevin O'Connor
DATE: October 15, 2024
RE: Proposed 2025 Budget
SUBJECT: Request for Information

The following is in response to your request for information regarding the Audit and Finance Committee's analysis of the Proposed 2025 Executive Budget related to the Department of Economic Development, Conservation and Planning. Should you have any questions or require additional information, please feel free to contact Kevin O'Connor at 518-447-3048 or Kevin.OConnor@albanycountyny.gov .

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

Kevin O'Connor, Director

2. Identify by line item all vacant positions in your department.

There are no vacant positions in the department.

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

N/A

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

A 8020 11022 001 550001 Director - 3% Cost of Living Raise is included in the 2024 budget.

A 8020 12628 001 550008 Senior Natural Resource Planner - 3% Cost of Living Raise

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

There are none proposed for 2025.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2025.

No positions are currently funded by grant money.

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

No proposed changes.

8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2024 budgeted expenditures compared to 2025 proposed expenditures (included a column for each expenditure year).

A 8020 44046 – Fees For Services
EDCAP Special Projects: 65,000

Budget Line	2024	2025
A 8020 44057 – Housing Trust Fund	\$0	\$400,000
A 8020 44462 – Econ Develop Organization A	\$800,000	\$250,000
A 8020 44465 – Farmland Protection Plan	\$25,000	\$25,000
A 8020 44483 – Stage Act	\$6,100,000	\$3,000,000
A 8020 44484 – Arts and Culture Support	\$1,000,000	\$250,000
A 8020 44487 – Energy Projects	\$306,000	\$0
A 8020 44512 – Public Safety Collaboration	\$1,100,000	\$0
A 8020 44976 – Albany County Improvement Initiative	\$3,000,000	\$1,000,000
A 8020 44978 – Workforce Development	\$0	\$427,523

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

A 8020 44057 Housing Trust Fund - \$400,000 - NEW
A 8020 44978 Workforce Development - \$427,523 - NEW

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

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

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

N/A

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

N/A

13. Identify by line any positions that were established/changed during the 2024 fiscal year.

None

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2025) to better understand risk and mitigate it.

As in previous years, the biggest risk is the lack of adequate permanent funding for the Advance Albany County Alliance relative to neighboring counties. In 2024 the County worked with State partners to authorize Hotel Occupancy Tax revenue to the Alliance. When finalized this will provide some stability for the Alliance going forward.

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

Metrics include: 1) amount of private sector investment in dollars; 2) creation or retention of jobs in Albany County 3) Net new tax revenue 4) New leads generated and 5) leads landed.

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

None

CIVIC CENTER

MVP ARENA – ALBANY NY

October 10, 2024

INFORMATION REQUIRED BY AUDIT & FINANCE COMMITTEE - ALBANY COUNTY LEGISLATURE

To: Honorable Joanne Cunningham - Chairwoman – Albany County Legislature
Honorable Wanda F. Willingham, Chair – Audit and Finance Committee
Honorable Members of the Albany County Legislature Audit & Finance Committee

Please see the answers to all questions listed below:

1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation. **Bob Belber – General Manager**
2. Identify by line item all vacant positions in your department. **No Open Positions**
3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable. **There are no new positions available.**
4. Identify by line item any proposed salary increase(s) beyond union contract commitments. Include justification for those raise(s). **No salary increases related to County unions.**
5. Identify by line item any position proposed to be eliminated or salary decreased. **No eliminated positions and no salary decreases will exist.**
6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2025. **No positions are funded with grant money.**
7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications) **No job titles and no moving of positions to other line items.**
8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2023 expenditures compared to 2025 proposed expenditures. **No fees are being paid for services.**
9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs. **SMG continues to concentrate on efforts to cut down on utility costs and operational expenses that will take place in 2025. New revenue generating initiatives were launched in 2024 including the sale of premium seats that were added in front of the suites and these are sold annually. The revenues generated from these premium seat sales flow 100% to the building with no sharing with the event producers. This generates over \$300K annually in added revenue. Private events and special events such as corporate holiday parties, receptions and non-profit events will be marketed more aggressively in 2025. ASM Global and SMG has engaged with a renowned architect to produce designs for a new VIP Club that will be proposed to Albany County, which if approved, will transform the Terrace View Room (which connects the parking garage to the concourse at Level # 3) into a beautiful new VIP Club that will enable membership sales to take place and high-end catering to be offered. ASM Global and SMG is working on a proposal that likely will include an investment by the management company in the costs related to the fit-up of the new VIP Club. In addition, the Media Room (located on the**

mezzanine level of the atrium), along with the Atrium and the arena floor itself when the building is not hosting major events, will be marketed to special event producers in the region.

10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee. **There are no Albany County vehicles used at the MVP Arena.**
11. Provide a specific breakdown of the use for the proposed funding for all Conferences/Training/Tuition line items in your department budget. **SMG mandates that all SMG employees must take annual training sessions provided by SMG in the following areas:**
 - **New York State Sexual Harassment Prevention**
 - **Customer Service Training**
 - **What is Diversity and Inclusion**
 - **Workplace Security – What You Need to Know**
 - **Ransomware Attack and Incident Response Planning**
 - **Cyber Security – How to Stay Safe Online**
 - **Cyber Security Risks and Social Media**

These training sessions are developed and administered online by the SMG/ASM Global corporate office and is a major reason why our company is the biggest and best facility management company in the world.

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years. **No overtime permitted.**
13. Identify by line item any positions that were established/changed during the 2024 fiscal year. **No changes to positions took place.**
14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2025) to better understand that risk and mitigate it. **SMG and its parent company ASM Global have been purchased by – Legends. There will be no change in the name used to operate the MVP Arena. SMG is a subsidiary of ASM Global and Legends and will continue to operate under that name. There is no need for any changes to the management agreement. Legends has outstanding resources and assets in the hospitality industry along with excellent relationships with major brands that we will be approaching to spend money on our outdoor video boards and interior advertising inventory. Our Director of Sales – Gary Holle and the GM of the MVP Arena are working closely with senior management and Division EVP's to maximize new revenue that can be generated for the MVP Arena, which will directly have a favorable outcome for Albany County as our bottom line profits grow.**
15. Please list performance indicators and metrics used by your department and current statistics for those metrics. **The MVP Arena in Albany has been one of the best performing arenas that SMG manages in the US. Many of ASM Global / SMG's other facilities obtain helpful tips from our operations in Albany to help them**

MVP ARENA – ALBANY NY

perform and increase their bottom lines. In many ways Albany has set the bar for best practices and best net operating profits in secondary markets in the US. SMG provided an annual net operating profit that averaged over \$1 million dollars annually except for the pandemic years and the net operating profits in 2023 were the second highest in the history of the Albany County Civic Center. In 2024, as of October, we are forecasting to have a net operating profit that will be \$1.6 million dollars ahead of our budget for 2024. Siena College Men's Basketball plays their home games at MVP Arena. The Albany FireWolves in the National Lacrosse League are a major tenant. Earlier this month, (October) the FireWolves announced that they have signed a six-year extension to continue to play at the MVP Arena. There is a termination clause that will allow them to leave if the attendance at games does not increase from where it has been over the last few seasons. But our entire management team at the MVP Arena is working closely with the team to increase sales and be more successful. The Albany Firebirds Arena Football Team will begin playing in 2025 within the new AFL1 Arena Football League. The Firebirds lost to Billings, Montana this past season in the AFL Arena Bowl held in New Jersey. A three-year new lease was just signed in early October of this year. The MVP Arena continues to book some of the largest concert artists that are touring the US.

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source. **No mandates and no grants.**

PARKS & RECREATION



Daniel P. McCoy, Albany County Executive
Bakary Janneh, Commissioner
Alexandra M. Robert, Deputy Commissioner

October 16, 2024

Hon. Wanda F. Willingham,
Chair, Audit and Finance Committee
Harold L. Joyce Albany County Office Building
112 State Street Albany, NY 12207

RE: 7410 Parks and Recreation Proposed 2025 Budget

Honorable Chair Wanda Willingham,

I am writing to submit my response to the proposed Audit and Finance Committee budget questions for the Parks and Recreation 2025 fiscal year. As the Commission of Parks and Recreation, I appreciate the opportunity to contribute, and I am committed to collaborating with the Audit and Finance Committee to establish a budget proposal that best supports the County's objectives.

Thank you for your attention to this important matter. I am eager to contribute to our shared vision and ensure the mutual success of Parks and Recreation.

Please find the response to your question below.

Please do not hesitate to contact me if I can provide any more information.

Sincerely,

Bakary Janneh, Commissioner
Albany County
Parks & Recreation
390 New Salem Rd.
Voorheesville, NY 12186





ALBANY COUNTY PARKS & RECREATION

Daniel P. McCoy, Albany County Executive
Bakary Janneh, Commissioner
Alexandra M. Robert, Deputy Commissioner

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

Bakary Janneh

2. Identify by line item all vacant positions in your department.

A7410 11152 001 520112 Program Coordinator II
A7410 11304 001 520109 Comm Health & Wellness Coord.

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

A7410 12405 001 520120 Recreational Serv. Administrat-
A7410 12407 001 520117 Special Proj & Strat Coordinat
A7410 12751 001 520119 Training & Devel. Speciist I
A7410 12752 001 520118 Sr. Aquatic Rec. Specialist

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

There are no salary increases that go beyond union contracts.

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

There are no lines that will eliminated or decreased.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2025.





ALBANY COUNTY PARKS & RECREATION

Daniel P. McCoy, Albany County Executive
 Bakary Janneh, Commissioner
 Alexandra M. Robert, Deputy Commissioner

There are no grant-funded positions.

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

There are no proposed changes to job titles or lines.

8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2024 budgeted expenditures compared to 2025 proposed expenditures (included a column for each expenditure year).

2024 fee for service \$69,500	2025 Fee for Service \$82,075
Propane \$6,372.37	Monday \$2,000
Security \$400	Propane \$ 7,500
Time Warner \$ 370	Time Warner \$725
Waste and Recycling \$5,200	Waste and Recycling \$5,850
Danforth Company \$2,427.21	Skate Shop and Service \$350
RecDesk LLC \$5,800	Drone service \$1,250
Train Service \$2,484	Pond and Lake Conne 25,000
Red Cross \$3,973	Security \$750
Chemenergy \$6,127	RecDesk LLC \$7,500
Heatly HS Custodial \$1,131	Pest Control \$500
Resurfix, INC \$4,665	Danforth Company \$3,250
Pond and Lake Conne \$22,900	Train Service \$3,250
Towne of Colonie \$4,385	Chemenergy \$7,500
Monday \$1,912	Resurfix \$5,225
Pest Control \$ 430	Heatly HS Custodial \$1250
Manusco Drone \$654	Towne of Colonie 5,000
Skate shop supplies and service \$270	Aquatic maintenance 2,650
	Stabilizing and enhancement \$2,525

2024 misc. \$0.00	2025 misc. \$29,500
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ALBANY COUNTY PARKS & RECREATION

Daniel P. McCoy, Albany County Executive
 Bakary Janneh, Commissioner
 Alexandra M. Robert, Deputy Commissioner

	Chemical Supplies \$14,500
	Chemical Storage \$2,750
	Structural repair \$10,500
	Technician Service \$800
	Health Dept cert \$950

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

The department will implement an intro to drones program, E-sports, senior programming, events for those 25 – 65years of age, and tournaments; by addressing these areas, we aim to create a safer work environment, reduce the likelihood of personal injury and property damage, and prepare our department to respond effectively to emerging risks. Environmental education, college recruitment-related activities, internships, aquatics programming, mental and physical health awareness, expand educational services within all programming and ensure inclusive and equitable programming.

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

The department staff uses the vehicles to transport resources and maintain equipment and property for all events, training, programs, and department needs.

- Chevrolet Bolt
- Ford Lighting
- Chevrolet Cavalier

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

The Conference/Training/Tuition lines are for staff advancement and the enhancement or provision of programs. They will be utilized for training, attending or hosting conferences, and educational experiences with HBCUs, local universities, and recreational-related venues.

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





Daniel P. McCoy, Albany County Executive
Bakary Janneh, Commissioner
Alexandra M. Robert, Deputy Commissioner

There are no overtime lines within this department.

13. Identify by line item any positions that were established/changed during the **2024** fiscal year.

The position of deputy commissioner was created during the 2024 fiscal year. It will play a vital role in partnership with the Commissioner of Parks and Recreation for the 2025 fiscal year and beyond.

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in **2025**) to better understand that risk and mitigate it.

The risk that the department faces is the potential for personal injury, death, property and environmental damage, vetting of staff, and unforeseen natural causes.

This department will embark on comprehensive safety training that focuses on injury prevention, proper equipment handling, and thorough evaluations of staff work history and training qualification to ensure that staff are equipped to meet the needs of the position while providing a high-value service to the residents of Albany County. By addressing these areas, we aim to create a safer work environment, reduce the likelihood of personal injury and property damage, and prepare our department to respond effectively to emerging risks. Ultimately, it will provide an atmosphere of quality and inclusive programming for the County of Albany.



WATER PURIFICATION



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
WATER PURIFICATION DISTRICT
1 CANAL ROAD SOUTH
ALBANY, NEW YORK 12204
PHONE: (518) 447-1611 FAX: (518) 433-0369
www.albanycounty.com

COMMISSION
DENNIS RIGOSU
CHAIRMAN

NICHOLAS W. FOGLIA
MAGGIE ALIX
CHARLES G. CARLUCCIO
GARRY NATHAN

ANGELO GAUDIO, P.E.
EXECUTIVE DIRECTOR

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

From: Angelo Gaudio, Executive Director

Date: October 15, 2024

Re: 2025 Proposed Budget

Per the Proposed 2025 Budget memo dated October 2, 2024, please accept the following as the Water Purification District's responses. Should you have any questions I can be reached at 518-447-1617.

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

<i>Title</i>	<i>Org#</i>	<i>Position #</i>	<i>Notes</i>
<i>Laboratory Technician</i>	<i>G98130.1.3122</i>	<i>630007</i>	
<i>Process Operator I</i>	<i>G98130.1.7008</i>	<i>630044</i>	<i>Recruiting</i>
<i>Process Operator II</i>	<i>G98130.1.7006</i>	<i>630021</i>	<i>Recruiting</i>
<i>Process Operator II</i>	<i>G98130.1.7006</i>	<i>630023</i>	<i>Recruiting</i>
<i>Process Operator II</i>	<i>G98130.1.7006</i>	<i>630025</i>	<i>Recruiting</i>
<i>Process Operator II</i>	<i>G98130.1.7006</i>	<i>630028</i>	<i>Recruiting</i>
<i>Process Operator II</i>	<i>G98130.1.7006</i>	<i>630037</i>	<i>Recruiting</i>
<i>Process Operator III</i>	<i>G98130.1.7004</i>	<i>630014</i>	<i>Recruiting</i>
<i>Chief Process Operator (South)</i>	<i>G98130.1.2635</i>	<i>630003</i>	<i>Recruiting</i>
<i>Maintenance Mechanic 1</i>	<i>G98130.1.7026</i>	<i>630091</i>	<i>Recruiting</i>
<i>Maintenance Mechanic 1</i>	<i>G8130.1.7026</i>	<i>630063</i>	<i>Recruiting</i>
<i>Maintenance Mechanic 2</i>	<i>G8130.1.7024</i>	<i>630054</i>	<i>Recruiting</i>
<i>Labor Sub-foreman</i>	<i>G8130.1.7009</i>	<i>630087</i>	<i>Recruiting</i>
<i>Laborer</i>	<i>G8130.1.8403</i>	<i>630078</i>	<i>Recruiting</i>
<i>Laborer</i>	<i>G98130.1.8403</i>	<i>630089</i>	<i>Recruiting</i>
<i>Laborer</i>	<i>G98130.1.8403</i>	<i>630080</i>	<i>Recruiting</i>
<i>Senior Instrumentation Tech</i>	<i>G8130.1.3631</i>	<i>630010</i>	<i>Recruiting</i>
<i>Business Office Manager</i>	<i>G8110.1.1909</i>	<i>610002</i>	<i>Recruiting</i>

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

3. Identify by line item any new position(s), how the position will be funded and the reimbursement rate(s), if applicable.
 - **Assistant Superintendent of Operations** (G8130.1.1333) being created for succession planning purposes and to support current Superintendent of Operations. Laboratory technician position will be used to fund a portion of this new title.
 - **Assistant Business Office Manager** (G8110.1.1908) will replace the Administrative Aide title and is being created to help with succession planning. New title has overlapping duties with the existing Business Office Manager title.
 - **Collection System Mechanic** (G8120.1.7014): Being created to promote existing employee in lower Collection System Maintenance Assistant title.
 - **Maintenance Helper** (G8130.1.8116): Title to replace existing laborer title. Being created to help recruiting efforts and find staff with more mechanical skills.
 - **Maintenance Helper** (G8130.1.8116) Title to replace existing laborer title. Being created to help recruiting efforts and find staff with more mechanical skills.
 - **Maintenance Helper** (G8130.1.8116) Title to replace existing laborer title. Being created to help recruiting efforts and find staff with more mechanical skills.
 - **Maintenance Helper** (G8130.1.8116) Title to replace existing laborer title. Being created to help recruiting efforts and find staff with more mechanical skills.
 - **Storekeeper** (G8130.1.6524) Title to replace existing Maintenance Control Mechanic. Being created to more accurately reflect administrative and oversight duties being done by this position.

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

Nonunion employees are programmed for a 3% increase as proposed by the County. No existing titles are programmed for increases beyond the 3% increase.

5. Identify by line any position proposed to be eliminated or salary decreased.
 - **Administrative Aide** (G8110.1.15501) eliminated and replaced with Assistant Business Office Manager title.
 - **Collection System Maintenance Mechanic** (G8120.1.7016) eliminated and replaced with Collection System Mechanics.
 - **Laborer** (G8130.1.8403): Eliminated and replaced with new Maintenance Helper title.
 - **Laborer** (G8130.1.8403): Eliminated and replaced with new Maintenance Helper title.
 - **Laborer** (G8130.1.8403): Eliminated and replaced with new Maintenance Helper title.
 - **Laborer** (G8130.1.8403): Eliminated and replaced with new Maintenance Helper title.
 - **Maintenance Control Mechanic** (G1830.1.6525): Eliminated and replaced with new Storekeeper title.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2023.

None.

7. Identify by line item all job titles proposed to be changed or moved to another line. (eg reclassification)
- *Automotive Mechanic will be changed to Mechanic Specialist (Facilities). The current fleet is not large enough to justify a full time position. The position has been reclassified to include grounds and building maintenance.*
 - ***Assistant Business Office Manager** (G8110.1.1908) will replace the Administrative Aide title and is being created to help with succession planning. New title has overlapping duties with the existing Business Office Manager title.*
 - ***Maintenance Helper** (G8130.1.8116): Title to replace existing laborer title. Being created to help recruiting efforts and find staff with more mechanical skills.*
 - ***Maintenance Helper** (G8130.1.8116) Title to replace existing laborer title. Being created to help recruiting efforts and find staff with more mechanical skills.*
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 - ***Storekeeper** (G8130.1.6524) Title to replace existing Maintenance Control Mechanic. Being created to more accurately reflect administrative and oversight duties being done by this position.*
8. Provide a breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2024 expenditures compared to 2025 proposed expenditures.

G98110.4.4046 Fees for Services

Description	2024 Adopted	2025 Proposed
Board of Commissioners Mtgs.	\$2000	\$2000
Random Drug Testing (CDL)	\$360	\$600
Pre-emp. Physicals	\$720	\$720
Lead & Respiratory physicals (Maint.)	\$3,360	\$4,200
Extra fit testing	\$180	\$180
NYWEA Utility Membership	\$2,200	\$2,200
Cleaning/Exterminator Service	10,000	\$10,100
Administrative Fees EFC		
EFC Bar Screen 2015-E	\$ 0.00	\$ 0.00
EFC Incinerator 2006-C	\$1,687	\$ 1,137
EFC Disinfection 2015-B	\$5,286	\$4,850
TOTAL	\$25,793	\$25,987

G98130.4.4046 Fees for Services

Description	2024 Adopted	2025 Proposed
North & South Plants SPDES permits	\$ 31,000	\$ 31,000
NYSDEC transporter fee (dumpster trucks)	\$ 1,100	\$ 1,100
Misc. fees	\$ 500	\$ 500
ELAP FEES	\$ 850	\$ 850
Title 5 Incinerator Emissions	\$ 10,000	\$ 10,000
County Waste Recycling	\$ 600	\$ 600
Electrical Service Contract	\$ 75,000	\$ 75,000
City water backflow testing 2@\$250	\$ 750	\$ 750
Laboratory scale calibration 4@\$150	\$ 600	\$ 600
Aeration Blower Service	\$ 15,000	\$ 15,000
Oil/Chemical Disposal	\$ 5,000	\$ 6,000
TOTAL	\$ 141,400	\$141,400

Miscellaneous Contractual expenditures

G98130.4.4107 Chemicals

Description	2024 Adopted	2025 Proposed
Total Cost Polymer	\$ 434,552	\$ 434,552
Total Cost Oxidant	\$ 257,550	\$ 257,550
Sodium Hypochlorite	\$ 83,143	\$ 83,143
Sodium Bisulfite	\$ 35,416	\$ 35,416
Grand Total	\$ 810,662	\$ 810,662

G98130.4.4101 Electric

Description	2024 Adopted	2025 Proposed
Electric	\$ 2,092,500	\$ 2,234,350

G98130.4.4102 Gas & Diesel

Description	2024 Adopted	2025 Proposed
Gas	\$ 112,426	\$ 112,426

G98130.4.4102 Natural Gas

Description	2024 Adopted	2025 Proposed
Natural Gas	\$ 440,000	\$ 575,000

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

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

New/Ongoing Initiatives:

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

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

Year/Make of Vehicles	Personnel Using Vehicle	Reason of Use
1995 VAC CON	Sewer Crew	Used to clean metering pits
2003 Ford F250 Pick Up	Maintenance Personnel	Maintenance Operations
2005 Chevy Silverado Pick Up	Instrumentation Personnel	Daily Instrumentation Monitoring
2008 International Dumpster	Sewer Crew	Transport of debris to Landfill
2008 Ford 150 Pick Up	South Plant Maintenance	Maintenance Operations
2010 Ford F350 Pick Up	North Plant Maintenance	Maintenance
2014 Ford 150 Pickup	Permit Compliance Officers	Inspections/sampling
2015 Ford F550 Dump Truck	Sewer Crew	Metering Pit monitoring/Plant Usage/Snow Plowing
2017 Ford F250 Pickup Truck	Lab North Plant	Sampling
2020 Chevy Silverado 2500 Pickup	North Plant Maintenance	Maintenance Operations
2021 Western Star Dumpster	Sewer Crew	Transport of debris to Landfill
2021 Western Star Dumpster	Sewer Crew	Transport of debris to Landfill
2022 Chevy Colorado	Incinerator Mechanics	Maintenance Operation
2022 Chevy Colorado	South Plant Process	Daily South Plant Operations
2022 Chevy Silverado 2500	North Plant Maintenance	Maintenance Operation
2023 Chevy Colorado	North Plant Maintenance	Maintenance Operations
2023 Chevy Colorado (4x4)	Lab Personnel	Sampling/Lab testing
2024 Ram Pickup 2500	Chief Maintenance Mechanic	Maintenance Operations

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

Conference, Training, Tuition G98130.4.4039	
Mandated Operator Recertification Training	\$ 2,500
Operator Certification Courses	\$ 6,000
NYWEA Spring & Winter Conference	\$ 2,500
Lodging	\$ 1,500
Correspondence Courses/License Renewals	\$ 1,000
Total	\$ 13,500

The District as a condition of the CSEA contract is requiring operator classes and certifications for new process operators.

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

Sanitary Sewers G98120.19900 - Overtime Expenses			
2022 OT Expenses	2023 OT Expenses	2024 OT Expenses	2025 Proposed OT Expenses
\$ 8,860 (Actual)	\$ 7,462 (Actual)	\$ 5,092 (YTD)	
\$ 2,750 (Budget)	\$ 3,000 (Budget)	\$ 3,500 (Budget)	\$ 5,000 (Budget)

Sewage Treatment G98130.19900 - Overtime Expenses			
2022 OT Expenses	2023 OT Expenses	2024 OT Expense	2025 Proposed OT Expenses
\$ 420,513 (Actual)	\$ 520,546 (Actual)	\$ 360,944 (YTD)	
\$ 230,000 (Budget)	\$ 260,000 Budget	\$ 360,000 (Budget)	\$ 390,000 (Budget)

13. Identify by line item any positions that were established/changed during the 2024 fiscal year.
None.

14. Identify the biggest risk your department faces and the actions you have taken (or will take in 2024) to better understand that risk and mitigate it.

While there are many inherent risks in operating two wastewater treatment plants that service combine sewers systems, our largest risk continues to be maintaining a skilled workforce that is capable of supporting our operations. We continue to have difficulties in filling senior process operator positions which has created coverage issues and additional overtime expenses. For 2025, the District will continue to focus on staff recruitment, training and refining our program for operators to obtain operator certifications.

In addition, the District has experienced an increase in emergency repairs of equipment that is past its useful life. The District will move capital projects along as quickly as possible to replace aged systems but the failure of critical systems could lead to permit violations or unanticipated repair expenditures.

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

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

Parameter – North Plant	Permitted Removal %	Actual Removal %
Biochemical Oxygen Demand (BOD)	85%	98%
Total Suspended Solids (TSS)	85%	98.1%
Parameter – South Plant		
Biochemical Oxygen Demand (BOD)	85%	94.9%
Total Suspended Solids (TSS)	85%	92.3%

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

NYSDEC is currently evaluating implementing sampling requirements for PFAS compounds. We currently do not know the schedule or the full financial impact of these sampling requirements but we will continue to track NYSDEC progress as they move the sampling requirements forward.

INFORMATION SERVICES



DANIEL P. MCCOY
COUNTY EXECUTIVE

M. DAVID REILLY
COMMISSIONER

COUNTY OF ALBANY
DEPARTMENT OF MANAGEMENT AND BUDGET
DIVISION OF INFORMATION SERVICES
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PATRICK ALDERSON
CHIEF INFORMATION OFFICER

DAVID S. BERKUN
DEPUTY CHIEF INFORMATION OFFICER

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

FROM: Patrick Alderson, Chief Information Officer
Division of Information Services

DATE: October 16, 2024

RE: Proposed 2025 Budget

In anticipation of the 2025 Tentative Annual Budget to be submitted by the County Executive, the following information is required by the Audit & Finance Committee:

1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation.
Patrick Alderson and David Berkun
2. Identify by line item all vacant positions in your department
Currently conducting 2nd round interviews for the following positions:
350089 Manager of Programming and Services
350063 Senior Network and Systems Tech (Fill as "Help Desk Manager")
350066 Senior Network and Systems Tech
350052 Network and Systems Tech
3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable.
350092 Senior Information Security Analyst - Partially offset by reduction in salary of the Information Security Analyst (350087). Position can be charged back to other County departments who may receive state and federal reimbursement for these costs.
350093 IT Project Manager - Position can be charged back to other County departments who may receive state and federal reimbursement for these costs.
4. Identify by line item any proposed salary increase(s) beyond union contract commitments. Include justification for those raise(s).
N/A
5. Identify by line item any position proposed to be eliminated or salary decreased.
350087 Information Security Analyst - Reduced to \$64, 731 (\$19,317 savings).
350084 Help Desk Tech - Reduced to \$35,000 (\$2,080 savings)

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2025.
No positions in the Division of Information Services are backed by grant funding. Grant funding obtained by the Division is used to procure hardware and services.
7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications).
350066 Senior Network and Systems Tech - Replaced by "Help Desk Manager" (350093)
350053 Website Developer - Replaced by "Database Developer" (350091)
350082 Confidential Secretary - Replaced by "Secretary II" (350094)
8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2024 budgeted expenditures compared to 2025 proposed expenditures (included a column for each expenditure year).

Description	2024	2025
Enterprise-wide just in time needs (e.g., CMS cloud migration)	\$80,000.00	\$80,000.00
Arctic Wolf Security Information and Event Management (SIEM) services	\$157,318.00	\$157,318.00
Firewall support services, misc. needs	\$200,000.00	\$200,000.00
Strategic/Executive Advisory Services (InfoTech) - Policy Development, Vulnerability Assessment, Consulting Needs	\$50,000.00	\$50,000.00
AV Professional Services	\$1,000.00	\$1,000.00
Big Stock photo Subscription for Graphic Design work done by DIS for other Departments	\$948.00	\$948.00
Carahsoft Technology Corp- Website for Albany County (2025 is last year)	\$17,474.00	\$17,474.00
Cloud Backup Storage	\$15,000.00	\$15,000.00
First Light - Fiber Services and Internet Connectivity	\$62,000.00	\$62,000.00
HVAC maintenance for Lieberts in DIS Server Room (Vendor - John Danforth)	\$3,740.00	\$3,740.00
Microsoft Advanced Support (2025 is last year)	\$1,500.00	\$1,500.00
Music Royalties - per Dave Reilly & SESAC and Global Music Rights	\$8,500.00	\$8,500.00
Networking Professional Services	\$30,000.00	\$30,000.00
Rise Vision - Welcome TV @ 112 State Street - Lobby	\$200.00	\$200.00
Spectrum increases; SIP Trunk replacement	\$2,032.00	\$2,032.00
Spectrum Internet Connection (Needed for hybrid workforce)	\$22,320.00	\$22,320.00
Toshiba yearly photocopier lease payments plus overage charges. Yearly payments - \$1,395.56 Usage - \$50.00 per year	\$1,446.00	\$1,446.00
Zoom Video Conferencing - CEO	\$150.00	\$150.00
Zoom Video Conferencing - IT	\$192.00	\$192.00

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs.
The Division of Information Services will no longer be supporting the County's virtual desktop infrastructure (VDI) environment and older virtual private network (VPN) clients. The DIS will be purchasing Microsoft Office licensing differently beginning in 2025. Additionally, the DIS is proposing to migrate the County's enterprise resource planning software for financial and human capital management to the cloud. These new initiatives will result in increased licensing costs in perpetuity. The DIS will charge these increased licensing costs back to other County departments who may receive state and federal reimbursement for eligible IT expenses.
10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee.
The Division of Information Services does not have an assigned vehicle.

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

Description	Amount
Microsoft Training Courses	\$1,500.00
NYSLGITDA Conference Registration Fees	\$400.00
NYSLGITDA Membership Dues - Fee for CIO and staff.	\$50.00
Pace Training - Tyler Technologies for ERP	\$9,600.00
LinkedIn Learning for Gov't - 11 Seats	\$3,700.00
Laserfiche Training Center	\$2,840.00
KnowBe4 Cyber Security Awareness Training Subscription	\$30,198.00
DIS Employee Development	\$33,090.00

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

The Division of Information Services is newly proposing an overtime budget in 2025. Overtime is intended to be used for future cybersecurity incident response, and flexing staff hours for just in time needs.

13. Identify by line item any positions that were established/changed during the 2024 fiscal year.
N/A.

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2025) to better understand that risk and mitigate it.

Cyber security concerns are at the forefront of DIS' risks. The DIS will be leading the following initiatives to better understand and mitigate risks:

- **Stand up an Information Security Committee comprised of representation from all departments. It will be used to assist in identifying department specific risks & resolutions.**
- **Conduct a Risk Assessment.**
- **Review Policies.**
- **Legacy Infrastructure Hardware Replacements.**

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

DIS has performance metrics focused on:

- **Service Desk Tickets**
- **Hardware/Software Requests**
- **Inventory**
- **Training**

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source.
DIS has implemented multi-factor authentication on all virtual private network (VPN) connections.

Forward an electronic copy of the above information via email to necole.chambers@albanycountyny.gov and please provide one hardcopy to her in Rm. 710 at 112 State Street, no later than October 16, 2023 by 12:00pm. Please submit complete, clear and thorough information.

Thank you in advance for your anticipated cooperation.

CIVIL SERVICE



DANIEL P. MCCOY
COUNTY EXECUTIVE

MICHAEL P. McLAUGHLIN, JR.
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF CIVIL SERVICE
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HANNAH BLACK
DIRECTOR OF CIVIL SERVICE

DAVID WALKER
DEPUTY PERSONNEL OFFICER

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

FROM: Hannah Black
Director of Civil Service

DATE: October 16, 2024

RE: Proposed 2025 Budget

Below you will find our answers to the questions posed in your October 2nd memo.

1. Identify department representative appearing before the Audit & Finance Committee for your agency budget presentation. **Hannah Black, Director.**
2. Identify by line item all vacant positions in your department. **There are no vacant positions.**
3. Identify by line item any new position(s), how the position(s) will be funded and the reimbursement rate(s), if applicable. **There are no new positions.**
4. Identify by line item any proposed salary increase(s) beyond union contract commitments. Include justification for those raise(s). **There are no proposed salary increases.**
5. Identify by line item any position proposed to be eliminated or salary decreased. **There are no positions proposed to be eliminated or salaries to be decreased.**
6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2025. **There are no positions funded by grant money.**
7. Identify by line item all job titles proposed to be changed or moved to another line item (e.g., reclassifications). **There are no job titles proposed to be changed or moved to another line item.**
8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2024 budgeted expenditures compared to 2025 proposed expenditures (included a column for each expenditure year). **2025 requested Fees For Services in the amount of \$63,300. Civil Service will continue the robust recruitment efforts to solicit candidates for Civil Service exams and Albany County Government positions. Anticipated costs**

include recruitment on Indeed, physical advertisements, job fair attendance and associated promotional giveaways.

2025 requested NYS Civil Service Test Fees line in the amount of \$5,000. This line is used to pay New York State Civil Service for exams we conduct. New York State produces all exam materials and requires us to pay a fee for each approved and/or rated applicant. This \$13,000 decrease from the 2024 figure is a direct effect of the NY HELPS Program.

Below are the 2024 expenditures to date:

Description	Amount
Monitor fees	\$490
NYS Association of Personnel and Civil Service Officers conference fees	\$1,760
Online advertising (Indeed, LinkedIn, ZipRecruiter, etc.)	\$20,633
Catalogue and Commerce (records management software) fee	\$6,500
Job Fair fees	\$1,225
Recruitment Supplies & Promotional Giveaways	\$3,898
Conference fees	\$85
Transfer to Office Equipment A1430.2.2001	\$8,000
Transfer to Office Supplies A1430.4.4020	\$1,000
Total	\$43,591

Below are the estimated 2025 expenditures:

Description	Amount
Monitor fees	\$300
NYS Association of Personnel and Civil Service Officers conference fees	\$2,000
Online advertising (Indeed, LinkedIn, etc.)	\$35,000
Job Fair fees	\$2,000
Recruitment Supplies & Promotional Giveaways	\$10,000
Physical Advertising	\$10,000
Miscellaneous Recruitment fees	\$4,000
Total	\$63,300

9. Identify any new initiatives and/or eliminated programs, and reimbursements associated with those programs. **Civil Service has switched to all electronic correspondence with applicants, which has resulted in a decreased Postage line. Secondly, we will continue to explore the option to create our own civil service exams rather than solely use New York State civil service exams. This would save both money and time.**

10. Identify all County vehicles used by your department. Include the title of any employee(s) assigned each vehicle and the reason for the assignment of a County vehicle to that employee. **Civil Service does not have any assigned County vehicles.**

11. Provide a specific breakdown of the use for the proposed funding for all Conferences/Training/Tuition line items in your department budget. **Civil Service does not have a Conferences/Training/Tuition line.**

12. Provide a specific breakdown of overtime line items in your department budget including the actual overtime expenditures for the previous two years. **Civil Service does not have an overtime line.**

13. Identify by line item any positions that were established/changed during the 2024 fiscal year. **There were no positions established/changed during the 2024 fiscal year.**

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2025) to better understand that risk and mitigate it. **The biggest risk Civil Service faces is exam security, mainly that of the exam materials themselves. We follow all of New York State Civil Service’s exam security guidelines and house our exam materials in a secure/locked area.**

15. Please list performance indicators and metrics used by your department and current statistics for those metrics. **Civil Service has historically measured much of our performance off the number of exam applications received each year, which has also been a good measure of the local labor pool. That being said, in light of the NY HELPS Program, Civil Service has shifted focus away from exam administration and towards recruiting for County positions. As of 2024, Civil Service is the centralized recruitment hub for Albany County. The tables below represent the number of exam applications received through September 2024 and the number of recruiting events attended in 2024. By comparison, Civil Service attended only 2 recruiting events in 2023.**

<i>Month</i>	<i>Exam Applications</i>	<i>Month</i>	<i>Recruiting Events</i>
January	347	January	0
February	163	February	0
March	26	March	3
April	21	April	3
May	15	May	1
June	53	June	1
July	33	July	0
August	122	August	2
September	54	September	4
		October	6
		November	2
		December	3

16. Note specifically all potential new unfunded mandates, regulations, risks to grant revenues, risks to reimbursement revenues, from any source. **Not applicable.**

PUBLIC WORKS



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LISA M. RAMUNDO
COMMISSIONER

MICHAEL P. McLAUGHLIN
DEPUTY COUNTY EXECUTIVE

SCOTT D. DUNCAN
DEPUTY COMMISSIONER

TO: Hon. Wanda F. Willingham
FROM: Lisa Ramundo, Commissioner, Albany County DPW
DATE: October 16, 2024
RE: Proposed 2025 Budget

I respectfully offer the following information as requested.

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

Lisa Ramundo, Commissioner, DPW

2. Identify by line item all vacant positions in your department.

D95110 17212 006 590018 Equipment Operator I
D95110 17212 010 590022 Equipment Operator I
D95110 17212 015 590027 Equipment Operator I
D95110 17212 018 590030 Equipment Operator I
D95110 17212 023 590035 Equipment Operator I
D95110 17212 037 590122 Equipment Operator I
D95110 17215 019 590063 Equipment Operator II
D95110 17205 006 590115 Highway Foreman II
D95020 12601 001 580002 Civil Engineer
DM5130 18403 001 600027 Laborer
D95010 16232 001 560008 Clerk Typist III
D95020 13603 004 580012 Senior Engineering Technician
D95020 12607 001 580022 Stormwater Program Tech (DPW)

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

**D95020 11234 001 580001 Director Engineering Services funded by defunding 2 lines:
D95020 13603 001 580009 Senior Engineering Tech and D95020 13605 001 580013
Engineering Tech**

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

The following raises are being requested to bring the salaries of these positions up to current, capital region market rates. This will enable the Department to retain talented employees as well as make us more competitive when recruiting new employees.

D95010 11111 001 560002 Deputy Commissioner \$112,023 Salary commensurate with state wide DPW market.

D95010 12623 001 560013 Senior Planner \$75,911 Salary commensurate with market and expansion of Sr. Planner role & responsibility.

D95010 16206 001 560007 Clerk I \$55,000 Increased work load for incumbent.

D95110 12448 001 590094 Health and Safety Coordinator \$63,000 Salary commensurate with market.

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

D95010 16204 001 560006 Clerk II \$0 clear line to move to Confidential Secretary line

D95020 12601 001 580002 Civil Engineer decrease salary by \$2,951

D95020 13603 001 580009 Senior Engineering Technician \$0 Clear line to fund other lines

D95020 13605 001 580013 Engineering Technician \$0 Clear line to fund other lines.

6. Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2025.

D5020 12812 001 580007 Traffic Safety Instructor, 100%, Yes

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

D95010 16204 001 560006 Clerk II move to D95010 16401 001 560020 Confidential Secretary

8. Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2024 budgeted expenditures compared to 2025 proposed expenditures (included a column for each expenditure year).

D5110.4046 FEES FOR SERVICE	2025 Proposed	2024	2023	2022
ORIGINAL BUDGET	\$276,000.00	\$130,000.00	\$140,000.00	\$62,000.00
TRANSFERS IN		\$411,397.44	\$254,217.50	\$255,100.00
TRANSFERS OUT		(\$146,705.00) Hazardous Mitigation	(\$158,922.50)	(\$6,200.00) County Executive Transfer
REVISED BUDGET		\$394,692.44	\$235,295.00	\$310,900.00
AMOUNT SPENT TO DATE		\$99,990.36	\$186,252.83	\$48,872.91
ENCUMBRANCES		\$27,911.92		
AVAILABLE		\$266,790.16	\$49,042.17	\$261,027.09

D5110.4999 MISCELLANEOUS CONTRACTUAL	2025 Proposed	2024	2023	2022
ORIGINAL BUDGET	\$6,400.00	\$6,400.00	\$6,400.00	\$6,400.00
TRANSFERS IN		\$0.00	\$0.00	
TRANSFERS OUT		\$0.00	\$0.00	(\$2,907.00) County Executive Transfer
REVISED BUDGET		\$6,400.00	\$6,400.00	\$3,493.00
AMOUNT SPENT		\$2,614.35	\$6,025.29	\$1,338.63
ENCUMBRANCES		\$2,314.32	\$0	\$0
AVAILABLE		\$1,471.33	\$374.71	\$2,154.37

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

In 2025, DPW will be generating new revenue through the sale of surplus recycled millings. We anticipate selling 12,000 tons of millings at a cost of approximately \$8.00/ton, totaling \$96,000 in revenue which can be reinvested into in-house culvert replacement projects, new equipment and materials purchases.

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

Department of Public Works Assigned Vehicles

- Ford Fusion - Commissioner**
- Chevrolet Silverado – Deputy Commissioner**
- Chevrolet Silverado – Shop Foreman**
- Chevrolet Silverado – Highway Foreman**
- Chevrolet Silverado – Highway Foreman**
- Chevrolet Silverado – Highway Foreman**
- Chevrolet Silverado – Highway Foreman**
- Chevrolet Silverado – Highway Foreman**
- Chevrolet Silverado – Highway Foreman**
- Chevrolet Silverado – Highway Foreman**

Vehicles are taken home by the Commissioner, Deputy Commissioner, Highway Foremen and Shop Foreman. Employees in these positions are expected to respond to calls at job sites 24 hours a day and need to have safety equipment on hand. See attached 2024 DPW Vehicles.

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

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

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

D5110.19900	2024 OVERTIME	2023 OVERTIME	2022 OVERTIME
ORIGINAL BUDGET	\$225,000.00	\$243,000.00	\$243,000.00
TRANSFERS IN	\$0.00	\$89,150.98	\$148,000.00
AMOUNT SPENT TO DATE	\$180,000.00	\$332,510.98	\$317,309.65
AVAILABLE	\$45,000.00	\$0.00	\$73,690.35

DM5130.19900	2024 OVERTIME	2023 OVERTIME	2022 OVERTIME
ORIGINAL BUDGET	\$15,000.00	\$10,000.00	\$10,000.00
TRANSFERS IN	\$0.00	\$11,700.00	\$0.00
AMOUNT SPENT TO DATE	\$9,558.00	\$17,104.49	\$8,750.11
AVAILABLE	\$5,442.00	\$4,595.51	\$1,249.89

13. Identify by line item any positions that were established/changed during the 2024 fiscal year.

N/A

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2025) to better understand that risk and mitigate it.

One of our biggest risks continues to be finding qualified operators. We continue to advertise on the County website, Indeed, VMS boards throughout the County as well as participate in job fairs. We also offer training positions and assist operator candidates with getting their CDL. To ensure we continue to operate at the expected level of service with less operators, we are investing in equipment that allows us to accomplish more work with less operators. Our larger plow trucks carry more salt, this enables us to stay on the road longer and requires less down time for reloading. Our enclosed cab over the rail mowers allow us to mow regardless of the weather, eliminating down time on rainy days. Our small excavator with a forestry head allows 1 operator to simultaneously mow, take down saplings and mulch. In years past, this task would require 3 operators, one for the mower, a second for the chain saw and a third for the chipper.

An additional risk the Department is facing are more severe and locally concentrated weather events. These events are causing flooding, scour and shoulder and roadway washouts. From an operations standpoint, the County Department of Public Works mobilizes wheel loaders, chippers and chainsaws, throughout the County to ensure the ability to clear trees and other debris at a moment’s notice. From an infrastructure standpoint, the Department is working on Capital Plan projects to replace undersized and deteriorated infrastructure.

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

METRICS	Q1 2024	Q2 2024	Q3 2024	Q4 2024	YTD TOTAL	%	NOTES
Bridges Cleaned	0	6	4		10	12%	AC has 82 bridges
Catch Basins Cleaned	0	132	6		138	9%	AC has 1622 catch basins
Lane Miles Striped	0	261.25	230.3		491.55	84%	AC has 582.56 lane miles
Roadway Miles Paved	0	1	14.9	7.6	23.5	8%	AC has 285.97 center line miles
Outfalls Inspected	25	0	23		48	23%	AC has 211 outfalls. MS4 permit requirement: 20% inspected / year
Construction Projects On Time & On Budget	0	2	3		5/6	83%	<ul style="list-style-type: none"> - New Coeymans Subdivision - New Knox Subdivision - Various Bridge Decks - Krumkill Road Bridge Rehab - CR412 Culvert <p>Watervliet Shaker Road not completed on time or on budget.</p>

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

The State's Advanced Clean Truck Act (ACT) rule, scheduled to go into effect January 2025, will impact the inventory and pricing of medium and heavy-duty trucks throughout the state. The ACT rule requires vehicle manufacturers and retailers to sell 10% of zero emission vehicles for every diesel vehicle sold in NYS. This percentage escalates through 2035 and then remains consistent. Although the ACT rule does not mandate municipalities to purchase medium and heavy-duty electric trucks, the net effect will result in less inventory and higher prices for our diesel run dump trucks and other heavy and medium duty equipment.

Forward an electronic copy of the above information via email to Necole.chambers@albanycountyny.gov and please provide one hardcopy to her in Rm. 710 at 112 State Street, no later than October 16, 2023 by 12:00pm. Please submit complete, clear and thorough information.

Thank you in advance for your anticipated cooperation.

TOWN	YEAR	MAKE	MODEL	TYPE
Westerlo (Motchmann)	2022	Chevrolet	Silverado	2500
Westerlo	2018	Chevrolet	Silverado 4x2 1ton	3500
Engineering	2019	Chevrolet	Silverado	1500 Crew Cab
Carney	2019	Chevrolet	Silverado	1500 Crew Cab
Engineering	2019	Chevrolet	Silverado	1500 Crew Cab
Engineering	2019	Chevrolet	Silverado	1500 Crew Cab
Duncan	2020	Chevrolet	Silverado	2500 Double Crew Cab
Colonie (Price)	2020	Chevrolet	Silverado	2500 Double Crew Cab
New Scotland (Furman)	2020	Chevrolet	Silverado	2500 Double Crew Cab
Shop-Joe	2020	Chevrolet	Silverado	2500 Series
Rens'v	2018	Chevrolet	Silverado	3500 4x2 1 ton
New Scotland	2022	Chevrolet	Silverado	3500 Dump
Knox	2020	Chevrolet	Silverado	3500 Series
Westerlo	2020	Chevrolet	Silverado	3500 Series
Jerry	2018	Chevrolet	Bolt EV	5 Door Wagon (electric)
Lisa	2020	Chevrolet	4 Door Blazer	Blazer
Berne (Thompson)	2022	Chevrolet	Silverado 2500	Crew Cab
Berne	2016	Chevrolet	Silverado	Dump
Colonie	2017	Chevrolet	Silverado 3500	Dump
New Scotland	2017	Chevrolet	Silverado 3500	Dump
Berne	2022	Chevrolet	Silverado	Dump 3500
Berne	2019	Chevrolet	Silverado	Dump 3500
Coeymans	2019	Chevrolet	Silverado	Dump 3500
Knox	2019	Chevrolet	Silverado 4x2	Dump 3500
Coeymans	2020	Chevrolet	Silverado 3500	Dump Truck
Colonie	2020	Chevrolet	Silverado 3500	Dump Truck
Rens'v	2020	Chevrolet	Silverado 3500	Dump Truck
Engineering	2011	Chevrolet	Van	Express
Shop Service Truck	2020	Chevrolet	Silverado	Medium Duty Crew Cab
Colonie	2017	Chevrolet	Silverado 1500	Pick Up
Rens'v	2015	Chevrolet	Silverado 1500	Pick Up
Gave to Parks & Rec.	2015	Chevrolet	Silverado 1500	Pick Up
Pool	2012	Chevrolet	Tahoe	Suburban
New Scotland	2008	Chevrolet	C7500	Tree Truck
Engineering	2012	Chevrolet	Expresss	Van
Rens'v (Pine)	2022	Chevrolet	Silverato 2500	Crew Cab
Coeymans (Travis)	2022	Chevrolet	2500 Silverado	Double Cab Pickup
Knox (Jason)	2022	Chevrolet	2500 Silverado	Double Cab Pickup
Engineering	2008	Chevy	Impala	Blue
Engineering	2012	Dodge	Ram 1500	Pickup
Service Truck	2008	Dodge	Ram350	Rack Truck
Paint Striping	2012	Ford	F650 Flat Bed	Crew Cab Flatbed
Pool	2023	Ford	Lightening	F150
Shop	2015	Ford	F250	Pick Up
Knox	2015	Ford	F250	Pick Up
Lisa	2018	Ford	Fusion	Sedan
Pool	2007	GMC	C5C	Dump Truck
Pool	2004	GMC	T-7500	Paint Striping Truck
Shop	2000	International	Utility	4700 Series
Coeymans	2016	International	7600 4x2	Dump
Berne	2006	International	7600 4x2	Dump Truck
Coeymans	2008	International	7600 4x2	Dump Truck
Coeymans	2008	International	7600 4x2	Dump Truck
Coeymans	2007	International	7600 4X2	Dump Truck
Colonie	2015	International	7600 4x2	Dump Truck
Colonie	2010	International	7600 4X2	Dump Truck
Colonie	2015	International	7600 4x2	Dump Truck
Knox	2010	International	7600 4X2	Dump Truck

Knox	2010	International	7600 4X2	Dump Truck
New Scotland	2015	International	7600 4x2	Dump Truck
New Scotland	2010	International	7600 4X2	Dump Truck
Rens'v	2009	International	7600 4x2	Dump Truck
Rens'v	2010	International	7600 4X2	Dump Truck
Westerlo	2010	International	7600 4X2	Dump Truck
Berne	2015	International	7600 6x4	Dump Truck
Westerlo	2015	International	7600 6x4	Dump Truck
Shop/Garbage	1996	International	Crew Cab	Dump Truck
Westerlo	2005	International	7600 4x2	Guiderail Truck
New Scotland	2007	International	4200 4x2	Rack Truck
Westerlo	2010	International	7600 6x4	Tandum Dump
Berne	2012	International	7600 6x4	Tandum Dumps
Water Truck	1985	International	Box Truck	Van (Bus)
Knox	2017	Western	4700SF	Dump
New Scotland	2017	Western	4700SF	Dump
Rens'v	2017	Western	4700SF	Dump 6x4
Pool	2024	Western Star	Tractor/Truck	167938
Rens'v	2024	Western Star	Tandum Dump	47X-170428
NS	2024	Western Star	Tandum Dump	47X-170429
Coeymans	2024	Western Star	Tandum Dump	47X-170430
Colonie	2024	Western Star	Tandum Dump	47X-170431
Knox	2024	Western Star	Tandum Dump	47X-170432
Berne	2019	Western Star	Dump Truck	4800SB
Knox	2021	Western Star	4700 6x4 Tandem	Dump
Rens'v	2021	Western Star	4700 6x4 Tandem	Dump
Westerlo	2020	Western Star	4700 SF	Dump
Berne	2020	Western Star	4700SF	Dump
New Scotland	2019	Western Star	4700SF	Dump
Westerlo	2019	Western Star	4700SF	Dump
Rens'v	2020	Western Star	4800SB	Dump
Coeymans	2019	Western Star	4700S	Dump Truck
Berne	2020	Western Star	4700SF	Tandum Dump 6x4
Knox	2020	Western Star	4700SF	Tandum Dump 6x4

GENERAL SERVICES



DANIEL P. MCCOY
COUNTY EXECUTIVE

MICHAEL McLAUGHLIN
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
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DAVID M. LATINA
COMMISSIONER

SCOTT D. ALLARDICE
DEPUTY COMMISSIONER

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

FROM: Commissioner David M. Latina

DATE: October 4, 2024

RE: Proposed 2025 Budget

In anticipation of the 2025 Tentative Annual Budget to be submitted by the County Executive, the following information is required by the Audit & Finance Committee:

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

Commissioner David M Latina

2. Identify by line item all vacant positions in your department

Position #	Description	Group/BU	Org	Object
300023	LABORER PT 20	GSEA	A91620	18404
300024	LABORER PT 20.00	GSEA	A91620	18404
310019	SECURITY GUARD	GSEA	A91620	14415
310052	SENIOR MAINT MECH	GSEA	A91620	18112
310054	BUILDING MAINT MECH	GSEA	A91620	18114
310102	CUSTODIAL WORKER PT	GSEA	A91620	18148
310107	CUSTODIAL WORKER PT	GSEA	A91620	18148
310121	CUSTODIAL WORKER PT	GSEA	A91620	18148
310149	LABORER	GSEA	A91620	18403
310165	BUILDING MAINT HELP	GSEA	A91620	18116
320011	OFFICE MANAGER	NONU	A91640	16000
330014	MESSENGER	GSEA	A91660	16614
680005	CUSTODIAL WORKER	GSEA	A91164	18147
680038	CUSTODIAL WORKER	GSEA	A91164	18147

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

A1640 16000 001 320011 Office Manager , 100% county funded

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

3% COLA increase for Non Union, 5% increase for Deputy Purchasing Agent and the four Specification Technicians in order to make the salary more competitive and to help with employee retainage .

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

None

- Identify by line item all positions that are funded by grant money, the percentage of funding provided by the grant and indicate whether there is a commitment that the grant has been renewed for 2025.

None

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

None

- Provide an itemized breakdown of specific expenditures regarding fees for services lines and miscellaneous contractual expense lines and indicate 2024 budgeted expenditures compared to 2025 proposed expenditures **(included a column for each expenditure year)**.

See Attached spread sheet

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

None

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

AZ7838	18	Ford Fusion	Fleet motor pool
AY1898	16	Ford Focus	Fleet motor pool
AW7896	15	Chevy P/U	Consumer Affairs
AY4358	17	Ford Fusion	Code enforcement
AZ4676	17	Ford Focus	Fleet Motor Pool
BF7059	17	Ford Fusion	Fleet motor pool
BH5865	23	Ford Lighting	Consumer affairs
BH6948	24	Chevy P/U	Real property P/U

BH6949	24	Chevy P/U	Court house P/U
BH8442	23	Chevy Bolt	Fleet motor pool
BG9559	23	Chevy P/U	Consumer affairs
BG9560	23	Chevy P/U	Real property
AF7987	13	Chevy P/U	fleet motor pool
AF7988	13	Chevy P/U	fleet motor pool
AF7989	13	Chevy P/U	fleet motor pool
AF7990	12	Box truck	fleet motor pool

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

Code Enforcement Training
Weights and Measures Training
Purchasing Training
Engineering Training

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

See Attached Spreadsheet

13. Identify by line item any positions that were established/changed during the 2024 fiscal year.

None

14. Please describe the biggest risk your department faces and the actions you have taken (or will take in 2025) to better understand that risk and mitigate it.

Security and Aging infrastructure

High cost of goods and services in the
For construction projects

Working with the Director of employee safety
to develop new safety protocols.

Continue to replace and repair mechanical
systems for more energy efficiency

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

The Department of General Services uses DGS request and Custodial request email system to monitor all request for services in are buildings .They are put into a work log system that we monitor for timely completion and repeat calls.

DGS also monitors all of our contracts for completion and compensation costs according to contract parameters.

Incident Reports & Service Requests

	Security		Maintenance		Custodial	
	2023	2024	2023	2024	2023	2024
January	11	13	!	!	1	8
February	9	5	!	!	2	5
March	9	8	351	355	0	6
April	8	13	!	!	1	11
May	8	4	!	!	2	37
June	7	8	288	382	1	19
July	6	9	!	!	4	22
August	8	8	!	!	1	10
September	7	4	321	209	8	9
October	5	0	!	!	11	
November	7	0	!	!	0	
December	11	0	327		3	
	96	72	1287	946	34	127

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

None

Contract #	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2024 Projected	2025 Projected	
2023-1131		7/31/26	City Building Systems	Window Cleaning	Co. Court House	1620-4046	\$ 9,000.00	\$ 9,000.00	
"	"	"	"	"	Judicial Center	1620-4046	\$ 7,600.00	\$ 7,600.00	
"	"	"	"	"	Family Court	1620-4046	\$ 2,200.00	\$ 2,200.00	
"	"	"	"	"	Health Dept.	1620-4046	\$ 1,480.00	\$ 1,480.00	
"	"	"	"	"	M.H./CAC/BOE	1620-4046	\$ 1,350.00	\$ 1,350.00	
"	"	"	"	"	County Office Building	1620-4046	\$ 5,600.00	\$ 5,600.00	
"	"	"	"	"	Mercantile	1620-4046	\$ 950.00	\$ 950.00	
"	"	"	"	"	Hall Of Records	1620-4046	\$ 100.00	\$ 100.00	
2023-874	1/1/23	12/31/27	NYSID	DA Stedman House Cleaning	Stedman House	1620-4046	\$ 9,619.67	\$ 9,908.26	1.03
2023-870	1/1/23	12/31/27	NYSID	Court House Cleaning	Family Court	1164-4046	\$ 189,793.80	\$ 195,487.61	1.03
"	"	"	NYSID	Court House Cleaning	Judicial Center	1164-4046	\$ 154,249.70	\$ 158,877.20	1.03
2022-334	4/1/22	3/31/25	Kone, Inc.	Elevator PM	Judicial Center	1164-4046	\$ 15,156.00	\$ 18,945.00	1.25
"	"	"	"	"	Family Court	1164-4046	\$ 9,360.00	\$ 11,700.00	1.25
"	"	"	"	"	Court House	1164-4046	\$ 14,880.00	\$ 18,600.00	1.25
"	"	"	"	"	Health Dept.	1620-4046	\$ 1,320.00	\$ 1,650.00	1.25
"	"	"	"	"	Mental Health Dept.	1620-4046	\$ 1,320.00	\$ 1,650.00	1.25
"	"	"	"	"	Mercantile	1620-4046	\$ 3,312.00	\$ 4,140.00	1.25
"	"	"	"	"	Social Services	1620-4046	\$ 3,480.00	\$ 4,350.00	1.25
"	"	"	"	"	112 State Street	1620-4046	\$ 20,760.00	\$ 25,950.00	1.25
2024-	1/1/2025	12/31/27	BPI Mechanical	112 State St. - HVAC PM	County Office Building	1620-4046	\$ 18,250.00	\$ 19,865.00	
"	"	"	"	60 South Pearl St. - Boiler PM	Mercantile	1620-4046	\$ 1,200.00	\$ 1,480.00	
"	"	"	"	175 Green St. - HVAC PM	Health Dept.	1620-4046	\$ 4,100.00	\$ 4,436.00	
"	"	"	"	260 South pearl St. - HVAC PM	Mental Health/CAC/BoE	1620-4046	\$ 2,240.00	\$ 2,700.00	
"	"	"	"	162 Wash. Ave. - Boiler PM	Social Services	1620-4046	\$ 2,200.00	\$ 2,370.00	
"	"	"	"	6 Lodge St - HVAC	Judicial Center	1164-4046		\$ 9,130.00	
"	"	"	"	16 Eagle St. - HVAC PM	County Court House	1164-4046	\$ 19,325.00	\$ 20,110.00	
"	"	"	"	30 Clinton Ave - Boiler PM	Family Court	1164-4046	\$ 2,870.00	\$ 2,895.00	
2024-	1/1/2025	12/31/27	Eckert Mechanical	162 Wash. Ave. HVAC PM	Social Services	1620-4046	\$ 10,500.00	\$ 12,510.00	
"	"	"	"	30 Clinton Ave - HVAC PM	Family Court	1164-4046	\$ 5,280.00	\$ 5,420.00	
2024-	1/1/2025	12/31/27	Johnson Controls	112 State St. Chiller PM	County Office Building	1620-4046	\$ 11,756.00	\$ 13,569.00	
"	"	"	"	6 Lodge St. Chiller PM	Judicial Center	1164-4046	\$ 21,322.00	\$ 23,241.00	

Contract #	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2024 Projected	2025 Projected	
2024-2263	1/1/2025	12/31/27	J W Danforth	112 State St Boiler PM	County Office Building	1620-4046	\$ 4,094.00	\$ 4,064.00	
2024-2264	1/1/2025	12/31/27	Postler & Jaekle	60 South Pearl St. HVAC PM	Mercantile	1620-4046	\$ 6,750.00	\$ 8,900.00	
2024-2262	1/1/2025	12/31/27	ESCO	24 Martin Rd - HVAC PM	Cooperative Extension	1620-4046	\$ 1,780.00	\$ 1,800.00	
"	"	"	"	449 New Salem Road HVAC PM	MH Acore	1620-4046		\$ 1,120.00	
2024-2372	1/1/25	12/31/27	RMB Mechanical, Inc	Boiler PM	Judicial Center	1164-4046	\$ 3,995.00	\$ 7,500.00	
2024-2358	1/1/25	12/31/27	The Metro Group Inc.	HVAC Water Treatment	Family Court	1164-4046	\$ 800.00	\$ 369.95	
"	"	"	"	"	Judicial Center	1164-4046	\$ 7,000.00	\$ 4,516.25	
"	"	"	"	"	County Office Building	1620-4046	\$ 7,500.00	\$ 4,516.25	
"	"	"	"	"	Social Services	1620-4046	\$ 6,500.00	\$ 4,516.25	
"	"	"	"	"	Mercantile	1620-4046	\$ 6,400.00	\$ 3,304.15	
4742	5/1/22	4/30/25	Moore Fire Extinguisher Co.	Fire Extinguisher Testing	Social Services	1620-4046	\$ 769.50	\$ 961.88	1.25
"	"	"	"	"	County Office Building	1620-4046	\$ 1,389.50	\$ 1,736.88	1.25
"	"	"	"	"	County Court House	1164-4046	\$ 170.00	\$ 212.50	1.25
"	"	"	"	"	Judicial Center	1164-4046	\$ 373.50	\$ 466.88	1.25
"	"	"	"	"	Family Court	1164-4046	\$ 265.00	\$ 331.25	1.25
"	"	"	"	"	Mercantile	1620-4046	\$ 307.50	\$ 384.38	1.25
"	"	"	"	"	Health Dept.	1620-4046	\$ 197.50	\$ 246.88	1.25
"	"	"	"	"	Mental Health Dept.	1620-4046	\$ 166.00	\$ 207.50	1.25
"	"	"	"	"	CAC	1620-4046	\$ 96.50	\$ 120.63	1.25
"	"	"	"	"	Board of Elections	1620-4046	\$ 76.00	\$ 95.00	1.25
"	"	"	"	"	Shaker Meeting House	1620-4046	\$ 138.00	\$ 172.50	1.25
"	"	"	"	"	Lawson Lake	1620-4046	\$ 91.50	\$ 114.38	1.25
"	"	"	"	"	Spruce Street Garage	1620-4046	\$ 211.50	\$ 264.38	1.25
"	"	"	"	"	Cooperative Extension	1620-4046	\$ 573.00	\$ 716.25	1.25
"	"	"	"	"	Steadman House	1620-4046	\$ 18.00	\$ 22.50	1.25
??	3/1/23	2/28/26	Unifirst	Uniforms & Runners	DGS	1620-4046	\$ 27,050.00	\$ 27,050.00	
2023-1060	7/1/23	6/30/28	Emergency Power Systems	Generator PM	County Office Building	1620-4046	\$ 3,425.00	\$ 3,425.00	
"	"	"	"	"	Family Court	1164-4046	\$ 1,630.00	\$ 1,630.00	
"	"	"	"	"	Court House	1164-4046	\$ 2,670.00	\$ 2,670.00	
"	"	"	"	"	Judicial Center	1164-4046	\$ 4,160.00	\$ 4,160.00	

Contract #	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2024 Projected	2025 Projected
2023-937	5/1/23	4/30/24	Alarm & Suppression	Fire Alarm Inspections	County Office Building	1620-4046	\$ 14,575.00	\$ 14,575.00
"	"	"	"	"	Dept. of Social Services	1620-4046	\$ 1,320.00	\$ 1,320.00
"	"	"	"	"	Stedman House	1164-4046	\$ 660.00	\$ 660.00
"	"	"	"	"	Judicial Center	1164-4046	\$ 8,800.00	\$ 8,800.00
"	"	"	"	"	Board of Elections	1164-4046	\$ 2,090.00	\$ 2,090.00
"	"	"	"	"	Mercantile	1620-4046	\$ 1,540.00	\$ 1,540.00
"	"	"	"	"	County Court House	1620-4046	\$ 8,800.00	\$ 8,800.00
"	"	"	"	"	Hall Of Records	1620-4046	\$ 1,276.00	\$ 1,276.00
"	"	"	"	"	Health Department	1620-4046	\$ 1,551.00	\$ 1,551.00
"	"	"	"	"	Mental Health Dept/CAC	1620-4046	\$ 2,750.00	\$ 2,750.00
"	"	"	"	"	Spruce Street Garage	1620-4046	\$ 165.00	\$ 165.00
"	"	"	"	"	Family Court	1620-4046	\$ 2,750.00	\$ 2,750.00
"	"	"	"	"	Clarksville	1620-4046	\$ 2,673.00	\$ 2,673.00
2023-1084	8/1/23	7/31/28	Pro-Bel	Roof Anchors Inspection	Judicial Center	1164-4046	\$ 1,450.00	\$ 1,450.00
5625	7/1/20	6/30/25	Liberty Elevator Experts LLC	Elevator Inspections	DGS Facilities	1620-4046	\$ 5,925.00	\$ 7,406.25
??	1/1/24	12/31/26	County Waste	Trash & Recycling	Health Dept.	1620-4050	\$ 4,876.80	\$ 4,876.80
"	"	"	"	"	BOE/M Health /CAC	1620-4050	\$ 4,696.80	\$ 4,696.80
"	"	"	"	"	Family Court	1164-4050	\$ 5,736.36	\$ 5,736.36
"	"	"	"	"	Cooperative Extension	1620-4050	\$ 2,598.00	\$ 2,598.00
"	"	"	"	"	Social Services	1620-4050	\$ 6,900.00	\$ 6,900.00
"	"	"	"	"	County Office Building	1620-4050	\$ 10,800.00	\$ 10,800.00
"	"	"	"	"	County Court House	1164-4050	\$ 6,540.00	\$ 6,540.00
"	"	"	"	"	Judicial Center	1164-4050	\$ 6,360.00	\$ 6,360.00
"	"	"	"	"	Mercantile	1620-4050	\$ 1,860.00	\$ 1,860.00
2024-1896	4/1/24	3/31/25	Convergent Technologies	Card Access System PM	DGS Facilities	1620-4046	\$ 11,549.17	\$ 14,436.46
"	"	"	O'Donnell Custom Finishes	Bronze - Entrance Doors	112 State St	1620-4046	\$ 6,200.00	\$ 6,200.00
2024-1944	7/1/24	6/30/27	Pestmaster Services	Pest control	County Office Building	1620-4046	\$ 2,316.00	\$ 2,083.00
"	"	"	"	"	Mental Health Dept.	1620-4046	\$ 578.70	\$ 463.00
"	"	"	"	"	Health Dept.	1620-4046	\$ 578.70	\$ 463.00
"	"	"	"	"	White House	1620-4046		\$ 463.00

1.25

1.25

Contract #	Start Date	Expiration Date	Vendor	Services	Facility	Budget Line	2024 Projected	2025 Projected
2024-1943	7/1/24	6/30/27	Attention Pest Service	Pest control	County Court House	1164-4046	\$ 578.70	\$ 468.00
"	"	"			Social Services	1620-4046	\$ 585.00	\$ 468.00
"	"	"	"	"	Judicial Center	1164-4046	\$ 585.00	\$ 468.00
"	"	"	"	"	Mercantile	1620-4046	\$ 585.00	\$ 468.00
"	"	"	"	"	Family Court	1164-4046	\$ 682.50	\$ 546.00
"	"	"	"	"	Cooperative Extension	1620-4046	\$ 585.00	\$ 468.00
2022-448	9/1/22	8/31/25	CPS of Albany	Snow Removal	Health/BOE	1620-4046	\$ 33,000.00	\$ 41,250.00
							\$ 803,687.90	\$ 859,278.34

1.25

		DGS OVERTIME				(1620 - 1990)			
		HISTORICAL FYE 2022 - 2023							
		2022 FYE				2023 FYE			
BUDGET		\$	70,000			\$	70,000		
TRANSFERS		\$	-			\$	-		
REVISED BUDGET		\$	70,000			\$	70,000		
EXPENSE		\$	50,697			\$	57,456		
AVAILABLE		\$	19,303			\$	12,544		
% USED			72%				82%		
Comparison By Week									
		DATE	AMT	TOTAL	AVG	DATE	AMT	TOTAL	AVG
		1/6/2022	\$ 1,094			1/4/2023	\$ 1,340		
		1/13/2022	\$ 839			1/11/2023	\$ 445		
		1/20/2022	\$ 1,667			1/18/2023	\$ 500		
		1/27/2022	\$ 1,814	\$ 5,414	\$ 1,354	1/25/2023	\$ 662	\$ 2,947	\$ 737
		2/3/2022	\$ 933			2/2/2023	\$ 3,503		
		2/10/2022	\$ 802			2/9/2023	\$ 810		
		2/17/2022	\$ 2,228			2/16/2023	\$ 528		
		2/24/2022	\$ 508	\$ 4,471	\$ 1,118	2/23/2023	\$ 820	\$ 5,661	\$ 1,415
		3/3/2022	\$ 1,488			3/2/2023	\$ 1,258		
		3/10/2022	\$ 2,075			3/9/2023	\$ 1,181		
		3/17/2022	\$ 312			3/16/2023	\$ 2,062		
		3/24/2022	\$ 1,432			3/23/2023	\$ 2,627		
		3/31/2022	\$ 762	\$ 6,069	\$ 1,214	3/30/2023	\$ 200	\$ 7,329	\$ 2,443
		4/7/2022	\$ 891			4/6/2023	\$ 1,541		
		4/14/2022	\$ 867			4/13/2023	\$ 515		
		4/21/2022	\$ 261			4/20/2023	\$ 1,296		

		4/28/2022	\$ 546	\$ 2,565	\$ 641	4/27/2023	\$ 1,008	\$ 4,359	\$ 1,744
		5/5/2022	\$ 548			5/4/2023	\$ 506		
		5/12/2022	\$ 2,813			5/11/2023	\$ 3,070		
		5/19/2022	\$ 49			5/18/2023	\$ 516		
		5/26/2022	\$ 497	\$ 3,907	\$ 977	5/25/2023	\$ 820	\$ 4,912	\$ 1,965
						6/1/2023	\$ 577		
		6/9/2022	\$ 223			6/8/2023	\$ 608		
		6/16/2022	\$ 621			6/15/2023	\$ 890		
		6/23/2022	\$ 287			6/22/2023	\$ 835		
		6/30/2022	\$ 383	\$ 1,514	\$ 379	6/29/2023	\$ 490	\$ 2,823	\$ 706
		7/7/2022	\$ 276			7/6/2023	\$ 1,183		
		7/14/2022	\$ 664			7/13/2023	\$ 235		
		7/21/2022	\$ 748			7/20/2023	\$ 1,316		
		7/28/2022	\$ 454	\$ 2,142	\$ 536	7/27/2023	\$ 1,093	\$ 3,827	\$ 957
						8/3/2024	\$ 270		
		8/4/2022	\$ 714			8/10/2023	\$ 523		
		8/11/2022	\$ 400			8/17/2023	\$ 395		
		8/18/2022	\$ 1,401			8/24/2023	\$ 840		
		8/25/2022	\$ 541	\$ 3,056	\$ 764	8/31/2023	\$ 1,349	\$ 3,108	\$ 777
		9/1/2022	\$ 566						
		9/8/2022	\$ 965			9/7/2023	\$ 592		
		9/15/2022	\$ 444			9/14/2023	\$ 390		
		9/22/2022	\$ 276			9/21/2023	\$ 1,622		
		9/29/2022	\$ 308	\$ 2,559	\$ 512	9/28/2023	\$ 653	\$ 3,257	\$ 814
		10/6/2022	\$ 779			10/5/2023	\$ 958		
		10/13/2022	\$ 512			10/12/2023	\$ 1,814		
		10/20/2022	\$ 706			10/19/2023	\$ 1,686		
		10/27/2022	\$ 1,237	\$ 3,234	\$ 1,294	10/26/2023	\$ 1,375	\$ 5,833	\$ 1,458
						11/2/2023	\$ 1,034		
		11/3/2022	\$ 516			11/9/2023	\$ 1,387		
		11/10/2022	\$ 520			11/16/2023	\$ 10		

