

  
**WARREN COUNTY MUNICIPAL CENTER**  
LAKE GEORGE, NEW YORK 12845

PLANNING & COMMUNITY DEVELOPMENT  
DEPARTMENT  
Telephone: (518) 761-6410

**Planning and Community Development  
Committee Meeting Agenda  
9 January 2017**

*Committee Members:* MCDEVITT, MacDonald, Beaty, Simpson, Sokol, Montesi, Leggett, Braymer

I. *Committee meeting called to order by Chairman*

II. *Motion to approve minutes of prior Committee meeting*

III: *Committee Actions Requested:*

1. **Resolution request to enter into contract with NYS for enhanced aerial imagery.** As part of New York State's GIS Coordination Program, the Statewide Digital Orthoimagery Program (NYSDOP) has collected aerial imagery for a portion of the State every year since the Spring of 2001 . The most recent NYSDOP imagery update for Warren County was flown in the Spring of 2013. The New York State Office of Information Technology Service's Geographic Information Systems (GIS) Program Office (GPO) plans to acquire new imagery for Warren County in the Spring of 2017. The County has been given the option to fund an upgrade to increase the imagery resolution to 0.5-feet.. The county is required to fund only the additional costs of the upgrade when compared to the base cost paid by the State. The cost of this upgrade is \$69,700. The Department is requesting favorable consideration of this request.

To allow for project planning, upgrade commitment letters must be received by GPO on or before **February 8, 2017**. GPO will also need a copy of the County Resolution approving funding for any requested upgrades. Funds would need to be incorporated into the 2018 budget and are due at the State by 1 February 2018. (Page #1)

2. **Resolution request** to extend contract with IBI Group. Due to the unexpected length of time it took to complete the paperwork with DOS at the start of the contract, the agreement with Warren County expired on August 21. Subsequently, the County had to resolve a problem with AMTRAK regarding a NDA. As a result it is requested that a contract extension through the end of August, 2017 be authorized. (Page #11)

3. **Resolution request** authorizing contract with Mohawk Valley GIS, 114 Genessee St, Floor 3, Utica, 13502 for work elements identified in a grant award, to develop an app for E-911 responders. (Page #13)

4. **Committee approval** for conference attendance allowing Martin Fitzgerald to complete required annual training.(Page #16)

IV. *Referral/Pending Items:*

- None identified

V. *Information for Discussion/Review:*

- Planning Referrals (Page #19)
- Organizational Chart (Page #20)
- National Planning Conference

VI. *Privilege of the floor to discuss any additional items to come before the Committee*

VII. *Motion to adjourn*

*Attachments:*

- Resolution Request Form 3 NYS
- Resolution Request Form 4
- Resolution Request Form 3 Mohawk Valley GIS
- Authorization to attend mtg form
- Planning Referral report
- Organizational Chart

## RESOLUTION REQUEST FORM NO. 3

### Request for New Contract

DEPARTMENT NAME: Planning and Community Development

DATE: 9 January 2017

- (a) Is this a Result of a Bid or Request for Proposal?  
**No**
- (b) Purpose of Contract:  
2013. The New York State Office of Information Technology Service's Geographic Information Systems (GIS) Program Office (GPO) plans to acquire new imagery for Warren County in the Spring of 2017. The County has been given the option to fund an upgrade to increase the imagery resolution to 0.5-feet..
- (c) Name of Contractor:  
**NYS Office of Information Technology Services**
- (d) Address of Contractor: **Empire State Plaza  
PO Box 2062  
Albany, NY 12220**
- (e) Contractor's Contact Person and Telephone Number:  
**Tim Ruhren, 518.242.5061**
- (f) Has or will the Contract be provided, if so, please attach:  
**Attached**
- (g) Commencement Date of Contract:  
**Upon execution**
- (h) Termination Date of Contract:  
**31 December 2018**
- (i) Payment Provisions: i) lump sum amount **69,700**  
ii) hourly rate amount  
iii) total amount not to exceed  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and Amount:

**To be part of 8022 2018 budget**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovatons \$xx.xx

\*as listed in budget and LOGOS



## Office of Information Technology Services

ANDREW M. CUOMO  
Governor

MARGARET MILLER  
Chief Information Officer

December 9, 2016

Kevin B. Geraghty  
Chairman  
Warren County  
County Municipal Center  
1340 State Route 9  
Lake George, NY 12845

Dear Mr. Geraghty:

The New York State Office of Information Technology Service's Geographic Information Systems (GIS) Program Office (GPO) is pleased to inform you of an ongoing initiative to collect up-to-date aerial imagery to support a wide range of uses. As part of New York State's GIS Coordination Program, the Statewide Digital Orthoimagery Program (NYSDOP) has collected aerial imagery for a portion of the State every year since the Spring of 2001. The most recent NYSDOP imagery update for Warren County was flown in the Spring of 2013.

We plan to acquire new imagery of your County in the Spring of 2017 and are offering you an opportunity to fund upgrades to the imagery to meet your specific needs. A map of the project area is attached. The state funds a base program covering counties with 1-foot resolution orthoimagery. The collection is 4-band imagery so the advantages of both natural color and color infrared (CIR) imagery can be viewed from the same file.

Counties and other upgrade partners (e.g., cities, towns, villages) are given the option to fund an upgrade to increase the imagery resolution to 0.5-feet. A comparison of image resolutions is included in the attached documents. The counties and other upgrade partners are required to fund only the additional costs of the upgrade when compared to the base cost paid by the State. We have attached an estimate of the incremental cost for the optional upgrade for your County. These estimated costs are presented as a maximum cost based on the current contract, and are calculated based on upgrades to the entire County. We encourage County governments to coordinate upgrade efforts with upgrade partners within the County, and with neighboring Counties to reduce unit costs. Please note that it may be possible to apply New York State Homeland Security Program (SHSP) and State Law Enforcement Terrorism Prevention Program (SLETPP) funds toward orthoimagery upgrades since the grants include a "priority project" category for leveraging GIS and GIS data development.

A large part of the success of the NYSDOP has been the partnerships created between the State and County governments. Attached for your reference are drafts of a funding commitment letter and a funding agreement. It is anticipated that the final funding agreement will be substantially similar to the attached draft.

To allow for project planning, upgrade commitment letters must be received by GPO on or before **February 8, 2017**. GPO will also need a copy of the County Resolution approving

funding for any requested upgrades, if such a resolution is required by the County. In the event that a funding agreement is executed, the funds from your County must be received by GPO on or before February 1, 2018.

Please note that if you choose to not exercise any of the options, *you will still receive the base orthoimagery products described above for your County at no cost to the County.*

This program is designed to support a wide variety of projects in the Federal, State, County, Local and Private sectors. By making the imagery available to all levels of government and their contractors, GPO ensures the orthoimagery serves as a shared, trusted base layer. From emergency response to economic development, the NYSDOP imagery provides a common reference to facilitate cooperation between agencies and governments. A 2011 return-on-investment (ROI) study of the NYSDOP indicated usage by NYS, County, and Local agencies plus private sector surveying and mapping firms returned benefits at least **seven times** the value of the initial investment. See <http://www.fgdc.gov/grants/2011CAP/projects/G11AC20056>.

To view imagery from the first 15 years of the NYSDOP or for additional information on the program's background and status, please visit the NYSDOP pages on the NY State GIS Clearinghouse at [www.gis.ny.gov/gateway/mq/](http://www.gis.ny.gov/gateway/mq/).

If you have any questions about the program, please contact Mr. Tim Ruhren at the GPO. Tim can be reached by phone at 518-242-5061 or by email at [tim.ruhren@its.ny.gov](mailto:tim.ruhren@its.ny.gov).

Thank you.

Sincerely,



Francis M. Winters  
NYS Geographic Information Officer

Enclosures:

- NYSDOP Lot 17 Map
- Upgrade Cost Estimate
- Sample Upgrade Commitment Letter
- Draft Upgrade Agreement (8 pages)
- Uses for Orthoimagery
- Orthoimagery Examples

Copies of this letter and attachments will be sent via e-mail to the following:

- cc: Sara Frankenfeld, GIS Administrator, Department of Planning and Community Development
- cc: Wayne LaMothe, Director, Department of Planning and Community Development
- cc: Jim Lieberum, District Manager, Soil and Water Conservation District
- cc: Lexie Delurey, Director, Real Property Tax Services
- cc: Brian LaFlure, Director, Office of Emergency Services

# Various Uses of Orthoimagery

New York State has distributed large amounts of orthoimagery since the New York Statewide Digital Orthoimagery Program (NYSDOP) started in 2001. County, municipal, state and federal government agencies and many private and not-for-profit groups have integrated this data set into their workflows. Over the years, the NYSDOP has received much valuable feedback from these orthoimagery users. This feedback includes descriptions of how the orthoimagery has been used to increase efficiency and productivity in areas such as those described below.

- Emergency Response

1. Improve accuracy of road network for E911
2. Improve accuracy of address location for E911
3. E911 dispatch, view of on-the-ground physical features
4. Search and Rescue

- Environmental

1. Review permit applications
2. Forest Management, timber harvesting
3. Environmental Impact planning
4. Wetland delineation
5. Land Use – Land Cover analysis

- Planning and Real Property

1. Economic Development
2. Site Plans
3. Locating Parks, Hike and Bike Trails
4. Infrastructure Management
5. Zoning
6. Assessment Updates

More information can be found at <http://gis.ny.gov/gateway/mg/>

**AGREEMENT  
BETWEEN THE**

**OFFICE OF INFORMATION TECHNOLOGY SERVICES**

**AND**

**\_\_\_\_\_ County**

**FOR UPGRADED GEOGRAPHIC INFORMATION SYSTEMS  
DIGITAL ORTHOIMAGERY DATA  
Contract # X \_\_\_\_\_**

This **GEOGRAPHIC INFORMATION SYSTEMS DIGITAL ORTHOIMAGERY DATA ENHANCEMENT AGREEMENT** (hereinafter "Agreement") by and between the State of New York (hereinafter "State"), acting by and through the New York State Office of Information Technology Services (hereinafter "ITS") with offices located at Empire State Plaza, (PO Box 2062), Albany, NY 12220, and the \_\_\_\_\_ County (hereinafter "Governmental Entity"), located at \_\_\_\_\_, its successor and/or assigns.

**WITNESSETH:**

**WHEREAS**, ITS conducts a Geographic Information System (hereinafter "GIS") Coordination Program, designed to improve and enhance various forms of spatial data related to the State of New York; and

**WHEREAS**, ITS will be enhancing and improving the State's spatial data through a Statewide Digital Orthoimagery Program (hereinafter "Program"); and

**WHEREAS**, a Governmental Entity shall be deemed to include: all New York State agencies, authorities, departments, offices, divisions, boards, bureaus, and commissions; and all public corporations and metropolitan planning organizations in New York State; and

**WHEREAS**, this Program is designed to meet the needs of Governmental Entities and is designed to provide complete statewide orthoimagery coverage on an annual phased cycle, with each phase covering approximately 25% of the State; and

**WHEREAS**, under the Program, the State has contracted for most areas of the State to be covered by 1.0 Ft GSD four-band orthoimagery. The State has also contracted for other options (hereinafter "upgrades") for higher resolution and alternate imagery type to be exercised should an individual Governmental Entity opt to contribute additional funding for this purpose; and

**WHEREAS**, the Governmental Entity has determined that digital orthoimagery upgrades are convenient, necessary and desirable for the Governmental Entity, its general population and its agencies, and has opted to contribute additional funding to the State for such purpose.

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the parties do hereby agree as follows:

**I. Purpose**

The purpose of this Agreement is to set forth the mutual understanding between the Governmental Entity and the State with respect to the financing and development of upgrades for digital orthoimagery covering the Governmental Entity.

**II. Consideration**

The Governmental Entity hereby agrees to pay the State a sum not to exceed \$\_\_\_\_\_, which final amount will represent the actual cost to ITS in consideration for the upgrades, or any part thereof, for digital orthoimagery as described below. Such consideration must be paid by the Governmental Entity within forty-five (45) days after receipt of a fully executed and approved (\*) agreement or February 1, 2018, whichever is later. (\*Approval by the NYS Office of the State Comptroller and The NYS Office of the Attorney General is only required where the amount of the consideration is in excess of \$10,000.00 [Ten Thousand Dollars])

All funds should be remitted to:

NYS Office of Information Technology Services  
State Capitol ESP  
PO Box 2062  
Albany, NY 12220-0062

All invoices or requests for remittance of payment should be sent to:

Governmental Entity  
Name:  
Title:  
Address:  
Telephone Number:  
Facsimile Number:  
E-Mail Address:

**III. Deliverable**

OPTIONS PURCHASED:

MATERIALS TO BE DELIVERED:

- Compressed orthoimagery (JP2 format) in the \_\_\_ Zone of the New York State Plane Coordinate System (NAD 83), U.S. Survey Feet.
- Other related materials can be made available upon the Governmental Entity's request and at the convenience of ITS.

#### **IV. Information Sharing**

ITS agrees to provide upgrades for digital orthoimagery covering the Governmental Entity, and to provide the upgraded digital orthoimagery to the Governmental Entity to assist the Governmental Entity in providing services to its general population and its agencies. The Governmental Entity and ITS agree that the upgraded digital orthoimagery will also be made available to the public by ITS through methods including, but not limited to, Internet distribution and that such orthoimagery will be provided to the public free of charge.

The portion of this Agreement regarding release of the digital orthoimagery will survive the expiration or termination of this contract or until amended by a writing signed by both parties.

#### **V. Disclaimer**

Neither the Governmental Entity nor ITS assumes any risk, liability or responsibility for the accuracy of the data which is the subject of this Agreement.

#### **VI. Term of this Agreement**

This Agreement shall commence upon execution by all parties and approval of the Agreement by the New York State Office of the Comptroller. The contract will terminate on December 31, 2018.

#### **VII. Amendments to this Agreement**

Any amendments to this Agreement must be made in writing and executed by both parties and, if necessary, approved by the OSC.

#### **VIII. Laws of New York State**

This Agreement shall be construed in accordance with the Laws of the State of New York.

#### **IX. No Third Party Rights**

Nothing in the Agreement shall create or give to third parties any claim or right of action against the Governmental Entity or ITS beyond such as may legally exist irrespective of the Agreement.

#### **X. Nonperformance**

If for any reason the upgraded digital orthophotography cannot be delivered, or any part thereof, to the Governmental Entity, the State's liability to the Governmental Entity shall be limited solely to the return of any actual consideration paid prorated for any upgraded digital orthophotography delivered to the Governmental Entity.

#### **XI. Notices**

1. All notices permitted or required hereunder shall be in writing and shall be transmitted either:
  - (a) via certified or registered United States mail, return receipt requested;
  - (b) by facsimile transmission;

- (c) by personal delivery;
- (d) by expedited delivery service; or
- (e) by e-mail.

Such notices shall be addressed as follows or to such different addresses as the parties may from time-to-time designate:

**New York State Office of Information Technology Services**

Name: Tim Ruhren  
Title: Manager of Information Technology Services 1  
Address: 10B Airline Drive, Albany NY12235  
Telephone Number: 518-242-5061  
Facsimile Number: 518-322-4976  
E-Mail Address: tim.ruhren@ITS.ny.gov

**Governmental Entity**

Name:  
Title:  
Address:  
Telephone Number:  
Facsimile Number:  
E-Mail Address:

2. Any such notice shall be deemed to have been given either at the time of personal delivery or, in the case of expedited delivery service or certified or registered United States mail, as of the date of first attempted delivery at the address and in the manner provided herein, or in the case of facsimile transmission or email, upon receipt.

3. The parties may, from time to time, specify any new or different address in the United States as their address for purpose of receiving notice under this Agreement by giving fifteen (15) days written notice to the other party sent in accordance herewith. The parties agree to mutually designate individuals as their respective representatives for the purposes of receiving notices under this Agreement. Additional individuals may be designated in writing by the parties for purposes of implementation and administration/billing, resolving issues and problems and/or for dispute resolution.

**XII. New York State Appendix A - Standard Terms for State Contracts**

New York State Appendix A - Standard Terms for State Contracts - is attached hereto as Appendix A and made a part hereof to the extent applicable.

**XIII. General Responsibility**

The Governmental Entity shall at all times during the Agreement term remain responsible. The Governmental Entity agrees, if requested by the Director of ITS or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity.

**XIV. Suspension of Work (for Non-Responsibility)**

The Commissioner of ITS or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under this Agreement, at any time, when he or she discovers information that calls

into question the responsibility of the Governmental Entity. In the event of such suspension, the Governmental Entity will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension order. Governmental Entity activity may resume at such time as the Director of ITS or his or her designee, issues a written notice authorizing a resumption of performance under the Agreement.

**XV. Termination (for Non-Responsibility)**

Upon written notice to the Governmental Entity, and a reasonable opportunity to be heard with appropriate ITS officials or staff, the Agreement may be terminated by the Director of ITS or his or her designee, at the Governmental Entity's expense where the Governmental Entity is determined by the Director of ITS or his or her designee, to be non-responsible. In such event the Director of ITS or his or her designee, may complete the contractual requirements in any manner he or she may deem advisable and pursue available legal or equitable remedies for breach.

**XVI. Assignment**

ITS may assign this agreement at any time to a successor NYS Agency by providing written notice to the Governmental Entity.

IN WITNESS WHEREOF, this Agreement has been duly executed the date and year set out below.

<p><b>NEW YORK STATE OFFICE OF INFORMATION TECHNOLOGY SERVICES</b>  <b>Federal ID #: 14-6013200</b></p> <p>By: _____</p> <p>Name: _____</p> <p>Title: Deputy Commissioner</p> <p>Date: _____</p>	<p><b>GOVERNMENTAL ENTITY</b>  <b>Federal ID#: _____</b></p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
<p><b>Approved:</b></p> <p>Office of the Attorney General          By: _____</p> <p>Date: _____</p>	<p><b>Approved:</b></p> <p>State Comptroller          By: _____</p> <p>Date: _____</p>

STATE OF )  
 )  
 COUNTY OF )

On this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, before me personally came \_\_\_\_\_, to me known, and known to me to be the person who executed the above instrument, who, being duly sworn by me, did for her/himself depose and say that she/he is the \_\_\_\_\_ (title) of \_\_\_\_\_ (Governmental Entity), with its principal place of business located at \_\_\_\_\_, and that she/he executed the foregoing instrument in the name of the Governmental Entity, and that she/he executed the same as the act and deed of the Governmental Entity for the uses and purposes mentioned therein.

\_\_\_\_\_  
 Notary Public

## RESOLUTION REQUEST FORM NO. 4

### *Request for Extending, Rescinding or Amending Existing Contract*

DEPARTMENT NAME: Planning and Community Development

DATE: 9 January 2017

- (a) Purpose of Contract Change:  
**Extend agreement through 31 August 2017**
  
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:  
**371/2015 (Attached)**
- (c) Name of Contractor:  
**IBI Group**
- (d) Address of Contractor:
  
- (e) Contractor's Contact Person and Telephone Number:  
**Martin Hull, 518.434.0132**
- (f) Commencement Date of Extension:
- (g) Termination Date of Extension:
- (h) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

# Warren County Board of Supervisors

## RESOLUTION NO. 371 OF 2015

Resolution introduced by Supervisors Taylor, Monroe, Wood, Beaty and Strough

### AUTHORIZING AGREEMENT WITH IBI GROUP FOR ECONOMIC IMPACT ANALYSIS OF RAIL OPERATIONS AND TO UPDATE FIRST WILDERNESS CORRIDOR MARKET STUDY (WC 038-15)

WHEREAS, the Purchasing Agent has advertised for sealed bids for the Economic Impact Analysis of rail operations and to update the First Wilderness Corridor Market Study (which compares the potential impact of expanded rail service on the regional economy, including tourism, leisure expenditures, jobs and private investment and compares the economic impacts of the existing services to Saratoga Springs versus expanded services to the Albany/Rensselaer Amtrak Station) (WC 38-15), and

WHEREAS, after review by Planning Staff, Iowa Pacific Staff and the State grantor agency, it was determined that Warren County award the contract to IBI Group, as the most qualified bidder, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent notify IBI Group, 115 Broad St., 6<sup>th</sup> Floor, Boston, MA 02110 of the acceptance of its proposal, and be it further

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an agreement with IBI Group, for the Economic Impact Analysis and update of the First Wilderness Corridor Market Study, pursuant to the terms and provisions of the specifications (WC 38-15) and proposal, for a total amount not to exceed One Hundred Nine Thousand Eight Hundred Ninety-Three Dollars (\$109,893), for a term commencing August 21, 2015 and terminating August 21, 2016, in a form approved by the County Attorney, and be it further

RESOLVED, that the funding for this agreement is provided through NYS DOS grant #C1000561 and funds shall be expended from Capital Project No. H356.9550 280 - First Wilderness Plan Implementation 2014.

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME:** Planning and Community Development

**DATE:** 8 January 2017

- (a) Is this a Result of a Bid or Request for Proposal? no
  
- (b) Purpose of Contract: Develop an Android/iOS application
  
- (c) Name of Contractor: Mohawk Valley GIS,
  
- (d) Address of Contractor: 114 Genessee St, Floor 3, Utica, 13502,
  
- (e) Contractor's Contact Person and Telephone Number: 315.625.9545
  
- (f) Has or will the Contract be provided, if so, please attach: No
  
- (g) Commencement Date of Contract: 1 Jan 2017
  
- (h) Termination Date of Contract: July 2017
  
- (i) Payment Provisions:
  - i) lump sum amount \$3,200
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. Monthly
  
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and Amount: A8022.470 Contract

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS

# Warren County Board of Supervisors

## RESOLUTION NO. 536 OF 2015

**Resolution introduced by Supervisors Taylor, Monroe, Wood, Beaty and Strough**

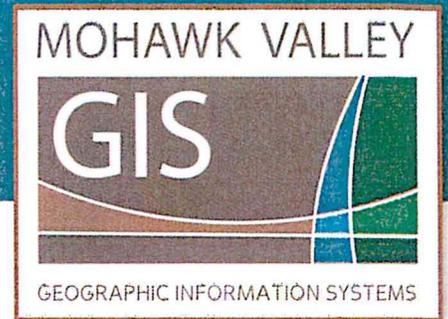
**AUTHORIZING AGREEMENT WITH MOHAWK VALLEY GIS  
TO DEVELOP AN ANDROID/IOS APPLICATION RELATIVE TO  
THE NEXT GENERATION E-911 ADDRESSING**

WHEREAS, the County Planner is requesting an agreement with Mohawk Valley GIS to develop an Android/IOS application relative to the next generation E-911 addressing pursuant to a grant with the New York State Archives Local Government Records Management Improvement Fund ("LGRMIF") in an amount not to exceed Nine Thousand Nine Hundred Seventy-Five Dollars (\$9,975) for a term commencing January 1, 2016 and terminating July 31, 2016, now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an agreement with Mohawk Valley GIS to develop an Android/IOS application relative to the next generation E-911 addressing pursuant to a grant with the New York State Archives Local Government Records Management Improvement Fund ("LGRMIF") in an amount not to exceed Nine Thousand Nine Hundred Seventy-Five Dollars (\$9,975) for a term commencing January 1, 2016 and terminating July 31, 2016, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Capital Project No. 363 - Local Government Records Management Improvement Fund 2015.

# Quotation



Mohawk Valley GIS  
114 Genesee Street  
Utica, NY 13502  
(315) 624-9545  
www.mohawkvalleygis.com

To: Warren County  
Attn: Sara Frankenfeld, GIS Coordinator

Date: 12/06/16

Project: Emergency Responder App

## Description:

**No-reception-needed emergency responder app** – Mohawk Valley GIS has created an app for Warren County for iOS and Android mobile devices that allows emergency responders to pull up truss information when responding to calls. Various search and display functionality is included, making it easy to retrieve information for latest and recent calls, to display streets, hydrants and address location data and to zoom to an entered street address.

Visual and auditory notifications are provided within the app when a new call comes in (assuming the mobile device user has reception at the time). Warren County has asked for an additional mobile device notification, even when the app is not running. This new communication feature will use native iOS and Android device notifications to alert the user to incoming calls, even when the user is not actively using the app (reception required). Tapping the notification will open the app.

Cost to implement includes coding, testing and project management.

Fee for services: \$ 3,200

*Thank you for the opportunity to present this quotation!*

SCHEDULE "A"  
**AUTHORIZATION TO ATTEND MEETING OR CONVENTION**

**Check one:**

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Econ. Growth & Comm. Development hereby authorizes Martin Fitzgerald  
(Supervisory Committee) (Employee Name)

to attend Northern Adirondack Educational Conference  
(Name of meeting or organization)

at Crowne Plaza Resort 101 Olympic Dr., Lake Placid, NY 12946  
(Address)

On March 5,2017 Thru March 9,2017 . Mode of transportation to be used County Vehicle  
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

**Proper documentation must be attached when submitting for approval.**

(Please check documents attached)

- Notice of meeting or convention including cost.

**For Overnight Travel**

Room rate \$ 107.00 GSA\* Rate \$ \_\_\_\_\_

Meal costs - GSA\*per diem rate \$ \_\_\_\_\_

\*[www.gsa.gov](http://www.gsa.gov)

Date: 1/5/2017

\_\_\_\_\_  
Department Head Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

\*\*\*\*\*  
\*\*\*\*\*

Please check to request a fleet vehicle.

**REQUEST FOR USE OF FLEET VEHICLE**

\*\*\*\*\*  
\*\*\*\*\*

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, If required.
5. Copy to County Administrator if credit card will be used.

**adk  
CEO**



**Adirondack Code Enforcement Officials**



**President**

James Morganson  
[planning@northelba.com](mailto:planning@northelba.com)

**1st Vice President**

Ed Randig  
Town of Harrietstown

**2nd Vice President**

Steve Imhoff  
Town of Plattsburgh

*REGISTRATION NOW OPEN*



MI

Annual F

On l  
applic  
MEI

*22nd Northern Adirondack Educational Conference*

*"The First Preventer Institute"*

*Sunday March 5, 2017 -*

*Thursday March 9, 2017*

**Crowne Plaza Resort**

**Lake Placid NY**

**518-523-2556**

**Join us as we come together to learn and promote the best principles and practices of Code Enforcement**

To Register [Click Here](#)

Hotel Registration Form [Click Here](#)

Tentative Schedule [Click Here](#)

[Premise Identification Info](#)

Established in 1987, Chapter Member of NYSBOC since 1996 and the ICC since 2010.

**First Preventer Institute - Adirondack Code Enforcement Officials Association**



**CROWNE PLAZA**  
LAKE PLACID

**LODGING RESERVATION FORM**

**Arrival: Sunday, March 5, 2017    Departure: Thursday, March 9, 2017**

Room Type	Single	Double
Traditional		
1 Night Package	\$107.00	\$120.00

*Room rates are quoted on a per room, per day basis*

*Administrative Fee & Gratuity included*

*8.00% NYS Tax and 3% Essex County Tax is Additional (unless exempt)*

**The Nightly Package includes:**

1 Night's Lodging and Breakfast on the following morning

**To confirm your room reservation a one night's deposit in the form of a check or a major Credit Card is required.**

Check \$ \_\_\_\_\_

CC#: \_\_\_\_\_ Exp: \_\_\_\_\_

Name: Martin Fitzgerald

Affiliation: Warren County Planning & Community Development

Billing Address: 1340 State Rt 9

City/State/Zip: Lake George NY 12845

E-mail: FitzgeraldM@warrencountyny.gov

Tele#: 518-761-6410

Fax#: 518-761-6411

Arrival Date: 3.6.2017    Departure Date: 3.9.2017

- Traditional     Family Unit     King Lake     King Fireplace
- ADK King Jacuzzi     ADK King Suite     ADK King Exec Suite
- Single (1per)     Double (2 ppl)

Roommate: \_\_\_\_\_  
*Crowne Plaza is not responsible for assigning roommates.*

**ROOM DESCRIPTIONS**

- Traditional Rooms: 2 Queen beds or 1 King Bed in the Main Hotel.
- Two-Room Family Units in Main Hotel: (additional \$100/nt) overlook lake, King bed, 2 Double beds & full bathroom
- King Bed Lake View (additional \$30/nt)
- King Bed w/ Fireplace: (additional \$50/nt)
- Adk Wing-King Bed Fireplace Jacuzzi: (additional \$150/nt)
- Adk Wing-King Suite: (additional \$250/nt) Adirondack Décor, King Bedroom, Jacuzzi Tub, Full Kitchen and Living Room with Fireplace
- Adk Wing-Tower Suite: (Additional \$300/nt) Adirondack Décor, King Bedroom, 2 Baths, Kitchen, Living Room w/ Fireplace & Murphy Bed
- Rates quoted above are subject to 8.00% NYS Tax, and 3% Essex County Tax (on Room portion), unless exempt
- \*NOTE: Specialty Rooms are subject to availability & guaranteed only upon receipt of a written confirmation from the Crowne Plaza Resort & Golf Club.
- Rollaway beds are available upon request at a nightly charge of \$15.00 plus tax

**RESERVATION POLICIES**

- Reservations received after the conference room block is full or after Sunday, February 5, 2017 will be accepted on an availability basis.
- Cancellations must be received by Sunday, 2/19/17.
- Deposits will not be refunded after Sunday, 2/19/17.
- Check in time is 4PM - Check out time is 11AM.
- Telephone reservations will not be accepted.
- Faxed reservations must be guaranteed by a major Credit Card.
- Reservations will be guaranteed from date of arrival to date of departure, as confirmed and Credit will not be given for Early Check-outs or missed meals.
- Payment arrangements for your stay will be required upon arrival in the form of Cash or major Credit Card.
- Rates for Early Arrival before Sunday, March 5, 2017 or for Late Departures after Thursday, March 9, 2017 quoted upon request, subject to availability and cannot be guaranteed at the Conference Rate.
- Confirmation of your Reservation will be e-mailed, faxed, or mailed using the information provided on this form.

***I have read and agree with the above Reservation Policies***

Please sign and date

**Submit form and deposit to:**  
Crowne Plaza Lake Placid  
101 Olympic Drive, Lake Placid, New York 12946  
Telephone: 518-523-2556 Fax: 518-523-9410

Confirmation #: \_\_\_\_\_

Res. Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**EXEMPTION CERTIFICATE - TAX ON OCCUPANCY OF HOTEL ROOMS**

**STATE OF NEW YORK**-Operators of hotels, etc. should not accept this certificate unless the officer or employee presenting it shows satisfactory credentials.  
**TO BE RETAINED BY VENDOR AS EVIDENCE OF EXEMPT OCCUPANCY**

Vendor: Crowne Plaza Lake Placid, 101 Olympic Dr., Lake Placid, New York 12946    Date: 201  
This is to certify that I, the undersigned, am a representative of the United States Government department, agency or instrumentality indicated below; that the charges for the occupancy at the above establishment on the dates set forth below have been or will be paid for by such governmental unit; and that such charges are incurred in the performance of my official duties as a representative or employee of such governmental unit.

Dates of Occupancy: \_\_\_\_\_ Signature: \_\_\_\_\_

Governmental Unit: \_\_\_\_\_ Title: \_\_\_\_\_

NOTE: A SEPARATE EXEMPTION CERTIFICATE IS REQUIRED FOR EACH OCCUPANCY AND FOR EACH REPRESENTATIVE OR EMPLOYEE.

  
**WARREN COUNTY MUNICIPAL CENTER**  
 LAKE GEORGE, NEW YORK 12846

**PLANNING & COMMUNITY DEVELOPMENT  
 DEPARTMENT**  
 Telephone: (518) 761-6410

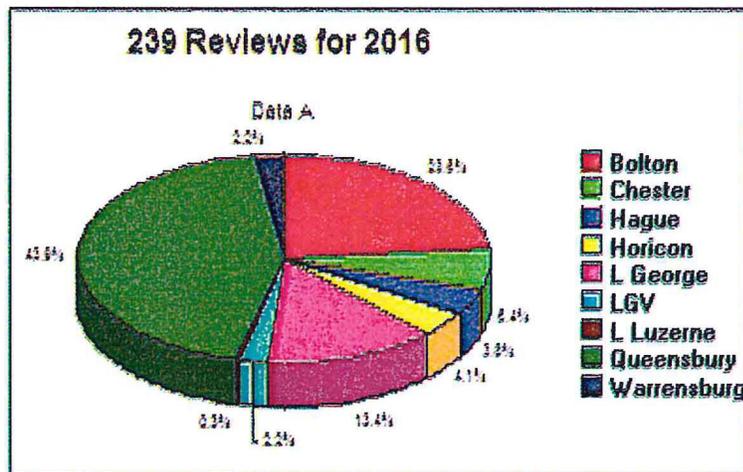
## Warren County 239 Referrals 2016 Report

This report fulfills the County Planning Boards' responsibility in accordance with Section 239d paragraph 6 of the General Municipal Law to provide an annual report to the County Board of Supervisors. The County Planning Board function continues to be staffed by the Department of Planning and Community Development. Department staff expended 318.5 hours of time to complete the Section 239l&m referrals. The following is a brief summary of activities for 2016.

### Project summary

	Site Plan	Area Var	Use Var	Rezone/LL	Cond use	Sign Var	Total
Bolton	30	44					74
Chester	7	12				1	20
Hague	9	3					12
Horicon	0	6			7		13
L George	21	15		5		1	42
LGV	5	1		1			7
L Luzerne				1			1
Queensbury	66	43	1	8	2	20	140
Warrensburg	4	3					7
	139	127	1	16	9	22	315

Distribution:



**Table of Organization**  
**Warren County**  
**Planning and Community Development Department**  
**2017**

