



Trails & Open Space Committee

Wednesday, May 8, 2024 4PM
40 McMaster Street, Ballston Spa, NY

Chair: Joe Grasso

Members: Eric Connolly VC, Ed Kinowski, Michele Madigan,
Matt Veitch

Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the April 3, 2024 meeting
- III. Authorizing the transfer of funds from the Trails Reserve Fund and amending the 2024 County Budget in relation thereto – Jason Kemper, Planning & Economic Development
- IV. Updates: County Forestland / Zim Smith Trail / County Grants – Jason Kemper, Planning & Economic Development
- V. Other Business
- VI. Adjournment



DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT

JASON KEMPER, DIRECTOR

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MEMORANDUM

TO: Trails and Open Space Committee Members

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

FROM: Jason Kemper, Director of Planning and Economic Development

DATE: April 30, 2024

RE: May 2024 Trails and Open Space Meeting

Trails Grant Reserve Fund Transfer

The following grant is preparing for reimbursement and transfers must be made from the Trails Reserve Fund (A-0888.TR) to the Municipal Planning Trails Grant Program (A.80.000-8492.9) to facilitate the reimbursement:

1. 2023 Town of Clifton Park (awarded via Resolution 216-2023) - \$10,000

County Forestland / Zim Smith Trail Updates / County Grant Updates

- There are currently 6 pending Open Space/Farmland Protection Projects, including the three (3) 2023 awards, being administered by the Planning Department. Of the 6 projects, 1 is 2022 (last year) awards and 2 are prior awards.
- Currently, there are 16 pending Trail Projects being administered by the Planning Department. Of the 16 projects, 9 are 2023 awards, 5 are 2022, one is 2021 and one is 2020. The Town of Clifton Park has submitted for reimbursement and a resolution will be proposed in May 2024 to close out this project.
- The 2024 Trail Grant application was sent out to all of the Town Supervisors on February 21, 2024 and all the Village/City Mayors on February 22, 2024. Also, Saratoga PLAN received the trail grant application on the 22nd. A due date of June 28, 2024 has been posted.
- The Department has completed the majority of the trout stocking (Rainbow and Brook Trout) for the 2024 season. The Great Sacandaga Lake Stocking with the schools will occur mid May. Attached are pictures from the Corinth Reservoir Stocking where Supervisor Butler and approximately 70 students, teachers, staff participated in the stocking event.
- The Planning and Economic Development Department had a site visit with NYS Parks on 3.29.24 to discuss connections between the NYS Parks Property (Big Bend), the county forestland and Moreau Lake State Park. The county will be constructing a trail spur connection to our existing trails, expanding and improving the existing parking lot on Redmond Road, installing signage and working with the Town of Moreau on a crosswalk for Butler Road.

- The 2024 Farmland Protection and Open Space grants received five applications with a total of request of \$1,277,720. The subcommittee met on April 16th with a subsequent meeting on April 30th to further discuss the applications with Saratoga PLAN. The subcommittee will provide and update on the meetings at the May Trails and Open Space Committee Meeting.
- The grand opening of the Graphite Range Community Forest occurred on 4.25.24. There were a large number of elected officials, volunteers, and project partners in attendance for the event. Immediately after the grand opening a guided hike occurred on the parcel. Pictures of the event are included in the memo. The entrance gate, bike rack and a portajohn have all been installed with the assistance of the Saratoga County DPW.
- Saratoga County Planning and Economic Development staff will help lead a guided tour of the Graphite Range Community Forest for the NY Land Trust Alliance Conference on May 1st, 2024.
- Zim Smith North Updates – Zim Smith North Design continues to move forward. Additional meetings have been scheduled and occurred with landowners along the proposed trail route.
- Zim Smith Sewer Work – The sewer district continues towards completion of the sewer relining project. The project engineers will be meeting on 5.1.24 to finalize restoration efforts. Once that work is finalized a schedule will be prepared and notifications can be made to municipalities and the public.

County Fish Stocking Program Photos





Graphite Range Community Forest Grand Opening



Ribbon Cutting (Todd Shimkus (Chamber), Rob Davies (Saratoga PLAN), Supervisor Grasso, Chairman Barrett, Supervisor Veitch, Owen Winter (Winter Family), Neil Bungard (USFS), Tatum Justice, Senator Tedisco Representative, Assemblywoman Woerner Representative, Ray O'Connor (Town of Wilton))



Chairman Barrett and the Winter Family



Graphite Range Community Forest Mine Site



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: Department of Planning & Economic Development

DATE: 4.30.24

COMMITTEE: Trails & Open Space

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing the Transfer of Funds From The Trails Reserve Fund And Amending the 2024 County Budget in Relation THERETO

3. Specific Details on what the resolution will authorize:

Resolution will authorize a budget transfer from the Trails Reserve Account (A.-0888. TR) to the General Fund - Local Assistance County Trails Grant Program (A.80-000-8492.9) to allow for the payment of trails project for the Town of Clifton Park (2023 grant)

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

County Attorney's Office
Consulted Yes

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

County Administrator's Office
Consulted Yes

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

Revenue

Account Number	Account Name	Amount
A.0888 TR	Trails Reserve Account	\$10,000

Expense

Account Number	Account Name	Amount
A.80.000-8492.9	Local Assistance - County Trails Grant Program	\$10,000

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

Amount:

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

Other

- G/L line impacted A.0888TR and A.80.000-8492.9
- Budget year impacted 2024
- Details

The budget will be amended to increase appropriations and reduce the Trails Reserve Account fund by \$10,000

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

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

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

Purchasing Office Consulted

a. Type of Solicitation

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

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

d. Vendor information (including contact name):

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

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

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

9. Supporting Documentation:

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

10. Remarks:

See attached memo for summary.



BOARD OF SUPERVISORS

054/216/2024

RESOLUTION 111 - 2024

Introduced by Trails and Open Space: Supervisors Grasso, Connolly, Kinowski, Madigan and M. Veitch

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

WHEREAS, pursuant to Resolution 249-2015, this Board established a capital reserve fund to be known as the “County Trails Development Reserve” for the purpose of depositing unexpended funds for the Saratoga County Trails Grant Program; and

WHEREAS, upon receipt of a reimbursement voucher from the municipal applicant funds will be appropriated to the General Fund budget from the County Trails Development Reserve for reimbursement to the municipal applicant; and

WHEREAS, unexpended grant funds for the 2023 [City of Mechanieville](#) [Town of Clifton](#) grants total \$10,000; and

WHEREAS, reimbursement requests have been submitted by the [City of Mechanieville](#) [Town of Clifton Park](#) for the grant project previously approved in 2023; and

WHEREAS, the transfer of funds from the County Trails Development Reserve to the Saratoga County Trails Grant Program account for disbursement to municipal applicants require this Board’s approval and an associated amendment to the 2024 County Budget; and

WHEREAS, our Trails and Open Space Committee and the Director of Planning and Economic Development have recommended that \$10,000 be transferred from the County Trails Development Reserve to the Saratoga County Trails Grant Program account; now, therefore, be it

RESOLVED, that this Board authorizes the transfer of \$10,000 from the County Trails Development Reserve funds to the Saratoga County Trails Grant Program; and it is further

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

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

PLANNING:

Increase Appropriations

A.80.000-8492.9	Local Assistance County Trails Grant Program	\$10,000
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Decrease Reserve

A.0888.TR	Trails Reserve	\$10,000
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;and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to increase appropriations and reduce the Trails Reserve Fund by \$10,000.

April 16, 2024 Regular Meeting

Motion to Adopt:

Second:

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