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ERIE COUNTY LEGISLATURE

1999 JAN -5 A 10:53

# County of Erie

**DENNIS T. GORSKI**  
COUNTY EXECUTIVE

PHONE: 716-858-8500

**January 6, 1999**

**The Honorable  
Erie County Legislature  
25 Delaware Avenue  
Buffalo, NY 14202**

**Honorable Members:**

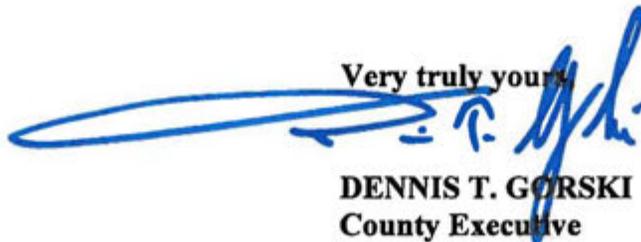
**Re: Addition of two (2) Regular Part Time cleaning positions in DPW Buildings & Grounds, Court Facility Maintenance function at 25 Delaware Avenue.**

Enclosed please find an accompanying memorandum and a proposed resolution from the Department of Public Works, Division of Buildings and Grounds requesting authorization to create two (2) RPT Laborer positions (JG 3) for maintenance and operation of the courts.

Under terms of an agreement with the Eighth Judicial District of the State of New York Unified Court System, a special project for the maintenance and operation of the courts has been established in the Capital Fund. Contributions by the State Court System to this fund will be used to fund the new positions that will be devoted exclusively to cleaning the courts.

Please refer this item to the appropriate committee of your Honorable Body. A representative of the Erie County Department of Public Works will be available to answer any questions.

Very truly yours,



**DENNIS T. GORSKI**  
County Executive

1E-12

**PROPOSED RESOLUTION**

**Re: Addition of two (2) Regular Part Time cleaning positions in DPW Buildings & Grounds, Court Facility Maintenance function at 25 Delaware Avenue.**

**WHEREAS, under terms of an agreement with the Eighth Judicial District of the State of New York Unified Court System, a special project (SFG #604) for the maintenance and operation of the courts has been established in the Capital Fund (SFG 410), and**

**WHEREAS, the DPW Division of Buildings and Grounds is responsible for the cleaning and maintenance of the Court Facilities at 25 Delaware Avenue, and**

**WHEREAS, this Division requires the addition of two RPT Cleaning positions in its Court Facility Maintenance function, and**

**WHEREAS, the Courts are responsible for the reimbursement of maintenance costs incurred by the Division of Buildings and Grounds,**

**NOW, THEREFORE, BE IT**

**RESOLVED, that the DPW Division of Buildings and Grounds is hereby authorized to add two RPT Laborer positions (JG 3) to its Court Facilities Maintenance function, and be it further**

**RESOLVED, that the Division of Budget, Management & Finance is authorized to increase the 1999 Division of Buildings & Grounds budget as follows:**

<u>SFG Acct #</u>	<u>Description</u>	<u>Increase</u>
800	Personal Services	\$ 23,982
805	Fringe Benefits	5,996
685-2208	Interfund-DPW Capital	29,978

**and be it further**

**RESOLVED, that two copies of the certified resolution be forwarded to the Commissioner of Public Works and one copy to the Director of Budget, Management and Finance.**

**ERIE COUNTY DEPARTMENT OF PUBLIC WORKS**  
**ACCOMPANYING MEMORANDUM**

**Addition of two (2) Regular Part Time cleaning positions in DPW Buildings & Grounds, Court Facility Maintenance function at 25 Delaware Avenue.**

**1. Summary of Recommended Action**

**It is recommended that the Erie County Legislature create two (2) RPT Laborer positions (JG 3) in the Division of Buildings & Grounds.**

**2. Fiscal Implications of Proposal**

**Wages and benefits paid to persons placed in the newly created positions will be reimbursed by a transfer of funds from the Capital Fund project (SFG #604) established for maintenance and operation of the courts.**

**3. Reasons for Recommendation**

**In order to improve the cleanliness of the courts, the DPW Division of Buildings and Grounds requires the addition of two (2) RPT Laborers to its cleaning staff.**

**4. Background of Proposal**

**The goal of the DPW Division of Buildings & Grounds is to ensure the cleanliness of the courts. The Courts have agreed to reimburse the County for costs associated with Court maintenance.**

**5. Consequences of Negative Action**

**The DPW Division of Buildings & Grounds will not be able to meet the State of New York Unified Court System cleanliness standards for maintaining the court facilities.**

**6. Steps Following Approval of Measure**

**The Division of Budget, Management & Finance will adjust the DPW Division of Buildings & Grounds 1999 Budget to reflect the addition of two (2) RPT Laborers in its Court function to exclusively clean and maintain the Courts. The DPW Division of Buildings & Grounds will take the necessary steps to create and fill the new positions.**

1E-12(-1999)

POSITION AUTHORIZATION OR CHANGE REQUEST

(BUDGET FORM-100 6-75) (REVISED 9/76)

DATA CONTROL #

17432

TO: BUDGET DIRECTOR, COUNTY OF ERIE, 95 FRANKLIN STREET, BUFFALO, NEW YORK 14202

(A) DATE SUBMITTED: \_\_\_\_\_

(B) REQ. EFF. DATE: 2/4/99

ECDPW Buildings and Grounds

(C) FROM: Department No.

TYPE OF REQUEST: (D) (X) ADD 2 (E) ( ) DELETE (F) ( ) CHANGE: No. of Pos.

Table with 7 columns: (1) TITLE OF POSITION, (2) TITLE CODE, (3) JOB GROUP, (4) FUNCTION, (5) BUDGET ACT., (6) POSITION #, (7) APPROVED EFFECTIVE DATE. Rows include 'Laborer RPT' with codes V032 and 3, and budget 5507 110.04.

(G) REMARKS & JUSTIFICATION:

For the cleaning and maintenance of the Court Facilities at 25 Delaware Avenue.

(H) REQUESTED BY:

Signature of Dept. Head

DATE

(I) ( ) APPROVED ( ) DISAPPROVED - PERSONNEL DEPT.

Commissioner of Personnel

DATE

(J) ( ) APPROVED ( ) DISAPPROVED - BUDGET DIV.

Director of Budget

DATE

(K) ( ) APPROVED ( ) DISAPPROVED - LEGISLATURE

DATE