

Agenda

Administrative Services Committee

**December 8, 2025, 5:00 p.m., Legislative
Chambers Livestreamed on YouTube**

Gerace Office Building, Mayville, NY

A. Call to Order

B. Approval of Minutes (9/30/25 – Budget Review) & (11/10/25)

C. Privilege of the Floor

1. Proposed Resolution – Amend Capital Project Accounts—Jamestown Community College
2. Proposed Resolution – Setting the Salary for the Network Security Analyst
3. Other –

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Amend Capital Project Accounts—Jamestown Community College

BY: Administrative Services and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, in previous budgets, Chautauqua County approved a number of capital projects for Jamestown Community College; and

WHEREAS, the funding needs for some projects exceed original estimates and an increase of funding is needed for outstanding invoices; and

WHEREAS, other adjustments need to be made to balance project needs in preparation for year-end closing; now, therefore, be it

RESOLVED, That the A Fund Balance be appropriated as follows:

DECREASE THE USE OF RESERVED FUND BALANCE:
A.----.----.878.0000 Reserve for Capital—Reserve for Capital \$ 3,731

; and be it further

RESOLVED, That the Director of Finance is authorized and directed to make the following amendments to the 2025 Capital Budget:

INCREASE CAPITAL APPROPRIATION ACCOUNTS:
HH.992490.00012.4 Contractual-Community College Tuition-Ext
Reno/Underground Heat (2022) \$ 300

INCREASE CAPITAL REVENUE ACCOUNT:
HH.992490.00012.R503.1000 Interfund Transfer-Interfund Transfer \$ 300

DECREASE CAPITAL APPROPRIATION ACCOUNTS:
HH.992490.00002.4 Contractual-Community College Tuition-Roofs (2020) \$ 300

DECREASE CAPITAL REVENUE ACCOUNT:
HH.992490.00011.R503.1000 Interfund Transfer-Interfund Transfer \$ 300

DECREASE APPROPRIATION ACCOUNT:
A.9950.----.9 Interfund Transfers—Transfer to Capital \$ 3,731

DECREASE CAPITAL APPROPRIATION ACCOUNTS:
HH.992490.00005.4 Contractual-Community College Tuition-
IT Security (2020) \$ 3,731

DECREASE CAPITAL REVENUE ACCOUNT:
HH.992490.00005.R503.1000 Interfund Transfer-Interfund Transfer \$ 3,731

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive **Date**

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Setting the Salary for the Network Security Analyst

BY: Administrative Services and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, the Chautauqua County Information Technology Service (ITS) has requested that the salary be set for a new title having responsibility for monitoring, analyzing, and protecting the network infrastructure from cybersecurity threats; and

WHEREAS, the Network Security Analyst plays a critical role in identifying and responding to security incidents, implementing security measures, and collaborating closely with IT teams to integrate security protocols into network design and maintenance. The position requires independent judgment in threat detection and risk mitigation, as well as liaison responsibilities with internal departments to ensure compliance with regulations and policies; and

WHEREAS, the Human Resources Department has classified the position as Network Security Analyst and supports the request that the salary be set at Grade 24; now therefore be it

RESOLVED, That the title of Network Security Analyst be added to the Chautauqua County CSEA Unit 6300 Salary Plan at Grade 24.

Grade 24 2025: (\$35.21 - \$46.84) per hour

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date