



March 15, 2016

CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
7:00 PM

- 6:15 PM – P.H. – City Center Parking Structure Lease
- 6:35 PM – P.H. – Amend Capital Budget for the Complete Streets Project
- 6:40 PM – P.H. – Amend Capital Budget for Geyser Road Trail Project
- 6:45 PM - P.H. – 2016 Citizens Community Advisory Committee Recommendations
- 6:50 PM – P.H. - Comprehensive Plan Amendment – Institutional Design to Prior Location

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATIONS

1. 30 Year PILOT: Ray Watkin Senior Housing Preservation
2. City Center Parking Structure 5 Year Pro Forma

CONSENT AGENDA

1. Approval of 2/25/16 High Rock Technical Review Committee Meeting Minutes
2. Approval of 2/29/16 Pre-Agenda Meeting Minutes
3. Approve Resolution for the Use of the Insurance Reserve – 3
4. Approve Resolution for the Use of the Insurance Reserve – 4
5. Approve Resolution for the Use of the Insurance Reserve – 5
6. Approve Resolution for the Use of the Insurance Reserve – 6
7. Approve Budget Amendments – Insurance Reserve
8. Approve Budget Amendments (Increases)
9. Approve Budget Transfers – Regular
10. Approve Payroll: 3/4/16 \$459,754.83
11. Approve Payroll: 3/11/16 \$453,881.10
12. Approve Warrant: 2016 Mid – 16MWFEB4: \$315.00
13. Approve Warrant: 2016 Mid – 16MWMAR1: \$129,577.70
14. Approve Warrant: 2016 REG – 16MAR2: \$1,048,581.46

MAYOR'S DEPARTMENT

1. Appointment: 2nd Alternate for Planning Board
2. Discussion and Vote: Appointment to Downtown Special Assessment District Board
3. Discussion and Vote: Amend Capital Budget for the Complete Street Project
4. Discussion and Vote: Amend Capital Budget for the Geyser Road Trail Project
5. Discussion and Vote: Authorization for Mayor to Sign Supplemental Agreement #1 with Greenman Pedersen, Inc. to Advance Geyser Road Trail Project
6. Discussion and Vote: Authorization for Mayor to Sign Contract with Saratoga Springs Preservation Foundation for 2015 NYSHPO CLG Grant
7. Discussion and Vote: Authorization for Mayor to Submit NYSHPO CLG 2016 Grant Application
8. Discussion: Update on HUD Summit in April
9. Discussion and Vote: Authorization for Mayor to Sign Agreement with Upstate Transit of Saratoga, LLC for HUD Summit Transportation
10. Discussion and Vote: Authorization for Mayor to Sign Contract with Panza's Restaurant for Catering of HUD Summit
11. Discussion and Vote: Authorization for Mayor to Sign MOU with Saratoga Springs Administrative Officers Unit
12. Discussion and Vote: Authorization for Mayor to Sign Contract with Saratoga Springs Police Administrative Officers Unit
13. Discussion and Vote: Approval to Pay Girvin and Ferlazzo Funds Exceeding Contract
14. Announcement: Joint Land Use Board Meeting – 7 pm – Thursday, March 31st – 3rd Floor – Technical Assistance Series: Guidelines for Ethical and Proper Land Use Decision Making
15. Announcement: Grants Awarded – 1. Bike and Pedestrian Safety Funding Received from CDTC and 2. Continuum of Care Grants

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Security Project Assessment Office
2. Award of Bid: Traffic Control Signal Design & Engineering Services to Creighton Manning Engineering, LLP

FINANCE DEPARTMENT

1. Discussion: City Center Parking Structure Lease Drafts
2. Discussion and Vote: Budget Amendment – Assignment for IT Initiatives (14XB)
3. Discussion and Vote: Authorization for Mayor to Sign NYSTEC Agreement for Saratoga Springs Smart City Strategy Assistance
4. Discussion and Vote: Authorization for Mayor to Sign 2016 CDPHP Health Insurance Contract
5. Discussion and Vote: Web Content Coordinator – Establish PT Wage Range
6. Discussion and Vote: Budget Transfers – Benefits
7. Discussion and Vote: Budget Transfer – Contingency
8. Discussion and Vote: Budget Transfers – Payroll
9. Discussion and Vote: Budget Amendments – Benefits
10. Discussion and Vote: Use of Reserve Resolution Reserve Fund for the Purchase of Parkland and/or for Capital Improvements to Existing Parkland –Complete Streets
11. Discussion and Vote: Use of Reserve Resolution Reserve Fund for the Purchase of Parkland and/or for Capital Improvements to Existing Parkland - Geyser Road Trail
12. Discussion and Vote: Capital Budget Amendment – Complete Streets/Greenbelt
13. Discussion and Vote: Capital Budget Amendment – Geyser Road Trail

PUBLIC WORKS DEPARTMENT

1. Announcement: Submit the 2015 Department of Public Works Annual Report
2. Discussion and Vote: Approval for Council to Co-Host Summit on Housing & Community Development at the Canfield Casino
3. Discussion and Vote: Establish Title & Grade – Department of Public Works Business Manager

4. Discussion and Vote: Authorization for the Mayor to Sign Change Order #1 with Mid-State Industries Ltd. – Canfield Casino Dining Room Clerestory Window Restoration Project
5. Announcement: American Public Works Association – 2015 New York State Chapter Award

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign MOA Regarding the Hazardous Materials Coordinator Position
2. Discussion and Vote: Authorization for Mayor to Sign Agreement with NYS Division of Homeland Security & Emergency Services for EVOC Training
3. Set Public Hearing: Nicolas' Law

SUPERVISORS

Matthew Veitch

1. Veterans Committee
2. Racing & Gaming Committee
3. Kinns Road Park Land Transfer to Town of Clifton Park
4. Tourism Advisory Committee

Peter Martin

1. Social Programs Committee
2. Public Health Committee

ADJOURN



March 15, 2016

CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
7:00 PM

PRESENT: Joanne Yepsen, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Christian Mathiesen, Commissioner of DPS

STAFF PRESENT: Lynn Bachner, Deputy Commissioner, Finance
Tim Cogan, Deputy Commissioner, DPW
Eileen Finneran, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor
Peter Martin, Supervisor

EXCUSED: Joe Ogden, Deputy Mayor
Maire Masterson, Deputy Commissioner, Accounts

RECORDING OF PROCEEDING

The proceedings of this meeting were taped for the benefit of the secretary. Because the minutes are not a verbatim record of the proceedings, the minutes are not a word-for-word transcript.

PUBLIC HEARINGS

City Center Parking Structure Lease

Mayor Yepsen opened the public hearing at 6:17 p.m.

Commissioner Madigan advised this is the first of 2 public hearings for the City Center parking structure lease. The second public hearing is set for the April 5, 2016 City Council meeting. She anticipates asking the Council to vote on the lease at that meeting. This public hearing is in regards to the lease only; comments regarding things such as the finances should be held until the public comment period later in the agenda.

Harvey Fox of Caroline Street and owner of N. Fox Jewelers stated he is speaking as a business owner and chair of the Special Assessment District. He expressed his support of the City Center lease. The City Center brings a lot of business to the downtown area all year.

Mike Hoffman of 38 High Rock stated he supports this lease. We have to do everything we can; there just isn't enough parking. This is very necessary for the City.

Cindy Hollowood of 5th Avenue and general manager of the Holiday Inn stated their hotel has had an average occupancy rate of 65% since the City Center was built and they have increased the number of their employees. They have everything except adequate parking. She urged the Council to approve this lease.

Heidi West of 5th Avenue and owner of Lifestyles stated she is here as a representative of the Downtown Business Association. She read a statement from the DBA into the record.

Roger Goldsmith of Saratoga Springs, owner of Crafters Gallery, and member of City Center Authority stated things will be said about the City Center parking lot; some of it will be fact, some will be fiction, and some will be pipe dreams. He encouraged the Council to support the lease.

John Safford of Saratoga Springs thanked Michele Madigan for having a piece written on the lease. It provided a good background on this situation. He is in support of the lease and would like to see it approved.

Linda Ambrozino of 1 North Circular Street and owner of G. Wilikers read a letter into the record. This lease is important for the economic viability of downtown Saratoga.

Mr. Mandavi of the Hilton acquired this hotel about 4 weeks ago. The City has a shortage of parking. He is in support of this.

Kathy Newell of Associated General Contractors of Albany stated they hold their annual construction conference in Saratoga. The typical number of attendees is 800 – 1,000 people and they drive trucks, which takes up a little more room. The only complaint she receives about Saratoga is the lack of parking. Having a parking garage would enhance the facility created in the City Center.

Ken Klotz of Maple Avenue stated one of the most difficult tasks the Council has is making decisions about land use. The City Center has done a great job of being a generator of economic development in our City. There is a need for parking and we all want to support, develop, and encourage our downtown business people. Let's make sure we think about what we want the City to look like while we are trying solve these other problems.

Jeanette Kado-Marino of Saratoga Springs stated she supports the City Center and its need and the downtown businesses. Citizens are concerned with the use of this valuable piece of property. It will restrict further development. The stand-alone parking garage is not a futuristic look. The City Center is a tax payer entity. Parking garages are not a good investment. She hopes the Council does not support this lease.

Holly McCarther of Saratoga Springs stated she is here representing Saratoga BOCES. They are in support of the lease and the City Center. They hold their graduation at the City Center each year and their attendance is over 1,000 each year. One complaint they hear from the parents is parking.

Will Pouch, owner of Esperanto, stated they have had a partnership with the City Center for years. They are a professional, responsive organization. This will benefit everyone. He feels the Council should approve the lease and take care of this issue.

Bonnie Sellers of Saratoga Springs stated she doesn't feel the garage is unsightly. The Council should approve the lease and don't have a good reason to delay this. This needs to move forward.

Matt McCabe of Saratoga Springs and owner of a downtown business stated he is in favor of the lease. Parking rates and the special events parking rates will increase the revenue. We need to give the City Center the opportunity to grow.

Todd Garafano of the Convention and Tourism Bureau stated they have been in favor of the City Center's project and are in favor of the lease. There is a substantial amount of property being left there for

development. He read a letter into the record from A.J. Bodden of Townsquare Lifestyle Events (copy attached).

Steve Sullivan, owner of Olde Bryan Inn and Longfellows, stated he is in support of the parking. Since the City Center has been in play they have added 175 -200 employees. He urged the Council to support the City Center.

Julie Cuneo of Beacon Hill Drive and part of Citizens for High Rock stated she supports the City Center, the downtown businesses, but she does not support the lease. This comes down to a land use issue. Anything good worth having takes time and energy on everyone's part. She finds it difficult to separate the net finances and the economic picture these 2 very different proposals bring.

Mark Lawton of Nelson Avenue stated parking is important. He is concerned about who holds what in the lease in the way of obligation or default. He recommended the Council set aside any consideration of the City Center lease so they can consider a new proposal and subsequent liabilities.

Rick Fenton of Saratoga Springs stated the next step should be a public hearing on the proposals. If we are talking about signing a lease and go forward with signing the lease than the RFP process has ended. The City Center garage is in the wrong place in the wrong time. The City Center garage would not be constructed at no cost the City as the City Center repeats. The garage will impede future development of the lot. The recently released parking study by the City Center needs to be reviewed by everyone. The bottom line is the 2 proposals can work.

Dennis Bouchard of Railroad Place stated he has come to the realization that all concerns about parking have tried to be addressed. Spreading out parking over a 2.5 acre lot wouldn't solve the City Center's issue. He encouraged the Council to move forward and get this taken care of.

Jen Leidig of Saratoga Springs stated anyone who is against the lease is not against the City Center or the downtown businesses. It is about how to achieve a balance. The parking study done by the City Center was just handed over to Deputy Bachner a couple weeks ago and to the mayor last week. Most people haven't seen it. According to the parking study, the parking garage business model will only work if the surrounding parking converts to paid parking.

Dave Pedinotti, resident and owner of Mouzon House, stated many cities have been successful due to pocket neighborhoods. We have an option to have a nice pocket neighborhood. The Council should work with the developers and not sign this lease.

Colin Klepetar of Union Avenue stated the City Center is a great access to the City. His concern with this lease is the connectivity with what is going on by the Fresh Market and the parking bridge shuts off the area. He doesn't feel this lease is the best we can do.

Tom Gardner of Broadway stated the covered parking works. The buildings will lose tenants if we don't solve the parking problem.

Marsha Murphy, a downtown business owner, stated parking has been an issue for years and needs to be addressed. We could lose our economic competitiveness.

Denise Desmond, a business owner in Saratoga Springs, stated there are 3 plans in front of us. No one disputes parking is an issue. This garage will become a burden. We should develop the lot the best way we can to meet everyone's needs.

Mayor Yepsen concluded the public hearing at 7:47 p.m. and kept it open.

Amend Capital Budget for the Complete Streets Project

Mayor Yepsen opened the public hearing at 7:47 p.m.

Brad Birge of the Planning Department this public hearing and the next relates to the agreement with Greenman Pederson for additional engineering services to bring the Geyser Road Bike Pedestrian Trail to final design and move forward with that.

Mayor Yepsen asked for the public to speak on this issue or the next at this time.

Molly Gagne of Saratoga Springs thanked the Council for supporting this. Everyone is anxious to see this start. They are noticing original owners are selling their homes and the new families have little children. This is exactly why we are doing this project.

Wally Elton of Curt Boulevard stated the changes described have turned this trail into a cutting edge kind of bike/pedestrian facility. It will put us in the lead on this.

Mayor Yepsen closed this public hearing and the next at 7:57 p.m.

Amend Capital Budget for Geyser Road Trail Project

Mayor Yepsen covered this public hearing with the one above.

2016 Citizens Community Advisory Committee Recommendations

Mayor Yepsen opened the public hearing at 7:57 p.m.

Mayor Yepsen thanked the Committee for their work.

Brad Birge advised they had 14 applications in total and only had \$313,000 to work with. Once this public hearing is closed they have to finish the 30 day public comment period and vote on it the second meeting in April or first meeting in May. Then it goes to federal government for approval.

Rich Ferguson thanked the Council for the opportunity.

No one spoke.

Mayor Yepsen closed the public hearing at 8:02 p.m.

Comprehensive Plan Amendment – Institutional Design to Prior Location

Mayor Yepsen opened the public hearing at 8:02 p.m.

Mayor Yepsen recused herself from this public hearing.

Commissioner Mathiesen this is to bring the Comprehensive Plan map boundaries on Myrtle Street and Morgan Street back to where they were. If all 5 members of the Council voted on this in 2015, why can't she vote on this now?

Mayor Yepsen stated she feels it is best. There was no specific project before the Council at the time of the vote in 2015.

Commissioner Franck recused himself from this public hearing. When they voted previously it was on the Comprehensive Plan which is city-wide. This is not city-wide but in relation to a specific piece of property.

Mayor Yepsen and Commissioner Franck left the room.

Jen Leidig of Pearl Street thanked Commissioner Mathiesen and Deputy Finneran for setting the record straight and to correct the institutional boundary line of Myrtle Street. They are hopeful the Council will keep the area in question residential.

Mary Lockwood of Myrtle Street stated her concern is if this is not changed back, their neighborhood will have to continue to come back to Council in opposition to any change or wish for an institution to build on that property.

Alice Smith of Woodland Court stated she supports changing the boundary lines back to the 2001 map.

Ana Avatale of Woodland Court thanked the Council for being there. She would appreciate the map going back to what it was originally.

Libby Smith Holmes of Birch Run stated she would like to see this return to residential designation.

Matthew Jones, lawyer for the Saratoga Hospital, stated the hospital owns the Markee estate, one of the 3 parcels covered by the institutional designation. The other 2 parcels are owned by D.A. Collins. The hospital has an option to purchase those parcels. It is the hospital's intention to maintain this option. There is a legal impediment here that should not be here.

Mary Lockwood of Myrtle Street stated a majority of the residents signed the petition against that type of building in their neighborhood.

Kevin Rooney, vice president of Saratoga Hospital, stated they didn't know at the time that the Council was going to 'fold up their tent'. Health care continues to change. If they are going to be able to stay here they need to be able to continue to expand their footprint. The parcel in question is the last piece of land of size close to their campus. If this is changed back to residential space; you take back the ability to grow the hospital's campus.

Alice Smith of Woodland Court stated the public hearing is to discuss the issue of returning the boundary lines to its original state. The issue is not to discuss the hospital's expansion.

Dean Higgins of Birch Run stated they worked closely with Mr. Jones. He disagrees with Mr. Jones' idea that this should be joined with the application for the zoning change and the matter should wait Council that has 5 members.

Maureen Curtain of Saratoga Springs stated she attended almost all the meetings of the Comprehensive Plan. They were never made aware the land was switched in the land use category from residential to institutional. How or when did this happen? The category needs to be put back to residential status.

Commissioner Madigan concluded the public hearing at 8:41 p.m. and kept it open.

CALL TO ORDER

Mayor Yepsen called the meeting to order at 8:43 p.m.

PUBLIC COMMENT

Mayor Yepsen said the public comment period is limited to a total of 15 minutes and individuals are limited to two minutes.

Mayor Yepsen opened the public comment period at 9:02 p.m.

Bonnie Sellers of Saratoga Springs stated one RFP has a central courtyard. That would cut off the street. All the activity would be on the inside rather than street level. The streetscape from across the street and down the street needs to be looked at. She also asked if it has been thought about to have night court.

Pat Tuz from Wilton thanked the Council for seeing them and being thoughtful about considering Nicholas' Law.

Susan Steer of Saratoga Springs thanked the Council for meeting with them about Nicholas' Law.

Commissioner Mathiesen stated they have thought about night court.

Mayor Yepsen closed the public comment period at 9:09 p.m.

PRESENTATIONS

30 Year PILOT: Ray Watkin Senior Housing Preservation

Mayor Yepsen introduced Gil Seton, Jr. and John Heartsall. The Ray Watkin Apartments has 112 units and was developed in 1978.

Gil Seton advised through a PILOT agreement in 1978 and bonds through a non-profit corporation the Ray Watkin Apartments came to fruition. The current PILOT expires in October of this year. The building has been well maintained and scored 97 out of 100 on the HUD scoring system. There are many components that are approaching the end of their useful life. They are looking to extend the PILOT for another 30 years and replace the items that are ending their useful life. They are also looking for a resolution in support of tax exempt bonds. The issuance of tax exempt bonds automatically triggers low income housing tax credits. This will help them gather the funds to pay for the renovations.

Commissioner Franck confirmed the PILOT will be done at the City level.

John Heartsall stated it would be at the City level.

Commissioner Mathiesen asked what types of renovations are planned.

Mr. Seton advised they will be remodeling baths, kitchens, and some floors. They would like to freshen it up for the future.

City Center Parking Structure 5 Year Pro Forma

Commissioner Madigan advised there have been a lot of e-mails lately with misinformation about the City Center's finances. She asked Mark Baker to present the City Center's finances.

Mr. Baker advised this has not been a rushed project but one that has been in the works for 4 – 5 years. The City Center does not pay property tax but they do influence the tax base. In 2015 they hosted over 155,000 people which generated over \$30 million in sales which resulted in over \$2 million in sales tax, and were busy over 310 days. They initiated a parking feasibility study in 2014 and is now available. The study says having free parking around a paid parking facility is a challenge. The study included a 4 block area around the City Center, but did not include evenings and weekends. They calculated the daily average parking rate for the year would total \$34,834 and the total for event parking for the year is \$367,810. Parking is first hour free, second hour is \$1, \$5 all day, and \$10 over night. They decided they would use their first year's revenue and increase it by 2%. Maintenance costs were taken directly from the parking study giving them total facility expenses of \$356,365 and net operating income of \$213,335. He

went on to explain where they would get the \$4 million dollars to put down on this project. All contracts are issued in the City Center Authority's name and all liability is theirs.

Commissioner Franck asked Mr. Baker if he is aware of any time period for construction to be finalized before any RFPs are put out for the rest of the lot.

Mr. Baker stated they haven't gotten into that. They have addressed displaced parking.

Commissioner Franck stated he feels the numbers are conservative; but this is good.

Commissioner Madigan advised this parking garage will be maintained, lit, and secure. The details aren't there on the other proposals for the Council to vote on.

CONSENT AGENDA

Mayor Yepsen moved and Commissioner Madigan seconded to accept the consent agenda as follows:

1. Approval of 2/25/16 High Rock Technical Review Committee Meeting Minutes
2. Approval of 2/29/16 Pre-Agenda Meeting Minutes
3. Approve Resolution for the Use of the Insurance Reserve – 3
4. Approve Resolution for the Use of the Insurance Reserve – 4
5. Approve Resolution for the Use of the Insurance Reserve – 5
6. Approve Resolution for the Use of the Insurance Reserve – 6
7. Approve Budget Amendments – Insurance Reserve
8. Approve Budget Amendments (Increases)
9. Approve Budget Transfers – Regular
10. Approve Payroll: 3/4/16 \$459,754.83
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12. Approve Warrant: 2016 Mid – 16MWFEB4: \$315.00
13. Approve Warrant: 2016 Mid – 16MWMAR1: \$129,577.70
14. Approve Warrant: 2016 REG – 16MAR2: \$1,048,581.46

Commissioner Madigan stated it looked like items #1 & #2 have not been uploaded with the agenda. They don't have the meeting minutes to vote on. She suggested removing those items from the motion. Item #14 is large due to a hospital payment in the amount of \$615,000.

Mayor Yepsen moved and Commissioner Madigan seconded to accept the consent agenda as is with the removal of items #1 & 2.

Ayes - All

MAYOR'S DEPARTMENT

Appointment: 2nd Alternate for Planning Board

Mayor Yepsen appointed Ruth Horton as the 2nd alternate for the City's Planning Board.

Discussion and Vote: Appointment to Downtown Special Assessment District Board (16-083)

Mayor Yepsen advised she is appointing Toby Mildae to the Downtown Special Assessment District Board. Mr. Mildae met with Harvey Fox, chair of the board, and he too supports this appointment. Mr. Mildae will be serving the remainder of Kathy Smith's term.

Mayor Yepsen moved and Commissioner Madigan seconded the appointment of Toby Mildae to the Downtown Special Assessment District to finish Kathy Smith's term.

Commissioner Franck thanked Kathy Smith for the work she has done.

Ayes – All

Discussion and Vote: Amend Capital Budget for the Complete Street Project (16-084)

Mayor Yepsen moved and Commissioner Mathiesen seconded to amend the capital budget for the Complete Street Project decreasing the project by \$18,571.93.

Ayes - All

Discussion and Vote: Amend Capital Budget for the Geyser Road Trail Project (16-085)

Mayor Yepsen stated this will increase the Geyser Road Trail Project capital budget by \$96,790.

Mayor Yepsen moved and Commissioner Mathiesen seconded to amend the capital budget for the Geyser Road Trail Project increasing the Geyser Road Trail Project capital budget by \$96,790.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Supplemental Agreement #1 with Greenman Pedersen, Inc. to Advance Geyser Road Trail Project (16-086)

Mayor Yepsen stated this supplemental agreement is for additional work to advance the Geyser Road bicycle pedestrian trail and intersection improvements. This runs from the Town of Milton line to the Spa State Park.

Mayor Yepsen moved and Commissioner Madigan seconded to authorize the mayor to sign supplemental agreement #1 with Greenman Pedersen, Inc. to advance the Geyser Road Trail Project. This authorization is contingent upon approval by the Council of Finance agenda items 10 – 13 pertaining to the Complete Streets and Geyser Road Trail.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Contract with Saratoga Springs Preservation Foundation for 2015 NYSHPO CLG Grant (16-087)

Brad Birge of the Planning Department stated this is a small grant from SHPO to update the historical properties survey for the Union Avenue/Casino surrounding areas.

Mayor Yepsen stated this will update 109 parcels. Match in funding will be done through in-kind services.

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign a contract with the Saratoga Springs Preservation Foundation for the 2015 NYSHPO CLG Grant.

Ayes - All

Discussion and Vote: Authorization for Mayor to Submit NYSHPO CLG 2016 Grant Application (16-088)

Mayor Yepsen stated this is to submit the application for an economic impact study. The local funding match will be through in-kind services.

Mayor Yepsen moved and Commissioner Franck seconded to authorize the mayor to submit the NYSHPO CLG 2016 grant application.

Ayes - All

Discussion: Update on HUD Summit in April

Mayor Yepsen this will be held April 10th & 11th and the City will be hosting this event. They are expecting 500 – 600 people.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Upstate Transit of Saratoga, LLC for HUD Summit Transportation (16-089)

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign an agreement with Upstate Transit of Saratoga, LLC for HUD Summit transportation.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Panza's Restaurant for Catering of HUD Summit (16-090)

Mayor Yepsen advised 3 quotes were obtained and Panza's Restaurant was the lowest. Funds are in line A3011214 / 54753. The conference registrations and partnership donations will cover all expenses incurred.

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign a contract with Panza's Restaurant for catering of the HUD Summit.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign MOU with Saratoga Springs Administrative Officers Unit (16-091)

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign an MOU with the Saratoga Springs Administrative Officers Unit.

Vince DeLeonardis, city attorney, reviewed the highlights of the contract with the Council. This is a 5 year contract retroactive to January 1, 2015 and runs through December 2019. The wage increase is 2% for each year.

Commissioner Madigan advised the cost of the contract updates is about \$25,000.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Contract with Saratoga Springs Police Administrative Officers Unit (16-092)

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign a contract with the Saratoga Springs Administrative Officers Unit.

Ayes - All

Discussion and Vote: Approval to Pay Girvin and Ferlazzo Funds Exceeding Contract (16-093)

Mayor Yepsen advised this contract was exceeded by \$8,709. The City is not currently doing business with Girvin and Ferlazzo.

Mayor Yepsen moved and Commissioner Madigan seconded to approve payment to Girvin and Ferlazzo; funds exceeding contract by \$8,709.

Ayes - All

Announcement: Joint Land Use Board Meeting – 7 pm – Thursday, March 31st – 3rd Floor – Technical Assistance Series: Guidelines for Ethical and Proper Land Use Decision Making

Mayor Yepsen announced this meeting will be Thursday, March 31st at 7 pm on the 3rd floor.

Announcement: Grants Awarded – 1. Bike and Pedestrian Safety Funding Received from CDTC and 2. Continuum of Care Grants

Mayor Yepsen announced we received 2 grants: a bike and pedestrian safety training in the amount of \$3,500; and a Continuum of Care Grant for the City of Saratoga Springs Shelter and Care in the amount of \$3,987, Wellspring New View permanent housing in the amount of \$81,346, Wellspring New View rapid re-housing in the amount of \$182,095, and Saratoga RPC Vet apartment house in the amount of \$48,164. This is all coming from HUD.

ACCOUNTS DEPARTMENT

Discussion and Vote: Security Project Assessment Office (16-094)

Commissioner Franck advised the Accounts Department published two requests for quotation for the Assessment Office Security Barrier Design as part of the City Hall Security Project. Foit-Albert Associates provided the lowest quotation at \$3,400. Funding is in line H3141622 / 5200 / 1230.

Commissioner Franck moved and Commissioner Mathiesen seconded for the Mayor to sign the contract with Foit-Albert for the amount of \$3,400 for the design of a security barrier in the Assessment Office.

Ayes – All

Award of Bid: Traffic Control Signal Design & Engineering Services to Creighton Manning Engineering, LLP (16-095)

Commissioner Franck moved and Commissioner Mathiesen seconded to award the bid for Traffic Control Signal Design & Engineering Services to Creighton Manning Engineering, LLP for \$4,400.

Funding is line H3943312 / 52000 / 1198.

Ayes - All

FINANCE DEPARTMENT

Discussion: City Center Parking Structure Lease Drafts

Commissioner Madigan stated this was well covered earlier in the agenda. All documents are on line.

Discussion and Vote: Budget Amendment – Assignment for IT Initiatives (14XB) (16-096)

Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the 2016 budget amendment – assignment for IT initiatives (14 excess fund balance) to cover NYSTEC

agreement for the Saratoga Springs Smart City Strategy Assistance which were distributed with the agenda.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign NYSTEC Agreement for Saratoga Springs Smart City Strategy Assistance (16-097)

Commissioner Madigan stated she previously introduced the Smart City Strategy Commission. Being a Smart City involves more than broad band. NYSTEC is a not-for-profit company that builds and implements Smart City strategies. The cost of the NYSTEC agreement is \$15,000 and funding is in line A3021694 / 54720.

Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the mayor's required signature on the NYSTEC agreement as distributed with the agenda. Approval of the mayor's signature on the agreement is contingent upon the approval of the budget amendment covering the agreement fees.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign 2016 CDPHP Health Insurance Contract (16-098)

Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the mayor's required signature on the CDPHP insurance contract renewal as distributed with the agenda.

Ayes - All

Discussion and Vote: Web Content Coordinator – Establish PT Wage Range (16-099)

Commissioner Madigan stated the City website has been live since December 2015 and is functioning well. The site is designed to be decentralized so each department can post and manage its own content. Web work is now falling heavily on the IT department as each department is busy with their own work and are being asked to be content managers for their own department. The director of IT created a job description for a web content coordinator; designed to assist all departments with any web work they need to accomplish. The Civil Service Commission supported the new job description. They are considering a part time position for up to 20 hours per week and adjust as needed. She is asked the Council to approve a part time wage range of \$17.70 - \$20 per hour; \$18,200 - \$20,800 per year.

Commissioner Madigan moved and Commissioner Mathiesen seconded for the Council to approve a part time wage range for a part time web content coordinator in the amounts of \$17.50 - \$20 per hour.

Ayes - All

Discussion and Vote: Budget Transfers – Benefits (16-100)

Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the 2016 budget transfers – benefits which were distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Transfer – Contingency (16-101)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the 2016 budget transfers – contingency as distributed with the agenda. The current budget amount in the general

fund contingency line is \$325,000; the amount of this transfer is \$19,800; there will remain \$305,200 thereafter.

Ayes - All

Discussion and Vote: Budget Transfers – Payroll (16-102)

Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the 2016 budget transfers – payroll which were distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Amendments – Benefits (16-103)

Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the 2016 budget amendments – benefits which were distributed with the agenda.

Ayes - All

Discussion and Vote: Use of Reserve Resolution Reserve Fund for the Purchase of Parkland and/or for Capital Improvements to Existing Parkland –Complete Streets (16-104)

Commissioner Madigan advised the reserve currently has \$78,000 in it and will have \$96,790 after the capital budget amendment.

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the use of the reserve resolution reserve fund for the purchase of parkland and/or capital improvements to existing parkland – complete streets as distributed with the agenda.

Ayes - All

Discussion and Vote: Use of Reserve Resolution Reserve Fund for the Purchase of Parkland and/or for Capital Improvements to Existing Parkland - Geyser Road Trail (16-105)

Commissioner Madigan advised this project requires an additional \$96,790 to complete the final design. The approval of this expenditure will deplete this fund. There is no concern as this is an older reserve with no means of replenishment.

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the use of the reserve resolution reserve fund for the purchase of parkland and/or capital improvements to existing parkland – Geyser Road Trail as distributed with the agenda.

Ayes - All

Discussion and Vote: Capital Budget Amendment – Complete Streets/Greenbelt (16-106)

Commissioner Madigan advised this is an amendment to the City's financial management system. Project funds will be reduced by \$18,571.93.

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 capital budget amendments – complete streets/greenbelt which was distributed with the agenda.

Roll Call:

**Commissioner Franck – Aye
Commissioner Madigan – Aye
Commissioner Scirocco – Aye**

Commissioner Mathiesen – Aye
Mayor Yepsen - Aye

Discussion and Vote: Capital Budget Amendment – Geyser Road Trail (16-107)

Commissioner Madigan advised project funds will be increased to \$96,790.

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 capital budget amendment – Geyser Road Trail which was distributed with the agenda.

Roll Call:

Commissioner Franck – Aye
Commissioner Madigan – Aye
Commissioner Scirocco – Aye
Commissioner Mathiesen – Aye
Mayor Yepsen – Aye

PUBLIC WORKS DEPARTMENT

Announcement: Submit the 2015 Department of Public Works Annual Report

Commissioner Scirocco submitted the 2015 Department of Public Works annual report. A copy of the report will be in the Accounts Department for public review and on the City's website.

Discussion and Vote: Approval for Council to Co-Host Summit on Housing & Community Development at the Canfield Casino (16-108)

Commissioner Scirocco stated this event will take place on April 10, 2016. We will be able to showcase the Canfield Casino. This year's summit is targeted toward community development.

Commissioner Scirocco moved and Commissioner Madigan seconded for the Council to approve the City of Saratoga Springs to co-host with the US Department of Housing and Urban Development this event on April 10, 2016 with use of the Canfield Casino for a 1 hour reception with no fee.

Ayes - All

Discussion and Vote: Establish Title & Grade – Department of Public Works Business Manager (16-109)

Commissioner Scirocco stated the department has a vacancy titled Department of Public Works Business Manager. This position will focus on the required needs of the department; assisting and directing the business management and physical affairs of the department; organize the Utilities Department to ensure operation of the administration and analyze the water and sewer rates and consumption; and aid and advise in policy making decisions to maximize the department's efficiencies. The Civil Service Commission felt this position in place of the director is essential to the management of the department. He proposed this title be set at a grade 16 at an \$85,398 per year; this is less than the director's salary. This position is provisional subject to a Civil Service exam.

Commissioner Scirocco moved and Commissioner Mathiesen seconded to approve establishing the title of the Department of Public Works Business Manager at a salary grade of 16.

Ayes - All

Discussion and Vote: Authorization for the Mayor to Sign Change Order #1 with Mid-State Industries Ltd. – Canfield Casino Dining Room Clerestory Window Restoration Project (16-110)

Commissioner Scirocco stated additional mill work is needed to maintain the original profile of the windows. Additional time is needed to complete the work.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign change order #1 with Mid-Stated Industries, Ltd. for the Canfield Casino dining room clerestory window restoration project in the amount of \$19,593 and a time extension of approximately 10 days.

Funding is in line H3537112 / 52000 / 11865.

Ayes - All

Announcement: American Public Works Association – 2015 New York State Chapter Award

Commissioner Scirocco announced the New York State Chapter of the Public Works Association awarded the City the Canfield Casino Ballroom Reinforcing and Ceiling Stabilization Project the 2015 recipient of the New York State Chapter Project of the Year award for Historic Restoration/Preservation and nominated this project for the national awards.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign MOA Regarding the Hazardous Materials Coordinator Position (16-111)

Commissioner Mathiesen advised this is a memorandum of agreement between the City and the firefighters union to establish a hazardous materials coordinator position. The County will fund the position in the amount of \$5,750 and subject to annual funding in the County's budget.

Commissioner Mathiesen moved and Commissioner Scirocco seconded to authorize the mayor to sign the MOA for the hazardous materials coordinator position.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Agreement with NYS Division of Homeland Security & Emergency Services for EVOC Training (16-112)

Commissioner Mathiesen stated this agreement allows our police officers to receive training at a state owned training center in Oneida County.

Commissioner Mathiesen moved and Commissioner Madigan seconded to authorize the mayor to sign the agreement with the New York State Division of Homeland Security and Emergency Services.

Ayes – All

Set Public Hearing: Nicolas' Law

Commissioner Mathiesen set a public hearing for Tuesday, April 5, 2016 at 6:25 p.m.

SUPERVISORS

Matthew Veitch

Veteran's Committee

Supervisor Veitch moved this item to the next meeting.

Racing & Gaming Committee

Supervisor Veitch advised the Committee met last week. They are considering a resolution urging the state to continue to support NYRA in their plans to privatize.

Kinns Road Park Land Transfer to Town of Clifton Park

Supervisor Veitch moved this item to the next meeting.

Tourism Advisory Committee

Supervisor Veitch advised this Committee had not met for many years. They found this Committee was established as part of the occupancy tax law. This Committee was re-established last year and members were appointed today at their board meeting. The Committee is tasked with coming up with programming for the occupancy tax and how they are to spend it.

Supervisor Veitch reported they approved the Stop DWI amounts today.

Peter Martin

Social Programs Committee

Supervisor Martin reported the Board approved everything the Committee had recommended.

Public Health Committee

Supervisor Martin reported they proclaimed April as organ donation month. They received grants from the state Office of Alcohol and Substance Abuse to provide prevention and education in the Catholic schools and a grant for home and community base services. They accepted a 5 year grant of \$188,000 for lead poisoning prevention.

ADJOURNMENT

There being no further business, Mayor Yepsen adjourned the meeting at 11:40 p.m.

Respectfully submitted,

Margaret LoPresti
Clerk

Approved: 4/19/16
Vote: 5 - 0