



May 18, 2020

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting

15 Vanderbilt Avenue

9:30 AM

(via Zoom)

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Robin Dalton, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Joe O'Neill, Deputy Commissioner of DPW
Eileen Finneran, Deputy Commissioner of DPS

Vince DeLeonardis, City Attorney

EXCUSED: Maire Masterson, Deputy Commissioner of Accounts

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 9:47 a.m.

PUBLIC HEARINGS

Amend Chapter 225 Section 225-77 Schedule XII – Stop Intersections – no comments.

Amend City Code 218-15 Temporary Dwellings in Established Agricultural Districts – no comments.

CDBG Citizen Participation Plan Amendment – no comments.

CONSENT AGENDA

1. Budget Amendments – Insurance
2. Budget Amendments – Capital (Refund_
3. Budget Transfers - Regular
4. Approve Payroll 5/8/2020 \$480,577.72
5. Approve Payroll – 5/15/2020 \$476,078.38
6. Approve Warrant – 2020 20MWMAY16 \$713,746.94
7. Approve Warrant – 2020 20MAY2 \$677,321.34

No comments.

MAYOR'S DEPARTMENT

Announcement: 2020 Census Self-Reporting Reminder

No comments.

Announcement: State of Emergency Extension

No comments.

Announcement: 2020 CDBG program Year Entitlement Fund Application Period Re-Opened and CDBG-CV Fund Application Opened

No comments.

Appointment: Saratoga Springs Arts Commission

No comments.

Discussion and Vote: Appointment to the Civil Service Commission

This is the re-appointment of Deirdre Ladd.

Discussion and Vote: Authorization for Mayor to Sign Subordination Agreement with KeyBank National Association

No comments.

Discussion and Vote: Accept the Saratoga Springs Recreation Department Donations

No comments.

Discussion and Vote: Authorization for mayor to Sign Health Insurance Contracts with MVP Health Care

No comments.

Discussion and Vote: Amend City Code 218-15 Regarding Temporary Dwellings in Established Agricultural Districts

No comments.

ACCOUNTS DEPARTMENT

Announcement: Grievance Day Update

No comments.

FINANCE DEPARTMENT

Update: Finance Department – COVID-19 and City Finances

Commissioner Madigan advised that tomorrow night she will outline revised revenue deficits, various options to remedy those revenue deficits, a review of those revenue deficits since recommendations from finance have not been enacted as proposed, and options that have been slated to be put into effect.

Discussion and Vote: Resolution: Tax Anticipation Note (TAN)

Commissioner Madigan advised tomorrow night the Council will be asked to approve a tax anticipation note in the amount of \$6,300,000.

Discussion and Vote: Resolution – COVID-19 Federal Funding Relief Stimulus Package for Local Governments

Commissioner Madigan advised she is still working on final edits to the resolution and will have that uploaded with the final agenda.

Discussion and Vote: 2020 City Fees Update – Building Department

No comments.

Discussion and Vote: Budget Amendment – Use of Sick Leave Assignment

Commissioner Madigan advised the Department of Public Safety has asked to use the sick leave assignment to cover a large sick leave payout due to several retirements.

Discussion and Vote: Release Assignments

Commissioner Madigan advised that during her tenure as finance commissioner, GASB (Governmental Accounting Standards Board) established a new vehicle for setting aside funds for a particular objective. This is called an assignment. These are less restrictive than reserves. Reserves cannot be broken. Once money is in a retirement reserve, a capital reserve for buildings, they're stuck there. You can only use them for that purpose. We cannot break reserves. At this point, we really don't have that much left sitting in reserves. Assignments can be broken and will be broken. These are less restrictive than reserves but serve the purpose of self-imposed savings for special needs. She will request approval to release all assignments allowing them to be moved into unassigned fund balance. This will result in an additional \$988,754.78 available to cover operating expenses laid out in her plans to address the 2020 revenue shortfalls. This essentially means when you have retirements or sick leave payouts, they're just going to come out of fund balance. There's no reason now to keep separate set-asides for assignments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Change Order #13 with DLC Electric for City Hall Renovation – Electric

No comments.

Discussion and Vote: Authorization for Mayor to Sign Change Order #6 with Collett Mechanical, Inc. for City Hall Renovation – HVAC

No comments.

Discussion and Vote: Authorization for Mayor to Sign Change Order #11 with MLB Construction Services for City Hall Renovation – General Construction

No comments.

Discussion and Vote: Authorization for Mayor to Sign Change Order #2 with Restore Masonry for Canfield Casino Renovation

Commissioner Scirocco advised Restore Masonry is doing some work on the sconces on the wall in the parlor. When they went to hang them back up, they found they need to fabricate some new brackets.

Discussion and Vote: Authorization for Mayor to Sign Contract with Greenridge Cemetery

Commissioner Scirocco stated this is for the part of the Greenridge Cemetery that the City is responsible to maintain. We've had a contract with them for a number of years.

PUBLIC SAFETY DEPARTMENT

Announcement: Virus Update

No comments.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Language Line for Interpretation Services for Dispatch

No comments.

Discussion and Vote: Accept Donation from Bella Home Builders

No comments.

Commissioner Dalton added two items to her agenda: Discussion and Vote: Amend Chapter 225, 225-77 Schedule XII - Stop Intersections and Discussion and Vote: Resolution in Support of Our City's Businesses.

SUPERVISORS

Mayor Kelly read the supervisors' agendas as follows:

Matt Veitch

1. Buildings & Grounds Committee Update
2. Home Energy Assistance Program Update
3. County Re-Opening Committee Update

Tara Gaston

1. Board Update
2. Real Property Update
3. Mask Distribution
4. Public Forum

ADJOURN

Mayor Kelly adjourned the meeting at 9:59 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 10/20/2020
Vote: 5 - 0