

November 20, 2018



CITY OF SARATOGA SPRINGS
City Council Meeting
City Center
Broadway
7:00 PM

6:55 PM P.H. – 2019 Comprehensive Budget
– Amend Chapter 225 of the City
Code – Time Limit Parking

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

CONSENT AGENDA

1. Approval of 11/5/18 Pre-Agenda Meeting Minutes
2. Approval of 11/5/18 City Council Meeting Minutes
3. Approve Budget Transfers – Regular
4. Approve Payroll 11/09/18 \$663,893.59
5. Approve Payroll 11/16/18 \$514,267.09
6. Approve Warrant – 2018 18MWNOV2 \$88,162.13
7. Approve Warrant – 2018 18NOV2 \$389,006.80
8. Authorization to Pay Invoice from Crown Castle for Work Done Relating to Lightning Strike
9. Authorization to Pay Invoice from Adirondack Cabling and Security for Work Done Relating to Lightning Strike

MAYOR'S DEPARTMENT

1. Announcement: Upcoming Board Appointments
2. Announcement: Recreation Programs and Leagues
3. Discussion and Vote: Accept Donation from Friends of Recreation
4. Discussion and Vote: Waive Fees for Ice Time for the Police vs. Fire Department Charity Game
5. Discussion and Vote: Waive Fees for Public Skating for the Weibel Ice Rink 25th Anniversary Event
6. Discussion and Vote: Resolution – Flat Rock Centre Concept Plan
7. Discussion and Vote: Authorization for Mayor to Sign Memorandum of Agreement – Fire Administrative Officers

ACCOUNTS DEPARTMENT

1. Award of Bid: Carousel Restoration to W.R.F. Design, LLC
2. Appointment: Commissioner of Deeds – Amber McDonald and Theresa Wilson

FINANCE DEPARTMENT

1. Announcement: 2019 Budget Update
2. Discussion and Vote: 2017 Fund Balance: Water & Sewer Recommendations
3. Discussion and Vote: 2018 Finance Policies and Procedures Update
4. Discussion and Vote: Budget Amendment – Use of Fund Balance City Center
5. Discussion and Vote: Budget Transfer – Contingency
6. Discussion and Vote: Budget Transfers – Payroll and Benefits

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign License Agreement with National Grid for the Spring Run Trail Parking Lot
2. Discussion and Vote: Authorization for Mayor to Sign Agreement Addendum #1 with CNA Environmental for Laboratory Services

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: To Amend Chapter 225 of the City Code, Vehicles and Traffic, with Respect to Time Limit Parking on Parts of Maple Avenue
2. Announcement: First Citizens' Police Advisory Board Meeting
3. Set Public Hearing: To Amend Chapter 118 of the City Code, Building Code Administration with Respect to New York State Requirements for Inspection of Parking Structures

SUPERVISORS

Matt Veitch

1. 2019 Saratoga County Budget

Tara Gaston

1. 2019 Saratoga County Budget
2. HEAP Program
3. Public Forum

ADJOURN



November 20, 2018

CITY OF SARATOGA SPRINGS
City Council Meeting
City Center
Broadway
7:00 PM

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

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW
John Daley, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

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

2019 Comprehensive Budget

Mayor Kelly opened the public hearing at 6:57 p.m.

Commissioner Madigan advised this is the continuation of the second public hearing. This will remain open until the Council votes on the budget which is scheduled for November 28th. The tax rate increase is less than .04%. There will be a workshop on Monday, November 26th to discuss capital budget items.

No one spoke.

Mayor Kelly concluded the public hearing at 7:00 p.m. and left it open.

Amend Chapter 225 of the City Code – Time Limit Parking

Mayor Kelly opened the public hearing at 7:00 p.m.

Commissioner Martin stated this is to amend the code regarding time limit parking on parts of Maple Avenue.

No one spoke.

Mayor Kelly closed the public hearing at 7:01 p.m.

CALL TO ORDER

Mayor Kelly called the meeting to order at 7:01 p.m.

PUBLIC COMMENT

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

Mayor Kelly opened the public comment period at 7:02 p.m.

Ryan McMahon of the City Center stated he is here regarding the Flat Rock plan and Greenbelt Trail. The City Center does need parking. In the last 2 years, there were 13 events lost because of parking. They have 29 events that are in jeopardy and looking for other space due to parking. The first and last impression an attendee has is parking.

Cindy Hollowood of the Holiday Inn and representing the Convention Bureau stated they are responsible for attracting business to the City and helping book the City Center. The City has approved over 600 hotel rooms over the last 10 years and we need the parking to go with it. The City is losing valuable sales tax and occupancy tax.

Darlene McGraw of Saratoga Springs thanked the City for the proclamation she received last week. There are a lot of street signs missing. She does not agree with the City Center and the new parking plan.

Art Holmberg of Saratoga Springs stated he is representing Sustainable Saratoga tonight. The presentation of the Flat Rock Concept was well attended. They are inspired by the creative ideas to develop the parcel but surprised to see the Council scheduled a vote on this so soon after that presentation. They also support managed parking in Saratoga.

Thomas Olsen, manager of Hilton Saratoga stated he is here to support the parking. In order for them to assist the visitors they need the parking.

Todd Shimkus of Saratoga Springs and president of Saratoga County Chamber of Commerce stated commended the Council on bringing all the parties together on the parking issue. When they took office there was a lot of money being spent on lawsuits regarding the parking garage. This is about balance. Ask the downtown businesses; their customers all complain about finding parking.

Charles Samuels of Saratoga Springs stated the space being considered for the parking garage is valuable. The parking structure will create the expense of security. The parking garage will create more accidents and dirtier air. The City is going backwards with this proposal.

Roger Goldsmith of Saratoga Springs and member of City Center Authority stated he supports this proposition. It is overdue.

Dorothy Rogers of Saratoga Springs stated she is here to support the parking garage. She owns a business in town.

Tom Newkirk of Saratoga Springs stated increasing parking is absolutely needed. To keep our City Center competitive the parking is critical.

Terri Diggory of 173 Circular Street stated he is here as a coordinator of the Saratoga Integration Coalition. They are concerned about the review body Commissioner Martin has proposed. Last week they sent a letter to Commissioner Martin and Chief Veitch. They look forward to further productive conversations.

Holiday Hammond of Saratoga Springs stated they just had a press conference about Darryl Mount's death and the City's response; and lack of response. They are circulating a petition to engage the public and inform them and keep the dialogue alive rather than having this go away. We need to look at young people especially of color that are being killed and be sensitive to that.

Ian Klepetar of Saratoga Springs thanked the Council for holding the presentation last Monday on Flat Rock Centre. The City Center is a special place to him and understands they are having a parking issue. How we get there to help them is where they disagree. Nationally ranked consultants stated Saratoga Springs doesn't have a supply issue but a management issue.

Nikki Miller of Saratoga Springs stated she is in favor of the parking proposal.

Sam Brewer of Saratoga Springs stated he attended the Saratoga Springs School Board meeting last week regarding the removal of guns from the resource officers. He believes the City of Saratoga Springs should use their police resources to compensate for the school board's decision as they work through this.

Heidi West of Saratoga Springs stated she owns 2 businesses downtown. As a business owner they need the parking proposal and can't survive without it.

Dan Bullis of Saratoga Springs stated he owns several businesses in downtown. It is shocking to him that people don't feel additional parking is needed.

Jane Weihe of Saratoga Springs stated she understands the impact the City Center has had on this City. The needs of the City Center need to be taken seriously and be addressed. She has friends who will no longer meet her in town for lunch because of the parking.

Linda Ambrosino of Saratoga Springs stated she is a business owner and loves the parking plan and will support it.

John Kaufmann of Saratoga Springs stated this town used to close in the winter. He has sympathy for the need for public input but this has gone on for a number of years. Other convention centers have opened up and we need to address the needs.

Ms. Coffey of Saratoga Springs stated she is here to talk about Darryl Mount; which is a stain on Saratoga Springs. We need to do what other police departments are doing; sensitivity training and civilian review board.

Mayor Kelly closed the public comment period at 7:34 p.m.

Commissioner Martin thanked all who came to speak tonight. This issue has been in litigation and it is not our policy to try a case in the public. He is confident the legal process will show there was no wrong doing on the part of the City's Police Department. His investigation has shown Civilian Complaint Boards are ineffective. He wants to be made aware of any incident of police activities that result in injury or death. They will take action to guarantee there is no bias.

CONSENT AGENDA

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

1. Approval of 11/5/18 Pre-Agenda Meeting Minutes
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3. Approve Budget Transfers – Regular
4. Approve Payroll 11/09/18 \$663,893.59
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Ayes – All

MAYOR'S DEPARTMENT

Announcement: Upcoming Board Appointments

Mayor Kelly announced the following boards will have openings: Arts Commission, City Center Authority, Community Development Citizen Advisory Committee, Complete Streets Advisory Committee, Design Review Commission, Ethics Board, Planning Board, Saratoga Springs Housing Authority, and Zoning Board of Appeals. This list will also be listed on the City's webpage. Anyone interested should apply.

Announcement: Recreation Programs and Leagues

Mayor Kelly announced winter program registration at the Recreation Center will continue through December 27th. All information can be found on the Recreation Center web page.

Discussion and Vote: Accept Donation from Friends of Recreation (18-371)

Mayor Kelly stated the donation is for field hockey equipment with a value of \$180 and the installation of the north side recreation shade structure valued at \$1,800.

Joe Ogden of Friends of Recreation stated they are a non-profit organization to provide additional opportunities for the youth programs.

Mayor Kelly moved and Commissioner Madigan seconded to accept the donations from Friends of Recreation as described.

Ayes – All

Discussion and Vote: Waive Fees for Ice Time for the Police vs. Fire Department Charity Game (18-372)

Mayor Kelly advised this is an annual charity game and will be held December 1st. Teams are asking an unwrapped toy.

Mayor Kelly moved and Commissioner Martin seconded to approve the waiver of fees for ice time for the Police vs. Fire Department charity game.

Ayes – All

Discussion and Vote: Waive Fees for Public Skating for the Weibel Ice Rink 25th Anniversary Event (18-373)

Mayor Kelly moved and Commissioner Madigan seconded to waive the fee for public skating for the Weibel Ice Rink 25th anniversary event.

Ayes – All

Discussion and Vote: Resolution – Flat Rock Centre Concept Plan (18-374)

Mayor Kelly read the following resolution into the record:

**A RESOLUTION
OF THE CITY COUNCIL
OF THE CITY OF SARATOGA SPRINGS
FLAT ROCK CENTRE CONCEPT PLAN**

WHEREAS, by deed dated June 25, 1986, the Saratoga Springs Urban Renewal Agency conveyed a 2.6 acre parcel of land to the City of Saratoga Springs, with such land bounded by Lake Avenue, High Rock Avenue, York Street and Maple Avenue; and

WHEREAS, since its acquisition by the City, the parcel has only included a paved parking surface; and

WHEREAS, in May 2018, a Committee was convened and included a construction expert, neighboring property owners, representatives from the Greenbelt Trail Committee, the Complete Streets Committee, the downtown business community, the Administrator of Planning and Economic Development, a County Supervisor, the Commissioner of Finance, and the Mayor; and

WHEREAS, the Committee was charged with developing a Concept Plan for the entire 2.6 acre parcel that incorporates the Guiding Principles of the City's Comprehensive Plan as adopted by the City Council on June 16, 2015; and

WHEREAS, the Committee has since established a Concept Plan for the 2.6 acre parcel which consists of four components, including (1) the establishment of a public park (Flat Rock Park) at the southerly end of the parcel along lake Avenue and where Flat Rock Spring once existed; (2) the continuation of the Park at the easterly side of the parcel along High Rock Avenue, which will connect Flat Rock Park to High Rock Park and include the Greenbelt trail, Downtown Connector; (3) the development of a municipal parking structure; and (4) the retention of outparcels for future development; and

WHEREAS, the Concept Plan was presented to the public at a City Council meeting on July 17, 2018, together with the City's application for CFA Grant funding for the development of Flat Rock Centre, and again at a Special City Council meeting on November 13, 2018; and

WHEREAS, public input indicated a number of ideas, including the need to consider a possible reduction in the size of the municipal parking structure as well as a possible increase and reconfiguration of the public park, green-space and outparcels; and

WHEREAS, the costs associated with the four components of the Concept Plan may require that development and implementation occur in one or more phases, with parking and the Greenbelt Trail, Downtown Connector, identified as a priority and to be included in Phase I; and the public park, green-space and outparcels to be included in Phase II; and

WHEREAS, the City intends to work collaboratively with the Saratoga Springs City Center Authority, in accordance with the provisions of the City's Comprehensive Plan to ensure adequate parking to enable the City Center to continue to attract conventions and other events to our downtown; and

WHEREAS, the City Council envisions the collaborative effort to include the City Center providing the costs associated with the design and construction of the municipal parking structure, subject to Council review and approval;

NOW, THEREFORE, BE IT RESOLVED, that, subject to compliance with the State Environmental Quality Review Act (SEQRA), the City Council intends to proceed with Phase I, including the design and development of the Greenbelt Trail, Downtown Connector, and a municipal parking structure; and

BE IT FURTHER RESOLVED, that the City Council recommends that the Saratoga Springs City Center Authority proceed with initial design proposals for the municipal parking structure, with such proposals to incorporate a reduction in the total number of parking spaces as originally proposed in the Concept Plan, and to present such proposals to the City Council and the public for consideration and review; and

BE IT FURTHER RESOLVED, that the City Council, in conjunction with the previously established Committee, shall further review the components to be included in Phase II, with an effort to increase and reconfigure the public park, green-space and outparcels; and

BE IT FURTHER RESOLVED, that upon receipt of the design proposals from the City Center and the further recommendations from the Committee, the City Council will schedule a Special Meeting to present the proposals to the public for input and consideration.

Mayor Kelly moved and Commissioner Madigan seconded to approve the resolution – Flat Rock Centre Concept Plan as included with this agenda.

Commissioner Madigan stated there is misunderstanding of what this resolution is about. It will allow the City Center to move forward with its design for parking that has been envisioned for the City Center parking. She would like to see something with the roof top as green space; commercial space; Greenbelt Trail.

Commissioner Scirocco stated this opens up the cooperation with the public and allows the businesses to provide input. This project can't be pushed aside any more as the competition is getting tough. We are a city of tourism.

Mayor Kelly stated she and Commissioner Madigan have been working with NYRA and SPAC to generate ideas of how to bring people downtown. If they succeed, they need parking. She is all in for the parking garage.

Commissioner Franck stated the City is like a 3-legged stool with NYRA, SPAC, and the City Center. This is a much better plan that was brought forward years ago. His is going to support this.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Memorandum of Agreement – Fire Administrative Officers (18-375)

Mayor Kelly stated this memorandum of agreement will now include the title battalion chief. The position salary is \$109,140 effective 1/1/9 if the position is funded.

Mayor Kelly moved and Commissioner Martin seconded to authorize the mayor to sign memorandum of agreement – fire administrative officers as included with the agenda.

Commissioner Madigan thanked the mayor for tabling this item from the last meeting. She has met with Chief Williams and has been made aware of what this position will do.

Ayes - All

ACCOUNTS DEPARTMENT

Award of Bid: Carousel Restoration to W.R.F. Design, LLC (18-376)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for Carousel Restoration to W.R.F. Design, LLC for an amount not to exceed \$18,000.

Ayes – All

Appointment: Commissioner of Deeds – Amber McDonald and Theresa Wilson

Commissioner Franck officially appointed Amber McDonald and Theresa Wilson of the Accounts Department as commissioners of deeds.

FINANCE DEPARTMENT

Announcement: 2019 Budget Update

Commissioner Madigan announced a fourth budget workshop is scheduled for November 26th at the City Center. A special City Council meeting has been scheduled on November 28th at the City Center where she plans to bring the budget for a vote.

Discussion and Vote: 2017 Fund Balance: Water & Sewer Recommendations (18-377)

Commissioner Madigan advised the 2017 water & sewer unrestricted fund balance is at 34.2% and 39.8% of the 2018 adopted budget. They only need to be within 10 – 25% of the adopted expenditure budget. The amount of fund balance exceeding 25% is \$353,692 for the water fund and \$741,663 for the sewer

fund. She is recommended the unassigned fund balance be used to fund projects previously in the 2019 capital budget and an assignment to handle increased cost mandated by the County. Recommendations are as follows:

- Fund Excelsior Avenue Water Treatment Plant repairs from the water fund excess fund balance in the amount of \$353,692.
- Sanitary pump station upgrades from the sewer fund excess fund balance in the amount of \$450,000.
- Fund assignment for mid-year county rate increase from the sewer fund excess fund balance in the amount of \$291,663.

Commissioner Madigan moved and Commissioner Franck seconded to approve the aforementioned reserve and assignment recommendations.

Ayes – All

Discussion and Vote: 2018 Finance Policies and Procedures Update (18-378)

Commissioner Madigan advised the policies that require annual review include: investment, debt, fund balance, and affordable care act. All changes were included with the agenda.

Commissioner Madigan moved and Commissioner Franck seconded to approve the 2018 Finance Policies and Procedures updates as previously submitted with the agenda.

Ayes – All

Discussion and Vote: Budget Amendment – Use of Fund Balance City Center (18-379)

Commissioner Madigan advised the restricted fund balance prior to this approval is \$11,727,754; after approval the remaining balance will be \$11,702,754.

Commissioner Madigan moved and Commissioner Franck seconded to approve of the budget amendment – use of fund balance City Center as previous distributed with the agenda.

Ayes – All

Discussion and Vote: Budget Transfer – Contingency (18-380)

Commissioner Madigan advised the current balance in contingency is \$64,464 and \$63,035 will remain after the transfer.

Commissioner Madigan moved and Commissioner Franck seconded to approve the budget transfer – contingency as previously distributed with the agenda.

Ayes – All

Discussion and Vote: Budget Transfers – Payroll and Benefits (18-381)

Commissioner Madigan moved and Commissioner Franck seconded to approve budget transfers – payroll and benefits as previously distributed with the agenda.

Ayes – All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign License Agreement with National Grid for the Spring Run Trail Parking Lot (18-382)

Commissioner Scirocco stated the original agreement is set to expire at the end of this month. The City will pay \$4,875 annually for the next 5 years.

**Commissioner Scirocco moved and Commissioner Martin seconded to authorize the mayor to sign license agreement with National Grid in the amount of \$4,875 for the Spring Run Trail Parking Lot
Ayes – All**

Discussion and Vote: Authorization for Mayor to Sign Agreement Addendum #1 with CNA Environmental for Laboratory Services (18-383)

Commissioner Scirocco stated the original agreement signed in April, 2018 was for \$18,000. This addendum is to provide additional testing services not to exceed \$15,000.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize them mayor to sign agreement addendum #1 with CNA Environmental for \$15,000.

Ayes - All

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: To Amend Chapter 225 of the City Code, Vehicles and Traffic, with Respect to Time Limit Parking on Parts of Maple Avenue (18-384)

Commissioner Martin moved and Commissioner Franck seconded to amend Chapter 225 of the City Code, Vehicles and Traffic, with respect to time limit parking on portions of Maple Avenue in the form that was distributed to the Council with the agenda.

Ayes – All

Announcement: First Citizens' Police Advisory Board Meeting

Commissioner Martin advised the first Citizens' Police Advisory Board Meeting will be held on November 27th at the Recreation Center at 7 p.m.

Commissioner Martin appointed John E. Carter, Jr. as an additional member of the board.

Set Public Hearing: To Amend Chapter 118 of the City Code, Building Code Administration with Respect to New York State Requirements for Inspection of Parking Structures

Commissioner Martin set a public hearing for Tuesday, December 4, 2018 at 6:55 p.m.

SUPERVISORS

Matt Veitch

2019 Saratoga County Budget

Supervisor Veitch reported the budget is \$314 million and lowers the tax rate from \$2.29/1,000 to \$2.26/1,000. There was a \$1.9 million increase in the budget due to personnel. The public hearing for the proposed budget will be held on December 5th at 4:30 p.m. with vote on December 12th.

Tara Gaston

2019 Saratoga County Budget

Supervisor Gaston reported Supervisor Veitch covered this.

HEAP Program

Supervisor Gaston reported the Home Energy Assistance Program is open and based upon your income.

Public Forum

Supervisor Gaston reported November 27th at 6 p.m. to discuss the budget in plain language. This meeting will be held at the library.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:24 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote: