
**FINANCE AND BUDGET COMMITTEE
NOVEMBER 21, 2019
CITY OF PLATTSBURGH COMMON COUNCIL CHAMBERS
MINUTES
4:30PM**

Roll Call: Chair Councilor Kelly, Councilor Moore, Mayor Read

Others Present: Councilor Armstrong, Councilor Gibbs, Councilor McFarlin

Absent: Councilor Ensel

1. REPORTS FROM DEPARTMENT REPRESENTATIVES AND DISCUSSION WITH COUNCILORS:

1. Council will hold summary 2020 Budget Sessions

Councilor Kelly presented a Power Point presentation “2020 City of Plattsburgh Budget Preview – November 2019” which is made part of the minutes of this meeting.

Councilor Kelly invited **Environmental Manager Jon Ruff** to further explain slide “Water/Sewer rates. An Infrastructure Demand Charge (IDC) may be implemented in the Water Fund.

Environmental Manager Jon Ruff clarified he mistakenly gave Councilor Kelly incorrect explanation of “IDC” it stands for “Impact Demand Charge.” **Environmental Manager Jon Ruff** further spoke about this subject.

2. AGENDA ITEMS BROUGHT FORWARD FROM DEPARTMENTS TO BE APPROVED BY COMMITTEE AND RECOMMENDED TO COUNCIL:

1. Request from Director of Community Development Matthew Miller:

ACCEPTING DRAFT GENERIC ENVIRONMENTAL IMPACT STATEMENT AS COMPLETE FOR PUBLIC REVIEW, SCHEDULING PUBLIC COMMENT PERIOD AND PUBLIC HEARING AND AUTHORIZING PUBLIC NOTICES IN ACCORDANCE WITH REQUIREMENTS OF STATE ENVIRONMENTAL QUALITY REVIEW ACT

WHEREAS, the City of Plattsburgh revitalization efforts will result in several downtown area improvement projects (collectively the “Projects”); and

WHEREAS, the Plattsburgh Common Council ("Common Council") determined that the Projects collectively are a Type I Action pursuant to the State Environmental Quality Review Act (SEQRA),

identified the potential Involved Agencies under SEQRA and was duly designated as SEQRA Lead Agency with consent of the Involved Agencies; and

WHEREAS, the Common Council determined to conduct comprehensive review of the Projects through preparation of a Generic Environmental Impact Statement (GEIS) pursuant to SEQRA and Section 617.10 of the implementing Regulations set forth at Title 6 of the New York Compilation of Codes, Rules and Regulations (NYCRR); and

WHEREAS, The Chazen Companies prepared a Draft Scoping Document pursuant to 6 NYCRR Section 617.8 and the Common Council, as SEQRA Lead Agency, provided a copy of the Draft Scope to all Involved Agencies, made it available to any individual or SEQRA Interested Agency that expressed an interest in writing to the Lead Agency and provided both a period of time for the public to review and provide written comments on the Draft Scope and a public scoping session to provide for public input; and

WHEREAS, a Final Scoping Document was accepted by the Common Council and Chazen has prepared a Draft GEIS ("DGEIS") in accordance with the Final Scoping Document to assess the potential impacts of the Projects;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Common Council hereby accepts and approves the DGEIS as complete for public review.
 2. A Public Hearing on the DGEIS will be held on the 9th day of December, 2019 at 5:00 p.m. in the Common Council chambers of Plattsburgh City Hall, 41 City Hall Place, Plattsburgh, New York 12901.
 3. Written comments will be accepted on the DGEIS during the public comment period until 2:00 p.m. on December 23, 2019 and must be submitted in writing to the Plattsburgh Common Council, c/o Beth Carlin, Mayor's Office, Plattsburgh City Hall, 41 City Hall Place, Plattsburgh, New York 12901.
 4. The City Clerk is authorized and directed to file a Notice of Completion of DGEIS and Notice of Public Hearing and provide copies of the DGEIS as required by SEQRA.
 5. The City Clerk is authorized and directed to publish a Notice of Public Hearing not less than 14 calendar days in advance of the public hearing in *The Press Republican*, a newspaper of general circulation in the City.
 6. Copies of the DGEIS will be available for inspection at City Clerk's Office, Plattsburgh City Hall, 41 City Hall Place, Plattsburgh, New York 12901 and on the City's website at <https://www.cityofplattsburgh-ny.gov/604/DRI-Environmental-Impact-GEIS>.
 7. The City Clerk is further authorized and directed to provide a copy of the DGEIS to all SEQRA Involved Agencies and any individual or SEQRA Interested Agency that has expressed an interest in writing.
2. Request from the City Clerk to increase Taxi Vehicle License fees from \$80.00 per year to \$100.00 per year, Taxi Operator License fees from \$50.00 per year to \$75.00 per year and amendments for both from \$20.00 to \$30.00. Fee increases to start January 1, 2020. According to Section 314-11 of the City Code.

3. Request from Clinton County, that the Mayor be authorized to enter into an agreement with the Town of Dannemora to modify term of the 9/24/19 “Wastewater Operating Agreement” to be from January 1, 2020 to December 31, 2020, subject to the approval of the City Attorney.

4. Request from Director of Community Development Matthew Miller that the Mayor is authorized to sign an amendment to the professional services agreement between the City of Plattsburgh and KAS, Inc. in the amount of \$26,673 to include project management and oversight, fill sampling and analysis, and third party air/project monitoring in accordance with NYS Industrial Code Rule 56 for the asbestos abatement and/or demolition of five (5) former Plattsburgh Municipal Lighting Department buildings located at 26 Green St. Payment shall be made from capital project ‘2019 Green Street Demolition (H5110.72).

5. Request that a public forum be made available commencing November 29, 2019 for a period of 40 days at Trinity Park providing free, equal and unrestricted access for holiday displays. The maximum size is 10 x 10, and requests must be filed with the City Clerk’s office in advance. A \$20 fee for electricity and Certificate of Insurance are required.

6. Request from Director of Community Development Matthew Miller that Common Council approves a grant from the Downtown Grant Program (DGP), a constituent project of the larger Downtown Revitalization Initiative (DRI), be awarded to the City of Plattsburgh in the amount of \$250,000 to complete improvements related to the renovation and expansion of former Plattsburgh Municipal Lighting Department Building 4 located at 26 Green Street and for improvements to the surrounding grounds. These improvements will create a new downtown destination in the City’s Harborside area and the renovated building will improve food access for City residents and visitors by serving as the new home for the Plattsburgh Farmers’ and Crafters’ Market during their annual operating season; and it is further

RESOLVED, this award is made pursuant and subject to the terms and conditions of the DGP, including any associated grant documents.

7. Request from Councilor Armstrong for Initial Consideration of draft resolution in support of the energy innovation and carbon dividend act of 2019 (h.r. 763).

By Councilor Kelly; Seconded by Councilor Moore
(RC) Roll call: Chair Councilor Kelly, Councilor Moore, Mayor Read
(All voted in the affirmative)

3. OLD BUSINESS: None

4. NEW BUSINESS:

Mayor Read mentioned on Tuesday attended a leadership forum for leaders and stakeholders across the County on looking for sustained recreational opportunities. Obviously the City of Plattsburgh is going to play a prominent role but also we’re looking for more countywide solutions and greater participation from other municipalities, etc. Also, reminded and bring to Council attention that County had offered the city a Grant of \$15,000 for USS Saratoga Replica. The Council has decided not to proceed because the cost has almost doubled what the council had originally expected. May he recommend to them that we repurpose that fund to instead go to help fund a study of how we can develop a more collaborative recreational approach across the

county. The County is asking us for that endorsement if we are willing to repurpose that grant. It requires two things. If you are really definitive in not pursuing the Saratoga Replica which you've said in the past given its now in to the six figures and whether you believe we should make the request that those funds be repurposed. Doesn't feel those funds would come back to the city in future unless they make a good case for it.

Common Council consensus was they wished to have time to consider.

Councilor Kelly reminded everyone that meeting is Tuesday, November 26, 2019 instead of Thursday due to Thanksgiving and Council will be voting on budget on Tuesday, November 26, 2019.

Motion to Adjourn by Councilor Kelly; Seconded by Councilor Moore
(RC) Roll call: Chair Councilor Kelly, Councilor Moore, Mayor Read
(All voted in the affirmative)

MEETING ADJOURNED: 5:07 pm



2020 City of Plattsburgh Budget Preview

November 2019



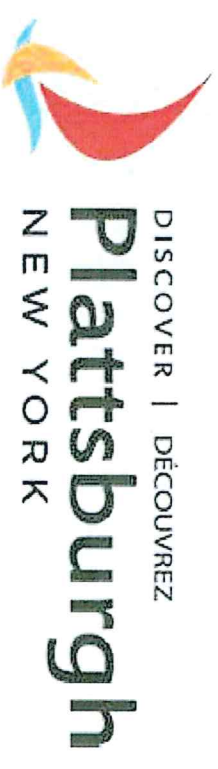


**Thank you Mayor, City
Chamberlain, Department
Heads and City Council for
Your Continued Excellence!**





**Our purpose today is to
preview the 2020 budget in
preparation for passage on
November 26.**






**Here are some items that
require our review:**

- **Water/Sewer rates**
- **Capital Budget**
- **Expense inflation**




More items that require our review:

- **Revenue Projections**
- **Expense Projections**
- **OpenGov**



More items that require our review:

- **Public Safety overtime**
- **Recreation revenue**
- **Mill rate**



More items that require our review:

- **Economic development**
- **Committee structure**
- **Transparency**



Water/Sewer rates

- We are in the process of discussing expiring sewer agreements with major users.



Water/Sewer rates

- It is not expected that the 2020 sewer budget will be affected.



Water/Sewer rates

- Slight decreases for small residential users are being explored.



Water/Sewer rates

- Rates were last adjusted 10 years ago.

11/21/19: Environmental Manager Jon Reiff clarified that "IDC" stands for "Impact Demand Charge" Not "Infrastructure Demand Charge" as written in this slide.

Water/Sewer rates

- An Infrastructure Demand Charge (IDC) may be implemented in the Water Fund.



Water/Sewer rates

- **Water rate changes must be accomplished by local law.**



Capital Budget

- **DPW will adjust street repair schedule to be realistic and achievable for 2020.**



Capital Budget

- About **three miles of road** are being paved each year, up from **less than one in 2016**.



Capital Budget

- **DPW reports that after next year street maintenance will be caught up.**



Capital Budget

- **Going forward, streets will be placed on a schedule of regular maintenance.**



Capital Budget

- It has been recommended that some of the \$250,000 reserved for the Crete Center roof be moved.



Capital Budget

- **The Crete will still be in business, but some capital funds will be used for park improvements.**



Capital Budget

- **Matt Miller and team will assess parks in early spring and produce a list of projects.**



Expense Inflation

- **We expect the City's expenses to increase at 3.15%, which we set in the five year plan last June.**



Expense Inflation

- **This is consistent with previous years.**



2020 Revenue and Expense Projections

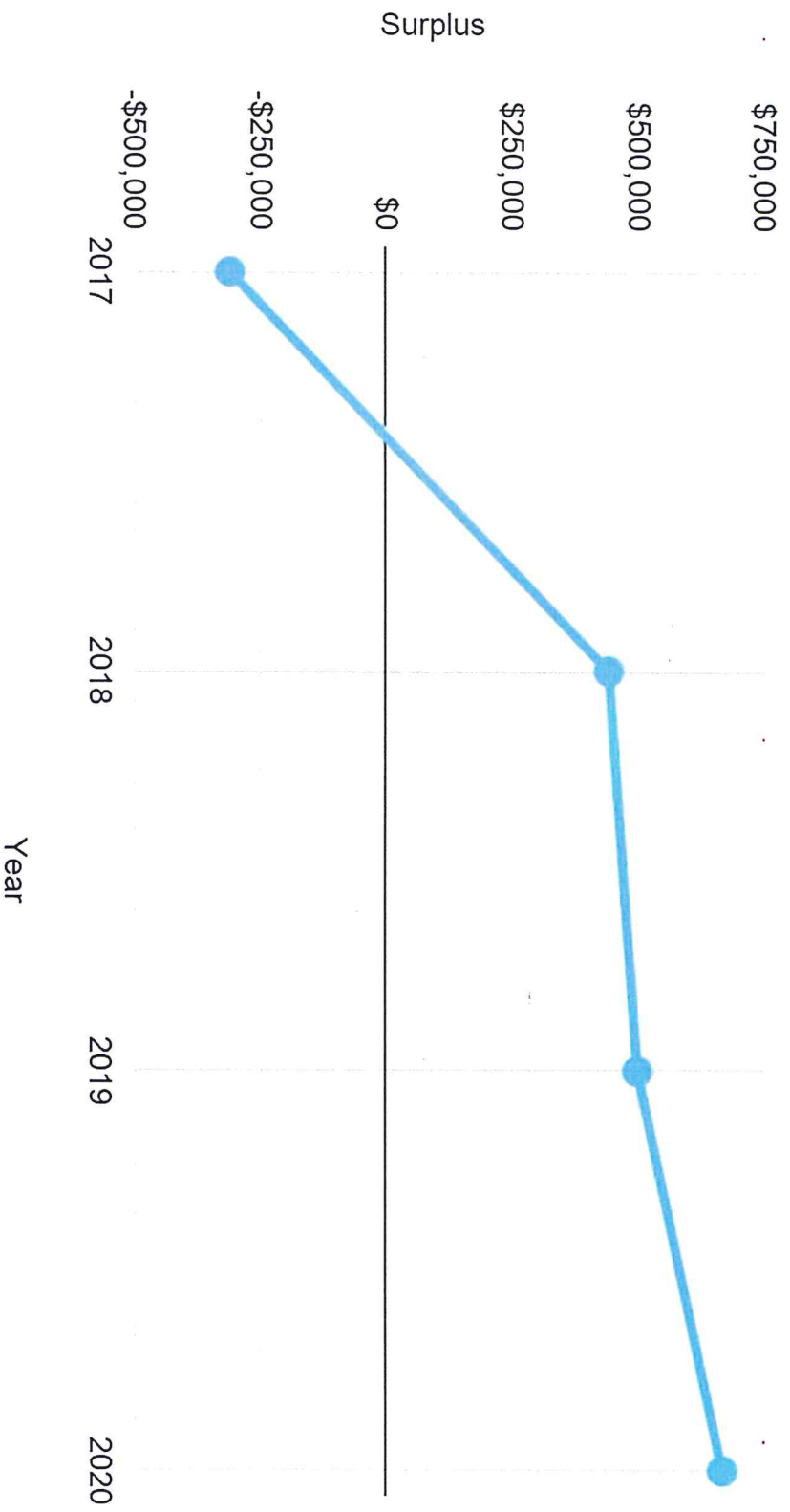
- Revenue: \$23,652,892
- Expense: \$22,982,431
- Surplus: \$670,461



Surpluses / Defecits 2017-2020

- 2017 - **(\$307,539)**
- 2018 - \$444,522
- 2019 - \$501,917
- 2020 - \$670,461

City of Plattsburgh - Surplus by Year

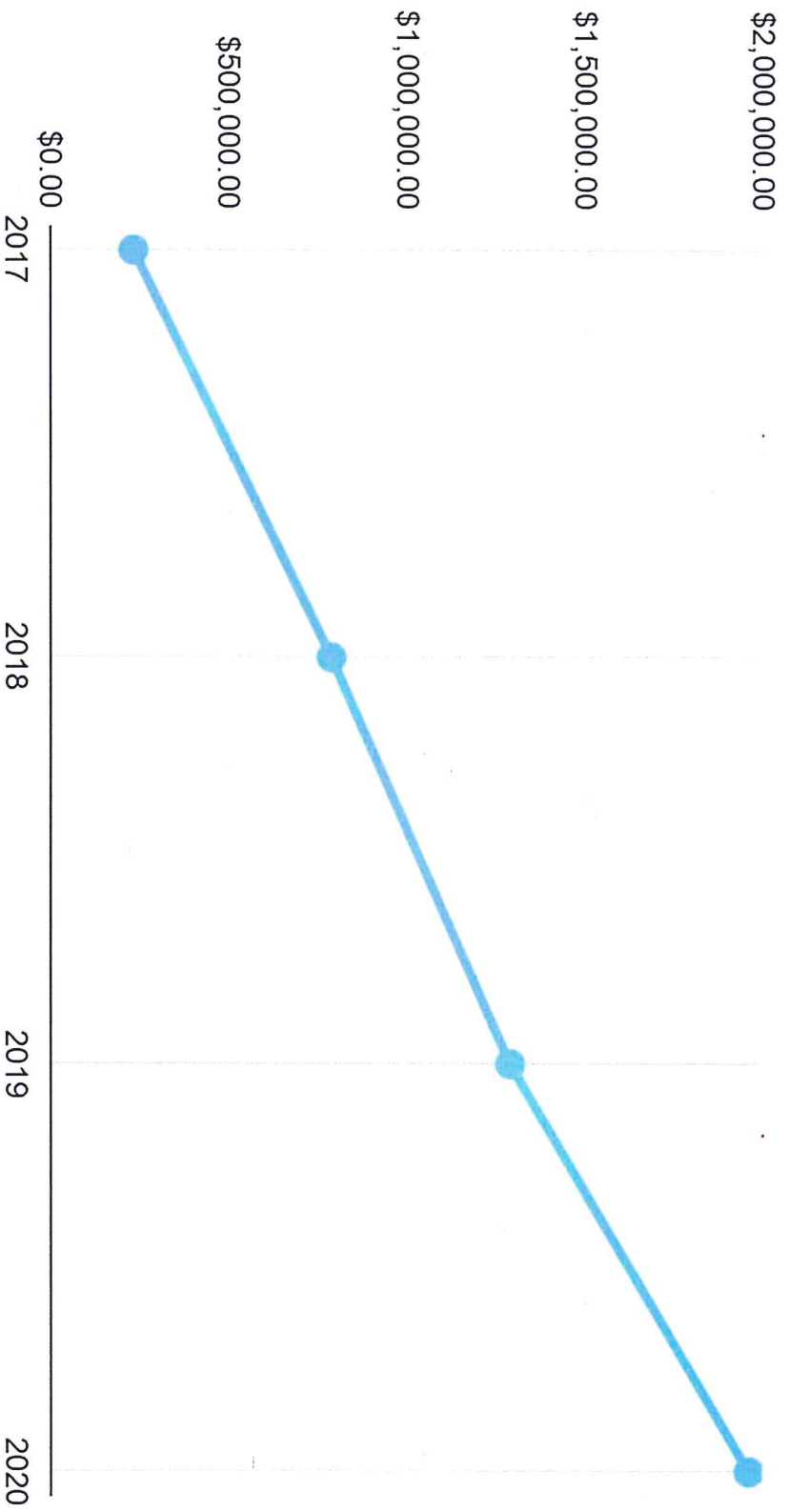




Fund Balance Growth

- **2017 - \$236,074 (1.0%)**
- **2018 - \$792,534 (3.4%)**
- **2019 - \$1,294,451 (5.6%)**
- **2020 - \$1,964,912 (8.5%)**

City of Plattsburgh - Fund Balance Growth





Fund Balance Growth

- **If we keep on this trajectory, at the end of 2021 we could have a fund balance of nearly \$3 million.**



Fund Balance Growth

- **\$3m exceeds the Council's goal of a 10% fund balance**
- **When hard times come, we will be more prepared.**



OpenGov

- Requires a \$2000 increase to the Finance Department Budget
- Work is underway

Public Safety Overtime

- **Police and Fire overtime budgets will be cut significantly.**



Public Safety Overtime

- Councilors Gibbos and Ensel worked closely with these departments to craft these changes.



Public Safety Overtime

- Reductions in overtime will be a big contributor to this year's financial success.

11/21/19: Councilor Kelly corrected amount below to "347,000"
Not "\$333,000"

Recreation Revenue

- Fee increases at major recreation facilities will result in \$333,000 in new revenue.



Recreation Revenue

- This will reduce the General Fund's contribution to Recreation by about half.



Recreation Revenue

- This will shift half of the costs for Rec from taxpayers to users of the facilities.



Recreation Revenue

- **This could also free up funds from the General Fund to go toward park maintenance.**



Mill Rate

- **The Mill Rate is the cost per thousand dollars of assessed value for a given property.**



Mill Rate

- For example, for a Mill Rate of \$10 a house assessed at \$100,000 would require a tax payment of **\$1000.**



Mill Rate

- **The City's 2019 tax rate is \$12.20 per \$1,000 of assessed valuation.**



Mill Rate

- For 2020, the City is able to offer a reduction in the Mill Rate of **-4.658%**.



Mill Rate

Why? Because of:

- **Operational savings**
- **Revenue enhancements**
- **Reassessments**



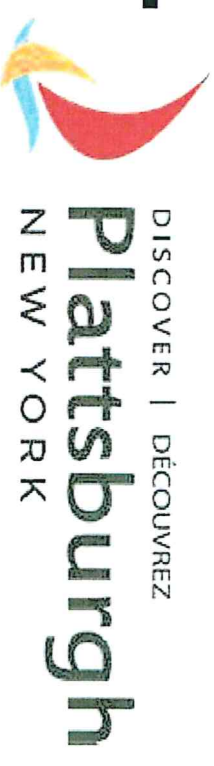
Mill Rate

- **The 2020 proposed Mill Rate will be approximately \$11.64 per \$1000 of assessed value.**



Mill Rate

- **With a healthy, growing fund balance and operational efficiencies, there is no reason not to pass on savings.**





Mill Rate

- **Our taxpayers will be pleased with the lowered cost of living in the city.**



Economic Development

- Fiscal discipline is only half the story
- We are developing a climate for economic growth






Committee Structure

- **Committees empower council members, the mayor and department heads to work together.**



Transparency

- **Monthly reporting of expenses and revenue**
- **We are excited about OpenGov**



**Conclusion: We have reason
to be proud of the city, and
taxpayers have reason to be
optimistic about our future!**

