

**MINUTES**  
**PLANNING COMMITTEE & FINANCE COMMITTEE**  
**TUESDAY, JANUARY 4, 2022, 7:00 PM**  
**VIRTUAL VIA ZOOM:**

<https://us06web.zoom.us/j/89079597597>

**Planning Committee:** Thomas Lyon, Chair  
Nick Cutri  
Steve Uebbing  
Dan Unrath

**Also Present:** Karen White  
Renee Sutton  
City Manager John Goodwin  
City Attorney David Hou  
Police Chief Matthew Nielson  
Mayor Bob Palumbo

Chair Thomas Lyon opened the meeting at 7 pm and introduced himself as well as the other Council members on the call.

**1. Proposed Amendments to the CLDC Bylaws**

The Canandaigua Local Development Corporation Organizational/Bylaws Committee discussed a series of recommended amendments to the CLDC's bylaws originally adopted in 2019. Said amendments included the ability to expand the Board of Directors were discussed by the Planning and Finance Committees at their September 2021 meeting which resulted in the Committee's requesting that any expansion and appointment be at the approval of the City and Town. The CLDC made the requested changes and attached to this agenda is a copy of the proposed bylaws.

City Manager Goodwin walked the committee through the bylaw changes, which give the ability to expand the Board from five members up to nine, which was originally discussed last September 2021. At that time, City Council sent their changes back to the Board requesting that both the City and the Town of Canandaigua have approval of the new members. That change was made and additionally added that Board Members be residents with a business interest in either community.

Goodwin reviewed that expansion may allow for more local expertise on the Board. Councilmember Unrath asked Goodwin to confirm that these are not paid positions, strictly voluntary. Goodwin confirmed that the only paid position was that of the Executive role that is currently being held by the MRB Group. Both municipalities have to agree to the expansion or it will not happen. Councilmembers White and Councilmember Sutton both expressed concerns that the criteria for local business expertise for Board membership wasn't consistently clear through the new bylaws and requested their clarification before moving forward. Chair Lyon agreed that Article 4 Section B, Subsection 5 was out of the alignment.

Chair Lyon motioned the LDC needs to revise the bylaws to be clarify whether it is a business interest or a resident qualification to join the Board. As long as those areas are clear and Council is

in support of the motion it can be brought before the council at the next meeting. Councilmember-at-large Uebbing seconds; unanimously passed and carried.

## **2. National Community Survey (aka National Citizen Survey)**

Chair Lyons reviewed the history of the survey and City Manager Goodwin explained the goal of the survey is to be conducted every five years with the intent to provide a snapshot into the quality of life and services in the City of Canandaigua.

The City has the option to include custom, close-ended question to see where residents may stand. An example was previously distributed to members ahead of the meeting

City Manager Goodwin reviewed the example questions. During discussion, Councilmember Uebbing said he would prefer not to have leading questions for residents to answer. Councilmember Sutton asked City Manager Goodwin what actions did the City take or not take based upon the results of the survey from five years ago. Goodwin cited the example that the City continues to enforce the snow removal policy as residents made it clear five years ago on the initial survey that it was a necessary process. Councilmember Sutton does not want any cannabis questions included and objects to their inclusion. Councilmember Uebbing, respectfully disagrees that we should have the pulse of the community regarding the issue and feels that open use of cannabis should also be asked. Councilmember Sutton does agree to including questions on tobacco and cannabis with onsite consumption, she feels that sale of cannabis should not be included because it is having been agreed upon. Councilmember Unrath suggested that the Eminent Domaine questions be reworded and an asked if there can be separate questions on trail development. He would really like to see a trail from Ward 3 to the Lake from switchback trail and from Ward 4 going outside to of the City. Councilmember Covington, was wondering once the criteria for questions have been established if they submit their changes to City Manager Goodwin. Goodwin said that they do have experts with the company that is being commissioned to create the wording of the questions. The company can help do all the leg work. Councilmember Covington feels that it is important to ask on diversity and inclusion and making sure that questions on people's lived experience are included. City Manager Goodwin said that there is another section that has not yet been sent to him that he will be sending out to Council for review as they are received and portions of that section do directly address diversity and inclusion questions.

Councilmember Dittmar said that questions on hiring new firefighters or the work of DPW that could potentially increase the tax levy should be included. Councilmember Unrath agrees and if we do include DPW doing sidewalk work and feels that residents should be charged based on the square footage shoveled, citing the example of an area non-for-profit that might be tax exempt.

Mayor Palumbo said that in 2018 questions were asked on hiring firefighters and 77% strongly in favor of adding staffing. He feels that we are still where we are at the same point today and suggests adding questions for residents on if they would rather have a question on living in a safer community and to be asked questions on police background disclosure. City Manager Goodwin confirmed that there are questions on the level of service departments provide. Further clarified that we had 9 firefighters in 2018 and have 15 firefighters' today. Mayor Palumbo also asked if questions on volunteers to add contact information for residents that might be interested. He would also like to see questions on parking meters, around Lakeshore area for a three-hour limit. He understands staff constraints that parking meters can bring. City Manager Goodwin recommends using a multi space reader... using license plates and Goodwin said it isn't a cheap system to use but can address this when and if the time comes. Councilmember Sutton wants to use the same custom

questions as before to see about any trends. City Manager Goodwin will send the finalized questions from last time.

Chair Lyon moved the adjourn the meeting and turn the meeting over to Finance, seconded by Councilmember Uebbing, unanimously passed and carried.

**Finance Committee:** Steve Uebbing, Chair  
Nick Cutri  
Thomas Lyon  
Dan Unrath

## 1. 459-c and 467 Assessment Exemptions

Chair Uebbing reviewed the Assessment Exemptions and explained that Governor Hochul issued Executive Order No. 11.1 which provides the City as an assessing unit, the option to waiver the renewal requirement related to senior citizens and persons with disabilities (Sections 467 and 459-c of Real Property Tax Law) for 2022 assessment rolls. In 2021, the waiver of the renewal requirement was mandated by NYS Real Property Law. Chair Uebbing explained that City Council needs to adopt a resolution pursuant to this Executive Order eliminating the renewal requirement for these two exemptions on the 2022 assessment roll. Sutton, asked if this was for the STAR exemptions? City Manager Goodwin explained that these exemptions apply to those are over the age of 65 with limited income and that the STAR Exemption applies to City School taxes. Currently there are 85 properties under the Section 467 and exemption value is just shy of 4.5 million dollars whereas 459-C affects 3 properties for those with disabilities and limited income exemption 210,000 in taxes. Not a large percentage of our area is affected and these are the areas that the City renew the exemptions each year with a resolution. Goodwin showed a graphic of what the rate of the areas are failed to be renewed. Councilmember Sutton asked about the formulas used to calculate the exemptions. City Manager Goodwin walked the committee through the formulas noting that Ontario County uses a slightly different calculation. City Staff sends out letters to those that are affected to remind them of their status. Chair Uebbing asked about the Veterans exemptions. Goodwin reviewed the level of exemptions that Veterans can apply for and currently there are 343 properties that meet the various criteria. Unrath asked is the sliding exemption? Goodwin clarified that yes, that is the way it works. The City has already sent out applications and since the Governor's order came after and the City will work with residents to ensure the right amounts are being used.

Unrath motioned, seconded by Lyons to move the measure forward. Unanimously passed and carried. City Manager said that a resolution would need to be passed by the 25<sup>th</sup> and there will be a special meeting of Council before the planning meeting on the 18<sup>th</sup>.

## 2. Interest and Penalties for Delinquent Real Property City Taxes

The City Council has adopted a local law in 2020 and 2021 in response to the COVID-19 pandemic to allow an additional 30 days to pay City taxes without interest and/or penalty. This item was added for discussion as to whether the City Council would like to consider such a local law again in 2022.

Chair Uebbing gave an overview and explained the extension of City Tax deadline and Council needs to review whether or not this shall continue for 2022 collection cycle sent to begin this May. Goodwin explain that it isn't a big impact and residents took advantage of the extra month as did some escrow

accounts.

Councilmember Cutri motioned to adopt the resolution at the next City Council meeting Councilmember Lyon seconded to motion, unanimously passed and carried.

Councilmember Cutri motioned to adjourn the meeting and Councilmember Unrath seconded, unanimously passed and carried.

***Next Meeting: February 1, 2022***