

**PLANNING COMMITTEE & FINANCE COMMITTEE  
MEETING MINUTES  
TUESDAY, AUGUST 2, 2022 7:00 PM  
COUNCIL CHAMBERS  
HURLEY BUILDING, 205 SALTONSTALL STREET  
VIRTUAL: <https://us06web.zoom.us/j/89079597597>**

**Planning Committee:** Thomas Lyon, Chair  
Steve Uebbing

**Councilmembers Present:** Erich Dittmar  
Renee Sutton  
Mayor Palumbo

**Excused members:** Nick Cutri  
Dan Unrath

**Other members not present:** Sim Covington, Jr.  
Karen White

**Other City Staff:** John Goodwin, City Manager  
David Hou, Corporation Counsel

Chair Lyon opened the informational meeting, due to the lack of quorum and due to technical difficulties cannot see members joining online. No voting on items will be taking place.

He introduced Matt Horn, Executive Director from the CLDC. Mr. Horn discussed the competitive state-wide grant opportunity Downtown Revitalization Initiative (DRI) and reviewed the background of the grant. New York State is once again proffering the DRI economic development program. Originally, this was a \$10 million dollar program and this year they added a second program and doubled the funding. The goal of the DRI is to transform “neighborhoods into vibrant centers that offer a high quality of life and are magnets for redevelopment, business, job creation and economic and housing diversity.” Mr. Horn explained that he, Doug Finch from the Town of Canandaigua and City Manager Goodwin worked together an application strategy, which had included the Uptown/Downtown project, but moving away from that as the Town has moved forward. The new thought is to apply for both NY Forward and the DRI applications for Lakeshore Drive from Lagoon Park to the intersection of NYS Route 332 (Main Street) and NYS Routes 5&20. Due to the master plans that are in place for several areas, this seemed to be the best focus. CADC funded the application in round 1 CLDC returned to them to partner in round 6. City Manager Goodwin discussed that the lakefront is the biggest opportunity for development and these grant opportunities. Questions on the use of the funds should something be awarded and the multilayered governmental projects that could bring potential. Councilmembers voiced support for the plan and expressed their concerns about not moving forward with a Downtown grant, but City Manager Goodwin pointed out there are opportunities happening with New York Main Street grants that the City is currently working with. Councilmembers discussed next steps and City Manager Goodwin said they would need to decide which application to move forward with, either to recycle the previous application and update it or to move forward with the new lakefront application. Chair Lyon asked Councilmembers present their ideas and those present agreed to move forward with the Lakefront plan and thanked Mr. Horn for coming in.

Chair Lyon closed the meeting.

**Finance Committee:** Steve Uebbing, Chair  
Thomas Lyon

Councilmembers Present: Erich Dittmar  
Renee Sutton  
Mayor Palumbo

Excused members: Nick Cutri  
Dan Unrath

Other members not present: Sim Covington, Jr.  
Karen White

Other City Staff: John Goodwin, City Manager  
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Chair Uebbing opened the meeting and explained that this will be an informational meeting due to the due to the lack of quorum and due to technical difficulties cannot see members joining online. No voting on items will be taking place.

Chair Uebbing reviewed Water Resource Recovery Facility Project (WRRF) Update. Last year, the City embarked on the design to complete a renovation of the Water Resource Recovery Facility's solids handling process by converting from anaerobic to aerobic ATAD digestion with a leachate treatment side stream process. The project development is complete and representatives from Johnson Control have been invited to provide a brief review of the project. Chris Mullen from Johnson Controls presented their plan. After the presentation, Chair Uebbing asked about next steps, City Manager Goodwin explained there is a bond resolution for Council or the meeting on August 4<sup>th</sup>. City Manager discussed that this project improves the environmental stability of the plant and a way to pay for it without involving tax payers. City Manager said that do have a letter on intent with Casella in place and there are other landfills that are interested in the leachate. Questions around the electrical costs which will see an increase and those costs have been accounted for. Chair Uebbing asked for a straw vote to move the project to full council and all present agreed.

Chair Uebbing reviewed New Lease Agreement with T-Mobile. The City's municipal cell tower lease consultant, BSP, has assisting in negotiating a new lease agreement with T-Mobile for a tower that is now owned by the City located on the Water Resource Recovery Facility property. In summary, the lease is a 15-year guaranteed with an annual rent payment of \$58,250 with a 3% annual increase. Fran Clerkin from BSP has been reviewed the lease with Council. Councilmembers present were very happy with their work and will be moving this forward to Council.

Chair Uebbing reviewed the 2022 Financial Report Six Month Review and welcomed **City** Treasurer/Finance Director Nancy Abdallah. Mrs. Abdallah reviewed the revenues and explained that the pilot for Pinnacle North, the City revenue than planned. They did not provide back up for their calculations so it is to the positive as they had in years past when it had a different owner. Hotel Occupancy Tax, is up but the City will not see the summary until the latter half of the year, Sales Tax is holding its own and most likely will be above budget. Utility Tax is spot on. We are at 70% of revenue as of June 30<sup>th</sup> for the year. On the Expenditures, hard to review now, nothing really to discuss. Continuing to monitor costs and seemingly in good shape. Water and Sewer is going well, revenues are on par. CDs are doing better with interest rates. Councilmembers thanked Nancy for her work.

Chair Uebbing moved onto Street Markings Bid. The 2022 Budget included funding to change the frequency of renewing/repainting crosswalks and street markings from a three-year cycle to annually. Upon reviewing the Ontario County contract pricing, City Staff believed that savings could be achieved by bidding out the work. Bids

were opened on July 8<sup>th</sup> with the lowest responsible bid received by OH Striping of Corning, NY for a total cost of \$82,120.40. The City Manager and Director of DPW recommend awarding the bid to OH Striping. City Manager said that if all goes well, areas should be painted before school starts. Councilmembers approved this to move forward to Council for approval.

Chair Uebbing reviewed the ongoing Garbage and Recycling. Discussions regarding changes to the City's solid waste collection program have been ongoing for much of 2022. There are several goals related to the proposed changes. The first and most important is to mitigate short and long-term injury from repetitive heavy lifting to City employees responsible for the collection of solid waste. The other goals included attempting to reduce the overall the amount of garbage/waste by implementing a pay-to-throw system and eliminating and replacing the existing solid waste collection fee with a fairer and more equitable fee.

The discussions have culminated in the proposed program as summarized below.

- All single-family dwellings and two to four-family dwellings will be issued a 64-gallon garbage toter and a 96 or 64-gallon recycling toter per dwelling.
- The utilization of garbage toters beyond the first toter will involve a quarterly fee (\$37.50 per quarter, \$150 annually). Chair Uebbing asked about the billing. City Manager said it will be billed quarterly.
- Tax-exempt properties that elected to have the City collect their garbage will be charged from the first toter.
- All recycling toters will be free.
- No garbage outside of a toter will be collected. Chair Uebbing asked when the toter isn't enough, City residents can bring items to the Transfer Station, tickets can be purchased at DPW and City Hall. City Residents can work with their neighbors as well. Communication plans should include these details, per Council's request. Exception could be large cardboard boxes that can be broken down next to the recycling.
- Prior to the distribution of any toters, property owners will be provided with a letter outlining the program and letting them know a post card will follow that allows them to make choices.
  - The post card will have a QR code linked to a website, the web address and a 1-800 number to call.
- Property owners will be able to request the number of garbage toters (additional toters beyond the first or less toters for two to four family properties). City Manager said it would be just for the initial distribution and after there would be a fee for the switch out and if there is a property sale that will be worked it. Property owners can use their current toters for yard waste. A City of Canandaigua Stamped Toter is what they will be collecting.
- Property owners will also be able to choose a 64-gallon recycling toter instead of a 96-gallon toter. City Manager clarified that the choice is only for the recycling toter, garbage will be issued at 64 gallons for all residents.
- If a property owner does not make selections, the property will be issued the toters as outlined above.

The cost to purchase new recycling toters, garbage toters and the public engagement effort is \$467,135.05. The City Manager recommends utilizing 2021 surplus funds towards this program. Chair Uebbing and Councilmembers present agreed to move this forward to Council, thanked staff for their efforts for the program.

Chair Uebbing closed the meeting.