

**City Council Finance Committee  
Meeting Notes**

Tuesday, May 28, 2013

7:00PM

Hurley Building

Present: Finance Committee members: Taylor, Terwilliger, Wade, White  
Council members: Bucci, Mayor Polimeni, Reston, Whitcomb  
City Staff: City Manager Forrest, Assistant City Manager White, City  
Attorney Smith, City Clerk/Treasurer Abdallah, Police Chief Welch, City  
Assessor Brown

**1. Increased Bike Patrol Funding – Use of DARE Funds**

City Manager Forrest and Police Chief Welch proposed the use of unspent DARE program funds to provide additional bike patrol and parking enforcement hours this summer for the part-time police officer. The amount available is \$5,158.70 which would fund an additional 180 hours. These funds are restricted, and it was explained that the proposed use would be consistent with the community policing intent of the DARE program.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, approval of the requested funding.

**2. Budget Amendment for Third-Party Plan Review**

City Manager Forrest requested a budget amendment to account for a new already-approved activity – hiring T.Y. Linn to provide third-party plan review and related services for major new construction projects within the City. Cost to the City is zero since such costs are passed through to the project owner/sponsor. The amendment would allow for an amount up to \$25K.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, approval of the budget amendment.

**3. Budget Amendment for Drug Seizure Fund Procurement**

City Manager Forrest and Police Chief Welch proposed the \$8,495 purchase of a computer voice stress analyzer and related officer training to be used to evaluate information provided by witnesses and suspects in criminal investigations. They also proposed a \$1,500 purchase of portable still/video cameras for covert drug and other nuisance-related police investigations. Funding would come from the Drug Seizure Restricted Fund which has a current balance of \$10,694.04.

Action Taken: Committee voted 3:1 to recommend to Council, in the form of a resolution, approval of the budget amendment.

**4. Budget Amendment for Main Street Streetscape**

Assistant City Manager White requested additional funding to support the already-approved Streetscape project. Total additional required is \$781,900 to be supplied from

the following sources: 1) \$185,000 debt service, 2) \$249,675 NYS CHIPS funding, and 3) \$347,225 Capital Reserve Fund.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, approval of the budget amendment.

#### 5. Fee Schedule Recommendations – Park and Recreation Fees

City Manager Forrest led the committee through a series of Park and Recreation fee changes recommended by staff and proposed to take effect in 2014. All suggested changes were intended to make the fees more reflective of the value of the services. A majority of the committee agreed on the following new fee levels: 1) Non-resident Kershaw Park daily fee - \$5; 2) Kershaw Park Gazebo rental for City residents - \$50/hour (with \$25 directed to the Kershaw Park Reserve Fund) or \$400/day (with 25% directed to the Kershaw Park Reserve Fund); 3) Kershaw Park Gazebo rental for nonresidents - \$75/hour (with \$25 directed to the Kershaw Park Reserve Fund) or \$600/day (with 25% directed to the Kershaw Park Reserve Fund); 4) Kershaw Park Pavilion rental for City residents - \$40/day (with \$10 directed to the Kershaw Park Reserve Fund); 5) Kershaw Park Pavilion rental for nonresidents - \$80/day (with \$20 directed to the Kershaw Park Reserve Fund); 6) Lakefront Park Tent Fee - \$350 (with all directed to the Kershaw Park Reserve Fund); 7) Neighborhood Parks Sports Leagues Mon-Fri - \$25/week paid in advance; and 8) Neighborhood Parks Pavilions - \$40/day for City residents and \$80/day for nonresidents.

Action Taken: Adoption of the overall fee schedule will be considered in conjunction with our 2014 budget deliberations. Parks and Recreation fees will be a subset of the overall schedule.

#### 6. Mobile Fixed Asset Software and Scanner

Clerk/Treasurer Abdallah proposed the purchase of a scanner and software to assist in the City's fixed asset inventory program. Total cost is \$5,730 all of which would be funded by the City's Technology Fund.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, approval of this purchase.

#### 7. Special Counsel for Lakefront Development

City Attorney Smith informed the committee that Harris Beach, the original environmental counsel retained to advise Council and the City for this PUD project, is no longer able to perform this role, given Harris Beach's more-recent role working with the CADC to select a developer and new owner for the project. Accordingly, RFPs were sent to five area law firms. Three bids were received but two acknowledged a potential conflict of interest once the new Morgan – LeChase partnership was announced to be the new owner/developer. The remaining firm, Harter Secrest and Emery, has no apparent conflict and was recommended to be hired for this purpose. It was noted that, as in the past, all related legal fees will be passed through to the owner/developer for payment.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, that the City be authorized to enter into a contract with Harter Secrest and Emery to provide environmental legal services for the Lakefront Development Project.

**8. Memorandum of Understanding with NYS for Support of 2014 Reassessment**

City Assessor Brown reviewed plans to perform a citywide assessment in 2014. Doing so will fulfill the City's responsibility to maintain property assessments consistent with current market values. It was noted that the last reassessment was carried out in 2010.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, support for the proposed reassessment.

**9. Resolution in Support of NYS Assembly Bill 682 and Senate Bill 1000**

City Assessor Brown reviewed pending bills in the NYS Legislature that would allow local municipalities to opt out of current state law that requires that condominiums be assessed differently from individual single-family homes. This would affect only new condominium construction commencing January 1, 2015 or after. Assessments for existing condominiums would be unaffected by these proposed bills.

Action Taken: Committee voted 3:1 to recommend to Council, in the form of a resolution, support for these two bills.

The meeting was adjourned at 9:00PM. The next Finance Committee meeting is scheduled for Tuesday, June 25 at 7:00PM at the Hurley Building.

Respectfully submitted,

James Terwilliger  
Finance Committee Chair