



November 2, 2015

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
9:30 AM

PRESENT: Joanne Yepsen, Mayor
Michele Madigan, Commissioner of Finance
Anthony Scirocco, Commissioner of DPW
Christian Mathiesen, Commissioner of DPS

STAFF PRESENT: Joe Ogden, Deputy Mayor
Lynn Bachner, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

Peter Martin, Supervisor

EXCUSED: John Franck, Commissioner of Accounts
Tim Cogan, Deputy Commissioner, DPW
Matthew Veitch, Supervisor

CALL TO ORDER

Mayor Yepsen called the meeting to order at 9:36 a.m.

PUBLIC HEARING

2016 Budget

Commissioner Madigan advised the public hearing is scheduled for 6:50 p.m. tonight. She will leave this public hearing open until the vote is taken. The tax rate remains unchanged from the proposed budget introduced in October. The proposed combined inside district rate is \$6.0593; the proposed combined outside district tax rate is \$5.9820. She does intend to bring the budget up for vote tonight.

CONSENT AGENDA

1. Approval of 10/19/15 Pre-Agenda Meeting Minutes
2. Approval of 10/20/15 City Council Meeting Minutes
3. Approval of 10/21/15 Budget Workshop Minutes
4. Approval of 10/26/15 Budget Workshop Minutes
5. Approve Resolution for the Use of the Insurance Reserve – 23
6. Approve Budget Amendments – Insurance Reserve
7. Approve Budget Amendments (Increases)
8. Approve Budget Transfers - Regular
9. Approve Payroll 10/23/15 \$441,397.43
10. Approve Warrant: 2015 REG – 15NOV1: \$944,293.40
11. Approve Payroll 10/30/15 \$435,092.47

Commissioner Madigan advised the mid warrant was left off the Consent Agenda. They will add it to the agenda.

EXECUTIVE SESSION

Vince DeLeonardis, city attorney, updated the Council regarding the fire chief contract. The contract is a 4 year contract for 2014 – 2017. Increases are as follows: 2.5% for 2014, 2% for 2015, 2% for 2016, and 2% for 2017. Effective 2015 there will be an increase in health insurance contributions with no cap. They also included random drug and alcohol testing.

The Council agreed no executive session was required at this time.

MAYOR'S DEPARTMENT

Discussion: Updates and Improvements to the City's Code of Ethics

Tony Izzo, assistant city attorney, advised the City's Code of Ethics has not had a line by line rewrite since 2006/2007. The Committee has been working on this and has a draft.

Commissioner Madigan asked for a copy of the draft Code of Ethics.

Mayor Yepsen advised she is changing this to an announcement rather than discussion.

Discussion and Vote: Authorization for Mayor to Sign Agreement with VanDusen and Steves Land Surveyors for Loughberry Lake Parcel Survey

Joe Ogden, deputy mayor, advised they have been trying to acquire this parcel to better protect the City's watershed. A survey is to be done prior to closing on this property.

Commissioner Scirocco asked if there are any other parcels around Loughberry Lake that have been identified for purchase.

Tony Izzo advised this parcel is on the table as the owner approached the City.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with the Saratoga Hilton for Room Block Associated with 2016 HUD Conference

Mayor Yepsen advised Saratoga Springs has been asked to host the HUD conference in 2016.

Commissioner Madigan advised that if the conference were to fall through or not all rooms were booked, the City could be liable for some sort of fee.

Discussion and Vote: Authorization for mayor to Sign Agreement with the Saratoga Springs City Center for 2016 HUD Conference

No comments.

Discussion and Vote: Referral of Amendment to Saratoga Hospital Planned Unit Development to Saratoga County Planning Board

Kate Maynard advised this went to the City Planning Board for advisory opinion. They issued a favorable advisory opinion was issued. There is a reduction in the overall size and the parcels are no longer contiguous. This item is not required to go to the County for review as it is not within 500 feet of the County boundary line.

Mayor Yepsen pulled this item from her agenda.

Set Public Hearing: Amendment to Saratoga Hospital Planned Unit Development

Mayor Yepsen advised she will set the public hearing for the first City Council meeting in December.

Announcement: High Rock RFP Technical Review Committee and Bidders Presentation

Mayor Yepsen advised the presentations are tentatively scheduled for November 10th.

Discussion and Vote: Acceptance of Gift from Mr. Andrew Hall

Tony Izzo stated the Hall family of Saratoga Springs has a lithograph of the picture behind the Council table. A member of the Hall family contacted the City to donate that lithograph to the City. He along with Joe and Patsy Berrigan went to Connecticut to see Mr. Hall and accepted the lithograph from Mr. Hall as a gift to the City.

ACCOUNTS DEPARTMENT

Award of Bid: Lake Avenue Fire Station Window Replacement to Hoosick Valley Contractors

No comments.

FINANCE DEPARTMENT

Discussion and Vote: 2014 Excess Fund Balance

Commissioner Madigan advised the 2015 Fund Balance Policy states she is required to report annually to the Council whether the audited balance available in the unrestricted fund balance of the City's General Fund for the most recently audited fiscal year is within 10% – 15% of the adopted expenditure budget for the ensuing fiscal year for the City's General Fund. The City's 2014 audited unrestricted fund balance is in excess of this policy in an amount of \$1,538,137. Recommendations were provided to the Council for the use of this excess.

Discussion and Vote: 2016 Budget

Commissioner Madigan advised that the amendments to the 2016 Comprehensive Budget presented on October 6th include changes to add a full-time Administrator of Parks, Open Lands, and Historic Preservation, and changes required as a result of the recently settled PBA contract. The amended General Fund operating budget has increased by \$171,938.26, and totals \$44,013,015.51. The tax rate remains unchanged: there is an average decrease of 0.14%. The proposed combined inside district rate is \$6.0593; the proposed combined outside district tax rate is \$5.9820.

Discussion and Vote: Budget Transfers – Contingency

Commissioner Madigan advised this relates to the pest remediation in City Hall in the amount of \$20,000.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Transfers – Benefits

No comments.

Discussion and Vote: Budget Amendments – Benefits

No comments.

Announcement: Grand Opening Dog Park

Commissioner Madigan announced the grand opening of the dog park was last Friday, October 30, 2015.

PUBLIC WORKS DEPARTMENT

Discussion: The Department of Public Works Vision for the City's New Web Site

Commissioner Scirocco advised his department is working on the new webpage. They are developing a lot of new pages.

Commissioner Scirocco asked Marilyn Rivers, director of risk and safety, to update the Council and public on the bug issue.

Marilyn Rivers advised only one bug was found. The dog did identify other 'hot spots'.

PUBLIC SAFETY DEPARTMENT

Discussion: Survivor Tree Plant at Lake Ave. Fire Station

Commissioner Mathiesen advised he will show a quick PowerPoint of the tree they planted at the fire house.

Commissioner Mathiesen will be adding 2 items: Discussion: Accident with Skidmore Students; and Discussion: Sign Ordinance.

SUPERVISORS

MATTHEW VEITCH

1. 2015 HEAP Program
2. 2016 Saratoga County Preliminary Budget

PETER MARTIN

1. Village Movement
2. Saratoga Make a Difference
3. Animal Shelter
4. Equalization and Assessment Committee

ADJOURN

Mayor Yepsen adjourned the meeting at 10:32 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote: