

THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
FINANCE AND COMMUNITY DEVELOPMENT
JULY 14, 2022, 5:30 pm
Chairperson: Mayor Rosenquest
Members: Councilors Canales, Gibbs, Kelly, Moore, Bopp, Tallon

AGENDA

Present:
Absent:

1. Approval of minutes of the June 13, 2022 Finance and Community Development Committee
By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)

2. Community Development:

- 2.1. Draft Resolution:** “APPROVAL OF ZONING CODE UPDATE CFA APPLICATION”
- 2.2. Draft Resolution:** “APPROVAL OF HARBORSIDE MASTER PLAN PHASE 1 IMPLEMENTATION CFA APPLICATION”
- 2.3. Draft Resolution:** “AUTHORIZE BUDGET TRANSFER - ZONING CODE REWRITE”

3. Finance:

- 3.1. Discussion:** 2022 year to date report

4. Mayor:

- 4.1. Executive Session:** “Discussion issues pertaining to a specific contract and matters of public safety.”

5. Public Comment

6. New Business

7. Adjournment

Motion to Adjourn by Councilor _____; Seconded by Councilor _____

MEETING ADJOURNED: _____

DRAFT RESOLUTION 2.1 – 07/14/2022

RESOLUTION TITLE: APPROVAL OF ZONING CODE UPDATE CFA APPLICATION

By: Matthew Miller, Director of Community Development

WHEREAS, the City of Plattsburgh is applying to the Department of State Smart Growth Comprehensive Planning and Zoning Grant Program for a project entitled “Zoning Code Update” to be located in the City of Plattsburgh; and

WHEREAS, the applicant municipality must obtain the approval/endorsement of the governing body of the municipality or municipalities in which the project will be located; and

WHEREAS, the Department of State, pursuant to the Smart Growth Comprehensive Planning and Zoning Grant Program regulations requires an applicant to fund up to ten percent (10%) of the total project cost, pursuant to the grant program; and

WHEREAS, the City has secured up to ten percent (10%) of the total project cost, pursuant to the grant program, in cash and in kind services.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Plattsburgh hereby does approve and endorse the application for a grant under the Smart Growth Comprehensive Planning and Zoning Grant Program, for a project known as the “Zoning Code Update” and located within the City of Plattsburgh.

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **July 14, 2022**.

“Yes”

“No”

Absent

DRAFT RESOLUTION 2.2 – 07/14/2022

**RESOLUTION TITLE: APPROVAL OF HARBORSIDE MASTER PLAN PHASE 1
IMPLEMENTATION CFA APPLICATION**

By: Matthew Miller, Director of Community Development

WHEREAS, the City of Plattsburgh is applying to the NYS Department of State’s Local Waterfront Revitalization Program for a project entitled “Harborside Master Plan Implementation Phase 1” to be located on Green and Dock Streets in the City of Plattsburgh; and

WHEREAS, Harborside Master Plan Implementation Phase 1 is to include a destination playground, shoreline pedestrian pathways, access to the water, and signage among other improvements; and

WHEREAS, the applicant municipality must obtain the approval/endorsement of the governing body of the municipality or municipalities in which the project will be located; and

WHEREAS, the Department of State, pursuant to the Local Waterfront Revitalization Planning Grant regulations requires an applicant to fund up to twenty-five percent (25%) of the total project cost, pursuant to the grant program; and

WHEREAS, the Common Council will commit to a local match contribution of cash and in-kind services not to exceed twenty-five percent (25%) of total project costs and not to exceed a total local match contribution of \$500,000; and

NOW, THEREFORE, BE IT RESOLVED that the governing board of the City of Plattsburgh hereby does approve and endorse the application for a grant application under the Local Waterfront Revitalization Planning Grant Program, for a project known as the Harborside Master Plan Implementation Phase 1 and located within this community.

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **July 14, 2022**.

“Yes”

“No”

Absent

DRAFT RESOLUTION 2.3 – 07/14/2022

**RESOLUTION TITLE: “AUTHORIZE BUDGET TRANSFER - ZONING CODE
REWRITE”**

By: Matthew Miller, Director of Community Development

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City to adjust the 2022 General Fund Budget, as follows:

Increase: General Fund – Econ. Dev. Contract Services	16335000-4430	\$200,000.00
Increase: General Fund – Appropriated Fund Balance	1-0590	\$200,000.00

To provide the balance of appropriations for the cost for revising zoning and sub-division ordinances under a general rewriting of those codes to coordinate the zoning and sub-division functions within the conditions established by the City’s revised 2021 comprehensive plan.

The budget adjustment provides for the increase in appropriations and the increase in appropriated fund balance for these costs which will increase the total General Fund budget by \$200,000.00 for 2022.

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **July 14, 2022**.

“Yes”
“No”
Absent

**RESOLUTION TITLE: APPROVAL OF ZONING CODE UPDATE CFA
APPLICATION**

By: Matthew Miller, Director of Community Development

WHEREAS, the City of Plattsburgh is applying to the Department of State Smart Growth Comprehensive Planning and Zoning Grant Program for a project entitled “Zoning Code Update” to be located in the City of Plattsburgh; and

WHEREAS, the applicant municipality must obtain the approval/endorsement of the governing body of the municipality or municipalities in which the project will be located; and

WHEREAS, the Department of State, pursuant to the Smart Growth Comprehensive Planning and Zoning Grant Program regulations requires an applicant to fund up to ten percent (10%) of the total project cost, pursuant to the grant program; and

WHEREAS, the City has secured up to ten percent (10%) of the total project cost, pursuant to the grant program, in cash and in kind services.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Plattsburgh hereby does approve and endorse the application for a grant under the Smart Growth Comprehensive Planning and Zoning Grant Program, for a project known as the “Zoning Code Update” and located within the City of Plattsburgh.

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **July 11, 2022**.

“Yes”

“No”

Absent

**RESOLUTION TITLE: APPROVAL OF HARBORSIDE MASTER PLAN PHASE 1
IMPLEMENTATION CFA APPLICATION**

By: Matthew Miller, Director of Community Development

WHEREAS, the City of Plattsburgh is applying to the NYS Department of State’s Local Waterfront Revitalization Program for a project entitled “Harborside Master Plan Implementation Phase 1” to be located on Green and Dock Streets in the City of Plattsburgh; and

WHEREAS, Harborside Master Plan Implementation Phase 1 is to include a destination playground, shoreline pedestrian pathways, access to the water, and signage among other improvements; and

WHEREAS, the applicant municipality must obtain the approval/endorsement of the governing body of the municipality or municipalities in which the project will be located; and

WHEREAS, the Department of State, pursuant to the Local Waterfront Revitalization Planning Grant regulations requires an applicant to fund up to twenty-five percent (25%) of the total project cost, pursuant to the grant program; and

WHEREAS, the Common Council will commit to a local match contribution of cash and in-kind services not to exceed twenty-five percent (25%) of total project costs and not to exceed a total local match contribution of \$500,000; and

NOW, THEREFORE, BE IT RESOLVED that the governing board of the City of Plattsburgh hereby does approve and endorse the application for a grant application under the Local Waterfront Revitalization Planning Grant Program, for a project known as the Harborside Master Plan Implementation Phase 1 and located within this community.

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **July 14, 2022**.

“Yes”

“No”

Absent



Richard A. Marks
City Chamberlain

Department of Finance
41 City Hall Place
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

DATE: July 12, 2022
MEMO TO: Mayor Rosenquest
FROM: Richard Marks
RE: Budget Adjustment – General Fund

It is being requested to adjust the 2022 General Fund Budget, as follows:

Increase: General Fund – Econ. Dev. Contract Services	16335000-4430	\$200,000.00
Increase: General Fund – Appropriated Fund Balance	1-0590	\$200,000.00

To provide appropriations for the unbudgeted cost for revising zoning and sub-division ordinances under a general rewriting of those codes to coordinate the zoning and sub-division functions within the conditions established by the City's comprehensive plan. The budget adjustment provides for the increase in appropriations and the increase in appropriated fund balance for these unbudgeted costs which will increase the total General Fund budget by \$200,000.00 for 2022.

Thank you for your attention to this request.

Cc: Matt Miller
Barbara Phillips



Richard A. Marks
City Chamberlain

Department of Finance
41 City Hall Place
Plattsburgh, NY 12901
518-563-7704 TEL
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DATE: July 12, 2022
MEMO TO: Mayor Rosenquest
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Increase: General Fund – Appropriated Fund Balance	1-0590	\$200,000.00

To provide appropriations for the unbudgeted cost for revising zoning and sub-division ordinances under a general rewriting of those codes to coordinate the zoning and sub-division functions within the conditions established by the City's comprehensive plan. The budget adjustment provides for the increase in appropriations and the increase in appropriated fund balance for these unbudgeted costs which will increase the total General Fund budget by \$200,000.00 for 2022.

Thank you for your attention to this request.

Cc: Matt Miller
Barbara Phillips