

**At 5:08 pm Motion to enter Executive Session to discuss a matter of potential litigation.
By Councilor McFarlin; Seconded by Councilor Ensel
Roll call: Councilors Armstrong, Kelly, Gibbs, Ensel, McFarlin, Moore
(All voted in the affirmative)**

**Returned at 5:30pm
Returned from Executive Session discussed a matter of a matter of potential litigation. No action was taken during Executive Session.**

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK**

**May 30, 2019
5:30 P.M.**

MINUTES

**Pledge of Allegiance
(RC)**

Present: Mayor Colin Read, Councilors Rachelle Armstrong (W1), Mike Kelly (W2), Peter Ensel (W4), Patrick McFarlin (W5), Jeff Moore (W6)

Absent: Councilor Elizabeth Gibbs (W3)

MAYOR'S COMMENTS:

Mayor Read presented the following proclamation and presented to Brenda Lewis and her granddaughter:

WHEREAS, the poppy, as a memorial flower for the American war dead, is a tradition which began in the years following the First World War; and

WHEREAS, Veterans returning to their homes in this country after World War I remembered the wild poppies which lined the devastated battlefields of France and Flanders Field; and

WHEREAS, the poppy is a symbol of hope for all veterans who served this great country through military service; and

WHEREAS, the American Legion Auxiliary adopted the poppy as its memorial flower to pay tribute to the war dead and aid the living veterans and their families.

NOW, THEREFORE, I, Colin L. Read, Mayor of the City of Plattsburgh, New York, do hereby proclaim May 30, 2019 as "POPPY DAYS", and urge all citizens to pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on these days.

IN WITNESS WHEREOF, have hereunto set my hand and caused the official seal of the City of Plattsburgh to be affixed.

Done in the City of Plattsburgh, New York this thirtieth day of May in the Year Two-Thousand Nineteen
Colin L. Read, Mayor

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting of the Common Council held on May 23, 2019 are approved and placed on file among the public records of the City Clerk’s Office

By Councilor Armstrong; Seconded by Councilor Ensel
(All in Favor/opposed)
Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore
(All voted in the affirmative)

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending May 29, 2019 in the amount of **\$ 87,076.63** are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Kelly; Seconded by Councilor Armstrong
(All in Favor/opposed)
Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore
(All voted in the affirmative)

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the week of May 21 – 27, 2019
- Report from the Building Inspector’s office for the week of May 22-28, 2019
- Minutes from the Public Safety Committee held on May 23, 2019

• COUNCILOR/DEPARTMENT CHAIR COMMITTEE REPORTS:

Governance, Strategy, and City Operations- Chair Councilor Armstrong indicated committee meets next week and she and Councilor McFarlin will be sending items for agenda.

City Infrastructure – Chair Councilor Moore indicated getting some paving done. **Mayor Read** indicated las section of Cornelia Street is being finished tonight done by tomorrow.

Finance and Budget – Chair Councilor Kelly mentioned tonight will be voting on 5 year budget plan and will have presentation later in the meeting.

Public Safety – Chair Councilor Gibbs absent no report.

Plattsburgh Public Library – Chair Councilor Ensel indicated no report.

MLD - MLD Board President Councilor McFarlin indicted met tonight.

RESOLVED: That the reports as listed are hereby ordered received and any written reports are placed on file among the public records of the City Clerk’s Office.

By Councilor Ensel; Seconded by Councilor Armstrong
(All in Favor/opposed)
Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore
(All voted in the affirmative)

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending May 31, 2019 in the amount of \$ 2,571,994.18 are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Kelly; Seconded by Councilor Moore
(All in Favor/opposed)
Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore
(All voted in the affirmative)

6. PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY: None

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves the Clinton County Canine Club to use portions of the US Oval every Monday from June 24-August 28, 2019 from 5:00pm-8:30pm for canine training classes.

By Councilor Ensel; Seconded by Councilor Kelly
Discussion: Yes
Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

B. RESOLVED: In accordance with the request therefore the Common Council approves adjusting City of Plattsburgh Street Inventory due to a request from the NYS Department of Transportation, as follows:

1. Increase the overall length of South Platt Street from .3 mile to .4 mile.
2. Decrease the over length of Elizabeth Street from .35 mile to .25 mile.

By Councilor Kelly; Seconded by Councilor Ensel

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

C. RESOLVED: In accordance with the request therefore the Common Council of the City of Plattsburgh has prepared and approved a five year budget plan commencing on January 1, 2020 which will be presented to the Mayor of the City of Plattsburgh for use in preparing the 2020 Mayor's Budget.

By Councilor Kelly; Seconded by Councilor Armstrong

Discussion: Yes

Councilor Kelly presented a power point presentation and the 5 year budget plan and is made part of the minutes of this meeting.

Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

D. RESOLVED: In accordance with the request therefore the Common Council approves Councilor Armstrong along with friends of former Councilor Becky Kasper to prepare and plant a flower bed in her honor on the traffic circle named "Kasper Circle" located on US Avenue on June 1st and June 8th, 2019.

By Councilor Armstrong; Seconded by Councilor Ensel

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

E. RESOLVED: In accordance with the request therefore the Common Council approves MLD to write-off unpaid final bills:

1. From November 2017 in the total amount of \$1,669.05. The percentage of write-offs for this period is .13%.
2. From December 2017 in the total amount of \$1,122.76. The percentage of write-offs for this period

- is .06%.
3. From January 2018 in the total amount of \$1,679.08. The percentage of write-offs for this period is .06%.
 4. From February 2018 in the total amount of \$7,773.09. The percentage of write-offs for this period is .27%.
 5. From March 2018 in the total amount of \$6,663.47. The percentage of write-offs for this period is .25%.
 6. From April 2018 in the total amount of \$6,896.56. The percentage of write-offs for this period is .33%.

Motion to waive reading and move Resolutions 7E and 7F

By Councilor McFarlin; Seconded by Councilor Ensel
 (All voted in favor of waiving reading and move Resolutions 7E and 7F)

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore
 (All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

F. RESOLVED: In accordance with the request therefore the MLD Board approves MLD to advertise for bids for PMLD Bid #2019-6-1 “Protection Alley Underground Rebuild”. Bid opening date is July 16, 2019 at 11 am in the Common Council Chambers.

[See details under Item 7E]

ACTION TAKEN: Adopted

Follow up Action: None

G. RESOLUTION AUTHORIZING DISCONTINUANCE OF PROPERTY ASSESSMENT CASE FILED BY PRIMAX PROPERTIES LLC C/O DOLLAR GENERAL

WHEREAS, Primax Properties LLC c/o Dollar General filed Article 7 Real Property Assessment Review cases against the City challenging the 2014-2018 assessments on real property located at 2989 S. Catherine Street, Plattsburgh, New York (Tax Map Parcel No. 221.7-1-41); and

WHEREAS, Primax has agreed to discontinue the pending cases without any reduction to the assessments; and

NOW, THEREFORE, BE IT

RESOLVED, that the Common Council hereby authorizes and directs the Mayor, City Assessor, Corporation Counsel and/or its Special Counsel to execute a Stipulation of Discontinuance and take any additional steps necessary to discontinue to the pending litigation.

By Councilor Kelly; Seconded by Councilor Ensel

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Ensel, McFarlin, Moore

(All voted in the affirmative)
ACTION TAKEN: Adopted
Follow up Action: None

8. TRAVEL REQUEST: None

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

10. NEW BUSINESS AND COUNCILOR REPORTS:

Councilor Ensel indicated a constituent contacted him about the end of her driveway needing to be fixed after city did work on her street.

Mayor Read asked Councilor Ensel to provide her contact information to his office and they will follow up with the Department of Public Works.

Community Engagement Coordinator Scott Matthews invited all to attend the Volunteer Day at Lefty Wilson field to work on the field, etc. **Mayor Read** encouraged all to volunteer.

11. CLOSING PUBLIC COMMENTS ON ANY TOPIC: None

Motion to Adjourn by Councilor Armstrong; Seconded by Councilor Kelly

Roll call: Councilors Armstrong, Kelly, Gibbs, Ensel, McFarlin, Moore

(All voted in the affirmative)

MEETING ADJOURNED: 6:09 pm

Projections of General Fund Budget Scenarios 2017-2024 - make changes in green shaded areas

FISCAL YEAR	2018	2017-2020	2019	2020	2021	2021-2024	2022	2023	2024
ASSUMPTIONS:									
expenses inflation (1) (2) (3)	3.15%	3.15%	3.15%	3.15%	3.15%	3.15%	3.15%	3.15%	3.15%
property tax base increase (4)	1.84%	0.54%	0.54%	4.30%	0.54%	0.54%	0.54%	0.54%	0.54%
non-property revenue increase (5)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
addition (+) or reduction (-) to permanent long term revenue (5)	0.00%	\$0	\$0	\$0	\$0	-\$264,152	\$0	\$0	\$0
addition (+) or reduction (-) to permanent long term debt service at 10 year bond rate of 2.263%	\$210,973	\$0	\$0	-\$135,877	-\$66,660	-\$23,844	-\$0	\$1,015	-\$274,099
permanent increase from adjustment list									
other addition (+) or reduction (-) to permanent expenses (7)				\$561,000	\$0	\$0	\$0	\$0	\$0
one-time increase (+)/reduction(-) to revenue (5)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
one-time increase (+)/reduction(-) to expenses from adjustment list	\$0	\$225,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
one-time increase (+)/reduction(-) to expenses - legal costs (8)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
one-time increase (+)/reduction(-) to expenses - legal costs (8)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
other status quo one-time increase (+)/reduction(-) to expenses for retro, BANS and retirement buyouts etc (9)	\$900,000	\$800,000	\$800,000	\$472,023	\$844,046	\$1,000,505	\$507,000	\$1,231,807	\$1,393,735
other one-time increase (+)/reduction(-) to expenses for capital project BANS and retirement buyouts etc(9)	\$0	\$0	\$0	\$190,000	\$270,000	\$507,000	\$769,000	\$1,026,000	\$1,026,000
property tax mill rate increase	2.46%	1.990%	1.990%	-1.8%	1.99%	1.99%	1.99%	1.9900%	1.9900%
Non-property revenue	\$12,016,146	\$11,870,790	\$11,870,790	\$11,870,790	\$11,870,790	\$11,870,790	\$11,870,790	\$11,870,790	\$11,870,790
PLOT or other property revenues	\$264,031	\$177,895	\$177,895	\$177,895	\$177,895	\$177,895	\$177,895	\$177,895	\$177,895
property tax revenue	\$11,376,542	\$11,631,377	\$11,631,377	\$11,913,159	\$12,215,842	\$12,526,215	\$12,844,475	\$13,170,820	\$13,500,000
total structural (long term) revenue	-\$23,656,719	\$23,680,062	\$23,961,844	\$23,961,844	\$24,264,527	\$24,310,748	\$24,629,008	\$24,955,353	\$25,281,000
total estimated expenses	\$23,212,195	\$23,403,145	\$23,403,145	\$23,449,178	\$23,454,261	\$23,917,066	\$24,733,770	\$25,314,561	\$25,814,561
City Tax Levy Increase since 2016	11.30%	14.13%	16.89%	16.89%	19.86%	22.91%	26.03%	28.03%	30.77%
Average Annual Tax Rate (orange above state recommendation, red unconstitutional)	1.20%	1.22%	1.20%	1.20%	1.22%	1.25%	1.27%	1.30%	1.30%
Additional Permanent Proposed Reductions Not In Current Year Structural Budget	\$47	\$35	-\$32	\$35	\$35	\$36	\$37	\$37	\$37
Additional Temporary Proposed Reductions Not In Current Year Structural Budget									
Surplus/Deficit/Surplus/Deficit	\$444,522	\$276,917	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Fund Balance (10)	\$792,534	\$1,069,451	\$512,656	\$810,266	\$392,383	\$393,682	(\$104,762)	(\$359,208)	(\$359,208)
Accumulated Savings	\$3,098,637	\$8,138,373	\$16,107,869	\$26,469,880	\$38,614,305	\$50,739,512	\$62,973,233	\$76,744	\$9,744
Savings for a median homeowner	\$479	\$1,259	\$2,492	\$4,095	\$6,975	\$11,851	\$19,851	\$31,851	\$49,851



City of Plattsburgh

Five Year Plan Review and Update

May 2019

Accomplishments so far...

- Agreed on underlying assumptions
- Agreed on rate of inflation
 - 3.15%
 - Includes 1.15% healthcare add-on
- Added in property tax base increase of 4.30%
- No new bonding until 2023 – rate stays at 2018 level

Accomplishments so far...

- Continue to monitor healthcare expenses
- Monitor overtime costs
- Monitor arbitration costs
- Promote revenue opportunities such as DRI and other city-wide construction projects
- BAN interest should remain between 1.5 – 2%

Assumptions

- **Cost and Value:** We will deliver the best service for the lowest cost to our taxpayers
- **Structural Balance:** We will create balanced budgets
- **Unassigned Fund Balance Growth:** We will increase the unassigned fund balance steadily over the next few years
- **Sustainability:** We will create budgets that are sustainable for many years to come

How Did We Do at Meeting Our Assumptions?

Cost and Value

- ✓ Tax rate compares favorably with services
- ✓ Operating expenses are expected to go lower
- ✓ We have flattened the taxpayer roller coaster
- ✓ Tax rates are at or below expected tax cap

How Did We Do at Meeting Our Assumptions?

Structural Balance

- ✓ Expenses are brought in line with revenue
- ✓ Deficit spending has ended at least until 2023

How Did We Do at Meeting Our Assumptions?

Unassigned Fund Balance Growth

- ✓ Council goal of between 5 – 10% will be reached in 2020
- ✓ Fund balance then continues to build until 2023

How Did We Do at Meeting Our Assumptions?

Sustainability

- ✓ Deficit spending has ended for now
- ✓ Unassigned fund balance is improving, but expenses will outstrip revenue by 2023 if we want to remain under the tax cap each year

How Did We Do at Meeting Our Assumptions?

- Cost and Value: **A**
- Structural Balance: **A**
- Unassigned Fund Balance Growth: **B-**
- Sustainability: **C+**

**Thank you Plattsburgh City Council,
Chamberlain Marks, Department
Heads and Mayor Read for Working
So Hard to Balance our Budgets!**

**The Council will pass its five year plan
on to Mayor Read to help him prepare
the 2020 Mayor's Budget**