

**GOVERNANCE, STRATEGY & CITY OPERATIONS COMMITTEE
THURSDAY, APRIL 4, 2019
CITY OF PLATTSBURGH COMMON COUNCIL CHAMBERS
MINUTES
4:30PM**

Roll Call: Councilor Armstrong, Councilor McFarlin, Mayor Read

Others Present: Councilor Kelly, Councilor Gibbs and Councilor Moore

Absent: Councilor Ensel

1. REPORTS FROM DEPARTMENT REPRESENTATIVES AND DISCUSSION WITH COUNCILORS: None

2. AGENDA ITEMS BROUGHT FORWARD FROM DEPARTMENTS TO BE APPROVED BY COMMITTEE AND RECOMMENDED TO COUNCIL:

1. Request from Director of Community Development Matthew Miller that the Mayor is authorized to sign an amendment to the professional services agreement between the City of Plattsburgh and KAS, Inc. to include preparation of a bid specification and associated services for the selection of a qualified contractor for asbestos abatement and demolition of the Glens Falls National Bank building and associated structures for a cost not to exceed \$3,355.00. Payment shall be made from the Parking Fund.
2. Request that the Mayor is authorized to sign a Memorandum of Understanding with Meadowbrook Health Care (MHC) that would permit MHC the temporary use and occupancy of the Crete Center in the event of an emergency during which MHC could not shelter their residents on site.
3. Request from Beekmantown Middle School 7th grade students to hold a 5k and 1 mile Fun Run/Walk on May 18, 2019 at 8am on US Oval to benefit the North Country Honor Flight. Request to close inside lane only of US Oval, Insurance certificate is required.

Item 2-3 will not be moved to Regular agenda as more information is needed on the Race route.

4. Request from Director of Community Development Matthew Miller that the Mayor is authorized to sign a consulting contract with the Finch Network for Grant Services involving Consolidated Funding Applications (CFAs) in an amount not to exceed \$15,000 to be expensed out of the Community Development Office budget.
5. Request from Fitness Center Supervisor Ted Santaniello that the Mayor is authorized to sign a letter of intent with Sheep Dog Response, a National Self Defense organization, to hold a series of "Sheepdog Response courses October 16, 17, 19 and 20, 2019 at the Recreation Center. Sheep Dog Response will pay \$495 to use the facility and Insurance proof is required.

6. Request from the City Chamberlain to establish a 2019 Equipment Purchase capital project, H5110.66, in the amount of \$205,000 for purchase of a loader and a plow truck for DPW.
7. Request from the City Chamberlain to establish a 2019 Street Resurfacing capital project, H5110.67, in the amount of \$1,015,000 for improving various streets with the City of Plattsburgh.
8. Request from the City Chamberlain to revise capital project H8320.68, 2010 Mead Dam Design and Bidding Work, by increasing the cost by \$250,000 to a new total of \$950,000.
9. Request from the City of Plattsburgh and Community Earth Day Planning Group to hold an Earth Day event at the Farmers Market Building on Saturday, April 27, 2019 from 10:00am to 12:00pm. Educational and Informational tables will be set up, Earth walk on sidewalks to the Samuel de Champlain monument, and cleanup of area near river.
10. Request from the Governance, Strategy & City Operations Committee to select 11 members (listed below) to serve a 3 month term on the Livable Community Advisory Committee to begin on April 5, 2019 and expiring July 5, 2019:

Jeff Moore	Councilor Ward 6 Representative from the Council
Peter Ensel	Councilor Ward 4, Representative from the Council
Patrick Rascoe	SUNY Police Chief, Representative for the College
George Wurster	Ward 2
Art de Grandpré	Ward 6
Joan Janson	Ward 3
Michael Stetz	Student
Frances Wright	Ward 6
Jane Desotelle	Ward 5
Sarah Belser-Ehrlich	Ward 4

11. Request from Director of Community Development Matthew Miller:

WHEREAS, the City of Plattsburgh has three different programs that offer low interest loans from the City's loan funds to best serve our low and moderate income residents and maintain the character of our downtown; and

WHEREAS, the Housing Development Revolving Loan Program/Fund (HRLF) offers rehabilitation of existing owner-occupied homes in the City of Plattsburgh through available New York State housing assistance grant programs and the housing revolving loan program; and

WHEREAS, the Economic Development Revolving Loan Program/Fund (EDRLF) is dedicated to creating new employment opportunities for low or moderate-income residents of the City by assisting new and expanding businesses; and

WHEREAS, the goals of the City's Façade Loan Program are:

1. To provide a positive visual impact on and to enliven the downtown district.
2. To preserve and enhance the historic fabric and architectural character of the historic buildings and the district.
3. To enhance the commercial viability of the downtown through the restoration of, or where appropriate, provision of new viable storefronts having good visibility and access, quality signage, and good lighting.
4. To provide needed repairs and maintenance to restore the buildings to good condition thus aiding in their preservation and improving their durability for the near future.
5. To provide contemporary design interventions, where appropriate, which have a positive visual impact and signal forward progress for the downtown; and

WHEREAS, each of these programs has an application review process prescribed by guidelines approved by the Common Council; and

WHEREAS, the Lake City Local Development Corporation—which previously made loan recommendations—has disbanded and is unable to provide loan recommendations; and

WHEREAS, it is in the best interests of the City for the review process for all three programs to be standardized and for all loan applications to be processed as expeditiously as prudence permits; and

WHEREAS, the primary responsibility of a Loan Review Committee would be to review loan requests under the three programs listed above and to make formal recommendations to the City's Common Council pursuant to their established guidelines, as amended.

NOW THEREFORE IT IS HEREBY RESOLVED, that the City of Plattsburgh establishes a three-member Loan Review Committee consisting of one staff member from the City's Community Development Office appointed by the Director of Community Development, one staff member from the City's Finance Department appointed by the Chamberlain, and one member from the banking industry appointed by the Mayor. The members of the Loan Review Committee shall serve for two (2) year renewable terms; and it is further

RESOLVED, that the Loan Review Committee shall familiarize themselves with the loan review guidelines as established by the Common Council and then meet periodically to review submitted loan applications and make formal recommendations to the Common Council to approve, approve with modifications or conditions, or deny the loan request; and it is further

RESOLVED, that the establishment and authority of the Loan Review Committee shall supersede and replace any prior loan review committee established by the Common Council and shall be reflected in any future revisions to the program guidelines for the HRLF, the EDRLF, and the Façade Loan Program, all of which shall be subject to approval by the Common Council; and it is further

RESOLVED, that since there are no members of a public body and due to the confidential nature of the material to be reviewed, the meetings and deliberations of the Loan Review Committee shall not be subject to the open meeting statute; and it is further

RESOLVED, that the Common Council retains the authority to make all final decisions on loan applications.

12. Request from Corporation Counsel Dean Schneller and City Clerk Sylvia Parrotte for Introduction of LOCAL LAW P-4 OF 2019: A local law to provide for the codification of the local laws, ordinances and certain resolutions of the City of Plattsburgh into a Municipal Code to be designated the “Code of the City of Plattsburgh.”

Motion to move all items except 2-2 to Regular Agenda

By Councilor McFarlin; Seconded by Councilor Armstrong

(RC) Roll call: Councilor Armstrong, Councilor McFarlin, Mayor Read
(All voted in the affirmative)

3. OLD BUSINESS: None

4. NEW BUSINESS: None

Motion to Adjourn by Councilor McFarlin; Seconded by Councilor Armstrong

(RC) Roll call: Councilor Armstrong, Councilor McFarlin, Mayor Read
(All voted in the affirmative)

MEETING ADJOURNED: 5:01 pm