

**Auburn City Council  
Regular Meeting  
Thursday, January 21, 2016 6:00 P.M.  
City Council Chambers  
Memorial City Hall  
24 South St.  
Auburn, NY 13021**

**Minutes**

The meeting of the Auburn City Council was called to order at 6:00PM in the City Council Chambers 24 South St. Auburn NY by Mayor Quill.

**1. Roll Call** – The City Clerk called the roll. Councilors Giannettino, Cuddy, and Carabajal, and Mayor Quill were all present. Councilor McCormick was excused.

**The following City Staff was present:**

- City Manager, Doug Selby
- Corporation Counsel, John Rossi
- City Clerk, Charles Mason
- Comptroller, Laura Wills
- Fire Chief, Jeff Dygert
- Director of Capital Projects and Grants, Christina Selvek

**2. Pledge of Allegiance to the Flag** – Mayor Quill led the Pledge of Allegiance.

**3. Moment of Silent Prayer or Reflection** – Mayor Quill asked for a moment of silent prayer.

**4. Public Announcements** –

The City Clerk read the following announcements:

A. The next meeting of the City of Auburn Zoning Board of Appeals will be held Monday, January 25, 2016 at 7:00 p.m. The meeting will be held at the Council Chambers, Memorial City Hall, 24 South Street, Auburn.

B. The next meeting of the Auburn Industrial Development Authority (AIDA) will be held on Wednesday, January 27, 2016 at 5:00 p.m. The meeting will be held at the 1<sup>st</sup> floor conference room of the Chamber of Commerce building, 2 State Street, Auburn.

**5. Ceremonial Presentations and Proclamations** – None

**6. Public to be Heard** – Mayor Quill opened the Public to be Heard portion of the Council meeting and the Clerk read the Public to be Heard rules.

Alicia Procino, Wilbur Avenue

Ms. Procino spoke on the following topics 1. To compliment the City on snow removal

this winter at the water filtration plant on Throop Avenue; 2. A resident that planted several young trees on Pulsifer Drive; and, 3. The RSVP program is holding a food drive to assist local food pantries this winter.

## **7. Approval of Meeting Minutes:**

### **A. January 14, 2016, City Council meeting minutes.**

Motion to approve by Councilor Giannettino, seconded by Councilor Cuddy.

The motion to approve the minutes of January 14, 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

## **8. Reports of City Officials**

### **A. City Manager's Report**

- The City has received its first significant snowfall amounts of the season over the past week. Residents and motorists are asked to remain alert when driving and use patience when driving near snow plows.

### **B. Reports from members of Council**

- Councilor Giannettino reported that he attended the meeting of the local Heroin Awareness Task Force. The group has contacted him about an upcoming visit in February with U. S. Senator Charles Schumer to discuss Federal legislation on the topic. He invited other members of Council that may be interested.
- Councilor Carabajal reported that she attended the January 2016 Wednesday Morning Roundtable discussion and the topic was Auburn Arts and the Auburn Public Art Trail. She stated that if other Councilors were interested in learning more about the establishment of an arts district in Auburn that the meeting's presenter Donna Lamb who serves as the Executive Director of the Schweinfurth Memorial Art Center would be an excellent resource. She also discussed that in previous years the City of Auburn provided City money for arts grants programing and she believes the program was facilitated by the City's Office of Planning and Economic Development. She stated such a program would be a topic that should be looked into once again.

## **9. Matters to Come Before Council**

### **9A. State Environmental Quality Review Act Resolutions (SEQR)**

#### **SEQRA Resolution #7 of 2016 Determining that Proposed Action is a Type II Action for Purposes of the New York State Environment Quality Review Act**

Motion to approve by Councilor Cuddy, Seconded by Councilor Carabajal.

WHEREAS, the City Council of the City of Auburn, New York (the "City") is considering approving the purchase of a motor vehicle used for fighting fires, including apparatus used in connection with such motor vehicle (the "Project"); and

WHEREAS, pursuant to the New York State Environmental Quality Review Act (the "SEQR Act") and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6 NYCRR Part 617, as amended (the "Regulations"), the City desires to comply with the SEQR Act and the Regulations with respect to the Project;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CITY COUNCIL OF THE CITY OF AUBURN, NEW YORK AS FOLLOWS:

1. The Project constitutes a "Type II Action" under 6 NYCRR § 617.5(c)(25) and no further action under the SEQRA Act and the Regulations is required.
2. This resolution shall take effect immediately.

The motion to approve SEQRA Resolution #7 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

## **B. Ordinances**

### **Bond Ordinance #1 of 2016- BOND ORDINANCE OF THE CITY OF AUBURN, NEW YORK, AUTHORIZING THE ISSUANCE OF \$500,000 SERIAL BONDS TO FINANCE THE PURCHASE OF A MOTOR VEHICLE USED FOR FIGHTING FIRES**

Motion to approve by Councilor Cuddy, seconded by Councilor Giannettino.

BE IT ORDAINED by the City Council of the City of Auburn, New York as follows:

Section 1. The City of Auburn, New York (the "City") is hereby authorized to purchase a motor vehicle used for fighting fires, including apparatus used in connection with such motor vehicle, at an estimated maximum cost of \$500,000.

Section 2. It is hereby determined that the maximum estimated cost of the aforesaid specific object or purpose is \$500,000, said amount is hereby appropriated therefore and the plan for the financing thereof shall consist of the issuance of \$500,000 in serial bonds (the "Bonds") of the City authorized to be issued pursuant to this Ordinance.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is twenty (20) years pursuant to paragraph 27 of Section 11.00(a) of the Local Finance Law.

Section 4. Pursuant to Section 107.00(d)(9) of the Local Finance Law, current funds are not required to be provided prior to issuance of the Bonds or any bond anticipation notes issued in anticipation of issuance of the Bonds.

Section 5. The temporary use of available funds of the City, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this Ordinance.

Section 6. The Bonds and any bond anticipation notes issued in anticipation of the Bonds, shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law and the Bonds, and any bond anticipation notes issued in anticipation of the Bonds, shall be general obligations of the City, payable as to both principal and interest by a general tax upon all the real property within the City without legal or constitutional limitation as to rate or amount. The faith and credit of the City are hereby irrevocably pledged to the punctual payment of the principal of and interest on the Bonds, and any bond anticipation notes issued in anticipation of the Bonds, and provision shall be made annually in the budget of the City by appropriation for (a) the amortization and redemption of the Bonds and bond anticipation notes to mature in such year, and (b) the payment of interest to be due and payable in such year.

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Section 7. Subject to the provisions of this Ordinance and of the Local

Finance Law, and pursuant to the provisions of Sections 21.00, 30.00, 50.00 and 56.00 to 63.00, inclusive, of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the Bonds herein authorized, including renewals of such notes, and the power to prescribe the terms, form and contents of the Bonds, and any bond anticipation notes, and the power to sell and deliver the Bonds and any bond anticipation notes issued in anticipation of the issuance of the Bonds, and the power to issue bonds providing for level or substantially level or declining annual debt service, is hereby delegated to the City Comptroller, the Chief Fiscal Officer of the City.

Section 8. The reasonably expected source of funds to be used to initially pay for the expenditures authorized by Section 1 of this Ordinance shall be from the City's General Fund. It is intended that the City shall then reimburse such expenditures with the proceeds of the Bonds and bond anticipation notes authorized by this Ordinance and that the interest payable on the Bonds and any bond anticipation notes issued in anticipation of the Bonds shall be excludable from gross income for federal income tax purposes. This Ordinance is intended to constitute the declaration of the City's "official intent" to reimburse the expenditures authorized by this Ordinance with the proceeds of the Bonds and bond anticipation notes authorized herein, as required by Treasury Regulation Section 1.150-2. Other than as specified in this Ordinance, no moneys are reasonably expected to be, received, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

Section 9. The serial bonds and bond anticipation notes authorized to be issued by this Ordinance are hereby authorized to be consolidated, at the option of the City's Comptroller, the Chief Fiscal Officer, with the serial bonds and bond anticipation notes authorized by other bond ordinances previously or heretofore adopted by the City Council for purposes of sale in to one or more bond or note issues aggregating an amount not to exceed the amount authorized in such ordinances. All matters regarding the sale of the bonds, including the dated date of the bonds, the consolidation of the serial bonds and the bond anticipation notes with other issues of the City and the serial maturities of the bonds are hereby delegated to the City Comptroller, the Chief Fiscal Officer of the City.

Section 10. The validity of the Bonds authorized by this Ordinance and of any bond anticipation notes issued in anticipation of the Bonds may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the City is not authorized to expend money; or
- (b) the provisions of law which should be complied with at the date of the publication of this Ordinance or a summary hereof are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or
- (c) such obligations are authorized in violation of the provisions of the Constitution.

Section 11. The City Comptroller, as Chief Fiscal Officer of the City, is hereby authorized to enter into an undertaking for the benefit of the holders of the Bonds from time to

time, and any bond anticipation notes issued in anticipation of the sale of the Bonds, requiring the City to provide secondary market disclosure as required by Securities and Exchange Commission Rule 15c2-12.

Section 12. This Ordinance, or a summary of this Ordinance, shall be published in the official newspapers of the City for such purpose, together with a notice of the Clerk of the City in substantially the form provided in Section 81.00 of the Local Finance Law.

Section 13. This Ordinance is not subject to a mandatory or permissive referendum.

Section 14. The Council hereby determines that the provisions of the State Environmental Quality Review Act and the regulations thereunder have previously been satisfied with respect to the expenditures authorized by this Ordinance.

Section 15. This Ordinance shall take effect immediately upon its adoption.

The motion to approve Bond Ordinance #1 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

### **C. Local Laws – None**

### **D. Resolutions**

#### **D1. Council Resolution #3 of 2016 Approving a Settlement of Arbitration Claims by the Town of Aurelius.**

Motion to approve by Councilor Cuddy, Seconded by Councilor Carabajal.

WHEREAS, the City of Auburn and the Town of Aurelius previously entered into an agreement on or about February 9, 1995 entitled a Municipal Cooperation Agreement for water supply and services and for sewage, waste-water and sewer services for a minimum term ending February 28, 2020; and

WHEREAS, on or about November 17, 2005 the city and town executed a document entitled Settlement Agreement which purported to settle litigation commenced by the town against the city relating to rates charged by the city for the sewer and water services; and

WHEREAS, on or about March 1, 2012, a further dispute arose between the town and the city regarding the determination of rates charged by the city for the sewer and water services, together with a dispute regarding the sewer costs and transportation fees with respect to property located in the city and commonly known as “Bluefield Manor” which was being transported by town sewer lines; and

WHEREAS, the Town commenced an arbitration proceeding in December, 2014 in order to seek a resolution of further disputes regarding the water and sewer rates and rather than engage in the arbitration proceedings, the city and town entered into discussions with the desire to settle the matter and the negotiations have continued since the date, up and to the present and on or about December 18, 2015, the parties prepared and exchanged releases and settlement agreements to resolve all issues for sewer and water services, together with issues related to Bluefield Manor;

WHEREAS, the settlement agreements relate to the underpayment of sewer services by the town to the city in the amount of \$94,013.02, which the town agrees to pay to the city, and further that the water services have been resolved, and all payments are current through December 1, 2015, and further the dispute regarding the Bluefield Manor sewage transportation costs will allow the town to take credit in the sum of \$40,000.00 in relation to the past sewer arrears and the parties agree that there shall be a new meter installation to monitor Bluefield Manor usage at the approximate cost of \$15,000.00, to be paid by the City from the settlement proceeds; and

WHEREAS, it is necessary that the Auburn City Council is required to approve the signing of the Settlement Agreement between the town of Aurelius and the city.

NOW, THEREFORE BE IT RESOLVED that the Auburn City Council does hereby approve a settlement of all arbitration claims filed by the town against the city and does agree that the city will accept the sum of \$94,013.02 which the town agrees to pay to the city for the underpayment of sewer services through December 1, 2015; and it is further agreed that all issues regarding water services have been resolved and that all of the payments made by the town to the city are current through December 1, 2015, and there are no unpaid amounts due as of that date, and further that the city will allow the town to take a credit of \$40,000.00 for sewer services for past sewer arrears pertaining to Bluefield Manor, and the city agrees that there will be a purchase and installation of a master water meter to monitor the Bluefield Manor usage at the approximate cost of \$15,000.00, paid from the monies being advanced by the town to the city for the underpayment of the sewer services; and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to sign all agreements finalizing the disputes which have been submitted for arbitration between the town and the city, and that all claims have been finalized and agreed upon, and that upon the passage of this resolution and signing of the agreement, all disputes between the town and the city are resolved immediately.

The motion to approve Resolution #3 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D2. Council Resolution #8 of 2016 Adopting the Senior Management Personnel Policy Motion to approve by Councilor Carabajal, seconded by Councilor Giannettino.**

WHEREAS, the Senior Management Personnel Policy is designed to provide fair and competitive compensation and benefits for Senior Management Employees of the City of Auburn who are not represented by Collective Bargaining Agreements; and

WHEREAS, the Auburn City Council on December 17, 2015 approved the Senior Management Personnel Policy by Council Resolution #134 of 2015; and

WHEREAS, that Policy updated benefits and compensation, established a salary schedule that provides for a defined progression of steps tied to performance and longevity and addressed the potential wage and benefit compression and disparity that can occur between non-represented managers and their subordinate employees who are represented by Collective Bargaining

Agreements, the Policy further addresses the designation of work weeks, compensatory time and overtime, vacation, holiday, personal leave, sick leave and insurance benefits, among other items for the class of employees; and

WHEREAS, a sitting Council cannot bind a new successor Council, therefore, it is necessary that the newly constituted Council as of January 1, 2016 affirm and approve the Senior Management Personnel Policy and that the policy shall become effective immediately and shall be in full force and effect until December 31, 2017 unless amended or modified.

NOW, THEREFORE BE IT RESOLVED that the Auburn City Council does hereby affirm and adopt the Senior Management Personnel Policy which has been approved by the Auburn City Council on December 17, 2015 and the policy shall become effective immediately and shall remain in full force and effect until December 31, 2017.

Councilor Giannettino made a motion to amend the resolution to add the following language to section 18 of the Senior Management Personnel Policy titled Retirement Incentive:  
•As of January 21, 2016 each Department Head that is currently employed and eligible to retire without penalty has until February 29, 2016 to file a retirement incentive program application with the City Manager to participate in this retirement incentive program. The employee must retire from service within seventy-five (75) calendar days after filing the retirement incentive program application.

The motion to amend was seconded by Councilor Cuddy.

The motion to amend Resolution #8 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

The motion to approve Resolution #8 of 2016 as amended carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

### **D3. Council Resolution # 9 of 2016 Adopting City Council Rules and Procedures**

Motion to approve by Councilor Cuddy, seconded by Councilor Carabajal.

WHEREAS, Article II section 8 of the Charter of the City of Auburn states that "The Council may adopt rules governing its proceedings and provide for the enforcement thereof."; and

WHEREAS, the Council Rules and Procedures is the document which provides Council the direction to conduct Council business and meetings in an organized, consistent matter in accordance to local and state law; and

WHEREAS, the Auburn City Council has reviewed its Rules and Procedures and revised the document so that it is up to date and in adherence of local and state laws.

NOW THEREFORE BE IT RESOLVED that the Auburn City Council does hereby approve the document entitled Auburn City Council Rules and Procedures, revised January 21, 2016; and BE IT FURTHER RESOLVED that the City Clerk shall distribute copies of these updated Rules and Procedures to all members of the Council, the City Manager and all City Department heads, and that these Rules and Procedures are posted to the City Council page of the City's website; and,

BE IT FURTHER RESOLVED that these Council Rules and Procedures shall take effect immediately.

The motion to approve Resolution #9 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D4. Appointment Resolution #10 of 2016 for an Appointment of Commissioner of Deeds**

Motion to approve by Councilor Giannettino, seconded by Councilor Cuddy.

WHEREAS, the Auburn City Council has appointed Commissioners of Deeds to allow a person the authority to take affidavits, depositions and acknowledgments of deeds for use in the City in which the person is appointed. The powers are similar to that of a Notary Public; and

WHEREAS, Section 139 of the Executive Law of the State of New York sets forth the authority and procedure for appointment of Commissioner of Deeds and those persons shall be appointed by the City Council for a designated term; and

WHEREAS, the term of each Commissioner of Deeds shall expire on the 31st of December of the even-numbered year next after he/she shall be appointed and there are requirements that the person receiving the designation must reside or work in the City of Auburn and can only administer the Commission within the City of Auburn. Those persons must file an Oath of Office with the City Clerk and with the County Clerk; and

WHEREAS, the Mayor and City Council are desirous of appointing Shari Jensen, Codes Department, as a Commissioner of Deeds.

NOW THEREFORE BE IT RESOLVED that the Auburn City Council does hereby appoint Shari Jensen as a Commissioner of Deeds pursuant to the authority provided by Section 139 of the Executive Law of the State of New York and said appointment shall be effective from the date of approval of this Resolution and shall continue until December 31, 2016.

The motion to approve Resolution #10 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D5. Council Resolution #11 of 2016 Adopting a Procurement Policy**

Motion to approve by Councilor Giannettino, seconded by Councilor Carabajal.

WHEREAS, the City of Auburn has annually adopted and maintains a Procurement Policy regulating the requirements for competitive bidding and public service contracts to be consistent with State law in order that taxpayers may receive those goods and services at the lowest price reasonable; and

WHEREAS, the General Municipal Law of the State of New York requires that a municipality review its Procurement Policy annually in order to update and conform the policy with any new legislation which may change competitive bidding limits; and

WHEREAS, the staff of the City Comptroller and the Corporation Counsel Office have reviewed the current City of Auburn Procurement Policy and have determined that it is compliant with all of the provisions of the New York General Municipal Law; and



WHEREAS, it is necessary that the City of Auburn formally adopt a Procurement Policy for the year 2016.

NOW THEREFORE BE IT RESOLVED that the City of Auburn Procurement Policy is hereby adopted as being compliant with New York State General Municipal Law and that all of the terms set forth in the Procurement Policy are continued and authorized in its current form.

The motion to approve Resolution #11 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D6. Council Resolution #12 of 2016 Adoption of the City of Auburn Investment Policy Motion to approve by Councilor Cuddy, seconded by Councilor Carabajal.**

WHEREAS, the New York State General Municipal Law § 39: Investment Policies for Local Governments states that; “Each local government ... shall by resolution adopt a comprehensive investment policy which details the local government's operative policy and instructions to officers and staff regarding the investing, monitoring and reporting of funds of the local government.”

WHEREAS, the City of Auburn has written a policy in accordance with New York State requirements for review and adoption by the Auburn City Council.

NOW THEREFORE BE IT RESOLVED that the Auburn City Council does hereby adopt a policy for the City of Auburn in relation to the investment of public funds in accordance with NYS GML § 39.

The motion to approve Resolution #12 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D7. Financial Resolution #13 of 2016 Adopting the 2016-2017 Seymour Library Tax Levy. Motion to approve by Councilor Carabajal, seconded by Councilor Cuddy.**

WHEREAS, the Seymour Public Library District comprising the City of Auburn and the Town of Owasco was created by referendum on October 14, 1992, with the subsequent addition of the Auburn School District portion of the Town of Sennett in January 1996 and the Town of Fleming in 2011; and

WHEREAS, the share of the 2015 operating budget to be raised by the City of Auburn from a local assessment against the real property within the boundaries of the municipality will be \$460,080.78; and

WHEREAS, the Library has requested the City of Auburn advance half of this amount in February 2016;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Auburn, New York, that \$460,080.78 is to be levied on the 2016-2017 City of Auburn property tax bills on a separate library tax line and an advance in the amount of \$230,040.39 be paid in February 2016 which will reduce the August 2016 payment.

The motion to approve Resolution #13 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D8. Financial Resolution #14 of 2016 Adopting the 2016 Cayuga County Tax Rate and City of Auburn Share of the Cayuga Community College Charges.**

Motion to approve by Councilor Cuddy, seconded by Councilor Giannettino.

WHEREAS, the City of Auburn has been notified by the Cayuga County Legislature that, in accordance with Resolution #448-15, adopted by the County Legislature on December 15, 2015, the City of Auburn's participation in the 2016 County Tax will be in the amount of \$8,313,097.00 compared to last year's amount of \$8,575,726.00, a decrease of \$262,629. The full amount to be raised by property taxes in the entire County is \$38,635,189.00, that produces the City's share of the County tax levy is 21.52%; and

WHEREAS, the Cayuga County Legislature included within its Resolution #448-15 of 2015 charges to the City taxpayers for the collection of costs related to the preparation and mailing of County tax bills within the City in the amount of \$3,556.64; and

WHEREAS, the City of Auburn has been notified by the Cayuga County Legislature that, in accordance with Resolution #358-15, adopted by the County Legislature on November 24, 2015, the City of Auburn's proportionate share for the Cayuga Community College charges in the amount of \$134,863.04 is to be added to the 2015 County Tax to be raised by the City;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Auburn, New York hereby adopts the 2016 County Tax Rate in the City of Auburn in the amount of \$8.4126 per \$1,000 of assessed valuation for the City's share of the County tax, and \$.1365 per \$1,000 of assessed valuation for the City's share of the Cayuga Community College charges for a total County tax rate of \$8.5491 per \$1,000, an overall decrease of 3.4% over the 2015 rate; and BE IT FURTHER RESOLVED that the Auburn City Council hereby adopts the 2016 County tax rate and authorizes the preparation of the necessary tax bills.

The motion to approve Resolution #14 of 2016 carried 3-0. Councilors Giannettino, Cuddy and Mayor Quill all voting aye. Councilor Carabajal abstained.

**D9. Financial Resolution #15 Authorizing the Transfer of Certain Operating Funds Motion to approve by Councilor Giannettino, seconded by Councilor Cuddy.**

WHEREAS, the City of Auburn has done a mid-year review of budget accounts and needs authorization to transfer funds between accounts to cover expenditures for the rest of fiscal 2016 as follows;

- Transfer of the following to account for the increase and changes in in salaries due to changes in staffing and the new senior management policy:

Mayor and Council Salaries/Benefits	A1210.1/.8	\$ (734)
City Manager Salaries/Benefits	A1230.1/.8	1,097
Comptroller Salaries/Benefits	A1305.1/.8	(237)
City Clerk Salaries/Benefits	A1410.1/.8	2,283
Corporation Counsel Salaries/Benefits	A1420.1/.8	71,478
Civil Service Salaries/Benefits	A1430.1/.8	(9,828)
Engineering Salaries/Benefits	A1440.1/.8	4,966

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Police Salaries/Benefits	A3120.1/.8	5,997
Fire Salaries/Benefits	A3410.1/.8	4,077
Public Works Administration Salaries/Benefits	A5010.1/.8	2,205
Planning Salaries/Benefits	A8020.1/.8	8,861
Corp Counsel Services	A1410.4	(54,000)
Unallocated Salaries	A1911.1	(15,000)
Contingency	A1990.4	<u>(21,165)</u>

and;

- Transfer of \$16,000 from Contingency (A1990.455) to Comptroller Salaries (A1305.110) to cover the cost of an unexpected retirement, and;
- Transfer of \$400 from Corporation Counsel Services (A1420.440) to Corporation Counsel Furniture and Fixtures (A1420.210) for the purchase of a file cabinet, and;
- Transfer of \$1,100 from Contingency (A1990.455) to Taxes on City Owned Properties (A1950.454), and;
- Transfer of \$5,500 from Special Events Services (A7270.440) and \$10,000 from Parks Services (A7110.440) to Special Events Equipment to purchase a screen and equipment required to provide movies in the park, this transfer will pay for itself in two budget cycles, and;
- Transfer of \$500 from Parks Services (A7110.440) to Parks Equipment (A7110.250) to cover the purchase of a zero turn mower and a utility cart, and;
- Transfer of \$5,000 from Water Reserve Expense Line (F9520.917) to Water Judgements and Settlements (F1930.453), and;
- Transfer of \$8,000 from Water Reserve Expense Line (F9520.917) to Utility Billing Consulting fees (F8130.451) for the increase in IT support needed for the utility billing conversion, and;
- Transfer of \$100,000 from the Water Revolving Loan Fund (HF8340.440.002) to fund the City Hydrant Replacement Project (HF8340.440.HZ), and;
- Transfer of \$25,000 from the Water Revolving Loan Fund (HF8340.440.002) to Utility Billing Vehicles (F8310.230) for the purchase of a van, and;
- Transfer of \$25,000 from Sewer Contingency (G1990.455) to Sanitary Sewers Services (G8120.440) due to the increase in expenses incurred in early fiscal 2016, and;
- Transfer of \$1,600 from Water Unallocated Salaries (F1911.100) to F8330.110 and \$1,600 from Sewer Unallocated Salaries (G1911.100) and related benefits to cover the increase in the salary of the Director of Municipal Utilities consistent with the passing of the updated Senior Management Policy
- Transfer of \$250 from Mayor and Council Services (A1210.440) to Mayor and Council Office Equipment (A1210.220) for the purchase of a printer

WHEREAS, with the exception of Capital-Water to Water these transfers do not increase the overall fund budget.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUBURN, NEW YORK:

1. That the Auburn City Council does hereby authorize the above transfers for the 2015-2016 fiscal year.
2. That this resolution shall take effect immediately upon its adoption.

Mayor Quill made a motion to amend the resolution to add the following language:

- Transfer of \$25,000 from contingency (A1990.455) to City Manager Search/Moving (A1230.448) to fund the recruitment of a new City manager.

Councilor Giannettino seconded the motion to amend.

The motion to amend Resolution #15 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

The motion to approve Resolution #15 of 2016 as amended carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D10. Council Resolution #16 Authorizing the Initiation of Negotiations with First Response Developers for a Lease of Space to Accommodate Public Safety Functions within the City of Auburn**

Motion to approve by Councilor Cuddy, seconded by Councilor Giannettino

WHEREAS, the City of Auburn Police and Fire Headquarters buildings at 46 North Street and 23 Market Street were constructed c. 1930 and currently require extensive capital improvements to bring them into compliance with industry standards for modern public safety requirements; and

WHEREAS, the City Court at 157 Genesee Street, Cayuga County Probation Department at 152 Genesee Street, Emergency Management Office (EMO) at 160 Genesee Street also require extensive capital improvements and have outlived their useful service life; and WHEREAS, the City Council, in furtherance of exploring the concept of leasing space from a private development firm for public safety uses, authorized the release of a Request for Proposals by Resolution #78 of 2015 and received four (4) full proposals in response in October 2015; and

WHEREAS, two (2) development teams were selected as finalists by the review committee in November 2015 for consideration, each having been found to be in compliance with the evaluation criteria set forth in the Request for Proposals; and

WHEREAS, the review committee over the course of two months, has considered the two (2) development proposals, having conducted several interviews, carefully evaluating the expertise, financial capacity, economic impact to downtown and neighborhoods and overall vision and concept of each of the development teams, has ranked the proposals and determined that First Response Developers of Syracuse, NY is a capable developer in providing leased space for public safety uses and would be a suitable partner with the City of Auburn and related agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CITY COUNCIL OF THE CITY OF AUBURN, NEW YORK AS FOLLOWS:

- 1) That the Auburn City Council does hereby authorize the City Manager to initiate negotiations with First Response Developers of Syracuse, NY for a long-term lease agreement.
- 2) That this resolution shall take effect immediately upon its adoption.

Mayor Quill made a motion to amend the resolution to add the language “or City Council’s designee” to item number 1 of the be it resolved section so that the item number 1 will now read:

- 1) That the Auburn City Council does hereby authorize the City Manager or City Council’s designee to initiate negotiations with First Response Developers of Syracuse, NY for a long-term lease agreement.

Councilor Carabajal seconded the motion to amend.

The motion to amend Resolution #16 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

The motion to approve Resolution #16 of 2016 as amended carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D11. Council Resolution #17 of 2016 Approving the Issuance of a Request for Proposal for City Hall Capital Projects**

Motion to approve by Councilor Cuddy, seconded by Councilor Giannettino.

WHEREAS, Bond Ordinance #6 of 2014, dated May 1, 2014, was authorized in the amount of \$785,000 to finance the cost of various City Hall building improvements; and

WHEREAS, the City Hall Improvements Project includes exterior roof repairs, façade painting, woodwork and window replacement and repairs, elevator upgrade and repairs, bathroom improvements, plumbing repairs, flooring replacement and improvements; and

WHEREAS, it is now necessary to send out Requests for Proposal for engineering and architectural services for this project; and

WHEREAS, permission is requested from the City Council authorizing the City Manager to solicit proposals for the architectural and engineering services to prepare the necessary bid documents for the City Hall Improvements Project.

NOW, THEREFORE BE IT RESOLVED that the Auburn City Council does hereby authorize the City Manager to solicit proposals for architectural and engineering services to prepare bid documents for the City Hall Improvements Project.

The motion to approve Resolution #17 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**D12. Council Resolution #18 of 2016 Authorizing a Public Hearing for the 2016-2017 Community Development Block Grant Action Plan**

Motion to approve by Councilor Cuddy, seconded by Councilor Carabajal

BE IT RESOLVED, by the City Council of the City of Auburn, New York, that it does hereby authorize that a Public Hearing be held before the City Council of the City of Auburn, New York, on the 28th day of January 2016 at 6:00 pm at City Council Chambers, 1st floor, Memorial City Hall, Auburn, New York concerning the 2016-2017 Community Development Block Grant Action Plan.

BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized and directed to advertise this resolution in the official newspaper of the City of Auburn in accordance with the governing State and local requirements.

The motion to approve Resolution #18 of 2016 carried 4-0. Councilors Giannettino, Cuddy, Carabajal and Mayor Quill all voting aye.

**E. Tabled Legislation – None**

**F. Staff/Vendor Presentations - None**

**10. Other Business**

Mayor Quill asked that the topic of determining a process to conduct a search for the next City Manager be added to the next Council agenda for the Council to discuss. He also discussed the service of City Manager Selby to the City.

**Adjournment:** By unanimous vote the Council adjourned the meeting. The meeting was adjourned at 9:31 p.m.

Minutes submitted to the City Council on January 22, 2016 by:

Charles Mason  
City Clerk

Auburn City Council Minutes January 21, 2016

On January 28, 2016 a motion to approve the minutes of the January 21, 2016 Auburn, NY City Council meeting was made by Councilor Cuddy, seconded by Councilor Giannettino.

	Ayes	Noes
Councilor McCormick	abstain	
Councilor Giannettino	X	
Councilor Cuddy	X	
Councilor Carabajal	X	
Mayor Quill	X	
Carried and Adopted	X	

*I do hereby certify that the foregoing is a correct copy of the minutes of the proceedings of the City Council of the City of Auburn, N.Y., at a regular meeting thereof, held in the Council Chambers, Memorial City Hall, in said city, on the 21<sup>st</sup> day of January, 2016 and that the City Council approved such by the vote listed above.*



*Charles Mason, City Clerk      Date: January 29, 2016*

OFFICE OF THE CITY CLERK

*Chuck Mason*

Memorial City Hall



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# PRESS RELEASE

FOR IMMEDIATE RELEASE

January 22, 2016

## AUBURN CITY COUNCIL

### NOTICE OF PUBLIC HEARING

Notice is hereby given that the Auburn City Council has called a Public Hearing to be held on Thursday, January 28, 2016 beginning at 6:00 p.m. for the purpose of collecting citizen input concerning the City of Auburn's Proposed 2016-2017 Action Plan for the use of the Community Development Block Grant (CDBG) Funds.

This Public Hearing will be held at the regular City Council meeting in the Council Chambers at Memorial City Hall, 24 South Street, Auburn, NY 13021.

This meeting will also be live-streamed via the City of Auburn's website at: [www.AuburnNY.gov/Channel-A](http://www.AuburnNY.gov/Channel-A)

More information on this and other City of Auburn services may be found at the City's website [www.AuburnNY.gov](http://www.AuburnNY.gov)

- End -



**ESTOPPEL NOTICE**

**The following ESTOPPEL NOTICE shall be published in the City of Auburn's newspaper of record on Sunday, January 24, 2016.**

The bond ordinance, a summary of which is published herewith, has been adopted on the 21<sup>st</sup> day of January, 2016, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the City of Auburn, Cayuga County, New York, is not authorized to expend money or the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

**Summary of Bond Ordinance**

1. Class of Objects or Purposes - the purchase of a motor vehicle used for fighting fires, including apparatus used in connection with such motor vehicle.
2. Period of Probable Usefulness - twenty (20) years.
3. Maximum Amount of Obligations to be Issued - \$500,000.

The bond ordinance herein summarized shall be available for public inspection during normal business hours for twenty (20) days following the date of publication of this notice at the office of the City Clerk at Memorial City Hall, 24 South Street, Auburn, New York.



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Charles Mason, Clerk  
City of Auburn, Cayuga County, New York