

**GOVERNANCE, STRATEGY & CITY OPERATIONS COMMITTEE
AUGUST 1, 2019
CITY OF PLATTSBURGH COMMON COUNCIL CHAMBERS
MINUTES
4:30PM**

Roll Call: Councilor Armstrong, Councilor McFarlin, Mayor Read

Others Present: Councilor Gibbs, Councilor Ensel and Councilor Moore

Absent: Councilor Kelly

1. REPORTS FROM DEPARTMENT REPRESENTATIVES AND DISCUSSION WITH COUNCILORS:

1. Discussion with Community Development:

Community Development Director Matthew Miller gave report and it is made part of the minutes of this meeting.

- RI update
- Parking committee update
- CFA grant update
- Recreation facilities/operations update – **Councilor Armstrong** indicated that she discussed the remaining items with Community Development Director Matthew Miller and she along with Councilor McFarlin and Councilors Kelly and Moore as members of Finance committee take a hard look at our Recreation facilities, clarify what our mission is as a city to deliver recreation services and further clarify how to support our priorities sustainably with regard to our budget.
 - What is the City's mission in terms of public service.
 - Review budget report.
 - What measures can the City take to serve the public while at the same time being fiscally responsible?

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

1. Request to establish the following minimum fee schedule for requests to use the following City of Plattsburgh property:

Cones	\$ 1.00 each cone/per event
Barricade	\$ 5.00 each barricade/per event
Staging	\$ 10.00 each 4 x 8 section/per event
Trailer Stage	\$ 200.00 per event

2. Request from Adirondack North Country Gender Alliance to hold a March (utilizing sidewalks) and festival from 12:00pm to 4:00 pm on Saturday, October 5, 2019. The march would travel on Margaret Street to Broad Street to Oak Street to Court Street returning to Trinity Park for festival. The group is requesting power in Trinity Park and there will be vendors and tents in Trinity. A utility fee of \$20 for electricity, a certificate of insurance for event and vendors, portopottys, dig safe permits, and health department requirements for vendors are required.
3. Request from Susan Pellerin (Seton Catholic School) to hold a 5K Run/Walk and 1 Mile Fun Run from 12pm-3pm on October 6th, 2019. Request to use the following roads: US Oval, Club Road, Hamilton Street, Jay Street, Terry Gordon Bike Path, Nevada Oval, Ohio Avenue. Insurance certificate is required.
4. Request from Special Olympics New York to hold an event known as the “Plattsburgh Polar Plunge” at the Plattsburgh Municipal Beach from Friday, November 9, 2019 through Saturday, November 10, 2019. The group is requesting access to City power and there will be food vendors at the Beach. A utility fee of \$20 for electricity, a certificate of insurance for event and vendors, and porta pottys are required. The group will have an ambulance available the day of the event and members of local law enforcement have volunteered as security.
5. Request from SUNY Police to divert and direct one-way traffic in a westerly direction (as in past school years) on Rugar St between the Myers Building roadway/Rugar Street intersection and the intersection of Sanborn Avenue/Rugar Street out to Park Avenue from Friday, August 23, 2019 to Saturday, August 24, 2019 mid-day.
6. Request from the City Chamberlain to revise capital project H8320.78 by transferring the funding for the line item of \$50,000 for water lateral pipe replacements and adding the \$50,000 funding from that line to the line for water meters for the electronic reading system, per the request from the Superintendent of Public Works.
7. Request from the City Chamberlain to create capital project H5110.69, DRI Street Scape – River Front, for \$2.9 Million to be funded by a grant from the New York State Department of State.
8. Request from Clinton County Legislature to act as lead agency for legal review of Clinton County Government Center Parking Lot Rehabilitation and that Mayor be authorized to sign consent form.
9. Request from Environmental Manager Jon Ruff that the Common Council authorize entering into an agreement for the services described in the July 26, 2019 CDM Smith Professional Engineering Services Proposal (made part of the minutes of this meeting) on a time and expense basis estimated to be \$26,100. The project will be funded from Capital Project H8320.73
10. Request from Environmental Manager Jon Ruff:

Whereas, the City of Plattsburgh intends to file an application for funding from the Water Infrastructure Improvement Act (WIIA) for improvements to the City drinking water system; and

Whereas, the City has prepared a full Environment Assessment Form (EAF) to evaluate the potential impacts of the proposed action;

Whereas, pursuant to SEQR, the Common Council has determined the proposed action to be a Type 1 Action; and

Whereas, the proposed action requires the approval and/or involvement of several agencies, including but not necessarily limited to the Common Council, the Town Boards of the Towns of Plattsburgh and Beekmantown; the County and State Departments of Health, the Environmental facilities Corporation, NYS OPRHP, and the Department of Environmental Conservation;

Whereas, the Common Council desires to serve as Lead Agency for the purpose of conducting an environmental review of the proposed action in accordance with SEQR regulations; and

Whereas, the City intends to prepare and transmit a Notice of Intent to Serve as Lead Agency for the purpose of establishing itself as lead agency; and

Now, therefore, be it resolved, that upon review of the full EAF and transmittal of the Notice of Intent to Serve as Lead Agency, provided no other involved agency indicates a desire to serve as Lead Agency within thirty days of the date of this notice, the Common Council will serve in that capacity, in accordance with SEQR regulations to review this Type I action.

By Councilor McFarlin; Seconded by Mayor Read

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

3. OLD BUSINESS: None

4. NEW BUSINESS:

Councilor Armstrong requested to meet with Mayor regarding Sustainability Task Force.

Councilor McFarlin spoke about a constituent concern regarding public urination he may offer a resolution in the future and mentioned exploring possibility of installing public water fountains.

Motion to Adjourn by Councilor McFarlin; Seconded by Mayor Read

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

MEETING ADJOURNED: 4:48pm

4:48pm Vacated motion to Adjourn:

By Councilor McFarlin; Seconded by Councilor Armstrong
(All voted in the affirmative)

Council invited Jane Desotelle to give report on behalf of Livable Community Advisory Committee

Environmental/Health subcommittee. Jane gave suggestions on the City website, various City Beach concerns and suggested city look in to grants for health and wellness.

[further discussion ensued]

Motion to Adjourn by Councilor McFarlin; Seconded by Mayor Read
(RC) Roll call: Councilor Armstrong, Councilor McFarlin, Mayor Read
(All voted in the affirmative)

MEETING ADJOURNED: 5:11pm

Memo: Community Development Common Council Update

From: Community Development Office

Date: 8/1/2019

CDO Update for Common Council (August 1st, 2019)

Dock Street Redevelopment

The Community Development Office is continuing efforts to demolish various structures at the current MLD location, to help prepare the area for future development. KAS is completing bid specifications and the project will go out to bid soon. The demolition is planned on occurring over the winter and being completed by early spring to keep in the grant schedule set by the NY Restore Grant. This action will complete the Dock Street Redevelopment project funded through the DRI, and then our office can submit for reimbursement. Our office is also exploring various options to help develop the Dock Street area, including the relocation of the Farmer's Market, potential options such as a dog park, splash pad, playground etc.

Downtown Grant Program

Currently there is one property out for bid, with 2 more soon to follow.

21 Bridge Street – Currently out for bid.

47 Clinton Street – Approved by the State to go out to bid.

15 Clinton Street – Approved by the State to go out to bid.

55-59 Clinton Street – Waiting for some final documentation, should be sent for State Review by the end of the week. Once that receives final approval it will go out to bid.

33 Bridge Street – Completed environmental testing, requires final SHPO approval and then can be moved for State Review and then out to bid.

39 Bridge Street – Same Property Owner as above and will be completed after 33 Bridge is finished.

5 Bridge Street – Currently in the engineering and environmental testing phase of the project.

29-30 City Hall Place – Dropped out of the program.

68 Margaret Street – Dropped out of the program.

Streetscape Improvements & Riverfront Access

Until the GEIS process is complete no physical work will be completed this year. However, Saratoga Associates will be able to prepare to be ready to make physical progress in the spring on the proposed "Arts Park".

Saratoga Associates has also been involved in weekly coordination meetings regarding the Durkee Street Redevelopment Project.

Durkee Street Redevelopment

Today was the 30 day deadline for any potential interested party to contest the Common Council as lead agent in the SEQR / GEIS review process. Since no interested party contested the request, the Common Council will be the lead agency. Once lead agency status is finalized, the GEIS process can begin. The first step of the GEIS process is determine significance and a draft scoping session.

The project is also concurrently going through the planning and zoning boards, however no formal approvals can be made until a SEQR determination is completed.

Marketing, Signage and Branding

The next steps towards completing other wayfinding and branding tasks are underway. Once designs are completed there will be another public engagement opportunity. Then BBG will be able to move forward with the purchasing and implementation of their work products. The goal is to have other banner marketing materials ready before the end of the calendar year. Other work products such as art installations and gateway signage will be completed in 2020.

Parking

AEDA has completed the site plan for the Arnie Pavone Memorial Parking Plaza, bringing the total number of parking spaces for that lot to 109.

After further evaluation it was determined it may be possible increase the total number of new parking spaces in the Broad Street parking lot through adjustments, up from the 15 originally proposed. AEDA is currently completing the engineering work for that proposed Broad Street Lot expansion.

The County is currently working on their Oak Street Lot and will be going out to bid for the main campus lot renovations soon.

At the July meeting the PPAC decided to bring in the 3 RFP respondents for in-person interviews, which were conducted on Tuesday.

On August 13th the PPAC will continue forming recommendations towards developing a parking management system for the Common Council to act upon.

CFA Grant Update

The City of Plattsburgh applied for several CFA grant opportunities in this year's CFA season.

- 1. City of Plattsburgh Master Plan for Harborside – \$109,965**

Goal: Create a coordinated master development plan for the Harborside.

- 2. City of Plattsburgh Climate Smart Communities Certification Actions - \$30,000**

Goal: Bring on a technical consultant to assist the City complete a Government Operations GHG inventory, Climate Action Plan, Fleet Inventory, and Fleet Efficiency Policy.

- 3. City of Plattsburgh's Commemoration Footbridge CSO Improvements - \$2,000,000**

Goal: This is a water quality improvement project which will improve the hydraulic capacity of the Lower Saranac Footbridge sewer to reduce CSO event frequency. The project will also decrease the potential for an SSO due to failure of the gravity pipe which has been threatened by ice jam.