



"History's Hometown"

CITY OF AUBURN

Douglas A. Selby
City Manager

February 9, 2012

To the Honorable Mayor and Council
of the City of Auburn, New York

Dear Members of Council:

The following matters may be brought before the Council at the **BUSINESS MEETING ON THURSDAY, FEBRUARY 16, 2012 AT 6:00 P.M. IN CITY COUNCIL CHAMBERS:**

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Moment of Silent Prayer or Reflection
4. Public to be Heard
5. Approval of Meeting Minutes: February 2, 2012
6. Presentations and Proclamations
 - A. IGNITE the Winter – Monica Salvage, Chair of IGNITE
7. Public Announcements
8. City Manager's Report
9. Presentation of Petition and Communications
10. State Environmental Quality Review Act Resolutions
11. Ordinances

12. Resolutions

- A. Council Resolution #22 of 2012 authorizing the City Purchasing Agent to enter into a cooperative bidding agreement with Cayuga-Onondaga BOCES.
- B. Financial Resolution #23 of 2012 authorizing the Seymour Library Tax Levy advance.
- C. Change Order Resolution #24 of 2012 authorizing award of Change Order #1 for the NYSERDA Street Lighting Project.

13. Local Law

14. Tabled Legislation

15. Other Business

- A. Budget Update – Doug Selby, City Manager

16. Recap

17. Adjournment

Respectfully submitted,



Douglas A. Selby
City Manager
/meb



"History's Hometown"

CITY OF AUBURN

Douglas A. Selby
City Manager

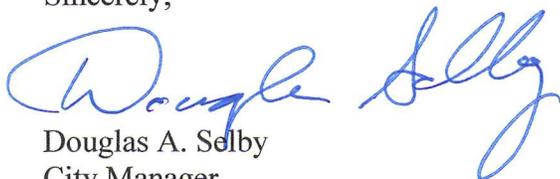
February 9, 2012

To the Honorable Mayor and Council
of the City of Auburn, New York

Dear Members of Council:

Enclosed please find for your review Council Resolution #22 of 2012 authorizing the City Purchasing Agent to enter into a cooperative bidding agreement with Cayuga-Onondaga BOCES.

Sincerely,



Douglas A. Selby
City Manager

/meb

Attachment

COUNCIL MEMORANDUM

TO: Honorable Mayor and Members of City Council

FROM: Douglas Selby, City Manager and Maria DelloStritto, Purchasing

DATE: February 7, 2012

SUBJECT: Council Resolution #22 of 2012
Authorizing the City Purchasing Agent to Enter Into a Cooperative Bidding Agreement With Cayuga-Onondaga BOCES

Background:

The City Council has in past years entered into Cooperative Bidding Agreements with Cayuga-Onondaga BOCES for janitorial supplies. This process has allowed the City to achieve savings for the products.

The New York General Municipal Law, Section 119-o(1) requires that such cooperative agreements must be approved by a majority vote of the members of the governing board of each participating municipal corporation.

The City has had enhanced purchasing power through this cooperative bid and there are savings both in time and effort, together with the cost of the items due to this bidding process. The City, as part of the bid, will accept its order on an as-needed basis and is beneficial to all parties.

The current process requires that on or before February 24, 2012 the quantity list has to be forwarded back to BOCES, in March bid specifications are prepared and advertised and bid openings are on April 2, 1012.

Fiscal Implications:

Cost savings to the City of Auburn, undetermined presently, for purchase of janitorial supplies.



Douglas Selby, City Manager



Maria DelloStritto, Purchasing

COUNCIL RESOLUTION #22 OF 2012

**AUTHORIZING THE CITY PURCHASING AGENT
TO ENTER INTO A COOPERATIVE BIDDING
AGREEMENT WITH CAYUGA-ONONDAGA BOCES**

By Councilor _____

February 16, 2012

WHEREAS, the City of Auburn has, for several years, entered into a cooperative bidding process with Cayuga-Onondaga BOCES for paper supplies; and

WHEREAS, it is necessary to enter into a bid with Cayuga-Onondaga BOCES for the 2011-2012 for paper supplies and that the cost of these supplies will be charged to Central Stores accounts A1670.400 and A1670.411;

WHEREAS, it is necessary to authorize the City of Auburn Purchasing Agent to enter into this agreement.

NOW THEREFORE BE IT RESOLVED that the Auburn City Council does hereby authorize the City Purchasing Agent to enter into an cooperative bidding agreement with Cayuga-Onondaga BOCES for paper supplies for the 2011-2012 fiscal year;

AND BE IT FURTHER RESOLVED that the purchase of the papers supplies will be made on an as-needed basis when the bid is accepted and that the cost of the supplies will be charged to Central Stores accounts A1670.400 and A1670.411.

Seconded by Councilor _____

	AYES	NOES
Councilor Graney		
Councilor Camardo		
Councilor Smith		
Councilor Ruzicka		
Mayor Quill		

CARRIED AND ADOPTED



"History's Hometown"

CITY OF AUBURN

Douglas A. Selby
City Manager

February 9, 2012

To the Honorable Mayor and Council
of the City of Auburn, New York

Dear Members of Council:

Enclosed please find for your review Financial Resolution #23 of 2012 authorizing the Seymour Library Tax Levy advance.

Sincerely,

Douglas A. Selby
City Manager

/meb

Attachment

**FINANCIAL RESOLUTION #23 OF 2012
SEYMOUR LIBRARY TAX LEVY ADVANCE**

By Councilor _____

February 16, 2012

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 2012 operating budget to be raised by the City of Auburn from a local assessment against the real property lying within the boundaries of the municipality would be \$441,263.71; and

WHEREAS, the Board of Trustees of Seymour Library, as in the past, has requested that the City advance one-half of the 2012-2013 tax levy in order that the Library might meet its cash needs; now, therefore

BE IT RESOLVED, by the City Council of the City of Auburn, New York, that the City Manager is hereby authorized to make an advance of one-half of the 2012-2013 Seymour Library tax levy in the amount of \$220,631.86 with said amount to be reimbursed from the proceeds of the levy at the time it is collected in July 2012.

Seconded by Councilor _____

	AYES	NOES
Councilor Graney		
Councilor Camardo		
Councilor Smith		
Councilor Ruzicka		
Mayor Quill		

CARRIED AND ADOPTED



*Focused on being
The Best Small City in New York State*

CITY OF AUBURN

William H. Lupien, Jr., P.E.
Superintendent of Engineering Services

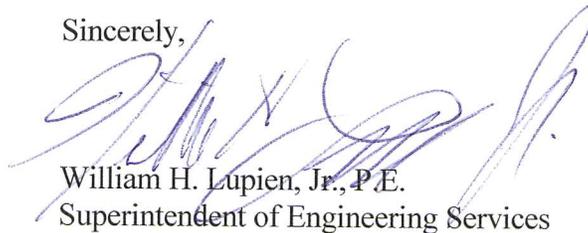
February 10, 2012

Hon. Mayor and Members of Council
of the City of Auburn, New York

Dear Members of Council,

Enclosed please find for your review Resolution #24 authorizing award of Change Order #1 to M.L. Caccamise Electric Co. for the NYSERDA Street Lighting Project.

Sincerely,



William H. Lupien, Jr., P.E.
Superintendent of Engineering Services

Enc.

cc: File

/bl

lett/counc

MEMORANDUM

OFFICE OF THE CITY ENGINEER
DEPARTMENT OF ENGINEERING SERVICES
Memorial City Hall Auburn, New York

TO: Hon. Mayor and Members of Council

FROM: William H. Lupien, Jr., P.E., Supt. of Engineering Services

DATE: February 10, 2012

RE: NYSERDA Street Lighting Project

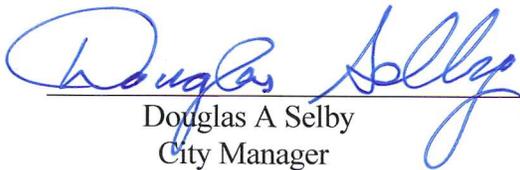
Background

On August 25, 2011, Council authorized award of this project to M.L. Caccamise Electric Corp. in the amount of \$ 343,639.28. Change Order #1 is now required in the amount of \$ 82,764.00 to cover the cost of additional street lights that will be replaced, the purchase of some spare lights, and the required fusing of each pole tied into NYSEG's electrical system.

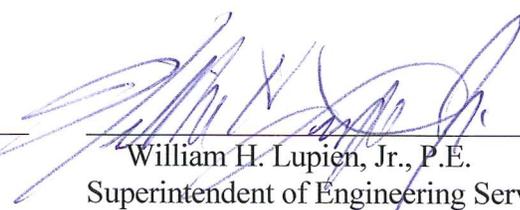
Resolution #24 of 2012 is to award Change Order #1 for this project to M.L. Caccamise Electric Corp. in the amount of \$ 84,764.00.

Fiscal Implications

The cost of the Resolution is \$ 84,764.00, to be charged to Acct. #HA 5110-440-CJ.



Douglas A Selby
City Manager



William H. Lupien, Jr., P.E.
Superintendent of Engineering Services

cc: File
 /bl
 memaward

CHANGE ORDER RESOLUTION #24 OF 2012

AUTHORIZING AWARD OF CHANGE ORDER #1 TO M.L. CACCAMISE ELECTRIC COMPANY FOR THE NYSERDA STREET LIGHTING PROJECT

By Councilor _____

February 16, 2012

WHEREAS, the Auburn City Council, on August 25, 2011, awarded a contract for the NYSERDA Street Lighting Project to M.L. Caccamise Electric Corp. in the amount of \$343,689.28; and

WHEREAS, it is now required that an additional cost be incurred to cover the cost of additional street lights that will be replaced, the purchase of spare lights and the required fusing of each pole tied into NYSEG’s electrical system;

WHEREAS, said additional cost is in the amount of \$84,764 which would be payable to M.L. Caccamise Electric Corp. as Change Order #1 for this project.

NOW THEREFORE BE IT RESOLVED that the Auburn City Council does hereby authorize and approve Change Order #1 to M.L. Caccamise Electric Corp. in the amount of \$84,764 for the NYSERDA Street Lighting Project in order to cost of additional street lights that will be replaced, the purchase of spare lights and the required fusing of each pole tied into NYSEG’s electrical system; and

BE IT FURTHER RESOLVED that Change Order #1 in the amount of \$84,764 be charged to Account #HA 5110-440-CJ.

Seconded by Councilor _____

	AYES	NOES
Councilor Graney		
Councilor Camardo		
Councilor Smith		
Councilor Ruzicka		
Mayor Quill		

CARRIED AND ADOPTED

**City of Auburn
City Council Meeting
Thursday February 2, 2012 6:00PM**

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

Roll Call

The City Clerk called the roll. Councilors Graney, Camardo, Smith, Ruzicka, Mayor Quill, **PRESENT.**

CITY STAFF PRESENT

City Manager	Douglas Selby
Corporation Counsel	John Rossi
City Clerk	Debby McCormick
Police Chief	Gary Giannotta
Capital Projects Manager	Christina Selvek
Fire Chief	Jeffery Dygert
City Treasurer	Bob Gauthier
Planning Dept. Secretary	Alicia McKeen
Planning Program Mgr.	Steve Selvek

Mayor Quill lead the **Pledge of Allegiance** and asked for a moment of silent prayer or reflection

At 6:05PM Mayor Quill opened the Public Hearing for public comment on the 2012-13 Community Block Grant Action Plan. He asked any speakers to come forward.

Crystal Purcell Cosentino, Deputy Executive Director of Home Headquarters in Syracuse and a resident of Auburn at 121 South Herman Ave. - spoke in regard to the CDBG plan. She reviewed the work within city neighborhoods that her agency has done with assistance of the city's investment, the CDGB funds, the Allyn Foundations and other resources. She endorsed the 2012-13 plan and thanked Council.

With no other speakers coming forward Mayor Quill announced that the public hearing would remain open through the meeting for anyone that may want to speak on the CDBG plan.

Public to be Heard

Virginia Androsko 161 Seymour St. - spoke to let Council know about her opinion that there is

COUNCIL TO APPRV. 2.16.12

a shortage of handicap parking at the YMCA. She also commented on the lack of snow removal on Court St. which made it difficult and dangerous to walk. She stated that she favored year round alternate side parking. Mayor Quill asked Mrs. Androsko to give her name to the Police Chief for follow up.

Jerry Morgan, Auburn NY (no street address given) - spoke to thank Council for painting the cross walk lines at the intersection of Pulaski and State St. and for installing the 4 way stop sign. He reported that kids are now crossing the street and cars are stopping and letting them cross to go to school.

Approval of Meeting Minutes from January 19th - Minutes were accepted unanimously.

Presentations and Proclamations

Audit Report - Roger Beer of Green & Seifter, CPAs - Mr. Beer presented Council with a review of the Audit for the city finances through June 30, 2011. Among the items discussed were various city funds, revenues, and expenses, impact of funding power utility, management of open grants, internal controls, policies, and issues related to the position of Comptroller being vacant. A power point presentation and copies of the draft audit report were distributed.

Council discussed and asked questions.

2012-2013 Community Development Block Grant Action Plan - Steve Selvek, Planning & Development Program Manager - Mr. Selvek presented a review of the City's Annual CDBG Action Plan. Council discussed.

Public Announcements - None

City Manager's Report

- In response to Councilor Camardo's request regarding alternate side parking, it was agreed to start with a work session that has been scheduled for 2/9 and move forward from the result of the outcome of that meeting.
- The City received a FEMA reimbursed for emergency response during floods earlier in the year. Checks were sent to Aurelius and Owasco totaling approximately \$11000.
- Council meetings are being scheduled with alternate weeks with work session agendas. The 1st and 3rd week of each month will be a business meeting and the 2nd and 4th week a work session.
- In response to Councilor Camardo's question last week regarding financial assistance to businesses, a memo was prepared and distributed to each Councilor outlining the sources of assistance that included city and other agency resources.
- On February 2, 2012 the state law became effective that requires all documents be made

available to the public that will be discussed at public meetings. This is being arranged through the City Clerk's office.

Presentation of Petition and Communications The City Clerk read.

State Environmental Quality Review Act Resolutions and Ordinances - None

Resolutions

Financial Resolution #20 of 2012 approving the Financial Disclosure Form. Motion to table by Councilor Smith, seconded by Councilor Graney. VOTE: Councilors Graney, Camardo, Smith, Ruzicka, Mayor Quill, Aye. TABLED Prior to the vote to table Council discussed a desire to see more information required on the disclosure form and amendments to the Ethics Code. Mr. Rossi will be working on this.

There were no Local Laws and Tabled Legislation

At 7:55PM Mayor Quill closed the Public Hearing on the CDBG Action Plan.

Other Business

Agreement Resolution # 15 of 2012 authorizing an agreement with NYSEDA for the Mill St. Dam energy credits. **VOTE: Councilors Graney, Camardo, Smith, Ruzicka, Mayor Quill, Aye. CARRIED.** Prior to this vote Christina Selvek spoke and answered Council's questions regarding the Mill St. Dam hydro project.

Council further discussed the Financial Disclosure Form and the Code of Ethics Ordinance. Issues of concern included increasing the number of board members, determining appointment authority, subpoena power as an enforcement tool.

Council also discussed the co-gen facility and the options for the contract.

Recap

The Clerk read the recap.

Council adjourned to executive session at 8:35PM to discuss "personnel and legal consultation".

Adjournment - Council returned from executive session at 9:10 and adjourned.

RECAP - February 9, 2012

1. Council asked that the procedure for enforcing the ordinance prohibiting residents from leaving bulk items at the curb be reviewed and possibly amended.
2. Councilor Camardo suggested that the city look into having a free city wide bulk item trash day twice a year.
3. Councilor Camardo suggested that the street sweeper be scheduled on the same days as trash pickup so that residents can plan ahead.
4. Councilor Camardo would like to have the landfill cost per ton fee evaluated to offer a fair price to city residents.
5. Council would like answers to Mr. Lewis' questions shared with them at a future meeting.
6. Councilor Camardo asked that the Alternate Side Parking Ordinance be amended and brought to Council in two weeks. He asked for a list of streets that would qualify as exceptions along with a list of city streets and their associated width. He asked for size information for public safety/emergency vehicles as they relate to safe access and travel on streets that would be exceptions.
7. Councilor Camardo asked the Police Chief to talk to the State DOT about putting something in front of the Correctional Facility to slow traffic and alert drivers to the cross walk area.

January Budget Update
February 16, 2012

REVENUES

As of January 31, 2012

	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent Collected</u>
General Fund Revenues	34,123,725	20,487,142	60.04%
Property taxes	11,726,372	11,411,442	97.31%
Non-property taxes	9,044,000	4,953,916	54.78%
Department income	906,300	455,475	50.26%
Intergovernmental	307,500	129,849	42.23%
Interest / rental income	150,000	62,677	41.78%
Licenses and Permits	127,800	77,899	60.95%
Fines/Fortfeitures	343,050	185,146	53.97%
Miscellaneous	244,200	69,501	28.46%
Interfund revenues	3,210,824	1,846,471	57.51%
Sale of Property	211,500	276,784	130.87%
State Aid	5,988,293	991,955	16.56%
Federal Aid	<u>109,624</u>	<u>26,026</u>	23.74%
TOTALS	32,369,463	20,487,141	63.29%

NON-GENERAL FUND REVENUES

Solid Waste Fund	4,353,500	2,001,817	45.98%
Power Utility Fund	1,863,784	230,225	12.35%
Water Fund	3,463,000	2,091,496	60.40%
Sewer Fund	8,095,500	4,255,953	52.57%

January Budget Update
February 16, 2012

EXPENDITURES

As of January 31, 2012

	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent Expended</u>
Total General Fund	34,359,068	18,647,379	54.27%
Public Safety	17,085,391	10,857,861	63.55%
Public Works/Eng.	6,209,729	2,718,964	43.79%
General Admin.	3,912,959	2,070,623	52.92%
Solid Waste Fund	4,365,262	1,314,567	30.11%
Power Utility Fund	1,867,684	534,023	28.59%
Water Fund	3,468,851	1,824,878	52.61%
Sewer Fund	8,168,628	3,034,620	37.15%

January Budget Update
February 16, 2012

COMPARISON OF REVENUE TO EXPENSES

As of January 31, 2012

	<u>Collected</u>	<u>Expended</u>
General Fund	20,487,141	18,647,379
Solid Waste Fund	2,001,817	1,314,567
Water Fund	2,091,496	1,824,878
Sewer Fund	4,255,953	3,034,620