Mayor Quill and the members of City Council would like to welcome you to Memorial City Hall. At the beginning of each City Council meeting a time is reserved for the public to be heard. If you have come to speak during the public to be heard portion of this meeting the following information will be helpful to you. When you are recognized by the Mayor please approach the podium, state your name and address for the record and speak directly into the microphone. The council is pleased to hear relevant comments that pertain to City government however a 3-minute limit is set by City Council to allow for all of the meeting’s business to be conducted. Also, please remember to silence your phones. Requests for accommodations may be made with advanced notice of at least three work days prior to the meeting by calling (315) 255-4100 or e-mailing disabilityaccess@auburnny.gov. As much advance notice as possible is needed to assure that appropriate services can be acquired. Thank you for your interest in City Government.

City Council meetings may be viewed through a live-stream on our city web site. Use the following web address to view the live-stream: http://AubumNY.gov/Channel-A

**Business Session**

**February 21, 2019 6:00 PM**

1. **ROLL CALL**

2. **PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **MOMENT OF SILENT PRAYER OR REFLECTION**

4. **PUBLIC ANNOUNCEMENTS**

5. **CEREMONIAL PRESENTATIONS AND PROCLAMATIONS**

6. **PUBLIC TO BE HEARD**

7. **APPROVAL OF MEETING MINUTES**
   7.A. Approval of the February 14, 2019 City Council Meeting Minutes.

   Council Meeting Minutes February 14 2019 with attachments for Council Approval.pdf

8. **CITY MANAGER’S REPORT**
9. REPORTS FROM MEMBERS OF COUNCIL

10. SEQR RESOLUTIONS

11. ORDINANCES

12. LOCAL LAW

13. RESOLUTIONS
   13.A. Appointment Resolution #19 of 2019 for the Appointment of Commissioners of Deeds
         Background Memo for Commissioner of Deeds.doc
         Appointment Resolution #19 of 2019 for the Appointment of Commissioners of Deeds.docx
         2.21 Background Memo for Authorizing various budget transfers.doc
         Financial Resolution #20 of 2019 Authorizing Various Operating and Capital Budget Transfers.doc

14. TABLED ITEMS

15. STAFF/VENDOR PRESENTATIONS

16. OTHER BUSINESS FROM THE COUNCIL

17. ADJOURNMENT
COUNCIL MEMORANDUM

Memorial City Hall
24 South Street
Auburn, New York 13021

TO: Honorable Mayor and Members of Auburn City Council

FROM: Chuck Mason, City Clerk

DATE: February 21, 2019

RE: Approval of the February 14, 2019 City Council Meeting Minutes.

Background
February 7, 2019 and February 14, 2019 City Council Meeting minutes are forthcoming.

Recommendation

Fiscal Impact
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. Mayor Quill and Councilors McCormick, Giannettino, Cuddy and Carabajal were all present.

The following City Staff was present for the regular meeting:

- City Manager, Jeff Dygert
- Corporation Counsel, Stacy DeForrest
- City Clerk, Charles Mason
- Comptroller, Rachel Jacobs
- Director of Planning and Economic Development, Jennifer Haines
- Police Chief, Shawn Butler
- Assistant Police Chief, Roger Anthony
- Director of Municipal Utilities, Seth Jensen

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 announcements.

5. Ceremonial Presentations and Proclamations

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.
Mr. Eric Zizza of 7592 Healy Road. Mr. Zizza announced that the Tyburn Academy will be holding an event named “Ball for the Brave” on Saturday, March 2, 2019 at the Emerson Park Pavilion. This year’s event will honor City Councilor James Giannettino. This is a fundraising event for the school and more information may be obtained by email at TyburnEvents@gmail.com
7. Approval of Meeting Minutes - none

8. Reports of City Officials
   A. City Manager’s Report

   - Staff met today to go over the previously proposed Rental Registry as well as the feedback we received at the first public meeting. We are working on some revisions that should address many of the issues that were brought to our attention as well as making the process more streamlined. We should be ready to present an updated draft sometime in March.

   - Staff got together this week to discuss the coming season’s road program, including work to wrap up the Owasco River Trail and the Equal Rights Heritage Center impact area. Engineering is developing a schedule and street list which will be presented to Council sometime in March.

   - Next week the Comptroller, Assistant Comptroller, and I will begin meeting with individual department heads to review their budget proposals and develop the first draft of the next city budget.

   B. Reports from members of Council

   - Councilors Cuddy and Carabajal reported that they attended the New York Conference of Mayors (NYCOM) annual Winter Legislative Conference in Albany on February 10th through 12th. At the conference they heard from State Comptroller Tom DiNapoli and the new State Attorney General Letitia "Tish" A. James. They attended sessions at the conference that addressed an upcoming grant process to assist Cities with vacant and abandoned properties; how the 2020 Census will impact New York State, the new Federal Opportunity Zone program; the potential of the impact of the State legalizing recreation cannabis, and several other matters.

9. Matters to Come Before Council

   A. State Environmental Quality Review Act Resolutions (SEQR) - None

   B. Ordinances - None

   C. Local Laws – None

   D. Resolutions – None
15. STAFF/VENDOR PRESENTATIONS
15.A. Landfill Update Presentation - Mike Talbot, Department of Public Works
LANDFILL UPDATE (see attached presentation)
15.B. Capital Improvement Plan Presentation - Christina Selvek, Director of Capital
Improvements and Grants (see attached presentation)
15.C. Five Year Financial Plan Presentation - Rachel Jacobs, Comptroller (see attached
presentation)

F. Tabled Items - None

10. Other Business
Councilor Carabajal discussed that she received positive feedback from residents about the
City’s snow removal program during recent winter storms. She wanted to relay the feedback to
the City staff.

Executive Session. Councilor Giannettino made a motion to enter Executive
Session, seconded by Councilor Cuddy. Council voted to enter an executive
session regarding the following matters:
One matter regarding the medical, financial, credit or employment history of a
particular person or corporation, or matters leading to the appointment,
employment, promotion, demotion, discipline, suspension, dismissal or removal
of a particular person or corporation.
The motion to enter executive session carried 5-0. The Council entered Executive
Session at 7:19 p.m.

Executive session adjourned at 7:39 p.m.

Adjournment: By unanimous vote the Council adjourned the meeting. The
meeting was adjourned at 7:40 p.m.

Minutes submitted to the City Council on February 21, 2019 by:

Charles Mason
City Clerk

On February 21, 2019 a motion to approve the minutes of the February 14, 2019 Auburn,
NY City Council meeting was made by Councilor, seconded by Councilor.
Councilor McCormick
Councilor Giannettino
Councilor Cuddy
Councilor Carabajal
Mayor Quill

Carried and Adopted
COUNCIL MEMORANDUM

Memorial City Hall
24 South Street
Auburn, New York 13021

TO: Honorable Mayor and Members of Auburn City Council

FROM: Mike Talbot, Department of Public Works

DATE: February 14, 2019

RE: Landfill Update Presentation - Mike Talbot, Department of Public Works

Background
Landfill update presentation is attached.

Recommendation

Fiscal Impact
Landfill

- Data based on 12/20/2018 survey
- Permitted for 96,000 tons per year
- Most recent financial model based on accepting 60,000 tons per year
- Extended site life to coincide with debt service
- 116,000 tons left to be placed
- 1.9 years of site life based on 60,000 tons per year
Landfill

- Have up to 15’ left on top of cells
- Remove access road and fill
- Side slope work
- Slope and access road fill work time consuming
- Cannot let garbage stack up without compacting and covering
- Reduce incoming tonnage to be more efficient with the remaining airspace and guarantee transfer station up and running by landfill final closure
Landfill

- Reduce incoming tonnage by 50% (30,000 tons)
- Maintain all gate traffic and residential drop offs (16,500 tons)
- Terminate certain waste types and various commercial haulers (4,600 tons)
- Reduce the three largest haulers by 65% (25,400 tons)
Landfill

• All city needs met
• Reduced incoming tonnage allows the landfill operators to become more efficient with filling the remaining airspace
• Also assures overlap with transfer station operation
Transfer Station

- Allowed 12,000 tons
- Option to accept only city generated garbage
- January 2018 presentation focused on options
- Small transfer station (<12,000 tons convenience station) versus large transfer station (>12,000 tons)
## TRANSFER STATION TONNAGE

<table>
<thead>
<tr>
<th>Tons</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>4 YEAR AVERAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSW Gate</td>
<td>1,000.00</td>
<td>City only</td>
<td>City MSW</td>
<td>300.00</td>
<td>300.00</td>
</tr>
<tr>
<td>Gate C&amp;D</td>
<td>1,375.00</td>
<td>City only</td>
<td>City C&amp;D</td>
<td>1,700.00</td>
<td>1,400.00</td>
</tr>
<tr>
<td>City Curb.</td>
<td>8,600.00</td>
<td></td>
<td>City C&amp;D</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WWTP Grit</td>
<td>200.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BID</td>
<td>12.00</td>
<td></td>
<td>County MSW</td>
<td>1,300.00</td>
<td>1,400.00</td>
</tr>
<tr>
<td>Dead Animals</td>
<td>10.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Casey/Falcon</td>
<td>100.00</td>
<td></td>
<td>County C&amp;D</td>
<td>900.00</td>
<td>750.00</td>
</tr>
<tr>
<td>City Skips</td>
<td>100.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>11,397.00</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## 12,000 TON LIMIT FOR TRANSFER STATION

<table>
<thead>
<tr>
<th>DUMPING PERMITS</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>4 YEAR AVERAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>City</td>
<td>465</td>
<td>467</td>
<td>441</td>
<td>408</td>
<td>445.25</td>
</tr>
<tr>
<td>City DP</td>
<td>114</td>
<td>88</td>
<td>124</td>
<td>48</td>
<td>93.5</td>
</tr>
<tr>
<td>PO</td>
<td>63</td>
<td>48</td>
<td>62</td>
<td>56</td>
<td>57.25</td>
</tr>
<tr>
<td>NR</td>
<td>520</td>
<td>494</td>
<td>506</td>
<td>537</td>
<td>514.25</td>
</tr>
<tr>
<td>NR DP</td>
<td>266</td>
<td>223</td>
<td>344</td>
<td>311</td>
<td>286</td>
</tr>
</tbody>
</table>
Transfer Station

- February 2019 – Final design submitted to DEC for approval
- March 2019 – Bid specifications and documents
- June 2019? – Construction start dependent on DEC approval
Transfer Station

- Potential waste removal may be required by DEC in area of proposed building
- May affect timing
Transfer Station

- Hours to be determined
- Financial specifics and cost structure will be determined when accurate construction costs are received
- Will not impact staffing
TO: Honorable Mayor and Members of Auburn City Council  
FROM: Christina Selvek, City Manager  
DATE: February 14, 2019  
RE: Capital Improvement Plan Presentation - Christina Selvek, Director of Capital Improvements and Grants  

Background  
Capital Improvement Plan presentation is attached.  

Recommendation  

Fiscal Impact
City of Auburn
Capital Needs for FY 2019-20
$5.33 million
Relationship of FY 2019-23 CIP to Other City Documents

- Comprehensive Plan
  - DRI
  - Auburn Sparks
  - Water & Sewer CIP
  - Fire Vehicle Replacement Plan
  - Annual CDBG Action Plan
  - Parks Master Plan
  - City Capital Improvement Plan
  - City Financial Plan
  - Annual Operating Budget
At the heart of a CIP are the projects. CIPs contain series of tables that indicate what projects will be built, when, where and how much they cost. CIP and the Financial Plan are presented together and contain a summary of funding sources available for projects. CIP contains funded and unfunded projects that need to be considered in making budget decision.
Proposed CIP Investments
## Proposed FY 19 CIP Projects- General Fund

<table>
<thead>
<tr>
<th>Project</th>
<th>Cost</th>
<th>Fed/ State Funding</th>
<th>Bond/ Lease Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Government Facilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• APD/ AFD HQ Geothermal- $125,000</td>
<td>$625,000</td>
<td>$0</td>
<td>$625,000</td>
</tr>
<tr>
<td>• Casey Park Roof &amp; Locker room- $500,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Park/ Outdoor Spaces</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• State Street Event Plaza- Phase I</td>
<td>$428,130</td>
<td>$178,130</td>
<td>$250,000</td>
</tr>
<tr>
<td><strong>Transportation-</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Road Program - $1,454,000*</td>
<td>$6,807,000</td>
<td>844,000*</td>
<td>610,000</td>
</tr>
<tr>
<td>• Technology Park- $150,000</td>
<td></td>
<td>168,000</td>
<td>150,000</td>
</tr>
<tr>
<td>• CDBG/ City Sidewalks- $203,000</td>
<td></td>
<td>4,700,000</td>
<td>35,000</td>
</tr>
<tr>
<td>• State Street Bridge- $5 mil</td>
<td></td>
<td></td>
<td>300,000</td>
</tr>
<tr>
<td><strong>Fleet Vehicles- DPW</strong></td>
<td>$330,000</td>
<td>$0</td>
<td>$330,000</td>
</tr>
<tr>
<td><strong>Total General Fund</strong></td>
<td>$8,190,000</td>
<td>$5,890,000</td>
<td>$2,300,000</td>
</tr>
</tbody>
</table>
### Proposed FY 19 CIP Projects - Water & Sewer Funds

<table>
<thead>
<tr>
<th>Project</th>
<th>Budget</th>
<th>Fed/ State Funding</th>
<th>Local Funds</th>
<th>Bond/ Lease Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Street Bridge-Water</td>
<td>$30,000</td>
<td>$0</td>
<td>$30,000</td>
<td>$0</td>
</tr>
<tr>
<td>South Street Reconstruction- Water Main Replacement*</td>
<td>$600,000</td>
<td>$530,000</td>
<td>$70,000</td>
<td>$0</td>
</tr>
<tr>
<td>Various City Main Replacements</td>
<td>$1,600,000</td>
<td>$0</td>
<td>$0</td>
<td>$1,600,000</td>
</tr>
<tr>
<td>Fleet Vehicles- Water</td>
<td>$165,000</td>
<td>$0</td>
<td>$165,000</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total Water Fund</strong></td>
<td><strong>$2,395,000</strong></td>
<td><strong>$530,000</strong></td>
<td><strong>$265,000</strong></td>
<td><strong>$1,600,000</strong></td>
</tr>
<tr>
<td>State Street Bridge-Sewer</td>
<td>$30,000</td>
<td>$0</td>
<td>$30,000</td>
<td>$0</td>
</tr>
<tr>
<td>Settled Sewage Pumps</td>
<td>$450,000</td>
<td>$0</td>
<td>$150,000</td>
<td>$300,000</td>
</tr>
<tr>
<td>Slipline &amp; Manhole Replacement Projects</td>
<td>$750,000</td>
<td>$0</td>
<td>$0</td>
<td>$750,000</td>
</tr>
<tr>
<td>Fleet Vehicles- Sewer</td>
<td>$45,000</td>
<td>$0</td>
<td>$45,000</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total Sewer Fund</strong></td>
<td><strong>$1,275,000</strong></td>
<td><strong>$0</strong></td>
<td><strong>$225,000</strong></td>
<td><strong>$1,050,000</strong></td>
</tr>
</tbody>
</table>
## Proposed FY 19 CIP Projects- Solid Waste & Refuse Collection

<table>
<thead>
<tr>
<th>Project</th>
<th>Cost</th>
<th>Fed/ State Funding</th>
<th>Bond/ Lease Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fleet Vehicles- Refuse Packers</td>
<td>$380,000</td>
<td>$0</td>
<td>$380,000</td>
</tr>
<tr>
<td>Solid Waste Transfer Station</td>
<td>$TBD</td>
<td>$TBD</td>
<td>$TBD</td>
</tr>
<tr>
<td>• Building- Cost TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Support Vehicles- Cost TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Solid Waste &amp; Refuse Collection Funds</td>
<td>$380,000</td>
<td>$0</td>
<td>$380,000</td>
</tr>
</tbody>
</table>
What’s Next?
CIP Schedule:

- **Month of January 2019:**
  - Review existing capital projects with departments
  - Review new requests for projects from departments

- **Month of February 2019:**
  - Review new funding request with Department Heads
  - Prepare Draft CIP for public presentation

- **Month of March 2019:**
  - Proposed Adoption by City Council
Questions?
Background
Five Year Financial Plan presentation is attached.

Recommendation

Fiscal Impact
Five Year Financial Plan
7/1/19 – 6/30/24

Presented on 02/14/19,
Rachel Jacobs, Comptroller
Revenue & Expenditure Projections

Year | Revenue | Expenditure
--- | --- | ---
2020 | $32,000,000 | 
2021 | $33,000,000 | 
2022 | $34,000,000 | 
2023 | $35,000,000 | 
2024 | $36,000,000 | 
2025 | $37,000,000 | 
2026 | $38,000,000 | 
2027 | $39,000,000 | 

Graph showing revenue and expenditure projections from 2020 to 2027.
Budget Surplus (Gap) Projections

2020: $(2,500,000)
2021: $(2,000,000)
2022: $(1,500,000)
2023: $(1,000,000)
2023: $(500,000)

$-
Expenditure Assumptions

- Operating Expenditures
  - 2% based on inflation expectations

- Salaries & Wages
  - Contract terms and 2.5% thereafter

- Insurance (Health, Dental, WC, Liability)
  - 6% annual increase
Retirement – Assumptions

Current Rates to Expected Long-Term Rates

![Graph showing retirement assumptions over years]

- CSEA & Management
- Police
- Fire
Debt – Assumptions

- Current Debt Issued
- Estimated BANs
- Unissued Debt ($2M per year)
Revenue Assumptions

- Property Tax Levy
  - 1.5%
- PILOT Agreements
- Sales Tax & Non-property Tax
  - 1%
- Fees and non-parking fines
  - Flat
- State Aid
  - Flat
<table>
<thead>
<tr>
<th>Year</th>
<th>Property Taxes - Capital Apportionment</th>
<th>Property Taxes - Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>$8,000,000</td>
<td>$4,000,000</td>
</tr>
<tr>
<td>2021</td>
<td>$8,000,000</td>
<td>$4,000,000</td>
</tr>
<tr>
<td>2022</td>
<td>$8,000,000</td>
<td>$4,000,000</td>
</tr>
<tr>
<td>2023</td>
<td>$8,000,000</td>
<td>$4,000,000</td>
</tr>
<tr>
<td>2024</td>
<td>$8,000,000</td>
<td>$4,000,000</td>
</tr>
</tbody>
</table>
Options to Close the Gap

- Increase Sales Tax Rate
- No new debt issuances
- Increase Tax Levy
- Increase fees
Increase Sales Tax Rate

At 2.25%
No New Debt Issuances

<table>
<thead>
<tr>
<th>Year</th>
<th>Budget Surplus (Gap)</th>
<th>Projected Base Model Gap</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>$(1,000,000)</td>
<td>$(2,000,000)</td>
</tr>
<tr>
<td>2021</td>
<td>$(1,500,000)</td>
<td>$(2,500,000)</td>
</tr>
<tr>
<td>2022</td>
<td>$(2,000,000)</td>
<td>$(3,000,000)</td>
</tr>
<tr>
<td>2023</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2024</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Increase Tax Levy
Increase Fees

5% Increase

-\( \text{Budget Surplus (Gap)} \)
-\( \text{Projected Base Model Gap} \)
Fund Balance & Contingency

- Five types of Fund Balances:
  - Non-spendable, Restricted, Committed, Assigned
  - Unassigned
    - Minimum of 10% of expenditures & transfers
    - Maximum of 16.7% of expenditures & transfers

- Contingency
  - Not to exceed 1% of budget
  - Minimum of $75,000
Fund Balance – Current & Historical

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Fund Balance</th>
<th>Unassigned Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 30, 2012</td>
<td>$1,000,000</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>June 30, 2013</td>
<td>$3,000,000</td>
<td>$4,000,000</td>
</tr>
<tr>
<td>June 30, 2014</td>
<td>$5,000,000</td>
<td>$6,000,000</td>
</tr>
<tr>
<td>June 30, 2015</td>
<td>$7,000,000</td>
<td>$8,000,000</td>
</tr>
<tr>
<td>June 30, 2016</td>
<td>$9,000,000</td>
<td>$10,000,000</td>
</tr>
<tr>
<td>June 30, 2017</td>
<td>$11,000,000</td>
<td>$12,000,000</td>
</tr>
<tr>
<td>June 30, 2018</td>
<td>$13,000,000</td>
<td>$14,000,000</td>
</tr>
</tbody>
</table>
TO: Honorable Mayor and Members of City Council

FROM: Stacy DeForrest, Esq.

DATE: February 21, 2019

RE: Appointment Resolution for the Appointment of Commissioners of Deeds

Background:

On December 20, 2018, City Council passed Appointment Resolution #153 of 2018, which appointed 35 individuals as Commissioners of Deeds. At that time it was estimated that a total of 50 appointments may be necessary within the next two years.

Since December, the City Code Enforcement Office and the Auburn Police Department have had changes in staffing, causing a need for additional appointments as the Commissioners of Deeds.

Pursuant to New York law, City Council appoints persons to act as Commissioners of Deeds. This appointment gives individual authority to take affidavits, depositions, and acknowledgements for use in the City. A Commissioner of Deeds has powers similar to that of a Notary Public.

However, unlike a Notary Public, the term of appointment for a Commissioner of Deeds is only two (2) years and that ends on December 31st of the even-numbered year following the appointment. Also, all Commissioners of Deeds must either reside or work in the City of their appointment and agree to duly execute an Oaths of Office with the City Clerk and the County Clerk.

Fiscal Implications:

The City reimburses City employees, who are appointed as Commissioner of Deeds, for the $10 filing fee that must be paid to the County Clerk for filing their Oath.
APPOINTMENT RESOLUTION #19 OF 2019

FOR THE APPOINTMENT OF COMMISSIONERS OF DEEDS

By Councilor _____________________ February 21, 2019

WHEREAS, the Auburn City Council appoints individuals as Commissioners of Deeds in order to authorize them to take affidavits, depositions and acknowledgments for use in the City, which gives them powers similar to that of a Notary Public; and

WHEREAS, the law for appointment of Commissioners of Deeds is set forth in New York State Executive Law, Section 139, and the Auburn City Code, Section 62-1, which provide that the City Council shall appoint Commissioners of Deeds for a designated term; and

WHEREAS, the law requires that term of each Commissioners of Deeds expire on December 31 of the even-numbered year following appointment; that the appointed persons reside or work in the City of Auburn; that the appointed persons only administer the Commission within the City; and that the appointed persons file an Oath of Office with the City Clerk and with the County Clerk; and

WHEREAS, on December 20, 2018, City Council of the City of Auburn passed Appointment Resolution #153 of 2018, which appointed 35 individuals and estimated that a total of 50 appointments may be necessary within the next two years; and

WHEREAS, since December, 2018, the City Code Enforcement Office and the Auburn Police Department have had changes in staffing, requiring the following additional appointments of employees as Commissioners of Deeds:

1. Tawnya Burns, Keyboard Specialist for the Code Enforcement Office;
2. David Edmonds, Detective for the Auburn Police Department;
3. Matthew Hare, Sergeant for the Auburn Police Department; and
4. Greg Gilfus, Sergeant for the Auburn Police Department.

NOW, THEREFORE, BE IT RESOLVED, that the Auburn City Council does hereby appoint as Commissioners of Deeds, pursuant to the authority provided by New York State Executive Law, Section 139, the following individuals:

1. Tawnya Burns, Keyboard Specialist for the Code Enforcement Office;
2. David Edmonds, Detective for the Auburn Police Department;
3. Matthew Hare, Sergeant for the Auburn Police Department;
4. Greg Gilfus, Sergeant for the Auburn Police Department; and
BE IT FURTHER RESOLVED, that the foregoing appointments shall be effective from February 21, 2019, and shall continue until December 31, 2020; and

BE IT FURTHER RESOLVED, that the Auburn City Council does hereby determine that the number of Commissioners of Deeds for the City of Auburn shall continue to be a maximum of 50, which is the number of Commissioners of Deeds appointed by the list attached to this Resolution plus additional numbers to be reserved for future necessary appointments.

Seconded by: ________________________________

<table>
<thead>
<tr>
<th></th>
<th>Ayes</th>
<th>Noes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councilor McCormick</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Councilor Giannettino</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Councilor Cuddy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Councilor Carabajal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayor Quill</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carried and Adopted</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TO: Honorable Mayor and Members of City Council

FROM: Rachel Jacobs, City Comptroller

DATE: February 21, 2019

RE: Financial Resolution # 20 of 2019 Authorizing Various Budget Transfers

Background:

City Staff is requesting various operating and non-operating budget transfers. The transfers and reasons for the transfers are outlined in attachment A of the resolution.

Recommendations

Authorize budget transfers as outlined in Attachment A.

Fiscal Implications:

There is no fund balance being used for these transfers.
FINANCIAL RESOLUTION #20 OF 2019

AUTHORIZING VARIOUS OPERATING AND CAPITAL BUDGET TRANSFERS

By Councilor:________________ February 21, 2019

WHEREAS, the City of Auburn staff is requesting various operating and non-operating budget transfers for the fiscal 2018-19 year as outlined in attachment A; and,

WHEREAS, there is no fund balance being used for these transfers.

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 transfers in Attachment A for the 2018-19 fiscal year; and,

2. That this resolution shall take effect immediately upon its adoption.

Seconded by Councilor: _________________________

<table>
<thead>
<tr>
<th></th>
<th>Ayes</th>
<th>Noes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councilor McCormick</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Councilor Giannettino</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Councilor Cuddy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Councilor Carabajal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayor Quill</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carried and Adopted</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Attachment A

**21-Feb-19**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Account to</th>
<th>Account From</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>$15,000.00</td>
<td>F8310.110 Salaries &amp; Wages</td>
<td>F1990.455 Contingency</td>
<td>To fund salary for the FT Plumbing Inspector</td>
</tr>
<tr>
<td>$10,000.00</td>
<td>A1230.130 Temp &amp; PT</td>
<td>A1670.130 Temp &amp; PT</td>
<td>To move Safety Officer position &amp; salary to City Manager budget</td>
</tr>
</tbody>
</table>