



CA Meeting

City Administration Committee

DATE: January 18, 2017
 TIME: 6:00 p.m.
 LOCATION: 3rd Floor,
 City Hall, Council Chambers

AGENDA ITEMS

Item	Voting Item?	Presenter(s)	Time Allotted
Chair, Deb Mohlenhoff			
1. Call To Order		* Note: We will review the number of cards received at the beginning of each meeting and adjust time if needed.	15 Min*
1.1 Agenda Review	No		
1.2 Review and Approval of Minutes Approval of December 2016 Minutes	Yes		
1.3 Statements from the Public	No		
1.4 Statements from Employees	No		
1.5 Council Response	No		
2. Consent Items	Yes		5 Min
2.1 Attorney's Office – Amend Personnel Roster		Ari Lavine, City Attorney	
3. City Administration, Human Resources, and Policy			
3.1 HR – Re-Establish Standard Work Day for Elected and Appointed Officials	Yes	Schelley Michell-Nunn, HR Director	5 Min
3.2 Safe Cities	Yes	Cynthia Brock, Council Member	15 Min
3.3 Driver's Licenses for NY Residents	Yes	Mayor Myrick & Ari Lavine, City Attorney	15 Min
4. Finance, Budget, and Appropriations			
4.1 Fire – Amend Budget for Purchase of Fire Police Vehicle	Yes	Chief Parsons, Fire Department	5 Min
5. CA Work Plan	No	All	15 Min
6. Committees Working Group	No	Deb Mohlenhoff, Rob Gearhart	5 Min
7. Meeting Wrap-up		All	5 Min
7.1 Announcements	No		
7.2 Next Meeting Date: February 15, 2017 2017 Meeting Dates: March 15 th , April 19 th , May 17 th , June 21 st , July 19 th , August 16 th , September 20 th , October 18 th , November 19 th , December 20 th			
7.3 Review Agenda Items for Next Meeting	No		
7.4 Adjourn	Yes		

7:25 p.m.

Committee Charge: The CA committee will:

Review financial and administrative issues pertaining to the City, along with items relating to the City of Ithaca workforce environment, intergovernmental relations and human resources.

If you have a disability that will require special arrangements to be made in order for you to fully participate in the meeting, please contact the City Controller's Office at 607-274-6576 at least 48 hours before the meeting.

2. Consent

1. Attorney's Office - Amendment to Personnel Roster

WHEREAS, the City Attorney's Office requests that the workweek for one Assistant City Attorney be reduced from 40 hours per week to 32 hours per week; and

WHEREAS, the City Attorney is confident that this reduction will nonetheless enable the City Attorney's Office to support the City's needs; now, therefore, be it

RESOLVED, That effective February 5, 2017, the workweek of one Assistant City Attorney position be and hereby is reduced from forty (40) hours/week to thirty-two (32) hours/week pursuant to the employee's request, and be it further

RESOLVED, That for the sole purpose of determining days worked reportable to the New York State and Local Employees' Retirement System, the standard workday for this position shall be established at six and four/tenths (6.4) hours per day (thirty-two (32) hours per week).

3. City Administration, Human Resources, and Policy

.1 Human Resources – Re-Establish the Standard Work Day for Elected and Appointed Officials

WHEREAS, the New York State Local Retirement System Regulation 315.4 requires that all participating employers pass a Resolution for all paid elected and appointed officials, who are members of the retirement system at the start of their new term or subsequent terms, and

WHEREAS, the Mayor and his appointed City Attorney's new term began on January 1, 2016 and appointed the Chief of Staff on May 1, 2016; now therefore be it

RESOLVED, That Common Council hereby re-establishes the following standard workdays for the sole purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

Eight (8) hour workday; Forty (40) hour workweek

Mayor

City Attorney

Chief of Staff

3. City Administration, Human Resources, and Policy

.2 Safe Cities

WHEREAS, following the presidential election on November 8, 2016, the City of Ithaca's Mayor and Common Council hereby reaffirm and express the core values of our City: creating a climate of welcome and inclusiveness, protecting and preserving the values of democracy and freedom, and respect for human dignity and human rights, and

WHEREAS, this expression and reaffirmation of welcome and inclusiveness is made in response to President-elect Trump's vow to deport 11 million immigrants, specifically identifying Latino/as and undocumented immigrants, and further establishing a registry of Muslims, and

WHEREAS, on July 10, 1985¹, in response to the El Salvadoran and Guatemalan refugee crisis, Common Council declared the City of Ithaca a "Sanctuary City" for Salvadoran and Guatemalan refugees fleeing the general conditions of persecution and pervasive violence to life and person in their homelands, establishing it to protect and maintain the human rights for Ithaca's citizens and for all who come within its borders, directing that "except as otherwise provided by law, that neither the City Administration nor any member of Common Council, or any city committee, nor any department head or city employee, when acting in that capacity or as an agent of the City, take any action contrary to the safety and welfare" of refugees who have gained entrance into the United States of America, including an act which would subject the refugee to arrest by the Immigration and Naturalization Service (now U.S. Immigration and Customs Enforcement), or of others because of their involvement in, or support of, providing sanctuary, and

WHEREAS, on April 4, 2007², in response to a dramatic increase in enforcement of immigration laws in New York and elsewhere, Common Council encouraged the Ithaca Police Department to continue its practice of non-involvement in enforcement of federal immigration laws, and further requested IPD to treat the enforcement of federal immigration laws as a function of federal law enforcement agencies, except when specifically requested to be involved in particularized suspicion of criminal activity other than the mere presence of an individual in the City of Ithaca, and further encouraged every effort to maintain City of Ithaca Police Department standards to ensure humane, respectful and legally proper treatment of all involved, in accordance with the principles described herein, and

WHEREAS, the City of Ithaca is committed in its responsibility to protect the vulnerable to the fullest extent practicable, thereby desiring to extend protections already provided to refugees to undocumented individuals so that all may live without fear that forcible deportation may result from everyday interactions with City law enforcement, staff, committee members or elected officials, allowing all to live fully and productively as members of the Ithaca community; now, therefore, be it

RESOLVED, That the Mayor and Common Council hereby direct that, except as otherwise provided by law, no City employee, elected official, or any city committee, when acting in that capacity or as an agent of the City, take any action which could reasonably be anticipated to subject an undocumented individual, except undocumented individuals falling within "Priority 1" of the Homeland Security

¹ City of Ithaca Common Council Minutes. July 10, 1985. pages 4-6. <https://lfweb.tompkins-co.org/WebLink/DocView.aspx?dbid=13&id=389761&page=1&cr=1>

² City of Ithaca Common Council Minutes. April 4, 2007. pages 10-11 <https://lfweb.tompkins-co.org/weblink/13/doc/390199/Page1.aspx>

Priority Enforcement Program established in the November 20, 2014 memorandum by Secretary of Homeland Security Jeh Charles Johnson,³ to arrest by the U.S. Immigration and Customs Enforcement, or of others because of their involvement in, or support of the undocumented individual, and, be it further

RESOLVED, That City departments, including health and safety law enforcement departments, are directed to incorporate such policies into their standard training and operational procedures outlining these protections and directing compliance by City employees, and, be it further

RESOLVED, That the City Clerk send copies of this resolution to Senators Charles Schumer and Kirsten Gillibrand; to Congressman Tom Reed, State Senator Tom O'Mara, Governor Andrew Cuomo, and the Tompkins County Legislature.

³United States Department of Homeland Security, *Policies for the Apprehension, Detention and Removal of Undocumented Immigrants*, (Nov. 20, 2014), at p. 3
<https://www.dhs.gov/sites/default/files/publications/14_1120_memo_prosecutorial_discretion.pdf>.

3. City Administration, Human Resources, and Policy

.3 Support of Issuing Driver's Licenses to New York State Residents Regardless of Immigration Status

WHEREAS, many New Yorkers are being denied access to driver's licenses that they urgently need to drive to work, buy groceries, take their children to school, travel to appointments, attend religious worship, or take family members to hospitals in case of emergencies, and

WHEREAS, many New Yorkers who cannot obtain driver's licenses because of their immigration status live in fear that they will be arrested during a routine traffic stop, and because they do not have a driver's license they will be vulnerable to deportation and being separated from their families, and

WHEREAS, licensing drivers improves public safety by ensuring that everyone driving on our roads is properly licensed, informed of our traffic laws, and is operating a registered, inspected, and insured vehicle, and

WHEREAS, licensed drivers are more likely to stay at the scene of an accident to aid police and emergency workers and to exchange insurance information with other affected motorists; and
WHEREAS, licensed drivers who witness crimes will be more comfortable reporting them to the police and cooperating in investigations, and

WHEREAS, allowing immigrants to obtain a driver's license regardless of immigration status would mean an increase in revenue for New York State from license and registration fees; and
WHEREAS, removing immigration status barriers to driver's licenses will reduce the number of accidents involving uninsured motorists, leading to lower auto insurance premiums for all New Yorkers, and

WHEREAS, there are twelve states across the United States that already provide access to licenses to all residents, regardless of immigration status, including our neighboring states of Connecticut and Vermont; now, therefore, be it

RESOLVED, That the Common Council expresses our collective desire for safety and security for all of our residents and, further, our commitment to pursuing the common good by ensuring shared resources such as roads and highways be accessed and utilized responsibly and safely, and be it further

RESOLVED, That the Common Council recognizes immigration law to be a federal concern, and be it further

RESOLVED, That the Common Council calls upon the New York State legislature and Governor Cuomo to promptly ensure the issuance of driver's licenses to all New York residents, regardless of immigration status, and be it further

RESOLVED, That the City Clerk forward a true copy of this Resolution to Governor Cuomo, Assemblywoman Barbara Lifton, and State Senator Tom O'Mara.

4. Finance, Budget, and Appropriations

.1 Fire – Amendment to Budget for Purchase of Fire Police Vehicle

WHEREAS, the Ithaca Fire Police is a unit of the Ithaca Fire Department comprised of members of Neriton Fire Company No. 9, and

WHEREAS, the Ithaca Fire Police Unit responds to emergencies requiring traffic and crowd control, and

WHEREAS, the work of the Fire Police involves the use of barricades, flares, portable traffic control signs, scene lighting, and traffic cones, and

WHEREAS, the Ithaca Fire Department does not have a vehicle to permanently store and made available for use for carrying traffic control equipment, and

WHEREAS, the members of the Fire Police Unit currently use their personal vehicles to transport traffic control equipment to emergency incidents, and

WHEREAS, on May 4, 2016, the Common Council authorized by resolution to accept up to twenty thousand dollars (\$20,000) from Neriton Fire Company No. 9 to fund the a used vehicle, and

WHEREAS, the Fire Chief and the members of Neriton Fire Company No. 9 have been unable to find a used vehicle acceptable for use as a Fire Police Vehicle, and

WHEREAS, Neriton Fire Company No. 9 has offered to fund the purchase of a **new** vehicle, up to **forty-one dollars (\$41,000)**, and

WHEREAS, Neriton Fire Company No. 9 has also offered to provide funding for retrofitting, and major repairs of the Fire Police vehicle, and

WHEREAS, the City Attorney has recommended that the Fire Police Vehicle be owned by the City of Ithaca for it to be eligible for insurance and registration under the City of Ithaca, and

WHEREAS, the Fire Police Vehicle, when not in use, will be parked or stored on City owned property, and

WHEREAS, the Fire Chief supports the request of Neriton Fire Company No. 9 to purchase a new vehicle for the Fire Police Unit; now, therefore be it

RESOLVED, The Common Council of the City of Ithaca approves the acceptance of funds from Neriton Fire Company No. 9 for the purchase of a new vehicle for the Fire Police Unit, and, be it further

RESOLVED, That Common Council hereby amends the 2017 authorized Fire Department Budget to account for the Fire Vehicle donation as follows:

Increase Revenue Account:		
A3410-2705-12250	Donations	\$55,000

Increase Appropriation Account

A3410-5215-12250	Vehicles	\$41,000
A3410-5476-12250	Equipment Maint.	\$14,000

and, be it further

RESOLVED, The cost of registration, insurance, fuel and routine maintenance will be paid for out of existing Fire Department funding, and, be it further

RESOLVED, The Common Council authorizes the purchase of a Fire Police Vehicle at a cost not to exceed funds provided by Neriton Fire Company No. 9, and, be it further

RESOLVED, The Common Council authorizes the retrofitting and major repairs of the Fire Police Vehicle not to exceed funding provided by Neriton Fire Company No. 9.

8.3 **Ithaca Fire Department - Purchase of Fire Police Vehicle - Resolution**

By Alderperson Kerslick: Seconded by Alderperson Fleming

WHEREAS, the Ithaca Fire Police is a unit of the Ithaca Fire Department comprised of members of Neriton Fire Company No. 9; and

WHEREAS, the Ithaca Fire Police Unit responds to emergencies requiring traffic and crowd control; and

WHEREAS, the work of the Fire Police involves the use of barricades, flares, portable traffic control signs, scene lighting, and traffic cones; and

WHEREAS, the Ithaca Fire Department does not have a vehicle to permanently store and make available for use for carrying traffic control equipment; and

WHEREAS, the members of the Fire Police Unit currently use their personal vehicles to transport traffic control equipment to emergency incidents; and

WHEREAS, Neriton Fire Company No. 9 has offered to fund the purchase of a vehicle, up to twenty thousand dollars (\$20,000); and

WHEREAS, Neriton Fire Company No.9 has offered to provide funding for retrofitting, and major repairs of the Fire Police vehicle; and

WHEREAS, the City Attorney has recommended that the Fire Police Vehicle be owned by the City of Ithaca for it to be eligible for insurance and registration under the City of Ithaca; and

WHEREAS, the Fire Police Vehicle, when not in use, will be parked or stored on City owned property; and

WHEREAS, the Fire Chief supports the request of Neriton Fire Company No. 9 to purchase a vehicle for the Fire Police Unit; now, therefore be it

RESOLVED, The Common Council of the City of Ithaca approves the acceptance of funds from Neriton Fire Company No. 9 for the purchase of a vehicle for the Fire Police Unit; and, be it further

RESOLVED, That the proceeds of the Fire Company No. 9 gift shall be placed in revenue Account A3410-2705-122050; and, be it further

RESOLVED, The funds provided by Neriton Fire Company No.9 for the purchase of a Fire Police Vehicle shall be transferred to appropriation Account A3410-5215-12250; and, be it further

RESOLVED, The funds provided by Neriton Fire Company No.9 for retrofitting, and major repairs to the Fire Police Vehicle shall be transferred to appropriation Account A3410-5476-12250; and, be it further

RESOLVED, The cost of registration, insurance, fuel and routine maintenance will be paid for out of existing Fire Department funding; and, be it further

RESOLVED, The Common Council authorizes the purchase of a Fire Police Vehicle at a cost not to exceed funds provided by Neriton Fire Company No. 9; and, be it further

RESOLVED, The Common Council authorizes the retrofitting and major repairs of the Fire Police Vehicle not to exceed funding provided by Neriton Fire Company No. 9.

Carried Unanimously (8-0)