

# Agenda

Jamestown City Council Work Session 7:00  
Monday, March 8, 2021  
Meeting will be held via Zoom.

**\*Due the NYS Public Health State of Emergency, the meeting will not be open to the public. As a result, it will be streamed live at [www.jamestownny.gov/live](http://www.jamestownny.gov/live) All public comments should be submitted in writing by 5:00 PM the day before the meeting via USPS mail or email to [clerk@jamestownny.gov](mailto:clerk@jamestownny.gov). Also note that name and home address must be provided on all correspondence.**

## Standing Committees

### Finance

### Resolutions

1. Resolution suspending the hiring freeze and authorizing the filling of one (1) full time Police Officer in the Jamestown Police Department. (Funding included in the 2021 General Fund Budget).

Note: This position is vacant as a result of a resignation.

2. Resolution accepting the donation of Eight Thousand Five Hundred Dollars (\$8,500) donated by Kurt W. Grimm, owner of Rand Precision Machining Company for an Explosives Detection/Patrol Tracking K9 and Two Hundred Fifty Dollars (\$250) donated by Slone Melhuish, Inc., for expenses related to JPD Comfort Dog, Hope.

The Jamestown City Council hereby extends our appreciation and gratitude on behalf of the citizens of Jamestown to Mr. Grimm of Rand Precision Machining Company and Sloan Melhuish.

Note: The K9 will not be purchased until Spring 2022 because the training school is not open until that time.

3. Resolution authorizing the payment of Forty-Seven Thousand Two Hundred Eighteen Dollars and Forty Cents (\$47,218.40) in accordance with the bond and note requirement as follows:

**Bond Anticipation Notes, Series 2020A**, issue of March 4, 2020, Forty-Seven Thousand Two Hundred Eighteen Dollars and Forty Cents (\$47,218.40) for twelve months interest at 2.00% per annum on Three Million Nine Hundred Thirty-Four Thousand One Hundred Seventy dollars (\$3,934,170.00).

4. Resolution authorizing the payment of Seven Thousand One Hundred Eighty-Seven Dollars and Seventy-One Cents (\$7,187.71) in accordance with the bond and note requirement as follows:

**Bond Anticipation Notes, Series 2020B**, issue of August 12, 2020, Seven Thousand One Hundred Eighty-Seven Dollars and Seventy-One Cents (\$7,187.71) for six months interest at 1.25% per annum on One Million Five Hundred Thirty-Two Thousand Four Hundred Eighty-Nine dollars (\$1,532,489.00).

## **Informational/Report**

5. 4<sup>th</sup> quarter sales tax discussion.

## **Items for Discussion**

6. Parks, Recreation, & Conservation Budget Adjustment Discussion (Additional Summer Staffing & Programming)

## **Housing**

### **Resolutions**

## **Informational/Report**

### **Items for Discussion**

## **Public Safety**

### **Resolutions**

7. Resolution suspending the hiring freeze and authorizing the filling of one (1) full time Police Officer in the Jamestown Police Department. (Funding included in the 2021 General Fund Budget).

Note: This position is vacant as a result of a resignation.

\*This item also appears on the Finance Committee agenda.

8. Resolution accepting the donation of Eight Thousand Five Hundred Dollars (\$8,500) donated by Kurt W. Grimm, owner of Rand Precision Machining Company for an Explosives Detection/Patrol Tracking K9 and Two Hundred Fifty Dollars (\$250) donated by Slone Melhuish, Inc., for expenses related to JPD Comfort Dog, Hope.

\*This item also appears on the Finance Committee agenda.

Note: The K9 will not be purchased until Spring 2022 because the training school is not open until that time.

## **Informational/Report**

## **Items for Discussion**

9. Update on the Police Reform Committee & Release of Public Draft. \*Note: A complete draft of the Jamestown Police Reform Task Force's Draft Plan for public comment is available for public review and comment. The period for public comment ends on March 12th at 5 PM, so the Task Force may make changes before submitting to the City Council in late March.

Comments may be made via email to [reform@jamestownny.gov](mailto:reform@jamestownny.gov). A public presentation of the document for the full City Council and Public will be held via Zoom on March 22nd at 6 PM and will be broadcast on the City's website, social media, and YouTube pages.

## **Public Works**

### **Resolutions** **Informational/Report**

## **Items for Discussion**

10. Elm Street parking; days/times discussion.  
This requires a vote from the Public Works Committee.
11. Deer Management Work Group discussion. The next meeting will be held at 7:00 p.m. on March 10<sup>th</sup>, with a presentation by the DEC.

## **Mayor's Remarks**


## **Executive Session**

***COUNCIL MEMBERS: PLEASE CONTACT THE COUNCIL PRESIDENT OR CITY CLERK IF UNABLE TO ATTEND THE WORK SESSION AT 7:00.***

**STAFF REPORT**

**DATE:** February 8, 2021  
**TO:** Edward A. Sundquist, Mayor  
**FROM:** Timothy Jackson, Chief of Police  
**SUBJECT:** Resolution to lift the hiring freeze and hire one new officer.

**ACTION:**  Resolution       Ordinance/Local Law       Informational/Report

Approved and Forwarded to City Council  
  
Edward A. Sundquist, Mayor

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**ISSUE STATEMENT:** The resignation of Aaron Ellis will leave the Jamestown Police Department with one vacancy. I am requesting to hire one new police officer.

**BACKGROUND:** In order to protect the citizens of the City of Jamestown, it is necessary to maintain police officer staffing levels. Hiring one new police officer would ensure our agency maintains a roster of sixty officers.

**FISCAL IMPACT:** Total fiscal impact to hire one officer is \$51,554. Funding for this position is included in the 2021 Budget under line item A03-3120.100 – Police Department Salaries.

**RECOMMENDATION:** Chief Jackson requests that the City Council lift the hiring freeze in order to fill the police officer vacancy.

**ATTACHMENT(S):** 1. Memo to the Mayor  
2. Resolution

**OFFICE OF THE CHIEF OF POLICE  
JAMESTOWN POLICE DEPARTMENT  
Jamestown, New York**

**DATE:** February 8, 2021  
**TO:** Mayor Sundquist  
**FROM:** Chief Timothy Jackson  
**SUBJECT:** New Hire

I am submitting a request to fill an upcoming vacancy for the position of police officer. The resignation of Officer Aaron Ellis will leave the Jamestown Police Department with one vacancy. I am requesting to hire one new police officer.

The 2021 budget included funding for this position.

Thank you for your time and consideration in this matter.

cc: J. Williams  
R. Thompson

## **BY COUNCILPERSON**

**WHEREAS**, on January 22, 2002 the Jamestown City Council adopted resolution number 200201C03 that effective immediately and until further notice instituted a hiring freeze for the City of Jamestown, and

**WHEREAS**, On November 20, 2006 the Jamestown City Council adopted resolution number 200611B17 to extend the freeze to any change in employment from Part-Time to Full-Time status, and

**WHEREAS**, it has become apparent that within the Jamestown Police Department an effort to effectively manage the city's day-to-day responsibilities in a cost efficient manner, it is in the City of Jamestown's best interest to lift the hiring freeze for a certain position, now therefore be it

**RESOLVED**, that effective immediately the Jamestown City Council hereby suspends the hiring freeze instituted by resolution number 200201C03 and resolution number 200611B17 and authorized the filling of the following position due to the essential nature of the position.

- One (1) Police Officer in the Jamestown Police Department (Funded in the 2021 General Fund Budget).
- This position is vacant as a result of a resignation.

**STAFF REPORT**

Approved and Forwarded to City Council



Edward A. Sundquist, Mayor

**DATE:** February 11, 2021  
**TO:** Edward A. Sundquist, Mayor  
**FROM:** Timothy Jackson, Chief of Police

**SUBJECT:** 1) Resolution to accept donation and purchase a K9 2) Resolution to accept donation for Comfort Dog expenses

**ACTION:**  Resolution  Ordinance/Local Law  Informational/Report

**ISSUE STATEMENT:** 1) Kurt Grimm, the owner of Rand Precision Machining Company, has offered to donate eight thousand five hundred dollars (\$8,500) to the City of Jamestown Police Department to purchase an Explosives Detection/Patrol Tracking K9.

2) Slone Melhuish, Inc. has offered to donate two hundred fifty dollars (\$250) to the City of Jamestown to assist with expenses for our Comfort Dog, Hope.

**BACKGROUND:** The new K9 will offer an additional facet to the Jamestown Police Department's existing unit. Kal, the agency's current K9, specializes in drug detection. An Explosives Detection/Patrol Tracking K9 will expand upon the department's ability to serve and protect the citizens of Jamestown.

Hope, the JPD Comfort Dog, became a member of the Jamestown Police Department in January. This donation would assist with expenditures such as training and supplies.

**FISCAL IMPACT:** There is zero fiscal impact to purchase the K9. The donation encompasses the entire purchase price.

There is zero fiscal impact to accept the donation from Slone Melhuish.

**RECOMMENDATION:** Chief Jackson requests that the City Council accept both donations.

**ATTACHMENT(S):** 1. Memo to the Mayor  
2. Resolution

**OFFICE OF THE CHIEF OF POLICE  
JAMESTOWN POLICE DEPARTMENT  
Jamestown, New York**

**DATE:** February 11, 2021  
**TO:** Mayor Sundquist  
**FROM:** Chief Timothy Jackson  
**SUBJECT:** Donation

I am submitting a request to accept a donation from Kurt W. Grimm, owner of Rand Precision Machining Company, to purchase an Explosives Detection/Patrol Tracking K9. The donation, in the amount of \$8,500, will cover the entire cost of the K9.

Training for the K9 will not be available until Spring 2022; therefore the purchase will not be made until next year.

I am also submitting a request to accept a donation in the amount of \$250 from Slone Melhuish, Inc. to assist with expenses related to our Comfort Dog, Hope.

Thank you for your time and consideration in this matter.

cc: J. Williams  
R. Thompson

By

WHEREAS, Kurt W. Grimm, owner of Rand Precision Machining Company, has gifted the City of Jamestown Police Department Eight Thousand Five Hundred Dollars (\$8,500) for an Explosives Detection/Patrol Tracking K9

RESOLVED, that the City of Jamestown hereby accepts the donation, and be it further

RESOLVED, that the Jamestown City Council hereby extends its appreciation and gratitude on behalf of the citizens of the City of Jamestown to Kurt W. Grimm for his generous donation.

- The K9 will not be purchased until Spring 2022 because the school is not open until that time.

**FURTHERMORE:**

WHEREAS, Slone Melhuish, Inc., has gifted the City of Jamestown Police Department Two Hundred Fifty Dollars (\$250) for expenses related to JPD Comfort Dog, Hope

RESOLVED, that the City of Jamestown hereby accepts the donation, and be it further

RESOLVED, that the Jamestown City Council hereby extends its appreciation and gratitude on behalf of the citizens of the City of Jamestown to the members of Slone Melhuish for their generous donation.

## STAFF REPORT

Approved and Forwarded to City Council

\_\_\_\_\_  
Edward A. Sundquist, Mayor

**DATE:** March 4, 2021  
**TO:** Edward A. Sundquist, Mayor  
**FROM:** Ryan Thompson, Comptroller  
**SUBJECT:** Bond Payment

**ACTION:**  Resolution       Ordinance/Local Law       Informational/Report

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**ISSUE STATEMENT:** Bond interest payment is due for the 2020 BANS (March & August).

**BACKGROUND:** The BANS were originally issued to finance new DPW/Parks/Fire equipment, Fleet Maintenance Facility, City Hall improvements. These bonds were issued on March 4<sup>th</sup>, 2020 (\$3,934,170) and August 12<sup>th</sup> 2020 (\$1,532,489).

**FISCAL IMPACT:** The total General Fund payment is \$54,406.11 (March BAN - \$47,218.40 August BAN \$7,187.71), which is funded in the 2021 General Fund Budget.

**RECOMMENDATION:** Approve the resolutions for payment of the interest.

**ATTACHMENT(S):** 1. Bond Resolutions

1. RESOLVED, That warrants be drawn and paid to the respective owners and paying agent the sum of Forty Seven Thousand Two Hundred Eighteen Dollars and Forty Cents (\$47,218.40) in accordance with the bond and note requirement as follows:

**Bond Anticipation Notes, Series 2020A**, issue of March 4, 2020, Forty Seven Thousand Two Hundred Eighteen Dollars and Forty Cents (\$47,218.40) for twelve months interest at 2.00% per annum on Three Million Nine Hundred Thirty Four Thousand One Hundred Seventy dollars (\$3,934,170.00).

RESOLVED, That warrants be drawn and paid to the respective owners and paying agent the sum of Seven Thousand One Hundred Eighty Seven Dollars and Seventy One Cents (\$7,187.71) in accordance with the bond and note requirement as follows:

**Bond Anticipation Notes, Series 2020B**, issue of August 12, 2020, Seven Thousand One Hundred Eighty Seven Dollars and Seventy One Cents (\$7,187.71) for six months interest at 1.25% per annum on One Million Five Hundred Thirty Two Thousand Four Hundred Eighty Nine dollars (\$1,532,489.00).

## STAFF REPORT

**DATE:** March 2, 2021  
**TO:** Edward A. Sundquist, Mayor  
**FROM:** Ryan Thompson, Comptroller  
**SUBJECT:** 2020 4<sup>th</sup> Quarter Sales Tax

Approved and Forwarded to City Council

\_\_\_\_\_  
Edward A. Sundquist, Mayor

**ACTION:**  Resolution  Ordinance/Local Law  Informational/Report

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**ISSUE STATEMENT:** Receipt of the 4th quarter sales tax payment.

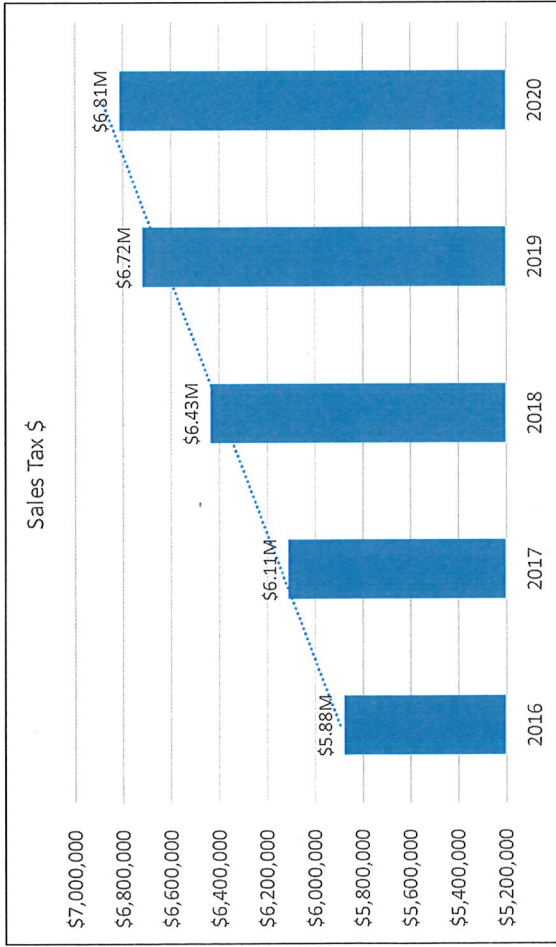
**BACKGROUND:**

**FISCAL IMPACT:** The sales tax payment was \$1,780,168 which is a \$116,725 or 7.02% increase above the same timeframe last year.

**RECOMMENDATION:**

**ATTACHMENT(S):** 1. Memo and visual graphs

**City of Jamestown**  
Sales Tax Revenues



To: Mayor Eddie Sundquist  
City Council Members

From: Ryan Thompson, City Comptroller

Date: March 2, 2021

Re: Sales Tax

We received our 4<sup>th</sup> quarter 2020 sales tax payment in February for the amount of \$1,780,168. This represents an increase of \$116,725 or 7.02% above the 4<sup>th</sup> quarter of 2019.

The city's 2020 adopted sales tax budget is \$6,500,000. The total sales tax received for the year is \$6,810,482 or 104.78% of the 2020 budget (in 2019 we received 108.31% of our budget).

The 2020 total represents an increase of \$95,233 of 1.42% more than the 2019 total of \$6,715,249. Given the economic crisis due to the Covid-19 pandemic, this is a much better result than originally anticipated.

I have attached an updated sales tax spreadsheet that shows historical figures. The adopted 2021 budget is \$6,713,792, which represents a decrease from 2020 of \$96,690 or 1.42%. The 1<sup>st</sup> quarter 2021 payment will be received on or about May 1<sup>st</sup> 2021.

Please contact me with any questions.

Cc: Jennifer Williams, City Clerk/Treasurer



Edward A. Sundquist  
Mayor

*Office of the Comptroller*

200 East Third Street, Jamestown, NY 14701

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**STAFF REPORT**

**DATE:** March 3, 2021  
**TO:** Edward A. Sundquist, Mayor  
**FROM:** Jeffrey Lehman P.E., Public Works Director  
**SUBJECT:** Parking Maintenance Day: Elm Street from Pullman St. to Shaver St

Approved and Forwarded to City Council  
  
\_\_\_\_\_  
Edward A. Sundquist, Mayor

**ACTION:**  Resolution  Ordinance/Local Law  Informational/Report

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**ISSUE STATEMENT:** Request to change the current Parking Maintenance Day: Elm Street from Pullman St. to Shaver St, from Monday to Tuesday.

**BACKGROUND:** Councilman Nelson met with a number of the residents on Elm St. from (Pullman St. to King St.) who are requesting that an area be opened for cars to park on Mondays while their street is being plowed.

By changing the restriction on the adjacent block (Pullman St. to Shaver St) to Tuesday we feel that this will alleviate the problem.

**FISCAL IMPACT:** \$0

**RECOMMENDATION:** Mr. Lehman recommends approval.

**ATTACHMENT(S):**