

City of White Plains, New York
Budget & Management Advisory Committee

Hon. Beth N. Smayda, Chair

Edie Alfenas – Adam T. Bergonzi – Richard Hecht – Steven H. Hochman

Hon. John Kirkpatrick – Donna McLaughlin – Michael Schwartz – Timothy Sheehan

City Staff Liaison: Michael A. Genito

Thursday, January 22, 2015, 7:30 PM, Mayor's Conference Room

AGENDA

1. Call to order
2. Introduction of guests and visitors
3. Approval of November 13, 2014 meeting notes
4. Reports of subcommittees:
 - a. OPEB Actuarial Services RFP (Michael Genito)
 - b. Parking Operations (Dick Hecht and Tim Sheehan)
 - c. Rolling Stock (Donna McLaughlin, Steve Hochman & John Kirkpatrick)
 - d. Shared Services (Beth Smayda)
 - e. Multi-year Forecast (Edie Alfenas)
5. New business
6. Next meeting date
7. Adjournment

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Thursday, November 13, 2014, 7:30 PM, Mayor's Conference Room

MEETING NOTES

Present: Hon. Beth Smayda, Hon. John Kirkpatrick, Richard Hecht Steven Hochman, Donna McLaughlin, Timothy Sheehan and Michael Genito.

Absent: Edie Alfenas, Adam Bergonzi and Michael Schwartz.

Guests: None.

Call to Order

Chairwoman Beth Smayda welcomed everyone and called the meeting to order at 7:33 PM.

Approval of Meeting Notes

The meeting notes of October 16, 2014 were approved.

Reports of Subcommittees

OPEB Actuarial Services RFP

Michael Genito reported that the draft RFP for OPEB Actuarial Services is essentially complete, incorporating the various comments and suggestions submitted following distribution of the original draft. The current draft requires some minor adjustments to reflect specific reporting needs of the Finance Department. Richard Hecht asked that a copy of the current draft be sent for his review.

Parking Operations

Richard Hecht reported that he had met with Chief of Staff John Callahan and Parking Commissioner John Larson to review the current parking operations. Mr. Hecht provided a handout (copy attached) summarizing his findings. Mr. Hecht noted that we have not reviewed metrics comparing our operations to similar other municipal parking operations; that while the Parking Commissioner advised that we most likely will not raise parking rates anytime soon, over time our expenditures will exceed our revenues, and that there does not appear to be any long-term strategy concerning our operations, staffing, facilities or equipment. Mr. Hecht will meet with his sub-committee colleague Timothy Sheehan, and they will most likely meet with Commissioner Larson to further discuss long-term strategy as regards parking operations and the provision of sufficient revenues in the future. Mr. Hecht also requested a copy of one of the City's monthly parking reports showing revenues and expenditures for the City Center Garage.

Chair Beth Smayda requested that the Subcommittee explore technologies that could reduce costs overtime and provide cost benefit analyses of the same.

Rolling Stock

Donna McLaughlin reported that they need some clarification from Commissioner Nicoletti regarding representations he made as to the average age of the fleet and other fleet statistics, as what he reported did not seem to accurately reflect what is presented in various reports of the City, such as the Capital Improvement Plan. Ms. McLaughlin also noted that there was a lack of comparative data from other municipalities, which would be helpful in understanding if our fleet needs have or have not been met. Chair Beth Smayda suggested that the consulting firm Matrix should be able to provide some industry benchmarks and information on best practices, and that the Rolling Stock sub-committee should research what other communities are doing to reduce or share rolling stock costs.

Shared Services

Chair Beth Smayda reported that she met with Michael Schwartz and Michael Genito regarding shared services and the State's "Tax Cap Freeze" program and discussed how the program works and the County's offer to develop government efficiency plans (GEP) with one or more municipalities. Michael Genito reported an update on the program based on a presentation by NYCOM on November 12, 2014, noting the following: the City and School District would separately report any savings resulting from joint cooperative plans; the City needs to show approximately \$500,000 in savings, which is equivalent to one percent of the tax levy; and that the City should develop all possible cost savings into a plan, provided that the City can defend the assumptions and calculations that result in the one percent savings. Mr. Genito also reported that the City is currently working on several areas of potential savings. Timothy Sheehan suggested that we should remember to include any savings resulting from the conversion from current lighting to LED lighting, as these typically result in significant savings. Other committee members noted savings we have or would achieve with single side-arm refuse trucks and savings from consolidating the parking and traffic operations.

Multi-Year Forecast

Chair Beth Smayda noted that Edie Alfenas is fine-tuning the multi-year forecast model with recently updated information provided by Mr. Genito.

Next Meeting Date

The next meeting date will be January 15, 2015, 7:30 PM, Mayor's Conference Room

Adjournment

Having no further business to discuss, the meeting was adjourned at 9:00 PM.

Respectfully submitted,

Michael A. Genito