Resolution 6-A

Resolution offered by Mayor Tenke and seconded by:	
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BE IT RESOLVED, that the City Council hereby authorizes the Mayor to submit one-time payment to D&B Engineers and Architects, P.C. in the amount of \$11,800 for the assistance in maintaining the mandated compliance with the New York State DEC general permit for storm water discharges from the municipal separate storm sewer system (MS4).

Resolution offered by Mayor Tenke and seconded b	ру:
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BE IT RESOLVED, that the City Council hereby authorizes the City of Glen Cove and the Glen Cove Community Development Agency, to enter into an agreement with the County of Nassau for the 46th program year (9/1/20-8/31/21) for the purpose of undertaking a community development block grant program and project activities under title I of the Housing and Community Development act of 1974.

Resolution offered by Mayor Tenke and second	nded by:
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BE IT RESOLVED, that the City Council hereby authorizes the Mayor to accept the proposal of and enter into an agreement with Brett Schwab, to provide the City with a Government Accounting Standard Board 75 (GASB 75) full valuation report of postemployment healthcare benefits for 2020 at \$8,100 and an interim valuation report for 2021, at \$3,525.

Fund Line: A1310-55438

Resolution offered by Mayor Tenke and seconded by:	
BE IT RESOLVED , that the City Council hereby authorizes budget transfers ar amendments as submitted and reviewed by the City Controller.	10
(See attached)	

Resolution offered b	y Mayor	r Tenke and	seconded by	y:
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BE IT RESOLVED, that the City Council hereby authorizes the Mayor to enter into oncall agreements with various professionals.

NAME OF CONTRACTOR	PURPOSE OF CONTRACT	COMPENSATION
O'Connor – Petito, LLC	Architectural Planning & Design, Civil/Site Eng., Land Surveying, Water/Wastewater	Negotiated lump sum or Multiplier plus expense
Michel & Associates	Civil/Site Eng., Site Planning, Land Development Planning, Landscape Architecture	Negotiated lump sum or Multiplier plus expense
B. Thayer Associates	Architectural Planning & Design, Civil/Site Eng., Land Surveying, Structural Engineering	Negotiated lump sum or Multiplier plus expense
Cashin Associates	Architectural Planning & Design, Construction Management/Inspection, Environmental Eng., Mechanical/Electrical	Negotiated lump sum or Multiplier plus expense
LiRo Group	Civil/Site Eng., Construction Management/Inspection, Roadway Design, Structural Engineering	Negotiated lump sum or Multiplier plus expense
L.K. McLean Associates, P.C.	Architectural Planning & Design, Civil/Site Eng., Environmental Eng., Roadway Design	Negotiated lump sum or Multiplier plus expense
Land Design Engineering	Civil/Site Eng., Land Surveying, Roadway Design, Traffic Engineering	Negotiated lump sum or Multiplier plus expense
Hirani Engineering & Land Surveying	Civil/Site Eng., Construction Management/Inspection, Land Surveying, Structural Engineering.	Negotiated lump sum or Multiplier plus expense
VHB Engineering	Civil/Site Design, Land Surveying, Roadway Design, Traffic Engineering	Negotiated lump sum or Multiplier plus expense

Resolution offered by Mayor Tenke and seconded by:
BE IT RESOLVED, that the City Council hereby authorizes the Mayor to extend a contract with Cove Animal Rescue (C.A.R.) for operation of an animal shelter located at Shore
Rd., Glen Cove, NY.

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Resolution offered by Mayor Tenke and seconded	by	· ·
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BE IT RESOLVED, that the City Council hereby authorizes the Mayor to enter into a contract with Telstar Integrated Solutions Inc., for City Hall in the amount of \$3,440.

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Resolution offered by	1. 4 TT 1	1 1.11.		
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BE IT RESOLVED, that the City Council hereby appoints Shannon Vulin as Public Relations Officer at an annual salary of \$45,000 effective March 25, 2020.

Budget Line A1210-51101

Resolution offered by	y Mayor Tenke and seconded by	/

WHEREAS, an examination for Payroll Supervisor was given and certified by the Municipal Civil Service Commission of Glen Cove; and

WHEREAS, an eligible list No. 73219 was established by the Municipal Civil Service Commission of Glen Cove; and

WHEREAS, Kakha Lortkipanidze is certified as eligible under list No. 73219 by the Glen Cove Municipal Civil Service Commission is said examination;

NOW, THEREFORE, BE IT RESOLVED, that, effective March 25, 2020, Kakha Lortkipanidze is hereby promoted to Payroll Supervisor with the Finance Department with an annual salary of \$71,549 (Grade 14 Step 12).

Budget Line A1310-51101

Resolution offered by Mayor Tenke and seconded b	y
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WHEREAS, an examination for Water Accounts Supervisor was given and certified by the Municipal Civil Service Commission of Glen Cove; and

WHEREAS, an eligible list No. 70218 was established by the Municipal Civil Service Commission of Glen Cove; and

WHEREAS, Denise M. Sebastiano is certified as eligible under list No. 70218 by the Glen Cove Municipal Civil Service Commission is said examination;

NOW, THEREFORE, BE IT RESOLVED, that, effective March 25, 2020, Denise M. Sebastiano is hereby promoted to Water Accounts Supervisor with the Water Department with an annual salary of \$59,197 (Grade 13 Step 6).

Budget Line F8300-51101

BE IT RESOLVED, that the City Council hereby appoints Erit G. Eguizabal as Tree Trimmer at an annual salary of \$60,841 (Grade 12 Step 9) effective March 25, 2020.

Budget Line A5110-51101

Resolution offered by Mayor Tenke and seconded by:	
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BE IT RESOLVED, that that the City Council hereby appoints Hugo Calderon as Motor Equipment Operator at an annual salary of \$63,270 (Grade 9 Step 15) effective March 25, 2020.

Budget Line A5110-51101

Resolution offered by Mayor Tenke and seconded b	oy:
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BE IT RESOLVED, that that the City Council hereby appoints Glenn Rizzo as seasonal Golf Course Ranger at \$8.25 per hour effective April 1, 2020 through November 30, 2020.

Budget Line A7180-51120

Resolution 6-A





Board of Directors

Steven A. Fangmann, P.E., BCEE President & Chairman Robert L. Raab, P.E., BCEE, CCM Senior Vice President William D. Merklin, P.E. Senior Vice President

February 13, 2020

Louis Saulino, P.E., Director City of Glen Cove Department of Public Works 9 Glen Street Glen Cove, NY 11542

Re:

Proposal for 2020 Stormwater Management Program Services

MS4 Permit Compliance Activities

D&B No. 5317

Dear Mr. Saulino:

D&B Engineers and Architects, P.C. (D&B) is pleased to provide you with this proposal to continue assisting the City in maintaining its mandated compliance with the New York State Department of Environmental Conservation (DEC) General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s). In 2017, DEC administratively extended the current version of the MS4 General Permit (No. GP-0-15-003) in order to maintain continuous coverage during the ongoing Permit renewal process. D&B has been closely monitoring the Permit renewal. Recently, DEC announced that they are working on a *revised* Draft MS4 General Permit, which is expected to be issued for public comment in early spring 2020. It is anticipated that the MS4 General Permit renewal will include additional specific, clear and measurable permit conditions with an emphasis on documentation, information gathering, mapping and evaluation of existing programs.

As part of our annual municipal stormwater tasks for the City, D&B will continue to monitor DEC's Permit renewal process, review the revised Permits and/or policy statements issued by DEC, and submit technical comments to DEC on behalf of the City. If DEC renews the MS4 General Permit this year, D&B can provide a subsequent proposal at that time to address the updated MS4 General Permit provisions and offer selected services aimed at updating the City's Stormwater Management Program (SWMP).

As you are aware, DEC and the United States Environmental Protection Agency (EPA) are continuing to implement their municipal audit/inspection programs and enforce compliance with the mandated and implicit requirements of the current MS4 General Permit. While we cannot predict the severity, degree or scheduling of DEC and EPA future enforcement activities, please be aware that the City is expected to continue implementing its SWMP to meet the specific conditions required for compliance with the MS4 General Permit.

As in previous years, our proposal focuses on the required Annual Report and offers selected services aimed at supporting the City's SWMP in accordance with other provisions of the current MS4 General Permit and anticipated requirements of the MS4 General Permit renewal. We offer the following services based on our monitoring of MS4 General Permit renewal process and DEC/EPA enforcement activities, administrative

FEB 1 8 2020

Page 2

Louis Saulino, P.E., Director City of Glen Cove Department of Public Works February 13, 2020

orders, compliance schedules, fines and our understanding of the Permit provisions upon which they appear to be particularly focused:

Task 1: Prepare 2020 SWMP Annual Report for Submittal to DEC

To assist the City in complying with the annual reporting requirements of the MS4 General Permit, D&B will:

- Review new or revised annual reporting requirements based on new policy statements, guidance memoranda, or forms from federal or state agencies;
- Consult with City staff in person and/or via teleconference to conduct a review of current and anticipated MS4 General Permit requirements; and the City's comprehensive SWMP activities since March 2019;
- Evaluate comments, if any, from DEC on last year's (2018-2019) SWMP Annual Report as applicable;
- Prepare a Draft SWMP Annual Report on the mandated DEC reporting form for review by the City;
- Assist the City in making the Draft SWMP Annual Report available for public review;
- Incorporate comments provided by the City and/or the public on the Draft SWMP Annual Report as applicable; and
- Prepare the Final SWMP Annual Report for signature and submittal by the City to DEC by June 1, 2020.

Task 2: Municipal Facility, Construction Site and Post-Construction SMP Inventories

In accordance with the current MS4 General Permit and to prepare for the anticipated information gathering and mapping requirements of the MS4 General Permit renewal, D&B will assist the City in gathering information for the following three inventories:

- <u>Municipal Facilities and Properties</u> with the facility name, location of the facility (address and/or coordinates), receiving water, contact information, and activities, chemicals and materials present on site.
- <u>Active Construction Sites</u> with the location of the site (address and/or coordinates) and owner/operator contact information.

Page 3

Louis Saulino, P.E., Director City of Glen Cove Department of Public Works February 13, 2020

- <u>Post-Construction Stormwater Management Practices (SMP)</u> with the location of practice (address and/or coordinates), type of practice, maintenance schedule, maintenance procedures, and dates and type of maintenance performed. The inventory will include the following types of SMPs:
 - City-owned
 - Privately-owned practices installed since March 10, 2003 (i.e., as part of a regulated construction project requiring coverage under the DEC SPDES General Permit for Stormwater Discharges from Construction Activity) that discharge to the City's MS4, and
 - Practices found to cause or contribute to water quality standard violations.

As part of this task, D&B will consult with City staff in person and/or via teleconference, and conduct a desktop review of readily available information, maps, drawings, aerial photographs and databases to compile the inventories. D&B will review the most recent DEC database of active and terminated regulated construction projects by year and county. D&B will identify the applicable private construction projects within the City's jurisdiction that would have required a post-construction SMPs. D&B will then request and review the applicant-prepared surveys and/or as-built plans provided by the City to catalog possible applicable practices.

D&B will prepare a tabular and mapped inventory of the identified City facilities, active construction sites, and post-construction SMPs. The inventory will include attributes/fields for the information identified above.

Task 3: Update Stormwater Management Program Documents

Based on Part IV.A of the MS4 General Permit and comments made by DEC and EPA representatives during recent MS4 audits and subsequent notices of violations, the agencies expect municipal SWMP documents and written procedures to be updated on a regular basis to incorporate new or modified SWMP components. D&B last assisted the City in updating the City SWMP documents in 2016. To assist the City in complying with these requirements, D&B will update the relevant City SWMP documents to include recent developed and implemented City SWMP elements and goals.

Task 4: Municipal Stormwater Management Program Training

D&B staff will conduct a 2-hour training session at a mutually convenient day and time at a City facility. The training session will be designed for appropriate City personnel involved in implementing and/or monitoring the City SWMP. The training session will include lectures, slide presentations, videos, and Q&A that focus on the best management practices and reporting requirements in the City SWMP Plan and written procedures. The training sessions will be consistent with the education/training requirements of the MS4 General Permit and can be used to satisfy the reporting requirement for training on the City SWMP Annual Report.

Page 4

Louis Saulino, P.E., Director City of Glen Cove Department of Public Works February 13, 2020

COST

Our lump sum costs are presented in the table below. Please check the appropriate box(es) for those task(s) you wish D&B to provide and sign below under "Accepted By."

Deliverable		Lump Sum Cost	Accepted	
Task 1	2020 SWMP Annual Report	\$3,600		
Task 2	Facility, Construction Site and SMP Inventories	\$3,700		
Task 3	Update SWMP Documents	\$3,000		
Task 4	Municipal SWMP Training	\$1,500		

We have appreciated the opportunity to assist the City with stormwater management in the past and look forward to continuing those efforts. If there are any questions, please do not hesitate to call me at (516) 364-9890.

Very truly yours,

Meredith A. Byers

Associate

MAB/KMRt/cf •5317\MAB021320LS_Ltr

ACCEPTED BY:			
	Signature	Date	
	Name		

Resolution 6-B



CDBG 46th YEAR APPLICATION SUMMARY (Funding 9/1/20 - 8/31/21)

The CDA acts as agent for the City in the administration of this programs funding. CDA board reviewed and approved the proposed activities and dollar amounts application at its meeting on March 10, 2020 totaling \$430,000.00* as follows:

MUNICIPAL ACTIVITIES:

•	Administration	\$	60,000.00
•	Commercial Rehabilitation	\$	40,000.00
•	Disposition	\$	75,000.00
•	Acquisition/Spot Blight	\$	45,000.00
•	Residential Rehabilitation	\$	30,000.00
•	Public Facilities & Improvements		
	-PF&I North Shore Historic Museum	\$	5,000.00
	-PF&I Street & Sidewalk Pedestrian Imps.	\$	65,000.00
	-PF&I Pryibil Beach Pier	\$	60,000.00
	MUNICIPAL ACTIVITY SUBTOTAL	\$3	380,000.00

PUBLIC SERVICE AGENCY PROGRAMS:

	PUBLIC SERVICE AGENCY SUBTOTAL	\$ 50,000.00
•	La Fuerza Legal Assistance Program\$4,000	
•	EOC Summer Program\$4,000	
•	Boys & Girls Club Summer Program \$8,500	
•	Child Day Care Healthy Hearts Program.\$7,000	
•	Sr. Center Project Beacon\$9,000	
•	Youth Bureau Employment Program\$8,500	
•	SAFE Community Counseling\$9,000	

TOTAL GRANT APPLICATION: \$430,000.00 A RESOLUTION AUTHORIZING THE CITY OF GLEN COVE (SUBRECIPIENT) AND THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY, ACTING AS AGENT FOR THE CITY (AGENT), TO ENTER INTO AN AGREEMENT WITH THE COUNTY OF NASSAU FOR THE 46TH PROGRAM YEAR (9/1/20-8/31/21) FOR THE PURPOSE OF UNDERTAKING A COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND PROJECT ACTIVITIES UNDER TITLE I OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED

WHEREAS, the Secretary of the U.S. Department of Housing and Urban Development is authorized under Title I of the Housing and Community Development Act of 1974, as amended, to make grants and loans to states and other units of general local government to help finance Community Development Programs and Project Activities;

WHEREAS, the Secretary of the U.S. Department of Housing and Urban Development has approved an application for Community Development Block Grant Funds, under Title I of the Housing and Community Development Act of 1974, submitted by the COUNTY to finance certain project activities, including rehabilitation, economic development and public service projects in the City of Glen Cove; and

WHEREAS, the COUNTY and SUBRECIPIENT entered into a renewable Cooperation Agreement to participate in a Nassau County Community Development Program for a term of three (3) years, under Title I of the Housing and Community Development Act of 1974, as amended (the "Act"); and

WHEREAS, pursuant to said Cooperative Agreement, the COUNTY, SUBRECIPIENT and AGENT have agreed to undertake project activities using Community Development Block Grant Funds to be received by the COUNTY from the U.S. Department of Housing and Urban Development; and

WHEREAS, the City Council of the City of Glen Cove deems it to be in the public interest for the SUBRECIPIENT and AGENT to participate in the CDBG 46th Program Year and to execute any and all agreements or other documentation necessary to ensure and guarantee the SUBRECIPIENT and AGENT'S participation therein and obligations therein for the purpose of undertaking project activities set forth therein and above, under Title I of the Housing and Community Development Act of 1974, as amended;

NOW, THEREFORE, BE IT RESOLVED, that the SUBRECIPIENT and its AGENT shall participate in the 46th Program Year and that Mayor Timothy Tenke is hereby authorized to execute any and all agreements or other documentation necessary to ensure and guarantee the SUBRECIPIENT'S and AGENT's participation therein and obligations therein for the purpose of undertaking project activities set forth therein and above, under Title I of the Housing and Community Development Act of 1974, as amended.

Resolution 6-C



City of Glen Cove Statement of Work for GASB 75 Actuarial Services

The purpose of this Statement of Work, dated January 28, 2020, is to describe the scope of services ("Services") the City of Glen Cove ("Client" or "you") is requesting Schwab Actuarial Services to perform, and to set forth the agreed fees, timing and other matters related to the Services.

The services we will provide

The Services we will provide under this Statement of Work consist of actuarial and benefits advisory services related to your offered post-employment benefits other than pensions (OPEB) for the fiscal years 2020 and 2021. Specifically, we shall provide the following actuarial and consulting services related to compliance with GASB 75 accounting and financial reporting for your OPEB plans:

- We shall assist you by providing actuarial valuation and consulting services related to all OPEB plans identified;
- Facilitate the selection of reasonable actuarial assumptions for purposes of GASB 75 compliance;
- Develop annual OPEB costs and Net OPEB Liability for financial reporting purposes according to GASB 75;
- · Present results to the relevant audience within your group telephonically; and,
- Prepare a written actuarial valuation report documenting the results under GASB 75.

Specific steps necessary to satisfy the accounting and financial reporting standards of employers mandated under GASB 75 include:

Data review

Utilizing accurate participant data and claims information is essential for an OPEB actuarial valuation. This task involves analyzing the relevant participant census and claims data for reasonableness and integrity. All data from you is to be complete and accurate. If errors and inconsistencies are identified, you will correct and resubmit for valuation.

In order to complete this task, we will:

- Discuss the data collection procedures with appropriate Client personnel;
- Provide a spreadsheet that you will populate with plan and census information; and
- Review plan provisions and research any alternative plans that may exist if any alternative plans exist, they will be considered out of scope.

For financial reporting purposes under GASB 75, a full actuarial valuation is required at least biennially for OPEB plans. In years one and three a full actuarial valuation is completed to determine the OPEB costs and liabilities, and in years two and four the costs and liabilities are generated by utilizing the prior year demographic information and adjusting for changes in the economic environment. Collecting and analyzing claims and participant census data will occur every other year, unless there are significant changes in the plan or covered population. A new full valuation should be performed if, since the previous valuation, there has been a change in the accounting standard, significant changes in benefit provisions, the size or composition of the population covered by the plan, or other factors that impact long-term assumptions.

Determination of Actuarial Assumptions

The selection of actuarial assumptions will be guided by applicable actuarial standards. This involves an analysis of the actuarial assumptions (both economic and non-economic). The final assumptions are selected by you and we will perform a review and provide information which will enable you to select the appropriate actuarial assumptions as required under the GASB standards.

We will:

- Analyze plan claims experience, to the extent that credible experience data are available, and the underlying cause of any recent premium rate fluctuations if necessary;
- As appropriate, provide a range of reasonable assumptions to be used in calculating the OPEB liabilities;
- Increase your understanding of the assumptions used in the actuarial valuation;
- Discuss the assumptions with you and your members personnel to gain an understanding of the various issues impacting the assumptions; and
- Compare those assumptions with the assumptions used by other public organizations.

Actuarial Valuation

This task incorporates the agreed upon actuarial assumptions and various actuarial methods to determine the OPEB costs and liabilities. We will:

- Establish an actuarial model for evaluating benefit liabilities under the substantive plan (the plan as understood by you and plan members); and
- Calculate and measure the present value of projected benefits, normal cost, actuarial accrued liability, actuarial value of assets, etc.

Preparation of GASB Accounting Information

This task incorporates the agreed upon actuarial assumptions and various actuarial methods to determine the OPEB costs and liabilities. We will:

- Calculate the applicable Total and Net OPEB Liabilities, the sources of changes, the applicable fiscal year OPEB Expense, etc.; and
- Prepare exhibits for employer financial reporting (GASB 75).

Actuarial Valuation Report and Recommendations

This task involves preparing an actuarial valuation report containing:

- Executive summary of results;
- Exhibits containing information relevant to satisfying disclosure requirements under GASB 75;
- Allocation of the OPEB Expense and Net OPEB Liability into Bargaining Unit;
- Summary of census data;
- Summary of actuarial assumptions; and
- Summary of plan provisions.

In addition, we will include telephonic support with the auditor to discuss the report.

Engagement Team

Your engagement team for this scope of work will include:

 Brett Schwab, ASA, EA, MAAA, Principal & Lead Actuary, who will oversee and review the actuarial work. His direct telephone number is 312-244-9022.

Delivering the services

Prior to the commencement of work, we will discuss with you and/or management to establish expected timeframe and deliverables for Services listed above, including management's role and the additional resources allocated to the project.

Limitations

Our responsibility under this Statement of Work extends only to Services we expressly agree to provide herein. Our responsibility does not include, for example, studies, detailed research or analysis not specifically set forth in this Statement of Work. If such items arise or you request additional Services we will provide you a fee estimate and a new Statement of Work before we invest significant professional time.

Fees and payment terms

<u>Service</u>	<u>Fixed Fee</u>
Fiscal Year 2020 (full valuation)	\$8,100
Fiscal Year 2021 (interim valuation)	\$3,525

The above fixed fees are based upon the following assumptions:

- Timely and complete information is received from the Client.
- The participant data is provided in a form compatible with Microsoft Excel and in the format requested.
- The scope of the engagement does not expand beyond that described in this proposal.

We will discuss with you circumstances that require us to do additional work which may include, but are not limited to, work to satisfy our obligations under applicable professional standards including additional fact gathering, analysis and preparation of disclosure forms, unforeseen scope changes, and late or incomplete client provided information. If it appears that the stated fee will be exceeded, we will consult with you before continuing with the engagement.

Agreed and accepted

CITY OF CLEN COVE

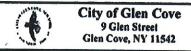
The undersigned hereby agree to the terms and conditions as set forth above.

OIT OF GEEN COVE	
Ву:	Date:
SCHWAB ACTUARIAL SERVICES	
Brett Schwab, ASA, EA, MAAA	Date: <u>January 28, 2020</u>

Principal & Lead Actuary

Resolution 6-D





BUDGET TRANSFER FORM

DEPARTMENT: CONTINGENCY

BUDGET YEAR 2020

ACCOUNTE	ACCOUNT DESCRIPTION				
A1990-55940	CONTINGENCY	125,000	ζ.		
A1680-55407	EQUIPMENT SERVICES	i	112,500		
A1680-55438	CONTRACTS		12,500		
)			
Reason for Transfer:					
TO TRANS	FER FUNDS FROM INFORMA	TION TECHNO	DLOGY		
TO CON	TINGENCY RESULTING FRO	M ALTERNAT	IVE		
FINA	NCING OF IT INFRASTRUCTU	JRE PROJECT			
(ORIGINALLY BUDGET	D IN GENERAL FUND BUT MORE FAVORA	ABLE FINANCING IN	CAPITAL FUND)		
			-		
Department Head Signa	2.1111	Date:	CH 16, 2020		
City Controller Approve	alic brilles for	Date: MAR	CH 16, 2020		
City Council Approval -	- Resolution Number:	Date:			