

1. Agenda

Documents: [AGENDA 05-05-16.PDF](#)

2. Supporting Documents

Documents: [MEETING DOCS 050516.PDF](#)

3. Claims Analysis 050516

Documents: [CLAIMS ANALYSIS 050516.PDF](#)

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK**

May 5, 2016

5:30 P.M.

AGENDA

Present: Mayor James Calnon, Councilors Rachele Armstrong (W1), Mike Kelly (W2), Dale Dowdle (W3), Paul O’Connell (W4), Becky Kasper (W5), Joshua Kretser (W6)

Absent:

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the regular meeting of the Common Council held on April 21, 2016 a Special Meeting held on April 28, 2016 are approved and placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the weeks ending April 27, 2016 in the amount of **\$ 368,477.22** and May 4, 2016 in the amount of **\$ _____** are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the weeks of April 21 – May 4, 2016
- Report from the Building Inspector’s office May 3, 2016
- Statement from the City Clerk’s Office of all monies received during the month April 2016 in the total amount of \$9,437.83
- Report from the Parking Violations Bureau for April 2016

RESOLVED: That the reports as listed are hereby ordered received and placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the weeks ending April 29, 2016 in the amount of \$ 1,774,803.03 and May 6, 2016 in the amount of \$ _____ are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

6. PERSONS ADDRESSING COUNCIL:

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves SUNY Plattsburgh Club Caribbean to hold a “Street Jam Carnival” on September 3, 2016 from 1:00pm -5:00 pm blocking off a section of Rugar Street from Memorial Hall to Mason Hall. Insurance proof is required.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted ____ Defeated ____ Withdrawn ____ Tabled ____

Follow up Action:

B. RESOLVED: In accordance with the request therefore the Common Council approves the City Recreation Center to continue the Veterans Affairs agreement to offer free memberships to Veterans enrolled in the MOVE Program without restrictions on usage.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

C. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.50 to include the additional \$110,900 of cost to complete the work on Hamilton Street by reducing the cost related to Haley Drive by the same amount. This revision will not require an amendment to the bond resolution authorized September 3, 2015, providing funding to the project.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

D. RESOLVED: In accordance with the request therefore the Common Council approves Contract #2016-03 "Hamilton Street Roadway Improvements" be awarded to Steven E Fuller Inc. for the bid price of \$314,900. Source of funding is Capital project H5110.50 "2015 Street Resurfacing and Improvements."

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

E. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.57 to include \$190,000 for the resurfacing of Sandra Avenue from Park Avenue West to Terrace West in the 2016 Street Resurfacing project.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

8. TRAVEL REQUEST:

A. RESOLVED: In accordance with the request therefore the Common Council approves two Police Department employees to attend “New York State Association of Chiefs of Police Annual Conference” from July 10 -14, 2016 in Buffalo, NY the total cost will not exceed \$2,424 and will be expensed out of the Asset Forfeiture fund.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

10. NEW BUSINESS:

11. CLOSING PUBLIC COMMENTS:

Motion to Adjourn by Councilor _____; Seconded by Councilor _____

Roll call Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

MEETING ADJOURNED: _____



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7549
Fax: 518-561-8236
lawliss@divofplattsburgh-ny.gov

MEMO

TO: Mayor James Calnon
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: May 5, 2016

RE: Fire and Ambulance Responses

For this two week period: Thursday, April 21, 2016 through Wednesday, May 4, 2016
our Department has responded to the following:

Fire Calls

37

- 1 building fire
- 5 system activation
- 13 EMS assist
- 10 MVA
- 1 cooking fire
- 1 unauthorized burning
- 1 smoke/odor removal
- 1 excessive heat/scorch burns
- 1 outside rubbish/trash fire
- 1 chimney/flue fire
- 1 dispatched cancelled enroute
- 1 natural vegetation fire

Ambulance Calls

98

Mutual Aid by CVPH

10

05/03/2016 09:59
1427dhep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 1
picvirpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 04/19/16 TO 05/03/16

| COMPLAINT/VIOLATION TYPE | TOTAL REPORTED |
|--------------------------|----------------|
| FIRE SAFETY | 1 |
| GARBAGE | 4 |
| PROPERTY MAINTENANCE | 6 |
| ZONING VIOLATION | 1 |
| DEPARTMENT TOTALS | 12 |
| REPORT TOTALS | 12 |

** END OF REPORT - Generated by Denise Nephew **



REPORTING PERIOD: 04/19/16 TO 05/03/16



| REFERENCE CASE | LOCATION | COMMENT | AREA SOURCE | RESPONSIBLE PARTY SEVERITY | CREATED COMPLETED |
|----------------|----------|---------|-------------|----------------------------|-------------------|
|----------------|----------|---------|-------------|----------------------------|-------------------|

287 146 PINE ST
 VIOLATION SEVERITY 0
 PROPERTY MAINTENANCE
 AT 146 PINE ST. APART. #2 STAIRS VERY WOBBLY, STEEP & NARROW. FLOOR IN APART IN SLANTED. OUTSIDE BEFORE GOING IN ROOFING HE
 LD UP BY JACK. FROM FLOOR - CEILING. WANTS INSPECTED. LANDLORD NOT FIXED ANYTHING. MOVED IN NOVEMBER
 CECIL RESSLER
 04/29/2016

| STEPS | ACTION TYPE | STATUS | NOTICE | SCHEDULED | STARTED | COMPLETED |
|-------------------|-------------|--------|--------|-----------|---------|-----------|
| INITIAL INSPECT | INSPECTION | NEW | NOTICE | 05/01/16 | | |
| NOTICE | INSPECTION | NEW | NOTICE | | | |
| FOLLOW UP | INSPECTION | NEW | LETTER | | | |
| ORDER REMEDY | NOTICE | NEW | | | | |
| APPEARANCE TICKET | OTHER | NEW | | | | |

INSPECTION INSPECTOR
 COMPLAINT KYLE BURDO
 COMPLAINT KYLE BURDO
 REQUESTED 05/01/16
 SCHEDULED 05/01/16
 RESULTS
 FEE AMOUNT
 .00
 .00
 .00
 COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT ANON
 TINA LAFOUNTAIN N
 Y
 04/29/2016
 CONT DATE
 CONT TIME
 RESPONSE
 04/25/2016

282 15 COUCH ST
 VIOLATION SEVERITY 0
 PROPERTY MAINTENANCE
 AT 15 COUCH ST. KIDS TOOK APART BARRIER ON DRIVEWAY FRONT DOOR PORCH. LEFT TARP NEEDS TO BE TAKEN DOWN AND REPLACED. GARBAGE
 BUCKET BLOWING AROUND. PLEASE PICK UP. RAKE FRONT YARD SETBACK. TONS OF GLASS & DEBRIS IN IT.
 8 DAYS OPEN
 55 ELM STREET PROPERTIES INC
 PHONE CALL 0
 COMPLY BY COMPLETED

| STEPS | ACTION TYPE | STATUS | NOTICE | SCHEDULED | STARTED | COMPLETED |
|-------------------|-------------|--------|--------|-----------|---------|-----------|
| INITIAL INSPECT | INSPECTION | NEW | NOTICE | 04/27/16 | | |
| NOTICE | INSPECTION | NEW | | | | |
| FOLLOW UP | INSPECTION | NEW | LETTER | | | |
| ORDER REMEDY | NOTICE | NEW | | | | |
| APPEARANCE TICKET | OTHER | NEW | | | | |

INSPECTION INSPECTOR
 COMPLAINT JOSEPH MCMAHON
 COMPLAINT JOSEPH MCMAHON
 REQUESTED 04/27/16
 SCHEDULED 04/27/16
 RESULTS
 FEE AMOUNT
 .00
 .00
 .00
 COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT ANON
 KLEPPER CAROL J N
 N
 04/25/2016
 CONT DATE
 CONT TIME
 RESPONSE

285 253 MARGARET ST
 COMPLAINT/VIOLATION TOTALS .00
 ANDREW E JUR BRAULT
 0
 04/26/2016
 05/02/2016

REFERENCE LOCATION
 COMPLAINT/VIOLATION CASE
 COMMENT
 AREA SOURCE
 RESPONSIBLE PARTY SEVERITY
 CREATED COMPLETED

INSPECTION INSPECTOR
 COMPLAINT KEN PRIMARD
 COMPLAINT/VIOLATION TOTALS
 REQUESTED SCHEDULED RESULTS FEE AMOUNT
 04/25/16 04/25/16 04/26/16 PASSED .00

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
 D'ANGELO YVONNE A N Y 04/20/2016
 VIOLATION SEVERITY AREA CALCOM PROPERTIES LLC 04/28/2016
 FIRE SAFETY 0
 AT 5108 NO. CATHERINE ST. UTILITIES IN OWNERS NAME. 1. CALCOM(OWNER) HAND WRITES INVOICES FOR UTILITIES FOR TENANTS TO PAY. 2
 . TENANTS BEING CHARGED FOR 2 ELECTRICAL BOXES. 3. OWNER CHARGING 2 APARTMENTS FOR WATER IN HOUSE(#1E#3). 5 DAYS OPEN
 COMPLAINT/VIOLATION TOTALS

STEPS INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
 NOTICE INSPECTION NEW 04/30/16
 FOLLOW UP NEW
 ORDER REMEDY NEW
 APPEARANCE TICKET OTHER LETTER
 INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
 COMPLAINT KEN PRIMARD 04/30/16 04/30/16 .00
 COMPLAINT KEN PRIMARD .00
 COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
 KIRSTEN JOHNSON N Y 04/28/2016
 VIOLATION SEVERITY AREA PHONE CALL 0 RITA BELL 04/25/2016
 GARBAGE 0
 53 STANDISH ST. GARBAGE AND TOYS ALL LEFT OUTSIDE. HOUSE ABANDONED. OUTSIDE A MESS. 8 DAYS OPEN

STEPS INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
 NOTICE INSPECTION NEW 04/26/16
 REINSPECT NEW
 ORDER PICK UP OTHER
 INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
 COMPLAINT KYLE BURDO 04/26/16 04/26/16 .00
 COMPLAINT KYLE BURDO .00
 COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
 KIRSTEN JOHNSON N Y 04/28/2016
 VIOLATION SEVERITY AREA PHONE CALL 0 RITA BELL 04/25/2016
 GARBAGE 0
 53 STANDISH ST. GARBAGE AND TOYS ALL LEFT OUTSIDE. HOUSE ABANDONED. OUTSIDE A MESS. 8 DAYS OPEN

05/03/2016 09:59
1427dhep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT



P
plcivlrpt
6

REPORTING PERIOD: 04/19/16 TO 05/03/16

DEPARTMENT: Building Inspector
REFERENCE LOCATION
CASE
COMPLAINT/VIOLATION

COMMENT
AREA SOURCE RESPONSIBLE PARTY SEVERITY

CREATED
COMPLETED

276 55 MILLER ST

VIOLATION SEVERITY IN PERSON 0 COMPLY BY COMPLETED

04/19/2016

PROPERTY MAINTENANCE
AT 55 MILLER ST. PORCH FROM 59 MILLER ON HIS PROPERTY. WANTS REMOVED. FEELS CRITTERS FROM 55 MILLER GONE OVER TO HIS BASEMENT AND DESTROYED HIS BELONGINGS. DESTROYED PLANTS THAT MR. GARROW HAS INSTALLED.

STEPS
INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
NOTICE INSPECTION NEW NEW 04/21/16
FOLLOW UP INSPECTION NEW NEW
ORDER REMEDY NOTICE LETTER
APPEARANCE TICKET OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT KEN PRIMARD 04/21/16 04/21/16 .00
COMPLAINT KEN PRIMARD

COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT ANON FL UP CONT DATE CONT TIME RESPONSE
RALPH GARROW N N 04/19/2016

278 6 COUCH ST

VIOLATION SEVERITY AREA 0 ROBERT W KLINE COMPLY BY COMPLETED

04/20/2016

GARBAGE AT 6 COUCH ST. GARBAGE OUT FOR 1 WK. TENANT MOVED OUT LAST WEEK. 13 DAYS OPEN

STEPS
INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
NOTICE INSPECTION NEW NEW 04/21/16
REINSPECT INSPECTION NEW NEW
ORDER PICK UP OTHER NEW

INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
COMPLAINT CLAUDE BOUGHARD 04/21/16 04/21/16 .00
COMPLAINT CLAUDE BOUGHARD

COMPLAINT/VIOLATION TOTALS .00

279 U S AVE

VIOLATION SEVERITY EMAIL AREA 0 PARC COMPLY BY COMPLETED

04/20/2016
04/29/2016

GARBAGE AT OLD BASE HOSPITAL NY ROAD - OLD TELEVISIONS & TRASH ON PROPERTY. LARGE PILE OF DIRT.
STEPS
INITIAL INSPECT ACTION TYPE STATUS NOTICE SCHEDULED STARTED COMPLETED
INSPECTION INSPECTION DOME 04/21/16

05/03/2016 09:59
1427dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

7
picv1xpc

DEPARTMENT: Building Inspector

REPORTING PERIOD: 04/19/16 TO 05/03/16

| REFERENCE CASE | LOCATION | COMMENT | AREA SOURCE | RESPONSIBLE PARTY SEVERITY | CREATED COMPLETED |
|----------------|----------|---------|-------------|----------------------------|-------------------|
|----------------|----------|---------|-------------|----------------------------|-------------------|

| | | | | | |
|---------------|-------------|------------|-----------|-----------|------------|
| REINSPECTION | | NOTICE | | | 04/27/16 |
| REINSPECT | | INSPECTION | | | 04/27/16 |
| ORDER PICK UP | | OTHER | | | 04/27/16 |
| | | | DONE | | 04/26/16 |
| | | | DONE | | 04/26/16 |
| | | | NEW | | 04/26/16 |
| INSPECTION | INSPECTOR | | REQUESTED | SCHEDULED | |
| COMPLAINT | KEN PRIMARD | | 04/29/16 | 04/29/16 | 04/29/16 |
| COMPLAINT | KEN PRIMARD | | 04/26/16 | 04/26/16 | 04/26/16 |
| | | | | | RESULTS |
| | | | | | PASSED |
| | | | | | FAILED |
| | | | | | FEE AMOUNT |
| | | | | | .00 |
| | | | | | .00 |
| | | | | | .00 |
| | | | | | .00 |

DEPARTMENT TOTALS
COMPLAINT/VIOLATION ACTIVITY 04/19/16-05/03/16: 12 COMPLAINTS/VIOLATIONS 6 COMPLETED

REPORT TOTALS
COMPLAINT/VIOLATION ACTIVITY 04/19/16-05/03/16: 12 COMPLAINTS/VIOLATIONS 6 COMPLETED

** END OF REPORT - Generated by Denise Nephew **



CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of: "Apr16

| REVENUE SOURCE | CITY REVENUE | DUE OTHERS | TOTAL |
|---------------------------------------|-------------------------------------|-------------------|-------------------|
| Bingo Licenses (City) 25-2540 | 0.00 | | 0.00 |
| Bingo Licenses (State) 1-0632 | 0.00 | | 0.00 |
| Bingo License Fees 3% 25-2540 | 1080.64 | | 1080.64 |
| Building Permits 25-2555 | 0.00 | | 0.00 |
| Circus License 25-2502 | 0.00 | | 0.00 |
| City Code 12-1255 | 0.00 | | 0.00 |
| Code Civil Compromise 26-2614 | 0.00 | | 0.00 |
| Contractor Fees 25-2557 | 0.00 | | 0.00 |
| Dog Licenses 25-2542 | 270.00 | | 270.00 |
| State Neuter/Spay surcharge | | 40.00 | 40.00 |
| Extract of Records 12-1255 | 65.70 | | 65.70 |
| Game of Chance Lic. (City) 25-2541 | 0.00 | | 0.00 |
| Game of Chance Lic. (State) 1-0632 | 0.00 | | 0.00 |
| Gas Permits 15-1540 | 0.00 | | 0.00 |
| Going Out of Business Lic 25-2509 | 0.00 | | 0.00 |
| Hauler's Licenses 25-2505 | 0.00 | | 0.00 |
| Housing Code 21-2110 | 0.00 | | 0.00 |
| Impound Fees 15-1550 | 0.00 | | 0.00 |
| Interest Temp 1124-2401 | 2.49 | | 2.49 |
| Jeweler's Licenses 25-2503 | 0.00 | | 0.00 |
| Marriage Licenses 25-2545 | 227.50 | 292.50 | 520.00 |
| Notary Fees 12-1255 | 0.00 | | 0.00 |
| Peddler/Vendor Licenses 25-2503 | 455.00 | | 455.00 |
| Returned Check Charges 12-1255 | 0.00 | | 0.00 |
| Sign Permits 25-2590 | 0.00 | | 0.00 |
| Specifications T-30 | | 135.00 | 135.00 |
| Special Use Permits 21-2110 | 0.00 | | 0.00 |
| Subdivision Fee 21-2110 | 0.00 | | 0.00 |
| Subdivision Ordinance 12-1255 | 0.00 | | 0.00 |
| Taxi Operator's Licenses 25-2507 | 400.00 | | 400.00 |
| Taxi Vehicle Licenses 25-2504 | 340.00 | | 340.00 |
| Tree/Stump Removal License 25-2508 | 360.00 | | 360.00 |
| Vital Statistics 16-1603 | 5524.00 | | 5524.00 |
| Zoning Ordinances 21-2110 | 0.00 | | 0.00 |
| Zoning Variances 21-2110 | 0.00 | | 0.00 |
| OTHER REVENUE | | | |
| Riverwalk 1127-2753 | 45.00 | | 45.00 |
| Auditorium 1127-2752 | 200.00 | | 200.00 |
| Centennial Plaques 1127-2705 | 0.00 | | 0.00 |
| Lake Champlain Memorial 1127- | 0.00 | | 0.00 |
| RECOVERED FUNDS | | | |
| Telephone 1-1410000-4414 | 0.00 | | 0.00 |
| Postage 1-1410000-4470 | 0.00 | | 0.00 |
| Print & Copy 1-1410000-4431 | 0.00 | | 0.00 |
| DISBURSEMENTS: | | \$8,970.33 | \$467.50 |
| N.Y.S. Dept of Health \$292.50 | Check No 1400 | | |
| N.Y.S. Dept of Ag & Mkts \$40.00 | Check No 1401 | | |
| | Total Paid Others: | | \$332.50 |
| ADJUSTMENT: None | | | |
| Chamberlain (Spec. Deposits) \$135.00 | Check No 1402 | | |
| Chamberlain (Net Revenues) \$8,970.33 | Check No 1403 | | |
| | Amount Due City Chamberlain: | | \$9,105.33 |
| | | | \$9,437.83 |

Dated at Plattsburgh, New York

Sylvia Parrotte 5/4/16
Sylvia Parrotte,
City Clerk

04-May-16



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York
518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

May 2, 2016

Mayor James E. Calnon
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for April 2016.

Respectfully Submitted,

Chief Desmond J. Racicot
Plattsburgh Police Department

HLS

PARKING VIOLATIONS BUREAU

Monthly Report for April 2016

| | <u>Apr 2016</u> | <u>Apr 2015</u> |
|--------------------|-----------------|-----------------|
| TICKETS ISSUED: | 219 | 338 |
| TICKETS COLLECTED: | 211 | 272 |
| REVENUE FOR MONTH: | \$5,749.00 | \$7,830.5 |

YEAR TO DATE TOTALS:

| | <u>Apr 2016</u> | <u>Apr 2015</u> |
|--------------------|-----------------|-----------------|
| TICKETS ISSUED: | 1111 | 912 |
| TICKETS COLLECTED: | 1019 | 817 |
| REVENUE: | \$26,144.25 | \$26,282.25 |

COMPARISON: Parking tickets issued for Apr. 2016: Down 119
 Parking tickets collected for Apr. 2016:Down 61
 Revenue for Apr. 2016: Down \$2,081.50
 Amount Dismissed: \$820.25

Breakdown for December

CITY OF PLATTSBURGH PARKING TICKET SYSTEM

4/30/2016

SUMMARY OF PARKING TICKETS - BY OFFICER

| VL --DESCRIPTION-- | MANUAL-MTD | MANUAL-YTD | HH-MTD | HH-YTD | -VALUE-MTD- | -VALUE-YTD- |
|----------------------|------------|------------|--------|--------|-------------|-------------|
| 1 HANDICAP | 0 | 7 | 11 | 11 | 35 | 984 |
| 2 NO PARKING | 1 | 10 | 46 | 46 | 232 | 765.75 |
| 3 OVERTIME 10 MIN | 0 | 1 | 12 | 12 | 54 | 208.5 |
| 4 OVERTIME 30 MIN | 0 | 0 | 14 | 14 | 73 | 221.25 |
| 5 OVERTIME 2 HRS | 0 | 0 | 18 | 18 | 208 | 318 |
| 6 NO STAND/STOP | 0 | 0 | 1 | 1 | 1 | 15 |
| 7 FIRE HYDRANT | 0 | 0 | 34 | 34 | 78 | 1817 |
| 8 FIRE LANE | 0 | 0 | 0 | 0 | 0 | 0 |
| 10 BLOCKING SIDEWALK | 0 | 1 | 4 | 4 | 24 | 83.25 |
| 11 LEFT WHEEL CURB | 0 | 0 | 0 | 0 | 0 | 0 |
| 12 BLOCKING XWALK | 0 | 1 | 2 | 2 | 6 | 38.25 |
| 13 BLOCK DRIVEWAY | 0 | 1 | 0 | 0 | 5 | 0 |
| 14 LOADING ZONE | 0 | 0 | 0 | 0 | 0 | 0 |
| 15 DOUBLE PARK | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 TOO CLOSE INTERSE | 0 | 0 | 0 | 0 | 0 | 0 |
| 18 OBST. LANE | 0 | 0 | 0 | 0 | 1 | 0 |
| 19 TAXI ONLY | 0 | 3 | 12 | 12 | 28 | 216 |
| 20 BUS STOP | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 WRONG WAY | 0 | 0 | 0 | 0 | 0 | 0 |
| 23 EMPLOYEE PERMIT | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 PARKING BAN | 0 | 0 | 0 | 0 | 0 | 0 |
| 25 UNINSPECTED | 0 | 9 | 17 | 17 | 64 | 666 |
| 26 OVERTIME PARKING | 0 | 0 | 0 | 0 | 12 | 0 |
| 27 OVERTIME 4 HOUR | 0 | 0 | 0 | 0 | 0 | 210.75 |
| 40 UNREGISTERED | 0 | 0 | 4 | 4 | 6 | 0 |
| 41 DOUBLE PARK | 0 | 0 | 0 | 0 | 0 | 201.5 |
| | | | | | | 0 |
| | | | | | | 3780 |
| | | | | | | 4846.75 |
| | | | | | | 1437 |
| | | | | | | 1593 |
| | | | | | | 5328.75 |
| | | | | | | 15 |
| | | | | | | 4385.5 |
| | | | | | | 0 |
| | | | | | | 516 |
| | | | | | | 0 |
| | | | | | | 113.25 |
| | | | | | | 166.5 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 35 |
| | | | | | | 615 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 4066 |
| | | | | | | 210.75 |
| | | | | | | 0 |
| | | | | | | 303 |
| | | | | | | 0 |

| | | | | | | | |
|--------------------|---|---|---|---|----|--------|----------|
| 42 NO PARKING | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 43 NO STANDING | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 44 SIDEWALK | 0 | 1 | 0 | 0 | 1 | 0.00 | 30.00 |
| 45 INTERSECTION | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 46 CROSSWALK | 0 | 0 | 0 | 0 | 1 | 0.00 | 15.00 |
| 47 ZONE/CURB | 0 | 0 | 0 | 0 | 2 | 0.00 | 70.00 |
| 52 HIGHWAY | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 53 RDW/ROW | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 54 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 55 TAXI ZONE | 0 | 1 | 7 | 0 | 33 | 118.50 | 693.00 |
| 56 BUS ZONE | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 57 CROSSWALK 20' | 0 | 0 | 1 | 0 | 3 | 15.00 | 108.00 |
| 60 OBST. SIDEWALK | 0 | 0 | 0 | 0 | 3 | 0.00 | 60.00 |
| 62 FIRE HYDRANT | 0 | 0 | 0 | 0 | 1 | 0.00 | 15.00 |
| 63 UNLAWMOV | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 64 WWY2WAY | 1 | 1 | 6 | 0 | 55 | 135.75 | 1,085.50 |
| 65 WWY1WAY | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 67 ANGLE | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 68 OVERLINE | 0 | 0 | 4 | 0 | 14 | 63.00 | 245.25 |
| 69 OVERTIME 10 MIN | 0 | 0 | 0 | 0 | 1 | 0.00 | 15.00 |
| 70 OVERTIME 30 MIN | 0 | 0 | 0 | 0 | 5 | 0.00 | 75.00 |
| 71 OVERTIME 1 HR | 0 | 0 | 0 | 0 | 10 | 0.00 | 324.75 |
| 72 OVERTIME 2 HR | 0 | 0 | 1 | 0 | 10 | 15.00 | 150.00 |
| 73 OVERTIME 4 HR | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 78 TIME LOADING | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 79 EMERGENCY | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 80 FIRELANE | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 81 HANDICAP | 0 | 0 | 1 | 0 | 1 | 75.00 | 75.00 |
| 82 TRAILER | 0 | 0 | 1 | 1 | 1 | 41.00 | 41.00 |
| 86 SNOW BAN | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 87 LIM SNOW BAN | 0 | 0 | 0 | 0 | 31 | 0.00 | 1,621.50 |
| 88 UNINSPECTED | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 89 UNREG MV | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 90 NO PARKING EVEN | 0 | 0 | 1 | 1 | 1 | 23.25 | 23.25 |

| | | | | | | |
|----------------------|---|----|-----|------|----------|-----------|
| 91 NO PARKING ODD | 0 | 0 | 3 | 6 | 45.00 | 90.00 |
| 92 NO PARK 7AM-5PM | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 95 20' INTERSECTION | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 98 12" CURB | 0 | 0 | 10 | 15 | 170.25 | 322.50 |
| 99 12"CURB 1 WAY | 0 | 0 | 3 | 6 | 45.00 | 96.00 |
| 101 FACING WRONG2W | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 105 EXCEEDED 72HRS | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 107 SNOW 12:01-6 AM | 0 | 0 | 0 | 2 | 0.00 | 70.00 |
| 108 SNOW CPL 2AM-6AM | 0 | 0 | 0 | 0 | 0.00 | 0.00 |
| 110 EXCEEDED 90 MIN | 0 | 0 | 0 | 1 | 0.00 | 15.00 |
| 111 FRONT YARD | 0 | 0 | 0 | 1 | 0.00 | 50.00 |
| Other | 0 | 0 | 4 | 46 | 0.00 | 0.00 |
| TOTALS: | 2 | 36 | 217 | 1077 | 6,281.25 | 32,702.25 |

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 254
TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 254

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 16.93%
PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 83.07%

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 16.93%
PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 83.07%

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 0.91%
PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 99.09%

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 3.23%
PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 96.77%



Agenda
5/5/16

Date of Application

Permit Number

EVENT APPLICATION

Please return completed application form with permit fee and paperwork to:

Community Development Office
41 City Hall Place
Plattsburgh, NY 12901
Phone (518) 536-7458 OR (518)536-7509
events@cityofplattsburgh-ny.gov

All applications must be submitted 45 days in advance for events.

Street Solicitation Requests will not be accepted until February 1.

B.

Applications submitted late or incomplete may not receive approval and may not be issued a permit.

EVENT INFORMATION

Applicant's Name: Reshma Sokhu Contact # (day of) (646) 894-9193

Location of Event Site – A fee may be assessed based on content of the application.

Please mark all that apply:

- Beach booking
- Band shell booking
- Trinity Park
- City Marina
- Crete Civic Center
- City Gym
- US Oval
- Street Solicitation -No rain date for street solicitation; map of permitted intersections and guidelines are available from the City Clerk's Office.
- City Hall Building
- Other Please list:

Type of Event:

- Festival
- Tournament
- Parade
- Run/Walk-a-thon
- Bicycle Race/Ride
- Music Event
- Sidewalk Sale
- Marina booking
- Family Picnic/
- Demonstration
- Other _____

Actual Event Date(s): September 3, 2016 Time of Event: 1 pm - 5 pm

Set- Up Date: September 3, 2016 Start Time 1:00 pm

Tear Down Date: September 3, 2016 End Time 5 pm

Rain date: _____ Annual Event YES _____ NO _____

(No rain date is permitted for Street Solicitations)

Estimated Attendance: _____ Admission Fees: _____

Event Details (Please describe the purpose of your event)

SUNY Plattsburgh Club Caribbean has a street jam every
fall semester in order to celebrate Caribbean culture. We intend to
have a float that runs down Rugar St. from the ~~Angel~~ Memorial
Gym to Mason Hall.

ORGANIZER/ APPLICANT INFORMATION

Name of Organization Club Caribbean

Primary Contact Person: Roshma Sukhu

Mailing Address: SPB #1662, 73 Rugar Street SUNY Plattsburgh

Town/City: Plattsburgh State : NY

Postal Code: 12901 email: rsukh001@plattsburgh.edu

Daytime Phone Number: 646-894-9193 Cell: 646-894-9193

Alternate Contact Person: Zyairah Nadler Phone: 845-499-3962

Is your group a non-profit/charitable organization? YES ___ NO

If yes, does it have a charitable Donation # _____

Social Media Contact Information

Twitter _____ Facebook _____

You tube _____ Website _____

SITE PLAN

Site Plan Attached YES ___ NO ___

A Detailed Site Plan must be included with your package. The following, should they be relevant, must be included on your Site Plan.

- Location of all Tents, temporary or permanent structures
- Location of barricades and road closures (road, parking, bicycle parking, parking lots)
- Emergency exits
- fire extinguishers, propane storage
- fencing, staging, bleachers, stages, inflatables, petting zoos, etc.
- food/refreshment tent vendors, restrooms, refreshment tents

OTHER EVENT DETAILS

Power Required? YES ___ NO ___ Specifics: _____

Water Required? YES ___ NO

Trailer Stage Required? YES ___ NO (*Event Organizer responsible for pick up/return of stage*)

Portable Stage Required? YES ___ NO
If YES, what dimensions?

Fireworks YES ___ NO Sound Amplification YES ___ NO ___

Sanitation Facilities YES ___ NO *Port-a-potties to be arranged by organizer. Please mark on site map.*

Food Vendors/BBQ YES ___ NO

Animals (Petting zoo) YES ___ NO Company Contact information: _____

Amusement Rides YES ___ NO Contact Information: _____

ALCOHOL

Alcohol at event YES ___ NO Attach all requirements of the Municipal Alcohol Policy. Applicant is responsible for obtaining applicable Liquor License. The NYS Liquor Authority rules and regulations are available at www.sla.ny.gov/.

I/we have read, understand and will comply with the City of Plattsburgh

Municipal Alcohol Policy _____ SIGNATURE

ROAD CLOSURES/ PUBLIC WORKS

Does your event require a road closure? YES NO ___

Road: Rugger St. (from Mason Hall to Memorial Hall)

_____ Date: Sept 3rd, 2016 Time: 1pm - 3pm

Road: ~~Rugger St~~ Date: _____ Time: _____

Road: _____ Date: _____ Time: _____

Other: _____

NOTE: Please provide and mark all road closure information in your site plans.

Barricades/Cones needed (if not a road closure) YES ___ NO Location: _____

Additional Accessible parking signed dropped YES ___ NO Location: _____

PARKING

Satellite Parking Location: _____

Bicycle Parking YES ___ NO Location: _____

Additional Handicap Parking YES ___ NO Location: _____

PARADE/ WALK INFORMATION

Parade/Walk Assembly Area Memorial Hall
7 Rugar Street Time 1pm

Parade/Walk Dismissal Area Rugar Street Time 3pm
Mason Hall

Route Map Attached YES NO

Describe the Proposed Event Route of parade A float driving up
and down Rugar Street.

EMERGENCY MANAGEMENT

All Sections **MUST** be completed before an event will be approved and an event permit issued.

Designated Emergency personal/Liaison (Event day): Jerry W. Lottie (Chief)

Cell Number: 518-564-2022 Other (PIN) _____

Alternate Contact person: University Police Cell: 518-564-2022

Where will liaison meet Emergency Services in the event of an emergency?

At the event - behind Memorial in the fields.

SECURITY

Who is responsible for your event security? What are their responsibilities? Please identify their location on the site plan.

University Police is responsible for event security.

They are responsible for monitoring and controlling the crowd. Also monitoring / guide traffic during event.

Some in memorial fields others by the road blocks
Name of Security Firm: University Police Contact #: 518-564-2022

FIRST AID

Who is responsible for first aid at your event? Please identify their location on the site plan.

University Police - both at the road blocks & Memorial fields.

TRAINING

What training will you provide to your volunteers/staff/participants regarding emergencies?

We do not have any volunteers.

EVACUATION

How will you evacuate the area in the case of an emergency/disaster? Location of exits?

Evacuation Area
We will just open up the blocks on Sugar Street.

TENTS/VENDORS

TENT REQUIREMENTS

Will you have tents at your event? YES ~~NO~~ NO ✓

Please list the sizes: _____

REFRESHMENT VEHICLES REQUIREMENTS

Use of refreshment vehicles must adhere to the below requirements. Please confirm how you are going to demonstrate compliance to these conditions.

List of Food Vendors Attached YES ___ NO ✓

CHECKLIST

Please submit the following documents with your Event Application. Once all forms (if applicable) are received and the event is approved an Event Permit will be issued.

- Detailed Site Plan
- Detailed Route Map (parade or walk)
- Map of Road Closures
- NYS Liquor License/Special Occasion Permit
- List of Refreshment Vehicle owners/ Mobile Food Providers (if applicable)
- Municipal Alcohol Policy Paperwork
- Insurance Certificate (City of Plattsburgh listed as additional insured)
- Application Signed

I/We the Event organizer Reshma Sukhu, on behalf of Club Caribbean, the party requesting the use of the City of Plattsburgh facility/park noted in the above application do hereby hold and save harmless and agree to indemnify the City of Plattsburgh and its elected officials, directors, officers, employees, servants, agents, contractors and their respective heirs, executors, successors with respect to any and all actions, debts, suits, demands, costs, damages and expenses whatsoever arising either directly or indirectly as a result of the rental/use of the facility/park.

I/We have read and understand the Municipal Event Procedures and I/We will abide by all guidelines therein.

Applicant's Signature: Reshma Sukhu Date April 24, 2016

FOR INTERNAL USE ONLY

Permission is GRANTED to the applicant and/or sponsoring organization to use the streets/facilities and or parks as listed in the application for the special event described.

Permit Issue Date: _____

Authorized Signature _____

| | | |
|--------------------------|-----|----|
| Insurance Certificate | YES | NO |
| Permit Fee | YES | NO |
| Report to Council | | |
| Permit ISSUED | | |
| _____ | | |



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held May 5th, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on May 5th, 2016, and

WHEREAS, the Capital Expenditure Plan adopted December 23rd, 2014, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department has established a 2015 Street Resurfacing project for items included in the Street Resurfacing & Improvements category of the Capital Expenditure Plan adopted December 23rd, 2014, and

WHEREAS, the cost of the 2015 Street Resurfacing project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2015, and is being revised for 2016, as follows:

| | 2015 Capital Plan | 2015 Estimated Cost | 2016 Revised Cost |
|----------------------------------|----------------------------------|------------------------------------|----------------------------------|
| Boynton Ave., Autumn - Woodland | \$ 60,000 | \$ 60,000 | \$ 60,000 |
| Club Road, Fort Brown – Hamilton | 90,000 | 90,000 | 90,000 |
| Fort Brown Drive | 120,000 | 120,000 | 120,000 |
| Haley Drive, Leonard - Cogan | 160,000 | 160,000 | 49,100 |
| Hamilton Street | 460,000 | 460,000 | 570,900 |
| Sanborn Ave., Broad - Park | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> |
| Total | <u>\$ 1,340,000</u> | <u>\$ 1,340,000</u> | <u>\$ 1,340,000</u> |

Project Funding:

| | | | |
|--------------|---------------------|---------------------|---------------------|
| General Fund | <u>\$ 1,340,000</u> | <u>\$ 1,340,000</u> | <u>\$ 1,340,000</u> |
| Total | <u>\$ 1,340,000</u> | <u>\$ 1,340,000</u> | <u>\$ 1,340,000</u> |

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 5th day of May 2016, as follows:

- 1) That, the amount of One Million Three Hundred Forty Thousand and 00/100 (\$1,340,000.00) Dollars is hereby appropriated for the capital project **2015 Street Resurfacing (H5110.50)** for the cost of the equipment as revised above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of One Million Three Hundred Forty Thousand and 00/100 (\$1,340,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance is to be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK

Marks, Richard A.

From: Farrington, Kevin
Sent: Tuesday, May 03, 2016 3:30 PM
To: Marks, Richard A.
Cc: Helfgott, Jody
Subject: Hamilton Street

Richard

The low bid that we opened today for Hamilton Street results in the need for an additional \$97,500 beyond the approved 2015 Capital Plan. However, Haley Drive was completed for \$110,900 under budget (also in the 2015 capital plan). Rather than doing a bond resolution to increase Hamilton, perhaps we could simply reduce the Haley line item to cover the Hamilton St. difference?

What do you think?

Thanks

Kevin



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

May 3, 2016

Mayor James Calnon
and
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Recommendation of Award for
"Hamilton Street Roadway Improvements"
Contract #2016-03**

Dear Mayor Calnon & Councilors:

We received and opened bids on Tuesday, May 3, 2016, for Contract# 2016-03, "Hamilton Street Roadway Improvements". A bid tabulation is attached for reference.

I have reviewed the bid and find it conforms to the specified requirements. Therefore, I recommend that a contract be awarded to, **"Steven E. Fuller Inc., PO Box 386, Keeseville, NY 12944"** for the bid price of **\$314,900.00**.

Additional funding will be required.

Very truly yours,

Kevin R. Farrington, P.E.
City Engineer

/jh

Attach.(1)

CC: City Clerk
City Chamberlain
Mike Brodi, Supt. Public Works

CITY OF PLATTSBURGH

BID TITLE: 2016-23 Hamilton St. Road Improvement BID OPENING DATE: 5-3-16 10:30A

| NAME & ADDRESS OF BIDDERS | AMOUNT OF BID | NCBC | SECURITY |
|---|-----------------------|--------------|--------------|
| John W. Sheehan & Sons Inc Box 715 Klusboon | \$ 417,117.00 | ✓ | ✓ |
| Hunt Valley Excavating P.O. Box 386 Keavitt, NY 14944 | \$ 314,900 | ✓ | ✓ |
| North on down 24 F. Douglas W. P. Westbury, NY | \$ 320,000 | ✓ | ✓ |
| South Run Ave 73 Tract rd Westbury, NY | \$ 361,370 | ✓ | ✓ |
| Kelle Construction 411 County Rt. 56 Trion, NY | \$ 492,000 | ✓ | ✓ |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| 5/3/16 10:30 A.M. | | | |



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held May 5th, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on May 5th, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2016, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department has established a 2016 Street Resurfacing project for items included in the Street Resurfacing & Improvements category of the Capital Expenditure Plan adopted January 14th, 2016, and

WHEREAS, the cost of the 2016 Street Resurfacing project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2016, and is being revised for 2016, as follows:

| | 2016 Capital Plan | 2016 Estimated Cost | 2016 Revised Cost |
|---------------------------------------|----------------------------------|------------------------------------|----------------------------------|
| Lorraine Street, Cumberland to Miller | \$ 308,000 | \$ 308,000 | \$ 308,000 |
| Pine Street, Saranac to Battery | 80,000 | 80,000 | 80,000 |
| Pine Street, Battery to Broad | 180,000 | 180,000 | 180,000 |
| Sandra Ave, Park Ave West – Terrace | - | - | 190,000 |
| Miscellaneous Paving | 100,000 | 100,000 | 100,000 |
| Street Surveying | 30,000 | 30,000 | 30,000 |
| Street Borings | <u>15,000</u> | <u>15,000</u> | <u>15,000</u> |
| Total | <u>\$ 713,000</u> | <u>\$ 713,000</u> | <u>\$ 903,000</u> |

Project Funding:

| | | | |
|---------------------|-------------------|-------------------|-------------------|
| CHIPS – NYS Funding | \$ 668,000 | \$ 668,000 | \$ 668,000 |
| General Fund | <u>45,000</u> | <u>45,000</u> | <u>235,000</u> |
| Total | <u>\$ 713,000</u> | <u>\$ 713,000</u> | <u>\$ 903,000</u> |

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 5th day of May 2016, as follows:

- 1) That, the amount of Nine Hundred Three Thousand and 00/100 (\$903,000.00) Dollars is hereby appropriated for the capital project **2016 Street Resurfacing (H5110.57)** for the cost of the project items as revised above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of Six Hundred Sixty-eight Thousand and 00/100 (\$668,000.00) Dollars of such appropriation be provided by funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) sponsored by New York State.
- 3) That, the amount of Two Hundred Thirty-five Thousand and 00/100 (\$235,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance is to be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 4) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain
FROM: Kevin Farrington, City Engineer 
Date: April 25, 2016
REF: Request for Amendment to 2015 & 2016 Street Budgets

It is requested that the approved 2015 & 2016 Street Budgets be amended to transfer funds from the 2015 Capital Plan to the 2016 Capital Plan as follows:

9. STREET RESURFACING & IMPROVEMENTS (2015)

| | 2015 Approved Capital Plan | 2015 Revised Cost | Source of Funds |
|-------------------------------|-------------------------------------|-------------------------|-----------------------|
| Sandra Ave, Park Av W-Terrace | \$190,000 | \$0 | GENERAL FUND |

9. STREET RESURFACING & IMPROVEMENTS (2016)

| | 2016 Approved Capital Plan | 2016 Revised Cost | Source of Funds |
|-------------------------------|-------------------------------------|-------------------------|-----------------------|
| Sandra Ave, Park Av W-Terrace | \$0 | \$190,000 | GENERAL FUND |



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain
FROM: Kevin Farrington, City Engineer *KRF*
Date: March 29, 2016
REF: Request for Appropriations of Funds

It is requested that funds be appropriated through Capital Project H5110.50 for the following:

9. STREET RESURFACING & IMPROVEMENTS

2015 Estimated Cost

Sandra Ave, Park Av W-Terrace

| | | |
|--------------|-------------------|-----|
| | \$ 190,000 | GEN |
| TOTAL | \$ 190,000 | |

Funding: General \$190,000

5/5/16



Plattsburgh Police Department
45 Pine Street
Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

April 26, 2016

Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval to send two Police Department Employee's to Buffalo, NY for "New York State Association of Chiefs of Police Annual Conference", from 07/10/2016 to 07/14/2016. The total cost will not exceed \$2,424.00 and will be expensed out of the Asset Forfeiture fund. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 5/6/2016

| City: | Payee | Description | Amount |
|-----------|--|--|-------------------------------|
| | HM Life Insurance Co. of NY | Stop loss insurance payment - all departments - May 2016 | 55,313.91 |
| | City Chamberlain - T&A Acct. | Transfer wire payment - weekly Blue Shield & monthly CanaRx cost | 46,585.63 |
| | William J. Murray | Electrical wiring, smoke detectors & relays to recall system for new elevator - Library - April 2016 | 13,342.45 |
| | Blue Shield of Northeastern NY | Group fee for administration for May 2016 - all departments | 12,662.44 |
| | City Chamberlain - Soc Sec Acct. | Transfer to deposit FICA/Medicare Payroll withholding | 10,138.48 |
| | EBSCO Subscription Services | E-magazine subscription renewals - Library - April 2016 - March 2017 | 7,841.57 |
| | Platinum Plus for Business | City credit cards - office supplies & equipment, travel and conferences -Mar/Apr 2016 | 6,969.00 |
| | NYS Industries for the Disabled | City Court cleaning costs - Municipal Court - March 2016 | 3,999.30 |
| | Overdrive Inc. | E-book purchases 60 titles - Library - January 2015 through April 2016 | 2,109.05 |
| | Postmaster - USPO | Pre-sorted first class mail postage advance - Data Processing - May 2016 | 2,000.00 |
| | Westaff | Temporary Typist for permanent clerical absences - Finance - April 2016 | 1,887.05 |
| | Endyne, Inc. | Water testing service costs - WFP & WPCP - February-April 2016 | 1,792.00 |
| | Express Tire Delivery | Purchase 12 tires for patrol vehicles - Police - April 2016 | 1,518.00 |
| | Huber Technology Inc. | 3 pretreatment replacement parts - WPCP -April 2016 | 1,495.00 |
| | NYS Electric & Gas | Electric & Natural Gas - Gym - Mar 2016 | 1,472.41 |
| | W.B. Mason | Office supply purchases - All Depts. - April 2016 | 1,453.84 |
| | Knight Buick, GMC | Repair 2009 Chevy Impala door lock, air filter, tire leak, throttle body & LOF - Police - April 2016 | 1,201.89 |
| | CW Precision Mold Inc. | 8 snow plow shoes & 1 pressure washer head - DPW - March 2016 1/3, 1/3, 1/3 | 1,106.00 |
| | Hall Communications | Radio advertising for the half-marathon - Rec Complex - March 2016 | 1,098.00 |
| | MX Fuels & Propane/Vaincourt Fuels Div. | 623.4 gallons of gasoline - Police - April 2016 | 1,057.72 |
| | Clinton County Health Department | Booster shots for Hepatitis B for 19 employees - DPW - April 2016 | 980.00 |
| | Adirondack Energy | Fire Department fuel oil purchased - April 2016 - 497.70 gals. | 968.42 |
| | Others - 108 total others | Various | <u>20,364.54</u> |
| | | Total City | <u>197,356.70</u> |
| MLD: | | | |
| | IEEP - Energy Efficiency Program | Monthly Efficiency Program payment from customer collections April 2016 | 41,564.59 |
| | City Chamberlain | Sales tax for April 2016 transfer to make state payment | 20,132.21 |
| | HM Life Insurance Co. of NY | Stop loss insurance payment - May 2016 | 8,228.78 |
| | City Chamberlain - T&A Acct. | Transfer wire payment - weekly Blue Shield & monthly CanaRx cost | 6,930.32 |
| | Woltner-Summit Contracting LLC | IEEP insulation costs program - 150 Oak Street - May 2016 | 6,187.10 |
| | Altec Industries Inc. | Annual truck inspection for 4 lift vehicles & hydraulic drill purchase - April 2016 | 4,588.11 |
| | City Chamberlain - Soc Sec Acct. | Transfer to deposit FICA Payroll W/H | 2,936.48 |
| | Fleet Services (Exxon-Mobil) | 441.40 gallons gasoline & 718.57 gallons diesel - March/April 2016 | 1,975.98 |
| | Blue Shield of Northeastern NY | Group fee for administration for May 2016 | 1,950.50 |
| | Bill McBride Chevrolet | Parts and supplies for maintenance shop - April 2016 | 887.43 |
| | Others - 11 others | Various | <u>2,036.38</u> |
| | | Total MLD | <u>97,417.88</u> |
| Specials: | | | |
| | Capital Expenditures | \$33.3k trail, \$25.3k CVTM, \$21.1k water meters, \$12.5k aeration WPCP, \$447 bldgs. | <u>92,692.96</u> |
| | | Total Specials | <u>92,692.96</u> |
| | Gross Total | | \$ 387,467.54 |
| | Less: Inter-Fund Transactions | | <u>-</u> |
| | Total Net Expenditures | | <u>\$ 387,467.54</u> |
| Payroll: | | | |
| | | Pay Period | Year to Date |
| | Total Payroll Headcount | 186 | 287 |
| | Base Hourly & Salary | 135,694.70 | \$ 3,847,238.72 |
| | Overtime, Standby & Shift Differentials | 10,379.34 7.65% | 285,699.41 7.43% |
| | Vacation, Holiday, Pers. & Accum. Leave | 23,613.74 17.40% | 649,490.09 16.88% |
| | Sick, Bereavement Leave | 5,739.88 4.23% | 140,965.35 3.66% |
| | Longevity - AFSCME weekly \$2.3k | 3,545.45 2.61% | 52,019.96 1.35% |
| | Higher Class Pay | - 0.00% | 12,528.83 0.33% |
| | Sick Leave Buyout | - | - |
| | Health Insurance Buyout | (50.00) -0.04% | 24,225.00 0.63% |
| | Clothing/Uniform Allow - PD, MLD | - | - |
| | College Degree Allowances | - | - |
| | Severance - sick leave time | 138,112.47 | 359.96 3.59% |
| | Retroactive Pay | 6,089.93 | 0.16% |
| | Grand Total | <u>\$ 178,923.11</u> | <u>\$ 5,156,369.76</u> |
| | Overtime, Standby & Shift Diff | | |
| | Fire | \$ 122.00 1.18% | \$ 100,566.24 35.20% |
| | Police | 5,529.68 53.28% | 61,991.58 21.70% |
| | DPW | 1,231.61 11.87% | 45,818.69 16.04% |
| | MLD | 1,526.83 14.71% | 39,691.87 13.89% |
| | WPCP | 997.68 9.61% | 23,250.36 8.14% |
| | Other City Depts. | 807.59 7.78% | 12,505.47 4.38% |
| | Library | 163.95 1.58% | 1,875.20 0.66% |
| | Overtime, Standby & Shift Diff - by depart. | <u>\$ 10,379.34</u> | <u>\$ 285,699.41</u> |

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2016 Budget vs. Actual
Payroll Period Ended 5/6/2016
(in dollars)

| Department | Budget | YTD Budget | YTD Actual | YTD Variance |
|------------|--------------------------|--------------------------|--------------------------|-------------------------|
| Fire | 161,301.06 | 55,978.12 | 100,566.24 | (44,588.12) |
| Police | 233,600.00 | 81,068.84 | 61,991.58 | 19,077.26 |
| DPW | 212,623.00 | 73,788.96 | 45,818.69 | 27,970.27 |
| MLD | 185,600.00 | 64,410.86 | 39,691.87 | 24,718.99 |
| WPCP | 84,830.00 | 29,439.51 | 23,250.36 | 6,189.15 |
| Other City | 35,400.00 | 12,285.26 | 12,505.47 | (220.21) |
| Library | <u>7,500.00</u> | <u>2,602.81</u> | <u>1,875.20</u> | <u>727.61</u> |
| Total | <u><u>920,854.06</u></u> | <u><u>319,574.36</u></u> | <u><u>285,699.41</u></u> | <u><u>33,874.95</u></u> |