

**GOVERNANCE, STRATEGY & CITY OPERATIONS COMMITTEE
THURSDAY, AUGUST 2, 2018
CITY OF PLATTSBURGH COMMON COUNCIL CHAMBERS
MINUTES
4:30PM**

Roll Call: Chair Councilor Kretser, Councilor Armstrong, Mayor Read, Councilor Kelly, Councilor Dowdle, Councilor Ensel

Others Present: Director of Community Development Matt Miller, Program Coordinator Justyn Gordon, Promotions and Special Events Coordinator Tara Powers, DRI Project Coordinator Ethan Vinson

Absent: Councilor McFarlin

1. PUBLIC COMMENTS:

Shane Dutil from Plattsburgh Farmers Market spoke about August 18th event and reason for need for extra parking spaces.

[further discussion ensued]

Councilor Kretser commended group for bringing the Farmers Market to the next level this year.

2. REPORTS FROM DEPARTMENT REPRESENTATIVES AND DISCUSSION WITH COUNCILORS:

1. Report from the City Clerk's Office of all monies received during the month June 2018 in the total amount of \$10,095.20.
2. Councilor Armstrong would like to survey downtown vendors in order to gauge their support for a ban on plastic straws. As a preface to this survey, she would like to include information provided by Rory Fischer about pollution and municipal measures from around the country.

Councilor Armstrong gave some background.

[further discussion ensued]

3. Report on DRI and Councilor Armstrong requests a meeting with downtown businesses to update them about parking plans.

Councilor Armstrong indicted there is concern with business owners downtown regarding our parking plans thought and update would be a good will gesture.

Councilor Kretser suggested Parking Consultant Jon Forster could come back.

3. AGENDA ITEMS BROUGHT FORWARD FROM DEPARTMENTS TO BE APPROVED BY COMMITTEE AND RECOMMENDED TO COUNCIL:

1. Request from Canadian Pacific Railway to close the road at railroad crossing on Boynton Avenue between North Catherine Street and Margaret Street, for rehabilitation of the railroad crossing. The anticipated road closure is requested from Monday, August 27 – Friday, August 31, 2018. CP Rail is expecting that the roadway will be closed only during daytime hours.
2. Request from Director of Community Development Matthew Miller for implementation of the following rate structure on January 1st, 2019 for all commercial events to be held at the Crete Center:

ITEM	CURRENT RATE	PROPOSED RATE
EVENT DAY(S) RATE	\$1,500.00 PER DAY	\$1,500.00 MIN. PER DAY
NON-EVENT DAY(S) – CITY LABOR RATE FOR SETUP/TAKEDOWN	\$35.00 PER HOUR PER PERSON	\$75.00 MIN. PER HOUR PER PERSON
EVENT FLOOR – PUT DOWN CHARGE	NO CHARGE	\$875.00 MIN. CHARGE
EVENT FLOOR – TAKEUP CHARGE	NO CHARGE	\$875.00 MIN. CHARGE
USE OF EVENT FLOOR – SURCHARGE RATE	NO CHARGE	\$250 PER ACTUAL EVENT DAY(S)
STAGE USAGE	\$10.00 PER SECTION (4' x 8')	SAME
TABLES USAGE	\$2.00 PER TABLE	SAME
CHAIRS USAGE	\$0.50 PER CHAIR	SAME
ELECTRIC/WATER USAGE	NO CHARGE	SAME
MISCELLANEOUS EXPENSES	NO CHARGE	FEES AT DISCRETION OF CD DIRECTOR

Director of Community Development Matt Miller gave background reason for this request.

3. Request that the Mayor is authorized to sign an agreement with FLW, LLC and Adirondack Coast Visitors Bureau to host a FLW Tour Qualifier fishing tournament on July 27-30, 2019.
4. Request from Plattsburgh High School to have its annual Homecoming Parade on Saturday,

October 13, 2018 at 12:00 pm. The parade route would begin at Stafford Middle School on Broad Street continue up Rugar Street, then down Adirondack Lane onto Clifford Drive and finally down Angell Drive concluding at the entrance of Plattsburgh High School. There will be no cost for Police since streets are not closed and they should be able to handle the event with regularly scheduled officers and no cost for Public Works.

5. Request from Adirondack North Country Gender Alliance to hold a parade and festival from 12:00pm to 4:00 pm on Saturday, September 29, 2018. The parade would travel on Margaret Street to Broad Street to Oak Street to Court Street returning to Trinity Park for festival. The group is requesting street closures and power in Trinity Park and there will be vendors and tents in Trinity. A utility fee of \$20 for electricity, a certificate of insurance for event and vendors, portopottys, dig safe permits (if tent staked in to ground), and health department requirements for vendors are required. There will be a cost of approximately \$2,250 for Police and approximately \$3,000 for Public Works due to the City of Plattsburgh.
6. Request from SUNY Plattsburgh Club Caribbean to hold a “Street Jam Carnival” on September 1, 2018 from 11:00 am – 7:00 pm blocking off a section of Rugar Street from Memorial Hall to Hood Hall. Insurance proof is required. SUNY Police assist the group with the entire event. There will be no cost for Police or Public Works due to the City of Plattsburgh.
7. Request from Laura Decker to hold a community event to raise addiction awareness on September 14, 2018 from 6:00 pm – 8:30 pm in Trinity Park. A utility fee of \$20 for electricity, a certificate of insurance, portopottys and dig safe permit (if tent staked in to ground) are required.
8. Request from Plattsburgh Farmers Market to block off an additional 45 parking spaces for their Safety Day on August 18, 2018. They are requesting that they be allowed to block off spaces from Thursday, August 16 – Saturday, August 18, 2018.

By Councilor Armstrong; Seconded by Councilor Kretser

(RC) Roll call: All voted in the affirmative

4. OLD BUSINESS: None

5. NEW BUSINESS:

Director of Community Development Matt Miller indicated cost for CFA’s utilizing Finch Network is approximately \$20,000 which is more than original \$15,000 amount approved for Finch Network consulting services; therefore, he will be bringing a resolution for council consideration next week to increase.

Motion to Adjourn by Councilor Armstrong; Seconded by Councilor Kretser

(RC) Roll call: All voted in the affirmative

MEETING ADJOURNED: 5:06pm