

**THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
CITY OPERATIONS COMMITTEE**

APRIL 12, 2021

**Chairperson: Councilor Patrick McFarlin
Members: Councilor Canales, Councilor Gibbs, Mayor Rosenquest
MINUTES**

5:00 P.M.

Present: Chairperson Councilor Patrick McFarlin, Councilor Jaime Canales, Councilor Elizabeth Gibbs,
Mayor Christopher Rosenquest, Councilor Moore

Absent: None

1. **Approval of minutes of the March 8, 2021 City Operations Committee**
By Councilor Gibbs; Seconded by Councilor Canales
(All voted in the affirmative)
2. **Mayor**
 - 2.1. **Draft Resolution:** "Appointment of Jacob Avery to Plattsburgh Public Library Board of Trustees" (page 1-3)
 - 2.2. **Draft Resolution:** "Appointment of Monticia Prather to Board of Ethics" (page 4)
3. **City Clerk**
 - 3.1. **Discussion:** City Clerk collection reports (page 5-6)
 - 3.2. **Draft Resolution:** "Approval of Fee Structure for Venue rentals" (page 7-8)
 - 3.3. **Draft Resolution:** "Approval of Fee Structure for Food trucks/Carts vendors" (page 9)
4. **New Business**

At 5:31pm Mayor Rosenquest indicated the need to go in to Executive Session to discuss a matter that would imperil public safety if publicly disclosed.

By Councilor McFarlin; Seconded by Councilor Canales
(All voted in the affirmative)

At 6:32pm returned from Executive Session. No action taken.

By Councilor Gibbs; Seconded by Councilor Canales
(All voted in the affirmative)

5. **Public Comment:** None

6. **Adjournment**

Motion to Adjourn by Councilor Gibbs; Seconded by Councilor Canales
MEETING ADJOURNED: 6:33 pm

RESOLUTION 2.1 – 04/12/21

**DRAFT RESOLUTION: APPOINTMENT OF JACOB AVERY TO PLATTSBURGH
PUBLIC LIBRARY BOARD OF TRUSTEES (page 1-3)**

THE MAYOR HANDS DOWN THE APPOINTMENT OF JACOB AVERY TO THE
LIBRARY BOARD OF TRUSTEES TERM EFFECTIVE APRIL 16, 2021 EXPIRING JUNE
30, 2022.

Approved by the **CITY OPERATIONS COMMITTEE** at its meeting on **APRIL 12, 2021**

Motion by Councilor Canales; Seconded by Councilor Gibbs

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 2.2 – 04/12/21

DRAFT RESOLUTION: APPOINTMENT OF MONTICIA PRATHER TO BOARD OF ETHICS (page 4)

PURSUANT TO CHAPTER 53 OF THE CITY CODE, THE COMMON COUNCIL HEREBY APPOINTS MONTICIA PRATHER TO THE BOARD OF ETHICS EFFECTIVE APRIL 16, 2021 TO SERVE AT THE PLEASURE OF THE COMMON COUNCIL.

Approved by the **CITY OPERATIONS COMMITTEE** at its meeting on **APRIL 12, 2021**

Motion by Councilor Gibbs; Seconded by Councilor Canales

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.1 – 04/12/21

DRAFT RESOLUTION: AUTHORIZING CITY CLERK TO COLLECT VENUE/CITY FACILITY RENTAL FEE (page 7-8)

WHEREAS, the City of Plattsburgh would like to expand the venues available for public and private events, and

WHEREAS, reserving these facilities will ensure the ability to use the venue for private use, and

WHEREAS, there are cost incurred by the City to accommodate such events and such fees levied are intended to simply cover the cost of delivering that expense,

NOW THEREFORE IT IS HEREBY RESOLVED, The Common Council of the City of Plattsburgh hereby approves and adopts the fee structure below (Attachment A) effective immediately and

BE IT FURTHER RESOLVED, All fees must be remitted upon application approval per the City Clerk's requirements and must adhere to all City Clerk requirements before approval can occur.

ATTACHMENT A

Location	Fee
Gazebo's (Sailor's Beach, Oval, Samuel de Champlain, Lakeview Park-Sailors Point Park, Wilcox Dock)	\$50/day
Beach Lawn	\$200/day
City Hall (Auditorium, Chambers)	\$100/day
Utility Fee (Electric or Water)	\$20/day
Portable Stage	\$500/event
Harborside Stage	\$100/day
BMI/ASCAP licensing	\$50.00/event
Trailer stage	\$500.00/day
Cones	\$2/cone/event
Barricade	\$5/cone/event
Garbage cans	\$5/can/event
Garbage removal	\$5.00/bag
EMS/Police/Security	Labor Cost/hr

Approved by the **CITY OPERATIONS COMMITTEE** at its meeting on **APRIL 12, 2021**

Motion by Councilor Canales; Seconded by Councilor Gibbs

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried

RESOLUTION 3.2 – 04/12/21

RESOLUTION TITLE: AUTHORIZING CLERK TO COLLECT FOOD TRUCKS/CARTS VENDOR FEE (page 9)

WHEREAS, Local Law P-1 of 2021, a local law re-naming, amending and re-stating Chapter 254 “Peddling and Soliciting” of the City Code of the City of Plattsburgh. Once re-named, Chapter 254 will be entitled “Food Trucks” was presented for public hearing on April 15, 2021 and council has since approved

NOW, THEREFORE, BE IT RESOLVED, The Common Council approves the City of Plattsburgh to invoke the following fee structure:

Monthly permit (starting the first day of a month, ending the last day of said month) - \$98.00

Seasonal permit (any consecutive 6-months, but must be within the current year) - \$545.00

Yearly permit (January 1 through December 31 of current year) - \$725.00

Approved by the **CITY OPERATIONS COMMITTEE** at its meeting on **APRIL 12, 2021**

Motion by Councilor Gibbs; Seconded by Councilor Canales

Discussion: Yes

Roll Call: All voted in the affirmative

Absent: None

Motion carried