

1. Agenda

Documents:

[AGENDA.09.04.2018.PDF](#)

2. Supporting Documents

Documents:

[CC SUPPORTING DOC. 2018.09.04.PDF](#)

## COMMON COUNCIL AGENDA September 4, 2018

7:00 PM Public Hearing on Local Law to amend 300-11 R-1 Residential District.

- Call Meeting to Order
- Salute to the Flag of the United States
- Public Comments
- Ward Reports
- Mayor’s Report – Recognize John McNerney for 30 years.
- Minutes – Approval of minutes

**AGENDA:**

**Item #1** – Consideration of a Resolution to approve the Special Event Application including all permits for the Rumble in the Park Car show, held on September 29, 2018 from 11AM – 5PM at Yaman Park. (Mayor Tobin)

**Item #2** – Consideration of a Resolution to waive the application fees for Rumble in the Park. (Mayor Tobin)

**Item #3** – Consideration of a Resolution to approve the Special Event Application including all permits for the 150<sup>th</sup> Anniversary of SUNY Cortland, held on October 5, 2018 from 5PM – 8:30PM at Moffett Lawn and Brockway Hall. Street closure will be on Graham Ave between West Court and Prospect. (Mayor Tobin)

**Item #4** – Consideration of a Resolution to appoint Duane Andrus to the Cable Commission for a three year term. (Mayor Tobin)

**Item #5** – Consideration of a Resolution to accept, recognize and appropriate the following donations to the Youth Bureau. (John McNerney)

<u>Donation</u>	<u>Amount</u>	<u>Event/Project</u>	<u>Budget Line</u>
Donald & Diane Chu	\$200.00	Rocket Ship Slide Repairs	A-7140.5405
Terry Mingle	\$50.00	Rocket Ship Slide Repairs	A-7140.5405
Michael Sills Insurance	\$50.00	Rocket Ship Slide Repairs	A-7140.5405
Joseph Cortese	\$150.00	Porchfest	A-7140.5405
Kristen McEvoy	\$100.00	Porchfest	A-7140.5405
Janine Franco	\$50.00	Porchfest	A-7140.5405
Cortland Co. District Att.	\$50.00	Porchfest	A-7140.5405
Cash Donation (Molly)	\$973.87	Porchfest	A-7140.5405
Total	\$1623.87		

**Item #6** – Consideration of a Resolution to appropriate \$500.00 from the sale of a Police Bicycle by Cortland City Police to budget line Motor Equipment Repair (A3120-402.00) to be used towards the purchase of a replacement Bicycle. (DC Sandy)

**Item #7** – Consideration of a Resolution to approve the Exotic Pet Permit Application for a Rabbit for Addison Skinner (Mayor Tobin).

**Item #8** – Consideration of a Resolution to accept the amount of \$151,855.77 from the Estate of Donald Sharpe to be put into a Trust Account for the Youth Bureau, and to use said funds to establish a trust account for the benefit of the Youth Bureau. (Ric VanDonsel)

**Item #9** – Consideration of a Resolution to lift the hiring freeze for a pending vacancy date of September 28, 2018. (Chief Catalano)

**Item #10** – Consideration of a Resolution to promote a Patrol Officer to the rank of Sergeant to fill the vacancy, effective October 1, 2018. (Chief Catalano)

**Item #11** – Consideration of a Resolution to appoint a new Police Officer to fill the vacancy left from the promotion of a Patrol Officer to Sergeant. (Chief Catalano)

**Item #12** – Update on DRI. (Mayor Tobin)

**Item #13** – Update on Parker School Task Force. (Mayor Tobin)

**Adjournment**

**CITY OF CORTLAND, NEW YORK  
LOCAL LAW NO. \_\_\_\_\_ OF THE YEAR 2018  
AMEND § 300-11 R-1 RESIDENTIAL DISTRICT**

**Section 1. Enactment and Title.**

This Local Law shall be entitled "Amendment to R-1 Residential District" and shall amend as follows: § 300-11 C

The City has determined that the City's Comprehensive Plan and the purpose of an R-1 District, i.e., to support real property use and quiet enjoyment by "traditional families" should be strengthened by requiring any present or future rental, of all or any portion of residential real property in an R-1 District, regardless of the nature of the occupancy, to require the acquisition of a Special Use Permit.

**Section 3. Amendment of §300-11 B and C to add:**

**300-11 B: ALLOWED USES BY RIGHT**

(1) Owner occupied single family dwellings

**§300-11 C: ALLOWED USES BY SPECIAL USE PERMIT**

(5.) Non-owner occupied rental dwelling

**Effective Date.**

This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State in accordance with the Municipal Home Rule Law.

I hereby certify that the Local Law annexed hereto, designated as Local Law No. \_\_\_\_ of 2018 of the City of Cortland was duly passed by the City Council on \_\_\_\_\_, 2018, in accordance with the applicable provisions of law.

I further certify that I have compared the preceding Local Law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original Local Law, and was finally adopted in the manner indicated in the above paragraph.

(Seal) Date: \_\_\_\_\_

STATE OF NEW YORK  
COUNTY OF CORTLAND

I, the undersigned, hereby certify that the foregoing Local Law contains the correct text and that all proper proceedings have been had or taken for the enactment of the Local Law annexed hereto.

\_\_\_\_\_ City Attorney

# City of Cortland Special Event Application

Event Name: Rumble in the Park Today's Date: 8/13/18  
 Event Contact: Fred Ingraham CDP Member? Yes  No   
 Address: 920 Peru Rd Cortland NY 13073  New Event  Existing Event  
 Email: \_\_\_\_\_ Phone: 607-351-9101  
 Will proceeds of your event benefit a charitable cause that provides service to Cortland residents? Yes  No  If yes, name the charitable causes: Meals on Wheels Non-profit Tax ID: 16-1570910

## Event Information

NAME OF EVENT: Rumble in the Park  
 TYPE OF EVENT (i.e., walkathon, street fair, festival, etc.): Car Show/Meet  
 EVENT LAYOUT If the event is a walkathon, run, etc., attach a map of route and/or street closures. If the event is a festival or street fair, attach a map to indicate location of street blockages requested, booth alignment and type of merchandise vended from each booth.

DATE DAY 1: <u>9/29/18</u> <u>11-5pm</u>	DATE DAY 2: _____
<input type="checkbox"/> STREET CLOSURE: Start Time: _____ End Time: _____ Street: _____	<input type="checkbox"/> STREET CLOSURE: Start Time: _____ End Time: _____ Street: _____
<input type="checkbox"/> LOT CLOSURE: Start Time: _____ End Time: _____ Lot: _____	<input type="checkbox"/> LOT CLOSURE: Start Time: _____ End Time: _____ Lot: _____
<input type="checkbox"/> AMPLIFIED MUSIC: Start Time: _____ End Time: _____	<input type="checkbox"/> AMPLIFIED MUSIC: Start Time: _____ End Time: _____

START LOCATION: Yaman Park END LOCATION: \_\_\_\_\_  
 EXPECTED # OF PARTICIPANTS: 100 # OF SPECTATORS: 150 # OF VEHICLES: 100 HOTELS: Is this event expected to generate area overnight stays? If so, estimated # of rooms: \_\_\_\_\_

## Event Components

- |   |  |   |
|---|--|---|
| <b>Location/Safety</b><br><input checked="" type="checkbox"/> City park use<br><input type="checkbox"/> City streets blocked<br><input type="checkbox"/> City sidewalks blocked<br><input type="checkbox"/> City parking lots closed<br><input type="checkbox"/> City barricades<br><input type="checkbox"/> City cones<br><input type="checkbox"/> Animal ban<br><input type="checkbox"/> Animals are part of the event<br><input type="checkbox"/> EMTs needed on site<br><input type="checkbox"/> Police escort requested<br><b>Waste Management</b><br><input type="checkbox"/> City litter pickup<br><input type="checkbox"/> City street sweeping<br>Other components not listed: _____ | <b>Structures</b><br><input type="checkbox"/> Temporary structures<br><input checked="" type="checkbox"/> Canopies up to 10' x 10'<br><input type="checkbox"/> Grounded tents over 10' x 10'<br><input type="checkbox"/> Beer and/or wine garden<br><input type="checkbox"/> Street banner requested<br><input type="checkbox"/> Rides or amusements<br><input type="checkbox"/> Showmobile rental requested<br><input type="checkbox"/> Portable restrooms<br><input type="checkbox"/> Seating area<br><b>Sound</b><br><input type="checkbox"/> Fireworks<br><input checked="" type="checkbox"/> Amplified sound or music<br><input type="checkbox"/> Ceremonial Gun Salute | <b>Food</b><br><input checked="" type="checkbox"/> Food cooked on-site<br><b>Alcohol</b><br><input type="checkbox"/> Alcohol sold on-site<br><input checked="" type="checkbox"/> Alcohol served<br><b>Vending</b><br><input type="checkbox"/> Vending of goods<br><input type="checkbox"/> Vending of food<br><b>Power Source</b><br><input type="checkbox"/> City electricity use<br><input checked="" type="checkbox"/> Generator use<br><b>Insurance</b><br><input checked="" type="checkbox"/> General Liability insurance certificate<br><input type="checkbox"/> Liquor Liability insurance certificate |
|---|--|---|

Fire Approval: \_\_\_\_\_  
 CPD Approval: \_\_\_\_\_  
 Council Approval: \_\_\_\_\_

Marketing budget: Social Media Admission Fee: \$10 per Car

**SOUND DEVICE PERMIT APPLICATION**

Date of request 9/29/18 Date of issue \_\_\_\_\_

Name Fred Inarahn

Address 920 Peru Rd  
Groton, NY 13073

Phone # 607-351-9101

Type of sound device P/A System Days of the request 1 Hours 6 hrs

Non-Profit

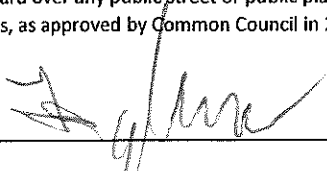
License Fee: Fixed location - \$250 Mounted on a motor vehicle - \$500

For a business: \$100

*Fixed location:* For the use or operation of any radio, phonograph, microphone or other device by which sounds are magnified and caused to be heard over any public street or public place from any one fixed location and not in, or mounted upon a motor vehicle, the sum of \$250 for any day or part of a day for which the applicant desires permission hereunder. (Code of Ordinances 193-5 Noise Article II Sound Devices [adopted 8/5/69 as Ch.12, Art.VI, of the 1969 Code of Ordinances])

*Mounted upon motor vehicle:* For the use or operation of any radio, phonograph, microphone or other device by which sounds are magnified and caused to be heard over any public street or public place to be used in, or mounted upon a motor vehicle, the sum of \$500 for any day or part of a day for which the applicant desires permission hereunder. (Code of Ordinances 195-5 Noise Article II Sound Devices [adopted 8/5/1969 as Ch. 12, Art.VI of the 1969 Code of Ordinances])

*Business permit fee:* For the use or operation of any radio, phonograph, microphone or other device by which sound is magnified and caused to be heard over any public street or public place from any one fixed location and not mounted on a motor vehicle, the sum of \$100 for up to 6 events, as approved by Common Council in 2015.

  
Signature of Applicant

\_\_\_\_\_  
Date

**APPLICATION MUST BE FILED WITH THE APPLICATION FEE AT LEAST TWO (2) WEEKS BEFORE FUNCTION AND ONE (1) WEEK PRIOR TO COMMON COUNCIL MEETING TO ALLOW TIME FOR APPROVAL.**

**IF APPROVED, YOUR PERMIT WILL BE MAILED TO YOU.**

**IF NOT APPROVED, YOUR APPLICATION FEE WILL BE RETURNED TO YOU.**

# Google Maps Kennedy Pkwy



Imagery ©2018 Google, Map data ©2018 Google 50 ft



- - Vendors
- △ - Stage / Bands
- ▭ - Food trucks
- ▭ - Car Parking / Show

Kennedy Pkwy  
Cortland, NY 13045





City of Cortland  
Fire Department  
Code Enforcement

25 Court Street  
Cortland, New York 13045  
Phone: 607.753.1741  
Fax: 607.753.6051



Charles -  
473-7506

## OPERATING PERMIT APPLICATION FORM

### Applicant/Building Information

Applicant's Name: Empire State Subies / Rumble in the Park  
Applicant's Address: 920 Peru Rd, Groton, NY, 13073  
Contact Person: Fred Ingram Telephone: 607-351-9101  
Address of Premises for which Operating Permit is requested:  same as above  
Kennedy Parkway Cortland, NY 13045  
Business Name: Yaman Park Telephone: 607-756-2855  
Tax Map Number: \_\_\_\_\_ Current Occupancy Class: \_\_\_\_\_

### Type of Operating Permit

An Operating Permit is required to conduct any activity or to use any class of building listed below. Please indicate the type(s) of Operating Permit(s) requested by checking each applicable box.

- Manufacturing, storing or handling hazardous materials in quantities exceeding those listed in Tables 2703.1.1(1), 2703.1.1(2), 2703.1.1(3) or 2703.1.1(4), of the Fire Code of New York State (see 19 NYCRR Part 1225); (See Appendix A.) Identify the materials and quantities and describe the manner in which the materials will be manufactured, stored or handled (attach additional sheets if necessary):  
\_\_\_\_\_  
\_\_\_\_\_
- Conducting a hazardous process or activity (including but not limited to, any commercial or industrial operation which produces combustible dust as a byproduct, fruit and crop ripening, and waste handling; (See Appendix B.) Describe the process(es) or activity(ies) to be conducted (attach additional sheets if necessary):  
\_\_\_\_\_  
\_\_\_\_\_
- Use of pyrotechnic devices (indoor or outdoor) within the City of Cortland; (See Appendix C.) Describe the proposed use (attach additional sheets if necessary):  
\_\_\_\_\_  
\_\_\_\_\_
- Use of a building or structure containing one or more areas of public assembly with an occupant load of 100 persons or more (See Appendix D.) Describe the proposed use (attach additional sheets if necessary):  
\_\_\_\_\_  
\_\_\_\_\_

**City of Cortland Fire Department Code Enforcement  
OPERATING PERMIT APPLICATION FORM**

**SIGNATURE OF APPLICANT**

I hereby certify that the foregoing information (and all information on attached sheets, if any) is true and complete.

 8-27-18  
Signature of Applicant or Authorized Representatives Signature Date

Frederick T. Inabraham  
Name (and Title, if applicable) of person signing Application (Please print)

**To be completed by Code Enforcement Office**

Inspection Performed Date of Inspection: \_\_\_\_\_

Tests or Reports required to verify compliance?  YES  NO

If YES, have Tests or Reports been received?  YES  NO

Description: \_\_\_\_\_  
\_\_\_\_\_

Application(s) Approved:  YES  NO

Operating Permit Issued By: \_\_\_\_\_

Date Operating Permit Issued: \_\_\_\_\_ Date Operating Permit Expires: \_\_\_\_\_

Type/Description of Operating Permit: \_\_\_\_\_

Conditions of Operating Permit (list conditions here AND in the space provided in the Operating Permit):  
\_\_\_\_\_  
\_\_\_\_\_

Additional Comments:  
\_\_\_\_\_  
\_\_\_\_\_

**Permit:    Approved /    Revoked /    Suspended**

Dated \_\_\_\_\_ Reason \_\_\_\_\_

# City of Cortland Special Event Application

Event Name: SUNY CORTLAND Sesquicentennial Today's Date: 8-17-18  
 Event Contact: LT. FRANK CULLEN & MARY-KATE BOLAND CDP Member? Yes  No   
 Address: UPD, WHITAKER HALL, SUNY CORTLAND  New Event  Existing Event  
 Email: FRANCIS.CULLEN@CORTLAND.EDU Phone: 607-753-2112  
 Will proceeds of your event benefit a charitable cause that provides service to Cortland residents? Yes  No  If yes, name the charitable causes: \_\_\_\_\_ Non-profit Tax ID: \_\_\_\_\_

## Event Information

NAME OF EVENT: SUNY CORTLAND Sesquicentennial  
 TYPE OF EVENT (i.e., walkathon, street fair, festival, etc.): 150th ANNIVERSARY PARTY FOR SUNY CORTLAND  
 EVENT LAYOUT If the event is a walkathon, run, etc., attach a map of route and/or street closures. If the event is a festival or street fair, attach a map to indicate location of street blockages requested, booth alignment and type of merchandise vended from each booth.

DATE DAY 1: <u>FRI OCT 5<sup>th</sup> 2018</u>	DATE DAY 2: _____
<input checked="" type="checkbox"/> STREET CLOSURE: Start Time: <u>5:00 PM</u> End Time: <u>8:30 PM</u> Street: <u>GRAHAM AVE BETWEEN WEST COURT + PROSPECT</u>	<input type="checkbox"/> STREET CLOSURE: Start Time: _____ End Time: _____ Street: _____
<input type="checkbox"/> LOT CLOSURE: Start Time: _____ End Time: _____ Lot: _____	<input type="checkbox"/> LOT CLOSURE: Start Time: _____ End Time: _____ Lot: _____
<input checked="" type="checkbox"/> AMPLIFIED MUSIC: Start Time: <u>5:30 PM</u> End Time: <u>8:30 PM</u>	<input type="checkbox"/> AMPLIFIED MUSIC: Start Time: _____ End Time: _____

START LOCATION: \_\_\_\_\_ END LOCATION: \_\_\_\_\_  
 EXPECTED # OF PARTICIPANTS: 1,800 # OF SPECTATORS: \_\_\_\_\_ # OF VEHICLES: \_\_\_\_\_  
 HOTELS: Is this event expected to generate area overnight stays? If so, estimated # of rooms: YES - UNKNOWN # OF ROOMS

## Event Components

- |   |  |  |
|---|--|--|
| Location/Safety<br><input type="checkbox"/> City park use<br><input checked="" type="checkbox"/> City streets blocked<br><input type="checkbox"/> City sidewalks blocked<br><input type="checkbox"/> City parking lots closed<br><input type="checkbox"/> City barricades<br><input type="checkbox"/> City cones<br><input type="checkbox"/> Animal ban<br><input type="checkbox"/> Animals are part of the event<br><input type="checkbox"/> EMTs needed on site<br><input type="checkbox"/> Police escort requested<br><input checked="" type="checkbox"/> Waste Management<br><input type="checkbox"/> City litter pickup<br><input type="checkbox"/> City street sweeping | Structures<br><input checked="" type="checkbox"/> Temporary structures <u>8' Scaffolding on Moffett Lawn</u><br><input type="checkbox"/> Canopies up to 10' x 10'<br><input type="checkbox"/> Grounded tents over 10' x 10'<br><input type="checkbox"/> Beer and/or wine garden<br><input type="checkbox"/> Street banner requested<br><input type="checkbox"/> Rides or amusements<br><input type="checkbox"/> Showmobile rental requested<br><input type="checkbox"/> Portable restrooms<br><input checked="" type="checkbox"/> Seating area <u>50 chairs for VIPs on Moffett Lawn</u><br>Sound<br><input checked="" type="checkbox"/> Fireworks<br><input checked="" type="checkbox"/> Amplified sound or music<br><input type="checkbox"/> Ceremonial Gun Salute | Food<br><input type="checkbox"/> Food cooked on-site<br>Alcohol<br><input type="checkbox"/> Alcohol sold on-site<br><input type="checkbox"/> Alcohol served<br>Vending<br><input type="checkbox"/> Vending of goods<br><input type="checkbox"/> Vending of food<br>Power Source<br><input type="checkbox"/> City electricity use<br><input type="checkbox"/> Generator use<br>Insurance<br><input type="checkbox"/> General Liability insurance certificate<br><input type="checkbox"/> Liquor Liability insurance certificate |
|---|--|--|

IN ←  
 CITIES  
 AFF  
 provide  
 can  
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Other components not listed: Will use SUNY CORTLAND Barricades to close road. Will use SUNY CORTLAND Police + EMS for event safety.

Marketing budget: \_\_\_\_\_ Admission Fee: "NONE -"

Fire Approval: \_\_\_\_\_  
 CPD Approval: \_\_\_\_\_  
 Council Approval: \_\_\_\_\_

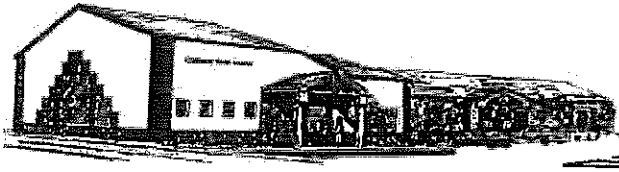
\*Fireworks being provided & operated by  
 "AMERICAN FIREWORKS DISPLAY LLC"

**From:** noreply@civicplus.com  
**Sent:** Wednesday, August 22, 2018 5:00 PM  
**To:** mayorofc  
**Subject:** Online Form Submittal: Application to Serve on a Board or Commission

## Application to Serve on a Board or Commission

Name	Duane H. Andrus
Email	duaneandrus1@yahoo.com
Phone	(607) 591-2785
Address	4 Mildred Avenue
City	Cortland
State	New York
Zip Code	13045
Commission or Board You Would Like to be Considered For	Cable Commission
Why are you interested in this position?	To actively participate by assisting the current members of the Commission, in interfacing with the current and/or future Provider, as a voice for City of Cortland Residents. I believe that Public Access to this medium, as well as the information this medium provides to the local populace, is very important, and deserves attention and oversight..
What qualifications do you have for this position?	Master of Arts, English Socio-Linguistics 34 years in Radio Broadcast Sales in Cortland and Ithaca WKRT (et al); WXHC; Cayuga Radio Group: { 9 Stations; 9 Websites; 9 Streams} 3 years in Standard Commercial Outdoor Advertising Sales and Management - Park Outdoor Advertising 6 months in Print Sales - Cortland Standard Newspaper Time Warner Cable - assisting Sharon Stevens by recording video for Cortland Common Council Meetings; Cortlandville Board Meetings; Cortland County Historical Society presentations.
Resume Upload	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)



# CORTLAND YOUTH BUREAU

35 Port Watson Street • Cortland, NY 13045 • (607) 753-3021 • Fax: (607) 753-3023 • [www.cortland.org](http://www.cortland.org)

**TO:** Mayor Brian Tobin

Members of the City Council

Mack Cook, Director of Administration and Finance

Lori Crompton, Finance Department

**FROM:** John McNerney, Youth Bureau Director

**RE:** CYB Donations

**DATE:** August 27<sup>th</sup>, 2018

I would like to ask the common council to accept and recognize the following donations. The donation should be appropriated to the Youth Bureau operating budget.

<b>Donation</b>	<b>Amount</b>	<b>Event/Project</b>	<b>Budget Line</b>
Donald & Diane Chu	\$200.00	Rocket Ship Slide	A-7140.5405
Terry Mingie	\$50.00	Rocket Ship Slide	A-7140.5405
Michael Sillis Insurance	\$50.00	Rocket Ship Slide	A-7140.5405
Joseph Cortese	\$150.00	Porch Fest	A-7550.5405
Kristen McEvoy	\$100.00	Porch Fest	A-7550.5405
Janine Franco	\$50.00	Porch Fest	A-7550.5405
Cortland Co. District Att.	\$50.00	Porch Fest	A-7550.5405
Cash Donation (Molly)	\$973.87	Porch Fest	A-7550.5405
<b>Total =</b>	<b>\$1,623.87</b>		

Attached is a copy of the checks and supporting details on the donations for your records. Feel free to contact the Youth Bureau with any questions at 753-3021.





# CORTLAND POLICE DEPARTMENT

## 2016 REQUEST FOR SALE PROCEEDS

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August 20, 2018

**TO: Mack Cook, Director of Administration & Finance**  
**FROM: Deputy Chief Paul A. Sandy**  
**RE: Request for Proceeds from Sale of Police Bicycle**

**Motor Equipment:(A3120.540200.00)**

I am requesting the Common Council to recognize and appropriate proceeds from the sale of a black/white, 17 ½" Fuji American Police Bicycle, bearing serial number G6468MO to Homer Police Department. The City Police Department routinely updates the bicycle fleet and the Homer Police Department is attempting to establish a Bicycle Patrol. The agreed upon price was \$500.00 and it is requested these funds be appropriated to the above noted budget line to defray the cost of the replacement bicycle, which was purchased for \$1,249.95.

**\$500.00**



F. MICHAEL CATALANO  
CHIEF OF POLICE  
(607) 758-8302

## DEPARTMENT OF POLICE

CITY HALL • 25 COURT STREET  
CORTLAND, NY 13045

TELEPHONE: (607) 753-3001  
DEPT. FAX: (607) 758-3658  
RECORDS FAX: (607) 758-8399



PAUL A. SANDY  
DEPUTY CHIEF OF POLICE  
(607) 758-8302

July 16, 2018

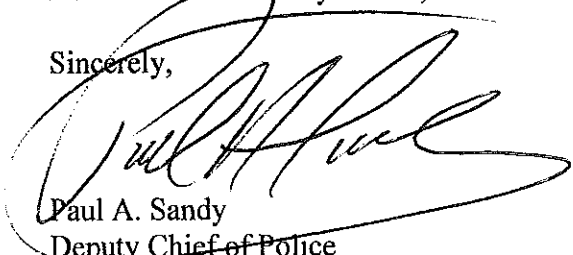
Chief Robert Pitman  
Homer Village Police  
53 South Main Street  
Homer, NY 13077

Chief Pitman

Please accept this as the official invoice from the Cortland City Police Department for one (1), Black/White, 17 1/2", Fuji American Police Bicycle, bearing serial number G6468MO for the agreed upon price of \$500.00.

Please make check payable to the Cortland Police Department in the amount of \$500.00 and return to Cortland City Police, 25 Court Street, Cortland, NY 13045. Thank you.

Sincerely,



Paul A. Sandy  
Deputy Chief of Police

PAS/df

EXOTIC PET PERMIT APPLICATION

DATE OF APPLICATION 12-13-17

OWNER'S NAME Addison Skinner / Brian Tobin

OWNER'S ADDRESS 11 Ridgeview

Phone Number 745-3043

Type of Pet rabbit

Landlord's Name /

Landlord's Address /

Landlord's Phone # /

- Complete permit application and return it to the City Clerk's Office along with
  - Application fee of \$5.00 per pet or up to 5 chickens
  - Letter of permission from the landlord
  - Letters from building residents / neighbors indicating knowledge of the exotic pet
- \* Ferrets must have current rabies vaccination certificate to file with the application

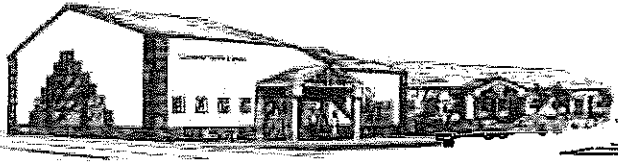
Once the application, supporting documents and permit fee are received, a home inspection will be made prior to submitting the application to Common Council.

If Common Council approves the application, the permit will be mailed out to the applicant.

If the application is denied, the application fee will be returned to the applicant.

Permits are issued for a calendar year, and are renewable each January. Renewal notices are sent out a month before.





# CORTLAND YOUTH BUREAU

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35 Port Watson Street • Cortland, NY 13045 • (607) 753-3021 • Fax: (607) 753-3023 • [www.cortland.org](http://www.cortland.org)

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## City of Cortland Youth Bureau Narrative

The City of Cortland Youth Bureau is an agency that focuses on the children of our community, manages and maintains park land and supervises over 120 recreation programs. It is our goal to have youth participate in educational and recreational activities. Many of our participants are underprivileged youth, so we like to focus on how we can keep them safe and on the right track. Throughout all of our programs and facilities, we have staff that can mentor and set strong positive examples for the kids who may need it.

One of our facilities is the Youth Center where teens can sign up for field trips or come to our Cortland location to hang out. The Youth Center offers many positive activities and opportunities to keep teens and pre-teens engaged and learning. The staff offers guidance and also has connections to other social services around town for the people who need them.

The Cortland Youth Bureau also maintains of 80 acres of land all put towards recreational purposes. We have multiple parks, such as Suggett Park, Beaudry Park, Dexter Park, Yaman Park, and Courthouse Park. We also have an outdoor baseball and softball complex on Starr Road. At those parks we host many events for our youth. For example, Summer Arts & Crafts, Movie Under the Stars, Summer Concert Series, Arts Parks & Books, among many others are events designed to keep children safe, and on a positive path.

We offer over 120 recreation programs for community members of all ages. We set up leagues for lacrosse, baseball, basketball, and a few other sports. We like to see everyone getting outside and



**being active. We found those things to be great outlets for young ones who may be dealing with some personal issues. See our enclosed program brochures for a sampling of our offerings.**

**During the summer months we offer two free places to swim, Wickwire Pool and Yaman Beach. Some of the field trips offered during the season are whitewater rafting, amusement and water parks, and a few state parks. Visit our website at [cortlandyb.recdesk.com](http://cortlandyb.recdesk.com) to learn more about our programs and facilities.**

**The Cortland Youth Bureau would first like to thank Donald W. Sharpe for such a generous contribution and we are going to rightfully honor him and his wishes. As an organization that could greatly benefit from this donation, we have already started to compile some ideas as to how we could allocate these funds. Some of our thoughts are listed below:**

- Funds to address new programming for recreation and youth center opportunities.**
- A shaded structure for our new aquatic splash pad at Suggett Park**
- Scholarship funds for youth sports participants.**
- Purchase park amenities for our new playground facilities at Suggett, Beaudry and Dexter parks.**
- Save a historic piece of playground equipment at Beaudry Park (1950 Rocket Ship Slide).**
- Make investments into new programs, perhaps ones that are music related considering Mr. Sharpe's interest in music.**
- New Youth Football uniforms for our 2018 program.**
- Buddy Benches at our newly renovated playgrounds.**
- Inflatable aquatic play structure at the newly renovated Wickwire Pool.**
- Roof repairs made to the Yaman Beach House Aquatic facility.**
- Athletic Field Lighting upgrades**

- Security cameras at some city parks to help prevent vandalism

The Cortland Youth Bureau Advisory board will be kept up to date on all Donald W. Sharpe Trust Fund expenses and will provide approval of new programs, equipment and park facility improvements. Feel free to contact John McNerney, Director of the City of Cortland Youth Bureau at 607-753-3021 ext.423 or [mcnerney@cortland.org](mailto:mcnerney@cortland.org).