

**COMMON COUNCIL AGENDA  
April 15, 2014**

- 6:30 P.M.      Public Hearing: To hear comments on the City of Cortland’s proposal to establish a six (6) Month Moratorium on Boarding Houses.
- 6:45 P.M.      Public Hearing: To hear comments on the Natrium Products proposal of a new warehouse construction at 39-47 Court Street, currently zoned General Business. A proposed amendment to the zoning map to be changed to General Industrial District.
- 7:00 P.M.      Call Meeting to Order  
Salute to the Flag of the United States  
Public Comments  
Minutes of April 4, 2014 Meeting
- Proclamation: Arbor Day-April 25, 2014  
Proclamation: National Day of Prayer-May 1, 2014  
Conflict of Interest Disclosure

**AGENDA:**

**Item #1** – Consideration of a resolution to approve a change to the zoning map at 47 Court Street from General Business to General Industrial to allow for Natrium Products to construct a new warehouse at 39-47 Court Street. (Deputy Chief Knickerbocker)

**Item #2** – Consideration of a resolution approving a loan in the amount of \$80,000 pursuant to a recommendation by the City's Community Development Loan Committee and subject to conditions as approved by the Loan Committee. (Thoma Development)

**Item #3** – Consideration of a Resolution to allow the Mayor to close the parking lot between the Marketplace Mall and the VFW from 12:00 noon until 10:30 pm for the Main Street Music Series each day on the following Dates: July 11, 18, and 25, 2014, and August 1, and 8, 2014. (Cheryl Michales)

**Item #4** – Consideration of a Resolution to appropriate proceeds from the sale of two (2) retired undercover police vehicles in the amount of \$5,280.00 to account A3120.206.00-Operational Equipment. (Deputy Chief Paul Sandy)

**Item #5** – Consideration of a Resolution to raise the fee structure on the City Ordinance Fine Violations. (Alderman Tom Michales)

**Item #6** – Consideration of a Resolution to approve the following donations to the Wickwire Pool Trust Fund (John McNerney):

<b>Donations</b>	<b>Amount</b>
Sandra L. Ripic	\$100.00
Robert & Joan Livingston	\$ 40.00
<b><i>Total Donations</i></b>	<b><i>\$140.00</i></b>

**Item #7** – Consideration of a Resolution for the Mayor to enter into an agreement with the Volunteer Companies of the Cortland Fire Department. (Ric VanDonsel)

**Item #8** – Consideration of a Resolution for the re-appointment of Gerald O’Rourke to the Board of Assessment Review Commission. (Mayor Brian Tobin)

**Item #9** – Consideration of a Resolution to establish a six (6) month Moratorium on Boarding Houses. (Mayor Brian Tobin)

**Item #10** – Consideration of Resolution to transfer \$4,000.00 from contingency to the Department of Public Works line 5110-100 (payroll line) to cover the cost of the hiring of summer interns to work GIS mapping of sewer, water, and public safety utilities. (Nick Dovi)

**Item #11** – Consideration of a Resolution to approve the formation of the City of Cortland Flood Prevention and Response Task Force with Nancy Rongo and Judd Olshan initial members, and additional members to be appointed by the Mayor. (Mayor Brian Tobin)

**Executive Session** – For discussion on Labor Negotiations

**Adjournment**



City of Cortland  
City Hall  
25 Court Street, Cortland, NY 13045  
Mayor Brian Tobin  
Telephone – (607) 758-8374 Fax – (607) 756-4644  
[Mayor@cortland.org](mailto:Mayor@cortland.org) [www.cortland.org](http://www.cortland.org)

## ***PROCLAMATION***

- Whereas,** In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- Whereas,** The holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- Whereas,** Arbor Day is now observed throughout the nation and the world, and
- Whereas,** Trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and
- Whereas,** Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
- Whereas,** Trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas,** Trees, wherever they are planted, are a source of joy and spiritual renewal,
- Therefore,** I Brian Tobin, Mayor of the City of Cortland, do hereby proclaim April 25, 2014 as

## ***ARBOR DAY***

In the City of Cortland, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and,

I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_

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Brian Tobin  
Mayor of Cortland, New York



City of Cortland  
City Hall  
25 Court Street, Cortland, NY 13045  
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## PROCLAMATION National Day of Prayer

**Whereas;** Americans have long turned to prayer both in times of joy and times of sorrow. Prayer brings communities together and can be a wellspring of strength and support. Regardless of religion or creed, all of us have the freedom to pray and exercise our faiths openly. Today and every day, prayers will be offered in houses of worship, at community gatherings, in our homes, and in neighborhoods all across our country. Let us give thanks for the freedom to practice our faith as we see fit, whether individually or in fellowship.

**Whereas;** Let us pray for the police officers, firefighters, and other first responders who put themselves in harm's way to protect their fellow Americans. Let us also pray for the safety of our brave men and women in uniform and their families who serve and sacrifice for our country. Let us pray for the everyday man, women and child facing challenges. Let us come together to pray for peace and goodwill today and in the days ahead as we work to meet the great challenges of our time.

**Therefore;** I Brian Tobin, Mayor of Cortland, by virtue of the authority vested in me by the Constitution and laws of Cortland and New York do hereby proclaim May 1, 2014 as National Day of Prayer. I join citizens of our City in giving thanks, in accordance of our own faiths and consciences, for our many freedoms and blessing, and in asking for God's continued guidance, mercy, and protection.

IN WITNESS WHEREOF, I have hereunto set my hand this 15<sup>th</sup> day of April, in the year of our Lord, two thousand fourteen, and of the Cortland New York.

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Brian Tobin  
Mayor of Cortland, New York



CITY OF CORTLAND  
OFFICE OF COMMUNITY DEVELOPMENT  
THOMA DEVELOPMENT CONSULTANTS

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25 Court Street, Cortland, New York 13045 Ph. 607.753.1433 Fx. 607.753.6818  
[www.cortland.org](http://www.cortland.org)

MEMO

TO: Mayor Brian Tobin and Common Council Members

FROM: Ann Hotchkin  
Program Manager 

DATE: April 8, 2014

SUBJECT: Conflict of Interest

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Our office has received a Sidewalk Program application from Councilman Tom Michales. After discussing this issue with Mayor Tobin, it was determined that if a Council person, or any person with ties to the City (see attached form), wishes to participate in the sidewalk program, and in the interest of transparency in government, our office would forward a Conflict of Interest form and a memo so that the Council can publically announce said person's interest in participating in the program at a Council meeting. The City should also request an Opinion of Counsel from the City Corporation Counsel to assure his participation does not violate City or State law.

Please accept this memo and the attached application form as written documentation of Councilman Michales interest in participating in the Sidewalk Program. If anyone has any questions related to this matter, please contact me at 753-1433 or via email at [ann@thomadevelopment.com](mailto:ann@thomadevelopment.com).

Attachment

**CITY OF CORTLAND  
SIDEWALK PROGRAM  
CONFLICT OF INTEREST DISCLOSURE**

Under certain circumstances, an applicant for the City of Cortland Sidewalk Program may have what is known as a "conflict of interest". For example, a Conflict of Interest may be present if the applicant is an employee, officer, or elected official of the City of Cortland.

**\*DISCLOSURE\***

Please circle YES or NO to the questions listed below so that we may make a determination of whether any conflicts may be applicable to your project. Answer for all property owners.

YES  NO 1. Are you now, or have you ever been an employee, agent, consultant, an officer, or or an elected or appointed official of the City? If so, please explain below:

City Councilman

YES  NO 2. Are you related to an employee of the City, an agent of the City, a consultant working for the City, an officer of the City, or an elected or appointed official of the City? (i.e., are you related to the Mayor, or the City Clerk, or any Department Head, or someone that works in the Department of Public Works/Highway Department, etc.) If so please indicate to whom you are related and explain the relationship below:

\_\_\_\_\_  
\_\_\_\_\_

I/we, the undersigned, certify that the above information is true to the best of my/our knowledge:

Signed: Tom Michael

Date: 4/2/14

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

\*\*\*\*\*

**For office use only**

\_\_\_\_\_  
\_\_\_\_\_ There is no conflict of interest  
\_\_\_\_\_ A potential conflict of interest is disclosed (attach determination)

**William Knickerbocker**

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**From:** Bruce Weber

**Sent:** Tuesday, March 04, 2014 9:23 AM

**To:** Brian Tobin; lawdept; Mack Cook; mayorofc; William Knickerbocker

**Subject:** Natrium

To all:

Natrium Products is proposing a new warehouse on property at 39-47 Court St., presently zoned GB, as such a use variance and site plan review is needed. They have made the appropriate applications but are now considering asking for a zone change to Industrial for this property as well as 60 Pendleton. I have instructed them to forward this request to Brian so this may be placed on the Council agenda. I will add this to their present applications so that review boards may provide Council with recommendations. Any questions give me a call at 423-5621.

Bruce

## Change to zoning map

### § 29. Official map, changes.

Such legislative body is authorized and empowered, whenever and as often as it may deem it for the public interest, to change or add to the official map of the city so as to lay out new streets, highways or parks, or to widen or close existing streets, highways or parks. Drainage systems may also be shown on this map. At least five days' notice of a public hearing on any proposed action with reference to such change in the official map shall be published at least once in an official publication of said city or in a newspaper of general circulation therein. No change in the official map shall be made for the lay out of a new street or the opening or widening of any street unless notice shall have been sent by registered mail, return receipt requested, to the person and address noted on the last preceding real property tax notice issued on the property which is to be included in such proposed layout, opening or widening of such streets. Before making such addition or change the matter shall be referred to the planning board for report thereon, but if the planning board shall not make its report within thirty days of such reference, it shall forfeit the right further to suspend action. Such additions and changes when adopted shall become a part of the official map of the city, and shall be deemed to be final and conclusive with respect to the location of the streets, highways and parks shown thereon. The layout, widening or closing, or the approval of the layout, widening or closing of streets, highways or parks by the city under provisions of law other than those contained in this article shall be deemed to be a change or addition to the official map, and shall be subject to all the provisions of this article.

# NATRIUM PRODUCTS, INC.

58 Pendleton St. PO Box 5465 Cortland, NY 13045 Ph: 1-800-962-4203 Fax: 607-753-0552

March 11, 2014

Honorable Brian Tobin  
Mayor  
City of Cortland  
25 Court Street  
Cortland, NY 13045

RE: Natrium Products, Inc.  
Zone change for lots 86.59-02-13 and 86.59-02-11.20

Dear Mayor Tobin:

With our continued business growth at our Cortland Facility we have found it necessary to expand our warehousing capabilities from our current location on Pendleton Street. We are currently looking to expand our warehousing to East Court Street at the location shown on the attached plan.

The proposed warehouse location is currently zoned General Business, we are proposing to modify this to a General Industry zoning which appears to meet the City of Cortland zone use requirements. The subject lots are 86.59-02-13 and 86.59-02-11.20

The intended use of this building will be warehouse which will house finished products from our Pendleton Street production operation. We are proposing to construct a truck loading ramp area with three overhead doors.

Once you have reviewed this information please contact us so a meeting can be scheduled to discuss this project further.

If you have any questions, please do not hesitate to contact us.

*Robert Kemp*

Robert Kemp

CC: Encl.

# NATRIUM PRODUCTS, INC.

58 Pendleton St. PO Box 5465 Cortland, NY 13045 Ph: 1-800-962-4203 Fax: 607-753-0552

March 6, 2014

Honorable Brian Tobin  
Mayor  
City of Cortland  
25 Court Street  
Cortland, NY 13045

RE: Natrium Products, Inc.

Dear Mayor Tobin:

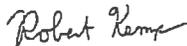
With our continued business growth at our Cortland Facility we have found it necessary to expand our warehousing capabilities from our current location on Pendleton Street. We are currently looking to expand our warehousing to East Court Street at the location shown on the attached plan.

The proposed warehouse location is currently zoned General Business, we are proposing to modify this to a General Industry zoning which appears to meet the City of Cortland zone use requirements.

The intended use of this building will be warehouse which will house finished products from our Pendleton Street production operation. We are proposing to construct a truck loading ramp area with three overhead doors.

Once you have reviewed this information please contact us so a meeting can be scheduled to discuss this project further.

If you have any questions, please do not hesitate to contact us.



Robert Kemp

CC: Encl.

March 7, 2014

GML# 86.59-02-11.200 &  
86.59-01-13.000  
City of Cortland  
Zoning Map Amendment and Site Plan  
Review  
Natrium Products Inc.

**TO: Cortland County Planning Board**

**FROM: Cortland County Planning Department**

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This application for a zoning change & site plan review is being referred to the Cortland County Planning Board pursuant to General Municipal Law 239-M because the property is located within 500 feet of US Route 11 (Port Watson St.).

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**GENERAL INFORMATION**

**Date Received:** February 28, 2014

**Applicant:** Robert A. Kemp  
Natrium Products Inc.  
58 Pendleton St.  
P.O. Box 5465  
Cortland, NY 13045

**Status of Applicant:** Plant Manager

**Requested Action:** zoning map amendment & site plan review

**Purpose:** to rezone the subject properties from GB (General Business) to GI (General Industrial) and to construct an 11,280 sq. ft. warehouse for the storage of sodium bicarbonate and soda ash on the larger (2.54 acre) parcel

**Location:** South side of E. Court St., west of Pendleton St.

**Size:** 2.99 +/- acres

**Existing Zoning:** GB (General Business)

**Existing Land Use:** Vacant parcel and Sherman's Wholesale Tire

**Surrounding Zoning:** R-4 (Residential),  
 GI (General Industrial) and  
 GB (General Business)

**Surrounding Land Uses:** N – Natrium Products, Austin Machine  
 S - single family residential, two family residential and  
 multi-family residential  
 E – Button’s Automotive, small retail business  
 W– single family residential, two family residential and  
 multi-family residential

**Existing Regulations:** Code of the City of Cortland  
 Chapter 300 Zoning  
 Article IV – Business Districts  
 ~300-25. General Business District  
 B. Allowed uses by right  
 C. Allowed uses by special use permit  
 Article V – Industrial Districts  
 ~300-30. General Industrial District  
 B. Allowed uses by right  
 (5) Industrial activity  
 Article VIII – Parking spaces, driving aisles and driveways  
 Article X – Buffer strips  
 ~300-92. Required buffer strips  
 B.  
 ~300-94. Landscaping  
 Article XIII – Site Plan Review  
 ~300-131. Planning Commission  
 ~300.132. Actions requiring Site Plan Review  
 A. The following actions require site plan review  
 1. When a building or structure is to be erected  
 3. When vehicular movement, vehicular parking or  
 a pedestrian walkway is altered  
 6. When designed landscaping is installed or altered  
 ~300-135. Decisions  
 Article XV – Variances  
 ~130-146. Use variances

**ANALYSIS -**

The applicant is requesting a zoning map amendment and site plan review to rezone two properties from GB (General Business) to GI (General Industrial) and construct an 11,280 sq. ft. metal storage building to be used for the storage of sodium bicarbonate and soda ash on the larger (2.54 acre) parcel. The properties are located on the south side of E. Court St., west of Pendleton St., and are zoned GB (General Business).

Site plan review is required for any use when a building or structure is to be erected when vehicular movement, vehicular parking or a pedestrian walkway is altered and when designed landscaping is installed or altered. The applicant has indicated on the site plan that they intend to construct an 11,280 sq. ft. metal storage building for the storage of sodium

bicarbonate and soda ash for use in their industrial facility across E. Court St. from this location. The applicant has also applied for a zoning map amendment to rezone this property and the neighboring property to the east from GB (General Business) to GI (General Industrial) as industrial activities, including storage, are not permitted uses in the GB (General Business) District and as the applicant has future plans to possibly expand their manufacturing plant onto the two properties.

The Coordinated Review Committee (CRC) met regarding this proposed project and addressed the following issues. The applicant is proposing to use the proposed new building for the sole purpose of the storage of sodium bicarbonate and soda ash for use in their existing industrial facility. The applicant does not intend to provide parking on the site, heating for the building, and does not intend to have water or sewer connections to the proposed building as it would be used solely as a storage warehouse. Work within the facility would consist of using a fork truck to unload and load trucks for the storage of sodium bicarbonate and soda ash on pallets until needed in the plant across E. Court St. The applicant has proposed to construct a 55 foot wide by 8" thick concrete driveway for the storage facility, and a concrete ramp to access the three proposed overhead doors in the facility. This driveway would require a permit from the City of Cortland Department of Public Works. The applicant has also indicated on the site plan that the proposed building meets the setback requirements set forth in the "Code of the City of Cortland" Article V Section ~300-31 for a GI (General Industrial) District.

It should be noted that the applicant has also applied for a use variance as the proposed use is not a permitted use in the GB (General Business) District. The use variance however is unnecessary if the property is re-zoned to GI (General Industrial). It is therefore recommended that the use variance request either be pulled by the applicant or tabled by the City Zoning Board of Appeals until such time that a decision is made on the zoning map amendment request to determine if the use variance application is necessary. The zoning map amendment request involves extending the existing GI (General Industrial) District currently located on the north side of East Court St. to the subject properties on the south side of East Court St. The properties therefore would be the only properties on the south side of East Court St. zoned as General Industrial. The property proposed to be developed with the new storage facility borders R-4 (Residential) zoned properties to the south and west with existing single, two, and multi-family residential structures on these properties. There is a concern regarding extension of a General Industrial zone to the border of a residential zone. It should be noted however that the existing General Industrial District to the north and east also borders residential zones (R-2 and R-4). It is recommended that if positive consideration is given to the zoning map amendment request that it be contingent upon the applicant complying with the buffer strip requirements of the "City of Cortland Zoning Code" to buffer activities on the property from adjoining residentially zoned properties to the west and south. The property has three existing storage buildings along the western property line and the applicant is proposing to plant deciduous trees along the remaining portion of the western property line to screen the property from the adjoining residential properties. A vegetative buffer strip at least 10 ft. in width with at least two trees and/or shrubs every 10 linear feet would also be required along the southern property line as it adjoins existing residentially zoned properties. It should be noted that the property with the existing wholesale tire business does not need to comply with buffer strip requirements as it does not border a residential zone.

The applicant is not proposing any parking spaces for the proposed use as it would be used as a storage warehouse. It should be noted that the required number of parking spaces for industrial activities is determined by the City Planning Commission upon site plan review although it does not appear that a parking area is necessary for this use.

This proposed action would only disturb .5 acres of land and therefore does not require a SPDES General Permit for Stormwater Discharges from Construction Activity per the State of New York's Pollutant Discharge Elimination System. The site plan includes stormwater management measures including a trench drain in the driveway adjacent to the building with catch basins and a 6 inch diameter storm sewer.

Finally, this proposal is considered an Unlisted Action under SEQR. The applicant has completed Part I of a Short Environmental Assessment Form. Parts II and III should be completed by the City to determine if there may be any significant adverse environmental impacts as a result of the proposed development.

**RECOMMENDATION -**

The staff recommends approval of this application for a zoning map amendment and site plan review contingent upon the following:

1. That the use variance request either be pulled by the applicant or tabled by the City Zoning Board of Appeals until such time that a decision is made on the zoning map amendment request to determine if the use variance application is necessary.
2. The applicant complying with the buffer strip requirements of the "City of Cortland Zoning Code" by planting a vegetative buffer strip at least 10 ft. in width with at least two trees and/or shrubs every 10 linear feet along the southern property line of the proposed storage facility property in addition to the plantings proposed along the western property line in order to buffer activities on this property from adjoining residentially zoned properties.
3. Compliance with SEQR requirements.

Prepared by:

Reviewed and/or revised by:

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Kevin J. Pagini  
Planner

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Daniel S. Dineen  
Director of Planning

DSD/kp

## **DOWNTOWN MUSIC SERIES**

Hon. Mayor Brian Tobin  
Members of Common Council  
Mack Cook, Dir Admin & Finance

Greetings,

It is once again time for the Downtown Music Series for the summer of 2014. We have a great line up planned and are having three local bands this year as our main shows!!! If we could please get our request on your next regular agenda on April 15, 2014, that would be greatly appreciated.

We are asking that the Council authorize the use of the parking lot between the Marketplace Mall and the VFW on the following dates, 7/11, 7/18, 7/25, 8/1 and possibly 8/8 (for fifth show). We would ask that the parking lot be closed from 12 noon each of those dates until 10:30PM, to enable the setting up of sound, stage and refreshments. Our liquor license will be from 5:30PM to 9:30PM.

As was done last year we are asking to be able to leave the orange snow fence up in the very back of the lot until the end of the series on 8/1 or 8/8. We always roll it up so that there is access to the lot from the VFW lot. This enables us to save some time in setting up each show.

I have also given a copy of this request to Deputy Chief Paul Sandy for his approval.

Thank you for your continued support of this great series!

Cheryl Michales, Secretary

cc: Paul Sandy, Deputy Chief of Police



# **CORTLAND POLICE DEPARTMENT**

## **2014 Police Vehicle Auction Proceeds**

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**April 2, 2014**

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

**POLICE VEHICLES:(A3120.206.00 account – Operational Equipment > \$5,000.00)**

We are requesting the Common Council appropriate proceeds from the sale of two (2) retired undercover police vehicles from the City of Cortland Police. These vehicles were originally confiscated from the Impound Lot, inspected and repaired, then placed in use as undercover police vehicles. The first vehicle was a 2004 Chevrolet Trailblazer (Car 5), which was titled to the City On March 13, 2012. The second vehicle was a 2003 Chevrolet Blazer (Car 3), which was titled to the City at the same time. These vehicles served the agency well in multiple undercover details, however, were starting to reach a point where they were of no further value and in need of repair. The vehicles were sent to auction, with the 2004 Trailblazer being sold for \$3,690.00 and the 2003 Blazer being sold for \$1,710.00. Once all necessary fees were deducted the vehicles netted a total of \$5,280.00. We are requesting the total \$5,280.00 be appropriated to the above noted account, which if appropriated will be directly applied toward the purchase of new police vehicles in 2015.

**\$5,280.00**



# Cortland Police Department

## Memorandum



**TO:** Cortaca Commission Councilors Michales, Bennett, Silliman  
**FROM:** F. Michael Catalano, Chief of Police  
**DATE:** March 25, 2014  
**SUBJECT:** City Ordinance Violation Fine Increase

As mentioned in our many Cortaca Commission meetings, the following City Ordinance violations should be considered for increased fine levels. The last increase occurred in 2010. I have listed the most common violations we encounter, the current fine structure, and the proposed change. If either of you feel the new fines should be increased or decreased, please advise. Additionally, Corporation Counsel should weigh in as to the legality of the amount of the fines.

**LITTERING-** section 181-7:

Current fine structure	\$50min - \$100max	1st offense
	\$100min - \$175max	2nd offense
	\$250	3rd offense
Proposed increase	\$150min - \$250max	1st offense
	\$250min - \$500max	2nd offense
	\$500min - \$1,000max	3rd offense

**NOISE-** section 193-11

Current fine structure	Same as littering above	
Proposed increase	\$250min - 500max	1st offense
	\$500min - \$1,000max	2nd offense
	\$1,000	3rd offense

**NUISENCE PARTY-** section 194-6

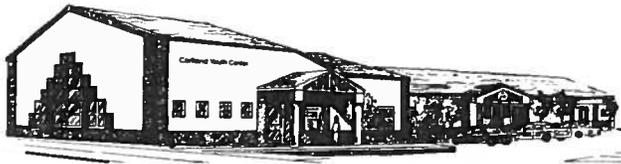
Current fine structure	Up to \$500 max
Proposed increase	\$500 min - \$1,000 max

**CONSUME/POSSESS ALCOHOLIC IN PUBLIC, DISORDERLY CONDUCT-** section 208-4

Current fine structure	\$100	1st offense
	\$175	2nd offense
	\$250	3rd offense
Proposed increase	Same as NOISE above	

**SOCIAL HOST** - section 195 (still waiting for the filing from the state)

Current fine structure	\$250 for each occurrence
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# 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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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: Wickwire Pool Trust Fund Deposit

DATE: April 7, 2014

As you are fully aware the Wickwire Pool Fundraising committee has been busy seeking donation for the renovation of Wickwire Pool. I would like to ask the common council to accept and recognize the following donations from local business and individuals:

<i>Donation</i>	<i>Amount</i>
<i>Sandra L. Ripic</i>	<i>\$100.00</i>
<i>Robert &amp; Joan Livingston</i>	<i>\$ 40.00</i>
<i>Total Donations =</i>	<i>\$140.00</i>

Funds should be deposited into the Wickwire Pool Trust Fund. Attached are copies of the checks. Feel free to contact me with any questions at 753-3021 ext.23.



# AGREEMENT

THIS AGREEMENT, made this \_ 1<sup>st</sup>. \_\_ Day of January 2014, BETWEEN THE CITY OF CORTLAND, Cortland County, State of New York (hereinafter called the "City"), party of the first part, and Volunteer Companies of the Cortland Fire Department, 21 Court Street Cortland, New York (hereinafter called the "Board of Engineers"), a duly organized and representative body of the existing fire companies of the City of Cortland, party of the second part;

## WITNESSETH:

WHEREAS, the party of the first part is a municipal corporation responsible for protecting the citizens of Cortland and their property from the hazards of fire, and further is dependent in part for such protection from volunteer fire companies organized within the City of Cortland, and

WHEREAS, the Volunteer Company is equipped and training to provide firefighting services and further is obligated by their Constitution and By-laws to provide said services, as well as obligated to provide personnel with certain basic needs, and

WHEREAS, the Volunteer Company does not have sufficient funds of their own to provide such items,

## NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

That the City hereby agrees to pay to the party of the second part a sum of Sixty Thousand Dollars (\$60,000.00), of which a basic portion of Thirty Thousand Six Hundred Forty Dollars (\$30,640.00), shall remain with the Board of Engineers, and the balance

Twenty-Nine Thousand Three Hundred Sixty Dollars (\$29,360.00) be distributed to the four individual volunteer companies. The base portion retained by the Board of Engineers shall be used to fund the general obligations of the Department collectively but not limited to expenses for such items as the annual inspection, parades, volunteer chief allowances, certain insurance policies, and other supplies and expenses identified as operational needs by the Board of Engineers for the benefit of the department and allowable under the Department's Constitution and By-laws.

The balance of said funds (\$29,360.00) will be distributed on a percentage basis to the four volunteer companies using a formula tied to alarm response activity for which the individual volunteer companies were responsible, based on records for the prior calendar year. Said funds shall, without limitations, be used for purchase, cleaning and maintenance of uniforms, paging radios, funds for Fire Police Activities, retention activities for maintaining current membership, and supplies incidental to operation of the Volunteer Companies and as deemed necessary for the betterment of the company an allowance under the By-laws of the Company.

A copy of fund distribution shall be annexed hereto as Schedule "A: and incorporated into this document for reference.

This contract shall remain in full force and effect for the year 2014 and shall expire on December 31, 2014 at 11:59 p.m. Negotiations concerning the creation of a successor agreement for this contract shall be conducted in good faith during 2014.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized officers have caused this instrument to be executed on the \_\_\_\_ day of \_\_\_\_\_ 2014.

APPROVED AS TO FORM:  
  
CORPORATION COUNSEL

CITY OF CORTLAND  
BY: \_\_\_\_\_  
Mayor

**CORTLAND VOLUNTEER FIRE DEPARTMENT,  
BOARD OF ENGINEERS**

BY: \_\_\_\_\_  
**Presiding Officer**

COMPANY PARTICIPATION

	RESPONSES	PERCENTAGE
WATER WITCH STEAMER & HOSE COMPANY #1	623	25.20%
ORRIS HOSE COMPANY #2	600	24.27%
EXCELSIOR HOOK & LADDER COMPANY #3	620	25.08%
HITCHCOCK HOSE COMPANY #6	629	25.44%
	2472	100.00%

2014 CITY CONTRACT AMOUNT \$60,000.00

CONTRACT DISTRIBUTION

	BOE ALLOCATION BASE AMOUNT	PRO-RATA SHARE	CONTRACT AMOUNT
WATER WITCH STEAMER & HOSE COMPANY #1	\$7,660.00	\$7,399.39	\$15,059.39
ORRIS HOSE COMPANY #2	\$7,660.00	\$7,126.21	\$14,786.21
EXCELSIOR HOOK & LADDER COMPANY #3	\$7,660.00	\$7,363.75	\$15,023.75
HITCHCOCK HOSE COMPANY #6	\$7,660.00	\$7,470.65	\$15,130.65
	\$30,640.00	\$29,360.00	\$60,000.00



**City of Cortland**  
City Hall – Mayor’s Office  
Brian Tobin  
Mayor  
25 Court Street, Cortland, New York 13045  
Website: [www.cortland.org](http://www.cortland.org)

Phone: 607-758-8374

Fax: 607-756-4644

**REAPPOINTMENTS / NEW APPOINTMENTS for 2014**

**Board of Assessment Review Commission**

Gerald O’Rourke

Re-Appointment

## DRAFT

### City Flooding Task Force Plan

The Flooding Task Force (FTF) will examine the impact of flooding on the city and develop recommendations on steps that might be taken to:

- (a) improve preparedness and response to future flooding events
- (b) mitigate the damage from such events by recommending potential solutions

The FTF will be organized under the auspices of the City's Environmental Advisory Committee (EAC) – a standing committee, charged with advising the Mayor and Council on a broad range of environmental issues. It will:

- focus on flooding
- expand an already busy EAC's ability to address this complex issue
- solicit input from technical advisors
- be time-limited
- work with (rather than duplicate) existing efforts and committees

The FTF will include (2) representatives from the EAC, (2) Aldermen and (6) others, recruited from the greater Cortland community, for their relevant backgrounds, and will seek technical support from relevant government agencies and universities.

#### GOALS & OBJECTIVES:

1. Research the impact of flooding on the city and historical efforts to address it.
2. Explore potential funding and other resources to address the flooding issue.
3. Identify and engage key stakeholders and issues that might impede progress.
4. Develop and submit recommendations to the Mayor and Council.

#### TIMETABLE

Once organized, the FTF will develop a more detailed working plan and timetable – which, based on preliminary feedback from regional planners who have been involved in similar initiatives, may take as much as a year, if not more.

#### STAFF SUPPORT

It is anticipated that some staff support will be available from the city and other local government agencies involved in this process. It may be useful to explore the possibility for additional funding as this initiative moves forward.

#### POTENTIAL FTF MEMBERS AND TECHNICAL ADVISORS