



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 www.cortland.org

PROCLAMATION

MAYOR'S DAY OF RECOGNITION FOR NATIONAL SERVICE

- WHEREAS;** the Cortland County Retired & Senior Volunteer Program recruits individuals Age 55 and older to perform volunteer service through local, non-profit organizations focused on: education, healthy futures, veterans and military families, environmental stewardship, economic opportunity and disaster services; and
- WHEREAS;** there are over 55 partnering agencies supporting services of volunteers including the City of Cortland; and
- WHEREAS;** 550 RSVP Volunteers served 63 different non-profit and public organizations this past year, 32 RSVP volunteers assisted 93 community blood drives, and 91 RSVP volunteers served in four area food pantries helping 3,800 households; and
- WHEREAS;** on April 7, 2015 the third-annual Mayors Day of Recognition for National Service will unite mayors across the country to spotlight the impact of national service and to honor those who serve;

NOW, THEREFORE BE IT RESOLVED, that I, Brian Tobin, Mayor for the City of Cortland hereby declare April 7, 2015 as *Mayors Day of Recognition for National Service* to acknowledge the important work performed by our local Retired & Senior Volunteers for the good of the community and to thank all of those who do.

IN WITNESS WHEREOF, I have hereunto set my hand this 7th day of April, in the year two thousand fifteen, in the Cortland New York.

Brian Tobin
Mayor of Cortland, New York

25

New York State Conference of Mayors and Municipal Officials

*presents this Twenty-Five Year Certificate
of Public Service to*

Eric Sutton

In recognition of twenty five years of distinguished public service to your community, the New York State Conference of Mayors is pleased and honored to publicly acknowledge your dedication and commitment.



A handwritten signature in black ink, appearing to read 'Patricia Bayl', written over a horizontal line.

NYCOM Executive Director

Certificate of Longevity

This certificate has been awarded to

Eric Sutton

In Appreciation of Service

For 25 Years of Public Service for the City of Cortland

Given this 12th day of February, 2015

Eric Sutton

25

New York State Conference of Mayors and Municipal Officials

*presents this Twenty-Five Year Certificate
of Public Service to*

Patrick Sweeney

In recognition of twenty five years of distinguished public service to your community, the New York State Conference of Mayors is pleased and honored to publicly acknowledge your dedication and commitment.



A handwritten signature in black ink, appearing to read 'Patrick Sweeney', written over a horizontal line.

NYCOM Executive Director

Certificate of Longevity

This certificate has been awarded to

Sergeant Patrick Sweeney

In Appreciation of Service

For 25 Years of Public Service for the City of Cortland

Given this 2nd day of April, 2015

Patricia

CITY OF CORTLAND

2015
BEAUTIFICATION PROGRAM

SIDEWALK PROGRAM GUIDELINES

Sponsored by: City of Cortland
Brian Tobin, Mayor

Administered by: Office of Community Development

City of Cortland
2015 BEAUTIFICATION PROGRAM
****SIDEWALK REPLACEMENT****

The 2015 City of Cortland Beautification Program is a City-wide voluntary program, the goal of which is to encourage qualifying City Property Owners to actively participate in improving the aesthetics and/or safety of City properties which will, in turn, impact on the community as a whole. Participants in the program will be selected on a first-come, first-served basis through the City's Office of Community Development. Priority for program consideration will be given to applicants who have returned the attached Application and it is completed satisfactorily.

The Sidewalk Replacement program is available to all City residential (owner-occupied and renter-occupied) owners. It is the City's intention to encourage replacement of those sidewalks that pose a blighting influence on the surrounding property and/or contribute to inadequate sidewalk situations. The City has instituted the following guidelines for participation in the program:

1. A sidewalk replacement stipend is available from the City to all residential properties located within the City of Cortland. Concrete sidewalks and concrete aprons must be located in the City's right-of-way. The City will not pay for walkways from the sidewalk to the dwelling/structure nor will it pay for curb replacement.
2. The City will pay 50% of the sidewalk replacement up to \$1,600 (maximum City participation is \$800). This applies to all property owners regardless of income.
3. Corner Properties: Owners of corner properties are eligible for two subsidies. Each side of the property will be eligible for 50% of the sidewalk replacement with a maximum of up to \$800 as indicated in #2 above. These owners are also eligible for a 100% subsidy for the handicapped curb cut if this needs replacement or installation. Owners of corner properties need to provide a quote for each side separately and the handicapped curb cut separately. Previous participants who only completed one side of their property can re-apply. No other previous work is retroactive for payment.
4. Potential applicants are instructed to complete the enclosed Application for Sidewalk Replacement in its entirety, which includes getting an estimate from a qualified sidewalk contractor and returning the Application to the City with the contractor's name indicated. Once this application is reviewed for completeness and an estimate is made of the dollars remaining in the Sidewalk Replacement budget by the City, a Notice to Proceed will be issued. Property owners are cautioned not to begin any sidewalk work until this notice is received. In the

event that there are more applicants than there are funds available, participants will be selected on a first come, first served basis.

5. Property Owners will engage in the services of a qualified Sidewalk Contractor. The City has enclosed a list of sidewalk contractors who have worked with the program in the past and have submitted updated insurance certificates to the City. If you wish to have your work done by a contractor not on the list, they must submit an insurance certificate before any work begins as indicated in #5 below. For your reference, last year the per sidewalk block cost averaged approximately \$200+ for a 5 foot square block. Sidewalk blocks running through a driveway are thicker and are usually more expensive. The estimates provided to the City will be reviewed to insure that they are reasonable. It is expected that property owners will replace all damaged sidewalk blocks. Applying for a sidewalk subsidy for the same property for more than one year will not be allowed. Property owners may not change the contractor listed on their application unless and until an approval for change is received from the Office of Community Development.
6. The City of Cortland will require that the Contractor (not the Property Owner) obtain a permit from the City of Cortland's Department of Public Works (DPW) before beginning the work. There is no charge for this permit. The Contractor will be required by the DPW to show proof of both accident and protection of work and property insurance protecting City and Contractor for such purpose by securing a policy with limits and coverages as required by the City. The DPW is located on South Franklin Street and the hours of operation are 7 a.m. to 3 p.m., Monday through Friday. The telephone number is 756-6221.
7. At the DPW, the Contractor will be given the grade and line of the sidewalk for the property. The Contractor will be given a copy of the City's sidewalk specifications. It is anticipated that the permit will be issued within a maximum of five (5) working days or less.
8. Property Owners are advised not to let work begin without a permit. Under no circumstances will the City pay for any work that was performed without a permit. The City will make payment to any property owner that is not a known participant in the Beautification Program. No compensation will be given to work done prior to the start of this program.
9. The DPW will inspect the sidewalk forms prior to the pouring of the concrete. The contractor will be responsible for contacting the DPW.
10. Upon completion of the sidewalk replacement services, the Property Owner will telephone the City's Department of Public Works, 756-6221, 7 a.m. to 3 p.m., Monday through Friday. At this time, arrangements will be made for a final inspection of the premises. Upon satisfactory completion of the work in the judgment of the Superintendent of the DPW, or his representative, the Property Owner will be eligible for a stipend from the City.

11. Property Owners must send or bring the ORIGINAL bill showing the contractor has been paid to:

Thoma Development Consultants
Attn: Ann Hotchkin
34 Tompkins Street
Cortland, NY 13045
Telephone: 753-1433
Email: ann@thomadevelopment.com

12. Property owners are encouraged to retain a copy of the bill for their own records. It is anticipated that payment will be made within two weeks of receipt of the bill. The payment will be in the name of the property owner.
13. Property owners who wish to do the sidewalk replacement on their own property may do so once their application is approved. Those persons are required to obtain a permit from the DPW Superintendent and check with the City's insurance carrier. Payment will be made for one-half of the cost of materials to complete the sidewalk replacement. No payment will be made for the labor. The City will not compensate for any contracting firm that works in conjunction with the property owner on sidewalk replacement including removal of debris. The property owner will be required to submit the ORIGINAL bill for all materials to the Office of Community Development (See Number 10) for payment. Property owners doing their own work will be required to have an inspection of the premises by the DPW (See Numbers 8 and 9 above).
14. Prior to beginning any sidewalk replacement services, the City of Cortland reserves the right to exclude any property that would be physically too difficult to address and/or would not meet the goals of the program.
15. All sidewalk replacement work is to be completed by no later than October 1, 2015, and all bills submitted for payment by no later than November 1, 2015.
16. An income property owner may participate in the sidewalk program for up to three properties in any one given year.
17. All City taxes must be current on the selected property. The person signing the application for sidewalk replacement must be listed as the property owner on City rolls.
18. The City attempts to maintain accurate lists of future street/sidewalk reconstruction projects. Available funding and priorities cause this list to fluctuate from year to year. The City will not be responsible for reimbursing any property owner for sidewalk work funded through the Beautification Program that may eventually be replaced in conjunction with a future City project.

APPLICATION FOR SIDEWALK REPLACEMENT - PAGE 1 OF 2

To be placed on the City's list for Sidewalk Replacement, please complete these **TWO** forms and return them to Thoma Development Consultants, Attn: Ann Hotchkin, 34 Tompkins Street, Cortland, New York 13045. (Please copy for additional properties). **PLEASE ATTACH A COPY OF YOUR CONTRACTOR'S QUOTE.** Questions may be addressed to Ann Hotchkin, Program Manager, at 753-1433 or by email at ann@thomadevelopment.com.

Name: _____

Mailing Address: _____

Email Address (if you wish to communicate in this manner): _____

Property location (if different from above): _____

Day Time Telephone Number (required): _____

**The Name of my contractor is: _____

Contractor Address: _____

**The cost to replace _____ sidewalk blocks (or _____ linear feet) on my property is \$_____ (This must be completed).

****Note: After you submit the application, you must inform the City of any changes.**

By signing below I make known my understanding of the Sidewalk Replacement rules and guidelines that were provided to me by the City of Cortland and I make known my intention to participate in this program. I will not have my contractor start this program until I receive a Notice to Proceed from the City and until my contractor shows me proof of a City permit.

Signed: _____

***** DO NOT WRITE BELOW THIS LINE *****

DPW Approval Signature: _____

Date: _____ Remarks: _____

Additional sidewalk work on premises: ___ Yes ___ No

APPLICATION FOR SIDEWALK REPLACEMENT – PAGE 2 OF 2

CONFLICT OF INTEREST DISCLOSURE (REQUIRED FORM)

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:

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: _____

Date: _____

Signed: _____

Date: _____

For office use only

_____ There is no conflict of interest

_____ A potential conflict of interest is disclosed

**2015 SIDEWALK CONTRACTORS LIST
CITY OF CORTLAND BEAUTIFICATION PROGRAM**

NOTE: This is not a recommendation, just a listing of Contractors that have worked with the program in the past. Contractors listed have/will have current insurance certificates on file with the City. This list can be updated at any time.

Kash and Sons Joseph A. Kash, Jr. 20 Grove Street Homer, NY 13077 749-6064; Cell: 423-8260	Empire Construction of CNY, LLC Glenn Anderson 2495 Route 215 Cortland, NY 13045 Cell: 221-4932
First Choice Asphalt Daryl Andersen 2197 Greenwood Road Cortland, NY 13045 Cell: 345-7248	



CULTURAL COUNCIL of
CORTLAND COUNTY

January 22, 2015

Brian Tobin, Mayor
City Hall
25 Court Street
Cortland NY 13045

Dear Mayor Tobin,

Once again, the Cultural Council is beginning to plan for our annual Arts & Wine Festival. This year, we will hold the festival on Saturday, August 1, 2015 from 10am-5pm. This year, we are also considering having wineries that have breweries or distilleries also feature those products for tasting and selling.

As in years prior, we will set up tents and other equipment in the park on the Thursday and/or Friday evening prior to this event. After the event, we will tear down and clean up that same evening.

We would like your approval to use the south side of the park and be granted a waiver of the open container law. I have already reserved the park with the Youth Bureau. Insurance information will be sent over from Bailey Place and once approval of the Common Council is granted, I will contact Brian Parker, director of Buildings and Grounds with a request for park use and provide proof of insurance as well.

The Council appreciates your assistance in helping to make this event possible.

Please let me know if there is additional information that you need.

Sincerely,

Sheila Cohen, Former President
Cultural Council of Cortland County
Member, Arts & Wine Festival Committee

PO Box 5113, Cortland, NY 13045

Tel: 607-753-1188 • Fax: 607-753-1296 • www.cortlandarts.com • staff@cortlandarts.com

Board of Directors

Sherry Dans, President • Ann Finamore, Vice President • Jan Dempsey, Secretary • Dorothy Troike, Treasurer

David Beale, Martha Beck, David Blatchley, Mary Coffey, Sheila Cohen,

Stacey Goldyn-Moller, Cynthia Sarver, James Weiss,

Ex Officio: Jim Dempsey, Dir. Cortland Co. Convention & Visitors Bureau,

Bob Haight, Executive Director Cortland County Chamber of Commerce,

Advisors: Gerry Ruggiero, CPA • Russ Ruthig, Esq.

Emily Gibbons, Executive Director

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 2015. We have a great line up planned and are having four bands with local ties this year as our main shows!!! If we could please get our request on your next regular agenda on April 7, 2015, 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, 7/10, 7/17, 7/24, 7/31. 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 7/31. 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

City of Cortland Special Event Application

To ensure a successful event, obtaining proper permits, council approvals, licenses, public notices it is recommended to initiate the event planning process with CDP and its Promotions Committee 90 days before the event.

Event Name: Cortland Downtown Music Series Today's Date: 3/26/15
 Event Contact: Cheryl Michales CDP Member? Yes No
 Address: 22 William St, Cortland, NY 13045 New Event Existing Event
 Email: tomnichales@yahoo.com Phone: 607-423-2815
 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: 57-1176369

Event Information

NAME OF EVENT: Downtown Music Series
 TYPE OF EVENT (i.e., walkathon, street fair, festival, etc.): Concerts

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:	DATE DAY 2:
<u>July 10, 2015</u>	<u>July 17, 2015</u>
<input type="checkbox"/> STREET CLOSURE: Start Time: _____ End Time: _____ Street: _____	<input type="checkbox"/> STREET CLOSURE: Start Time: _____ End Time: _____ Street: _____
<input checked="" type="checkbox"/> LOT CLOSURE: Start Time: <u>12 NOON</u> End Time: <u>11 PM</u> Lot: <u>MarketPlace Mall Lot</u>	<input checked="" type="checkbox"/> LOT CLOSURE: Start Time: <u>12 NOON</u> End Time: <u>11 PM</u> Lot: <u>MarketPlace Mall Lot</u>
<input checked="" type="checkbox"/> AMPLIFIED MUSIC: Start Time: <u>6 PM</u> End Time: <u>10 PM</u>	<input checked="" type="checkbox"/> AMPLIFIED MUSIC: Start Time: <u>6 PM</u> End Time: <u>10 PM</u>

START LOCATION: _____ END LOCATION: _____
 EXPECTED # OF PARTICIPANTS: N/A # OF SPECTATORS: 500-800 # OF VEHICLES: N/A HOTELS: Is this event expected to generate area overnight stays? If so, estimated # of rooms: 2

Event Components

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

CDP Approval: _____
 Fire Approval: _____
 CPD Approval: _____
 Council Approval: _____

Marketing budget: \$4000.00 Admission Fee: Donation

City of Cortland Special Event Application

To ensure a successful event, obtaining proper permits, council approvals, licenses, public notices, it is recommended to initiate the event planning process with CDP and its Promotions Committee 90 days before the event.

Event Name: Cortland Downtown Music Series Today's Date: 3/26/15
 Event Contact: Chenye Michales CDP Member? Yes No
 Address: 22 William St, Cortland, NY 13045 New Event Existing Event
 Email: tommichales@yahoo.com Phone: 607-423-2815
 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: 57-1176369

Event Information

NAME OF EVENT: Downtown Music Series
 TYPE OF EVENT (i.e., walkathon, street fair, festival, etc.): CONCERTS
 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:	DATE DAY 2:
<u>July 24, 2015</u>	<u>July 31, 2015</u>
<input type="checkbox"/> STREET CLOSURE: Start Time: _____ End Time: _____ Street: _____	<input type="checkbox"/> STREET CLOSURE: Start Time: _____ End Time: _____ Street: _____
<input checked="" type="checkbox"/> LOT CLOSURE: Start Time: <u>12 NOON</u> End Time: <u>11 PM</u> Lot: <u>Market Place Mall Lot</u>	<input checked="" type="checkbox"/> LOT CLOSURE: Start Time: <u>12 NOON</u> End Time: <u>11 PM</u> Lot: <u>Market Place Mall Lot</u>
<input checked="" type="checkbox"/> AMPLIFIED MUSIC: Start Time: <u>6 PM</u> End Time: <u>10 PM</u>	<input checked="" type="checkbox"/> AMPLIFIED MUSIC: Start Time: <u>6 PM</u> End Time: <u>10 PM</u>

START LOCATION: _____ END LOCATION: _____
 EXPECTED # OF PARTICIPANTS: N/A # OF SPECTATORS: 500-800 # OF VEHICLES: N/A HOTELS: Is this event expected to generate area overnight stays? If so, estimated # of rooms: _____

Event Components

- | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Location/Safety
<input type="checkbox"/> City park use
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<input type="checkbox"/> Showmobile rental requested
<input checked="" type="checkbox"/> Portable restrooms
<input type="checkbox"/> Seating area
Sound
<input type="checkbox"/> Fireworks
<input checked="" type="checkbox"/> Amplified sound or music
<input type="checkbox"/> Ceremonial Gun Salute | Food
<input checked="" type="checkbox"/> Food cooked on-site
Alcohol
<input checked="" type="checkbox"/> Alcohol sold on-site
<input type="checkbox"/> Alcohol served
Vending
<input type="checkbox"/> Vending of goods
<input type="checkbox"/> Vending of food
Power Source
<input type="checkbox"/> City electricity use
<input type="checkbox"/> Generator use
Insurance
<input type="checkbox"/> General Liability insurance certificate
<input checked="" type="checkbox"/> Liquor Liability insurance certificate |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

CDP Approval: _____
 Fire Approval: _____
 CPD Approval: _____
 Council Approval: _____

Marketing budget: \$4000.00 Admission Fee: Donation



CORTLAND YOUTH BUREAU

35 Port Watson Street • Cortland, NY 13045 • (607) 753-3021 • Fax: (607) 753-3023

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: Donations

DATE: March 19th, 2015

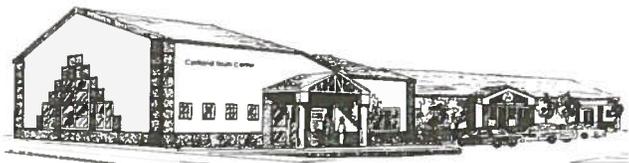
I would like to ask the common council to accept and recognize the following donations. The donations are from sponsors to help support the Annual Spelling Bee and Fire Fighter For A Day Camp.

<i>Donation</i>	<i>Amount</i>	<i>Event</i>	<i>Budget Line</i>
<i>First Niagara Bank</i>	<i>\$1,000.00</i>	<i>Spelling Bee</i>	<i>A-7550.405</i>
<i>ASC- SUNY Cortland Greek</i>	<i>\$53.00</i>	<i>Fire Camp</i>	<i>A-7550.405</i>
<i>Tenkate Grant Service</i>	<i>\$100.00</i>	<i>Fire Camp</i>	<i>A-7550.405</i>
<i>Cortland Senior Citizen Club</i>	<i>\$50.00</i>	<i>Fire Camp</i>	<i>A-7550.405</i>
<i>Cortland Professional FF Association</i>	<i>\$499.00</i>	<i>Fire Camp</i>	<i>A-7550.405</i>
<i>Cleary Pizza of Cortland, Inc.</i>	<i>\$109.99</i>	<i>Fire Camp</i>	<i>A-7550.405</i>
<i>JPB Fire Sales, LLC</i>	<i>\$500.00</i>	<i>Fire Camp</i>	<i>A-7550.405</i>
<i>JG Wickman</i>	<i>\$100.00</i>	<i>Wickwire Pool Trust Fund</i>	

Total Donations = \$ ~~2,311.99~~
\$ 2,411.99

Funds should be deposited into the Cortland Youth Bureau budget line A-7550.405. Attached is a copy of the check for your records. Feel free to contact me with any questions at 753-3021 ext. 423.





CORTLAND YOUTH BUREAU

35 Port Watson Street • Cortland, NY 13045 • (607) 753-3021 • Fax: (607) 753-3023

TO: Mayor Brian Tobin
Mack Cook, Director of Finance and Administration
Richard VanDonsel, Law Department
Shellie Blaisdell, Mayor's Secretary

From: John McNerney, Youth Bureau Director

RE: Town of Cortlandville Contract

DATE: March 26, 2015

The Cortlandville Town Board has approved the 2015 contract agreement between the City of Cortland in the amount of \$86,700.00 to provide Youth Bureau Services. Enclosed is a copy of the 2015 contract for council approval.

The following language should be used for the common council meeting:

Consideration of a resolution to authorize the Mayor to execute agreement between the City of Cortland and the Town of Cortlandville for services rendered by the Cortland Youth Bureau from January 1, 2015 – December 31, 2015.

Please sign two copies of the 2015 contract agreement and submit to the Town of Cortlandville. Feel free to call me with any questions or concerns at 753-3021 ext. 423.



AGREEMENT

This agreement made the ____ day of April, 2015, by and between the City of Cortland, a Municipal Corporation with a principal place of business located at 25 Court Street, Cortland, New York, hereafter referred to as the "City," and the Town of Cortlandville, a municipal corporation with a principal place of business located at 15 Terrace Road, in the Town of Cortlandville, County of Cortland, and State of New York, hereafter referred to as the "Town."

WHEREAS, the City maintains, through its Cortland Youth Bureau, facilities and personnel for Recreation, Youth Services/Counseling and parks; and

WHEREAS, the Town desires to provide for its residents facilities and personnel for Recreation, Youth Services/Counseling and parks.

In consideration of the mutual covenants herein expressed, the parties agree as follows:

I. Use of Facilities, Services and Personnel

The City will make available, at such time and for such duration as determined by the Cortland Youth Bureau, facilities, Youth Services/Counseling and parks for use by the residents of the Town.

II. Payment

In consideration of the use of said facilities, Youth Services/Counseling and parks, the Town agrees to pay the City the amount of Eighty Six Thousand and Seven Hundred Dollars and 00/100 (\$86,700.00) for use of said facilities, Youth Services/Counseling and parks, during the 2015 calendar year.

III. Indemnification

The Town agrees to indemnify and save harmless the City from any liability or damages the City may suffer as a result of claims, demands, costs, or judgments against the City arising out of an intentional or negligent act committed by the Town and/or the Town residents during the use of said facilities, Youth Services/Counseling and parks.

IV. Duration of Agreement

This agreement will commence January 1, 2015, and terminate as of December 31, 2015.

V. Facility Management

The City shall provide, through its Youth Bureau, management services for the daily operation of the facilities. The City shall provide the following services:

- Maintain a written reservation and scheduling system.
- Require and maintain Certificates of Insurance from groups using facilities.
- Report all maintenance issues to the Town Highway Superintendent.
- Promote use of the Ted Testa Citizens Park, and Blodgett Mills Park hereinafter collectively the "Cortlandville Parks," and provide program information in the Cortland Youth Bureau brochure.
- Provide staff to manage field reservation and inquires.
- Provide Park Patrol service and patrol car from May 1st – September 1st from 6:00 PM seven days a week at all three of the Cortlandville parks.
- Provide certified pesticide applicator to spray as needed at the Cortlandville parks.

VI. Entire Agreement

This agreement constitutes the complete understanding between the parties as to the matters contained herein. This agreement shall not be modified except by written agreement signed by the parties.

IN WITNESS WHEREOF, the parties have executed this agreement at the date first noted above.

City of Cortland

By: _____
Brian Tobin, Mayor

Town of Cortlandville

By: _____
Richard C. Tupper, Supervisor

STATE OF NEW YORK)
COUNTY OF CORTLAND) ss:

On this ____ day of April, 2015, before me, the undersigned Notary Public in and for said State, personally appeared Brian Tobin, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity as Mayor of the City of Cortland and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

STATE OF NEW YORK)
COUNTY OF CORTLAND) ss:

On this ____ day of April, 2015, before me, the undersigned Notary Public in and for said State, personally appeared Richard C. Tupper, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

Discussion – Regarding changes to the Charter on the Noise Permit and the fee for commercial business.

Alderman Michales would like to see the Noise Permit Fee be eliminated or reduced to \$100 or \$150 and to have the time changed from 6pm to 10pm and have it be for everyone-commercial or residential.

Resolution #153 of 2014 – Resolution to reduce the noise permit fee to \$100 per event for July 16, 2014 through August 15, 2014.

Motion By: Alderman Michales
Seconded By: Alderman Ferrer

Approved: Ayes – 6
Nays – 1 (Alderman Bird)

Resolution #154 of 2014 – Resolution to allow commercial businesses to purchase a one-time fee for \$100 for multiple events for July 16, 2014 through October 19, 2014 and they would need to apply for that permit from July 16, 2014 through August 15, 2014. They would still need to apply for each event.

Motion By: Alderman Dutcher
Seconded By: Alderman Michales

Approved: Ayes – 5
Nays – 2 (Alderman Bird, Ferguson)

Resolution #155 of 2014 – Resolution to set the noise permit end time for 10:00 pm during the time period of July 16, 2014 through October 19, 2014.

Motion By: Alderman Michales
Seconded By: Alderman Silliman

Approved: Ayes – 6
Nays – 1 (Alderman Bird)