

**DRAFT RESOLUTION 2.1 – 06/13/2022**

**RESOLUTION TITLE: AUTHORIZING REVISING CAPITAL PROJECT H5110.83 – 2022 EQUIPMENT PURCHASE**

**WHEREAS**, the Capital Expenditure Plan adopted January 6<sup>th</sup>, 2022, includes a Public Service Equipment category, and

**WHEREAS**, the Infrastructure Division desires to establish a 2022 Equipment Purchase project for items included in the Public Service Equipment category of the Capital Expenditure Plan adopted January 6<sup>th</sup>, 2022, and

**WHEREAS**, the cost of the 2022 Equipment Purchase project has been estimated by the Infrastructure Division for the costs of the planned expenditures to purchase items included in the expenditure plan for 2022, and is being revised as follows:

	<b>2022 Capital Cost</b>	<b>2022 Estimated Cost</b>	<b>2022 Revised Cost</b>
Recycle truck	\$ 180,000	\$ 180,000	\$ 180,000
Refuse totes	120,000	120,000	120,000
35 ton trailer	90,000	90,000	90,000
Building Inspector vehicles (2 electric)	62,000	62,000	62,000
Truck tracking GPS	40,000	40,000	40,000
Equipment attachments	<u>40,000</u>	<u>40,000</u>	<u>47,000</u>
Total	<u>\$ 532,000</u>	<u>\$ 532,000</u>	<u>\$ 539,000</u>

Project Funding:

Water Fund	\$ 13,333	\$ 13,333	\$ 15,666
Sewer Fund	13,333	13,333	15,666
General Fund	415,334	415,334	417,668
CHIPS	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
Total	<u>\$ 532,000</u>	<u>\$ 532,000</u>	<u>\$ 539,000</u>

Now therefore,

**BE IT RESOLVED**, by the Common Council of the City of Plattsburgh, New York, this 16<sup>th</sup> day of June 2022, as follows:

- 1) That, the amount of Five Hundred Thirty-nine Thousand and 00/100 (\$539,000.00) Dollars is hereby appropriated for the capital project **2022 Equipment Purchase (H5110.83)** for the cost of the equipment listed above and is hereby authorized to be expended for such purpose.
- 2) That, Fifteen Thousand Six Hundred Sixty-six and 00/100 (\$15,666.00) Dollars of such appropriation be provided by the Water Fund.
- 3) That, Fifteen Thousand Six Hundred Sixty-six and 00/100 (\$15,666.00) Dollars of such appropriation be provided by the Sewer Fund.
- 4) That, Four Hundred Seventeen Thousand Six Hundred Sixty-eight and 00/100 (\$417,668.00) Dollars of such appropriation will be provided by the General Fund through an advance for project spending to be refunded by the current fiscal year-end through the issuance of serial bonds or a bond anticipation note (BAN).
- 5) That, the amount of Ninety Thousand and 00/100 (\$90,000.00) Dollars of such appropriation be provided by funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) sponsored by New York State.
- 6) That, this resolution takes effect immediately.

**DRAFT RESOLUTION 3.1 – 06/13/2022**

**RESOLUTION TITLE: ESTABLISHMENT OF MANAGEMENT POLICIES AND FEES FOR THE DOWNTOWN AREA PARKING SYSTEM**

By: Matthew Miller, Director of Community Development

**WHEREAS**, implementation of a managed parking system for the City’s downtown area (the “Action”) is proposed and appropriate fees for that system must be established; and

**WHEREAS**, in 2020, the Common Council approved a traffic order which created uniform two (2) hour time-limited parking free of charge for all on-street parking areas within the City’s Downtown Special Assessment District (SAD), defined broadly as the area bounded by Oak Street to the west, Cornelia Street to the north, and the Saranac River to the south and east; and

**WHEREAS**, regulations governing management of the various off-street parking areas within the SAD must be established to include the following lots:

- South Durkee Street Lot
- North Durkee Street Lot
- Arnie Pavone Memorial Parking Plaza (APMPP)
- Broad Street Parking Lot (BSPL)
- Public Parking Section of the Clinton County Government Center Lot (CCGC)
- Court Street Lot
- City Hall Place Lot

**WHEREAS**, the parking system provided by IPS Group, Inc. (IPS) allows for various payment options including hourly parking fees and long-term permit fees; and

**WHEREAS**, the City desires for the downtown managed parking system to generate revenue sufficient to cover the system’s annual operating costs; and

**WHEREAS**, the City of Plattsburgh’s downtown revitalization efforts involve several downtown area improvement projects known as the Downtown Area Improvement Projects (DAIP); and

**WHEREAS**, the City of Plattsburgh Common Council determined to conduct a comprehensive review of the DAIP through preparation of a Generic Environmental Impact Statement (GEIS) pursuant to the State Environmental Quality Review Act (SEQRA) and Section 617.10 of Title 6 of the New York Compilation of Codes, Rules and Regulations; and

**WHEREAS**, the Common Council, as duly designated Lead Agency pursuant to SEQRA, conducted a thorough SEQRA review of the DAIP, including conducting scoping, preparing both

a Draft and a Final GEIS, conducting a Public Hearing and adopting a SEQRA Findings Statement; and

**WHEREAS**, the Findings Statement determined, among other things, that given the demonstrated public need and benefit of the DAIP, its lack of significant adverse environmental impacts and its avoidance of such impacts by project design, location and mitigation, the decision to proceed with the Action as proposed gave due consideration to and represented a reasonable and proper balancing of environmental considerations with social, economic and other relevant considerations; and

**WHEREAS**, the Findings Statement further determined and certified that, consistent with social, economic, and other essential considerations from among the reasonable alternatives available, the DAIP avoids or minimizes adverse environmental impacts to the maximum extent practicable and incorporates as conditions to the Board's decision those mitigation measures that were identified as practicable; and

**WHEREAS**, approval from the Common Council is now needed for implementation of the downtown managed parking system, which is required to allow multiple projects evaluated under the DAIP to proceed.

**NOW, THEREFORE, BE IT RESOLVED**, the Common Council establishes the following management policies and fee structure for the off-street public parking areas within the SAD listed above with specific exceptions as itemized below:

- **Hourly Parking Fee:           \$1.00 per hour**

**Customers paying with U.S. or Canadian coins may pay for hourly parking in fifteen (15) minute increments at \$0.25 per fifteen (15) minute period with no minimum charge.**

**A minimum charge of \$1.00 shall be required for all debit and credit card transactions so any customer paying via this method will be required to purchase a minimum of one (1) hour of parking time. Additional time may be added in increments of fifteen (15) minutes at a cost of \$0.25 per fifteen (15) minute period. No additional fees shall be charged to the customer and all transaction/processing fees for kiosk transactions shall be absorbed by the City as an operational cost.**

- **Semi-Annual Permit:           \$90.00 per permit [valid for six (6) months]**

**Purchase of each permit will be accompanied by a \$3.50 gateway fee charged by IPS to the customer. IPS shall charge the City a \$3.00 fee per permit purchased as an**

administrative charge. All other transaction/processing fees for permit transactions shall be absorbed by the City as an operational cost.

- Annual Permit: \$171.00 per permit [valid for twelve (12) months]

This annual permit fee represents a five percent (5%) discount to the semi-annual permit fee based on an annualized semi-annual permit cost of \$180.00. Purchase of each permit will be accompanied by a \$3.50 gateway fee charged by IPS to the customer. IPS shall charge the City a \$3.00 fee per permit purchased as an administrative charge. All other transaction/processing fees for permit transactions shall be absorbed by the City as an operational cost; and

**BE IT FURTHER RESOLVED**, that pursuant to a prior agreement with Clinton County, semi-annual and annual parking permits shall not be valid within the public parking areas of the CCGC and that, within the public parking areas of the CCGC as detailed in the map included as Exhibit A, the first one (1) hour of parking for all vehicles shall be free of charge but all subsequent parking hours shall be subject to the above fee structure while no parking fees shall be imposed by the City in the employee parking areas of the CCGC; and

**BE IT FURTHER RESOLVED**, that none of the above listed parking fees shall apply to those parking spaces within the off-street lots listed above which have been designated and marked as reserved for use by persons with disabilities, though vehicles parked in said spaces which do not display the required parking permit and/or special license plates issued to persons with disabilities shall be subject to the issuance of traffic violations or other remedies in accordance with City code; and

**BE IT FURTHER RESOLVED**, that the approximately one hundred, twenty-three (123) off-street parking spaces within the North Durkee Street Lot, defined as the area within the Durkee Street Lot that lay north of that lot's central east-west traffic corridor, are designated as free, two (2) hour time-limited parking and that no hourly or permit fees shall be required to park in the North Durkee Street Lot; and

**BE IT FURTHER RESOLVED**, that semi-annual and annual permits shall be made available on a first-come, first-served basis to those members of the public who provide acceptable documentation of residency or employment within the SAD and then, if available permits remain, to all other members of the public on a first-come, first-served basis. The types of acceptable documentation for the establishment of residency or employment within the SAD are to be determined by the Chamberlain and the Director of Community Development; and

**BE IT FURTHER RESOLVED**, that the above listed parking fees shall be effective and enforced between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, year

round, excepting those days designated as “holidays” per the AFSCME collective bargaining agreement; and

**BE IT FURTHER RESOLVED**, that a visual representation of the policies for management of the downtown parking system is included as Exhibit B which shall be included in marketing materials to be made available to the public; and

**BE IT FURTHER RESOLVED**, that the above listed parking fees shall apply equally to all those parking within the SAD, regardless of residency or employment status, but that specific exemptions to these parking fees shall be permitted if authorized directly via Council resolution (e.g., special events to be held in the downtown area) or via the Council’s approval of contractual agreements that explicitly include such exemptions; and

**BE IT FURTHER RESOLVED**, that vehicles determined by the City’s police department, its parking enforcement staff, or any other designated parking enforcement official to be in violation of the policies or parking fee structure listed above shall be subject to the issuance of traffic violations and other remedies in accordance with City Code; and

**BE IT FURTHER RESOLVED**, that in the event of a snow emergency declared by the City, all parking fees as prescribed above shall be suspended for the duration of the snow emergency but, upon expiration of the snow emergency, all said parking fees shall again apply. The temporary suspension of parking fees during a snow emergency shall not entitle holders of semi-annual or annual parking permits as described above to any form of refund or discount based on the duration of the snow emergency.

**BE IT FURTHER RESOLVED**, that the Common Council approves that all previously approved parking fees established within the SAD are hereby terminated with immediate effect, however, this termination of fees does not apply to parking district costs assessed to property owners within the SAD per the legislation which enacted the SAD; and

**BE IT FURTHER RESOLVED**, that the Common Council authorizes the Mayor, Corporation Counsel, Chief of Police, Chamberlain, Superintendent of Public Works, and Community Development Director to take such further actions as may be necessary to effectuate the intent of this resolution; and

**BE IT FURTHER RESOLVED AS FOLLOWS:**

1. The Common Council has reviewed the proposed Action and finds that it constitutes an integral component of multiple projects evaluated as part of the DAIP which was thoroughly reviewed under SEQRA.
2. The potential environmental impacts of the Action were adequately addressed as an essential component of multiple projects evaluated as part of the DAIP

**in the GEIS, the Statement of Findings, and the Amendment to the Statement of Findings and the proposed Action is not likely to result in any new or different environmental impacts than those previously considered during SEQRA review of the DAIP. Therefore, no further SEQRA review is necessary.**

Approved by the **FINANCE/CDO COMMITTEE** at its meeting on **June13, 2022**

“Yes”  
“No”  
Absent

**RESOLUTION TITLE: AUTHORIZING REVISING CAPITAL PROJECT H5110.87 –  
2022 DOWNTOWN IMPROVEMENTS**

**WHEREAS**, the Capital Expenditure Plan adopted January 6<sup>th</sup>, 2022, includes a Downtown Improvements category, and

**WHEREAS**, the Infrastructure Division desires to establish a 2022 Downtown Improvements project for an item included in the Downtown Improvements category of the Capital Expenditure Plan adopted January 6<sup>th</sup>, 2022, and

**WHEREAS**, the cost of the 2022 Downtown Improvements project has been estimated by the Infrastructure Division for the costs of the planned expenditures to purchase items to be added to the capital expenditure plan for 2022, and is being revised as follows:

	<b>2022 Capital Plan</b>	<b>2022 Estimated Cost</b>	<b>2022 Revised Cost</b>
Farmers’ market improvements design	\$ 10,000	\$ 10,000	\$ 10,000
Construction costs	<u>-</u>	<u>-</u>	<u>34,127</u>
Total	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 44,127</u>

Project Funding:

General Fund	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 44,127</u>
Total	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 44,127</u>

Now therefore,

**BE IT RESOLVED**, by the Common Council of the City of Plattsburgh, New York, this 16<sup>th</sup> day of June 2022, as follows:



- 1) That, the amount of Forty-four Thousand One Hundred Twenty-seven and 00/100 (\$44,127.00) Dollars is hereby appropriated for the capital project **2022 Downtown Improvements (H5110.87)** for the cost of the items listed above and is hereby authorized to be expended for such purpose.
- 2) That, Forty-four Thousand One Hundred Twenty-seven and 00/100 (\$44,127.00) Dollars of such appropriation will be provided by the General Fund.
- 3) That, this resolution takes effect immediately.

Approved by the **FINANCE/CDO COMMITTEE** at its meeting on **June13, 2022**

“Yes”

“No”

Absent

**DRAFT RESOLUTION 3.3 – 06/13/2022**

**RESOLUTION TITLE: AWARD OF LOW BID FOR FARMERS MARKET IMPROVEMENTS**

By: Matthew Miller, Director of Community Development

**WHEREAS**, a number of critical improvements are required to address maintenance and safety issues affecting the operations of the Plattsburgh Farmers’ and Crafters’ Market (PFCM); and

**WHEREAS**, the City sought bids for this work from several contractors and received multiple bids.

**NOW, THEREFORE, BE IT RESOLVED**, the Common Council awards the lowest qualified bid for improvements to the PFCM building to JFP Enterprises Inc. in the amount of \$34,127 and authorizes the Mayor to execute all documents required for completion of the work. Funding to be provided by capital project 2022 Downtown Improvements (H5110.87).

Contractor:	JFP Enterprises Inc.
Service:	PFCM improvements
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$34,127 (New)
City Cost:	\$34,127
Period:	n/a
New/Renewal:	New
Previous Year’s Cost:	n/a
Previous Year’s City Cost:	n/a

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **June 13, 2022**.

“Yes”  
“No”  
Absent

**RESOLUTION TITLE: APPROVAL OF ARTWORK DISPLAY RENEWALS FOR BETTY LITTLE ARTS PARK**

By: Matthew Miller, Director of Community Development

**WHEREAS**, the Common Council approved a selection of artwork by five local artists to occupy five display pads within the Betty Little Arts Park for a period of one year; and

**WHEREAS**, City staff has recommended the renewal of the license agreements governing the display of these five pieces of artwork within the Betty Little Arts Park for a term of one year and all five artists have agreed to the renewal of their agreements.

**NOW, THEREFORE, BE IT RESOLVED**, the Common Council approves the renewal of the license agreements governing the display of five pieces of artwork that are to remain installed in the Betty Little Arts Park for a period not to exceed one year and that each of the five artists shall be paid a maximum of \$1,000 in exchange for the use of their artwork during this period, pursuant to an Art Display License Agreement, which is also approved, in a form acceptable to Corporation Counsel.

Contractor:	Multiple artists
Service:	Display of artwork in Betty Little Arts Park
Rate:	n/a
Mileage:	n/a
Contract Amount:	Maximum \$1,000 per artist
City Cost:	Maximum \$5,000 annually
Period:	One year ending July 31, 2023
New/Renewal:	Renewal
Previous Year's Cost:	\$5,000
Previous Year's City Cost:	\$5,000

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **June 13, 2022**.

- “Yes”
- “No”
- Absent

**RESOLUTION TITLE: ADOPTION OF REVISED 5 YEAR PLAN 2023-2028**

Approved by the **FINANCE/CDO COMMITTEE** at its meeting on **June13, 2022**

“Yes”

“No”

Absent