

RESOLUTION

I, _____, the duly qualified Clerk of the City on Cortland, New York, do hereby certify that the following resolution was adopted at a regular meeting of the City of Cortland held on _____, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended, or revoked and is in full force and effect.

WHEREAS, the City of Cortland desires to apply for up to \$500,000 in financial assistance through the New York Main Street Program; and

WHEREAS, the application proposes funding to assist with the renovation of 107-111 Main Street AKA Bernard's Custom Logo; and

WHEREAS, the owners of 107-111 Main Street will be responsible for providing the 25% required local match; and

WHEREAS, the proposed funding will contribute to ongoing community and downtown revitalization efforts;

NOW, THEREFORE, BE IT RESOLVED That Brian Tobin, as Mayor of the City of Cortland, is hereby authorized and directed to file an application for funds from the New York State Office of Community Renewal through its New York Main Street Program for and upon approval of said request to enter into and execute a project agreement with the State for such financial assistance to the City of Cortland for the 107-111 Main Street renovation project.

Passed by the following vote of all Common Council Members voting in favor thereof:

Affirmative Common Council Members:

Affirmative: #

Negative: #

Abstain: #

Signed:
Clerk

[Signature of Clerk]

(SEAL OF MUNICIPALITY)



CORTLAND YOUTH BUREAU

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

TO: Mayor Brian Tobin
Members of the City Council
Mack Cook, Director of Administration and Finance
Lori Crompton, Finance Department

FROM: John McNerney, Youth Bureau Director

RE: CYB Donations

DATE: January 11th, 2021

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

Donation	Amount	Event/Project	Budget Line
Beverly Ellefson	\$150.00	Park Improvements	A-7140.5405
Dorothy Sarvay	\$100.00	In Memory of Robert San Jule	A-7140.5405

Total = \$250.00

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



EXOTIC PET PERMIT APPLICATION

DATE OF APPLICATION 12/17/2020

OWNER'S NAME Janetce Lopez

OWNER'S ADDRESS 201 Higgins Hall Cortland, NY 13045

Phone Number 347-376-9423

Type of Pet guinea pig

Landlord's Name Suzanne Sprague

Landlord's Address Disability Resources SUNY Cortland Cortland, NY 13045

Landlord's Phone # 607-753-2967

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

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

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

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

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

Dear Janeice,

Thank you for submitting your accessibility request with Disability Resources. Below is your Access Plan for your Emotional Support Animal request.

Janeice M. Lopez
C00687218

Housing/Emotional Support Animal

Student is approved to bring her Emotional Support Animal to live with her in her dorm room based on my conversation with Janeice and the information she submitted from her provider. Janeice will be filling out the Exotic Pet permit with Cortland City Council and will review the ESA owner's agreement with her Hall Director when she returns for the Spring 2021

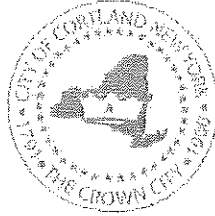
View with a light background

Spring 2021

Please contact us if you have any further questions.

Take care,

Suzanne Sprague
Disability Resources Office
SUNY Cortland
Cortland, NY 13045



TO: Mayor Tobin, Members of the Common Council
FROM: Chief Friedman
DATE: January 11, 2021
RE: Agenda Items for January 19, 2021 Council Meeting

The following items are listed for the agenda:

1. Consideration of a Resolution to Recognize and Appropriate funds received from a FEMA grant for reimbursement for Personal Protective Equipment related to the COVID – 19 pandemic in the amount of \$48,084.15. This is to be appropriated to the Fire Department FY2020 budget line A3410-540000 COVFD from Federal Revenue Code A3410-44839
2. Consideration of a Resolution to Recognize and Appropriate funds received from a FEMA Grant for reimbursement for purchase of Smoke / Carbon Monoxide Detectors in the amount of \$30,232. This is to be appropriated to the Fire Department FY2020 budget line A3410-541900 CONTR Public Information from Federal Revenue Code A3410-44389.
3. Consideration of a Resolution authorizing the Fire Department to apply for a FEMA AFG grant as the host agency collaborating with the Marathon Joint Fire District for the regional purchase of Self Contained Breathing Apparatus (SCBA) in the amount of \$511,000 and authorize the Mayor to execute an MOU with the Marathon Joint Fire District and approve Grant if awarded.
4. Consideration of a Resolution authorizing the Fire Department to apply for a FEMA AFG grant for the purchase of a High Pressure Breathing Air Compressor to replace a current unit that is over 20 years old in the amount of \$50,000 and if awarded permits the Mayor to sign the contract for acquisition.
5. Consideration of a Resolution authorizing the Fire Department to apply for a FEMA AFG grant for the purchase of a replacement Fire Apparatus that would serve the function as a fire engine and aerial, replacing two 20 plus year old pieces, in the amount of \$675,000.
6. Consideration of a Resolution authorizing the Mayor to sign a contract with The Window Specialists in the amount of \$589,800 for Fire Station Window repair/replacement.

Supporting Information / Documentation:

- 1- This item is to appropriate federal grant funding that was received from a recent grant application for COVID 19 supplies. Personal protective equipment was purchased in anticipation of continuation of COVID response and the need to protect first responders and other employees in the city.
- 2- This item is to appropriate federal grant funding that was received from a recent grant application for smoke detectors. This allows the fire department to install detectors in one and two family residences. We have been successful in dispersing these detectors through other programs for nearly ten years. These items are the single most important aspect of protecting residents from fire.
- 3- The Fire Department is asking council to approve applying jointly with the Marathon Fire Department in a FEMA regional grant to purchase Self Contained Breathing apparatus. Our SCBA will soon be 12 years old and facing end of serviceable life in 2025. By filing jointly, we increase the potential of a successful grant award. In 2010 we received our current units through grant funding. Next to turnout gear, the SCBA is the most important piece of personal protective equipment for a firefighter.
- 4- The Fire Department is asking council to approve applying for a replacement breathing air compressor. The current unit is over 20 years old and now is facing mechanical issues. This unit is critical to the mission of providing breathing air for firefighters SCBA tanks and cascade systems for apparatus to be used at structure fires.
- 5- The final grant application is for apparatus. Although our scheduled replacement of a fire engine is not due until 2023, we are looking to the future acquisition of this apparatus as well as a ladder truck replacement in 2025. Our desire is to combine two vehicles into one. By doing this we obviously will reduce long range maintenance costs. We have been successful in acquiring apparatus by grants (Ladder, engine, rescue) and if awarded would continue this only requiring the city match of 5%, typically managed through bond. This is our first application for this and the chances are slim, but moving forward and reapplying will show our need.
- 6- The fire department is finally looking to award a bid for the repair/replacement of windows at the headquarters fire station. This has been a project since 2017. The city was awarded a grant from the NYS parks and Historic Preservation department. Initial bids were more than the grant award. A second application was submitted and awarded. With funding from both grants we are able to proceed with the project. The 25% match of the city will be covered by in kind services and capital funding already established by council. The city has committed to maintaining the station through recent repairs to the roof also.

Resolution # of 2021 – Standard Work Day Resolution for Employees* RS 2418

BE IT RESOLVED , that the City of Cortland, Location code 20011, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body.

Title: 10 Month school Crossing Guard
12 Month School Crossing Guard
YB Seasonal

Enacted: January 5, 2021

Certified: _____
Ray Parker

I, Ray Parker, clerk of the governing board of the City of Cortland of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 5th Day of January 2021 on file as part of the minutes of such meeting, and the same is a true copy thereof and the whole of such original.

I further certify that the full board, consist of eight members, and that eight of such members were present at such meeting and that eight of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto
Set my hand and the seal of the City of Cortland

SAMPLE RESOLUTION BY MUNICIPALITY

(NYSDOT Administered Project)

RESOLUTION NUMBER: _____

Authorizing the implementation and funding of a transportation federal-aid project, to fully fund the local share of federal- and state-aid eligible and ineligible project costs and appropriating funds therefore.

WHEREAS, a Project for the City of Cortland Multiple Pedestrian Signal Upgrade Local PSAP Project, P.I.N. 360310 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 100% Federal funds and 0% non-federal funds; and

WHEREAS, the City of Cortland desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Engineering, ROW and Construction work for the Project or portions thereof, with the federal share of such costs to be applied directly by the New York State Department of Transportation ("NYSDOT") pursuant to Agreement; and it is further

NOW, THEREFORE, the City of Cortland Common Council, duly convened does hereby

RESOLVE, that the City Board hereby approves the Project; and it is hereby further

RESOLVED, that the City Board hereby authorizes the Mayor of Cortland to pay in the first instance the full non-federal share of the cost of Engineering, ROW and Construction work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$250,000 is hereby appropriated from The City of Cortland Capital Fund and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the non-federal share of the costs of the project exceed the amount appropriated above, the City of Cortland Common Council shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the sponsor/municipality thereof, and it is further

RESOLVED, that the Mayor of the City of Cortland be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the City of Cortland with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of the non-federal share of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

Possible Amendments

CITY OF CORTLAND, NEW YORK
LOCAL LAW NO. _____ OF THE YEAR 2017
Filed with the NYS Department of State on _____, 2021
Amend § 300-113 "Signs permitted and prohibited"

Section 1. Enactment and Title.

The City Council of the City of Cortland does hereby amend § 300-113 "Signs permitted and prohibited".

Section 2. Authorization, Purpose and Intent.

The City has determined that it is necessary to modify its present Signs permitted and prohibited.

Section 3. Signs permitted and prohibited

§ 300-113 Signs permitted and prohibited.

A. Permitted signs.

- (1) Signs in the City of Cortland are permitted based on sign type and the district in which they are located. Any sign in conformance with the applicable regulations of this chapter and the district in which it is located shall be allowed.
- (2) No lot, structure, or use shall have more than one type of sign per facade or lot line with street frontage, unless otherwise approved by the Planning Commission by special permit.

~~B. Signs that do not require a permit. Except as expressly provided in this article, the following signs may be erected and maintained per zoning lot without obtaining a sign permit. Each such sign must adhere to the requirements of the sign type and zoning district in which it is located.~~

- (1) Banners. Up to two banners may be permitted per lot or use provided the following conditions are met:
 - (a) It shall be displayed for no more than 30 days total, per year;
[Amended 9-3-2019 by L.L. No. 6-2019]
 - (b) It shall not extend above the first floor facade of the building or project beyond property lines;
 - (c) It shall not be illuminated; and
 - (d) It must not be placed in such a manner as to impede pedestrian traffic.
- (2) Construction signs, provided it is removed 30 days following the conclusion of the construction project.
- (3) Community signs. Local religious organizations, governmental agencies, or other not-for-profit organizations may erect up to two signs advertising and

upcoming event, sale, contest, or promotion provided the following conditions are met.

(a) Such sign shall be removed within 30 days of the conclusion of the activity it advertises.

(b) Such sign is placed on the property owned or rented by the organization for which it is intended, or with the written permission of the property owner of the site in which it is proposed to be erected.

(4) Directional signs. Signs that provide direction and are located entirely on the property to which they pertain and contain no commercial message. Directional signs may include, but are not limited to, signs identifying rest rooms, telephones, and parking lot entrance and exits. Such directional signs shall be allowed within the required district setback areas in so far as they do not obstruct free and clear vision to traffic.

(5) Flags. Flags, emblems or insignia of any nation, government, political subdivision, organization, or religion, including those of commercial and noncommercial interest. Flagpoles shall be subject to the height restrictions imposed by the zoning district in which they are located.

(6) Governmental signs. Any sign, public notice, or warning sign supported by federal, state or local law, including but not limited to signs erected and maintained pursuant to and in discharge of any government functions. (Example: New York State inspection station or authorized repair shop identification.) There are no size requirements for governmental signs.

(7) Home occupation signs. A home occupation may be permitted one sign.

(8) Noncommercial signs. Any lot may have up to two signs containing a noncommercial message.

(9) Political and campaign signs. Any lot may have up to two signs provided they are removed within 30 days of the conclusion of the ballot for which they are intended to advertise.

(10) Real estate signs. Any lot may have up to two real estate signs provided they are located on the lot in which they are intended to advertise, and they are removed within 30 days of a completed sale.

(11) Temporary signs. Any lot may have up to two temporary signs provided they are located on the lot in which they are intended for, are removed within 30 days, and remain removed for at least 30 days.

(12) Residential rental signs. Must be building-mounted and no greater than six feet above grade, no greater than two inches in depth, unlit, and no greater than three square feet in total surface area. A uniform shape and size template will be provided by the City of Cortland. Compliance is required within one year of enactment of this chapter.

[Amended 9-3-2019 by L.L. No. 6-2019]

C. Prohibited signs.

(1) Signs for which no permit was issued or for which a permit has been revoked;

(2) Obsolete signs or signs that are not properly maintained, considered structurally unsound, hazardous or otherwise unsafe;

(3) Signs that contain words or pictures of an obscene or pornographic nature;

(4) Signs that emit audible sounds, odor, or visible matter;

(5) Signs that may be confused with a traffic control sign, signal or device or the light of an emergency or road equipment vehicle; or bear one of more of the words "stop," "go slow," "caution," "danger," "warning" or other similar words; or hide from view any traffic or street sign, signal or device;

(6) Signs that interfere with official traffic lights or traffic control devices;

(7) Flashing, rotating, revolving signs/lights, except barber poles or holiday decorations; which do not violate Subsection **C(4), (5) and (6)** above;

(8) Signs with unshielded lighting devices or reflectors placed to outline or provide the background of a sign;

(9) Digital signs, unless a special use permit is obtained;

[Amended 9-3-2019 by L.L. No. 6-2019]

(10) Signs with mirrors;

(11) Permanent banner, pennant, windblown or inflated signs. These may be permitted as a temporary sign for a total of 30 days;

(12) Portable signs, except sandwich board signs;

(13) Signs placed on a curb, sidewalk, hydrant, utility pole, trees or other objects located on or over any street or within the public right-of-way unless otherwise permitted;

(14) Signs, banners, or pennants mounted on or extending above the roof of any building or structure; and

(15) Signs painted directly upon any unpainted stone or brick wall.

Section 4. Effective Date.

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

I hereby certify that the Local Law annexed hereto, designated as Local Law No. ___ of 2021 of the City of Cortland was duly passed by the City Board on _____, 2021, in accordance with the applicable provisions of law.

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

(Seal) Date: _____

STATE OF NEW YORK
COUNTY OF CORTLAND

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

_____ City Attorney