

SCHENECTADY CITY COUNCIL COMMITTEE AGENDA

for
Monday, June 06, 2016
5:30 p.m.
Room 110

The Council President reserves the right to add or delete any agenda item prior to Committee Meeting.

- SURA Meeting -

Finance

- | | | |
|---|--|---------------------------|
| 1 | 2015 Audit Acceptance | Deborah DeGenova |
| 2 | 2016 Budget Re-Appropriation | Deborah DeGenova |
| 3 | Wastewater Infrastructure Capital Improvement Bond | David Fronk |
| 4 | Disc - Foreclosure Bonds | J. Polimeni & C. Falotico |

Government Operations

- | | | |
|---|--|------------------|
| 1 | Municipal Housing Authority - CSEA Agreement | Richard Homenick |
| 2 | Recording Equipment - City Council Meetings | Joe Perazzo |
| 3 | Review - Amending City Code Regarding Nuisances Properties | Leesa Perazzo |

City Development & Planning

- | | | |
|----|--|--------------------|
| 1 | Ceremonial Resolution - Support Gender Expression Non Discrimination Act | Leesa Perazzo |
| 2 | Revocable Permit #603 to Cornell's in Little Italy | Christopher Wallin |
| 3 | Revocable Permit #604 to H & M Market | Christopher Wallin |
| 4 | Revocable Permit #605 to Roy Vincent | Christopher Wallin |
| 5 | Review - Multi-Year Dog License (PH 6/13/16) | Ed Kosior |
| 6 | Disc - Sidewalk Replacement Program | John Polimeni |
| 7 | 13 Park Place Amend Resolution - Operating as a four-unit instead of two-units | Rachael Ward |
| 8 | Transfer 866 Eastern Ave. to Capital Region Land Bank | Jaclyn Mancini |
| 9 | Accept 310 Green Street from SURA & Transfer to Capital Region Land Bank | Jaclyn Mancini |
| 10 | Sale of Vacant lot behind 949 State St; SBL: 49.34-3-35.1 (Exec.) | Jaclyn Mancini |
| 11 | Sale of 509 Schenectady Street | Jaclyn Mancini |
| 12 | Sale of 455 Hulett Street | Jaclyn Mancini |
| 13 | Sale of 38 Wyllie Street | Jaclyn Mancini |
| 14 | Sale of 242 Division Street | Jaclyn Mancini |
| 15 | Sale of 81 Cheltingham Avenue | Jaclyn Mancini |
| 16 | Sale of 902 Crane Street | Jaclyn Mancini |
| 17 | Sale of 1543 Foster Avenue | Jaclyn Mancini |
| 18 | Sale of 807 Craig Street | Jaclyn Mancini |

Health & Recreation

- | | | |
|---|-----------------------|---------------|
| 1 | Vale Park Partnership | Leesa Perazzo |
|---|-----------------------|---------------|

Public Safety

- | | | |
|---|---|----------------|
| 1 | Appointment to the Civilian Police Review Board | Mayor McCarthy |
| 2 | Ceremonial Resolution - Patrolman Patrick Irwin | Leesa Perazzo |

Public Service & Utilities

- | | | |
|---|--|--|
| 1 | Final Review - Moratorium on Taxi Licenses | |
|---|--|--|

Claims

- | | | |
|---|--|--------------|
| 1 | Sale of 1815 Guilderland Avenue in lieu of 1819 Guilderland Ave. | Rachael Ward |
|---|--|--------------|

F-1

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: Finance DATE: June 6, 2016

TO: City Council

**FROM: Deborah DeGenova
 Presentation to be done by: Jim Cusack**

SUBJECT: 2015 Audit Acceptance

TO BE PLACED ON COUNCIL AGENDA OF JUNE 13, 2016

Background Information:

The City is required to have an independent financial audit annually. The City engages the services of an independent auditor, currently Cusack & Company, to complete this audit which includes an audit of the City's financial statements as well as a Single Audit (OMB-133).

Evaluation/Analysis:

Cusack & Company has reviewed the financial reports produced by the City and has completed its independent audit, as described above, for the City's fiscal year ended December 31, 2015.

Recommendation:

I respectfully recommend that the City Council accept the audit results and findings.

LEGISLATION WILL BE PREPARED BY Law Department

CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM

COMMITTEE ASSIGNMENT: FINANCE

DATE: JUNE 6, 2016

TO: City Council

FROM: Deborah DeGenova

SUBJECT: 2016 Budget Re-Appropriation

TO BE PLACED ON COUNCIL AGENDA OF JUNE 13, 2016

Background Information:

The Audit of the City's 2015 financial statements has been completed and presented to Council for acceptance. When the 2016 Budget was adopted it was anticipated that a budget amendment increasing the City's General Fund Retirement Budgets to support 100% of the projected amounts due would be considered upon adoption of the 2015 Audit.

Evaluation/Analysis:

The City's balance sheet continues to reflect fiscal stability and strength. The unassigned fund balance of \$8.7 million is approximately 10.7% of the 2016 Adopted Budget, far exceeding the targeted 5%.

The 2016 General Fund Adopted Budget anticipated amortizing a portion of the Police/Fire Retirement payment. Additionally, the 2016 General Fund Adopted Budget contemplated that in 2015 an existing ERS Retirement Loan balance might have been prepaid, however, it was not fiscally prudent to repay the \$965 thousand ERS retirement loan balance in 2015. If the Council accepts the 2015 Audit results at its June 13th meeting, it is recommended that this budget re-appropriation, increasing budgets to support 100% of the Police/Fire anticipated retirement bill and the loan payment due on the ERS retirement loan, be considered:

<u>Account #</u>	<u>Description</u>	2016		Available
		<u>Current Budget</u>	<u>Revised Budget</u>	
<u>Revenue</u>				
A5999	Appropriate Fund Balance	2,891,300	3,264,721	(373,421)
<u>Expense</u>				
A9010-801	ERS	1,504,000	1,627,400	(123,400)
A9015-802	Police/Fire Retirement	6,031,777	6,281,798	(250,021)

*Positive Numbers reflect a decrease in a budget line. Negative numbers reflect an increase in a budget line.

Recommendation:

I respectfully recommend that the City Council accept this 2016 budget re-appropriation.

LEGISLATION WILL BE PREPARED BY Law Department

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: FINANCE

DATE: June 2, 2016

TO: CITY COUNCIL

SUBJECT: WASTEWATER INFRASTRUCTURE CAPITAL IMPROVEMENT BOND

TO BE PLACED ON COUNCIL AGENDA OF JUNE 6, 2016

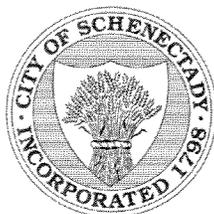
Background Information: The City entered into a consent order with the New York State Department of Environment Conservation (DEC) for sanitary sewer overflow following upgrades at the Wastewater Treatment Plant. As part of the consent order, Schenectady is required to complete \$24 million in upgrades to the City’s infrastructure, including the North Ferry Street Forcemain, and upgrades at the Wastewater Treatment Plant.

Evaluation/Analysis: To offset the cost of this project, Schenectady is applying for New York State Clean Water State Revolving Fund (CWSRF) Financial Hardship funding. The current round projects Schenectady to be eligible for approximately \$3.5 million in grant funding, \$16.5 million in interest free financing, and \$4 million at a subsidized AAA borrowing rate. In order to be eligible for the current round of financing, the City of Schenectady must pass a bond ordinance for the total project.

Recommendation: I respectfully recommend that the City Council approve the issuance of bonds to permanently finance the \$24 million Wastewater Infrastructure Capital Improvement to comply with the DEC consent order.

LEGISLATION WILL BE PREPARED BY: LAW DEPARTMENT

F-3



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Finance
DATE: 06/06/2016

TO: COUNCILMEMBERS

FROM: J. Polimeni & C. Falotico

SUBJECT: Disc - Foreclosure Bonds

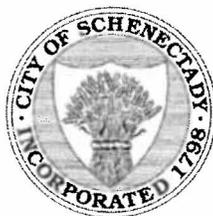
Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

60-1



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Government Operation
DATE: 06/06/2016**

TO: COUNCILMEMBERS

FROM: Richard Homenick

SUBJECT: Municipal Housing Authority - CSEA Agreement

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY_____



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Government Operations
DATE: 06/06/2016

TO: COUNCILMEMBERS

FROM: Joe Piazza

SUBJECT: Recording Equipment - City Council meetings

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

60-3



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Government Operations
DATE: 06/06/2016**

TO: COUNCILMEMBERS

FROM: Leesa Perazzo

SUBJECT: Review Amending City Code Regarding Nuisance Properties

Background Information:

This item was passed out of Government Operations on May 16 and was later pulled from the City Council agenda on May 23.

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

CSOP-1



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: City Development & Planning
DATE: 06/06/2016

TO: COUNCILMEMBERS

FROM: Leesa Perazzo

SUBJECT: Ceremonial Resolution - Support Gender Expression Non
Discrimination Act

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____



**CITY COUNCIL
SCHENECTADY, NEW YORK**

RESOLUTION NO.: _____

Councilmember

offered the following:

**A Resolution Expressing the Support of the City of Schenectady for
the adoption of GENDA Legislation.**

WHEREAS, New York State Human Rights law does not currently list “gender expression” as an explicitly protected class; and

WHEREAS, the Gender Expression Non Discrimination Act (GENDA), a bill seeking to extend basic human rights protections to include gender-identity and expression as a protected class under the NYS Human Rights Law, was passed by the New York State Assembly with bi-partisan support on May 9, 2016; and

WHEREAS, this is the ninth consecutive year that said bill has passed the NYS Assembly; and

WHEREAS, Governor Andrew Cuomo has taken a series of executive actions in 2015 including banning harassment and discrimination against transgender people; and

WHEREAS, the City of Schenectady recognizes the importance of diversity, equality and basic human right protections for all its city residents; and

WHEREAS, the City of Schenectady also recognizes that June is Lesbian, Gay, Bisexual & Transgender Pride Month and is proud to host the fifth annual Schenectady Pride event on June 18 downtown:

NOW, THEREFORE BE IT,

RESOLVED, the Mayor, Gary R. McCarthy, and City Council hereby pause in their deliberations to express their support for the passage of the GENDA legislation and the celebration of LGBT Pride Month.

Approved as to form this
13th day of June, 2016.

Carl Falotico, Esq.
Corporation Counsel

Legislative Request Form

DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



COMMITTEE ASSIGNMENT: *C. Wallin* DATE: May 16, 2016

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer

SUBJECT: Authorize the Issuance of Revocable Permit No. 603 to Cornells in Little Italy for a Sign that is approximately 39" tall and 59" wide and overhangs the City Right-of-way with a minimum clearance of 8', on the front of the building located at 39 North Jay Street, Schenectady, NY.

TO BE PLACED ON COUNCIL AGENDA OF: May 23, 2016

Background Information:

Cornells in Little Italy would like to have a sign on the front of the building located at 39 North Jay Street, Schenectady, NY (please see the attached application, picture, and email from Christine Primiano from the Planning Dept.).

Evaluation/Analysis:

Attached please find the Revocable Permit Application and the pictures submitted for sign on the front of the building located at 39 North Jay Street, Schenectady, NY.

Recommendation:

Authorize the issuance of Revocable Permit No. 603 to Cornells in Little Italy for a sign on the front of the building located at 39 North Jay Street, Schenectady, NY

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



City of Schenectady Department of Engineering

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Gary R. McCarthy
Mayor

Christopher R. Wallin, P.E.
City Engineer

REVOCABLE PERMIT NO. 603

The City of Schenectady hereby grants **Revocable Permit No. 603** to **Cornells in Little Italy** for a **Sign** that is approximately 39" tall and 59" wide and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **39 North Jay Street, Schenectady, NY.**

- a) The **Sign** is approximately 39" tall and 59" wide and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **39 North Jay Street, Schenectady, NY.**
- b) **Cornells in Little Italy** shall hold the City, its employees or agents harmless for any damage to the **Sign** resulting from their acts in performing of their duties.
- c) So long as the **Sign** remains in the City right-of-way, **Cornells in Little Italy** shall carry, at **THEIR** expense public liability insurance in an amount not less than \$1,000,000/\$1,000,000 for personal liability and not less than \$1,000,000 for property damage in one accident and \$2,000,000 in the aggregate. The liability policy must the name City of Schenectady as additionally insured to be saved harmless for personal liability and property damage and is subject to the approval of the Corporation Counsel of the City of Schenectady.
- d) The City Engineer of the City of Schenectady reserves the power to revoke the permission granted and to require the removal of the **Sign** except in case of a dangerous condition which shall be corrected immediately upon notification.
- e) **Cornells in Little Italy** complies with all rules, regulations and building permits relating to the erection and maintenance of the **Sign.**
- f) **Cornells in Little Italy** agrees to defend, indemnify and hold harmless the City of Schenectady, their officers, agents and employees from any and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of **Cornells in Little Italy**, or their agent, related to their performance related to this revocable permit.

**City of Schenectady
Department of Engineering**

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Office Use Only			
Application No.:	_____		
Permit No.:	_____		
Date Issued:	_____		
Liability Insurance	Attached:	<input type="checkbox"/>	On File:
		<input type="checkbox"/>	<input type="checkbox"/>

REVOCABLE PERMIT

Instruction:

This application shall be completed in full, either typed or printed **clearly** in ink, and filed with the City of Schenectady Department of Engineering, at the above address.

Description:

This application shall be used when a property owner or their representative install or places an object in City right-of-way, such as signs, planters, etc. All required information for the object placed in City right-of-way can be found herein and/or within the City of Schenectady's Municipal Code Section §264-63: Zoning Signs, §228-10: Encroaching Structures and Articles. This Permit shall be allowed for as long as the insurance is still in place and require a fee of **\$100.00** to be paid in Room 100, City Hall 105 Jay Street, Schenectady, NY 12305.

Any work or obstructions within the City Right-of-way shall require submission of current liability insurance naming the City as additionally insured.

Before any excavation always call Dig Safely New - Call 811

Part I: General Information

1. Item Information
 - a. Permit Address _____ 39 North Jay St Schenectady
 - b. Name Permit to be issued to:(Owner/Business/etc.) _____ Cornells
 - c. Object type _____ Signage

2. Applicant's Information
 - a. Applicant's Name: _____ AT Signs
 - b. Street Address: _____ 842 Scaratoga Rd
 - c. City, State, ZIP: _____ Burnt Hills NY 12027
 - d. Telephone No.: _____ 399 9291
 - e. Fax No.: _____ 688 0179
 - f. Emergency Name 24/7: _____ TOM wheeler
 - g. Emergency Phone #: _____ 331 3344



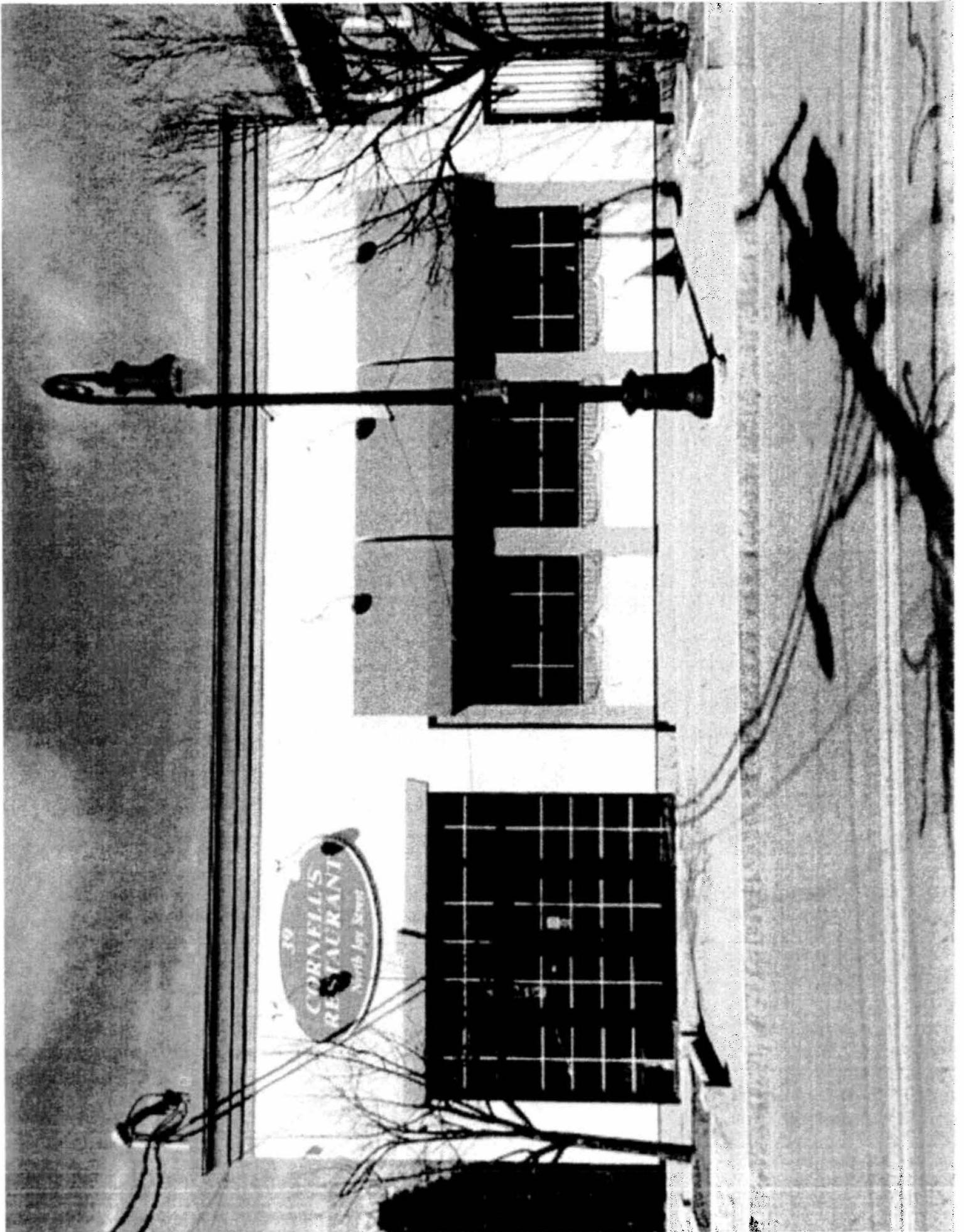
Signature:

5/11/16

Date:

latest proof 5/10





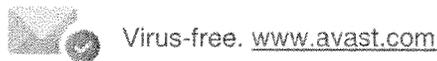
Colleen E. Davignon

From: Christine Primiano
Sent: Friday, May 20, 2016 1:29 PM
To: Kristen Macleod
Cc: Colleen E. Davignon
Subject: RE: Cornells sign

Kristen and Colleen, the proposed sign complies with our standards and can be placed on the Council agenda. Thank you

From: Kristen Macleod [<mailto:kristen@ajsigns.com>]
Sent: Friday, May 20, 2016 1:14 PM
To: Christine Primiano
Subject: Re: Cornells sign

Christine, It is a Double sided blade sign that mounts over the front door. The faces of this will be made from .125" thick aluminum with the lettering cut out and backed in acrylic so at night just the yellow letters light using led's (Internally Lit). The sign body will be approximately 15" deep. The bracket will be made from 2" steel tubing welded together. All surfaces are painted in matthews sign paint. Could you please let me know whether we are going to be all set for the city council meeting on Monday? I am unsure if this has any effect on that



On Fri, May 20, 2016 at 1:03 PM, Christine Primiano <CPrimiano@schenectadyny.gov> wrote:

Kristen, can you give me more info on the Cornell's sign ie materials, lighting etc

Christine S. Primiano

Principal Planner, City of Schenectady

Department of Development, Room 14

Schenectady, NY 12305

[518.382.5147](tel:518.382.5147) (office)

[518.382.5275](tel:518.382.5275) (fax)

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--

Kristen MacLeod
A. J. Signs
(518)399-9291



CERTIFICATE OF LIABILITY INSURANCE

CORNE10

OP ID: DM

DATE (MM/DD/YYYY)

05/12/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DeForest Group - Partnership 120 Wood Road P.O. Box 3270 Kingston, NY 12402	Phone: 845-339-2114 Fax: 845-340-1406	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS:	FAX (A/C, No):																				
	INSURED Cornell's Restaurant Boo Boo's Cucina Ltd DBA 39 No Jay St Schenectady, NY 12305		<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A :</td> <td colspan="2">Foremost Insurance Group</td> </tr> <tr> <td>INSURER B :</td> <td colspan="2"></td> </tr> <tr> <td>INSURER C :</td> <td colspan="2"></td> </tr> <tr> <td>INSURER D :</td> <td colspan="2"></td> </tr> <tr> <td>INSURER E :</td> <td colspan="2"></td> </tr> <tr> <td>INSURER F :</td> <td colspan="2"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Foremost Insurance Group		INSURER B :			INSURER C :			INSURER D :			INSURER E :			INSURER F :	
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INSURER C :																							
INSURER D :																							
INSURER E :																							
INSURER F :																							

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			PPS05024502	12/15/2015	12/15/2016	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 250,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 5,000
	<input checked="" type="checkbox"/> Liquor						PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COM/OP AGG	\$ 2,000,000
A	AUTOMOBILE LIABILITY			PPS05024502	12/15/2015	12/15/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			PPS05024502	12/15/2015	12/15/2016	EACH OCCURRENCE	\$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> CLAIMS-MADE					AGGREGATE	\$ 5,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10000							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		<input type="checkbox"/> Y <input type="checkbox"/> N				E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate holder is listed as an additional insured.

CERTIFICATE HOLDER**CANCELLATION**

CITYSC1 City of Schenectady 105 Jay Street, Room #205 Schenectady, NY 12305	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Legislative Request Form

DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



CRW:3

COMMITTEE ASSIGNMENT:

DATE: June 6, 2016

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer 

SUBJECT: Authorize the Issuance of Revocable Permit No. 604 to H & M Market for a Sign that is approximately 2' tall and 5' wide and overhangs the City Right-of-way with a minimum clearance of 8', on the front of the building located at 775 State Street, Schenectady, NY.

TO BE PLACED ON COUNCIL AGENDA OF: June 13, 2016

Background Information:

H & M Market would like to have a sign on the front of the building located at 775 State Street, Schenectady, NY (please see the attached application, picture, and email from Christine Primiano from the Planning Dept.).

Evaluation/Analysis:

Attached please find the Revocable Permit Application and the pictures submitted for sign on the front of the building located at 775 State Street, Schenectady, NY.

Recommendation:

Authorize the issuance of Revocable Permit No. 604 to H & M Market for a sign on the front of the building located at 775 State Street, Schenectady, NY

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



City of Schenectady Department of Engineering

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Gary R. McCarthy
Mayor

Christopher R. Wallin, P.E.
City Engineer

REVOCABLE PERMIT NO. 604

The City of Schenectady hereby grants **Revocable Permit No. 604** to **H & M Market** for a **Sign** that is approximately 2' tall and 5' wide and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **775 State Street, Schenectady, NY**.

- a) The **Sign** is approximately 2' tall and 5' wide and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **775 State Street, Schenectady, NY**.
- b) **H & M Market** shall hold the City, its employees or agents harmless for any damage to the **Sign** resulting from their acts in performing of their duties.
- c) So long as the **Sign** remains in the City right-of-way, **H & M Market** shall carry, at **THEIR** expense public liability insurance in an amount not less than \$1,000,000/\$1,000,000 for personal liability and not less than \$1,000,000 for property damage in one accident and \$2,000,000 in the aggregate. The liability policy must the name City of Schenectady as additionally insured to be saved harmless for personal liability and property damage and is subject to the approval of the Corporation Counsel of the City of Schenectady.
- d) The City Engineer of the City of Schenectady reserves the power to revoke the permission granted and to require the removal of the **Sign** except in case of a dangerous condition which shall be corrected immediately upon notification.
- e) **H & M Market** complies with all rules, regulations and building permits relating to the erection and maintenance of the **Sign**.
- f) **H & M Market** agrees to defend, indemnify and hold harmless the City of Schenectady, their officers, agents and employees from any and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of **H & M Market**, or their agent, related to their performance related to this revocable permit.

**City of Schenectady
Department of Engineering**

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Office Use Only			
Application No.:	_____		
Permit No.:	_____		
Date Issued:	_____		
Liability Insurance	Attached:	On File:	

REVOCABLE PERMIT

Instruction:

This application shall be completed in full, either typed or printed **clearly** in ink, and filed with the City of Schenectady Department of Engineering, at the address above. Be sure to include all items listed in the checklist.

Description:

This application shall be used when a property owner or their representative install a new obstruction in City right-of-way at the address listed below in the Installation Area Section.

All required information for the obstruction in City right-of-way can be found herein and/or within the City of Schenectady's Municipal Code Book Section §264-63: Zoning Signs, §228-10: Encroaching Structures and Articles

This Permit shall be allowed for as long as the insurance is still in place and require a fee of **\$100.00** that can be paid in City Hall 105 Jay Street Room 100, Schenectady, NY 12305.

All work within the City Right-of-way including sidewalks shall require submission of current liability insurance naming the City as additionally insured under the place held by the person(s) applying for permit.

Part I: General Information

1. Applicant's Information

- a. Applicant's Name: HJM. Market
- b. Street Address: 775 STATE ST
- c. City, State, ZIP: SCHENECTADY
- d. Telephone No.: 646 6969087
- e. Fax No.: _____
- f. Name Permit is be issued to: (Owner/Business/etc.) HJM Market
- g. Address of obstruction: 775 STATE ST
- h. Type of item to be placed: (Sign/Awning/etc.) Sign

NASSER HASAN
Signature:

5-26-16
Date:

Colleen E. Davignon

From: Christine Primiano
Sent: Thursday, June 02, 2016 1:33 PM
To: Colleen E. Davignon
Subject: RE: Revocable

775 State is ok, but no I don't have a drawing because they are re-using a sign that has been there for years. I told the new owner he had to get a revocable permit because I figured you probably did not have current insurance on it.

Roy's Caribbean is only allowed one attached sign + the awning. So I don't know if they decided to do the flush sign or the projecting one. I did approve the installation of one sign + the awning

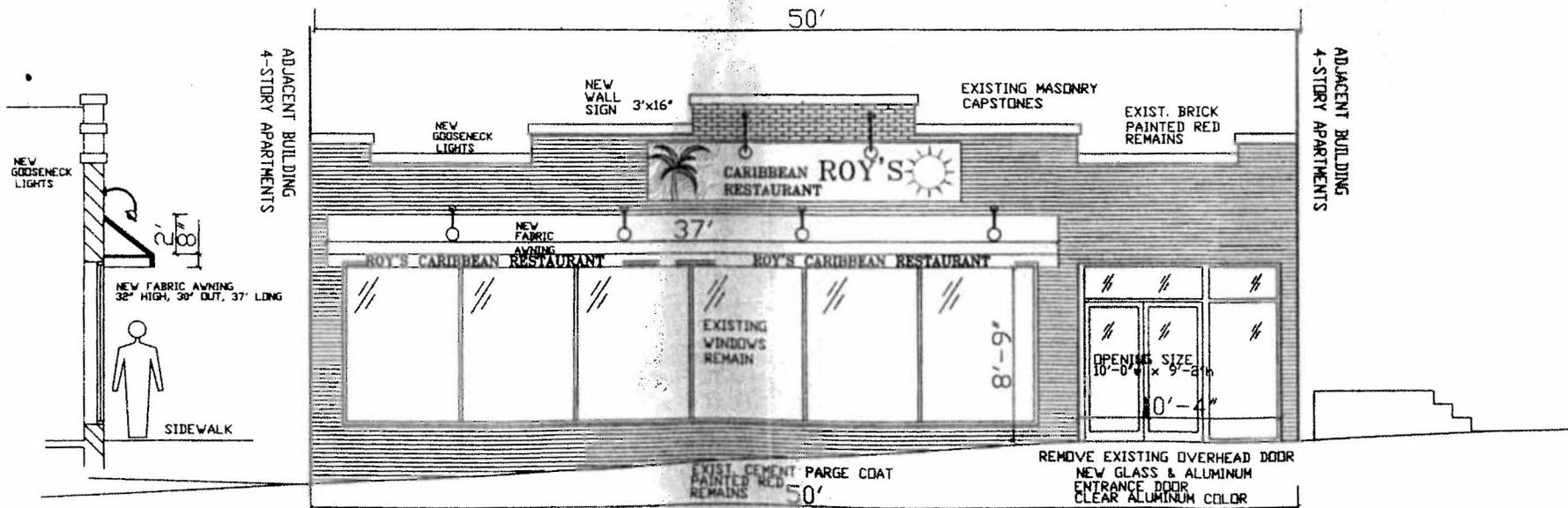
From: Colleen E. Davignon
Sent: Thursday, June 02, 2016 9:03 AM
To: Christine Primiano
Subject: Revocable
Importance: High

Hey Chris,

Did Planning approve a sign for H&M Market at 775 State Street? And, if so, by any chance do you have a copy of the rendering of the sign itself?

Also I need to know if Planning approved a sign for Roy's Caribbean Restaraunt (that would mean they would have two signs then - one flush with the bldg and another hanging sign ... the revocable is also for the awning but I am not sure that is something Planning approves or not .

Colleen Davignon
Secretary, Department of Engineering
105 Jay Street, Room 205
Schenectady, NY 12305
ph. 518-382-5082
fax. 518-382-1050
cell. 518-986-7396



NEW FRONT ELEVATION

SCALE : 3/16" = 1'-0"

ROY'S CARIBBEAN RESTAURANT
 769 STATE ST., SCHENECTADY, NY
 KEITH CRAMER, ARCHITECT
 95 HURST AVE. ALBANY, NY 12206 (518) 436-8352
 SH. NO. 3 OF: 8 DATE: DEC. 1 2015

7 12

Legislative Request Form

DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



CRW-4

COMMITTEE ASSIGNMENT:

DATE: June 6, 2016

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer ⁶

SUBJECT: Authorize the Issuance of Revocable Permit No. 605 to Roy Vincent for as Awning that is approximately 32" tall, 30" wide and 37' long and overhangs the City Right-of-way with a minimum clearance of 8', on the front of the building located at 769 State Street, Schenectady, NY.

TO BE PLACED ON COUNCIL AGENDA OF: June 13, 2016

Background Information:

Roy Vincent would like to place an awning on the front of the building located at 769 State Street, Schenectady, NY (please see the attached application, picture, and email from Christine Primiano from the Planning Dept.).

Evaluation/Analysis:

Attached please find the Revocable Permit Application and the pictures submitted for an awning on the front of the building located at 769 State Street, Schenectady, NY.

Recommendation:

Authorize the issuance of Revocable Permit No. 605 to Roy Vincent for an awning on the front of the building located at 769 State Street, Schenectady, NY

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



City of Schenectady Department of Engineering

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Gary R. McCarthy
Mayor

Christopher R. Wallin, P.E.
City Engineer

REVOCABLE PERMIT NO. 605

The City of Schenectady hereby grants **Revocable Permit No. 605** to **Roy Vincent** for an **Awning** that is approximately 32" tall, 30" wide and 37' long and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **769 State Street, Schenectady, NY.**

- a) The **Awning** is approximately 32" tall, 30" wide and 37' long and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **769 State Street, Schenectady, NY.**
- b) **Roy Vincent** shall hold the City, its employees or agents harmless for any damage to the **Awning** resulting from their acts in performing of their duties.
- c) So long as the **Awning** remains in the City right-of-way, **Roy Vincent** shall carry, at **HIS** expense public liability insurance in an amount not less than \$1,000,000/\$1,000,000 for personal liability and not less than \$1,000,000 for property damage in one accident and \$2,000,000 in the aggregate. The liability policy must the name City of Schenectady as additionally insured to be saved harmless for personal liability and property damage and is subject to the approval of the Corporation Counsel of the City of Schenectady.
- d) The City Engineer of the City of Schenectady reserves the power to revoke the permission granted and to require the removal of the **Awning** except in case of a dangerous condition which shall be corrected immediately upon notification.
- e) **Roy Vincent** complies with all rules, regulations and building permits relating to the erection and maintenance of the **Awning.**
- f) **Roy Vincent** agrees to defend, indemnify and hold harmless the City of Schenectady, their officers, agents and employees from any and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of **Roy Vincent**, or their agent, related to their performance related to this revocable permit.

**City of Schenectady
Department of Engineering**

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Office Use Only			
Application No.:			
Permit No.:			
Date Issued:			
Liability Insurance	Attached:	On File:	

REVOCABLE PERMIT

Instruction:

This application shall be completed in full, either typed or printed **clearly** in ink, and filed with the City of Schenectady Department of Engineering, at the address above. Be sure to include all items listed in the checklist.

Description:

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All work within the City Right-of-way including sidewalks shall require submission of current liability insurance naming the City as additionally insured under the place held by the person(s) applying for permit.

Part I: General Information

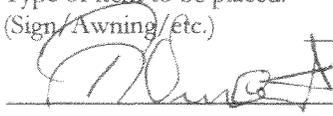
1. Applicant's Information

- a. Applicant's Name:
- b. Street Address:
- c. City, State, ZIP:
- d. Telephone No.:
- e. Fax No.:

ROY VINCENT
 769 STATE ST
 518 526-0078

- f. Name Permit is be issued to: (Owner/Business/etc.)
- g. Address of obstruction:
- h. Type of item to be placed: (Sign/Awning/etc.)

ROY VINCENT
 769 STATE
 SIGN



 Signature:

 Date:

Colleen E. Davignon

From: Christine Primiano
Sent: Thursday, June 02, 2016 3:36 PM
To: Colleen E. Davignon
Subject: FW: Roy's Caribbean Restaurant

From: Ray Sign Inc. [mailto:raysignny@hotmail.com]
Sent: Thursday, June 02, 2016 2:33 PM
To: Christine Primiano
Subject: RE: Roy's Caribbean Restaurant

No, they are doing a building sign. They wanted to do a small projected but couldn't with the two sign code.



Come like us on Facebook and view our gallery @ <http://www.facebook.com/raysigninc>

Don't Forget... We Do Custom Vehicle Graphics and Lettering! Inquire Today!

From: CPrimiano@schenectadyny.gov
To: raysignny@hotmail.com
CC: CDavignon@schenectadyny.gov
Subject: Roy's Caribbean Restaurant
Date: Thu, 2 Jun 2016 17:48:42 +0000

Hi Russ, I'm checking on the status of the sign rendering that Colleen needs to present the revocable permit application. I can't remember if you decided to go with the projecting sign and awning? or the flush mounted sign and awning?

Christine S. Primiano

Principal Planner, City of Schenectady
Department of Development, Room 14
Schenectady, NY 12305
518.382.5147 (office)
518.382.5275 (fax)



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: City Development & Planning
DATE: 06/06/2016

TO: COUNCILMEMBERS

FROM: Ed Kosiur

SUBJECT: Review - Multi-Year Dog License (PH 6/13/16)

Background Information:

Currently dog licenses are valid for one year. One of the purposes of a license is to ensure that dogs have a current rabies vaccination. Rabies vaccinations can be valid for up to three years.

Evaluation/Analysis:

We are proposing extending the term of the dog license for up to three consecutive years, dependent on the rabies expiration date. There will be no change in the annual license fee. The purpose of the change is in response to requests from dog owners who have said it would be more convenient and to even out the workflow in the Clerk's office associated with license renewals. Refunds of the second or third year license fee would be made to dog owners whose dogs have been relinquished or are deceased prior to the start of the second or third year.

On June 6 a Public hearing will be held regarding this proposal.

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

CD-P-6



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: City Development & Planning
DATE: 06/06/2016**

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Disc - Sidewalk Replacement Program

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

CSOP-7

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: *Cyber & Plan* **DATE:** June 1, 2016

TO: City Council

FROM: Rachael Ward, Deputy Corporation Counsel

SUBJECT: 13 Park Place Amend Resolution
Operating as a four-unit instead of two-unit

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY LAW DEPARTMENT

CD-P-8

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: *City Dev. & Planning* **DATE:** June 1, 2016

TO: City Council

FROM: Jaclyn Mancini, Director of Development

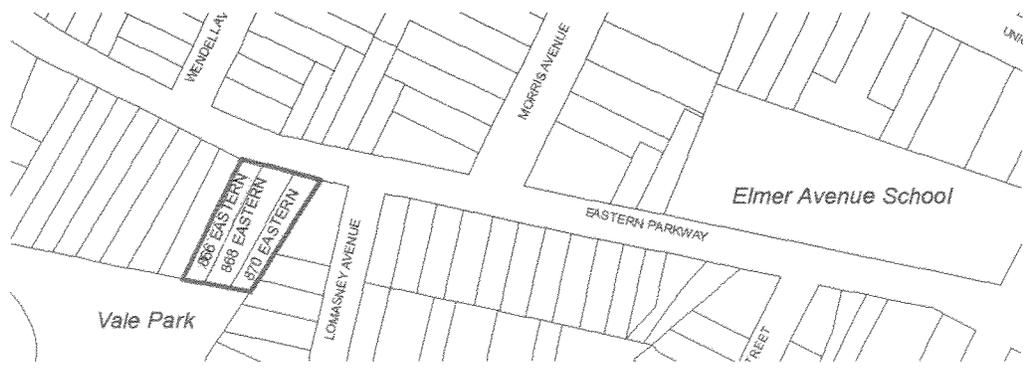
SUBJECT: Transfer 866 Eastern Avenue to the Capital Region Land Bank

Background Information:

The City, by resolution 2014-116 entered into an inter-municipal agreement with the Capital Region Land Bank, SURA, the IDA and other agencies to manage and administer the removal of blighted properties in and around Eastern Avenue. As part of this agreement, the Capital Region Land Bank has worked to secure site control of 866, 868 and 870 Eastern Avenue. The Land Bank collaborated with the Eastern Avenue Neighborhood and the City to develop the Tribute Park concept which creates a neighborhood park on the site of three lots.

Evaluation/Analysis:

866 Eastern Avenue has been transferred from SURA to the City by Resolution 2016-06. Now, the property needs to be transferred from the City to the Land Bank to finalize the site control needed to redevelop this site into Tribute Park. The Land Bank will consolidate the three lots and has plans to implement construction of the park in the fall of 2016 and the balance in 2017 as funding becomes available.



Recommendation:

I recommend that the City Council transfer 866 Eastern Avenue to the Capital Land Bank for the creation of Tribute Park.

LEGISLATION WILL BE PREPARED BY Law Department

CS-9

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: *City Development* **DATE:** June 1, 2016

TO: City Council

FROM: Jaclyn Mancini, Director of Development

SUBJECT: Acceptance of 310 Green Street from SURA and Transfer to the Capital Region Land Bank

Background Information:

The Schenectady Urban Renewal Agency transferred 310 Green Street from SURA to the City by Resolution 2016-07. The City, County, SURA, Capital Region Land Bank and other agencies entered into an intermunicipal agreement to manage and administer the removal of blighted properties in the City of Schenectady.

Evaluation/Analysis:

The Capital Region Land Bank has requested site control of the property at 310 Green Street to enable the redevelopment of the property in conjunction with 308 Green Street.

Recommendation:

I recommend that the City Council accept 310 Green Street from SURA and subsequently transfer the property to the Capital Land Bank for the redevelopment of the property.

LEGISLATION WILL BE PREPARED BY Law Department

Hor-1



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Health & Recreation
DATE: 06/06/2016**

TO: COUNCILMEMBERS

FROM: Leesa Perazzo

SUBJECT: Vale Park Partnership

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Public Safety
DATE: 06/06/2016**

TO: COUNCILMEMBERS

FROM: Leesa Perazzo

SUBJECT: Ceremonial Resolution - Patrolman Patrick Irwin

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY_____

PS 2/1



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Public Services & Utilities
DATE: 06/06/2016**

TO: COUNCILMEMBERS

FROM:

SUBJECT: Final Review - Moratorium on Taxi Licenses

Background Information:

Public hearing was held at City Council on May 23. There was one speaker.

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____