

CENTRAL NEW YORK REGIONAL PLANNING & DEVELOPMENT BOARD

CNY Stormwater Coalition Staff Services and Education Compliance Assistance Proposal for 2016

May 2015

This proposal for staff services and education assistance responds to the need for staff and administrative services necessary to sustain the CNY Stormwater Coalition, and to the Minimum Control Measure 1 requirements of SPDES Stormwater MS4 General Permit.



Central New York Regional Planning & Development Board

Table of Contents

| | |
|---|---|
| Section 1: Introduction | 1 |
| Section 2: Scope of Services and Project Approach | 2 |
| CNY Stormwater Coalition Staff Support | 2 |
| Public Education and Outreach..... | 3 |
| Direct Municipal Training..... | 4 |
| Section 3: Program Fee | 5 |
| Section 4: Timeline | 5 |
| Section 5: Statement of Qualifications and Program Staff | 6 |
| Attachment A. Current Coalition Member Status | 8 |

SECTION 1 INTRODUCTION

This proposal for staff and education assistance services in support of sustaining the CNY Stormwater Coalition is submitted to the Chief Elected Officials from the Automatically Designated MS4 Communities in the Syracuse Urban Area (SUA). The proposed tasks address staffing and financial administrative services, as well as education and outreach requirements of Minimum Control Measure 1 of the NYS General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s) (GP-0-10-002). The timeline for the proposed program is January 1, 2016 – December 31, 2016.

In support of the CNY Stormwater Coalition, the following services are proposed:

- Staffing support services for meetings of the full CNY Stormwater Coalition, its Executive Committee and Working Committees
- Internal and external communications
- Financial administration and reporting
- Annual and quarterly reporting

In support of MS4 education and outreach requirements, the following services are proposed:

- Public education and outreach
- Direct municipal training

The Central New York Regional Planning & Development Board's (CNY RPDB) proposed education assistance program is the seventh in a series of stormwater education and outreach programs. The proposed services have been reviewed, supported and deemed to be in compliance with NYS SPDES Stormwater General Permit requirements for MS4s by the New York State Department of Environmental Conservation (NYS DEC).

Project Objective and Benefits

The CNY RPDB's primary objective is to provide regulated communities with an efficient and cost-effective means for meeting the requirements of the SPDES Phase II MS4 Stormwater General Permit by ensuring that the CNY Stormwater Coalition continues to function as a unified body, has access to information and responds appropriately to changes in the NYS Stormwater regulatory program including revisions to both the Stormwater MS4 and Construction General Permits to be released in 2015. Given the regional nature of the SUA, a unified approach to stormwater compliance is extremely valuable. Regionally implemented programs reduce municipal staff burdens, ensure consistency, and provide the most efficient use of limited municipal funds by distributing total program cost over a number of entities.

The U.S. Environmental Protection Agency (EPA) and NYS DEC recognize the economic and environmental benefits of regional compliance efforts and have long promoted such programs as the most efficient and effective way address Stormwater Phase II requirements. Both NYS DEC and EPA view intermunicipal support and participation in regionally coordinated coalitions as a criteria for funding and a prerequisite for engaging in joint compliance opportunities.

SECTION 2 SCOPE OF SERVICES AND PROJECT APPROACH

Program tasks are proposed under three project components: CNY Stormwater Coalition Staff Support; Public Education and Outreach; and Direct Municipal Training.

I: CNY STORMWATER COALITION STAFF SUPPORT

Tasks proposed under this project component are designed to advance and sustain the CNY Stormwater Coalition (the Coalition), currently consisting of 29 of 31 regulated Municipal Separate Storm Sewer System (MS4) owner/operators identified in Attachment A of this proposal. The Coalition was formally established on January 1, 2011.

Task I.1. Staffing Support for the CNY Stormwater Coalition, Executive Committee and Working Committees Deemed Necessary to Advance the Coalition's Objectives – CNY RPDB will provide direct staff support needed to plan and conduct four (4) scheduled meetings of the full Coalition membership, four scheduled meetings of the Executive Committee and working committees of the Coalition as necessary to advance and sustain a fully functioning Coalition. Staff support for all scheduled meetings includes meeting preparation and agenda development, speaker recruitment, venue selection, preparation and distribution of meeting minutes and completion of all identified meeting follow up tasks. CNY RPDB will monitor grant opportunities, respond to appropriate Requests for Proposals, and oversee implementation of any grant funded projects and/or programs.

Task I.2. Communications – CNY RPDB will coordinate all internal and external communications and serve as the primary liaison between the Coalition and various regulatory agencies including the NYS DEC and the U.S. EPA. To help ensure Coalition members understand the implications of any modifications or additional requirements that may impact their ability to comply with the NYS Stormwater General Permits (MS4 and Construction), CNY RPDB will monitor and report proposed and enacted changes to the stormwater general permits and associated compliance, reporting and review and inspection requirements. CNY RPDB will compile feedback and inquiries from Coalition members, and coordinate and prepare unified responses to new and evolving regulatory requirements on behalf of the Coalition to appropriate regulatory agencies as warranted. CNY RPDB will prepare training and informational updates for Coalition members throughout the permit revision and implementation processes. CNY RPDB will engage other statewide stormwater coalitions, as well as non-regulatory partners involved in all aspects of stormwater management, to identify and initiate compliance opportunities that support the objectives of the Coalition.

Task I.3. Annual Reporting - CNY RPDB will document all education, training and outreach compliance activities conducted on behalf of the Coalition and complete the Minimum Control Measure 1. Public Education and Outreach section of the MS4 annual report in compliance with annual reporting requirements of NY SPDES GP-0-10-002. The CNY RPDB will deliver the MCM 1 section to participating MS4s for inclusion in their individual Annual Reports. CNY RPDB will respond to any public comments received relative to the documented education and outreach services.

Task I.4. Financial Administration and Reporting – CNY RPDB will coordinate and administer all contracted activities funded as part of this Scope of Services through December 31, 2016, including quarterly financial reporting, bookkeeping and accounting, documentation of local match (if necessary to support Coalition approved grant funded programs), subcontracting (if deemed necessary and approved by the Coalition), and solicitations (if deemed necessary and approved by the Coalition). Progress reports and financial reporting will be made available to the Executive Committee of the Coalition on a quarterly basis.

II: PUBLIC EDUCATION AND OUTREACH

Tasks proposed under this program component comply with the public education and outreach requirements defined in the New York SPDES General Permit for Stormwater Discharges from MS4s (GP-0-10-002) and are targeted primarily toward the general public with a secondary focus on construction contractors and municipal officials.

Task II.1 Stormwater Public Survey Response Actions – CNY RPDB will develop and compile new and existing materials as needed to address public education needs identified through the 2015 Stormwater Public Survey. CNY RPDB will identify appropriate outlets for distributing the materials to the targeted audiences; establish agreements for displaying and/or distributing educational materials, provide adequate copies of materials, track distribution and ensure displays are restocked as needed. Potential outlets may include public libraries, the 2016 Parade of Homes, veterinary offices, lawn and garden centers and community centers. CNY RPDB will investigate opportunities for securing interactive displays and other “hands-on” learning equipment that can be incorporated into the stormwater education program and rotated for use at various municipal meetings and events.

Task II.2 Maintain Regional Stormwater Website – CNY RPDB will maintain and promote the CNY Stormwater website. CNY RPDB will compile new and existing information, guidance materials and permit updates for reference and use by regulated MS4s in the Syracuse Urbanized Area (SUA). When available, online training opportunities will be made accessible and promoted to appropriate municipal staff. CNY RPDB will identify and promote public participation activities that support municipal stormwater management objectives. CNY RPDB will provide informational items developed as part of the year-8 education program directly to participating MS4s for inclusion on municipal websites, at their discretion.

Task II.3 Syracuse Post Standard Stormwater Pullout – CNY RPDB will develop a 4-page, broadsheet, pullout to be distributed in the main section of the Post Standard daily edition (1-edition). The pullout will focus on stormwater processes, impacts, issues of concerns, SUA primary pollutants of concern, and citizen generated solutions. The pullout will be published in the spring of 2016 and will reach approximately 186,250 homes and 273,000 readers across the CNY region.

Task I.4 Electronic Stormwater Newsletter for the General Public - CNY RPDB will distribute a quarterly stormwater newsletter for the general public. The seasonally themed electronic newsletter will maintain a focus on primary pollutants of concern in the SUA, stormwater processes, and offer advice on reducing negative water quality impacts through simple actions. The newsletters will encourage participation in locally sponsored events that support stormwater management and protection efforts. CNY RPDB will conduct direct outreach in support of building the distribution list with existing organizations and groups with a complimentary focus.

Task II.5 Staff CNY Stormwater Coalition Booth at 2 Public Events – CNY RPDB will staff the CNY Stormwater Coalition booth at a public event during the summer of 2016. In advance of that event, CNY RPDB will assess the current stock of informational resources and replenish or replace printed materials and handouts as needed. CNY RPDB will purchase 100 tickets to a Syracuse Chiefs home game in late summer/early fall 2016. The tickets will be distributed as a “give away” for visiting the Stormwater booth and subscribing to *Gardens and Gutters*, or supporting a Coalition sponsored event or activity prior to the game date. CNY RPDB will staff an informational table on the concourse level of the NBT Bank Stadium. The CNY Stormwater Coalition will be named on the tickets and will receive video board and PA recognition during the game and a plug on the Chief’s social media outlet(s).

CNY RPDB will also maintain, and upon request, make the stormwater display and appropriate materials available to participating MS4 communities for local use at their own events.

Task II.6 Electronic Outreach to CNY Contractors and Developers – CNY RPDB will provide direct information on topics of interest to construction developers with a focus on current construction permit requirements and additional considerations for doing business in MS4 communities. Information will be presented in newsletter format and posted as a PDF on the stormwater website. The “newsletter” will be announced by postcard mailing and through a cooperative agreement with the CNY Home Builders & Remodelers of Central New York. CNY RPDB will provide Coalition members with a PDF of the newsletter for posting on municipal websites or hard copy distribution. CNY RPDB will respond to all questions and provide additional information and training as requested.

III. DIRECT MUNICIPAL TRAINING

This program component addresses the education and training requirements for municipal officials and staff.

Task III.1. Municipal Workshops - CNY RPDB will conduct two training workshops for Municipal representatives of the CNY Stormwater Coalition. Workshop topics will be selected to address current training and informational needs as determined through discussions with DEC Region 7 and individual members of the CNY Stormwater Coalition. Workshops will be designed to improve compliance with the MS4 Stormwater General Permit.

**SECTION 3
PROGRAM FEE**

The services described in this proposal will be conducted for a total fee not to exceed \$104,400 (\$3,600 per Coalition member). This fee will remain constant for each participating Coalition member regardless of the number of municipal members participating in the Coalition.

To participate in the proposed program, cities, towns and villages are required to adopt and return a municipal resolution (sample provided), and counties must return a letter of intent signed by the Chief Elected Officer no later than October 1, 2015 to CNY RPDB. CNY RPDB will issue a single invoice for the full program year on December 1, 2015. Full payment will be due to CNY RPDB no later than January 31, 2016.

**SECTION 4
TIMELINE**

All proposed tasks will be completed between January 1, 2016 and December 31, 2016 as outlined below.

| Proposed One-Year Timeline for CNY RPDB Stormwater Implementation Assistance Program | | | | | | | | | | | | |
|---|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Task | Month(s) | | | | | | | | | | | |
| | 2016 | | | | | | | | | | | |
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| I. CNY Stormwater Staffing and Support Services | | | | | | | | | | | | |
| I.1 Staff Support Services | X | X | X | X | X | X | X | X | X | X | X | X |
| I.2 Communications | X | X | X | X | X | X | X | X | X | X | X | X |
| I.3 Annual reporting | | X | X | X | X | | | | | | | |
| I.4 Financial Administration and Reporting | X | X | X | X | X | X | X | X | X | X | X | X |
| II. Public Education and Outreach | | | | | | | | | | | | |
| II.1 Stormwater Public Survey Follow up | X | X | X | X | X | X | X | X | X | X | X | X |
| II.2 Maintain Regional Stormwater Website & Library | X | X | X | X | X | X | X | X | X | X | X | X |
| II.3 Syracuse Post Standard Pullout | | | X | X | | | | | | | | |
| II.4 Electronic Stormwater Newsletter - Public | | | | X | X | X | X | X | X | X | X | |
| II.5 Stormwater Public Events (2) | | TBD | | |
| II.6 Electronic Outreach to Contractors/Developers | | | X | X | X | | | | | | | |
| III. Direct Municipal Training | | | | | | | | | | | | |
| III.1. Municipal Training Workshops (2) | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD | TBD |

SECTION 5 STATEMENT OF QUALIFICATIONS AND PROGRAM STAFF

The CNY RPDB has been active in water resources management since the 1970s and has worked in coordination with the NYS DEC for over 20 years to address state, regional, county, and local water quality management planning priorities. Activities have included: groundwater and wellhead protection; nonpoint source pollution control; outreach/education/ training; public participation assistance; partnership building; watershed planning; support of county water quality coordinating committees; and, SPDES Phase II Stormwater Permit assistance.

The CNY RPDB has taken a leading role in providing MS4s with municipal and contractor education and training, outfall mapping assistance, and technical support related to developing required local laws. CNY RPDB has been responsible for securing and administrating grants on behalf of regulated MS4s and has led the development of the CNY Stormwater Coalition following several, successful cooperative compliance initiatives including four education and outreach assistance programs on behalf of regulated MS4s in the SUA. CNY RPDB has established strong working relationships with the regulated MS4s and is recognized as a valuable and trusted partner in the stormwater management arena.

CNY RPDB works in partnership with NYS DEC to accomplish and blend state, regional, county, and local priorities. CNY RPDB serves as the Water Quality Management Planning Statewide Coordinator on behalf the NYS Association of Regional Councils (NYSARC). In this capacity, the CNY RPDBB serves as an administrative liaison to NYS DEC for various priority water quality initiatives.

Through its long standing involvement in local, state, and federal water quality programs, CNY RPDB is able to leverage additional support and funding that directly supports the work and success of the CNY Stormwater Coalition.

CNY RPDB's professional staff will work with its established network of local and regional water quality partners to efficiently and effectively achieve the goals of this project. CNY RPDB's client organization, the Syracuse Metropolitan Transportation Council, will provide professional GIS analysis and mapping assistance as needed to fully support the CNY Stormwater Coalition.

Key members of the CNY RPDB staff that will be directly involved in this project include:

KATHLEEN BERTUCH, PROGRAM MANAGER, (5/97 to present). Manages all aspects of the CNY RPDB's regional and statewide water resources program and serves as primary staff for all aspects of the CNY RPDB's Environmental Management Program. Will provide day-to-day oversight and guidance on all aspects of the proposed project, work directly with municipal representatives and subcontractors, be responsible for ensuring all project reporting and administrative requirements are met, serve as primary staff for all public education functions, annual report preparation tasks and will serve as the CNY RPDB's representative on the CNY Stormwater Coalition Executive Committee.

Natural Resource Planner (TBD). Will provide support to all aspects of CNY RPDB's Environmental Management program, including municipal training and outreach and staff support for the CNY Stormwater Coalition and working committee meetings.

BRUCE KEPLINGER, COMMUNICATIONS MANAGER, (7/01 to present). Provides graphics, web design and communications support to all CNY RPDB program areas and is responsible for website development and maintenance, graphic design and print layout for all publication materials.

KAREN NOVAK, BUSINESS MANAGER, (4/00 to present). Is responsible for all aspects of CNY RPDB's financial administration and human resource management and will serve as primary staff for all CNY Stormwater Coalition financial administration and reporting tasks.

DAVID BOTTAR, EXECUTIVE DIRECTOR. Provides general administrative and financial oversight.

ATTACHMENT A

| Syracuse Urban Area MS4s | | 2015 CNY Stormwater Coalition Member Status |
|---------------------------------|------------------------|--|
| 1 | Baldwinsville Village | Member |
| 2 | Camillus Town | Member |
| 3 | Camillus Village | Member |
| 4 | Central Square | Member |
| 5 | Cicero Town | Member |
| 6 | Clay Town | Member |
| 7 | DeWitt Town | Member |
| 8 | East Syracuse Village | Member |
| 9 | Fayetteville Village | Member |
| 10 | Geddes Town | Member |
| 11 | Hastings Town | Member |
| 12 | LaFayette Town | Member |
| 13 | Liverpool Village | Member |
| 14 | Lysander Town | Member |
| 15 | Madison County | Non-Member |
| 16 | Manlius Town | Member |
| 17 | Manlius Village | Member |
| 18 | Marcellus Town | Member |
| 19 | Marcellus Village | Member |
| 20 | Minoa Village | Member |
| 21 | North Syracuse Village | Member |
| 22 | Onondaga County | Member |
| 23 | Onondaga Town | Member |
| 24 | Phoenix Vil | Member |
| 25 | Pompey Town | Member (pending) |
| 26 | Salina Town | Member |
| 27 | Schroepfel Town | 2003 Waiver Community |
| 28 | Solvay Village | Member |
| 29 | Sullivan Town | Non-Member |
| 30 | Syracuse City | Member |
| 31 | Van Buren Town | Member |
| 32 | West Monroe Town | Non-Member |
| 33 | NYS Fairgrounds | Requested Membership (pending) |

Date September 23rd, 2015

Highway Department Agenda Items

Move the adoption of a resolution to approve the following:

(A) PURCHASE: 30"x 120' drainage pipe for Gillette Rd.

VENDOR: Steel Sales

AMOUNT: \$ 3000.00

ACCOUNT CODE: DB511045

(B) PURCHASE: month of September- auto parts/supplies

VENDOR: Genuine Parts

AMOUNT: \$2,000.00

ACCOUNT CODE: DB513046

Appendix C

State Environmental Quality Review

SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

| | |
|--|--|
| 1. APPLICANT/SPONSOR Town of Cicero | 2. PROJECT NAME Brewerton Revitalization Project - Bennett St Site Improvements |
| 3. PROJECT LOCATION: Municipality Cicero County Onondaga | |
| 4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) Along the north and south sides of Bennett Street, generally between Walnut Street to the west and NYS Route 11 to the east, in the Hamlet of Brewerton, NY. | |
| 5. PROPOSED ACTION IS: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input checked="" type="checkbox"/> Modification/alteration | |
| 6. DESCRIBE PROJECT BRIEFLY: Installation of sidewalks, curbing, lighting, and street trees along a portion of Bennett Street (north and south sides). | |
| 7. AMOUNT OF LAND AFFECTED: Initially <u>0.15</u> acres Ultimately <u>0.15</u> acres | |
| 8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly | |
| 9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Park/Forest/Open Space <input checked="" type="checkbox"/> Other Describe: Work is generally along a residential street. Adjacent to project area are commercial, park land uses, as well as the Northern Onondaga County Library at Brewerton. | |
| 10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency(s) name and permit/approvals: | |
| 11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency(s) name and permit/approvals: | |
| 12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>Town of Cicero, New York</u> Date: <u>9/21/2015</u> Signature: _____ | |

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the FULL EAF.

Yes No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.

Yes No

C. COULD ACTION RESULT IN **ANY** ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

Existing traffic patterns may be effected during construction. Construction noise and other temporary impacts may occur.

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:

This project looks to improve the character of the roadway. All work will be completed within an impacted right-of-way, specifically the north side of Bennett St. where many of the improvements will re-establish a walkway and curbing.

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:

The project will not negatively impact any vegetation or wildlife. Plantings will like increase potential habitat.

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:

Project is consistent with the town's revitalization plan.

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:

NA

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:

NA

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:

NA

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)?

Yes No If Yes, explain briefly:

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?

Yes No If Yes, explain briefly:

PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.

Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination.

Town Of Cicero, NY

9/21/2015

Name of Lead Agency

Date

Jessica Zambrano

Town Supervisor

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (If different from responsible officer)

nationalgrid

10,000 TREES
...and Growing!



APPLICATION

Date 9/23/15 County Onondaga

Municipality/Agency Town of Cicero

Contact person Jody L. Rogers Position/Title Director P & R

Address 8236 Brewerton Rd.

Cicero, NY Zip code 13039

Phone 315-699-5233 E-Mail jrogers@ciceronewyor.net

Not-for-profit group* (*acting on behalf of a municipality*) N/A

Contact person _____

Address _____

_____ Zip code _____

Phone _____ E-Mail _____

Estimated number of trees to plant 5 Spring _____ and/or Fall X

Who will complete the tree planting Contractor hired by Town

Who will maintain the plantings for the first year Town of Cicero

Planting map enclosed X Yes _____ No

**NOTE: Not-for-profit groups must submit a supporting local resolution provided by the municipality approving the group to act on their behalf*

Mail the completed application and required documentation to:

**Brian Skinner, Senior Arborist - Central Division
National Grid
Distribution Forestry (B-1)
300 Erie Blvd., West
Syracuse, NY 13202-4250**

EPS

Environmental Paving Solutions LLC



**SUSTAINABLE
WALKS AT
WORK!**

204 North Beech Street Syracuse New York 13203

T: (315) 472-6902

F: (315) 472-1822

Anthony Ross

tross.eps@gmail.com

To: Jody Rogers, Director of Parks & Rec.
Town of Cicero

Proposal : TR091715A
Date: 9/17/2015

We are pleased to submit the following cost estimate:

Job Description: Bennett St Revitalization

| ITEM | APX. QTY. | DESCRIPTION | UNIT PRICE | TOTAL |
|------|-----------|--|------------------------|---------------------|
| | | Provide labor, material, equipment, supervision & supplies to perform the following scope of work: | | |
| 1 | 1975 sf | Concrete sidewalk | \$13.00 p/sf | \$25,675.00 |
| 2 | 135 sf | Concrete Driveway Walk | \$20.00 p/sf | \$2,700.00 |
| 3 | 3 ea | Truncated Domes | \$1500.00 ea | \$4,500.00 |
| 4 | 136.5 lf | Radius Granite Curb | \$75.00 p/lf | \$10,237.50 |
| 5 | 318.5 lf | Straight Granite Curb | \$75.00 p/lf | \$23,887.50 |
| 6 | 1 ea | Catch Basin Repair | \$2,000.00 ea | \$2,000.00 |
| 7 | 1685 sf | Brick Pavers w/ Concrete Base | \$24.00 p/sf | \$40,440.00 |
| 8 | 125 sf | Flexible Porous Tree Pits | \$14.25 p/sf | \$1,781.25 |
| 9 | 125 sf | Tree Pit Excavation | \$5.50 p/sf | \$687.50 |
| 10 | 4663 sf | Misc. Excavation | \$5.50 p/sf | \$25,646.50 |
| 11 | | Allowance | | \$10,000.00 |
| | | Above work includes : | | |
| | | All asphalt repairs to curb front, roadway, driveways,etc. | | |
| | | Excavation of : Curb, sidewalk, conduit, trees, light pole bases, and pavers | | |
| | | Install wiring, conduit & light pole bases for 5 lights | | |
| | | Install 5 customer furnished cherry trees | | |
| | | Install porous concrete base and porous brick pavers, color : Red | | |
| | | Flexible Porous Tree Pits (5) color : TBD | | |
| | | Raise catch basin at corner to new elevation | | |
| | | Grading & Restoration is included | | |
| | | NYS Prevailing Wage Rates for Onondaga County Apply | | |
| | | All work performed under Onondaga County Concrete Sidewalk, Brick & Curb | | |
| | | Contract # 21815 & Flexible Porous Contract # 21915 | | |
| | | Work Excludes : Testing, Permits, fees | | |
| | | Price is based on EPS LLC current insurance levels; additional coverage | | |
| | | will result in additional cost | | |
| | | | SUBTOTAL: | \$147,555.25 |
| | | | NYS SALES TAX | n/a |
| | | | TOTAL ESTIMATE: | \$147,555.25 |

UPON ACCEPTANCE PLEASE SIGN PROPOSAL & RETURN ONE COPY. PAYMENT DUE UPON COMPLETION NET 30/1.5% FC
PRICES IN EFFECT FOR THIRTY (30) DAYS

ACCEPTED BY OWNER/AGENT: _____ DATE: _____

PRINT NAME AND TITLE: _____

Memo

To: Supervisor, Town Board, Comptroller
From: Tracy
Date: September 16, 2015
Re: Town of Cicero 2002 Ford Dog Van

I am requesting approval to dispose and declare as surplus the 2002 Ford Windstar, formerly used by the Dog Control Officer, by sending it to Onondaga County Auction.

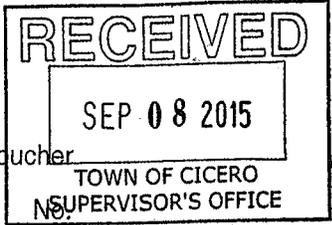
Resolution:

Councilor _____ moved for the adoption of a resolution to dispose of the 2002 Ford Windstar, formerly used by the Dog Control Officer, by sending it to Onondaga County Auction.

Motion was seconded by Councilor _____

Ayes — ___ and Noes- _____. Motion carried

If you have any questions contact me at 699-8109 before the Board meeting.



Voucher

TOWN OF CICERO

8236 Brewerton Road
Cicero, New York 13039-6401

TAX ID No. 15-6000898
(315) 699-2759

Department _____

Claimant's Name and Address
 Drivers Village
 5885 East Circle Drive
 Cicero NY 13039

PLEASE DO NOT WRITE IN THIS AREA

Voucher No. _____
 Date Voucher Received _____

| Fund-Appropriation | Amount |
|--------------------|----------|
| B312042 | 1,499.35 |
| | |
| | |
| | |
| | |
| | |
| | 1,499.35 |

Entered on Abstract No. _____

PURCH TERMS _____ ORDER NO 22308

Detailed invoices may be attached and total entered on this Voucher. Certification below MUST BE SIGNED.

| Date | Vendor's Invoice No. | Quantity | Description of Materials or Services | Unit Price | Amount |
|-----------|----------------------|----------|--------------------------------------|--------------|----------------------|
| 8/31/2015 | | | 3077448 | | 66.31 |
| | | | 3077523 | | 168.97 |
| | | | 3077608 | | 22.50 |
| | | | 3077638 | | 161.45 |
| | | | 3077639 | | 758.20 |
| | | | 3077682 | | 31.35 |
| | | | 3077788 | | 38.35 |
| | | | 3077443 | | 87.27 |
| | | | 3077912 | | 164.95 |
| | | | | | For August bill 2015 |
| | | | | Total | \$ 1,499.35 |

Claimant's Certification

I, _____, certify that the above account in the amount of \$ _____ is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

Date _____ Signature _____ Title _____

(Space below for Municipal Use)

Department Approval
 The above services or materials were rendered or furnished to the municipality on the date stated and the charges are correct.

Date _____ Authorized Official _____

Approval For Payment
 This claim is approved and ordered paid from the appropriations indicated above.

Town of Cicero Police Department



I N T E R O F F I C E M E M O

DATE: September 15, 2015
TO: Town Board
FROM: Chief Joseph Snell
RE: Purchase New Marked Patrol Vehicle
CC:

Request the Town Board to authorize the purchase of a new 2015 Police Interceptor.

Approve the purchase of a 2015 Ford Police Interceptor from lowest bidder Carbone Auto Group for \$36, 207.36.

Attached are three bids we received from the NYS Marketplace. The price of the vehicle includes all equipment and labor to install.

Revenue:

1. Equipment Budget line: \$26207.26
2. STOP DWI Funds: \$10,000

Thanks,

Sincerely,

Joseph F. Snell
Chief of Police