



# CA Meeting

City Administration Committee

DATE: April 18, 2018  
 TIME: 6:00 p.m.  
 LOCATION: 3<sup>rd</sup> Floor,  
 City Hall, Council Chambers

## AGENDA ITEMS

Item	Voting Item?	Presenter(s)	Time Allotted
Chair, Deb Mohlenhoff			
1. Call To Order		* Note: We will review the number of cards received at the beginning of each meeting and adjust time if needed.	15 Min*
1.1 Agenda Review	No		
1.2 Review and Approval of Minutes Approval of March 2018 Minutes	Yes		
1.3 Statements from the Public	No		
1.4 Statements from Employees	No		
1.5 Council Response	No		
2. Consent Items	Yes		5 Min
2.1 IPD – Addition of Executive Assistant Position	Yes		
2.2 W&S – Reallocation of Positions	Yes		
2.3 Youth Bureau – Amendments to Roster	Yes		
2.4 IFD – Gear Washer/Dryer Award of Bid	Yes		
3. Finance, Budget and Appropriations			
3.1 IPD – Request to Amend 2018 Authorized Budget for Donations	Yes	Steve Thayer, City Controller	5 Min
3.2 Finance – Request to Give Controller Authority to Approve Expenditures for Vet Fire Relief Acct.	Yes	Steve Thayer, City Controller	15 Min
3.3a Amendment to Chapter 346 of the City Code Parking Regulations and Fines	Yes	Ari Lavine, City Attorney	15 Min
3.3b Adoption of Schedule for Updated Parking Fines	Yes	Ari Lavine, City Attorney	15 Min
4. City Administration, Human Resources and Policy			
4.1 Attorney – Best Value Bidding and Procurement Local Law	Yes	Ari Lavine, City Attorney	10 Min
4.2 HR – Employee Climate Survey Discussion	No	Dan Cogan, Chief of Staff	15 Min
4.3 HR – Employees on Boards and Commissions	No	Dan Cogan, Chief of Staff	25 Min
5. Budget Process	No	All	
6. Meeting Wrap-up		All	5 Min
6.1 Announcements	No		
6.2 Next Meeting Date: May 16, 2018	No	All	5 Min
6.3 Review Agenda Items for Next Meeting a – IPD – ONDP Discussion	No		
6.4 Adjourn	Yes		

8:10 p.m.

**Please note: Out of consideration for the health of other individuals, please try to refrain from using perfume/cologne and other scented personal care products at City of Ithaca meetings. Thank you for your cooperation and understanding.**

**Committee Charge:** The CA committee will:

Review financial and administrative issues pertaining to the City, along with items relating to the City of Ithaca workforce environment, intergovernmental relations and human resources.

## **2. Consent**

### **.1 IPD - Amendment to Personnel Roster - Executive Assistant**

WHEREAS, the Ithaca Police Department anticipates a retirement in the position of Executive Assistant on July 27, 2018 and

WHEREAS, the Executive Assistant is a critical position responsible for the smooth operation of the Chief's Office, and

WHEREAS, it would be beneficial for the current incumbent of the position to provide training and orientation to the next incumbent, and

WHEREAS, it is necessary to create an overlapping position to allow for this training and orientation to occur, now, therefore, be it

**RESOLVED**, That the Personnel Roster of the Ithaca Police Department be amended as follows:

Add: One (1) Executive Assistant (40 hours)

and be it further

**RESOLVED**, That upon the retirement of the current Executive Assistant, the position vacated through retirement shall be abolished effective on the employee's retirement date, and be it further

**RESOLVED**, That funding for this overlapping position shall be derived from within the existing 2018 Ithaca Police Department budget.



## ITHACA POLICE DEPARTMENT

120 East Clinton Street, P.O. Box 6557 Ithaca, New York 14851-6557

Peter Tyler, CHIEF OF POLICE  
OPERATIONS

Vincent P. Monticello, SR. DEPUTY CHIEF OF POLICE OF

Police Dispatcher: 607/272-3245

Police Administration/Records: 607/272-9973

April 12, 2018

Dear Council,

I am writing to notify Council that IPD is withdrawing from the Officer Next Door program (ONDP).

During 2017 multiple requests were made to provide justification for continuation of the ONDP. These included FOIL requests, requests to meet with the officers involved in the program, and requests for data demonstrating measurable success of the program.

We have concluded that it is extremely difficult to provide success measures for this program other than the perspectives of the officers themselves and the residents who reside at West Village. What I heard from the officers (two at the time, with one remaining) was that they generally felt "OK" with the impact they were having, but there was nothing measurable to allow a definitive determination one way or the other. Based on how the program was designed, there were no formal requirements for officer engagement with the residents, or for enforcement when the officer was not working. Rather, I believe there was an "expected climate" by both residents and council members. Meeting this expectation solely lies with the officer in the program and their own individual outreach and/or activity level.

My personal feeling, as Chief Barber initially stated, is that there was undoubtedly the intent for a positive impression based on the officer's presence alone, but I am not convinced that this carried into a sustained, impactful and measurable product. Therefore, I am making the decision to withdraw from the program for now. I think we can all evaluate and continue a discussion, and possibly revisit this model in the future, but with so many other priorities, the amount of time spent on this program does not warrant its continuation.

Lastly, I do plan to work with Council as a whole and with individual members of Council on other initiatives related to West Village Apartments and the issues which sparked the original concept of the ONDP, given the overwhelming need for improvements at the complex.

I am unable to attend the City Administration Committee meeting on April 18, but I will attend a future meeting if Council would like to discuss these issues. And as always, please feel free to contact me.

Best,

Chief Tyler

## **2. Consent**

### **.2 DPW - Assignment and Reallocation of Positions – Water Treatment Plant**

WHEREAS, the position of Assistant Chief Water Treatment Plant Operator was created in the 2018 City budget, and

WHEREAS, the Department of Public Works is moving forward with filling this position, and

WHEREAS, the implementation of the Assistant Chief Water Treatment Plant Operator position will reduce the level of responsibility of the Senior Water Treatment Plant Operator position, and

WHEREAS, the Human Resources Department has conducted point factor evaluations of the Assistant Chief Water Treatment Plant Operator position and the restructured Senior Water Treatment Plant Operator position and has made salary grade recommendations for both positions; now, therefore, be it

**RESOLVED**, That the position of Assistant Chief Water Treatment Plant Operator shall be assigned to the CSEA Administrative Unit Compensation Plan at salary grade 15, and be it further

**RESOLVED**, That the position of Senior Water Treatment Plant Operator shall be reallocated from Grade 15 to Grade 13 of the CSEA Administrative Unit Compensation Plan, and be it further

**RESOLVED**, That for the sole purpose of determining days worked reportable to the New York State and Local Employees' Retirement System, the standard workday for the Assistant Chief Water Treatment Plant Operator position shall be established at eight (8) hours per day (forty (40) hours per week).

## **2. Consent**

### **.3 Youth Bureau - Amendment to the 2018 Roster**

WHEREAS, the Youth Bureau has examined the best ways to provide academic support and mentoring given the recent retirement of the long-time Program Coordinator for The Paul Schreurs Memorial Program; and

WHEREAS, the Youth Bureau has made the decision to merge the Paul Schreurs Memorial Program with the College Discovery Program under the leadership of the current College Discovery Program Coordinator; and

WHEREAS, the Youth Bureau requests amendments to the 2018 Roster in order to best meet its needs and support the vision, mission and goals of the academic support and mentoring programs; and

WHEREAS, the Youth Bureau has been advised by and worked closely with the HR department throughout the planning process; and

WHEREAS, the funding of two Youth Program Leader positions (35 hours) will allow the program to continue services to youth in our community; and

WHEREAS, the Youth Bureau would like to defund the current Youth Program Coordinator position, as well as the Youth Program Leader position (22 hours) and transfer that employee to one of the funded Youth Program Leader positions (35 hour); and

WHEREAS, this restructuring will not require additional funds from the City and will allow the Youth Bureau to optimize resources and personnel to continue to provide quality services to residents; now therefore be it

**RESOLVED**, that the Personnel Roster of the Youth Bureau shall be amended as follows:

Fund: Two (2) Youth Program Leader (35 hours)

Defund: One (1) Youth Program Coordinator (35 hours)  
One (1) Youth Program Leader (22 hours)



**Ithaca Youth Bureau**

**1 James L. Gibbs Drive  
Ithaca, New York 14850**

Phone: (607) 273-8364

Fax: (607) 273-2817

"Building a foundation for a lifetime."



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To: City Administration Committee

From: Liz Klohmann, Director

Re: 2018 Roster Amendment

Date: 4/10/2018

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At the beginning of March our long time coordinator of the Paul Schreurs Memorial Program, Eloise Barrett, retired due to health issues. Since that time the staff of the Paul Schreurs Memorial Program and the College Discovery Program have collaborated to ensure that programming and activities continued. This opening has given us the opportunity to look at the best ways to offer academic mentoring and support to our students in both programs. We have decided to not fill the vacant Program Coordinator position and merge the two programs under the leadership and supervision of our College Discovery Program Coordinator, Linda Cimakasky-Barr.

In order to best meet the Youth Bureau needs and support our vision, mission and goals we are requesting amendments to the 2018 Roster. We have been advised by and worked closely with the HR department throughout the planning process. We are requesting permission to defund the Program Coordinator position previously held by Eloise Barrett. We would like to fund two Youth Program Leader positions (35 hours) on the roster that are currently unfunded. We also have one 22-hour Youth Program Leader position that we would like to defund. The person in this position will move to one of the newly funded 35 hour a week positions and we will hire for the second newly funded position. These changes are made within our approved 2018 budget.

To summarize:

Defund Youth Program Coordinator (35 hours)

Defund Youth Program Leader (22 hours)

Fund Youth Program Leader (35 hours)

Fund Youth Program Leader (35 hours)

This restructure does not require additional funds from the City and will allow us to optimize our resources and personnel to provide quality services to residents, both now and in the future.

## **2. Consent**

### **.4 IFD – Gear Washer/Dryer**

WHEREAS, on March 2, 2018, the City of Ithaca posted a Notice to Bidders with specifications for Gear Washer/Extractor, and

WHEREAS, on March 27, 2018, the City of Ithaca Controller's Office received sealed bids from three bidders, and

WHEREAS, staff have reviewed the bids, specifications, options, and proposals made by each bidder, and

WHEREAS, after review, Chief Parsons recommends the award of the bid be made to Dry Gear Solutions, Inc., 6382 Route 191, Cresco, PA 18326; now, therefore, be it

**RESOLVED**, That Common Council hereby approves the award of a bid and contract between the City of Ithaca and Dry Gear Solutions, Inc. in accordance to the pricing and bid specifications for Gear Washer/Extractor received on March 27, 2018.

<b>BID TABULATION</b> <b>CITY OF ITHACA, NEW YORK</b> <b>DEPARTMENT: ITHACA FIRE DEPARTMENT</b>		<b>Empire Laundry Machinery, Inc.</b> 860 Linden Ave. Rochester, NY 14625 PH (585) 218-9810  gerry@empirelaundryny.com		<b>Dry Gear Solutions, Inc.</b> 6382 Route 191 Cresco, PA 18326 PH (855) 432-7379  ricky@drygerasolutions.com	
<b>BID FOR: GEAR WASHER/EXTRACTOR</b> <b>OPENING: MARCH 27, 2018 11:00AM</b>					

ITEM NO.	QUANTITY	DESCRIPTION	UNIT COST	EXTENSION	DESCRIPTION	UNIT COST	EXTENSION
	2	HE-45 B & C Technologies Commercial 45lb Capacity Hard-Mount Washer/Extractor	\$9,798.00	\$19,596.00	UniMac Industrial Hard-Mount Washer/Extractor - 45lb Capacity	\$9,815.00	\$19,630.00
	2	SP-45 B & C Technologies Commercial 45lb Capacity Soft-Mount Washer/Extractor	\$11,813.00	\$23,626.00	UniMac Industrial Soft-Mount Washer/Extractor - 40lb Capacity	\$8,911.50	\$17,823.00
		See bid documents for more detail and notes on freight charges and installation charges			See bid documents for more detail and notes on freight charges and installation charges		
		Addendum		N/A			N/A
		Bid Security		N/A			N/A

<b>BID TABULATION</b> <b>CITY OF ITHACA, NEW YORK</b> <b>DEPARTMENT: ITHACA FIRE DEPARTMENT</b>		<b>Pluslux, LLC dba Wascomat of America</b> 461 Doughty Blvd. Inwood, NY 11096 PH (844) 772-8554  tenders@woapro.com			
<b>BID FOR: GEAR WASHER/EXTRACTOR</b> <b>OPENING: MARCH 27, 2018 11:00AM</b>					

ITEM NO.	QUANTITY	DESCRIPTION	UNIT COST	EXTENSION	DESCRIPTION	UNIT COST	EXTENSION
	2	Wascomat W763 CO Solid-Mount 100 G-Force 208-240/60/1	\$6,834.00	\$13,668.00			
	2	Wascomat EXSM765 CO Solid-Mount 300 G-Force 208-240/60/1	\$9,096.00	\$18,192.00			
	2	Wascomat EX760 CO Soft-Mount 450 G-Force 208-240/60/1	\$10,096.00	\$20,192.00			
		See bid documents for more detail and notes on freight charges and installation charges					
		Addendum		N/A			N/A
		Bid Security		N/A			N/A

**3. Finance, Budget and Appropriations**

**.1 IPD – Request to Amend 2018 Authorized Budget for Donations**

WHEREAS, the Ithaca Police Department received a \$10,000 grant from Triad Foundation to provide support for the hiring of a consultant who specializes in law enforcement policy, and

WHEREAS, the Ithaca Police Department is in need of updating the Department and procedures, and

WHEREAS, the Ithaca Police Department is in need of updating the Department policies and procedures, and

WHEREAS, the most cost effective solution to updating the Department’s policies and procedures is by hiring a consultant to assist with such an undertaking at an estimated cost of \$25,000, and

WHEREAS, The \$10,000 grant will help support the \$25,000 cost for said service with the other \$15,000 derived from existing 2018 Police Department funds; now, therefore be it

**RESOLVED**, That Common Council hereby accepts the \$10,000 grant from the Triad Foundation to provide support for the hiring of a consultant to update the Department’s policies and procedures and amends the 2018 Authorizes Police Department budget as follows:

Increase Appropriation Account:		
A3120-5435-5000	Contracts	\$10,000
Increase Revenue Accounts:		
A3120-2705	Donations	\$10,000



# TRIAD FOUNDATION

15 Ascot Place  
Ithaca, New York 14850  
Tel: 607/257/1133  
Fax: 607/257/5203  
info@Triadfdn.org

**Roy Hampton Park, Jr.**  
President and Chairman  
**Elizabeth Park Fowler**  
Director and Treasurer  
**Roy Hampton Park, III**  
Director and Secretary  
**Tetlow Parham Park**  
Director  
**Noble Troy Fowler**  
Director/ Program Officer  
**Laura Singer Park**  
Director/ Program Officer  
**Melinda R. Oakes**  
Executive Director

November 30, 2017

Mr. Pete Tyler, Acting Chief of Police  
City of Ithaca Police Department  
PO Box 6557  
Ithaca, NY 14851-6557

Dear Chief Tyler:

Triad Foundation, Inc. is pleased to award a grant of \$10,000 to the City of Ithaca Police Department to provide support for the hiring of a consultant who specializes in law enforcement policy in an effort to update Department policies and procedures, as requested in your email of October 12.

We ask that you be mindful of the attached addendum listing several conditions of the award, and we appreciate your agreement to these terms. Please acknowledge your organization's receipt of this payment by signing and returning to the Triad Foundation office a copy of this letter before December 31. We prefer that you send your acknowledgment either by fax or electronically to [linda@triadfdn.org](mailto:linda@triadfdn.org). By signing below you also confirm that your organization has not provided/will not provide any goods or services to the Foundation, nor any personal benefits to Foundation staff and family, in exchange for this grant.

The Directors of Triad Foundation, Inc. are pleased to have this opportunity to assist the City of Ithaca Police Department, and we wish you continued success.

Sincerely,

Roy H. Park, Jr.  
President and Chairman

RHP:sfp  
Enclosure

Payment received:  
City of Ithaca Police Department

By:   
Title: Admin Coordinator

Date: 3/21/18

Grant No: 17-460

### **3. Finance, Budget and Appropriations**

#### **.2 Finance – Request to Give Controller Authority to Approve Expenditures for Veterans Fire Relief Account**

WHEREAS, with the City Charter change, C-96(G), effective January 1, 2018, authority was vested to Common Council to approve Veterans Volunteer Fire Relief Account expenditures, and

WHEREAS, this authority for Fire Relief Account expenditure approval was previously under the Board of Fire Commissioners, and

WHEREAS, the Veterans Volunteer Firemen Association have requested that this account be transferred to them for distribution, and

WHEREAS, after review of this request, the City Controller is recommending that Common Council delegate its authority to approve expenditures from the Veterans Volunteer Fire Relief Account to the City Controller; now, therefore be it

**RESOLVED**, That Common Council hereby delegates its authority to approve expenditures from the Veterans Volunteer Fire Relief account to the City Controller, and be it further

**RESOLVED**, That the City Controller shall submit a report to Common Council annually on any revenues and expenses from said account, and be it further

**RESOLVED**, That individual expenditures approved by the City Controller to the Volunteer Fireman Companies out of the Veterans Volunteer Fire Relief Fund cannot exceed \$



CITY OF ITHACA  
108 East Green Street, Ithaca, New York 14850-5690

Office of City Controller  
Telephone: 607 / 274-6576 Fax: 607 / 274-6415

MEMORANDUM

TO: City Administration Committee  
FROM: Steven P. Thayer, City Controller  
RE: Fire Relief Funds  
DATE: April 11, 2018

I was requested to review financial activity for Fire Relief Fund accounts that were managed by the Board of Fire Commissioners. Now that the board of Fire Commissions is no longer functioning as a Board, these Fire Relief Funds will be under the financial care of the City of Ithaca. The Fire Relief Funds, located in the City's Trust and Agency fund are as follows:

<u>Account</u>	<u>Balance</u>
Veteran Volunteer Fire Relief	\$9,869
Fire Relief Fund (2%)	\$90,000

In my review, of the above accounts for the period 2012-2017, I found that the Veteran Volunteer Relief account had only interest earned during the time frame examined. No expenses were made from this account during this period. In reviewing the activity, in the Fire Relief Fund 2% account, I found revenue related to the 2% New York State Foreign Fire Insurance tax and interest earned. Funds expended from this account related to the distribution of the 2% money to various organizations, including; the Veteran Volunteer Firemen; Ithaca Paid Firefighter Association and Volunteer Company #9. The annual revenue ranged from \$65,000 to \$104,000. The expenses generally matched the \$65,000 to \$104,000 revenue amounts annually.

As I understand it, the Veteran Volunteer Firemen have requested that the Veteran Volunteer Fire Relief account of \$9,869 be turned over to them. Per City Charter, as of January 2018, the authority to administer these funds was vested to Common Council. I would suggest that Common Council delegate disbursement authority for the Fire Relief Fund to the City Controller. That would allow my office to receive disbursement requests and approve expenditures rather than these requests going to Common Council for approval. I can always give Common Council a report of activity, on an annual basis, if they so desire. At this time, there does not appear to be many request for these funds on an annual basis by the Veteran Volunteer Firemen. Please contact me if you have further questions.

### **3. Finance, Budget and Appropriations**

#### **.3a Amendment to Chapter 346 of the City Code**

#### **Ordinance No. 2018- \_\_\_\_**

An ordinance amending provisions of the City Code regarding parking regulations and fines.

**WHEREAS** Chapter 346, and other provisions, of the Ithaca City Code establish traffic and parking regulations enforced in the City of Ithaca; and

**WHEREAS** on December 2, 2009, the Common Council approved fine amounts for violations of such regulations and of the New York State Vehicle and Traffic Law; and

**WHEREAS** the Common Council and City Staff have reviewed such regulations and the fines and now wish to amend and update such regulations and fines with this ordinance and accompanying resolution; and now, therefore

**BE IT ENACTED AND ORDAINED** by the Common Council of the City of Ithaca as follows:

#### **Section 1. Findings of fact.**

The Common Council makes the following findings of fact:

1. Portions of the City Code do not conform with current City practices and technology regarding parking regulations and fines.
2. The City Code should be updated, as set forth herein, to reflect current City practices and technology regarding parking regulations and fines
3. In addition to updating the City Code, the City should adopt and publish a schedule of parking fines and make such schedule accessible to the public.
4. Therefore, it is desirous for this ordinance and accompanying resolution to enact changes that implement the above-described findings of fact.

#### **Section 2. Amendment of City Code.**

The following sections of the City of Ithaca Municipal Code shall be amended as follows:

§ 250-6. Parking on private property.

No person shall park or permit to be parked any automobile or other vehicle upon private property without the consent of the owner or lessee. Any parcel of land not conspicuously marked "municipal parking" or "public parking" shall be deemed to be private property with regard to this section. **Notwithstanding section 10 of this Chapter, any violation of this section shall be punishable by a fine of not less than \$30 and not more than \$250.**

§ 260-5. Penalties for offenses.

- A. No person shall park a vehicle nor allow a vehicle to be parked in an area which has been designated a residential parking permit area by the Board of Public Works, and at times when parking is prohibited in such residential parking permit area pursuant to regulations established by the Board of Public Works, unless the vehicle shall have affixed to the bottom rear corner of the passenger window on the driver's side of the vehicle a valid residential parking permit, or unless said vehicle is registered in accordance with § 404-a of the Vehicle and Traffic Law and the vehicle is being used for the transportation of a person with disabilities. ~~A~~ ~~V~~ violation of this section shall be punishable by a fine of ~~\$15~~ **not more than \$100; a second such violation within 18 months thereafter shall be punishable by a fine of not more than \$200; a third or subsequent violation within 18 months after the first violation shall be punishable by a fine of not more than \$300.**
- B. No resident of a residential parking permit area designated by the Board of Public Works shall permit a nonresident to use a residential parking permit issued to a resident, or aid a nonresident in any way in obtaining a residential parking permit. Violation of the terms of this section shall be punishable by a fine not to exceed \$250 and/or suspension of residential parking permit privileges for a period not to exceed 12 months.

§ 346-1. Definitions.

- A. The words and phrases used in this chapter shall, for the purposes of this chapter, have the meanings respectively ascribed to them by Article 1 of the Vehicle and Traffic Law of the State of New York.
- B. The following words and phrases, which are not defined by Article 1 of the Vehicle and Traffic Law of the State of New York, shall have the meanings respectively ascribed to them in this section for the purposes of this chapter:

**BUSINESS DISTRICT**

The territory contiguous to and including a roadway when within any 600 feet along such roadway there are buildings in use for business or industrial purposes, including but not limited to hotels, banks or office buildings, railroad stations, and public buildings which occupy at least 300 feet of frontage on one side or 300 feet collectively on both sides of the roadway.

**CAR-SHARE VEHICLE**

A vehicle used by members of a qualified car-sharing entity, which vehicle has been so identified to the City and which bears an affixed symbol issued by the City, indicating the same.

**CENTRAL BUSINESS DISTRICT**

All streets and portions of streets within the area bounded by both sides of the following streets:

- 1) State Street from Plain Street to a point 600 feet west of Cayuga Street.

- 2) Seneca Street from Aurora Street to Cayuga Street.
- 3) Green Street from Tioga Street to a point 200 feet west of Cayuga Street.
- 4) Aurora Street from Buffalo Street to Six Mile Creek.
- 5) Tioga Street from Buffalo Street to Six Mile Creek.
- 6) Cayuga Street from Seneca Street to a point 220 feet south of Clinton Street.

#### COMMERCIAL VEHICLE

(Reserved)

#### CURBLINE

The prolongation of the lateral line of a curb or, in the absence of a curb, the lateral boundary line of the roadway.

#### GROSS WEIGHT

The weight of a vehicle without load plus the weight of any load thereon.

#### HOLIDAYS

New Year's Day, ~~Lincoln's Birthday, Washington's Birthday,~~ **President's Day,** Memorial Day, Independence Day, Labor Day, ~~Columbus~~ **Indigenous Peoples Day,** Veterans Day, Thanksgiving Day and Christmas Day.

#### ITHACA COMMONS

Unless otherwise stated, "Ithaca Commons" or "Commons" shall mean both Primary and Secondary Commons as described below:

##### 1) PRIMARY COMMONS

All streets and portions of streets within the area described as follows: all that area bounded by the property between the south building lines on the north side and the north building lines on the south side of the former bed and associated sidewalks of East State Street between the east line of Cayuga Street and the west line of Aurora Street and that area of public property between the west building lines on the east side and the east building lines on the west side of the former bed and associated sidewalks of North Tioga Street between the north line of State Street and the south line of Seneca Street.

##### 2) SECONDARY COMMONS

All streets and portions of streets within the area described as follows: all that area bounded by the property between the south building lines on the north and north building lines on the south side of the 100 and 200 blocks of East Green Street, the 300 block of East State Street, the 100 block of West State Street and the 100 block and 200 blocks of North Aurora Street, the 100 block of South Aurora Street, the 200 block of North Tioga Street, the 100 block of South Cayuga Street and the 100 block of North Cayuga Street.

## **LOADING**

**The act of loading or unloading passengers, items, or merchandise into or from a vehicle in a manner such that the operator of the vehicle is in the vicinity of the vehicle and able to immediately move the vehicle upon the direction of a law or code enforcement officer.**

## OFFICIAL TIME STANDARD

Whenever certain hours are named herein or on traffic control devices, they shall mean the time standard which is in current use in this state.

## PARKING METER

Any mechanical device or meter not inconsistent with this article placed or erected for the regulation of parking by authority of this article. Each parking meter installed shall indicate by proper legend the legal parking time established and, when operated, shall at all times indicate the balance of legal parking time and, at the expiration of such period, shall indicate illegal or overtime parking.

## PARKING METER SPACE

Any space within a parking meter zone, which is adjacent to a parking meter and which is duly designated for the parking of a single vehicle by lines painted or otherwise durably marked on the curb or on the surface of the street or lot adjacent to or adjoining the parking meters.

## PARKING METER ZONE

A designated on-street parking area or off-street parking lot location within which the parking of vehicles is regulated by parking meters.

## **PARKING PAY STATION**

**A machine that accepts payment and validates pay-parking access tickets without cashier assistance. These machines accept credit cards, bills, or coins.**

## QUALIFIED CAR-SHARING ENTITY

A corporation, cooperative or association, open to application (for membership and shared vehicle use) from the general public, and formed and maintained for the purpose of sharing the use of motor vehicles, which has submitted a proper application for qualification to the ~~City Traffic~~**Transportation** Engineer (including proof of sufficient insurance coverage specifically for such shared use, with the City named as a co-insured, and an agreement to indemnify and hold the City harmless), and which has been so qualified by the ~~City Traffic~~**Transportation** Engineer.

## SCHOOL

Any public, private, or nonprofit educational institution providing preschool, elementary, or secondary educational instruction. For purposes of this chapter, the term "school" includes a facility designed to provide day care, nursery school or preschool in an institutional setting.

## TRUCK

~~A commercial motor vehicle with a weight in excess of 10,000 pounds, which motor vehicle is designed, used, or maintained primarily for the transportation of property. For purposes of this chapter the applicable weight shall be either the registered weight, the gross weight, or the vehicle specification plate weight, whichever is higher.~~

**C. The following words and phrases, notwithstanding definitions contained in Article 1 of the Vehicle and Traffic Law of the State of New York, shall have the meanings respectively ascribed to them in this section for the purposes of this Chapter:**

**TRUCK**

**A commercial motor vehicle with a weight in excess of 10,000 pounds, which motor vehicle is designed, used, or maintained primarily for the transportation of property. For purposes of this chapter the applicable weight shall be either the registered weight, the gross weight, or the vehicle specification plate weight, whichever is higher.**

§ 346-2. Authority to install traffic control devices.

The ~~City Traffic~~**Transportation** Engineer, in cooperation with the Department of Public Works, shall install and maintain traffic control devices when and as required under the provisions of this chapter, to make effective the provisions of this chapter, and may install and maintain such additional traffic control devices as he/she may deem necessary to regulate, warn or guide traffic under the Vehicle and Traffic Law of the State of New York, subject to the provisions of §§ 1682 and 1684 of that law.

§ 346-3. Delegation of authority to regulate traffic.

- A. Emergency and experimental regulations. The Chief of Police, by and with the approval of the ~~City Traffic~~**Transportation** Engineer, is hereby empowered to make regulations to make effective the provisions of this chapter and to make and enforce temporary or experimental regulations to cover emergency or special conditions. No such temporary or experimental regulations shall remain in effect for more than 90 days without formal enactment by the Common Council.
- B. Stop and yield signs. The ~~City Traffic~~**Transportation** Engineer shall be authorized to determine and designate intersections where a particular hazard exists upon other than through streets, and to determine whether vehicles shall stop or yield at one or more entrances to any such intersection, and shall erect a stop or yield sign at every such place where a stop or yield is respectively required.
- C. Traffic and turning lanes. The ~~City Traffic~~**Transportation** Engineer is authorized to place markers, buttons or signs within or approaching intersections indicating the course or lanes to be traveled by vehicles turning at such intersections, and such course or lane to be traveled as so indicated shall conform to this chapter or as the ~~City Traffic~~**Transportation** Engineer shall prescribe.
- D. Restricted turning. The ~~City Traffic~~**Transportation** Engineer is hereby authorized to determine those intersections at which drivers of vehicles shall not make a right, left

- or U-turn, and shall place proper signs at such intersections. The making of such turns may be prohibited between certain hours of any day and permitted at other hours, in which event the same shall be plainly indicated on the signs or the signs may be removed when such turns are permitted.
- E. Crosswalks, safety zones and traffic lanes. The ~~City Traffic~~**Transportation** Engineer is hereby authorized:
- 1) To designate and maintain, by appropriate devices, marks or lines upon the surface of the roadway, crosswalks at intersections where, in his/**her** opinion, there is particular danger to pedestrians crossing the roadway and at such other places as he/she may deem necessary.
  - 2) To establish safety zones of such kind and character and at such places as may be deemed necessary for the protection of pedestrians.
  - 3) To mark lanes for traffic on street pavements at such places as may be deemed advisable, consistent with the traffic regulations of the city.
- F. Play streets. The ~~City Traffic~~**Transportation** Engineer shall have authority to declare any street or part thereof a play street and to place appropriate signs or devices in the roadway indicating and helping to protect the same.
- G. Parking adjacent to schools. The ~~City Traffic~~**Transportation** Engineer is hereby authorized to erect signs indicating no parking upon that side of any street adjacent to any school property when such parking would, in his/her opinion, interfere with traffic or create a hazardous situation.
- H. Parking on narrow streets. The ~~City Traffic~~**Transportation** Engineer is hereby authorized to erect "No Parking" signs:
- 1) On both sides of any two-way street where the width of the roadway does not exceed 26 feet.
  - 2) On one side of any two-way street where the width of the roadway does not exceed 32 feet.
  - 3) On both sides of any one-way street where the width of the roadway does not exceed 20 feet.
  - 4) On one side of any one-way street where the width of the roadway does not exceed 26 feet.
- I. Parking or standing on one-way streets. The ~~City Traffic~~**Transportation** Engineer is authorized to prohibit parking or standing upon the left-hand side of any one-way street.

- J. Divided highways. In the event that a highway includes two or more separate roadways and traffic is restricted to one direction upon any such roadway, the ~~City Traffic~~ **Transportation** Engineer may prohibit parking or standing upon the left-hand side of such one-way roadway.
- K. Stopping, standing or parking in hazardous places. The ~~City Traffic~~ **Transportation** Engineer is hereby authorized to determine and designate places open to vehicular traffic not exceeding 100 feet in length in which the stopping, standing or parking of vehicles would create an especially hazardous condition or would cause unusual delay to traffic.
- L. Passenger and freight loading zones. The ~~City Traffic~~ **Transportation** Engineer is hereby authorized to determine the location of passenger and freight curb loading zones and the hours during which such zone shall be operable.
- M. Bus stops, taxicab stands and car-sharing locations.
- N. The ~~City Traffic~~ **Transportation** Engineer is hereby authorized to establish bus stops, taxicab stands, parking locations exclusively for use by car-share vehicles, and stands for other passenger common-carrier motor vehicles on such public streets, in such places and in such number as he/she shall determine to be of the greatest benefit and convenience to the public. The Board of Public Works shall be the body for appeals of the ~~City Traffic~~ **Transportation** Engineer's decisions regarding such locations or the qualifications of any applicants therefor.
- O. Before the ~~City Traffic~~ **Transportation** Engineer may authorize or renew a parking location for use by car-share vehicles, the car-sharing entity that seeks such authorization must submit a proper written request for the same (including proof of insurance coverage for the car-sharing arrangement, naming the City as a co-insured, and indemnification of the City), and must show that the entity qualifies under the definition of a "car-sharing entity" which is contained herein.
- P. Application of pavement markings. The ~~City Traffic~~ **Transportation** Engineer is hereby authorized to apply or cause to be applied pavement markings in accordance with the standards and specifications established by the Department of Transportation on such highways or portions of highway as shall be determined to be necessary or appropriate.
- Q. Traffic control signals. The ~~City Traffic~~ **Transportation** Engineer is hereby authorized to regulate traffic by means of traffic control signals.

§ 346-6. Speed limits.

- A. The maximum speed at which vehicles may proceed on or along any streets or highways within the City is hereby established at 30 miles per hour, except that the speed limit for vehicles proceeding on or along those streets or parts of streets described in Schedule II of the traffic regulations of the Board of Public Works shall be as indicated in said schedule. This provision shall not apply to ambulances, fire vehicles or police vehicles when on emergency trips.

B. Fifteen miles per hour is hereby established as the maximum speed at which vehicles may proceed on or along any streets or highways at or within the following parks:

- 1) Stewart Park.
- 2) Cass Park (except ~~temporary~~ Route 89—Park Road).
- 3) Newman Golf Course, including Pier Road from Willow Avenue to its terminus.

§ 346-9. U-turns.

No person shall make a U-turn on any of the streets or parts of streets described in Schedule V of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer.**

§ 346-10. Prohibited turns at intersections.

No person shall make a turn of the kind designated (left, right, all) at any of the locations described in Schedule VI of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer.**

§ 346-11. Prohibited right turns on red signal.

No person shall make a right turn when facing a steady red signal (stop indication) at any of the locations described in Schedule VII of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer.**

§ 346-12. Stop **and yield** intersections.

A. The intersections described in Schedule VIII of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer** are hereby designated as stop intersections. Stop signs shall be installed as provided therein.

**B. The intersections described in Schedule IX of the traffic regulations of the Board of Public Works or as designated by the Transportation Engineer are hereby designated as yield intersections. Yield signs shall be installed as provided therein.**

§ 346-13. Yield intersections **Duty to exercise due care.**

~~The intersections described in Schedule IX of the traffic regulations of the Board of Public Works are hereby designated as yield intersections. Yield signs shall be installed as provided therein.~~ **A driver shall exercise due care in operating a motor vehicle when driving on public roadways, public parking lots, or private parking lots accessible to the public. Notwithstanding Section 49 of this Chapter, the penalty for violation of this Section is a fine not to exceed \$250.**

§ 346-18. Application of article.

**A.** The provisions of this article shall apply except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer or official traffic control device.

**B. No person shall park, stand, or stop a vehicle in any municipal roadway, driveway, parking lot, or parking garage in violation of any posted, or otherwise applicable, prohibition, restriction, or limitation.**

§ 346-19. Parking prohibited at all times.

No person shall park a vehicle at any time upon any of the streets or parts thereof described in Schedule XII of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer.**

§ 346-20. No stopping.

No person shall stop a vehicle upon any of the streets or parts of streets described in Schedule XIII of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer.**

§ 346-21. No standing.

No person shall stand a vehicle upon any of the streets or parts of streets described in Schedule XIV of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer.**

§ 346-29. Loading zones.

The locations described in Schedule XXII of the traffic regulations of the Board of Public Works are hereby designated as loading zones **or as designated by the Transportation Engineer.**

§ 346-30. Taxi stands.

The locations described in Schedule XXIII of the traffic regulations of the Board of Public Works **or as designated by the Transportation Engineer** are hereby designated as taxi stands.

§ 346-32. ~~Handicapped parking~~ **Reserved Parking for People with Disabilities.**

The locations described in Schedule XXV of the traffic regulations of the Board of Public Works are hereby designated as ~~handicapped~~ **reserved** parking zones **for people with disabilities**, and no persons shall park therein without appropriate ~~handicapped~~ parking permits displayed on the vehicle.

§ 346-34. Private driveways.

A. The City shall, for the purpose of improving access to private driveways where such improved access shall be primarily for the benefit of the applicant, furnish, install and maintain for a period of five years at the expense of the applicant a "No Parking" sign or signs in proximity to private driveways that enter upon City streets.

B. Any property owner may make application to the ~~City Traffic~~ **Transportation** Engineer for such a sign to be installed adjacent to his/her driveway. The ~~City Traffic~~ **Transportation** Engineer shall approve such application if he/she determines that such sign will improve access to the driveway of the applicant and will not be deleterious to the general public.

- C. Upon such approval, the ~~City Traffic~~**Transportation** Engineer shall determine the location and method of placement of such sign.
- D. A fee of \$50 per driveway shall be paid to the City Clerk in order to defray the expense of the initial installation and to provide for maintenance of the sign in proper condition for five years.
- E. After expiration of five years from the date of the initial installation or the date of renewal the sign may be removed by the City.
- F. Any adjacent owner desiring the continued service of such sign adjacent to his driveway for an additional five years shall:
- 1) Apply to the ~~City Traffic~~**Transportation** Engineer for approval of the continued service of such sign.
  - 2) Present the application for continued sign service approved by the ~~City Traffic~~**Transportation** to the City Clerk together with a fee of \$25 per driveway.
- G. If at any time prior to the expiration of either the initial or renewal five-year period the applicant requests the City to remove such sign, or if the driveway for any reason ceases to function as a driveway, the sign shall be removed by the City and there shall be no rebate or apportionment of the fee.

§ 346-35. Ithaca Commons loading zones.

Use of the loading zones at the entrances to the Commons is strictly reserved for vehicles making deliveries or loading and unloading passengers, and no other use of the loading zones shall be made without the express written permission of the ~~Chief of the Police Department~~**Superintendent of Public Works or her/his designee.**

§ 346-37. Designation of parking spaces.

The Board of Public Works shall be responsible for the installation of parking meters **or pay stations** in the City and is hereby directed and authorized to provide for the ~~marking off~~**designation** of ~~individuals~~**such** parking spaces**spaces** in the ~~parking meter~~ zones designated and described in Schedule XXVII of the traffic regulations of the Board of Public Works, ~~said parking spaces to be designated by lines painted or marked on the curbing or surface of the street or lot. At each space so marked off, it shall be unlawful to park any vehicle in such a way that said vehicle shall not be entirely within the limits of the space so designated.~~

§ 346-38. Alternate meter parking.

Parking is hereby prohibited at each alternate metered parking space from 4:00 p.m. and 6:00 p.m. as designated and marked by the ~~City Traffic~~**Transportation** Engineer in the parking meter zones designated and described in Schedule XXVIII of the traffic regulations of the Board of Public Works.

§ 346-39. Overnight parking in metered zones prohibited.

No person shall park a vehicle in any ~~metered zone~~ **meter or pay station zone** for a period of time longer than 15 minutes between 2:00 a.m. and 5:00 a.m. except for streets or parts thereof described in Schedule XXIX of the traffic regulations of the Board of Public Works.

§ 346-40. Installation of parking meters **and pay stations**.

In said parking meter **or pay station** zones, the Department of Public Works shall cause parking meters **or pay stations** to be installed upon the curb, sidewalk or area immediately adjacent to the parking spaces provided in this article. No parking meters shall be installed in areas where parking is prohibited. The ~~Hhaea~~ **Police Department of Public Works** shall be responsible for the regulation, control, operation, maintenance and use of such parking meters. ~~Each device shall be so set as to display a signal showing legal parking upon the deposit of the appropriate coin, lawful money of the United States of America, for the period of time prescribed in this article. Each device shall be so arranged that upon the expiration of the lawful time limit, it will indicate by a proper, visible signal that the lawful parking period has expired, and in such case the right of such vehicle to occupy such space shall cease, and the operator, owner, possessor or manager thereof shall be subject to the penalties hereinafter provided~~ **and pay stations**.

§ 346-41. Operation of parking meters **and pay stations**.

**A.** Except in a period of emergency determined by an officer of the Fire or Police Department, or in compliance with the directions of a police officer or traffic control sign or signal, when any vehicle shall be parked in any parking space alongside or next to which a parking meter is located, the operator of such vehicle shall, upon entering the said parking meter space, immediately deposit or cause to be deposited in said meter such proper coin of the United States of America as is required for such parking meter and as is designated by proper directions on the meter, and when required by the directions on the meter, the operator of such vehicle, after the deposit of the proper coin, shall also set in operation the timing mechanism on such meter in accordance with directions properly appearing thereon, and failure to deposit such proper coin and to set the timing mechanism in operation when so required shall constitute a violation of this article. Upon the deposit of such coin (and the setting of the timing mechanism in operation when so required), the parking space may be lawfully occupied by such vehicle during the period of time which has been prescribed for the part of the street in which said parking space is located, provided that any person placing a vehicle in a parking meter space adjacent to a meter which indicates that unused time has been left in the meter by the previous occupant of the space shall not be required to deposit a coin so long as his occupancy of said space does not exceed the indicated unused parking time. If said vehicle shall remain parked in any such parking space beyond the parking time limit set for such parking space, and if the meter shall indicate such illegal parking, then and in that event such vehicle shall be considered as parking overtime and beyond the period of legal parking time, and such parking shall be deemed a violation of this article.

**B.** **Except in a period of emergency determined by an officer of the Fire or Police Department, or in compliance with the directions of a police officer or traffic control sign or signal, when any vehicle shall be parked in any parking space**

**regulated by a pay station, the operator of such vehicle shall, upon entering the said parking space, immediately deposit or cause to be deposited in a pay station such proper coin or bill of the United States of America or make a credit card payment, as is required for such parking pay station and as is designated by proper directions on the pay station. Failure to make proper payment in accordance with the instructions on the pay station shall constitute a violation of this article. If said vehicle shall remain parked in any such parking space beyond the parking time limit set for such vehicle parking space, and if the pay station information system shall indicate such illegal parking, such vehicle shall be considered as parking overtime and beyond the period of legal parking time and such parking shall be a violation of this article.**

§ 346-42. Manner of parking.

When a parking meter space is parallel with the adjacent curb or sidewalk, no person shall park or permit the parking of any vehicle in such parking space in any other position than with the foremost part of such vehicle nearest to the parking meter; when a parking meter space is diagonal to the curb or sidewalk, no person shall park or permit the parking of any vehicle in such parking space in any other position than with the foremost part of such vehicle nearest to the parking meter; when a parking meter shall have been installed at the head of and immediately adjacent to any parking space on a municipal off-street parking lot, no person shall park or permit the parking of any vehicle in such parking space in any other position than with the foremost part of such vehicle nearest to the parking meter; provided, however, that in municipal off-street parking lots, signs shall be erected indicating that head-on parking only is permitted. In any event, a vehicle shall be parked within the lines marked on the pavement measuring such parking space, **when so provided. In pay station zones, no person shall park or permit the parking of any vehicle in such pay station zone beyond the limits of the pay station zone.**

§ 346-43. Parking meter **and pay station** fees.

~~A fee of \$0.25 per half hour, or \$0.10 for each twelve minute period, and \$0.05 for six minutes is hereby established for parking in all parking zones except for the following locations which shall be subject to a parking fee of \$0.25 per hour:~~

~~The 200, 300, 400 and 500 blocks of Thurston Avenue; the 100 block of Edgemoor Place; and the 500 and 600 blocks of Stewart Avenue, which locations shall have a nine-hour limit.~~

~~The 400 block of North Cayuga Street; the 100 block of West Court Street; the 300 block of East Buffalo Street; the 600 block of West~~

~~State Street; the 300 and 400 blocks of Stewart Avenue; and the 100 block of Osmun Place.~~ **On-street parking fees shall be determined annually by the Board of Public Works. Such fees shall be documented on parking meters and pay stations.**

§ 346-44. Violations.

It shall be unlawful and a violation of the provisions of this article for any person to:

- A. Cause, allow, permit or suffer any vehicle registered in the name of or operated by such person to be parked overtime or beyond the period of legal parking time

established for any parking meter **or pay station** zone as herein described, or to deposit in any parking meter any coin for the purpose of parking beyond the maximum legal parking time for the particular parking meter zone.

- B. Permit any vehicle to remain or be placed in any parking space adjacent to any parking meter while said meter is displaying a signal indicating that the vehicle occupying such parking space has already been parked beyond the period prescribed for such parking space.
- C. Park any vehicle across any line or marking of a parking meter space or in such position that the vehicle shall not be entirely within the area designated by such lines or markings.
- D. Deface, injure, tamper with, open or willfully break, destroy or impair the usefulness of any parking meter **or pay station** installed under the provisions of this article.
- E. Deposit or cause to be deposited in any parking meter **or pay station** any slug, device or metal substance or other substitute for lawful coins.
- F. Park or permit the parking of any vehicle in any parking meter space where the meter does not register lawful parking.

§ 346-45. Reports of violations; citations.

- A. It shall be the duty of the ~~police officers~~ **Community Service Officers, Police Officers or others authorized by the Superintendent of Public Works, acting** in accordance with instructions issued by the ~~Chief~~ **Director** of ~~Police~~ **Parking**, to report:
  - 1) The number of each parking meter **or proximate pay station** which indicates that the vehicle occupying the parking space adjacent to such parking meter, **or within such pay station zone,** is or has been parked in violation of any of the provisions of this article.
  - 2) The state license number of such vehicle.
  - 3) That such vehicle is parked in violation of any of the provisions of this article.
  - 4) Any other facts, a knowledge of which is necessary to a thorough understanding of the circumstances attending such violation.
- B. Each such **Community Service Officer, police officer or other person authorized by the Superintendent of Public Works** shall also attach to such vehicle a notice to the owner thereof that such vehicle has been parked in violation of a provision of this article, and instructing such owner to report to the court with regard to such violation.

§ 346-46. Purpose of meter deposits.

The ~~coins~~ **payments** required to be deposited in parking meters **or pay stations** as provided herein are hereby levied and assessed as fees to provide for the proper regulation and control of traffic upon the public streets and also the cost of supervising

and regulating the parking of vehicles in the parking meter **and pay station** zones created thereby, and to cover the cost of the purchase, supervision, protection, inspection, installation, operation, maintenance, control and use of the parking meters **or pay stations** described herein.

§ 346-47. Collection of coins from meters; disposition thereof.

It shall be the duty of the ~~Police~~ Department **of Public Works** to designate some proper person or persons to make regular collections of the moneys deposited in said meters **or pay stations**, and it shall be the duty of such person or persons so designated to remove from the parking meters **or pay stations** the locked containers therein containing the coins, **bills, or receipts** so deposited in said meters and **pay stations and** to deliver such locked containers to the City Chamberlain **or other destination determined by the City Controller**, who shall be responsible for and shall keep a record of the collection of fees from parking meters **or pay stations** and shall credit such fees to the Parking-Meter Fund.

§ 346-49. Penalties for offenses.

Every person convicted of a traffic infraction for a violation of any provision of this chapter which is not a violation of any provision of the Vehicle and Traffic Law of the State of New York shall, for a first conviction thereof, be punished by a fine of not more than \$100 or by imprisonment for not more than 15 days, or by both such fine and imprisonment; for a second such conviction within 18 months thereafter, such person shall be punished by a fine of not more than \$200 or by imprisonment for not more than ~~45~~**15** days, or by both such fine and imprisonment; upon a third or subsequent conviction within 18 months after the first conviction, such person shall be punished by a fine of not more than \$300 or by imprisonment for not more than ~~90~~**15** days, or by both such fine and imprisonment.

§ 346-50. Civil penalty for parking violations.

- A. Notwithstanding the provisions of § 346-49 above and in full acquittance of any violation for parking for a longer period of time than is permitted, a civil penalty in the sum of ~~\$5~~**not less than \$15 and not more than \$50** may be paid if such sum is paid within 20 days of such violation.
- B. Civil penalty for delinquent violations. In addition to the penalties provided in Subsection A above, additional civil penalties shall be payable upon any violation for parking for a longer period of time than is permitted in accordance with the following schedule:
- 1) Penalty to be added after 20 days: ~~\$15~~**not more than \$75**.
  - 2) Upon submission of uncollectible fines to a collection agency or other entity for enforcement, an amount not to exceed 35% of the total delinquent fine and penalties will be added to cover collection fees.

### **Section 3. Severability clause.**

Severability is intended throughout and within the provisions of this ordinance. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is held to be invalid or

unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this ordinance.

**Section 4. Effective date.**

This ordinance shall take effect immediately and in accordance with law upon publication of notices as provided in the

### **3. Finance, Budget and Appropriations**

#### **.3b Adoption of Updated Schedule of Parking Fines.**

WHEREAS, on December 2, 2009, the Common Council approved fine amounts for violations of parking regulations contained in the City Code and in the New York State Vehicle and Traffic Law; and

WHEREAS, the Common Council and City Staff have reviewed such fines and wish to amend and update them with this resolution and accompanying ordinance; now therefore be it

**RESOLVED**, That the City of Ithaca Common Council hereby adopts the fine amounts set forth in the attached “City of Ithaca, Schedule of Parking Fines” annexed hereto, which are permissible under the applicable provisions of the City Code and New York State Vehicle and Traffic Law; and be it further

**RESOLVED**, That such Schedule of Parking Fines shall be distributed to all necessary City departments for incorporation into City policies, procedures, and documents and shall be made available to the public on the City’s website.

“City of Ithaca, Schedule of Parking Fines” appears on following page.

**CITY OF ITHACA, SCHEDULE OF PARKING FINES  
ADOPTED MAY 2, 2018**

<b>VIOLATION</b>	<b>FINE</b>
1. OVERTIME METER.....CITY CODE § 346-41	\$15.00
2. OVERTIME ZONE.....CITY CODE §§ 346-25 – 27	\$15.00
3. PARKING RAMP OVERNIGHT W/O PERMIT..... .....CITY CODE § 346-39	\$25.00
4. CURB (12").....NYS VTL § 1203(a)	\$25.00
5. SCHOOL ZONE.....CITY CODE § 356-3(E)	\$30.00
6. PROHIBITED AREA.....CITY CODE §§ 346-19 – 29	\$30/45/60*
7. BETWEEN CURB AND WALK.....CITY CODE § 346-28	\$25.00
8. BUS STOP/TAXI STAND.....NYS VTL § 1200	\$30.00
9. FIRE HYD./FIRE ZN.....NYS VTL § 1202(b)	\$50.00
10. CROSSWALK (20').....NYS VTL § 1202(a)(2)(b)	\$30.00
11. SIDEWALK.....NYS VTL § 1202(a)(1)(b)	\$25.00
12. OVERTIME NIGHT, ODD/EVEN.....CITY CODE § 346-26	\$15/30/45*
13. OTHER.....N/A	\$30.00
14. DRIVEWAY.....NYS VTL § 1202(a)(2)(a)	\$35.00
15. PRIVATE PROPERTY.....CITY CODE § 250-6	\$30.00
16. WRONG DIRECTION.....NYS VTL § 1203(c)	\$15.00
17. TRUCK ZONE.....CITY CODE § 346-3(L)	\$30/45/60*
18. DOUBLE PARKING.....NYS VTL § 1202(a)(1)(a)	\$30.00
19. UNINSPECTED.....NYS VTL § 306(b)	\$25.00
20. ABANDONED.....NYS VTL § 1224	\$25.00
21. HANDICAP.....NYS VTL § 1203-b	\$150/300/400*
22. YARD PARKING.....CITY CODE § 325-20(D)(2)(a)	\$20/30/50
23. ACCESS.....NYS UNIFORM CODE § 503.5	\$50.00
24. OBSTRUCTION OF LANE/ALLEY.....NYS VTL § 202(A)	\$50.00
25. RESIDENTIAL PERMIT ZONE.....CITY CODE § 260-5	\$15/30/45*

\* Escalating fine amounts for the first, second, and third violation(s) within an 18-month period.

**4. City Administration, Human Resources and Policy**  
**.1 Best Value Bidding and Procurement**

**LOCAL LAW NO. \_\_\_\_ -2018**

A local law entitled “City of Ithaca Local Law Authorizing Best Value Competitive Bidding and Procurement.”

**WHEREAS**, New York General Municipal Law 103 has been amended to allow cities in New York to award contracts for goods or services subject to competitive bidding on the basis of “best value” in addition to lowest responsible bidder;

**WHEREAS**, the “best value” standard will allow the City of Ithaca to take into account cost maintenance, durability, quality, product life, and other factors that allow the City of Ithaca to select an offeror whose good or service will be more cost efficient over time;

**WHEREAS**, municipalities with a population less than one million are required to authorize the use of “best value” for awarding purchase contracts through a local law before utilizing the “best value” standard; and

**WHEREAS** the City has determined that awarding public contracts on the basis of best value is in the best interest of the City as it will enable the City to optimize quality, cost, and efficiency; now, therefore be it

**BE IT ENACTED** by the Common Council of the City of Ithaca as follows:

**Section 1. Legislative Findings, Intent, and Purpose**

The intent of this law is to allow the City the option to award certain purchase contracts (including contracts for services) subject to competitive bidding under Section 103 of the General Municipal Law on the basis of a low bid or “best value” as defined in Section 163 of the New York State Finance Law.

**Section 2. Code Amendments.**

Article III is hereby added to Chapter 39 of the City of Ithaca Municipal Code as follows:

**§ 39-5. Award based on best value.**

Contracting agencies [as that term is defined in § 39-3] may award purchase contracts, including contracts for services, on the basis of "best value," as that term is defined in New York State Finance Law § 163. All awards based on best value shall require Common Council approval.

**§ 39-6. Applicability.**

The provisions of this chapter apply to City purchase contracts, including contracts for services, involving an expenditure of more than \$20,000, but excluding purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the New York Labor Law and any other contract that may in the future be excluded under state law from the best value option. If the dollar thresholds of New York General Municipal Law § 103 are increased or decreased in the future by the State Legislature, the dollar thresholds set forth herein shall be deemed simultaneously amended to match the new General Municipal Law thresholds.

**§ 39-7. Standards for best value.**

Goods and services procured and awarded on the basis of best value are those that the Common Council determines optimize quality, cost and efficiency, among responsive and responsible bidder or offerers. Where possible, the determination shall be based on an objective and quantifiable analysis of clearly described and documented criteria as they apply to the rating of bids or offers. The criteria may include, but shall not be limited to, any or all of the following: cost of maintenance; proximity to the end user if distance or response time is a significant term; durability; availability of replacement parts or maintenance contractors; longer product life; product performance criteria; and quality of craftsmanship.

**§ 39-8. Documentation.**

Whenever any contract is awarded on the basis of best value instead of lowest responsible bidder, the basis for determining best value shall be thoroughly and accurately documented.

**§ 39-9. Procurement policy superseded where inconsistent.**

Any inconsistent provision of the City's procurement policy, as adopted prior to the effective date of this chapter by resolution of the Common Council, or as amended thereafter, shall be deemed superseded by the provisions of this chapter.

**Section 3. Severability**

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect,

impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

#### **Section 4. Effective and Operative Date**

This local law shall become operative immediately and shall take effect upon its filing in the office of the New York State Secretary of State.