



# PUBLIC SAFETY AND INFORMATION COMMISSION

Date: 09-05-2019  
Time: 6:00 PM  
Location: Common Council Chambers,  
3<sup>rd</sup> Floor, City Hall

## AGENDA ITEMS

Item	Voting Item?	Presenter(s)	Time Allotted
Call to Order 1.1 Agenda Review 1.2 Review and Approval of Minutes 1.3 Statements from the Public 1.4 Commission Response	No	Chair, Aryeal Jackson *Note: We will review the number of cards received at the beginning of each meeting and adjust time if needed.	15 Mins*
2.1 Presentation: City Operations Overview	No	City Clerk Conley-Holcomb	30 mins
3.1 Presentation: City Budget Overview	No	Chief of Staff- Cogan	45 mins
4.1 Review and Finalization of CPF's	No	Chair Jackson; All	15 mins
Meeting Wrap-Up 5.1 Announcements 5.2 Next Meeting Date 5.3 Review Agenda Items for Next Meeting 5.4 Adjourn	No	All	5 mins

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The Public Safety and Information Commission is charged with providing the Common Council, appropriate committees thereof, the City's quasi-judicial boards, and staff with advisory research, public input, and analysis for matters related to the Ithaca Fire Department, Ithaca Police Department, emergency preparedness, public information and communication, drug abuse, gorge safety, the Ithaca Commons, noise, and special events.

If you have a disability that will require special arrangements to be made in order for you to fully participate in the meeting, please contact the City Clerk at 274-6570 at least 48 hours before the meeting.

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



## COMMISSION PROJECT PLAN

ASSIGNED COMMISSION	<input checked="" type="checkbox"/> Public Safety and Information	<input type="checkbox"/> Parks, Recreation and Natural Resources
	<input type="checkbox"/> Community Life	<input type="checkbox"/> Mobility, Accessibility and Transportation
REPORT UP TO	<input checked="" type="checkbox"/> City Administration Committee	<input type="checkbox"/> Planning and Economic Development Committee
	<input type="checkbox"/> Mayor	<input type="checkbox"/> Common Council
	<input type="checkbox"/> City Staff (specify): _____	

### 1. Project Title, Description and Background

**i** Give this project a title, describe how it came about, the purpose, and who is involved

#### Policy for Dogs on the Commons

Currently dogs are not allowed on the Commons except by special permit, as regulated by § 157-15 in the City Code. There are arguments both for and against changing the code to allow dogs. The police have reported that when they ask dog owners to take their dogs off the Commons, many of them react negatively. They have also reported that signage prohibiting dogs are insufficient. It has been reported that police are not issuing citations even when warranted.

Common Council has been reluctant to modify the current regulations out of concern that there could be problems if dogs are allowed on the Commons.

### 2. Project Deliverables

**i** Please check off and describe below the exact deliverable(s) you are expecting from the Commission, and add details as needed.

- Research the topic and provide a summary report on your findings. Include any recommendations along with reasons for the recommendations. (Requires a vote of the commission)
- Review a program, process or legislation from Council and provide feedback on the pros and cons. Report back should indicate whether the commission supports the program, does not support the program, or is neutral, along with the reasons why. (Requires a vote of the commission)
- Arrange for a public presentation on the topic, gather feedback, solicit questions, and synthesize feedback in a findings report. (Vote of commission not required)

- Gather information about how dogs are regulated in other pedestrian malls and areas with large concentrations of pedestrians.
- Consult with police on number of tickets issued in the past, whether current regulations are enforced and, if not, why. Consult with Commons crew and DIA ambassadors to gather their thoughts and concerns. Consult with Convention and Visitors Bureau for impacts on tourism.
- Areas to explore: signage; dog waste; dogs off leash; dog bites; fights among dogs; dogs in businesses; dogs around food vendors.
- Report should summarize feedback from stakeholders and include list of pros and cons for allowing dogs on the Commons. If PSI is able to come to a conclusion, please make a recommendation.

### 3. City Staff Participation

**i** Describe below the expectations of City Staff to support this work. List names of City Staff assigned to assist.

City staff can provide information about current issues related to dogs and can help vet findings that the commission develops through their research. Department Heads or their designees who can help:

- Superintendent of Public Works Mike Thorne
- City Clerk Julie Holcomb
- Police Chief Pete Tyler
- Planning Director JoAnn Cornish

### 4. Resources/Materials

**i** List below any existing materials or resources that should be reviewed by the Commission as part of their work.

City Code Chapter 157 Commons, specifically Section 157-15 Dogs and other animals.

### 5. Other Stakeholders or Community Partners

**i** List below any other parties that should be included in the discussion or planning of this topic.

- Downtown Ithaca Alliance should be consulted, and they can help connect with Commons merchants, residents and property owners.
- Convention and Visitors Bureau

### 6. Timeline and Milestones

**i** Please complete the preferred dates for the following milestones. Please use the MONTH/YEAR format.

Progress Report 1: MONTH/YEAR <u>Apr 2019</u>	Public Input 1: MONTH/YEAR _____	Final Deliverables Due: MONTH/YEAR <u>Sep 2019</u>
Progress Report 2: MONTH/YEAR <u>Jul 2019</u>	Public Input 2: MONTH/YEAR _____	



### COMMISSION PROJECT PLAN

ASSIGNED COMMISSION	<input checked="" type="checkbox"/> Public Safety and Information	<input type="checkbox"/> Parks, Recreation and Natural Resources
	<input type="checkbox"/> Community Life	<input type="checkbox"/> Mobility, Accessibility and Transportation
REPORT UP TO	<input checked="" type="checkbox"/> City Administration Committee	<input type="checkbox"/> Planning and Economic Development Committee
	<input type="checkbox"/> Mayor	<input type="checkbox"/> Common Council
		<input checked="" type="checkbox"/> City Staff (specify): <u>Julie Holcomb</u>

### 1. Project Title, Description and Background

**i** Give this project a title, describe how it came about, the purpose, and who is involved

#### Public Input Best Practices Manual

City Code §8-3 Duties for commissions includes "To receive public input on, and facilitate public discussion of, matters before the Common Council, committees thereof, or the City's quasi-judicial boards." Additionally the duties listed under each commission include "To serve as a means of engaging in community outreach and receiving community input on the [commission's] subject matter in a manner consistent with the diversity, accessibility, and sustainability goals of the City and in conjunction with all appropriate commissions, as necessary, to achieve such goals.

### 2. Project Deliverables

**i** Please check off and describe below the exact deliverable(s) you are expecting from the Commission, and add details as needed.

- Research the topic and provide a summary report on your findings. Include any recommendations along with reasons for the recommendations. (Requires a vote of the commission)
- Review a program, process or legislation from Council and provide feedback on the pros and cons. Report back should indicate whether the commission supports the program, does not support the program, or is neutral, along with the reasons why. (Requires a vote of the commission)
- Arrange for a public presentation on the topic, gather feedback, solicit questions, and synthesize feedback in a findings report. (Vote of commission not required)

- Manual of public input options that the commissions can use depending on their project deliverables. Will provide options for a detailed and tactical approach that should include tools tailored to the preferences and demographics of the city or directly affected subset. Special attention should be placed on reaching residents who are often not engaged in city government.

- Develop a best practices approach to gathering public input on the Commission level

- Explore how existing network of neighborhood associations can be leveraged and enhanced to increase communication and involvement.

### 3. City Staff Participation

**i** Describe below the expectations of City Staff to support this work. List names of City Staff assigned to assist.

The Public Safety and Information Commission should work with Julie Holcomb and Melody Faraday over the course of this project pertaining to the City's existing public information practices.

Other City staff to be consulted should include Planning staff and Engineering staff to draw on their experience with engaging the public.

### 4. Resources/Materials

**i** List below any existing materials or resources that should be reviewed by the Commission as part of their work.

Refer to public policy research design tools used in academia, private, and public sector work. Initial resources may include but should not be limited to:

<https://www.usbr.gov/tsc/techreferences/economics/Public.pdf>  
[http://onlinemanuals.txdot.gov/txdotmanuals/pdp/public\\_meetings.htm](http://onlinemanuals.txdot.gov/txdotmanuals/pdp/public_meetings.htm)

### 5. Other Stakeholders or Community Partners

**i** List below any other parties that should be included in the discussion or planning of this topic.

Primary stakeholders are the other three Advisory Commissions.

PSIC may consult with university researchers as well as experts across government and the community.

### 6. Timeline and Milestones

**i** Please complete the preferred dates for the following milestones. Please use the MONTH/YEAR format.

Progress Report 1: MONTH/YEAR <u>Sep 2019</u>	Public Input 1: MONTH/YEAR _____	Final Deliverables Due: MONTH/YEAR <u>Dec 2019</u>
Progress Report 2: MONTH/YEAR _____	Public Input 2: MONTH/YEAR _____	