MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, NewYork

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak

FROM: William J. Treacy, P.E., Manager

RE: Unpaid Final Bill Account Write-off

DATE: June 10, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from ***April 1, 2012 to April 30, 2012.*** The amount of the write-off will be **$3,209.23.** The percentage of write-offs for this period is .23%.

Sales for this time period were $1,385,642.76.

Payments on final accounts for this time period were $3,298.18.

This write-off of unpaid bills represents 16 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to $50.00 – 3 customers
$50.01 to $100.00 – 2 customers
$100.01 to $150.00 – 3 customers
$150.01 to $200.00 – 2 customers
$200.01 to $250.00 – 2 customers
$250.01 to $300.00 – 2 customers
$421.87 – 1 customer
$645.64 – 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off

Plattsburgh, NewYork

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

TO: Mayor Kasprzak and Member of the Common Council

FROM: Richard Marks, City Chamberlain

DATE: June 10, 2013

RE: Budget Amendment

The following budget amendment is requested for the General Fund:

- Increase Estimated Revenue:

  Gifts and Donations-Treehouse-Handicap Accessible 0000-1127-2754 $9,930.00

- Increase Appropriations:

  Parks and Beautification-Treehouse (HCA) Expense 1-8510-000-4354 $9,930.00

This amendment will recognize the donation revenue received for the Handicap Accessible Treehouse as well as provide appropriation for the expenses related to the design and construction of the tree house.

Thank you for your attention to this request.

CC: Carole Garcia
Kevin Farrington

Plattsburgh, NewYork

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

TO: Mayor Kasprzak and Member of the Common Council

FROM: Richard Marks, City Chamberlain

DATE: June 10, 2013

RE: Budget Amendment

The following budget amendment is requested for the General Fund:

- Increase Estimated Revenue:

  Gifts and Donations-Police Special 0000-1127-2702 $10,000.00

- Increase Appropriations:

  Police-Contracted Service 1-3120-0000-4430 $10,000.00

This amendment will recognize the contribution revenue received from the Clinton County District Attorney's office to offset the cost of replacing several mobile computer stations for use in the new patrol vehicles.

Thank you for your attention to this request.

CC: Carole Garcia
Chief Racicot
Heather Silver

the Plattsburgh YMCA

17 Oak Street
Plattsburgh, NY 12901
(518) 561-4290
www.plattsburghymca.com

May, 30, 2013

To: Mr. Mayor, the City Council and the Chief of Police:

The Plattsburgh YMCA will be scheduling their 9th annual "Tour de Rand Hill" on July 20, 2013. I am requesting the help of the City Police to provide a lead car for the cyclists from the YMCA as they travel down Oak Street (Rt.22) to the intersection of Boynton Ave. In the past a lead car provided traffic control at major intersections. Cyclists leave the YMCA at 9:00AM. The race route is from the YMCA to Camp Jericho; a 14 mile uphill ride.

The "Tour de Rand Hill" road bike race is a fundraiser for the Y. Proceeds from the event are for our programs and our general scholarship (financial aid) fund. Your approval and support would be appreciated.

Respectfully,

Patti Warner

Patti Warner: Event Director

6/11/13: Grant to DPW & PD.

United Way
of Clinton & Essex Counties, Inc

Plattsburgh High School

1 Clifford Drive
Plattsburgh, New York 12901
Phone (518) 561-7500
Fax (518) 561-1895

Glenn Hurlock, *Principal*
Jamie LaBarge, *Assistant Principal*

Mayor Donald M. Kasprzak
41 City Hall Place
Plattsburgh, NY 12901

Mayor Kasprzak,

This letter is concerning Plattsburgh High School's Homecoming for fall 2013. I am writing early to be sure things don't aren't forgotten over summer break and we are not in a last minute scramble. We are requesting a police escort for our homecoming parade. The 2013 Homecoming Parade is scheduled for Saturday, September 28th @1 pm. The parade will begin at 1 pm @ Stafford Middle School, continue up Rugar Street, then down Adirondack Lane onto Clifford Drive and finally down Angell Drive towards cafeteria. It is my understanding that the request for a police escort must be placed on the Common Council agenda for approval. I have also contacted Lieutenant Scott Beebie to make him aware of our plans. If I need to supply additional information or if you have any questions, please don't hesitate to contact me. During the summer, it's much easier to reach me by email at slapierre@plattscsd.org. Thank you in advance.

Sincerely,

Susan LaPierre

JUN 17 2013

Plattsburgh, NewYork

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

June 14, 2013

Mayor Donald Kasprzak
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

REF: "City Beach Entrance Improvements,"
Contract #2013-14
Request to Reject Bids

Dear Mayor Kasprzak:

On Tuesday, May 21, 2013, 10:30 AM, we received and opened bids for the "City Beach Entrance Improvements" Project. Two bids were received for this project. A bid tabulation sheet is attached for your reference.

After reviewing the bids, I recommend that you reject all bids and re-advertise for this project.

Very truly yours,

Kevin Farrington, PE
City Engineer

/dn

CC: City Clerk
City Chamberlain
Steve Peters, Recreation Dept.
Dave Lessor
Dave Brown

CITY OF PLATTSBURGH

BID TITLE: City Beach Entrance Improv. BID OPENING DATE: 5-21-13 11:30 AM

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
Brandon Constr. 802 Durand Ln. Peru N.Y.	$184,500	✓	Bond
Northern Snow & Dirt 24 Taylor Dr. Plattsburgh N.Y.	$209,000	✓	Bond

21 May 13