



TRUST FOR CULTURAL RESOURCES

333 WEST WASHINGTON STREET, SUITE 130, SYRACUSE, NY 13202
PHONE: 315.435.3770 • FAX: 315.435.3669 • SYRACUSECENTRAL.COM

SPECIAL MEETING AGENDA

**8:00AM Office of Economic Development Conference Room
June 25, 2018**

8:00AM Call to Order

- A. Approval of CRT May 10, 2018 meeting minutes
- B. Conflict of Interest Disclosure

Action Items

1. Cultural and Recreational Event – Movie Night at the Amphitheater

In furtherance of its corporate purposes among which includes “to encourage the creative and innovative use of public and private resources in order to preserve and protect the cultural resources of the county” and in consultation with Onondaga County, the Trust for Cultural Resources of the County of Onondaga (“CRT”) desires to promote the occurrence of a cultural and recreational event at the Lakeview Amphitheater. More specifically, the cultural and recreational event will be four movie nights to occur on four dates in the summer of 2018 whereby movies will be shown each night at an event open to the public at the Lakeview Amphitheater. CRT will accomplish this by entering into a contract (the “Contract”) with Galaxy Communications to manage and promote this event for a sum of \$15,000 in accordance with its procurement policy, CRT is deviating from its standard procedure of issuing a request for proposals to three potential vendors and is authorizing the procurement of this service from the Vendor as a sole source contract.

Board Action Requested: A Resolution of the Board authorizing the execution and delivery of the Contract with the Vendor consistent with the terms described above and authorizing, in accordance with the procurement policy, the procurement of this service as a sole source contract.

Representative: Pam Levine, Galaxy Events

2. Appointment of Brian Bartlett as Secretary and Public Hearings Officer

Board Action Requested: Board approval of Brian Bartlett as Secretary and Public Hearings Officer.

Representative: Julie Cerio, Director

3. Discussion item:

The staff has updated our fee schedule, which has been included in the meeting materials.

ADJOURN