

COMMON COUNCIL
of the
CITY OF SYRACUSE

(06/27)

REGULAR MEETING – JULY 3, 2023

1:00 P.M.

1. *Pledge of Allegiance to the Flag*
2. *Invocation*
3. *Roll Call*
4. *Minutes –*
5. *Public Hearing – Relative to Item #36, “Authorize – The DPW 2023/2024 Sweeping Program as detailed in Appendix “A”. Cost thereof to be charged to the premises fronting thereon as detailed in Appendix “B.” The program is charged initially to Account #09.00526. Total cost not to exceed \$1,169,605”. (Public Hearing to be held on Monday July 3, 2023, at 1:00 PM).*
6. *Petitions*
7. *Committee Reports*
8. *Communications*

NEW BUSINESS

BY PRESIDENT HUDSON:

9. *Resolution - Approving the Appointment of Various Persons as Commissioners of Deeds for 2023/2024.*

BY COUNCILOR CALDWELL:

10. *Agreement – With Davey Resource Group, to provide services for the re-inventory of street and park trees and planting sites. The inventory will be used to identify planting sites and prioritize pruning and removal of hazardous trees for public safety. Total cost not to exceed \$35,982 from Accounts 07.599807.70205.700380022 and 07.599807.70205.700377023.*

11. *Agreement – With Henry's Hen House, to provide carnival treats (100 bags of popcorn and 100 sticks of cotton candy) at Burnet Park's Cooperative Play Day, held on August 1, 2023, from 11:00am – 3:00pm. Total cost not to exceed \$750, charged to Account #01.71400.541500.*
12. *Appropriate Funds - From 2023/2024 Cash Capital Account #599007.01.99999 in an amount not to exceed \$128,000 for the 2023/2024 Natural Areas Restoration Project, on behalf of the Department of Parks, Recreation and Youth Programs.*
13. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2023/2024 Tree Pit Improvement Program. Total amount not to exceed \$367,500.*
14. *Authorize – The 2023/2024 Tree Pit Improvement Program, on behalf of the Department of Parks, Recreation & Youth Programs, to improve growing conditions for trees planted in "tree pits" surrounded by hardscape by increasing soil volume, amending soils, and reducing trip hazards in the short and long term. Total amount not to exceed \$367,500.*
15. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2023/2024 Vacant Land Management Program. Total amount not to exceed \$390,000.*
16. *Authorize – The 2023/2024 Vacant Land Management Program, on behalf of the Department of Parks, Recreation & Youth Programs, to improve the condition of those lots that are not slated for housing infill and are a constant source of dumping and illegal activity. Improvement includes clearing, grading, soil amendment, planting grass and trees and installing low fencing to discourage future dumping. Total amount not to exceed \$390,000. NBD will determine sites.*
17. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2023/20204 Capital Improvement Program – Parks Courts Improvements Projects. Total amount not to exceed \$150,000.*
18. *Authorize – The 2023/2024 Capital Improvement Program – Parks Courts Improvements Projects for improvement and rehabilitation of various basketball, tennis, and other multi-purpose courts, as detailed in Schedule "A". Total cost not to exceed \$150,000.*
19. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2023/2024 Capital Improvement Program – Parks Facility Improvements. Total amount not to exceed \$120,000.*
20. *Authorize – The 2023/2024 Capital Improvement Program – Parks Facility Improvements, to replace and enhance indoor and outdoor facilities, which includes purchases, construction, and related engineering services, as detailed in Schedule "A". Total cost not to exceed \$120,000.*

21. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2023/2024 Capital Improvement Program – Parks Pavilion Improvements. Total amount not to exceed \$75,000.*
22. *Authorize – The 2023/2024 Capital Improvement Program – Parks Pavilion Improvements, to replace and enhance existing picnic pavilions and shelters, along with purchases, construction, and engineering services related to upgrades and enhancements, as detailed in Schedule “A”. Total cost not to exceed \$75,000.*
23. *Purchase w/c/b – From Peaceful Pets, pet cremation services to handle the needs of post-life services for dogs and other animals, for the period of one (1) year, from July 1, 2023 – June 30, 2024, on behalf of the Department of Parks, Recreation & Youth Programs. Total cost not to exceed \$6,000, charged to Account #01.35100.541500.*

BY COUNCILOR GREENE:

24. *Amend – Ord. #516 (08/01/2022), “Agreement – With IPT, LLC d/b/a Paylock, for professional services, on behalf of the Department of Finance/Parking Violations Bureau, to assist with parking ticket enforcement services, the contract will include street patrol and immobilization of vehicles, the supply of boots and related software and equipment relative to booting operation, payment services and a 24/7 Help Center, for the period of three (3) years July 1, 2022 – June 30, 2025. Total cost not to exceed \$50 per boot application plus 28% of the parking fines, penalties and surcharges collected based on the application of the boot, to be charged to Account #541500.01.13310. The Mayor has waived the RFP process.” Amend “Section 3” of the legislation to read, “Paylock will be compensated based on a fee of \$161 per boot application to be paid by the registered owner of the vehicle”. This will remove the taxpayer supported subsidy. All nonresidents will pay an additional \$50.*
25. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost to continue the pre-design and implementation work related to the software systems. Total amount not to exceed \$1,825,000.*
26. *Agreement – With Advanced IT, to continue pre-design and implementation work related to the software systems, that includes, business integration work, systems integration, infrastructure architecture, additional implementation prework and the necessary license to perform services, to expire December 23, 2023. Total cost not to exceed \$1,825,000, from Cash Capital, part of the 2023/2024 Capital Plan. The has Mayor waived the RFP process.*
27. *Authorize – The Department of Finance, to continue pre-design and implementation work related to the software systems, that includes, business integration work, systems integration, infrastructure architecture, additional implementation prework and the necessary license to perform services, to expire December 23, 2023. Total cost not to exceed \$1,825,000, from Cash Capital, part of the 2023/2024 Capital Plan. The Mayor has waived the RFP process.*

28. Agreement – With Indev, LLC, for consulting services, on behalf of the Office of Information Technology, to expire June 30, 2024. Total cost not to exceed \$80,000, from Account #541500.01.16800. The Mayor has waived the RFP process.
29. Agreement – With Crouse-Marshall Business Improvement District, relative to the administration of the Special Assessment Program, for the period of July 1, 2023 – June 30, 2024. The special assessment is \$127,770.
30. Agreement – With the Downtown Committee of Syracuse, Inc., relative to the administration of the Downtown Special Assessment Program, for the period of July 1, 2023 – June 30, 2024. The special assessment is \$1,075,620.
31. Appropriate Funds - From Special Object Account #594500.01.90000 in the amount of \$25,000 to the Onondaga Historical Association, which serves as the City Archivist and curator of City Historic documents and assists the Landmark Preservation Board pursuant to the authorized 2023/2024 annual budget.
32. Approve - Settlement of Tax Certiorari Proceedings – Key Bank National Association vs. The City of Syracuse, et al. – 208 Washington Street East & Warren Street, (Tax Map No.: 103.-28-03.01) relative to assessed value - Tax Years 2019/2020, 2020/2021, 2021/2022, 2022/2023, 2023/2024. Total City/School District settlement \$35,585.63. Total County settlement \$10,577.66.
33. Approve – Settlement – Dennis Housley v. City of Syracuse, eta al. (Index No. 009161/2018), relative to a motorcycle accident on August 11, 2017, in the amount of \$140,000, from Account #599302.01.93000.

BY COUNCILOR PANIAGUA:

34. Application & Agreement - To and with the United States Department of Labor (USDOL) for the 2023 Build Urban Opportunity Work Readiness Program, in an amount not to exceed \$300,000, administered by CNY Works. The grant will include salaries and expenses paid proportionally to the Director of Syracuse Builds, Pathways Managers and Program Coordinator. Along with stipends, expenses, and outside services for the participants. There is no local match required.

BY COUNCILOR GETHERS:

35. Amend – Ord. #430 (05/22/2017) “Establish – Parking Rates at various parking garages owned and managed by the City of Syracuse Department of Public Works, to establish new parking garage rates effective July 1, 2017, per attached Schedule A.” Amend City-operated parking garage hourly, daily, and monthly rates effective July 1, 2023, per the attached Schedule “A”.

36. *Authorize – The DPW 2023/2024 Sweeping Program as detailed in Appendix “A”. Cost thereof to be charged to the premises fronting thereon as detailed in Appendix “B.” The program is charged initially to Account #09.00526. Total cost not to exceed \$1,169,605. (Public Hearing to be held on Monday July 3, 2023, at 1:00 PM)*
37. *Authorize – The City of Syracuse to declare the 2022/2023 Creekwalk Security Cameras Project to be a Type II Action, pursuant to the State Environmental Quality Review Act (SEQRA). The scope of the project is to install/construct a network of security cameras along the existing section of the Creekwalk between Downtown and Onondaga Lake.*
38. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2022/2023 Creekwalk Security Cameras Project. Total amount not to exceed \$400,000.*
39. *Authorize – The 2022/2023 Creekwalk Security Cameras Project, to install/construct a network of security cameras along the existing section of the Creekwalk between Downtown and Onondaga Lake, on behalf of the Department of Engineering. Total cost not to exceed \$400,000, charged to an account to be determined by the Commissioner of Finance.*
40. *Local Law - Of the City of Syracuse to grant a permanent easement to Niagara Mohawk Power Corporation and Verizon New York, Inc., located on the properties of Shea Middle School (1607 Geddes Street South & Grant Avenue) and Bellevue Elementary School (207 Stinard Avenue & Grant Avenue) for a new electric service and a new telecommunication service as detailed in Exhibit “A”, for SCSD Network Operations Center at the Shea Building, for \$1.00.*
41. *Bond Ordinance - Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the Green Infrastructure Reconstruction of Lodi Street from Pond Street to Mary Street. Total amount not to exceed \$500,000.*
42. *Authorize - An Intermunicipal Agreement (IMA) with Onondaga County for the Green Infrastructure Reconstruction of Lodi Street from Pond Street to Mary Street. Total cost not to exceed \$500,000. The County will reimburse all associated costs.*
43. *Purchase w/c/b – From Camillus Landfill, disposal services for sweeper waste materials, catch basin materials, and construction debris, for the period of July 1, 2023 – June 30, 2024, on behalf of the Department of Public Works. Total cost not to exceed \$200,000 charged to Account #01.81700.540552.*
44. *Purchase w/c/b – From Northeast Signal, Traffic Parts, Inc., Traffic Systems, Inc., Syracuse Signal Systems, Inc., General Traffic Equipment Corporation, and Eastcom, traffic signal controllers, cabinets, repair parts and services, for the period of July 1, 2023 – June 30, 2024, on behalf of the Department of Public Works. Total cost not to exceed \$200,000 charged to Account #01.81800.540511.*

45. Purchase w/c/b – From Parkeon. Inc., IPS Group Inc., Duncan Parking Technologies, CivicPlus LLC, and Republic Parking Systems, Inc., single space, multi-space pay stations, parts, supplies, repairs, and communications, for the period of July 1, 2023 – June 30, 2024, on behalf of the Department of Public Works. Total cost not to exceed \$555,000 charged to Account #01.81800.540511.
46. Purchase w/c/b – From Power Line Contractors, Eastcom, DiKat, and Syracuse Signals, Inc., traffic signal fiber optics repair services, for the period of July 1, 2023 – June 30, 2024, on behalf of the Department of Public Works. Total cost not to exceed \$200,000 charged to Account #01.81800.540551.
47. Purchase w/c/b – From T.H. Kinsella, disposal services for hard fill, for the period of July 1, 2023 – June 30, 2024, on behalf of the Department of Public Works. Total cost not to exceed \$15,000 charged to Account 06.81100.540552.
48. Amend – Ord. #529 (08/01/2022), “Contract - With GHD Consulting for roof engineering services, for the Morningside Reservoir Roof Replacement Project, to investigate the failure of the roof dome structure, provide recommendations for rehabilitation, replacement, construction, and facility upgrades. Total cost not to exceed \$612,000 from Account #05.831100.541500.” Amend to extend the contract to June 30, 2024. All other terms remain the same.
49. Amend – Ord. #595 (08/22/2022) – “Contract – With GHD Consulting Services, Inc., for GIS Centric Computerized Maintenance Management System Software and Partner Related Services, to track and maintain the various maintenance operations for the City water infrastructure. Total cost not to exceed \$769,843, charged to Capital Account #599805.0583405.501563000.” Amend to extend the contract to June 30, 2024. All other terms remain the same.
50. Amend – Ord. #788 (11/21/2022) “Agreement – With GHD Consulting Services, Inc. for the design of the Intake #2 Extension, on behalf of the Department of Water, to address turbidity concerns, for the period of 835 days. Total cost not to exceed \$893,972.” Amend to increase cost to include public engagement services, water quality monitoring, and additional soil boring. Total cost not to exceed to \$1,024,068, charged to Account #08.800052121.
51. Authorize – Intermunicipal Agreement with the Onondaga County Soil and Water Conservation District (Skaneateles Lake Watershed Agricultural Program) to protect and improve water quality using Best Management Practices, for the period of July 1, 2023 – June 30, 2024. This is a requirement of June 28, 2004, filtration waiver issued by the NYS Department of Health. Total cost not to exceed \$739,289, to be charged to Skaneateles Watershed Budget Account #05.83350.541500.
52. Authorize - The City of Syracuse to declare the Mosley Pump Station Replacement and Water Distribution System Improvements Project to be a Type II Action, pursuant to the State Environmental Quality Review Act (SEQRA). The scope is in the Eastwood neighborhood and serves a portion of the Intermediate High Service Area.

53. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the Mosley Pump Station Replacement and Water Distribution System Improvements Project. Total amount not to exceed \$8,000,000.*
54. *Authorize – The Mosley Pump Station Replacement and Water Distribution System Improvements Project, to increase water pressure, replace electrical components, update safety codes and standards and replace approximately 5,000 linear feet of 12" water main; 12,000 feet of 8" water main; and 325 lead water services and appurtenances. Total cost not to exceed \$8,000,000.*
55. *Appropriate Funds - From Cash Capital Account #05.120033.99999 to authorize the 2023/2024 Water Capital Equipment Replacement Project, purchases detailed in the legislation. Total amount not to exceed \$400,000.*

BY COUNCILOR HOGAN:

56. *Local Law - Of the City of Syracuse, to add a new Article 16 entitled "Tobacco Retail License" to Chapter 9 of the Revised General Ordinances, as amended entitled "Business: Mercantile, Transient, Itinerant, requiring a business to have a Tobacco Retail License to sell tobacco products, electronic smoking devices and all other products regulated by NYS Public Health Law Article 13-F in the City of Syracuse, details outlined in the legislation.*
57. *Zone Change – Expand the Ainsley Sub-District Plan for a Planned Institutional District to include the property located at 195 Ainsley Drive. No one spoke in favor of or in opposition to the proposal at the Planning Commission meeting. Syracuse University c/o Jennifer Champa Bybee, owner/ petitioner.*
58. *Zone Change - For property located at 195 Ainsley Drive from Commercial, Class B to Planned Institutional District. No one spoke in favor of or in opposition to the proposal at the Planning Commission meeting. Syracuse University c/o Jennifer Champa Bybee, owner/ petitioner.*
59. *Special Permit – To approve a Restaurant on the property located at 4141 South Salina Street. Eleven (11) people spoke in favor and two (2) people spoke in opposition to the proposal. The Planning Commission granted one (1) waiver in regard to the entertainment location regulations. Stanley Snow, applicant. 2468 Group, Inc., owner.*

BY COUNCILOR MAJOK:

60. *Application & Agreement – With the New York State Department of Homeland Security Emergency Services (NYS DHSES) for the 2023 Red Team Exercise Program grant, in an amount not to exceed \$9,100. Funds will be used to support overtime and backfill expenses for the Red Team Operations performed by the Syracuse Police Department in conjunction with NYS DHSES. There is no local match.*

61. *Application & Agreement – With the United States Department of Justice (USDOJ) for the 2023 Patrick Leahy Bullet Proof Vest Partnership grant in an amount not to exceed \$33,660. Funds will be used to purchase and equip Syracuse Police Department patrol officers with bullet proof vests. There is a local match of 50% of the cost of the vests, (\$16,830) to be charged to Account #540840.01.31230.*
62. *Application & Agreement – To and with the New York State Dormitory Authority (DASNY) through the State and Municipal Facilities Program (SAM) under the COPS Program, in the amount of \$200,000. Funds will be used to purchase and install additional surveillance cameras at various intersections on Onondaga Avenue and Coolidge Street. There is no local match.*
63. *Application & Agreement – To and with the New York State Dormitory Authority (DASNY) through the State and Municipal Facilities Program (SAM) under the COPS Program, in the amount of \$175,000. Funds will be used to purchase and install additional surveillance cameras at various intersections on James Street in the Sedgwick neighborhood. There is no local match.*

BY COUNCILOR ALLEN:

64. *Agreement – With the Greater Syracuse Property Development Corporation (aka The Land Bank) for \$750,000 to support a variety of activities to address vacant and substandard properties. Total amount not to exceed \$750,000, as identified in the 2023/2024 City Budget and as detailed in Exhibit “A”.*
65. *Agreement – With Yellow House Creative Services for marketing materials, on behalf of the Department of Neighborhood and Business Development, for the development of marketing material for the City’s Lead Hazard Control Office . Total amount not to exceed \$19,750, from previously authorized ARPA funds, (Ord. #296-2022) to support lead hazard remediation. The Mayor has waived the RFP process.*
66. *Appropriate Funds - From the American Rescue Plan Act (ARPA) in an amount not to exceed \$275,000, for professional services with czb, LLC relative to Phase II of a City-wide Housing Strategy Plan.*
67. *Agreement – With czb, LLC, to develop a Phase II of a City-wide housing strategy, in accordance with the results outlined in the Syracuse Housing Study presented to the Council May of 2023. The effective date of the study will be from August 1, 2023-May 30, 2024. Total cost not to exceed \$275,000. The City is asking SIDA to authorize half of the project cost (\$137,500). The Mayor has waived the RFP process.*

68. *Authorize - The Department of Neighborhood and Business Development to use the American Rescue Plan Act (ARPA) funds set aside for Infill Housing, as it relates to Ord. #295-2022, in an amount not to exceed \$237,000, to offset the cost of construction of two single family homes located at 120 White Street and 920 West Onondaga Street. Jubilee Homes will serve as the developers of both addresses, relative to #842-2022 (RFP #23-007), to be completed by the end of 2023.*
69. *Permission – To Fred & Susan Braun, owner of the property located at 501 South Edwards Avenue, for a 4' high chain link fence that will encroach approximately 2' into the South Edwards Avenue right-of-way.*

**ORDINANCE AUTHORIZING CONTRACT
WITH DAVEY RESOURCE GROUP RELATIVE
TO PROVIDING TREE INVENTORY SERVICES
FOR THE CITY OF SYRACUSE**

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, an RFP Committee has recommended and the Mayor has approved the retention of Davey Resource Group, under the following terms:

- (1) Davey Resources Group shall conduct a Block Re-Inventory of Street and Park Trees and Planting Sites in the City of Syracuse on behalf of the Department of Parks, Recreation and Youth Programs. The inventory will be used to identify planting sites and to prioritize pruning and removal of hazardous trees for public safety;
- (2) The City shall pay to Davey Resource Group an amount not to exceed \$35,982.00 for all services under this agreement; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that costs associated with this agreement shall be charged to the following capital accounts:

- \$ 32,996.82 from 07.599807.70205.700380022;
- \$2,985.18 from 07.599807.70205.700377023;

or another appropriate account as designated by the Commissioner of Finance.



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DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 15, 2023

Patricia McBride, City Clerk
231 City Hall
Syracuse, New York 13202

Dear Ms. McBride:

Please prepare legislation for the next regularly scheduled Common Council meeting to award **RFP#22-148: Block Re-Inventory of Street and Park Trees and Planting Sites** to Davey Resource Group. The RFP Committee met and determined that they met the minimum qualifications. Davey was the lowest bidder.

The inventory of 7,320 street and park trees and 2,000 planting sites will be used to prioritize planting and pruning and removal of hazardous trees for public safety.

Parks will request services for an amount not to exceed \$35,982.

Expenditures will be charged to capital accounts:

\$ 32,996.82 from 07.599807.70205.700380022

\$ 2,985.18 from 07.599807.70205.700377023

If you have any questions or comments regarding this, please contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Corey Driscoll Dunham".

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: June 20, 2023
SUBJECT: Agreement – Davey Resource Group

A handwritten signature in blue ink, likely belonging to Timothy M. Rudd, the Director of Management & Budget.

On behalf of the Department of Parks, Recreation & Youth Programs, I am requesting that the City of Syracuse enter into an agreement and award RFP#22-148: Block Re-Inventory of Street and Park Trees and Planting Sites to Davey Resource Group. The RFP Committee met and determined that they meet the minimum qualifications. Davey was the lowest bidder.

The inventory of 7,320 street and park trees and 2,000 planting sites will be used to prioritize planting and pruning and removal of hazardous trees for public safety.

The Department of Parks, Recreation & Youth Programs will request services for an amount not exceed \$35,982.

Expenditures will be charged to capital accounts:
\$32,996.82 from 07.599807.70205.700380022
\$2,985.18 from 07.599807.70205.700377023

If you agree to enter into this agreement, please indicate by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

A handwritten signature in blue ink, likely belonging to Mayor Ben Walsh.

Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

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**ORDINANCE AUTHORIZING PAYMENT TO
HENRY'S HEN HOUSE FOR SERVICES
RELATIVE TO DISTRIBUTION OF CARNIVAL
TREATS TO COINCIDE WITH BURNET PARK'S
COOPERATIVE PLAY DAY AND EXECUTE A
CONTRACT OR WRITTEN INSTRUMENTS
ASSOCIATED WITH THE AUTHORIZATION**

BE IT ORDAINED, that the Commissioner of Finance be and he is hereby authorized to issue warrants to cover costs associated with distribution of carnival treats to coincide with Burnet Park's Cooperative Play Day:

- Henry's Hen House, \$750.00;

and

BE IT FURTHER ORDAINED, Henry's Hen House will provide 100 bags of popcorn and 100 sticks of cotton candy with a cost of \$2.00 each bag of popcorn and \$4.00 each stick of cotton candy; and

BE IT FURTHER ORDAINED, that said payments shall be charged to Budget Account #01.71400.541500 or another appropriate account as designated by the Commissioner of Finance.



DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 15, 2023

Patricia McBride, City Clerk
231 City Hall
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION

Dear Ms. McBride,

Please prepare legislation for the next meeting of the Common Council to enter into agreement and authorize payment to Henry's Hen House to provide carnival treats on August 1st, 2023, between the hours of 11:00am-3:00pm.

Henry's Hen House will provide 100 bags of popcorn and 100 sticks of cotton candy to coincide with Burnet Park's Cooperative Play Day. Cooperative Play Day brings together all our summer and year-round community centers for enjoyable, non-competitive events and activities that promote the development of strong bonds between young people from all parts of the community. A bag of popcorn will cost \$2.00 and cotton candy will cost \$4.00 at the event.

Payment will not exceed \$750.00 and will be charged to budget account # 01.71400.541500.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Corey Driscoll Dunham".

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: June 16, 2023
SUBJECT: Agreement & Authorize Payment – Henry's Hen House


On behalf of the Department of Parks, Recreation & Youth Programs, I am requesting the City of Syracuse enter into an agreement and authorize payment to Henry's Hen House to provide carnival treats on August 1st, 2023, between the hours of 11:00am-3:00pm.

Henry's Hen House will provide 100 bags of popcorn and 100 sticks of cotton candy to coincide with Burnet Park's Cooperative Play Day. Cooperative Play Day brings together all the summer and year-round community centers for enjoyable, non-competitive events and activities that promote the development of strong bonds between young people from all parts of the community. A bag of popcorn will cost \$2.00 and cotton candy will cost \$4.00 at the event.

Payment will not exceed \$750.00 and will be charged to budget account #01.71400.541500.

If you agree to enter into this agreement, please indicate by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

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DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 5, 2023

Patricia McBride, City Clerk
231 City Hall
233 E. Washington St.
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION

Dear Ms. McBride

Please prepare legislation from the next regularly scheduled Common Council meeting to **authorize project and funding appropriation for the 2023-2024 Natural Areas Restoration** for the Department of Parks, Recreation and Youth Programs.

Funds, not to exceed \$128,000, **will be appropriated for cash capital account and will be distributed to an account to be established by the Commissioner of Finance.**

Money will be used for invasive species removal and control, planting of native trees, shrubs, grasses, and perennial plants, performing erosion control, installing hardscape and any technical (construction) document preparation that is needed to facilitate such work being done in the natural areas of our park system and other city-owned properties.

If you have any questions or comments regarding this legislative item, please contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Corey Driscoll Dunham".

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	5/15/2023	Department:	Parks
Project Name: Natural Areas Restoration			
Project Cost: \$128,000			
Contact Name: Stephen Harris			
Project Description:	Money will be used for erosion control, removal and replacement of invasive plants, plantings of grass, trees shrubs, hardscape installation and construction document development as needed to ensure correct installation. All natural areas owned by the city can be considered for this work.		
Projected Time Line & Funding Source(s)			
Estimated Start Date:	8-1-2023	Estimated Completion Date:	6-30-2024
Funding Source:		Dollar Amount:	
Local Share:	Cash capital	\$128,000	
Local Share:			
State Aid/Grant (Identify)	NA		
Federal Aid/Grant (Identify)	NA		
Other (Identify)	NA		
Other (Identify)	NA		
		Total Project Funding (must equal cost) \$125,000	
Estimated Project Borrowing Timeline			
Year	Fiscal Year	Estimated Amount to Borrow	
1			
2			
3			
4			
5			
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$128,000	
Approval to proceed with request for legislation is hereby granted.			
Project in CIP Plan: <u>Yes</u> x			
Director of Administration:		Date:	
Director of Management & Budget:		Date: 6-8-23	
Commissioner of Finance:		Date: 6/20/23	





13-14

DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 27, 2023

Patricia McBride, City Clerk
231 City Hall
233 E. Washington St.
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION

Dear Ms. McBride:

Please prepare legislation from the next regularly scheduled Common Council meeting to **authorize project and funding appropriation for the 2023-2024 Tree Pit Improvement Program** for the Department of Parks, Recreation and Youth Programs.

Funding will be used to improve growing conditions for trees planted in "tree pits" surrounded by hardscape by increasing soil volume, amending soils and reducing trip hazards in the short and long term.

Please have the following legislation prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the 2023-24 Tree Pit Improvement Program not to exceed \$367,500.
- Ordinance authorizing the Department of Parks, Recreation & Youth Programs to proceed with the 2023-24 Tree Pit Improvement Program at a cost not to exceed \$367,500.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Corey Driscoll Dunham".

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net



City of Syracuse
AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	5/15/2023	Department:	Parks
Project Name Tree Pit Enhancements in Business Districts			
Project Cost:	\$367,500		
Contact Name:	Stephen Harris		
Project Description:	Improve growing conditions for trees along streetscapes in business districts by creating space for roots under sidewalks and snow shelf.		
Projected Time Line & Funding Source(s)			
Estimated Start Date:	8/1/2023	Estimated Completion Date:	6/30/2024
Funding Source:		Dollar Amount:	
Local Share:	Bonded		\$367,500
Local Share:			
State Aid/Grant (Identify)	NA		
Federal Aid/Grant (Identify)	NA		
Other (Identify)	NA		
Other (Identify)	NA		
		Total Project Funding (must equal cost) \$367,500	
Estimated Project Borrowing Timeline			
Year	Fiscal Year	Estimated Amount to Borrow	
1	2023	\$367,500	
2			
3			
4			
5			
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, expl.		\$367,500	
Approval to proceed with request for legislation is hereby granted.			
Project in CIP Plan: <u>Yes</u> <input checked="" type="checkbox"/>			
Director of Administration:		Date:	
Director of Management & Budget:		Date:	
		6-8-23	
Commissioner of Finance:		Date:	
		6/20/23	





DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

15-16

June 27, 2023

Patricia McBride, City Clerk
231 City Hall
233 E. Washington St.
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION

Dear Ms. McBride:

Please prepare legislation from the next regularly scheduled Common Council meeting to **authorize project and funding appropriation for the 2023-2024 Vacant Land Management Program** for the Department of Parks, Recreation and Youth Programs.

Funding will be used to improve the condition of those lots that are not slated for housing infill and are a constant source of dumping and illegal activity. Improvements includes clearing, grading, soil amendment, planting grass and trees and installing low fencing to discourage future dumping. Sites selection is determined by Neighborhood & Business Development. Total amount not to exceed \$390,000.

Please have the following legislation prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the 2023-24 **Vacant Land Management Program** not to exceed \$390,000.
- Ordinance authorizing the Department of Parks, Recreation & Youth Programs to proceed with the 2023-24 **Vacant Land Management Program** at a cost not to exceed \$390,000.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Corey Driscoll Dunham".

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	5/15/2023	Department:	Parks
Project Name: Vacant Land Management			
Project Cost: \$390,000			
Contact Name: Stephen Harris			
Project Description:		This capital line will be deployed to support neighborhood revitalization and blight reduction by removing hazard trees, nuisance vegetation, old fences embedded with tree stumps, grading, grass establishment and tree planting. Sites selection is driven by Police Departments and Neighborhood and Business Development and support overall goals of the urban forest master plan.	
Projected Time Line & Funding Source(s)			
Estimated Start Date:		8-1-2023	Estimated Completion Date: 6-30-2024
Funding Source:		Dollar Amount:	
Local Share:	Bonded	\$390,000	
Local Share:			
State Aid/Grant (identify)	NA		
Federal Aid/Grant (identify)	NA		
Other (identify)	NA		
Other (identify)	NA		
		Total Project Funding (must equal cost):\$ \$ 390,000	
Estimated Project Borrowing Timeline			
Year	Fiscal Year	Estimated Amount to Borrow	
1	2024	\$ 390,000	
2			
3			
4			
5			
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 390,000	
Approval to proceed with request for legislation is hereby granted.			
Project in CIP Plan: <u>Yes x</u>			
Director of Administration:		Date:	
Director of Management & Budget:		Date: 6-20-23	
Commissioner of Finance:		Date: 6/20/23	

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE DEPARTMENT
OF PARKS, RECREATION AND YOUTH
PROGRAMS TO PROCEED WITH THE 2023/2024
CAPITAL IMPROVEMENT PROGRAM FOR COURT
IMPROVEMENTS IN VARIOUS CITY PARKS**

BE IT ORDAINED, that this Common Council hereby authorizes the Department of Parks, Recreation and Youth Programs to proceed with the 2023/2024 Capital Improvement Program for court improvements for basketball, tennis, and other multipurpose courts, such as pickleball, within various City Parks as listed in the attached Schedule A, including any purchases of necessary equipment for the courts, along with any engineering and construction services associated with the court improvements. at a total cost not to exceed \$150,000.00; and the Director of Management & Budget is hereby authorized to enter into a contract or contracts therefor in the manner provided by law; professional services for the project shall be obtained in accordance with Section 5-205A (8) of the Syracuse City Charter; charging the cost thereof to proceeds of the sale of bonds in the amount of \$150,000.00 authorized contemporaneously herewith by ordinance.



SYRACUSE DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

17-18

June 16, 2023

Patricia McBride
City Clerk
231 City Hall
Syracuse, NY 13202

**Corey Driscoll
Dunham**
Commissioner

RE: REQUEST FOR LEGISLATION – 2023/2024 CIP – Courts Improvements

Dear Ms. McBride:

Please have the following legislation prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the 2023/2024 CIP – Parks Courts Improvements, additional at a cost not to exceed \$150,000.00.
- Ordinance authorizing the Department of Parks, Recreation, & Youth Programs to proceed with the Parks Courts Improvement Projects. Capital Improvement Program funds in the amount not to exceed \$150,000.00.

These funds will be used for improvements to City of Syracuse Parks courts including the improvement and rehabilitation of various basketball, tennis, and other multi-purpose courts such as pickleball, with necessary equipment as needed in Syracuse City Parks. A list of courts is attached in the accompanying "Schedule A."

Funds, not to exceed \$150,000.00, from the 2023/2024 Capital Improvement Program will be established in an account, 70205.07.999999, as to be determined by the Commissioner of Finance.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Corey Driscoll Dunham".

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net

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Department of Parks, Recreation, & Youth Programs

Proposed 2023/2024 – Capital Improvement Program

Courts Improvements – Schedule A

1. Barker Square
2. Barry Park
3. Burnet Park
4. Cannon Street Community Center
5. Clinton Playlot
6. Comfort Tyler Park
7. Dunbar Park
8. Eastwood Heights Park
9. Homer-Wheaton Park
10. Kirk Park
11. Lewis Park
12. Libba-Cotton Grove
13. Lincoln Park
14. McChesney Park
15. McKinley Park
16. Meachem Park
17. Onondaga Park Upper
18. Ormand Spencer Park
19. Roesler Park
20. Schiller Park
21. Skiddy Park
22. Spirit of Jubilee Park
23. Sunnycrest Park
24. Thornden Park
25. Wadsworth Park
26. Washington Square Park
27. Westmoreland Park
28. Wilson Park





City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	06/16/23	Department:	Parks
Project Name:	23/24 Parks Courts Improvements		
Project Cost:	\$ 150,000.00		
Contact Name:	Corey Driscoll Dunham		
Project Description:	These funds will be used for improvements to City of Syracuse Parks courts including the improvement and rehabilitation of various basketball, tennis, and other multi-purpose courts such as pickleball, with necessary equipment as needed in Syracuse City Parks. A list of courts is attached in the accompanying "Schedule A."		

Projected Time Line & Funding Source(s)

Estimated Start Date:	Estimated Completion Date:
Funding Source:	Dollar Amount:
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$ 150,000.00
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2024	\$150,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 150,000.00

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes ☒ No Reason("No"):

Director of Administration:  Date: _____

Director of Management & Budget:  Date: 6-20-23

Commissioner of Finance:  Date: 6/20/23

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE
DEPARTMENT OF PARKS, RECREATION
AND YOUTH PROGRAMS TO PROCEED
WITH THE 2023/2024 FACILITY
IMPROVEMENTS CAPITAL IMPROVEMENT
PROGRAM**

BE IT ORDAINED, that this Common Council hereby authorizes the Department of Parks, Recreation and Youth Programs to proceed with the 2023/2024 Facility Improvements Capital Improvement Program to replace and enhance City Parks Department indoor and outdoor facilities, including construction of any new facilities as determined by City Parks staff. The projects shall be at various City parks and shall include but are not limited to those detailed in the attached Schedule "A". The eligible costs for the 2023/2024 Facility Improvement Program shall include any necessary purchases for the facility improvement projects, along with any engineering and construction services related to repairs, upgrades and enhancements as detailed in the attached Schedule "A", at a total cost not to exceed \$120,000.00; and the Director of Management & Budget is hereby authorized to enter into a contract or contracts therefor in the manner provided by law; professional services for the project shall be obtained in accordance with Section 5-205A (8) of the Syracuse City Charter; charging the cost thereof to proceeds of the sale of bonds in the amount of \$120,000.00 authorized contemporaneously herewith by ordinance.



SYRACUSE DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

19-20

06/16/2023

**Corey Driscoll
Dunham**
Commissioner

Patricia McBride
City Clerk
231 City Hall
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION – 2023/2024 CIP – Facility Improvements

Dear Ms. McBride:

Please have the following legislation prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the 2023/2024 Facility Improvements, capital improvement program at a cost not to exceed \$120,000.00.
- Ordinance authorizing the Department of Parks, Recreation, & Youth Programs to proceed with the 2023/2024 Parks Facility Improvements capital improvement program at a cost not to exceed \$120,000.00.

These funds will be used to replace and enhance City of Parks Department indoor and outdoor facilities, including any new constructions as determined by the City of Syracuse Parks staff. Projects will include but are not limited to the purchasing, construction, and engineering services related to replacements, upgrades and enhancements for existing and proposed facilities included in the attached 'Schedule A'.

Funds, not to exceed \$120,000.00, from the 2023/2024 Capital Improvement Program and will be established in an account to be determined by the Commissioner of Finance.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net

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Department of Parks, Recreation, & Youth Programs

Proposed 2023/2024 – Capital Improvement Program

Facility Improvements – Schedule A

1. Clinton Square

- a. Gate Replacement & Modification
- b. Fountain Improvements
- c. Monument & Memorial Improvements

2. Sunnycrest Park

- a. Fence Replacement
- b. Railing Replacement
- c. Walkway & Stair Replacement

3. McKinley Park

- a. New Safety Railings

4. Upper Onondaga Park

- a. Fence Replacement
- b. Seating & Bench Upgrades, Purchases





City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	06/16/23	Department:	Parks
Project Name:	22/23 Parks Facility Improvements		
Project Cost:	\$ 120,000.00		
Contact Name:	Corey Driscoll Dunham		
Project Description:	These funds will be used to replace and enhance City of Parks Department indoor and outdoor facilities, including any new constructions as determined by the City of Syracuse Parks staff. Projects will include but are not limited to the purchasing, construction, and engineering services related to replacements, upgrades and enhancements for existing and proposed facilities included in the 'Schedule A'.		

Projected Time Line & Funding Source(s)

Estimated Start Date:	Estimated Completion Date:
<u>Funding Source:</u>	<u>Dollar Amount:</u>
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$ 120,000.00
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2023	\$120,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 120,000.00

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes ☒ No ☐ Reason("No"):

Director of Administration: 

Date: _____

Director of Management & Budget: 

Date: 6-20-23

Commissioner of Finance: 

Date: 6/20/23

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE
DEPARTMENT OF PARKS, RECREATION
AND YOUTH PROGRAMS TO PROCEED
WITH THE 2023/2024 PARKS PAVILION
IMPROVEMENTS PROGRAM**

BE IT ORDAINED, that this Common Council hereby authorizes the Department of Parks, Recreation and Youth Programs to proceed with the 2023/2024 Parks Pavilion Improvements Program to replace and enhance City Parks Department neighborhood picnic pavilions and shelters, including construction of new pavilions and shelters as determined by City Parks Department staff. The eligible costs shall include any necessary purchases for the pavilion projects, along with any engineering and construction services related to repairs, upgrades and enhancements for existing and proposed pavilions at City Parks including but not limited to McKinley Park, Thornden Park, and the Inner Harbor Amphitheater. at a total cost not to exceed \$75,000.00; and the Director of Management & Budget is hereby authorized to enter into a contract or contracts therefor in the manner provided by law; professional services for the project shall be obtained in accordance with Section 5-205A (8) of the Syracuse City Charter; charging the cost thereof to proceeds of the sale of bonds in the amount of \$75,000.00 authorized contemporaneously herewith by ordinance.



21-22

SYRACUSE DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

06/16/2023

**Corey Driscoll
Dunham**
Commissioner

Patricia McBride
City Clerk
231 City Hall
Syracuse, NY 13202

RE: REQUEST FOR LEGISLATION – 2023/2024 CIP – Pavilion Improvements

Dear Ms. McBride:


Please have the following legislation prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the 2023/2024 Pavilion Improvements, capital improvement program at a cost not to exceed \$75,000.00.
- Ordinance authorizing the Department of Parks, Recreation, & Youth Programs to proceed with the 2023/2024 Parks Pavilion Improvements capital improvement program at a cost not to exceed \$75,000.00.

These funds will be used to repair, replace, and enhance City of Parks Department neighborhood picnic pavilions and shelters, including any new constructions as determined by the City of Syracuse Parks staff. Projects will include but are not limited to the purchasing, construction, and engineering services related to repairs, upgrades and enhancements for existing and proposed pavilions included in the attached 'Schedule A'.

Funds, not to exceed \$75,000.00, from the 2023/2024 Capital Improvement Program and will be established in an account to be determined by the Commissioner of Finance.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net

Department of Parks, Recreation, & Youth Programs

Proposed 2023/2024 – Capital Improvement Program

Pavilion Improvements – Schedule A

1. McKinley Park
2. Thornden Park
3. Inner Harbor Amphitheater





City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	06/16/23	Department:	Parks
Project Name:	23/24 Parks Pavilions		
Project Cost:	\$ 75,000.00		
Contact Name:	Corey Driscoll Dunham		
Project Description:	These funds will be used to replace, and enhance City of Syracuse neighborhood picnic pavilions and shelter structures, including any new constructions as determined by the City of Syracuse Parks staff. Projects will include but are not limited to the purchasing, construction, and engineering services related to repairs, upgrades and enhancements for existing and proposed pavilions.		

Projected Time Line & Funding Source(s)

Estimated Start Date:	Estimated Completion Date:
Funding Source:	Dollar Amount:
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$ 75,000.00
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2024	\$75,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 75,000.00

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes _____ No _____ Reason("No"): _____

Director of Administration: _____

Date: _____

Director of Management & Budget: _____

Date: 6-20-23

Commissioner of Finance: _____

Date: 6/20/23

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT,
WITHOUT ADVERTISING OR COMPETITIVE
BIDDING, WITH PEACEFUL PETS RELATIVE
TO PROVIDING THE TIMELY HANDLING OF
POST-LIFE SERVICES FOR DOGS AND OTHER
ANIMALS ON BEHALF OF THE DEPARTMENT
OF PARKS, RECREATION AND YOUTH
PROGRAMS**

BE IT ORDAINED, subject to the approval of the Mayor, that the Common Council hereby authorizes an Agreement with Peaceful Pets relative to providing the timely handling of post-life services for dogs and other animals for the City of Syracuse on behalf of the Department of Parks, Recreation and Youth Programs during the fiscal year 2023/2024 at a cost not to exceed \$6,000.00 without competitive bidding or formal advertising by reason of the fact it is impracticable to bid said item due to the special nature of the services required; and

BE IT FURTHER ORDAINED, that the Mayor is hereby authorized to execute said Agreement, the terms and conditions of which will be subject to the approval of the Corporation Counsel, charging all costs associated with the Agreement to Budget Account #01.35100.541500.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

June 8, 2023

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

RE: Waiver of Competitive Bid – Pet Cremation Services

Dear Ms. McBride:

On behalf of the Department of Parks, Recreation and Youth Programs, please prepare legislation for the next scheduled Common Council meeting to authorize without competitive bid or advertising, for services from Peaceful Pets, for the Department of Parks, Recreation and Youth Programs for Fiscal Year July 1, 2023 through June 30, 2024.

This agreement will allow the City to manage the needs of the timely handling of post life services for dogs and other animals. This agreement shall be for a one-year period from July 1, 2023 through June 30, 2024.

Expenditures are estimated not to exceed \$6,000.00 and will be charged to Budget Account# 01.35100.541500.

Sincerely,

A handwritten signature in blue ink, appearing to read "Timothy M. Rudd", written over a horizontal line.

Timothy M. Rudd
Director of Management and Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syrgov.net

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 8, 2023

Tim Rudd
Budget Director
City Hall Room 213
233 East Washington Street
Syracuse, NY 13202

RE: Request for Legislation for a Waiver of Competitive Bid

Dear Mr. Rudd:

Please prepare legislation for the next regularly scheduled Common Council meeting to authorize without competitive bid or advertising **for services from Peaceful Pets**, for the Department of Parks, Recreation and Youth Programs for Fiscal Year July 1, 2023 through June 30, 2024.

This agreement will allow the City to manage the needs of the timely handling of post life services for dogs and other animals. This agreement shall be for a one-year period from July 1, 2023 through June 30, 2024.

Expenditures are estimated not to exceed **\$6,000.00** and will be charged to **Budget Account# 01.35100.541500**.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Corey Driscoll Dunham".

Corey Driscoll Dunham
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syrgov.net




OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget 
DATE: June 8, 2023
SUBJECT: Waiver of Competitive to Enter an Agreement - Peaceful Pets


On behalf of the Department of Parks, Recreation & Youth Programs, I am requesting a waiver of competitive bid to enter into an agreement with Peaceful Pets for Fiscal Year July 1, 2023 through June 30, 2024.

This agreement will allow the City to manage the needs of the timely handling of post life services for dogs and other animals. This agreement shall be for a one-year period from July 1, 2023 through June 30, 2024.

Expenditures are estimated not to exceed \$6,000.00 and will be charged to Budget Account# 01.35100.541500.

If you agree to enter into this agreement, please indicate by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

24 22 44

Ordinance No.

2023

**ORDINANCE AMENDING ORDINANCE NO.
516-2022 AUTHORIZING A CONTRACT WITH
IPT, LLC (D/B/A PAYLOCK) FOR PARKING
TICKET ENFORCEMENT SERVICES AND
EQUIPMENT ON BEHALF OF THE
DEPARTMENT OF FINANCE – PARKING
VIOLATIONS BUREAU**

BE IT ORDAINED, that Ordinance No. 516-2022 is hereby amended to read as follows:

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Director of the Office of the Management and Budget on behalf of the Department of Finance – Parking Violations Bureau has requested a waiver of the Request for Proposal process relative to parking ticket enforcement services due to the proprietary nature of the equipment and software and the specialized booting and supporting equipment and software and payment services relative to said booting operation, and has requested retention of IPT, LLC (d/b/a PayLock) to assist the City with Parking Ticket Enforcement, as they have provided these services to the City since 2007; and

WHEREAS, the Mayor has approved the waiver of the Request for Proposal process and the retention of IPT, LLC (d/b/a PayLock), under the following terms:

1. PayLock shall provide the City with services to assist the Department of Finance – Parking Violations Bureau with parking ticket enforcement. Under this agreement PayLock will be responsible for street patrol and immobilization of vehicles, supply of the boots and related software and equipment necessary for the booting operation at no cost to the City. PayLock will provide payment services for the booting operation and will assume all costs relative to such payment services including any credit card fees. PayLock will provide customer assistance over the phone through its 24/7 Help Center and will supplement the Help Center with a Web App that can be used with smart phones and tablets.

2. The term of the Agreement shall be for a three (3) year period effective as of July 1, 2022 through June 30, 2025.

3. PayLock will be compensated based on a fee of \$161.00* per boot application, plus an additional \$50.00 administrative fee for non-City residents, which will be paid by the registered owner of the vehicle which has been booted.

; NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that the Commissioner of Finance is hereby authorized to collect parking fines, penalties, surcharges and boot fees by credit card, debit card, or e-check provided such payments are made directly to PayLock and nothing in this Ordinance or the agreement authorized herein shall authorize the acceptance of credit cards, debit cards, or e-checks in the Department of Finance including but not limited to the Parking Violations Bureau; and

BE IT FURTHER ORDAINED, that the payments to PayLock will be funded from the actual collections of parking fines, penalties, and surcharges and any other expenses will be funded from Department of Finance Budget Account #13100.01.541500 or such other Finance account as determined by the Commissioner of Finance.

_____ = new material

* previously read \$50.00 per boot application, plus 28% of the parking fines, penalties and surcharges collected based on the application of a boot.



24 02 44

CITY PAYMENT CENTER

A BUREAU OF THE DEPARTMENT OF FINANCE
CITY OF SYRACUSE, MAYOR BEN WALSH

May 15, 2023

Bradley O'Connor, CPA
Commissioner of Finance

Veronica H. Voss
Deputy Commissioner

Ms. Patricia K. McBride
City Clerk
213 City Hall
Syracuse, NY 13202

Dear Ms. McBride:

Please prepare legislation for the regularly scheduled Common Council meeting of June 5, 2023:

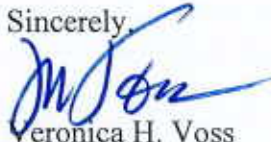
We are looking to amend Ordinance 516, adopted by the Council on August 1, 2022. The contract will remain with the existing vendor, however, we are looking to change the terms outlined under item 3 to read:

- Paylock will be compensated based on a fee of \$161.00 per boot application to be paid by the registered owner of the vehicle

Currently the City is paying 28% of the parking fines, penalties and surcharges (an average of \$111 per boot). We are looking to remove this taxpayer supported subsidy and have the person who committed the parking violation pay the entirety of the boot fees.

- The City of Syracuse will charge all non-city residents an administrative fee of \$50.00 in addition to the \$161.00 boot fee.

Thank you for your attention to this matter.

Sincerely,

Veronica H. Voss

Deputy Commissioner of Finance

/vv

City Payment Center
233 E. Washington St
Room 122
Syracuse, NY 13202

Office 315 448 8310
Fax 315 471 6024
www.syr.gov.net

CityPayments@SyrGov.net

07



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Honorable Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: May 19, 2023
SUBJECT: Amend Ordinance #516-2022 – Paylock

A handwritten signature in blue ink, likely of Timothy M. Rudd, written over the "FROM:" line.

On behalf of the Department of Finance, I am requesting the City of Syracuse amend ordinance #516-2022, adopted by the Council on August 1, 2022. The contract will remain with the existing vendor, however, we are looking to change the terms outlined under item 3 to read:

- Paylock will be compensated based on a fee of \$161.00 per boot application to be paid by the registered owner of the vehicle

Currently the City is paying 28% of the parking fines, penalties, and surcharges (an average of \$111 per boot). We are looking to remove this taxpayer supported subsidy and have the person who committed the parking violation pay the entirety of the boot fee.

- The City of Syracuse will charge all non-city residents an administrative fee of \$50.00 in addition to the \$161.00 boot fee.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

A handwritten signature in blue ink, likely of Mayor Ben Walsh, written over the signature line.

Mayor Ben Walsh
City of Syracuse, New York

MAY 24 2023
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

25-27

June 20, 2023

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

RE: Legislative Request for a Wavier of the RFP Process to Enter an Agreement

Dear Ms. McBride:

On behalf of the Department of Finance, please prepare legislation to be introduced at the next meeting of the Common Council to authorize a waiver of the RFP process and to enter into an agreement with Advanced IT to continue the pre-work related to the modernization of cybersecurity, including hardware, software, and protection of critical infrastructure for core operational finance and human resource systems. Advanced IT was previously awarded a contract through RFP to begin the previous phase of this work.

Under the terms of the contract, Advanced IT would continue the pre-design and implementation work related to the software systems, including: business integration work, systems integration, infrastructure architecture, additional implementation prework, license necessary to perform implementation prework.

Please have the following prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the project, not to exceed \$1,825,000.
- Ordinance authorizing the Finance Department to proceed with the project at the cost not to exceed \$1,825,000.
- Ordinance authorizing the contract with Advanced IT at a cost not to exceed \$1,825,000.

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov

The agreement will be for a term through December 31, 2023. Fees for the services were included in the 2023/2024 capital plan and will be charged to an account to be determined by the Commissioner of Finance.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tim Rudd", written over a blue ink scribble.

Timothy M. Rudd
Director of Management and Budget



DEPARTMENT OF FINANCE

OFFICE OF THE COMMISSIONER
CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Timothy Rudd
Director of Management & Budget
Syracuse, New York

Bradley O'Connor CPA
Commissioner of Finance

Michael Cannizzaro, CPA
First Deputy Commissioner

Veronica Voss
Deputy Commissioner

RE: Waiver of RFP Process – HR and Financial Systems Design

Dear Mr. Rudd,

I recommend a waiver of the RFP process to enter into an agreement with Advanced IT to continue the pre-work related to the modernization of cybersecurity, including hardware, software and protection of critical infrastructure for core operational finance and human resource systems. Advanced IT was previously awarded a contract through RFP to begin the previous phase of this work.

Under the terms of the contract, Advanced IT would continue the pre-design and implementation work related to the software systems, including: business Integration work, systems integration, infrastructure architecture, additional implementation prework, license necessary to perform implementation prework.

Please have the following prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the project, not to exceed \$1,825,000
- Ordinance authorizing the Finance Department to proceed with the project at a cost not to exceed \$1,825,000
- Ordinance authorizing the contract with Advanced IT at a cost not to exceed \$1,825,000

The agreement will be for a term through December 31, 2023. Fees for the services were included in the 2023/2024 capital plan and will be charged to an account to be determined by the Commissioner of Finance.

Sincerely,

A blue ink signature of Bradley O'Connor, written in a cursive style.

Bradley O'Connor
Commissioner of Finance

Department of Finance
233 E. Washington St
City Hall, Room 128
Syracuse, N.Y. 13202

Office 315 448 8279
Fax 315 448 8424

www.syr.gov.net

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Honorable Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: June 20, 2023
SUBJECT: Waiver of the RFP Process & Agreement – Advanced IT

On behalf of the Department of Finance, I am requesting waiver of the RFP process and to enter into an agreement with Advanced IT to continue the pre-work related to the modernization of cybersecurity, including hardware, software, and protection of critical infrastructure for core operational finance and human resource systems. Advanced IT was previously awarded a contract through RFP to begin the previous phase of this work.

Under the terms of the contract, Advanced IT would continue the pre-design and implementation work related to the software systems, including: business integration work, systems integration, infrastructure architecture, additional implementation prework, license necessary to perform implementation prework.

The following will be prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the project, not to exceed \$1,825,000.
- Ordinance authorizing the Finance Department to proceed with the project at the cost not to exceed \$1,825,000.
- Ordinance authorizing the contract with Advanced IT at a cost not to exceed \$1,825,000.

The agreement will be for a term through December 31, 2023. Fees for the services were included in the 2023/2024 capital plan and will be charged to an account to be determined by the Commissioner of Finance.


Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.


Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov



Mayor Ben Walsh
City of Syracuse, New York



Date



City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	06/16/23
Project Name:	Oracle HR and Financial Systems
Project Cost:	\$1,825,000
Contact Name:	Brad O'Connor
Project Description:	Phase 1 and 2 work for Oracle finance and HR system project

Projected Time Line & Funding Source(s)

Estimated Start Date: 7/1/2023 Estimated Completion Date: 12/31/2023

<u>Funding Source:</u>	<u>Dollar Amount:</u>
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$1,825,000
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	\$1,825,000

Estimated Project Borrowing Timeline

<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount to Borrow</u>
1	2024	\$ 1,825,000
2		
3		

Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)

my

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes ☒ No ☐ Reason ("No"):

Director of Administration: 

Date: _____

Director of Management & Budget: 

Date: 6-20-23

Commissioner of Finance: 

Date: 6/16/23

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH INDEV, LLC RELATIVE TO PROVIDING
CONSULTING SERVICES FOR THE CITY OF
SYRACUSE ON BEHALF OF THE OFFICE OF
INFORMATION TECHNOLOGY**

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Mayor has waived the RFP process and has approved the retention of Indev, LLC for consulting services on behalf of the Office of Information Technology, under the following terms:

- (1) Indev, LLC shall provide consulting services on behalf of the Information Technology department;
- (2) This contract shall be for a term from July 3, 2023 to June 30, 2024; and
- (3) The City shall pay Indev, LLC an amount not to exceed the sum of \$80,000.00 for all services under this agreement;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to the Budget Account # 541500.01.16800 or another appropriate account as designated by the Commissioner of Finance.



Office of Information Technology

CITY OF SYRACUSE, MAYOR BEN WALSH

June 17, 2023

David Prowak
Director

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, NY 13202

Re: REQUEST FOR LEGISLATION

Dear Ms. McBride

Please prepare legislation for the next meeting of the Common Council authorizing the City to waive the RFP Process and enter into an agreement with Indev, LLC for I.T. consulting services.

I.T. will be paying an amount not to exceed \$80,000 from account 541500.01.16800. The project would commence with the passing of this legislation and would be completed by June 30, 2024.

Sincerely,

David Prowak
Director of Information Technology

Office of Information
Technology
233 E Washington St
Room 423
Syracuse, N.Y. 13202
Office 315 448-8431

www.syrgov.net

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor, Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 20, 2023
SUBJECT: Waiver of RFP Process & Agreement – Indev, LLC.

A handwritten signature in blue ink, appearing to be "Timothy M. Rudd", written over a horizontal line.

On behalf of the Bureau of Information Technology, I am requesting the City of Syracuse authorize a waiver of the RFP process to enter into an agreement with Indev, LLC for IT consulting services.

IT will be paying an amount not to exceed \$80,000 from account 541500.01.16800. The project would commence with the passing of this legislation and would be completed by June 30, 2024.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

A handwritten signature in blue ink, appearing to be "Ben Walsh", written over a horizontal line.
Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH THE CROUSE MARSHALL BUSINESS
IMPROVEMENT DISTRICT MANAGEMENT
ASSOCIATION FOR ADMINISTRATION OF
THE CROUSE MARSHALL BUSINESS
IMPROVEMENT DISTRICT FOR THE PERIOD
JULY 1, 2023– JUNE 30, 2024**

BE IT ORDAINED, subject to the approval of the Mayor, that the Mayor be and he is hereby authorized to enter into an agreement with the Crouse Marshall Business Improvement District Management Association to facilitate the administration of the Crouse Marshall Business Improvement District (“CMBID”) for the 2023/2024 fiscal year; and

BE IT FURTHER ORDAINED, that the CMBID shall be administered in accordance with the terms of Article 19-A of the General Municipal Law including §980-1 relating to expenditure of district funds; and

BE IT FURTHER ORDAINED, that said agreement shall have a not to exceed cost of \$127,770.00 for the 2023/2024 fiscal year to be charged to an account to be established by the Commissioner of Finance in accordance with Article 19-A of the General Municipal Law; and

BE IT FURTHER ORDAINED, that said agreement shall contain such other terms and conditions as the Corporation Counsel shall deem in the best interest of the City of Syracuse.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

29

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

June 16, 2023

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

Re: Request for Legislation

Dear Ms. McBride,

Please prepare the necessary legislation to be introduced at the next Common Council meeting authorizing the annual contract between the City of Syracuse and Crouse Marshall Business Improvement District for administration of the Crouse Marshall Business Improvement District (CMBID) for the Fiscal Year 2023/2024.

The amount of the special assessment per the approved 2023/2024 budget is \$127,770.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Timothy M. Rudd", written over a horizontal line.

Timothy M. Rudd
Director of Management and Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

May 24, 2023

Re: Request for FY 23-24 Crouse-Marshall BID Contract

Dear Mr. Rudd:

We would like to request that the FY 2023 – 2024 annual contract for the Crouse-Marshall Business Improvement District be placed on an upcoming Common Council agenda.

Please do not hesitate to contact me if you have any questions or require additional information.

Sincerely,



Merike Treier
Executive Director



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Mayor Benjamin Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: June 16, 2023
SUBJECT: Agreement with the Crouse Marshall Business Improvement District


Julie Castellitto
Assistant Director

On behalf of the Office of Management and Budget, I am requesting an agreement with Crouse Marshall Business Improvement District for administration of the Crouse Marshall Business Improvement District (CMBID) for the Fiscal Year 2023/2024.

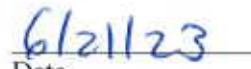
The amount of the special assessment per the approved 2023/2024 budget is \$127,770.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Benjamin Walsh
City of Syracuse, New York



Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH THE DOWNTOWN COMMITTEE OF
SYRACUSE FOR ADMINISTRATION OF THE
DOWNTOWN SPECIAL ASSESSMENT
PROGRAM FOR THE PERIOD JULY 1, 2023 -
JUNE 30, 2024**

BE IT ORDAINED, subject to the approval of the Mayor, that the Mayor be and he is hereby authorized to enter into an agreement with the Downtown Committee of Syracuse to provide for operation and maintenance functions associated with the Special Assessment District pursuant to General Ordinances #27-1975 and #53-1988, as amended; said agreement, which shall commence July 1, 2023 and terminate on June 30, 2024, shall provide that the City shall pay over to the Downtown Committee of Syracuse an amount not to exceed \$1,075,620.00, which is the 2023/2024 annual budget for the Downtown Special Assessment Fund, and at no time will monthly advance payments to said corporation exceed the balance of the assessments credited to the District Fund; and said agreement shall further provide that said corporation shall submit quarterly financial reports to the Commissioner of Finance and submit to the Common Council and the Mayor an annual report indicating activities and accomplishments for the previous year; and

BE IT FURTHER ORDAINED, that said agreement shall contain such other terms and conditions as the Corporation Counsel shall deem in the best interest of the City of Syracuse.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

30

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

June 16, 2023

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

Re: Request for Legislation – Downtown Special Assessment Program

Dear Ms. McBride,

Please prepare the necessary legislation to be introduced at the next Common Council meeting authorizing the annual contract between the City of Syracuse and the Downtown Committee of Syracuse for administration of the Downtown Special Assessment Program for the Fiscal Year 2023/2024.

The amount of the special assessment per the approved 2023/2024 budget is \$1,075,620.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Timothy M. Rudd", written over a horizontal line.

Timothy M. Rudd
Office of Management & Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

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2



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Mayor Benjamin Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: June 16, 2023
SUBJECT: Agreement with the Downtown Committee of Syracuse Inc.

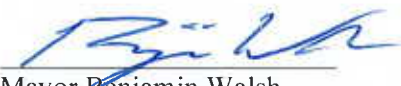
Julie Castellitto
Assistant Director

On behalf of the Office of Management and Budget, I am requesting an agreement with Downtown Committee of Syracuse for administration of the Downtown Special Assessment Program for the Fiscal Year 2023/2024.

The amount of the special assessment per the approved 2023/2024 budget is \$1,075,620.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Benjamin Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



Downtown
Committee of
Syracuse

Tony Fiorito, Chairman
Merike L. Treier, Executive Director

May 24, 2023

Re: Request for FY 23-24 Downtown Committee Contract

Dear Mr. Rudd:

We would like to request that the FY 2023 – 2024 annual contract for the Downtown Committee of Syracuse, Inc. be placed on an upcoming Common Council agenda.

Please do not hesitate to contact me if you have any questions or require additional information.

Sincerely,

Merike Treier
Executive Director

Ordinance No.

2023

**ORDINANCE APPROPRIATING FUNDS FOR
THE ONONDAGA HISTORICAL ASSOCIATION
AND AUTHORIZING THE MAYOR TO ENTER
INTO AN AGREEMENT WITH THE ONONDAGA
HISTORICAL ASSOCIATION RELATIVE TO
THE 2023/2024 FUNDS**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$25,000.00 from Special Objects of Expense Budget Account #594500.01.90000 to an account to be determined by the Commissioner of Finance for the Onondaga Historical Association; said funds are to be utilized to cover the cost of the services of the Onondaga Historical Association as City Archivist and curator of the City's Historical documents, as well as the assistance they provided to the Landmark Preservation Board for the period of July 1, 2023 through June 30, 2024, in the manner provided by law; and

BE IT FURTHER ORDAINED, that the Mayor, be and he hereby is authorized to execute a contract with the Onondaga Historical Association relative to this appropriation, subject to the approval of the Corporation Counsel as to terms, form and execution.



31
OFFICE OF MANAGEMENT & BUDGET
CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

June 14, 2023

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

RE: Request for Legislation

Dear Ms. McBride,

Please prepare legislation to be introduced at the next Common Council Meeting authorizing the appropriation of budget funds and enter into an agreement with Onondaga Historical Association (OHA) from July 1, 2023 – June 30, 2024.

The OHA serves as the City Archivist and curator of the City Historical documents as well as assisting the Landmark Preservation Board.

The appropriation of an amount not to exceed \$25,000 will be drawn from Special Object Account #594500.01.90000 pursuant to the authorized 2023/2024 Annual Budget.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "m Rudd", written over a printed name.

Timothy M. Rudd
Director of Management and Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Honorable Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget 
DATE: June 14, 2023
SUBJECT: Appropriation of Funds & Enter an Agreement with Onondaga Historical Association

On behalf of the Office of Management and Budget, I am requesting the appropriation of budget funds and enter into an agreement with Onondaga Historical Association (OHA) from July 1, 2023 – June 30, 2024.

The OHA serves as the City Archivist and curator of the City Historical documents as well as assisting the Landmark Preservation Board.

The appropriation of an amount not to exceed \$25,000 will be drawn from Special Object Account #594500.01.90000 pursuant to the authorized 2023/2024 Annual Budget.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

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RESEARCH CENTER

321 MONTGOMERY STREET
SYRACUSE, NEW YORK 13202
315-428-1862



ONONDAGA
HISTORICAL
ASSOCIATION

MUSEUM & ADMINISTRATION

321 MONTGOMERY STREET
SYRACUSE, NEW YORK 13202
315-428-1864
315-471-2133 FAX

Onondaga Historical Association

Request for Renewal of Contract
FY 2023-2024

March 1, 2023

City of Syracuse
Office of Management and Budget
City Hall – Room 213

Fiscal Year: July 1, 2023 – June 30, 2024
Amount Requested: \$25,000

OHA Deliverables for City of Syracuse Contract – 2023-2024

Onondaga Historical Association (OHA) serves as the Historian and Archivist for the City of Syracuse. In this capacity, OHA collects, preserves, catalogues, interprets, and stores the history of the city as it has done since 1862. Every day, OHA receives items for consideration (for inclusion in the collection) from citizens, organizations, and companies in (and outside of) Syracuse. It is the obligation of OHA to determine which items are suitable for inclusion in OHA's collections. Each accepted item is then listed and documented. Two original Donor Acceptance Forms are then created, which require the signature of the OHA director and the donor (one original for the donor and one original for OHA records). The accepted items are then presented to OHA's Collections Committee for official accession into OHA's collection. The accessioned item is researched and catalogued and properly stored (in acid-free containers).

OHA is also responsible for exhibiting the history of the city of Syracuse. In this regard, OHA interprets the item to be exhibited and then presents the item for exhibition in our museum or in an off-site exhibit. OHA owns and maintains a 50,000 square foot facility in downtown Syracuse for the purpose of storing and exhibiting its collections. OHA operates a free museum open to the general public with regular hours and a total of 6 permanent exhibits and 5 temporary exhibit galleries. OHA also maintains many off-site exhibits throughout the city of Syracuse, which are open to the general public, including regular changing exhibits in the Common Council chambers of Syracuse City Hall and a 3,000 square foot permanent exhibit in the War Memorial on our community's great military history. OHA's museum and off-site exhibits contribute to the general quality of life for residents and visitors to Syracuse and, in 2022, over 250,000 people visited OHA exhibits in Syracuse. OHA is a Syracuse city anchor institution that adds immeasurably to the artistic and cultural ambience in our city and helps draw tourists and visitors to our Syracuse. OHA's retail store helps attract shoppers and supports local industry, and entrepreneurs in the development of exclusive products that educate the consumer about our community's history.

Serving as the Archivist for the City of Syracuse, OHA also provides research services and facilities at the Richard and Carolyn Wright Research Center. The Research Center includes well over one million items including documents, records, photographs, maps, and biographical data and is open to the public during regular hours. The Research Center is regularly used by authors who use our collections to write books about various topics on Syracuse History. Books on subjects as varied as a Syracuse Mayor to the issues of gender, race, and justice in Syracuse to the story of United Radio, a global company based in Syracuse, were launched at OHA and relied heavily on OHA's archives for their content.

OHA is an educational institution chartered by the New York State Regents. In that capacity, OHA maintains an active educational mission to support our local schools in the education of our city's students with both on-site and off-site educational programming and curriculum development. This spring, all fourth-grade students in the Syracuse City School District will better understand the reason we are called the Salt City. Through a collaboration with the SCSD, Syracuse Salt Company, and the Salt Museum, OHA and teachers developed a unit that incorporates our city's history of salt making with a project-based learning experience of making salt using the evaporation method.

OHA provides historical information and content to Syracuse's media outlets and OHA is a regular contributor to the Post-Standard newspaper, Syracuse Media Group, the CNY Business Journal, the New Times, and CNY-the Good Life Magazine as well as to local radio and television stations and programs. OHA also provides feature content for these, and other, publications. OHA also publishes an average of one book per year and two 64-page magazines per year with a concentration on Syracuse history. OHA's publications, products, and mass

media productions help bring the great stories of Syracuse's history to a worldwide audience. Collectively OHA's content reaches as many as 4,000,000 viewers, readers, and visitors across various print, electronic, and social media, attendance at our museums and special events, and our community-based exhibits as they enjoy recreation, sports, arts and entertainment, and business activities across the city.

In 2022, OHA performed 123 educational programs, and processed over 200 collections (many of which contained hundreds of individual items), the vast majority of which were directly related to the city of Syracuse. In 2023 we will begin preparations for marking two of many important milestones in our city – the 100th anniversary of the 1924 opening of the Hotel Syracuse, and the 160th anniversary of the National Convention of Colored Men in 1864. We have begun assembling a planning committee for the latter, and welcome your recommendation for a representative from the City.

Thank you for your consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Lisa Romano Moore", with a long, sweeping horizontal line extending to the right.

Lisa Romano Moore
Executive Director



DEPARTMENT OF LAW
OFFICE OF THE CORPORATION COUNSEL
CITY OF SYRACUSE, MAYOR BEN WALSH

Corporation Counsel
Susan R. Katzoff

June 21, 2023

**First Assistant
Corporation Counsel**
Joseph W. Barry III

Hon. Patricia K. McBride
City Clerk

**Senior Corporation
Counsels**
Lee R. Terry
Todd M. Long

231 City Hall
Syracuse, New York 13202

First Assistant Senior Corporation Counsels:

John C. Black Jr.
Catherine E. Carnrike
Amanda R. Harrington
Danielle B. Pires
Meghan E. Ryan
Danielle R. Smith

**Re: Ordinance Approving Settlement of Tax Certiorari Proceedings
KeyBank National Association vs. The City of Syracuse Board of
Assessment Review, et al.**

**Assistant Corporation
Counsels:**

Darienn P. Balin
John J. Connor
Valerie T. Didamo
Gregory P. Fair
Meira N. Hertzberg
Trevor McDaniel
Patrick J. Parkinson
Meir Teitelbaum
Zachary A. Waksman

Index No.: 003660/2019
003193/2020
003773/2021
003183/2022
003649/2023

**Property Number: 208 Washington Street East & Warren Street
(Tax Map No.: 103.-28-03.1)**

Tax Years: 2019/20
2020/21
2021/22
2022/23
2023/24

**Department of Law
Office of Corp. Counsel**
233 E. Washington St.
City Hall, Room 300
Syracuse, N.Y. 13202

Office 315 448-8400
Fax 315 448-8381
Email law@syr.gov

www.syr.gov

Dear Ms. McBride:

Please place on the agenda for the next meeting of the Common Council an ordinance authorizing the Corporation Counsel to authorize the settlement of the above referenced tax certiorari proceedings for the tax years indicated with KeyBank National Association, the Petitioner in the tax certiorari proceedings.

Under the terms of the proposed settlement, Petitioner will discontinue the proceedings for the property at 208 Washington Street East & Warren Street upon the following terms:

208 Washington Street East & Warren Street

- 2019/20 proceeding will be discontinued with no adjustment and no refund.
- 2020/21 proceeding will be discontinued with no adjustment and no refund.

- 2021/22 assessment will be reduced from \$3,134,000 to \$2,574,000.
- 2022/23 assessment will be reduced from \$3,134,000 to \$2,384,000.
- 2023/24 assessment will be reduced from \$3,134,000 to \$2,229,000.

The reduced assessment will result in the City refunding the following amounts to the Petitioner:

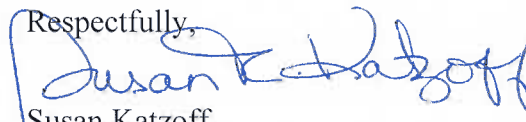
	<u>City/School</u>	<u>County</u>
2021/22	\$15,211.73	\$6,225.41
2022/23	\$20,373.90	\$4,352.25
Total:	\$35,585.63	\$10,577.66

The provisions of RPTL §727 shall apply to tax years 2023/24, 2024/25, and 2025/26 modified as follows: the assessment for each year shall not exceed the assessment computed by applying the uniform percentage of value available at the time the tentative assessment roll is filed each year to the stipulated fair market value of \$3,455,033 (2021/22), \$3,455,072 (2022/23), and \$3,455,813 (2023/24) provided the full market value does not increase by more than fifteen percent (15%) before 2027.

Assuming approval, the ordinance will authorize an amendment to the 2023 roll in order to reissue bills for the City/School quarters 1, 2, 3, & 4 and the County quarters 3, & 4 to reflect the change of assessment.

Refunds of the taxes, special ad valorem levies and special district taxes paid and collected in excess of the Stipulated Reduced Assessments shall be made by the City of Syracuse, County of Onondaga, and the City of Syracuse School District, without interest, so long as payment is received by Petitioner's attorneys within sixty (60) days from the date the Demand for Refunds, accompanied by a fully-executed copy of the Stipulated Order of Settlement, is received by the City of Syracuse Commissioner of Finance.

In my opinion, this settlement is in the best interest of the City and is supported by the Commissioner of Assessment.

Respectfully,

Susan Katzoff
Corporation Counsel

Cc: Sharon Owens



DEPARTMENT OF LAW
OFFICE OF THE CORPORATION COUNSEL
CITY OF SYRACUSE, MAYOR BEN WALSH

Corporation Counsel
Susan R. Katzoff

June 23, 2023

**First Assistant
Corporation Counsel**
Joseph W. Barry III

Ms. Patricia K. McBride, City Clerk
231 City Hall
Syracuse, New York 13202

**Senior Corporation
Counsels**
Lee R. Terry
Todd M. Long

Re: Dennis Housley v. City of Syracuse et al. (Index No. 009161/2018)

**First Assistant Senior
Corporation Counsels:**
John C. Black Jr.
Catherine E. Carnrike
Amanda R. Harrington
Danielle B. Pires
Meghan E. Ryan
Danielle R. Smith

Dear Ms. McBride:

Please prepare legislation for the next meeting of the Common Council authorizing the City to pay \$140,000.00 to the Plaintiff in connection with the above-referenced action. This case arises from a motor vehicle accident that occurred on August 11, 2017, in which the Plaintiff, while operating a dirt bike, and a police vehicle collided.

The payment will be charged to the Judgment and Claims Account No. 599302.01.93000.

**Assistant Corporation
Counsels:**
Darienn P. Balin
John J. Connor
Valerie T. Didamo
Gregory P. Fair
Meira N. Hertzberg
Trevor McDaniel
Patrick J. Parkinson
Meir Teitelbaum
Zachary A. Waksman

Thank you for your assistance.

Very truly yours,

Susan R. Katzoff, Esq.

**Department of Law
Office of Corp. Counsel**
233 E. Washington St.
City Hall, Room 300
Syracuse, N.Y. 13202

Office 315 448-8400
Fax 315 448-8381
Email law@syr.gov.net

www.syr.gov

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE CITY OF
SYRACUSE TO APPLY FOR A GRANT IN AN
AMOUNT NOT TO EXCEED \$300,000 FROM THE
UNITED STATES DEPARTMENT OF LABOR
(USDOL) AND EXECUTE A CONTRACT OR
WRITTEN INSTRUMENTS ASSOCIATED WITH
THE GRANT AS NECESSARY**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to submit an application to the United States Department of Labor for the 2023 Syracuse Build Urban Opportunity Work Readiness Program grant in an amount not to exceed \$300,000; if awarded the grant funds will be administered proportionally by CNY Works to the Director of Syracuse Builds, the Pathways Managers and Program Coordinator to fund salaries and expenses; no local match is required; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute any and all contracts or written instruments as approved by the Corporation Counsel; and

BE IT FURTHER ORDAINED, that upon receipt of any funds pursuant to said application authorized herein, the Commissioner of Finance is authorized and directed to deposit the same in an appropriate account to be determined by him.



34

Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

Janet L. Burke
Director, Bureau of
Research

June 9, 2023

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Request for Legislation

Dear City Clerk McBride:

Please prepare legislation for the upcoming meeting of the Common Council authorizing the City of Syracuse to enter into an agreement with the US Department of Labor (USDOL) for the 2023 Syracuse Build Urban Opportunity Work Readiness Program grant in an amount not to exceed \$300,000.00.

These funds will be administered by CNY Works for salaries and expenses. Salaries will be paid proportionally to the Director of Syracuse Builds, the Pathways Managers and Program Coordinator. Stipends and necessary expenses for the participants will also be included along with Outside Services for the participants.

There is no matching requirement for this grant.

Sincerely,

A handwritten signature in blue ink that reads "Janet L. Burke".

Janet L. Burke
Director, Bureau of Research

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syr.gov.net



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: June 14, 2023
SUBJECT: Agreement with US Department of Labor (USDOL)

On behalf of the Department of Research, I am requesting the City to enter into an agreement with the US Department of Labor (USDOL) for the 2023 Build Urban Opportunity Work Readiness Program grant in an amount not to exceed \$300,000.

These funds will be administered by CNY Works for salaries and expenses. Salaries will be paid proportionally to the Director of Syracuse Builds, the Pathways Managers and Program Coordinator. Stipends and necessary expenses for the participants will also be included along with Outside Services for the participants.

There is no matching requirement for this grant.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syrgov.net

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3538 49

Ordinance No.

2023

**ORDINANCE AMENDING ORDINANCE NO.
184-2009 AS LAST AMENDED BY ORDINANCE
NO. 430-2017 ESTABLISHING PARKING RATES
FOR VARIOUS PARKING GARAGES OWNED
AND MANAGED BY THE CITY OF SYRACUSE**

BE IT ORDAINED, that Ordinance No. 184-2009, as last amended by Ordinance No. 430-2017, is hereby amended to read as follows:

BE IT ORDAINED, that this Common Council hereby establishes parking rates for various parking garages owned and managed by the City of Syracuse as set forth in the revised and amended Schedule "A" attached hereto and made a part of this Ordinance; and

BE IT FURTHER ORDAINED, that any previous Ordinance(s) relative to parking rates as set forth in the revised and amended Schedule "A" are hereby superseded by this new rate schedule effective July 1, 2023.

* _____ = new material

Schedule A

Current Rates

	Center Armory Parking Garage	Fayette Street Parking Garage	Madison-Irving Parking Garage	Washington Street Parking Garage
Up to 1 Hour	\$3.00	\$2.00	\$2.00	\$2.00
Up to 2 Hours	\$5.00	\$4.00	\$4.00	\$4.00
Up to 3 Hours	\$7.00	\$6.00	\$6.00	\$6.00
3 + Hours	\$8.00	\$8.00	\$8.00	\$8.00
Overnight	\$15.00	\$23.00	\$23.00	\$15.00
Monthly Rate	n/a	\$90.00	\$80.00	\$90.00
Monthly Rate - Daytime	\$100.00	n/a	n/a	n/a
Monthly Rate - Tenants	\$100.00	n/a	n/a	n/a

New Rates Effective July 1, 2023. All prices include taxes.

	Center Armory Parking Garage	Fayette Street Parking Garage	Madison-Irving Parking Garage	Washington Street Parking Garage
Up to 1 Hour	\$4.00	\$3.00	\$3.00	\$3.00
Up to 2 Hours	\$6.00	\$5.00	\$5.00	\$5.00
Up to 3 Hours	\$8.00	\$7.00	\$7.00	\$7.00
3 + Hours	\$9.00	\$9.00	\$9.00	\$9.00
Overnight	\$25.00	\$25.00	\$25.00	\$23.00
Monthly Rate	n/a	\$100.00	\$90.00	\$100.00
Monthly Rate - Daytime	\$110.00	n/a	n/a	n/a
Monthly Rate - Tenants	\$125.00	n/a	n/a	n/a



35 38 49

DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

May 18, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Patricia McBride
City Clerk
231 City Hall
Syracuse, NY 13203

Re: Amend Ordinance 430-2017 as last amended by 184-2009 as last amended by 209-2015 Establishing Parking Rates for Various Parking Garages Owned by The City of Syracuse

Dear Ms. McBride:

Please prepare legislation for the next Common Council meeting authorizing the City of Syracuse, Department of Public Works to amend Ordinance 430-2017 as last amended by 184-2009 as last amended by 209-2015 establishing parking rates for Center Armory Parking Garage, Fayette Street Parking Garage, Madison-Irving Parking Garage and Washington Street Parking Garage. The proposed rates are detailed in the attached "Schedule A" and would take effect July 1, 2023.

Please do not hesitate to contact me directly if you have any questions or require additional information.

Very truly yours,

A handwritten signature in blue ink, appearing to be "Martin Davis", written over a horizontal line.

Martin Davis
Deputy Commissioner of Public Works

Dept. of Public Works
1200 Canal St. Extension
Syracuse, N.Y. 13210

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

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36 39 51

Ordinance No.

2023

**ORDINANCE AUTHORIZING SWEEPING OF
CERTAIN STREETS - 2023/2024**

BE IT ORDAINED, that the following improvements be and hereby are ordered: the sweeping of any street or part thereof for the fiscal year 2023/2024 in the following streets as shown in Appendix "A" in the City of Syracuse; and

BE IT FURTHER ORDAINED, that the Commissioner of Public Works shall make such improvements by use of City forces or by contract with private entity entered into in the manner provided by law at a cost not to exceed \$1,169,605.00, initially charging the cost to the annual appropriation account # 09.00526 and that the cost thereof shall then be assessed on the premises fronting thereon as shown on Appendix "B" and the proceeds of such assessment in accordance with the provisions of law, Chapter 684 of the Laws of 1905, as amended shall be used to reimburse the City for the cost of the program as determined by the Commissioner of Finance.

Appendix "A"

2023-2024 Sweeping

STREET

Adams St.
Ackerman Ave.
Ainsley Dr.
Alanson Rd.
Alexander Ave.
Allen St.
Alliance Bank Parkway
Almond St.
Alvord St., N.
Alvord St., S.
Amherst Ave.
Annetta St.
Apple St.
Argyle Terrace
Arlington Ave.
Ash St.
Ashworth Pl.
Avery Ave.
Avondale Pl.

Baker Ave.
Ballantyne Rd.
Ballard Ave
Bank St.
Barker Ave.
Basin St.
Bassett St.
Beacon Rd.
Bear St.
Beard Pl.
Beard Ave.
Beech St.
Beecher St.
Beecher St.
Belden Ave.
Belden Ave., E.
Bellevue Ave.
Bennington Ave.

FROM

Oneida St.
Clarendon St.
Brighton Ave., E.
Twin Hills Dr.
Castle St., E.
Fayette St., E.
Park Street
Erie Blvd., E.
Salina St., N.
John St.
Salina St., S.
Craddock St.
Lakeview Ave.
Borden Ave., W.
Glenwood Ave.
Lodi St.
Pine St.
Milton Ave.
Westcott St.

Kennedy St., E.
Salina St., S.
Castle
Washington St., E.
Park Ave.
Sunset Ave.
Genesee St., E.
Fobes Ave.
Spencer St.
Beard Ave., E.
State St., S.
Hawley Ave.
Graves St.
Rosewood St.
Plum St.
Pearl St.
Midland Ave.
Salina St., S.

TO

Ostrom Ave.
Broad St.
Ball Circle
Robineau Rd. (both upper & lower)
Cortland Ave.
Euclid Ave.
Tex Simone Drive
Renwick Ave.
Pond St.
Beecher St.
Rt. #81 - Dead End
Summit Ave.
Harbor Brook - Dead End
Kirk Ave.
Onondaga Park Ent.
Rt. #81 - Dead End
University Ave.
Whittier Ave.
Greenwood Pl.

Elizabeth St.
Coral Ave.
Cortland
Jefferson St., E.
Wilkinson St.
Catawba St.
Beech St., S.
Taft Ave.
Grant Blvd.
Colvin St., E.
Glahn Ave.
Westcott St.
Jasper St.
Highland St.
Eureka St.
State St., N.
City Line
Menlo Drive

2023-2024 Sweeping

Berkeley Dr.
Berkshire Ave.
Beverly Rd.
Bishop Ave.
Blaine St.
Boise Dr.
Borden Ave.
Boyden Ave.
Bradford Pkwy.
Brattle Rd.
Brighton Ave.
Bristol Pl.
Broad St.
Brookford Rd.
Bruce St.
Bryant Ave.
Buckingham Ave.
Bunker Hill Way
Burnet Ave.
Burnet Park Drive
Burt St.
Butternut St.

Calthrop Ave.
Cambridge St.
Canal St.
Cannon St.
Carlton Rd.
Carlton Rd
Carbon St.
Castle St.
Catawba St.
Catherine St.
C-D Road
Cedar St.
Cetennial Dr.
Charmouth Dr.
Chatham Rd.
Chemung St.
Cheney St.
Cherry St.
Cherry St.

Stratford St.
Butternut St.
Stolp Ave.
Elmhurst Ave.
Cortland Ave.
Lorraine Ave.
Garfield Ave.
Pattison St.
Genesee St., E.
Dewitt St.
South Ave.
Beech St., S.
Berkeley Dr.
Genesee St., E.
Fayette St., E.
Wilbur Ave., S.
Lancaster Ave.
Glenwood
State St., N.
Tompkins St.
Salina St., S.
Franklin St., N.

Midland Ave.
Genesee St., E.
438 ft. West of Crouse Ave.
Colvin St., W.
Geddes St., S.
Glenwood
Grumbach Ave.
Renwick Ave.
State St., N.
Erie Blvd., E.
Harrison St.
Almond St.
Onondaga Ave.
Robineau Rd.
Durstun Ave.
Milton Ave.
Rich St.
Fayette St., E.
Beech St., S.

Broad St.
Wadsworth St.
Crossett St.
Colvin St., W.
Midland Ave.
Harriette Ave.
Argyle Terr.
Teall Ave.
Euclid Ave.
Grant Blvd.
Seneca Tnpk., E.
Greenwood Pl.
Nottingham Rd.
Euclid Ave.
Salt Springs Rd.
Avery Ave.
Broad St.
Dead End
Thompson Rd.
Coleridge Ave.
Almond St.
Hillside St.

Salina St., S.
Harvard Pl.
Teall Ave.
Ostrander Ave., W.
200 ft. North of Calvin Rd.
House 110
Hiawatha Blvd., E.
South Ave.
Lodi St.
Butternut St.
Adams St., E.
Irving Ave.
South Ave.
Stinard Ave.
Hampton Rd.
West City Line
Onondaga Ave.
Genesee St., E.
Madison St.

2023-2024 Sweeping

Circle Rd.
Churchill Ave.
Clairmonte Ave.
Clarendon St.
Clark St.
Cleveland Ave.
Clifton Pl.
Clinton St. N.
Clinton St.
Clover St.
Coleridge Ave.
Columbia Ave.
Columbus Ave.
Colvin St.
Comstock Ave.
Concord Pl.
Cook Ave.
Coolidge Ave.
Corning Ave., E.
Cortland Ave.
Court St.
Court Terr.
Coyne Terr.
Craddock St.
Craton St.
Crawford Ave.
Croly St.
Crossett St.
Crouse Ave.
Cumberland Ave.

Daisy St.
Dakin St.
Dale St.
Danforth St.
Davis St.
Dearborn Pl.
Delaware St.
Dell St.
Dewitt St.
Dickerson St.
Division St W

Berkeley Dr.
Fillmore Ave.
Bellevue Ave.
Westcott St.
Westcott St.
Griffiths St.
James St.
Court
Rt. #81
South Ave.
Wilbur Ave., S.
Colvin St., W.
Erie Blvd., E.
Wellesley Rd.
Genesee St., E.
Westcott St.
James St.
Cheney St.
Salina St., S.
Salina St., S.
Kirkpatrick St.
Court St.
Tallman St.
Colvin St., W.
Sherwood Ave.
Scottholm Terr.
Dakin St.
Summit Ave.
Lodi St.
Genesee St., E.

South Ave.
Westmoreland Ave.
Butternut St.
Sunset Ave.
Sabine St.
Cortland Ave.
Wilbur Ave., S.
Beech St., S.
James St.
Granger St.
Genant

End
150 ft. South to Bernadine Apts.
Crossett St.
Ostrom Ave.
Fellows Ave.
Grant Blvd.
Sunnycrest Park - Dead End
Bear
Tallman St.
Lincoln Ave.
Whittier Ave.
Glenwood Ave.
Dell St.
Nottingham Rd.
Vincent Ave.
Allen St.
Melrose Ave.
Tallman St.
Rt. #81 - Dead End
South Ave.
City Line
Turtle St.
Dead End
Glenwood Ave.
Teall Ave.
Meadowbrook Dr.
Genesee St., E.
Geddes St., S.
University Pl.
South Dead End

Dead End East
Croly St.
Court St.
Grant Blvd.
Geddes St., S.
Castle St., W.
Onondaga St., W.
Westcott St.
Grant Blvd.
Clinton St., S.
Clinton

2023-2024 Sweeping

Division St., E.
Dorchester Ave.
Dorset Rd.
Dorwin Ave.

State St., N.
Rugby Rd.
Berkeley Dr.
Salina St., S.

Lodi St.
Fordham Ave.
Stratford St.
Brookside
Oak St.

Douglas St.
Dudley St.
Dunlap Ave.
Durstun Ave.
Dorothy St
Dorothy St
East Ave.
Eastman Ave.
Eastwood Rd.
Edtim Rd.
Elizabeth St.
Elk St.
Elliott St.
Ellis St.
Elizabeth Blackwell St.
Elm St.
Elmhurst Ave.
Eloise Terr.
Emerson Ave.
Erie Blvd., E.
Erie Blvd., E.
Erie Blvd., W.
Euclid Ave.
Euclid Terr.
Eureka St.
Evans St
Evans St
Exchange St

Lodi St.
Delaware St.
Taft Ave.
James St.
Sedgwick
Vine
Genesee St., E.
South Ave.
Grant Blvd.
Eastwood Rd.
State St., S.
Salina St., S.
Putnam St.
Fayette St., E.
Harrison St.
Burnet Ave.
South Ave.
Onondaga Ave.
Harbor St.
Salina St., S.
Teall Ave.
Salina St., S.
Comstock Ave
Euclid Ave.
Genesee St., W.
Maltbie
Plum
N. Salina

Bellevue Ave.
Fobes Ave.
Grant Blvd.
Vine
Wilson
Salt Springs Rd.
May Ave.
North Ave.
Village Dr.
Rt. #81 - Dead End
Dougall St.
Geddes St., S.
Genesee St., E.
Adams St., E.
Sedgwick St.
Hatch St.
End
Kane Rd.
Teall Ave.
Thompson Rd. (N & S lanes)
Willis St.
Meadowbrook Dr.
End
N. Dead End
Plum
Franklin
Park

Fabius St.
Fage Ave.
Farmer St.
Fayette St.
Fayette St.
Fellows Ave.
Fernwood Ave.

Tioga St.
Cannon St.
Dewitt St.
Seeley Rd.
Ulster St.
Genesee St., E.
Midland Ave.

Dead End
Midland Ave.
Sedgwick Dr.
Wilbur Ave., S.
Erie Blvd., W.
Dakota St.
Cannon St.

2023-2024 Sweeping

Fillmore Ave.
Fineview Pl.
First North St.
First North St.
Fourth North St.
Fitch St.
Fitch St
Fobes Ave.
Ford Ave.
Fordham
Forest Hill Dr.
Forman St.
Franklin St.
Furman St.

Garfield Ave.
Garfield Pl.
Gebhardt Ave.
Geddes St.
Genant Dr.
Genesee St.
Gertrude St.
Gifford St.
Glahn Ave.
Glass Terrace
Glenwood Ave.
Gordon Ave.
Grace St.
Grand Ave.
Grandview Ave.
Granger St.
Grant Blvd.
Grant Terr.
Graves St.
Gray Ave.
Greenland Dr.
Greenway Ave.
Greenwood Pl.
Griffith St.
Grumbach Ave.

Hampshire Rd.

Salina St., S.
Renwick Ave.
Pond St.
Butternut St.
Hiawatha Blvd.
Onondaga St., W.
Lydell
Dunlap Ave.
Bridget Circle
Dorchester Ave.
James St.
Erie Blvd., E.
Jefferson St., W.
Salina St., S.

Elk St.
Garfield Ave.
Division St., E.
Glenwood Ave.
Franklin St., N.
East City Line
Howard St.
Clinton St., S.
Beard Ave., W.
Garfield Ave.
South Ave.
Hubbell Ave.
Oswego St.
Geddes St., S.
Hubbell Ave.
Seymour St.
James St.
Grant Blvd.
Seward St.
Dorchester Ave.
Grant Blvd.
Burnet Ave.
Clarendon St.
Butternut St.
Park St.

Sedgwick Dr.

East to Dead End
Oakland St.
Hiawatha Blvd., E.
John St.
Railroad Tracks
Geddes St., S.
Dead End
Coughlin Ave.
Onondaga Creek Blvd.
Teall Ave.
Sunnycrest Rd.
Genesee St., E.
175 ft. north of Plum St. - Dead End
Cortland Ave.

Oakwood Ave.
Rt. #81 - Dead End
Catawba St.
Van Rensselaer St.
Court St.
West City Line
Oak St.
Geddes St., S.
Colvin St., W.
Rt. #81 - Dead End
Geddes
Geddes St., S.
Delaware St.
West City Line
Roberts Ave.
McCormick Ave.
Hiawatha Blvd.
Shopping Center
Highland St.
Teall Ave.
Harold St.
Vann St.
Thornden Park
Pond St.
Knaul St.

Rugby Rd.

2023-2024 Sweeping

Hampton Rd.
Harbor St.
Harding St.
Harold St.
Harrington Rd.
Harrison Pl.
Harrison St.
Hartley St.
Harvard Pl.
Hartson

James St.
Fayette St., W.
Court St.
Butternut St.
Meadowbrook Dr.
Harrison St.
Salina St., S.
Butternut St.
Westcott St.
Herriman

Rugby Rd.
Emerson Ave.
Huntley St.
Wadsworth St.
Brookford Rd.
Adams St., E.
Ostrom Ave.
Highland Ave.
Westmoreland Ave.
Holden

Hastings Pl.
Hatherly Rd.
Hawley Ave.
Hawthorne St.
Hazelhurst Ave.
Headson Dr.
Helen St.
Henderson St.
Henry St.
Herald Pl.
Hiawtha Blvd.
Hickok Ave.
Hickory St.
Hickory St.
Hier Ave.
Highland Ave.
Highland St.
Hillside St.
Hillview Ave.
Hixson Ave.
Holland St.
Hood Ave.
Howard St.
Hubbell Ave.
Hudson St.
Hurlburt Rd.
Huron St.

James St.
Bradford Pkwy.
Townsend St., N.
Bassett St.
Beacon Rd.
Erie Blvd., E.
Park St.
Oak St.
Van Buren St.
Salina St., N.
Seventh North St.
James St.
Townsend St., N.
Catherine St.
Park St.
Highland St.
James St.
Butternut St.
South Ave.
James St.
Slocum Ave.
Court St.
Burnet Ave.
Bellevue Ave.
Tallman St.
Genesee St., E.
Bellevue Ave.

Dead End
Meadowbrook Dr.
Teall Ave.
Westcott St.
311 Hazelhurst Ave.
Thompson Rd.
Grant Blvd.
Dead End
Standart St.
Wallace St.
Erie Blvd., W.
Burnet Ave.
Pearl St.
Lodi St.
Schiller Park
Dewitt St.
Hartley St.
Wadsworth St.
Summit Ave.
Boyden St.
Delaware St.
Butternut St.
Wayne St.
Grandview Ave.
Marginal St.
Euclid Ave.
Hovey St.

Irving Ave.
Isabella St.
Ives

Fayette St., E.
State St., N.
Erie Blvd., E.

Raynor Ave., E.
Lodi St.
Dead End

2023-2024 Sweeping

Jackson St.
James St.
Jamesville Ave.
Jasper Pl.
Jasper St.
Jefferson St., W.
Jefferson St.
John St.
Judson St.

Townsend St., S.
Salina St., N.
Colvin St., E.
Highland St.
Highland St.
West St. Service Rd.
State St., S.
Lodi St.
Beech St., S.

Almond St.
East City Line
Vincent Ave.
Seward St.
East Dead End
East Dead End
Around Armory
Griffith St.
Greenwood Pl.

Kappesser St.
Kellogg St.
Kennedy St.
Kensington Rd.
Kensington Pl.
King St.
Kirk Ave.
Kirkpatrick St.
Kirkpatrick St.
Kline St.
Kirkwood
Knaul St.
Kuhl Ave.

Griffith St.
Slocum Ave.
Oakwood Ave.
Lancaster Ave.
Kensington Rd.
Oneida St.
Salina St., S.
State St., N.
Solar St.
Wendell Terr.
Beard Ave., W.
Butternut St.
Court St.

Williston Ave.
Delaward St.
South Ave.
Miles Ave.
Andover Rd.
Temple St.
South Ave.
Grant Blvd.
Geddes St., N.
Durstun Ave.
Colvin St., W.
Grumbach Ave.
Hillside St.

LaFayette Ave.
LaForte Ave.
Lakeview Ave.
Lamson Rd.
Lancaster Ave.
Lancaster Pl.
Landon Ave.
Larned St.
Laurel St.
Laurel St.
Lawrence St.
Lea Lane
LeMoyne Ave.
Leavenworth Ave.
Leavenworth Ave.
Leon St.
Lexington Ave.

Midland Ave.
Geddes St., S.
Park Ave.
James St.
Colvin St., E.
Lancaster Ave.
Kennedy St., W.
Oneida St.
Salt St.
Lodi St.
Pond St.
Village Dr.
Lodi St.
Park Ave.
Erie Blvd., W.
Castle St., E.
Genesee St., E.

Rt. #81 - Dead End
Duane St.
Liberty St.
Tyson Pl.
Clarendon St.
Haffenden Rd.
Beard Ave., W.
Lot 7 & 8 - Dead End
Townsend St., N.
Alvord St., S.
Kirkpatrick St.
End of curbing (NIMO pole #4-2)
City Line - Wadsworth St.
Belden Ave., W.
Tracy St.
Kennedy St., E.
Ellis St.

2023-2024 Sweeping

Liberty St.	Bear St.	Park Ave.
Liberty St.	Richmond Ave.	Lakeview Ave.
Lilac St.	Union Pl.	Mary St.
Lincoln Ave.	Midland Ave.	Bellevue Ave.
Lincoln Park Drive	Oak St.	Mather St.
Linden St.	New St.	North Dead End
Linwell Terrace	Village Dr.	East Dead End - Around circle
Livingston Ave.	Clarendon St.	Stratford St.
Lock Alley	Division St.	Catawba St.
Lodi St.	Hiawatha Blvd.	Erie Blvd., E.
Loma Ave.	Hillside St.	Court St.
Lombard St Ave	Westcott	Erie Blvd E
Lorraine Ave.	Colvin St., E.	Vincent St.
Lowell Ave.	Coleridge Ave.	Genesee St., W.
Lynwood Ave.	James St.	Tyson Pl.
Lydell ST	Rowland	W Onondaga
McAllister Ave.	Salina St., S.	State St., S.
McBride St.	Lodi St.	Genesee St., E.
McBride St.	Adams St., E.	Raynor Ave., E.
McCarthy Ave.	State St., S.	S. Townsend St.
McClure Ave.	Salina St., S.	State St., S.
McCormick Ave.	Granger St.	West St., S.
McKinley Ave.	Salina St., S.	Rt. #81 - Dead End
McLennan Ave.	Salina St., S.	Midland Ave.
Madison St.	Warren St., E.	State St., S.
Madison St.	Almond St.	Bassett St.
Magnolia St.	Wilbur Ave.	Fayette St., W.
Malcolm St.	Onondaga St., W.	Dead End
Malverne Dr.	Hillside St.	Court St.
Maple St.	Lombard Ave.	Madison St.
Maple Terrace	Bassett	Maple Street
Maplehurst Ave.	Court St.	Huntley St.
Marcellus St.	West St., S.	Dead End
Mark Ave.	Colvin St., W.	Beard Ave., W.
Market St.	Washington St., E.	Water St., E.
Marshall St.	Crouse Ave., S.	Ostrom Ave.
Mather St.	Hawley Ave.	Lincoln Park Dr.
Mary St.	Lodi St.	Carbon St.
Maryland Ave.	Clarendon St.	Westminster Ave.
Matson Ave., E.	Salina St., S.	Rt. #81 - East Dead End
Matty Ave.	Park Ave.	Wilkinson St.
May Ave.	Colvin St., W.	Hillview Ave.

2023-2024 Sweeping

Meadowbrook Dr.
Melrose Ave.
Menlo Dr.
Merriman Ave.
Merz Ave.
Michaels Ave.
Midland Ave.
Midler Ave., N.
Midler Ave., S.
Mildred Ave.
Miles Ave.
Milton Ave.
Monroe St.
Montgomery St.
Montgomery St.
Moore Ave.

Nelson St.
New St.
Newell St.
Niagara St.
Niagara St.

Oak Pl.
Oak St.
Oakwood Ave.
Oneida St.
Onondaga Ave.
Onondaga St.
Ontario St.
Ostrander Ave.
Ostrom Ave.
Ostrom Pl.
Oswego Blvd.
Oswego St.
Otisco St.
Oxford St.

Palmer Ave.
Park Ave.
Park St.
Park St.

Dakota St.
Teall Ave.
Bennington Dr.
Kellogg St.
Park St.
Court St.
Onondaga St., W.
James St.
James St.
James St.
Lennox Ave.
Tompkins St.
Almond St.
New St.
Erie Blvd., E.
Smith Lane

Fayette St., W.
Salina St., S.
Valley Dr.
Gifford St.
Gifford St., (1 side)

Oak St.
Lodi St.
Taylor St., E.
Onondaga St., W.
South Ave.
State St., S.
Marcellus St.
Berger Ave.
Comstock Pl.
Euclid Ave.
Erie Blvd., E.
Fayette St., W.
West St., S.
Midland Ave.

Tallman St.
West St., N.
Dewitt St.
Washington Square

Hurlburt Rd.
Shotwell Park
Fillmore Ave.
Geddes St., S.
Schiller Park
Kirkpatrick St.
Ballantyne Rd.
City Line
Erie Blvd., E.
Teall Ave.
Broad St.
City Line
Renwick Ave.
Raynor Ave.
South Dead End
230 Moore Ave.

Magnolia St.
State St., S.
East Dead End
Shonnard St.
Fabius St.

Delhi St.
Grant Blvd.
Dead End at Rt. #81
Tallman St.
Onondaga St., W.
Velasko Rd.
Tully St.
Rt. #81
Stratford St.
Dead End
James St.
Grace St.
Geddes St., S.
Onondaga Creek

Cheney St.
Genesee St., W.
Washington Square
City Line

2023-2024 Sweeping

Parkside Ave.
Parkway Dr.
Pattison St.
Paul Ave.
Pearl St.
Peck Ave.
Pershing Ave.
Pine St.
Pleasant Ave.
Plum St.
Pond St
Pond St.
Prospect Ave.
Prospect Ave.
Pulaski St.
Putnam St.

Raynor Ave.
Raynor Ave.
Ramsey Ave.
Randall Ave.
Redfield Pl.
Renwick Ave.
Renwick Ave.
Rich St.
Richmond Ave.
Rigi Ave.
Robert Dr.
Roberts Ave.
Robineau Rd.
Robinson St.
Roney Lane
Roosevelt Ave.
Rose Ave.
Ross Park
Rugby Rd.
Ruskin Ave.

Sabine St.
Sackett St.
Salina St.
Salt Springs Rd.

Onondaga Ave.
Onondaga Ave.
Shuart Ave.
James St.
Willow St., E.
James St.
Wadsworth St.
Midland Ave.
Midland Ave.
Erie Blvd., W.
Lilac
Lodi St.
Willow St., E.
Salina St., N.
Geddes St., N.
Onondaga St., W.

Salina St., S.
Oakwood
Scottholm Blvd.
Colvin St., W.
Lancaster Ave.
Monroe St.
Van Buren St.
Onondaga St., W.
Van Rensselaer St.
James St.
209 Robert Dr.
Bellevue Ave.
Crossett St.
Sedgwick St.
Smith Lane
Euclid Ave.
Townsend St., S.
Court St.
Dewitt St.
Summit Ave.

Merriman Ave.
Genesee St., W.
Hiawatha Blvd.
Genesee St., E.

Onondaga Park
Onondaga Park
Vine St.
Teall Ave.
Salina St., N.
Teall Ave.
West Dead End
Erie Blvd., E.
Rt. #81 - Dead End
Franklin St., N.
Alvord
Grant Blvd.
Union Ave.
St. Joseph's Hosp. Emergency Ent.
Hiawatha Blvd., W.
Geddes St., S.

State St.
Dead End
Meadowbrook Drive
Elmhurst Ave.
Maryland Ave.
Taylor St., E.
Castle St., E.
Marginal St.
Lakeview Ave.
206 Rigi Ave.
Colvin St., E.
Strathmore Dr.
Glenwood Ave.
East Dead End
Circle End
Broad St.
McBride St., S.
Butternut St.
James St.
Clairmonte Ave.

Delaware St.
Richmond Ave.
South City Line
Springfield

2023-2024 Sweeping

Salt St.	Butternut St.	Salina St., N.
Sand St.	Genesee St., W.	Rt. #690
Sand St.	Spencer St.	Hunter Ave.
Schneider St.	Butternut St.	Seward St.
Schuyler Blvd.	Fayette St., W.	Lowell Ave., N.
Scott Ave.	Genesee St., E.	Meadowbrook Dr.
Scottholm Blvd.	Genesee St., E.	Bradford Pkwy.
Scottholm Terr.	Scottholm Blvd.	Meadowbrook Dr.
Second North St.	Kirkpatrick St.	Hiawatha Blvd., E.
Sedgwick Dr.	James St.	Scoville Ave. (Both Lanes)
Sedgwick Rd.	Sedgwick Dr.	Dead End
Sedgwick St.	James St.	Robinson St.
Seeley Rd.	Salt Springs Rd.	Mountainview Ave.
Seeley Rd.	Erie Blvd., E.	204 Seeley Rd.
Seneca St.	Fayette St., W.	Marcellus St.
Seneca Tnpk., W.	Salina St., S.	West City Line
Seneca Tnpk., E.	Salina St., S.	East City Line
Seventh North St	Stedman	Wolf
Seventh North St.	Court St.	Railroad Bridge
Seward St.	Lodi St.	Graves St.
Seymour St.	Onondaga St., W.	Wilbur Ave., S.
Sherwood Ave.	Burnet Ave.	Robinson St.
Shonnard St.	Onondaga St., W.	Geddes St., S.
Shotwell Park	James St.	Sunnycrest Rd.
Shuart Ave.	Sedgwick St.	Teall Ave.
Slocum Ave.	Onondaga St., W.	Shonnard St.
Smith Lane	Moore Ave.	Jamesville Ave.
Solar St.	Plum St.	Hiawatha Blvd., E.
South Ave.	Onondaga St., W.	2028 South Ave.
Spencer St.	Clinton St., N.	Hiawatha Blvd., W.
Spring St.	Pond St.	Hiawatha Blvd., E.
Stadium Pl.	Van Buren St.	Oakland St.
Standart St.	Stadium Pl.	Fineview Pl.
State St.	Lodi St.	Brighton Ave., E.
State Fair Blvd.	Hiawatha Blvd.	Genesee St., W.
Steuben St.	Pond St.	Kirkpatrick St.
Stinard Ave.	Bellevue Ave.	Twin Hills Dr.
Stinard Ave.	Alanson Rd.	Glenwood Ave.
St. Marks Ave.	William St.	Fayette St., W.
Stolp Ave.	Summitt Ave.	Reed Ave.
Stratford St.	Comstock Ave.	Lancaster Ave.
Strathmore Dr.	Geddes St., S.	Twin Hills Dr.

2023-2024 Sweeping

Strathmore Pk. Drive
Summit Ave.
Summit Ave.
Sumner Ave.
Sunnycrest Rd.
Sunset Ave.
Syracuse St.

Taft Ave.
Tallman St.
Taylor St.
Teall Ave
Teall Ave.
Temple St.
Temple St.
Tennyson Ave.
Tex Simone Drive
Thurber St.
Thurber St.
Thurber St
Thurber St
Tioga St. (east side only)
Tompkins St.
Townsend Pl.
Townsend St.
Tracy St.
Trinity Pl.
Turtle St.
Tully St.
Twin Hill Dr.

Ulster St.
Union Pl.
Union Pl.
University Ave.
University Pl.

Valley Drive
Van Buren St.
Van Buren St.
Vann St.
Van Rensselaer St.

Colvin St., W.
Bellevue Ave.
Glenwood Ave.
Clarendon St.
Shotwell Pk.
State St., N.
Fayette St., W.

Beacon Rd.
Salina St., S.
Renwick Ave.
Grant Blvd
Erie Blvd., E.
Oneida St.
Salina St., S.
Wilbur Ave., S.
Hiawatha Blvd., E.
Brighton Ave., E.
Brighton
Stevens
Fabius St.
Wilbur Ave., S.
Butternut St.
Isabella St.
West St., N.
Beech St., S.
Sunset Ave.
West St., S.
Geddes St., S.

Milton Ave.
Lodi St.
Salina St., N.
Erie Blvd.
Comstock Ave

South Ave
Oakwood Ave.
Renwick Ave.
Teall Ave.
Erie Blvd., W.

Twin Hills Dr.
Crossett St.
Onondaga Park
Stratford St.
Forest Hill Dr.
Bear St.
Ulster St.

Dunlap Ave.
Onondaga St., W.
Midland Ave.
City Line
City Line - North
Midland Ave.
Clinton St., S.
Avery Ave.
Alliance Bank Parkway
131 Thurber St. (1 side)
128 Thurber St. (1 side)
Stevens
Remington
Otisco St.
Myrtle St.
Ash St.
Taylor St., E.
Van Rensselaer St.
Greenwood Pl.
Grant Blvd.
Ontario St.
Strathmore Pk. Drive

Myrtle Ave.
Alvord St., N.
State St., N.
Waverly Ave
Ostrom Ave.

Seneca
McBride St., S.
Irving Ave.
Greenway Ave.
Belden Ave., W.

2023-2024 Sweeping

Van Rensselaer St.
Velasko Rd.
Victoria Pl.
Village Dr.
Vine St.

Spencer St.
Onondaga St., W.
Westcott St.
Grant Blvd.
James St.

Hiawtha Blvd., W.
Glenwood Ave.
Allen St.
Around Circle
Robinson St.

Wadsworth St.
Wall St.
Wallace St.
Walnut Ave.
Walnut Pl.
Walrath Rd.
Walton St.
Warham St.
Warner Ave.
Warren St.
Washington St.
Washington St.
Washington Square
Water St.
Waverly Ave.
Wellesley Rd.
Webster Ave.
Wendell Terrace
Wellington Pl.
West St.
West St.
Westcott St.
Westminster Ave.
Westmoreland Ave.
Wheaton Rd.
White St.
Whittier Ave.
Whitwell Dr.
Wilbur Ave., S.
Wilkinson St.
Willis Ave.
Williston Ave.
Willow St.
Willow St.
Willow St.
Wilson St.

Grant Blvd.
Park Ave.
Genesee St., W.
Erie Blvd.
Harrison St.
Salina St., S.
Clinton St., S.
Butternut St.
Salina St., S.
Willow St., E.
Pine St.
West St., S.
Park St.
West St., S.
Irving Ave.
Strathmore Dr.
Colvin St., W.
Sedgwick Dr.
Forman Ave.
Genesee St., W.
Onondaga St., W.
Fayette St., W.
Kensington Rd.
Erie Blvd., E.
Dorchester Ave.
South Ave.
Wilbur Ave., S.
Park St.
Delaware St.
Plum St.
Genesee St., W.
Butternut St.
Townsend St., N.
Highland St.
Clinton St., S.
James St.

LeMoynes Ave.
Richmond Ave.
Herald Pl.
Waverly Ave.
Waverly Ave.
Menlo Dr.
Fayette St., W.
Pond St.
Midland Ave.
Salina St.
University Ave.
East Dead End
Around Square
Erie Blvd., E.
Ostrum Ave.
Glenwood Ave.
Brighton Ave., W.
Grant Blvd.
Irving Ave.
Tracy St.
Franklin St.
Broad St.
End
Broad St.
Gray Ave.
Rich St.
Avery Ave.
Schiller Park
Tompkins St.
Dead End
City Line
Dead End
Salina St., N.
Lodi St.
Genesee St., W.
Boyden St.

2023-2024 Sweeping

Wiman Ave.

Windsor Pl.

Winton St.

Wolf St.

Wolcott Terrace

Wood Ave.

Woodbine Ave.

Woodland Ave.

Woodland Ave.

Woodruff Ave.

Worden Ave.

Wyoming St.

Newell St., W.

Terrace Rd.

Burnet Ave.

Lodi St.

Wescott Ave

Salina St., S.

James St.

State St., S.

Garfield Ave.

Grant Blvd.

Grant Blvd.

Fayette St., W.

Ostrander Ave., W.

Berkeley Dr.

Robinson St.

City Line

Fairdale

Mark Ave.

135 Woodbine Ave.

Garfield Ave.

Dead End

Elsner St.

Pershing Ave.

Gifford St.

Appendix "B"

2023/2024
"Exhibit B"

	FY22 Actual	FY23 Adopted	FY23 Projected	FY24 Proposed
Total Assessable Frontage	1,826,493	1,826,493	1,826,853	1,826,853
Cost per Assessable Front Footage				
A. Labor	0.3445	0.3684	0.3722	0.3733
B. New Equipment	0.3458	0.0000	0.0000	0.1472
C. Operating and Maint.	0.0723	0.0684	0.0739	0.0755
D. Debt Serv	0.0619	0.0442	0.0442	0.0551
Total	0.8245	0.4810	0.4903	0.6512
Average Cost Per Property Owner(40')	32.98	19.24	19.61	26.05

Department of Public Works
09 00526

Budget Summary

Detail Analysis Object of Expenditure

		FY22 Actual	FY23 Adopted	FY23 Projected	FY24 Proposed
100 Personal Services					
510100	Salaries	-	-	-	-
510200	Wages	446,742	494,004	500,000	500,000
510300	Temporary Services	-	-	-	-
510400	Overtime/Wages	103,739	90,000	90,000	93,000
510700	Night Shift Differential	2,838	-	1,000	-
510900	Out-Of-Title Pay (F)	1,219	-	1,000	-
511000	Uniform Allowance	4,250	5,000	5,000	5,000
	100 Totals	558,787	589,004	597,000	598,000
200 Equipment					
520200	Office Equipment & Equipment	-	-	-	-
520600	Tools, Operating Equipment & Livestock	-	-	-	-
	200 Totals	-	-	-	-
400 Contractual Expenses					
540110	Fuels	59,503	65,000	75,000	70,000
540210	Automotive Repairs Services	72,567	60,000	60,000	68,000
540552	Other Services	-	-	-	-
	400 Totals	132,070	125,000	135,000	138,000
	Total Departmental Expenses	690,857	714,004	732,000	736,000
590527	Sweeping & Flushing & Equip	631,578	-	-	269,000
590301	Social Security- General Government	41,367	43,911	45,000	43,911
590401	Workers' Comp - General Government	29,134	40,000	38,000	40,000
599011	Transfer to - Debt Service	112,971	80,694	80,724	100,694
	Total Special Objects & Debt Service	815,049	164,605	163,724	453,605
	Total Sweeping & Flushing Expenses	1,505,906	878,609	895,724	1,189,605



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

36 39 50-51

May 17, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Ms. Patricia McBride
City Clerk
230 City Hall
Syracuse, NY 13202

RE: Authorization of the 2023/2024 Sweeping Program

Dear Ms. McBride:

Please prepare the following legislation for the next meeting of the Common Council:

- Ordinance authorizing the advertising of a public hearing, to be scheduled for the appropriate Council meeting, related to authorization of the 2023/2024 Sweeping Program, for all or part of the streets identified in "Appendix A."
- Ordinance authorizing the 2023/2024 Sweeping Program, for all or part of the streets identifies in "Appendix A" at a cost not to exceed \$1,169,605.

The Commissioner of Public Works will make such improvements by the use of City forces or by contract with a private entity entered into in the manner provided by law.

The costs of this program will be initially charged to account 09 00526, with the proceeds from an assessment on the premises fronting the identified streets reimbursing the City for the costs of this program, as shown in "Appendix B."

Very truly yours,

Jeremy Robinson
Commissioner of Public Works

Department of Public
Works
1200 Canal St.
Extension
Syracuse, N.Y. 13202

Office 315 448-2489
Fax 315 448-8531

www.syrgov.net

JR/jc

CC: Julie Castellitto, Assistant Budget Director
Robin St Hilaire, Secretary to Commissioner

30

37 4052

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE CITY TO
ADOPT A TYPE II DETERMINATION PURSUANT
TO THE NEW YORK STATE ENVIRONMENTAL
QUALITY REVIEW ACT FOR THE 2022/2023
CREEKWALK SECURITY CAMERAS PROJECT**

WHEREAS, the City of Syracuse, Department of Engineering (the “DOE”) intends to implement the 2022/2023 Creekwalk Security Cameras Project (the “Project”); and

WHEREAS, the scope of the Project is to install/construct a network of security cameras along the existing section of the Creekwalk between Downtown and Onondaga Lake. The original Creekwalk does not currently have security cameras, Due to the popularity of the Creekwalk and some past incidents along the walk, these cameras will provide a level of security to the users; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (the “SEQR Act”) and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6 NYCRR Part 617, as amended (the “Regulations”), the City of Syracuse (the “City”) desires to comply with the SEQR Act and the Regulations with respect to the Project; and

WHEREAS, pursuant to the Regulations, the City has considered the significance of the potential environmental impacts of the Project by (a) using the criteria specified in Section 617.5 (replacement rehabilitation or reconstruction of a structure or facility, in kind, on the same site) of the Regulations; NOW, THEREFORE,

BE IT ORDAINED, that, subject to the approval of the Mayor, this Common Council authorizes the following findings and determinations:

Based upon an examination of the Regulations and other available supporting information, and considering both the magnitude and importance of each relevant area of environmental

concern, and based further upon the City's knowledge of the area surrounding the Project and such further investigation of the Project and its potential environmental impact as the City has deemed appropriate, the City makes the following findings and determinations:

- (1) The Project constitutes a "Type II Action" (as the quoted term is defined in the Regulations); and
- (2) Therefore, the City hereby determines that the Project will not have a significant adverse environmental impact, and the City will not require the preparation of an environmental impact statement with respect to the Project; and

BE IT FURTHER ORDAINED, that as a consequence of such determination and in compliance with the requirements of the SEQR Act and the Regulations, the City directs the City Engineer to prepare any necessary Type II SEQRA documents; and

BE IT FURTHER ORDAINED, that the SEQRA documents for the Project be filed in accordance with the Regulations; and

BE IT FURTHER ORDAINED, that the City Engineer is authorized to take whatever steps are necessary to carry out this Ordinance; and

BE IT FURTHER ORDAINED, that this Ordinance shall take effect immediately.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

19 May 2023

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Ms. Patricia K. McBride
City Clerk
233 E. Washington Street
Room 231
Syracuse, N.Y. 13202

Re: Request for Legislation: Authorizing a Type II Action Under SEQRA for the 22/23 Creekwalk Security Cameras Project

Dear Ms. McBride:

I request the following legislation for the next meeting of the Syracuse Common Council:

Common Council, in accordance with the State Environmental Quality Review Act (SEQRA), makes a determination that an action by the City of Syracuse to complete the 22/23 Creekwalk Security Cameras Project determines in accordance with Article 8 of the Environmental Conservation Law, that the Project is a Type II action, which will not have a significant impact on the environment and is not subject to further review under SEQRA.

The scope of the Creekwalk Security Cameras Project is to install/construct a network of security cameras along the existing section of the Creekwalk between Downtown and Onondaga Lake. The original Creekwalk does not currently have security cameras. Due to the popularity of the Creekwalk and some past incidents along the walk, these cameras will provide a level of security to the users.

Please let me know if you have any questions relative to this request.

Sincerely,

A handwritten signature in blue ink that reads "Mary E. Robison".

Mary E. Robison, P.E.
City Engineer

Dept. of Engineering
233 E. Washington St.
City Hall, Room 401
Syracuse, N.Y. 13202
Office 315 448-8200
Fax 315 448-8488

www.syrgov.net

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3841 53

Ordinance No.

2023

**BOND ORDINANCE OF THE CITY OF
SYRACUSE AUTHORIZING THE ISSUANCE
AND SALE OF BONDS IN THE AMOUNT OF
FOUR HUNDRED THOUSAND DOLLARS
(\$400,000.00) TO DEFRAY THE COST AND
EXPENSE OF THE 2022/2023 CREEKWALK
SECURITY CAMERAS PROJECT**

BE IT ORDAINED, by the Common Council of the City of Syracuse as follows:

Section 1. For the specific object or purpose of providing funds to defray the cost and expense of the 2022/2023 Creekwalk Security Cameras Project, at a cost not to exceed Four Hundred Thousand Dollars (\$400,000.00), general obligation bonds of the City of Syracuse, to be of the terms, form and contents hereinafter provided for, are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York.

Section 2. Four Hundred Thousand Dollars (\$400,000.00) is estimated as the maximum cost of the specific object or purpose for which such bonds are to be issued.

Section 3. The plan for financing such specific object or purpose consists of the issuance and sale of bonds of the City of Syracuse in the principal sum of Four Hundred Thousand Dollars (\$400,000.00), thereby providing such sum for all the maximum cost of such specific object or purpose.

Section 4. It is hereby determined that the specific object or purpose for which bonds are to be issued falls within subdivision 32 of paragraph (a) Section 11.00 of the Local Finance Law and the period of probable usefulness of such specific object or purpose is five (5) years.

Section 5. The Commissioner of Finance, not more than fifteen (15) days and not less than three (3) days before the sale of said bonds, shall file with the Comptroller of the State of New York a supplemental debt statement and file a duplicate thereof with the City Clerk in compliance with

Section 109.00 of the Local Finance Law.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell the bonds and bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Commissioner of Finance who is the chief fiscal officer of the City under the Local Finance Law. The Commissioner of Finance may sell such bonds at public or private sale, with or without bond insurance or other credit enhancement, at a discount or premium, at fixed or variable rates of interest or at no interest whatsoever, or as capital appreciation bonds, and with such amortization of principal as the Commissioner of Finance shall determine is most favorable to said City, and in compliance with any rules of the State Comptroller applicable thereto. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Commissioner of Finance, consistent with the provisions of the Local Finance Law. The Commissioner of Finance is hereby authorized to issue variable rate debt, acquire credit support, and enter into such agreements as said officer finds reasonable to facilitate the issuance, sale, resale and repurchase of such bonds, as authorized under Sections 54.90 and 168.00 of the Local Finance Law. Said bonds shall be signed in the name of the City by the original or facsimile signature of the Mayor and countersigned by the original or facsimile signature of the Commissioner of Finance and sealed with the original or facsimile corporate seal of the City, provided, however, that if the signatures of the Mayor and the Commissioner of Finance are each by facsimile signatures on any bond, such bond shall be authenticated by the manual countersignature of a fiscal agent of the City. All other matters, except as provided herein, relating to such bonds, including prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of

said bonds (and if said bonds are to be executed in the name of the City by only facsimile signatures, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, form, denominations, maturities, interest rate or rates, terms of and manner of sale and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the Commissioner of Finance. The Commissioner of Finance may elect to become the fiscal agent for the bonds, or may contract on behalf of the City for this service pursuant to the Local Finance Law. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the Commissioner of Finance shall determine. The Commissioner of Finance may also agree on behalf of the City to provide or disclose such information about the City as may be necessary to enable the purchasers of bonds or notes of the City to comply with Securities and Exchange Commission Rule 15c2-12.

Section 7. The temporary use of available funds of the City of Syracuse, not immediately required for the purpose or purposes for which the same were raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this ordinance. The reasonably expected source of funds to be used to initially pay for the expenditures authorized by Section 1 of this resolution shall be from the City's Capital Fund. It is intended that the City shall then reimburse expenditures from the Capital Fund with the proceeds of the bonds and bond anticipation notes authorized by this ordinance and that the interest payable on the bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for federal income tax purposes. This ordinance is intended to constitute the declaration of the City's "official intent" within the meaning of Treasury

Regulation Section 1.150-2 to reimburse the expenditures authorized by this ordinance with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this ordinance, no monies are reasonably expected to be received, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

Section 8. When said bonds and notes shall have been duly sold, the same shall be delivered by the Commissioner of Finance to the purchaser upon payment to him of the purchase price, including accrued interest, and the receipt of the Commissioner of Finance shall be a full acquittance to such purchaser who shall not be obliged to see to the application of the purchase money.

Section 9. The faith and credit of the City of Syracuse are hereby pledged to the payment of the principal of said bonds and interest thereon when due. An amount sufficient to pay the principal and interest on said bonds as the same becomes due each year shall be included in the annual budget of said City for the year.

Section 10. The validity of the bonds hereby authorized may be contested only if such obligations are authorized for an object or purpose for which the City of Syracuse is not authorized to expend money, or the provisions of law which should be complied with at the date of the publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication, or such obligations are authorized in violation of the provisions of the Constitution.

Section 11. This ordinance shall take effect immediately.

394254

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE
DEPARTMENT OF ENGINEERING TO
PROCEED WITH THE 2022/2023
CREEKWALK SECURITY CAMERAS
PROJECT**

BE IT ORDAINED, that this Common Council hereby authorizes the Department of Engineering to proceed with the 2022/2023 Creekwalk Security Cameras Project at a cost not to exceed Four Hundred Thousand Dollars (\$400,000.00); the scope of the Project is to install/construct a network of security cameras along the existing section of the Creekwalk between Downtown and Onondaga Lake. The original Creekwalk does not currently have security cameras; due to the popularity of the Creekwalk and some past incidents along the walk, these cameras will provide a level of security to the users; and the Director of Management & Budget is hereby authorized to enter into a contract or contracts therefor in the manner provided by law; professional services for the project shall be obtained in accordance with Section 5-205A (8) of the Syracuse City Charter; charging the cost thereof to proceeds of the sale of bonds in the amount of \$400,000.00 authorized contemporaneously herewith by ordinance of this Common Council.



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

19 May 2023

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

Ms. Patricia K. McBride
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Request for Legislation: Authorization and Bonding for the 22/23 Creekwalk Security Cameras Project.

Dear Ms. McBride:

Please prepare the following legislation for the next meeting of the Syracuse Common Council:

- An Ordinance to authorize the sale and issuance of bonds to defray the cost and expense of the 22/23 Creekwalk Security Cameras Project at a cost not to exceed \$400,000.00.
- An Ordinance authorizing the Department of Engineering to proceed with the 22/23 Creekwalk Security Cameras Project at a cost not to exceed \$400,000.00.

The scope of the Creekwalk Security Cameras Project is to install/construct a network of security cameras along the existing section of the Creekwalk between Downtown and Onondaga Lake. The original Creekwalk does not currently have security cameras. Due to the popularity of the Creekwalk and some past incidents along the walk, these cameras will provide a level of security to the users.

Account number to be designated by the Commissioner of Finance. Please let me know if you have any questions relative to this request.

Sincerely,

A handwritten signature in blue ink that reads "Mary E. Robison".

Mary E. Robison, P.E.
City Engineer

Dept. of Engineering
233 E. Washington St.
City Hall, Room 401
Syracuse, N.Y. 13202
Office 315 448-8200
Fax 315 448-8488

www.syr.gov.net



City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	05/19/23	Department:	Engineering
Project Name:	2022-23 Creekwalk Security Cameras Project		
Project Cost:	\$400,000		
Contact Name:	Mary Robison, PE		
Project Description:	The Creekwalk Security Cameras Project will include the installation/construction of a network of security cameras along the existing section of the Creekwalk between Downtown and Onondaga Lake. The original Creekwalk does not currently have security cameras. Due to the popularity of the Creekwalk and some past incidents along the walk, these cameras will provide a level of security to the users.		

Projected Time Line & Funding Source(s)

Estimated Start Date: Summer 23 Estimated Completion Date: as required

Funding Source:	Dollar Amount:
Local Share: Cash Capital	\$0
Local Share: Bonds (complete schedule below)	\$400,000
State Aid/Grant (identify)	\$0
Federal Aid/Grant (identify) (TIP)	\$0
Other (identify) Syracuse University	\$0
Other (identify) Onondaga County	\$0
Total Project Funding (must equal cost):	\$400,000

Estimated Project Borrowing Timeline

Year	Fiscal Year	Estimated Amount to Borrow
1	2022/23	\$400,000
2	0	\$0
3	0	
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ \$400,000

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes ☒ No ☐ Reason("No"): CIP 2022/23

Director of Administration:  Date: _____

Director of Management & Budget:  Date: 5-22-23

Commissioner of Finance:  Date: 5/23/23

VN

**A LOCAL LAW OF THE CITY OF SYRACUSE
AUTHORIZING THE MAYOR TO GRANT AND
CONVEY TO NIAGARA MOHAWK POWER
CORPORATION AND VERIZON NEW YORK, INC.
A PERMANENT UTILITY EASEMENT ON 1607
GEDDES STREET AND GRANT AVENUE AND 207
STINARD AVENUE AND GRANT AVENUE, SHEA
BUILDING AND BELLEVUE ELEMENTARY
SCHOOL PROPERTY IN ORDER TO
CONSTRUCT, OPERATE AND MAINTAIN AN
UNDERGROUND POWER LINE AND PAD MOUNT
TRANSFORMER FOR NEW ELECTRIC SERVICE
FOR THE SYRACUSE CITY SCHOOL DISTRICT
NETWORK OPERATIONS CENTER**

BE IT ENACTED, by the Common Council of the City of Syracuse, as follows:

Section 1. In accordance with the City Charter Section 6-202(3), the Mayor is hereby authorized and empowered to grant and convey to Niagara Mohawk Power Corporation (hereinafter referred to as “Niagara Mohawk”) and Verizon New York, INC. (hereinafter referred to as “Verizon”) a permanent easement for the sum of One Dollar (payment waived), upon such terms and provisions and conditions as the Mayor may prescribe, to construct, operate and maintain its facilities as detailed on the attached Exhibit Sketch – Exhibit A – Shea Building, on 1607 Geddes Street South and Grant Avenue and Bellevue Elementary School, on 207 Stinard Avenue and Grant Avenue. Work Order # 11-23-30545605 dated May 18, 2023, and granting Niagara Mohawk and Verizon the right of ingress and egress over said parcel to inspect, repair, maintain, and replace any of said facilities and associated appurtenances.

Section 2. This local law shall take effect immediately subject to the provisions of the Municipal Home Rule Law of the State of New York.

GRANT OF EASEMENT

THE CITY OF SYRACUSE, a Municipal Corporation, having an address at **233 East Washington Street, Syracuse, New York 13202** (hereinafter referred to as "Grantor"), is the owner of two parcels of real property, the first property commonly known as **1607 Geddes Street South & Grant Avenue (Bl B Bellevue Heights Tract)** identified on the tax maps as **SBL# 087.-09-01.0**, located East of Geddes Street S., South of Grant Avenue, West of Stinard Avenue, and North of LaForte Avenue, and the second parcel commonly known as **207 Stinard Avenue & Grant Avenue (Bl E Bellevue Heights Tract)** identified on the tax maps as **SBL# 087.-09-02.0**, located East of Stinard Avenue, South of Grant Avenue, West of Page Avenue and North of LaForte Avenue, both parcels located in the City of **Syracuse**, County of **Onondaga**, and State of **New York** (the "Grantor's Land"), and Grantor, for consideration in the amount of One Dollar (\$1.00) and other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, hereby grants to **NIAGARA MOHAWK POWER CORPORATION**, a New York corporation, having an address at 300 Erie Boulevard West, Syracuse, New York 13202 and **VERIZON NEW YORK, INC.**, having an address at 140 West Street, New York, New York 10007 (hereinafter collectively referred to as "Grantees"), for Grantees and their lessees, licensees, successors, and assigns a perpetual and nonexclusive easement and right of way through, over, across, under and upon the Grantor's Land (the "Easement") under the following terms and conditions.

Section 1 – Description of the Easement. The Easement provides the Grantees with the right, privilege, and authority to:

- a. construct, reconstruct, relocate, extend, repair, maintain, operate, inspect, patrol, and, at their pleasure, abandon or remove underground electric facilities including a line or lines of wires or cables (either direct-buried or installed in underground conduits), handholes, manholes, conduit, vaults, junction boxes, pad-mount transformers, housings, connectors, switches and switching equipment, pipes, pedestals, closures, ducts and duct work, markers, cables, connections to overhead and underground wires, together with any poles or lines of poles, supporting structures, cables, crossarms, overhead and underground wires, guys, guy stubs, insulators, transformers, braces, fittings, foundations, anchors, lateral service lines, communications facilities, and other fixtures and appurtenances (collectively, the "Facilities"), which the Grantees shall require now and from time to time, for the transmission and distribution of high and low voltage electric current and for the transmission of intelligence and communication data, by any means, whether now existing or hereafter devised, for public or private use, in, through, upon, over, under, and across that portion of the Grantor's Land described in Section 2 below (the "Easement Area"), and the highways abutting or running through the Grantor's Land, and to renew, replace, add to, and otherwise change the Facilities and each and every part thereof and the location thereof within the Easement Area, and utilize the Facilities within the Easement Area for the purpose of providing service to the Grantor and others; and
- b. from time to time, without further payment therefor, to clear the Easement Area of obstructions or structures, and clear and keep cleared the Easement Area by physical and/or mechanical means, of any and all brush, trees, limbs, branches, roots, vegetation, or other obstructions; and
- c. from time to time, without further payment therefor, to clear and keep cleared by physical and/or mechanical means, the Grantor's Land beyond the bounds of the Easement Area, of any and all trees, limbs, branches, roots or vegetation that, in the sole judgment of the Grantees, due to species or structural defects or their tall growing nature, are likely to fall into or encroach upon the Easement Area or interfere in any way with the safe and reliable operation of Grantees' existing or proposed Facilities; and
- d. excavate or change the grade of the Grantor's Land as is reasonable, necessary, and proper for any and all purposes described in this Easement; provided, however, that the Grantees will, upon completion of the work, backfill and restore any excavated areas to reasonably the same condition as existed prior to such excavation; and
- e. pass and repass on foot and with vehicles and equipment, along, over, across and upon the Easement Area and the Grantor's Land in order to access the Easement Area and construct, reconstruct, relocate, use, and maintain roads, paths, causeways, and ways of access to and from the Easement Area as is reasonable and necessary in order to exercise to the fullest extent the Easement.

Section 2 – Location of the Easement Area. The "Easement Area" shall consist of a portion of the Grantor's Land twenty (20) feet in width throughout its extent, the centerline of the Easement Area being the centerline of the Facilities. The general location of the Easement Areas are shown on the sketch entitled, "**Easement Sketch-Exhibit A, WR #11-23-30545605**", which sketch is attached hereto and made a part hereof as Exhibit "A" and recorded herewith. The final and definitive location(s) of the Easement Areas shall become established by and upon the final installation and erection of the Facilities by the Grantees in substantial compliance with Exhibit "A".

Section 3 – Facilities Ownership. It is agreed that the Facilities shall remain the property of the Grantees, their successors and assigns.

Section 4 – General Provisions. The Grantor, for itself, its heirs, legal representatives, successors, and assigns, hereby covenants and agrees with the Grantees that no act will be permitted within the Easement Area which is inconsistent with the Easement hereby granted; no buildings or structures, or replacements thereof or additions thereto, swimming pools, or obstructions will be erected or constructed above or below grade within the Easement Area; no trees shall be grown, cultivated, or harvested, and no excavating, mining, or blasting shall be undertaken within the Easement Area without the prior written consent of the Grantees, it being the intent that the Easement herein conveyed is intended to prohibit the longitudinal or parallel use or occupancy of said Easement Area by surface or subsurface activities or structures which might damage or interfere with the Facilities; the Easement shall not be modified nor the Easement Area relocated by the Grantor without the Grantees' prior written consent; the present grade or ground level of the Easement Area will not be changed by excavation or filling; the Grantees shall quietly enjoy the Grantor's Land; and the Grantor will forever warrant title to the Grantor's Land.

The Grantees, their successors and assigns, are hereby expressly given and granted the right to assign this Easement, or any part thereof, or interest therein, and the same shall be divisible between or among two or more owners, as to any right or rights created hereunder, so that each assignee or owner shall have the full right, privilege, and authority herein granted, to be owned and enjoyed either in common or severally. This Grant of Easement shall at all times be deemed to be and shall be a continuing covenant running with the Grantor's Land and shall inure to and be binding upon the successors, heirs, legal representatives, and assigns of the parties named in this Grant of Easement.

IN WITNESS WHEREOF, the Grantor has duly executed this Grant of Easement under seal this _____ day of _____, 2023.

THE CITY OF SYRACUSE

By: _____
(signature)

Name: _____
(printed)

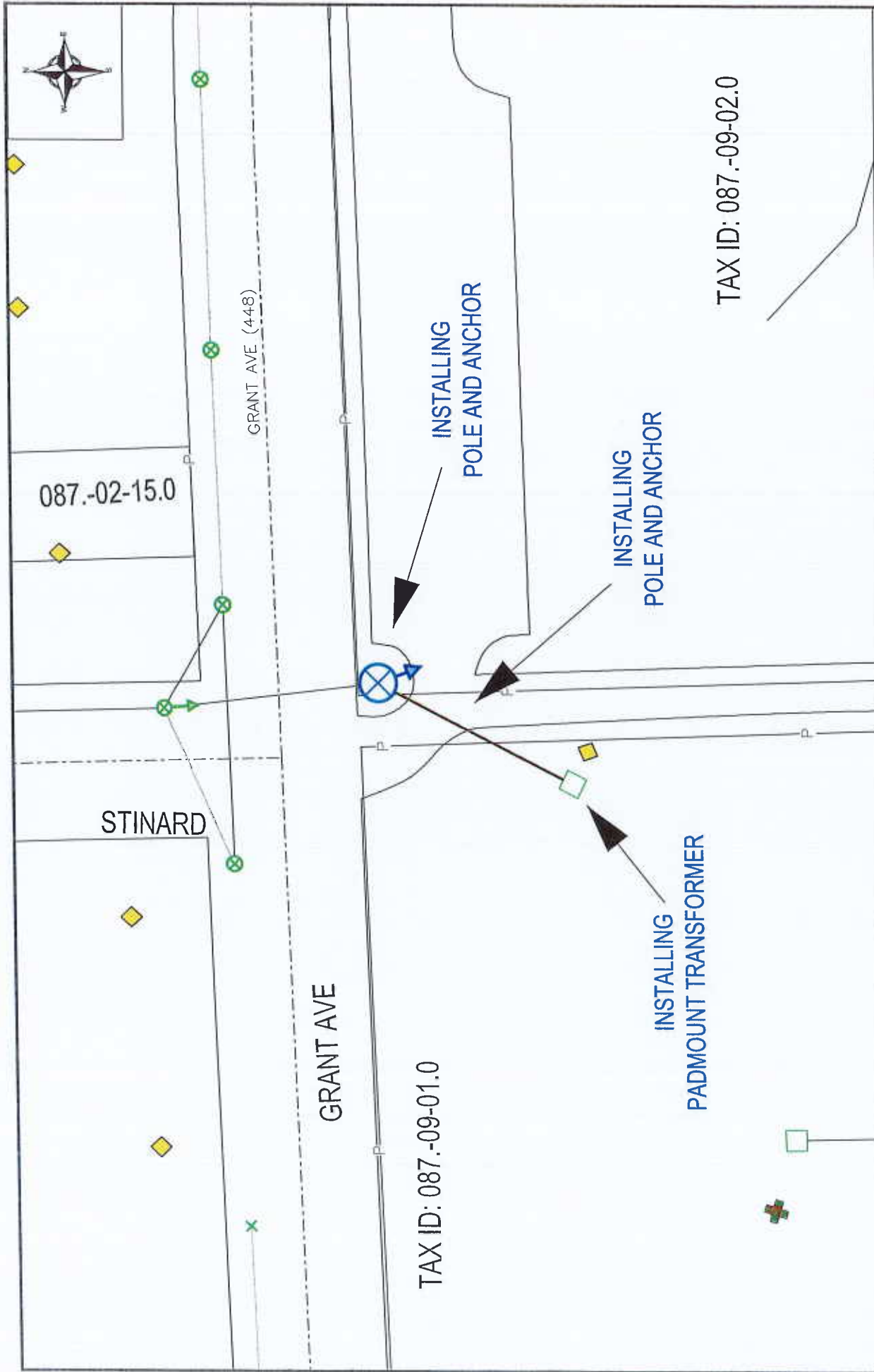
Its: _____
(title)

State of _____)
County of _____)

ss:

On the _____ day of _____ in the year 2023, before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public



EASEMENT #:	EASEMENT SKETCH - EXHIBIT A	NOT TO SCALE
DESIGNER: Walker, William DATE: 5/18/2023 WORK ORDER #: 11-23-90545605	Lands of The City of Syracuse 1607 S. Geddes Street City of Syracuse / County of Onondaga SBL# 087.-09-01.0 & 087.-09-02.0	nationalgrid SHEET 1 OF 1



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

16 June 2023

Ms. Patricia K. McBride
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

Re: Permanent Easement for Niagara Mohawk Power Corporation and Verizon New York, Inc., on 1607 Geddes Street South & Grant Avenue (Shea Building) and 207 Stinard Ave & Grant Avenue (Bellevue Elementary School) for a new electric service and a new telecommunication service for the Syracuse City School District (SCSD) Network Operations Center at the Shea Building

Dear Ms. McBride:

I request that you have prepared the following legislation for the next meeting of the Common Council:

The City of Syracuse and the City School District are requesting that Niagara Mohawk Power Corporation and Verizon New York, Inc., be granted a permanent easement on 1607 Geddes Street South & Grant Avenue (Shea Building) and 207 Stinard Ave & Grant Avenue (Bellevue Elementary School) for a new electric service and a new telecommunication service for the Syracuse City School District Network Operations Center at the Shea Building. Niagara Mohawk Power Corporation and Verizon New York, Inc. will construct, operate and maintain a new pole, underground power line and Pad Mounted Transformer installed for a new electric service as well as a new telecommunication service for the SCSD Network Operations Center at the Shea Building. The City will be granting the easement to Niagara Mohawk Power Corporation and Verizon New York, Inc. for consideration of one dollar, which is the standard procedure for utility easements.

The easement descriptions are detailed on the attached Easement Sketch - Exhibit A: Lands of the City of Syracuse, 1607 S. Geddes Street, City of Syracuse, County of Onondaga, SBL# 087.-09-01.0 and 087.-09-02.0, Work Order # 11-23-30545605 dated May 18, 2023.

Please let me know if you have any questions related to this request.

Very Truly Yours,

A handwritten signature in blue ink that reads "Mary E. Robison".

Mary E. Robison, P.E., City Engineer

Dept. of Engineering
233 E. Washington St.
City Hall, Room 401
Syracuse, N.Y. 13202
Office 315 448-8200
Fax 315 448-8488

www.syr.gov.net

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

40

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41-42

DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 14, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Patricia McBride
City Clerk
City Hall, Room 230
Syracuse, New York 13202

Re: Request to enter into an Intermunicipal agreement (IMA) with Onondaga County relative to Green Infrastructure Reconstruction and Bond for funds to defray the cost and expense of the Reconstruction of Lodi Street from Pond Street to Mary Street in an amount not to exceed \$500,000

Dear Ms. McBride:

Please place an item on the next Common Council agenda authorizing the Mayor to execute, subject to approval by the Corporation Counsel, an intermunicipal agreement (IMA) with Onondaga County relative to the reconstruction of Lodi Street from Pond Street to Mary Street for an amount not to exceed \$500,000.

- Ordinance authorizing the sale and issuance of bonds to defray the costs of the green infrastructure reconstruction of Lodi Street from Pond Street to Mary Street for an amount not to exceed \$500,000.
- Ordinance authorizing the City of Syracuse to proceed with the green infrastructure reconstruction of Lodi Street from Pond Street to Mary Street and enter into an intermunicipal agreement with Onondaga County in an amount not to exceed \$500,000.

Department of Public Works capital account determined by the Commissioner of Finance will be established to account for the costs of this program. Onondaga County has agreed to reimburse all costs for this project in an amount not to exceed \$500,000 which will be deposited into a City account, to be determined by the Commissioner of Finance.

Very truly yours,

Dept. of Public Works
1200 Canal St. Extension
Syracuse, N.Y. 13210

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

A handwritten signature in purple ink, appearing to read "Ann Fordock".

Ann Fordock
1st Deputy Commissioner of Public Works

5



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 16, 2023
SUBJECT: Intermunicipal Agreement (IMA) - Onondaga County

A handwritten signature in blue ink, likely of Timothy M. Rudd, written over the "FROM" line.

On behalf of the Department of Public Works, I am requesting that the City of Syracuse enter into an intermunicipal agreement (IMA) with Onondaga County relative to the reconstruction of Lodi Street from Pond Street to Mary Street for an amount not to exceed \$500,000.

- Ordinance authorizing the sale and issuance of bonds to defray the costs of the green infrastructure reconstruction of Lodi Street from Pond Street to Mary Street for an amount not to exceed \$500,000.
- Ordinance authorizing the City of Syracuse to proceed with the green infrastructure reconstruction of Lodi Street from Pond Street to Mary Street and enter in an intermunicipal agreement with Onondaga County in an amount not to exceed \$500,000.

Department of Public Works capital account determined by the Commissioner of Finance will be established to account for the costs of this program. Onondaga County has agreed to reimburse all costs for these projects in an amount not to exceed \$500,000 which will be deposited into a City account, to be determined by the Commissioner of Finance.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syrgov.net

A handwritten signature in blue ink, likely of Mayor Ben Walsh, written over the signature line.

Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date



City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	06/14/23	Department:	Department of Public Works
Project Name:	Green Infrastructure Project IMA with Onondaga County		
Project Cost:	\$500,000		
Contact Name:	Jeremy Robinson		
Project Description:	IMA with Onondaga County relative to receipt of Green Infrastructure Funds for the reconstruction of Lodi Street from Pond Street to Mary Street		

Projected Time Line & Funding Source(s)

Estimated Start Date:	7/1/2023	Estimated Completion Date:	11/1/2023
<u>Funding Source:</u>	<u>Dollar Amount:</u>		
Local Share: Cash Capital			
Local Share: Bonds (complete schedule below)	500,000		
State Aid/Grant (identify)			
Federal Aid/Grant (identify)			
Other (identify)	Reimbursed by Onondaga County	\$	500,000
Other (identify)			
Total Project Funding (must equal cost):		\$	500,000

Estimated Project Borrowing Timeline

<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount to Borrow</u>
1	2023	\$500,000
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$ 500,000

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes ☐ No ☒

Director of Administration:

Date:

Director of Management & Budget:

Date:

Commissioner of Finance:

Date:

6-20-23
6/20/23

Ordinance No.

2023

**ORDINANCE AUTHORIZING PURCHASE,
WITHOUT ADVERTISING OR COMPETITIVE
BIDDING, OF DISPOSAL SERVICES FOR
SWEEPER WASTE MATERIALS, CATCH BASIN
MATERIALS, AND CONSTRUCTION DEBRIS
FROM THE TOWN OF CAMILLUS LANDFILL
FOR THE DEPARTMENT OF PUBLIC WORKS
DURING THE FISCAL YEAR 2023/2024**

BE IT ORDAINED, subject to the approval of the Mayor, that the Common Council hereby authorizes the purchase of disposal services for sweeper waste materials, catch basin materials, and construction debris from the Town of Camillus Landfill for the Department of Public Works during the fiscal year 2023/2024 at a cost not to exceed \$200,000.00 without competitive bidding or formal advertising by reason of the fact that the Town of Camillus was able to provide the services at a lower rate than the rate obtained by Onondaga County Purchasing when it conducted a bid for these waste disposal services; and

BE IT FURTHER ORDAINED, that the City will drive the sweeper waste materials and catch basin materials, and construction debris to the Town of Camillus landfill at a cost of \$10.00 per ton for the sweeper waste and catch basin materials and a cost of \$36.00 per ton for the construction debris; and

BE IT FURTHER ORDAINED, that the Director of Management and Budget is hereby authorized to purchase said disposal services for sweeper waste materials, catch basis materials, and construction debris from the Town of Camillus at a cost not to exceed \$200,000.00, charging the cost thereof to Budget Account #01.81700.540552 and/or 06.81100.540552, or another appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that this waiver is hereby authorized to be extended, where

necessary, for a period not to exceed sixty (60) days after June 30, 2024 provided funding from the appropriation authorized by this Ordinance remains available.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

Re: Waiver of Competitive Bid for the Disposal of Sweeper Waste, Peeler Dumps and Construction Debris

Dear Ms. McBride:

On behalf of the Department of Public Works, please prepare legislation to be introduced at the next Common Council Meeting for:

- Ordinance authorizing the disposal of sweeper waste materials, catch basin materials and construction debris with the Town of Camillus Landfill during the 2023/2024 fiscal year.

We have found significant savings by hauling our own waste to Camillus Landfill at \$10.00 a ton for our street sweeper waste and catch basin peeler dumps. There is a county contract for removal of construction debris, but we have found that is more efficient to bring it directly to the dump at \$36.00 a ton.

Expenditures are not to exceed \$200,000 and will be charged to Account #01.81700.540552 and 06.81100.540552 or any other appropriate account.

Thank you.

Sincerely,


Timothy M. Rudd
Director of Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Tim Rudd
Director of Management and Budget
City Hall, Room 213
Syracuse, New York 13202

Re: Waiver of Competitive Bid for the Disposal of Sweeper Waste, Peeler Dumps and Construction Debris with the Town of Camillus Landfill

Dear Mr. Rudd:

Please request the introduction of the following legislation for the next meeting of the Common Council:

- Ordinance authorizing the disposal of sweeper waste materials, catch basin materials and construction debris with the Town of Camillus landfill during the 2023/2024 fiscal year.

We have found significant savings by hauling our own waste to Camillus Landfill at \$10.00 a ton for our street sweeper waste and catch basin peeler dumps. There is a county contract for removal of construction debris, but we have found that is more efficient to bring it directly to the dump at \$36.00 a ton.

Expenditures are not to exceed \$200,000 and will be charged to account 01.81700.540552 and 06.81100.540552 or any other appropriate account.

Should you have any questions, please feel free to contact me.

Very truly yours,

Ann Fordock
1st Deputy Commissioner of Public Works

Department of Public
Works
1200 Canal St.
Extension
Syracuse, N.Y. 13202

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

Cc: Ann Fordock, Deputy Commissioner of Public Works
Robin St. Hilaire, Secretary to the Commissioner - DPW
Jenna Vendetti, Administrative Officer-DPW

Ordinance No.

2023

**ORDINANCE AUTHORIZING PURCHASE,
WITHOUT ADVERTISING OR COMPETITIVE
BIDDING, OF TRAFFIC SIGNAL
CONTROLLERS, CABINETS, REPAIR PARTS
AND SERVICES FOR THE DEPARTMENT OF
PUBLIC WORKS DURING THE FISCAL YEAR
2023/2024**

BE IT ORDAINED, subject to the approval of the Mayor, that the Common Council hereby authorizes the purchase of replacement parts and preventative maintenance services from Northeast Signal, Traffic Parts, Inc. and Eastcom for the Department of Public Works during the fiscal year 2023/2024 at a cost not to exceed \$200,000.00 without competitive bidding or formal advertising by reason of the fact it is impracticable to bid said item as the controllers and cabinets currently installed at intersections in the City of Syracuse are proprietary and these companies are the only suppliers in our area; and

BE IT FURTHER ORDAINED, that the Director of the Office of Management and Budget is hereby authorized to purchase said traffic signal controllers, cabinets, repair parts and services at a cost not to exceed \$200,000.00, charging the cost thereof to Department of Public Works Budget Account Number 01.81800.540511 or other appropriate accounts as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that this waiver is hereby authorized to be extended, where necessary, for a period not to exceed sixty (60) days after June 30, 2024 provided funding from the appropriation authorized by this Ordinance remains available.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

RE: Annual Waiver Request for Traffic Signal Parts and Services

Dear Ms. McBride:

On behalf of the Department of Public Works, please prepare the following legislation to be introduced at the next scheduled Common Council Meeting:

- Ordinance authorizing the purchase of traffic signal controllers, cabinets, repair parts and services without formal advertising and competitive bidding during the 2023/2024 fiscal year from Northeast Signal, Traffic Parts Inc., Traffic Systems Inc., Syracuse Signal Systems Inc., General Traffic Equipment Corporation and Eastcom.

A competitive bid would not meet the City's needs since the controllers and cabinets currently installed at existing intersections in the City of Syracuse are proprietary, and these vendors are the only area suppliers.

Total expenditures are estimated not to exceed \$200,000 and will be charged to account #01.81800.540511 or another appropriate account designated by the Commissioner of Finance.

Thank you.

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Sincerely,

Timothy M. Rudd
Director of Management and Budget

cc: Jeremy Robinson, Commissioner of Public Works



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 15, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Tim Rudd
Director of Management and Budget
City Hall Room 213
Syracuse, New York 13202

Re: Annual Waiver Request for Traffic Signal Parts and Services

Dear Mr. Rudd,

Please request the introduction of the following legislation at the next meeting of the Common Council:

- Ordinance authorizing the purchasing of traffic signal controllers, cabinets, repair parts and services without formal advertising and competitive bidding during the 2023/2024 fiscal year from Northeast Signal, Traffic Parts Inc., Traffic Systems Inc., Syracuse Signal Systems Inc., General Traffic Equipment Corporation and Eastcom.

A competitive bid would not meet the City's needs since the controllers and cabinets currently installed at existing intersections in the City of Syracuse are proprietary, and these vendors are the only area suppliers.

Total expenditures are estimated not to exceed \$200,000 and will be charged to account #01.81800.540511 or another appropriate account designated by the Commissioner of Finance.

Should you have any questions, please feel free to call me.

Very truly yours,

A handwritten signature in purple ink that reads "Ann Fordock".

Ann Fordock
1st Deputy Commissioner of Public Works

Department of Public
Works
1200 Canal St.
Extension
Syracuse, N.Y. 13202

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

Cc: Robin St. Hilaire, Secretary to Commissioner- DPW
Joe DiBello, Superintendent of Transportation
Jenna Vendetti, Administrative Officer-DPW

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2023

**ORDINANCE AUTHORIZING PURCHASE,
WITHOUT ADVERTISING OR COMPETITIVE
BIDDING, OF SINGLE SPACE PARKING
METERS AND MULTI-SPACE PAY STATIONS,
PARTS, REPAIRS AND COMMUNICATIONS FOR
THE DEPARTMENT OF PUBLIC WORKS
DURING THE FISCAL YEAR 2023/2024**

BE IT ORDAINED, subject to the approval of the Mayor, that the Common Council hereby authorizes the purchase of single space parking meters and multi-space pay stations, parts, repairs and communications from Parkeon, I.P.S. Group Inc., Duncan Parking Technologies, Civic Plus LLC and Republic Parking Systems, Inc. for the Department of Public Works during the fiscal year 2023/2024 at a cost not to exceed \$550,000.00 without competitive bidding or formal advertising by reason of the fact it is impracticable to bid said items since these pay stations, parts, repairs and communications are proprietary and they can only be purchased from the aforementioned vendors; and

BE IT FURTHER ORDAINED, that the Director of the Office of Management and Budget is hereby authorized to purchase said single space parking meters, multi-space pay stations, parts, repairs and communications from Parkeon, I.P.S. Group Inc., Duncan Parking Technologies, Civic Plus LLC and Republic Parking Systems, Inc. at a cost not to exceed \$550,000.00, charging the cost thereof to Budget Account #01.81800.540511 or another appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that this waiver is hereby authorized to be extended, where necessary, for a period not to exceed sixty (60) days after June 30, 2024 provided funding from the appropriation authorized by this Ordinance remains available.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

RE: Annual Waiver Request for Single Space, Multi Space Pay Stations Parts, Replacements and Communications

Dear Ms. McBride:

On behalf of the Department of Public Works, please prepare legislation to be introduced at the next scheduled Common Council Meeting

- Ordinance authorizing the purchase of single space, multi space pay stations, parts, supplies, repairs and communications without formal advertising and competitive bidding during the 2023/2024 fiscal year from the following vendors: Parkeon Inc., IPS Group Inc., Duncan Parking Technologies, CivicPlus LLC and Republic Parking Systems Inc.

A competitive bid would not meet the City's need since these pay stations, parts and communications are proprietary, and they can only be purchased from the aforementioned vendors.

Total expenditures are estimated not to exceed \$550,000 and will be charged to account #01.81800.540511 or any other appropriate account.

Sincerely,

A handwritten signature in blue ink, appearing to read "mrudd", is written over a blue line that extends from the word "Sincerely,".

Timothy M. Rudd
Director of Management and Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

cc: Jeremy Robinson, Commissioner of DPW



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Tim Rudd
Director of Management and Budget
City Hall, Room 213
Syracuse, New York 13202

Re: Annual Waiver Request for Single Space, Multi Space Pay Stations Parts, Replacements and Communications

Dear Mr. Rudd:

Please request the introduction of the following legislation at the next meeting of the Common Council:

- Ordinance authorizing the purchase of single space, multi space pay stations, parts, supplies, repairs and communications without formal advertising and competitive bidding during the 2023/2024 fiscal year from the following vendors: Parkeon Inc., IPS Group Inc., Duncan Parking Technologies, CivicPlus LLC and Republic Parking Systems Inc.

A competitive bid would not meet the City's needs since these pay stations, parts and communications are proprietary, and they can only be purchased from the aforementioned vendors.

Total expenditures are estimated not to exceed \$550,000 and will be charged to account #01.81800.540511 or any other appropriate account.

Should you have any questions, please feel free to call me.

Very truly yours,

A handwritten signature in purple ink that reads "Ann Fordock".

Ann Fordock
1st Deputy Commissioner of Public Works

Department of Public
Works
1200 Canal St.
Extension
Syracuse, N.Y. 13202

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

Cc: Robin St. Hilaire, Secretary to Commissioner- DPW
Joe DiBello, Department of Transportation-DPW
Jenna Vendetti, Administrative Officer-DPW

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Ordinance No.

2023

**ORDINANCE AUTHORIZING PURCHASE,
WITHOUT ADVERTISING OR COMPETITIVE
BIDDING, OF EMERGENCY TRAFFIC SIGNAL
FIBER OPTICS REPAIR SERVICES FOR THE
DEPARTMENT OF PUBLIC WORKS DURING
THE FISCAL YEAR 2023/2024**

BE IT ORDAINED, subject to the approval of the Mayor, that the Common Council hereby authorizes the purchase of emergency traffic signal fiber optics repair services from Powerline Contractors, Inc., Eastcom, DiKat, and Syracuse Signals, Inc. for the Department of Public Works during the fiscal year 2023/2024 at a cost not to exceed \$200,000.00 without competitive bidding or formal advertising by reason of the fact it is impracticable to bid said item since Powerline Contractors, Inc., Eastcom, DiKat, and Syracuse Signals, Inc. are the only area suppliers of these repair services and it is impracticable to bid these type of services since they are needed for emergency situations; and

BE IT FURTHER ORDAINED, that the Director of the Office of Management and Budget is hereby authorized to purchase said emergency traffic signal fiber optics repair services at a cost not to exceed \$200,000.00, charging the cost thereof to Budget Account Number 01.81800.540551 or another appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that this waiver is hereby authorized to be extended, where necessary, for a period not to exceed sixty (60) days after June 30, 2024 provided funding from the appropriation authorized by this Ordinance remains available.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

Re: Annual Waiver Request for Emergency Traffic Signal Fiber Optic Repairs

Dear Ms. McBride:

On behalf of the Department of Public Works, please prepare legislation to be introduced at the next Common Council Meeting for:

- Ordinance authorizing the purchase of emergency traffic signal fiber optics repair services without formal advertising and competitive bidding during the 2023/2024 fiscal year from Power Line Contractors, Eastcom, DiKat and Syracuse Signals, Inc.

These vendors are the only local vendors that provide this type of service. It is impractical to bid out these repairs since they are needed in emergency situations.

Total expenditures are not to exceed \$200,000 and will be charged to account #01.81800.540551.

Thank you.

Sincerely,

Timothy M. Rudd
Director of Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

cc: Jeremy Robinson, Commissioner of Public Works

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Tim Rudd
Director of Management and Budget
City Hall, Room 213
Syracuse, New York 13202

Re: Annual Waiver Request for Emergency Traffic Signal Fiber Optic Repairs

Dear Mr. Rudd:

Please request the introduction of the following legislation at the next meeting of the Common Council:

- Ordinance authorizing the purchase of emergency traffic signal fiber optics repair services without formal advertising and competitive bidding during the 2023/2024 fiscal year from Power Line Contractors, Eastcom, DiKat and Syracuse Signals, Inc.

These vendors are the only local vendors that provide this type of service. It is impractical to bid out these repairs since they are needed in emergency situations.

Total expenditures are estimated not to exceed \$200,000 and will be charged to account #01.81800.540551.

Should you have any questions, please feel free to call me.

Very truly yours,

A handwritten signature in purple ink, appearing to read "Ann Fordock".

Ann Fordock
1st Deputy Commissioner of Public Works

Department of Public
Works
1200 Canal St.
Extension
Syracuse, N.Y. 13202

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

Cc: Robin St. Hilaire, Secretary to Commissioner- DPW
Joe DiBello, Department of Transportation-DPW
Jenna Vendetti, Administrative Officer-DPW

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Ordinance No.

2023

**ORDINANCE AUTHORIZING PURCHASE,
WITHOUT ADVERTISING OR COMPETITIVE
BIDDING, OF DISPOSAL SERVICES FOR HARD
FILL FROM T H KINSELLA FOR THE
DEPARTMENT OF PUBLIC WORKS DURING
THE FISCAL YEAR 2023/2024**

BE IT ORDAINED, subject to the approval of the Mayor, that the Common Council hereby authorizes the purchase of hard fill disposal services from T H Kinsella for the Department of Public Works in relation to various sewer dig projects during fiscal year 2023/2024 at a cost not to exceed \$15,000.00 without competitive bidding or formal advertising by reason of the fact it is impracticable to bid for these waste disposal services; and

BE IT FURTHER ORDAINED, that the cost to the City of Syracuse from the T H Kinsella for the hard fill disposal services is at a rate of \$2.25 per ton; and

BE IT FURTHER ORDAINED, that the Director of Management and Budget is hereby authorized to purchase said hard fill disposal services from the T H Kinsella at a cost not to exceed \$15,000.00, charging the cost thereof to Budget Account #06.81100.540552 or another appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that this waiver is hereby authorized to be extended, where necessary, for a period not to exceed sixty (60) days after June 30, 2024 provided funding from the appropriation authorized by this Ordinance remains available.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

47

June 16, 2023

Timothy M. Rudd
Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

Julie Castellitto
Assistant Director

Re: Annual Waiver Request for Disposal of Hard Fill

Dear Ms. McBride:

On behalf of the Department of Public Works, please prepare legislation to be introduced at the next Common Council Meeting for:

- Ordinance authorizing the disposal of hard fill with T H Kinsella during the 2023/2024 fiscal year.

The Sewers Department will haul hard fill from dig jobs to T H Kinsella at a price of \$2.25 a ton. Expenditures are not to exceed \$15,000 and will be charged to account 06.81100.540552.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Timothy M. Rudd", written over a blue ink scribble.

Timothy M. Rudd
Director of Budget

cc: Jeremy Robinson, Commissioner of Public Works

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

7



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 15, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Tim Rudd
Director of Management and Budget
City Hall, Room 213
Syracuse, New York 13202

Re: Waiver of Competitive Bid for the Disposal of Hard Fill with T H Kinsella

Dear Mr. Rudd:

Please request the introduction of the following legislation for the next meeting of the Common Council:

- Ordinance authorizing the disposal of hard fill with T H Kinsella during the 2023/2024 fiscal year.

The Sewers Department will haul hard fill from dig jobs to T H Kinsella at a price of \$2.25 a ton. Expenditures are not to exceed \$15,000 and will be charged to account 06.81100.540552.

Should you have any questions, please feel free to contact me.

Very truly yours,

Ann Fordock
1st Deputy Commissioner of Public Works

Department of Public
Works
1200 Canal St.
Extension
Syracuse, N.Y. 13202

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

Cc: Jeff Kohanski, Superintendent of Sewers & Streams
Robin St. Hilaire, Secretary to the Commissioner - DPW
Jenna Vendetti, Administrative Officer-DPW

Ordinance No.

2023

ORDINANCE AMENDING ORDINANCE NO. 203-2021 AS LAST AMENDED BY ORDINANCE NO. 529-2022 AUTHORIZING CONTRACT WITH GHD CONSULTING SERVICES, INC. TO PROVIDE SERVICES RELATIVE TO THE DESIGN AND REPLACEMENT OF THE ROOF DOME OF THE MIDDLE WATER TANK AT MORNINGSIDE RESERVOIR FOR THE DEPARTMENT OF WATER

BE IT ORDAINED, that Ordinance No. 203-2021 as last amended by Ordinance No. 529-2022 is hereby amended to read as follows:

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Mayor has waived the Request for Proposal process and approved the retention of GHD Consulting Services, Inc., under the following terms:

- (1) GHD Consulting Services, Inc. shall provide all required services for the completion of the design and replacement of the roof dome of the middle water tank at Morningside Reservoir; in addition the agreement is hereby amended to increase the scope of services to include performing a condition assessment and closed circuit televised (CCTV) assessment of the interior wall and floor surfaces for indications of leakage at an additional cost of \$162,000; and
- (2) The duration of the contract will extend to June 30, 2024*; and
- (3) The City shall pay to GHD Consulting Services, Inc. an amount not to exceed \$612,000.00 for all services under this amended agreement; NOW, THEREFORE,

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to FY 22/23 Operating Account # 05.831100.541500.

_____ = new material

*previously read June 30, 2023



DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

Joseph B. Awald, PE
Commissioner

June 14, 2023

Ms. Patricia McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

**RE: Morningside Reservoir Contract (GHD)
Amendment - Water Department**

Dear Ms. McBride:

Please prepare legislation for consideration at the next meeting of the Common council to amend ordinance 529-2022 "Ordinance authorizing contract with GHD relative to the design and replacement of the roof dome of the middle tank at Morningside Reservoir for the Department of Water". Please extend the contract until June 30, 2024. There are no additional costs with this time extension.

This amendment will involve performing a condition assessment of the interior of the Reservoir. This visual condition assessment and closed circuit televised (CCTV) will assess the interior wall and floor surfaces for indications of leakage.

Please call me if you have any questions.

Sincerely,

Department Of Water
101 N. Beech Street
Syracuse, N.Y. 13210

Joseph Awald, P.E.
Commissioner of Water

Office 315 448-8340
Fax 315 473-2608
Emergency 24 Hours
315 473-8360

www.syrgov.net

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 16, 2023
SUBJECT: Amend Ordinance – Morningside Reservoir Contract

On behalf of the Department of Water, I am requesting that the City of Syracuse amend **Ordinance #529-2022**, "Ordinance authorizing contract with GHD relative to the design and replacement of the roof dome of the middle tank at Morningside Reservoir for the Department of Water". Please extend the contract until June 30, 2024. There are no additional costs with this time extension.

This amendment will involve performing a condition assessment of the interior of the Reservoir. This visual condition assessment and closed circuit televised (CCTV) will assess the interior wall and floor surfaces for indications of leakage.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

A handwritten signature in blue ink, appearing to be "B. Walsh", written over a horizontal line.

Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

**ORDINANCE AMENDING ORDINANCE
NO. 226-2019 AS LAST AMENDED BY
ORDINANCE NO. 595-2022 AUTHORIZING
CONTRACT WITH GHD CONSULTING
SERVICES INC. RELATIVE TO PROVIDING GIS
CENTRIC COMPUTERIZED MAINTENANCE
MANAGEMENT SYSTEM SOFTWARE AND
PARTNER RELATED SERVICES**

BE IT ORDAINED, that Ordinance No. 226-2019 as last amended by Ordinance No. 595-2022 is hereby amended to read as follows:

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Mayor has approved the retention of GHD Consulting Services Inc. ("GHD"), under the following terms:

- (1) GHD shall provide GIS Centric Computerized Maintenance Management System (CMMS) Software and Partner Related Services for the Water Department to assist them in tracking and maintaining the various maintenance operations for City water infrastructure;
- (2) The City shall pay to GHD a total amount not to exceed \$769,843.00 under this agreement, including the additional amount of \$434,995.00 added by way of this amendment, for all services under this amended agreement which agreement is hereby further extended to run through June 30, 2024*;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such amended contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that \$158,000.00 of the costs associated with the agreement shall be charged to Capital Account (599805) 05.83405.501563000 and the remaining amount of \$151,848.00 charged to FY 2019/2020 Operating Account 05.83400.541500; with the increased cost

of \$25,000.00 charged to FY 2020/2021 Operating Account 05.83400.541500; with the increased cost of \$434,995.00 to be expended under the June 30, 2024* extension period to be charged to FY 2022/2023 Operating Account #05.83110.541500.

_____ = new material

*previously read June 30, 2023



DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

Joseph B. Awald, PE
Commissioner

June 14, 2023

Ms. Patricia McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

**RE: Computerized Maintenance Management System (CMMS)
Amendment - Water Department**

Dear Ms. McBride,

Please prepare legislation for consideration at the next meeting of the Common council to amend ordinance 595-2022 "Ordinance authorizing contract with GHD relative to providing CMMS and partner related services" GHD will assist the Water Department to track and maintain the various maintenance operations for City water infrastructure. This software implementation will help efficiently and effectively manage their assets. Please extend the contract until June 30, 2024. There are no additional costs with this time extension.

During Phase I of the CMMS implementation, several workflows were identified that would benefit from the Cityworks software. Phase II will involve project management, Watershed database management, Asset Analytics, and meter information.

Please call me if you have any questions.

Sincerely,

Joseph Awald, P.E.
Commissioner of Water

Department Of Water
101 N. Beech Street
Syracuse, N.Y. 13210

Office 315 448-8340
Fax 315 473-2608
Emergency 24 Hours
315 473-8360

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director


TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 16, 2023
SUBJECT: Amend Ordinance – Computerized Maintenance Management System (CMMS)

On behalf of the Department of Water, I am requesting that the City of Syracuse amend **Ordinance #595-2022**, "Ordinance authorizing contract with GHD relative to providing CMMS and partner related services" GHD will assist the Water Department to track and maintain the various maintenance operations for City water infrastructure. This software implementation will help efficiently and effectively manage their assets. Please extend the contract until June 30, 2024. There are no additional costs with this time extension.

During Phase I of the CMMS implementation, several workflows were identified that would benefit from the Cityworks software. Phase II will involve project management, Watershed database management, Asset Analytics and meter information.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York



Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

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Ordinance No.

2023

ORDINANCE AMENDING ORDINANCE NO. 788-2022 AUTHORIZING CONTRACT WITH GHD CONSULTING SERVICES INC. (GHD) FOR THE DEPARTMENT OF WATER FOR THE DESIGN OF THE INTAKE #2 EXTENSION

BE IT ORDAINED, that Ordinance No. 788-2022 is hereby amended to read as follows:

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, a Request for Proposal (RFP) was conducted for the Intake #2 Extension design services and the RFP Committee recommended that GHD Consulting Services Inc. (GHD) be awarded the contract; and

WHEREAS, the Mayor has approved the retention of GHD, under the following terms:

- (1) GHD shall provide Intake #2 Extension design services for the Department of Water;
- (2) The City shall pay GHD an amount not to exceed \$1,024,068* for all services under this agreement which shall be for a duration of 835 calendar days from contract execution date;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to operating account No. 08.800052121.

_____ = new material

*previously read \$893,972.00



DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

Joseph B. Awald, PE
Commissioner

June 14, 2023

Ms. Patricia McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

RE: Skaneateles Lake Water Intake Extension (GHD)
Amendment - Water Department

Dear Ms. McBride:

Please prepare legislation for consideration at the next meeting of the Common council to amend ordinance 788-2022 "Ordinance authorizing contract with GHD relative to providing design services for the Intake #2 Extension for the Department of Water". Please increase the not to exceed amount to \$1,024,068. All costs associated with this will be charged to Capital Account 08.800052121.

The increase of \$130,096 will be utilized for Public Engagement Services, extended water quality monitoring and additional soil borings.

Please call me if you have any questions.

Sincerely,

Joseph Awald, P.E.
Commissioner of Water

Department Of Water
101 N. Beech Street
Syracuse, N.Y. 13210

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Fax 315 473-2608
Emergency 24 Hours
315 473-8360

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 20, 2023
SUBJECT: Amend Ordinance – GHD

A handwritten signature in blue ink, appearing to be "TR", located to the right of the "FROM:" line.

On behalf of the Department of Water, I am requesting that the City of Syracuse amend **Ordinance #788-2022**, "Ordinance authorizing contract with GHD relative to providing design services for the Intake #2 Extension for the Department of Water". Please increase the not to exceed amount to \$1,024,068. All costs associated with this will be charged to Capital Account 08.800052121 and 05.83110.541500.

The increase of \$130,096 will be utilized for public engagement services, extended water quality monitoring and additional soil boring.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

A handwritten signature in blue ink, appearing to be "BW", located above the printed name of Mayor Ben Walsh.

Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT
BY AND BETWEEN THE CITY OF SYRACUSE
AND ONONDAGA COUNTY SOIL AND WATER
CONSERVATION DISTRICT (SKANEATELES
LAKE WATERSHED AGRICULTURAL
PROGRAM)**

BE IT ORDAINED, by the Common Council that the Mayor on behalf of the City of Syracuse be and he hereby is authorized to enter into an agreement with the Onondaga County Soil and Water Conservation District to administer the Skaneateles Lake Watershed Agricultural Program on behalf of the City of Syracuse in order for the City to comply with its June 28, 2004 filtration avoidance waiver from the New York State Department of Health; said agreement shall be for a term from July 1, 2023 to June 30, 2024, at a cost not to exceed \$739,289.00, charging the cost thereof to Skaneateles Watershed Water Budget Account No. 05.83350.541500 or such other account as may be designated by the Commissioner of Finance for fiscal year 2023/2024; and said agreement shall be subject to the approval of the Corporation Counsel as to terms, form and execution.



DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

Joseph B. Awald, PE
Commissioner

June 14, 2023

Ms. Patricia McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

RE: Proposed Intermunicipal Agreement with the Onondaga County Soil and Water Conservation District (Skaneateles Lake Watershed Agricultural Program)

Dear Ms. McBride,

Please place the above-referenced intermunicipal agreement on the next Common Council agenda.

The Skaneateles Lake Watershed Agricultural Program is conducted as a requirement of the June 28, 2004 filtration waiver issued by the New York State Department of Health (NYSDOH). This will be the twenty-ninth year of a renewable intermunicipal agreement with the Onondaga County Soil and Water Conservation District (SWCD), which administers the program for the City. This program is intended to protect and improve water quality through the use of Best Management Practices. These Practices provides for the conservation of soil and water resources to control and abate non-point sources of water pollution in the Skaneateles Watershed.

This intermunicipal agreement will continue the program for the period from July 1, 2023 through June 30, 2024 and will be in the amount of \$739,289. Costs for this intermunicipal agreement will be charged to Skaneateles Watershed Water Budget 05 83350 541500.

Department Of Water
101 N. Beech Street
Syracuse, N.Y. 13210

Office 315 448-8340
Fax 315 473-2608
Emergency 24 Hours
315 473-8360

Very truly yours,

Joseph Awald, P.E.
Commissioner of Water

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget 
DATE: June 16, 2023
SUBJECT: Intermunicipal Agreement with Onondaga County Soil and Water Conservation District

On behalf of the Department of Water, I am requesting that the City of Syracuse enter into an Intermunicipal agreement with the Onondaga County Soil and Water Conservation District (Skaneateles Lake Watershed Agricultural Program).

The Skaneateles Lake Watershed Agricultural Program is conducted as a requirement of the June 28, 2004 filtration waiver issued by the New York State Department of Health (NYSDOH). This will be the twenty-ninth year of a renewable Intermunicipal agreement with the Onondaga County Soil and Water Conservation District (SWCD), which administers the program for the City. This program is intended to protect and improve water quality through the use of Best Management Practices. These Practices provides for the conservation of soil and water resources to control and abate non-point sources of water pollution in the Skaneateles Watershed.

This Intermunicipal agreement will continue the program for the period from July 1, 2023 through June 30, 2024 and will be in the amount of \$739,289. Costs for this Intermunicipal agreement will be charged to Skaneateles Watershed Water Budget 05.83350.541500.


Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date



DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

Joseph B. Awald, PE
Commissioner

June 14, 2023

Ms. Patricia McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

**Re: State Environmental Quality Review (SEQR) Type II Declaration
Mosley Pump Station Replacement Project**

Dear Ms. McBride,

Please prepare legislation for the next Common Council agenda to authorize a Type II Declaration for the Mosley Pump Station Replacement Project. Please authorize the Commissioner of Water to sign and file the necessary SEQR documents.

After review of the potential environmental impacts of the replacement of the existing pump station, we have determined that the project meets the definition of a Type II action under SEQR. The project should be declared to be a Type II Action in accordance with 6NYCRR Section 617.5 (c) (1)(2).

Very truly yours,

Joseph Awald, P.E.
Commissioner of Water

Department Of Water
101 N. Beech Street
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DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

53-54

Joseph B. Awald, PE
Commissioner

June 14, 2023

Ms. Patricia McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

Re: Project and Bond Authorization – Mosley Pump Station Replacement and Water Distribution System Improvements Project

Dear Ms. McBride,

Please prepare legislation for consideration at the next meeting of the Common Council to authorize the project AND approve the sale and purchase of bonds in the amount of \$8,000,000 to defray the cost of the Mosley Pump Station Replacement and Water Distribution System Improvements Project.

The Mosley Booster Pump Station and Water Distribution System Improvements are in the Eastwood neighborhood of Syracuse and serves a portion of the Intermediate High Service Area. Low pressure is reported in areas served by this pump station and the station is nearing the end of its useful life. The electrical components are showing signs of corrosion and have exceeded their useful life. The layout of the existing pump station is crowded and would not meet today's codes, standards, and safety codes.

This project also includes replacing approximately 5,000 linear feet of 12" water main, 12,000 feet of 8" water main and replacement of 325 lead water services and appurtenances.

Department Of Water
101 N. Beech Street
Syracuse, N.Y. 13210

Office 315 448-8340
Fax 315 473-2608
Emergency 24 Hours
315 473-8360

Very truly yours,

Joseph Awald, P.E.
Commissioner of Water

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECTS

Date:	06/14/23	Department:	Water
Project Name:	Mosley Pump Station Replacement		
Project Cost:	\$8,000,000		
Contact Name:	Beth Smith Management Analyst 448-8343		
Project Description:	Funds will be utilized to replace the Mosley pump station along with lead service replacement and water main replacement surrounding the pump station.		
Projected Time Line & Funding Source(s)			
Estimated Start Date:	Jul-23	Estimated Completion Date:	6/24
Funding Source:	Dollar Amount:		
Local Share: Cash Capital			
Local Share: Bonds (complete schedule below)	\$8,000,000		
State Aid/Grant (identify)			
Federal Aid/Grant (identify)			
Other (identify)			
Other (identify)			
Total Project Funding (must equal cost):\$			8,000,000
Estimated Project Borrowing Timeline			
Year	Fiscal Year	Estimated Amount to Borrow	
1	2024	4,000,000	
2	2025	4,000,000	
3			
4			
5			
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$	
Approval to proceed with request for legislation is hereby granted.			
Project in CIP Plan: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Reason("No"): This project replaces the Chlorine project that was budgeted			
Director of Administration:		Date:	
Director of Management & Budget:		Date: 6-20-23	
Commissioner of Finance:		Date: 6/20/23	

Ordinance

2023

**ORDINANCE APPROPRIATING FUNDS FOR
THE WATER DEPARTMENT FOR THE
2023/2024 CAPITAL EQUIPMENT
REPLACEMENT PROGRAM AT A COST NOT
TO EXCEED \$400,000**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$400,000 from Water Fund cash capital account No. 05.120033.99999 to an account to be determined by the Commissioner of Finance for the Syracuse Water Department; said funds are to be used by the Water Department for the 2023-2024 Capital Equipment Replacement Program for the equipment set forth below, in the manner provided by law:

**Department of Water
2023/2024 Capital Equipment**

TRACTOR - LOWBOY	\$140,000.00
SUV	\$ 25,000.00
EQUIPMENT	\$ 80,000.00
DUMP TRUCK	\$ 75,000.00
SKID STEER	\$ 80,000.00
TOTAL	\$400,000.00.



DEPARTMENT OF WATER

CITY OF SYRACUSE, MAYOR BEN WALSH

June 14, 2023

Joseph B. Awald, PE
Commissioner

Ms. Patricia McBride
City Clerk
230 City Hall
Syracuse, New York 13202

RE: Cash Capital Transfer - Capital Equipment

Dear Ms. McBride,

It is requested that ordinances be submitted for consideration by the Common Council authorizing the following for the Department of Water:

Ordinance authorizing the Department of Water to proceed with the 2023/24 Water Capital Equipment replacement project at a cost not to exceed \$400,000.

Ordinance authorizing the appropriation of funds from Water Fund cash capital account 05.120033.99999 to pay for the project.

Funds will be utilized in 23/24 to purchase replacement vehicles for the Water Department Fleet. All purchases will be replacing older pieces of equipment that has reached its end of life. All purchases will be utilizing existing contracts or will go through the bid process. Please see below list of capital equipment.

Very truly yours,

A blue ink signature of Joseph Awald, P.E., written over the words "Very truly yours,".

Joseph Awald, P.E.
Commissioner of Water

Department Of Water
101 N. Beech Street
Syracuse, N.Y. 13210

Office 315 448-8340
Fax 315 473-2608
Emergency 24 Hours
315 473-8360

Tractor - Lowboy	\$140,000
SUV	\$25,000
Equipment	\$80,000
Dump Truck	\$75,000
Skid Steer	\$80,000
Total :	\$400,000

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECTS

Date:	06/14/23	Department:	Water
Project Name:	Water Capital Equipment 23/24		
Project Cost:	\$400,000		
Contact Name:	Beth Smith	Management Analyst	448-8343
Project Description:	Funds will be utilized to replace aging pieces of equipment within the fleet.		
Projected Time Line & Funding Source(s)			
Estimated Start Date:	Jul-23	Estimated Completion Date:	6/24
Funding Source:	Dollar Amount:		
Local Share: Cash Capital	\$400,000		
Local Share: Bonds (complete schedule below)			
State Aid/Grant (identify)			
Federal Aid/Grant (identify)			
Other (identify)			
Other (identify)			
Total Project Funding (must equal cost):\$			400,000
Estimated Project Borrowing Timeline			
Year	Fiscal Year	Estimated Amount to Borrow	
1			
2			
3			
4			
5			
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$	
Approval to proceed with request for legislation is hereby granted.			
Project in CIP Plan: Y Yes Reason("No"):			
Director of Administration:		Date:	
Director of Management & Budget:		Date: 6-20-23	
Commissioner of Finance:		Date: 6/20/23	

56 68

**Local Law No.
City of Syracuse**

2023

**A LOCAL LAW OF THE CITY OF SYRACUSE
TO ADD A NEW ARTICLE 16 TO BE ENTITLED
“TOBACCO RETAIL LICENSE” TO CHAPTER 9
OF THE REVISED GENERAL ORDINANCES OF
THE CITY OF SYRACUSE, AS AMENDED,
ENTITLED BUSINESS: MERCANTILE,
TRANSIENT, ITINERANT**

BE IT ENACTED, by the Common Council of the City of Syracuse, as follows:

SECTION 1.

This Local Law shall add a new Article 16, to be entitled “Tobacco Retail License” to Chapter 9 of the Revised General Ordinances of the City of Syracuse, as amended, entitled Business: Mercantile, Transient, Itinerant, which shall read as follows:

CHAPTER 9. BUSINESS: MERCANTILE, TRANSIENT, ITINERANT

ARTICLE 16. TOBACCO RETAIL LICENSE

§ 16-1. Legislative Findings, Intent and Purpose.

Tobacco products and electronic smoking devices are addictive and inherently dangerous and have been shown to be harmful to the public health. Tobacco use is the leading preventable cause of death in the United States, causing over 480,000 deaths in the United States each year from health conditions including but not limited to cancer and heart disease. In New York State, approximately 28,000 adults die from smoking-related illnesses each year.

Research shows that the accessibility and availability of tobacco products and electronic smoking devices influences youth to begin using tobacco products and electronic smoking devices. Youth are uniquely vulnerable to the effects of nicotine and the formation of nicotine dependence. Nicotine exposure can harm the developing adolescent brain. An overwhelming majority of Americans who smoke cigarettes daily first tried smoking by the age of eighteen (18), and youth who use e-cigarettes may be more likely to smoke cigarettes in the future. The Surgeon General of the United States has concluded that almost no one starts smoking tobacco after age twenty-five (25).

Tobacco product and electronic smoking device retail outlet density is associated with increased rates of smoking. Although it is unlawful to sell tobacco products to minors, according to a report by the New York State Department of Health, Youth Access Tobacco Enforcement Program for the period of April 1, 2018 through March 21, 2020, 7.91% of the New York retailers surveyed do sell to minors. 22.5% of high school students in New York State use electronic nicotine delivery

systems (also called electronic cigarettes). 25.6% of high school students in New York State use some form of tobacco product.

The City of Syracuse has a substantial interest in reducing the number of individuals of all ages who use tobacco products and electronic smoking devices, and a particular interest in protecting youth from nicotine dependence and the illnesses and premature death associated with the use of tobacco products, electronic smoking devices and other products regulated by New York State Public Health Law Article 13-F, known as the Adolescent Tobacco Use Prevention Act. The purpose of this legislation is to ensure the public health, safety and welfare of the citizens of the City of Syracuse by providing a local law to require a Tobacco Retail License to sell tobacco products, electronic smoking devices, and all other products regulated by New York State Public Health Law Article 13-F in the City of Syracuse.

The Family Smoking Prevention and Control Act of 2009 provides local governments with the freedom to implement tobacco control policies. A local licensing system for tobacco product and electronic smoking device retailers will provide a local enforcement mechanism to allow the City of Syracuse to monitor and increase retailers' compliance with federal, state, and local laws, including laws that prohibit the sale of tobacco products and electronic smoking devices to minors, such as New York State Public Health Law Article 13-F, by requiring compliance with these laws as a condition for obtaining and maintaining a local Tobacco Retail License.

The Mayor and Common Council of the City of Syracuse find that the City of Syracuse has a substantial and important interest in reducing the illegal sale of tobacco products, electronic smoking devices, and all other products regulated by New York State Public Health Law Article 13-F, to minors. It is the intent of the City of Syracuse through the addition of this new Article to implement effective measures to license all retailers selling tobacco products, electronic smoking devices, and all other products regulated by New York State Public Health Law Article 13-F; to reduce the number of such retailers; to regulate the location of such retailers; to stop the sale of tobacco products, electronic smoking devices, and all other products regulated by New York State Public Health Law Article 13-F, to minors; and to reduce the number of individuals of all ages who use tobacco products and electronic smoking devices.

§16-2. Definitions.

For the purposes of this Article, the following words and phrases shall be defined as follows:

- (a) *Accessory* shall mean a product that is intended or reasonably expected to be used with or for the human consumption of a Tobacco Product or Electronic Smoking Device, does not contain tobacco and is not made or derived from tobacco, including, but not limited to, carrying cases, lanyards, lighters, and holsters and meets either of the following:
 - (1) is not intended or reasonably expected to affect or alter the performance, composition, constituents or characteristics of a Tobacco Product or Electronic Smoking Device; or
 - (2) is intended or reasonably expected to affect or maintain the performance, composition, constituents or characteristics of a Tobacco Product or Electronic Smoking Device but:

- (A) solely controls moisture and/or temperature of a stored Tobacco Product or Electronic Smoking Device; or
 - (B) solely provides an external heat source to initiate but not maintain combustion of a Tobacco Product.
- (b) *Applicant* shall mean an individual, corporation, partnership, limited liability company, or other business entity, as well as each entity's members, partners, and/or shareholders, as applicable, seeking a Tobacco Retail License. Applicant must be the actual State License holder and must be the entity offering the Covered Product for sale.
- (c) *Application* shall mean the form completed in writing by an Applicant or an authorized agent thereof and executed and verified under penalty of perjury by the Applicant or the authorized agent thereof.
- (d) *Application Fee* shall mean the annual non-refundable \$250.00 fee owed to the Division upon the submission of an Application.
- (e) *Building* shall mean a permanent structure affixed to real property within the City bearing a tax parcel identification number rendering the land improved for purposes of taxation.
- (f) *City* shall mean the City of Syracuse.
- (g) *Component or Part* shall mean software or materials intended or reasonably expected: (1) to alter or affect the performance, composition, constituents or characteristics of a Tobacco Product or Electronic Smoking Device or (2) to be used with or for the human consumption of a Tobacco Product or Electronic Smoking Device. "Component or Part" excludes an Accessory and includes, but is not limited to, e-liquids, cartridges, refills, batteries, heating coils, programmable software, rolling papers, wraps, hookahs, mouthpieces, pipes and flavorings for Tobacco Products or Electronic Smoking Devices, whether they are sold together or separately.
- (h) *Corporation Counsel* shall mean the Corporation Counsel of the City of Syracuse.
- (i) *Covered Product(s)* shall mean any Tobacco Product, Electronic Smoking Device, or any other product regulated by Article 13-F of the New York State Public Health Law, known as the Adolescent Tobacco Use Prevention Act.
- (j) *Division* shall mean the Division of Code Enforcement for the City.
- (k) *Director* shall mean the Director or Deputy Commissioner of the Division of Code Enforcement, or their designee, for the City.
- (l) *Electronic Smoking Device(s)* shall mean any device that may be used to deliver any aerosolized or vaporized substance that may be inhaled, whether or not the aerosolized or

vaporized substance contains nicotine, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah. "Electronic Smoking Device" includes any Component or Part but not Accessory and includes any substance to be aerosolized or vaporized, whether or not separately sold. "Electronic Smoking Device" does not include drugs, devices, or combination products approved and authorized for sale by the U.S. Food and Drug Administration for cessation purposes, as those terms are defined in the Federal Food, Drug, and Cosmetic Act and does not include products regulated under Article 7-A of the Consolidated Laws of the State of New York.

- (m) *Public Park* shall mean a park owned by the City or any of its agencies.
- (n) *School* shall mean any public or private kindergarten, elementary, middle, junior high, or high school and their grounds and/or facilities.
- (o) *State License(s)* shall mean a valid New York State Department of Taxation and Finance certificate of registration for the sale of a Covered Product.
- (p) *Tobacco Product(s)* shall mean any product containing, made of, or derived from tobacco or nicotine, including synthetic nicotine, that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including but not limited to a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, snus, bidis, powdered tobacco, and nicotine water. "Tobacco Product" includes a Component or Part, whether or not separately sold, but not Accessory. "Tobacco Product" does not include drugs, devices, or combination products approved and authorized for sale by the U.S. Food and Drug Administration for cessation purposes, as those terms are defined in the Federal Food, Drug, and Cosmetic Act and does not include products regulated under Article 7-A of the Consolidated Laws of the State of New York.
- (q) *Tobacco Retail License* shall mean any license issued by the Division to an Applicant to engage in the retail sale of any Covered Product in the City.

§16-3. Tobacco Retail License Required.

- (a) As of the effective date of this Article, a valid Tobacco Retail License issued by the Division in compliance with this Article shall be required to sell, to offer for sale, or to permit the sale of a Covered Product to consumers in the City in accordance with the terms hereof. The requirement for a Tobacco Retail License detailed in this Article is not applicable for a wholesale dealer who sells products to retail dealers for the purpose of resale only and does not sell any Covered Product directly to consumers.
- (b) Applicants must submit an Application for a Tobacco Retail License to the Division on an annual basis. Tobacco Retail Licenses issued pursuant to this Article shall be effective upon the date of issuance thereof and shall be valid for a period of one (1) year from the date of issuance, unless sooner suspended or revoked.
- (c) The annual Application Fee is non-refundable.

- (d) Each Application for a Tobacco Retail License shall be filed with the Division in accordance with Section 16-4 hereof.
- (e) Notwithstanding the requirements set forth in Subsection (a) above, this Article shall not apply to an organization that is deemed a registered organization pursuant to Section 3364 of the New York State Public Health Law.

§16-4. Tobacco Retail License Application and Eligibility Requirements.

(1) Eligibility for a Tobacco Retail License

- (a) Each Tobacco Retail License shall be issued only to actual sellers of Covered Products to be located in a Building.
- (b) In order to be eligible to receive a Tobacco Retail License from the Division, the Applicant must meet the following criteria:
 - i. The Applicant shall hold, possess and provide proof to the Division of a current and valid State License(s) issued by the New York State Department of Taxation and Finance;
 - ii. The Applicant shall hold, possess and provide proof to the Division of all required permits, licenses, and/or approvals necessary and/or required to operate in the City;
 - iii. The Applicant must not owe to the City any outstanding taxes, payments in lieu of taxes, fees, fines, penalties or other charges;
 - iv. The Applicant shall not be or have been the owner or commercial tenant of a premises declared to be a public nuisance under Chapter 45 of the Revised General Ordinances of the City, as amended;
 - v. Subject only to Section 16-4(2)(e) below, the Applicant, as the owner or tenant of any Building at which Covered Products are being sold, offered for sale, or permitted to be sold under a Tobacco Retail License, shall be in compliance with the Property Conservation Code of the City and with all other laws, ordinances and regulations of the City at the time of Application. Notwithstanding anything herein to the contrary, the Division may consider a Building's twelve (12) month history relative to compliance with the Property Conservation Code of the City and any other related codes and regulations;
 - vi. No Tobacco Retail License shall be issued to any Applicant within seven hundred fifty (750) feet of a School or Public Park as measured by a straight line from the nearest point of the property line of the parcel on which the School or Public Park is located to the nearest point of the property line of the parcel on which the Applicant's business is located for which the Tobacco Retail License is being sought hereunder.

- vii. No Tobacco Retail License shall be issued to any Applicant within seven hundred fifty (750) feet of another business holding and/or operating under a current and valid Tobacco Retail License as measured by a straight line from the nearest point of the property line of the parcel on which the business holding and/or operating under a current and valid Tobacco Retail License is located to the nearest point of the property line of the parcel on which the Applicant's business is located for which the Tobacco Retail License is being sought hereunder.
 - viii. In the event a School or Public Park locates within seven hundred fifty (750) feet of an existing business holding and/or operating under a current and valid Tobacco Retail License, such business shall not be precluded from holding or continued operation under the Tobacco Retail License or from applying for or obtaining a new Tobacco Retail License.
 - ix. Any Applicant applying for a Tobacco Retail License who disputes the Division's finding that the Applicant is disqualified under Sections 16-4(1)(b)(vi) or 16-4(1)(b)(vii) above may dispute such finding as set forth below. Any such dispute must be made in writing, via certified U.S. Mail, to the Division within thirty (30) days of receipt of the notice provided for in Section 16-6(b) below and include any and all evidence the Applicant relies on to support its claim that it is not located within seven hundred fifty (750) feet of a School, Public Park, or business holding and/or operating under a current and valid Tobacco Retail License. The Division shall consider such evidence as part of the Application. The Director shall have final authority to determine whether the business is located within seven hundred fifty (750) feet of a School, Public Park, or business holding and/or operating under a current and valid Tobacco Retail License.
- (c) As of the effective date of this Article, and notwithstanding Sections 16-4(1)(b)(vi) and 16-4(1)(b)(vii) hereof, if an Applicant: (i) possesses a valid State License; (ii) has a fee interest or a signed and valid lease for space in a Building where a Covered Product will be or is currently being sold, offered for sale, or permitted to be sold as set forth in the Application; (iii) satisfies all other requirements for licensure hereunder and meets and is otherwise compliant with the terms and conditions of this Article; and (iv) submits an Application within the timeframe set forth in Section 16-4(2)(a) hereof, then, notwithstanding anything in this Section to the contrary, such Applicant shall be eligible for a Tobacco Retail License for the same Applicant in the same Building and eligible for subsequent annual licensure in accordance herewith. Any such Applicant who fails to submit an Application within this time frame shall be bound by Sections 16-4(1)(b)(vi) and 16-4(1)(b)(vii) above.

(2) Application Process

- (a) All Applications for a Tobacco Retail License shall be submitted to the Division within One Hundred Twenty (120) days of the giving of notice as set forth in Section 16-18 hereof and then annually thereafter at least sixty (60) days prior to the expiration of the current Tobacco Retail License. The Director, in his/her sole discretion, shall have authority to

permit submission of an Application where an Application is late or incomplete through no fault of the Applicant;

- (b) An Application shall be executed and verified under penalty of perjury by the Applicant or an authorized agent thereof. The Applicant shall maintain a duplicate original signed and verified Application, which shall be subject to inspection by the City;
- (c) Each Application for a Tobacco Retail License shall be accompanied by the Application Fee;
- (d) Applicants shall agree that the business address provided in the Application shall be the address to which any notice required under this Article and any service of process required under the New York Civil Practice Law and Rules or under any local law or ordinance shall be sent unless the Applicant notifies the Division by certified U.S. Mail of a different address to be used for such notice;
- (e) Upon the receipt of a completed Application and the Application Fee, the Division and/or its designee shall inspect the Building at which any Covered Product is to be sold, offered for sale, or permitted to be sold as sought in the Application to ensure compliance with all applicable codes and regulations. Such inspection shall be scheduled in accordance with Section 16-6(8) below. The Applicant shall have thirty (30) days to cure any code violations identified and cited during such inspection, unless, the violation cannot reasonably be cured within such thirty-day period, then, provided the Applicant commences to cure within such thirty-day period and to prosecute such cure with due diligence, then the Applicant shall have an additional thirty (30) days to cure such violation. In no event, without the express written permission of the Division in its sole discretion, shall the Applicant have more than such period to cure. The Division may also ask the Applicant to provide additional information that is reasonably related to the determination of whether a Tobacco Retail License may issue;
- (f) Upon the receipt of a completed Application and the Application Fee, the Chief of Police or his/her designee shall conduct a criminal background check on the Applicant.

§16-5. Issuance of Tobacco Retail Licenses.

- (a) Within sixty (60) days of compliance with and completion of the requirements set forth in Section 16-4 above, the Division must make a determination on the Application and notify the Applicant of the determination. If the Applicant currently holds a valid Tobacco Retail License issued pursuant to this Article, the Applicant may continue to operate under the Tobacco Retail License until such time as a determination on the new Application is made by the Division and such determination is provided by the Division to the Applicant.
- (b) In the event an Application for a Tobacco Retail License is approved, the Division shall notify the Applicant in writing, via certified U.S. Mail and First-Class Mail to the address provided by the Applicant pursuant to Section 16-4(2)(d) above.

- (c) The issuance of any Tobacco Retail License pursuant to this Article is done in the City's sole discretion and shall not confer upon the Applicant any property interest or other right in the possession of a Tobacco Retail License.

§16-6. Denial of Tobacco Retail Licenses.

- (a) The Division may, in its sole discretion, refuse to issue a Tobacco Retail License to an Applicant if it finds that one or more of the following reasons for denial exists:

- (1) The Applicant has failed to meet any requirement of this Article;
- (2) The information presented in the Application is incomplete, inaccurate, false, or misleading;
- (3) The fee for the Application has not been paid as required;
- (4) The Applicant has previously had a Tobacco Retail License issued under this Article revoked for any reason within the previous five (5) years;
- (5) A Tobacco Retail License issued under this Article for the same address or location was previously revoked within the preceding three (3) years; unless the Applicant has demonstrated, to the satisfaction of the Division, that the Applicant has no connection to the prior licensee, its members, partners, or shareholders and was not the owner of the premises at the time of revocation;
- (6) The Applicant has been found by a court of law or administrative body to have violated any federal, state or local law pertaining to: (a) trafficking in a contraband Covered Product(s); (b) the payment or collection of taxes on a Covered Product(s); the display of a Covered Product(s); (d) the display of health warnings pertaining to a Covered Product(s); or (e) the sale of a Covered Product(s);
- (7) The Applicant has outstanding fines and/or violations with the Onondaga County Health Department in connection with violation(s) of New York State Public Health Law Article 13-F, known as the Adolescent Tobacco Use Prevention Act;
- (8) The Applicant fails to schedule and permit the inspection required under Section 16-4(2)(e) above to take place within thirty (30) days of submitting an Application, unless otherwise agreed to by the Division;
- (9) The Applicant fails to pass the inspection required under Section 16-4(2)(e) above;
- (10) The Applicant is in violation of any other provision of this Article or is in violation of any federal or state statutes or rules and regulations or any local laws, ordinances, rules and regulations of the City; or
- (11) The Applicant has been convicted, and such conviction has not been expunged,

of:

- (A) Any felony, as defined in the New York Penal Law, in the five (5) years immediately preceding the date of the Application; or
- (B) Any Class A misdemeanor, as defined in the New York Penal Law, in the two (2) years immediately preceding the date of the Application.
- (C) In the event the Applicant's background check contains one of the above-enumerated offenses, the Division shall notify the Applicant, via certified U.S. Mail and First-Class Mail to the address provided pursuant to Section 16-4(2)(d) hereof, and include a copy of the information obtained relative to the relevant conviction(s) with this correspondence. The letter shall inform the Applicant of the opportunity to provide any information to the Division regarding rehabilitation, good conduct, mistaken identity, or any other information regarding the conviction(s) the Applicant wishes the Division to Consider. The Applicant shall furnish such information, if any, in writing, via certified U.S. Mail, to the Division within ten (10) days of the date of the letter sent by the Division. The Division shall consider all such information and notify the Applicant in writing, via certified U.S. Mail and First-Class Mail to the address provided pursuant to Section 16-4(2)(d) hereof, within thirty (30) days of its determination relative to the additional provided information.

- (b) In the event an Application for a Tobacco Retail License is denied for any reason, the Division shall notify the Applicant in writing, via certified U.S. Mail and First-Class Mail to the address provided by the Applicant pursuant to Section 16-4(2)(d) above, of the reason(s) the Application was denied.

§16-7. Operation of Business.

Tobacco Retail License holders shall comply with all provisions of federal and state statutes, rules and regulations and all local laws, ordinances, rules and regulations of the City relating to the conduct of business and the occupation, use and maintenance of the premises at which the business is located. Moreover, Tobacco Retail License holders shall comply with any and all notices, orders, decisions and determinations made by any City official that governs the occupation and use of the business holding and/or operating under the Tobacco Retail License.

§16-8. Limitation on Number of Licenses Issued.

- (a) As of the effective date of this Article, the total number of Tobacco Retail Licenses to be issued by the Division shall be no more than the sum of: (i) the number of valid and current State Licenses issued for establishments open and operating in the City as of the effective date of this Article; and (ii) the number of valid and current State Licenses that were issued by New York State for establishments on or before the effective date of this Article which open for the operation of business in accordance with the provisions of this Article on or before the Ninetieth (90th) day following the effective date of this Article. Issuance of any additional Tobacco Retail Licenses shall be authorized pursuant to Section 16-9 below.

- (b) A Tobacco Retail License shall only be issued to an Applicant for the same location at which the Applicant possessed a valid State License prior to the effective date of this Article.
- (c) Notwithstanding paragraph (b) above, beginning one (1) year from the effective date of this Article, the Division shall issue only one (1) Tobacco Retail License for every two (2) Tobacco Retail Licenses that were revoked or expired and not renewed during the previous year.
- (d) Whenever the number of valid Applications for Tobacco Retail Licenses exceeds the maximum number of such licenses available for issue in accordance with Section 16-8 above, the Division shall grant such licenses using the following priorities:
 - (1) Tobacco Retail Licenses shall be granted, first, by order of Application date and time to any Applicant compliant with this Article that held a valid Tobacco Retail License in the prior year;
 - (2) A Tobacco Retail License shall be granted, second, by order of Application date and time to any Applicant compliant with this Article that did not hold a valid Tobacco Retail License in the prior year; or
 - (3) A Tobacco Retail License shall be granted by lottery when the order of Application date and time is insufficient, in the discretion of the Division, to determine who shall be issued a license pursuant to Section 16-8(d)(2) above.

§16-9. Procedure for Authorizing Additional Licenses.

- (a) The Division, upon its own initiative, upon direction of the Syracuse Common Council, or upon written request by an Applicant, may conduct a public hearing(s) to determine whether necessity requires the issuance of additional Tobacco Retail Licenses to exceed the maximum license number specified in Section 16-8 above. Notice of such public hearing shall be advertised in print or digitally in the Post Standard or any other publication authorized by the Common Council at least one time. The hearing shall be held not less than ten (10) days after the date of last publication of such notice. The cost of such hearing, if requested by an Applicant, shall be borne by the Applicant.
- (b) A determination of the question of the need for additional Tobacco Retail Licenses shall be made only after consideration of the factors set forth in Section 16-1 hereof and the requirements or demands of the public, all public comments received at or in conjunction with the hearing and such other relevant facts as the Division shall deem advisable or necessary to take into consideration.
- (c) If the Division determines, after such a public hearing, that additional Tobacco Retail Licenses are necessary, the Division shall thereupon request that the Syracuse Common Council approve the number of Tobacco Retail Licenses to be issued.

§16-10. Transferability.

All Tobacco Retail Licenses issued pursuant to this Article are nontransferable and non-assignable and are valid only for the Applicant and the specific Building indicated on the Tobacco Retail License; unless, the establishment is operating under a valid franchise agreement which can be demonstrated to the satisfaction of the Division and: (i) the franchisor has approved in writing the assignment or transfer of the franchise agreement; and (ii) the new franchisee otherwise satisfies all of the conditions for licensure under this Article. Notwithstanding anything herein to the contrary, if a new franchisee satisfies the forgoing conditions, and the original franchisee from whom the Tobacco Retail License is being transferred or assigned was issued a Tobacco Retail License pursuant to Section 16-4(1)(c) hereof, then failure of the new franchisee to satisfy Sections 16-4(1)(b)(vi) and/or 16-4(1)(b)(vii) hereof shall not prevent the new franchisee from seeking a new Tobacco Retail License for the same location as the original franchisee. In such event, the assignee or transferee shall be entitled to annually apply for a Tobacco Retail License in accordance with the terms of this Article. A separate Tobacco Retail License is required for each Building at which a Covered Product is sold or offered for sale. Any change in business ownership, membership interests, shareholders, partnership interests, business address, or interruption in possession of a Tobacco Retail License, will result in the automatic termination of the Tobacco Retail License. A Tobacco Retail License holder shall notify the Division in writing, via certified U.S. Mail, within five (5) days following the date when such Tobacco Retail License holder transfers, assigns, sells, closes or moves the business operating under the Tobacco Retail License. Upon being notified, the Division shall cancel the Tobacco Retail License.

§16-11. Requirement to Display Tobacco Retail License.

Any Tobacco Retail License issued pursuant to this Article shall be conspicuously displayed at the location where a Covered Product is sold or offered for sale so that it is readily visible to customers.

§16-12. Violations and Penalties.

(a) Any or all of the following shall constitute a violation under this Article:

- (1) The application and/or eligibility requirements for a Tobacco Retail License under Section 16-4 above are not met at any time after the license was issued; or
- (2) One or more of the bases for denial of a Tobacco Retail License under Section 16-6 above exists any time after the license was issued; or
- (3) A violation by the Tobacco Retail License holder of any federal, state or local law or regulation pertaining to: (a) trafficking in a contraband Covered Product(s); (b) the payment or collection of taxes on a Covered Product(s); (c) the display of a Covered Product(s); (d) the display of health warnings pertaining to a Covered Product(s); or (e) the sale of a Covered Product(s); or

- (4) Selling, offering for sale, or permitting the sale of any Covered Product without a valid Tobacco Retail License displayed in accordance with Section 16-11 above; or
 - (5) The Tobacco Retail License holder submitted an Application that contained a material misrepresentation; or
 - (6) The Tobacco Retail License holder is in violation of any other provision of this Article or is in violation of any federal or state statutes or rules and regulations as well as any local laws, ordinances, rules, and regulations of the City.
- (b) Following notice and a hearing in accordance with Section 16-14 below, any Tobacco Retail License holder found to be in violation of this Article shall be liable for civil penalty of not more than \$3,500.00 for the first violation, not more than \$7,000.00 for the second violation, and not more than \$10,000.00 for the third and each subsequent violation pursuant to Section 8-118 of the Charter of the City of Syracuse, as amended. Each day on which a violation occurs shall be considered a separate and distinct violation.

§16-13. Suspension and Revocation of Licenses.

- (a) Following notice and a hearing in accordance with Section 16-14 below, the Division may take any of the following actions based on a violation(s) of this Article:
- (1) Suspension of the Tobacco Retail License for up to twelve (12) months; or
 - (2) Revocation of the Tobacco Retail License.

§16-14. Hearing.

- (a) In the event a Tobacco Retail License holder is alleged to be in violation of this Article, the Division may hold a hearing upon fifteen (15) days written notice to the license holder sent by certified U.S. Mail and First-Class Mail to the address provided pursuant to Section 16-4(2)(d) hereof. Any such notice shall inform the license holder of the date, time and location of the hearing and the alleged violation(s) and potential resulting penalty.
- (b) Any hearing held hereunder shall be held before a hearing officer chosen by the Division who shall not be an employee within the Division. All such hearings shall be recorded. All such recordings shall be maintained for at least two (2) years.
- (c) Upon written notice to the Tobacco Retail License holder, the Division and/or hearing officer may adjourn the hearing date as the Division deems necessary and reasonable.
- (d) The Tobacco Retail License holder shall be allowed to be represented by counsel and shall be allowed to call witnesses on their behalf and conduct cross-examination of all witnesses.

- (e) The hearing officer shall review the hearing recording and all exhibits submitted at the hearing and, within forty-five (45) days following the hearing, render a written recommendation to the Director as to whether a Tobacco Retail License should be suspended or revoked and as to the civil penalty, as applicable and as defined in Section 16-12 above, that should be assessed.
- (f) Forty-five (45) days after receipt of the hearing officer's written recommendation, the hearing recording, and all exhibits submitted at the hearing, the Director shall conduct a de novo review of the recording, all exhibits submitted at the hearing, and the hearing officer's written recommendation. The Director shall then make a determination whether a Tobacco Retail License should be suspended or revoked and as to any civil penalty that should be assessed pursuant to Section 16-12 above. The Director shall provide the Corporation Counsel with a written order containing his/her determination, which the Corporation Counsel shall use to prepare the final order. Within thirty (30) days after receipt of the Director's written order, the final order shall be drafted by the Corporation Counsel or his/her designee. The Final Order shall be signed by the Director and sent to the Tobacco Retail License holder by certified U.S. Mail and First-Class Mail to the address provided pursuant to Section 16-4(2)(d) hereof.

§16-15. Failure to Obtain Tobacco Retail License.

- (a) In the event any business required to obtain a Tobacco Retail License under Section 16-3 herein fails to obtain a Tobacco Retail License and continues to sell, to offer for sale, or to permit the sale of a Covered Product to consumers in the City, the Division shall notify the business in writing via Certified U.S. Mail and First-Class Mail to the address provided pursuant to Section 16-4(2)(d) hereof: 1) that it is operating in violation of this Article; 2) that it has fifteen (15) days from receipt of the written notification to stop operating in violation of this Article; and 3) that if it continues to operate in violation of this Article after fifteen (15) days from the date written notification was mailed, the business shall be subject to immediate closure by the Division under Section 107.1.4 of the 2020 New York State Property Maintenance Code and under any other relevant statute, law, ordinance, rule or regulation and a civil penalty of up to \$10,000.00 as provided in Section 8-118 of the Charter of the City of Syracuse, as amended, may be imposed.
- (b) In the event the business is provided with the written notification described in Section 16-15(a) above and continues to operate in violation of this Article after such notification, the Division shall immediately close the business under Section 107.1.4 of the 2020 New York State Property Maintenance Code and under any other relevant statute, law, ordinance, rule or regulation and may impose a civil penalty of up to \$10,000.00 as provided in Section 8-118 of the Charter of the City of Syracuse, as amended.

§16-16. Inspections Access.

In addition to the requirements set forth in Section 16-4 above, officers and employees of any City departments with responsibility to enforce or assist the Director in enforcing this Article

shall have the right of access to any business subject to the terms of this Article for the purpose of making an inspection during normal business hours and the City shall also have the authority to seek inspection warrants where necessary to properly administer this Article.

§16-17. Enforcement.

- (a) The Director, in conjunction with other City Departments, including but not limited to the Syracuse Police Department, shall enforce the provisions of this Article. The Director and/or its authorized designee(s) may conduct periodic inspections of the business holding and/or operating under the Tobacco Retail License, or a business in violation of this Article, in order to ensure compliance with this Article.
- (b) The Corporation Counsel may maintain an action or special proceeding in a court of competent jurisdiction for the recovery of civil penalties, together with costs and disbursements. In addition to any action or special proceeding for recovery of civil penalties, the Corporation Counsel may take any and all action necessary to enforce this Article, including but not limited to, an action or special proceeding to enjoin the continued operation or maintenance of a business in violation of the terms of this Article.

§16-18. Notice Regarding This Article.

Within sixty (60) days of the effective date of this Article, the Division shall send to all known entities possessing a valid and current State License a copy of this Article and shall post this Article in print or digitally in the Post Standard or any other publication authorized by the Common Council once a week for two (2) weeks and on the Division's website. Failure to receive a notice shall not affect the applicability of this Article.

§16-19. Rules and Regulations.

The Division may issue and amend rules, regulations, standards, guidelines, or conditions to implement and enforce this Article.

§16-20. Severability.

If any clause, sentence, paragraph or part of this Article or application thereof to any person or circumstance shall be judged by any court to be invalid, such judgement shall not affect, impair or invalidate the remainder thereof or the application thereof to other person or circumstances but shall be confined in its operation to the clause, sentence, paragraph or part thereof and the persons or circumstances directly involved in the controversy in which the judgement shall be rendered.

§16-21. Effective Date.

This Article shall be effective as of August 1, 2023 subject to and in accordance with the provisions of New York State Municipal Home Rule Law.

SECTION 2.
SEVERABILITY CLAUSE

Severability is intended throughout and within the provisions of this Local Law. If any section, subsection, sentence, clause, phrase or portion of this Local Law 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 Local Law.

SECTION 3.
SAVINGS CLAUSE

This Local Law is not intended to rescind or repeal any existing City of Syracuse Charter Provision unless such change is made by its express terms. Otherwise, all other provisions of the Syracuse City Charter and Local Laws not inconsistent with the provisions of this Local Law shall remain in full force and effect.

SECTION 4.
EFFECTIVE AND OPERATIVE DATE

This Local Law shall be effective on August 1, 2023 subject to and in accordance with the provisions of New York State Municipal Home Rule Law.



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DEPARTMENT OF LAW

OFFICE OF THE CORPORATION COUNSEL

CITY OF SYRACUSE, MAYOR BEN WALSH

June 5, 2023

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Ms. Patricia K. McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

Re: Request for a Local Law to require a Tobacco Retail License from the City of Syracuse in order to sell tobacco products, electronic smoking devices, and all other products regulated by New York State Public Health Law Article 13-F within the City of Syracuse

Dear Ms. McBride:

Please place on the agenda for the next meeting of the Common Council a request for a Local Law to authorize the City of Syracuse to add a new Article 16 entitled "Tobacco Retail License" to Chapter 9 of the Revised General Ordinances of the City of Syracuse, as amended entitled "Business: Mercantile, Transient, Itinerant."

The purpose of this legislation is to ensure the public health, safety and welfare of the citizens of the City of Syracuse by providing a local law to require a Tobacco Retail License to sell tobacco products, electronic smoking devices, and all other products regulated by New York State Public Health Law Article 13-F in the City of Syracuse.

The Family Smoking Prevention and Control Act of 2009 provides local governments with the freedom to implement tobacco control policies. A local licensing system for tobacco product and electronic smoking device retailers will provide a local enforcement mechanism to allow the City of Syracuse to monitor and increase retailers' compliance with federal, state, and local laws, including laws that prohibit the sale of tobacco products and electronic smoking devices to minors, such as New York State Public Health Law Article 13-F, by requiring compliance with these laws as a condition for obtaining and maintaining a local Tobacco Retail License.

The City's new Tobacco Retail License Program will be overseen by the Division of Code Enforcement. The licensure program will require proof of a valid New York State license to sell tobacco and/or electronic smoking devices and, among other things, will regulate the geographic location of tobacco and/or electronic smoking device retailers relative to schools, public parks, and other such businesses. A Tobacco Retail License shall be required annually and are generally nontransferable. Licenses shall be valid for a one (1) year period from the date of issuance. The cost to apply for the license will be a non-refundable fee of \$250.00. The proposed effective

date of this Program is August 1, 2023, subject to the necessary approvals of the Local Law by New York State. Any Tobacco Retail License issued pursuant to this Article shall be required to be conspicuously displayed at the location where the Covered Product is sold or offered for sale so that it is readily visible to customers. The penalties for noncompliance with this Local Law shall be in accordance with Section 8-118 of the Charter of the City of Syracuse, as amended.

Sincerely,

A handwritten signature in blue ink, appearing to read "Susan R. Katzoff". The signature is fluid and cursive, with a large initial "S" and "K".

Susan R. Katzoff
Corporation Counsel

57-69

General Ordinance No.

2023

**ORDINANCE APPROVING AN EXPANSION TO
THE AINSLEY SUB-DISTRICT PLANNED
INSTITUTIONAL DISTRICT (PID) TO INCLUDE
A PORTION OF 195 AINSLEY DRIVE AND TAX
PARCEL 061.-02-53.0**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on May 15, 2023, approving an expansion to the Ainsley Sub-District Planned Institutional District (PID) District Plan upon the request of Syracuse University, by adding a portion of property situated at 195 Ainsley Drive and the adjacent tax parcel to the north, 061.-02-53.0, pursuant to Part C, Section VIII, Article 1 of the City of Syracuse Zoning Rules and Regulations, as amended; in accordance with Article V, Chapter 13 of the Charter of the City of Syracuse-1960, as amended, in the manner and upon the conditions therein stated, be and the same is consented to and the same shall also constitute and is hereby made a like amendment and addition to the Zoning Rules and Regulations of the City of Syracuse, as amended, applicable thereto, and as set forth in said resolution, namely:

A RESOLUTION APPROVING AN EXPANSION TO THE AINSLEY SUB-DISTRICT
PLANNED INSTITUTIONAL DISTRICT (PID) DISTRICT PLAN TO INCLUDE A
PORTION OF 195 AINSLEY DRIVE AND TAX PARCEL 061.-02-53.0

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 15th day of May, 2023, adopt the following resolution:

- WHEREAS, the applicant, Syracuse University, is requesting to expand the Ainsley Sub-District Planned Institutional District (PID) District Plan to include a portion of property situated at 195 Ainsley Drive and the adjacent tax parcel to the north, 061.-02-53.0, pursuant to Part C, Section VIII, Article 1 of the City of Syracuse Zoning Rules and Regulations, as amended; and
- WHEREAS, the City Planning Commission held a Public Hearing on the request on May 15, 2023, at 6:00 p.m. in the Common Council Chambers, City Hall, Syracuse, New York, heard all those desiring to be heard, and duly recorded their testimony; and
- WHEREAS, the City Planning Commission has studied the proposal and all submittals by the applicant and all interested parties; and
- WHEREAS, the City Planning Commission is reviewing a companion Resubdivision application (R-23-27) to convey \approx 1.3 acres from 195 Ainsley Drive to 201 Ainsley Drive, and a Zone Change petition (Z-2856) to rezone a portion of 195 Ainsley Drive from Commercial, Class B to Planned Institutional District (PID); and
- WHEREAS, the City Planning Commission approved the Ainsley Sub-District to the Syracuse University PID on property situated at 201 Ainsley Drive and 1320 and 1330 Jamesville Avenue on March 11, 2019 (Z-2818); and
- WHEREAS, the expanded sub-district will remain irregular in shape with approximately 1,305.36 feet of frontage on Ainsley Drive and 721.7 feet of frontage on Jamesville Avenue; and
- WHEREAS, land use in the area consists primarily of residential uses to the northeast and northwest, and commercial uses to the south and southwest; and
- WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies within the Eastside neighborhood, as Suburban Commercial; and
- WHEREAS, the modification corrects an error in the original sub-district approval (Z-2818), wherein Syracuse University identified the area of the original sub-district as 20.1 acres; the actual area of the original sub-district was 29.22 acres and included Tax Parcel 061.-02-53.0; and
- WHEREAS, the proposed expansion does not necessitate any waivers from Part C, Section VIII, Article 1 of the City of Syracuse Zoning Rules and Regulations, as amended; and

WHEREAS, pursuant to Article 8 of the State Environmental Conservation Law, as amended and the regulations promulgated thereunder (collectively "SEQRA"), the Commission is required to make a determination with respect to the environmental impact of any "action" (as defined by SEQRA) to be taken by the Commission and the consideration of the Application constitutes such an action; and

WHEREAS, the Commission reviewed the Application and the Environmental Assessment Form dated March 31, 2023, prepared by the applicant, and determined that the proposed action described therein constituted an "Unlisted" action (as said quoted terms is defined in SEQRA); and

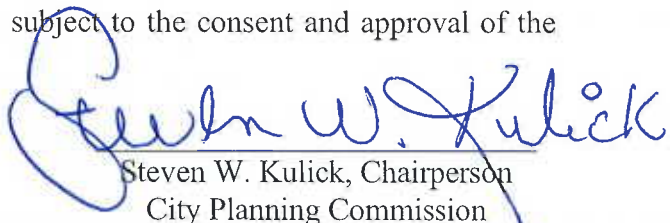
WHEREAS, the Commission declares itself "Lead Agency" (as said quoted term is defined in SEQRA) with respect to an uncoordinated review pursuant to SEQRA; and finds that the approval of the Application as set forth herein will not have a significant effect on the environment, and the Commission hereby issues a negative declaration pursuant to SEQRA, a copy of which is attached hereto as Exhibit "A", which shall be filed in the office of the Commission.

NOW THEREFORE BE IT RESOLVED that We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 15th day of May, 2023, APPROVE the request of Syracuse University to expand the Ainsley Sub-District Planned Institutional District (PID) District Plan to include a portion of property situated at 195 Ainsley Drive and the adjacent tax parcel to the north, 061.-02-53.0, pursuant to Part C, Section VIII, Article 1 of the City of Syracuse Zoning Rules and Regulations, as amended, in accordance with the following district development parameters;

Area	≈30.5 acres
Structural Coverage	50%
Developed Open Space	20%
F.A.R.	2.0
Setback, Front	10 Feet
Setback, Side/Rear	37 Feet; 0 feet
Off-Street Parking	270
Uses	Offices, Physical Plant, Commissary, Storage Yard; Parking

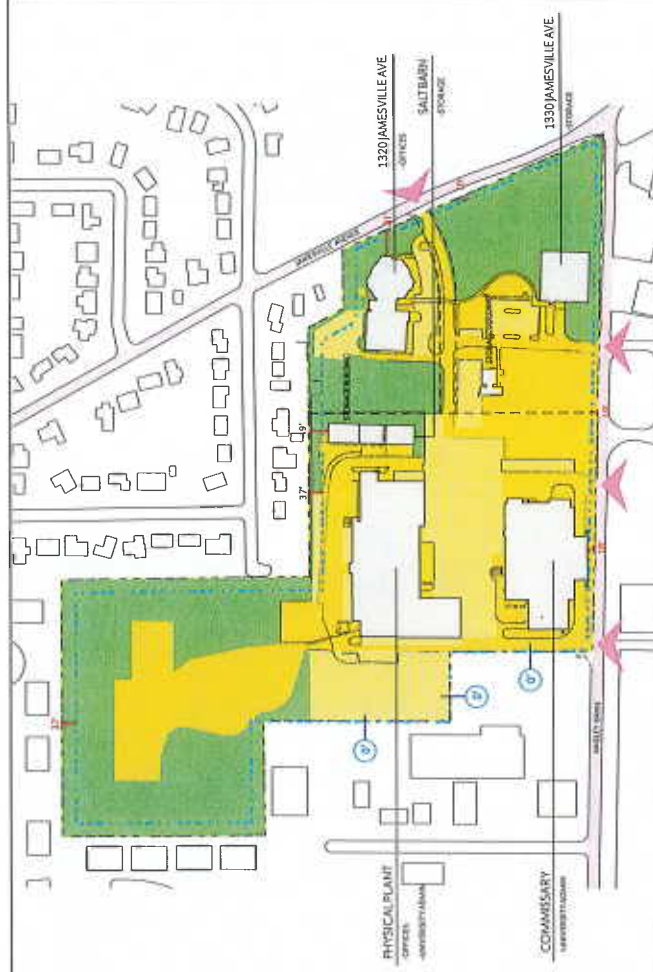
BE IT FURTHER RESOLVED that approval of this resolution does not relieve the applicant from compliance with any other regulatory or licensing provisions applicable thereto by the properly constituted Federal, State, County or City authorities to include, but not limited to the City of Syracuse Departments of Engineering and Public Works, and the Division of Code Enforcement;

BE IT FURTHER RESOLVED that this resolution is subject to the consent and approval of the Common Council of the City of Syracuse.


Steven W. Kulick, Chairperson
City Planning Commission



EXISTING



AINSLEY PID WITH PURCHASE OF +/- 1.28 ACRE PARCEL



EXHIBIT A - AINSLEY P.I.D.

Project: Z-2818M1

Date: 5/15/23

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: Z-2818M1

Date: 5/15/23

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☐ 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.

City of Syracuse Planning Commission

May 15, 2023

Name of Lead Agency

Date

Steve Kulick

Chairperson

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)

PRINT FORM



Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

57 69

May 31, 2023

Ms. Patricia McBride
City Clerk
230 City Hall
Syracuse, New York 13202

Re: Z-2818M1 Expand the Ainsley Sub-District Plan for a Planned Institutional District to include property situated at 195 Ainsley Drive

Dear Ms. McBride;

On May 15, 2023, the City Planning Commission adopted the above noted resolution. Copies of the resolution are attached.

No one spoke in favor of, or in opposition to the proposal.

The City Planning Commission requests that the resolution be forwarded to the entire Common Council for consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffery L. Harrop".

Jeffery L. Harrop
City of Syracuse Office of Zoning Administration

Ends: (6)

Owner/Petitioner: Syracuse University
C/o Jennifer Champa Bybee
Campus Planning, Design and Construction
1320 Jamesville Avenue
Syracuse, New York 13244

Office of Zoning
Administration
201 E. Washington St.
Room 500
Syracuse, N.Y. 13202
Office 315 448 8640
zoning@syr.gov.net

www.syr.gov.net

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58

5870

General Ordinance No.

2023

**ORDINANCE AUTHORIZING A CHANGE OF
ZONE FOR A PORTION OF THE PROPERTY
SITUATED AT 195 AINSLEY DRIVE AND TAX
PARCEL 061.-02-53.0 FROM COMMERCIAL
CLASS B TO PLANNED INSTITUTIONAL
DISTRICT (PID)**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on May 15, 2023, approving a change of zone upon the request of Syracuse University, for a portion of the property situated at 195 Ainsley Drive, Syracuse, New York, and the adjacent tax parcel to the north, 061.-02-53.0, from Commercial, Class B to Planned Institutional District (PID), to facilitate the conveyance of 1.28 acres from 195 Ainsley Drive to 201 Ainsley Drive, and a PID District Plan Amendment to expand the Ainsley Sub-District to the Syracuse University District Plan to include a portion of 195 Ainsley Drive, in accordance with Article V, Chapter 13 of the Charter of the City of Syracuse-1960, as amended, in the manner and upon the conditions therein stated, be and the same is consented to and the same shall also constitute and is hereby made a like amendment and addition to the Zoning Rules and Regulations of the City of Syracuse, as amended, applicable thereto, and as set forth in said resolution, namely:

A RESOLUTION APPROVING A CHANGE OF ZONE FOR A PORTION OF PROPERTY
SITUATED AT 195 AINSLEY DRIVE AND TAX PARCEL 061.-02-53.0 FROM
COMMERCIAL CLASS B TO PLANNED INSTITUTIONAL DISTRICT

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 15th day of May, 2023, adopt the following resolution:

WHEREAS, the petitioner, Syracuse University, is requesting a Change of Zone for a portion of property situated at 195 Ainsley Drive and the adjacent tax parcel to the north, 061.-02-53.0 from Commercial, Class B to Planned Institutional District (PID); and

WHEREAS, the City Planning Commission held a Public Hearing on the request on May 15, 2023, at 6:00 p.m. in the Common Council Chambers, City Hall, Syracuse, New York, heard all those desiring to be heard, and duly recorded their testimony; and

WHEREAS, the City Planning Commission has studied the proposal and all submittals by the applicant and all interested parties; and

WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies within the Eastside neighborhood, as Suburban Commercial; and

WHEREAS, the purpose and intent of the PID zoning district is to permit and encourage the orderly, cooperative and flexible development and expansion of institutional land uses; it is further the intent of this district:

- to insure compatible relationships between land use activities;
- to insure the compatible orientation of one building to another in regard to building bulk, architectural and open space;
- to provide for visually pleasing and functional treatment of open areas;
- to provide for an efficient and safe circulation system for both pedestrians and vehicles;
- to provide adequate parking space for immediate and future needs;
- to insure that signs are adequate, but properly controlled to prevent them from detracting from the appearance of the development;
- to encourage cooperation among individual owners, and/or developers to achieve the above listed objectives; and

WHEREAS, the City Planning Commission is reviewing a companion Resubdivision application to divide 195 Ainsley Drive into two Lots for the purpose of conveying 1.28 acres from 195 Ainsley Drive to 201 Ainsley Drive, and a PID District Plan Amendment to expand the Ainsley Sub-District to the Syracuse University District Plan to include a portion of 195 Ainsley Drive; and

WHEREAS, the purpose of these requests is to expand the Ainsley PID Sub-District to accommodate future parking needs; and

WHEREAS, the proposal was reviewed by the Onondaga County Planning Board pursuant to GML §239-l, m and n; and

WHEREAS, pursuant to Article 8 of the State Environmental Conservation Law, as amended and the regulations promulgated thereunder (collectively "SEQRA"), the Commission is required to make a determination with respect to the environmental impact of any "action" (as defined by SEQRA) to be taken by the Commission and the consideration of the Application constitutes such an action; and

WHEREAS, the Commission reviewed the Application and the Environmental Assessment Form dated March 31, 2023, prepared by the applicant, and determined that the proposed action described therein constituted an "Unlisted" action (as said quoted terms is defined in SEQRA); and

WHEREAS, the Commission declares itself "Lead Agency" (as said quoted term is defined in SEQRA) with respect to an uncoordinated review pursuant to SEQRA; and finds that the approval of the Application as set forth herein will not have a significant effect on the environment, and the Commission hereby issues a negative declaration pursuant to SEQRA, a copy of which is attached hereto as Exhibit "A", which shall be filed in the office of the Commission.

NOW THEREFORE BE IT RESOLVED that We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 15th day of May, 2023, APPROVE the request of Syracuse University for a Change of Zone for a portion of property situated at 195 Ainsley Drive and the adjacent tax parcel to the north, 061.-02-53.0 from Commercial, Class B to Planned Institutional District (PID) in accordance with the following document(s);

- Proposed Zoning Amendment; Area to be Rezoned to PID: Portion of 195 Ainsley Drive; City Planning Commission Case Number: Z-2856; Dated: 5/15/2023;

BE IT FURTHER RESOLVED that said Zone Change is subject to the consent and approval of the Common Council of the City of Syracuse.

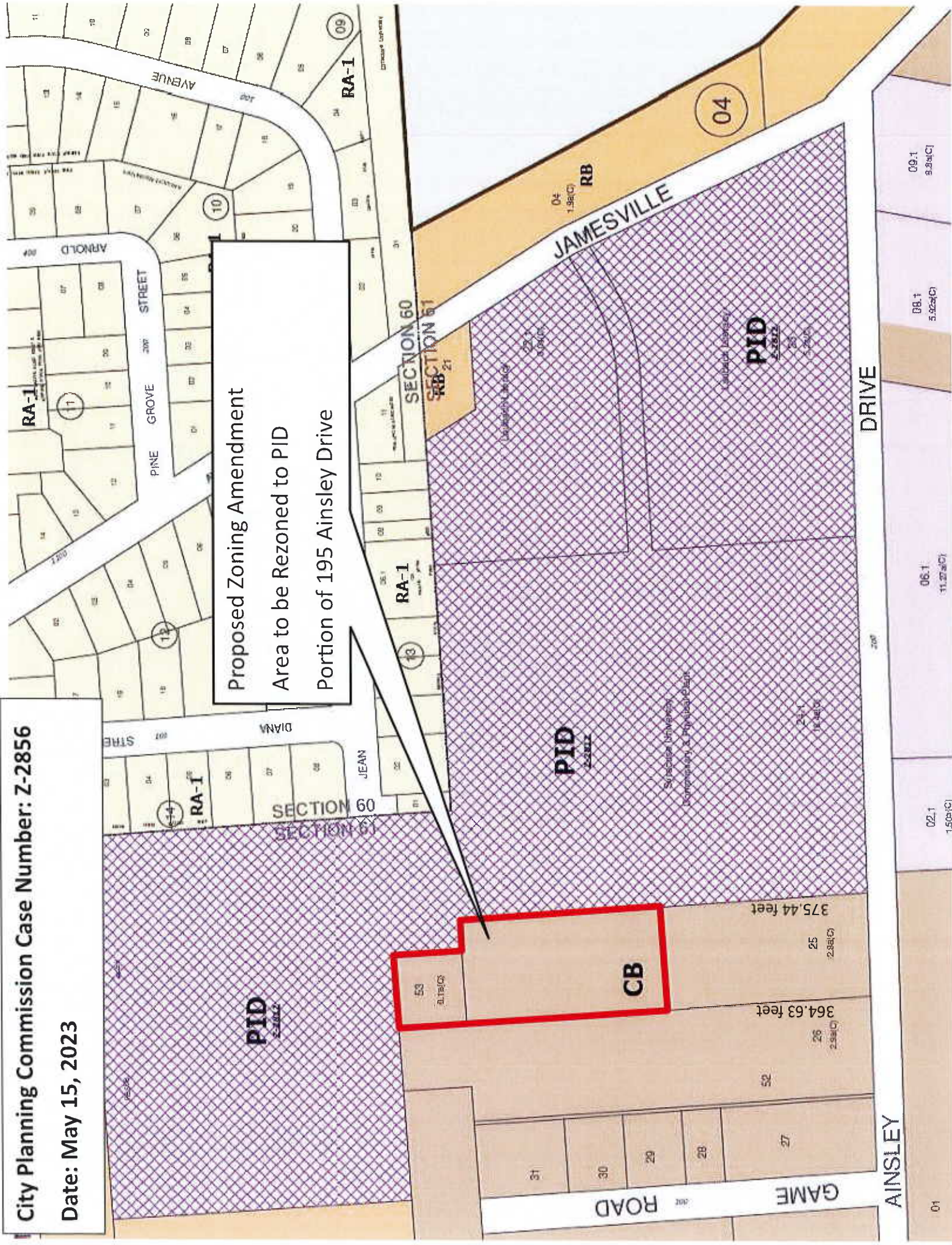


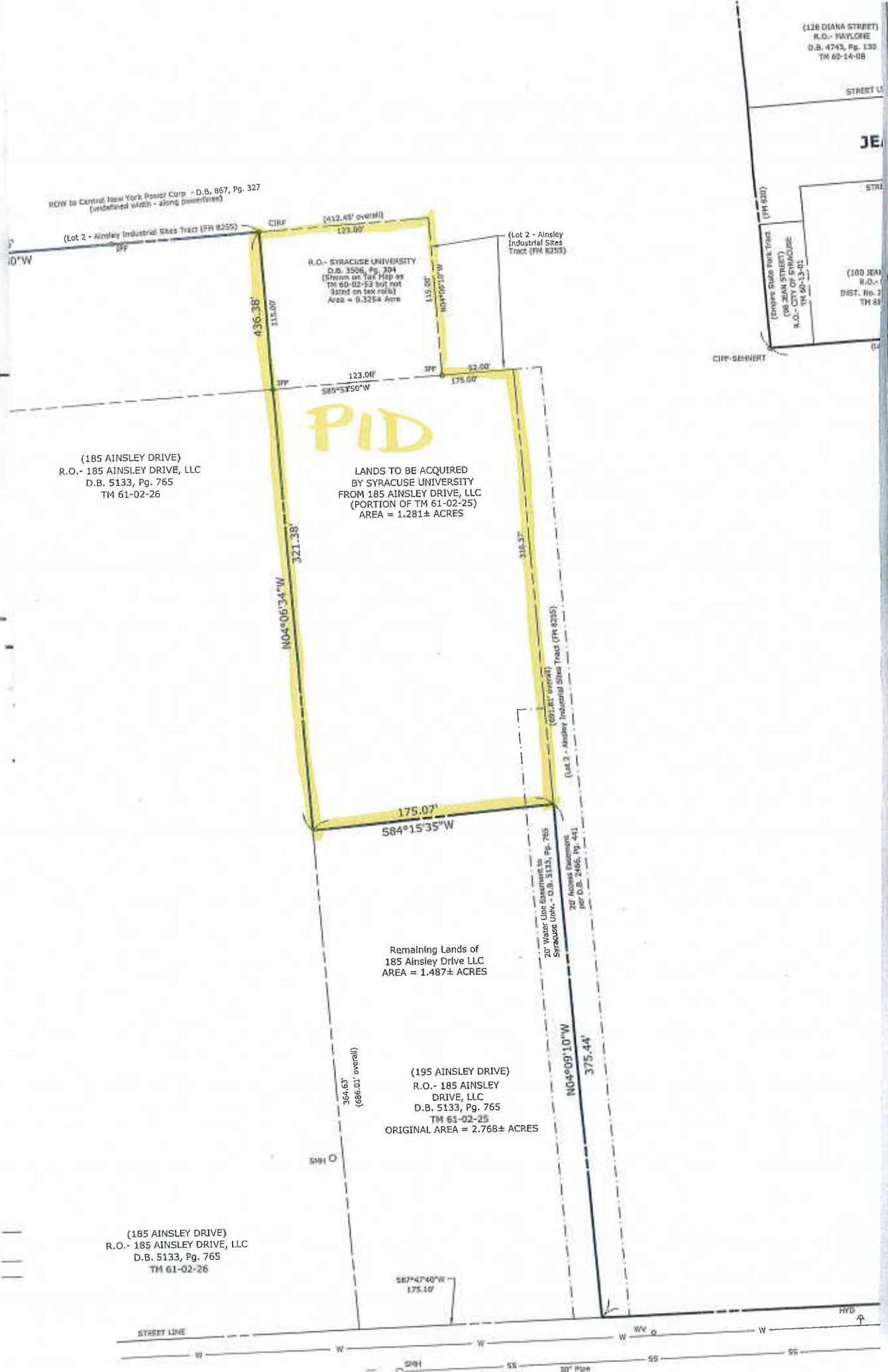
Steven W. Kulick, Chairperson
City Planning Commission

City Planning Commission Case Number: Z-2856

Date: May 15, 2023

Proposed Zoning Amendment
Area to be Rezoned to PID
Portion of 195 Ainsley Drive





ROW to Central New York Power Corp. - D.B. 867, Pg. 327
(undefined width - along easement)

(Lot 2 - Ainsley Industrial Sites Tract (FM 8255))

R.O. - SYRACUSE UNIVERSITY
D.B. 3506, Pg. 304
(Shown as Tax Map as
TM 60-02-53 but not
listed on tax rolls)
Area = 0.3254 Acres

(Lot 2 - Ainsley
Industrial Sites
Tract (FM 8255))

(128 DIANA STREET)
R.O. - MAYLONE
D.B. 4743, Pg. 130
TM 60-14-08

JE

STRE

(FM 820)

(Syracuse State Park Tract
(98 25th Street)
R.O. - City of Syracuse
TM 60-13-01

(100 10th)
R.O. -
INST. No. 3
TM 60

CITY - SEHNERT

(185 AINSLEY DRIVE)
R.O. - 185 AINSLEY DRIVE, LLC
D.B. 5133, Pg. 765
TM 61-02-26

LANDS TO BE ACQUIRED
BY SYRACUSE UNIVERSITY
FROM 185 AINSLEY DRIVE, LLC
(PORTION OF TM 61-02-25)
AREA = 1.281± ACRES

N04°05'34"W
321.36'

175.07'
S84°15'35"W

Remaining Lands of
185 Ainsley Drive LLC
AREA = 1.487± ACRES

(195 AINSLEY DRIVE)
R.O. - 185 AINSLEY
DRIVE, LLC
D.B. 5133, Pg. 765
TM 61-02-25
ORIGINAL AREA = 2.768± ACRES

364.63'
(686.01' overall)

20' Water Line Easement to
Syracuse Univ. - D.B. 5113, Pg. 765

20' Access Easement
per D.B. 2466, Pg. 441

N04°09'10"W
375.44'

S87°47'40"W
175.10'

STREET LINE

HVB

30" Pipe

Project: Z-2856

Date: 5/15/23

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: Z-2856

Date: 5/15/23

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☐ 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.

City of Syracuse Planning Commission

May 15, 2023

Name of Lead Agency

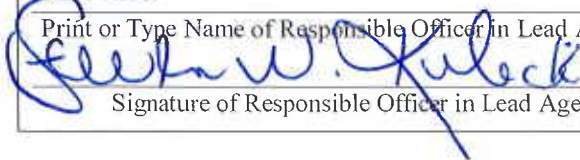
Date

Steve Kulick

Chairperson

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)

PRINT FORM



Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

58 70

May 31, 2023

Ms. Patricia McBride
City Clerk
230 City Hall
Syracuse, New York 13202

Re: Z-2856 Change of Zone for property situated at 195 Ainsley Drive and Tax Parcel 061.-02-53.0 from Commercial, Class B to Planned Institutional District

Dear Ms. McBride;

On May 15, 2023, the City Planning Commission adopted the above noted resolution. Copies of the resolution are attached.

No one spoke in favor of, or in opposition to the proposal.

The City Planning Commission requests that the resolution be forwarded to the entire Common Council for consideration.

Sincerely,

A blue ink signature of Jeffery L. Harrop, written in a cursive style.

Jeffery L. Harrop
City of Syracuse Office of Zoning Administration

Ends: (6)

Owner/Petitioner: Syracuse University
C/o Jennifer Champa Bybee
Campus Planning, Design and Construction
1320 Jamesville Avenue
Syracuse, New York 13244

Office of Zoning
Administration
201 E. Washington St.
Room 500
Syracuse, N.Y. 13202
Office 315 448 8640
zoning@syr.gov.net

www.syr.gov.net

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57

General Ordinance No.

2023

**ORDINANCE APPROVING A SPECIAL PERMIT
FOR A RESTAURANT ON PROPERTY
SITUATED AT 4141 SOUTH SALINA STREET**

BE IT ORDAINED, that the following resolution adopted by the City Planning Commission of the City of Syracuse on May 15, 2023, pursuant to Article V, Chapter 13, of the Charter of the City of Syracuse-1960, as amended, approving the application of 2468 Group, Inc., owner and Stanley Snow, applicant for a special permit for a restaurant in order to accommodate a new tenant and expand the customer area for an existing restaurant on property situated at 4141 South Salina Street, Syracuse, New York, pursuant to Part B, Section III, Article 2, and Part C, Section IV, Articles 1 and 2 of the Zoning Rules and Regulations of the City of Syracuse, as amended, in the manner and upon the conditions stated, be and the same hereby is consented to and approved, namely:

A RESOLUTION APPROVING WITH CONDITION(S) A SPECIAL PERMIT
FOR A RESTAURANT ON PROPERTY SITUATED AT 4141 SOUTH SALINA STREET

We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 15th day of May, 2023, adopt the following resolution:

- WHEREAS, the applicant, Stanley Snow, is requesting a Special Permit for a Restaurant in order to accommodate a new tenant and expand the customer area for an existing restaurant on property situated at 4141 South Salina Street pursuant to Part B, Section III, Article 2 and Part C, Section IV, Articles 1 and 2 of the City of Syracuse Zoning Rules and Regulations, as amended; and
- WHEREAS, the City Planning Commission held a Public Hearing on the request on May 15, 2023, at 6:00 p.m. in the Common Council Chambers, City Hall, Syracuse, New York, heard all those desiring to be heard, and duly recorded their testimony; and
- WHEREAS, the City Planning Commission has studied the proposal and all submittals by the applicant and all interested parties; and
- WHEREAS, the subject property is an irregular-shaped corner lot at the intersection of South Salina Street and Fillmore Avenue with \approx 853 feet of frontage along South Salina Street and 205.8 feet of frontage along Fillmore Avenue, and a lot area of 13.087 acres; and
- WHEREAS, the property lies within a Business, Class A zoning district, as do the adjacent and neighboring properties to the north, south, and west; adjacent properties to the north and south, and neighboring properties to the west lie within a Residential, Class A-1 zoning district; and
- WHEREAS, land use in the area consists primarily of commercial and retail uses along this portion of South Salina Street and residential uses to the north, south, and west; and
- WHEREAS, the "Syracuse Land Use and Development Plan" designates the character of this site, which lies within the Valley neighborhood, as Suburban Commercial; and
- WHEREAS, additional uses on the site include retail uses associated with an existing strip mall known as Valley Plaza; and
- WHEREAS, the City Planning Commission approved a Resubdivision on August 18, 1997 to combine four properties situated at 4001, 4015, 4021, and 4141 South Salina Street into one new Lot (R-97-11); and
- WHEREAS, a restaurant was established in this tenant space when the City of Syracuse Board of Zoning Appeals (BZA) approved a Use Variance (V-85-10) on February 21, 1985, to permit a restaurant/tavern at 4141 South Salina Street, although such a request was normally a Special Permit procedure at the time subject to review by the City Planning Commission;

WHEREAS, per the resolution adopted by the BZA, the applicant at that time chose to apply for a Variance because a hearing before the BZA would be held before a City Planning Commission hearing and Common Council action could be taken; and

WHEREAS, pursuant to Part C, Section IV, Article 1, paragraph 9 of the City of Syracuse Zoning Rules and Regulations, as amended, where utilization of land requires a Special Permit pursuant to the rules and regulations set therein, the BZA may not grant a Variance in lieu of such Special Permit; and

WHEREAS, the scope of work includes interior work and establishing an outdoor customer area enclosed by a six-foot tall vinyl fence on the sidewalk to the existing shopping mall; and

WHEREAS, the hours of operation will be from 3:00 p.m. until 10:00 p.m. Sunday through Saturday; and

WHEREAS, the applicant is requesting live and/or electronically amplified entertainment as an additional special permit function; and

WHEREAS, the applicant is proposing to maintain an existing two-foot by five-foot, internally illuminated wall sign; and

WHEREAS, the applicant submitted an overall site plan for 4141 South Salina Street that illustrates the existing Valley Plaza mall with 19 tenant spaces and approximately 99,500 square feet of existing and/or potential retail use, a Rite-Aid Pharmacy with 11,270 square feet of retail space, 435 parking spaces, four driveways on South Salina Street, and one driveway on Fillmore Avenue; and

WHEREAS, the applicant submitted a floor plan (Sheet A-1) dated February 20, 2023, which illustrates the proposed restaurant occupying a 1,050-square foot, vacant tenant space as illustrated on the overall site plan with a total customer area of approximately 940 square feet consisting of an interior customer area of approximately 590 square feet and an exterior covered porch area of approximately 350 square feet; the floor plan illustrates the covered porch area enclosed by two, six-foot tall, vinyl fence panels; and

WHEREAS, the property requires approximately 360 off-street parking spaces consisting of 32 spaces for the proposed restaurant and 328 spaces for the approximately 98,450 square feet of remaining and/or potential retail space; and

WHEREAS, the proposal deviates from Part C, Section IV, Article 2-8.1, paragraph f. (1) of the City of Syracuse Zoning Rules and Regulations, as amended, in that no live and/or electronically amplified entertainment shall be allowed at any restaurant situated within 300 feet of a residential zoning district; the property is adjacent to a Residential, Class A-1 zoning district; and

WHEREAS, the proposal necessitates one waiver from the City of Syracuse Zoning Rules and Regulations, as amended with respect to the entertainment location regulations; and

WHEREAS, during the Public Hearing members of the public noted the presence of live music resulting from the previous restaurant tenant and expressed concerns regarding potential noise resulting from any live and/or electronically amplified entertainment; and

WHEREAS, due consideration was given to the necessity, adequacy, and character of the proposed development, and vehicular and pedestrian circulation within the immediate vicinity; and

WHEREAS, the proposed use is so located as not to be detrimental to adjoining zoning districts and permitted uses; and

WHEREAS, the proposed use will not create hazardous or obnoxious conditions, and the public health, welfare, and safety will be protected; and

WHEREAS, the proposal was found to be in character with the adjoining land use;

WHEREAS, pursuant to Article 8 of the State Environmental Conservation Law, as amended and the regulations promulgated thereunder (collectively "SEQRA"), the Commission is required to make a determination with respect to the environmental impact of any "action" (as defined by SEQRA) to be taken by the Commission and the consideration of the Application constitutes such an action; and

WHEREAS, the Commission reviewed the Application and the Environmental Assessment Form dated February 13, 2023, prepared by the applicant, and determined that the proposed action described therein constituted an "Unlisted" action (as said quoted terms is defined in SEQRA); and

WHEREAS, the Commission declares itself "Lead Agency" (as said quoted term is defined in SEQRA) with respect to an uncoordinated review pursuant to SEQRA; and finds that approval of the Application as set forth herein will not have a significant effect on the environment, and the Commission hereby issues a negative declaration pursuant to SEQRA, a copy of which is attached hereto as Exhibit "A", which shall be filed in the office of the Commission.

NOW THEREFORE BE IT RESOLVED that We, the duly appointed members of the City Planning Commission of the City of Syracuse, do this 15th day of May, 2023, APPROVE WITH CONDITION(S) the request of Stanley Snow for a Special Permit for a Restaurant in order to accommodate a new tenant and expand the customer area for an existing restaurant on property situated at 4141 South Salina Street pursuant to Part B, Section III, Article 2 and Part C, Section IV, Articles 1 and 2 of the City of Syracuse Zoning Rules and Regulations, as amended;

BE IT FURTHER RESOLVED that said application be approved subject to compliance with the following conditions:

1. The subject premises shall be used, operated and maintained in a neat and orderly condition at all times; all outside storage of junk, bottles, cartons, boxes, debris and the like shall be restricted to appropriately screened enclosures not visible to the general public;
2. All construction, improvements and additions relating to this proposal, including those activities required in order to comply with the conditions of this approval, shall be completed by the applicant or its agents within twelve (12) months of the date of approval of this resolution by the City of Syracuse or this approval will be considered null and void; administrative extensions to this requirement for up to one year may be obtained from the Zoning Administrator at any time within the first twelve (12) months, after which, any and all extensions require approval from the City Planning Commission;
3. Improvements to the subject property and its use shall be substantially in accordance with the submitted plans on file in the City of Syracuse Office of Zoning Administration entitled:
 - Site Plan; Unlabeled; Undated;
 - Plans, Notes, Details (Sheet A-1); Special Permit, T.O.B. Sport Bar, 4141 S. Salina St, Ste 6, Syracuse, NY; Job#: 223-06; prepared by: William J Pitcher, Registered Architect; dated: 2-20-2023; scaled: as noted;
4. Signage for the proposal is limited to a two-foot by five-foot, internally illuminated wall sign, as noted in condition number three above;
5. Any exterior lighting of the subject proposal shall be designed, located and maintained so as to prevent any direct rays of light from shining beyond the boundaries of the subject property;

BE IT FURTHER RESOLVED that this Commission GRANTS the requested waiver from Part C, Section IV, Article 2-8.1 of the City of Syracuse Zoning Rules and Regulations, as amended, as they pertain to the entertainment location regulations as identified in the preamble to this resolution;

BE IT FURTHER RESOLVED that the applicant shall abide by the hours of operation as identified in the preamble to this resolution;

BE IT FURTHER RESOLVED that the applicant shall comply with the following conditions regarding live and/or electronically amplified entertainment:

- There shall be no live and/or electronically amplified entertainment outside of the interior space, which prohibition shall include the installation or use of speakers in windows or on sidewalks, or the covered porch and/or walkway as illustrated on Sheet A-1;
- There shall be no live and/or electronically amplified entertainment outside of the approved hours of operation of 3:00 p.m. to 10:00 p.m.;
- Live and/or electronically amplified entertainment shall be staged either towards the middle of the customer area or towards the rear of the restaurant;

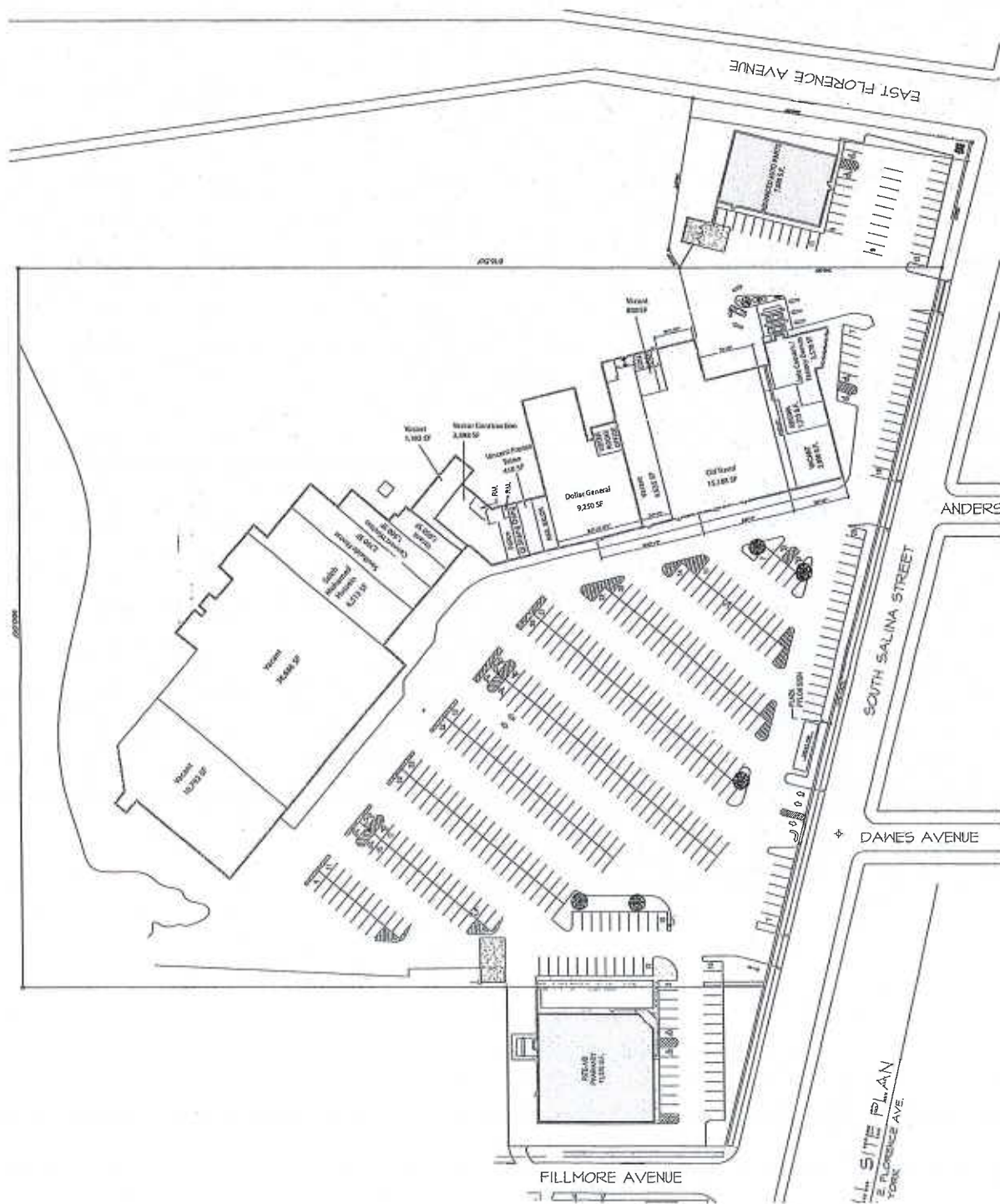
BE IT FURTHER RESOLVED that approval of this resolution does not relieve the applicant from compliance with any other regulatory or licensing provisions applicable thereto by the properly constituted Federal, State, County or City authorities to include, but not limited to the City of Syracuse Departments of Engineering and Public Works, and the Code Enforcement Office;

BE IT FURTHER RESOLVED that if the conditions enumerated above are not complied with, this Special Permit shall be subject to revocation;

BE IT FURTHER RESOLVED that this resolution is subject to the consent and approval of the Common Council of the City of Syracuse.



Steven W. Kulick, Chairperson
City Planning Commission





JOHN J. PITCHER
2-20-2023

PITCHER architect inc
124 Pellet Avenue
Syracuse, N.Y. 13203
315.474.1219

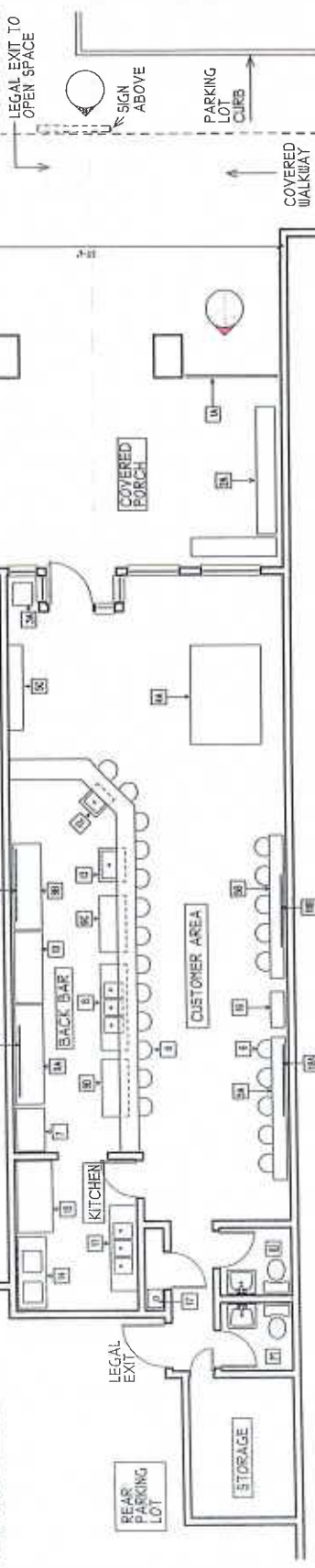
SPECIAL PERMIT
T.O.B. SPORT BAR
4141 S. SALINA ST., STE.6
SYRACUSE, NY
©Pitcher Architect P.C. 2023. All rights reserved. Drawings are instruments of service and remain the property of the Architect.

A-1
PLANS
NOTES
DETAILS



SPECIAL PERMIT - RESTAURANT BUILDING ELEVATING FENCE
EXISTING: ORIGINAL A 10' X 10' CONCRETE FENCE, 10' TALL, 10' WIDE, AND
COVERED BY A 10' X 10' CANOPY. THE FENCE IS TO BE REMOVED AND
REPLACED BY A 10' X 10' CANOPY. THE SPACE CONTAINING OCCUPANCY AND USE AS A "BAR"
BUILDING OWNER: 2406 GROUND BLD. 235 MAIN ST. STE. 20,
BUFFALO, NY 14203
TAX ID: 072-04-202
40 SOUTH SALINA STREET, SYRACUSE, NY
LOT AREA: 10,000 SQ. FT.
PERMIT AREA: 10,000 SQ. FT.
PERMIT AREA: 10,000 SQ. FT.
OUTDOOR SEATING: 10' X 10' (SEE DETAIL)

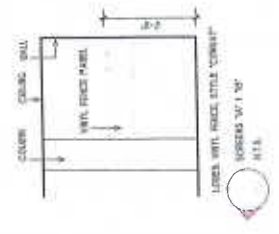
BATHROOMS: 2
KITCHEN: 1
STORAGE: 1
REAR PARKING LOT: 1
LEGAL EXIT: 1
LEGAL EXIT TO OPEN SPACE: 1
SIGN ABOVE: 1
PARKING LOT: 1
CURB: 1
COVERED WALKWAY: 1



- EQUIPMENT (FURNITURE)
- 1A 1B OUTDOOR SCREEN-CALL
 - 2A 2B BENCH SEATING ALONG WALL
 - 3 ATT MACHINE
 - 4 POOL TABLE 4 FT X 1 FT
 - 5A 5B WALL MOUNTED DRINK LEDGE
 - 6 CHAIRS
 - 7 ICE MACHINE
 - 8 BAR SINK 3 WELLS
 - 9A 9B REFRIGERATED BEVERAGE COOLERS
 - 10 COMMER CASH REGISTER
 - 11 SINK 3 WELLS
 - 12 HAND SINK
 - 13 ICE SINK
 - 14 AIR FRYERS ON TABLE
 - 15 CHEST FREEZER
 - 16 JUNK BOX
 - 17 JANITOR SINK
 - 18A 18B LARGE SCREEN TV



EXISTING SIGN, 7'-0 X 5'-0
N.T.S.



Project: SP-23-09

Date: 5/15/23

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ 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.

City of Syracuse Planning Commission

May 15, 2023

Name of Lead Agency

Date

Steve Kulick

Chairperson

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)

PRINT FORM



59

Office of Zoning Administration

CITY OF SYRACUSE, MAYOR BEN WALSH

June 7, 2023

Ms. Patricia McBride
City Clerk
230 City Hall
Syracuse, New York 13202

Re: SP-23-09 Special Permit for a Restaurant on Property Situated at 4141 South Salina Street

Dear Ms. McBride;

On May 15, 2023, the City Planning Commission adopted the above noted resolution. Copies of the resolution are attached.

Eleven people spoke in favor of the proposal. Two people spoke in opposition to the proposal.

The Commission granted one waiver from the City of Syracuse Zoning Rules and Regulations, as amended, with respect to the entertainment location regulations as part of this approval.

The City Planning Commission requests that the resolution be forwarded to the entire Common Council for consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffery L. Harrop".

Jeffery L. Harrop
City of Syracuse Office of Zoning Administration

Ends: (6)

Owner; 2468 Group, Inc.
c/o William Paladino
295 Main Street, Suite 700
Buffalo, New York 14203

Applicant; Stanley Snow
44 East 91st Street
Brooklyn, New York 11212

Office of Zoning
Administration
201 E. Washington St.
Room 500
Syracuse, N.Y. 13202
Office 315 448 8640
zoning@syr.gov.net

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING MAYOR TO
SUBMIT AN APPLICATION TO THE NEW YORK
STATE DEPARTMENT OF HOMELAND
SECURITY AND EMERGENCY SERVICES
(DHSES) FOR A GRANT UNDER THE 2023 RED
TEAM EXERCISE PROGRAM AND EXECUTE A
CONTRACT OR WRITTEN INSTRUMENTS
ASSOCIATED WITH THE GRANT AS
NECESSARY**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to submit an application to the New York State Department of Homeland Security and Emergency Services (DHSES) for a grant in an amount not to exceed \$9,100.00 under the 2023 Red Team Exercise Program; if awarded said funds will be used to support overtime and backfill expenses related to Red Team Operations performed by the Syracuse Police Department in conjunction with DHSES; no local match is required; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute a contract or written instruments as approved by the Corporation Counsel; and

BE IT FURTHER ORDAINED, that upon receipt of said funds or any part thereof, pursuant to said application authorized herein, the Commissioner of Finance is authorized and directed to deposit the same in an appropriate account to be determined by him.



Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

60

Janet L. Burke
Director, Bureau of
Research

June 13, 2023

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Request for Legislation

Dear City Clerk McBride:

Please prepare legislation for the upcoming meeting of the Common Council authorizing the City of Syracuse to enter into an agreement with the NYS Department of Homeland Security Emergency Services (NYS DHSES) for the 2023 Red Team Exercise Program grant in an amount not to exceed \$9,100.00.

These funds will support overtime and backfill expenses for the Red Team Operations performed by the Syracuse Police Department in conjunction with New York State Department of Homeland Security Emergency Services. Red Team is an undercover homeland security exercise undertaken by law enforcement personnel who conduct suspicious activity and exhibit indicators of potential terrorist activity to test various businesses, infrastructure owners and operators, and the public with regard to the recognition and reporting of suspicious activity.

There is no matching requirement for this grant.

Sincerely,

Janet L. Burke
Director, Bureau of Research

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syr.gov.net

33




OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget 
DATE: June 20, 2023
SUBJECT: Agreement with New York State Department of Homeland Security Emergency Services (NYS DHSES)


On behalf of the Department of Research, I am requesting the City to enter into an agreement with the New York State Department of Homeland Security Emergency Services (NYS DHSES) for the 2023 Red Team Exercise Program grant in an amount not to exceed \$9,100.

These funds will support overtime and backfill expenses for the Red Team Operations performed by the Syracuse Police Department in conjunction with New York State Department of Homeland Security Emergency Services. Red Team is an undercover homeland security exercise undertaken by law enforcement personnel who conduct suspicious activity and exhibit indicators of potential terrorist activity to test various businesses, infrastructure owners and operators, and the public with regard to the recognition and reporting of suspicious activity.

There is no matching requirement for this grant.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE MAYOR TO
SUBMIT AN APPLICATION TO THE UNITED
STATES DEPARTMENT OF JUSTICE FOR A
GRANT UNDER THE 2023 PATRICK LEAHY
BULLET PROOF VEST PARTNERSHIP AND
EXECUTE A CONTRACT OR WRITTEN
INSTRUMENTS ASSOCIATED WITH THE
GRANT AS NECESSARY**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to submit an application to the United States Department of Justice for the 2023 Patrick Leahy Bullet Proof Vest Partnership grant in an amount not to exceed \$33,660.00; said funds will be used by the Syracuse Police Department to purchase and issue bullet proof vests to patrol officers; a 50% local match is required and will be charged to Police Department Operating Account #540840.01.31230 or another appropriate account as designated by the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute all necessary contracts and/or written instruments, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that upon receipt of said funds or any part thereof, pursuant to said agreement authorized herein, the Commissioner of Finance is authorized and directed to deposit the same in an appropriate account to be determined by him.

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Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

Janet L. Burke
Director, Bureau of
Research

June 9, 2023

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Request for Legislation

Dear City Clerk McBride:

Please prepare legislation for the upcoming meeting of the Common Council authorizing the City of Syracuse to enter into an agreement with the US Department of Justice (USDOJ) for the 2023 Patrick Leahy Bullet Proof Vest Partnership grant in an amount not to exceed \$33,660.00.

These funds will be used by the Syracuse Police Department for the purchase and issuance of bullet proof vests to patrol officers.

The grant amount is 50% of the cost of the vests with the remaining 50% to be paid through the departments operating account #540840.01.31230.

Sincerely,

Janet L. Burke
Director, Bureau of Research

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syrgov.net

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: June 14, 2023
SUBJECT: Agreement with US Department of Justice (USDOJ)

A handwritten signature in blue ink, appearing to be "T. Rudd", written over a horizontal line.

On behalf of the Department of Research, I am requesting the City to enter into an agreement with the US Department of Justice (USDOJ) for the 2023 Patrick Leahy Bullet Proof Vest Partnership grant in an amount not to exceed \$33,660.

These funds will be used by the Syracuse Police Department for the purchase and issuance of bullet proof vests to patrol officers.

The grant amount is 50% of the cost of the vests with the remaining 50% to be paid through the departments operating account #540840.01.31230.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.

A handwritten signature in blue ink, appearing to be "B. Walsh", written over a horizontal line.
Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

**ORDINANCE AUTHORIZING THE MAYOR TO
SUBMIT AN APPLICATION FOR A GRANT
FROM THE NEW YORK STATE DORMITORY
AUTHORITY (DASNY) STATE AND MUNICIPAL
FACILITIES PROGRAM (SAM) AND EXECUTE A
CONTRACT OR WRITTEN INSTRUMENTS
ASSOCIATED WITH THE GRANT AS
NECESSARY**

BE IT ORDAINED, that the Mayor be and he hereby is be and he hereby is authorized to submit an application to the New York State Dormitory Authority, through the State and Municipal Facilities Program (SAM) for a grant in an amount not to exceed \$200,000; if awarded the grant funds will be used for the purchase and installation of additional surveillance cameras to be located on various intersections on Onondaga Avenue and Coolidge Street in the City of Syracuse; no local match is required; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute a contract or written instruments as approved by the Corporation Counsel; and

BE IT FURTHER ORDAINED, that upon receipt of any funds pursuant to said application authorized herein, the Commissioner of Finance is authorized and directed to deposit the same in an appropriate account to be determined by him.



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Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

June 15, 2023

Janet L. Burke
Director, Bureau of
Research

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Dear City Clerk McBride:

Please prepare legislation for an upcoming meeting of the Common Council authorizing the City of Syracuse to apply for the State and Municipal Facilities Program (SAM) and to enter into an agreement with the New York State Dormitory Authority, under the State and Municipal Facilities Program (SAM) under the COPS Program, and receive funds in an amount not to exceed \$200,000.

Grant funds will be used for the purchase and installation of additional surveillance cameras to be located on various intersections on Onondaga Ave. And Coolidge St. In the City of Syracuse.

No local match is required.

If you have any questions or need any additional information, please contact me at your convenience.

Sincerely,

A handwritten signature in blue ink that reads "Janet L. Burke".

Janet L. Burke
Director, Bureau of Research

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING THE MAYOR TO
SUBMIT AN APPLICATION FOR A STATE AND
MUNICIPAL FACILITIES PROGRAM (SAM)
GRANT FROM THE NEW YORK STATE
DORMITORY AUTHORITY (DASNY) IN AN
AMOUNT NOT TO EXCEED \$175,000 AND
EXECUTE A CONTRACT OR WRITTEN
INSTRUMENTS ASSOCIATED WITH THE
GRANT AS NECESSARY**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to submit an application to the New York State Dormitory Authority for a State and Municipal Facilities Program (SAM) grant in an amount not to exceed \$175,000; if awarded said funds will be used for the purchase and install additional surveillance cameras at various intersections on James Street as part of the COPS Program; no local match is required; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute a contract or written instruments as approved by the Corporation Counsel; and

BE IT FURTHER ORDAINED, that upon receipt of any funds or any part thereof, pursuant to said application authorized herein, the Commissioner of Finance is authorized and directed to deposit the same in an appropriate account to be determined by him.



63

Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

June 15, 2023

Janet L. Burke
Director, Bureau of
Research

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Dear City Clerk McBride:

Please prepare legislation for an upcoming meeting of the Common Council authorizing the City of Syracuse to apply for the State and Municipal Facilities Program (SAM) and to enter into an agreement with the New York State Dormitory Authority, under the State and Municipal Facilities Program (SAM) under the COPS Program, and receive funds in an amount not to exceed \$175,000.

Grant funds will be used for the purchase and installation of additional surveillance cameras to be located on various intersections on James St. in the Sedgewick neighborhood of the City of Syracuse.

No local match is required.

If you have any questions or need any additional information, please contact me at your convenience.

Sincerely,

Janet L. Burke
Director, Bureau of Research

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING A FUNDING
AGREEMENT BETWEEN THE CITY OF
SYRACUSE AND THE GREATER SYRACUSE
PROPERTY DEVELOPMENT CORPORATION
("LAND BANK")**

BE IT ORDAINED, subject to the approval of the Mayor, that the Mayor be and he is hereby authorized to enter into a funding agreement with the Greater Syracuse Property Development Corporation ("Land Bank") relative to the operations of the Land Bank for an amount not to exceed \$750,000.00 as approved in the City's 2023/2024 Budget; and

BE IT FURTHER ORDAINED, that such agreement shall be in substantially the same form as the Agreement attached hereto as Exhibit "A" and shall be subject to the approval of the Corporation Counsel as to terms, form and content.

Exhibit "A"
**FUNDING AGREEMENT BETWEEN THE
CITY OF SYRACUSE
AND THE
GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION**

THIS AGREEMENT, entered this _____ day of _____, 2023 by and between the City of Syracuse (herein called the "City") and the Greater Syracuse Property Development Corporation, a not-for-profit corporation with offices at 431 East Fayette Street, Suite 375, Syracuse, New York (herein called the "GSPDC").

WHEREAS, the City desires to assist in the funding of the operations of GSPDC pursuant to Not-For Profit Corporation Law § 1610 (a) for City fiscal year 2023-24 and the Charter of the City of Syracuse 1960, as amended; and

WHEREAS, the GSPDC wishes to accept and utilize the funds from the City pursuant to the terms of this Agreement; and

WHEREAS, this Agreement has been authorized by, and is subject to the requirements of Ordinance No. ____ of 2023, which was adopted by the City of Syracuse Common Council on _____, 2023 and approved by Mayor Ben Walsh on _____, 2023; and

WHEREAS, this Agreement has been authorized by GSPDC Resolution ____ of 2023, adopted by the Board of GSPDC on _____, 2023;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

ARTICLE I. FUNDING

The City agrees to provide up to seven hundred and fifty thousand dollars (\$750,000.00) (hereinafter the "Funding") to GSPDC.

- A. Disbursements – the City will provide the Funding to GSPDC in two disbursements. Disbursements shall be made upon receipt of the required quarterly reports described in Article II, Section 5 as follows:

1. Three hundred seventy-five thousand and 00/100 dollars (\$375,000.00) on August 1, 2023; and

2. Three hundred seventy-five thousand and 00/100 dollars (\$375,000.00) on February 1, 2024.

ARTICLE II. PERFORMANCE BY GSPDC

As consideration for this Agreement and the Funding to be provided thereto, the GSPDC agrees to perform as follows:

Acceptance of Property – GSPDC acknowledges that the City will offer to sell numerous parcels of real property to GSPDC for an amount equal to one dollar (\$1.00) per property during the 2023-24 City fiscal year. GSPDC will reimburse the City for title fee expenses and legal expenses incurred for each property and other closing costs. The GSPDC shall be responsible for the payment of all recording fees to the Onondaga County Clerk.

1. GSPDC agrees to accept as many of said parcels not otherwise excluded under the provisions of Article II (3) as the Board of GSPDC determines as being fiscally prudent for GSPDC to accept. In addition, GSPDC agrees to accept no fewer than 250 properties throughout the 2023-24 City fiscal year as long as the City authorizes the sale of at least that number of properties to the GSPDC during said fiscal year and subject to the GSPDC's rights hereunder and under Article II (3).
2. GSPDC will accept a mix of properties, including vacant land, vacant structures, and occupied structures, subject to what is made available by the City of Syracuse.
3. GSPDC may reject any Property, upon a provision of sufficient documentation evidencing the basis for rejection to the City of Syracuse, for one or more of the following reasons:
 - a. The property has uncured defects in title; or
 - b. The property constitutes an immediate danger or public hazard; or
 - c. The property contains environmental hazards which would require the GSPDC to perform environmental remediation prior to re-sale (this subsection shall not be read as to apply to lead based paint or to soil that may be contaminated as a result of lead based paint, or to asbestos located in one or two family residential structures); or
 - d. Other parcels that the GSPDC deems inappropriate for acquisition for documented reasons agreed upon by the City and the GSPDC.

In the event GSPDC rejects a property for one or more of the foregoing reasons, GSPDC shall transmit a notice to the Department of Neighborhood and Business Development and the Syracuse-Onondaga County Planning Agency outlining the reason the property has been rejected within ten (10) days of the determination to reject.

4. Use of Funding - GSPDC agrees to use the Funding only for those purposes permitted by law and in furtherance of the GSPDC's mission statement and in accordance with its adopted policies and procedures.

Further, the GSPDC agrees to place a priority on leveraging City funds to advance the following objectives:

- a. Create a mix of (owner-occupied) home ownership and rental housing opportunities;
 - b. Support rehabilitation financing for investor-owners purchasing GSPDC properties through loan guarantees and other innovative programs;
 - c. The funds shall be used for ongoing property maintenance and keeping buildings secure.
 - d. Ensure that all existing occupants of property acquired by the GSPDC from the City of Syracuse, which properties are deemed necessary to vacate, be availed the services of professional relocation agents and allotted a reasonable time frame from the determination date to vacate the property to facilitate successful relocation into suitable alternate housing.
 - e. Make reasonable efforts to recover architectural salvageable components during the deconstruction process and to apply funds received from the sale of any salvageable components to the cost of future demolition and/or deconstruction projects.
5. GSPDC shall provide the Department of Neighborhood and Business Development with quarterly reports within 10 days of the end of each fiscal quarter containing lists of all properties transferred to GSPDC and indicates the following: those properties slated for demolition/deconstruction; those demolished/deconstructed; those sold to new owners and the disposition strategy for each; those under an enforcement mortgage and the deadline for completion; those where work has been completed and enforcement mortgage has been discharged. The City reserves the right to request additional information evidencing the status of any Property transferred to GSPDC.
 6. GSPDC shall provide the Common Council with an annual written report in the form of a business and fiscal plan that details the organization's short- and long-term goals and year-to-date progress on reaching these goals within 30 days of this contract years' end. This document should be made available to all Common Councilors two weeks in advance of the Committee meeting when the annual written report is discussed publicly.
 7. GSPDC shall establish a goal to transfer title of at least 200 properties with a majority to qualified owner-occupied buyers and shall establish a policy and procedure for conveying properties to qualified not-for-profit affordable housing developers for owner-occupied buyers to ensure the creation of sustainable affordable housing that meets specified quality standards. Furthermore, GSPDC will endeavor, during the term of this Agreement, to transfer title of at least 75 properties to qualified owners-occupiers with such properties being in close proximity to City Parks, Schools, or such other amenities that improve neighborhoods.
 8. GSPDC will work to develop innovative vacant lot acquisition strategies for long-range neighborhood and community benefits, such as assembling vacant land for the purpose of encouraging new housing and commercial development, in collaboration with the City and neighborhood stakeholders.
 9. The GSPDC Board of Directors and the Citizens Advisory Board will review the criteria used in reviewing and approving property sales to ensure that the criteria will encourage the sale of properties in inventory.

10. GSPDC will aggressively market and offer ten (10) properties utilizing an established incentive program for qualified owner occupied buyers to City, fire, police, school district employees, other city residents who work in the city.

ARTICLE III. NOTICES

All written communications or notices required to be sent pursuant to this Agreement shall be sent by certified or registered first class mail, or by overnight courier, to the parties as follows:

To the City at:

City of Syracuse
Office of the Mayor
Attn: Mayor
233 E. Washington Street
Syracuse, NY 13202

With Copy to:

City of Syracuse
Department of Law
Attn: Corporation Counsel
233 E. Washington Street
Syracuse, NY 13202

To the GSPDC at:

Greater Syracuse Property Development Corporation
Attn: Executive Director
431 East Fayette Street, Suite 375
Syracuse, NY 13202

With Copy to:

Hancock Estabrook, LLP
Attn: John Sidd
1800 AXA Tower I
100 Madison Street
Syracuse, NY 13202

ARTICLE IV. GENERAL CONDITIONS

A. General Compliance

The GSPDC will comply with all applicable federal, state and local laws and regulations governing the receipt or use of the Funding provided under this Agreement.

B. Laws and Ordinances Relating to Real Property

The GSPDC shall comply with all applicable Federal and State Laws, Local Laws, Rules, Regulations, Ordinances, and Resolutions related to or regarding the obligations of owners of real property or sellers of real property including, but not limited to, those relating to renovation, rehabilitation, demolition, property maintenance, environmental laws, lead paint abatement, flood plain and lead paint disclosures, and historic preservation.

C. New York State Law

The parties agree that by signing this Agreement they knowingly and willingly waive the presumption under New York State Law that this Agreement be construed against the drafter.

D. Prior Agreements

This Agreement shall supersede any previous agreement between the parties regarding these matters insofar as there are any conflicting terms or provisions.

E. Survivability of Certain Provisions

Any provisions related to, or regarding, the expenditure of the Funding shall survive the termination of this Agreement until such time as all of the Funding disbursed pursuant to this Agreement has been expended.

F. Independent Contractor

Nothing contained in this agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties.

The GSPDC shall at all times remain an independent contractor with respect to any terms, conditions or performances required under this Agreement.

G. Hold Harmless

The GSPDC shall hold harmless and defend and indemnify the City from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the GSPDC's actions, inaction, performance or failure to perform as related to this Agreement, and to any activities of GSPDC funded in whole or in part by the Funding.

H. Workers' Compensation

The GSPDC shall provide Workers' Compensation Insurance coverage as may be required by law for all employees employed by GSPDC during the term of this agreement.

I. Insurance

The GSPDC shall carry general liability insurance coverage in an amount of not less than one million dollars per claim during the term of this Agreement. A copy of the insurance binder shall be forwarded to the City.

J. Amendments

GSPDC and City may amend this Agreement at any time provided that such amendments make specific reference to this Agreement and are executed in writing, signed by a duly authorized representative of both organizations and approved by the City's governing body.

K. Prohibited Activities

The GSPDC is prohibited from using the Funding provided herein or personnel employed in whole or in part with the use of the Funding for political activities; sectarian or religious activities; lobbying, political patronage, and nepotism activities.

L. Assignability

The GSPDC shall not pledge, assign or transfer any interest in this Agreement or the Funding without the prior written consent of the Mayor of the City.

M. Conflicts of Interest

1. No officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the Funding, or any other person who exercises any functions or responsibilities in connection with the Funding shall have any personal financial interest, direct or indirect in this Agreement; and the City shall take appropriate steps to assure compliance.
2. The City and the GSPDC agree and stipulate that no member of the Common Council of the City of Syracuse or any other City officer or employee forbidden by law, is interested in, or will derive income from, or is a party to, this Agreement.

N. Displaced Persons

1. GSPDC shall develop an internal policy with regards to the handling of displaced tenants, former owner occupants and others with tenancy rights in a parcel of property acquired by the GSPDC (hereinafter collectively "Displaced

“Persons”). Such policy shall assure that Displaced Persons are dealt with in accordance with State Law and in a consistent, fair, and equitable manner.

2. GSPDC agrees to comply with all applicable State Laws, and City Ordinances, Resolutions and Policies concerning displacement of individuals from their residences.

O. Governing Law and Proper Venue of Claims

This Agreement shall be governed by, and construed in accordance with, the laws of the State of New York without regard to any conflict of laws provision. The City and GSPDC agree and consent that any claim between the parties arising from or out of this Agreement shall be brought in a court of competent jurisdiction in the County of Onondaga and State of New York.

P. Effect of Waiver of Breach

The waiver of breach of any provision of this Agreement shall not constitute or operate as a waiver of any other provision, nor shall the failure to enforce a provision operate as a waiver of that provision or any other provision.

ARTICLE V. TERM

The term of this Agreement shall begin as of the date that it is fully executed by the City and the GSPDC, and if not earlier terminated pursuant to the provisions of this Agreement, shall terminate naturally upon June 30, 2024.

ARTICLE VI. DEFAULT AND TERMINATION

In the event that GSPDC fails to comply with any term of this agreement, GSPDC shall have thirty (30) days following receipt of a written notice of the default from the City to cure said default. If the GSPDC fails to cure the default within the 30 day cure period, or any extension thereof granted by the City, the City may terminate this Agreement and the Agreement shall have no further force or effect, except for those provisions that survive termination pursuant to the terms of this Agreement. The City may suspend disbursements during the period of time given between a notice of default and the opportunity to cure.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

City of Syracuse

Greater Syracuse Property Development Corporation

By: _____

Benjamin R. Walsh, Mayor

By: _____

Katelyn Wright, Executive Director

ATTEST:

Patricia K. McBride
City Clerk

STATE OF NEW YORK)
COUNTY OF ONONDAGA)
CITY OF SYRACUSE) SS.:

On this ____ day of _____ 2023, before me personally came BENJAMIN R. WALSH, Mayor of the City of Syracuse, with whom I am personally acquainted, who, being by me duly sworn, did depose and say: that she resides in the City of Syracuse, New York; that she is Mayor of the City of Syracuse, the corporation described in and which executed the within instrument; that she knows the corporate seal of said City and it was so affixed pursuant to the Charter of the City; that she signed said instrument as Mayor of said City of Syracuse by like authority; that said BENJAMIN R. WALSH further says that she is acquainted with Patricia K. McBride and knows him to be the City Clerk of said City of Syracuse; that the signature of Patricia K. McBride was thereto subscribed pursuant to said Charter.

Notary Public

STATE OF NEW YORK)

COUNTY OF ONONDAGA)

) SS.:

On this ____ day of _____ 2023, before me personally came KATELYN WRIGHT to me known, who, being by me duly sworn, did depose and say that she is the Executive Director of the Greater Syracuse Property Development Corporation and which executed the above instrument; that she is authorized by the Board of Directors of said corporation to execute the above instrument, and that she signed her name thereto by like order.

Notary Public



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Commissioner
Michael Collins

**Deputy Commissioner of
Neighborhood Development**
Michelle Sczpanski

**Deputy Commissioner of
Business Development**
Eric Ennis

Mr. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

**Re: Request to Enter Into 2023-24 Annual Contract with Greater Syracuse
Property Development Corporation (GSPDC)**

Dear Clerk McBride,

Please prepare legislation for consideration at the upcoming Common Council meeting approving a contract between the City of Syracuse and the Greater Syracuse Property Development Corporation (aka "The Land Bank") for \$750,000. A copy of the draft agreement is attached to this letter, in addition to the Land Bank Board Resolution accepting as proposed. The associated budget account number is 599898.01.90000.

The \$750,000 will support a variety of activities by the Land Bank to address vacant and substandard properties. GSPDC will endeavor, during the term of this agreement, to transfer title of at least 75 properties to qualified owners-occupiers with such properties being in close proximity to City Parks, Schools, or such other amenities that improve neighborhoods. GSPDC will aggressively market and offer ten (10) properties utilizing an established incentive program for qualified owner-occupied buyers to City, fire, police, school district employees, other city residents who work in the city. The allocation of \$750,000 was approved as part of the City's 2023-24 Budget.

If you have any questions or require additional information, please feel free to contact me at (315) 448-8109 or via email at mcollins@syr.gov. Thank you for your cooperation.

**Department of Neighborhood
& Business Development**
201 E Washington Street
Suite 600
Syracuse, NY 13202

Office 315 448 8100
Fax 315 448 8036

www.syr.gov.net

Sincerely,


Michael Collins
Commissioner

Cc: Sharon Owens, Deputy Mayor
Tim Rudd, Budget Director
Sue Katzoff, Corporation Counsel

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director


TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 20, 2023
SUBJECT: Annual Agreement – Greater Syracuse Property Development Corporation (GSPDC)

On behalf of the Department of Neighborhood & Business Development, I am requesting to authorize a contract between the City of Syracuse and the Greater Syracuse Property Development Corporation (aka "The Land Bank") for \$750,000. A copy of the draft agreement is attached to this letter, in addition to the Land Bank Board Resolution accepting as proposed. The associated budget account number is 599898.01.90000.

The \$750,000 will support a variety of activities by the Land Bank to address vacant and substandard properties. GSPDC will endeavor, during the term of this agreement, to transfer title of at least 75 properties to qualified owners-occupiers with such properties being in close proximity to City Parks, Schools, or such other amenities that improve neighborhoods. GSPDC will aggressively market and offer ten (10) properties utilizing an established incentive program for qualified owner-occupied buyers to City, fire, police, school district employees, other city residents who work in the city. The allocation of \$750,000 was approved as part of the City's 2023-24 Budget.

Please return this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH YELLOW HOUSE CREATIVE SERVICES
RELATIVE TO DEVELOPING MARKETING
MATERIALS ON BEHALF OF THE
DEPARTMENT OF NEIGHBORHOOD AND
BUSINESS DEVELOPMENT**

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Mayor has waived the RFP process and has approved the retention of Yellow House Creative Services (*hereinafter referred to as "YHCS"*) for the development of marketing materials under the following terms:

- (1) YHCS shall provide services relative to the development of marketing materials for the City of Syracuse Lead Hazard Control Office on behalf of the Department of Neighborhood & Business Planning;
- (2) The City shall an amount not to exceed the sum of \$19,750.00 for all services under this agreement;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to the appropriate account designated by the Commissioner of Finance for the ARPA funding to be used for the Project which has been authorized by Ordinance No. 296-2022.



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Ms. Patricia McBride
City Clerk
Room 231, City Hall
Syracuse, NY 13202

Commissioner
Michael Collins

**Deputy Commissioner of
Neighborhood Development**
Michelle Sczpanski

**Deputy Commissioner of
Business Development**
Eric Ennis

**Re: Legislation Request – Authorization enter into agreement with Yellow
House Creative Services for marketing materials**

Dear Clerk McBride:

Please prepare legislation to be introduced at the July 3, 2023 Common Council meeting on behalf of the Department of Neighborhood and Business Development authorizing the Department of Neighborhood and Business Development to enter into agreement with Yellow House Creative Services, a certified WBE, for the development of marketing materials for the City's Lead Hazard Control Office for an amount not to exceed \$19,750. The Department of Neighborhood & Business Development is seeking a waiver of RFP.

Funds for the project will come out of the allocation of American Rescue Plan Act (ARPA) funding previously authorized by the Common Council (#2022-296) to support lead hazard remediation. Further information about the project scope can be found attached.

I am happy to answer any questions at x8743 or via email at msczpanski@syrgov.net.

Sincerely,

Michelle Sczpanski
Deputy Commissioner of Neighborhood Development

cc: Sharon Owens, Deputy Mayor
Michael Collins, NBD Commissioner

<https://cityofsyrgov.ny.us/department/neighborhood-business-development/legislation-request-to-enter-into-agreement-with-yellow-house-creative-services-for-marketing-materials> - Waiver of RFP for Marketing Services - 06/16/2023/000

**Department of Neighborhood
& Business Development**
201 E Washington Street
Suite 600
Syracuse, NY 13202

Office 315 448 8100
Fax 315 448 8036

www.syrgov.net



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 21, 2023
SUBJECT: Waiver of RFP Process & Agreement – Yellow House Creative Services

On behalf of the Department of Neighborhood & Business Development, I am requesting to waive the RFP process and enter into an agreement with Yellow House Creative Services, a certified WBE, for the development of marketing materials for the City's Lead Hazard Control Office for an amount not to exceed \$19,750.

Funds for the project will come out of the allocation of American Rescue Plan Act (ARPA) funding previously authorized by the Common Council (#2022-296) to support lead hazard remediation. Further information about the project scope can be found attached.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

MISSION STATEMENT (BRAND DEVELOPMENT)

Project Brief:

Create a "brand level mission statement" with the target audience and goals of the LHCO in mind.

Deliverables/Specs:

- Survey (for major stakeholders; typically 4-12 people)
- A 30-45 minute "discovery call" with a designated brand strategy expert
- A brand statement as a document (PDF), including a 2-4 sentence "mission statement"
- One round of minor edits to the brand statement document based on client feedback (if needed)

Schedule:

The below outlines the proposed steps to produce the mission statement:

1. Yellow House will send a Google form/survey link to Ruthnie, who can then forward it to stakeholders.
(The survey will have a deadline to complete it)
2. We will schedule a "discovery call" (virtual) to review the survey results and discuss priorities for the statement.
3. The mission statement is written based on Yellow House's own research and input from Step #1 and Step #2
4. A brand statement document is sent to the City of Syracuse.
5. Up to one round of edits are included based on feedback.

Notes/Clauses:

- The exact timeline is dependent on timely and consistent feedback.
- Additional rounds of revisions (if needed) will be billed hourly at \$85/hour above the project cost.
- This project was priced as part of the larger project and cannot be provided "a la carte."
- Either party can make changes to the above schedule, within reason. Several of the above steps may also overlap.
- Ruthnie Angrand should remain the primary point of contact throughout the project.



February 27, 2023

MOOD BOARD (VISUAL DEVELOPMENT)

Project Brief:

The mood board will show various photos, type treatments, and the overall visual style for the collateral. While the branding will be in-line with the brand guidelines of the City of Syracuse, efforts will be made to create a sense of consistency and identity within the LHCO promotional brochures.

Deliverables/Specs:

- PDF

Schedule:

The below outlines the proposed steps for production:

1. The Yellow House team develops a mood board to foreshadow various design treatments.
2. The LHCO and City of Syracuse Communications Office provides comment/feedback on aspects of the mood board.
3. The final mood board PDF file is exported for future reference.

Notes/Clauses:

- The exact timeline is dependent on timely and consistent feedback.
- Yellow House Creative Services will not license the stock imagery (unless it will be used in the actual collateral).
- This project was priced as part of the larger project and cannot be provided "a la carte."
- The City of Syracuse agrees to provide all major assets for the layout (e.g. City logos, photos of municipal buildings, signature files, etc.).
- Either party can make changes to the above schedule, within reason. Several of the above steps may also overlap.
- Ruthnie Angrand should remain the primary point of contact throughout the project.



BROCHURE DESIGN

Project Brief:

An 8-page brochure, optimized for digital (smaller) print runs. The goal of the brochure is to educate the public on the role and services of the LHCO, and also provide contact information and call-to-actions for various demographics within the target audience.

Deliverables/Specs:

- 8.5 x 8.5"
- Full color, full bleed
- PDF (exported for print)
- PDF (exported for digital use, including some hyperlinks)
- Printer spec sheet (Word Doc- for easy editing)

Schedule:

The below outlines the proposed steps for production:

1. A "Latin draft" is developed based on the approved mood board and the project brief. All text will be placeholder.
2. Meeting with Yellow House and the City of Syracuse Communications team (if needed).
3. The LHCO and City of Syracuse Communications Office develops text/copy based on the word counts from the "Latin draft."
4. Yellow House produces the final design, using the provided text and images.
5. The LHCO and City of Syracuse Communications Office develop a single document with any changes.
6. Yellow House implements edits and exports the final files.
7. Yellow House provides a single folder with all the project deliverables (including a draft spec sheet for the printer).
8. The final files will be available for download for at least 3 weeks.

Notes/Clauses:

- The exact timeline is dependent on timely and consistent feedback.
- Yellow House Creative Services will provide some stock imagery, if needed (approx. up to 1 image per page).
- If additional stock imagery is needed, the City of Syracuse agrees to supply the imagery, or reimburse Yellow House.
- Additional rounds of revisions (after the Latin Draft has been approved) will be billed at \$250 per page, per round of revisions.
- This project was priced as part of the larger project and cannot be provided "a la carte."
- The City of Syracuse agrees to provide all major assets for the layout (e.g. City logos, photos of municipal buildings, signature files, etc.).
- Either party can make changes to the above schedule, within reason. Several of the above steps may also overlap.
- Ruthnle Angrand should remain the primary point of contact throughout the project.



RACK CARD DESIGN

Project Brief:

A rack card, optimized for digital (smaller) print runs. The goal of the card is to provide a high level overview of the role and services of the LHCO, and also provide contact information.

Deliverables/Specs:

- 4x9"
- Full color, full bleed
- PDF (exported for print)
- PDF (exported for digital use, including some hyperlinks)
- Printer spec sheet (Word Doc- for easy editing)

Schedule:

The below outlines the proposed steps for production:

1. A "Latin draft" is developed based on the approved mood board and the project brief. All text will be placeholder.
2. Meeting with Yellow House and the City of Syracuse Communications team (if needed).
3. The LHCO and City of Syracuse Communications Office develops text/copy based on the word counts from the "Latin draft."
4. Yellow House produces the final design, using the provided text and images.
5. The LHCO and City of Syracuse Communications Office develop a single document with any changes.
6. Yellow House implements edits and exports the final files.
7. Yellow House provides a single folder with all the project deliverables (including a draft spec sheet for the printer).
8. The final files will be available for download for at least 3 weeks.

Notes/Clauses:

- The exact timeline is dependent on timely and consistent feedback.
- Yellow House Creative Services will provide some stock imagery, if needed (up to 2 images per side).
- If additional stock imagery is needed, the City of Syracuse agrees to supply the Imagery, or reimburse Yellow House.
- Additional rounds of revisions (after the Latin Draft has been approved) will be billed at \$250 per page, per round of revisions.
- This project was priced as part of the larger project and cannot be provided "a la carte."
- The City of Syracuse agrees to provide all major assets for the layout (e.g. City logos, photos of municipal buildings, signature files, etc.).
- Either party can make changes to the above schedule, within reason. Several of the above steps may also overlap.
- Ruthie Angrand should remain the primary point of contact throughout the project.



POSTCARD DESIGN

Project Brief:

Layout/design, of a front and back postcard, utilizing elements from rack card design.

Deliverables/Specs:

- 5x7"
- Full color, no bleed
- PDF (exported for print)
- Printer spec sheet (Word Doc- for easy editing)

Schedule:

The below outlines the proposed steps for production:

1. A "Latin draft" is developed based on the approved mood board and the project brief. All text will be placeholder.
2. Meeting with Yellow House and the City of Syracuse Communications team (if needed).
3. The LHCO and City of Syracuse Communications Office develops text/copy based on the word counts from the "Latin draft."
4. Yellow House produces the final design, using the provided text and images.
5. The LHCO and City of Syracuse Communications Office develop a single document with any changes.
6. Yellow House implements edits and exports the final files.
7. Yellow House provides a single folder with all the project deliverables (including a draft spec sheet for the printer).
8. The final files will be available for download for at least 3 weeks.

Notes/Clauses:

- The exact timeline is dependent on timely and consistent feedback.
- Yellow House Creative Services will provide some stock imagery, if needed (up to 2 images).
- If additional stock imagery is needed, the City of Syracuse agrees to supply the imagery, or reimburse Yellow House.
- Additional rounds of revisions (after the Latin Draft has been approved) will be billed at \$250 per page, per round of revisions.
- This project was priced as part of the larger project and cannot be provided "a la carte."
- The City of Syracuse agrees to provide all major assets for the layout (e.g. City logos, photos of municipal buildings, signature files, etc.).
- Either party can make changes to the above schedule, within reason. Several of the above steps may also overlap.
- Ruthnie Angrand should remain the primary point of contact throughout the project.



February 27, 2023

PROJECT TOTAL

\$19,750.00

- All project deliverables.
- All admin/design/editing fees.
- 50% of the total invoiced at the start of the project.
- 25% of the total invoiced once the "Latin drafts" are approved.
- The final 25% of the total will be invoiced after all deliverables are sent.

Notes/Clauses:

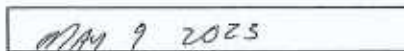
- Currency is in USD.
- Early June 2023 is the goal to finish all deliverables, but the client understands that deadlines are dependent upon timely and consistent feedback.
- If the project stops at any point, for any reason, the client will be invoiced the prorated amount.
- Invoiced amounts act as "kill fees" in the case that the project is stopped for any reason.
- This proposal was developed after conversations with Ruthnie Angrand and her team, including a Zoom call on 2/24/2023.
- For scheduling purposes, this proposal must be signed and accepted by the City of Syracuse by March 10, 2023.

Approval:

signature (type name):



date:





Ordinance No.

2023

**ORDINANCE AUTHORIZING THE
APPROPRIATION OF \$275,000 OF THE
AMERICAN RESCUE PLAN ACT OF 2021
(ARPA) FUNDS RECEIVED BY THE CITY OF
SYRACUSE TO FUND A CITY-WIDE HOUSING
STRATEGY PLAN**

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$275,000 of the American Rescue Plan Act of 2021 (ARPA) Funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance for the Department of Neighborhood and Business Development; said funds are to be used to create a city-wide housing strategy plan, in the manner provided by law.

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH CZB, LLC RELATIVE TO PERFORMING A
CITY-WIDE HOUSING STRATEGY PLAN**

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, pursuant to the recommendation of the RFP Committee, Ordinance No. 466-2022 authorized the City of Syracuse to enter into an agreement with czb, LLC to conduct a city-wide housing market study on behalf of the Department Neighborhood and Business Development at a cost not to exceed \$261,650.00; and

WHEREAS, the Mayor has waived the RFP process and approved the retention of czb, LLC to develop a city-wide housing strategy under the following terms:

the second phase strategy work relative to the Syracuse Housing Study under the following terms:

1. czb, LLC shall develop a city-wide housing strategy, including but not limited to identifying next steps for housing planning and investment strategy, on behalf of the Department of Neighborhood & Business Planning; and
2. The City shall pay czb, LLC an amount not to exceed \$275,000.00 for all services under this agreement;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to the appropriate account designated by the Commissioner of Finance for the ARPA funding to be

used for the project which has been authorized contemporaneously herewith by ordinance of this
Common Council.



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

June 16, 2023

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Commissioner
Michael Collins

**Deputy Commissioner of
Neighborhood Development**
Michelle Sczpanski

**Deputy Commissioner of
Business Development**
Eric Ennis

Re: Request for Legislation to appropriate up to \$275,000 of American Rescue Plan Act (ARPA) funds to enter into agreement with czb LLC, for professional services related to the completion of a Citywide Housing Strategy Plan

Dear Ms. McBride,

Please prepare legislation for the July 3, 2023 meeting of the Common Council on behalf of the Department of Neighborhood and Business Development (NBD) to appropriate up to \$275,000 of the American Rescue Plan Act (ARPA) fund to support and enter into a contract with czb, LLC to develop a city-wide housing strategy.

The purpose of the strategy plan is to develop more holistic and prescriptive next steps for housing planning and investment strategy in accordance with the results outlined in the Syracuse Housing Study, which was presented to the Common Council Neighborhood Preservation Committee on May 24, 2023. czb, LLC completed the first phase study pursuant to ordinance 2022-466 and was selected as the preferred vendor identified through a competitive bid process (RFP #2022-142). The Department of Neighborhood and Business Development is seeking to waive the RFP process for the second phase strategy work.

Funds will be placed in an account to be designated by the Commissioner of Finance. The Department of Neighborhood and Business Development has also asked the Syracuse Industrial Development Agency (SIDA) to consider authorizing expenditures to cover half (\$137,500) of the total project cost. Should the SIDA board approve this measure, the City would be reimbursed for that amount.

The project is anticipated to begin August 1, 2023 and run through May 30, 2024. Attached please find the proposal, including project scope, including a budget that depicts all anticipated expenses. I am happy to answer any questions at x8743 or by email at msczpanski@syr.gov.net.

Sincerely,

A handwritten signature in blue ink, appearing to be "MS", followed by a long horizontal line.

Michelle Sczpanski
Deputy Commissioner of Neighborhood Development

**Department of Neighborhood
& Business Development**
201 E Washington Street
Suite 600
Syracuse, NY 13202

Office 315 448 8100
Fax 315 448 8036
www.syr.gov.net

Cc: Michael Collins, Commissioner, NBD, Sharon Owens, Deputy Mayor

66-67

18

FOREWORD

By unambiguously showing that the Syracuse NY housing market has two interrelated problems - a willingness to pay gap where too few households in the region want to live in Syracuse (thus depressing prices), and an ability to pay problem, where despite low prices a great many Syracuse households still cannot afford housing in the city - the recently completed Syracuse Housing Study (czb, 2023) laid bare the even larger real problem at hand: that the fix for the former often worsens the latter and vice versa.

As the Syracuse Housing Study (SHS) notes, by itself, the ability to pay problem is severe, will be very expensive (in dollars) to address, cannot be addressed without incurring other costs manifest in the creation of new problems, and is, at its root, a derivative not of the expense of bricks and mortar and building operations, but, rather, high rates of poverty and very low incomes. To make matters more complex, the ability to pay problem is more a moral dilemma than anything else. To turn the city's back on the problem of housing affordability is to fail to do the right thing, but it is not an existential problem for the city, itself. Indeed the concentration of low income households in the city as compared to the county is a prima facie case of this, illustrating that the problem under the problem is a free rider dilemma ultimately (and properly) addressed at the regional level. This makes the ability to pay problem not just expensive in dollars and cents, but an inherently political one, as well. Moreover, while there are swatches of success elsewhere across the country that, if stitched together, might theoretically show a way to *cure* an ability to pay problem, in fact, there is no housing solution to an income problem other than one form or another of subsidy, and once subsidized the problem does not go away so much as it is managed. As long as the sheet metal worker and the cardiologist are paid differently by society, one will be able to afford housing the other cannot, unless the difference is subsidized.

Likewise, by itself, Syracuse's willingness to pay problem, owing to decades of both disinvestment and a failure to think about the local market as having a growing demand deficit, will be very costly to address. Insomuch as any cake can ever be completely baked in a dynamic market economy, Syracuse's willingness to pay problem, unlike its affordability dilemma, is actually quite fixable. With sufficient resources - and a very strong stomach - Syracuse could very much *fix* its willingness to pay problem. However, since the city's willingness to pay problem very much is an existential matter - for as long as a sizable market gap persists, Syracuse will remain fiscally weak - it is a problem that cannot be ignored except at great cost.

The ability to pay problem in Syracuse - less a function of the housing cost burdens faced by two-income working households than by single earners only partly in the labor market - cries out for a proper response on moral grounds. The willingness to pay problem demands attention as a matter of municipal self-preservation. Make real progress on the former, and persistently soft values will result, undermining the city's tax base. Make real progress on the latter, which would be manifest in rising prices, and the cost burdens faced by many will only worsen.

The larger problem is that neither of these two dilemmas exist in a vacuum. A new LIHTC project in Syracuse will reduce rents and increase quality of housing for some, but will - in continuing to concentrate low income households - push away the very working and middle class households Syracuse so separately needs. Obtain lower housing costs through density or more modest construction, and poverty is soon concentrated not as a function of choice in a market economy but by policy. And to the extent that to be poor in Syracuse is to not be white, affordability gains obtained by density become racial segregation by proxy.

Alternatively, improving neighborhood conditions to the point where working and middle-income families would choose to live in Syracuse rather than its suburbs will serve to strengthen Syracuse's tax base. But, owing to increased quality, gains on the city's willingness to pay problems will stimulate demand and, thus, price increases, leaving low and working households worse off unless additionally subsidized.

In focusing on determining the city's baseline housing conditions, the Syracuse Housing Study did not provide a strategy for how to respond to these complex, interconnected challenges. Nevertheless, it did outline key elements of what a successful strategy would entail.

- First, sizable geographies of work - as opposed to one-off development of a housing project here disconnected from a housing project there - will be needed. Projects would need to be sizable and comprehensive enough to change market trajectories. They would need to be sufficiently scaled to allow for mixed-income development to occur, disrupting norms across the board.
- Second, the city's diverse patchwork of conditions on the ground means that different kinds of submarkets are going to require different kinds of interventions aimed at producing different kinds of results. Some blocks in Syracuse are ready to pop right now; on the verge of self-sufficient vibrancy where just a slight push is needed. Other blocks are in greater need of assistance to stimulate the private sector. And still other blocks are so distressed that they first require stabilization before genuine market health can be plausibly envisaged.
- Third, a suite of tools would likely be needed, and a shift from measuring success in outputs to measuring it by outcomes would be required. Some tools for subsidizing affordability are going to be needed, as will be tools for stimulating demand (subsidizing willingness), requiring skill orchestration for decades.

Underneath these three elements - sizable interventions, submarket precision, and the skillful use of a variety of outcome-oriented tools - is the meta problem of resource scarcity and resource appropriateness. Virtually none of the State of NY's vast array of housing tools are going to be very helpful, unless rendered flexibly changeable by participating jurisdictions. The same is true with nearly all federal resources. State and federal resources almost always privilege the moral problem of affordability over the existential problem of unwillingness. And in any event, even if modified to suit the specific needs of Central NY, still constitute fewer dollars than Syracuse will need. This means that not only must good strategy work account for the divergent challenges of unaffordability and unwillingness, it must also do so with fewer resources than needed, thereby creating significant opportunity cost challenges for Syracuse.

In sum, the Syracuse housing market, as noted in the SHS, has these challenges to address:

1. Ability to Pay problem (too few homes are affordable to a large number of residents)
2. Willingness to Pay problem (too few households with the ability to afford to live elsewhere in the region want to live in Syracuse)
3. Fixes to the ability to pay problem tend to worsen the willingness to pay problem, and vice versa.
4. Opportunity Cost problem of too many problems with too high price tags and too few dollars

Because addressing the first three challenges is complex and because the fourth involves making tradeoffs, it is recommended that the work of strategy development be participatory and highly facilitated. It must involve members of the Syracuse community able to work together over a period to develop a group understanding of the city's baseline housing conditions outlined in the SHS, the nature of these challenges, the kinds of remedies that are available, the costs and benefits of those remedies, and the inevitable opportunity costs that come with the territory of operating in a resource short environment.

STRATEGY DEVELOPMENT SCOPE OF WORK

There are three components to the strategy work for this project, as follows:

Part 1: Outreach and Education with the Syracuse Community

- Present findings of the 2023 strategy to the general public in a manner that "teaches" the subject material through a presentation of findings in the context of "housing 101" education

Part 1: Outreach and Education with the Syracuse Community

- Present findings of the 2023 strategy to the general public in a manner that “teaches” the subject material through a presentation of findings in the context of “housing 101” education
- As the project steering committee performs its task of developing first an initial draft, then revised and subsequent final drafts, draft strategy work will be presented to the general public in open houses and through online surveys. Feedback on both will be energetically sought and tabulated and incorporated into draft revision
- Present final strategy work to the general public in a manner that “teaches” the subject material through a presentation of findings in the context of additional “housing 101” education as appropriate

Deliverables:

- Schedule for OHs
- Educational Materials for OHs
- Content for 3 online surveys
- Summary of feedback from surveys

Part 2: Steering Committee Work

- Present findings of the 2023 strategy to a Mayor-appointed/CC impaneled, representative steering committee
- Design and facilitate six work 2-2.5 hr work sessions with the steering committee that will co-create with constant team an implementable housing strategy for the City of Syracuse. In this context “implementable” means a) politically feasibly, b) publicly understood, acknowledged, and supported, and c) financially feasible within the means of the city
- Meeting 1: Problem Definition, Core Values, Operating Principles
- Meeting 2: Priorities, Preliminary Tradeoff Choices
- Meeting 3: Tradeoff Decisions, Typology Interventions, Outcomes
- Meeting 4: Discussion of 1st draft; Revisions
- Meeting 5: Discussion of 2nd Draft, Revisions
- Meeting 6: Discussion of Final Draft and Preparation for Public Presentation

Deliverables:

- Schedule for SC
- Elaborated design for each session
- Six facilitated sessions
- Co-created initial, revised, final draft, and final strategy

Part 3: Interactive Work w Syracuse Common Council

- Present findings of the 2023 strategy to the Common Council, and work interactively w the council to raise the council’s understanding of housing finance, land development and economics, policies, and related matters they will need to weigh in subsequent years when considering funding housing strategies
- Present work of Steering Committee to the CC, and obtain feedback on a continual basis so the final product has been genuinely informed by council.

Syracuse Housing Strategy 2 - Proposed Timeline

[illegible]

Syracuse Phase 2 - Strategy Budget

	Charles Buki	Peter Lombardi	Karen Beck Pooley	Eric Ameigh	Larry Weston	Alan Mallach	Subtotals	
	210	175	175	175	175	200		
Conceptual Strategy Development and Continual Refinement Work	100	100	100	80	20	40	440	35.48%
Outreach and Community Education	80	80		80	80		320	25.81%
Steering Committee Work	80	80		80	80		320	25.81%
Interactive Work w Syracuse Common Council	40	40		40	40		160	12.90%
Hours	300	300	100	250	220	40	1,240	
Personnel Costs	63,000	52,500	17,500	49,000	38,500	8,000	228,500	83.39%
	27.57%	22.98%	7.68%	21.44%	16.85%	3.50%		
Trips	7	7		2	4	1		
Per Person Costs	2,500	1,500	2,500	2,500	2,500	2,500		
Personnel Trip Costs	17,500	10,500	0	5,000	10,000	2,500	45,500	16.61%
Total Cost	80,500	63,000	17,500	54,000	48,500	10,500	274,000	
Months							10	
Monthly Invoice to City of Syracuse							27,400	



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 20, 2023
SUBJECT: Appropriation of Funds, Waiver of the RFP Process & Enter Agreement – czb LLC


On behalf of the Department of Neighborhood & Business Development, I am requesting to appropriate up to \$275,000 of the American Rescue Plan Act (ARPA) fund to support and enter into a contract with czb, LLC to develop a city-wide housing strategy.

The purpose of the strategy plan is to develop more holistic and prescriptive next steps for housing planning and investment strategy in accordance with the results outlined in the Syracuse Housing Study, which was presented to the Common Council Neighborhood Preservation Committee on May 24, 2023. czb, LLC completed the first phase study pursuant to ordinance 2022-466 and was selected as the preferred vendor identified through a competitive bid process (RFP #2022-142). The Department of Neighborhood and Business Development is seeking to waive the RFP process for the second phase strategy work.

Funds will be placed in an account to be designated by the Commissioner of Finance. The Department of Neighborhood and Business Development has also asked the Syracuse Industrial Development Agency (SIDA) to consider authorizing expenditures to cover half (\$137,500) of the total project cost. Should the SIDA board approve this measure, the City would be reimbursed for that amount.

Please return this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2023

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH JUBILEE HOMES, INC. TO SUPPORT
THE COST OF NEW CONSTRUCTION OF TWO
SINGLE-FAMILY FOR INCOME-QUALIFIED
FIRST-TIME HOME BUYERS**

WHEREAS, Ordinance No. 295-2022 appropriated \$11,000,000.00 of the American Rescue Plan Act of 2021 (ARPA) Funds received by the City of Syracuse to an account to be used by the Department of Neighborhood and Business Development (“NBD”) to fund Infill Housing Construction to support the cost of new construction or rehabilitation of single-family owner-occupied units for income qualified first-time homebuyers and develop scattered-site two-family rental units; and

WHEREAS, pursuant to Ordinance No. 295-2022, NBD issued Request for Qualifications (“RFQ”) #23-007 to identify agencies qualified to support the new construction or rehabilitation of single-family owner occupied units for income-eligible first time homebuyers (“Infill Housing Projects”) and develop scattered-site two-family rental units; and

WHEREAS, Ordinance No. 842-2022 authorized the Commissioner of NBD to select from the list of eleven (11) agencies identified by the RFQ as eligible to perform Infill Housing Projects, subject to the approval of the Common Council as to specific projects and contracts; and

WHEREAS, the Commissioner of NBD has approved Jubilee Homes, Inc. to construct two (2) single family homes at 120 White Street and 920 West Onondaga Street (hereinafter referred to as the “Project”) under the following terms: under the following terms:

- (1) Jubilee Homes, Inc. shall provide all required services necessary for the Project in a manner consistent with RFQ #23-007; and
- (2) The total cost for all services shall not exceed \$237,000.00 in American Rescue Plan Act of 2021 (ARPA) funds appropriated by the City by Ordinance No. 295-2022;

NOW, THEREFORE,

BE IT ORDAINED, that the Commissioner of the Department of Neighborhood & Business Development, on behalf of the City of Syracuse, be and he hereby is authorized to execute all necessary agreements as to this Project, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to the appropriate account designated by the Commissioner of Finance for the ARPA funding to be used for the Project which has been authorized by Ordinance No. 295-2022.



DEPARTMENT OF NEIGHBORHOOD & BUSINESS DEVELOPMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

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June 16, 2023

Ms. Patricia McBride
City Clerk
Room 231, City Hall
Syracuse, NY 13202

Commissioner
Michael Collins

**Deputy Commissioner of
Neighborhood Development**
Michelle Sczpanski

**Deputy Commissioner of
Business Development**
Eric Ennis

Re: Legislation Request – Authorization to award ARPA Infill Housing Funds to Preferred Developer

Dear Clerk McBride:

Please prepare legislation to be introduced at the July 3, 2023 Common Council meeting on behalf of the Department of Neighborhood and Business Development authorizing the Department of Neighborhood and Business Development to use \$237,000 of ARPA Infill Housing funding as authorized by ordinance 2022-295. Funds will be used to offset the cost of construction of two single family homes to be built at the following locations as part of the Resurgent Neighborhoods Initiative Infill Housing Plan:

- 120 White St
- 920 West Onondaga St

All homes will be sold to income-qualified first-time home buyers. Jubilee Homes, Inc will serve as the developer for all addresses, and was identified as a preferred developer of those responded to the City's Request for Qualifications (RFP #23-007). Construction of all properties is slated to be completed by the end of 2023. Additional funds for the project will be leveraged from City of Syracuse's entitlement funds awarded by the U.S. Department of Housing and Urban Development (HUD) and Affordable Housing Corporation (AHC) funds awarded to the City of Syracuse by New York State.

I am happy to answer any questions at x8743 or via email at msczpanski@syrgov.net.

Sincerely,

Michelle Sczpanski
Deputy Commissioner of Neighborhood Development

**Department of Neighborhood
& Business Development**
201 E Washington Street
Suite 600
Syracuse, NY 13202

cc: Sharon Owens, Deputy Mayor
Michael Collins, NBD Commissioner

https://cityofsyrcuse.ny.us/sharonowens.com/attachment/legislation_request_letter/legislative_letter_-_authorization_of_arpa_infill_funding_for_nbd_housing_development_-_07-24-2023.docx

Office 315 448 8100
Fax 315 448 8036

www.syrgov.net

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: June 20, 2023
SUBJECT: Appropriation of Funds & Agreement – Infill Housing Funding


On behalf of the Department of Neighborhood & Business Development, I am requesting to appropriate \$237,000 of ARPA Infill Housing funding as authorized by ordinance 2022-295. Funds will be used to offset the cost of construction of two single family homes to be built at the following locations as part of the Resurgent Neighborhoods Initiative Infill Housing Plan:

- 120 White St
- 920 West Onondaga St

All homes will be sold to income-qualified first-time home buyers. Jubilee Homes, Inc will serve as the developer for all addresses, and was identified as a preferred developer of those responded to the City's Request for Qualifications (RFP #23-007). Construction of all properties is slated to be completed by the end of 2023. Additional funds for the project will be leveraged from City of Syracuse's entitlement funds awarded by the U.S. Department of Housing and Urban Development (HUD) and Affordable Housing Corporation (AHC) funds awarded to the City of Syracuse by New York State.

Please return this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

6/21/23
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

**ORDINANCE GRANTING PERMISSION TO
FRED BRAUN AND SUSAN BRAUN, OWNERS
OF THE PROPERTY AT 501 SOUTH EDWARDS
AVENUE, SYRACUSE NEW YORK TO
ENCROACH 1.5' TO 2.0' INTO THE SOUTH
EDWARDS AVENUE RIGHT-OF-WAY WITH A
4' CHAIN LINK FENCE**

WHEREAS, Fred Braun and Susan Braun, owners of the property situated at 501 South Edwards Avenue, Syracuse, New York, has requested permission to encroach up to 1.5' to 2.0' into the South Edwards Avenue Right-of-Way with a 4' chain link fence; and

WHEREAS, the report of the Commissioner of the Department of Public Works is on file in the office of the City Clerk; NOW, THEREFORE,

BE IT ORDAINED, that this Common Council hereby grants permission to Fred Braun and Susan Braun (hereinafter referred to as the "Owners") to maintain the aforementioned encroachment, subject to the following conditions:

1. The Owners shall defend, indemnify and save harmless the City of Syracuse, its officers and servants, from any and all liability and from any and all claims, damages, costs and expenses to person or property which may occur out of the usage of said street right-of-way heretofore described.
2. The Common Council may terminate this permission upon thirty (30) days' notice to the Owner.
3. Said Owners shall, within thirty (30) days from the effective date of this ordinance, file in the office of the City Clerk a duly acknowledged written acceptance of this permission and consent to its terms and conditions. Said acceptance, when so filed, shall constitute an agreement on the part of the Owners to do and conform to all conditions thereof.

4. Said Owners shall obtain the necessary permits, in addition to this permission ordinance, for the concrete patio and the aluminum fence.

5. Said Owners agree and consent that the City will not be liable for any damage to the concrete patio and/or the aluminum fence from any cause, including but not limited to snow removal, utility repair and replacement, and sidewalk repairs.

6. Said Owners agree and consent to maintain compliance with the requirements of the various City Departments attached hereto as Appendix "A".

Appendix "A"



Department of Neighborhood & Business Development
Central Permit Office
 Ben Walsh, Mayor

Encroach (Minor) Plan Review Comments for Applicant (Revised 07/15)

Location of Proposed Work: 501 Edwards Ave S & Caleb Ave

Permit #: PC-0122-23

Permit Type: Encroach (Minor)

Date: 06/1/2023

Contact: Fred Braun

Phone #: 315-263-2994

The departments below have reviewed your application and provided the following comments.
Approval is subject to the conditions listed below.

Approval	Status Date	Status	Reviewer	Comments
DPW - Commissioner	04/20/2023	Conditionally Approved	Martin Davis	Fence must be at least 18" off the back edge of walk
DPW - Sanitation & Sewers	04/03/2023	Conditionally Approved	Vinny Esposito	All utilities must be located and protected in the area of construction,
DPW - Sidewalk Inspector	05/18/2023	Conditionally Approved	Chris Ettinger	no issues
DPW - Traffic Control	04/04/2023	Conditionally Approved	Joe DiBello	no issue, must be approved by reviewers
DPW - Transportation Planner	04/13/2023	Internal Review Complete	Neil Milcarek-Burke	Not recommended for approval. - All fencing is to be located on private property - Application fails to properly depict ROW conditions, which include the existing fencing located at the sidewalk edge along Edwards Ave South, fencing includes an outward opening gate - Fencing is to be 2' offset from the sidewalk edge, which would produce a compliant/non-encroaching fence line - Proposed encroachment will negatively impact any ROW improvements along the Edwards frontage
Engineering - Design & Construction	04/07/2023	Conditionally Approved	Mirza Malkoc	• It appears that the existing fence along South Edwards Street is already too close to the existing sidewalk. Requesting an encroachment waiver to install the new fence 1.5' to 2' closer to the sidewalk is not recommended. There needs to be at least 2 feet of clearance between the fence and the sidewalk so that the City has enough room to do maintenance work in the ROW without damaging the fence. • Installing a fence along South Edwards Avenue & Caleb Avenue needs to be approved by Planning & Zoning Department. • The applicant shall indemnify the City & assume all liability for any damages or injuries caused to, from or as a result of this encroachment, its installation & maintenance. • Any sidewalk disturbed/damaged shall be replaced in full flags, all replacement sidewalks shall meet current ADA standards, and additional sidewalk may need to be removed to meet the standard. • All construction in the R.O.W. will require a permit, all construction in the R.O.W. to be per City standards and specifications. • Failure to adhere to City Standards & Permit requirements or ADA standards shall result in rejection & replacement of the work as ordered by the City Engineer, without question.
Engineering - Mapping	04/10/2023	Conditionally Approved	Ray Wills	No objections, the relocation is part of a City initiated installation of sidewalks along Caleb, the existing fencing remaining fencing would pose no impact on Mapping Division assets provided the proper indemnifications from the applicant are made.

Engineering - Sewers	04/07/2023	Conditionally Approved	Mirza Malkoc	All existing utilities in the area shall be located and avoided.
Zoning Planner	04/25/2023	Internal Review Complete	Lisa Welch	Per the Zoning Rules and Regulations, as amended, fences within the required front yard can be no higher than four feet and must be open in design, but otherwise there are no provisions for fencing within the city right-of-way. Fencing within the city right-of-way should be discouraged.
Engineering - City Engineer	04/24/2023	Conditionally Approved	Mary Robison	<ul style="list-style-type: none"> -Fencing shall be placed a minimum of 2' behind back edge of walk and all gates shall be placed so that they open inwards towards the property and not outward towards the Right-of-Way. -Fencing shall be placed so that it does not create a visual obstruction at the corner or at the driveway for vehicular traffic to be able to see oncoming vehicular and pedestrian traffic. -Relocation of fencing shall accommodate construction of a new sidewalk on Caleb Ave and fencing shall be installed so that it is a minimum 2' behind back edge of new sidewalk so that the City has room to maintain the sidewalk. - The applicant shall indemnify the City & assume all liability for any damages or injuries caused to, from or as a result of this encroachment, its installation & maintenance.

Department of Public Works

ENCROACHMENT PERMIT ROUTING FORM

ADDRESS: 501 S Edwards Ave

APPLICATION DATE: 03-31-23

PROPERTY: 027.-25-21.0

PERMIT APPLICATION: PC-0122-23

OWNER: Fred & Susan Braun

MINOR OR MAJOR ENCROACHMENT

CONTRACTOR:

PHONE: 315-263-2994

EMAIL: fredbraun501@gmail.com

DESCRIPTION OF WORK: Fence Encroachment

To:

ASSESSMENT	DPW	ENGINEERING	FIRE PREVENTION	LAW
NBD	PLANNING	POLICE	WATER	ZONING
DISTRICT COUNSILOR	CENTRO	NATIONAL GRID	VERIZON	

APPROVED/DENIED_____

REVIEWED BY_____ **DATE**_____

COMMENTS_____

This form is for the reviewing departments use only. Please do not return the Central Permit Office.

The applicant will receive the review comments that have been entered in IPS.

If you have any questions please call 315-448-47-15 or email centralpermitoffice@syr.gov.

Thank you

Encroachment Permit Instructions and Application

Jeremy Robinson
Commissioner

Martin E. Davis, L.S.
Deputy Commissioner



Ann Fordock
Deputy Commissioner

DEPARTMENT OF PUBLIC WORKS

Ben Walsh, Mayor

Encroachment Application and documents must be submitted to:

Central Permit Office
201 East Washington Street, Room 101
Syracuse, New York 13202, Phone # 315-448-4715
CentralPermitOffice@syr.gov

SUBMITTAL REQUIREMENTS

Only complete applications will be accepted for review:

- ☐ Pages 5 and 6 of the Encroachment Application completed in full and signed by the owner of the property adjacent to the right-of-way.
- ☐ A copy of the stamped survey map* (must be to scale, not reduced) for the private property abutting the street right-of-way in question.
- ☐ A stamped or signed site plan* (must be to scale, not reduced) showing specific location and distances from front of main building abutting right-of-way, front and side property lines, curbs, sidewalks, sidewalk widths, and driveways and improvement dimensions (lengths, widths, and heights) for all encroaching features. Also, for fencing, location of any gates and direction they will open. **The proposal can be drawn (to scale) on a copy of the property survey, but applicant must initial all changes made to the stamped survey and cross out the surveyor's stamp.**
- ☐ Elevation drawing* or manufacturer's catalogue cut of any features of the improvement.

*If you submit full size architectural drawings or survey maps, you must also submit one additional copy no larger than 11" x 17" or an electronic copy.

PLEASE FILL IN COMPLETELY

Address of Proposed Encroachment:

501 S. EDWARDS AVE

Street address abutting the right-of-way where the improvement is being requested

Section, Block & Lot # (if known)

027-25-210

Property Owner (print name):

FRED & SUSAN BRAUN

Mailing Address (if different):

Phone #(s):

315.263.2994

Email Address(es):

FREDBRAUN501@G.MAIL.COM

DP-5122-7

Encroachment Permit Instructions and Application

Applicant / Owner's Representative
(print name):

FRED BRAUN

Mailing Address:

501 S. EDWARDS AVE

Phone #(s):

315-263-2994

Email Address:

FREDBRAUN501@GMAIL.COM

Type of improvement requested:

FENCE

Describe the style &/or materials of the
improvement:

CHAIN LINK - 4'

Ex: a picket fence; a masonry bench

List the dimensions of the improvement
in feet and inches:

Horizontal:

Feet

Inches

Vertical:

Feet

Inches

What is the reason(s) for the
improvement?

Specify any hardship or special circumstances, or public benefit to be gained, if
applicable. Attach documentation or a letter of explanation if necessary.

Is this improvement part of a larger
project?

Yes

☒ No

If yes, please identify the project and specify the additional city/county approvals
being applied for

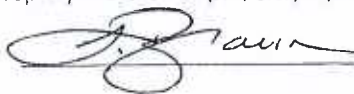
How far does the feature encroach into
the City's Right of Way?

1 1/2 - 2'

SIGNATURE OF THE OWNER

I (we) certify that I (we) own the private property listed above (i.e., the property abutting the requested improvement).

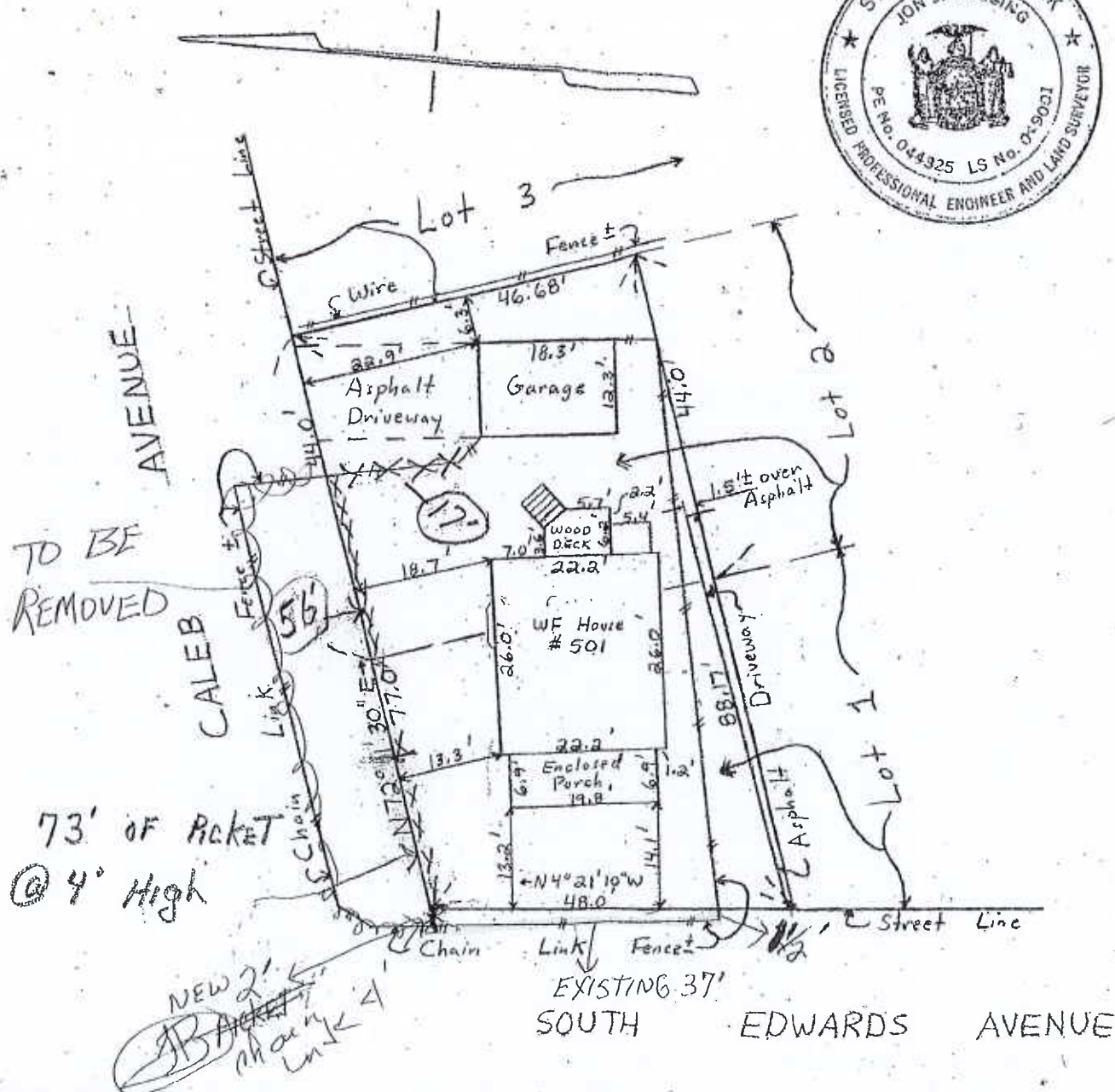
Signature(s):



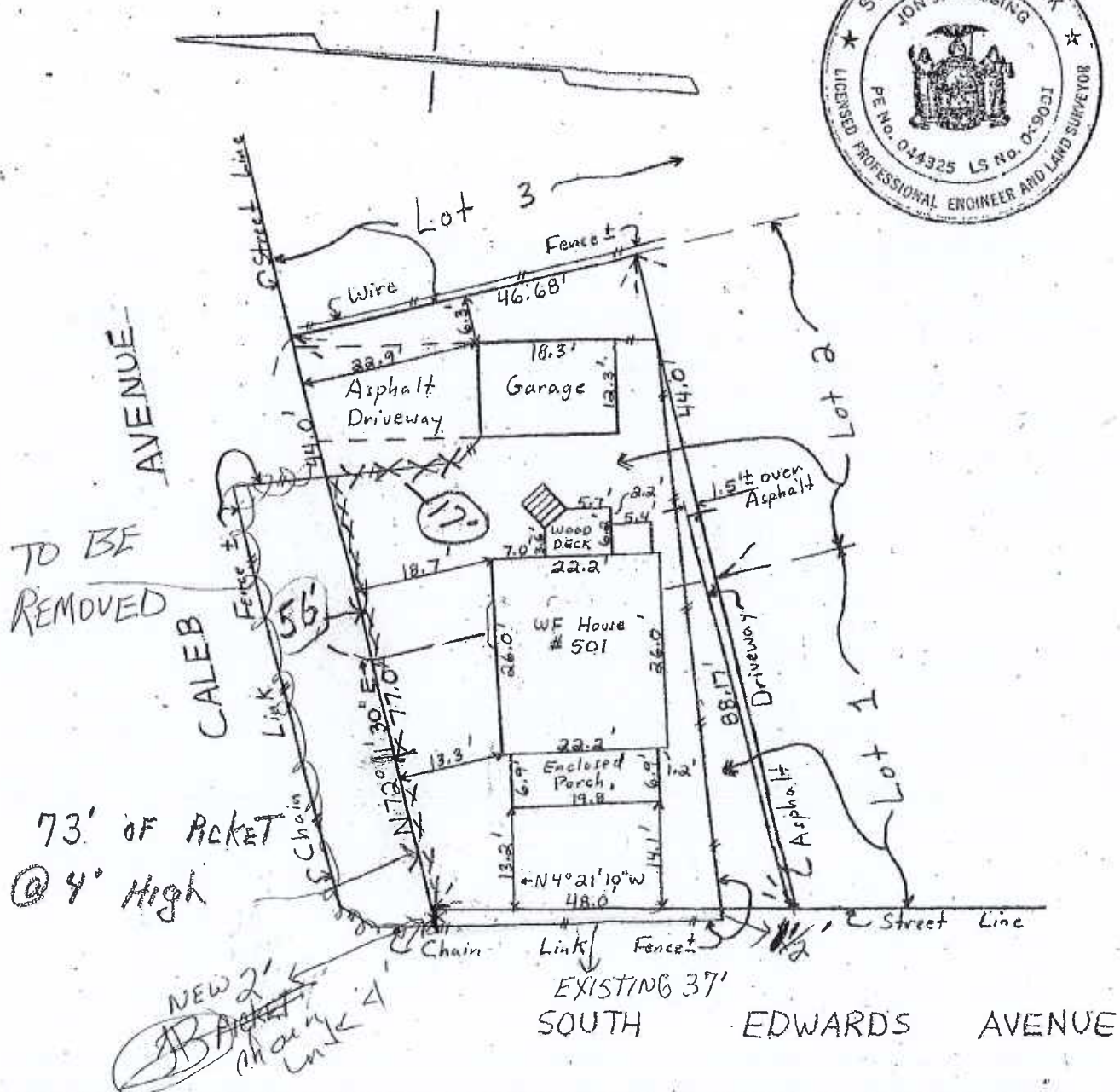
3/26/23
Date

Date

STATE OF NEW YORK
JON J. DUSSING
LICENSED PROFESSIONAL ENGINEER AND LAND SURVEYOR
P.E. No. 044325 LS No. 04-9021



FILE NO. 04-270



FILE NO. 04-270



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DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

June 1, 2023

Jeremy Robinson
Commissioner

Ann Fordock
Deputy Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Patricia McBride
City Clerk
City Hall, Room 230
Syracuse, New York 13202

RE: Legislation Request – Permission for Encroachment (PC-0122-23)

Dear Ms. McBride:

Fred and Susan Braun are requesting an Encroachment Waiver for a 4' high, Chain Link fence that will encroach approximately 1.5' to 2' into the Right-of-Way on S Edwards Ave. The applicant's mailing address is as follows:

Fred & Susan Braun
501 S Edwards Ave
Syracuse N.Y. 13206

The proposed encroachment has been reviewed by various City departments and utility companies. Returned comments are enclosed. It appears that there is not major impediment to the request.

Please prepare legislation for consideration at the next meeting of the Common Council. Please let me know if you have any questions relative to this request.

Sincerely,

Jeremy Robinson
Commissioner of Public Works

Dept. of Public Works
1200 Canal St. Extension
Syracuse, N.Y. 13210

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net